

City of Chicago Fire Life Safety Requirements

2-36-500 Agreements related to electronic submission of inspection records and inspection fees.

The fire commissioner, after conducting a competitive solicitation, is authorized to enter into an agreement with an entity that provides and hosts a computer application through which inspectors shall electronically submit to the City: (i) results of mandatory inspections of fire protection equipment, including pump inspections, sprinkler system inspections, and standpipe inspections, as well as (ii) the amount of the inspection fees due the City pertaining to such inspections. The fire commissioner is authorized to designate the entity's computer application as the required method for submission of these records and fees to the City. The costs for the operation and maintenance of the application and the retention of the various records contained therein shall be borne by the inspectors, who may pass on such charges to building owners. The City's contract with the entity shall be on such terms as the fire commissioner deems reasonable. The fire commissioner is authorized to adopt rules to administer and enforce this section.

BUILDINGS SHOULD AUDIT THEIR INFORMATION ON THE COMPLIANCE ENGINE

Access Building Information:

The Compliance Engine, also known as Brycer, is a third-party managed system which collects, organizes, and categorizes life safety related testing and inspection reports for each building. The consultants performing the testing and inspection utilize the system to submit reports; however, buildings should review their building site to confirm accuracy of the information described below.

The designated building representative, (usually the Chief Engineer), can obtain access by emailing the Chicago Fire Department Fire Prevention Bureau at CFDPUMPS@CityofChicago.org from their building email. The email should identify the main address of the building (the address used for CFD response). **Brycer, in coordination with** the Chicago Fire Department, will respond via email with directions on setting up the profile for access.

Review and Confirm Building Information and Reports

Once Brycer access is obtained, review and confirm the following building profile information:

- The building address and current contact information are correct.
- Noted non-compliances.

Additional items to check include:

- Different addresses used for different reports.
- Different stairwell designations resulting in discrepancies in standpipe designations (for example, stairwell noted as "A" in one report and "south" in another report, which can also result in an incorrect number of total standpipes included for the building).
- Long past due reports where Brycer lists a "ghost" system resulting from previous mislabeling, etc.

Correct Report Discrepancies

A discrepancy in a report (for example, a stairwell designation) may be able to be corrected by a resubmittal of the report by the building testing and inspection firm.

Other discrepancies such as elimination of a “ghost” system must be done by CFD. In the event of a discrepancy that cannot be corrected by report resubmittal, email CFDPUMPS@CityofChicago.org.

OTHER SUGGESTIONS:

- **Keep address and management company updated.** Violation notices are sent out by USPS. Be sure to update the information in the building profile with current delivery information in the event of changes in management company, suite number, etc.
- **Require building access to tenant profiles.** Tracking preaction system compliance and status can be inefficient. If a tenant applies for a preaction system permit, a Brycer profile is established. Building management should require access to the tenant preaction system profile to monitor compliance. If a preaction system is removed when a tenant moves out, email CFDPUMPS@CityofChicago.org with that information.
- **Scissor stairs should be consistently labeled.** Designation of scissor stairs continues to create discrepancies. Scissor stairs must be alphabetical or color coded but not designated by compass direction. Note that corrections must be made at the fire alarm panel and in life safety plans for consistency.