FIRE PREVENTION AND
COMMUNITY RISK REDUCTION
102 Remington St
Fort Collins, CO 80524
(970) 416-2891

FIRE ALARM
LIMITED SCOPE PERMIT

To provide a more streamlined plan review process, Poudre Fire Authority (PFA) allows the submission for a limited scope in lieu of providing full shop drawings for modifications to existing fire alarm systems that meet the criteria noted below in full. It is the responsibility of the submitting contractor to review the following information.

A limited scope permit is encouraged to be used for the replacement of any communicator (dialer swap) as well as the modification or replacement of a fire alarm control unit (FACU), so long as no other system modifications are being performed. For example, system modification to voice EVAC, or from a conventional to an addressable system would not be eligible for a scope of work submission.

To be eligible for a limited scope submission, the following criteria shall be met in full:

- The scope of work must not include the addition of more than (5) notification or initiating devices.
- The scope of work must not include the relocation or modification of more than (10) notification or initiating devices.
- The scope of work cannot include Group H occupancies.
- Projects required to be reviewed by DFPC (Group E & I) – must meet Limited Scope Permit Project submittal requirements per DFPC
- The scope of work cannot impact secondary power demands of the system.
- The scope of work cannot provide for a smoke control system or stair pressurization system.
- The designer shall confirm to verify that all new components are compatible with existing components.
- An updated graphic map shall be provided where applicable.

Limited scope projects are required to be reviewed, stamped and signed by a NICET III -Fire Alarm Layout or a Professional Engineer (PE) registered in the State of Colorado. In addition, a scope of work letters is required to include the following:

1. A written description of the proposed work on the fire alarm contractor's company letterhead.
2. The letter shall include number of notification devices impacted, number of initiating devices impacted, communication modifications, and FACP modifications.
3. Indication that the system will be 100% function tested prior to requesting a final inspection.
4. Indication that an NFPA 72 Certificate of Completion will be provided at the time of final inspection.
5. Indication that an upgraded graphic map will be provided for any new initiating devices or functions.
6. All equipment data sheets in .pdf format for newly installed equipment, with the specific material highlighted.
7. Any additional clarifying information that may be beneficial to the reviewer such as schematic drawings, etc.

The scope of work description needs to be as specific as possible. This statement must cover the full scope of the permit. Incomplete descriptions, i.e., “adding devices for new layout,” will not be accepted. Any associated circuit modifications should be included, as well as any equipment that is added, removed, or relocated, such as type of notification devices, type of initiating devices, power supplies, annunciators, or modules. Poudre Fire Authority has the right to require a **full submittal** at any point during the review process if it is deemed necessary due to insufficient scope of work submittal.

USE TEMPLATE ATTACHED

COMPANY LETTERHEAD

Date:

Poudre Fire Authority
102 Remington Street
Fort Collins, CO 80524

Subject: Per the requirements of Poudre Fire Authority (PFA), [Company Name] is submitting the following scope of work letter. The scope of work is as follows:

Project Name:
Project Address:

Description of Work:

Number of Initiating Devices [add/relocate]

Number of Notification Appliances [add/relocate/remove]

Located within Group E or I Occupancies – [yes/no]

System Testing and Certification [NFPA 72 Certification of Completion]

Graphic Map Update [yes/no]

All new components are verified as compatible with the existing system [yes/no/na]

Data Sheet Included [highlight]

Additional Information:

Valuation of Job: $

All work will be performed in accordance with NFPA 72 2022 edition

NICET Stamp