

## Fire Department

To: Common Council

From: Fire Chief Tanya Reynen

Date: 11/13/2024

Subject: Inspection, Testing and Maintenance (ITM) Third-Party online reporting

### Background

Fire protection systems, such as fire alarm systems, fire sprinkler systems and cooking hood extinguishing systems, are known variables in any community's lifesaving efforts and property conservation. Annual inspections and maintenance precipitate their success. Occupancies required to have these systems within the City of Watertown must provide annual inspection and maintenance documentation as specified under the current fire prevention code.

Across our region, the use of third party ITM reporting is a crucial element in enforcing and tracking the status of fire protection systems. Communities surrounding us utilizing a third-party reporting system include Beaver Dam, City of Waukesha, City of Brookfield, and City of Pewaukee. This national best practice ensures that life safety systems are properly operating and maintained, a key factor in our community's safety. These reporting programs are specifically designed to allow the Authority Having Jurisdiction (AHJ) to receive inspection reports from fire protection system service companies electronically. This enables the AHJ to identify non-compliant fire protection systems as soon as possible, a crucial step in ensuring our community's and firefighters' safety.

This practice of Inspection, Testing and Maintenance, as outlined within NFPA 25 and NFPA 72 has been adopted by the City of Watertown ordinance Chapter 303 and Wisconsin Chapter 314, Fire Prevention. The only change will be how the city and the Fire Department will receive these records.

This service is available at NO COST to the Department, or directly to the property owner. The ITM vendor bills the contractor a fee for records submitted. The ITM record is then paired with the electronic inspection record using our inspection software. Additionally, the third-party vendor takes a proactive approach, sending reminders to property owners for required services and following up on any deficiency repairs to ensure systems are maintained and operational.

## Budget Goal

4. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities.
5. Maintains a safe and healthy community, with an eye toward future needs and trends.

## Financial Impact

There is no financial impact on the City or Departments budget.

## Recommendation

The department recommends contracting with LIV as a third-party vendor to maintain online reporting of suppression systems, inspection, testing and maintenance.

## 2024 Operational Goal

Implementation of programs to improve fire prevention and inspection efforts within the City of Watertown Fire Department response area.