

Pikes Peak **REGIONAL** Building Department

Fire Alarm & Suppression Installer License/Certificate Application

Contractors must be licensed by Pikes Peak Regional Building Department (“PPRBD”) prior to consulting for, contracting for, or performing work that requires a permit. Review the type of work to be performed with the contractor descriptions listed below. (Pikes Peak Regional Building Department Code, as amended, Sections RBC207; RBC208)

If necessary, discuss your licensing needs with the Colorado Springs Fire Department, Construction Services at (719) 385-5982 + Option 2. PPRBD processes applications and registrations on behalf of the Colorado Springs Fire Department.

Fire Alarm Installer (FAI)

The Fire Alarm On-site Installer (FAI) is a skilled worker employed by the permit-holding Fire Alarm Contractor and is qualified to ensure practical installation of the fire alarm system according to the standard set by the Fire Authority. (RBC208.6)

Fire Suppression On-Site Installer (FSI)

The On-site Installer is a skilled worker employed by a Fire Suppression Contractor A (FSC-A) who is qualified to ensure practical installation of water-based fire suppression and standpipe systems according to the standards set by the Fire Authority. (RBC207.10) The On-site Installer Certificate allows a person to install, add to, alter, repair, maintain, test and inspect water-based suppression systems and standpipe systems of all types. All work must be performed under the direction of a licensed FSC-A contractor. (RBC207.10.1)

Fire Suppression Installer (Limited) (FSI-L)

The On-Site Installer Limited is at a minimum a State of Colorado Residential Plumber employed by the permit holding Fire Suppression Contractor M who is qualified to ensure practical installation of the multipurpose fire sprinkler system according to the standards set by the Fire Authority. (RBC207.11) The On-site Installer Limited certificate allows a person to install, add to, alter, repair, maintain, test and inspect single-family multipurpose automatic fire sprinkler systems. All work must be performed under the direction of an FSC-M contractor. (RBC207.11.1)

Fire Hydrant Technician (FHT)

The fire hydrant technician is a skilled worker employed by a licensed FSC-H contractor who is qualified to ensure competent testing, maintenance, and inspection of private fire hydrants according to the standards set by the Fire Authority. (RBC207.12) The Fire Hydrant Technician certificate allows a person to service, test, maintain, repair, and inspect private fire hydrants. All work must be performed under the direction of a licensed FSC-H contractor. (RBC207.12.1)

Fire Service Technician B (FST-B)

The service technician is a skilled worker employed by a licensed FSC-B, -C OR -D contractor who is qualified to ensure competent service, repair, testing, maintenance, and inspection of portable fire extinguisher appliances and/or pre-engineered special hazard systems including commercial kitchen suppression systems according to the standards set by the Fire Authority. Requirements of RBC207.13

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of this Code shall become effective one (1) year following the adoption of this Code by the City of Colorado Springs. (RBC207.13) The Service Technician certificate allows a person to service, repair, maintain, test and inspect portable fire extinguisher appliances and/or pre-engineered special hazard systems including commercial kitchen systems. All work must be performed under the direction of a licensed contractor. (RBC207.13.1)

Fire Service Technician C (FST-C)

The service technician is a skilled worker employed by a licensed FSC-C contractor who is qualified to ensure competent service, repair, testing, maintenance, and inspection of portable fire extinguisher appliances and/or pre-engineered special hazard systems including commercial kitchen suppression systems according to the standards set by the Fire Authority. (RBC207.13) The Service Technician certificate allows a person to service, repair, maintain, test and inspect portable fire extinguisher appliances and/or pre-engineered special hazard systems including commercial kitchen systems. All work must be performed under the direction of a licensed contractor. (RBC207.13.1)

Fire Service Technician D (FST-D)

The service technician is a skilled worker employed by a licensed FSC-D contractor who is qualified to ensure competent service, repair, testing, maintenance, and inspection of portable fire extinguisher appliances and/or pre-engineered special hazard systems including commercial kitchen suppression systems according to the standards set by the Fire Authority. (RBC207.13) The Service Technician certificate allows a person to service, repair, maintain, test and inspect portable fire extinguisher appliances and/or pre-engineered special hazard systems including commercial kitchen systems. All work must be performed under the direction of a licensed contractor. (RBC207.13.1)

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The items listed below are required for consideration of your license application:

- Application form - must be filled out completely or the application will not be accepted.
 - A non-refundable \$50 application/processing fee is due at the time the application is submitted.
*The fee is payable by cash, Visa, Mastercard, Discover, or check.
 - Copy of current Driver License or photo ID card issued by a state or federal government.
 - Exam results and/or NICET certificate (see exam information below).
 - Resume - documentation of work experience:
 - FAI - 2 years' work experience in fire alarm systems.
 - FSI - 2 years' work experience in water-based suppression systems and standpipe systems.
 - FSI-L - 2 years' work experience in multipurpose fire sprinkler systems.
 - FHT - 2 years' work experience in fire hydrant maintenance.
 - FST-B, -C, -D - 2 years' work experience in portable fire extinguisher appliances and/or pre-engineered special hazard systems including commercial kitchen systems.
- References shall be supplied establishing the experience.
- Employment status letter.
 - See attached Privacy Act Statement.

*Please Note:

A name-based judicial record check will be performed by PPRBD. The name-based judicial record review process may affect when your application will be reviewed by the Fire Board of Appeals.

*Electronic License Applications can also be submitted online at www.pprbd.org/Licensing/Application.

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Exam

PPRBD has partnered with a third-party testing and certification company, Compliance Services and Assessments, LLC (CSA), offering professionally proctored assessments at over 230 locations nationwide. The test required for the specific license is noted below. Please contact CSA for instructions on scheduling assessments. Also, please visit www.csaexams.com.

PPRBD License	CSA Assessment	Description
Fire Alarm Installer (FAI)	FA2 (NICET II in Fire Alarm Systems will be accepted in lieu of the CSA exam requirement)	Fire Alarm
Fire Sprinkler Installer (FSI)	ASCR2	Automatic Fire Sprinkler Commercial/Residential
Fire Hydrant Technician (FHT)	CTFH2	Confidence Testing Fire Hydrants
Service Technician B (FST-B)	FEX and CKH2 or KHFE2	Fire Extinguisher Commercial Kitchen Hoods
Service Technician C (FST-C)	FEX	Fire Extinguishers
Service Technician D (FST-D)	FEX	Fire Extinguishers

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Fire Board of Appeals

All required documents, exam, and application fee must be complete and reviewed by the Fire Authority before the license request is placed on the Fire Board of Appeals' agenda. The deadline to have the complete application and all required documents turned in is two (2) weeks prior to the Fire Board of Appeals meeting, which occurs on the second Friday of each month.

License/Certificate Issuance

Within sixty (60) days of the Fire Board of Appeals' decision to grant a license/certificate, the examinee must obtain the license/certificate. (This license is granted by the Fire Authority and registered with PPRBD.) After sixty (60) days, an unclaimed license is voided and the entire application file is discarded.

Insurance Requirements

A Certificate of General Liability and Workers' Compensation or Workers' Compensation Rejection of Coverage are required in accordance with the Pikes Peak Regional Building Code, Section RBC201.7.1. (See <https://www.pprbd.org/Licensing/InsuranceRequirements>)

License/Certificate Fees

License/certificate fees are paid before license/certificate issuance. Fees are NOT prorated for a portion of the year. The annual license fee of \$10 is due. The annual license/certificate fee is payable by cash, VISA, Mastercard or check made out to Pikes Peak Regional Building Department.

License/Certificate Expiration & Renewal

The certificate shall be valid for a period of three (3) years. At the expiration of the three (3) year period, the applicant shall have ninety (90) calendar days to make application and pass the examination.

NOTE: License/certificate renewal requires proof of satisfactorily completing CSA exam.

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FIRE ALARM & SUPPRESSION INSTALLER LICENSE/CERTIFICATE REQUESTED (c)

RBD USE ONLY

Date: _____

Initials: _____

Receipt # _____

RBD # _____

- FAI FSI FSI-L FHT
- FST-B FST-C FST-D

Licensee/Certificant Information

Applicant's Name: _____
Last *First* *M.I.*

Date of Birth: _____ Social Security Number: _____

Residence Address: _____
Apt./Unit #

Number / Street Only - No P. O. Boxes or PBM's

City *State* *Zip Code*

Applicant's Home Phone: _____ Applicant's Cell Phone: _____

Applicant's Office Phone: _____

Applicant's E-mail Address: _____

1. Have you ever held a fire license, registration, or certificate?
 Yes No If yes, list the number: _____
2. How long have you worked in El Paso County, Colorado? _____
3. Have you been accused of, charged, or liable for any claims for work related to any license/certificate issued by this jurisdiction or for work related to the building trades in any jurisdiction?
 Yes No If yes, explain:

4. Have you ever had a license, registration, or certificate suspended or revoked?
 Yes No If yes, explain:

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Licensee/Certificant/Applicant Certifications

Certification	Type	Expires

Licensee/Certificant/Applicant Work History

Company: _____ From: _____ To: _____

Company: _____ From: _____ To: _____

Company: _____ From: _____ To: _____

Licensee/Certificant/Applicant References

Name two supervisors for whom you worked.

Name	Company	Telephone

CERTIFICATION (The following declaration is to be signed by the examinee/licensee/certificant)

PPRBD requires all persons seeking a license/certificate to undergo a name-based judicial record check. I hereby authorize PPRBD to perform a name-based judicial record check utilizing information provided in this application. I agree and understand PPRBD may deny me a license/certificate after such review. If any information provided in this application is untrue, the license/certificate granted to me may be automatically revoked by PPRBD. (See attached Privacy Act Statement)

Applicant's Printed Name: _____

Applicant's Signature: _____ Date: _____



PRIVACY ACT STATEMENT

Privacy Act Statement

Pursuant to 5 U.S.C. § 552a(e)(3), this Privacy Act Statement serves to inform you of the following concerning the collection of the information on this form.

A. AUTHORITY:

Collection of the information solicited on this form is authorized by Title 24 of the Colorado Revised Statutes (C.R.S.), whether or not codified. In general, see C.R.S. §§ 24-5-101, 24-50-1001 *et al.*, 24-72-301, *et al.*, including, but not limited to 24-72-305.4, 24-60-2702. For licensing, certification, or registration functions for any governmental entity, in addition to other authority conferred by law, specifically refer to C.R.S. § 24-72-305.4. For contemplated employment for certain positions with Pikes Peak Regional Building Department where confidential financial and personally identifiable information, as such is regulated by Titles 6 and 24 of C.R.S., may readily be available to a person, the information solicited by the Department is a requirement/condition to employment.

B. PURPOSE:

The primary purpose for soliciting this information is to determine the eligibility of, and whether there exists a law enforcement or security risk in permitting licensing, certification, or registration, or employment, as applicable.

C. ROUTINE USES:

The information solicited on this form may be made available as a "routine use" to other government agencies to assist the Department in making determinations about the person's eligibility for licensing, certification, or registration, as applicable, for administration purposes. The information may be made available to the State of Colorado (specific to any licensing, certification, or registration regulated by it) in the event an application is not approved, so that a determination can be made for issuance thereof.

D. CONSEQUENCES OF FAILURE TO PROVIDE INFORMATION:

Licensing, certification, or registration by the Department may not be issued, or consideration for/an offer of employment with the Department, as applicable, may be terminated by the Department.

Last Updated: May 14, 2021