



Colorado Code Consulting, LLC

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September 12, 2017

Mr. Todd Carr
Routt County
P.O. Box 773598
522 Lincoln Avenue
Steamboat Springs, CO 80477

Re: Building Code Training Proposal

Dear Mr. Carr:

Colorado Code Consulting, LLC (CCC) is pleased to submit this proposal for building code training services for the City of Steamboat Springs, Colorado. This proposal is to provide four days of training on the International Residential Code. We will provide a set of update seminars discussing the changes between the 2019 and the 2015 editions of the code. The class is currently scheduled to be presented October 23-26 in Steamboat Springs, Colorado. CCC has the staff and experience to provide the training sessions that are needed to meet your needs.

CCC has been conducting building code seminars for more than fifteen years. These seminars have been provided throughout the United States. We provide code training seminars to organizations such as the Colorado Chapter of ICC, AIA Colorado, Association General Contractors of Colorado, Utah Chapter ICC, Washington Association of Building Officials and many more. Six of our staff are currently or have served as members of ICC Code Development Committees including the IBC, IRC and IECC. Four of these people have served as chairs of their respective committees. Our people have been involved in the code development process for many years and understand the background, intent and purpose of the code's language.

Each one of our instructors has experience in the enforcement, administration and development of codes. We attend the ICC code development hearings for the International Family of Codes on a regular basis. This experience provides an insight into the codes, which is beneficial when providing code seminars. We can provide many of the reasons behind a code requirement because we were at the hearings as the code changes were being discussed. Mr. Gil Rossmiller will be the prime instructor for this work. We also have other instructors if needed. We will work with you to provide the most beneficial level of education for your group.

Training Approach

People tend to learn in three different ways. They learn by reading, hearing or seeing an example of what they are learning. Our seminars are presented using Microsoft Office PowerPoint. Each slide contains the code language or the text of the subject we are teaching and a photo of an example of what is being discussed. The instructor then discusses the slide to

the students in a manner that explains the intent of the subject in an easy to understand way. We have found that this is the best method to teach students technical codes.

We will also provide a PDF of the handout for each session that contains the PowerPoint slides that are presented in the class. This provides the students with the same information they are seeing and allows them to make notes on the slide as it is discussed. We will provide a PDF file to you and you can distribute them to the attendees as you choose.

Proposed Compensation

Our proposed compensation for this proposal is shown below. The fees are all inclusive and include a day of instruction and all travel costs. We have also included a class development fee. This fee is used for the development and customization of the seminars.

First Day of Instruction	\$1,250.00
Each Subsequent Day of Instruction	\$1,000.00
Class Development Fee	\$10.00 per student per day

Audio Visual Requirements

Classes are conducted using Microsoft PowerPoint software. CCC will provide a laptop computer and the software for the program. The chapter is responsible for providing a LCD projector and screen or other way to display the presentation. If the room is rather large, a lapel microphone is requested.

I appreciate your serious consideration of this proposal. If the Scope of Services and Proposed Fee Structure prove acceptable, please sign the agreement below, retain the original for your files and return a copy to me. We look forward to the opportunity to provide our expert services to your firm.

Sincerely,



Stephen L. Thomas
President

ACCEPTED AND AGREED

By: _____ Date: _____

Print Name: _____