



Fire Alarm Operational Permit

Frequently Asked Questions

Q: How do I know if my fire alarm system requires an Operational permit?

A: All fire alarm systems serving buildings in the City of Redmond are required to either have an Operational permit or a certificate/placard from UL/FM issued by a listed local fire alarm company.

Q: I have an existing fire alarm system that is not being modified and I do not have a current certificate or placard for the system. Do I need the Operational permit or certificate/placard?

A: Yes. All systems are required to have the Operational permit or certificate/placard. Previously, this provision was enforced on systems that were problematic or underwent modifications that required a permit. Since June 1, 2011 the Redmond Fire Department has been enforcing the requirement on all systems.

Q: Do I have to maintain a UL certificate on my fire alarm system when I have the Fire Alarm Operational Permit (FAOP)?

A: No. The FAOP is in lieu of the UL certificate. You can provide both voluntarily but it is not required.

Q: Can I contract with more than one Fire Alarm Service Contractor (FASC)?

A: No, the Operational permit requires one FASC make the system declarations related to correct installation and proper maintenance. We intentionally are allowing the Building Agent and FASC greater flexibility in determining how to contract for required services. The Building Agent and FASC can enter into any contractual arrangement that provides all elements of required service with the FASC directly providing all services or subcontracting some elements of service. Note that the FASC must maintain an ability to make the declarations required on the permit. The Building Agent then has one contract with the FASC who may have subcontracts with other appropriate companies to provide required services. If the Building Agent wants to negotiate the ability to have some work completed by another company, then they need to make sure their contract with the FASC allows for such arrangement.

Q: What types of service is required to be provided by the FASC?

A: The fire alarm system must be maintained properly, inspected and tested at least annually, be provided runner service to deal with problems, have proper design for modifications, and be monitored by a listed central station.

Q: Why does the Building Agent have to be involved in the FAOP?

A: The building owner is ultimately responsible for the fire alarm system in their building. The FAOP requires the Building Agent to be declared to provide Redmond Fire with an ability to have direct communication to the building owner's representative. We believe that this will allow building owners to become more aware and involved in their life safety systems, while giving them the ability to contact us directly with any questions about code requirements.

Q: Who can serve as building owners Building Agent?

A: The owner or their designated representative. The building owner has flexibility to serve as the Agent or they can hire a property management firm, or they can assign a responsible party to serve in that role. The Building Agent is the Fire Department's contact person for any issues related to the fire alarm system.

Q: Can the Building Agent cancel a FAOP or change to a different FASC at any time?

A: The Building Agent is issued the FAOP and they can make changes to the permit at any time. The operational permit is \$100 annually and requires a renewal each year. Changing a permit before renewal costs \$50 and can be initiated by the Building Agent by simply submitting a new permit application with the changes. The FAOP can be cancelled; however, the City of Redmond requires that all systems have either the FAOP or other approved third party verification in the form of a UL certificate, FM placard, or other listing agencies program certificate.

Q: Can the Building Agent hire a different FASC to work on tenant improvements?

A: The Building Agent should negotiate with a FASC to determine specific contractual arrangements that provide the Building Agent with whatever flexibility is desired. Redmond Fire will require that the FASC uphold the permit declaration stating the fire alarm system is functioning properly and is being maintained in accordance with Central Station Service requirements.

Q: Why are we being charged a fee for the FAOP?

A: The fee covers costs associated with reviewing the permit application, issuing the permit, and inspecting the building to verify that the system is being maintained and tested in accordance with our requirements.

Q: Does the FASC have to remain listed with a listing company to issue a FAOP?

A: The FASC must be either listed, or have been listed within the last three years as a local or full service fire alarm company. The company is not necessarily required to be currently listed as long as they can prove they have been listed within the last three years.