

Welcome

About Us

B & F Technical Code Services, Inc. provides complete plan review, inspection, training and general code consulting services to municipal building departments and private industry nationwide.

Since 1990, we have performed more than 100,000 plan reviews for building, plumbing, mechanical, electrical, and fire suppression and detection systems. Our inspectors have conducted more than 250,000 inspections for new and existing structures. Additionally, through the Building & Fire Code Academy, we have provided training for thousands of industry professionals across the country on model building and fire codes. We also provide additional services including system testing, code writing and adoption assistance and consulting for projects requiring special attention.

Why More Municipalities Choose B & F Technical Code Services, Inc.

SERVICE

The No. 1 reason municipalities choose B & F Technical Code Services, Inc. is for the service we provide. We understand that although similar in organization, each municipality is unique in its operation. That's why we place special emphasis on learning details specific to your municipality to provide customized services. It's all the major conveniences and little extras we provide that keep our clients satisfied and coming back time and again.

EXPERIENCE

Our technical team of trained, qualified, certified and licensed professionals provides the knowledge, skill and expertise required for code comprehension and application. Combining proven talent and skill with construction backgrounds, municipal experience and code proficiency, our professionals exemplify the best the industry has to offer.

QUALITY

The distinction of our services is the industry benchmark of quality. From plan review, consultation and inspection reports to personally meeting with municipal officials as well as design and construction professionals, the quality of our work is unsurpassed. In addition to our unbeatable service, it is the quality we take special care to deliver over and over again.



Our Professionals



Richard A. Piccolo
President

Richard A. Piccolo is the president and founder of B & F Technical Code Services, Inc. With 30 years in the building code and fire industry, Mr. Piccolo's career merits respect. He has achieved numerous accomplishments, making him a leader in his field. Among his achievements, Mr. Piccolo has earned various certifications. He is a Master Code Official, a Certified Building Official and Certified Fire Official. Mr. Piccolo is a Certified Property Maintenance Inspector, Certified Building Inspector, Certified Plans Examiner, Illinois Certified Fire Inspector and Certified Firefighter III. In addition to his certification accomplishments, Mr. Piccolo is an active member of several industry organizations. He is the President of Illinois Institutional Fire Training, Inc. He also acted as the Co-Chairman of the Codes and Standards Committee of the Illinois Fire Inspectors Association and the past-President of the Illinois Council of Code Administrators. His years of experience and training inspired Mr. Piccolo to share his knowledge with other professionals in the industry. As a Certified Instructor, he teaches training seminars nationwide and served as adjunct faculty at William Rainey Harper College.



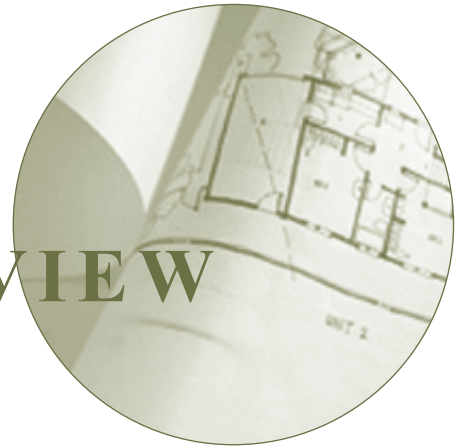
Kenneth J. Garrett
Vice President

With his profound municipal background, Mr. Garrett performs his duties based on years of experience in the building code profession. He is a Master Code Official and a Certified Building Official. Before joining B & F Technical Code Services, Inc., Mr. Garrett served as the Building and Zoning Administrator and the Assistant Director of Community Development for two municipalities. As the Administrator at B & F Technical Code Services, Inc., Mr. Garrett oversees the daily activities of the company, providing leadership and guidance to the staff. He manages both technical and non-technical employees. An essential member of the company, Mr. Garrett uses his executive background to make decisions leading to the achievement of company goals.



Richard A. Blondin
Director of Quality
Control & Staff
Development

Mr. Blondin's notable career boasts an impressive municipal background, with 32 years experience in the code enforcement arena. He has been responsible for enforcing the adopted building, handicapped, mechanical, plumbing and electrical codes on local and state levels. He is a Certified Building Plans Examiner, Certified Building Inspector, Certified Fire Inspector I and a Certified Property Maintenance Inspector. As Director of Plan Review Services, Mr. Blondin oversees the plan review process. He analyzes all incoming projects and makes assignments to the appropriate reviewer. Mr. Blondin trains new plan review staff employees and acts as a mentor to the technical staff.



PLAN REVIEW

PLAN REVIEW:

Each plan review report issued by B & F Technical Code Services, Inc. will identify (in numeric order) all areas of non-compliance and will include the section of the applicable code or codes for reference including local amendments.

COMPLETION TIME:

First plan reviews are completed and returned to you within **9** business days of receipt by our office. Additional reviews for all projects are completed within **5** business days of receipt by our office. Priority Review Service* guarantees completion and receipt of your review within **3** business days. (*Additional fee required.)

CUSTOMER SERVICE:

Unlimited telephone consultations are free of charge and encouraged for all parties involved in the project. B & F Technical Code Services, Inc. also offers free telephone consultation on general code questions for other building projects.

FACSIMILE AND ELECTRONIC TRANSMISSION:

B & F Technical Code Services, Inc. provides facsimile service for immediate transmission of plan review reports. If requested, we will e-mail the plan review report to you. Original documents will be shipped to your office. Letters, documents, schedules, calculations and other information may be transmitted to B & F Technical Code Services, Inc. via fax at (847) 490-1476 or bftech@bftechcs.com any time.

TIPS TO AVOID DELAYS:

- Use our Request for Plan Review Submittal form, available in paper form or on an IBM-compatible disk.
- Submit complete information (please note if any missing information will be shipped at a later date).
- Call B & F Technical Code Services, Inc. with any questions concerning requirements and information needed.
- Submit the names, phone and fax numbers for all appropriate contact people.
- Submit the names and addresses of all people who are to receive a copy of the plan review report.

We will fax and ship copies at no additional charge.

PLAN REVIEW FEES:

B & F Technical Code Services, Inc. charges only **one fee** for each review. All additional reviews and shipping (for municipal building departments) are included in the initial fee. This helps reduce the costs associated with plan reviews and helps with accurate budgeting as it is known from beginning to end what the total plan review cost will be. Building plan review fees are based on the total cubic feet of the building. Plumbing, Mechanical and Electrical plan review fees are determined using the building review fee and a multiplier. Fire suppression (Sprinkler) plan review fees are based on the number of sprinkler heads and the type of system used. Refer to the current fee schedule for cost information.

Note: When you are considering the cost of your plan review, it is important to compare and determine what the total cost will be upon completion. Some fees may appear lower initially, but may actually end up costing you more later in additional review fees, shipping costs and delays. When your project requires Building, Plumbing, Mechanical, Electrical and Sprinkler Reviews, do the math paying special attention to repetitive multipliers. Is the multiplier based on the original fee or does the original fee increase with each multiplier? Are additional fees charged for second, third or fourth reviews? Are additional fees charged for each type of review? Is shipping included?

Questions & Answers

Q: Our department does not budget for outside Plan Review services. How can we use your services without incurring cost to the municipality?

A: The municipality need not bear the cost for this service. Most model codes make provision for professional fees to be passed on to the permit holder, architect or developer. We can bill the municipality or the appropriate party directly. And with free Federal Express shipping for municipal building departments, your savings are even greater.

Q: What will the Plan Review reports contain?

A: Plan Review reports contain proper Use Groups, Type of Construction, Mixed Use Options, Rated Assembly Requirements and a numerical listing of specific areas of non-compliance followed by the section of the referenced code, or a letter indicating the plans comply with the applicable code(s).

Q: How long will the Plan Review take?

A: First Plan Reviews are completed within 9 business days of receipt. Subsequent reviews are completed within 5 business days.

Q: In addition to the adopted code, our municipality has its own amendments. Will they be included in the review?

A: All state and local amendments provided are used in plan reviews completed by B & F Technical Code Services, Inc.

Q: Are there any other Plan Review costs, extra charges or fees not listed?

A: Unless significant changes are made to the plans after the review process has begun, no other fees are charged.

Q: What if I have plans for B & F Technical Code Services, Inc. to review and need answers in less than 9 days?

A: We will make every effort to expedite your plan review in situations where there is an expressed urgency. Otherwise, Priority Review Service is available which guarantees you will receive your completed plan review in 3 business days. An additional fee is required for this service.

Q: How will we receive the Plan Review report?

A: Upon completion, our report will be faxed to the municipality (also the design professional and other interested parties when requested by the municipality) then shipped via First Class mail. If you do not have a fax machine, we will ship your report next day delivery at no additional charge. We can also send plan review reports via e-mail, when requested.

Q: When will our plans and specifications be returned?

A: All information will be returned when the project is completed. Or, if the municipality prefers and requests it, we can discard the information.

Q: Should the designer, developer, architect or owner have questions concerning the review, can they contact your office for answers?

A: With the municipality's permission, we can provide free telephone consultation to all the parties involved with the project.

Q: Can the municipality chose to field verify certain items?

A: Yes, B & F Technical Code Services, Inc. follows the instructions of the municipality.

Questions & Answers

Q: What if we have a code question concerning a project not being reviewed?

A: As a courtesy to our clients, we will answer any code related questions at no additional charge.

Q: What if we have a building with a particular problem, but it does not require a full review? Could we fax B & F Technical Code Services, Inc. a sketch for an answer?

A: B & F Technical Code Services, Inc. will evaluate minimal drawings for our clients and phone you with a response at no charge. If a written report is requested, a fee will be charged.

Q: How will our plans reach your office?

A: We offer free Federal Express overnight shipping for municipal building departments. Or, you may send your plans via U.S. Mail, messenger or other delivery service. If you happen to be in the area, you may stop by and personally deliver them.

Q: What should be included in the plans and specifications submitted for review?

A: Submit one (1) complete set of construction documents signed and sealed by the design professional which include plans, specifications and calculations. Also, use the Plan Review Submittal form indicating the type(s) of review(s) requested, the code and edition used by your municipality and any local amendments.

Q: Can a construction project be “fast-tracked” or “phased” where portions of the projects are reviewed as they become available?

A: B & F Technical Code Services, Inc. will do a partial review when sufficient information is submitted.

Q: How confidentially does B & F Technical Code Services, Inc. handle the construction documents or reports?

A: The strictest confidentiality is applied to all projects. B & F Technical Code Services, Inc. will not release any information to anyone except our client unless otherwise instructed.

Q: Will B & F Technical Code Services, Inc. perform sprinkler or fire alarm reviews if they have not performed the other reviews?

A: Yes, we will perform the services the municipality requests. It is our recommendation that we perform a complete project review. A full set of building plans is required for the sprinkler review.

Q: I would like a copy of the plan report emailed to the design professional handling my project. Will B & F Technical Code Services, Inc. send reports this way?

A: Yes, B & F Technical Code Services, Inc. will send reports via email. You or the design professional can also e-mail us at bftech@bftechcs.com.



INSPECTIONS

INSPECTIONS:

From footing to occupancy, or anywhere between, B & F Technical Code Services, Inc. provides inspection services for structural, plumbing, mechanical, electrical and fire protection systems. Inspections are conducted for new and existing construction of commercial, industrial and single-family homes. Inspections are based on the adopted codes of the municipality, including local amendments and standard industry practices.

INSPECTORS:

B & F Technical Code Services, Inc.'s inspectors are experienced, certified and/or qualified and licensed where applicable to perform inspections.

SCHEDULING:

Inspections may be scheduled directly with our office between the hours of 8:30 a.m. and 4:00 p.m. by the contractor, site foreman or the municipality. Our inspectors arrive at your municipality for instructions or at the assigned job site. If more than one inspection is required, a list of inspections should be submitted to our office in advance for proper scheduling and inspector coordination.

INSPECTION RESULTS:

Upon completion of our inspection, we inform the contractor or foreman on site of the inspection results. Notification is issued in the form of a written field report with the original inspection report submitted to the municipality.

VEHICLES AND INSPECTION EQUIPMENT:

B & F Technical Code Services, Inc. provides our inspectors with vehicles for transportation to job sites. However, when inspection services are required on a daily basis, the city/village may provide a municipal-owned vehicle if available. We also provide our inspectors with all equipment needed to perform the inspection.

WORKER'S COMPENSATION AND LIABILITY INSURANCE:

All B & F Technical Code Services, Inc. inspectors are covered by our Worker's Compensation Insurance. We also carry full Professional Liability Insurance, and the city/village may request their municipalities be named as additional insured.

INSPECTION FEES:

Inspection fees are based on the total square footage of the building as shown on the current fee schedule.

Questions & Answers

Q: My building department does not budget for outside inspections. How can we utilize B & F Technical Code Services, Inc. inspection services without any cost to my municipality?

A: The municipality need not bear the cost of the inspection. The adoption of the three national building codes and/or the International Code allow the cost of inspections to be passed on to the permit holder, architect or developer. Fees may be billed by the municipality, or B & F Technical Code Services, Inc. will bill the appropriate firm/person directly.

Q: What types of inspections are B & F Technical Code Services, Inc. available to perform?

A: From footing to occupancy or anywhere between, we provide inspection services for structural, plumbing, mechanical, electrical and fire protection systems. Inspections are conducted on new construction as well as alterations and additions to commercial, industrial and single-family homes.

Q: Does B & F Technical Code Services Inc. insure its own staff when inspecting for our municipality?

A: B & F Technical Code Services, Inc. carries full Worker's Compensation as well as Professional and General Liability Insurance.

Q: Can I be assured that B & F Technical Code Services, Inc. inspectors are qualified to perform my inspections?

A: B & F Technical Code Services, Inc. inspectors are certified and/or licensed to perform inspections. Our staff also has a working background in construction and government.

Q: My municipality has local amendments to the model codes. Can B & F Technical Code Services, Inc. still help with inspections?

A: B & F Technical Code Services, Inc. will do inspections based on the adopted code(s) of the municipality including its local amendments.

Q: How do I schedule an inspection?

A: Inspections may be scheduled directly with our office by phone or fax. All inspection requests must be received by 4 p.m. the day before the inspection.

Q: How quickly are inspections completed?

A: Inspections can be completed within 24 hours of the request unless otherwise specified by the requester.

Q: What do I need to provide B & F Technical Code Services, Inc. prior to the inspection?

A: A copy of the approved building plans will need to be available at the job site.

Q: May I contact B & F Technical Code Services, Inc. with questions concerning my inspection?

A: B & F Technical Code Services, Inc. provides our customers with free telephone consultation to clarify any questions concerning the inspection process and results.

Questions & Answers

Q: May our staff accompany B & F Technical Code Services, Inc. on inspections?

A: B & F Technical Code Services, Inc. welcomes municipal staff to accompany our inspectors. This is an excellent opportunity for training as our inspectors point out code issues to consider.

Q: How is the municipality kept informed?

A: B & F Technical Code Services, Inc. inspectors drop off inspection reports directly to the municipality upon completion of the day's assigned inspections.

Q: What inspection forms are used?

A: B & F Technical Code Services, Inc. will provide its own inspection forms or use a form as designated by the municipality.

Q: Can the project be invoiced over the life of a project?

A: B & F Technical Code Services, Inc. is willing to accommodate special invoicing schedules.

Q: Will B & F Technical Code Services, Inc. provide a complete Inspection Report when the project is complete?

A: As each inspection is complete, B & F Technical Code Services, Inc. provides individual reports to the municipality. Upon request, it will provide a complete Inspection Report at the completion of the project.

Q: Does B & F Technical Code Services, Inc. have the staff to inspect an entire subdivision?

A: Yes, with proper notice we can inspect large projects. We have the staff to service our clients' needs.

Q: Will B & F Technical Code Services, Inc. perform sprinkler or fire alarm inspections?

A: Yes, we have certified fire inspectors who perform sprinkler system and fire alarm system tests and inspections.

Q: Before we purchase an existing commercial building, will B & F Technical Code Services, Inc. inspect the structure for areas of noncompliance and potential problems with the structure?

A: Yes, our certified inspectors will inspect an existing commercial or industrial building for our clients. We will provide an analysis of potential problem areas.

Q: B & F Technical Code Services, Inc. is located in Illinois. If I am a municipality in another state with an inspection project that needs special attention, will you send an inspector to me?

A: Yes, we travel nationwide to inspect buildings requiring special attention. We will bill you for our travel expenses and time.

Q: How are inspections billed?

A: Inspection fees are billed monthly and can be on a per inspection or per project basis.

Commercial Construction Inspections



B & F Technical Code Services, Inc. specializes in commercial and industrial inspections. From footings to occupancy, we provide inspection services for new and existing construction based on the model building codes, local amendments, and accepted industry practices.

Listed below are the typical required inspections for commercial construction. Additional inspections may be conducted, depending on municipal requirements.

| Typical Inspections | When Performed |
|--------------------------------|--|
| Footing Forms | When forms are set, reinforcing installed and secured; before concrete is poured. |
| Foundation Forms | When forms are set, reinforcing installed and secured; before concrete is poured. |
| Foundation Wall | After forms are removed, and walls waterproofed, drain tile is installed and covered with gravel, and before foundation is backfilled. |
| Electric Service | When meter socket and main panel are installed. |
| Underground Plumbing | When piping located between floor or underground is complete, and before covering is installed. Flushing of underground must be witnessed. |
| Underground Electrical | When piping located between floor or underground is complete, and before covering is installed. |
| Concrete Floors | When base is prepared, reinforcing and vapor barriers are installed, and concrete is poured. All utilities must be in place. |
| HVAC Rough-In | When piping and ductwork is installed and before drywall is installed. |
| Electrical Rough-In | When rough-in is complete and prior to drywall installation. |
| Plumbing Rough-In | When rough-in work is complete and prior to drywall installation. |
| Structural or Framing | Before drywall, plaster, or interior finish is applied. Rough-in of electrical, plumbing and duct work, and all fire stopping must be installed. Inspection per floor required for all uses. |
| HVAC Final | When system is complete and operational. |
| Electrical Final | When all work is complete and operational. |
| Plumbing Final | When system is complete and operational. |
| Structural Final | When all work is complete. |
| Fire Protection Systems | When fire protection, detection, suppression and alarm systems are installed, tested and appropriately witnessed, and before these systems are operational. |
| Periodic | Progress or status reporting for large commercial and industrial buildings between regularly scheduled inspections. |

Single Family Home Inspections



B & F Technical Code Services, Inc. specializes in residential, commercial and industrial inspections. From footings to occupancy, we provide inspection services for new and existing construction based on the model building codes, local amendments, and accepted industry practices.

Listed below are the typical required inspections for single family construction. Additional inspections may be conducted, depending on municipal requirements.

| Typical Inspections | When Performed |
|------------------------------|--|
| Footing forms | When forms are set, any required reinforcing is installed, and before concrete is poured. |
| Foundation Forms | When forms are set, any required reinforcing is installed, and before concrete is poured. |
| Foundation | When concrete is poured and waterproofed, drain tile is installed and covered with gravel, and before foundation is backfilled. |
| Electrical Service | When meter socket and main panel are installed. |
| Underground Plumbing | Before concrete or backfill is in place. |
| Concrete Floors | When base is prepared, reinforcing and vapor barriers are installed, and before concrete is poured. All utilities and service equipment in concrete must be in place prior to inspection. |
| HVAC Rough-in | When piping and ductwork is installed. |
| Electrical Rough-in | When rough-in work is complete. |
| Plumbing Rough-in | When rough-in work is complete. |
| Framing or Structural | Before any drywall, plaster or interior finish is applied. Rough-in of electrical, plumbing, and ductwork must be approved before this inspection. An inspection per floor is required for all uses. |
| Insulation | When insulation is installed prior to drywall. |
| Final | When all building components including HVAC, electrical, and plumbing are complete. |



TRAINING

TRAINING:

The Building & Fire Code Academy, a subsidiary of B & F Technical Code Services, Inc., provides comprehensive and practical education in the administration, application and enforcement of building and fire codes. The Building and Fire Code Academy has trained thousands of building and fire officials and inspectors, contractors, architects, engineers and developers across the country in all the model building codes.

OPPORTUNITIES:

BFCA provides **continuing education for inspectors, code officials, and design professionals**. Classes are designed for both the experienced and inexperienced technical and support staff in understanding, administration, and enforcement of the International Codes, local ordinances, and municipal processes.

The eleven-week **Code Enforcement Career Development Program** is designed to provide qualified candidates with the fundamental knowledge and field experience necessary to obtain or enhance employment opportunities in the code enforcement industry.

The **four-year, state-approved Plumbing Apprenticeship Program** provides Illinois apprentice plumbers with the wide range of technical expertise necessary to become an Illinois licensed plumber.

The Building & Fire Code Academy also offers **on-site courses for municipalities and private firms** throughout the United States.

INSTRUCTORS:

The Building & Fire Code Academy is committed to offering exceptional educational programs by providing knowledgeable and experienced instructors who are certified and licensed where applicable.

COURSE OFFERINGS:

The Building and Fire Code Academy offers a variety of industry training courses in the following areas:

- International Building Code
- International Residential Code
- National Electrical Code
- Illinois Plumbing Code
- Legal Aspects of Code Administration
- Fire Resistive Construction Requirements
- International Fire Code
- International Mechanical Code
- Management Series Program
- And More....

CERTIFICATION:

The Building and Fire Code Academy is an authorized provider for the International Association for Continuing Education and Training (IACET), and an American Institute of Architects/Continuing Education System (AIA/CES) registered provider. Students completing courses receive Continuing Education Units (CEUs), contact hours, and/or state credit where applicable. Architects completing classes earn Learning Units (LUs). All courses qualify for Health, Safety, and Welfare (HSW) credit. Specific courses are also approved by individual states.

Questions & Answers

Q: Who are the instructors?

A: Building & Fire Code Academy staff who have a working background in construction and government. All Building & Fire Code Academy instructors are licensed and/or certified in the fields in which they teach.

Q: Does Building & Fire Code Academy develop its own course materials?

A: Building & Fire Code Academy training courses are developed in-house with a special emphasis on comprehension and application. Our courses are designed around real life situations and draw from the experiences of the developers and instructors.

Q: What can I expect to receive when I attend a Building & Fire Code Academy course?

A: Building & Fire Code Academy will provide each course participant with a workbook demonstrating code use through examples and problem solving exercises. Depending on the course, you will also receive drawings to enhance the learning process. Participants are expected to bring their local code books.

Q: How long does a typical Building & Fire Code Academy training course last?

A: Course length varies with each class, however most courses run one, two or three days. Building & Fire Code Academy also offers special shortened training courses to be included with association or municipality functions.

Q: Where are Building & Fire Code Academy training courses held?

A: Building & Fire Code Academy holds training courses here in Hoffman Estates, IL, as well as municipal sponsored civic offices.

Q: Are Building & Fire Code Academy training courses only open to government code officials?

A: Building & Fire Code Academy courses are open to everyone involved in the construction / code industry: architects, engineers, contractors, insurance inspectors and building owners.

Q: Will I earn CEUs for attending training courses offered by Building & Fire Code Academy?

A: Building & Fire Code Academy is a certified International Association for Continuing Education & Training (IACET) Sponsor. CEUs are accepted by many certifying agencies for maintenance of certifications.

Q: Where can I get a list of Building & Fire Code Academy course dates and locations?

A: Contact the Building & Fire Code Academy at (847) 884-4969 and ask to be added to our mailing list, or visit us on the web at www.bfccademy.com for a calendar of dates.

Q: What if I need to train my building department staff on a specific code topic?

A: Building & Fire Code Academy offers customized training courses for building departments and companies across the country. We will work with you to develop a course that will best suit the needs of your organization.

Q: What does sponsoring a training class entail?

A: Building & Fire Code Academy will partner with a municipality or organization to present a training class that can provide financial benefit and free training for your staff. Contact our office for more details.

Questions & Answers

Q: Are Building & Fire Code Academy training classes certified in my state?

A: Building & Fire Code Academy courses are certified through numerous state agencies. For specific information regarding your state, please contact Building & Fire Code Academy at (847) 884-4969.

Q: How do I register?

A: Registration for all Building & Fire Code Academy courses can be accomplished by calling Building & Fire Code Academy, by completing and returning the course registration form or by visiting the training section of our web site (www.bfcacademy.com).

Q: What happens if I need to cancel my registration?

A: Building & Fire Code Academy will issue a refund or credit towards a future training course.

Q: What training classes are available?

A: The Building & Fire Code Academy offers a variety of training courses. We offer classes on fire-resistive construction requirements, building codes, plumbing codes, mechanical codes, fire safety codes and accessibility codes.

Q: Are your training courses for beginners or advanced professionals?

A: Building & Fire Code Academy training courses are designed to benefit both beginners and advanced professionals.

Q: How much does it cost to attend a training course taught by the Building & Fire Code Academy?

A: Course cost varies, depending on the length of the class and the materials received when you attend the course. Two-day classes are more money than a one-day class because they require more of the instructor's time. All of the Building & Fire Code Academy training courses are priced competitively.

Q: What are the benefits of the private training classes offered by the Building & Fire Code Academy?

A: Our private training courses are customized to fit the needs of your organization. As a group, the employees you send to the class can address specific questions that pertain specifically to your organization.

Q: Do you provide workbooks to the attendees of the private classes?

A: Yes, the Building & Fire Code Academy instructor will come with workbooks and other class supplies for each attendant. The only thing participants need to bring to class is a copy of the appropriate codebook.

Q: Will I earn the same number of CEUs for attending a private class?

A: Yes, you will earn the same number of CEUs for attending a private class. CEUs are calculated based on the number of training hours.



CODE CONSULTING

SPECIALIZED PLAN REVIEW:

Municipal building departments and design professionals should not hesitate to call on us when encountering a structure with special code requirements. From high hazard, hospitals, high rises, large industrial plants, covered malls to expansive additions, we review plans for compliance. We meet with building departments to help apply code concepts to unique projects.

SPECIALIZED INSPECTIONS:

B & F Technical Code Services, Inc. travels nationwide to meet, inspect and consult on buildings with extraordinary situations. Before our clients purchase existing commercial or industrial buildings, B & F Technical Code Services, Inc. inspects the structure for areas of noncompliance and potential problems with the structure. We provide an analysis of the new use based on the existing conditions.

CONSULTING:

In addition to meeting with municipal building departments to answer code questions, B & F Technical Code Services, Inc. advises design professionals as well. We meet with architects and engineers to assist in preparing construction documents consistent with the locally adopted code. After reviewing preliminary drawings with our staff, designers have a clear understanding of the code requirements. Fewer code violations in construction documents results in time saved for the design firm.

With year of code experience and extensive construction backgrounds, our professional, certified staff provides answers daily to the most perplexing code questions. Our clients enjoy the convenience of free telephone consultation when a difficult code question arises.

As an added benefit, most of our technical staff has worked in municipal government so we understand the special needs of building departments when extra help is needed.

Questions & Answers

Q: If I have a problem with one discipline, will you consult on a single item related to a project?

A: Yes, if you are having difficulty with one discipline of a project, B & F Technical Code Services, Inc. will consult on that specific item.

Q: Will B & F Technical Code Services, Inc. do site visits to consult on special projects?

A: Yes, we complete site visits. We will travel to have face-to-face discussions on problems you are having.

Q: Is there a charge for site visits?

A: We will bill you for our travel expenses and time from our door to yours.

Q: Will you consult on special projects for a design firm, or do you only work with municipality building departments?

A: B & F Technical Code Services, Inc. will provide assistance to anyone who asks. We do consultation for design firms as well as municipal building departments.

Q: If I would like to ask a single question, is there a fee for this service?

A: If you have a question that can be answered in a reasonable amount of time over the phone, there is no fee. We will answer questions to anyone that needs assistance. If you require a detailed response in writing, there is a fee associated with this service.

Q: What disciplines will you consult on? I have a process hazards question, is there someone at B & F Technical Code Technical Code Services, Inc. that can provide me with answers?

A: B & F Technical Code Services, Inc. consults on all disciplines, including process hazards.

Q: Can you provide code consulting during design development?

A: We assist during any phase of a project, including the design process.

Q: Will B & F Technical Code Services, Inc. review a preliminary set of drawings for code violations?

A: Yes, we review preliminary drawings. Please note, preliminary drawings will generate preliminary answers.

Q: If our emergency safety staff has concerns, will B & F Technical Code Services, Inc. consult on these issues?

A: Yes. Our technical staff has extensive emergency safety experience. We are qualified and willing to consult on these issues.



SPECIAL SERVICES

COMPANY PROCEDURES:

B & F Technical Code Services, Inc. generates complete procedures for building departments. If there is no plan review procedure in place, we formulate a process that works for your organization. From the time plans are received until the review is complete, B & F Technical Code Services, Inc. formulates effective procedures designed to streamline your department. If your organization already has a policy in place, we can review and make recommendations.

ISO PREPARATION:

The Insurance Services Office, Inc. (ISO) grades building departments with a prepared form. With the statistics ISO collects, it serves as a vital resource to the insurance industry. As a building department, it is important to exceed ISO guidelines. B & F Technical Code Services, Inc. assists building departments in completing the ISO questionnaire. We also analyze departments and suggest changes to improve the ISO rating.

CODE UPDATES:

As a municipality works toward the adoption of a building code, it should be done in the form of an ordinance. B & F Technical Code Services, Inc. provides technical assistance to prepare a new ordinance with all the local amendments. We also work with existing ordinances and make recommendations for additions and deletions.

EXISTING BUILDING CHAPTER:

All model building codes have a chapter on existing buildings. This chapter provides a numerical evaluation of all building features. The evaluation is used to determine whether existing buildings comply with the code or if there are deficiencies. B & F Technical Code Services, Inc. completes these assessments for municipal building departments and makes recommendations for improvements.

HYDRANT FLOW TESTING:

Sprinkler systems use the local water system as the water source. Design professionals use the gallons per minute and pressure available from the water system when drawing sprinkler system plans. To obtain this information, B & F Technical Code Services, Inc. performs a hydrant flow test. The program can test an entire water system or a specific site.

EMPLOYMENT TESTING:

B & F Technical Code Services, Inc. understands the hiring of adequately trained and capable employees is crucial to a municipal inspection program. The pre-employment evaluation, interview and testing is an essential part of the hiring process. We provide pre-employment test materials to municipalities, designed specifically to meet your needs. Because the test is custom, it can include only specific disciplines or be a general evaluation including all disciplines.

Questions & Answers

Q: B & F Technical Code Services, Inc. creates new procedures for building departments. Will you complete one part of the policy?

A: Yes, we provide the entire procedure or we complete any part with which you need assistance.

Q: Can you provide the procedures on a disk?

A: Yes, B & F Technical Code Services, Inc. will save the written procedures to a disk formatted for IBM compatible computers. If your department uses Mac, we will arrange for an electronic version to be available for you.

Q: Will B & F Technical Code Services, Inc. train our municipal staff on the new procedures?

A: Yes, we will assist with the implementation of new procedures. We train your staff to ensure the procedures are effective for your organization.

Q: Before a new procedure is in place, will you meet with our staff for their input?

A: Yes, the municipal staff is the most important part of the process. The input from your staff is crucial to developing the procedure that will be most effective for the organization.

Q: Will B & F Technical Code Services, Inc. complete the ISO evaluation form for our municipal building department?

A: Yes, we prepare the ISO questionnaire for building departments. We have electronic versions of all necessary forms. Instead of handwriting the necessary information, we complete the forms on the computer and print the final product.

Q: Will a representative from B & F Technical Code Services, Inc. attend the ISO evaluation interview with our municipal staff?

A: Yes, we attend the interview with your municipal staff. We will be there to explain comments and rationale used in the questionnaire.

Q: Once the ISO evaluation form is complete and we have had the interview with the ISO representative, in what other ways will B & F Technical Code Services, Inc. assist our building department?

A: We review the completed ISO grading and make recommendations for improvement within your building department. We also provide your department with record keeping forms to document necessary information.

Q: Can B & F Technical Code Services, Inc. provide technical assistance when our municipality is adopting a new building code?

A: We assist your municipality in any way you need support. B & F Technical Code Services, Inc. will create a new ordinance or make recommendations on an existing ordinance when your municipality is adopting a new building code.

Q: Our municipality does not want to create a new ordinance, will B & F Technical Code Services, Inc. make changes to the existing ordinance?

A: Yes, we will analyze an existing ordinance and make recommendations for additions and deletions. We will also meet with your staff to discuss our suggestions.

Questions & Answers

Q: Will you provide the ordinance electronically or will you only provide a hard copy?

A: Yes, B & F Technical Code Services, Inc. will provide the ordinance on a disk formatted for IBM compatible computers. If your department used Mac, we will arrange for an electronic version to be made available for you.

Q: Will a representative from B & F Technical Code Services, Inc. attend the village board meetings, committee meetings and public hearings on the adoption of the ordinance?

A: Yes, B & F Technical Code Services, Inc. will send a representative to all appropriate meetings to explain any changes to the ordinance.

Q: Will B & F Technical Code Services, Inc. complete a Chapter 34 analysis on an existing building?

A: Yes, B & F Technical Code Services, Inc. analyzes existing buildings for code compliance. We will complete the analysis and make recommendations for improvements.

Q: Does B & F Technical Code Services, Inc. complete hydrant water flow testing?

A: Yes, we provide a testing program to examine the entire municipal water system or the program examines a specific site.

Q: When completing a flow test, does B & F Technical Code Services, Inc. provide the test equipment?

A: Yes, B & F Technical Code Services, Inc. provides the test equipment when we complete a hydrant flow test.

Q: Are those who perform hydrant flow tests qualified?

A: Yes, the B & F Technical Code Services, Inc. staff who perform hydrant flow tests are qualified. They are certified fire inspectors through the Illinois Fire Marshal's Office, Division of Personal Standards, or BOCA®.

Q: When B & F Technical Code Services, Inc. completes a hydrant flow test, do you provide a written report?

A: Yes, the report consists of a letter providing the results of the test, a map indicating tested hydrants and a graph displaying the results of the test.

Q: Is the pre-employment test B & F Technical Code Services, Inc. provides for a specific discipline or is it a general test?

A: The test is written to meet the specific needs of your municipality. It can include a specific set of disciplines or it can be all inclusive.

Q: Does the test need to be returned? Can we make copies of the test and use it again?

A: The test needs to be returned to B & F Technical Code Services, Inc. once it has been used. You cannot make copies of the test and you cannot use the test again. For security and validity purposes, we need all copies of the tests returned.

Q: What is included when we purchase a pre-employment test from B & F Technical Code Services, Inc.

A: The number of tests requested will be provided in time for the test date. Along with the tests, one answer sheet is included. The answer sheet corresponds the appropriate code sections with each test question. We also include a test sheet for each test we send you.