

# ORLAND FIRE PROTECTION DISTRICT FIRE ALARM PLAN SUBMITTAL CHECKLIST

This checklist is an effort to help provide a uniform approach for the design community and to provide owners and fire alarm designers with complete fire alarm design and submittal package requirements.

When submitting plans for review all plan submittals must include this Fire Alarm Plan Submittal Checklist or they will not be accepted. By completing this checklist and including all of the information requested, it will provide efficient and appropriate turnaround time of the plans submitted. It is the responsibility of the installer/designer to assure that all applicable code requirements are followed. (Check the Village Code to find the current standards.) All plans that are rejected and resubmitted will have additional fees charged for plan review.

The installation, renovation, addition, and/or maintenance of any fire alarm system shall comply with the following:

## IMPORTANT

- **No installation work shall be performed until the plans have been reviewed and approved.**
- **Expect up to ten (10) working days for plan reviews per submittal.**

**CHECKLIST** (All plans submitted must contain the following:)

- Proof of Contractor's License to be able to work within the city limits of Orland Park, Orland Hills, and unincorporated Orland Township. (UL Certified)
- Must be certified electrician to install Fire Alarm Systems, must be licensed to install Fire Alarm Systems.

## FIRE ALARM DRAWINGS

- Must submit Fire Alarm drawings to the Orland Fire Protection District, Fire Prevention Bureau, 9788 W 151 St, Orland Park, IL 60462-3110. Any questions please contact the Bureau at (708) 349-0074
- **Must submit 4 complete sets of fire alarm drawings and one on CD in PDF format**, and cut sheet/product information. The scaled drawings must include the following:
  - Title block to include the following information: Property name and address, Alarm Company name and address, date of drawing with space for revision dates, classification of the system per NFPA 72 1.3.1, who drew the drawing, the scale of the drawing, label the drawing as Fire Alarm System Standard or Addressable, Number of pages of the drawing.
  - A legend of Fire Alarm System located on one sheet to indicate the type of device installed.
  - A point-to-point wire diagram indicating the number of wires and gauge for each wire run. Include EMT size when appropriate. Include a statement in the installation notes under the symbols legend indicating the type of wire and gauge for each circuit.
  - An on line and riser diagram for all devices, notification circuits, auxiliary circuits, initiating circuits, and circuit designation.
  - Include overall dimension of the building on each floor and square footage. Ceiling heights and ceiling construction must be identified on the drawings.
- Drawings need to be clear, legible and understandable. Drawings must be of a fire alarm design only.

## **CALCULATIONS**

- Wire size, type, and resistance value (14 gauge minimum)
- Voltage drop calculations
- Battery calculations (minimum 60-hour battery backup)

## **SPECIFICATION SHEETS**

***All pertinent information shall be highlighted on the sheet. Please provide cut sheets for all devices installed.***

- FACP - Type, Listing, Current Draw
- Batteries – Type, Listing, Current Draw
- Smoke Detector – Type, Configuration, Spacing, Current Draw
- Heat Detector – Type, Configuration, Spacing, Current Draw
- Shunt Trip Heat Detector – Type, Rating, RTI-elevators
- Duct Detectors – Switch located on Fire Alarm panel (reset stations need to be located near the panel)
- Manual Pull Stations – Type, Configuration
- Audible Appliances – Type, Rating, Power Tap
- Alarm Temporal Pattern
- Visual Appliances – Type, Configuration
- Protective Covers – Type, Attenuation
- Water Flow Devices – Type, Configuration
- Supervisory Device – Type, Configuration
- Synchronization Module – Type, Current Draw
- Sequence of operation
- Class and Style of Signaling Line Circuits
- Class and Style of Notification Appliance Circuits

## **ADDITIONAL SUBMITTAL INFORMATION REQUIRED**

- UL listed Remote station (Orland Central Dispatch)
- Direct connect to OCD by phone line, radio transmitter or fiber optic ONLY.
- Graphic Map with initiating device locations
- Measured or ambient sound levels used
- Alarm signal devices shall produce a sound that exceeds the Average Ambient Sound Level Table (NFPA Standard 72)
- A Record of Completion – shall be prepared and submitted at final inspection (Record of completion can be found in Section 1-6.2 in NFPA 72)
- A stamped set of plans and cut sheets approved by the Fire District shall be available at the worksite at all times.

## **ROUGH INSPECTION**

- A rough inspection of all sprinkler piping shall be done by the Orland Fire Protection District prior to the installation of drywall and/or ceiling materials.

## **FINAL INSPECTION**

- No acceptance testing will be conducted prior to completion of construction. A minimum of two (2) working days is needed to schedule test.
- Final acceptance is subject to Field Inspection.
- Re-inspection fees will be charged for re-inspections needed due to incomplete systems and/or failure to follow the above rules.
- An appointment is needed to be scheduled to have the final inspection completed. No testing will occur until all communicators are operational and being monitored.