

# Vail Fire and Emergency Services

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## FIRE PROTECTION CONTRACTOR PRE-REGISTRATION FORM

Effective 2011, all contractors engaged in providing fire protection services for fire sprinkler, fire alarm, fire suppression systems and related activities shall be required to complete this form prior to applying for a Contractor's Registration. This form must be completed and the required attachment provided a minimum of two weeks prior to applying for registration or renewal of an existing registration.

Once the Pre-Registration Form has been submitted with the required attachments, the Fire Prevention Bureau will review the application and if approved, send the applicant an Approval letter. The Approval letter will allow the applicant to submit a copy of the Approval letter to the Town with the applicable fee, and receive a Certificate of Registration over the counter.

New registrations and renewals shall be valid for three years, expiring on May 1<sup>st</sup> of the third year. It is the contractor's responsibility to maintain the required certifications and insurance. The Town must be notified of any material changes in the required documentation.

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Electronic Mail: \_\_\_\_\_

Name of Principal Applicant: \_\_\_\_\_

Type of Service: \_\_\_\_\_

Division of Fire Safety Contractor's Registration Number: \_\_\_\_\_

Name of Person Holding NICET Certification: \_\_\_\_\_

NICET Number: \_\_\_\_\_

## Town of Vail Fire Protection Contractor Pre-Registration Form

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**NOTE: Per Ordinance 3, Series 2011, minimum insurance coverage shall be not less than:**

#### 4-7-96: INSURANCE:

A. General Liability And Worker's Compensation: Every person granted a registration card under the provisions of this Chapter shall be required to maintain the following minimum types and amounts of insurance at all times:

1. Employee liability.
2. Worker's compensation.
3. Public liability with the following limits:
  - a. Option 1: one million dollars (\$1,000,000.00) in the aggregate, for bodily injury and one million dollars (\$1,000,000.00) in the aggregate, for property damage.
  - b. Option 2: combined single limit of one million dollars (\$1,000,000.00).

- **All contractors shall provide proof of registration and insurance upon request by the Code Official. Failure to provide proof of registration and insurance upon request may result in an enforcement action in accordance with the penalty provisions of this Chapter and Section 1-4-1 of this Code.**

#### 4-7-159: CONTRACTOR RESPONSIBILITY:

**A contractor shall be responsible for all construction work included in the contract permit or undertaking whether or not such work is done by such person directly or by a subcontractor.**

#### 4-7-1610: VIOLATIONS; HEARINGS; APPEALS:

**A. Acts Prohibited: It is a violation of this Chapter for any registered contractor under this Chapter to commit any of the following acts:**

1. **Commencing any construction work without first obtaining a registration card and insurance as required by this Chapter.**
2. **Any violation of ordinances or codes governing construction work.**
3. **Failure to maintain construction site grounds in a clean and safe manner, or causing damage to property adjoining the construction site.**
4. **Fraudulent use of a registration card to obtain permits for another person, firm, or corporation.**
5. **Failure to obtain inspections when same are required or failure to obtain a permit when required.**
6. **Failure to provide proof of registration and insurance upon request by the Building Official.**

**Notwithstanding the aforementioned any person commencing construction work which requires a permit in the Town without first registering as a contractor pursuant to the provisions of this Chapter shall be required to register as a contractor and shall be assessed a violation penalty charge in the amount of two times (2X) the current registration fee plus the registration fee.**

**Any application for a permit ~~or license~~ filed in derogation of this Chapter shall be deemed to have been filed with fraudulent intent and shall be a nullity.**

**Per Ordinance 18, Series 2010:**

**SECTION 105.3.9 - TRANSFER OF PERMIT: This section is hereby amended to add the following language: In the event of a change of contractor, engineer or registered design professional of record to another contractor, engineer or registered design professional, plans and documents shall be resubmitted unless an appropriate letter of release from the original contractor, engineer, or registered design professional is furnished to the Town of Vail accordingly.**

**SECTION 105.3.10 - PERMIT FEES / PLAN CHECK FEES: This section is hereby amended to add the following language: Permit Fees and/or Plan Check Fees for permits required under this Code are non-refundable.**

**Permit fees shall be assessed according to the Fee Schedule as currently adopted by the Town of Vail. Permit fees are based on one rough-in inspection for each space in the building and one final inspection for each space in a building. Permit fees shall be paid prior to the issuance of the permit. Permit fees are non-refundable once the permit has been issued.**

**Minimum Plan Check fees shall be paid at the time of application. Plan check fees will be assessed according to the Fee Schedule as currently adopted by the Town of Vail. Additional plan check fees may be assessed if the plan review requires more than two hours for review.**

**Additional plan check fees shall be assessed according to the Fee Schedule as currently adopted by the Town of Vail for review of re-submittals. Any additional plan check fees shall be paid prior to issuance of the permit.**

**Re-inspections shall be assessed additional inspection fees according to the Fee Schedule as currently adopted by the Town of Vail. Re-inspection fees (if applicable) shall be paid prior to requesting a Final Inspection.**

**SECTION 105.4.2 - INFORMATION ON CONSTRUCTION DOCUMENTS: This section is hereby amended to add the following language: Information contained in such documents and plans shall be deemed intellectual property of the applicant and those whose signatures and seals appear therein.**

**Fire Suppression Systems Contractors**

**SECTION 901.4.5 - QUALIFICATIONS:** This section is hereby added to this Code as follows:  
Service and installation personnel shall be registered with the Colorado Division of Fire Safety as a Fire Suppression System contractor and qualified and experienced in the installation, inspection, testing, and maintenance of fire sprinkler systems. Qualified personnel shall meet the requirements for either Items 1, 2 or 7 and a minimum of one additional element.

- 1. National Institute for Certification in Engineering Technologies. Level II minimum is required for field supervisors.**
- 2. Journeyman certification program through an organized labor union.**
- 3. A minimum of 8 hours of continuing education annually.**
- 4. Certified by examination by a pre-approved state or local authority.**
- 5. Trained and qualified personnel employed by an organization listed by a national testing laboratory for the servicing of fire sprinkler systems.**
- 6. Factory trained and certified with proof of such training within the last three years.**
- 7. Completion of apprentice program through an accredited educational program.**

**Fire Alarm Contractors**

**SECTION 907.1 - QUALIFICATIONS:** This section is hereby amended to add the following language:  
Alarm Service personnel shall be registered with the Town of Vail as a Fire Alarm System contractor and qualified and experienced in the installation, inspection, testing, and maintenance of fire alarm systems. Qualified personnel shall meet the requirements for Item 1, 2 or 7 and a minimum of one additional element.

- 1. National Institute for Certification in Engineering Technologies. Level II minimum is required for field supervisors.**
- 2. Factory trained or certified with proof of such training within the last three years.**
- 3. Journeyman that have completed a BAT certification program through the State of Colorado.**
- 4. Certified by examination by a pre-approved state or local authority.**
- 5. A minimum of 8 hours of continuing education annually.**
- 6. Trained and qualified personnel employed by an organization listed by a national testing laboratory for the servicing of fire alarm systems.**
- 7. Completion of apprentice program through an accredited educational program.**

**I have read and agree to the terms and conditions herein.**

**Applicant:** \_\_\_\_\_  
**Signature**

**Date:** \_\_\_\_\_