

INTRODUCED: November 14, 2022

AN ORDINANCE No. 2022-327

To amend City Code § 13-221, concerning inspection reports, for the purpose of requiring that such reports be submitted to the Fire Marshal through a web-based reporting system provided by a contractor of the Fire Code Official.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: DEC 12 2022 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That section 13-221 of the Code of the City of Richmond (2020) be and is hereby amended and reordained as follows:

Sec. 13-221. Inspection reports.

(a) *Reporting.* It shall be the responsibility of any person or firm providing or conducting tests or inspections of fire protection systems within the City to submit a copy of the results of the aforementioned tests or inspections within 30 days to the Fire Code ~~Official~~ Official's online reporting contractor.

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: DEC 12 2022 REJECTED: _____ STRICKEN: _____

(b) Web-based reporting requirement. The Fire Marshal shall use a web-based inspection reporting program accessible to the Fire Marshal, providers of fire safety inspections, and property owners. All third-party inspectors shall upload all third-party inspection reports to a web-based inspection reporting system designated by the Fire Marshal. The Fire Code Official's online reporting contractor shall transmit inspection reports to the Fire Marshal.

(c) Itemized records. Itemized records for inspections, testing maintenance, repair, or replacement of any and all life safety or fire protection systems, including, but not limited to, fire sprinkler systems, stand-pipe systems, fire alarms, smoke detection, monitoring systems, fire extinguishing hood systems, private hydrants, private water main systems fire extinguishers, and other extinguishing systems, must document (i) the individual and company performing the inspection, testing, maintenance, repair, or replacement, (ii) a description of the inspection, testing, maintenance, repair, or replacement, (iii) when and where the inspection, testing, maintenance, repair, or replacement took place, and (iv) the results of the inspection, testing, maintenance, repair, or replacement. All individuals and companies performing inspection, testing, maintenance, repair, or replacement shall submit all itemized records of inspection, testing, maintenance, repair, or replacement to the Fire Code Official's online reporting contractor.

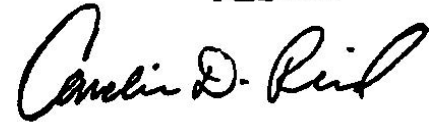
(d) Certification and licensure of inspectors. Only technicians properly certified to do so by the Commonwealth of Virginia may perform fire protection system inspections. The Fire Code Official shall maintain documentation of the state certification of such technicians. Each technician shall submit updated documentation of the technician's state certification every two years.

(e) *Rejection of reports.* The Fire Code Official may reject any reports provided pursuant to subsection (a) of this section unless the person or firm providing the reports also has provided the Fire Code Official with documentation of current certification and qualifications to conduct such tests or inspections in accordance with the appropriate National Fire Protection Association standard.

§ 2. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:

TESTE:

A handwritten signature in black ink, appearing to read "Carlin D. Reed". The signature is written in a cursive, flowing style.

City Clerk




City of Richmond


Intracity Correspondence


O&R REQUEST

DATE: September 22, 2022 **EDITION:** 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor 

THROUGH: J.E. Lincoln Saunders, Chief Administrative Officer 

FROM: Melvin Carter, Chief of Fire & Emergency Services, 

RE: Amendment – *City Ordinance Sec. 13-221. Inspection Reports*

ORD. OR RES. No. City Ordinance Sec. 13-221. – Inspection Reports

PURPOSE: To strengthen existing City Ordinance Sec. 13-221. - Inspection Reports

REASON: Currently, the Department of Fire & Emergency Services maintains physical records of inspections, certifications, and maintenance reports for sprinkler, restraint hood, and other fire suppression systems. The current management system is outdated, allows for redundancies, uses valuable manpower, and is very inefficient for records management, tracking, and follow up enforcement of deficiencies.

A third party vendor has been contracted to collect and forward all inspection, certification, and maintenance reports to the Department of Fire & Emergency Services Fire Marshal's Office (FMO), electronically through a secure records management program only accessible by FMO staff.

RECOMMENDATION: To amend *City Ordinance Sec. 13-221. – Inspection Reports* to require that all inspection, certification, and maintenance reports for fire protection systems, commercial cooking systems, and inspections regulated by the Virginia Statewide Fire Prevention Code (VSFPC) be submitted to the City of Richmond FMO through a third party reporting vendor as determined and published by the Richmond Department of Fire & Emergency Services.

BACKGROUND: There are agencies across the Country of like size and population that are currently using a third party reporting vendor with great success and increased compliance. Examples include Columbia Fire Rescue, SC., Brentwood, TN., Great Falls Fire Rescue, MT and South Fulton Fire Rescue, GA. Benefits of using a third party reporting vendor have been identified as real time data and direct communication, increased productivity, (operations and preven-

tion), and entities involved in prevention and community risk reduction and secure data and storage.

FISCAL IMPACT / COST: The third party reporting vendor will be no cost to the City of Richmond. This will be verified by contacting five (5) existing Fire Departments that use the third party reporting vendor. There will also be a savings from reduced printing costs and reduced work hours.

FISCAL IMPLICATIONS: N/A

BUDGET AMENDMENT NECESSARY: None

REVENUE TO CITY: None

DESIRED EFFECTIVE DATE: Upon Adoption

REQUESTED INTRODUCTION DATE: 14 November 2022

CITY COUNCIL PUBLIC HEARING DATE: Scheduling by the City Clerk's Office

REQUESTED AGENDA: Consent

RECOMMENDED COUNCIL COMMITTEE: Public Safety Standing Committee

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: None

AFFECTED AGENCIES: Department of Fire & Emergency Services (Fire Marshal's Office)

RELATIONSHIP TO EXISTING ORD. OR RES.: The Amendment will strengthen Sec. 13-22., while supporting the current and future Virginia Statewide Fire Prevention Code, as adopted by the City of Richmond. The inspections of fire protection systems will be conducted by individuals certified to inspect.

REQUIRED CHANGES TO WORK PROGRAM(S): N/A

ATTACHMENTS: None

STAFF: Deputy Fire Chief E. Taylor
Assistant Fire Chief S. Hall Jr.
Battalion Chief E. Dyer, Fire Marshal