



Dear Service Provider,

The **Arlington County Fire Department, Office of the Fire Marshal** has instituted a new process for service providers who inspect and test fire protection systems. Effective **October 1, 2023** all compliant & non-compliant fire protection systems test reports are required to be sent to the **Arlington County Fire Department, Office of the Fire Marshal** electronically by your respective organization via The Compliance Engine's online system at [www.thecomplianceengine.com](http://www.thecomplianceengine.com).

The **Arlington County Fire Department, Office of the Fire Marshal** is dedicated to delivering 100% compliance with our adopted Fire Code. This web-based service will aggregate, track, and streamline the collection of compliance data of our jurisdiction's systems. Property owners will receive timely proactive notifications of their testing requirements, and the **Arlington County Fire Department, Office of the Fire Marshal** will gain the ability to better mitigate the risk in our community by improving public safety to our citizens.

All service providers who inspect or test fire protection systems within the **Arlington County Fire Department, Office of the Fire Marshal** jurisdiction are required to register and submit all test, inspection, and service reports via The Compliance Engine. All reports must be submitted in accordance with the testing schedule and requirements outlined in our adopted fire code.

Benefits to you:

- Increases market opportunity and demand for your fire protection services.
- Ensures all reports arrive, affording you the ability to track our department's follow up.
- Enhances maintenance revenue and timeliness of deficiency corrections.
- Improves customer retention with renewal notifications identifying you as company of record.
- Minimizes non licensed contractors from working in your market.

This proven process requires the service provider pay a nominal filing fee at the time of submittal. There is no fee to register your company with The Compliance Engine. Once registered, pricing is viewable under **Arlington County Fire Department, Office of the Fire Marshal** icon in The Compliance Engine. If you are a licensed fire protection system contractor and are not currently registered with Brycer, please do so at [www.thecomplianceengine.com](http://www.thecomplianceengine.com).

We look forward to partnering with you to better protect and serve our community. We are confident this will benefit us ALL.

Sincerely,

**Matthew Cobb**  
**Chief Fire Marshal/Fire Official**  
**Arlington County Fire Department**



## Keys to Getting Started:

- Register at [www.thecomplianceengine.com](http://www.thecomplianceengine.com)
- Sign up for training.
- Complete account set up by entering all inspectors, inspector licenses, and company licenses.
- Add Users and company logo for brand awareness.
- Add TCE link to your webpage.

## Key Processes to Know: Check the TCE HELP Portal for Direction Visuals

- Select correct template for each report submitted: Fire Alarm, Sprinkler, Kitchen Hood, etc.
- Enter all test reports and type out deficiencies.
- Attach pdf version of inspection report when using short form (fire protection systems only)
- Ensure all reports entered are submitted for payment.
- Update deficiency tracking to inform AHJ that violations have been corrected.
- Check notifications icon to track sent out by AHJ.
- Open inspection reports are saved reports not yet submitted to AHJ, if not submitting these to AHJ delete
- Submit a new premises when necessary (if you cannot locate the premises in the existing database)
- View your transaction list to confirm correct payment.
- Create new users when necessary.
- Update credit card information

## Systems Tracked:



# ARLINGTON COUNTY (VA) PRICING MODEL

SYSTEM TYPE	SUBMITTAL FREQUENCY	ARLINGTON FEE	BRYCER FEE	PROCESSING FEE	PER SUBMITTAL	ANNUAL CHARGE
Mechanical Smoke Exhaust System - 909.20, 910.5 (VSFPC)	Semi-Annual	\$175	\$18	7%	\$206.51	\$413.02
Commercial Kitchen Hood Suppression System - 904.12.6 (VSFPC)	Semi-Annual	\$175	\$18	7%	\$206.51	\$413.02
Emergency Power Generator - 913.5.2, 913.5.3 (VSFPC)	Monthly	\$25	\$18	7%	\$46.01	\$552.12
Internal antenna/amplifier System - 510.2.1 (Code of Arlington-FPC 8.1) (Zoning-site Condition #37)	Annual	N/A	\$18	N/A	\$18	\$18
Fire Alarm System - 907.8 (VSFPC)	Semi-Annual	\$175	\$18	7%	\$206.51	\$413.02
Elevator Recall - 907.8 (VSFPC)	Semi-Annual	\$175	\$18	7%	\$206.51	\$413.02
Fire Pump - 913.5 (VSFPC)	Monthly	Monthly: \$25	\$18	7%	Monthly: \$46.01	Monthly: \$552.12
	Annual	Annual: \$315			Annually: 356.32	Annually: 356.31
Paint/Spray Booth Suppression System - 2404.4 (VSFPC)	Annual	\$175	\$18	7%	\$206.51	\$206.51
Special Suppression System - 904.1 (VSFPC)	Annual	\$175	\$18	7%	\$206.51	\$206.51
Sprinkler System (Wet, Commercial) - 901.6.1, 903.5 (VSFPC)	Electrical Water Flow: Semi-Annual Mechanical Water Flow: 3-Month	Semi-Annual: \$175	\$18	7%	Semi-Annual: \$206.51	Semi-Annual: \$413.02
		3-Month: \$110			3-Month: \$136.96	3-Month: \$547.84
Sprinkler System (Dry, Commercial) - 901.6.1, 903.5 (VSFPC)	Semi-Annual	\$175	\$18	7%	\$206.51	\$413.02
Standpipe System - 905.1 (VSFPC)	Annual	\$175	\$18	7%	\$206.51	\$206.51
Standpipe Flow Test - 905.1 (VSFPC)	5-Year	\$200	\$18	7%	\$233.26	\$233.26

Revised September 27, 2023

**\*\*Please reference Arlington County Code, Chapter 8.1, Fire Prevention, sections 901.6.4.2 Non-witnessed testing and 901.6.4.4 Non-witnessed testing fees for further details.\*\***