



**Palm Beach Gardens Fire Rescue**  
**COMMUNITY RISK REDUCTION DIVISION**  
**General and Sub-Contractor Responsibilities**  
For questions or concerns please call (561) 799-4318

**Fire Rescue Specific trade related inspection requirements/responsibilities**

1. General Contractor - New Construction / Build-Outs – for “Final Fire”
  - a) Addressing
  - b) Mechanical – all new duct detectors shall be tested with smoke
  - c) Knox box – (new buildings) shall be mounted and have the following placed inside of the box:
    - 1) Keys to the following:
      - a. Main entrance
      - b. All mechanical and electrical rooms
      - c. Emergency elevator operations (2)
      - d. Fire alarm panel
      - e. Pull stations
    - 2) Business card of 24/7 emergency point of contact
  - d) Electrical – Panel schedule, spares in the off position
  - e) Signage – Stairwells, mechanical, electrical, exits
  - f) Lighting - emergency
  - g) Extinguishers – quantity, type, location
  - h) Prior to final approval of construction, it is the responsibility of the property owner or their designee to ensure 100% radio/cellular communication capabilities for all fire and police personnel in accordance with NFPA 72, Chapter 24, Paragraph 24.5.2 Two-Way Radio Communications Enhancement Systems. If a failure occurs, a radio/cellular enhancement system will need to be installed.
2. Fire Sprinkler Contractor
  - a) Below ground testing certificate
  - b) Above ground testing certificate
  - c) Fire Pump testing certificate
  - d) (new buildings)
  - e) An original copy (non-copy machine) of NFPA 13
  - f) Hydraulic plates
  - g) Spare Heads and associated wrenches
  - h) Escutcheons/cover plates
  - i) Copy of plans – 4” PVC by FACP
  - j) Maintenance Contract
  - k) Signage
3. Fire Alarm Contractor
  - a) Location of electrical panel and breaker associated with the panel
  - b) Contact number inside of the panel door
  - c) Account number inside of the panel door



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- d) All strobes within visual of another shall be in synchronization
  - e) Record of Completion
  - f) Monitoring Contract
  - g) Maintenance Contract
  - h) Copy of plans – 4” PVC by FACP
4. Fire Suppression Contractor
- a) UL-300
    - 1) Notification Device
    - 2) Gas company representative
    - 3) Electrical Inspector
    - 4) Representative of the business (owner/chef)
    - 5) Chain
    - 6) Shunt Trip
    - 7) Chocks
    - 8) Pre-Engineered Restaurant Fire Suppression Systems Report
    - 9) Signage
  - b) FM-200
    - 1) Notification Device
    - 2) Fan test – Enclosure Integrity Report
    - 3) Signage
5. Petroleum Fuel Tank Contractor
- a) Underground visualization to ensure tank integrity
  - b) Underground of tank to ensure mounting/strapping
  - c) Pressure Test of all lines coming from tanks
  - d) Upon completion, each emergency shut-off to be tested