

County of Monroe

Growth Management Division

Office of the Director

Christine Hurley, AICP
2798 Overseas Highway, Suite 400
Marathon, FL 33050
Voice: (305) 289-2517
FAX: (305) 289-2854



Board of County Commissioners

Mayor George Neugent, District 2
Mayor Pro Tem Heather Carruthers, District 3
Danny L. Kolhage, District 1
David Rice, District 4
Sylvia J. Murphy, District 5

We strive to be caring, professional and fair

AGENDA

CONSTRUCTION INDUSTRY INFORMAL GROUP MEETING

October 28, 2013, 3 PM – 5 PM

Murray Nelson Government Center, 102050 Overseas Highway, Key Largo, FL

1. K. Pleasant /J. Smith Interactive Voice Response System – Implementation (EXHIBIT A)
2. K. Pleasant Monroe County Technical Upgrade to SunGard System (EXHIBIT B)
3. C. Hurley / J. Smith MAXIMUS Fee Analysis – New Methodology Based on Valuation of Job
4. C. Hurley Next Meeting: January 27, 2014 3-5 PM in Marathon

Construction Industry Informal Group Mission Statement:

“To evaluate Growth Management Division Building, Flood Plain, Planning and Environmental Resources, Engineering, Fire, and other department operations related to permitting and development approvals, and recommend improvements for better service delivery to the Construction Industry and Monroe County residents. “

Monroe County Permit Inspection System (IVR) Implementation Project Summary

PROJECT Kickoff			✓ April
Project specifications and hardware coordination			
DEVELOPMENT			
Call Flow and Customization Logic Signoff			✓ May thru July
Server Configuration and Customization Development			✓ August
INTERNAL DEVELOPMENT/TESTING			
Automation of Daily Inspection Tickets			✓ August thru September
Automation of GIS Map for Daily Inspections			✓ August thru September
Inspection Logic review and CommunityPLUS configuring			✓ July thru September
Bi-weekly Inspector meetings			
TESTING			
Phase I	-	KP and Developer - Server w/ Developer	✓ September
Onsite Install Server	-	Install and Training (KP, DBA, IT)	November 7th and 8th
Phase II	-	Testing: KP and CSRs	November
	-	Testing: KP, CSRs, Inspectors and Volunteer Contractors assigned	Mid to Late November/ December
	-	Defect Resolution	November, December
Acceptance Signoff			January/February
TRAINING			
CSRs assigned	-	Via testing (for logic and call transfers), IVR system reports, daily inspector reports	October, November
Inspectors	-	Inspection Resulting via iPhone w/ IVR	November
	-	Daily Inspection Ticket and GIS Map	
Volunteer Contractors	-	Go live with selected contractors	Mid to Late November
	-	Training Session Date/Location TBD	
Public	-	Reference material on website	December
	-	Training Recording on website (Coordinate with IT)	
CONSTITUENT COMMUNICATION			
Mailing	-	Insert with Contractor Registration	✓ September
Website	-	Update Website with Announcement	✓ September
Voice Mail	-	Modify current inspection voice mail with notice of new system and cut off date	December
Inspection Email	-	Create automatic reply to current inspection email account of new system and cut off date	December
GO LIVE			
Go live with selected contractors			November - December
Defect Resolution			
Go live with all contractors			January

GM - System Implementation Estimates: Timeline and Costs

10/18/2013

Implementation	Project Size	Detail	Total Cost	Estimate Time (Months)	FY'12-'13		FY'13-'14		FY'14-'15		FY'15-'16		FY'16-'17	
					2012: Oct - Dec	2013: Jan - Sept	2013: Oct - Dec	2014: Jan - Sept	2014: Oct - Dec	2015: Jan - Sept	2015: Oct - Dec	2016: Jan - Sept	2016: Oct - Dec	2017: Jan - Sept
4Js Adjustment/Add 10 Licenses	Small	Alleviates user limitation and server overload for 1 maybe 2 years, Current server running application has warranty until 2015	\$ 9,000											
		> Project Planning		0.5										
		> SunGard Configuration		0.25										
		> Testing		0.25										
		> Defect Resolution		0.25										
		> Go Live		0.25										
		> Assessment/Monitoring		1										
		Total Project Time		2.5										
IVR Implementation	Medium	Automate inspection request and resulting functions, and incorporate business logic checks for inspection requesting. Software & Hardware	\$ 48,900											
		SunGard API: license and configuration	\$ 15,000											
		> Project Planning - Software Spec Requirements		0.5										
		> Contracts and BOCC approval		2										
		> Pre-Payment (delayed by Finance)		3										
		> Development and Configuration: SunGard and Selectron		5										
		> Testing		2										
		> Defect Resolution		1										
		> Training		0.25										
		> Go Live: First Phase - Volunteer Contractors		0.25										
		> Defect Resolution		1										
		> Go Live: Second Phase - All		1										
		> Assessment		4										
		Total Project Time		20										
Fee Implementation	Medium	Implement BOCC approve permit fees												
		> Project Planning: System Configuration, Forms Updating, Staff and Public Training, Website Update		0.5										
		> SunGard Configuration: Fees by Permit type		0.5										
		> Testing		1										
		> Defect Resolution		1										
		> Update Forms		0.25										
		> Update Website		0.25										
		> Training		1										
		> Go Live		0.25										
		> Assessment/Monitoring		4										
		Total Project Time		8.75										

GM - System Implementation Estimates: Timeline and Costs

10/18/2013

Implementation	Project Size	Detail	Total Cost	Estimate Time (Months)	FY'12-'13		FY'13-'14		FY'14-'15		FY'15-'16		FY'16-'17	
					2012: Oct - Dec	2013: Jan - Sept	2013: Oct - Dec	2014: Jan - Sept	2014: Oct - Dec	2015: Jan - Sept	2015: Oct - Dec	2016: Jan - Sept	2016: Oct - Dec	2017: Jan - Sept
Upgrade CommunityPLUS v8.2 to v9.0	Medium	Upgrade all CommunityPLUS modules (Permitting, Code, Planning, eGov, IVR API)	\$ 30,000											
		New Hardware	\$ 15,000											
		IVR Selectron adjustment per upgrade (from Selectron)	\$???											
		> Project Planning - Software Spec Requirements	1											
		> Contracts and BOCC approval	2											
		> Project Plan for Implementation	1											
		> Development	3											
		> Testing	2											
		> Defect Resolution	1											
		> Training	0.25											
> Go Live	0.25													
> Assessment	4													
Total Project Time				14.5										
IVR Implementation - Enhance	Medium	Enhancement: credit card payments, fee checking logic, auto inspector assignment. Hardware/Software	\$30,000 est.											
		> Project Planning - Software Spec Requirements	3											
		> Development and Configuration: SunGard and Selectron	3											
		> Testing	3											
		> Defect Resolution	1											
		> Training	0.25											
		> Go Live	0.25											
		> Assessment	4											
Total Project Time				14.5										
ePlan Review	Medium	Automate permit application submittal/acceptance and plan review by providing electronic document processing and approval as alternative to paper submission and review. Hardware/Software/Licenses/Scope of Work	\$ 175,000											
		SunGard API: license and configuration	\$15,000 Est.											
		> Project Planning - Software Spec Requirements	1											
		> Contracts and BOCC approval	3											
		> Development and Configuration	5											
		> Testing	3											
		> Defect Resolution	3											
		> Training	1											
		> Go Live: First Phase - Volunteer Contractors	0.25											
		> Defect Resolution	2											
> Go Live: Second Phase - All	0.25													
> Assessment	4													
Total Project Time				22.5										

GM - System Implementation Estimates: Timeline and Costs

10/18/2013

Implementation	Project Size	Detail	Total Cost	Estimate Time (Months)	FY'12-'13		FY'13-'14		FY'14-'15		FY'15-'16		FY'16-'17	
					2012: Oct - Dec	2013: Jan - Sept	2013: Oct - Dec	2014: Jan - Sept	2014: Oct - Dec	2015: Jan - Sept	2015: Oct - Dec	2016: Jan - Sept	2016: Oct - Dec	2017: Jan - Sept
Total Migration to new software platform for all GM land management needs: Permitting, Code, Planning/Bio/Zoning, Cashier, Web Portal	Large	New Software system Licenses, Maintenance, Scope of Work	\$ 275,000											
		New Hardware	\$ 50,000											
		> Project Planning		1										
		> Compile Software Requirements Specs Documentation		3										
		> Perform Software Search and Analysis for Selection		7										
		> Make software selection and present to BOCC for approval		2										
		> Contracts and BOCC approval		3										
		IVR Selectron adjustment per new system (from Selectron)	\$???											
		> Project Plan for Implementation		1										
		> Development		3										
		> Testing		2										
		> Defect Resolution		1										
		> Training		0.25										
		> Go Live		0.25										
		New Software	\$???											
		> Project Plan for Implementation		2										
		> Phased migration ?												
		> Development		4										
		> Testing		3										
		> Defect Resolution		3										
		> Training		1										
		> Go Live		0.25										
		Total Project Time		32.75										

Monroe County, Florida

Cost-Based Development Review Fees

MAXIMUS Consulting Services

Bruce Cowans and Matt Schuneman

October 28, 2013

CONSULTANT RECOMMENDED VALUATION BASED FEES - OPTION 1

JOB VALUE and APPLICATION FEE:

Job value will be based upon submitted contract price or ICC/Construction Costs Valuation manuals. Upon submission of application:

- Valuation based permit jobs greater than \$4,999, require fifty percent (50%) of the fee due, with remaining balance due at issuance.
- Permit jobs less than \$5,000 require one hundred percent (100%) of the fee due.

RESIDENTIAL:

For residential construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Residential Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Residential	\$195.13	\$62.16	\$83.13	-	\$ 340.41

For residential construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

RESIDENTIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$38.64	\$8.35	\$8.59	\$0.00	\$55.58
2	\$100,000	\$299,999	\$16.69	\$4.82	\$4.18	\$0.00	\$25.69
3	\$300,000	\$999,999	\$11.74	\$2.93	\$2.28	\$0.00	\$16.96
4	\$1,000,000	+	\$10.06	\$3.04	\$0.83	\$0.00	\$13.94

COMMERCIAL:

For commercial construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Commercial Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Commercial	\$195.13	\$62.16	\$ 83.13	\$82.37	\$ 422.78

For commercial construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

COMMERCIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$38.64	\$8.35	\$8.59	\$2.56	\$58.14
2	\$100,000	\$299,999	\$16.69	\$4.82	\$4.18	\$7.66	\$33.35
3	\$300,000	\$999,999	\$11.74	\$2.93	\$2.28	\$27.02	\$43.98
4	\$1,000,000	+	\$10.06	\$3.04	\$0.83	\$34.40	\$48.33

CONSULTANT RECOMMENDED VALUATION BASED FEES - OPTION 2

JOB VALUE and APPLICATION FEE:

Job value will be based upon submitted contract price or ICC/Construction Costs Valuation manuals. Upon submission of application:

- Valuation based permit jobs greater than \$4,999, require fifty percent (50%) of the fee due, with remaining balance due at issuance.
- Permit jobs less than \$5,000 require one hundred percent (100%) of the fee due.

RESIDENTIAL:

For residential construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Residential Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Residential	\$177.53	\$47.13	\$ 76.92	-	\$ 301.78

For residential construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

RESIDENTIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$35.18	\$6.65	\$7.71	\$0.00	\$49.54
2	\$100,000	\$299,999	\$15.19	\$3.84	\$3.76	\$0.00	\$22.79
3	\$300,000	\$999,999	\$10.69	\$2.33	\$2.05	\$0.00	\$15.07
4	\$1,000,000	+	\$9.16	\$2.42	\$0.75	\$0.00	\$12.33

COMMERCIAL:

For commercial construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Commercial Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Commercial	\$177.53	\$47.13	\$ 76.92	\$73.95	\$ 375.53

For commercial construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

COMMERCIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$35.18	\$6.65	\$7.71	\$2.28	\$51.83
2	\$100,000	\$299,999	\$15.19	\$3.84	\$3.76	\$6.83	\$29.62
3	\$300,000	\$999,999	\$10.69	\$2.33	\$2.05	\$24.10	\$39.18
4	\$1,000,000	+	\$9.16	\$2.42	\$0.75	\$30.68	\$43.01

CONSULTANT RECOMMENDED VALUATION BASED FEES - OPTION 3

JOB VALUE and APPLICATION FEE:

Job value will be based upon submitted contract price or ICC/Construction Costs Valuation manuals. Upon submission of application:

- Valuation based permit jobs greater than \$4,999, require fifty percent (50%) of the fee due, with remaining balance due at issuance.
- Permit jobs less than \$5,000 require one hundred percent (100%) of the fee due.

RESIDENTIAL:

For residential construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Residential Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Residential	\$162.09	\$42.73	\$ 56.28	-	\$ 261.10

For residential construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

RESIDENTIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$32.12	\$5.51	\$5.93	\$0.00	\$43.56
2	\$100,000	\$299,999	\$13.87	\$3.18	\$2.89	\$0.00	\$19.94
3	\$300,000	\$999,999	\$9.76	\$1.93	\$1.57	\$0.00	\$13.27
4	\$1,000,000	+	\$8.36	\$2.01	\$0.58	\$0.00	\$10.95

COMMERCIAL:

For commercial construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Commercial Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Commercial	\$162.09	\$42.73	\$ 56.28	\$73.95	\$ 335.05

For commercial construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

COMMERCIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$32.12	\$5.51	\$5.93	\$2.28	\$45.84
2	\$100,000	\$299,999	\$13.87	\$3.18	\$2.89	\$6.83	\$26.77
3	\$300,000	\$999,999	\$9.76	\$1.93	\$1.57	\$24.10	\$37.37
4	\$1,000,000	+	\$8.36	\$2.01	\$0.58	\$30.68	\$41.62

CONSULTANT RECOMMENDED VALUATION BASED FEES - OPTION 4

JOB VALUE and APPLICATION FEE:

Job value will be based upon submitted contract price or ICC/Construction Costs Valuation manuals. Upon submission of application:

- Valuation based permit jobs greater than \$4,999, require fifty percent (50%) of the fee due, with remaining balance due at issuance.
- Permit jobs less than \$5,000 require one hundred percent (100%) of the fee due.

RESIDENTIAL:

For residential construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Residential Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Residential	\$156.91	\$41.13	\$ 50.16	-	\$ 248.20

For residential construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

RESIDENTIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$31.05	\$4.91	\$5.33	\$0.00	\$41.29
2	\$100,000	\$299,999	\$13.41	\$2.83	\$2.59	\$0.00	\$18.84
3	\$300,000	\$999,999	\$9.44	\$1.72	\$1.41	\$0.00	\$12.58
4	\$1,000,000	+	\$8.09	\$1.79	\$0.52	\$0.00	\$10.39

COMMERCIAL:

For commercial construction projects valued at less than \$5,000, fees for construction shall be based on the flat rates below.

Commercial Fee per Application - Job Value <\$5,000					
Building Permits under \$5,000	Building Division	Planning Division	Environmental Division	Fire	Total
Commercial	\$156.91	\$41.13	\$ 50.16	\$73.95	\$ 322.16

For commercial construction projects valued at \$5,000 or more, fees for construction shall be based on the rates below. A project whose value exceeds the lowest value band shall be priced based on value in band 1 times rate for band 1 plus the value in the next highest band times the rate for that higher band.

COMMERCIAL PERMITS Job Value >\$4,999							
PROJECT VALUE			Permit Cost per \$1,000 Project Value				
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$31.05	\$4.91	\$5.33	\$2.28	\$43.57
2	\$100,000	\$299,999	\$13.41	\$2.83	\$2.59	\$6.83	\$25.67
3	\$300,000	\$999,999	\$9.44	\$1.72	\$1.41	\$24.10	\$36.68
4	\$1,000,000	+	\$8.09	\$1.79	\$0.52	\$30.68	\$41.07

CONSULTANT RECOMMENDED FLAT FEES

For all other development items flat fees per project, as contained in the table below, are due (100%) upon submission of request/application.

Flood-related Permits and Activities	
Flood Certificate of Compliance	\$300.00
Floodproofing Inspection	\$100.00
Flood Sale Inspection/Transfer of Ownership	\$170.00
Flood Variance	\$1,500.00
Plus Required Advertising	\$245.00
Miscellaneous non-Permit Activities	
Administrative Appeal of Building Official	\$1,500.00
Plus Required Advertising	\$245.00
Blasting Fees	
Monthly	\$50.00
Yearly	
User	\$600.00
Blaster	\$100.00
Certificate of Occupancy - Residential	\$100.00
Certificate of Occupancy - Commercial	\$200.00
Certificate of Completion - Residential or Commercial	\$100.00
Change Contractor	\$75.00
Contractor Registration	\$50.00
Copies (per FS 119.07(1)(a))	Use legislated fee per page
Extension Legislative	\$ -
Monroe County 180 Day Extension	\$250.00
Notice to Proceed	\$976.00
Permit Investigations related to closing open/expired permit on a real estate number:	
Investigation concluding that permit has passed all required inspections, including those where County did not close permit after inspection(s)	No Fee
Investigation requiring review by Building Official, Plans Examiners and/or Inspectors, minimum fee per real estate number (up to 1 hour staff time)	\$50.00
Each additional Hour of staff time or fraction thereof, per real estate number	\$50.00
Permit Investigations not related to closing open/expired permit on a real estate number, minimum fee per hour or fraction thereof	\$50.00
Reopen permit (per discipline)	\$50.00
Reinspection - first reinspection	\$50.00
Reinspection - each subsequent reinspection	\$100.00
Replacement Permit Card	\$25.00
Transfer of Permit Upon Change of Ownership	\$200.00
Revision (Major(ANY) / New Structure ROGO)	Required to submit new permit application with approved ROGO allocation
Revision (Minor ROGO Including mandatory changes per MC Chapter 138 LDR, with no footprint or square foot change) (per discipline)	\$50.00
Revision (Non-ROGO) (per discipline plan review per page)	\$10.00
After Hours Inspections (per hour, two hour minimum)	\$75.00
Work commencing before permit issuance	100% penalty above the applicable valuation-based fee or flat fee for the work, plus code check compliance fees
Fees Applied to All Permits	
Code Compliance - Contractor Investigation	\$11.00
Education:	
Building - New Residential or Commercial	\$25.00
Building - All Other Permits (per discipline per permit)	\$2.00
Environmental	\$10.00
Planning	\$10.00

EXAMPLE OF PROPOSED PERMIT FEES APPLIED TO ISSUED PERMITS

BAND	JOB VALUE	PERMIT TYPE	ORIGINAL FEES	TOTAL PROPOSED FEES	CHANGE	% OF PROJECT VALUE
FLAT	\$2,340.00	PLUMBING	\$ 70.00			
Option 1 - All Costs Included				\$ 340.00	\$ 270.00	14.5%
Option 2 - No Indirect Costs				\$ 302.00	\$ 232.00	12.9%
Option 3 - No Indirect or One-Time				\$ 261.00	\$ 191.00	11.2%
Option 4 - No Indirect, One-Time, Legal				\$ 248.00	\$ 178.00	10.6%

BAND	JOB VALUE	PERMIT TYPE	ORIGINAL FEES	TOTAL PROPOSED FEES	CHANGE	% OF PROJECT VALUE
1	\$25,000.00	POOL & SPA	\$ 632.32			
Option 1 - All Costs Included				\$ 1,389.59	\$ 757.27	5.6%
Option 2 - No Indirect Costs				\$ 1,238.55	\$ 606.23	5.0%
Option 3 - No Indirect or One-Time				\$ 1,088.95	\$ 456.63	4.4%
Option 4 - No Indirect, One-Time, Legal				\$ 1,032.27	\$ 399.95	4.1%

BAND	JOB VALUE	PERMIT TYPE	ORIGINAL FEES	TOTAL PROPOSED FEES	CHANGE	% OF PROJECT VALUE
2	\$150,000.00	ADDITION - RESIDENTIAL	\$ 7,017.52			
Option 1 - All Costs Included				\$ 6,842.90	\$ (174.62)	4.6%
Option 2 - No Indirect Costs				\$ 6,093.48	\$ (924.04)	4.1%
Option 3 - No Indirect or One-Time				\$ 5,352.69	\$ (1,664.83)	3.6%
Option 4 - No Indirect, One-Time, Legal				\$ 5,070.98	\$ (1,946.54)	3.4%

BAND	JOB VALUE	PERMIT TYPE	ORIGINAL FEES	TOTAL PROPOSED FEES	CHANGE	% OF PROJECT VALUE
3	\$420,000.00	ADDITION-COMMERCIAL	\$ 38,450.66			
Option 1 - All Costs Included				\$ 17,761.65	\$ (20,689.01)	4.2%
Option 2 - No Indirect Costs				\$ 15,807.06	\$ (22,643.60)	3.8%
Option 3 - No Indirect or One-Time				\$ 14,422.71	\$ (24,027.95)	3.4%
Option 4 - No Indirect, One-Time, Legal				\$ 13,892.71	\$ (24,557.95)	3.3%

BAND	JOB VALUE	PERMIT TYPE	ORIGINAL FEES	TOTAL PROPOSED FEES	CHANGE	% OF PROJECT VALUE
4	\$1,750,000.00	SINGLE FAMILY RES-REPLACE OF	\$ 7,302.24			
Option 1 - All Costs Included				\$ 33,017.49	\$ 25,715.25	1.9%
Option 2 - No Indirect Costs				\$ 29,309.89	\$ 22,007.65	1.7%
Option 3 - No Indirect or One-Time				\$ 25,841.39	\$ 18,539.15	1.5%
Option 4 - No Indirect, One-Time, Legal				\$ 24,492.51	\$ 17,190.27	1.4%

Monroe County, Florida Cost-Based Development Review Fees

MAXIMUS Consulting Services
Bruce Cowans and Matt Schuneman
October 28, 2013

[1]

1. Project Goals

- Establish a system of charges that reimburse County costs for plan review and inspection of development projects requiring permits
- Achieve revenue neutrality
- Simplify the current system of charges

[2]

1a. Revenue and Expense Comparison

	Permit-Related Direct Costs	Permit-Related Indirect Costs	Fixed Assets	Total
Building	\$2,503,772	\$247,550	\$5,881	\$2,757,203
Planning	652,957	184,224	8,503	845,684
Environmental	732,659	74,305	2,778	809,741
Fire	228,927	29,494	16,416	274,837
Total	\$4,118,314	\$535,573	\$33,578	\$4,687,465
			FY 2012 Revenue	\$2,614,665

- Permit-related direct costs do not equal budgeted department amounts, which also cover non-permit related activities
- Indirect costs include County overhead support to the division
- Fixed assets include vehicles, computers, and other major capital

{ 3 }

1b. Options for Calculation of Costs

- The Division is weighing which costs to include in the analysis
 - Option 1 – All costs, including county indirect
 - Option 2 – All costs, *excluding* county indirect
 - Option 3 – Excluding county indirect and one-time costs
 - Option 4 – Excluding county indirect, one-time costs, and legal costs
- 2012 revenues did not recover 100% costs under any option

	Total Costs	Net 2012 revenue
Option 1	\$ 4,687,465	\$ (2,072,800)
Option 2	\$ 4,151,892	\$ (1,537,227)
Option 3	\$ 3,658,157	\$ (1,043,492)
Option 4	\$ 3,478,844	\$ (864,179)

{ 4 }

1c. Simplifying the current system

- Current
 - 12-page detailed listing of permit prices
 - Potential ambiguity in describing the work and selecting the attributes subject to fees
- Proposed
 1. Residential project fees for construction value of \$5,000 +
 2. Commercial project fees for construction value of \$5,000 +
 3. Flat fees for everything else

[5]

2. Method

- Collect background documents and costs
- Design rate structure
- Interview staff about service delivery
- Administer timesheets
- Use timesheets to allocate costs to categories
- Present to industry twice: once for discussion (today) and once to discuss final model results on January 27th
- Present to Board of County Commissioners twice: for discussion on February 19th and for action on March 19th

[6]

2a. Value Band Explanation

Rates per Band – Option 1

Project Value	Residential	Commercial
\$1,000,000+	4 \$13.94	\$48.33
\$900,000 \$800,000 \$700,000 \$600,000 \$500,000 \$400,000	3 \$16.96	\$43.98
\$300,000 \$200,000	2 \$25.96	\$33.35
\$100,000	1 \$55.58	\$58.14

- Rates include Building, Environmental, Planning, & Fire (commercial only)

- Applies only to projects >\$5,000 – anything lower pays a flat fee
- Fees are based on project value that falls in four value bands:
 - Band 1: \$5,000 - \$99,999
 - Band 2: \$100,000 - \$299,999
 - Band 3: \$300,000 - \$999,999
 - Band 4: \$1,000,000 and up

[7]

2b. Value Band Explanation (cont.)

Rates per Band – Option 1

Project Value	Residential	Commercial
\$1,000,000+	4 \$13.94	\$48.33
\$900,000 \$800,000 \$700,000 \$600,000 \$500,000 \$400,000	3 \$16.96	\$43.98
\$300,000 \$200,000	2 \$25.96	\$33.35
\$100,000	1 \$55.58	\$58.14

- If the project value is less than the top of Band 1 (\$99,999):
Fee = project value / \$1,000 x the rate for Band 1

Example: \$25,000 residential project

- \$25,000 / \$1,000 = 25
- 25 x \$55.58 = **\$1,389.50**

[8]

2c. Value Band Explanation (cont.)

Rates per Band – Option 1

Project Value	Residential	Commercial
\$1,000,000+	4 \$13.94	\$48.33
\$900,000	3 \$16.96	\$43.98
\$800,000		
\$700,000		
\$600,000	2 \$25.96	\$33.35
\$500,000		
\$400,000	1 \$55.58	\$58.14
\$300,000		
\$200,000		
\$100,000		

- For projects whose value exceeds the top of Band 1:
Fee = the amount of value applicable to each band / \$1,000 x the rate for each band.

Ex: \$250,000 commercial project

- \$99,999 / \$1000 = 99.999
- \$250,000 – \$99,999 = \$150,001
- \$150,000 / \$1000 = 150.001
- Band 1** (99.999 x \$58.14) + **Band 2** (150.001 x \$33.35) = **\$10,816.48**

[9]

3. Residential Rate Table

EXAMPLE – Option 1 Table, all costs included

		RESIDENTIAL PERMITS					
PROJECT VALUE		Permit Cost per \$1,000 Project Value					
Band	From	To	Building	Planning	Environmental	Fire	Total
1	\$5,000	\$99,999	\$38.64	\$8.35	\$8.59	\$0.00	\$55.58
2	\$100,000	\$299,999	\$16.69	\$4.82	\$4.18	\$0.00	\$25.69
3	\$300,000	\$999,999	\$11.74	\$2.93	\$2.28	\$0.00	\$16.96
4	\$1,000,000	+	\$10.06	\$3.04	\$0.83	\$0.00	\$13.94

[10]

4. Commercial Rate Table

EXAMPLE – Option 1 Table, all costs included

		COMMERCIAL PERMITS						
		Permit Cost per \$1,000 Project Value						
Band	PROJECT VALUE		Building	Planning	Environmental	Fire	Total	
	From	To						
1	\$5,000	\$99,999	\$38.64	\$8.35	\$8.59	\$2.56	\$58.14	
2	\$100,000	\$299,999	\$16.69	\$4.82	\$4.18	\$7.66	\$33.35	
3	\$300,000	\$999,999	\$11.74	\$2.93	\$2.28	\$27.02	\$43.98	
4	\$1,000,000	+	\$10.06	\$3.04	\$0.83	\$34.40	\$48.33	

- Rates are the same as for Residential, **except that Commercial rates include efforts of the Fire Department.**

{ 11 }

5. Applying the Rate Table

B a n d	PROJECT VALUE		RESIDENTIAL PERMITS	Computing Fees When Job Value Exceeds Band 1	
	From	To	Permit Cost per \$1,000 Project Value (Building, Planning, & Environ.)	Fee from prior Band(s)	PLUS Band Fee (Project Value in Band/\$1000 times Rate for Band)
	Total				
1	\$5,000	\$99,999	\$55.58		$(\$55.58 * (\text{job value} / \$1,000))$
2	\$100,000	\$299,999	\$25.69	\$5,558.00	PLUS Band 2 fee = $(\$25.69 * (\text{job value} / \$1,000))$ for value between \$100,000 and \$299,999
3	\$300,000	\$999,999	\$16.96	\$10,696.00	PLUS Band 3 fee = $(\$16.69 * (\text{job value} / \$1,000))$ for value between \$300,000 and \$999,999
4	\$1,000,000	+	\$13.94	\$22,568.00	PLUS Band 4 fee = $(\$13.94 * (\text{job value} / \$1,000))$ for value exceeding \$999,999

- You may estimate your fees, but the County must verify the amount to be paid.

{ 12 }

6a. Residential Rates - Four Options

Comparing TOTAL value fees for the four cost options

		RESIDENTIAL PERMITS					
		PROJECT VALUE		TOTAL Permit Cost per \$1,000 Project Value			
Band	From	To	Option 1	Option 2	Option 3	Option 4	
1	\$5,000	\$99,999	\$55.58	\$49.54	\$43.56	\$41.29	
2	\$100,000	\$299,999	\$25.69	\$22.79	\$19.94	\$18.84	
3	\$300,000	\$999,999	\$16.96	\$15.07	\$13.27	\$12.58	
4	\$1,000,000	+	\$13.94	\$12.33	\$10.95	\$10.39	

- Note: Under Option 4, legal costs will be applied directly to the relevant projects. Prices would be lower for general permits, but will be much higher for projects involving legal review.

{ 13 }

6b. Commercial Rates - Four Options

Comparing TOTAL value fees for the four cost options

		COMMERCIAL PERMITS					
		PROJECT VALUE		TOTAL Permit Cost per \$1,000 Project Value			
Band	From	To	Option 1	Option 2	Option 3	Option 4	
1	\$5,000	\$99,999	\$58.14	\$51.83	\$45.84	\$43.57	
2	\$100,000	\$299,999	\$33.35	\$29.62	\$26.77	\$25.67	
3	\$300,000	\$999,999	\$43.98	\$39.18	\$37.37	\$36.68	
4	\$1,000,000	+	\$48.33	\$43.01	\$41.62	\$41.07	

{ 14 }

7. Flat fees

- The flat fee tables across the 4 options are available as handouts.
- Flat fees apply regardless of project value and include:
 - Construction valued at less than \$5,000
 - Residential = \$248-\$340
 - Commercial = \$322-\$423
 - Flood-related permits
 - Administrative and miscellaneous activities (ex. Contractor registration)

(15)

8. Sample permits under old and new systems

- Please see the handout comparing prices under the current system and the four new options under analysis.
- Note that the main reason for change is the intent to recover costs, **not** the change in rate structure.

EXAMPLE OF PROPOSED PERMIT FEES APPLIED TO ISSUED PERMITS

BAND	JOB VALUE	PERMIT TYPE	ORIGINAL FEES	TOTAL PROPOSED FEES	CHANGE	% OF PROJECT VALUE
FLAT	\$2,340.00	PLUMBING	\$ 70.00			
		Option 1 - All Costs Included		\$ 340.00	\$ 270.00	14.5%
		Option 2 - No Indirect Costs		\$ 302.00	\$ 232.00	12.9%
		Option 3 - No Indirect or One-Time		\$ 261.00	\$ 191.00	11.2%
		Option 4 - No Indirect, One-Time, Legal		\$ 248.00	\$ 178.00	10.6%

(16)

9. Fee Comparison to Peers

- We are currently researching permit prices for a sample set of permits using the fee schedules of Monroe County peers. By the next presentation, we will be able to present how the proposed fee schedule compares to other Florida jurisdictions.

[17]

10. Next steps

- Today we presented the analysis and will now listen to your questions and comments
- At the next industry meeting on Jan. 27th, we will take recommendations from the industry
- We will present our analysis and industry input to the Board of County Commissioners on Feb. 19th
- At a subsequent meeting on March 19th, the BoCC will be asked to adopt the final version of the fee resolution, with the goal of an effective date of October 1, 2014
- Rates will increase annually by increases in the CPI; approximately every three years the fees will increase based on Growth Management appropriations.
- Periodically, the County will update the analysis

[18]