

**STATE OF FLORIDA  
AGENCY FOR HEALTH CARE ADMINISTRATION  
OFFICE OF PLANS AND CONSTRUCTION**

<http://www.fdhc.state.fl.us/MCHQ/Plans/>

**INFORMATION FOR PROJECT REVIEW**

The following information is intended to assist in the submission of plans and specifications for health facility construction to the Agency for Health Care Administration, Office of Plans and Construction.

**Regulated Facilities**

Review by this office is required only for those facilities licensed by the Agency or certified by the federal government and required by Florida statutes to have plans reviewed by the Agency. These facility types include: Hospitals, Nursing Homes, Ambulatory Surgical Centers (ASC) and Intermediate Care Facilities for the developmentally disabled (ICF/dd).

**Outpatient Facilities**

Plans and specifications shall also be submitted to the Agency for review of all detached outpatient facilities of hospitals that provide surgical procedures requiring general anesthesia or that administer I.V. conscious sedation, that provide cardiac catheterization services, and all facilities that are to be licensed as ASCs. All other outpatient facilities of hospitals must be reviewed, except those that are physically detached from, and have no utility connections with the hospital, and that do not block emergency egress from or create a fire hazard to the hospital and do not provide services to any inpatients.

To determine if a detached outpatient facility of a hospital meets these review exemption criteria, the licensed hospital may submit the following information for a no-fee cursory review:

- A program of services to be offered in the detached facility and a statement from the licensed hospital that no inpatients will be treated or examined within the detached facility
- A statement that there are no utility connections to the hospital
- The address or location of the detached outpatient facility
- If the detached outpatient facility is on the campus of the licensed hospital, a dimensioned site plan showing the location of the hospital relative to the location of the detached outpatient facility shall be provided. This information will help determine whether the emergency egress or fire safety of the hospital has been adversely affected.

After this cursory review has been completed, and if the facility meets the exemption requirements, a letter of exemption from review by the Office of Plans and Construction will be issued. With this exemption letter, the hospital can contact the Hospital and Outpatient Unit in the Bureau of Health Facility Regulation of the Agency to list this outpatient facility as part of the hospital's outpatient program.

All new buildings or health care facilities which are not listed as part of the licensed facility's outpatient program but are on the same property and adjacent to the existing licensed facility must be submitted to the Office of Plans and Construction before construction commences for a no-fee cursory review to determine if egress and fire safety of the licensed facility has been adversely affected.

### **Other Health Care Facilities**

Adult Living Facilities (ALF), Hospices, and Birthing Centers are licensed by the Agency, but plan review by the Office of Plans and Construction is not required. Fire safety surveys are required for these facilities and are completed by either the Agency or the local fire inspecting authority.

To assist the provider in designing a code compliant facility, Adult Living Facilities and in-patient Hospices may request a review consultation from the Office of Plans and Construction. This consultation can be a review of any construction document stage chosen by the provider. All review time will be billed to the provider at the current hourly review rate. Although correction of the construction documents based on this review is not required, final approval by the Agency of the completed facility is required before licensure can take place. Contact the Office of Plans and Construction for further information regarding review consultation for ALFs and in-patient Hospice facilities.

Renal dialysis facilities not attached to the hospital license are not licensed but are certified for federal reimbursement. There are no regulatory physical plant requirements for these facilities and plan review is not required. However, the Center for Medicare/Medicaid Services (CMS) does require all such facilities to be surveyed by the state agency to determine compliance with the Life Safety Code enforced by CMS.

### **Required Approval from the Office of Plans and Construction**

Any renovation, remodeling, addition or alteration to the physical plant of a hospital, nursing home, ASC or ICF/dd that would require a building permit must be reviewed by the Office of Plans and Construction, regardless of the cost of such alteration, before any construction may commence. Some small projects such as interior painting and preventive maintenance do not require submission to the Agency.

If it is uncertain whether a formal review is required, a description of the project may be submitted to the Office of Plans and Construction for further review determination before undertaking any construction.

To assist in this determination, the following should be included with the request for further review determination:

- A detailed scope of work clearly explaining all of the contemplated construction
- A simple floor plan of the facility or area to be renovated
- A completed Infection Control Risk Assessment (ICRA) and a detailed plan of how the patients or residents will be protected from all contemplated renovation and construction

Upon receipt of this information, a no fee cursory review will be completed and within 10 days a letter will be issued indicating whether further review by the Agency is required for this project.

All projects determined to require a full review must be submitted to the Office of Plans and Construction before construction is commenced. Each submitted project will be issued a separate and distinct project number. It is essential for this project number to be included on all further correspondence with the Agency including all submitted drawings, specifications, letters, fee payments, etc.

If additional projects are submitted for review to the Office of Plans and Construction, include on the transmittal letter all facility information requested on the *Plan Review Application* so a new project log number can be assigned to the project.

### **General Office Information**

Additional administrative information is available from the staff of this office at the addresses and telephone numbers provided on the web site and the review architects and engineers are available to answer any technical questions concerning health care facilities.

For staff contacts in the Office of Plans and Construction, and links to other important and informative websites, please visit the Agency for Health Care Administration website at: <http://www.fdhc.state.fl.us/MCHQ/Plans/>.

For further general information, please contact the Office of Plans and Construction at 850/487-0713.

### **Mailing/Delivery Address for all Submissions**

All submitted materials for all projects are to be sent to the following address:

**Office of Plans and Construction  
2727 Mahan Drive  
Fort Knox Bldg. #1, Suite 145  
Tallahassee, Florida, 32308  
MS 24**

## **INFORMATION FOR PROJECT SUBMISSION**

The following items must be submitted to the Office of Plans and Construction before any review can be undertaken. If any one of these items is not included in the submission, the project will either be placed on hold and no review initiated or the project will be disapproved and will require another submittal. If the project is placed on hold, the sender will be contacted and will be given two weeks to supply the additional material before the submission is returned to the sender.

### **Plan Review Fee**

A fee is charged by the State of Florida for the review of plans and construction. The Agency is authorized to charge an initial fee of \$2,000 for the review of plans and construction on all projects, no part of which is refundable. The initial fee payment must accompany the initial submission.

Further, the Agency is authorized to charge a fee not to exceed one (1) percent of the estimated construction cost or the actual cost of review, whichever is less, for a portion of the review, up through the first revised construction document review. All fees for subsequent portions of the review, including construction surveys, will be based upon the actual cost of review (including travel expense) for the remaining portions of the plan reviews and construction surveys. Any subsequent fee payment that is due is payable upon receipt of an invoice or notification in writing from the Agency.

Checks must be submitted by the provider and shall be made payable to "Treasurer, State of Florida" and should be noted "for Deposit to the Office of Plans and Construction Plan Review Trust Fund". The Agency can only accept a review fee from the licensee or potential licensee.

### **Plan Review Application (PRA)**

This application shall be completed in its entirety at the time the review is scheduled. If all information is not complete, accurate and current, the plans may not be able to be processed and review may not commence.

The Plan Review Application form is available from this office upon request and from the Agency's web site: <http://www.fdhc.state.fl.us/MCHQ/Plans/>.

### **Firm Certification and Professional Registration**

At the time of Construction Document (Stage III) submittal, a current State of Florida firm certification number must be provided for each architectural and engineering design firm doing business under an assumed name. For each design professional signing, sealing and dating the submitted documents, a current and active State of Florida registration number must also be provided. Information regarding such firm certification and registration requirements may be obtained from the applicable state licensing board.

Construction documents (Stage III) submitted to this office are public record documents and must be properly signed, dated (under the signature) and sealed (embossed) by the design professional responsible for the content. Such seals and signatures must be in keeping with the requirements of the Florida State Board of Architecture and the Florida State Board of Professional Engineers and must conform to Chapters 61G1 and 61G15 Florida Administrative Codes. This includes the following requirements:

- Both engineers and architects must sign, date under signature and emboss seal each sheet for which they are responsible.
- If there is a book of specifications, all design professionals responsible for the content of those specifications must sign, date (under signature) and emboss seal the front cover or title sheet.
- All addenda, change orders and other forms of contract document modifications require proper sealing as described above.

### **Certificate of Need (CON) Requirements**

Due to changes in the Florida statutes regarding Certificate of Need review, many projects no longer require a Certificate of Need, exemption or non-reviewable letters from the Agency.

In general, projects that will add some types of new beds such as hospital rehab beds or nursing home beds or certain services (such as open heart, inpatient cardiac catheterization, organ transplant, comprehensive medical rehab) and all new facilities still require a valid Certificate of Need or exemption from certificate of need letter from the Agency before plan review can commence.

Other projects involving outpatient services, obstetrical services, equipment replacement, elimination of safety hazards, or modifications or additions to the physical plant not directly related to patient care no longer require any letter or review by the Agency for Certificate of Need purposes.

Please visit the Agency's Certificate of Need and Financial Analysis website at: [http://www.fdhc.state.fl.us/MCHQ/CON\\_FA/index.shtml](http://www.fdhc.state.fl.us/MCHQ/CON_FA/index.shtml). For further information, contact the Office of Certificate of Need for information at (850) 488-8672 or write to the Agency for Health Care Administration, Office of Certificate of Need, 2727 Mahan Drive Tallahassee, FL 32308 or send them a fax at (850) 922-6964.

### **INFORMATION FOR PLANS SUBMISSION**

For new facilities or large additions, all three stages – Phase 1, schematic; Phase II, preliminary; and Phase III, construction documents – must be submitted to this office for approval. Phase I, schematic plans, and Phase II Preliminary Plans, are generally not required for small additions and alterations. Contact this office for determination.

While it is permissible to submit schematic and preliminary drawings to this office by mail, it is customary and encouraged that an appointment be made for a “stand-up” review meeting with the review architects and engineers.

All “stand-up” appointments for all offices are scheduled through the Tallahassee main office. These “stand-up” reviews may be scheduled for the Tallahassee Office, the Orlando Office or the Miami Office depending on the area where the project will be constructed. These appointments may be made by telephone, email, or FAX up to three weeks ahead of time. However, no appointment will be scheduled without a copy of a valid CON or Letter of Determination (if one is required by the Agency) and a completed Plan Review Application (PRA). A signed letter with comments will be available within 14 days after review.

Because of the time required and time commitments to other facilities, a stand-up review cannot be made for construction documents except those for very small projects. Request for stand-up construction document review must be directed to the supervisor on the office where the review will be scheduled.

The following is an outline summary of information required at each stage of submission. This is not a complete listing of all required plans. For a complete listing of all required plans, see Chapter 59A-3, 59A-4, or 59A-5 Florida Administrative code at: <https://www.flrules.org/Gateway/Division.asp?DivID=186>.

### **Stage I, Schematic Plans**

#### **Functional Program:**

- Provide a detailed scope of work and describe services to be provided in the project.
- If applicable, provide a schedule showing total number of beds (existing and new), types of bedrooms (private, semiprivate) and types of ancillary spaces.

#### **Plan Submissions:**

- Provide single-line drawings of each floor showing the relationship of the various activities or services to each other and the room arrangement in each. The name of each room shall be noted. The proposed roads and walks, service entrance courts, parking and orientation may be shown on either a small plot plan or the first floor plan. A single cross-section diagram shall be submitted at this stage. A schematic Life Safety Plan showing smoke and fire compartments and exit passageways is also required.
- If the project is an addition or otherwise related to existing buildings on the site, the plans shall show the facilities and general arrangement of those buildings. Provide the construction type for both the existing building and the addition.

## **Stage II, Preliminary Plans**

The preliminary plans are a further development of the schematic plans and shall include the following:

### **Functional Program:**

- Provide a detailed scope of work and describe services to be provided in the project.
- If applicable, provide a schedule showing total number of beds (existing and new), types of bedrooms (private, semiprivate) and types of ancillary spaces.

### **Plan Submissions:**

- Civil Engineering Plans: Show existing grade and proposed improvements. Provide a vicinity map for new facilities. For a new or replacement hospital, nursing home, or ICF/dd facility and for all additions to these facilities, the 100 year flood plain elevation, the category 3 surge inundation elevation and the finish floor elevation of the facility will be provided at the preliminary to achieve preliminary approval.
- Life Safety Plans: Provide single-sheet floor plans showing fire and smoke compartments, all means of egress, fire rated walls, the longest exit distances, the furthest travel distance from any point to cross corridor smoke doors, standpipe locations, fire extinguishers, and exit light locations. Additionally, dimension compartments, calculate and tabulate exit inches.
- Architectural Plans: Provide floor plans (1/8-inch scale preferred). Show door swings, windows, casework and millwork, fixed equipment and plumbing fixtures. Indicate function of each space within the space on the plan. Provide large-scale plans of typical bedrooms with tabulation of gross and net square footage of each bedroom. Provide typical large-scale wall interior and exterior sections and exterior wall elevations. Whenever an addition, alteration or remodeling or renovation to an existing facility is proposed, the general layout of spaces of the existing facility shall be submitted with the preliminary plans.
- Mechanical Engineering Drawings: Provide a one-line diagram of the ventilating system with relative pressures of each space. Provide, at least in outline form, system operation and description of drawings of any anticipated emergency smoke control system. Show existing sprinklered areas as well as areas to be sprinklered.
- Electrical Engineering Drawings: Provide a one-line diagram of normal and essential power systems showing service transformers and entrances, switchboards, transfer switches, distribution feeders and over-current devices, panel boards and step-down transformers. The diagram shall include a preliminary listing of new and existing normal block loads, preliminary estimates of available short-circuit current at all new equipment

and existing equipment serving any new equipment, short-circuit and any new revised grounding requirements.

- Outline Specifications: Provide a general description of the construction, including construction classification and ratings of components, interior finishes, general types and locations of acoustical material, floor coverings, hardware groups, electrical equipment, ventilating equipment and plumbing fixtures.
- Phasing Plan: When renovation/additions must be completed in construction phasing, provide construction phasing plans indicating how all architectural, mechanical and electrical conditions will be phased to maintain the environment of care at all times in the facility.

### **Stage III, Construction Documents**

The construction documents shall be an extension of the second stage (preliminary plan submission) and shall completely describe all new construction. These documents shall consist of work related to civil engineering, architectural, structural engineering, mechanical engineering, and electrical engineering, plus specifications for the complete description of all the disciplines. It is specifically required in the case of additions to existing facilities, that the mechanical and electrical (especially the essential electrical system) conditions be a part of this submission.

#### **Functional Program:**

- If no Stage II Preliminary drawings were submitted, the Stage III Construction documents shall include a detailed written scope of work and services to be included in the project.

#### **Plan Submissions:**

- Life Safety Plan: This plan can be a modification of the life safety plan submitted with preliminary plans.
- Floor Plans: Ensure that they agree with the life safety plan as to the location of the firewalls, smoke partitions, horizontal exits, etc. All rooms must be labeled within the rooms on the plan.
- Architectural Plans: Provide building type of construction and fire resistance ratings of all assemblies. Indicate on the drawings the type of construction and structural fire protection that will be provided. The most stringent requirement of all applicable codes must be met.
- Mechanical and Electrical Plans: Ensure that they agree with the Life Safety Plan relative to the location of fire wall, smoke partitions, horizontal exits, fire alarm zones, etc. Coordinate with the life safety plans and indicate the names of all rooms as well as the room numbers if any. Provide complete sprinkler design drawings, electrical power

studies, and break coordination studies. Construction documents cannot be approved without the submission of these items.

- **Hardware Schedule and Specifications:** Provide a complete hardware schedule and specifications for the project.

All subsequent addenda, change orders, field orders, and contractor letters altering the above must be signed, dated (under signature), sealed and submitted for approval. Any deviation from the approved plans shall require written approval. Requests for price proposals, which do not officially modify the contract, will not be reviewed.

When construction documents are 100 percent completed, please mail them (or have them delivered) to the Tallahassee office. Only one copy of the various stage drawings is necessary; additional copies may be desirable for stand-up review purposes at Stages I and II in order for the design professionals to record notes, drawings and other comments.

Construction documents, when properly signed, sealed and dated and the plan review fee has been received, will be reviewed and approved or not approved as appropriate, within 60 days from the date of the complete submission. Subsequent revised documents are subject to the same 60-day time period. If there is no response from this office after 60 days have elapsed from the date of receipt, the drawings are approved by default. However, all comments must be answered before final approval of the project may be granted.

Once the construction documents are approved, the facility has one year to begin construction. If construction has not commenced in one year, the project is considered closed and all drawings must be resubmitted for another plan review. Upon completion of the project, a complete set of legible record drawings (As Builts) shall be submitted to this office. Upon receipt of the record drawings, all previously submitted drawings and specifications will be discarded and only the record drawings will be stored in our data bank for a period of five (5) years. If no "As Built" drawings are received, one set of the first submitted construction documents and project file will be retained for the archival period.

### **Early foundation, site work, and demolition plans approval**

Construction of the project cannot commence until final construction documents have been reviewed and approved by the Office of Plans and Construction. Approval to begin foundation, site work, structural frame, and or demolition work only may be approved prior to final construction document approval if the following items are submitted:

- A stage II preliminary approval letter from the Office of Plans and Construction
- A hold harmless letter from the facility or provider stating that the facility will not hold the Agency responsible for any changes to the foundation, site work or demolition work as a result of the final construction document review.

- A signed, sealed and dated foundation, site plan or demolition plan. For demolition to be approved, the plans must clearly show all construction separations and air pressure relationships in the constructed areas.
- For a new or replacement hospital, nursing home, or ICF/dd facility and for all additions to these facilities, the 100 year flood plain elevation, the category 3 surge inundation elevation and the finish floor elevation of the facility shall be provided on the foundation/civil drawings.

No further approvals (such as exterior facade, electrical or mechanical systems) shall be obtainable from the Office of Plans and Construction other than a completed construction document approval.

## **APPENDIX A**

### **APPLICABLE CODES**

The plans and specifications shall identify all of the codes and standards, which are utilized in the project. Include the year of the edition used in each case. The year and edition for all codes and standards are subject to change by Florida Administrative Codes. When these changes occur, projects, which have not yet received, at least a Preliminary Stage II review and approval, will be subject to the new editions of the codes and standards.

The following is a list of the adopted codes and standards, which are to be used for projects reviewed by the Office of Plans and Construction. This list is not inclusive of all codes and standards that may apply to a project.

#### **Design Codes and Standards**

Although the construction requirements of the Florida Administrative Codes, Chapters 59A-3 (hospitals), 59A-4 (nursing homes) and 59A-5 (ambulatory surgical centers) are now contained in Chapter 4 of the Florida Building Code, the Agency for Health Care Administration remains the entity for interpretation and enforcement of these codes.

It should be noted that all of the non construction related requirements for these health care facilities such as review fees and plans submission still remain in the applicable Florida Administrative Code. These rules can be viewed and printed from the web site: <https://www.flrules.org/Gateway/Division.asp?DivID=186>.

Additional design requirements are incorporated by reference to the *Guidelines for the Design and Construction of Health Care Facilities*, 2006 edition. This document may be purchased from the following web site: [https://aia-timssnet.uapps.net/timssnet/products/tnt\\_showprdsplash.cfm](https://aia-timssnet.uapps.net/timssnet/products/tnt_showprdsplash.cfm).

#### **Federal Fire Codes:**

The federal government, through the Center for Medicare/Medicaid Services (CMS) has adopted the 2000 edition of the NFPA 101 Life Safety Code (and all referenced NFPA codes) for purposes of certification of all facilities participating in the federal Medicare/Medicaid programs. Therefore, all projects and all certified existing facilities must be in compliance with the 2000 edition of the NFPA 101 Life Safety Codes, as well as the Florida state fire codes.

## **Florida State Fire Codes:**

Effective March 1, 2009, the following state fire codes are adopted by the State Fire Marshall's Rule 69A-3.012 F.A.C. and are the only fire codes to be used for all projects that have not received a Stage II Preliminary Plan approval prior to March 1, 2009.

### **Chapter 69A-3.012 FAC, Standards of the National Fire Protection Association and Other Standards Adopted.**

(1) Except as specifically modified by statute or by the State Fire Marshal's rules, the Florida specific edition of NFPA 101, the Life Safety Code<sup>®</sup>, 2006 edition and the Florida specific edition of NFPA 1, the Uniform Fire Code, 2006 edition, as adopted within Rule Chapter 69A-60, F.A.C., entitled the "2007 edition of the Florida Fire Prevention Code," are hereby adopted and incorporated by reference and are applicable to those buildings and structures specified in paragraphs (a) and (b) of subsection (1) of Section 633.022, F.S. In addition, the following standards, except as specifically modified in the rule chapters in Rule Title 69A, are hereby adopted and incorporated by reference and shall take effect on the effective date of this rule, as a part of the uniform fire safety standards adopted by rule by the State Fire Marshal and are applicable to those buildings and structures specified in paragraphs (a) and (b) of subsection (1) of Section 633.022, F.S.:

NFPA 10-2002 edition, Standard for Portable Fire Extinguishers

NFPA 11-2005 edition, Standard for Low-, Medium, and High- Expansion Foam

NFPA 11A-1999 edition, Standard for Medium and High Expansion Foam Systems

NFPA 12-2005 edition, Standard on Carbon Dioxide Extinguishing Systems

NFPA 12A-2004 edition, Standard on Halon 1301 Fire Extinguishing Systems

NFPA 13-2002 edition, Standard for the Installation of Sprinkler Systems

NFPA 13D-2002 edition, Standard for the Installation of Sprinkler Systems in One- and Two- Family Dwellings and Manufactured Homes

NFPA 13R-2002 edition, Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and including Four Stories in Height

NFPA 14-2003 edition, Standard for the Installation of Standpipe and Hose Systems, except 2-7 shall be omitted

NFPA 15-2001 edition, Standard for Water Spray Fixed Systems for Fire Protection

NFPA 16-2003 edition, Standard for the Installation of Foam-Water Sprinkler and Foam-Water Spray Systems

NFPA 17-2002 edition, Standard for Dry Chemical Extinguishing Systems

NFPA 17A-2002 edition, Standard on Wet Chemical Extinguishing Systems

NFPA 20-2003 edition, Standard for the Installation of Stationary Pumps for Fire Protection

NFPA 22-2003 edition, Standard for Water Tanks for Private Fire Protection

NFPA 24-2002 edition, Standards for the Installation of Private Fire Service Mains and Their Appurtenances

NFPA 25-2002 edition, Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems, except that quarterly flow tests shall be required for those systems supplied by a municipal water supply.

NFPA 30-2003 edition, Flammable and Combustible Liquids Code

NFPA 30A-2003 edition, Code for Motor fuel Dispensing Facilities and Repair Garages

NFPA 30B-2002 edition, Code for the Manufacture and Storage of Aerosol Products

NFPA 31-2001 edition, Standard for the Installation of Oil Burning Equipment  
NFPA 32-2004 edition, Standards for Drycleaning Plants  
NFPA 33-2003 edition, Standard for Spray Application Using Flammable and Combustible Materials  
NFPA 34-2003 edition, Standard for Dipping and Coating Processes Using Flammable or Combustible Liquids  
NFPA 35-2005 edition, Standard for the Manufacture of Organic Coatings  
NFPA 36-2004 edition, Standard for Solvent Extraction Plants  
NFPA 37-2002 edition, Standard for the Installation and Use of Stationary Combustion Engines and Gas Turbines  
NFPA 40-2001 edition, Standard for the Storage and Handling of Cellulose Nitrate Film  
NFPA 45-2004 edition, Standard on Fire Protection for Laboratories Using Chemicals  
NFPA 50-2001 edition, Standard for Bulk Oxygen Systems at Consumer Sites  
NFPA 50B-1999 edition, Standard for Liquid Hydrogen Systems at Consumer Sites  
NFPA 51-2002 edition, Standard for the Design and Installation of Oxygen-Fuel Gas Systems for Welding, Cutting and Allied Processes  
NFPA 51A-2001 edition, Standard for Acetylene Cylinder Charging Plants  
NFPA 51B-2003 edition, Standard for Fire Prevention During Welding, Cutting and Other Hot Work  
NFPA 52-2006 edition, Vehicular Fuel Systems Code  
NFPA 53-2004 edition, Recommended Practice on Materials, Equipment, and Systems Used in Oxygen-Enriched Atmospheres  
NFPA 54-2006 edition, National Fuel Gas Code  
NFPA 55-2005 edition, Standard for the Storage, Use, and Handling of Compressed Gases and Cryogenic Fluids in Portable and Stationary Containers, Cylinders and Tanks  
NFPA 57-2002 edition, Liquefied Natural Gas Vehicular Fuel Systems Code  
NFPA 58-2004 edition, Liquefied Petroleum Gas Code  
NFPA 59-2004 edition, Utility LP-Gas Plant Code  
NFPA 59A-2006 edition, Standard for the Production, Storage and Handling of Liquefied Natural Gas  
NFPA 61-2002 edition, Standard for the Prevention of Fires and Dust Explosions in Agricultural and Food Products Facilities  
NFPA 69-2002 edition, Standard on Explosion Prevention Systems  
NFPA 70-2005 edition, National Electrical Code  
NFPA 72-2002 edition, National Fire Alarm Code  
NFPA 75-2003 edition, Standard for the Protection of information Technology Equipment  
NFPA 80-1999 edition, Standard for Fire Doors and Fire Windows  
NFPA 80A-2007 edition, Recommended Practice for Protection of Buildings from Exterior Fire Exposures  
NFPA 82-2004 edition, Standard on Incinerators and Waste and Linen Handling Systems and Equipment  
NFPA 86-2003 edition, Standard for Ovens and Furnaces  
NFPA 86C-1999 edition, Standard for Industrial Furnaces Using a Special Processing Atmosphere  
NFPA 86D-1999 edition, Standard for Industrial Furnaces Using Vacuum as an Atmosphere  
NFPA 88A-2002 edition, Standard for Parking Structures  
NFPA 90A-2002 edition, Standard for the Installation of Air Conditioning and Ventilating Systems  
NFPA 90B-2006 edition, Standard for the Installation of Warm Air Heating and Air Conditioning Systems

NFPA 91-2004 edition, Standard for Exhaust Systems for Air Conveying of Vapors, Gases, Mists, and Noncombustible Particulate Solids

NFPA 92A-2006 edition, Standard for Smoke-Control Systems Utilizing barriers and Pressure Differences

NFPA 92B-2005 edition, Standard for Smoke Management Systems in Malls, Atria, and Large Spaces

NFPA 96-2004 edition, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations. Subdivision 10-2.3 of NFPA 96 applies prospectively only. Existing installations are permitted to remain in place subject to the approval of the authority having jurisdiction.

NFPA 99-2005 edition, Health Care Facilities

NFPA 99B-2005 edition, Standard for Hypobaric Facilities

NFPA 101A-2004 edition, Guide on Alternative Approaches to Life Safety

NFPA 101B-2002 edition, Standard on Means of Egress for Buildings and Structures

NFPA 102-1995 edition, Standard for Grandstands, Folding and Telescoping Seating, Tents and Membrane Structures

NFPA 105-2003 edition, Recommended Practice for the Installation of Smoke-Control Door Assemblies

NFPA 110-2005 edition, Standard for Emergency and Standby Power Systems

NFPA 111-2005 edition, Standard on Stored Electrical Energy Emergency and Standby Power Systems

NFPA 115-2003 edition, Recommended Practice on Laser Fire Protection

NFPA 120-2004 edition, Standard for Fire Prevention and Control in Coal Mines

NFPA 130-2007 edition, Standard for Fixed Guideway Transit and Passenger Rail Systems

NFPA 140-2004 edition, Standard on Motion Picture and Television Production Studio Soundstages and Approved Production Facilities

NFPA 150-2007 edition, Standard on Fire and Life Safety in Animal Housing Facilities

NFPA 160-2006 edition, Standard for Use of Flame Effects Before an Audience

NFPA 211-2003 edition, Standard for Chimneys, Fireplaces, Vents and Solid Fuel Burning Appliances

NFPA 214-2005 edition, Standard on Water-Cooling Towers

NFPA 221-2006 edition, Standard for High Challenge Fire Walls, Fire Walls and Fire Barrier Walls

NFPA 232-2000 edition, Standard for the Protection of Records

NFPA 232A-1995 edition, Guide for Fire Protection for Archives and Record Centers

NFPA 241-2004 edition, Standard for Safeguarding Construction, Alteration and Demolition Operations

NFPA 251-2006 edition, Standard Methods of Tests of Fire Endurance of Building Construction and Materials

NFPA 252-2003 edition, Standard Methods of Fire Tests of Door Assemblies

NFPA 253-2006 edition, Standard Method of Test for Critical Radiant Flux of Floor Covering Systems Using a Radiant Heat Energy Source

NFPA 255-2006 edition, Standard Method of Test of Surface Burning Characteristics of Building Materials

NFPA 256-2003 edition, Standard Methods of Fire Tests of Roof Coverings

NFPA 257-2000 edition, Standard on Fire Tests for Window and Glass Block Assemblies

NFPA 259-2003 edition, Standard Test Method for Potential Heat of Building Materials

NFPA 260-2003 edition, Standard Method of Test and Classification System for Cigarette Ignition Resistance of Components of Upholstered Furniture

NFPA 261-2003 edition, Standard Method of Test for Determining Resistance of Mock-Up Upholstered Furniture Material Assemblies to Ignition by Smoldering Cigarettes

NFPA 265-2002 edition, Standard Methods of Fire Tests for Evaluating Room Fire Growth Contribution of Textile Coverings on full Height Panels and Walls

NFPA 267-1998 edition, Standard Method of Test for Fire Characteristics of Mattresses and Bedding Assemblies Exposed to Flaming Ignition Sources  
NFPA 286-2006 edition, Standard Methods of Fire Test for Evaluating Contribution of Wall and Ceiling Interior Finish to Room Fire Growth  
NFPA 291-2007 edition, Recommended Practice for Fire Flow Testing and Marking of Hydrants  
NFPA 303-2006 edition, Fire Protection Standards for Marinas and Boatyards  
NFPA 307-2006 edition, Standard for the Construction and Fire Protection of Marine Terminals, Piers, and Wharves  
NFPA 312-2006 edition, Standard for Fire Protection of Vessels During Construction, Repair and Lay-Up  
NFPA 318-2006 edition, Standard for the Protection of Semiconductor Fabrication Facilities  
NFPA 385-2000 edition, Standard for Tank Vehicles for Flammable and Combustible Liquids  
NFPA 407-2001 edition, Standard for Aircraft Fuel Servicing  
NFPA 409-2004 edition, Standard on Aircraft Hangars  
NFPA 410-2004 edition, Standard on Aircraft Maintenance  
NFPA 415-2002 edition, Standard on Airport Terminal Buildings, Fueling Ramp Drainage, and Loading Walkways  
NFPA 418-2001 edition, Standard for Heliports  
NFPA 430-2004 edition, Code for Storage of Liquid and Solid Oxidizers  
NFPA 432-2002 edition, Code for Storage of Organic Peroxide Formulations  
NFPA 434-2002 edition, Code for the Storage of Pesticides  
NFPA 484-2006 edition, Standard for Combustible Metals  
NFPA 490-2002 edition, Code for the Storage of Ammonium Nitrate  
NFPA 495-2006 edition, Explosive Materials Code  
NFPA 498-2006 edition, Standard for Safe Havens and Interchange Lots for Vehicles Transporting Explosives  
NFPA 501-2005 edition, Standard on Manufactured Housing  
NFPA 501A-2005 edition, Standard for Firesafety Criteria for Manufactured Home Installations, Sites, and Communities  
NFPA 502-2008 edition, Standard for Road Tunnels, Bridges, and Other Limited Access Roadways  
NFPA 505-2006 edition, Fire Safety Standard for Powered Industrial Trucks Including Type Designations, Areas of Use, Conversions, Maintenance, and Operation  
NFPA 654-2006 edition, Standard for the Prevention of Fire and Dust Explosions from the Manufacturing, Processing, and Handling of Combustible Particulate Solids  
NFPA 655-2001 edition, Standard for Prevention of Sulfur Fires and Explosions  
NFPA 664-2002 edition, Standard for the Prevention of Fires and Explosions in Wood Processing and Woodworking Facilities  
NFPA 701-2004 edition, Standard Methods of Fire Tests for Flame Propagation of Textiles and Films  
NFPA 703-2006 edition, Standard for Fire Retardant-Treated Wood and Fire-Retardant Coatings for Building Materials  
NFPA 704-2001 edition, Standard System for the Identification of the Fire Hazards of Materials for Emergency Response  
NFPA 750-2006 edition, Standard on Water Mist Fire Protection Systems  
NFPA 780-2004 edition, Standard for the Installation of Lightning Protection Systems  
NFPA 820-2003 edition, Standard for Fire Protection in Wastewater Treatment and Collection Facilities

NFPA 850-2005 edition, Recommended Practice for Fire Protection for Electric Generating Plants and High Voltage Direct Current Converter Stations

NFPA 909-2005 edition, Standard for the Protection of Cultural Resources Properties – Museums, Libraries, and Places of Worship

NFPA 1122-2002 edition, Code for Model Rocketry

NFPA 1123-2006 edition, Code for Fireworks Display

NFPA 1124-2006 edition, Code for the Manufacture, Transportation, Storage, and Retail Sale of Fireworks and Pyrotechnic Articles

NFPA 1125-2001 edition, Code for the Manufacture of Model Rocket and High Power Rocket Motors

NFPA 1126-2006 edition, Standard for the Use of Pyrotechnics Before a Proximate Audience

NFPA 1127-2002 edition, Code for High Power Rocketry

NFPA 1142-2001 edition, Standard for Water Supplies for Suburban and Rural Fire Fighting

NFPA 1194-2005 edition, Standard for Recreation Vehicle Parks and Campgrounds

NFPA 1221-2007 edition, Standard for the Installation, Maintenance, and Use of Emergency Communications Systems

NFPA 1561-2005 edition, Standard on Emergency Services Incident Management System

NFPA 1962-2003 edition, Standard for the Inspection, Care, and Use of Fire Hose Including Couplings and Nozzles; and the Service Testing of Fire Hose

NFPA 1963-2003 edition, Standards for Fire Hose Connections

NFPA 2001-2004 edition, Standard on Clean Agent Fire Extinguishing Systems

The portions of 49 Code of Federal Regulations, Parts 100-177 which are referenced in Compressed Gas Association CGA C-1-1996, Methods for Hydrostatic Testing of Compressed Gas Cylinders, Compressed Gas Association CGA C-6-1993, Standards for Visual Inspection of Steel Compressed Gas Cylinders, Seventh Edition, Reaffirmed 1995, Compressed Gas Association CGA C-6.1-1995, Standards for Visual Inspection of High Pressure Aluminum Compressed Gas Cylinders, and Compressed Gas Association CGA C-6.3-1999 Guidelines for Visual Inspection and Requalification of Low Pressure Aluminum Compressed Gas Cylinders, Second Edition, and which pertain to low pressure and high pressure cylinders.

The portions of 29 Code of Federal Regulations, Parts 1900-1910 which are referenced in Compressed Gas Association CGA C-1-1996, Methods for Hydrostatic Testing of Compressed Gas Cylinders, Compressed Gas Association CGA C-6-1993, Standards for Visual Inspection of Steel Compressed Gas Cylinders, Seventh Edition, Reaffirmed 1995, Compressed Gas Association CGA C-6.1-1995, Standards for Visual Inspection of High Pressure Aluminum Compressed Gas Cylinders, and Compressed Gas Association CGA C-6.3-1999 Guidelines for Visual Inspection and Requalification of Low Pressure Aluminum Compressed Gas Cylinders, Second Edition, and which pertain to low pressure and high pressure cylinders.

Compressed Gas Association CGA C-1-1996, Methods for Hydrostatic Testing of Compressed Gas Cylinders.

Compressed Gas Association CGA C-6-1993, Standards for Visual Inspection of Steel Compressed Gas Cylinders, Seventh Edition, Reaffirmed 1995.

Compressed Gas Association CGA C-6.1-1995, Standards for Visual Inspection of High Pressure Aluminum Compressed Gas Cylinders.

Compressed Gas Association CGA C-6.3-1999, Guidelines for Visual Inspection and Requalification of Low Pressure Aluminum Compressed Gas Cylinders, Second Edition.

(2) All buildings, structures, establishments, facilities, equipment, or vehicular equipment over which the State Fire Marshal has jurisdiction which are constructed, renovated, expanded, rehabilitated, or in

any other way significantly altered on or after the effective date of the adoption of the codes and standards adopted in subsection (1), above, shall conform to the requirements of the codes, standards, recommended practices, and manuals contained therein, unless the structure, establishment, or facility has been exempted from complying because the building, structure, establishment, facility, equipment, or vehicular equipment has been granted an exemption from compliance by act of the Legislature.

(3) All buildings, structures, establishments, facilities, equipment, or vehicular equipment over which the State Fire Marshal has jurisdiction which are in existence on or after the effective date of the adoption of the codes and standards adopted in subsection (1), above, shall conform to the requirements of those codes and standards within a reasonable period of time. It is understood that the correction of some fire safety violations will necessitate the employment of design professionals while other violations can be expeditiously resolved. "Within a reasonable time" is defined as the amount of time it would normally take to correct a specific fire code violation under the assumption that the property owner would begin to correct said violations upon receipt of an official document from the enforcing agency.

(4) The codes and standards published by the National Fire Protection Association, including the Florida edition of NFPA 1 and NFPA 101 as adopted in Rule Chapter 69A-60, F.A.C., may be obtained by writing to BNi, 1612 S Clementine Street, Anaheim, CA 92802. ANSI standards may be obtained from the American National Standards Institute, 1430 Broadway, New York, N.Y. 10018. ANSI/ASME standards may be obtained from the American Society of Mechanical Engineers, 345 East 47th Street, New York, N.Y. 10017. ASTM standards may be obtained from the American Society for Testing and Materials, 1916 Race Street, Philadelphia, PA 19103. UL standards may be obtained from Underwriters Laboratories, Inc., 333 Pfingston Road, Northbrook, IL 60062. All standards incorporated by reference in this rule are also available for public inspection during regular business hours at the Division currently located on the third floor (Room 326) of the Atrium Building, 325 John Knox Road, Tallahassee, Florida.

(5) The Code of Federal Regulations and the Compressed Gas Association (CGA) documents incorporated by reference in this rule are available for public inspection during regular business hours at the Division currently located on the third floor (Room 326) of the Atrium Building, 325 John Knox Road, Tallahassee, Florida.

*Specific Authority 633.01(1), 633.022, 633.0215 FS. Law Implemented 633.01, 633.022, 633.0215 FS. History—New 5-14-86, Amended 2-12-87, 4-8-90, 10-30-91, 4-3-95, 11-27-01, Formerly 4A-3.012, Amended 8-7-0*

**Florida Building Codes** To obtain these codes you may see them or order them from The Department of Community Affairs at the web site: <http://www.floridabuilding.org/>

Effective March 1, 2009, the following building codes are adopted by The Florida Building Code Commission and are the only building codes to be used for all projects that have not received a Stage II Preliminary Plan approval prior to March 1, 2009.

- Florida Building Code 2007 with 2009 supplements
- Florida Existing Building Code 2007 with 2009 supplements
- FBC Test Protocols for High Velocity Hurricane Zones, 2007 with 2009 supplements
- FBC Mechanical Code 2007 with 2009 supplements
- FBC Plumbing Code 2007 with 2009 supplements
- FBC Gas Code 2007 with 2009 supplements

## APPENDIX B

### CONSTRUCTION SURVEY CHECKLIST

The following checklists were compiled to assist in the successful survey of construction. The facility is only required to pass the final survey in order to utilize the project for its intended purpose. Because of current budget restraints, the Agency is no longer able to conduct 40 percent surveys. However, it is strongly suggested that the facility utilize the following checklist to properly prepare for the 80% and final construction surveys.

#### 40 Percent Survey

**(NOTE: As part of the Agency's cost saving measures, the 40% survey is no longer offered)**

At the **40 PERCENT SURVEY**, wall studs, especially in the fire-rated walls, should be in place. Drywall, rated ceiling assemblies and shaft walls should be partially constructed. The location of mechanical equipment, duct work, electrical panels and equipment may or may not be in place but can be discussed to avoid coordination problems.

#### PERSONNEL WHO MAY BE PRESENT AT SITE

- Project architect
- Project engineers
- Project manager
- Superintendent
- Drywall Contractor
- Mechanical Contractor
- Electrical Contractor
- Owner or owner's representative (at least at the exit interview)
- Laborers to move ladders, equipment, etc.

#### EQUIPMENT

- Ladders—at least one for each discipline (large projects may require more)
- Flat head and Philips screwdriver, pliers or wrench, drywall saw etc.
- Flashlight (for owner's representative)
- Two-way radios for each discipline tuned to the same frequency (for large projects)
- Table and chairs at a pre-selected area for plan review, conference and exit interview

#### PAPERWORK

- Set of construction documents approved by AHCA

- Sprinkler working drawings approved by AHCA
- Life safety plan (preferably reduced for convenient use)
- Outstanding AHCA plan review comments.
- All AHCA approval letters
- All correspondence from AHCA
- All change orders and field orders

### ARCHITECTURAL

- Separation between construction and occupied areas
- Exits
- Fire/Smoke walls
- Fire rated assemblies
- Structural fireproofing
- Steel fireproofing
- Blocking / Fire Stopping / Draft Stopping
- Access Panels

### MECHANICAL

- Site utilities
- Mechanical room layout
- Damper framing
- Piping: chilled water, domestic water, steam, etc.
- Sprinkler piping
- Coordination between Divisions 15 and 16 work (dedicated electrical rooms and panels)

### ELECTRICAL

- Location of main, normal services and distribution equipment
- Rough-in of bulk conduits
- Panel board locations
- Generator, transfer switches, transformer locations
- Coordination between Divisions 15 and 16 work (dedicated electrical rooms and panels)
- Access panels

### **AHCA 80 Percent Surveys**

At the 80 Percent Survey, walls, ceiling assemblies and shaft walls should be completed. Door frames, windows, stair, railings, etc., should be installed. All mechanical equipment should be sent and all ductwork and dampers installed. All electrical equipment and devices should be in place and main power feeds connected.

### PERSONNEL WHO MAY BE PRESENT AT SITE

- Project architect

- Project engineers
- Project manager
- Superintendent
- Drywall contractor
- Mechanical contractor
- Electrical contractor
- Owner or owner's representative (at least at exit interview)
- Laborers to move ladders, equipment, etc.

### EQUIPMENT

- Ladders—at least one for each discipline (large projects may require more)
- Flat head and Philips screwdriver, pliers or wrench, drywall saw etc.
- Flashlight (for owner's representative)
- Two-way radios for each discipline tuned to the same frequency (for large projects)
- Table and chairs at a pre-selected area for plan-review, conference and exit interview

### PAPERWORK

- Set of construction documents approved by AHCA
- Sprinkler working drawings approved by AHCA
- Life safety plan (preferably reduced for convenient use)
- Outstanding AHCA plan review comments.
- All AHCA approval letters
- All correspondence from AHCA
- All change orders and field orders
- Previous AHCA construction survey letters

### MANUFACTURER'S DATA AND TECHNICAL INFORMATION

- Proprietary systems used
- Independent fire test of all rated assemblies
- Damper installation instructions for each type installed (U.L. approved)
- Duct smoke detector installation instructions

### ARCHITECTURAL

- Separation between construction and occupied areas
- Exits
- Fire / Smoke walls
- Fire rated assemblies
- Steel fireproofing
- Stairs and handrails
- Fire Stopping / Draft Stopping

- Access panels
- Door frames
- Room Sizes
- Windows
- Scuppers or auxiliary drains

### MECHANICAL

- Plumbing rough-in
- Sleeves for pipes and ducts through rated walls
- Sprinkler piping
- Mechanical equipment location
- Mechanical rooms
- Fire pump room
- Grease duct location
- Medical gas piping rough-in
- Damper installations

### ELECTRICAL

- Normal main service switchgear
- Rough-in of bulk conduits
- Panel board locations
- Generator, transfer switches, transformer locations
- Exit lighting
- Receptacle requirement locations
- Lightning protection
- Wiring
- Access panels
- Grounding (main /equipotential /lightning)

### AHCA Final Survey

#### PERSONNEL WHO MAY BE PRESENT AT SITE

- Project architect
- Project engineers
- Project manager
- Superintendent
- Drywall contractor
- Mechanical contractor
- Owner or owner's representative (at least at the exit interview)
- Laborers to move ladders, equipment, etc.
- Fire alarm contractor
- Nurse call contractor

- Sprinkler contractor
- Generator or special emergency power contractor

### EQUIPMENT

- Ladders—at least one for each discipline (large projects may require more)
- Flat head and Philips screwdriver, pliers or wrench, drywall saw etc.
- Flashlight (for owner’s representative)
- Two-way radios for each discipline tuned to the same frequency (for large projects)
- Table and chairs at a pre-selected area for plan-review, conference and exit interview

### PAPERWORK

- Set of construction documents approved by AHCA
- Sprinkler working drawings approved by AHCA
- Life safety plan (preferably reduced for convenient use)
- Outstanding AHCA plan review comments
- All AHCA approval letters
- All correspondence from AHCA
- All change orders and field orders
- Previous AHCA construction survey letters
- Emergency evacuation plan
- Fire exit drill plan
- Date sprinkler system was checked
- Date smoke detectors were tested in place

### MANUFACTURER’S DATA AND TECHNICAL INFORMATION

- Proprietary systems used
- Independent fire test of all rated assemblies
- Damper installation instructions for each type installed (U.L. approved)
- Duct smoke detector installation instructions
- Rated lay-in ceiling instructions
- Electrical panels, switchboards, transformers, equipment instructions

### SYSTEMS CHECK TO BE COMPLETED PRIOR AND DURING AHCA SURVEY

- Fire alarm and third party tie-in
- Fire protection and Halon tests
- Nurse call and code blue
- Medical gas system test
- Dry or wet chemical suppression tests
- Kitchen equipment start-up
- HVAC system start-up

- Equipotential grounding
- Smoke detector sensitivity (signed by licensed master contractor)

## CERTIFICATIONS

- Flame spread ratings for paint and vinyl wall coverings
- Flame spread ratings for vinyl flooring, acoustical tile and building insulation
- Flame resistant bedding
- Flame retardant certification for lumber
- Flame resistant certification for draperies and cubicle curtains
- Critical radiant flux ratings for carpet
- Metal or U.L approved waste baskets
- State elevator certificate
- Spray-on fireproofing certification for steel
- Lead-lined flame certificate
- Concrete masonry unit certification
- Medical gas certification
- Water purification certificate
- Incinerator EPA certificate – smoke reader
- Sprinkler system hydraulic data label
- HVAC test and balance report
- Pressure differential test readings for duct smoke detectors
- Halon system certification
- Nurse call code blue listed for its intended purpose
- Lightning protection with application for certification
- Emergency generator low level fuel/high level fuel certification
- Smoke detector activation/sensitivity test (include listed range)
- List of certification of the isolated power systems (ISO)
- Main building ground certification
- Equipotential grounding certification