



**THE CITY OF REDMOND  
FIRE DEPARTMENT  
PREVENTION DIVISION**



**CENTRAL STATION SERVICE, U.L. CERTIFICATION,  
THIRD PARTY VERIFICATION, & TENANT IMPROVEMENTS**

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The guiding principal for evaluating a tenant improvement project or a new project is the requirement of a single contract for all elements of central station service at an individual building. This principle includes the concept that the alarm system in the building is a building requirement, and therefore, the alarm system is the sole responsibility of the building owner. Any such modification to the system, even if confined to the area of one tenant of many tenants in a building, is the jurisdiction of the owner. The prime contractor, or another alarm company that operates under the terms of a subcontract with the prime contractor, shall do all work on a system. It is important to note here, that in most cases, the prime contractor is the listed (UUFX) company that has the single contract with the owner.

Based upon the above principal, the following shall be typical:

1. The prime contractor has oversight of alarm service activities at a protected site. The prime contractor for a building may subcontract to another alarm company, particular elements of central station service such as monitoring, design, installation, testing, runner service, emergency repair service, etc. (Monitoring shall only be by a listed company).
2. Only the installing company shall submit plans for an installation or modification permit. That installing company shall be the prime contractor or an alarm company subcontracted by the prime contractor to do the installation.
3. Any competent alarm system designer who is registered as a "Designer of Record" with the Redmond Fire Department may design the plans submitted by the installing company. The "Designer of Record" responsibilities for design issues are identified in RFD Standard 9, May 2000 edition.
4. The installation company shall be responsible for system acceptance testing including the 100%, pre-acceptance, certificate of completion testing.
5. The prime contractor issues the verification certificate for the protected site and provides the required signage at the building.
6. Emergency repair of a system by a prime contractor of a portion of a system installed by a different company and still under warranty by that company shall be anticipated by the prime contractor and clarified in the sub contract (see #2 above).
7. All contractual relationships shall be identified on the face of the plans submitted for permit as directed in RFDS 9.2.3.15 .