

March 13th, 2008

RE: Automatic Fire Sprinkler Plan Submittals for Approval

Dear Fire Protection Contractor/Design Professional,

I would like to take this opportunity to introduce myself as the Fire Protection Engineer for the City of Des Moines Fire Department. I will be your primary contact for issues with plan review and fire protection engineering concerns. One of my first goals is to improve the overall level of compliance with fire sprinkler plan submittals. Many of the submittals that I have received have lacked items required by the IFC and NFPA 13. So I would like to ask you, the contractor, to work with me and improve the level of compliance in your submittals. It is my hope that improved submittals will yield faster turn-around times for approval letters and construction permits. Please assist me in plan review by ensuring that you have included at least the following in your submittals:

1. A minimum of three sets of construction drawings.
2. Drawings that include all of the items required by Chapter 14 Section 14.1.3 of the 2002 edition of NFPA 13.
3. Cutsheets/Manufacturer's Specifications for all sprinklers, piping, valves, and backflow prevention devices. (Please indicate on the cutsheets which device will be used if the cutsheets contain multiple models.)
4. Hydraulic calculations, including methods used for density/area calculations, occupancy classifications for areas used, hose allowances, losses due to elevation, fixed losses for backflow prevention devices, as well as the requirements listed in Chapter 14 Section 14.3 of the 2002 edition of NFPA 13.
5. Drawings that clearly indicate new vs. existing work.
6. Drawings that have plan notes that are pertinent to the project.
7. A completed plan review application. (A pdf version of the application is available by email or a paper copy is enclosed in this envelope).
8. A check or money order for the appropriate review fee.

Ensuring that all required documentation is submitted will expedite the plan review process, thereby allowing you, the contractors to start installation sooner. Submittals that do not include all required documentation may be returned and a re-submittal will be necessary to obtain a construction permit.

If you have any comments or questions regarding the above, please contact me @ (515) 237-1316 or e-mail jklund@dmgov.org . Your continued cooperation is greatly appreciated.

Sincerely,

Jonathan Lund, Fire Protection Engineer
Fire Prevention Bureau
Des Moines Fire Department