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Bureau of Fire Prevention
Office of Technology Management

9 METROTECH CENTER – BROOKLYN, NY 11201



TECHNOLOGY MANAGEMENT BULLETIN # 11/2012

ISSUANCE DATE:	November 19, 2012
EFFECTIVE DATE:	Immediately
EXPIRATION DATE:	February 19, 2013
REFERENCE:	Emergency Replacement of Damaged Fire Alarm Systems
RELATED CODE SECTIONS:	BB No.: 2009-022; TAB No.11-01-12; §28-105.4.1 of NYC Administrative Code; NYC Electrical Code, 2011;

The purpose of this Bulletin is to provide a general guidance and establish appropriate emergency procedures for restoring damaged fire alarm systems in buildings affected by the superstorm.

In the aftermath of the recent superstorm, many facilities will require a partial or, in some cases, a complete replacement of the fire alarm system. The following requirements are provided to the property owners, design professionals, electrical contractors and fire alarm vendors as to ensure the integrity and functionality of affected fire alarm systems:

I. Scope of Work.

- 1.1. Any fire alarm control units, remote equipment, booster power supplies, amplifier racks, input and output devices, notification appliances that have been subjected to flooding must be replaced.
- 1.2. Any disconnect switches, fuse cutouts, step-down transformers, transfer switches and similar devices that have been either partially or completely submerged must be replaced.
- 1.3. Any non-power-limited circuit wiring, including service conductors, risers, branch circuit and power-limited fire alarm cabling must be replaced if they have been either partially or completely submerged.
- 1.4. Fire alarm equipment, devices and appliances located in areas above flood water that has been present for an extended amount of time shall be evaluated on a case-by-case basis for possible adverse effects from moisture, structural damage, etc. Contaminated or damaged equipment must be replaced.

II. Filing and Inspectional Procedures.

- 2.1. Any replacements of control equipment, initiating devices, audible and visual appliances, output devices, associated wiring, conduits, fittings, etc. in affected areas, *shall not be considered as an ordinary repair*, and, therefore, must comply with the respective requirements of Building Bulletin 2009-022, Sections 2 and 3, including *filing* and *inspection*.

- 2.2. To facilitate the restoration of damaged fire alarm systems licensed contractors shall request a “Temporary Work Permit (TWP)” which allows commencing the necessary work prior to full plan review. *Owners will be granted a 90-day grace period to submit plans and request an inspection once TWP has been released.*
- 2.3. Follow two-step directions to obtain a TWP:
- Step 1. File a PW-1 application (Alt.2, work type “FA”) with the Department of Buildings and obtain a PW1 number. The job description section shall reflect the required emergency replacements.
- Step 2. Submit the following documentation to obtain a TWP:
- a completed request for TWP (Form FA-16, available at the FAIU website) with the BIS job number label affixed;
 - a copy of the Alt-2 application “Fire Alarm;
 - a valid copy of the electrical contractor's license.
- 2.4. For expedited (same day) processing, the Temporary Work Permit must be filed *in person* through Window No.16 at:
- 9 MetroTech Center, 1st floor
Brooklyn, New York 11201
Monday through Friday
9:00a.m. to 12:00p.m.
- 2.5. The scope of work covered by TWP shall reflect only the *affected floors*.
- 2.6. A valid TWP must be posted on the job site at a readily accessible and conspicuous location until the FD acceptance inspection/test is completed
- 2.7. TWP shall remain in effect for a period of ninety (90) days and shall automatically become invalid unless the work authorized by such permit is commenced within 90 days after its issuance.
- 2.8. TWP is not transferable and any changes in ownership or contractor shall require a new permit.
- 2.9. When the installation has been completed and the owner seeks a relief from fire watch requirement prior to the scheduled inspection or the inspection cannot be performed as soon as requested, a Fire Alarm Certification (Form FA-15, available at the FAIU website) attesting the system functionality shall be provided by a NYS licensed professional engineer or registered architect.

Informative Links:

1. NEMA Guide for Evaluating Water Damaged Electrical Equipment
<http://www.nema.org/Standards/ComplimentaryDocuments/Evaluating-Water-damaged-Electrical-Equipment.pdf>
2. NEMA Guidelines for Handling Water-Damaged Electrical Equipment
http://www2.dnr.cornell.edu/ext/EDEN/guidelines_handling_water_damaged_elect equip.pdf

Attachments:

1. Fire Alarm Certification, Form FA-15.
2. Temporary Work Permit, Form FA-16.