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ICC-ES BUILDING DEPARTMENT SERVICE

A. Introduction:

Building officials are often confronted on a job with an unfamiliar product, material or component for which there is no evaluation report or other information readily available. Because very few building departments have the staff or time to evaluate test data and other justification for products and systems found on the job, a building jurisdiction can request that ICC-ES investigate, evaluate and report on the product or component, thereby providing the jurisdiction with the information needed to determine whether the product is acceptable on a specific project.

Fire-resistive assemblies, sandwich panels, solid-fuel-burning appliances, classified roof coverings and wall-covering systems are just a few of the building products that could be evaluated by ICC-ES for the building official. This service does not replace the plan check service which deals with compliance of an overall building with the building code.

B. Purpose:

The ICC-ES Building Department Service (BDS) provides technical services to the building official for evaluating a building material, product or system that may not be specifically addressed by the code or an evaluation report.

C. Filing:

The building official having jurisdiction must submit a letter to ICC-ES requesting a Building Department Service (BDS). The letter must include the name and address of the project, specific questions needing a response, code edition to be used, and, if available, a copy of the building permit application. A nonrefundable \$750.00 base fee is needed to initiate this service, to cover the initial five hours of review time. Additional billing will be necessary if the five-hour limit is exceeded. The building official must designate who is responsible for payment. Reports of tests, calculations and other supporting information are to be submitted with the letter from the building official. ICC-ES may dispose of the submitted information after completion of the work, unless it is requested to do otherwise.

D. Evaluation:

Data will be reviewed for compliance with the appropriate code and/or existing ICC-ES acceptance criteria. Findings will be forwarded only to the building official.

For instances where substantiating data is not furnished, ICC-ES will offer criteria under which the product could be evaluated.

E. Billing:

Upon completion of a BDS review, an invoice will be forwarded to the building official based on an hourly rate of \$150.00 plus expenses. The official in turn may designate responsibility for payment to others after the invoice is received. All outstanding invoices must be settled before findings are forwarded to the building official if others are responsible for payment. Where on-site inspections are necessary, all expenses will be billed to the party designated by the building official.