



**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF COLORADO AND THE
GRAND JUNCTION FIRE DEPARTMENT**



WHEREAS the State of Colorado facilities that are located within the Grand Junction Fire Department (GJFD) fall under the jurisdiction of the GJFD; the State of Colorado Department of Personnel & Administration recognizes the life-safety services provided by the GJFD; and therefore affirms that it is in the best interest of the State of Colorado Department of Personnel & Administration and the people served by State of Colorado Department of Personnel & Administration facilities that the GJFD provide all reviews, inspections, and oversight for fire and related life-safety issues for the State Services Building located at 222 S 6th St in Grand Junction, CO.

The State of Colorado and the GJFD enter into this "Memorandum of Understanding" to define the services provided by the GJFD for the protection of the State of Colorado Department of Personnel & Administration facilities, and to acknowledge that the State of Colorado Department of Personnel & Administration has an obligation to abide by the decisions made by the GJFD in the following areas governed by life safety and fire safety codes:

Building Construction Plan Review and Related Inspections (fire and related life safety issues) - review and approval of plans for new construction and/or renovation of existing buildings or portions thereof.

Fire Safety Inspections - general property inspections conducted by GJFD Fire Prevention Division personnel in accordance with established inspection frequencies.

Fire Safety Permits- review and issuance of official permits to authorize use, handling, storage, manufacturing, occupancy or control of specific hazardous operations and conditions.

The numbered points below are not an exhaustive list of topics included in the GJFD amended International Fire Code but represent the key points on which understanding between the parties of this MOU is critical.

1. The GJFD has adopted the 2018 International Fire Code, with amendments and referenced life-safety related standards. The State of Colorado Department of Personnel & Administration accepts this code as the standard to be used for State properties within the GJFD and recognizes the rights of the GJFD, to adopt changes and/or newer versions of fire and life- safety codes, standards and amendments.
2. The State of Colorado Department of Personnel & Administration shall submit all building plans for any new or remodeled or renovated building to the GJFD for review, comment

and approval, and the State of Colorado Department of Personnel & Administration or the project owner or agent shall submit any required fees for plan review for fire and related life safety issues and inspections that are required by the GJFD.

3. Installation work and inspections on fire-safety systems for the State of Colorado Department of Personnel & Administration must be carried out by technicians holding current State and GJFD required credentials.
4. The State of Colorado Department of Personnel & Administration employees will continue to perform maintenance of life safety systems that are installed in State owned and managed buildings. The maintenance performed will require State and GJFD credentials by one or more employees as selected by the Department of Personnel & Administration.
5. The State of Colorado Department of Personnel & Administration shall obtain permission to occupy any new or renovated building or building areas from the GJFD when the construction or renovation work is substantially complete and safe to occupy. Then the Office of the State Architect within the State of Colorado Department of Personnel & Administration will issue the Notice of Approval of Occupancy/Use.
6. The State of Colorado Department of Personnel & Administration recognizes the GJFD's right and authority to perform general fire safety inspections of existing structures within the GJFD and to require and issue appropriate fees.
7. The State of Colorado Department of Personnel & Administration will work with any building facility tenant that is producing, using or storing hazardous materials to ensure that they obtain and meet the conditions of the appropriate HAZMAT permit(s). Those conditions include (1) submitting an annual inventory of hazardous materials and (2) providing a Hazardous Material Management Plan (HMMP), which includes a facility site plan designating the locations and types of hazards and emergency equipment. GJFD will utilize this information for SARA Title III - Tier II reporting and emergency preparedness planning.
8. State of Colorado Department of Personnel & Administration will mandate that contractors provide timely notification to the GJFD whenever confined space entry is planned, once the GJFD permit(s) is(are) in place where applicable
9. State of Colorado Department of Personnel & Administration will mandate that contractors provide timely notification to the GJFD when asbestos special hazard procedures are needed. State of Colorado Department of Personnel & Administration will follow State of Colorado Department of Public Health and Environment requirements.
10. State of Colorado Department of Personnel & Administration will adhere to all GJFD requirements and procedures for instituting a fire watch when critical components of a building's life-safety system(s) become disabled or an unsafe condition exists within a building. The applicable GJFD permit(s) shall be in place.
11. State of Colorado Department of Personnel & Administration shall notify GJFD of any activities or events that entail an activity or use that goes beyond the designed/approved occupancy


MOU - Colorado Department of Personnel & Administration and Grand Junction Fire Department

use of the space or the area (i.e., large open house, outdoor fairs or events that may have negative impact on emergency vehicle access, or outdoor vendors using regulated materials such as LPG, flammable or combustible fuels, electrical generators, etc.) and shall have applicable permit(s) in place.

12. If the GJFD, during one of its visits or inspections, notes or discovers any life-safety concern that is outside of the reviews that are done in conjunction with a construction project, then the GJFD will call the issue/concern to the attention of State of Colorado Department of Personnel & Administration. All reports summarizing the general fire safety inspection also shall be submitted to State of Colorado Department of Personnel & Administration. The Department of Personnel & Administration and the Grand Junction Fire Department agree that correction of inspection deficiencies is dependent on funding availability.
13. This Memorandum of Understanding will be renewed every five years including updating of the GJFD fee schedule for building inspections in Item #6.

This memorandum of understanding has been reviewed and found acceptable by both the State of Colorado Department of Personnel & Administration and the GJFD.

State of Colorado,
Department of Personnel & Administration



Signature

Richard Lee

Name (Print)

Director, Division of Capital Assets
Title

5/12/2025

Date

Grand Junction Fire Department



Signature

Gus Hendricks

Name (Print)

Interim Fire Chief

Title

12 May 2025

Date

Fire Prevention Services	Current Fees
New Building Review Fee	
1-5,000 square feet	\$150 flat fee/\$50 each inspection
>5,000 square feet	\$150 plus \$.04 per square feet >5,000/\$50 each inspection
Tenant Finish Plan Review Fee	
1-200 square feet	\$25 flat fee (includes inspections)
201-500 square feet	\$50 flat fee/\$50 each inspection
501-5,000 square feet	\$100 flat fee/\$50 each inspection
>5,000 square feet	\$150 plus \$.04 per square feet >5,000/\$50 each inspection
Fire Alarm Plan Review Fee	
System modification	\$50 flat fee = < 5 devices/\$50 each inspection
Fire alarm system	\$150 plus \$2.00 per device/\$50 each inspection
Fire Sprinkler System Plan Review Fee	
System modification	\$50 flat fee (= < 20 heads)/\$50 each inspection
Fire Sprinkler System	\$150 plus \$2.00 per device/\$50 each inspection
Miscellaneous Permits	
Misc./Special/Extra Inspections	\$100 per trip/paid prior to inspection
Fire Flow	\$75 witness test
Hood extinguishing system	\$100 flat fee per hood/\$50 each inspection
Spray booth	\$200 flat fee/\$50 each inspection
Install above-ground tanks	\$100 per tank/\$50 each inspection
Install underground tanks	\$200 per tank/\$50 each inspection
Remove underground tanks	\$200 flat fee/\$50 each inspection
LP gas installation	\$200 flat fee/\$50 each inspection
Explosives of blasting agents	\$250 per permit
High-piled storage	\$100 per permit
Spray finishing	\$200 per permit
Tents/air-supported structures	\$100 per permit
Fireworks sales	\$150 per permit
Fireworks public displays	\$200 per permit
Work performed without obtaining a permit	Double regular fee
Bonfire permit - ceremonial/non-profit	\$25 per permit
Underground Fire Line	\$200.00
Indoor Pyrotechnic/Flame Effects	\$200.00
CO ² Permit	\$50.00
Emergency Responder Radio Communication	\$200.00
Plans which require more than 2 reviews	1.5 X original plan review fee
Burn permit	\$25 per year
(New) Miscellaneous Permits- per 2018 IFC adoption	
Mobile Food Preparation Vehicles	\$50 per permit (annually)
Medical Gas System	\$200 flat fee/\$50 each inspection
Special Amusement Building/Temporary Haunted House	\$100 per permit
Special Request/Licensure Fire Inspection	\$50 per permit
Exhibits and Trade Show	\$100 per permit
Carnival and Fairs	\$100 per permit
High-Piled Combustible Storage	\$100 per permit
Special /Outdoor Assembly Event	\$100 per permit
Temporary Special Event Structures	\$100 per permit
Alternative Materials, Designs & Methods Review	\$120.00 /hour
LP Gas Tank Exchange/Cage	\$100 per permit
Hazardous Materials Plan Review & Permit	\$300 flat fee/\$50 each inspection
Processing & Extraction Facilities	\$300 flat fee/\$50 each inspection

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