



## BACKGROUND

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Our goal is to provide cities, counties, state agencies and businesses with a third-party review of life safety building plan review, mechanical, electrical, plumbing, fire alarm, fire sprinkler, access control, CO2 enrichment, and flammable extraction plan review and inspections. This will allow the authority having jurisdiction to ensure all life safety systems are submitted and installed correctly. OKIE Safety currently provides plan review and/or inspection services for Altus, Bethany, Blackwell, Clinton, Cheyenne & Arapaho Tribes, Drumright, Durant, El Reno, Fort Gibson, Goldsby, Grove, Guthrie, Hammon, Jenks, Kingfisher, McAlester, Medford, Midwest City, Muskogee, Norman, Oklahoma State University Health Science Center, Purcell, Skiatook, Stilwell, Sulphur, Tulsa County, Vinita, Weatherford, and Wichita Tribes.

## FEE SCHEDULE

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CODE COMPLIANCE REVIEWS	
Plan Review Minimum Permit Fee	\$300.00
Rates where total exceeds the Minimum Permit Fee are as follows:	
Commercial Fire and Life Safety Building Plan Review	\$.10/sqft
Fire Suppression Plan Review	\$300.00 per system
Sprinkler Plan Review	\$.03/sqft
Fire Alarm or Hardwire Smoke Alarm Plan Review	\$.03/sqft
Inspection fee	\$125.00 per hour 3 hour minimum
Daycare Inspections – To be done annually, all will be completed in the same week	\$200.00

Firework Stand Inspections	\$200.00
State Required Inspections	\$200.00
Civil Review and Inspection	\$125/hr with a \$300 minimum
MEP Review	\$0.06/sqft *Per Trade or \$0.18/sqft *combined with a \$300 minimum
Neighborhood Developments (Waterlines, Hydrants, Access Roads, and Entrances) Fees includes final inspection and plan review *Phased projects may impact fees	\$800.00 : 1-50 dwellings \$1,400.00: 51-100 dwellings +\$300.00 per every 50 additional dwellings
Unlimited Building Inspector Inspections	\$450.00 Half Day Inspections- 4 hours max. for jurisdictional inspections \$900.00 Full Day Inspections- 8 hours max. for jurisdictional inspections

## COMMONLY ASKED QUESTIONS

### Can plans be submitted digitally? Yes!

Yes. We allow and prefer plans to be submitted digitally and only accept hard copy plans when necessary. All plans must have a proper scale.

### Do we allow hard copy submittals?

Only if absolutely necessary, digital is preferred.

### How far in advance do I need to schedule my inspection?

OKSC recommends a minimum of 5 days in advance. Inspection dates and times are subject to availability.

### When can I schedule an inspection?

Once the plan review approval process has been completed and the installation is ready to be inspected the contractor can call for an inspection.

### How do I schedule an inspection?

Please request inspection through email. [klegg@okiesafety.com](mailto:klegg@okiesafety.com) 405-250-3399

When contacting our office to schedule a date and time for your inspection, you must provide our coordinator with the following information:

#### *Project Information:*

- Plan Review number

- Project name and address
- Specific scope of work to be inspected
- Contact information of who called in the inspection request
- Contact information of who will be present and on site
- Email address to send a copy of the inspection report

**What is required from the contractor for OKSC to perform an on-site inspection?**

Once the plan review process is approved and complete:

- We request a minimum of 5-day notice, when scheduling an inspection. Inspection dates and times are subject to availability. (This may allow for faster inspections)
- OKSC approved / stamped drawings, must be on site for all inspections. If plans are submitted digitally, approved stamped plans must be printed on 24"x36" sheets and remain at site for inspection.
- An appropriate representative from the installing contracting company must be present and on site.
- All necessary testing equipment must be provided (depending on the type of inspection); i.e. 100W light bulb, balloons, canned smoke, lifts, ladders, etc.
- All cancellations must be done at least 24 hours prior to scheduled inspection.

**Do I need to contact the municipality or fire district, to let them know of my scheduled inspection, with OKSC?**

Unless otherwise directed to do so, the answer is no. When an inspection is scheduled with our office and an invite is created, OKSC will include all appropriate representatives in the calendar invite, at the specific request of the municipality or fire district.

**When do I receive my inspection report?**

A report is issued for every inspection scheduled with our office. These are generally distributed within 24 hours of the inspection time. OKSC will send a copy of the report to the email address provided to us by the contractor, as well as all appropriate representatives, per the municipality or fire district.

**How do I know the status of my inspection?**

There are three possible results for every inspection conducted with OKSC. They are: RECOMMEND APPROVAL, APPROVED WITH CORRECTIONS & NOT APPROVED.

There are also sections for the INSPECTION COMMENTS, which will consist of all comments pertaining to what the inspector inspected; as well as ITEMS TO BE

CORRECTED, which will consist of all changes that need to be made in order for OKSC to RECOMMEND APPROVAL.

Once all of the outstanding items have been addressed, the inspection will have passed and OKSC will indicate RECOMMEND APPROVAL.

**As an installing sprinkler contractor, when do I need to perform a 200 psi hydrostatic pressure test of sprinkler piping?**

All new systems need to be hydrostatically tested at 200 psi for 2 hours without any loss of pressure. Systems with working pressures over 150 psi must be tested at 50 psi over the working pressure. In addition, modifications to existing systems must be isolated and tested at 200 psi for 2 hours. Where permitted by NFPA 13, testing at working pressure shall be permitted. This must be witnessed by another party which may include the owner of the building or job superintendent.

## General Plan Review Questions

**Can I submit plans directly to OKIE SAFETY?**

That depends on our agreement with the municipality or fire district. Please send an inquiry to [klegg@okiesafety.com](mailto:klegg@okiesafety.com) and we can advise you of the requirements for direct submittals for the specific jurisdiction that you will be working in.

**Is there a fee associated with OKSC plan review and inspection services?**

As a third-party plan review and inspection service, OKSC charges plan review and inspection fees. Typically, our fees are directly related to the size of the building or system that is being reviewed or inspected. Normally, these fees are a one-time fee.

**When are fees paid?**

All fees must be paid in full when plans are submitted, unless jurisdiction pays plan reviewer fees on a monthly basis.

**When can you expect to receive your completed plan review comments?**

Once complete plans, specifications, and where applicable plan review fees are received, plans are scheduled for review. Our goal is to complete all plan reviews within 1-14 business days. (This is dependent on quality of plans and quick response from the professional designer.)

An expedited plan review service is available for an additional fee. Expedited review times are 1-3 business days for fire protection plans and 5-7 business days for building and life safety plans. This timeframe may vary either way depending on the

quality of plans submitted and response back from entity that submitted plans. The expedited fee is 100% of the plan review fee.

Plan review comments are returned to the jurisdiction, and where permitted, are distributed to the responsible party.

**When is OKSC going to approve my plans so I can begin work?**

The ultimate decision on when work can begin on any project is made by the local code officials. Most officials will not allow work to begin on a project, or a portion of a project such as the fire sprinkler or fire alarm systems, until plans have been submitted and approved and a formal permit has been issued. OKSC does not directly control the issuance of construction permits for any work. OKSC makes recommendations to jurisdictions regarding the substantial correctness of plans and specifications sent to our offices for review. OKSC will either recommend that our client “APPROVE” or “NOT APPROVE” the submittal, but ultimately the final decision to issue a permit so that work can begin is up to the local official(s).

**Can I expedite my plan review after they have been submitted and logged in?**

Yes. Upgrading a plan review from a standard review to an expedited review can occur at any time a plan is in our office. The upgrade can occur on the initial review or any subsequent review. The expedited review fee is a 100% increase in the base plan review and inspection fee (where applicable).