

**Proposal Spreadsheet**

**Fire Suppression and Fire Alarm Plan Review and Inspections Services and Hazardous Material Plan Review**

**RFP-RH-23-007**

<b>Vendor Questionnaire</b>	<b>NAME ADDRESS</b> SAFEbuilt Michigan, LLC 444 North Cleveland Avenue Loveland, CO 80538	Paramedic Services of Illinois, DBA Fire Safety Consultants 2175 Point Boulevard, Suite 380 Elgin, IL 60123
Exceptions:	Yes, listed provided in response.	Yes, list provided in response.
Firm established:	1992	1983
Years in Business:	30	40
Provide names of the Project Manager and Key Personnel.	Mr. Dana Self - Project Manager Mr. Steve Titcombe - Inspector & Plans Examiner Mr. Greg McBryar - Inspector & Plans Examiner	Brent Gooden - Senior Vice President Fred Hoegler - Vice President of Fire Protection/Inspections Matt Davis-Supervisor of Fire Protection/Inspections Mike Carnduff-Supervisor of Field Services Lisa Tyner-Administrative Assistant
Full Time Employees	1,395	20
Part Time Employees	306	19
Do you certify you meet minimum mandatory qualifications of this RFP.	Yes	Yes
Payment method	City Purchase Order / Check	City Procurement Card/City Purchase Order Check
Provide a comprehensive list of the firm's capabilities.	Full service supplemental building department operations, residential, commercial and industrial Plan Review, Building, mechanical, electrical and plumbing inspection, Fire and Life Safety Plan Review and Inspection, Hazardous Material Plan Review, code enforcement, Permit Technician, Certified Building Official. More services included in response.	Private plan review services. Specializes in fire protection disciplines. Over past two decades have expanded their services to include seminar presentation, consulting services to private industries include hazardous material plan review and building and life safety plan review services.
Identify any lawsuit or litigation past or present.	Yes, Cantor v. Disability Network of West Michigan Four others closed litigation	No lawsuits or litigations.
Does your firm have other on-call contracts for Building Plan Review Services?	Yes	Current contracts with other municipalities to perform building plan reviews and/or inspections have been completed by FSCI over the 40 years of business in this industry.
Description general qualifications of the first and qualifications for the staff.	Brings a unique perspective to their work for their municipal clients since many of their inspectors and plan examiners served in these roles for other City and County building departments in the state.	Resumes provided in response.

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<p><b>Vendor Questionnaire</b></p>		
<p>How many clients does your company currently service?</p>	<p>Supports 54 municipal and 2 private provider clients in Michigan.</p>	<p>170+ municipalities. Provide plan review and/or inspection services.</p>
<p>Identify team members working on City Projects. Attach resumes.</p>	<p>Mr. Dana Self - Project Manager Mr. Steve Titcombe - Inspector &amp; Plans Examiner Mr. Greg McBryar - Inspector &amp; Plans Examiner</p>	<p>Brent Gooden - Senior Vice President Fred Hoegler - Vice President of Fire Protection/Inspections Matt Davis-Supervisor of Fire Protection/Inspections Mike Carnduff-Supervisor of Field Services Lisa Tyner-Administrative Assistant</p>
<p>References</p>	<p>City of Harper Woods City of Muskegon City of Wixom Contact information provided in response.</p>	<p>City of Auburn Hills Canton Fire Department Fenton Fire Department Contact information provided in response.</p>
<p>Subcontractor Information</p>	<p>No subcontractors used.</p>	<p>No subcontractors used.</p>
<p>Describe your firm's philosophy on Code Interpretation approach, communicating with the city, and project tracking and reporting system.</p>	<p>Code interpretations are subject to final review and approval by the Building Official or City designated staff. SAFEbuilt team members will provide unbiased recommendations and background information to help the Building Officials make informed decision.</p>	<p>Participation in the code development process gives their staff an intimate knowledge and understanding of many codes and standards. Involved in the code process on national and state levels. During plan review and inspection service process, our staff works together with authority having jurisdiction and contractors, designers, engineers, architects, and other design professionals to determine the requirements and best practices.</p>
<p>Describe how questions will be addressed by your firm.</p>	<p>Will be able to meet with City Staff, design team, applicants, and/or contractors, at the City's request, to discuss and resolve plan review and code-related issues.</p>	<p>Staff is available between the hours of 8am-6pm, Monday through Friday, except holidays, to answer questions and provide assistance. Their technical plan review report for each project will include the plan reviewer's name and qualifications. Will provide a primary contact person and emergency contact person.</p>
<p>How will your firm incorporate projects into your standard workload.</p>	<p>Ensuring that the staff is available to the City when needed is one of their top priorities. Can float resources to ensure as-needed coverage or support any surges in demand. For plan review, they have 48 plan examiners who are part of National Plan Review program.</p>	<p>Can handle all Fire protection review and inspection, and hazardous material review needs. Staff to handle all plan reviews, inspections or code questions. Can call anytime with code or standard questions.</p>

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<p><b>Vendor Questionnaire</b></p> <p>Identify the maximum length of time each plan review will require.</p>	<p>Single Family Dwelling-5 business days or less. Recheck 5 business days or less. Multi-Family Dwelling-10 business days or less. Recheck 5 business days or less. Commercial/Industrial-10 business days or less. Recheck 5 business days or less. Large Commercial - 15 business days or less. Recheck 5 business days or less.</p>	<p>Their goal is to turnaround all types of fire protection plan reviews in 10 business days 9could include 14 calendar days depending on submittal day) and expedited plan reviews in 3-5 business days (could be up to 7 calendar days depending on submittal day). Plans that are finished but waiting for additional information and/or revisions from the plan submitter or Rochester Hills may take more than turnaround times.</p>
<p>Describe how your firm's project approach distinguishes you from competitors</p>	<p>Cost saving approaches, Swift turnarounds and Expedited Services, Effective Coordination and other Agencies and Departments, Code knowledge and building industry experience.</p>	<p>Over 40 years of experience and different projects in at least 10 different states. Long list of standing clients. Staff maintains multiple certifications from organizations such as but not limited to NICET, ICC and NFPA.</p>
<p>Describe how your firm will handle quality control.</p>	<p>Utilizes project management tools to maintain up-to-day schedules, coordinate staff time, and track budget. Holds weekly internal staff meetings to determine project properties, deliverables, and staffing needs to ensure their projects are completed on time and within budget.</p>	<p>Senior staff incorporate quality control measures to ensure work is highest quality. Senior and management staff review all plans, hydraulic calculations, equipment data sheets, and specifications, technical plan review letters and inspection reports before completing plan review and sending out letters and report to the municipality and/or contractor.</p>
<p>Give a complete description of review process.</p>	<p>Ensures submittals are properly coordinated and tracked by following an established internal plan check process. Each plan is entered into our database, processed, and returned to the client when promised. The plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal. Complete process in listed in detailed response.</p>	<p>Plan review process starts when the plan review documents are submitted to them by municipality or contractor. Staff evaluates the quality of the plans to ensure they are clear on the scope of work needed. After project has been logged into their system and usually one day after plans are received, project will be assigned to a review. Plan review documents are review and technical plan review letter is produced. Complete process in listed in detailed response.</p>
<p>What is the average turn-around time to complete inspections?</p>	<p>Offers next-day inspections for any request received by 4:00 p.m. on the previous business day. Most inspections take between 15 minutes and 2 hours to complete, depending on the type of inspection.</p>	<p>In most cases FSCI requests advance notice of 1-3 business days to schedule inspection. Works with municipalities and contractors on ways to quickly complete all necessary acceptance testing so that the business owner can get occupancy and open their business. In some circumstances inspections can be scheduled for the same day.</p>

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<p><b>Vendor Questionnaire</b></p>				
<p>Give complete description of inspection process.</p>	<p>Inspectors review the permit package to verify the on-site condition is consistent with the appropriate records for square footage, setbacks, heights, and other requirements that may be applicable. They use a routing program that utilizes computer mapping and GPS to route inspections efficiently and to minimize client wait time.</p>	<p>When inspectional services are requested, they document their internal plan review process and include details on requirements for inspection within their technical plan review. When contractor is ready to schedule the inspections, they allow the contractor to call them directly or request that the contractor call the municipality. More detailed information in response.</p>		
<p>What is the responsibility of the City in the review and inspection process.</p>	<p>Providing plan review projects to their team in sufficient time to assist them in staying on schedule.</p>	<p>FSCI staff will contact the City when code interpretation is required to make sure all have the same expectations during the plan review and inspection services. If an unusual situation arises, they will communicate with the City and collaborate with them to achieve a positive result.</p>		
<p>What are your billing procedures?</p>	<p>Invoicing is completed on a monthly basis. Provide detailed invoices identifying which team member conducted the work, their billing rate, a description of the work and how much time was spent on each activity.</p>	<p>Allows the contractor to pay for single plan review service up front before the plan review or they accept payments from the municipality for each project or for a months worth of projects. Flexible and can work with the City of Rochester Hills on coming up with a billing procedure that meets everyone's needs.</p>		
<p>Give a complete description of the services you will provide for the City.</p>	<p>Will provide the City with a qualified and experienced team to perform fire suppression, fire alarm, and hazardous material plan review and inspection services for commercial and industrial projects. Will provide a Project Manager to monitor the quality of work and ensure that deliverable are on schedule. Will perform electronic plan reviews as desired by the City.</p>			
<p><b>Fee Rate/Schedule</b></p>	<p><b>Category</b></p>	<p><b>Rates</b></p>	<p><b>Category</b></p>	<p><b>Rates</b></p>
	Fire Plan Review	\$125.00 per hr. 1-hr minimum	Vendor included all pricing in response. Examples Below:	
	Fire Inspections	\$95.00 per hr. 4-hr minimum	Fire Plan Review -1-20 sprinklers	\$275 plan review. Plan review with inspection fees, \$510
	Hazardous Materials Insp.	\$100 per hr. 4-hr minimum	Fire Detection and Alarm Systems 1-20 alarms	\$240 plan review. Plan review with inspection fees \$465
	Meetings	\$95.00 per hr. - 2 hr. minimum		

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<b>Percentage Increase for subsequent years</b>	<b>Initial Term</b>	<b>Percentage</b>	<b>Initial Term</b>	<b>Percentage</b>
	March 2024- Feb. 2025	4%	March 2024- Feb. 2025	Mutually agreed upon increase
	March 2025 - Feb. 2026	4%	March 2025 - Feb. 2026	Mutually agreed upon increase
	<b>Renewal Term</b>	<b>Percentage</b>	<b>Renewal Term</b>	<b>Percentage</b>
	March 2026-Feb. 2027	4%	March 2026-Feb. 2027	Up to 5%
	March 2028-Feb. 2029	4%	March 2028-Feb. 2029	Up to 5%
<b>Other Fees</b>			Electronic Plan Review Convenience	\$80.00
			Addition Inspection Fees	\$120 per hour or min. of \$175