

Agenda

UBCC EDUCATION ADVISORY COMMITTEE

November 17, 2015; 1:30 p.m.

Room 475 – Fourth Floor

Heber M. Wells Building
160 East 300 South, Salt Lake City, Utah

This agenda is subject to change up to 24 hours prior to the meeting

ADMINISTRATIVE BUSINESS:

Sign attendance sheet
Approve minutes from September 15, 2015
Budget reports for FY 2016
Board/Committee Training – Carolyn Dennis

NEW BUSINESS

1. Requests for Reimbursements

Fire Marshalls Association of Utah - September Training: September 16, 17, 2015: \$4,377.63

UPHCA - 6 Hour Code Updates; October 16, 2015; \$1,124.81

UPHCA - 6 Hour Code Updates; October 24, 2015; \$1,472.81

UAPMO - 2015 IPC, IMC, IFGC Significant Changes; September 16, 2015; \$823.80

UAPMO - 2015 IMC, IFGC Significant Changes; September 17, 2015; \$1,206.00

Bonneville Chapter of ICC - Commercial Inspector Training – “Building”; Weekly: September 14, 2015-
November 9, 2015; \$8,844.06

Bonneville Chapter of ICC - Commercial Inspector Training – “Building”; Weekly: September 14, 2015- July
18, 2016; \$11,286.04

Beehive Chapter of ICC – 2012 IRC/IBC: Simplified Structural Plan Review; October 21, 2015; \$1,100.00

Beehive Chapter of ICC - Beehive Annual Spring Training; April 20-22, 2015; \$17,210.14

2. MADCAD Update

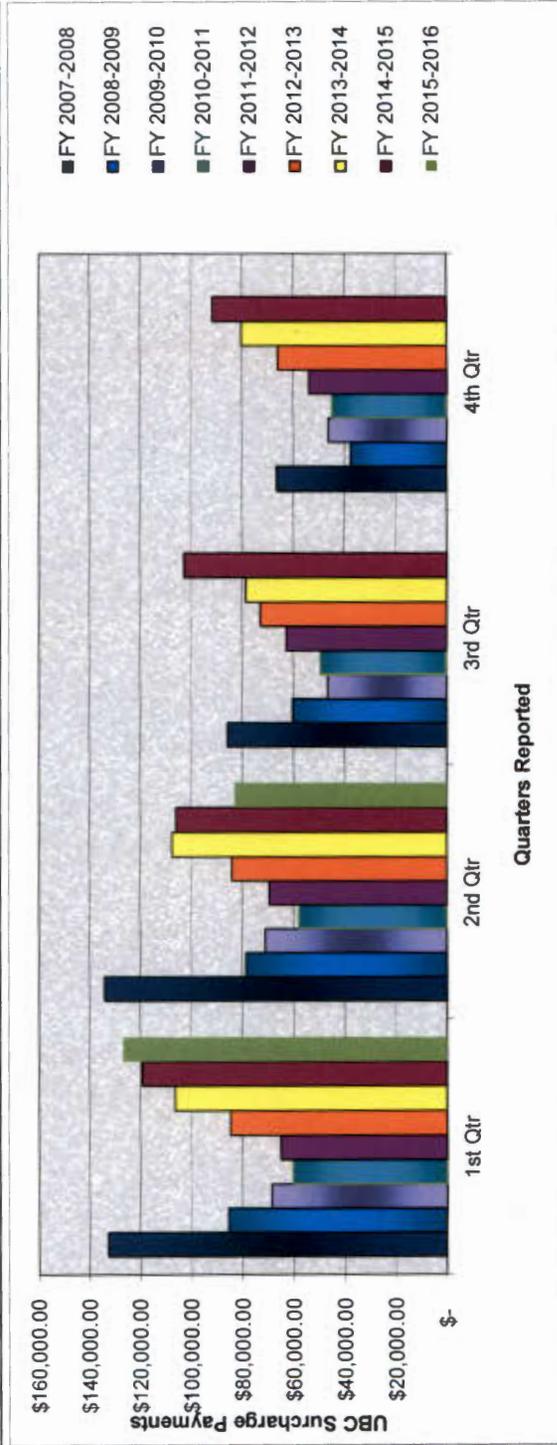
NEXT SCHEDULED MEETING:

December 15, 2015; 1:30 p.m.; Room 402 (Fourth Floor)

Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify, Dave Taylor, ADA Coordinator, at least three working days prior to the meeting. Division of Occupational & Professional Licensing, 160 East 300 South, Salt Lake City, Utah 84115, 801-530-6628 or toll-free in Utah only 866-275-3675

**COMPARISON OF
1% UBC SURCHARGE COLLECTIONS
FY 2008-2016**

Fiscal Year	2008	2009	2010	2011	2012	2013	2014	2015	2016
1st Qtr	\$ 132,637.33	\$ 85,378.72	\$ 68,570.26	\$ 60,238.80	\$ 64,988.48	\$ 84,695.49	\$ 106,262.49	\$ 119,201.09	\$ 126,847.10
2nd Qtr	\$ 134,091.44	\$ 78,464.64	\$ 70,983.02	\$ 57,735.96	\$ 69,482.84	\$ 84,004.48	\$ 107,454.12	\$ 105,856.59	\$ 82,832.16
3rd Qtr	\$ 85,720.69	\$ 60,315.33	\$ 46,730.96	\$ 49,352.78	\$ 62,816.00	\$ 72,946.39	\$ 78,524.12	\$ 102,723.68	
4th Qtr	\$ 66,497.04	\$ 37,660.88	\$ 46,339.44	\$ 44,810.88	\$ 53,879.52	\$ 66,074.50	\$ 80,243.77	\$ 91,541.81	
TOTAL	\$ 418,946.50	\$ 261,819.57	\$ 232,623.68	\$ 212,138.42	\$ 251,166.84	\$ 307,720.86	\$ 372,484.50	\$ 419,323.17	209,679.26



**FY July 1, 2015 - June 30, 2016 UBC
COMBINED BALANCE SHEET & INCOME STATEMENT
For October 1-31, 2015 (Period 4)**

REVENUE	BUDGET	RECEIVED	ACTUAL YTD	
Surcharge Fees Projected (estimated only)	\$ 419,323.17	\$ 82,832.16	\$ 209,679.26	
Carryover Credit from Previous Years (after all payments)	\$ 1,081,524.00			
Total	\$ 1,500,847.17			
ADMINISTRATIVE ENCUMBRANCES	BUDGET	PAID	ACTUAL YTD	BALANCE
Salary and Benefits	\$63,705.86	\$ 4,703.13	\$ 17,331.66	\$46,374.20
Communication Services	\$500.00	\$ 36.65	\$ 153.43	\$346.57
Miscellaneous/Office Supplies & Printing/Library	\$50.00	\$ -	\$ -	\$50.00
Total	\$64,255.86	\$ 4,739.78	\$ 17,485.09	\$46,770.77
EDUCATIONAL GRANTS TO SCHOOLS		PAID	ACTUAL YTD	BALANCE
Bridgerland Applied Tech College	\$ 42,025.25	\$ -	\$ -	\$ 42,025.25
Davis Applied Tech College	\$ -	\$ -	\$ -	\$ -
Dixie State College (Dixie Applied Tech College)	\$ -	\$ -	\$ -	\$ -
Salt Lake Community College	\$ 11,124.00	\$ -	\$ -	\$ 11,124.00
Southwest Applied Technology College	\$ -	\$ -	\$ -	\$ -
Uintah Basin ATC	\$ 3,800.00	\$ -	\$ -	\$ 3,800.00
Utah Electrical JATC/IBEW	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 56,949.25	\$ -	\$ -	\$ 56,949.25
ASSOCIATION FUNDING GRANTS		PAID	ACTUAL YTD	
ACI Intermountain Chapter	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
AIA Utah Chapter	\$ -	\$ -	\$ -	\$ -
ASHRAE	\$ -	\$ -	\$ -	\$ -
Associated General Contractors - Utah / AGC-Utah	\$ -	\$ -	\$ -	\$ -
Associated Builders & Contractors of Utah	\$ -	\$ -	\$ -	\$ -
Beehive Chapter ICC	\$ 27,500.00	\$ -	\$ -	\$ 27,500.00
Bonneville Chapter ICC	\$ 73,343.84	\$ -	\$ -	\$ 73,343.84
Construction Specifications Institute Inc / CSI	\$ -	\$ -	\$ -	\$ -
Fire Marshal's Association of Utah	\$ 7,400.00	\$ -	\$ -	\$ 7,400.00
IEC of Utah (Independent Electrical Contractors)	\$ 13,357.69	\$ -	\$ -	\$ 13,357.69
Iron County Home Builders Association	\$ 7,600.00	\$ -	\$ -	\$ 7,600.00
Northern Utah Building Inspectors	\$ -	\$ -	\$ -	\$ -
Park City Area Home Builders Association/PCAHBA	\$ -	\$ -	\$ -	\$ -
Rocky Mountain Gas Association	\$ 51,048.00	\$ -	\$ -	\$ 51,048.00
Salt Lake Home Builders Association / SLHBA	\$ -	\$ -	\$ -	\$ -
SEAU (Structural Engineers Association)	\$ 38,054.00	\$ -	\$ -	\$ 38,054.00
Southern Utah Home Builders Association / SUHBA	\$ 43,985.00	\$ -	\$ -	\$ 43,985.00
Southern Utah Division IAEI	\$ 5,200.00	\$ -	\$ -	\$ 5,200.00
UAPMO	\$ 27,600.00	\$ -	\$ -	\$ 27,600.00
Utah Chapter IAEI	\$ 33,825.00	\$ -	\$ -	\$ 33,825.00
Utah Chapter ICC	\$ 83,000.00	\$ 865.07	\$ 865.07	\$ 82,134.93
Utah Construction Suppliers Association	\$ -	\$ -	\$ -	\$ -
Utah Plumbing & Heating Contractors Association	\$ 22,000.00	\$ -	\$ -	\$ 22,000.00
Utah Homebuilders Association	\$ 362,250.00	\$ -	\$ -	\$ 362,250.00
Utah Division of Occupational and Professional Licensing	\$ -	\$ -	\$ -	\$ -
Utah Valley Homebuilders Association	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 799,163.53	\$ 865.07	\$ 865.07	\$ 798,298.46
TOTAL ENCUMBRANCES	\$ 920,368.64	\$ 5,604.85	\$ 18,350.16	\$902,018.48
REVENUES (LESS ACTUAL EXPENDITURES)		PAID	ACTUAL YTD	
Total Revenue (Surcharges plus carryovers)			\$ 1,291,203.26	
Less Actual Expenditures			\$ 18,350.16	
SUBTOTAL (ACTUAL)			\$ 1,272,853.10	
Less Approved Unpaid Encumbrances			\$902,018.48	
TOTAL RESERVES			\$ 370,834.62	

Parliamentary Procedures: Motions



1. Member makes a motion: ***I move that...***
2. Another member seconds the motion: ***I second the motion.***
3. Chair places the motion before the group, repeating for clarity: ***It is moved by (name) and seconded by (name) that...***
4. Chair opens the meeting for debate, allowing the maker of the motion to speak first.
5. After debate has concluded, the Chair puts the motion to a vote by restating the motion and explaining how the vote will be taken: ***All those in favor... All those opposed... All those abstaining...***
6. Chair announces the result: ***The motion ... is adopted /passed or lost/failed.***

SIDENOTE:

- Parliamentary procedure is simply a guide. The purpose of the procedure is to provide order, not to be restrictive or exact.
- A motion and vote only take place to finalize official discussion items that will result in a tangible action. Informal discussion items are not to be voted on, as no tangible action will be taken.
- Only one motion can be discussed at a time; however, subsidiary motions can be made while the primary motion is being discussed. Focus then shifts to the subsidiary motion until it is resolved.
- If the vote is tied, it is lost.
- Whether or not the Chair participates in a vote is the decision of the Board.

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Organization Name: Fire Marshals Association of Utah Instructor's Name: Kevin Scott/
 Seminar Title/Subject: September Training
 Date(s) of Training: September 16,17, 2015
 Location of Training: Loveland Living Planet Aquarium, Draper, UT

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals <small>(not to exceed \$3,000 for an 8 hr day)</small> Total a and b below:	\$ <u>0</u>
a. Instructor Fees:	\$ _____
b. Instructor Travel (total i-iv):	\$ <u>0</u>
i. Airfare	\$ _____
ii. Mileage	\$ _____
iii. Meals	\$ _____
iv. Other (please specify)	\$ _____
2. Textbooks, Workbooks, Code Update Books (Use Section C for Code books) <small>(90 code update bks)</small>	\$ <u>2520.00</u>
Titles: <u>Significant Changes to the International Fire Code (2015 Ed)</u>	
3. Facility Cost:	\$ <u>0.00</u>
4. Audio Visual Equipment:	\$ <u>0.00</u>
5. Printing <small>(printed power point presentation)</small>	\$ <u>1475.81</u>
6. Postage and handling <small>(includes \$172.62 tax charged)</small>	\$ <u>381.82</u>
7. Other <small>(please detail):</small>	\$ <u>0.00</u>
Total of Educational Expenditures (1-7):	\$ <u>4377.63</u>

Cost Per Student	
1. Number of actual students in attendance:	<u>80</u>
2. Training duration in hours:	<u>14</u>
3. Total hours of training (line 1 x line 2)	<u>1120</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>11200</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 4377.63

Section B:

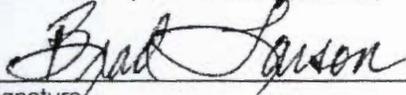
- | | | |
|---|-------------------------|------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | | |
| Title(s): _____ | Number purchased: _____ | Total cost of Code Books: \$ _____ |
| 2. Advertising Materials | | \$ _____ |
| 3. Printing Costs | | \$ _____ |
| 4. Delivery or Mailing Costs: | | \$ _____ |
| 5. DOPL Licensee Mailing List: | | \$ _____ |
| 6. DOPL Continuing Education upload fee: | | \$ _____ |
| Total Section B Reimbursement (lines 1-6): | | \$ 0 |
| Total From Section A (Carried over from First Page): | | \$ 4377.63 0 |
| Total Reimbursement Request (Sections A & B): | | \$ 4377.63 |

Section B: Committee Action Amount: \$ _____ Date: / /

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Fire Marshals Association of Utah	
Organization Name	Federal I.D. Number
Brad Larson	2nd Vice President
Authorized Representative (Type/Print)	Title
	10/27/15
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____		Date: / /
Division Director: _____		Date: / /
Department Director: _____		Date: / /

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. **(Complete Sections A & C)**
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Organization Name: Utah Plumbing & Heating Contractors As Instructor's Name: Jason Van Ausdal
 Seminar Title/Subject: 6 hour Code Updates
 Date(s) of Training: October 16, 2015
 Location of Training: St. George, UT

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ <u>1194.4</u>
a. Instructor Fees: \$ <u>900.00</u>	
b. Instructor Travel (total i-iv): \$ <u>294.4</u>	
i. Airfare \$ _____	
ii. Mileage \$ <u>294.40</u>	
iii. Meals \$ _____	
iv. Other (please specify) \$ _____	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ <u>100.00</u>
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>1294.4</u>

Cost Per Student	
1. Number of actual students in attendance: <u>6</u>	
2. Training duration in hours: <u>6</u>	
3. Total hours of training (line 1 x line 2) <u>36</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>360</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 360

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)	
Title(s): _____	
Number purchased: _____	Total cost of Code Books: \$ _____
2. Advertising Materials	\$ _____
3. Printing Costs	\$ 157.32
4. Delivery or Mailing Costs:	\$ 559.49
5. DOPL Licensee Mailing List:	\$ _____
6. DOPL Continuing Education upload fee:	\$ 48.00
 Total Section B Reimbursement (lines 1-6):	 \$ 764.81
Total From Section A (Carried over from First Page):	\$ 360
 Total Reimbursement Request (Sections A & B):	 \$ 1124.81

<p>Section B: Committee Action</p> <p>Amount: \$ _____</p> <p>Date: ____ / ____ / ____</p>

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Utah Plumbing & Heating Contractors Association (U <u> </u>)	<u> </u>
Organization Name	Federal I.D. Number
David C. Hill	Exec. Director
Authorized Representative (Type/Print)	Title
<u> </u>	<u> </u>
<u> </u>	<u> </u>
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____	Date: ____ / ____ / ____	
Division Director: _____	Date: ____ / ____ / ____	
Department Director: _____	Date: ____ / ____ / ____	



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

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- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Organization Name: Utah Plumbing & Heating Contractors As Instructor's Name: Jason Van Ausdal
 Seminar Title/Subject: 6 hour Code Updates
 Date(s) of Training: October 24, 2015
 Location of Training: Sandy, UT

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ <u>944.85</u>
a. Instructor Fees:	\$ <u>900.00</u>
b. Instructor Travel (total i-iv):	\$ <u>44.85</u>
i. Airfare	\$ _____
ii. Mileage	\$ <u>44.85</u>
iii. Meals	\$ _____
iv. Other (please specify)	\$ _____
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ <u>200.00</u>
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>1144.85</u>

Cost Per Student	
1. Number of actual students in attendance:	11 _____
2. Training duration in hours:	6 _____
3. Total hours of training (line 1 x line 2)	66 _____
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>660</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student): \$ 660.00

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)

Title(s): _____
 Number purchased: _____ Total cost of Code Books: \$ _____

2. Advertising Materials \$ _____
 3. Printing Costs \$ 157.32
 4. Delivery or Mailing Costs: \$ 559.49
 5. DOPL Licensee Mailing List: \$ _____
 6. DOPL Continuing Education upload fee: \$ 96.00

Total Section B Reimbursement (lines 1-6): \$ 812.81

Total From Section A (Carried over from First Page): \$ 660

Total Reimbursement Request (Sections A & B): \$ 1472.81

<p>Section B: Committee Action Amount: \$ _____ Date: ____/____/____</p>

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Utah Plumbing & Heating Contractors Association (U [REDACTED])
 Organization Name Federal I.D. Number

David C. Hill Exec. Director
 Authorized Representative (Type/Print) Title

David C. Hill 10/30/15
 Signature Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____	Date: ____/____/____	
Division Director: _____	Date: ____/____/____	
Department Director: _____	Date: ____/____/____	



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

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Select one:

- We provided the training program as outlined in our original application. **(Complete Sections A & C)**
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Organization Name: UAPMO Instructor's Name: Sam Dardano
 Seminar Title/Subject: 2015 IPC, IMC, IFGC Significant Changes
 Date(s) of Training: 9/16/15
 Location of Training: West Jordan

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ <u>0</u>
a. Instructor Fees: \$ _____	
b. Instructor Travel (total i-iv): \$ <u>0</u>	
i. Airfare \$ _____	
ii. Mileage \$ _____	
iii. Meals \$ _____	
iv. Other (please specify) \$ _____	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ _____
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>0</u>

Cost Per Student	
1. Number of actual students in attendance: <u>16</u>	
2. Training duration in hours: <u>6</u>	
3. Total hours of training (line 1 x line 2) <u>96</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>960</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 0

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)		
Title(s): <u>2015 Significant Changes IPC, IMC, & IFGC</u>		Purchased 100 books 9/10/15 - Balance to be reimbursed 84 books
Number purchased: <u>16</u>	Total cost of Code Books:	\$ <u>400.00</u>
2. Advertising Materials		\$ _____
3. Printing Costs		\$ _____
4. Delivery or Mailing Costs:		\$ _____
5. DOPL Licensee Mailing List:		\$ <u>417.80</u>
6. DOPL Continuing Education upload fee:		\$ <u>6.00</u>
Total Section B Reimbursement (lines 1-6):		\$ <u>823.80</u>
Total From Section A (Carried over from First Page):		\$ <u>0</u>
Total Reimbursement Request (Sections A & B):		\$ <u>823.80</u>

Section B: Committee Action
 Amount: \$ _____
 Date: / /

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

UAPMO	
Organization Name	Federal I.D. Number
Karen E. Richards	Board of Directors
Authorized Representative (Type/Print)	Title
	<u>11/5/15</u>
Signature	Date

DEPARTMENT OF COMMERCE ACTION

Purpose: Funding Request ORG: 2180 Amount: \$ _____

Bureau Manager: _____ Date: / /

Division Director: _____ Date: / /

Department Director: _____ Date: / /

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

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Select one:

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- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Organization Name: UAPMO Instructor's Name: Brent Ursenbach
 Seminar Title/Subject: 2015 IMC, IFGC Significant Changes
 Date(s) of Training: 9/17/15
 Location of Training: Clearfield

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals <i>(not to exceed \$3,000 for an 8 hr day)</i> Total a and b below:	\$ <u>800.00</u>
a. Instructor Fees: \$ <u>800.00</u>	
b. Instructor Travel (total i-iv): \$ <u>0</u>	
i. Airfare \$ <u> </u>	
ii. Mileage \$ <u> </u>	
iii. Meals \$ <u> </u>	
iv. Other (please specify) \$ <u> </u>	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ <u> </u>
Titles: _____	
3. Facility Cost:	\$ <u> </u>
4. Audio Visual Equipment:	\$ <u> </u>
5. Printing	\$ <u> </u>
6. Postage and handling	\$ <u> </u>
7. Other (please detail):	\$ <u> </u>
Total of Educational Expenditures (1-7):	\$ <u>800</u>

Cost Per Student	
1. Number of actual students in attendance: <u>16</u>	
2. Training duration in hours: <u>6</u>	
3. Total hours of training (line 1 x line 2) <u>96</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>960</u>

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)* : \$ ~~960~~ 800⁰⁰

Section B:

- | | | |
|---|---------------------------|---|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | | |
| Title(s): <u>2015 Significant Changes IPC, IMC & IFGC</u> | | Purchased 100 books 9/10/15
- Balance to be reimbursed
68 books |
| Number purchased: <u>16</u> | Total cost of Code Books: | \$ <u>400</u> |
| 2. Advertising Materials | | \$ _____ |
| 3. Printing Costs | | \$ _____ |
| 4. Delivery or Mailing Costs: | | \$ _____ |
| 5. DOPL Licensee Mailing List: | | \$ _____ |
| 6. DOPL Continuing Education upload fee: | | \$ <u>6</u> |
| Total Section B Reimbursement (lines 1-6): | | \$ <u>6</u> |
| Total From Section A (Carried over from First Page): | | \$ <u>980 800</u> |
| Total Reimbursement Request (Sections A & B): | | \$ <u>1366 1206⁰⁰</u> |

Section B: Committee Action
 Amount: \$ _____
 Date: / /

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

UAPMO	
Organization Name	Federal I.D. Number
Karen E. Richards	Board of Directors
Authorized Representative (Type/Print)	Title
	<u>11/5/15</u>
Signature	Date

DEPARTMENT OF COMMERCE ACTION

Purpose: Funding Request ORG: 2180 Amount: \$ _____

Bureau Manager: _____ Date: / /

Division Director: _____ Date: / /

Department Director: _____ Date: / /

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Organization Name: Bonneville Chapter of ICC Instructor's Name: Chris Kimball
 Seminar Title/Subject: Commercial Inspector Training - "Building"
 Date(s) of Training: Weekly: September 14, 2015 - November 9, 2015
 Location of Training: Farmington, UT; GoToWebinar; www.utahbuildinginspectors.com

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ <u>7,725.00</u>
a. Instructor Fees: \$ _____	One-quarter of \$30,600. The other portions will be billed after the Mechanical, Plumbing & Electrical portions are complete.
b. Instructor Travel (total i-iv): \$ <u>0</u>	
i. Airfare \$ _____	
ii. Mileage \$ _____	
iii. Meals \$ _____	
iv. Other (please specify) \$ _____	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ _____
4. Audio Visual Equipment: GoToWebinar (3 months) & purchase of microphone	\$ <u>283.91</u>
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail): Creation of www.utahbuildinginspectors.com website	\$ <u>835.15</u>
Total of Educational Expenditures (1-7):	\$ <u>8,844.06</u>

Cost Per Student	
1. Number of actual students in attendance: _____	See attached document for a breakdown of instruction hours. This is not a complete number as these classes are posted to the website and can be seen by others in the future.
2. Training duration in hours: _____	
3. Total hours of training (line 1 x line 2) <u>640.00</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>6,400.00</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 8,844.06

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)
Title(s): _____
 Number purchased: _____ Total cost of Code Books: \$ _____
2. Advertising Materials \$ _____
3. Printing Costs \$ _____
4. Delivery or Mailing Costs: \$ _____
5. DOPL Licensee Mailing List: \$ _____
6. DOPL Continuing Education upload fee: \$ _____
- Total Section B Reimbursement (*lines 1-6*): \$ 0
- Total From Section A (*Carried over from First Page*): \$ 0
- Total Reimbursement Request (Sections A & B):** \$ 8,844.06

Section B: Committee Action	
Amount: \$	_____
Date:	____/____/____

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

<u>Bonneville Chapter of ICC</u>	<u>[REDACTED]</u>
Organization Name	Federal I.D. Number
<u>Mike Bosch</u>	<u>Treasurer</u>
Authorized Representative (<i>Type/Print</i>)	Title
_____	_____
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</u>	ORG: <u>2180</u>	Amount: \$ <u>8,844.06</u>
Bureau Manager: _____	Date: _____	
Division Director: _____	Date: _____	
Department Director: _____	Date: _____	

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. **(Complete Sections A & C)**
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Organization Name: Bonneville Chapter of ICC Instructor's Name: Chris Kimball
 Seminar Title/Subject: Commercial Inspector Training
 Date(s) of Training: Weekly: September 14, 2015 - July 18, 2016
 Location of Training: Farmington, UT; GoToWebinar; www.utahbuildinginspectors.com

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals(not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ <u>0</u>
a. Instructor Fees: \$ _____	
b. Instructor Travel (total i-iv): \$ <u>0</u>	
i. Airfare \$ _____	
ii. Mileage \$ _____	
iii. Meals \$ _____	
iv. Other (please specify) \$ _____	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ _____
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>0</u>

Cost Per Student	
1. Number of actual students in attendance: _____	
2. Training duration in hours: _____	
3. Total hours of training (line 1 x line 2) <u>0</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>0</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 0

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)
 Title(s): 2015 IBC, 2015 IMC, 2015 IFGC, 2015 IPC, 2014 NEC
 Number purchased: 30 Total cost of Code Books: \$ 11,286.04
 2. Advertising Materials \$ _____
 3. Printing Costs \$ _____
 4. Delivery or Mailing Costs: \$ _____
 5. DOPL Licensee Mailing List: \$ _____
 6. DOPL Continuing Education upload fee: \$ _____
- Total Section B Reimbursement (lines 1-6): \$ 11,286.04
- Total From Section A (Carried over from First Page): \$ 0
- Total Reimbursement Request (Sections A & B): \$ 0**

Section B: Committee Action Amount: \$ _____ Date: ____/____/____
--

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

<u>Bonneville Chapter of ICC</u>	<u>[REDACTED]</u>
Organization Name	Federal I.D. Number
<u>Mike Bosch</u>	<u>Treasurer</u>
Authorized Representative (Type/Print)	Title
<u>Michael Bosch</u>	<u>11/10/15</u>
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____	Date: ____/____/____	
Division Director: _____	Date: ____/____/____	
Department Director: _____	Date: ____/____/____	

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160-East 300 South, Main Lobby
 P.O. Box 146741
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 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

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- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Organization Name: Beehive Chapter of ICC **Instructor's Name:** Chris Kimball
Seminar Title/Subject: 2012 IRC/IBC: Simplified Structural Plan Review
Date(s) of Training: October 21, 2015
Location of Training: Orem City Council Chambers, 56 North State Street, Orem, UT 84057

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals <i>(not to exceed \$3,000 for an 8 hr day)</i> Total a and b below:	\$ <u>1100</u>
a. Instructor Fees:	\$ <u>1100</u>
b. Instructor Travel (total I-IV):	\$ <u>0</u>
I. Airfare	\$ <u>0</u>
II. Mileage	\$ <u>0</u>
iii. Meals	\$ <u>0</u>
iv. Other (please specify)	\$ <u>0</u>
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ <u>0</u>
Titles: _____	
3. Facility Cost:	\$ <u>0</u>
4. Audio Visual Equipment:	\$ <u>0</u>
5. Printing	\$ <u>0</u>
6. Postage and handling	\$ <u>0</u>
7. Other (please detail):	\$ <u>0</u>
Total of Educational Expenditures (1-7):	\$ <u>1100</u>

Cost Per Student	
1. Number of actual students in attendance:	<u>14</u>
2. Training duration in hours:	<u>8</u>
3. Total hours of training (line 1 x line 2)	<u>112</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>1120</u>

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)*: \$ 1100

Section B:

- | | |
|---|------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): _____ | |
| Number purchased: _____ | Total cost of Code Books: \$ _____ |
| 2. Advertising Materials | \$ _____ |
| 3. Printing Costs | \$ _____ |
| 4. Delivery or Mailing Costs: | \$ _____ |
| 5. DOPL Licensee Mailing List: | \$ _____ |
| 6. DOPL Continuing Education upload fee: | \$ _____ |
|
Total Section B Reimbursement (lines 1-6): |
\$ <u>0</u> |
| Total From Section A (Carried over from First Page): | \$ <u>1100</u> |
|
Total Reimbursement Request (Sections A & B): |
\$ <u>1100</u> |

Section B Committee Action
Amount: \$ _____
Date: <u>11-5-2015</u>

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Beehive Chapter of ICC

Organization Name

[REDACTED]

Federal I.D. Number

Kent Partridge

Authorized Representative (Type/Print)

President

Title

[Handwritten Signature]

Signature

11-5-2015

Date

DEPARTMENT OF COMMERCE ACTION	
Purpose: <u>Funding Request</u>	ORG <u>2180</u> Amount: \$ _____
Bureau Manager: _____	Date: _____
Division Director: _____	Date: _____
Department Director: _____	Date: _____



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

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- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Organization Name: Beehive Chapter of ICC Instructor's Name: Scott Adams, Chris Ki
 Seminar Title/Subject: Beehive Annual Spring Training
 Date(s) of Training: April 20-22 2015
 Location of Training: Provo Utah

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals <i>(not to exceed \$3,000 for an 8 hr day)</i> Total a and b below:	\$ <u>12900</u>
a. Instructor Fees: \$ <u>12900</u>	
b. Instructor Travel (total i-iv): \$ <u>0</u>	
i. Airfare \$ <u>0</u>	
ii. Mileage \$ <u>0</u>	
iii. Meals \$ <u>0</u>	
iv. Other (please specify) \$ <u>0</u>	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ <u>437.55</u>
Titles: <u>Handouts</u>	
3. Facility Cost:	\$ <u>5147.40</u>
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>18484.95</u>

Cost Per Student	
1. Number of actual students in attendance: <u>209</u>	
2. Training duration in hours: <u>8</u>	
3. Total hours of training (line 1 x line 2) <u>1672</u>	10
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>16720</u>

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)*: \$ 16720

Section B:

- | | | |
|--|---|--|
| 1. | Code Books (No more than one/title/attendee. Application must include a roster.)
Title(s): <u>2012 IBC Means Of Egress</u> | |
| | Number purchased: <u>20</u> | Total cost of Code Books: \$ <u>490.14</u> |
| 2. | Advertising Materials | \$ _____ |
| 3. | Printing Costs | \$ _____ |
| 4. | Delivery or Mailing Costs: | \$ _____ |
| 5. | DOPL Licensee Mailing List: | \$ _____ |
| 6. | DOPL Continuing Education upload fee: | \$ _____ |
| Total Section B Reimbursement (lines 1-6): | | \$ <u>490.14</u> |
| Total From Section A (Carried over from First Page): | | \$ <u>16720</u> |
| Total Reimbursement Request (Sections A & B): | | \$ <u>17210.14</u> |

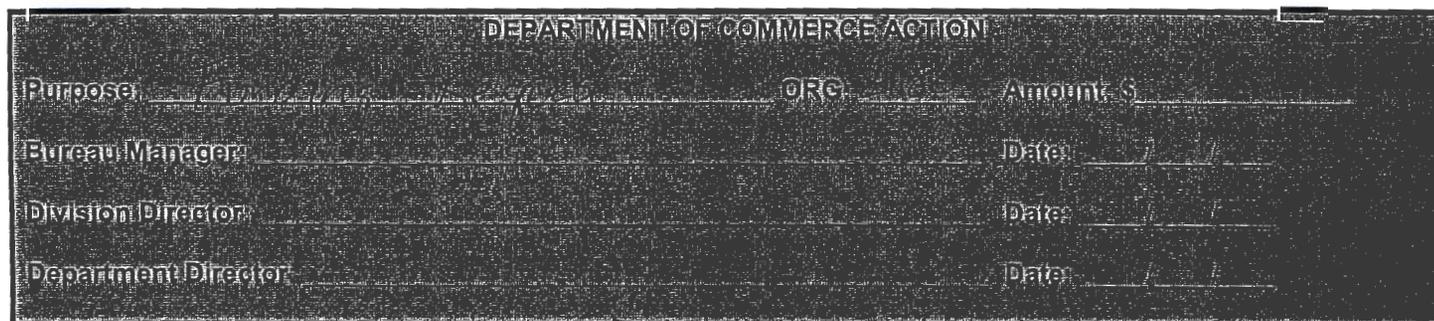


Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

<u>Beehive Chapter of ICC</u>	<u>[REDACTED]</u>
Organization Name	Federal I.D. Number
<u>Brad Carlile</u>	<u>Secretary</u>
Authorized Representative (Type/Print)	Title
<u>Brad Carlile</u>	<u>10-13-2015</u>
Signature	Date



Welcome Thomas Peterson @ State of Utah Code Officials!

My Subscriptions My Profile My Users My Transactions Account Usage Resource Usage

Below are the monthly usage stats of your MADCAD.com Packages & Books. If you need any older usage data, please contact support at support@madcad.com or call 1.800.798.9296 ext.207

Grant: A successful access to a resource.

Exceed: When a user is denied access to a book due to concurrency limitation on the book or package.

Account Usage

Month	Granted	Exceeded
2015-11	146	0
2015-10	137	0
2015-09	100	0
2015-08	86	0
2015-07	93	0
2015-06	116	0
2015-05	41	0
2015-04	29	0
2015-03	84	0
2015-02	113	0
2015-01	149	0
Total:	1094	0

[Download as CSV](#)

Welcome Thomas Peterson @ State of Utah Code Officials!

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[<< Back](#)

Monthly Package Usage, November 2015

Title	Granted	Exceeded	Download as CSV
NFPA Standards in 2012 I-Codes Package	72	0	
ASHRAE Standards Referenced in 2012 I-Codes Package	16	0	
ASCE Standards Referenced in 2012 I-Codes Package	13	0	
Free Ipubs Package to Paid Users	6	0	
ASTM Standards Referenced in 2012 I-Codes Package	15	0	
ASME Standards Referenced in 2012 I-Codes Package	1	0	
ASCE Free Publications Package	2	0	
Free Ipubs Package to Paid Users	1	0	
Arizona (AZ) State & Local Jurisdiction Amendments	1	0	
California (CA) State & Local Jurisdiction Amendments	1	0	
FEMA Standards Package	1	0	
Georgia (GA) State & Local Jurisdiction Amendments	1	0	
Pennsylvania (PA) State & Local Jurisdiction Amendments	1	0	
Washington (WA) State & Local Jurisdiction Amendments	1	0	
Total:	132	0	

Monthly Book Usage, November 2015

Title	Granted	Exceeded
ICC A117.1 Accessible and Usable Buildings and Facilities 2009	1	0
ICC 400-2012: Standard on the Design and Construction of Log Structures 2012	2	0
Utah State Fire Code State Construction and Fire Code Act 0	1	0
R710. Public Safety, Fire Marshal. R710-4. Buildings Under the Jurisdiction of the State Fire Prevention Board. 0	3	0
State Construction Code Administration and Adoption of Approved State Construction Code Rule, R156-15A - Sept 2012 0	2	0
General Rules of the Division of Occupational and Professional Licensing, R156-1 - March 11, 2013 0	2	0
Division of Facilities Construction and Management, Design Requirements - June 11, 2009 0	1	0
E580/E580M-14 Standard Practice for Installation of Ceiling Suspension Systems for Acoustical Tile and Lay-in Panels in Areas Subject to Earthquake Ground Motions 2014	2	0
Total:	14	0