



February 16, 2022

**Re: New and Updated Form Templates in The Compliance Engine and Information about PSERN**

Dear Systems Testing Company/Technician,

This letter provides information regarding 2022 changes to a small number of regional templates in The Compliance Engine (TCE). These are regionally standard forms so the changes described in this letter will occur in all participating jurisdictions in Puget Sound (please see list attached to this letter). The most substantive change is the introduction of pre-test reporting for new Fire Alarm Systems using a new Fire Alarm Acceptance Test template. The letter also includes information for Fire Alarm and BDA/DAS installers regarding the regional go live of the Puget Sound Emergency Responder Network (PSERN). The letter concludes with a reminder of code requirements and citations for late submittal of reports in TCE and an invitation to join our regional stakeholders group.

Pdf versions of the forms are available for review on our website and are expected to be live in TCE in the next few weeks: <http://www.seattle.gov/fire/business-services/systems-testing#systemstestingforms>

**New Fire Alarm Acceptance Test Form**

*Mandatory use starting April 1*

During 2021, Seattle Fire Department participated with a group of vendors and AHJs in the Fire Alarm Working Group facilitated by Redmond Fire. That group produced a new Fire Alarm Acceptance Test form that will be used by vendors to provide final pre-test results and inventory information in The Compliance Engine (TCE).

Submittal of the pre-test results using the Fire Alarm Acceptance Test is a precondition for your fire alarm final inspection. Please have a printed copy of the report at the job site for your Fire Department inspector. A pdf will be available to print from the TCE website after you complete the report submittal.

Inventory information is mandatory at the time of system acceptance. In contrast, entering inventory data for existing systems is recommended but not a mandatory part of the annual test submittal process.

**Updated Fire Alarm Annual Test Form**

*Available in TCE beginning late March 2022*

This form's inventory section and questions are being changed to match the new Acceptance Test Form, so that information entered at time of acceptance will allow users to easily move forward with future annual tests. Please contact [SFD\\_FMO\\_SystemsTesting@seattle.gov](mailto:SFD_FMO_SystemsTesting@seattle.gov) if you would like a copy of the Annual Test that shows the specific changes.

### **Updated Sprinkler Annual Test Form**

*Available in TCE Now*

The only change to this form is clarifying wording to question 27 regarding recalled devices, based on contractor feedback that the previous wording was confusing.

### **Updated BDA/DAS Acceptance Test Form and Annual Test Form**

*Available in TCE beginning late March 2022*

The mandatory section regarding tester qualifications will be modified slightly to include NFPA language "approved certification or manufacturer training or other approved equivalent". In addition, these forms will be updated to provide more "help text" about certain questions, for example, providing a definition of "critical areas" and instructions on how to measure Signal Level Received at Donor Site. Please contact [SFD\\_FMO\\_SystemsTesting@seattle.gov](mailto:SFD_FMO_SystemsTesting@seattle.gov) if you would like a copy of the tests that show the specific changes.

### **PSERN Transition Information for Vendors Working on BDA/DAS and Alarm Monitoring Companies**

*Seattle building BDA/DAS transition likely to begin in May 2022 for Seattle BDA*

The aging public safety radio system in King County will be replaced by a new digital system called the Puget Sound Emergency Radio Network (PSERN). The new system was funded by a voter-approved levy. However, the levy did not fund upgrades to privately owned Distributed Antenna Systems (DAS) installed in buildings to meet fire code requirements. Properties with public safety DAS will be required to re-tune and recommission their equipment for the new system. The project is being managed by King County. The Seattle Fire Department is preparing information to aid property owners and contractors in planning, contracting, and budgeting and to explain the fire code implications of non-compliance. Please see <http://www.seattle.gov/fire/business-services/systems-testing#bdadasemergencyradiocommunications>.

Fire Marshals throughout the region are working with PSERN to help ensure that the Acceptance Test and Annual Test procedures and forms remain very similar before and after the transition. Seattle transition is expected in May, other jurisdictions will be later. During the transition, BDA/DAS will need to be taken off-line for a period of several days or weeks while technicians work to retune the antennas and test them. Alarm

monitoring companies should be aware and take steps to avoid transmitting false alarms regarding BDA/DAS that are offline as required by PSERN for the transition.

**Systems Testing Report Submittal Timelines – Avoid Citations**

SFD inspectors are finding an increasing number of premises with current system tags on the equipment, but no report in The Compliance Engine. Please work with your teams to achieve timely reporting in The Compliance Engine. This letter provides notice that SFD may resume issuing citations to ITM companies for late submittals of testing reports. The citation is \$373 for the first violation and higher for second violation within 12 months.

The code-required timelines for providing test reports to SFD through our third-party vendor TCE are:

- White-tagged and yellow-tagged systems: within **7 days** of the inspection or maintenance completion.
- Red-tagged systems: reported immediately using the current mandatory impaired systems reporting process and submitted through TCE the same day of the test.

**Invitation to Participate: Systems Testing Regional Advisory Group – 2022 Smoke Control Systems**

After the work on the Fire Alarm forms in 2021, the Regional Advisory Group is planning to work on new smoke control test forms in the second half of 2022. If you have not been part of the working group and would like to learn more about the work plan and participate, please contact Karen Grove to be added to the distribution list: [karen.grove@seattle.gov](mailto:karen.grove@seattle.gov).

We are grateful to our systems testing companies and technicians for their ongoing contributions to fire prevention and fire safety. If you have questions, you can reach us by email at [SFD\\_FMO\\_certifications@seattle.gov](mailto:SFD_FMO_certifications@seattle.gov) or [SFD\\_FMO\\_systemstesting@seattle.gov](mailto:SFD_FMO_systemstesting@seattle.gov).

Respectfully,



Assistant Chief Timothy J. Munnis, Fire Marshal  
Seattle Fire Department

Enclosures

Table 1: Regional Systems Testing – Participating Jurisdictions as of 1/1/2022

**Table 1: Regional Systems Testing Advisory Group Members**

	<b>Jurisdiction</b>	<b>Reg'l Advisory Group</b>	<b>Standard Reports in TCE</b>	<b>Systems/Forms: Common Q/L/R Templates</b>
1	Bellevue	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
2	Bothell	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
3	Eastside Fire/Resc	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
4	Kirkland	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
5	Mercer Island	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
6	Northshore Fire	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
7	Puget Sound Fire	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
8	Redmond	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
9	Renton	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
10	Seattle	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
11	Shoreline	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
12	South King Fire	Yes	No-Tegris	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
13	Tukwila	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
14	Valley Regional	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
15	Woodinville	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
16	Bremerton	Yes	Yes	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
17	KC Fire Marshal	Yes	Coming soon	Fire Alarm, Sprinkler, Standpipe, DAS/BDA
18	WA State FM	Yes	N/A	
19	PSERN	Observer	N/A	
20	KC Radio Shop	Observer	N/A	