



Miami-Dade Fire Rescue

Fire Alarm Pre-Submittal Checklist

Based On NFPA 72 2010' Ed. & NFPA 1 and 101 2012' Ed.



	Building Dept. Process Number is (Begins with C or M): _____ Date: ____/____/____			
1	Project Name: _____ is provided in title block of plans.	YES	NO	N/A
2	Address in title block shall match address in "Building Dept. Computer System" and attached permit application. If address contains a specific building, floor, suite, or unit number or letter, it shall be provided in title block, to match Building Dept. Computer System.			
3	The total cost of the installation to the customer is \$ _____ and a copy of the contract or a notarized affidavit from the owner showing this amount is attached.			
4	Fire Alarm Systems costing more than \$5,000 are sealed or stamped by a Florida Registered Professional Engineer.			
5	The total number of DEVICES and COMPONENTS being installed is _____.			
6	The alarm qualifier's state license number is (EC EF EH EY) # _____ and a copy is attached to plans.			
7	Complete, current Manufacturer's Specification and Installation sheets are attached for all Control Units, Components, Appliances, Devices, Modules and Relays listed on Legend.			
8	Is this permit application for fire alarm work a result of a Notice Of Violation (NOV) issued by Miami-Dade Fire Rescue? If yes, a copy of the Notice of Violation is attached.			
9	This fire alarm: (____) is required under _____ (fill in the Occupancy Chapter & Section from NFPA 101) or, (____) is a life safety equivalency or, (____) is a non-required system or component.			
10	This is an "EXISTING (Local) Fire Alarm System" and is stated as such on the plans. AHJ will require documentation of prior approval of system as a (Local) Fire Alarm System in the form of the original Fire Dept. approved job copy set of fire alarm plans or, certified microfilm copy of same.			
11	This is a "NEW Local Fire Alarm System" and is stated as such on plans.			
12	This is an "EXISTING Central Station Service Fire Alarm System" and is stated as such on the Plans. A copy of the existing BUILDING UL or ETL certificate or FM Placard, specifically identifying this protected premise by address and, uniquely identifying this building's fire alarm system, is attached.			
13	If the company that issued the existing certificate or placard for this building's fire alarm system is different than the company applying for this permit; is the required Affidavit to Work on another Company's Certificated or Placarded Fire Alarm System Provided?			
14	This is a NEW Certificated (____) or Placarded (____) "Central Station Service Fire Alarm System" and stated as such on the plans.			
15	If this is a NEW "Central Station Service Fire Alarm System," a copy of the UL or ETL certificate of FM placard from the contractor or, from the Central Station Service Company, issuing the building certificate/placard, is attached.			
16	This is an "EXISTING Remote Supervising Station Fire Alarm System" and is stated as such on the plans. AHJ will require documentation of prior approval of system as a Remote Supervising Station Fire Alarm System in the form of the original Fire Dept. approved job copy set of fire alarm plans or, certified microfilm copy of same.			
17	This is an "EXISTING "Sprinkler Waterflow and Supervisory System" only and is stated as such on plans.			
18	This is a NEW "Sprinkler Waterflow and Supervisory System" only and is stated as such on plans. The system is monitored off-site and provides emergency forces notification through a Certificated (____) or Placarded (____) "Central Station Service Fire Alarm" and is stated as such on the plans.			
19*	A complete detailed statement of the "SCOPE OF WORK" is stated on the plan. Please note that the complete tenant space, in its entirety, will be inspected for compliance with NFPA 72 (2010) and NFPA 101 (2012), or prior editions of these codes if applicable. Also outline scope of work with bolded dashed lines on floor plan and riser for existing systems.			
20	The building is "New" _____ or, "Existing" _____ and is indicated as such on the plans.			
21	A description of the building is provided, including fire sprinkler systems, fire suppression systems, number of stories, square footage per floor, and elevation of the last occupied floor if over 5 stories.			
22	A location Key is provided showing the area of proposed work within the building. Also provided is a site key for projects with multiple buildings showing locations of all buildings with addresses			
23	All interconnected Fire Alarm Control Panels are arranged to function as a single system and monitored for integrity per NFPA 72.			
24	The Class is shown for all Initiating Device Circuits (IDC), Signal Line Circuits (SLC) and Notification Appliance Circuits (NAC).			
25	The maximum number of each device type is provided for each IDC based on device load or each SLC, based on CLASS, per NFPA 72 and the manufacturer's specifications.			
26	A specific "Sequence of Operation" including all alarm, supervisory, trouble and control functions such as fire sprinkler, door release, smoke control, elevator recall, suppression systems, and transmission of signals offsite, etc. are specified on the plan.			
27	The type of monitoring station, (Listed Central Station, Remote Supervising Station, Listed Proprietary Supervising Station), where alarm, trouble, and supervisory signals are transmitted to, is clearly and concisely stated in the "Sequence of Operations"			
28	The method of communication to the monitoring station is included on the riser.			
29	If this building contains elevators that are not capable of recall, it shall be stated as such on plans and written documentation on elevator contractor's letterhead stating that "Elevators are not capable of providing recall function", is provided,			
30	If this building does not contain a fire alarm system, and the fire alarm panel is used exclusively for elevator recall; plans shall clearly designate panel as "Elevator Recall Control and Supervisory Panel"			
31	Manufacturer, model number and unique symbol for each model number is provided for each device, module, relay, component, power supply and fire alarm control panel is specified in the symbol legend.			
32	Each device, module, appliance and component is identified with its own unique number and indicated on the floor plans and riser.			
33	Floor plans are drawn to 1/8" scale or, if using another scale, all device coverage is diagrammed on the floor plan and all room dimensions are included.			

Designed by: _____ Phone #: _____

Signature: _____ Created by: MDRF 01 / 2015

THIS IS A REQUIRED DOCUMENT ON ALL FIRE ALARM PLAN SUBMITTALS



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34	All rooms & spaces are labeled indicating their use, and the occupant load has been provided for all assembly use rooms with an occupant load of 50 or greater.			
35	All new, existing, replaced or relocated devices are indicated on the floor plans and a complete riser diagram showing all new and existing devices of the entire fire alarm system is provided.			
36	Ceiling Height, Type and Angle is provided for all ceiling mounted devices.			
37	All devices and components located in areas in which the voltage, temperature, and humidity variations exceed those conditions stated in NFPA 72, are listed for conditions and all such areas are identified.			
38	A note is provided on the plans stating "Room containing FACP, Booster Power Supply, Voice Evacuation and Amplifier panel(s), Dialer, or Radio is mechanically ventilated", as applicable.			
39	The FACP or Remote Annunciator and as applicable EVAC panel or Remote Microphone is located at the main entrance/lobby in single tenant buildings, or in a common area main entrance/lobby of a multi-tenant building.			
40	The FACP, Communicators, Amplifiers, NAC Panels and all sub-panels are protected with a smoke detector.			
41	If a complete automatically activated system, not less than one manual fire alarm pull box shall be provided to initiate system. The pull box shall be located where AHJ specifies.			
42	If a manually activated system, the travel distance to reach a pull station is less than 200' feet and within 5' feet of all required floor and/or building exits.			
43	All automatic initiating devices are shown and are located in accordance with NFPA 72, the manufacturer's specifications, and accepted engineering practices.			
44	Area smoke detectors, if used, shall provide coverage throughout the entire smoke compartment.			
45	All visual notification appliances are placed per tables in NFPA 72 and each strobe has its candela rating on the floor plan and riser.			
46	All corridor spaced strobes are placed a maximum of 100' feet apart and within 15' feet from the ends of the corridor.			
47	All spaces throughout the entire building shall meet the audible characteristics of NFPA 72 and NFPA 101.			
48	Where audible appliances are provided to produce signals for sleeping areas, they shall produce a Low Frequency Alarm Signal , per NFPA 72.18.4.5.3.			
49	Bell used for water flow annunciation is shown on floor plan, riser and legend. Bell shall be located so as to be visible and heard from roadway or parking area, within close proximity to Fire Dept. Connection (FDC).			
50	Flow Bell sequence of operations shall state as follows: A) Flow bell shall activate upon water flow only. B) Flow bell shall continue to sound as long as water is flowing. C) FACP shall not be capable of silencing Flow Bell.			
51	The location of Backflow Preventer (BFP) and Post Indicating Valve (PIV) are indicated on the floor plans, riser and legend for sprinkled buildings. Also, the location of the Fire Dept. Connection (FDC) is shown on floor plans.			
52	Walls, partitions, racks, shelves and equipment that do not extend to ceiling, are shown with their heights indicated on floor plan.			
53	Duct detectors or relays for duct detectors are shown on the floor plan and riser for all systems over 2000 CFM supply or 15,000 CFM return. Duct detectors shall derive their 24 vdc power source from the Fire Alarm System to satisfy the monitoring for integrity requirements of NFPA 72.10.17, for devices and conductors. Please show compliance on riser.			
54	A complete system riser diagram is provided showing each floor of the building with all zones and circuits labeled.			
55	The conductor size, type, and quantity are provided for each circuit on riser.			
56	The fire pump is monitored for: A) Pump or Motor Running, B) Loss of phase, C) Phase reversal, and, if applicable, D) Controller connected to an alternate source; and are indicated at ___ a continuously manned location, or ___ the supervised fire alarm system.			
57	Show all relays on floor plan and clarify function on riser. (Sprinkler, Wet Chem., Dry Chem., Clean Agent, Foam, A/C shut-down, Door Release, Elevator Shunt-Trip, Music Shut-Down, Smoke Control and other building control functions.)			
58	The AMPACITY of each Power Supply and Notification Appliance Circuit is specified for each FACP & Power Supply Panel on plans. In addition, the individual device current is specified on riser for each notification appliance (Horns / Speakers / Strobes).			
59	The total "ACTUAL" footage to the last device along with voltage drop calculations are provided on plans for each NAC for each power supply.			
60	The wattage tap is indicated for all speakers.			
61	The wattage capacity and load is provided for each amplifier.			
62	All load values for "STANDBY" & "ALARM" used in calculations are high-lighted on the manufacturer's specification or installation sheets. Also, AMPACITY of equipment/components and circuits are high-lighted on manufacturer's sheets.			
63	This system includes Emergency Voice Evacuation and is provided with 15 minutes of secondary alarm power. Required in all high rises and assembly occupancies with an occupant load greater than 300.			
64	This system is being provided back up power by an emergency generator and will provide 4 hours of standby power plus the appropriate secondary alarm power. Also, clarify 120 volt panels feeding Fire Alarm components, is connected to generator.			
65	Battery calculations, detailed in chart form, showing all information required per NFPA 72.10.5.6.3.1 are provided on plans for each back-up power supply.			
66	The replacement of the Fire Alarm Control Panel with anything other than the exact same make and model number panel; or the addition of a Fire Alarm Control Panel which will provide or replace any of the functions of the existing FACP, shall require the fire alarm system to be up-graded to current code standards, per code of Miami-Dade County, Part III, Chapter 14, Article III, Section 14-66 (9) & (10)			
67	If the scope of work includes greater than one-half of the entire fire alarm system's devices, then the entire fire alarm system shall be up-graded to current code standards, per code of Miami-Dade County, Part III, Chapter 14, Article III, Section 14-66 (9).			

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