

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**


☐ Resolution or Ordinance (Blue)      ☐ Waiver of First Requested  
☐ Recommendations of Boards, Commissions & Committees (Green)  
☒ Other Business (Pink)

**TO :** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** Scott R. Niehaus, Village Manager

**DATE :** December 18, 2023      **(BOT) Date:** January 4, 2024

**SUBJECT:** Approval of Building Plan Review and Inspection Consultant  
Services – B&F Construction Code Services

**SUBMITTED BY:** William J. Heniff, Director of Community Development 

**BACKGROUND/POLICY IMPLICATIONS:**


The Community Development Department generally utilizes a blend of in-house and third-party services to meet the building plan review and permit inspection demands required as part of the the construction approval process. In the past, B&F Construction Code Services, Inc. provided such services to meet demand.

Staff seeks concurrence from the Village Board for approval of a contractual services agreement with B&F for the remainder of 2023 and the 2024 calendar year. B&F has competently performed assigned inspection activities and approval of the this request would help ensure that the processes would remain unaffected. The agreement is based upon an hourly need basis.

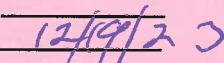
Staff recommends that the Village Board of Trustees authorize the signature of the Village Manager on the attached agreement with B & F Construction Code Services, Inc. to perform selected plan review and inspection activities.

**Fiscal Impact/Funding Source:**  
Review (as necessary)

Finance Director  
Village Manager



Date  
Date

  
12/19/23