

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: November 17, 2015

Department: Building

Bulk Item: Yes No

Staff Contact /Phone #: Christine Hurley,
Ext. #2517

AGENDA ITEM WORDING: Approval of the County Administrator's and Assistant County Administrator's appointment of Rick Griffin to the position of Sr. Director, Building Official.

ITEM BACKGROUND: Wes Maltby, Interim Building Official (MT Causley Contract Employee), last day with the county was October 16, 2015. We have since advertised the Sr. Director, Building Official and four people have applied. Rick's is the only applicant who is qualified for the position since he holds along with many other licenses, the Certified Building Official License. Rick is currently our Plans Examiner at the Marathon Building Department office. He has approximately 42 years of experience in the construction industry, 22 years self employed as a contractor and 20 years working with the City of Tampa in their Building Department. Monroe County Code Section 6-55 indicates the County Administrator with the approval of the Board of County Commissioners shall designate the Building Official.

PREVIOUS RELEVANT BOCC ACTION:

CONTRACT/AGREEMENT CHANGES:

n/a

STAFF RECOMMENDATIONS: Approval

TOTAL COST: \$98,500.00 **INDIRECT COST:** _____ **BUDGETED:** Yes No
+Benefitis

DIFFERENTIAL OF LOCAL PREFERENCE: _____

COST TO COUNTY: _____ **SOURCE OF FUNDS:** 180-52502-510120

REVENUE PRODUCING: Yes No **AMOUNT PER MONTH** _____ **Year** _____

APPROVED BY: County Atty  OMB/Purchasing _____ Risk Management _____

DOCUMENTATION: Included Not Required _____

DISPOSITION: _____ **AGENDA ITEM #** _____

RICK GRIFFIN

200 Meres Blvd #13 Tarpon Springs, Fla. 34689
Residence (813) 785-5153 Cell (813) 785-5153
1976-1986 California / 1986-1997 Florida

Construction Trade Contractor

**--Specializing in Residential and Light Commercial Projects--
--Building, Mechanical, Plumbing and Electrical Contracting--**

PROFILE

Result-oriented, hands on construction and development professional with 40 years of expertise in all facets of the industry. Verifiable track record for the successful completion of commercial and residential projects through coordinating trades (employees), developing partnerships and building positive rapport with architects, engineers, local vendors and clients while maintaining cost. Versed in contract negotiations, project estimating, impending design problems, document preparation, building code and regulations, material purchasing, site management through certification of occupancy. Business maintenance required book keeping, daily flow chart management, employee time cards and payroll, insurance audit records and contract management.

Areas of Expertise:

Permitting and Building Code
Construction Planning & Scheduling
Critical Path Project Management
Budget Analysis
Plumbing Code
Electrical Code

Quality Control
Organization & Time Management
Vendor & Material Management
Estimating & Job Costing
Mechanical Code
Engineering Technology

CONSTRUCTION HISTORY

California 1976-1986

Plan, organize and manage Construction Company for sub-contracting Plumbing, Mechanical and Electrical for Residential, Commercial and Industrial projects. Responsibilities include design and blueprint review and analysis of projects, preparation of construction contracts, bidding, negotiations, employee supervision, material purchasing, scheduling, project budgeting, building code compliance, project development, quality control and certification of occupancy. Employed up to 12 employees and maintained up to 6 trucks.

Building: Design and Draft residential homes, apartments and commercial buildings for customer and speculation sale. Obtain financial funding from lending institutions, develop site for project, construct building(s) per Code, supervise sub-contractors, landscape, advertise property, negotiate sale, obtain Certificate of Occupancy, Close Lending contract and Title work.

KEY PROJECTS AND SELECTED ACCOMPLISHMENTS

- Residential Homes and Commercial projects located in Riverside, Hesperia, Apple Valley, Palm Desert, San Bernadino and City of Commerce, California. Buildings range from 1,100sq.ft to 100,000sq.ft, value from \$55,000 to 5 million dollars.
- Residential Homes and Commercial projects located in Deland, Orange City, Deltona, Orlando, Winter Park, Altamonte Springs and Daytona Beach Florida. Buildings range from 1,000sq.ft to 105,000sq.ft. \$65,000 to 3 million dollar projects.
- Commercial Building Shell Interior Renovations Orlando Fla. 105,000sq.ft. \$3million dollar project.

Project Management:

- Residential and Commercial projects completed on time and according to contract.
- Submitted subcontracting bids securing 80% of contracts.
- Hired, scheduled and supervised subcontractors: developed and enforced company policies, procedures and project safety regulations.
- Invoiced Materials and Draws with Vendors and subcontractors.

Client and Vendor Relations:

- Increased sales through educating clients on value-added extras to increase property value and life enjoyment.
- Scheduled client meetings, conducted needs assessment, explained design concerns and cost effective options, planned, estimated and managed the projects from start to finish.
- Negotiated cost estimates with clients and vendors, maintained daily contact with clients.
- Secured new business through exceptional customer relations, hard work and word of mouth.

Education & Professional Development:

- Journeyman Plumber Plumbing Contractor General Contractor
- Mechanical Contractor Electrical Contractor Real Estate License
- Construction Bidding: Cost Control, Unit Pricing, Estimating, Construction Management
- Commercial & Residential Construction Seminars
- AS Engineer Technology Degree Private, Commercial and Instructor Pilot License

Computer Skills:

Versed in Microsoft Windows, Excel, Access, Publisher, Word Corel Office/Draw, Cad drawing, internet/email

- Industrial Battery / lead reclamation furnace buildings with associated employee decontamination building(s) and isolated infrastructures / utilities.
- Buccaneers Stadium, Tampa University Stadium, Tampa University Dorms, classrooms, Walker House, Parking Garages, LaCrox Field and stadium.
- Security Clearance Buildings: FBI Tampa central office, Tampa International Airport, USF Bio-laboratory, Tampa Police building, Peak-10 data storage facility.
- Plan Review of Residential Homes, Apartments, ALFs, and Townhouses all disciplines.
- Flood Elevation studies and Code Compliance administration.
- FEMA regulatory enforcement for City of Tampa Insurance Rating.
- Hurricane Disaster Damage Assessment Team (required every year)
- Employment advancement with excellent work evaluations and raises.
- Achieve highest level of employment steps with hard work, study and licenses.
- Maintain ambitious attitude for knowledge and advancement in my career.
- Recognize the continuing need for developing improved safety standards for the protection of the Life, Health and Property and acknowledge a professional obligation to contribute time and expertise in the development of such improvements.

Customer Relations

- Plans examination networks architects, engineers, contractors, subcontractors, designers and owners communicating with one or all to resolve design problems.
- Code analysis consultation with designers and contractors examining preliminary project design and submittal covering Building, Mechanical, Electrical, Plumbing, Life Safety, Fire Protection, Transportation, Landscape, Storm Water Management, Zoning, Tree and landscape protection, Project Site Development, Utilities, Solid Waste, Florida Accessibility, Environmental Protection Agency and if applicable Federal Aviation Agency.
- Code Interpretation for requests from phone, email, faxed, postal or personal appearance.
- Communication with Client Service Facilitators, field inspectors, field contractors, subcontractors, and owners for problem resolution.

Education and Professional Development

- International Code Council /Florida State Certification
 - Electrical Inspector Commercial & Residential
 - Combination Plans Examiner: Building, Mechanical, Electric & Plumbing International Code Council and Florida State Certified DBPR
 - Certified Electrical Code Official ICC
 - Certified Building Official ICC and Florida DBPR
 - Certified Floodplain Manager ASFPM
- Florida Certified Building, Plumbing, Electrical and Mechanical Contractor
- California Certified Building, Plumbing, Electrical and Mechanical Contractor
- California Tech Construction Methodology
- A.S. Degree Technology

Academic Endeavors

- **Trade Instructor for Association of Builders and Contractors.**
- **Trade Instructor for Independent Electrical Contractors.**
- **Commercial and Instructor pilot Federal Aviation Agency**
- **Real Estate License Florida**
- **Life Insurance, Annuity and Bond Agent Florida**

Compute Skills

Versed in Microsoft office, word 2010, Excel, Access, Sire information, PowerPoint, Publisher, CAD Drafting, ArcGis 10.1 (arcmap), Oracle EBS navigator, DWG True View, EDR (electronic plan review), Impact fee calculator, internet and email

Organization Membership

- **International Association of Electrical Inspectors**
- **Building Official of Florida Association**
- **International Code Council**
- **Sun coast Chapter of BOAF and ICC**
- **Florida Gas, Mechanical and Plumbing Association**