

**BOROUGH OF OAKDALE
ALLEGHENY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 9-2024

A RESOLUTION OF THE BOROUGH OF OAKDALE, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA, APPOINTING UNITED CODE CONSULTANTS FOR CODE ENFORCEMENT/PROPERTY MAINTENANCE, TO SERVE AS BUILDING CODE OFFICIAL AND ZONING OFFICER, AND TO PROVIDE RENTAL INSPECTION SERVICES FOR THE BOROUGH.

WHEREAS, the Borough of Oakdale Council currently utilizes United Code Consultants for code enforcement/property maintenance services for the Borough of Oakdale.

WHEREAS, the Borough of Oakdale Council desires to appoint United Code Consultants to provide all services, including, code enforcement/property maintenance, to serve as building code official and zoning officer, and to provide rental inspection for the Borough of Oakdale.

WHEREAS, the Borough desires to enter into a contract (the "Agreement") with United Code Consultants for the services mentioned herein. See Agreement attached and marked as Exhibit "A".

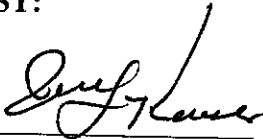
WHEREAS, the Borough will be billed pursuant to the fee schedule attached and marked as Exhibit "B".

WHEREAS, the Agreement between the Borough and United Code Consultants will be the current agreement between parties and supersede all other agreements for the services mentioned herein.

NOW, THEREFORE, the Oakdale Borough Council does hereby authorize staff to execute the attached Agreement with United Code Consultants to provide code enforcement/property maintenance services, act as building code official and zoning officer, and to provide rental inspection services for the Borough of Oakdale.

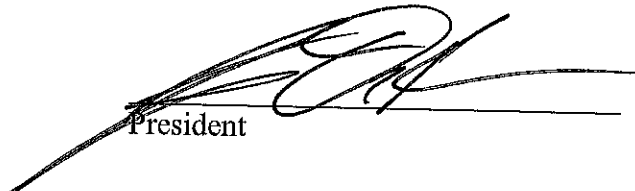
UPON MOTION DULY MADE AND SECONDED, this Resolution is adopted this 7th day of March, 2024.

ATTEST:



Secretary

THE BOROUGH OF OAKDALE



President

Exhibit "A"

SERVICE AGREEMENT

THIS SERVICE AGREEMENT (this "Service Agreement") is entered into on or as of the 22nd day of March, 2024 (hereinafter the "Effective Date") by and between United Code Consultants, a DS Ventures, LLC Company having its office located in Canonsburg, PA (hereinafter the "Company"), and the Borough of Oakdale, a municipal organization located at 104 Seminary Avenue, Oakdale, Pennsylvania 15071 (hereinafter the "Client"). The parties hereto hereby agree that the complete agreement between such parties with respect to the Services contemplated by this Service Agreement shall consist of this Service Agreement and the pricing guide set forth on Schedule A attached hereto and incorporated herein by reference.

A. SERVICES

- i. Company shall provide the following services, as set forth below (collectively, the "Services") in accordance with the timeline, if any, set forth in this Service Agreement.

Services Provided:

A1.) Code Enforcement / Property Maintenance:

- Property Inspections
- Investigate and document complaints
- Write letters of violation, schedule follow-up inspections
- Issue citations and represent in Court
- Enforce municipal ordinance
- Maintain records, Issue monthly reports

A2.) Building Code Official (PA State Certified):

- Records management
- Administration (Billing, Correspondence, Etc.)
- Commercial and Residential plan reviews
- Commercial and Residential inspections
- Issue Permits (Building, Demolition, Signs, Etc.)
- Postings ("Stop-Work", "Uninhabitable")
- Fire / Safety / Occupancy Inspections
- Enforce Statewide Building Code (PA-UCC)
- Enforce Local Ordinance

A3.) Zoning Officer:

- Enforcement of local Zoning Ordinance
- Zoning Permit reviews
- Issuance of Zoning Permits

A4.) Rental Inspections:

- Administration (Scheduling, Billing, Records, Etc.)
- Performing Fire/Safety inspections
- Follow-up inspections
- Issuance of Permit/License
- Maintain records, Issue reports

B. COMPENSATION

- Fees for all permits, inspections and plan reviews shall be invoiced by Company directly to each applicant in accordance with the attached fee schedule with 20% of the total permit cost to be added on and paid to the Client monthly (See Example).
- Code Enforcement and Zoning Officer services are to be invoiced to Client at a rate of \$50 hourly.

EXAMPLE:

- Total Permit Cost for Residential Deck =\$300.
- \$300 x's 20% (Municipal Fee) =\$60.
- Grand Total Cost for Building Permit =\$360. Invoice for \$360 sent to Applicant.
- Company receives \$360 from applicant; Company sends payment of \$60 to Client.

C. TIMELINE

- Except as otherwise set forth herein, the Services contemplated by this Service Agreement shall commence as of the Effective Date.

D. TERM

- The terms of this agreement is one (1) year from the effective date and may be terminated without cause by either party with no less than thirty (30) days' notice.

E. INSURANCE

- i. The Company shall maintain Professional Liability or Errors and Omissions Insurance with minimum limits of no less than \$1,000,000 per occurrence to cover all activities by the Company and licensed staff employed or under contract to the Company.

F. INDEMNIFICATION

- i. The Company shall indemnify, defend, and hold harmless the Client and its agents and employees from and against any and all claims, demands, actions, suits, damages, liabilities, losses, costs, and related expenses including attorneys' fees arising in any way out of the work provided by the Company.

G. THIRD PARTY AGENCY

- i. The Company shall maintain a current Pennsylvania Third Party Agency Certification from the Department of Labor and Industry and provide documentation to the Client upon request. Any enforcement of the Pennsylvania Uniform Construction Code shall be performed by an individual certified in the area which relates to said certification.

H. RECORD RETENTION

- i. Within thirty (30) days after termination of the Company's services herein described to Client, the Company shall return any and all records maintained for or regarding Client as those records are the property of the Client.

I. ENTIRE AGREEMENT

- i. This Service Agreement, including referenced exhibits, represents all the terms and conditions agreed upon by the parties. No other understandings or representations, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind any of the parties hereto.
- ii. Except as otherwise provided in this Service Agreement, this Service Agreement, along with any other agreement or instrument delivered pursuant to this Service Agreement, supersedes any prior agreement between or among the parties concerning any services governed hereby.

J. APPROVAL

- i. This contract shall be subject to the written approval of the Clients authorized representative and shall not be binding until so approved. The contract may be altered, amended or waived only by a written amendment executed by both parties.



THIS SERVICE AGREEMENT is executed by the people signing below who warrant that they have the authority to execute the contract.

Company Contact Information:

United Code Consultants

Telephone: 412.628.0366

Address: PO Box 476 Canonsburg, PA 15317

Email: dsmith.ucc@gmail.com

Web: www.unitedcodeconsultants.com

Service(s) Chosen (A1, A2, A3, A4): _____

The above-listed Service(s) chosen by the Client are to be performed by the Company as outlined in the details of this Service Agreement.

COMPANY:

Name: _____

Address: _____

Contact: _____

Signature: _____

CLIENT:

Name: _____

Address: _____

Contact: _____

Signature: _____

Exhibit "B"



**UNITED CODE
CONSULTANTS**

2024 FEE SCHEDULE

NO.	SERVICE	COMMERCIAL FEES	
		DESCRIPTION	CO ST
C1.	Commercial Plan Review	Up to 2,000sqft	\$400.00 min.
		2,001sqft - 5,000sqft	\$575.00
		5,001sqft - 10,000sqft	\$675.00
		10,001sqft - 20,000sqft	\$1,100.00
		20,001sqft - 30,000sqft	\$1,675.00
		30,001sqft - 40,000sqft	\$2,100.00
		40,001sqft - 50,000sqft	\$2,175.00
		50,001sqft - 75,000sqft	\$3,100.00
		75,001sqft - 100,000sqft	\$3,175.00
		100,001sqft and over	\$37.00 / 1,000sqft
C2.	Commercial Building Permit	New Construction / Additions - Includes Inspections - Plan Review Separate (See C1.)	\$.40 / sqft of GFA* \$500.00 min. *Gross Floor Area
C3.	Commercial Permit for Repair / Alteration	Existing Buildings - Includes Inspections - Plan Review Separate (See C1.)	\$15.00/\$1000 of Const. Cost
C4.	Commercial Permits for Individual Disciplines	Permit & Inspections Plan Review Fee	\$375.00 \$0.005 / Cost of Construction
C5.	Commercial Sign Permit	Includes Plan Review & Inspection	\$175.00 w/out electric \$225.00 with new electric
C6.	Commercial Demolition	Includes Review & Inspection	\$200.00
C7.	Commercial Fire/Safety or Occupancy	Includes one-trip for inspection	\$150.00
C8.	Commercial Electrical Service	- Inspection (1 Phase up to 400 amp)	\$200.00
		- Inspection (3 Phase up to 400 amp)	\$300.00
			\$25.00/100 amps over 400
C9.	Commercial Re-Inspection	For failed inspections	\$80.00

UNITED CODE CONSULTANTS

RESIDENTIAL FEES			
O.	SERVICE	DESCRIPTION	COST
R1.	Residential Plan Review	Full Review (All Phases)	\$350.00 min. \$0.25/ GFA*
R2.	Residential Building Permit - Additions & New Homes	Inspections Included - Plan Review Separate (See R1.)	\$350 min. \$0.32/ GFA*
R3.	Manufactured Home (New / Old)	Includes Plan Review & Inspections	\$325.00
R4.	Industrialized Home Permit	Includes Plan Review & Inspections	\$450.00
R5.	Residential Building Permit (Misc.): - Structural Alterations - Accessory Structures > \$1000sf	Includes 1hr Review & 1 Inspection	\$300.00
R6.	Above Ground Pool (Pool Only)	Includes Review and 1 Inspection	\$150.00
R7.	In-Ground Pool	Includes Plan Review & Inspections	\$300.00
R8.	Residential Deck or Porch Roof	Includes Plan Review & Inspections	\$300.00
R9.	Residential Demolition Permit	Includes Review and 1 Inspection	\$150.00
R10.	Solar Panels	Includes Plan Review & 1 Inspection	\$300.00
R11.	Residential Electrical Inspections	Up to 200amps	\$150.00
R12.	Residential Occupancy	Permit / Inspection	\$150.00
R13.	Residential Re-Inspection	For failed inspections	\$75.00
ADDITIONAL FEES			
NO.	SERVICE	DESCRIPTION	COST
S1.	PA State Building Permit Fee	Added onto all Building Permits	\$4.50
M1.	Municipal Fee	Added on to all Building Permits	20% of total Permit Cost
B1.	BCO Services (Standard)		\$85.00**/hr.
B2.	BCO Services (Special)	Meetings, Legal, Consultation, Etc.	\$125.00**/hr.
B3.	Code Enforcement	Complaints, Investigation, Court	\$65.00**/hr.
Z1.	Zoning Officer	Permits, Zoning Services	\$65.00/hr.
RL.	Rental License	Inspection / Administration	\$70.00/unit

NOTES: * Gross Floor Area of all Floors ___ Added to ALL Permits ** Mileage to be billed @ IRS rates