



Village of Downers Grove

Report for the Village Council Meeting

Table 1 - Council Agenda item.

Subject	Authorization to increase contract amount for building inspection services - B&F
Submitted By	Stan Popovich, AICP Director of Community Development

Synopsis

A motion is requested to authorize staff to increase the contract amount for B&F Construction Code Services, Inc, Elgin, Illinois (B&F) an additional \$36,000 (from \$31,000 to \$67,000) for building inspection services for Fiscal Year 2026.

Strategic Plan Alignment

The goals for 2025-2027 include *Exceptional Municipal Services*.

Fiscal Impact

The Fiscal Year 2026 budget includes \$67,000 for building inspection services. The Village uses two contractors to assist with completing building inspections. The current contract with B&F is approaching their \$31,000 contracted amount. The Village has capacity in the Fiscal Year 2026 budget for this additional expense.

Recommendation

Approval on the August 11, 2026 consent agenda.

Background

The Community Development Department manages the building permit process, which includes the review and approval of building permits and the accompanying inspections to ensure compliance with the approved plans and Village's building codes. The department's goal is to perform inspections within 48 to 72 hours from the time of the request by the customer. When inspection demand is high or the full-time staff inspector is out of the office, the Village requires outside inspectors to meet our performance goals.

The Village has seen increase in commercial construction since the beginning of the year. Commercial construction is typically larger, requires additional inspections and the inspections typically take more time to complete. Combined with an increase in commercial construction and an unexpected absence, the Village has used B&F substantially more in the first half of this year than in years past. The increased contract amount will permit the Village to provide inspection services to the community.



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Council Action Summary

Table 1 - Council Action Summary.

Initiated By	Community Development
Effective Date	August 11, 2026
Recommendation From	
File Reference	
Nature of Action	Motion

Steps Needed to Implement Action.

Motion authorizing staff to increase the contract to B&F Construction Code Services for additional building inspection services in Fiscal Year 2026 in the amount of \$36,000.

Summary of Item.

Adoption of this motion shall authorize staff to increase the contract to B&F Construction Code Services for additional building inspection services in Fiscal Year 2026 in the amount of \$36,000

Record of Action Taken.
