



Fire Prevention Bureau

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Contractor's Final Inspection Guide

The following information is provided to assist the contractor in preparing for the final inspection of their project. By following these guidelines, the need for additional inspections will be greatly reduced. If you have any questions regarding the information provided, or questions on other aspects related to your project, please call Fire Prevention at (970) 416-2875.

Address

1. To be placed on the side of the building fronting the street you are addressed off of.
2. Numbers are to be a minimum of 6 inches (larger size required for "big box" buildings; call)
3. Numbers shall contrast with the back ground.
4. Unit numbers minimum 4 inches, contrast with back ground, and be placed on the front and rear of the building.

Fire Lane or Access (as denoted on Plans)

Fire lane is marked as prescribed by Poudre Fire Authority.

Knox Box Locked

Keys for: Riser Room; Fire Panel; Exterior Doors; Elevator; Gates

RP Card: Three Names of Contacts

Fire Extinguishers

A 5 pound ABC extinguisher shall be provided for every 3,000 square feet, and cover 75 feet of travel distance.

Exit Signage

1. Exit signs should lead you to the nearest exit, and not be more than 100 feet apart.
2. Chevrons should indicate direction.
3. Illuminated signs should have working battery backup.

Exit Door Hardware

1. Exit hardware for the front entrance may be a key lock provided a sign indicating "*These doors to remain unlocked when occupied*" is prominently displayed.
2. All remaining doors will be one motion, no prior knowledge hardware; no thumb-turns in commercial settings.
3. "A" occupancies will have panic hardware on required exits; all others will be one motion.

Backup Generators will be Tested

Emergency Lighting will be Tested

Communication Evaluation

1. Test of our 800mghz radios in larger buildings (done independently).
2. Test of communication systems from areas of refuge.

Occupant Load Sign; Required for Assemblies over 49 with No Fixed Seats

Setting up Your Final Inspection

1. The final inspection request should be called in by the general contractor.
2. All systems should be tested prior to the final inspection.
3. Final inspection request should be made a minimum of 48 hours prior to the desired date.
4. The general contractor is responsible for contacting all other trades that need to be present.
5. No work or system testing allowed on the day of the final inspection.
6. The installers of systems shall be present at the final inspection.

Unoccupied Core and Shell Areas shall not be used for Storage

Security Systems shall fail *Safe* with Fire Alarm System when in alarm Conditions

“THIS INSPECTION LIST IS REPRESENTATIVE OF A TYPICAL FINAL INSPECTION, AND NOT ALL INCLUSIVE. KEEP IN MIND THAT THE REQUIREMENTS OF ALL APPLICABLE PFA POLICIES, PROCEDURES, AND CODES SHALL APPLY”.