

ALAN PERDUE

City of Greensboro
North Carolina

Fire Department
Fire Prevention Bureau

MEMORANDUM OF UNDERSTANDING BETWEEN GREENSBORO FIRE,
GREENSBORO BUILDING INSPECTIONS, GUILFORD COUNTY FIRE MARSHAL
OFFICE AND GUILFORD COUNTY SCHOOLS CONCERNING PLAN
REVIEWS AND CERTIFICATE OF COMPLIANCE INSPECTIONS IN THE
GUILFORD COUNTY SCHOOLS

THIS MEMORANDUM OF UNDERSTANDING (MOU) IS EXECUTED BY THE GREENSBORO FIRE DEPARTMENT, THE GREENSBORO BUILDING INSPECTIONS DEPARTMENT, GUILFORD COUNTY FIRE MARSHAL'S OFFICE AND GUILFORD COUNTY SCHOOLS CONCERNING WHO WILL BE RESPONSIBLE TO COMPLETE THE FIRE PLAN REVIEWS AND FIRE CERTIFICATE OF COMPLIANCE INSPECTIONS FOR THE GUILFORD COUNTY SCHOOLS, PER GENERAL STATUTE REQUIREMENT OF 160A-412 (DUTIES AND RESPONSIBILITIES) AND GENERAL STATUTE 160A-413 (JOINT INSPECTIONS DEPARTMENTS; OTHER ARRANGEMENTS). THESE STATUTES ARE FOR CITIES & TOWNS, WHILE GENERAL STATUTES 153A-352 (DUTIES AND RESPONSIBILITIES) AND GENERAL STATUTE 153A-353 (JOINT INSPECTIONS DEPARTMENTS; OTHER ARRANGEMENTS) PERTAIN TO COUNTIES. THE ABOVE STATUTES HAVE THE SAME VERBAGE.

THIS MOU HAS THE FULL SUPPORT OF GUILFORD COUNTY SCHOOLS. GUILFORD COUNTY SCHOOLS MADE A WRITTEN REQUEST TO THE CITY OF GREENSBORO MANAGER ASKING THAT THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE BE RESPONSIBLE FOR CONDUCTING THE FIRE PLAN REVIEWS AND THE FIRE CERTIFICATE OF COMPLIANCE INSPECTIONS. SINCE THE MID 1990'S, THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE HAS CONDUCTED THE ROUTINE FIRE MAINTENANCE INSPECTIONS IN ALL PUBLIC SCHOOLS PER GENERAL STATUTE 115C-525(b). BY AGREEING TO THIS MOU, ALL PARTIES FEEL THAT A SMOOTHER ROUTINE FIRE INSPECTION CAN BE CONDUCTED IN A MORE CONSISTENT MANNER SINCE THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE FIRE INSPECTOR WORKS IN THE SAME OFFICE AS THE FIRE PLANS REVIEWER.

A. PERMIT ISSUANCE

THE CITY OF GREENSBORO BUILDING INSPECTIONS DIVISION WILL CONTINUE TO ISSUE ALL PERMITS WITHIN THE CORPORATE LIMITS OF GREENSBORO FOR NEW AND EXISTING CONSTRUCTION PROJECTS. THE CITY OF GREENSBORO INSPECTIONS DIVISION WILL REVIEW ALL TRADES

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EXCEPT FIRE PLAN REVIEWS AND WILL MAKE ALL NECESSARY CERTIFICATE OF COMPLIANCE INSPECTIONS WITH THE EXCEPTION OF FIRE. THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE WILL CONDUCT THE FIRE PLANS REVIEW AND MAKE ALL NECESSARY CERTIFICATE OF COMPLIANCE INSPECTIONS. THE CITY OF GREENSBORO BUILDING INSPECTIONS DIVISION WILL ISSUE THE CERTIFICATE OF OCCUPANCY, ONCE ALL TRADES HAVE SIGNED OFF ON THE CERTIFICATE OF COMPLIANCE INSPECTIONS. THIS WILL INCLUDE THE SIGN OFF ON FIRE CODE MATTERS FROM THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE INSPECTOR.

B. ADDITIONAL CONDITIONS OF THIS MOU

1. THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE INSPECTOR WILL BE REQUIRED TO ATTEND ALL PRE-CONSTRUCTION MEETINGS WITH DESIGNERS, ENGINEERS, CONTRACTORS AND SCHOOL OFFICIALS PER CITY SERVICE GUIDELINES. THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE INSPECTOR WILL BE REQUIRED TO ATTEND ALL REVIEWS BY APPOINTMENT PERTAINING TO SCHOOL REVIEWS. THESE ARE SCHEDULED APPOINTMENTS, WHICH PROVIDE CUSTOMER SERVICE WITH ALL TRADES PRESENT FOR THE REVIEW. THIS ALLOWS SAME DAY PERMIT ISSUANCE.
2. THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE INSPECTOR WILL HAVE ACCESS TO THE CITY OF GREENSBORO ELECTRONIC PLAN REVIEW TRACKING SYSTEM. HE CAN REVIEW, ADD COMMENTS AND UPDATE PLANS WHICH STAYS CONSISTENT WITH OUR CITY STAFF POLICY. THIS WILL ALLOW ALL CITIZENS TO VIEW THE STATUS OF PLANS OVER THE INTERNET. IT ALSO ENSURES THE CITY OF GREENSBORO THAT THE REQUIREMENTS OF THE GENERAL STATUTES ARE BEING MET. THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE INSPECTOR WILL NOTIFY THE CITY OF GREENSBORO BUILDING INSPECTION OFFICIALS VIA E-MAIL THAT THE CERTIFICATE OF COMPLIANCE INSPECTION IS COMPLETED.
3. IN ORDER TO MAINTAIN CURRENT CUSTOMER SERVICE LEVELS, THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE INSPECTOR WILL BE REQUIRED TO ABIDE BY THE 10-DAY TURN AROUND TIME ON PLAN REVIEWS. THE EXCEPTION TO THE 10-DAY RULE WOULD BE IF ADDITIONAL INFORMATION WAS

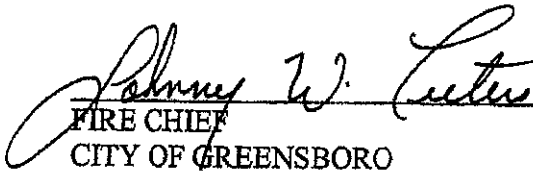
REQUIRED FROM DESIGNERS, ENGINEERS OR CONTRACTORS.
THIS WOULD BE NOTED ON THE PLANS TRACKING SYSTEM.

4. THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE INSPECTOR WILL BE REQUIRED TO PROVIDE THE NECESSARY CERTIFICATE OF COMPLIANCE INSPECTIONS WITHIN 24 HOURS OF REQUEST FROM THE CONTRACTORS PER CITY REQUIREMENTS.
5. ALL PENDING SCHOOL PROJECTS WITHIN THE CORPORATE LIMITS OF THE CITY OF GREENSBORO SHALL BE THE RESPONSIBILITY OF THE CITY OF GREENSBORO BUILDING INSPECTIONS DIVISION AND THE GREENSBORO FIRE PREVENTION BUREAU TO FINISH AND ISSUE THE CERTIFICATE OF OCCUPANCY. GREENSBORO FIRE PREVENTION SHALL MAINTAIN FINAL AUTHORITY HAVING JURISDICTION OVER THE CERTIFICATE OF COMPLIANCE PERTAINING TO FIRE CODE ISSUES. THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE SHALL BE NOTIFIED OF ALL ON GOING INSPECTIONS AND MAY ASSIST WITH THE INSPECTION TO ENSURE THAT FIRE CODE COMPLIANCE IS GAINED AND AGREED UPON BETWEEN CITY AND COUNTY FIRE BEFORE THE CERTIFICATE OF COMPLIANCE IS GIVEN ON ALL PRESENT EXISTING SCHOOL PROJECTS. IF FACILITIES OR FIRE PROTECTION SYSTEMS ARE CHANGED IN A MANNER THAT CREATES A FIRE CODE VIOLATION, SUCH VIOLATION SHALL BE CORRECTED BY THE ORDER OF THE AUTHORITY HAVING JURISDICTION.
6. A TARGET DATE OF OCTOBER 15, 2001, SHALL BE SET TO MAKE THE REQUIRED CHANGE TO THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE FOR FIRE PLANS REVIEW AND FIRE CERTIFICATE OF COMPLIANCE INSPECTIONS. GUILFORD COUNTY SCHOOLS SHALL BE REQUIRED TO NOTIFY ALL DESIGNERS, ENGINEERS AND CONTRACTORS OF THIS CHANGE IN POLICY. ALL SUBSEQUENT MONIES REQUIRED FOR FIRE PLAN REVIEW FEES AFTER THAT DATE SHOULD BE PAID TO GUILFORD COUNTY.

C. ADDITIONAL INSPECTION REQUIREMENTS


1. ANY AND ALL SPECIAL INSPECTIONS, SUCH AS AFTER SCHOOL PROGRAMS AND OUTSIDE AGENCY PROGRAMS, OFFERED WITHIN THE GUILFORD COUNTY SCHOOL SHALL BE THE RESPONSIBILITY OF THE GUILFORD COUNTY FIRE MARSHAL'S OFFICE TO REVIEW AND INSPECT. ALL PROGRAM LICENSE REQUIREMENTS SHALL BE PERMITTED AND PAID TO GUILFORD COUNTY.

IT IS AGREED THAT THIS MEMORANDUM OF UNDERSTANDING SHALL COMMENCE ON THE DATE OF EXECUTION BY THE RESPECTIVE AGENCY REPRESENTATIVES.

 10-10-01
FIRE CHIEF DATE
CITY OF GREENSBORO

 10/10/01
ENGINEERING & INSPECTION DIRECTOR DATE
CITY OF GREENSBORO

 10 Oct 01
DIRECTOR OF GUILFORD COUNTY EMERGENCY SERVICES DATE

 10/9/01
GUILFORD COUNTY SCHOOL SUPERINTENDENT DATE