



## DEPARTMENT OF PROCUREMENT SERVICES NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION

Complete this cover form and the **Non-Competitive Procurement Application Worksheet** in detail. Refer to the page entitled "Instructions for Non-Competitive Procurement Application" for completing this application in accordance with its policy regarding NCRB. Complete "other" subject area if additional information is needed. Subject areas must be fully completed and responses merely referencing attachments will not be accepted and will be immediately rejected.

<b>Department</b> 67-Buildings	<b>Originator Name</b> Grant Ullrich	<b>Telephone</b> 312-744-7579	<b>Date</b> 1/8/2018	
<b>Contract Liaison</b> Marlene Hopkins	<b>Email Contract Liaison</b> marlene.hopkins@cityofchicago.org	<b>Telephone</b> 312-743-9024		

<b>List Name of NCRB Attendees/Department</b>	
MarleneHopkins, Managing Deputy, Buildings Grant Ullrich, Deputy Commissioner, Buildings	

<b>Request NCRB review be conducted for the product(s) and/or service(s) described herein.</b>		
<b>Company:</b> International Code Council, Inc.		
<b>Contact Person:</b> Sara Yerkes Senior Vice President, Government Relations	<b>Phone:</b> (202) 370-1800 x 6247	<b>Email:</b> syerkes@iccsafe.org
<b>Project Description:</b> Licensing of copyrighted model code language, and technical and administrative services to support Chicago Building Code modernization		
<b>This is a request for:</b>		
<input checked="" type="checkbox"/> <b>New Contract</b>  <b>Contract Type</b> <input checked="" type="checkbox"/> <b>Blanket Agreement</b> Term: <u>24</u> (# of mo) <input type="checkbox"/> <b>Standard Agreement</b>		<input type="checkbox"/> <b>Amendment / Modification</b> <b>Type of Modification</b> <input type="checkbox"/> <b>Time Extension</b> <input type="checkbox"/> <b>Vendor Limit Increase</b> <input type="checkbox"/> <b>Scope Change</b> Contract Number: _____ Specification Number: _____ Modification Number: _____

<b>Department Request Approval</b>  DEPARTMENT HEAD OR DESIGNEE _____ DATE <u>1/8/18</u> PRINT NAME <u>JUDITH FRYDLAND</u>	<b>Recommended Approval</b>  BOARD CHAIRPERSON _____ DATE <u>3-21-18</u> PRINT NAME <u>Rich Butler</u>
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<b>(FOR NCRB USE ONLY)</b>
Recommend Approval/Date: _____
Return to Department/Date: _____
Rejected/Date: _____

SCL  
 3/20/18

<input checked="" type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Rejected</b>
 CHIEF PROCUREMENT OFFICER _____ DATE _____



**DEPARTMENT OF PROCUREMENT SERVICES  
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION  
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT WORKSHEET**

**All applicable information on this worksheet must be addressed using each question found on the "Instructions for Non-Competitive Procurement Application" in this application.**

**Justification for Non-Competitive Procurement Worksheet**

**PROCUREMENT HISTORY**

1. DESCRIBE THE REQUIREMENT AND HOW IT EVOLVED FROM INITIAL PLANNING TO ITS PRESENT STATUS.

The Department of Buildings has identified alignment of the Chicago Building Code with model codes prepared by the International Code Council, Inc. ("ICC") as its top priority for 2018. Chicago is the last jurisdiction in the United States which does not enforce a building code substantially aligned with these model codes. For several years, a wide range of industry stakeholders have encouraged such an initiative. By better aligning the Chicago Building Code with widely-adopted national standards, the city will be able to make better use of commercially-available training and interpretive materials and facilitate the use of the latest construction materials and methods. The proposed contract with ICC will provide a development license as well as administrative support and technical assistance to facilitate drafting and adoption of significant revisions to the Chicago Building Code which will be aligned with national standards while also being specifically tailored to Chicago-specific conditions.

2. IS THIS A FIRST TIME REQUIREMENT OR A CONTINUATION OF PREVIOUS PROCUREMENT FROM THE SAME SOURCE? IF SO, EXPLAIN THE PROCUREMENT HISTORY.

This is a continuation of previous procurement from ICC. For several decades, Chicago has studied how to better align its construction requirements with these national standards. From 1997 to 2004 the city worked with ICC to draft major revisions to the Chicago building code (requisition #12904/ specification # 22283). As part of this initial effort the city adopted: plumbing requirements based on the International Plumbing Code in 2001; HVAC and fuel gas requirements based on the International Mechanical Code and International Fuel Gas Code in 2003; and accessibility requirements based on Chapter 11 of the International Building Code in 2003. In 2004, further building code amendments were presented to the city council, however they were not adopted. From 2008-2011, the Department resumed efforts to work with ICC to draft building code changes (requisition #38105/ specification #65638); however this effort did not result in any proposals to the city council. The Department now intends to resume and complete the effort which began in 1997.

3. EXPLAIN ATTEMPTS MADE TO COMPETITIVELY BID THE REQUIREMENT.

Because ICC's model codes are the basis of the building codes enforced in every major jurisdiction in the United States, the Department did not consider other sources. Because ICC's model codes are protected by copyright law, ICC is the sole source of a development license.

4. DESCRIBE IN DETAIL ALL RESEARCH DONE TO FIND OTHER SOURCES; LIST OTHER CITIES, COMPANIES IN THE INDUSTRY, PROFESSIONAL ORGANIZATIONS CONTACTED. LIST PERIODICALS AND OTHER PUBLICATIONS USED AS REFERENCES.

A survey was conducted to confirm that ICC's model codes are the basis of the building code enforced in the 25 largest cities in the United States (other than Chicago). In many cases ICC-based codes are adopted at the state level. The department did not consider model codes which are primarily used in jurisdictions outside the United States (e.g., model building codes developed by the National Fire Protection Association (NFPA 5000), National Research Council of Canada (NBCC), or European Committee for Standardization (Eurocodes)).

5. EXPLAIN FUTURE PROCUREMENT OBJECTIVES. IS THIS A ONE-TIME REQUEST OR WILL FUTURE REQUESTS BE MADE FOR DOING BUSINESS WITH THE SAME SOURCE?

The Department anticipates future procurement with ICC will be necessary for (a) publication of the code, (b) to provide training and documentation related to any code changes which are adopted, and (c) to update the plumbing, mechanical, and fuel gas requirements, which are not part of this project. The Department may also seek (d) an



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ongoing license to use ICC-copyrighted materials for other code development and training purposes.

6. EXPLAIN WHETHER OR NOT FUTURE COMPETITIVE BIDDING IS POSSIBLE. IF NOT, EXPLAIN IN DETAIL.

Future competitive bidding will not be possible for the use of ICC-copyrighted materials. As detailed above, ICC is the author of model codes which presently form the basis of construction regulations in every major jurisdiction in the United States other than the City of Chicago

ESTIMATED COST

1. WHAT IS THE ESTIMATED COST FOR THIS REQUIREMENT OR FOR EACH CONTRACT, IF MULTIPLE AWARDS ARE CONTEMPLATED? WHAT IS THE FUNDING SOURCE?

The estimated cost of this contract for ordinance-development related services is \$178,375.00. Based on ICC's contractual arrangement with New York City for code publication and maintenance services, it is anticipated that the cost of publication and ongoing licensing for code development and internal training purposes may be covered by ICC's sale of a guaranteed number of copies of resultant publication(s) to the city and the public, with no direct cost to the City. The scope of such an agreement cannot be fully determined until there is greater direction on the extent to which the new Chicago Building Code will align with ICC model language. The estimated cost of developing training and implementation documents for any code adopted under this contract is depending on the scope of the resultant ordinance. It is likely that ICC will be sought as a sole-source provider for such training in order to take advantage of ICC-copyrighted training materials. The cost and timing of ordinance-development related to updating the plumbing, mechanical, and fuel gas requirements, which are presently based on older editions of ICC model codes cannot reasonably be determined at this time.

This contract will be funded from FY18 corporate funds.

2. WHAT IS THE ESTIMATED COST BY FISCAL YEAR?

The estimated cost for 2018 is \$178,375.00. Costs for future years are TBD as described in answer 1, above.

3. EXPLAIN THE BASIS FOR ESTIMATING THE COST AND WHAT ASSUMPTIONS WERE MADE AND/OR DATA USED (I.E., BUDGETED AMOUNT, PREVIOUS CONTRACT PRICE, CURRENT CATALOG OR COST PROPOSAL FROM FIRMS SOLICITED, ENGINEERING OR IN-HOUSE ESTIMATE, ETC.)

This cost estimate is based on the anticipated scope of services needed to draft an ordinance ready for introduction to city council by December 31, 2018 and negotiated rates from the vendor. The hourly rates are commercially reasonable for the type of professional services and subject matter expertise to be provided.

4. EXPLAIN WHETHER THE PROPOSED CONTRACTOR OR THE CITY HAS A SUBSTANTIAL DOLLAR INVESTMENT IN ORIGINAL DESIGN, TOOLING OR OTHER FACTORS WHICH WOULD BE DUPLICATED AT CITY EXPENSE IF ANOTHER SOURCE WAS CONSIDERED. DESCRIBE COST SAVINGS OR OTHER MEASURABLE BENEFITS TO THE CITY WHICH MAY BE ACHIEVED.

Yes. The ICC model codes are copyrighted consensus-based codes which reflect input from a wide range of stakeholders and public safety professionals on how to safely regulate the latest construction technologies. It would be impossible for the city to cost-effectively duplicate the consensus gathering process of the ICC code hearings, nor would the city then benefit from aligning its standards with those in place in the rest of the United States.

5. EXPLAIN WHAT NEGOTIATION OF PRICE HAS OCCURRED OR WILL OCCUR. DETAIL WHY THE ESTIMATED COST IS DEEMED REASONABLE.

The Department has carefully reviewed utilization under the previous contract and evaluated its needs for this project in order to accurately estimate the technical and administrative support needs for this project. The Department will also leverage significant internal and volunteer resources to complete this task. The proposed consultant hourly rates are consistent with industry standards for similar professional services and the proposed individual's levels of experience and subject matter expertise.

SCHEDULE REQUIREMENTS

1. EXPLAIN HOW THE SCHEDULE WAS DEVELOPED AND AT WHAT POINT THE SPECIFIC DATES WERE



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KNOWN.

In 2016 and 2017, the Department modernized the electrical requirements of the Chicago Building Code with internal and volunteer resources. The Department would like to launch the project in March 2018 so that a draft ordinance can be ready no later than December 31, 2018.

2. IS LACK OF DRAWINGS AND/OR SPECIFICATIONS A CONSTRAINING FACTOR TO COMPETITIVE BIDDING? IF SO, WHY IS THE PROPOSED CONTRACTOR THE ONLY PERSON OR FIRM ABLE TO PERFORM UNDER THESE CIRCUMSTANCES? WHY ARE THE DRAWINGS AND SPECIFICATIONS LACKING? WHAT IS THE LEAD TIME REQUIRED TO GET DRAWINGS AND SPECIFICATIONS SUITABLE FOR COMPETITION? IF LACK OF DRAWINGS AND SPECIFICATIONS IS NOT A CONSTRAINING FACTOR TO COMPETITIVE BIDDING, EXPLAIN WHY ONLY ONE PERSON OR FIRM CAN MEET THE REQUIRED SCHEDULE.

No.

3. OUTLINE THE REQUIRED SCHEDULE BY DELIVERY OR COMPLETION DATES AND EXPLAIN THE REASONS WHY THE SCHEDULE IS CRITICAL.

The Department has committed to making this task its top priority in 2018.

4. DESCRIBE IN DETAIL WHAT IMPACT DELAYS FOR COMPETITIVE BIDDING WOULD HAVE ON CITY OPERATIONS, PROGRAMS, COSTS AND BUDGETED FUNDS.

Due to ICC's copyright in the model codes, competitive procurement is not possible.

EXCLUSIVE OR UNIQUE CAPABILITY

1. IF CONTEMPLATING HIRING A PERSON OR FIRM AS A PROFESSIONAL SERVICE CONSULTANT, EXPLAIN IN DETAIL WHAT PROFESSIONAL SKILLS, EXPERTISE, QUALIFICATIONS, AND/OR OTHER FACTORS MAKE THIS PERSON OR FIRM EXCLUSIVELY OR UNIQUELY QUALIFIED FOR THE PROJECT. ATTACH A COPY OF THE COST PROPOSAL, SCOPE OF SERVICES, AND TEMPORARY CONSULTING SERVICES FORM.

The ICC is the exclusive source of its copyrighted model codes.

2. DOES THE PROPOSED FIRM HAVE PERSONNEL CONSIDERED UNQUESTIONABLY PREDOMINANT IN THE PARTICULAR FIELD?

Yes. ICC's model codes are the basis of construction regulation in every major jurisdiction in the United States other than the City of Chicago.

3. WHAT PRIOR EXPERIENCES OF A HIGHLY SPECIALIZED NATURE DOES THE PERSON OR FIRM EXCLUSIVELY POSSESS THAT IS VITAL TO THE JOB, PROJECT OR PROGRAM?

ICC has overseen the development of the consensus-based model code used in the vast majority of jurisdictions in the United States since the mid-1990s. ICC was formed from the merger of several regional model code organizations. ICC possesses unrivaled resources and subject matter expertise on the technical basis for specific provisions of the ICC model codes.

4. WHAT TECHNICAL FACILITIES OR TEST EQUIPMENT DOES THE PERSON OR FIRM EXCLUSIVELY POSSESS OF A HIGHLY SPECIALIZED NATURE WHICH IS VITAL TO THE JOB?

Not applicable.

5. WHAT OTHER CAPABILITIES AND/OR CAPACITY DOES THE PROPOSED FIRM POSSESS WHICH IS NECESSARY FOR THE SPECIFIC JOB, PROJECT OR PROGRAM WHICH MAKES THEM THE ONLY SOURCE WHO CAN PERFORM THE WORK WITHIN THE REQUIRED TIME SCHEDULE WITHOUT UNREASONABLE COSTS TO THE CITY?

See above.

6. IF PROCURING PRODUCTS OR EQUIPMENT, DESCRIBE THE INTENDED USE AND EXPLAIN ANY EXCLUSIVE OR UNIQUE CAPABILITIES, FEATURES AND/OR FUNCTIONS THE ITEMS HAVE WHICH NO



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OTHER BRANDS OR MODELS, POSSESS. IS COMPATIBILITY WITH EXISTING EQUIPMENT CRITICAL FROM AN OPERATIONAL STANDPOINT? IF SO, PROVIDE DETAILED EXPLANATION?

Not applicable.

7. IS COMPETITION PRECLUDED BECAUSE OF THE EXISTENCE OF PATENT RIGHTS, COPYRIGHTS, TRADE SECRETS, TECHNICAL DATA, OR OTHER PROPRIETARY DATA (ATTACH DOCUMENTATION VERIFYING SUCH)?

Yes. ICC's model codes are copyrighted.

8. IF PROCURING REPLACEMENT PARTS AND/OR MAINTENANCE SERVICES, EXPLAIN WHETHER OR NOT REPLACEMENT PARTS AND/OR SERVICES CAN BE OBTAINED FROM ANY OTHER SOURCES? IF NOT, IS THE PROPOSED FIRM THE ONLY AUTHORIZED OR EXCLUSIVE DEALER/DISTRIBUTOR AND/OR SERVICE CENTER? IF SO, ATTACH LETTER FROM MANUFACTURER ON COMPANY LETTERHEAD.

Not applicable.

**MBE/WBE COMPLIANCE PLAN**

The Department of Buildings is requesting a contract-specific goal of 50% MBE and 0% WBE participation for this contract. Since the nature of this contract only requires one subcontractor to provide the scope of services contemplated, it is considered not to be reasonably practical to require International Code Council to seek additional direct or indirect M/WBE participation.

ICC has identified a single subcontractor, Koo LLC, which is a Chicago-based MBE- and WBE-certified architectural firm to provide local project management, administrative, and technical support services.

**OTHER**

1. EXPLAIN OTHER RELATED CONSIDERATIONS AND ATTACH ALL APPLICABLE SUPPORTING DOCUMENTS, I.E., AN APPROVED "ITGB FORM" OR "REQUEST FOR INDIVIDUAL HIRE FORM".

Not applicable.



DEPARTMENT OF BUILDINGS  
CITY OF CHICAGO

MEMORANDUM

**To:** Jamie L. Rhee  
Chief Procurement Officer

Richard E. Butler, III  
First Deputy Procurement Officer

**From:** Judith Frydland  
Commissioner of Buildings

**Subject:** Request for New Non-Competitive Bid Contract with International Code Council, Inc. for Model Code Licensing and Chicago Building Code Modernization Support Services Requisition # 209782 / Specification # 683606

**Date:** January 8, 2018

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The Department of Buildings hereby requests approval to enter into a new, non-competitive bid contract with International Code Council, Inc. ("ICC") for model code licensing and Chicago Building Code modernization support services, as described more fully below and in the accompanying materials.

The Department of Buildings has identified aligning existing provisions of the Chicago Building Code with the model codes created by ICC as its top priority for 2018. ICC's model codes – including the *International Building Code*, *International Fire Code* and *International Existing Building Code*, among others – are widely used as the basis of building regulation throughout the United States. The City of Chicago is the last major jurisdiction in the United States which enforces a building code that is not based on ICC's model codes. Drafting an ordinance to align Chicago's Building Code with ICC's model codes will be a major undertaking – and one for which the Department anticipates a wide range of support from our industry partners.

To initiate this effort, the Department requires a licensing agreement, which will provide permission to use ICC's copyrighted model codes as the basis of legislation, and a contract for the administrative and technical support necessary to complete this major effort in a reasonable timeframe. Because ICC's model codes are subject to copyright protection, ICC is the exclusive source of such a licensing agreement, and because ICC oversees the process by which the model codes are developed and maintained, its staff of subject matter experts are uniquely qualified to speak to the technical basis and justification of model code provisions. To support the City and ICC in this project, ICC proposes to subcontract day-to-day project management and

administrative support services to Koo LLC, a Chicago-based MBE and WBE-certified architectural firm.

Koo LLC will provide a local project manager and project administrator who will provide technical support during the code drafting and review process and facilitate communications between the City, the volunteer technical drafting and oversight committees, and ICC's subject matter experts. Using Koo LLC will allow the Department of Buildings to utilize ICC's high-level subject matter experts in a cost-effective manner.

I am attaching the following items in support of this request, based on the NCRB Policy and Procedures Memorandum dated August 22, 2013:

- DPS Non-Competitive Review Board (NCRB) Application
- DPS Project Checklist
- Scope of Services, prepared by the Department of Buildings
- Letter from ICC detailing why it is the exclusive provider of these services (with ICC's certificates of copyright registration attached)
- Memo requesting contract-specific M/WBE Goals
- M/WBE compliance plan
- ICC's insurance certificate
- ICC's EDS filing certificate
- Memo identifying NCRB meeting participants from Department of Buildings
- Letter from ICC setting forth proposed rates and estimated project budget for ordinance development phase, as well as information on ICC senior staff who will be involved in the contract

The key features of the requested agreement are as follows:

Duration:	24 months, plus an option for a 12-month extension
Vendor Limit:	\$ 178,375.00
Funding Strip:	018-0100-067-2005-0140-P22000
Project Manager:	Grant Ullrich, Deputy Commissioner (312) 744-7579

If you have any questions or need additional information regarding this request, please contact Grant Ullrich at (312) 744-7579. Thank you for your assistance in this matter.

cc: Marlene Hopkins  
Grant Ullrich

attachments

# Project Checklist

Attach required forms for each procurement type and detailed scope of services and/or specifications and forward original documents to the Chief Procurement Officer; City Hall, Room 806.

<p><b>Date:</b> January 8, 2018</p> <p><b>Department Name:</b> <b>67 - Buildings</b></p> <p><b>Requisition No:</b> 209782</p> <p><b>Specification No:</b> 683606</p> <p><b>PO No:</b></p> <p><b>Modification No:</b></p> <p><b>Contract Liaison:</b> Marlene Hopkins</p> <p><b>Telephone:</b> 312-743-9024</p> <p><b>Email:</b> marlene.hopkins@cityofchicago.org</p> <p><b>Project / Program Manager:</b> Grant Ullrich</p> <p><b>Telephone:</b> 312-744-7579</p> <p><b>Email:</b> grant.ullrich@cityofchicago.org</p> <p><b>Check One:</b> <input checked="" type="checkbox"/> <b>New Contract Request</b></p> <p><small>*By signing below, I attest the estimates provided for this contract are true and accurate.</small></p> <p><b>*Project / Program Manager Signature</b> </p> <p><b>*Commissioner/Authorized Designee Signature</b> </p>	<p>For blanket agreements, original or lead department must consult with other potential departments who may want to participate on the blanket agreement. If grant funded, attach copy of the approved grant application and other terms and conditions of the funding source. <b>Note:</b> 1) <u>Funding</u>: Attach information if multiple funding lines; 2) <u>Individual Contract Services</u>: Include approval form signed by Department Head and OBM; 3) <u>ITGB</u>: If project valued at \$100,000.00 or more, attach approval transmittal sheet.</p> <p><b>*Contract Liaison Signature</b> </p> <p><b>*By signing this form, I attest that all information provided is true and accurate.</b></p> <p><b>Project Title:</b> Contract with International Code Council for Model Code Licensing and Chicago Building Code Modernization Support Services</p> <p><b>Project Description:</b> 24-month contract with International Code Council for ordinance-development license to use copyrighted model codes to develop Chicago Building Code amendments, and for technical and administrative support to facilitate ordinance development process.</p> <p><b>Funding:</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td><input checked="" type="checkbox"/> Corporate</td> <td><input type="checkbox"/> Bond</td> <td><input type="checkbox"/> Enterprise</td> <td><input type="checkbox"/> Grant</td> <td><input type="checkbox"/> Other:</td> </tr> <tr> <td><input type="checkbox"/> IDOT/Transit</td> <td><input type="checkbox"/> IDOT/Highway</td> <td><input type="checkbox"/> FHWA</td> <td><input type="checkbox"/> FTA</td> <td><input type="checkbox"/> FAA</td> </tr> </table> <table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>LINE</th> <th>FY</th> <th>FUND</th> <th>DEPT</th> <th>ORGN</th> <th>APPR</th> <th>ACTV</th> <th>PROJECT</th> <th>RPTG</th> <th>ESTDOLLAR AMOUNT</th> </tr> </thead> <tbody> <tr> <td></td> <td>018</td> <td>0100</td> <td>067</td> <td>2005</td> <td>0140</td> <td>P22000</td> <td></td> <td></td> <td>\$178,375.00</td> </tr> </tbody> </table>	<input checked="" type="checkbox"/> Corporate	<input type="checkbox"/> Bond	<input type="checkbox"/> Enterprise	<input type="checkbox"/> Grant	<input type="checkbox"/> Other:	<input type="checkbox"/> IDOT/Transit	<input type="checkbox"/> IDOT/Highway	<input type="checkbox"/> FHWA	<input type="checkbox"/> FTA	<input type="checkbox"/> FAA	LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	PROJECT	RPTG	ESTDOLLAR AMOUNT		018	0100	067	2005	0140	P22000			\$178,375.00
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	018	0100	067	2005	0140	P22000			\$178,375.00																						
<p><b>Purchase Order Information:</b></p> <p><b>Contract Term (No. of Months):</b> 24</p> <p><b>Extension Options (Rate of Recurrence):</b> 1 12-month extension</p> <p><b>Estimated Spend/Value:</b> \$ 178,375.00</p> <p><b>Grant Commitment / Expiration Date:</b></p> <p><b>Pre-Bid/Submittal Conference:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Mandatory <input type="checkbox"/> Site Visit</p> <p><input type="checkbox"/> <b>Modification or Amendment</b></p> <p><b>Modification Information:</b></p> <p>PO Start Date: _____</p> <p>PO End Date: _____</p> <p>Amount (Increase/Reduction): _____</p> <p><b>MBE/WBE/DBE Analysis:</b> (Attach MBE/WBE/DBE Goal Setting Memo)</p> <p><input type="checkbox"/> Full Compliance <input checked="" type="checkbox"/> Contract Specific Goals</p> <p><input type="checkbox"/> No Stated Goals <input type="checkbox"/> Waiver Request</p> <p><b>Risk Management / EDS</b></p> <p>Insurance Requirements (included) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>EDS Certification of Filing (included) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><b>Purchase Order Type:</b></p> <p><input checked="" type="checkbox"/> Blanket/Purchase Order (DUR)</p> <p><input type="checkbox"/> Master Consultant Agreement (Task Order)</p> <p><input type="checkbox"/> Standard/One-Time Purchase</p> <p><b>Procurement Method:</b></p> <p><input type="checkbox"/> Bid <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> RFI</p> <p><input type="checkbox"/> Small Order</p> <p><b>Special Approvals Required:</b></p> <p><input type="checkbox"/> Emergency</p> <p><input checked="" type="checkbox"/> Non-Competitive Review Board (NCRB)</p> <p><input type="checkbox"/> Request for Individual Contract Services</p> <p><input type="checkbox"/> Information Technology Governance Board (ITGB)</p> <p><b>Contract Type:</b></p> <p><input type="checkbox"/> Architect Engineering <input type="checkbox"/> Commodity <input type="checkbox"/> Construction <input type="checkbox"/> JOC <input type="checkbox"/> SBI</p> <p><input checked="" type="checkbox"/> Professional Services <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Vehicle &amp; Heavy Equipment</p> <p><input type="checkbox"/> Work Service <input type="checkbox"/> Joint Procurement <input type="checkbox"/> Reference Contract</p> <p><b>Modification/Amendment Type:</b></p> <p><input type="checkbox"/> Time Extension <input type="checkbox"/> Scope Change/Price Increase /Additional Line Item(s)</p> <p><input type="checkbox"/> Vendor Limit Increase <input type="checkbox"/> Requisition Encumbrance Adjustment</p> <p><input type="checkbox"/> Other (specify): _____</p> <p><b>Vendor Info:</b></p> <p><b>Name:</b> International Code Council, Inc.</p> <p><b>Contact:</b> Sara Yerkes, SVP Gov't Relations</p> <p><b>Address:</b> 500 New Jersey Ave, NW, 6th Fl., Washington, D.C. 20001</p> <p><b>E-mail:</b> SYerkes@iccsafe.org</p> <p><b>Phone:</b> (202) 370-1800 ext. 6247</p>																														





**International Code Council**  
500 New Jersey Avenue, NW  
Sixth Floor  
Washington, DC 20001  
t: 888.ICC.SAFE (422.7233)  
t: 202.370.1800  
f: 202.783.2348  
[www.iccsafe.org](http://www.iccsafe.org)

### **Sole Source**

The International Code Council (ICC), a non-profit organization, has developed a uniform, consistent and correlated set of model codes based on the best and most recent fire and building science, as well as the input and consensus of member municipal, state, and federal government agencies. These model codes are created through the effort of thousands of code enforcement officials, technical experts, construction industry professionals, and building material and equipment manufacturers, who volunteer their time and expertise to the study of the code and related issues. In order to address industry innovation and keep the model codes current, the ICC's code development process is on-going, with an updated draft developed, reviewed, and accepted every three years. The ICC recently finalized the 2018 version of the model codes.

The ICC owns the copyright for the model codes, which is therefore proprietary and available exclusively through the ICC. In addition, an extensive library of proprietary materials, specially designed for use in support of the code adoption process, is available exclusively from the ICC.

Yours truly,

A handwritten signature in black ink that reads "Sara C. Yerkes". The signature is written in a cursive, flowing style.

Sara C. Yerkes  
Senior Vice President of Government Relations

1/4/2018



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/01/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Paradigm Risk Management 1016 West Jackson Blvd Chicago IL 60607	<b>CONTACT NAME:</b> Kevin Greer <b>PHONE (A/C, No, Ext):</b> 312-332-6900 <b>E-MAIL ADDRESS:</b> Kevin_Greer@prm-ins.com	<b>FAX (A/C, No):</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> International Code Council 4051 Flossmoor Road Country Club Hills IL 60478	<b>INSURER A:</b> Charter Oaks Fire Insurance Company (Travelers)		
	<b>INSURER B:</b> Travelers Property Casualty Company of America		
	<b>INSURER C:</b> AXIS Surplus Lines Company		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

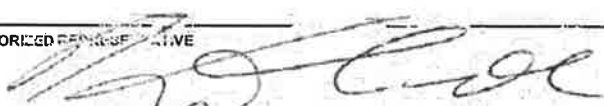
**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			630-3F872813-COF-17	01/01/2018	01/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA-3F872813-TIL-17	01/01/2018	01/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			CUP-0J89912-TIL-17	01/01/2018	01/01/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/> N/A	UB-8J657603-17	01/01/2018	01/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			ECN000224541801	01/01/2018	01/01/2019	\$ 10,000,000 Ea Claim/Agg

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Certificate holder is included as Additional Insured as their interests may appear (excluding Workers' Compensation or Professional Liability)

<b>CERTIFICATE HOLDER</b> City of Chicago Department of Procurement, City Hall 121 N LaSalle St., Room 403 Chicago, IL 60602	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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DEPARTMENT OF BUILDINGS  
CITY OF CHICAGO

MEMORANDUM

**To:** Jamie L. Rhee  
Chief Procurement Officer

Richard E. Butler, III  
First Deputy Procurement Officer

**From:** Judith Frydland  
Commissioner of Buildings 

**Subject:** NCRB Participants in Support of Department of Buildings' Request to Contract with International Code Council, Inc. for Model Code Licensing and Chicago Building Code Modernization Support Services

**Date:** January 8, 2018

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The Department of Buildings has submitted a request to appear before the Non-Competitive Review Board ("NCRB") regarding the above referenced matter. The Department of Buildings personnel who will be attending the NCRB meeting in support of contracting with International Code Council, Inc. for model code licensing and Chicago Building Code modernization support services are:

Marlene Hopkins, Managing Deputy Commissioner  
Grant Ullrich, Deputy Commissioner

If you have any questions or need additional information regarding this request, please contact Deputy Commissioner Grant Ullrich at (312) 744-7579.

Thank you for your assistance in this matter.

cc: Marlene Hopkins  
Grant Ullrich



DEPARTMENT OF BUILDINGS  
CITY OF CHICAGO

MEMORANDUM

**To:** Judith Frydland  
Commissioner of Buildings

**From:** Grant Ullrich *GUU*  
Deputy Commissioner

**Subject:** Proposed Scope of Services and Other Details for New Non-Competitive Bid Contract with International Code Council, Inc. for Model Code Licensing and Chicago Building Code Modernization Support Services  
Requisition # 209782 / Specification # 683606

**Date:** January 5, 2018

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In order to accomplish the Department's stated goal of drafting and presenting an ordinance to align substantial portions of the Chicago Building Code with provisions of the model codes published by the International Code Council, Inc. ("ICC") in 2018, I recommend requesting authority for a contract with ICC for the scope of ordinance-development support services outlined below.

To the extent such an ordinance is adopted by city council in late 2018 or 2019, the Department will need to seek further authority for internal training and implementation support services in 2019. Based on the anticipated extent to which the proposed revisions will align with the provisions of ICC's model codes, it is likely that ICC will be the sole commercially-reasonable source of such training and implementation services, in order to take full advantage of the extensive library of copyrighted training and implementation materials ICC has developed in relation to its copyrighted model codes. Training and implementation services are not included in the scope of services or estimated cost outlined below.

**SCOPE OF SERVICES**

ICC will provide the following services under this contract:

- 1) A licensing agreement which grants the City of Chicago and its agents, including volunteers, during the term of the contract:
  - a) the right to utilize appropriate portions of the *International Building Code* ("IBC"), *International Residential Code* ("IRC"), *International Fire Code* ("IFC"), *International Existing Building Code* ("IEBC"), and *International*

*Property Maintenance Code* (“IPMC”) for purposes of ordinance development. This license will be limited to the ordinance development process and will not extend to other uses, including publication of any ICC-copyrighted materials adopted by ordinance;

- b) editable electronic copies of the ICC-published codes identified item 1(a) for purposes of ordinance development.
  - c) the right to utilize appropriate portions of ICC publications which interpret or support the ICC-published codes identified in item 1(a), including but not limited to ICC-published commentaries and ICC A117.1 for purposes of ordinance development. This license will be limited to the ordinance development process and will not extend to other uses, including publication of any ICC-copyrighted materials adopted by ordinance.
- 2) Up to 20 print copies of the ICC publications referenced in item 1, for use by the City of Chicago and its agents, including volunteers, during the term of this contract.
- 3) Administrative support for up to 6 technical drafting committees (to meet weekly for approximately 5 months), and 1 oversight committee (to meet monthly for approximately 9 months) and for other related functions for the duration of the contract. Such support to include:
- a) scheduling and coordination of meetings
  - b) attendance at meetings
  - c) preparation, distribution, and maintenance of meeting minutes
  - d) keeping records of any member objections to code language
  - e) coordination of work across committees, including identifying conflicts between different committees’ proposals
  - f) track, research, and resolve open committee items

In order to ensure accurate records and communications, the person or persons providing such services will have substantial training or experience in architecture, engineering, or a related field.

- 4) Project management guidance to assess whether the project will meet targeted milestones
- 5) Technical guidance from ICC subject matter experts, on an as-needed basis, justifying various provisions of the model codes identified in item 1(a), including but not limited to structural provisions and fire protection provisions.
- 6) Preparation, under the direction of the Department of Buildings and Department of Law, of a draft ordinance for introduction to the city council reflecting the work of the technical drafting committees and oversight committee and the final recommendation of the Department of Buildings, including publication in print and/or electronic format of sufficient copies suitable for public and legislative review.

If it is determined by the City that the appropriate format of such draft ordinance is adoption-by-reference, this task shall include both the preparation of a draft ordinance and preparation and publication of a companion document to include the proposed local amendments in-line with the model code provisions proposed for adoption.

- 7) Preparation, under the direction of the Department of Buildings, of summaries of key changes made by the ordinance for distribution to internal audiences and/or stakeholders.
- 8) Attendance, by the project manager and senior ICC subject matter experts, at hearing(s) before the City Council or its committees on any ordinances resulting from this project.

### **RECOMMENDED DURATION**

If a contract with ICC, as proposed, is approved in the first quarter of 2018, it is reasonable to expect completion of a draft by December 31, 2018. In order to accommodate potential delays in the drafting or legislative consideration process, I recommend a contract duration of 24 months, with the option for one 12-month extension.

### **ESTIMATED COST**

Based on the Department's prior experience with similar efforts, and the hourly rates for administrative and technical support services negotiated with ICC, it is reasonable to estimate a cost not to exceed \$180,000.00 for the ordinance development phase of this project. As described above, if the contract is approved in an expeditious manner, the bulk of such expenditures are anticipated in 2018.

### **M/WBE GOAL AND COMPLIANCE PLAN**

The nature of the proposed contract only requires ICC and one project support subcontractor to provide the scope of services contemplated. Services that are not provided by the subcontractor are to be provided by ICC employees. As contemplated, the subcontractor will perform at least 50% of the contract services in the role of project manager and project assistant. Accordingly, I recommend that the Department of Buildings request approval from the Department of Procurement Services for contract-specific goal of 50% MBE and 0% WBE participation for this contract. Since the nature of this contract only requires ICC and a single subcontractor to provide the scope of services contemplated, and ICC is proposing as its subconsultant Koo LLC, a highly-qualified, Chicago-based architectural firm, which is both MBE- and WBE-certified, it does not appear commercially practical to require ICC to seek additional direct or indirect MBE/WBE participation.

cc: Marlene Hopkins



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prepared by  
Grant Ullrich, Deputy Commissioner



**International Code Council**  
500 New Jersey Avenue, NW  
Sixth Floor  
Washington, DC 20001  
t: 888.ICC.SAFE (422.7233)  
t: 202.370.1800  
f: 202.783.2348  
www.iccsafe.org

### Schedule of Compensation

Fees for the International Code Council's (ICC) services shall be determined by the amount of time devoted by personnel, including ICC staff and contractors, multiplied by hourly rates, not to exceed the maximum amounts specified below. ICC staff and contractor hourly rates are set forth below.

The ICC will provide a detailed monthly invoice to the City of Chicago containing each individual's time during the previous month. Time billed shall be accounted for in one-tenth of an hour increments, or every six minutes. Payments shall be due within 60 days of receipt of the billing invoice.

The ICC's estimated hours and expenses for the services outlined in this proposal are set forth below. Please note that the listed hours and expenses are estimates only, and the ICC will invoice the City of Chicago based on actual time and expense. The ICC will provide updated estimates during the project as requested.

<b>Staff<sup>1</sup></b>	<b>Hours</b>	<b>Rates</b>	<b>Total</b>
Project Manager	125	\$235/hour	\$29,375
Structural Engineer	50	\$275/hour	\$13,750
Fire Protection Advisor	50	\$275/hour	\$13,750
Project Coordinator	600	\$100/hour	\$60,000
ICC Technical Support	40	\$275/hour	\$11,000
ICC Project Support	100	\$275/hour	\$27,500

**Maximum Personnel Costs: \$155,375**

ICC has selected Jackie Koo of KOO LLC to serve as Project Manager. After graduating from the University of Chicago, Ms. Koo received her Master of Architecture from the University of Illinois at Chicago. Ms. Koo has 25 years of experience, the vast majority of which have been spent in Chicago. She has an extensive background with both the current Chicago

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<sup>1</sup> See attached CVs of all relevant ICC staff.

Building Code and many relevant ICC model codes. In 2005, Ms. Koo founded KOO LLC, which has since grown to a 16-person design and architecture firm. Some of Ms. Koo's better-known projects include an award-winning annex to Walter Payton College Prep High School and the Wit Hotel in downtown Chicago. An employee of KOO LLC will serve as Project Coordinator.

**Expenses**

Formatted Proposed Code Changes (Electronic and 100 Printed Copies) \$23,000

**Maximum Expenses: \$23,000**

**Total Maximum Personnel Costs and Expenses: \$178,375**

Revised: February 14, 2018





**International Code Council**  
500 New Jersey Avenue, NW  
Sixth Floor  
Washington, DC 20001  
t: 888.ICC.SAFE (422.7233)  
t: 202.370.1800  
f: 202.783.2348  
[www.iccsafe.org](http://www.iccsafe.org)

### **Supplement to Schedule C-1**

KOO LLC will provide personnel to serve as both Project Manager and Project Coordinator. The Project Manager and Project Coordinator will apply their knowledge of design, construction procedures, zoning regulations, building codes, and building materials in order to assist, where appropriate, with the ICC's provision of the following services to the City of Chicago:

1) Administrative support for up to 6 technical drafting committees (to meet weekly for approximately 5 months), and 1 oversight committee (to meet monthly for approximately 9 months) and for other related functions for the duration of the contract. Such support to include:

- a) Scheduling and coordination of meetings
- b) Attendance at meetings
- c) Preparation, distribution, and maintenance of meeting minutes
- d) Keeping records of any member objections to code language
- e) Coordination of work across committees, including identifying conflicts between different committees' proposals
- f) Track, research, and resolve open committee items

2) Project management guidance to assess whether the project will meet targeted milestones.

3) Technical guidance from ICC subject matter experts, on an as-needed basis, justifying various provisions of the model codes identified in item I (a), including but not limited to structural provisions and fire protection provisions.

4) Preparation, as requested by the Department of Buildings and Department of Law, of a draft ordinance for introduction to the city council reflecting the work of the technical drafting committees and oversight committee and the final recommendation of the Department of Buildings, including publication in print and/or electronic format of sufficient copies suitable for public and legislative review.

If it is determined by the City that the appropriate format of such draft ordinance is adoption-by-reference, this task shall include both the preparation of a draft ordinance and preparation and publication of a companion document to include the proposed local amendments in-line with the model code provisions proposed for adoption.

5) Preparation, as requested by the Department of Buildings, of summaries of key changes made by the ordinance for distribution to internal audiences and/or stakeholders.

6) Attendance, by the project manager and senior ICC subject matter experts, at hearing(s) before the City Council or its committees on any ordinances resulting from this project.

## ICC Staff CVs

### Dr. S.K. Gosh

Dr. S.K. Ghosh heads the consulting practice, S.K. Ghosh Associates LLC (SKGA), with offices in Palatine, IL and Aliso Viejo, CA, and provides code-related, seismic and specialized structural consulting services in the United States and abroad. The American Society of Civil Engineers, the National Institute of Building Sciences, the National Institute of Standards and Technology, the Portland Cement Association, and the Precast/Prestressed Concrete Institute have been or are among his clients. SKGA is a member of the ICC Family of Companies. Dr. Ghosh served for many years as Director, Engineering Services, Codes and Standards, Portland Cement Association (PCA), Skokie, IL. In that capacity he supervised a sizable staff and administered a significant annual budget. The department he headed within PCA generated publications and computer programs for use by structural engineers engaged in the analysis and design of reinforced concrete structures. He was also responsible for concrete industry representation with the various model codes and standards.

Dr. Ghosh served as consultant on a number of significant projects dealing with deficiencies in existing concrete buildings, the seismic design of multistory reinforced concrete buildings, and with compensation for column length changes in ultra-high-rise concrete and steel/concrete composite buildings. A separate list of his consulting projects is available. He has served as and continues to serve as peer reviewer of the design of tall concrete buildings in California and elsewhere.

Dr. Ghosh was an official observer on the Seismology Committee of the Structural Engineers Association of California since the mid-1980's until relatively recently. In that capacity, he played a major role in the development and passage of the 1994 Uniform Building Code design provisions for reinforced concrete shear walls in regions of high seismicity, and of the 1997 Uniform Building Code design provisions for precast concrete structures in regions of high seismicity. More recently, he played a leading role in the development and approval of new diaphragm design provisions in ASCE 7-16.

Dr. Ghosh was a member of three consecutive Provisions Update Committees of the Building Seismic Safety Council (1989-91, 1992-94, 1995-97). He was again a member of the PUC for the 2003-2009 and the 2009-2015 cycles. He is currently a member of the PUC for the 2015-2020 cycle. This technical body is responsible for the update of the NEHRP Provisions for the Development of Seismic Regulations for New Buildings and Other Structures. The seismic design provisions of this document were adopted into the BOCA/National Building Code and the Standard Building Code, and have been adopted into the ASCE 7 Standard *Minimum Design Loads for Buildings and Other Structures*, and the International Building Code.

Dr. Ghosh is a long-standing member of the ASCE 7 committee which produces the national standard, *Minimum Design Loads for Buildings and Other Structures*.

**Michael J. Pfeiffer, PE**

Senior Vice President, Technical Services. Oversees the Codes and Standards and Architectural and Engineering Services Departments of the International Code Council.

The Codes and Standards Department is an integral part of the strategic mission of the ICC which is to provide the highest quality codes, standards, products and services for all concerned with the safety and performance of the built environment. This includes both the development and maintenance of the International Codes as well as ICC Standards.

The Architectural and Engineering Services Department is responsible for all technical support services provided by ICC. This includes providing interpretations of the International Codes (over 54,000 annually), Plan Review services and providing Training and Education services. Responsibility: Accountable for all staff and performance requirements for the Technical Services Department. This includes the setting of budgets and priorities and integrating these priorities with those of the CEO and other ICC Departments. Key to this responsibility is the adherence to ICC Board approved policies and procedures, timely production of quality documents and managing a staff of 26.

Task responsibilities: ICC's Code Development process via ICC's cloud based program called cdpACCESS®, ICC Code and Standard Development committees, ICC Industry Advisory Council, ICC Codes and Standards Council, and ASCE/SEI Executive Committee of the SEI Codes and Standards Activities Division

**Keith Enstrom, P.E.**

Staff Engineer / Codes and Standards Development.

Co-Secretariat for the International Fire Code; Secretariat for the International Wildland-Urban Interface Code. Provide code development proposal technical support and review for individuals and committees. Provide written published code commentary for the I-Code editions. Provide written and verbal I-Code interpretations for ICC members. Completed production of the current 2018 I-Code editions. In progress production of the future 2021 I-Code editions.

Current responsibility includes:

- International Fire Code Chapters 7, 8, 9, 10, 32 and appendices
- International Building Code Chapter 9
- International Wildland-Urban Interface Code
- The International Fire Code 2009 edition
- Performed building and fire department permit plan reviews and inspections

Prior to ICC, Mr. Enstrom worked as:

- City of Chicago Developer Services Code Consultant. Performed building department permit plans reviews.
- City of Chicago Department of Fleet and Facility Management Fire Protection Condition Assessments. Performed existing building fire protection and life safety evaluations.
- Fire Protection Consultant. Design, Construction and Bid Documents, Construction Administration Services. Projects Included: Niles Medical Office Building, North Shore University Health Care Systems, *Niles, Illinois*, William Eckhardt Research Center, the University of Chicago, *Chicago, Illinois*, Applied Health Sciences Fire Sprinkler Upgrades, University of Illinois at Chicago, *Chicago, Illinois*, Carlson Tower Sprinkler System, North Park University, *Chicago, Illinois*, Durkin Park Elementary School, Chicago Public Schools, *Chicago, Illinois*, William Jones College Preparatory High School, Chicago Public Schools, *Chicago, Illinois*, Outpatient Care Pavilion, Northwestern Memorial Hospital, *Chicago, Illinois*, and Lead Fire Protection engineer for a new 921,000 square foot, 24-story medical office building.

### **Sara Yerkes**

Sara Yerkes is serving the International Code Council (ICC) as Senior Vice President of Government Relations. Her duties include directing and managing public policy and government relations functions of the organization; developing and implementing a pro-active program of effective lobbying and persuasive advocacy; representing and speaking for ICC on policy matters and program activities; coordinating the strategies to implement policies at the Federal, State and local levels; supervising the accomplishment of the developed action plans; working closely with Members of Congress, State legislators and their staff to draft and endorse legislation that will support and benefit the ICC's mission and related goals; seek opportunities to showcase ICC and to expand ICC's circle of influence. Sara oversees the State and Local activities that have successfully gained the adoption and use of the International Codes in all fifty states, as well as overseeing programs like the Plumbing, Mechanical and Fuel Gas Program (PMG) Resources for code adoptions, and Fire Service Activities.

Sara also manages the ICC's annual national campaign supporting Building Safety Month; and created and manages the ICC High School Technical Program to teach technical High School students how to navigate and use the building codes.

As the primary contact with other national organizations based in Washington, D.C., Sara also works to strengthen existing alliances; and seek opportunities to create new ones.

She has been involved in several professional organizations, including serving as a board member of the Sleep Products Safety Council, as a charter member of the Safe Children's Sleepwear Coalition, and is a charter member of the US World Standards Day Planning

Committee, a charter member of the Congressional Fire Services Institute, For A Safer America Coalition, the NASFM Residential Fire Sprinkler Advisory Committee, the National Advisory Committee of the Congressional Fire Services Institute, National Safe and Healthy Housing Steering Committee, Vision 20/20, past chair and current member of the National Institute of Building Sciences Consultative Council, Board Member of the Multi Mitigation Council, High Performance Building Coalition Education & Outreach Committee, ASAE member, ANSI Committee on Education, and has served as a subject matter expert on federal initiatives to develop strategies to encourage and support state and local adoption of current safety codes, and presently co-chairs the national Coalition for Current Safety Codes.

### **Dorothy Harris**

Dorothy M. Harris is currently employed by the International Code Council, Inc. as the Vice President of Government Relations. In this capacity, Ms. Harris works directly with the Senior Vice President of Government Relations in achieving the Department's goals related to coalition building and national code adoption, implementation and support of the International Codes. Ms. Harris works directly with the twelve State and Local Government Relations Managers as well Members and Organizations nationwide.

Prior to her current position, Ms. Harris served as Deputy Secretary of State for Local Government and Community Services at the New York State Department of State. Ms. Harris was responsible for the oversight of five Divisions within the Department of State: Coastal Resources; Code Enforcement and Administration; Community Services; Fire Prevention and Control and Local Governments. Ms. Harris also served as the Chairperson of the State Fire Prevention and Building Code Council and the New York State 911 Board and represented the Secretary of State on the New York State Disaster Preparedness Commission.

Prior to this appointment, Ms. Harris served as Assistant Secretary of State in the Department of State, Director of Legislative Affairs for Governor George E. Pataki, Executive Assistant to the Superintendent of the New York State Insurance Department, Committee Analyst and Director of the Task Force on Catastrophe Insurance of the New York State Senate Insurance Committee, and Legislative Assistant in the New York State Assembly.

### **Timothy L. Schmitz**

Serves as ICC's Lead Senior Manager, Government Relations. Responsible for analysis of legislation at the state and local level. Assists state and local Chapter membership on issues as they arise. Works with state and local governments on adoption related items by providing both technical and administrative support. Provides testimony on pertinent legislation at state and local levels of government.

Illinois House of Representatives – Legislator. Served as a legislator for the 42nd, 49th and 65th legislative districts. Promoted to leadership team serving as Assistant Minority Leader and

Deputy Minority Leader. Co-Chair of Joint Committee on Administrative Reform (JCAR). Worked with caucus on developing legislative initiatives.

City of Batavia – Supervisor, Paid-On-Call Firefighter/EMT. Coordinate fire ground operations for fire suppression and EMS incidents. Promoted to Engineer as chief operator of fire apparatus. Responsible for all shift scheduling of Paid-On-Call Firefighters. Company officer responsible for day to day supervision of personnel.

Land Development Manager – Chicagoland Homebuilders. Worked for several large homebuilders managing and developing land from purchase, annexation to fully developed lots. Supervised home construction projects from sale to closing.

**Officers:**

**Mark Johnson, Executive Vice President**

**Directors:**

**Jay Elbetta**

**William Bryant**

**Greg Wheeler**

**Dwayne Garriss**

**William Jeffrey Bechtold**

**D. Kris Bridges**

**Alan Bradley Boswell**

**Michael P. Boso**

**Jim H. Brown**

**Cindy Davis**

**Shirley Ellis**

**Jerry R. Mallory**

**Thomas Wesley Peterson**

**M. Donny Phipps**

**David J. Spencer**

**Brenda A. Thompson**

**Stuart D. Tom**

**Michael Wich**






DEPARTMENT OF BUILDINGS  
CITY OF CHICAGO

MEMORANDUM

**To:** Monica Jimenez  
Deputy Procurement Officer, Compliance

**From:** Matthew Beaudet   
First Deputy Commissioner, Department of Buildings

**Subject:** M/WBE Goals for Non-Competitive Bid Contract with International Code Council, Inc. for Model Code Licensing and Chicago Building Code Modernization Support Services

**Date:** January 5, 2018

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The Department of Buildings is requesting a contract-specific goal of 50% MBE and 0% WBE participation for this contract. Since the nature of this contract only requires one subcontractor to provide the scope of services contemplated, it is considered not to be reasonably practical to require International Code Council, Inc. ("ICC") to seek additional direct or indirect MBE/WBE participation.

At this time, no outside printing or reproduction services are contemplated. To the extent that outside printing or reproduction services are required under this contract, the Department of Buildings and ICC will endeavor to identify a WBE-certified provider for such services.

If you have any questions or need additional information regarding this recommendation, please contact Deputy Commissioner Grant Ullrich at (312) 744-7579.

cc: Judith Frydland  
Marlene Hopkins  
Grant Ullrich



FOR  
NON-CONSTRUCTION  
PROJECTS ONLY

### SCHEDULE C-1

MBE/WBE Letter of Intent to Perform as a  
Subcontractor, Supplier, or Consultant

Project Name: Chicago Building Code Modernization Specification No.: 683606

From: KOO LLC  
(Name of MBE/WBE Firm)

To: International Code Council, Inc. and the City of Chicago.  
(Name of Prime Contractor)

The MBE or WBE status of the undersigned is confirmed by the attached City of Chicago or Cook County, Illinois Certification Letter. 100% MBE or WBE participation is credited for the use of a MBE or WBE "manufacturer." 60% participation is credited for the use of a MBE or WBE "regular dealer."

The undersigned is prepared to perform the following services in connection with the above named project/contract. If more space is required to fully describe the MBE or WBE proposed scope of work and/or payment schedule, including a description of the commercially useful function being performed. Attach additional sheets as necessary: To work under the direction of the International Code Council to provide local project manager and project coordinator services, as well as general administrative support and research. See Supplement to Schedule C-1 for detailed description of services.

The above described performance is offered for the following price and described terms of payment: **\$89,375**. Project to be invoiced monthly for accrued hours as documented by timesheets.

#### **SUB-SUBCONTRACTING LEVELS**

A zero (0) must be shown in each blank if the MBE or WBE will not be subcontracting any of the work listed or attached to this schedule.

0 % of the dollar value of the MBE or WBE subcontract that will be subcontracted to non MBE/WBE contractors.

0 % of the dollar value of the MBE or WBE subcontract that will be subcontracted to MBE or WBE contractors.

**NOTICE: If any of the MBE or WBE scope of work will be subcontracted, list the name of the vendor and attach a brief explanation, description and pay item number of the work that will be subcontracted. MBE/WBE credit will not be given for work subcontracted to Non-MBE/WBE contractors, except for as allowed in the Special Conditions Regarding Minority Business Enterprise Commitment and Women Business Enterprise Commitment.**

The undersigned will enter into a formal written agreement for the above work with you as a Prime Contractor, conditioned upon your execution of a contract with the City of Chicago, within three (3) business days of your receipt of a signed contract from the City of Chicago.

The undersigned has entered into a formal written mentor protégé agreement as a subcontractor/protégé with you as a Prime Contractor/mentor: ( ) Yes (X) No

**NOTICE: THIS SCHEDULE AND ATTACHMENTS REQUIRE ORIGINAL SIGNATURES.**

1/5/18  
(Signature of President/Owner/CEO or Authorized Agent of MBE/WBE) (Date)

Jah-Hee Koo, Principal  
(Name/Title-Please Print)

jkoo@kooarchitecture.com 312-235-0920  
(Email & Phone Number)



DEPARTMENT OF PROCUREMENT SERVICES

JUN 27 2013

CITY OF CHICAGO

Jah-Hee Koo  
Koo & Associates, Ltd.  
53 W. Jackson Blvd, Suite 215  
Chicago, Illinois 60604

Dear Ms. Jah-Hee Koo:

We are pleased to inform you that Koo & Associates, Ltd. has been recertified as a **Minority Business Enterprise (MBE), Woman Business Enterprise (WBE)** by the City of Chicago ("City"). This **MBE/WBE certification is valid until June 1, 2018**; however your firm's certification must be re-validated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five-year period stated above, you must file an annual No-Change Affidavit. Your firm's **annual No-Change Affidavit is due by June 1, 2014, June 1, 2015, June 1, 2016, and June 1, 2017**. Please remember, you have an affirmative duty to file your No-Change Affidavit 60 days prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's **five year certification will expire on June 1, 2018**. You have an affirmative duty to file for recertification 60 days prior to the date of the five year anniversary date. Therefore, **you must file for recertification by April 1, 2018**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims," of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE/WBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification within 10 days of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining, a contract with the City by falsely representing the individual or entity, or the individual or entity assisted, is a minority-owned business or a woman-owned business, is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code – 541310 - Architectural (except landscape) design services**  
**NAICS Code – 541410 - Interior design services**  
**NAICS Code – 541320 - Urban planning services**

Your firm's participation on City contracts will be credited only toward Minority Business Enterprise goals in your area(s) of specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee  
Chief Procurement Officer

JLR/jea



**SCHEDULE D-1**  
**Compliance Plan Regarding MBE/WBE Utilization**  
**Affidavit of Prime Contractor**

**FOR**  
**NON-CONSTRUCTION**  
**PROJECTS ONLY**

**MUST BE SUBMITTED WITH THE BID. FAILURE TO SUBMIT THE SCHEDULE D-1 WILL CAUSE THE BID TO BE REJECTED. DUPLICATE AS NEEDED.**

Project Name: \_\_\_\_\_

Specification No.: \_\_\_\_\_

In connection with the above captioned contract, I HEREBY DECLARE AND AFFIRM that I am a duly authorized representative of \_\_\_\_\_ International Code Council, Inc.  
 \_\_\_\_\_  
 (Name of Prime Consultant/Contractor)

and that I have personally reviewed the material and facts set forth herein describing our proposed plan to achieve the MBE/WBE goals of this contract.

All MBE/WBE firms included in this plan have been certified as such by the City of Chicago and/or Cook County, Illinois (Letters of Certification Attached).

**I. Direct Participation of MBE/WBE Firms:**

**NOTE:** The bidder/proposer shall, in determining the manner of MBE/WBE participation, first consider involvement with MBE/WBE firms as joint venture partners, subcontractors, and suppliers of goods and services directly related to the performance of this contract.

- A. If bidder/proposer is a joint venture and one or more joint venture partners are certified MBEs or WBEs, attach copies of Letters of Certification, Schedule B form and a copy of Joint Venture Agreement clearly describing the role of each MBE/WBE firm(s) and its ownership interest in the joint venture.
- B. Complete this section for each MBE/WBE Subcontractor/Supplier/Consultant participating on this contract:

1. Name of MBE/WBE: KOO LLC  
 Address: 53 West Jackson Blvd., Ste. 215, Chicago, Illinois 60604  
 Contact Person: Jah-Hee Koo  
 Phone Number: (312) 235-0920  
 Dollar Value of Participation \$ 89,375  
 Percentage of Participation % 50%  
 Mentor Protégé Agreement (attach executed copy): ( ) Yes (X) No Add'l Percentage Claimed:<sup>1</sup>     %  
**Total Participation %** 50%

2. Name of MBE/WBE: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_

<sup>1</sup> The Prime Contractor may claim an additional 0.333 percent participation credit (up to a maximum of five (5) percent) for every one (1) percent of the value of the contract performed by the MBE/WBE protégé firm.

**Schedule D-1: Prime Contractor Affidavit-MBE/WBE Compliance Plan**

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( X ) No Add'l Percentage Claimed: \_\_\_\_%

**Total Participation %** \_\_\_\_\_

3. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_\_%

**Total Participation %** \_\_\_\_\_

4. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_\_%

**Total Participation %** \_\_\_\_\_

5. Attach Additional Sheets as Needed

**II. Indirect Participation of MBE/WBE Firms**

**NOTE:** This section need not be completed if the MBE/WBE goals have been met through the direct participation outlined in Section I. If the MBE/WBE goals have not been met through direct participation, Contractor will be expected to demonstrate that the proposed MBE/WBE direct participation represents the maximum achievable under the circumstances. Only after such a demonstration will indirect participation be considered.

MBE/WBE Subcontractors/Suppliers/Consultants proposed to perform work or supply goods or services where such performance does not directly relate to the performance of this contract:

1. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**Schedule D-1: Prime Contractor Affidavit-MBE/WBE Compliance Plan**

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_\_%

Total Participation % \_\_\_\_\_

2. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_\_%

Total Participation % \_\_\_\_\_

3. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_\_%

Total Participation % \_\_\_\_\_

4. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_\_%

Total Participation % \_\_\_\_\_

5. Attach Additional Sheets as Needed

**Schedule D-1: Prime Contractor Affidavit-MBE/WBE Compliance Plan**

**III. Summary of MBE/WBE Proposal**

**A. MBE Proposal (Direct & Indirect)**

1. MBE Direct Participation

MBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
KOO LLC	\$89,375	50%
<b>Total Direct MBE Participation</b>	\$89,375	50%

2. MBE Indirect Participation

MBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
<b>Total Indirect MBE Participation</b>		

**B. WBE Proposal (Direct & Indirect)**

1. WBE Direct Participation

WBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
<b>Total Direct WBE Participation</b>		

2. WBE Indirect Participation

WBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
<b>Total Indirect WBE Participation</b>		



**Schedule D-1: Prime Contractor Affidavit-MBE/WBE Compliance Plan**

The Prime Contractor designates the following person as its MBE/WBE Liaison Officer:

Sara Yerkes (Name- Please Print or Type) (202) 370-1800, ext. 6247 (Phone)

I DO SOLEMNLY DECLARE AND AFFIRM UNDER PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, THAT NO MATERIAL FACTS HAVE BEEN OMITTED, AND THAT I AM AUTHORIZED ON BEHALF OF THE PRIME CONTRACTOR TO MAKE THIS AFFIDAVIT.

International Code Council, Inc. (by Sara Yerkes) (Name of Prime Contractor - Print or Type) State of: District of Columbia

Sara Yerkes (Signature) County of: \_\_\_\_\_

Senior Vice President (Name/Title of Affiant - Print or Type)

1/8/2018 (Date)

On this 8 day of January, 2018, the above signed officer Sara Yerkes (Name of Affiant)

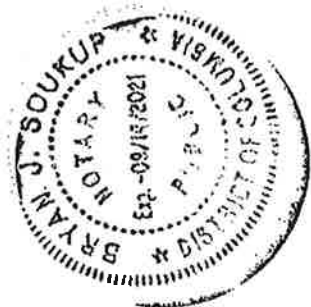
personally appeared and, known by me to be the person described in the foregoing Affidavit, acknowledged that (s)he executed the same in the capacity stated therein and for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and seal.

[Signature] (Notary Public Signature)

Commission Expires: 9/14/2021

SEAL:





CERTIFICATE OF FILING FOR  
CITY OF CHICAGO ECONOMIC DISCLOSURE STATEMENT

EDS Number: 121784

Date of This Filing:01/17/2018 02:59 PM

Certificate Printed on: 01/17/2018

Original Filing Date:01/17/2018 02:59 PM

Disclosing Party: International Code Council, Inc Title:Vice President, Government Relations

Filed by: Mr. Justin Wiley

Matter: Update to Chicago Building Codes

Applicant: International Code Council, Inc

Specification #:

Contract #:

The Economic Disclosure Statement referenced above has been electronically filed with the City. Please provide a copy of this Certificate of Filing to your city contact with other required documents pertaining to the Matter. For additional guidance as to when to provide this Certificate and other required documents, please follow instructions provided to you about the Matter or consult with your City contact.

A copy of the EDS may be viewed and printed by visiting <http://webapps1.cityofchicago.org/EDSWeb> and entering the EDS number into the EDS Search. Prior to contract award, the filing is accessible online only to the disclosing party and the City, but is still subject to the Illinois Freedom of Information Act. The filing is visible online to the public after contract award.

**CITY OF CHICAGO  
ECONOMIC DISCLOSURE STATEMENT  
AND AFFIDAVIT**

**SECTION I -- GENERAL INFORMATION**

A. Legal name of the Disclosing Party submitting this EDS. Include d/b/a/ if applicable:

International Code Council, Inc.

**Check ONE of the following three boxes:**

Indicate whether the Disclosing Party submitting this EDS is:

1.  the Applicant

OR

2.  a legal entity currently holding, or anticipated to hold within six months after City action on the contract, transaction or other undertaking to which this EDS pertains (referred to below as the "Matter"), a direct or indirect interest in excess of 7.5% in the Applicant. State the Applicant's legal name: \_\_\_\_\_

OR

3.  a legal entity with a direct or indirect right of control of the Applicant (see Section II(B)(1)) State the legal name of the entity in which the Disclosing Party holds a right of control: \_\_\_\_\_

B. Business address of the Disclosing Party: 500 New Jersey Avenue, NW, 6th Floor  
Washington, DC 20001

C. Telephone: (202) 370-1800 Fax: (202) 783-2348 Email: SYerkes@iccsafe.org

D. Name of contact person: Sara Yerkes

E. Federal Employer Identification No. (if you have one): 36-3999004

F. Brief description of the Matter to which this EDS pertains. (Include project number and location of property, if applicable):

Update to the Chicago Building Codes

G. Which City agency or department is requesting this EDS? Department of Buildings

If the Matter is a contract being handled by the City's Department of Procurement Services, please complete the following:

Specification # \_\_\_\_\_ and Contract # \_\_\_\_\_

**SECTION II -- DISCLOSURE OF OWNERSHIP INTERESTS**

**A. NATURE OF THE DISCLOSING PARTY**

1. Indicate the nature of the Disclosing Party:

- |   |   |
|---|---|
| <input type="checkbox"/> Person                                   | <input type="checkbox"/> Limited liability company                  |
| <input type="checkbox"/> Publicly registered business corporation | <input type="checkbox"/> Limited liability partnership              |
| <input type="checkbox"/> Privately held business corporation      | <input type="checkbox"/> Joint venture                              |
| <input type="checkbox"/> Sole proprietorship                      | <input checked="" type="checkbox"/> Not-for-profit corporation      |
| <input type="checkbox"/> General partnership                      | (Is the not-for-profit corporation also a 501(c)(3))?               |
| <input type="checkbox"/> Limited partnership                      | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| <input type="checkbox"/> Trust                                    | <input type="checkbox"/> Other (please specify)                     |

2. For legal entities, the state (or foreign country) of incorporation or organization, if applicable:

California

3. For legal entities not organized in the State of Illinois: Has the organization registered to do business in the State of Illinois as a foreign entity?

- Yes  No  Organized in Illinois

**B. IF THE DISCLOSING PARTY IS A LEGAL ENTITY:**

1. List below the full names and titles, if applicable, of: (i) all executive officers and all directors of the entity; (ii) **for not-for-profit corporations**, all members, if any, which are legal entities (if there are no such members, write "no members which are legal entities"); (iii) **for trusts, estates or other similar entities**, the trustee, executor, administrator, or similarly situated party; (iv) **for general or limited partnerships, limited liability companies, limited liability partnerships or joint ventures**, each general partner, managing member, manager or any other person or legal entity that directly or indirectly controls the day-to-day management of the Applicant.

**NOTE:** Each legal entity listed below must submit an EDS on its own behalf.

Name	Title
<u>Dominic Sims</u>	<u>Chief Executive Officer</u>
<u>John Belcik</u>	<u>Chief Financial/Operating Officer</u>
<u>See attached for additional Officers and Board of Directors</u>	

2. Please provide the following information concerning each person or legal entity having a direct or indirect, current or prospective (i.e. within 6 months after City action) beneficial interest (including ownership) in excess of 7.5% of the Applicant. Examples of such an interest include shares in a corporation, partnership interest in a partnership or joint venture, interest of a member or manager in a

limited liability company, or interest of a beneficiary of a trust, estate or other similar entity. If none, state "None."

**NOTE:** Each legal entity listed below may be required to submit an EDS on its own behalf.

Name	Business Address	Percentage Interest in the Applicant
None		

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**SECTION III -- INCOME OR COMPENSATION TO, OR OWNERSHIP BY, CITY ELECTED OFFICIALS**

Has the Disclosing Party provided any income or compensation to any City elected official during the 12-month period preceding the date of this EDS? [ ] Yes [X] No

Does the Disclosing Party reasonably expect to provide any income or compensation to any City elected official during the 12-month period following the date of this EDS? [ ] Yes [X] No

If "yes" to either of the above, please identify below the name(s) of such City elected official(s) and describe such income or compensation:

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Does any City elected official or, to the best of the Disclosing Party's knowledge after reasonable inquiry, any City elected official's spouse or domestic partner, have a financial interest (as defined in Chapter 2-156 of the Municipal Code of Chicago ("MCC")) in the Disclosing Party? [ ] Yes [X] No

If "yes," please identify below the name(s) of such City elected official(s) and/or spouse(s)/domestic partner(s) and describe the financial interest(s).

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**SECTION IV -- DISCLOSURE OF SUBCONTRACTORS AND OTHER RETAINED PARTIES**

The Disclosing Party must disclose the name and business address of each subcontractor, attorney, lobbyist (as defined in MCC Chapter 2-156), accountant, consultant and any other person or entity whom the Disclosing Party has retained or expects to retain in connection with the Matter, as well as the nature of the relationship, and the total amount of the fees paid or estimated to be paid. The Disclosing Party is not required to disclose employees who are paid solely through the Disclosing Party's regular payroll. If the Disclosing Party is uncertain whether a disclosure is required under this Section, the Disclosing Party must either ask the City whether disclosure is required or make the disclosure.

Name (indicate whether retained or anticipated to be retained)	Business Address	Relationship to Disclosing Party (subcontractor, attorney, lobbyist, etc.)	Fees (indicate whether paid or estimated.) NOTE: "hourly rate" or "t.b.d." is not an acceptable response.
Jon Rosenblatt, G&R Public Law and Strategies, LLC	20 South Clark Ste. 1620 Chicago Illinois 60603	Attorney / Lobbyist	\$157,500 through 2017

(Add sheets if necessary)

Check here if the Disclosing Party has not retained, nor expects to retain, any such persons or entities.

## SECTION V -- CERTIFICATIONS

### A. COURT-ORDERED CHILD SUPPORT COMPLIANCE

Under MCC Section 2-92-415, substantial owners of business entities that contract with the City must remain in compliance with their child support obligations throughout the contract's term.

Has any person who directly or indirectly owns 10% or more of the Disclosing Party been declared in arrearage on any child support obligations by any Illinois court of competent jurisdiction?

Yes     No     No person directly or indirectly owns 10% or more of the Disclosing Party.

If "Yes," has the person entered into a court-approved agreement for payment of all support owed and is the person in compliance with that agreement?

Yes     No

### B. FURTHER CERTIFICATIONS

1. [This paragraph 1 applies only if the Matter is a contract being handled by the City's Department of Procurement Services.] In the 5-year period preceding the date of this EDS, neither the Disclosing Party nor any Affiliated Entity [see definition in (5) below] has engaged, in connection with the performance of any public contract, the services of an integrity monitor, independent private sector inspector general, or integrity compliance consultant (i.e., an individual or entity with legal, auditing, investigative, or other similar skills, designated by a public agency to help the agency monitor the activity of specified agency vendors as well as help the vendors reform their business practices so they can be considered for agency contracts in the future, or continue with a contract in progress).

2. The Disclosing Party and its Affiliated Entities are not delinquent in the payment of any fine, fee, tax or other source of indebtedness owed to the City of Chicago, including, but not limited to, water and sewer charges, license fees, parking tickets, property taxes and sales taxes, nor is the Disclosing Party delinquent in the payment of any tax administered by the Illinois Department of Revenue.

3. The Disclosing Party and, if the Disclosing Party is a legal entity, all of those persons or entities identified in Section II(B)(1) of this EDS:

a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;

b. have not, during the 5 years before the date of this EDS, been convicted of a criminal offense, adjudged guilty, or had a civil judgment rendered against them in connection with: obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; a violation of federal or state antitrust statutes; fraud; embezzlement; theft; forgery; bribery; falsification or destruction of records; making false statements; or receiving stolen property;

c. are not presently indicted for, or criminally or civilly charged by, a governmental entity (federal, state or local) with committing any of the offenses set forth in subparagraph (b) above;

d. have not, during the 5 years before the date of this EDS, had one or more public transactions (federal, state or local) terminated for cause or default; and

e. have not, during the 5 years before the date of this EDS, been convicted, adjudged guilty, or found liable in a civil proceeding, or in any criminal or civil action, including actions concerning environmental violations, instituted by the City or by the federal government, any state, or any other unit of local government.

4. The Disclosing Party understands and shall comply with the applicable requirements of MCC Chapters 2-56 (Inspector General) and 2-156 (Governmental Ethics).

5. Certifications (5), (6) and (7) concern:

- the Disclosing Party;
- any "Contractor" (meaning any contractor or subcontractor used by the Disclosing Party in connection with the Matter, including but not limited to all persons or legal entities disclosed under Section IV, "Disclosure of Subcontractors and Other Retained Parties");
- any "Affiliated Entity" (meaning a person or entity that, directly or indirectly: controls the Disclosing Party, is controlled by the Disclosing Party, or is, with the Disclosing Party, under common control of another person or entity). Indicia of control include, without limitation: interlocking management or ownership; identity of interests among family members, shared facilities and equipment; common use of employees; or organization of a business entity following the ineligibility of a business entity to do business with federal or state or local government, including the City, using substantially the same management, ownership, or principals as the ineligible entity. With respect to Contractors, the term Affiliated Entity means a person or entity that directly or indirectly controls the Contractor, is controlled by it, or, with the Contractor, is under common control of another person or entity;
- any responsible official of the Disclosing Party, any Contractor or any Affiliated Entity or any other official, agent or employee of the Disclosing Party, any Contractor or any Affiliated Entity, acting pursuant to the direction or authorization of a responsible official of the Disclosing Party, any Contractor or any Affiliated Entity (collectively "Agents").

Neither the Disclosing Party, nor any Contractor, nor any Affiliated Entity of either the Disclosing Party or any Contractor, nor any Agents have, during the 5 years before the date of this EDS, or, with respect to a Contractor, an Affiliated Entity, or an Affiliated Entity of a Contractor during the 5 years before the date of such Contractor's or Affiliated Entity's contract or engagement in connection with the Matter:

- a. bribed or attempted to bribe, or been convicted or adjudged guilty of bribery or attempting to bribe, a public officer or employee of the City, the State of Illinois, or any agency of the federal government or of any state or local government in the United States of America, in that officer's or employee's official capacity;
- b. agreed or colluded with other bidders or prospective bidders, or been a party to any such agreement, or been convicted or adjudged guilty of agreement or collusion among bidders or prospective bidders, in restraint of freedom of competition by agreement to bid a fixed price or otherwise; or
- c. made an admission of such conduct described in subparagraph (a) or (b) above that is a matter of record, but have not been prosecuted for such conduct; or
- d. violated the provisions referenced in MCC Subsection 2-92-320(a)(4)(Contracts Requiring a Base Wage); (a)(5)(Debarment Regulations); or (a)(6)(Minimum Wage Ordinance).

6. Neither the Disclosing Party, nor any Affiliated Entity or Contractor, or any of their employees, officials, agents or partners, is barred from contracting with any unit of state or local government as a result of engaging in or being convicted of (1) bid-rigging in violation of 720 ILCS 5/33E-3; (2) bid-rotating in violation of 720 ILCS 5/33E-4; or (3) any similar offense of any state or of the United States of America that contains the same elements as the offense of bid-rigging or bid-rotating.

7. Neither the Disclosing Party nor any Affiliated Entity is listed on a Sanctions List maintained by the United States Department of Commerce, State, or Treasury, or any successor federal agency.

8. [FOR APPLICANT ONLY] (i) Neither the Applicant nor any "controlling person" [see MCC Chapter 1-23, Article I for applicability and defined terms] of the Applicant is currently indicted or charged with, or has admitted guilt of, or has ever been convicted of, or placed under supervision for, any criminal offense involving actual, attempted, or conspiracy to commit bribery, theft, fraud, forgery, perjury, dishonesty or deceit against an officer or employee of the City or any "sister agency"; and (ii) the Applicant understands and acknowledges that compliance with Article I is a continuing requirement for doing business with the City. NOTE: If MCC Chapter 1-23, Article I applies to the Applicant, that Article's permanent compliance timeframe supersedes 5-year compliance timeframes in this Section V.

9. [FOR APPLICANT ONLY] The Applicant and its Affiliated Entities will not use, nor permit their subcontractors to use, any facility listed as having an active exclusion by the U.S. EPA on the federal System for Award Management ("SAM").

10. [FOR APPLICANT ONLY] The Applicant will obtain from any contractors/subcontractors hired or to be hired in connection with the Matter certifications equal in form and substance to those in Certifications (2) and (9) above and will not, without the prior written consent of the City, use any such



contractor/subcontractor that does not provide such certifications or that the Applicant has reason to believe has not provided or cannot provide truthful certifications.

11. If the Disclosing Party is unable to certify to any of the above statements in this Part B (Further Certifications), the Disclosing Party must explain below:

N/A

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If the letters "NA," the word "None," or no response appears on the lines above, it will be conclusively presumed that the Disclosing Party certified to the above statements.

12. To the best of the Disclosing Party's knowledge after reasonable inquiry, the following is a complete list of all current employees of the Disclosing Party who were, at any time during the 12-month period preceding the date of this EDS, an employee, or elected or appointed official, of the City of Chicago (if none, indicate with "N/A" or "none").

N/A

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13. To the best of the Disclosing Party's knowledge after reasonable inquiry, the following is a complete list of all gifts that the Disclosing Party has given or caused to be given, at any time during the 12-month period preceding the execution date of this EDS, to an employee, or elected or appointed official, of the City of Chicago. For purposes of this statement, a "gift" does not include: (i) anything made generally available to City employees or to the general public, or (ii) food or drink provided in the course of official City business and having a retail value of less than \$25 per recipient, or (iii) a political contribution otherwise duly reported as required by law (if none, indicate with "N/A" or "none"). As to any gift listed below, please also list the name of the City recipient.

N/A

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### C. CERTIFICATION OF STATUS AS FINANCIAL INSTITUTION

1. The Disclosing Party certifies that the Disclosing Party (check one)

is  is not

a "financial institution" as defined in MCC Section 2-32-455(b).

2. If the Disclosing Party IS a financial institution, then the Disclosing Party pledges:

"We are not and will not become a predatory lender as defined in MCC Chapter 2-32. We further pledge that none of our affiliates is, and none of them will become, a predatory lender as defined in MCC Chapter 2-32. We understand that becoming a predatory lender or becoming an affiliate of a predatory lender may result in the loss of the privilege of doing business with the City."

If the Disclosing Party is unable to make this pledge because it or any of its affiliates (as defined in MCC Section 2-32-455(b)) is a predatory lender within the meaning of MCC Chapter 2-32, explain here (attach additional pages if necessary):  
N/A

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If the letters "NA," the word "None," or no response appears on the lines above, it will be conclusively presumed that the Disclosing Party certified to the above statements.

**D. CERTIFICATION REGARDING FINANCIAL INTEREST IN CITY BUSINESS**

Any words or terms defined in MCC Chapter 2-156 have the same meanings if used in this Part D.

1. In accordance with MCC Section 2-156-110: To the best of the Disclosing Party's knowledge after reasonable inquiry, does any official or employee of the City have a financial interest in his or her own name or in the name of any other person or entity in the Matter?

Yes                       No

NOTE: If you checked "Yes" to Item D(1), proceed to Items D(2) and D(3). If you checked "No" to Item D(1), skip Items D(2) and D(3) and proceed to Part E.

2. Unless sold pursuant to a process of competitive bidding, or otherwise permitted, no City elected official or employee shall have a financial interest in his or her own name or in the name of any other person or entity in the purchase of any property that (i) belongs to the City, or (ii) is sold for taxes or assessments, or (iii) is sold by virtue of legal process at the suit of the City (collectively, "City Property Sale"). Compensation for property taken pursuant to the City's eminent domain power does not constitute a financial interest within the meaning of this Part D.

Does the Matter involve a City Property Sale?

Yes                       No

3. If you checked "Yes" to Item D(1), provide the names and business addresses of the City officials or employees having such financial interest and identify the nature of the financial interest:

Name	Business Address	Nature of Financial Interest

4. The Disclosing Party further certifies that no prohibited financial interest in the Matter will be acquired by any City official or employee.

E. CERTIFICATION REGARDING SLAVERY ERA BUSINESS

Please check either (1) or (2) below. If the Disclosing Party checks (2), the Disclosing Party must disclose below or in an attachment to this EDS all information required by (2). Failure to comply with these disclosure requirements may make any contract entered into with the City in connection with the Matter voidable by the City.

X 1. The Disclosing Party verifies that the Disclosing Party has searched any and all records of the Disclosing Party and any and all predecessor entities regarding records of investments or profits from slavery or slaveholder insurance policies during the slavery era (including insurance policies issued to slaveholders that provided coverage for damage to or injury or death of their slaves), and the Disclosing Party has found no such records.

     2. The Disclosing Party verifies that, as a result of conducting the search in step (1) above, the Disclosing Party has found records of investments or profits from slavery or slaveholder insurance policies. The Disclosing Party verifies that the following constitutes full disclosure of all such records, including the names of any and all slaves or slaveholders described in those records:

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**SECTION VI -- CERTIFICATIONS FOR FEDERALLY FUNDED MATTERS**

**NOTE: If the Matter is federally funded, complete this Section VI. If the Matter is not federally funded, proceed to Section VII. For purposes of this Section VI, tax credits allocated by the City and proceeds of debt obligations of the City are not federal funding.**

**A. CERTIFICATION REGARDING LOBBYING**

1. List below the names of all persons or entities registered under the federal Lobbying Disclosure Act of 1995, as amended, who have made lobbying contacts on behalf of the Disclosing Party with respect to the Matter: (Add sheets if necessary):

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(If no explanation appears or begins on the lines above, or if the letters "NA" or if the word "None" appear, it will be conclusively presumed that the Disclosing Party means that NO persons or entities registered under the Lobbying Disclosure Act of 1995, as amended, have made lobbying contacts on behalf of the Disclosing Party with respect to the Matter.)

2. The Disclosing Party has not spent and will not expend any federally appropriated funds to pay any person or entity listed in paragraph A(1) above for his or her lobbying activities or to pay any person or entity to influence or attempt to influence an officer or employee of any agency, as defined by applicable federal law, a member of Congress, an officer or employee of Congress, or an employee

of a member of Congress, in connection with the award of any federally funded contract, making any federally funded grant or loan, entering into any cooperative agreement, or to extend, continue, renew, amend, or modify any federally funded contract, grant, loan, or cooperative agreement.

3. The Disclosing Party will submit an updated certification at the end of each calendar quarter in which there occurs any event that materially affects the accuracy of the statements and information set forth in paragraphs A(1) and A(2) above.

4. The Disclosing Party certifies that either: (i) it is not an organization described in section 501(c)(4) of the Internal Revenue Code of 1986; or (ii) it is an organization described in section 501(c)(4) of the Internal Revenue Code of 1986 but has not engaged and will not engage in "Lobbying Activities," as that term is defined in the Lobbying Disclosure Act of 1995, as amended.

5. If the Disclosing Party is the Applicant, the Disclosing Party must obtain certifications equal in form and substance to paragraphs A(1) through A(4) above from all subcontractors before it awards any subcontract and the Disclosing Party must maintain all such subcontractors' certifications for the duration of the Matter and must make such certifications promptly available to the City upon request.

#### B. CERTIFICATION REGARDING EQUAL EMPLOYMENT OPPORTUNITY

If the Matter is federally funded, federal regulations require the Applicant and all proposed subcontractors to submit the following information with their bids or in writing at the outset of negotiations.

Is the Disclosing Party the Applicant?

Yes                       No

If "Yes," answer the three questions below:

1. Have you developed and do you have on file affirmative action programs pursuant to applicable federal regulations? (See 41 CFR Part 60-2.)

Yes                       No

2. Have you filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance Programs, or the Equal Employment Opportunity Commission all reports due under the applicable filing requirements?

Yes                       No                       Reports not required

3. Have you participated in any previous contracts or subcontracts subject to the equal opportunity clause?

Yes                       No

If you checked "No" to question (1) or (2) above, please provide an explanation:

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## SECTION VII -- FURTHER ACKNOWLEDGMENTS AND CERTIFICATION

The Disclosing Party understands and agrees that:

A. The certifications, disclosures, and acknowledgments contained in this EDS will become part of any contract or other agreement between the Applicant and the City in connection with the Matter, whether procurement, City assistance, or other City action, and are material inducements to the City's execution of any contract or taking other action with respect to the Matter. The Disclosing Party understands that it must comply with all statutes, ordinances, and regulations on which this EDS is based.

B. The City's Governmental Ethics Ordinance, MCC Chapter 2-156, imposes certain duties and obligations on persons or entities seeking City contracts, work, business, or transactions. The full text of this ordinance and a training program is available on line at [www.cityofchicago.org/Ethics](http://www.cityofchicago.org/Ethics), and may also be obtained from the City's Board of Ethics, 740 N. Sedgwick St., Suite 500, Chicago, IL 60610, (312) 744-9660. The Disclosing Party must comply fully with this ordinance.

C. If the City determines that any information provided in this EDS is false, incomplete or inaccurate, any contract or other agreement in connection with which it is submitted may be rescinded or be void or voidable, and the City may pursue any remedies under the contract or agreement (if not rescinded or void), at law, or in equity, including terminating the Disclosing Party's participation in the Matter and/or declining to allow the Disclosing Party to participate in other City transactions. Remedies at law for a false statement of material fact may include incarceration and an award to the City of treble damages.

D. It is the City's policy to make this document available to the public on its Internet site and/or upon request. Some or all of the information provided in, and appended to, this EDS may be made publicly available on the Internet, in response to a Freedom of Information Act request, or otherwise. By completing and signing this EDS, the Disclosing Party waives and releases any possible rights or claims which it may have against the City in connection with the public release of information contained in this EDS and also authorizes the City to verify the accuracy of any information submitted in this EDS.

E. The information provided in this EDS must be kept current. In the event of changes, the Disclosing Party must supplement this EDS up to the time the City takes action on the Matter. If the Matter is a contract being handled by the City's Department of Procurement Services, the Disclosing Party must update this EDS as the contract requires. **NOTE:** With respect to Matters subject to MCC Chapter 1-23, Article I (imposing **PERMANENT INELIGIBILITY** for certain specified offenses), the information provided herein regarding eligibility must be kept current for a longer period, as required by MCC Chapter 1-23 and Section 2-154-020.

**CERTIFICATION**

Under penalty of perjury, the person signing below: (1) warrants that he/she is authorized to execute this EDS, and Appendices A and B (if applicable), on behalf of the Disclosing Party, and (2) warrants that all certifications and statements contained in this EDS, and Appendices A and B (if applicable), are true, accurate and complete as of the date furnished to the City.

International Code Council, Inc.

(Print or type exact legal name of Disclosing Party)

By: *Sara Yerkes*  
(Sign here)

Sara Yerkes

(Print or type name of person signing)

Senior Vice President of Government Relations

(Print or type title of person signing)



Signed and sworn to before me on (date) 1/8/18,

at \_\_\_\_\_ County, Washington D.C (state).

*[Signature]*  
Notary Public

Commission expires: 9/14/2021

**CITY OF CHICAGO  
ECONOMIC DISCLOSURE STATEMENT AND AFFIDAVIT  
APPENDIX A**

**FAMILIAL RELATIONSHIPS WITH ELECTED CITY OFFICIALS  
AND DEPARTMENT HEADS**

**This Appendix is to be completed only by (a) the Applicant, and (b) any legal entity which has a direct ownership interest in the Applicant exceeding 7.5%. It is not to be completed by any legal entity which has only an indirect ownership interest in the Applicant.**

Under MCC Section 2-154-015, the Disclosing Party must disclose whether such Disclosing Party or any "Applicable Party" or any Spouse or Domestic Partner thereof currently has a "familial relationship" with any elected city official or department head. A "familial relationship" exists if, as of the date this EDS is signed, the Disclosing Party or any "Applicable Party" or any Spouse or Domestic Partner thereof is related to the mayor, any alderman, the city clerk, the city treasurer or any city department head as spouse or domestic partner or as any of the following, whether by blood or adoption: parent, child, brother or sister, aunt or uncle, niece or nephew, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepfather or stepmother, stepson or stepdaughter, stepbrother or stepsister or half-brother or half-sister.

"Applicable Party" means (1) all executive officers of the Disclosing Party listed in Section II.B.1.a., if the Disclosing Party is a corporation; all partners of the Disclosing Party, if the Disclosing Party is a general partnership; all general partners and limited partners of the Disclosing Party, if the Disclosing Party is a limited partnership; all managers, managing members and members of the Disclosing Party, if the Disclosing Party is a limited liability company; (2) all principal officers of the Disclosing Party; and (3) any person having more than a 7.5% ownership interest in the Disclosing Party. "Principal officers" means the president, chief operating officer, executive director, chief financial officer, treasurer or secretary of a legal entity or any person exercising similar authority.

Does the Disclosing Party or any "Applicable Party" or any Spouse or Domestic Partner thereof currently have a "familial relationship" with an elected city official or department head?

Yes

No

If yes, please identify below (1) the name and title of such person, (2) the name of the legal entity to which such person is connected; (3) the name and title of the elected city official or department head to whom such person has a familial relationship, and (4) the precise nature of such familial relationship.

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**Officers:**

**Mark Johnson, Executive Vice President**

**Directors:**

**Jay Elbettar**

**William Bryant**

**Greg Wheeler**

**Dwayne Garriss**

**William Jeffrey Bechtold**

**D. Krls Bridges**

**Alan Bradley Boswell**

**Michael P. Boso**

**Jim H. Brown**

**Cindy Davis**

**Shirley Ellis**

**Jerry R. Mallory**

**Thomas Wesley Peterson**

**M. Donny Phipps**

**David J. Spencer**

**Brenda A. Thompson**

**Stuart D. Tom**

**Michael Wich**

# Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

*Maura A. Pallante*

Register of Copyrights, United States of America

**Registration Number**

**TX 8-035-271**

**Effective Date of Registration:**

March 09, 2015

## Title

**Title of Work:** 2015 International Building Code

## Completion/Publication

**Year of Completion:** 2014  
**Date of 1st Publication:** May 30, 2014  
**Nation of 1st Publication:** United States  
**International Standard Number:** ISBN 978-1-60983-468-5

## Author

**Author:** International Code Council  
**Author Created:** text  
**Work made for hire:** Yes  
**Citizen of:** United States  
**Anonymous:** Yes  
**Pseudonymous:** Yes

## Copyright Claimant

**Copyright Claimant:** International Code Council  
4051 West Flossmoor Road, Country Club Hills, IL, 60478

## Rights and Permissions

**Organization Name:** International Code Council  
**Name:** Margaret M Leddin  
**Email:** mleddin@iccsafe.org  
**Telephone:** (708)799-2300x4217  
**Address:** 4051 West Flossmoor Road  
Country Club Hills, IL 60478

## Certification

**Name:** Margaret M.Leddin

**Registration #:** TX0008035271  
**Service Request #:** 1-2088581413

International Code Council  
Margaret M Leddin  
4051 West Flossmoor Road  
Country Club Hills, IL 60478

# Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

**Registration Number**  
**TX 8-032-856**

**Effective Date of Registration:**  
March 09, 2015

*Maria A. Pallante*

Register of Copyrights, United States of America

## Title

**Title of Work:** 2015 International Existing Building Code

## Completion/Publication

**Year of Completion:** 2014  
**Date of 1st Publication:** May 28, 2014  
**Nation of 1st Publication:** United States  
**International Standard Number:** ISBN 978-1-60983-472-2

## Author

**Author:** International Code Council  
**Author Created:** text  
**Work made for hire:** Yes  
**Citizen of:** United States  
**Anonymous:** Yes  
**Pseudonymous:** Yes

## Copyright Claimant

**Copyright Claimant:** International Code Council  
4051 West Flossmoor Road, Country Club Hills, IL, 60478

## Rights and Permissions

**Organization Name:** International Code Council  
**Name:** Margaret M Leddin  
**Email:** mleddin@iccsafe.org  
**Telephone:** (708)799-2300x4217  
**Address:** 4051 West Flossmoor Road  
Country Club Hills, IL 60478

## Certification

**Name:** Margaret M. Leddin

**Registration #:** TX0008032856  
**Service Request #:** 1-2079652515

International Code Council  
Margaret M Leddin  
4051 West Flossmoor Road  
Country Club Hills, IL 60478

# Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

*Maria A. Pallante*

Register of Copyrights, United States of America

**Registration Number**

**TX 8-032-843**

**Effective Date of Registration:**

February 27, 2015

## Title

**Title of Work:** 2015 International Fire Code

## Completion/Publication

**Year of Completion:** 2014  
**Date of 1st Publication:** May 30, 2014  
**Nation of 1st Publication:** United States  
**International Standard Number:** ISBN 978-1-60983-474-6

## Author

• **Author:** International Code Council  
**Author Created:** text  
**Work made for hire:** Yes  
**Citizen of:** United States  
**Anonymous:** Yes  
**Pseudonymous:** Yes

## Copyright Claimant

**Copyright Claimant:** International Code Council  
4051 West Flossmoor Road, Country Club Hills, IL, 60478

## Rights and Permissions

**Organization Name:** International Code Council  
**Name:** Margaret M Leddin  
**Email:** mleddin@iccsafe.org  
**Telephone:** (708)799-2300x4217  
**Address:** 4051 West Flossmoor Road  
Country Club Hills, IL 60478

## Certification

**Name:** Margaret M. Leddin

**Registration #:** TX0008032843  
**Service Request #:** 1-2087398229

International Code Council  
Margaret M Leddin  
4051 West Flossmoor Road  
Country Club Hills, IL 60478

# Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

*Maria A. Pallante*

United States Register of Copyrights and Director

Registration Number

**TX 8-203-278**

Effective Date of Registration:

October 16, 2015

## Title

Title of Work: 2015 International Mechanical Code

## Completion/Publication

Year of Completion: 2014

Date of 1st Publication: May 28, 2014

Nation of 1st Publication: United States

International Standard Number: ISBN 978-1-60983-479-1

## Author

• Author: International Code Council  
Author Created: New text  
Work made for hire: Yes  
Citizen of: United States  
Anonymous: No  
Pseudonymous: No

## Copyright Claimant

Copyright Claimant: International Code Council  
4051 West Flossmoor Road, Country Club Hills, IL, 60478

## Limitation of copyright claim

Material excluded from this claim: Previously published text and legal codes

New material included in claim: New text

## Rights and Permissions

Organization Name: International Code Council  
Name: Margaret M Leddin  
Email: mleddin@iccsafe.org  
Telephone: (708)799-2300x4217  
Address: 4051 West Flossmoor Road  
Country Club Hills, IL 60478



**Certification**

---

**Name:** Margaret M. Leddin  
**Date:** October 14, 2015  
**Applicant's Tracking Number:** 38361-T015965 3300S15

---

**Correspondence:** Yes



# Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

*Maria A. Pallante*

United States Register of Copyrights and Director

Registration Number

**TX 8-182-290**

Effective Date of Registration:

October 19, 2015

## Title

Title of Work: 2015 International Plumbing Code

## Completion/Publication

Year of Completion: 2014  
Date of 1st Publication: May 23, 2014  
Nation of 1st Publication: United States  
International Standard Number: ISBN 978-1-60983-481-4

## Author

• Author: International Code Council  
Author Created: text  
Work made for hire: Yes  
Citizen of: United States  
Anonymous: Yes  
Pseudonymous: Yes

## Copyright Claimant

Copyright Claimant: International Code Council  
4051 West Flossmoor Road, Country Club Hills, IL, 60478

## Rights and Permissions

Organization Name: International Code Council  
Name: Margaret M Leddin  
Email: mleddin@iccsafe.org  
Telephone: (708)799-2300x4217  
Address: 4051 West Flossmoor Road  
Country Club Hills, IL 60478

## Certification

Name: Margaret M. Leddin

**Date:** October 14, 2015  
**Applicant's Tracking Number:** 38311-T015931 3200S15

---



# Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

**Registration Number**

**TX 8-213-969**

**Effective Date of Registration:**

December 30, 2015

*Maria A. Pallante*

United States Register of Copyrights and Director

## Title

**Title of Work:** 2015 International Property Maintenance Code

## Completion/Publication

**Year of Completion:** 2014  
**Date of 1st Publication:** May 23, 2014  
**Nation of 1st Publication:** United States  
**International Standard Number:** ISBN 978-1-60983-484-5

## Author

**Author:** International Code Council  
**Author Created:** text  
**Work made for hire:** Yes  
**Citizen of:** United States  
**Anonymous:** No  
**Pseudonymous:** No

## Copyright Claimant

**Copyright Claimant:** International Code Council  
4051 Flossmoor Road, Country Club Hills, IL, 60478

## Limitation of copyright claim

**Material excluded from this claim:** previous edition

## Rights and Permissions

**Organization Name:** International Code Council  
**Name:** Margaret M Leddin  
**Email:** mleddin@iccsafe.org  
**Telephone:** (708)799-2300x4217  
**Address:** 4051 Flossmoor Road  
Country Club Hills, IL 60478

## Certification

**Name:** Margaret M. Leddin  
**Date:** December 30, 2015  
**Applicant's Tracking Number:** 38310-T015933 3500S15

---

**Correspondence:** Yes



# Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

*Maria A. Pallante*

Register of Copyrights, United States of America

**Registration Number**

**TX 8-035-272**

**Effective Date of Registration:**

March 09, 2015

## Title

**Title of Work:** 2015 International Residential Code

## Completion/Publication

**Year of Completion:** 2014  
**Date of 1st Publication:** May 30, 2014  
**Nation of 1st Publication:** United States  
**International Standard Number:** ISBN 978-1-60983-470-8

## Author

- Author:** International Code Council
- Author Created:** text
- Work made for hire:** Yes
- Citizen of:** United States
- Anonymous:** Yes
- Pseudonymous:** Yes

## Copyright Claimant

**Copyright Claimant:** International Code Council  
4051 West Flossmoor Road, Country Club Hills, IL, 60478

## Rights and Permissions

**Organization Name:** International Code Council  
**Name:** Margaret M Leddin  
**Email:** mleddin@iccsafe.org  
**Telephone:** (708)799-2300x4217  
**Address:** 4051 West Flossmoor Road  
Country Club Hills, IL 60478

## Certification

**Name:** Margaret M. Leddin

**Registration #:** TX0008035272  
**Service Request #:** 1-2088580777

International Code Council  
Margaret M Leddin  
4051 West Flossmoor Road  
Country Club Hills, IL 60478