

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No. 2

203 East Pecan Pflugerville, Texas 78660
Phone: (512) 251-2801 Fax: (512) 990-1125

PRE-CONSTRUCTION INFORMATION

1 General Information

- ⇒ Follow the approved plans. If modifications are necessary, contact our office to discuss proposed modifications.
- ⇒ Ensure that approved plans are maintained at the jobsite for reference purposes. If approved plans are requested, and are not available, the inspection will have to be rescheduled.
- ⇒ Ensure that all items have been pre-inspected and pre-tested prior to the scheduled inspection.
- ⇒ If the project will not be ready for a scheduled inspection then notify our office prior to the scheduled appointment time.
- ⇒ Per department policy, re-inspection fees will be required when the procedures listed above are not followed.
- ⇒ Deferred submittals will be required for the installation of various fire protection systems. These may include:
 - Fire sprinkler system
 - Fire alarm system
 - Fire standpipe system
 - Kitchen suppression system
 - Automatic fire extinguishing system (computer equipment, paint spray booth etc.)
- ⇒ Plans for fire protection systems shall be submitted directly to the Pflugerville Fire Department. The fee schedule and permit application can be downloaded from the department web site.

2 Scheduling Inspections

- ⇒ Our department schedules field inspections by email.
- ⇒ To schedule a field inspection send an email to inspections@pflugervillefire.org
- ⇒ Include the words **inspection request** in the subject line.

Include the following information in this email:

- The project name
- The type of inspection you are requesting
- The date and time you would like the inspection performed
- Include a contact name and phone number with the request

Additional Information:

- Subcontractors are required to schedule their inspections (Not the GC).
- A minimum of 48 hours' notice is required when scheduling field inspections.
- We will check our calendar and attempt to accommodate the request as submitted.
- If the requested date/time is not available we will schedule the inspection for the next available time slot.
- Once the inspection has been scheduled you will receive an email confirmation.
- *Please follow-up if you do not receive an email confirmation within 24 hours of submitting an inspection request.*

3 Emergency Access and Water Supply

Access will be required during the construction phase of the project. The type of drive required will be reviewed on a case-by-case basis. Access drives shall be paved prior to construction above slab. The fire protection water supply shall be installed and operational prior to construction above slab.

4 Addressing

- ⇒ A temporary address sign must be posted at the construction entrance. Temporary building signs must be posted at individual buildings located in a complex.
- ⇒ The building and/or tenant suite address must be visible from the street or access drive facing the front of the building. Lettering must be a minimum of 6 inches in height and must clearly contrast with the background upon which it is mounted.
- ⇒ As a general rule, the address must be posted at the main entrance to the building or suite.
- ⇒ If a monument sign, or pole sign, will be installed the building address must be posted on this sign in addition to the front entrance.

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5 Underground Fire Lines

⇒ For all underground fire lines:

- All underground *must remain uncovered until a visual inspection is conducted* by the Pflugerville Fire Department. Ensure that stenciling which identifies the piping is visible.
- *All underground must pass a hydrostatic test* witnessed by the Pflugerville Fire Department. All joints must be uncovered for hydrostatic testing. All piping and attachments subjected to system working pressure shall be tested at 200 psi, or 50 psi in excess of the system working pressure, whichever is greater, and shall maintain that pressure ± 5 psi for 2 hours.
- *All underground must be flushed* per the requirements of NFPA Standard 24. This flush must be witnessed by the Pflugerville Fire Department.

⇒ For fire sprinkler underground:

- *Provide the SCR-U certification number for the company installing the sprinkler underground.*
- *Provide the RME-U certification number and the name of the employee holding the RME-U.*
- The transition (continuation) is the section of piping which penetrates the slab and connects the underground fire line to the fire sprinkler riser. The transition must consist of single section of stainless steel piping. A detail will be provided by the contractor prior to installation. The *transition installation shall be visually inspected* by the Pflugerville Fire Department prior to being covered.
- Underground lines cannot be connected to the sprinkler riser until the lines have been inspected, flushed and hydrostatically tested.

6 Knox Box Information

- ⇒ All Knox materials must be ordered from the Knox website. The web address is www.knoxbox.com.
- ⇒ At the Knox homepage, Click the green shopping cart button.
- ⇒ On the next page, enter the word Pflugerville under "search by department" and proceed with placing your order.
- ⇒ Once you place your order an authorization request will be sent to the Fire Marshal. Your order will be shipped once the authorization is issued.
- ⇒ Knox Box: For most installations we utilize the 3260 or 3270 Series with a Hinged Door. *If you purchase Model 3270 you will also need to purchase the recess mount kit.*
- ⇒ Each Knox Box must be installed no more than 5 feet AFF in an approved location which is visible and accessible to first responders. *Prior to installing a Knox box, contact our office and request a site visit to assist with establishing the proper location for the Knox box.*
- ⇒ Knox Plugs: Knox plugs are required for the fire department connection. You can order either Model 3042 or 3043.
- ⇒ Knox Padlock: When a Knox padlock is required order Model 3770.
- ⇒ Knox Switch: When a Knox switch is required order Model 3502.
- ⇒ Power Shutdown: When a power shutdown switch is required order Model 4500.

7 Identification Signs

The Pflugerville Fire Department has developed templates for identification signs required in our jurisdiction. These include identification signs for fire department connections, sprinkler riser rooms, fire alarm control panels, main gas shutoffs and the main electrical disconnect. *Sign templates will be forwarded by email.*

General Contractor Information	
Company Name	
Project Superintendent	
Email	
Cell Phone Number	
Office Phone Number	
Signature	
Date	

The person signing this document is acknowledging receipt of this information. The general contractor is responsible for ensuring sub-contractors are provided with a copy of this document.