

## **INTERNATIONAL CODE COUNCIL REQUEST FOR PROPOSAL (RFP)**

The International Code Council (ICC, Code Council) is soliciting proposals from professional consulting service providers and/or academic institutions (Offerors) to conduct a study of its International Residential Code (IRC) to help identify (1) changes that should be considered which can reduce costs/simplify the code without degrading life safety requirements, (2) opportunities to simplify the IRC to ensure its better implementation in the field, and (3) improve the overall quality and size of the documents.

The Residential Code is a prescriptive base code intended to be used by the average person to easily read, understand, and utilize to build a home. It is intended to be complete and self-contained.

The IRC contains coverage for what is conventional and common in residential construction practice, providing all the needed provisions for most (not all) homebuilding. It is not intended to be a complex document that requires significant engineering. It is not intended to be an industry manual that incorporates specific products, methods, or systems that are atypical or rarely encountered or used in the industry.

### **1. PROJECT INFORMATION.**

#### **1.1. Project Title: Promoting Housing Affordability through the I-Codes.**

#### **1.2. Schedule:**

|                                       |                |
|---------------------------------------|----------------|
| RFP Issued                            | March 17, 2025 |
| Proposal Deadline                     | April 28, 2025 |
| Estimated Contract Award Notification | May 26, 2025   |
| Estimated Contract Commencement       | June 1, 2025   |
| Estimated Contract Completion         | June 30, 2026  |

#### **1.3. Background.**

Housing costs and affordability have become critical issues across the United States and many parts of the world. The Code Council supports development of the International Residential Code (IRC) through a consensus process involving stakeholders from throughout the home building industry. The IRC is updated every three years, resulting in incremental changes between each edition. Code Council policy requires each proposed change to include cost impact data, which serves as the basis for debate during code development hearings.

Contemporary peer reviewed studies continue to find that building codes do not have meaningful implications on homes' purchase price. However, some industry surveys and projections have suggested stronger interactions. Additional cost drivers often include land development regulations, local development charges, availability of skilled labor, material prices, and interest rates.

#### **1.4. Project Objectives.**

The Code Council is committed to advancing housing affordability while assuring buildings are safe and resilient. Given it is updated through an iterative process and many of the current provisions are prescriptive

in nature, the Code Council believes that a wholistic review of the IRC could identify changes that should be considered which can reduce costs/simplify the code without degrading life safety requirements. For these reasons, the Code Council is seeking a comprehensive assessment of the IRC to help identify (1) changes that should be considered which can reduce costs/simplify the code without degrading life safety requirements, (2) opportunities to simplify the code to ensure its better implementation in the field, and (3) improve the overall quality and size of the documents.

### **1.5. Project Budget.**

TBD

### **1.6. Agreement Term and Project Period.**

Project work is anticipated to begin by June 1, 2025, and be completed by June 30, 2026. The Agreement Term will run from execution of a services contract with the awardee (Offeror) who ICC has selected to perform the Project Work.

## **2. OFFEROR EXPERIENCE REQUIREMENTS.**

At a minimum, the Offeror shall have expertise and experience conducting studies of similar size and scope. The Offeror shall have demonstrated practical expertise in residential building construction techniques and practices, design, construction cost estimating, building materials and systems, building code requirements, and code enforcement. Expertise across the U.S. is essential with international experience a plus. Key members of the firm, group, or academic institution, should be in business or have relatable experience, for a minimum of 5 years at the time of the submittal. Proposers are encouraged to provide information on additional qualifications, which will be evaluated.

## **3. SCOPE OF WORK AND DELIVERABLES.**

### **3.1. Scope of Work.**

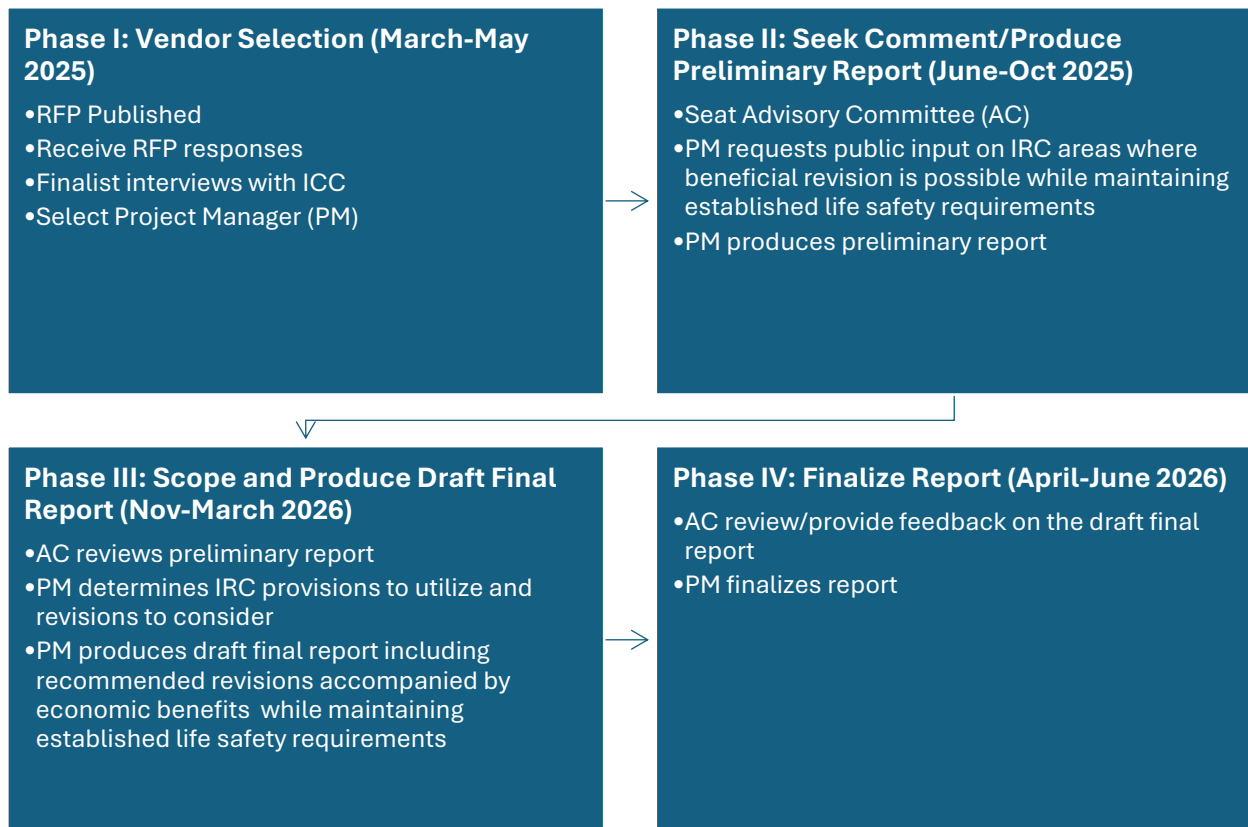
The Code Council proposes a comprehensive assessment of the IRC to help identify the following Beneficial Revisions:

- (1) changes that should be considered which can reduce costs/simplify the code without degrading life safety requirements;
- (2) opportunities to simplify the code to ensure its better implementation in the field; and
- (3) means to improve the overall quality and size of the documents.

The scope of work of the study would include:

#### **3.1.1. Scope:**

Develop a study scope and workplan, which at minimum includes the elements discussed below, and achieves the established project timeline:



### 3.1.2. Comprehensive IRC Evaluation.

This project requires a thorough evaluation of the IRC in its entirety. This review will include a section-by-section analysis to quantify contributions to health and safety as well as relative impacts on housing costs (including both costs and benefits). This review will also consider interdependencies between sections. Items that are determined to have a cost impact should be analyzed for initial cost of construction (labor and materials).

### 3.1.3. Stakeholder Collaboration.

This project requires engagement with key industry stakeholders, including home builders and developers; insurance industry representatives; members of the fire service; code officials with administration, permitting, and enforcement experience across the major systems the IRC encompasses; materials manufacturers; public interest organizations (e.g., sustainability, housing, etc.); utilities; design professionals; and other relevant parties to ensure diverse perspectives.

The Offeror shall request public comment on (a) current IRC requirements that are essential to achieving the code's objectives that should be preserved through any IRC update and (b) changes that should be considered which can reduce costs/simplify the code without degrading life safety requirements.

#### **3.1.4. Expert Guidance.**

Project guidance and consultation will be provided by a broad-based, balanced panel of industry experts (the Advisory Committee), an ICC Board IRC Review Committee (BIRC), and ICC staff to ensure the study's rigor and relevance. In consultation with ICC, the Offeror will seat and engage the Advisory Committee as needed to pursue the Project Work. Project governance is the responsibility of the ICC Board.

The Offeror will distill feedback from the Advisory Committee and add its own recommendations for ICC review and consideration.

#### **3.1.5. Report and Recommendations.**

The Offeror shall complete each of the deliverables listed in section 3.2 below.

### **3.2. Deliverables.**

#### **3.2.1. 1<sup>st</sup> Deliverable (Phase II) – Seat the Advisory Committee.**

In consultation with the Code Council, the Offeror shall seat an Advisory Committee.

#### **3.2.2. 2<sup>nd</sup> Deliverable (Phase II) – Develop and Publish a Request for Public Comment.**

Offeror to develop and publish a request for comment as detailed in 3.1.3 above. The request for comment should offer direction to commentators to best solicit useful information, including by requesting input on specific life safety requirements, technologies, and methods.

#### **3.2.3. 3<sup>rd</sup> Deliverable (Phase II) – Preliminary Report/Recommendations.**

Offeror to provide a preliminary report that distills the initial stakeholder feedback (3.1.3 and 3.1.4) and summarizes and organizes comments received with recommendations on IRC provisions that should be considered further. The Offeror shall investigate common/significant state level amendments/modifications/exceptions made to the model IRC produced by ICC and summarize those areas in the report.

#### **3.2.4. 4<sup>th</sup> Deliverable (Phase III) – Draft Final Report/Recommendations.**

Upon receiving feedback from ICC and the Advisory Committee, the offeror shall finalize the IRC provisions that will be analyzed for proposed revisions (e.g., structural, fire, occupant health and safety, energy, water use, and accessibility) and proposed revisions to be evaluated. For the proposed revisions, the offeror shall analyze the revision's implications on life safety requirements as well as the revision's economic benefits.

#### **3.2.5. 5<sup>th</sup> Deliverable (Phase IV) – Final Report/Recommendations.**

Upon receiving feedback from ICC and the Advisory Committee, the Offeror shall finalize and publish the final report/recommendations.

## **4. PROPOSAL SCORING.**

### **4.1. Technical Proposal Evaluation.**

Proposals submitted by Offerors that do not meet the minimum requirements will not be evaluated. Proposals determined by ICC to lack completeness, specificity or clarity of content may be deemed nonresponsive and, therefore, will not be evaluated. The remaining proposals will be evaluated, scored, and ranked by ICC staff and the BIRC. Proposals will be evaluated based on applicants' proposed comprehension of the study, understanding of the IRC and its application (e.g., by code, design, construction, insurance, and other professionals), proposed workplan (including proposed approaches to addressing the deliverables listed in 3.2 above), quality of the team's presentation (if applicable), qualifications and experience of the staff conducting the work (i.e., demonstrated capability to conduct life safety and cost effectiveness modeling analyses), and costs.

## **5. INSTRUCTIONS**

### **5.1. Company Narrative.**

Responses to the RFP shall include a short narrative describing the following:

- 5.1.1.** Description of the Offeror's experience and expertise conducting projects of similar size and scope.
- 5.1.2.** Offeror's ability to meet minimum requirements.
- 5.1.3.** Offeror's capacity to provide the services required.
- 5.1.4.** Documentation of Offeror's soundness and financial capability to perform the work.
- 5.1.5.** A detailed account of Offeror's understanding of the construction industry and building department operations. Identify any proposed subcontractors and services provided.
- 5.1.6.** Project team bios.

### **5.2. Project Narrative.**

Responses to the RFP shall include a detailed project narrative describing the following:

- 5.2.1.** Identification of the objectives, strategies, methodology, services and deliverables that Offeror proposes to provide.
- 5.2.2.** A timeline that achieves the project's desired deliverables on the established timetable.
- 5.2.3.** Use of established best practices and methodologies to consider life safety requirements, costs, and savings of recommended revisions.
- 5.2.4.** Ability and experience of key project personnel intended to work on the project and their responsibilities regarding the project. Include resumes.

**5.2.5.** Identification and description of any proposed Subcontractors. Offeror may not subcontract any work or services of the type described in project scope of work and deliverables without ICC's prior written approval.

**5.2.6. Project Work Plan.**

Responses to the RFP shall include a detailed project implementation plan describing the following:

**5.2.6.1.** Clearly identify and discuss with specificity how the Offeror will perform the requirements specific to this project, including each item under Scope of Work and Deliverables.

**5.2.6.2.** Identification of the amount of time that lead and key project personnel will be expected to work on the project.

**5.2.6.3.** Description of contingency plans for completing the project, should the lead or key project personnel become unavailable for any reason.

**5.2.6.4.** Identification of any anticipated difficulties or risks in meeting the project specifications and a description of proposed solutions to these difficulties.

**5.3. Offeror's Compensation.**

Offeror's proposed compensation by deliverable shall be submitted as the "Cost Proposal." If in the event an Agreement ensues as a result of this RFP, the Offeror will be required to fulfill the Agreement obligations at the amount proposed. The proposed cost must include all costs associated with performing the work, including travel, shipping, overhead, etc.

ICC recognizes that the Offeror's costs will vary depending on the ultimate life safety measures selected and the number of code revisions to be analyzed. For this reason, Offeror's compensation proposals should be structured as follows:

- Phase II Costs, which include seating the Advisory Committee, developing and issuing a request for comment, summarizing/organizing responses, and proposing recommendations on life safety requirements and IRC revisions that should be considered further in following Phases. These costs should be proposed as a lump sum not to exceed.
- Phase III and IV Costs, which should be provided through unit pricing in the following manner:

| Complexity of Economic Analysis / Impact  | Quantity of Code Changes Proposed  |  |                                   |
|---|------------------------------------|--|-----------------------------------|
|   | Low (1 - 15 code changes analyzed) | Medium (16 - 30 code changes analyzed) | High (> 30 code changes analyzed) |
| <p><b>Low:</b> Economic analysis is parametric in nature, less than 4 hours of time to develop.</p> <p><b>Resulting life safety impact relative to current code :</b> Evaluating 3 or less life safety criteria related to the proposed change. Less than 4 hours of effort.</p>        |                                    |  |                                   |
| <p><b>Medium:</b> Economic analysis is parametric or unit cost in nature; 4-10 hours of time to develop.</p> <p><b>Resulting life safety impact relative to current code level:</b> Evaluating 5 or less life safety criteria related to the proposed change; 4-10 hours of effort.</p> |                                    |  |                                   |
| <p><b>High:</b> Economic analysis is unit cost basis in nature; 10+ hours of time to develop.</p> <p><b>Resulting life safety impact relative to current code level:</b> Evaluating 7 or less life safety criteria related to the proposed change; 10+ hours of effort.</p>             |                                    |  |                                   |

Phase III and IV pricing should be inclusive of all activities within Phases III and IV, including the analyses for each code change, preparing the preliminary final report, responding to comments, and issuing the final report.

Offerors may propose an additional alternative pricing methodology but are encouraged to do so as soon as possible in advance of the RFP deadline.

**5.4. Proposal.** The Code Council will evaluate the proposals based upon the criteria established in Section 4.

ICC may determine that a Contract is not in the best interest of the ICC and may reject, cancel, or re-issue the RFP in whole or part. Costs for developing proposals are entirely the responsibility of the Offeror and are not chargeable to the Code Council. ICC expects the Offeror to commence work upon contract execution. If the Offeror is unable or unwilling to commence work, ICC reserves the right to cancel the award and resume the evaluation process with the next most advantageous proposal.

#### **5.5. When Proposals May Be Emailed.**

Proposals must be received by ICC via email by no later than 11:59 p.m. Pacific Time on the date of the RFP deadline.

#### **5.6. Where Proposals Must Be Emailed.**

Proposals must be emailed to: [ceo@iccsafe.org](mailto:ceo@iccsafe.org)

#### **5.7. Proposals Review.**

Once proposals have been reviewed by ICC staff for completeness and ICC perform initial evaluations, the BIRC will complete the final evaluation process.

#### **5.8. Withdrawal of Proposal.**

Offeror may withdraw a proposal by written request any time after ICC receives the proposal.

#### **5.9. Rejected Proposals.**

ICC may reject any proposal in whole or in part, if any of the following circumstances are true:

- 5.9.1.** Proposals are not in compliance with the required format stated in the RFP.
- 5.9.2.** Proposals do not address all of the requirements of the RFP.
- 5.9.3.** The price is excessive in comparison with market conditions or with the available funds of the Code Council.
- 5.9.4.** ICC determines that awarding any item is not in the best interest of the Code Council.

#### **5.10. Alternative Proposals.**

An Offeror may desire to submit an alternative proposal that achieves the purpose, specifications and scope of ICC's request. An Offeror submitting an alternative proposal shall clearly identify and quantify the advantages of the alternative.

#### **5.11. Proposal Preparation.**

ICC assumes no responsibility for costs incurred by the Offeror prior to the award of the Agreement resulting from this RFP. Proposals may not include any amounts attributable to its preparation.



**5.12. Offeror May Request Clarification.**

If an Offeror discovers an inconsistency, error or omission in this RFP, the Offeror should request clarification from ICC. Such clarification may be made only through email at the address identified above. No other form of clarification is acceptable. Failure of Offeror to comply may result in the Offeror being deemed not responsive.

**5.13. Information Requested.**

ICC may request additional information to evaluate an Offeror's responsiveness to the RFP or to evaluate an Offeror's response. If an Offeror does not provide the requested information, it may adversely impact ICC's evaluation of the Offeror's responsiveness.

**5.14. Samples and References.**

The Code Council may require Offerors to provide samples or examples of work and references that may be contacted by the Code Council to evaluate the Offeror's past work product.

**5.15. Presentations and Interviews.**

The Code Council may require top Offerors to be interviewed in person by the BIRC. Such interviews will provide an Offeror with an opportunity to present its Proposal and to ensure a mutual understanding of the Proposal's content. This will also allow ICC an opportunity to test or probe the professionalism, qualifications, skills, and work knowledge of the proposed candidates. The interviews will be scheduled at the convenience and discretion of ICC. The Code Council may record any presentations and interviews. The Offeror alone will bear any costs associated with providing an in-person presentation.

**5.16. Clarifications & Corrections.**

During the evaluation process, ICC may request clarifications from any potential Offeror under active consideration and may at its sole discretion give any Offeror the opportunity to correct defects in its Proposal

**5.17. Agreement Negotiation.**

It is at the discretion of ICC whether to permit negotiations. An Offeror must not submit a proposal assuming there will be an opportunity to negotiate any aspects of the RFP. If ICC has determined that it is in ICC's best interest to conduct negotiations, ICC may request a submission of a best and final quotation.

**5.18. Agreement Contents.**

If this RFP results in an Agreement award, the Agreement will consist of this RFP, along with attachments, addenda, purchase orders, change orders, and terms and conditions. ICC reserves the right to award multiple agreements under this RFP.

**5.19. Offeror Start Date.**

ICC expects the Offeror to commence work upon execution of the Agreement. If the Offeror is unable or unwilling to commence work, ICC reserves the right to cancel the award and resume the evaluation process with the next most advantageous proposal.

**5.20. Withdrawal of the RFP.**

The Code Council reserves the right to withdraw the RFP at any time prior to the award the Agreement.

**5.21. Damages Arising from RFP Specifications.**

An Offeror may not be compensated for damages arising from inaccurate or incomplete information in the RFP, specifications, or from inaccurate assumptions based upon the specifications.