



Progressive Inspections, Inc.

A Howey-in-the-Hills Based Company



November 1, 2018

**A Proposal
to Provide the
Building Inspection Services
for the Town of Howey-in-the-Hills,
Florida**

10320 Von Frankenstein Ct. - Howey-in-the-Hills, FL 34737-4544

Cell: 352-636-8024 - E-Mail: ProgressiveInsp@Gmail.com



Progressive Inspections, Inc.

10320 Von Frankenstein Ct. - Howey-in-the-Hills, FL34737-4544

Cell: 352-636-8024 E-Mail: ProgressiveInsp@Gmail.com

Dear Mr. Mayor and Councilors,

Progressive Inspections, Inc. is a local corporation that is anxious and enthusiastic to continue to provide Howey-in-the-Hills with the best Inspection Services. I am the current Building Official of the Town and in great standing with a 15 year service history.

I was going to retire at the end of November 2018 however, I spoke with the Mayor and the Town Clerk and was told the RFP did not get the anticipated response. I see Howey as my home town since I have lived here for over 30 years at my current address. I have spent 15 years working in Howey. So, with that in mind and the fact that I have been asked by many citizens and contractors a like, to continue with the Inspection Services, I am responding to the RFP. I want our Town to have uninterrupted daily inspections and permitting service but, that seems to not to be guaranteed.

Since you know me there is not much I can add. Much of the paperwork is already on file and what's missing will be added. I will continue to do as I have been at your discretion. I am offering to continue to provide the inspection services for Howey with the Town's best interest in mind.

Thank you very much, Ron
Howey-in-the-Hills Building Official



Progressive Inspections, Inc.

10320 Von Frankenstein Ct. - Howey-in-the-Hills, FL 34737-4544

Cell: 352-636-8024 - E-Mail: ProgressiveInsp@Gmail.com

CONTRACT FOR PROFESSIONAL BUILDING INSPECTION SERVICES

WHEREAS, the Town of Howey-in-the-Hills ("Municipality") requires a highly qualified professional building inspection service, to perform building and mechanical inspection services, sensitive to community needs and,

WHEREAS, Progressive Inspections, Inc., a corporation ("Agency") proposes to provide building and inspection services for the Municipality. Services will encompass all aspects of a full service Building Department for permitting; plan review through inspections of all the Municipality's construction needs.

NOW THEREFORE, in consideration of the foregoing and mutual covenants contained in this agreement, the parties agree that:

1. The Building Department:

a. The Agency shall provide a Certified Building Official, Certified Building Inspectors, Certified Plumbing Inspectors, Certified Electrical Inspectors, Certified Mechanical Inspectors, Certified Plans Examiners for all trades to staff and provide Inspections and Administrative Service to the Town of Howey-in-the-Hills. The Agency will provide an employee who is hereby designated as the Building Official of the Municipality. The Building Official by virtue of his Building Code Administrators license is licensed to perform Inspections and Plan Review in all the above trades.

b. All Inspectors shall possess State of Florida Standard Certification in their respective disciplines. All Inspectors must have a minimum of five (5) years of experience in the construction industry, and the Building Official must have at least ten (10) years experience as per the Florida Building Code. The Building Official, Inspectors and Plans Examiners shall be certified through the Building Code Administrators and Inspectors Board (BCAIB) in Building Construction, Mechanical, Electrical and Plumbing as required by Florida Statute 468.

c. The Agency has the responsibility and duty to ensure that all inspection personnel's licenses are current and that the CEU's (Continuing Education Units) are up to date as per Florida Statutes.

d. The Agency shall pay all necessary fees and charges to keep all required licenses and certifications in place for the term of this agreement.

2. The Service and Equipment Provided:

- a. The Agency shall provide field communication equipment for its personnel with a minimum of a cellular phone per Inspector. The Town shall be provided with the phone and pager numbers of the employees and the employees must respond to the Town's calls. The phone number must be in service during the terms of the agreement.
- b. The Agency shall enforce all Building, Housing and Associated Codes adopted by the Town, as well as applicable County, State and Federal regulations, codes, ordinances and statutes.
- c. The Agency shall provide supplemental support and administrative coordination. At this point, the Agency has agreements with two inspection companies to give each other back up support for inspections and plan review. The number of support staff will grow.
- d. The Agency shall provide regular municipal office hours to ensure availability of Building Department staff for the public. The Agency shall be available from 8:30 a.m. to 5:00 p.m. or as deemed necessary by mutual agreement and/or intensity of building activity.
- e. The Agency shall provide support and assistance to Town's code enforcement officer in building code enforcement activities.
- f. The Agency shall work in junction with the Town's Fire Inspector and Fire Marshal in ensuring all buildings meet the minimum Code requirements, plans review, inspections and the issuing of certificate of occupancies or certificate of uses.
- g. The Agency shall provide all forms, permits and applications necessary to perform all the responsibilities required herein. In addition, the Agency shall provide all necessary Code Books.
- h. The Building Official shall attend Staff Meetings, Council Meetings, Code Enforcement Board Meetings and Planning and Zoning Meetings and other meetings when required by the Town Clerk or her designee. These meetings must have relevance to Building Department issues.
- i. The Municipality shall compensate the Agency for all enforcement duties occurring other than during normal business hours at the rate of \$90.00 for each hour. No additional time shall be compensated by the Municipality unless approved by the Municipal authority.
- j. The Agency shall provide inspections and services for which no permit fee is required. These services and inspections shall be at the direction of the Town and will be invoiced to the Town based on a set hourly fee of \$90.00



k. The Agency shall provide inspections during inclement weather conditions, except during a natural disaster or other unsafe conditions when the Town has suspended such services. No contractual services can be suspended without the Town's permission.

3. Vehicles:

- a. The Agency shall provide vehicles in safe operating condition for its personnel.
- b. The Agency will provide complete coverage for owned and non-owned vehicles for limits not less \$1,000,000 Combined Single Limit (CSL) or its equivalent.

4. Billing System:

- a. All fees for any services provided by the Agency for the Municipality shall be collected by the Municipality, who shall compensate the Agency at a rate of **seventy percent (70%) of the fees collected per exhibit A**. Once total fees collected exceeds \$250,000 dollars for the calendar year, the rate shall drop to **sixty percent (60%)** of the fees collected per exhibit A. Once the total fees collected exceed \$500,000 for the calendar year, the rate shall drop to **fifty percent (50%)** of the fees collected per exhibit A.
- b. The Agency shall provide to the Town, a statement for services rendered, and a recap of permits issued each monthly by the 5th day of the following month.
- c. Building permits will be paid to the Town. The Agency shall invoice the town based on an approved fee schedule [Exhibit A] which shall not exceed the revenues the Town receives in Building Permit fees.
- d. The Agency shall provide the Town with an invoice no later than the 5th day of the preceding month.
- e. The Municipality shall compensate the Agency for services rendered by the 15th of each month following the period services were rendered.

5. Indemnity:

- a. The Agency shall indemnify and hold harmless the Town, its employees, officials, and agents from and against any and all claims, suits, demands or actions arising out of any act or omission of the Agency, and for causing injury to any person or property whomsoever and whatsoever.



b. The Agency agrees to, at all times, at its expense, carry insurances as outlined in section (6. Insurance) of this agreement. A certificate of insurance indicating that such policies are in full force and effect will be supplied to the Municipality. The Municipality agrees to provide to the Agency proof of the existence of comprehensive general liability insurance upon request.

6. Insurance:

a. The Agency shall furnish Town with his/her proposal a certificate of insurance showing all coverages as required in this section.

b. All insurance shall be issued by companies authorized to do business under the laws of the State of Florida and acceptable to the Town. The Agency shall furnish and maintain Certificates of Insurance to the Town prior to the commencement of any work. The Certificate shall clearly indicate that the Agency has obtained insurance of the type, amount, and classification as required for strict compliance with this paragraph and that no material change or cancellation of insurance shall be without thirty (30) days prior written notice to the Town. Compliance with the foregoing requirements shall not relieve the Agency of his/her liability and obligations under this Contract.

c. **Workers' Compensation:** The Agency will provide Workers' Compensation for all of their employees. The limits will be statutory limits for Workers' Compensation and \$500,000 for Employer's Liability. The President of a Corporation may exempt himself from Workers' Compensation. Proof of legal exemption shall be furnished to the Municipality.

d. **Comprehensive General Liability:** The Agency will provide coverage for all operations including, but not limited to, Contractual, Products and Complete Operations, and Personal Injury. The limits will not be less than \$1,000,000 Combined Single Limit (CSL) or its equivalent.

e. **Comprehensive Automobile Liability:** The Agency will provide complete coverage for owned and non-owned vehicles for limits not less \$1,00,000 Combined Single Limit (CSL) or its equivalent.

f. The Agency shall carry professional liability as well as errors and omission insurance in a minimum amount of \$1,000,000 Combined Single Limit (CSL) or its equivalent.

g. All insurance other than Workers' Compensation to be maintained by the Agency shall specifically include the Town as an additional insured.



7. The Municipality Provides:

- a. The Agency shall maintain computer records of all building permit data generated as a result of the services provided. Such records are public records and the property of the Town.
- b. The Municipality shall provide for the Agency office space, desks, desk chairs, file cabinets, local phone service and use of a photocopier and fax machine for the Agency during the term of this agreement. The Agency shall be responsible for its long distance phone charges other than those related to Municipal business, office supplies and office equipment necessary for the performance of its responsibilities. The location and size of the Agency's office area shall be determined as mutually agreeable with the Municipality.

8. Legal:

- a. The Town shall be entitled to recover any and all legal costs including attorney fees it may incur in any legal actions it may pursue in the enforcement of any agreement entered into between Town and the Agency.
- b. If any provision of this agreement is held to be invalid or unenforceable for any reason, this agreement shall remain in full force and effect in accordance with its terms, disregarding such unenforceable or invalid provision.
- c. The laws of the State of Florida with respect to interpretation and performance shall govern this agreement. Any suit brought in connection with this agreement will be brought and maintained in Lake County, Florida.
- d. Agency shall perform under this agreement as an independent contractor and nothing contained herein shall in any way be construed to render Agency (or any employees or agents of Agency) as representatives, agents, subagents, or employees of Town. Agency agrees and understands that Town is not required to and will not withhold any federal income tax, social security tax, or state and local tax nor will Town secure worker's compensation insurance or employee's liability insurance of any kind or to take any other action with respect to the insurance or taxes of Agency (or any employees or agents of Agency). In no event and under no circumstances shall any provision of this agreement make Town liable to any person or entity that contracts with or that provides goods or that provides goods or services to Agency in connection with the services Agency has agreed to perform hereunder or otherwise, or for any debts or claims of any nature accruing to any person or entity against Agency, and there is no contractual relationship, either express or implied, between Town and any person or entity supplying any work, labor, services, goods or materials to Agency as a result of the services provided by Agency hereunder or otherwise. Agency agrees to indemnify and hold Town harmless from and defend Town against any claims by Agency or any employees or agents of Agency arising from any tax, worker's compensation, or employment compensation laws or regulations.



e. This agreement shall not authorize the performance of any construction work within the Municipality by persons or organizations not duly licensed. The Municipality shall not issue a building permit to any contractor, subcontractor, or others for the performance of work in the Municipality who are not properly licensed and authorized to do such work. The Agency will not authorize or allow any development, which is in violation of any Municipal, State or Federal law.

f. The Agency shall complete all Building Inspections and issue a Certificate of Occupancy for all permits issued and for which payment was received, after contract termination.

9. Termination:

a. The Town and the Agency have the right to terminate this agreement without cause. In the event either party desires to terminate this agreement without cause, a sixty (60) day written notice shall be served to the other party.

b. Either party may terminate this agreement with cause with a five (5) day written notice to the non-terminating party. Cause shall be defined as failure to adhere to the terms of this agreement. Notice shall be served to the parties as specified in the executed agreement.

c. The Agency shall enforce compliance in a manner that is consistent with generally accepted practices and in a manner that, in its opinion, is deemed adequate for such purposes. Should the Municipality object to the method and manner of the Agencies inspection processes, the Municipality shall notify the Agency in writing, specifically identifying the areas of concern. If the areas of concern have not been addressed adequately by the Agency within thirty (30) days after receipt of notice to cure such inadequacies, then the Agency shall be deemed to have breached the contract and the Municipality will have cause for termination.

10. Initial Agreement Term:

a. The initial term of the agreement shall be for a period of one (1) year, and shall be automatically renewed for a period of one (1) year unless canceled by either party with a sixty (60) day written notice. After the second one (1) year extension, the agreement shall automatically be renewed unless canceled by either party with a sixty (60) day written notice prior to the expiration date of the agreement.

b. The Agency agrees to provide these services commencing the date of this document or as mutually agreeable.



Progressive Inspections, Inc.

Ronald E. Frank von Frankenstein, President
PROGRESSIVE INSPECTIONS, INC. (AGENCY)

DATE

THE TOWN OF HOWEY-IN-THE-HILLS (MUNICIPALITY)
Acknowledged and accepted

DATE

Attest:

Municipal Clerk

Approved as to form and legality:

Municipal Attorney

Attached Exhibit A



Town of Howey-in-the-Hills

Exhibit A



Building Permit Fee Schedule

Exhibit A

Administrative Fees

Double Permit Fee for all work that started prior to permit issuance		(per Florida Building Code)
Failure to call for an Inspection	\$50.00	
Re-Inspection Fee	\$50.00	

Agricultural Buildings

New Structures	\$9.00	per thousand total valuation
Minimum Permit Fee	\$60.00	
Additions & Remodel	\$9.00	per thousand total valuation
Minimum Permit Fee	\$60.00	
Plan Review	\$0.25	per thousand total valuation
Minimum Permit Fee	\$60.00	
Plan Revision Fee	\$60.00	

Commercial Buildings

New Structures	\$9.00	per thousand total valuation
Minimum Permit Fee	\$75.00	
Additions	\$9.00	per thousand total valuation
Minimum Permit Fee	\$75.00	
Remodel	\$9.00	per thousand total valuation
Minimum Permit Fee	\$75.00	
Accessory Structure	\$9.00	per thousand total valuation
Minimum Permit Fee	\$75.00	
Roof / Reroof	\$9.00	per thousand total valuation
Minimum Permit Fee	\$75.00	
Plan Review	\$2.00	per thousand total valuation
Minimum Fee	\$180.00	
Plan Revision Fee	\$100.00	Minimum
Change in Occupancy or Use (inspection required)	\$150.00	
Other	\$7.00	per thousand total valuation
Minimum Permit Fee	\$75.00	

Electrical Permit

For New Structures, Additions & Alterations	\$0.90	per thousand total valuation PLUS min. fee
Minimum Permit Fee	\$60.00	

Gas Permit

For New Structures, Additions & Alterations	\$0.90	per thousand total valuation PLUS min. fee
Minimum Permit Fee	\$60.00	

HVAC Permit

For New Structures, Additions & Alterations	\$0.90	per thousand total valuation PLUS min. fee
Minimum Permit Fee	\$60.00	

Plumbing Permit

For New Structures, Additions & Alterations	\$0.90	per thousand total valuation PLUS min. fee
Minimum Permit Fee	\$60.00	

Irrigation Permit

For New Structures, Additions & Alterations	\$0.90	per thousand total valuation PLUS min. fee
Minimum Permit Fee	\$60.00	
Minimum Permit Fee Commercial	\$150.00	For first acre. Plus \$ 5.00 p/acre thereafter

Mobile Home Permit

Minimum For building Only	\$270.00	Does not include accessory Structures
Includes Elec., Mech. & Plumb. & Plan Review		

Razing Fee (Demolition)

A.	\$50.00	For the First 2000sq. Ft. of floor area of the Perimeter with out Utilities
	\$18.00	per 1000 sq.ft. of floor area thereafter.
B.	\$80.00	For the First 2000sq. Ft. of floor area of the Perimeter with out Utilities
	\$30.00	per 1000 sq. ft. of floor area thereafter.

Residential Buildings

New construction	\$5.50	per thousand total valuation
Minimum Permit Fee	\$60.00	
Alterations & Remodel	\$7.50	per thousand total valuation
Minimum Permit Fee	\$60.00	
Accessory Structures	\$7.50	per thousand total valuation
Minimum Permit Fee	\$60.00	
Re-Roof	\$60.00	
Plan Review	\$0.50	per thousand total valuation
Minimum Fee	\$60.00	
Plan Revision Fee	\$60.00	

The Value of construction for permits will be determined by the most recent publishing of the International Code Council (ICC), Building Valuation Data, to estimate per square foot value, including the regional modifier, of all areas under roof according to the type of construction and use. The final value of any building project will be determined by the Building Official.



Progressive Inspections, Inc.

Drug Free Workplace Policy

Progressive Inspections, Inc. is committed to providing a safe work environment and to fostering the well being and health of its employees. That commitment is jeopardized when any *Progressive Inspections, Inc.* employee uses illegal drugs or alcohol on the job, comes to work with these substances present in his/her body, or possesses, distribute, or sells drugs in the workplace.

Progressive Inspections, Inc. has established the following policy with regard to alcohol and other drugs to ensure that we can meet our obligations to our employees, shareholders, customers, and the public.

The goal of this policy is to balance our respect for individuals with the need to maintain a safe, productive, and drug-free environment. The intent of this policy is to offer a helping hand to those who need it, while sending a clear message that illegal drug use and alcohol abuse are incompatible with working at *Progressive Inspections, Inc.*

1. It is a violation of our policy for any employees to possess, sell, trade, or offer for sale illegal drugs or otherwise engage in the use of illegal drugs or alcohol on the job.
2. It is a violation of our policy for anyone to report to work under the influence of illegal drugs or alcohol - that is, with illegal drugs or alcohol in his/her body.
3. It is a violation of our policy for anyone to use prescription drugs illegally. (It is not a violation of our policy for an employee to use legally prescribed medications, but the employee should notify his/her supervisor if the prescribed medication will affect the employee's ability to perform his/her job.)
4. Violations of this policy are subject to disciplinary action ranging from a letter of reprimand, to suspension from work without pay, up to and including dismissal. It is the responsibility of our supervisors to counsel employees whenever they see changes in performance or behavior that suggest that an employee has an alcohol or other drug problem.

Although, it is not the supervisor's job to diagnose the employee's problem, the supervisor should encourage such an employee to seek help and tell him/her about available resources for getting help.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/21/2018

PRODUCER Pruett-Williams Insurance Agency, Inc. P.O. Box 1205 Tavares, FL 32778	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Progressive Inspections, Inc. 10320 Von Frankenstein Court Howey-in-the-Hills, FL 34737	INSURER A: Illinois Union Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	SERFLF111932254-002	2/15/2018	2/15/2019	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
							\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The City of Howey-in-the-Hills is named as additional insured on the General Liability Coverage with respect to work done for them by the insured.

CERTIFICATE HOLDER

The City of Howey-in-the-Hills
101 N. Palm Avenue
Howey-in-the-Hills, FL 34737

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Peter M. Williams



JIMMY PATRONIS
CHIEF FINANCIAL OFFICER

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF WORKERS' COMPENSATION

**** CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW ****

NON-CONSTRUCTION INDUSTRY EXEMPTION

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

EFFECTIVE DATE: 6/21/2018

EXPIRATION DATE: 6/20/2020

PERSON: RONALD E VON
FRANKENSTEIN

EMAIL: PROGRESSIVEINSP@GMAIL.COM

FEIN: 200378723

BUSINESS NAME AND ADDRESS:

PROGRESSIVE INSPECTIONS, INC.

10320 VON FRANKENSTEIN CT

HOWEY IN THE HILLS, FL 34737

SCOPE OF BUSINESS OR TRADE:

Inspection Of Risks For
Insurance or Valuation
Purposes NOC

IMPORTANT: Pursuant to Chapter 440.05(14), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to Chapter 440.05(12), F.S., Certificates of election to be exempt... apply only within the scope of the business or trade listed on the notice of election to be exempt. Pursuant to Chapter 440.05(13), F.S., Notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

IMPORTANT - IDENTIFICATION CARDS

STATE FARM®

MUTL VOL
7203-BC9

FOLD TOP AND BOTTOM OF CARD ON PERFORATION

FOLD TOP AND BOTTOM OF CARD ON PERFORATION

FLORIDA AUTOMOBILE INSURANCE IDENTIFICATION CARD STATE FARM

POLICY NUMBER D51 5385-A13-59G 2 CO. NUMBER 09785 EFFECTIVE DATE JUL 13 2018

☒ PERSONAL INJURY PROTECTION ☐ PROPERTY DAMAGE ☒ BODILY INJURY

NAMED INSURED
FRANK VON FRANKENSTEIN, RONALD & TAMMY MUTL VOL

COVERAGES A P10 C D G250 H U3

YR MAKE VEHICLE IDENTIFICATION NUMBER
2002 DODGE 3D7HA18N92G182520

AGENT C MARTIN INS AND FIN SVCS INC

PHONE (407)656-1040 NAIC 25178

NOT VALID MORE THAN ONE YEAR FROM EFFECTIVE DATE

FLORIDA AUTOMOBILE INSURANCE IDENTIFICATION CARD STATE FARM

POLICY NUMBER D51 5385-A13-59G 2 CO. NUMBER 09785 EFFECTIVE DATE JUL 13 2018

☒ PERSONAL INJURY PROTECTION ☐ PROPERTY DAMAGE ☒ BODILY INJURY

NAMED INSURED
FRANK VON FRANKENSTEIN, RONALD & TAMMY MUTL VOL

COVERAGES A P10 C D G250 H U3

YR MAKE VEHICLE IDENTIFICATION NUMBER
2002 DODGE 3D7HA18N92G182520

AGENT C MARTIN INS AND FIN SVCS INC

PHONE (407)656-1040 NAIC 25178

NOT VALID MORE THAN ONE YEAR FROM EFFECTIVE DATE

KEEP A CARD IN YOUR CAR.

THIS CARD IS INVALID IF THE POLICY FOR WHICH IT WAS ISSUED LAPSES OR IS TERMINATED.
KEEP YOUR CURRENT CARD UNTIL THE EFFECTIVE DATE OF THIS CARD.

8674/08793

141110.2 01-11-2018 (o1pdlf1c)

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SYS PEI

IMPORTANT - IDENTIFICATION CARDS

STATE FARM®

MUTL VOL
7203-BC9

FOLD TOP AND BOTTOM OF CARD ON PERFORATION

FOLD TOP AND BOTTOM OF CARD ON PERFORATION

FLORIDA AUTOMOBILE INSURANCE IDENTIFICATION CARD STATE FARM

POLICY NUMBER 832 6619-A21-59I 2 CO. NUMBER 09785 EFFECTIVE DATE JUL 21 2018

☒ PERSONAL INJURY PROTECTION ☐ PROPERTY DAMAGE ☒ BODILY INJURY

NAMED INSURED
FRANK VON FRANKENSTEIN, RONALD E & TAMMY S MUTL VOL

COVERAGES A P10 C D G250 H U3

YR MAKE VEHICLE IDENTIFICATION NUMBER
2004 CHEVROLET 1GNDM19X74B112355

AGENT C MARTIN INS AND FIN SVCS INC

PHONE (407)656-1040 NAIC 25178

NOT VALID MORE THAN ONE YEAR FROM EFFECTIVE DATE

FLORIDA AUTOMOBILE INSURANCE IDENTIFICATION CARD STATE FARM

POLICY NUMBER 832 6619-A21-59I 2 CO. NUMBER 09785 EFFECTIVE DATE JUL 21 2018

☒ PERSONAL INJURY PROTECTION ☐ PROPERTY DAMAGE ☒ BODILY INJURY

NAMED INSURED
FRANK VON FRANKENSTEIN, RONALD E & TAMMY S MUTL VOL

COVERAGES A P10 C D G250 H U3

YR MAKE VEHICLE IDENTIFICATION NUMBER
2004 CHEVROLET 1GNDM19X74B112355

AGENT C MARTIN INS AND FIN SVCS INC

PHONE (407)656-1040 NAIC 25178

NOT VALID MORE THAN ONE YEAR FROM EFFECTIVE DATE

KEEP A CARD IN YOUR CAR.

THIS CARD IS INVALID IF THE POLICY FOR WHICH IT WAS ISSUED LAPSES OR IS TERMINATED.
KEEP YOUR CURRENT CARD UNTIL THE EFFECTIVE DATE OF THIS CARD.

4504/04559

141110.2 01-11-2018 (o1pdlf1c)

2-A
SYS PENT



Progressive Inspections, Inc.

10320 Von Frankenstein Ct. - Howey-in-the-Hills, FL34737-4544

Cost Estimate

\$75,000.~	Building Official Salary
\$ 3,600.~	Health Insurance
\$ 1,200.~	Life Insurance
\$ 980.~	General Liability Insurance
\$ 5,700.~	Errors and Omissions Insurance
\$ 2,400.~	Insurance for main and back-up vehicle per yr.
\$ 1,500.~	Gasoline per. yr.
\$ 500.~	Oil and maintenance & tags per. yr.
\$1,400.~	Paper, toner & printer cost per yr.
\$ 400.~	Inspector Licenses per yr. On a biennial renewal
\$ 200.~	Professional Memberships per yr.

The Building Official Salary is the variable amount. All inspections, plan review, permit issuance & printing time come out of that amount. All functions are done to completion no matter how much time each takes.

Progressive Inspections pays 32% Taxes. That is \$32,000.— for every hundred thousand Dollars leaving \$68,000.—after Taxes!



Progressive Inspections, Inc.

10320 Von Frankenstein Ct. - Howey-in-the-Hills, FL34737-4544

Scope of Work

Having been the Building Official for the Town of Howey in the Hills for the past 15 years and in good standing, I will continue to execute my duties in the best interest of the Town and to ensure the Health, Safety and Welfare of the citizens of Howey in the Hills.

I will hire a Building Inspector or Fire Inspector on an as needed bases as I have done in the past.

I am available almost always 7 days a week and do early AM and late PM inspections to accommodate citizens and contractors work schedules. I work closely together with Town Hall Staff to ensure everything is done in a timely fashion. All work is done to meet local Codes and Ordinances and also to meet the State of Florida requirements.



Progressive Inspections, Inc.

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Non-Conflict of Interest Statement

I hereby certify that neither I, nor any member of my immediate family has a material personal or financial interest or fiduciary relationship to anyone considering this Request for Proposal (RFP).

Moreover, neither I, nor any member of my immediate family, firm and any person associated with me has any potential conflicts due to other clients, contracts or property interests.

I further certify that neither I, nor any member of my immediate family, firm and any person associated with me has a technical conflict or a real conflict of interest as defined below.

Ronald E. Frank von Frankenstein

Date

Definition:

1. A technical conflict of interest (employee or family is not in a position to influence the selection of their firm).
2. A real conflict of interest (employee is in a position to influence the outcome of the selection to award a contract).



Progressive Inspections, Inc.

List of Equipment

Dodge Truck 2002 (18,000 mi) - insured as outlined. Backup 2004 Chevy Van.

Laptop computer - Pentium III - running Windows 10.

Home Office - desktop computer- Pentium Quad - 27" monitor.

Software: newest MS - Word, Excel, Power Point, Access.

Florida Building Code

National electric Code

Fire Prevention Code

Standard Building Code (used for reference only)

AutoCad and much more.

Gmail.com for Internet connectivity

Sprint cell phone 352-636-8024.

Scanner

Color printer

Laser Printer

Plotter 24" wide

Ring binder and bound Codes:

National Electric Code

Florida Building Code 2017

Florida Fire Prevention Code

Life Safety Code NFPA 101

Fire Protection Handbook (eighteens and nineteenth editions)

Many other Codes related reference books

Town LDC



Progressive Inspections, Inc.

cont. List of Equipment

Hand tools:

- Tape measures: 30', 100' and 300'
- Electric screwdriver, hammer, etc.
- Working flash light
- Calculator
- Ladder
- Lintel Mirror
- GFCI circuit tester
- Electric pocket Multimeter
- Digital Camera
- First Aid Kit in truck
- Fire extinguisher in truck

Personal Protection:

- Professional attire at all times
- Work gloves
- Hard hat
- Umbrella
- Safety sunglasses
- Safety shoes - steel toe guard and steel inlay for complete puncture resistance.
- Personal Insurance.