

EXHIBIT 2

Preferred Requirements for Professional Services

Please answer EVERY question to ensure your bid is responsive check yes or no in the can or cannot meet;

WRITE your responses in the paragraph spaces provided.

Mandatory Experience Requirements	Can Meet	Cannot Meet
<p>1)Minimum of five (5) years of fire protection and safety plan review experience with city or State entity within the State of Oklahoma.</p> <p>a) List Experience: (write your response here)</p>	Yes or NO	Yes or NO
<p>2) One (1) year of experience in design of fire sprinkler systems preferred; other experience with fire protection and safety review will be considered.</p> <p>a) List Experience: (write your response here)</p>		
<p>3) Minimum of five (5) years of experience in the review of building plans using the International Building Codes and changes made by the Oklahoma Uniform Building Code Commission, and the Life Safety Code.</p> <p>a) List Experience: (write your response here)</p>		

4) Preferred to have at least five (5) years of experience in the review of fire sprinkler plans and calculations. (write your response here) a) List Experience List Experience:		
5) Minimum five (5) years of experience in the review of fire alarm plans and calculations. (write your response here) a) List Experience:		
6) Minimum of five (5) years of experience in the review of smoke control plans and calculations. (write your response here) a) List Experience:		
7) Knowledgeable in the following: National Fire Protection Association Codes, FEMA P361, FEMA P320, ICC-500, ICC-300, Structural Plan Reading, Foundation Plan Reading, Mechanical Plan Reading, and Electrical Plan Reading. (write your response here) a) List Experience:		

8) Available to answer calls 7 days per week, any hours.		
9)Available to respond to approximately 30 emails per day.		
10)Available to perform all plan reviews, phone calls, emails, report writing, preparing plans for mail out, and attend progress meetings at the Oklahoma State Fire Marshal's office.		
11)Must be present up to 20 hours a week in the Oklahoma State Fire Marshal's office		
12)Ability to meet with clients in special meetings.		
13)Ability to meet with the agents and provide training		
14)Ability to answer calls from the Oklahoma State Fire Marshalls office personnel and agents.		
15)Ability to consistently update the forms as needed.		
16) Ability to review all code changes and implement them to the forms, submittal requirements, agents, architects, engineers, and sub-contractors		
17) Ability to keep track of all phased projects as to when projects should be submitted, and the installation begins.		
18) Ability to keep track of all complaints on projects		
19)Ability to keep track of all Stop Work Orders on projects.		
20)Ability to keep track of all fire sprinkler plans, fire alarm plans, and fire suppression plans regarding non-permitted building plans.		

21)Ability to determine what cities do their own review and specifically which type of review (building, fire sprinkler, fire alarm, fire suppression).		
22)Ability to represent the Oklahoma State Fire Marshal's office at various meetings, conventions, and associations		
23)Ability to review plans electronically		
24)Ability to answer AHJ questions		