



BOARD OF BUSINESS & NEIGHBORHOOD SERVICES
VONNEGUT CONFERENCE ROOM
INDIANAPOLIS-MARION COUNTY, INDIANA

May 26, 2022

ATTENDANCE:

The following Board of Business and Neighborhood Services members were present:

Brian Madison, Director
Belinda Drake
Katherin Chi
Camille Blunt

The following staff members were present:

Jessica Knight Board Liaison
Katelyn Campbell Assistant Corporation Counsel

INTRODUCTIONS:

Mr. Brian Madison called the meeting to order at 3:03 p.m. and board members Ms. Belinda Drake, Ms. Katherin Chi, and Ms. Camille Blunt were announced.

The following staff introductions were also made: Ms. Jessica Knight, Board Liaison, and Ms. Katelyn Campbell, Assistant Corporation Counsel.

ADOPTION OF MINUTES:

The Board of Business and Neighborhood Services approved the business meeting minutes of April 28, 2022. Motion made by Ms. Blunt. Motion seconded by Ms. Drake. Motion carried.

REPORTS:



2022-C10-010

Adoption Small Cell Aesthetic Guidelines

Pursuant to Section 645-323 of the Revised Code, the Small Cell Aesthetic Guidelines provide direction for the development and construction of small cell facilities within the City of Indianapolis's right-of-way. The Department of Business and Neighborhood Services requests adoption of the regulation.

Financial Information: N/A

Funding Source: N/A

Ms. Amy Wunder, License and Permit Services Administrator, began the public hearing with a brief presentation explaining the Small Cell Aesthetic Guidelines.

Under Sec. 645-323 of the Revised Code, the DBNS Board is authorized to adopt regulations affecting the public rights-of-way. In 2021, the Indiana General Assembly passed legislation that allows municipalities to provide basic, broad aesthetic guidelines for new small cell facilities. The City of Indianapolis seeks to promote well-designed and non-intrusive small cell facilities and support structures to provide wireless services to communities. These guidelines are intended to provide direction for design elements when developing and constructing new small cell facilities.

There is a State Statute, IC-8-1-32.3-15, that provides that a municipality can establish procedures for permitting small cell facilities that addresses requests to install new utility poles or new wireless support structures within residential dwelling areas. These guidelines seek to address the commonly contested issues in relation to the construction of small cell facilities. The guidelines would be applied during the permitting process and would apply county-wide to all small cell facilities in the right-of-way.

Ms. Wunder gave examples of some of the Aesthetic Guidelines for several different categories such as Appearance of Structures, Antenna, Wires, and Equipment Placement, Identification, Painting Requirements, and Stealth Requirements. An example of the Aesthetic Guidelines for the Appearance of Structures states that illumination must meet local, state, and federal regulations and antenna equipment mounted to a support structure should be matching in color to the support structure. Examples of the guidelines pertaining to Antenna, Wires, and Equipment Placement are the location of antennas, burying wiring fibers, and the number of small cell facilities in a single intersection. To identify small cell sites there shall be a distinct marker or tag on a support structure for wireless facilities that will allow for ready identification. The painting requirements will not include signage but require that they are painted to blend or match with the support structure that they are attached to. The Stealth Requirements state that all small cell facilities shall utilize stealth and camouflaging methods to limit their visual impact when feasible.

Mr. Madison opened the floor for any public comments.



Ms. Knight introduced Mr. Gary Potts to speak before the Board.

Mr. Potts, current President of the Eagledale Neighborhood Association, shared that he had previous experience with electronics from his four years in the Air Force, performing guidance and radar navigation, and his career with Time-Life Television, a cable television and telecommunications company. Mr. Potts said he is often questioned about small cell facilities and was looking to find answers to most small cell facility questions being asked in his community.

Mr. Potts questioned why more electronics are being placed on short poles with line-of-sight transmission, which is short range and has 500 ft. placement requirements with utility poles. This introduces more radiation into the atmosphere and throughout our bodies. Radiation is dangerous and does accumulate. The issues are just now coming to the public's attention and there is concern about it. Mr. Potts wanted to know which governing bodies oversee small cell facilities and monitor health and safety concerns.

Seeing no further public comments, Mr. Madison opened the floor for Board discussion.

Ms. Drake asked if the department would be able to provide any answers to Mr. Potts's concerns, even if it was a high-level answer. Ms. Wunder pointed out that the statute that dictates small cells is a state statute. As a state statute, local municipalities do not have an input on them being constructed. Small cells are not located in the zoning ordinance or any of our local codes. There is a section in the State Statute that does speak to the radiation concerns and references some of the federal agencies that they have communications with as it relates to public health concerns.

Ms. Blunt ask for clarification on whether the board would be adopting the state statutes already released. Ms. Wunder clarified that the Board would not be voting on the state statutes since they are already in effect. The guidelines only expand on the aesthetic impact of the small cells. Presently, small cells can be placed in areas, as outlined in the State Statute. This will create aesthetic guidelines the cell sites must meet to improve the visual impact, particularly in residential areas.

Shannon Norman, Principal Planner with DMD (Department of Metropolitan Development), has been working with DBNS, the National Consultant, and the Mayor's Office to draft the Aesthetic Guidelines for almost a year and a half. Ms. Norman shared information to help answer Mr. Potts's question on who regulates small cell site facilities. Ms. Norman stated that the FCC has federal guidelines that were handed down to the State for review. After reviewing the state guidelines, the guidelines were codified in 2020 and 2021. There has always been a question of who controls the small cell sites located in the public right-of-way. There is a preemption on local zoning laws that states we cannot require a variance or rezoning. The State has allowed local governments to deploy processes that dictate the design of small cell sites. The goal is to take what the State has allowed local jurisdictions to dictate and codify it through the permitting

process. These guidelines will be reviewed upon each application and verified that they have been met. With this being aesthetic guidelines rather than zoning guidelines, the design will be controlled, whereas zoning controls use. One of the guideline goals was to create uniformity so there were no poles over fifty feet in neighborhoods. Part of the process in establishing these guidelines was to mirror what other communities around Indianapolis have implemented so that Indianapolis would not be singled out as a location with no rules on installing small cell sites. There have been extensive discussions with small cell site providers to get their input while creating the guidelines. Providers understand that State Law allows for the Aesthetic Guidelines and that our constituents and neighbors require this of us for them to continue to do business at the level they have been doing business.

To address Mr. Potts’s concern, Ms. Blunt asked Ms. Norman to explain who is responsible for the safety of our citizens that will be exposed to the radiation. Ms. Norman stated that regardless of the guidelines through the local permitting process, all towers are subject to the FCC Guidelines and all providers are required to report on those guidelines to the Federal Government. Ms. Norman could not speak to the process of reporting on federal guidelines and how often or how much oversight there is. However, there are federal guidelines with provisions for health and safety.

Mr. Madison asked for clarification that federal and state laws allow small cell site facilities to be constructed in our city, but the Board is voting for the regulation of their aesthetics, which is the extent of what can be restricted at the city level. Ms. Norman confirmed and added that state and federal law states that cell sites cannot be precluded and must be allowed as the normal utility process. The City’s goal is to make them less obtrusive to neighborhoods, to make them more integrated into the natural environment, or to co-locate. These guidelines make it so not every provider can co-locate on a telephone, or utility pole. In the absence of co-locating, by State law, providers can install cell sites. Our goal is to make sure they are not causing interruptions or being nuisances to local streets.

MOTION: Ms. Blunt moved to adopt Resolution 2022-C10-010. Seconded by Ms. Drake. Motion carried.

2022-C10-012	Contract: Administrative Law Judge Services
2022-C10-013	Contract: Administrative Law Judge Services

Allows the Director of the Department of Business and Neighborhood Services to amend the existing agreements with John C. Krause and Mark K. Sullivan.

Financial Information:	\$65,000.00 Krause \$15,000.00 Sullivan
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Funding Source:	DBNS Permit Fund
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Mr. Jacob Miller, Chief Project Coordinator—Financial Operations, informed the Board that DBNS requires the services of licensed attorneys to perform the duties of Administrative Law Judges. These contracted Administrative Law Judges serve as the hearing authority for the Department’s administrative hearings pertaining to matters of licensing, unsafe buildings, and environmental nuisances. In 2020, DBNS issued a request for qualifications seeking qualified attorneys. Staff evaluated the applications submitted and found Mr. John C. Krause and Mark K. Sullivan qualified to perform the services required. The licensed attorneys were issued contracts that are due to expire June 30, 2022. DBNS now requests board approval to amend the professional service agreements with respects to the terms and to John C. Krause’s compensation. These contracts shall be extended for one additional year, commencing July 1, 2022 and expiring at the close of business June 30, 2023. The compensation not to exceed limit for Mr. John C. Krause shall be increased to \$65,000.00. At this time, DBNS is not seeking an increase to Mark K. Sullivan’s compensation limit, previously established at \$15,000.00. The rates of compensation shall not increase for the duration of either contract’s term.

Ms. Chi was curious as to why Mr. Krause’s compensation limit was much higher than Mr. Sullivan’s. Mr. Miller explained that the Administrative Law Judges are assigned to different types of hearings and Mr. John C. Krause covers unsafe building hearings, licensing hearings, and perhaps some environmental hearings. Mr. Mark K. Sullivan primarily handles the high weeds and grass appeal hearings. The volume of hearings is different for these cases.

MOTION: Ms. Chi moved to adopt Resolutions 2022-C10-012 and 2022-C10-013. Seconded by Ms. Drake. Motion carried.

2022-C10-014 Certification: Trash Liens

Under Chapter 361 of the Revised Code of the Consolidated City of Indianapolis and Marion County the Department of Business and Neighborhood Services (“DBNS”) is responsible for the inspection, abatement, and enforcement of environmental public nuisances. In the event that the property owner does not correct the violation or cannot be found, the City enlists a contractor to abate that property. Section 361-107 of the Revised Code authorizes DBNS to abate the violation and charge the costs related to abatement to the responsible property owner.

Section 361-107(b)(3) of the Revised Code provides that in the event these abatement costs are unpaid, the City shall place a lien upon the property.

Financial Information: There are a total of 82 trash cases with a total amount owed of \$46,736.08. The cases reflect outstanding fees 30 days past due as of May 26, 2022.

Funding Source: N/A



Mr. Sam Khosrawi, Financial Analyst, reviewed the May Trash Lien Presentation with the Board. The average case amount was \$569.95, and the highest lien case was VIO22-001147, located at 3300 Arbor Street. This is a 1.908-acre, vacant lot owned by an individual. Based off the mailing address in PVD, this is an investment property. PVD is the system of record for the Marion County Assessor's Office, Marion County Treasurer's Office, and the real estate section of the Marion County Auditor's Office. The abatement involved 11 hours of labor and five hours of bobcat service. The items disposed of included mattresses, chairs, beds, frames, car parts, toilets, bathtubs, carpets, tiling, televisions, plastics, piles of trash, bags of trash, discarded building materials, clothing, and scattered trash throughout the lot. The three highest zip codes in this cycle were 46201, 46208, and 46218.

The year-to-date comparison of May 2022 to May 2021 lien cases showed a decrease of 137 trash cases in 2022, resulting in a decrease of \$64,217.00 in lien dollars.

MOTION: Ms. Drake moved to adopt Resolution 2022-C10-014. Seconded by Ms. Blunt. Motion carried.

NEW BUSINESS:

Mr. Madison announced that the tentative Wednesday, June 22, 2022 meeting date would likely be changed, so board members will be contacted with a revised meeting date.

ADJOURNMENT:

It was taken by consensus of the Board of Business and Neighborhood Services that the meeting adjourns at 3:35 p.m.

Respectfully submitted,

Jessica Knight
License & Board Liaison

Department of Business and Neighborhood Services
Coversheet
June 16, 2022



Resolution #	2018-C10-015 2018-C10-016 2018-C10-017 2018-C10-018 2018-C10-019 2018-C10-020 2018-C10-021
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Point of Contact	Jacob Miller (317) 327-2143
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Brief Project Description	Contract: Plan Review & Inspection Services Allows the Director of the Department of Business and Neighborhood Service to enter into an agreement with Beam, Longest and Neff, LLC, Christopher B. Burke Engineering, LLC, DLZ Indiana, LLC, The Etica Group, Inc., Fritz Engineering, LLC, Jacobi, Toombs & Lanz, Inc. and SAFEbuilt, LLC to provide plan review and inspection services for a term of two (2) years.
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Financial Information	\$1,200,000.00
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Funding Source	BNS Permit Fund
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**BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES
OF INDIANAPOLIS / MARION COUNTY, INDIANA
Resolution No. 2022-C10-015**

WHEREAS, Chapters 561 and 691 of the Revised Code of the Consolidated City of Indianapolis and Marion County (the "Revised Code"), and the DPW Sanitary District Standards (formerly Chapter 671 of the Revised Code) provides that the Department of Business and Neighborhood Services (hereinafter "BNS") is charged with responsibility to issue infrastructure permits and to ensure infrastructure construction is in compliance with applicable standards and requirements; and

WHEREAS, the BNS requires the services of a vendor to professional plan review services and perform observation and testing services during the construction of sanitary sewers facilities, storm water sewer facilities, and public/private streets, curbs and sidewalks for compliance with approved plans and specifications; and

WHEREAS, Beam, Longest and Neff, LLC, has the capabilities necessary to perform these functions and the BNS desires to contract with Beam, Longest and Neff, LLC, for a term of two (2) years; and

WHEREAS, Chapter 226 of the Revised Code provides that the Board of Business and Neighborhood Services shall approve professional or consulting contracts entered into by the BNS; and

NOW THEREFORE BE IT RESOLVED, that the Board of Business and Neighborhood Services hereby authorizes the Director of the Department of Business and Neighborhood Services enter into a contract with Beam, Longest and Neff, LLC, to provide the BNS with professional review services, on-call engineering analysis, and technical review of permit applications. The Contract will also provide for observation and testing services during construction of sanitary sewers facilities, storm water sewer facilities and public/private streets, curbs and/or sidewalks, in addition to other assigned projects or related technical assistance required. The term of the contact will be for a two (2) year period. The amount of the contract shall not exceed one hundred twenty thousand dollars (\$120,000.00). The Director of the Department of Business and Neighborhood Services is authorized to execute the necessary documents in accordance with this resolution.

ADOPTED by the Board of Business and Neighborhood Services on this 16th day of June, 2022.

BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES:

Brian Madison, Chair

ATTEST:

Approved as to legal form:

Jessica Knight
Board Secretary

Katelyn Campbell
Assistant Corporation Counsel

**BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES
OF INDIANAPOLIS / MARION COUNTY, INDIANA
Resolution No. 2022-C10-016**

WHEREAS, Chapters 561 and 691 of the Revised Code of the Consolidated City of Indianapolis and Marion County (the "Revised Code"), and the DPW Sanitary District Standards (formerly Chapter 671 of the Revised Code) provides that the Department of Business and Neighborhood Services (hereinafter "BNS") is charged with responsibility to issue infrastructure permits and to ensure infrastructure construction is in compliance with applicable standards and requirements; and

WHEREAS, the BNS requires the services of a vendor to perform observation and testing services during the construction of sanitary sewers facilities, storm water sewer facilities, and public/private streets, curbs and sidewalks for compliance with approved plans and specifications; and

WHEREAS, Christopher B. Burke Engineering, LLC has the capabilities necessary to perform these functions and the BNS desires to contract with Christopher B. Burke, LLC for a term of two (2) years; and

WHEREAS, Chapter 226 of the Revised Code provides that the Board of Business and Neighborhood Services shall approve professional or consulting contracts entered into by the BNS; and

NOW THEREFORE BE IT RESOLVED, that the Board of Business and Neighborhood Services hereby authorizes the Director of the Department of Business and Neighborhood Services enter into a contract with Christopher B. Burke Engineering, LLC to provide the BNS with observation and testing services during construction of sanitary sewers facilities, storm water sewer facilities and public/private streets, curbs and/or sidewalks, in additional to other assigned projects or related technical assistance required. The term of the contact will be for a two (2) year period. The contract shall not require the disbursement of any monies (\$0.00). The Director of the Department of Business and Neighborhood Services is authorized to execute the necessary documents in accordance with this resolution.

ADOPTED by the Board of Business and Neighborhood Services on this 16th day of June, 2022.

BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES:

Brian Madison, Chair

ATTEST:

Approved as to legal form:

Jessica Knight
Board Secretary

Katelyn Campbell
Assistant Corporation Counsel

**BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES
OF INDIANAPOLIS / MARION COUNTY, INDIANA
Resolution No. 2022-C10-017**

WHEREAS, Chapter 536 of the Revised Code of the Consolidated City of Indianapolis and Marion County (the "Revised Code") requires application be made to the Department of Business and Neighborhood Services (hereinafter "BNS") for the issuance of building permits for construction, demolition, or removal of structures.

WHEREAS Chapter 536 of the Revised Code authorizes the BNS to review such applications for compliance with building standards and procedures; and the BNS requires the services of a vendor to perform structural permit review services; and

WHEREAS, Chapters 561 and 691 of the Revised Code, and the DPW Sanitary District Standards (formerly Chapter 671 of the Revised Code) provides that BNS is charged with responsibility to issue infrastructure permits and to ensure infrastructure construction is in compliance with applicable standards and requirements; and

WHEREAS, the BNS requires the services of a vendor to perform observation and testing services during the construction of sanitary sewers facilities, storm water sewer facilities, and public/private streets, curbs and sidewalks for compliance with approved plans and specifications; and

WHEREAS, DLZ, Indiana, LLC has the capabilities necessary to perform these functions and the BNS desires to contract with DLZ Indiana, LLC for a term of two (2) years; and

WHEREAS, Chapter 226 of the Revised Code provides that the Board of Business and Neighborhood Services shall approve professional or consulting contracts entered into by the BNS; and

NOW THEREFORE BE IT RESOLVED, that the Board of Business and Neighborhood Services hereby authorizes the Director of the Department of Business and Neighborhood Services enter into a contract with DLZ Indiana, LLC to provide the BNS with professional review services, on-call engineering analysis, and technical review of permit applications. The Contract will also provide for observation and testing services during construction of sanitary sewers facilities, storm water sewer facilities and public/private streets, curbs and/or sidewalks, in addition to other assigned projects or related technical assistance required. The term of the contact will be for a two (2) year period. The amount of the contract shall not exceed one hundred twenty thousand dollars (\$120,000.00). The Director of the Department of Business and Neighborhood Services is authorized to execute the necessary documents in accordance with this resolution.

ADOPTED by the Board of Business and Neighborhood Services on this 16th day of June 2022.

BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES:

Brian Madison, Chair

ATTEST:

Jessica Knight
Board Secretary

Approved as to legal form:

Katelyn Campbell
Assistant Corporation Counsel

**BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES
OF INDIANAPOLIS / MARION COUNTY, INDIANA
Resolution No. 2022-C10-018**

WHEREAS, Chapters 561 and 691 of the Revised Code of the Consolidated City of Indianapolis and Marion County (the "Revised Code"), and the DPW Sanitary District Standards (formerly Chapter 671 of the Revised Code) provides that the Department of Business and Neighborhood Services (hereinafter "BNS") is charged with responsibility to issue infrastructure permits and to ensure infrastructure construction is in compliance with applicable standards and requirements; and

WHEREAS, the BNS requires the services of a vendor to perform observation and testing services during the construction of sanitary sewers facilities, storm water sewer facilities, and public/private streets, curbs and sidewalks for compliance with approved plans and specifications; and

WHEREAS, The Etica Group, Inc. has the capabilities necessary to perform these functions and the BNS desires to contract with The Etica Group, Inc. for a term of two (2) years; and

WHEREAS, Chapter 226 of the Revised Code provides that the Board of Business and Neighborhood Services shall approve professional or consulting contracts entered into by the BNS; and

NOW THEREFORE BE IT RESOLVED, that the Board of Business and Neighborhood Services hereby authorizes the Director of the Department of Business and Neighborhood Services enter into a contract with The Etica Group, Inc. to provide the BNS with observation and testing services during construction of sanitary sewers facilities, storm water sewer facilities and public/private streets, curbs and/or sidewalks, in additional to other assigned projects or related technical assistance required. The term of the contact will be for a two (2) year period. The contract shall not require the disbursement of any monies (\$0.00). The Director of the Department of Business and Neighborhood Services is authorized to execute the necessary documents in accordance with this resolution.

ADOPTED by the Board of Business and Neighborhood Services on this 16th day of June, 2022.

BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES:

Brian Madison, Chair

ATTEST:

Approved as to legal form:

Jessica Knight
Board Secretary

Katelyn Campbell
Assistant Corporation Counsel

**BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES
OF INDIANAPOLIS / MARION COUNTY, INDIANA
Resolution No. 2022-C10-019**

WHEREAS, Chapters 561 and 691 of the Revised Code of the Consolidated City of Indianapolis and Marion County (the "Revised Code"), and the DPW Sanitary District Standards (formerly Chapter 671 of the Revised Code) provides that the Department of Business and Neighborhood Services (hereinafter "BNS") is charged with responsibility to issue infrastructure permits and to ensure infrastructure construction is in compliance with applicable standards and requirements; and

WHEREAS, the BNS requires the services of a vendor to provide technical infrastructure plan review services; and

WHEREAS, Fritz Engineering Services, LLC has the capabilities necessary to perform these functions and the BNS desires to contract with Fritz Engineering Services, LLC. for a term of two (2) years; and

WHEREAS, Chapter 226 of the Revised Code provides that the Board of Business and Neighborhood Services shall approve professional or consulting contracts entered into by the BNS; and

NOW THEREFORE BE IT RESOLVED, that the Board of Business and Neighborhood Services hereby authorizes the Director of the Department of Business and Neighborhood Services enter into a contract with Fritz Engineering Services, LLC. to provide professional review services, on-call engineering analysis, and technical review of permit applications. The term of the contact will be for a two (2) year period. The amount of this contract shall not exceed one hundred twenty thousand dollars (\$120,000.00). The Director of the Department of Business and Neighborhood Services is authorized to execute the necessary documents in accordance with this resolution.

ADOPTED by the Board of Business and Neighborhood Services on this 16th day of June, 2022.

BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES:

Brian Madison, Chair

ATTEST:

Approved as to legal form:

Jessica Knight
Board Secretary

Katelyn Cambell
Assistant Corporation Counsel

**BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES
OF INDIANAPOLIS / MARION COUNTY, INDIANA
Resolution No. 2022-C10-020**

WHEREAS, Chapter 536 of the Revised Code of the Consolidated City of Indianapolis and Marion County (the "Revised Code") requires application be made to the Department of Business and Neighborhood Services (hereinafter "BNS") for the issuance of building permits for construction, demolition, or removal of structures.

WHEREAS Chapter 536 of the Revised Code authorizes the BNS to review such applications for compliance with building standards and procedures; and the BNS requires the services of a vendor to perform structural permit review services; and

WHEREAS, Chapters 561 and 691 of the Revised Code, and the DPW Sanitary District Standards (formerly Chapter 671 of the Revised Code) provides that BNS is charged with responsibility to issue infrastructure permits and to ensure infrastructure construction is in compliance with applicable standards and requirements; and

WHEREAS, the BNS requires the services of a vendor to perform observation and testing services during the construction of sanitary sewers facilities, storm water sewer facilities, and public/private streets, curbs and sidewalks for compliance with approved plans and specifications; and

WHEREAS, Jacobi, Toombs & Lanz, Inc., has the capabilities necessary to perform these functions and the BNS desires to contract with Jacobi, Toombs & Lanz, Inc., for a term of two (2) years; and

WHEREAS, Chapter 226 of the Revised Code provides that the Board of Business and Neighborhood Services shall approve professional or consulting contracts entered into by the BNS; and

NOW THEREFORE BE IT RESOLVED, that the Board of Business and Neighborhood Services hereby authorizes the Director of the Department of Business and Neighborhood Services enter into a contract with Jacobi, Toombs & Lanz, Inc., to provide the BNS with professional review services, on-call engineering analysis, and technical review of permit applications. The Contract will also provide for observation and testing services during construction of sanitary sewers facilities, storm water sewer facilities and public/private streets, curbs and/or sidewalks, in addition to other assigned projects or related technical assistance required. The term of the contact will be for a two (2) year period. The amount of the contract shall not exceed five hundred twenty thousand dollars (\$520,000.00). The Director of the Department of Business and Neighborhood Services is authorized to execute the necessary documents in accordance with this resolution.

ADOPTED by the Board of Business and Neighborhood Services on this 16th day of June, 2022.

BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES:

Brian Madison, Chair

ATTEST:

Jessica Knight
Board Secretary

Approved as to legal form:

Katelyn Campbell
Assistant Corporation Counsel

**BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES
OF INDIANAPOLIS / MARION COUNTY, INDIANA
Resolution No. 2022-C10-021**

WHEREAS, Chapter 536 of the Revised Code of the Consolidated City of Indianapolis and Marion County (the "Revised Code") requires application be made to the Department of Business and Neighborhood Services (hereinafter "BNS") for the issuance of building permits for construction, demolition, or removal of structures.

WHEREAS Chapter 536 of the Revised Code authorizes the BNS to review such applications for compliance with building standards and procedures; and the BNS requires the services of a vendor to perform structural permit review services; and

WHEREAS, SAFEbuilt, LLC, has the capabilities necessary to perform these functions and the BNS desires to contract with SAFEbuilt, LLC for a term of two (2) years; and

WHEREAS, Chapter 226 of the Revised Code provides that the Board of Business and Neighborhood Services shall approve professional or consulting contracts entered into by the BNS; and

NOW THEREFORE BE IT RESOLVED, that the Board of Business and Neighborhood Services hereby authorizes the Director of the Department of Business and Neighborhood Services enter into a contract with SAFEbuilt, LLC to provide the BNS with professional review services, on-call engineering analysis, and technical review of permit applications. The term of the contact will be for a two (2) year period. The amount of the contract shall not exceed three hundred twenty thousand dollars (\$320,000.00). The Director of the Department of Business and Neighborhood Services is authorized to execute the necessary documents in accordance with this resolution.

ADOPTED by the Board of Business and Neighborhood Services on this 16th day of June, 2022.

BOARD OF BUSINESS AND NEIGHBORHOOD SERVICES:

Brian Madison, Chair

ATTEST:

Jessica Knight
Board Secretary

Approved as to legal form:

Katelyn Cambell
Assistant Corporation Counsel