



## **Fire Prevention Division**

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# **Fire Panel Replacement Requirements**

When a fire alarm or fire sprinkler monitoring system's control panel requires replacement only, due to component failure and/or non-replaceable parts, or change of alarm service provider, a modified submittal and acceptance test is acceptable to the Fire Department.

The intent of this approval is to minimize down-time of the existing system, eliminate nuisance alarms, re-establish proper operation of the system, and maintain the original design of the system as approved. This need for a repair or replacement is not intended to bring the existing system up to current code requirements. Existing devices not compatible with the new control panel shall be replaced on a one-for-one basis.

### **The fire alarm company/contractor shall apply for an alteration permit and submit the following:**

1. System description: Indicate conventional or addressable system, manual and/or automatic, type of notification provided; audible, visual or both, auxiliary connections to sprinkler alarm and supervisory devices, HVAC, other suppression systems, etc.
2. Provide a scope of work statement describing the nature of the problem, why the repair is not possible, and the proposed solution.
3. Provide an estimated time of completion, start to finish, and provisions for fire watch for systems out of service while installing crew is not on site.
4. Control panel specification data sheet with associated current CFSM listing sheet.
5. Provide proof of compatibility to existing initiating devices/components.
  - a. When the new control panel is not compatible with the existing initiating devices, a one-for-one replacement of all initiating devices and/or notification appliances shall be required.
6. Battery calculations: When the exact technical data of power consuming devices is unknown; the standby battery calculation shall be based on maximum circuit capacities allowed by the manufacturer.

### **Acceptance Test**

The Fire department shall witness an acceptance test including but not limited to the following:

1. Control Panel Functions including primary and secondary power connections.
2. Minimum of one (1) device of each type, for each initiating circuit will be tested, i.e. manual pull station, smoke detector, water-flow switch, supervisory devices, auxiliary system connections, and notification appliances to verify all circuits, buildings, and areas are functioning.
3. Central station monitoring confirming at minimum common alarm, trouble, and supervisory signals are received.



## **Fire Alarm Hardware & Device Changes and Maintenance**

A fire department permit is required when additions or alterations are made to existing fire alarm or fire sprinkler monitoring systems.

The following actions are considered additions or alterations: changes to communications equipment (i.e. POTS lines to Cellular, Radio or VOIP), changes to system programming, the addition of new devices (smoke detectors, audio/visual devices, heat detectors, tamper switches, flow switches etc.). If the work proposed meets this description, a modified submittal and acceptance test is required by the Fire Department.

The intent of this approval is to minimize down-time of the existing system, eliminate nuisance alarms, re-establish proper operation of the system, and maintain the original design of the system as approved. This need for a repair or replacement is not intended to bring the existing system up to current code requirements. Existing devices not compatible with the new control panel shall be replaced on a one-for-one basis.

**The fire alarm company/contractor shall apply for an alteration permit and submit the following:**

1. System description: Indicate conventional or addressable system, manual and/or automatic, type of notification provided; audible, visual or both, auxiliary connections to sprinkler alarm and supervisory devices, HVAC, other suppression systems, etc.
2. Provide a scope of work statement describing the nature of the problem, why the repair is not possible, and the proposed solution.
3. Provide an estimated time of completion, start to finish, and provisions for fire watch for systems out of service while installing crew is not on site.
4. Equipment data sheet with associated current CFMS listing sheet.
5. Provide proof of compatibility to existing initiating devices/components.
6. Battery calculations: When the exact technical data of power consuming devices is unknown; the standby battery calculation shall be based on maximum circuit capacities allowed by the manufacturer.

### **Acceptance Test**

The Fire department shall witness an acceptance test including but not limited to the following:

1. Control Panel Functions including primary and secondary power connections.
2. Minimum of one (1) device of each type, for each initiating circuit will be tested, i.e. manual pull station, smoke detector, water-flow switch, supervisory devices, auxiliary system connections, and notification appliances to verify all circuits, buildings, and areas are functioning.
3. Central station monitoring confirming at minimum common alarm, trouble, and supervisory signals are received.