



ADDENDUM #1

ITB/RFP NUMBER: 2015045-PT-P

Elevator Inspection, Maintenance & Repair Services RFP

DATE: June 3, 2015

TO: All Potential Bidders/Offerors

City of Harrisonburg's Elevator Inspection, Maintenance & Repair Services RFP, is modified as follows:

As part of this addendum, the agenda and sign-in sheet from the Mandatory Pre-Proposal Meeting, held on June 1, 2015, is attached. Additional questions and answers, as well as other notes from the meeting may be found below.

The closing date and time for this RFP has been changed, as well as the last day for questions (Section VI. Instructions to Offerors & Section VII. Questions). Proposals shall be received by the Purchasing Office no later than **Friday, June 12, 2015 at 3:00 pm local time**. Any proposals received after this date and time will not be accepted. All questions must be received no later than **Friday, June 5, 2015 at 12:00 pm (noon) local time**.

Questions & Answers

1. Question: Can you provide the age of the elevators?

Answer: Please see attached table for best estimates on installation dates.

2. Question: Do you want pricing for full maintenance agreements and standard agreements on each elevator? If not, it would be helpful to know in advance which elevators will be associated with which contract type.

Answer: Yes, we would like to have both the full maintenance agreement pricing and the standard agreement pricing for each building listed in *Attachment J*. The budgets for the upcoming year have already been approved, so for some departments it will depend upon what pricing they can fit into their budget.

3. Question: In *Section K*, 2. it lists there can be no markup on our parts, but this is how we make a profit in addition to the labor cost. This is concerning – is this something the City will consider changing?

Answer: The current wording in *Section II. Scope of Work, K. Extra Repair Services, 2.* shall be stricken and replaced with the following wording:

Materials, parts and supplies required in the performance of Extra Repair Services should be provided by the Contractor, but only on the basis of a discount off a published list price. The discount off lists price shall be identified in the vendor's proposal submission and clearly identified in Attachment J. Cost Proposal. The list price shall be verifiable at the time of quotation and invoice. The Contractor shall be responsible to keep the published list prices up to date. A copy of any updated published list price shall be provided to the Contract Administrator in a timely manner.

4. Question: Is it the City's intent to award all building contracts to one contractor, regardless of whether some are standard or full maintenance agreements?

Answer: Yes, it is the City's intent to award all contracts related to this RFP to one vendor.

5. Question: Will the contractor carry the cost for the inspection company?

Answer: Yes, the proposed pricing should include the independent inspection cost in it.

6. Question: Does this mean that the elevator maintenance contractor may choose their inspection company?

Answer: Yes.

7. Question: Can you provide copies of the latest inspection reports for the last two (2) years, if the elevator has been serviced for that long?

Answer: Please see attached documents.

8. Question: Will there be staggered award dates for each building?

Answer: Yes, *Attachment J* lists when the current contract is expiring. We will provide one (1) Notice of Award document, and contract start dates will commence at the end of the current contract. The contract term shall extend from this date, per section *IX. Contract Term* of the RFP document.

9. Question: Are you able to provide the amounts you are currently paying for elevator maintenance?

Answer: Please see attached table for current rates.

10. Question: Is an electronic work order and invoice acceptable, as long as it is signed off by a City staff member?

Answer: Yes, as long as we have a signature that should be fine.

11. Question: Who made the chair lift in the Simms Building and when was it installed?

Answer: See inspection reports for details on the manufacturer. The chair lift was installed at renovation time around 2005.

12. Question: For the Simms Building, is the repair work on the Thyssen Krupp Lula Elevator and the Hogan stage lift billable?

Answer: The Parks and Recreation Department would like this lift to be operational again, and has started the process to get it fixed with the current contractor. If it does not get repaired under the current contract with the current elevator maintenance provider, it would fall under billable work hours for the new contractor.

13. Question: Will Thyssen Krupp be allowed to bid as there was no representative from that company at the mandatory pre-proposal meeting?

Answer: No. The meeting was mandatory, so any company wishing to submit a proposal was required to be at the mandatory pre-proposal meeting on June 1. No proposals will be accepted from companies not in attendance.

14. Question: In the Public Safety Building #2 elevator, the elevator has a bad generator. Is this a billable repair?

Answer: This is the same as #12 above. If it does not get repaired under the current contract with the current elevator maintenance provider, it would fall under billable work hours for the new contractor.

15. Question: What issues are currently outstanding on these elevators?

Answer: Please see attached table.

16. Question: How often is the main (working) elevator in the Simms Building used?

Answer: It is used on a daily basis by City staff and The Arc.

17. Question: With regards to the Department of Transportation Administration Building, does the City of Harrisonburg have in its possession or will the city provide or pay for the service tool in order to access the solid state controller at the Public Transportation Building? If you do not have the service tool, it may have been included in the scope of work as per the contract when the elevator was installed.

Answer: The City is unaware of a special type of service tool that would be required. The City has the keys to the elevator and that is all.

Additional Notes

- Please note this is an RFP, so the award is based on multiple criteria in addition to the lowest cost. This also allows the City to negotiate the terms of the contract.
- All elevator inspections must be reported to the Contract Administrator, who will in turn provide copies of the reports to the City's head Building Inspector in the Community Development Department.
- Successful contractor must contact and coordinate any and all site visits with the Contract Administrator.
- Please note – at the time this addendum was released, information on the Municipal Building elevator inspections was not available.

All other requirements, terms and conditions of the ITB/RFP remain unchanged.

Addendum page must be signed and returned with your bid/proposal to acknowledge receipt of this addendum.

Authorized Signature

By: Pat Hilliard, CPPB
Procurement Manager

Elevator Agenda

*Important Items to touch on

- Organizing the “Independent” Elevator Inspector for the inspections of each Elevator.
- The current end dates for the current preventative maintenance plans are listed on the bid sheets. The PM’s should start at the end of the current contracted date for each building.
- We would like a quote for each the full service preventative maintenance program and the lubricate and adjustment program. We will let you all know which one we choose prior to the award of contract. The final scope of work will be negotiated. (Have to fit it into the budget and around what we are paying at this time.)
- Coordinate all visits with the Contract Administrator prior to arriving.
- If repairs are needed they will have to go through the Contract Administrator.
- Award criteria: We will grade the proposal from the following criteria listed in section VIII of the RFP.
 - **1. Responsibility:** The capability, in all respects, to perform fully the contract requirements, the moral and business integrity and reliability which will assure good faith performance as required by the specifications contained herein, including vendor references. *(35 Points)*
 - **2. Experience:** Experience by the firm in performing the services required. *(30 Points)*
 - **3. Cost:** Cost will not be the sole deciding factor in the selection process, but will be considered in the case of this RFP. *(20 Points)*
 - **4. Responsiveness:** The degree to which the vendor has responded to the purpose and scope of work and conformance in all respects to this RFP. *(15 Points)*
- Contractor must have a City employee clearly sign the work order after work is completed and the work order must be submitted with the invoice. Work orders not submitted with invoices will be a cause for delayed payment.
- Invoice separately for each building. Send invoices to the Contract Administrator.



**CITY OF HARRISONBURG
OFFICE OF PURCHASING
MANDATORY PRE-PROPOSAL MEETING SIGN-IN SHEET**

Date: Monday, June 1, 2015

Time: 9:00 am

Name of RFP: Elevator Inspection, Maintenance & Repair Services RFP

RFP#: 2015045-PT-P

PLEASE PRINT LEGIBLY. IF YOU HAVE A BUSINESS CARD HANDY, PLEASE ALSO LEAVE ONE WITH US.

	Transport. Admin.	Simms	Municipal	New City Hall	Public Safety
Company Name:	RB	BS	RS	BS	
Email: president.landmark@verizon.net					
Phone: 301-790-0990					
Attendee Name (Print): William Block Sr.					
Attendee Name (Sign):					
Company Name: OTIS ELEVATOR					
Email: jeff.park@otis.com					
Phone: 540-632-7586					
Attendee Name (Print): JEFF PARK	JP	JP	JP	JP	
Attendee Name (Sign): JmP					
Company Name: Southern Elevator					
Email: Richarddg@southern-elevator.com					
Phone: 804-337-7581					
Attendee Name (Print): Richard Garnett	RG	RG	RG	RG	
Attendee Name (Sign): R. Garnett					
Company Name: CENTRAL ELEVATOR INSPECTORS					
Email: BobJelkivik@CENTRAL-ELEVATOR.COM					
Phone: 240-298-2253					
Attendee Name (Print): Robert K. Jelkivik					
Attendee Name (Sign): R.K. Jelkivik					
Company Name:					
Email:					
Phone:					
Attendee Name (Print):					
Attendee Name (Sign):					
Company Name:					
Email:					
Phone:					
Attendee Name (Print):					
Attendee Name (Sign):					

LOCATION	ITEM	DATE INSTALLED (APPROX.)	CURRENT COST OF MAINTENANCE	CURRENT COST OF INSPECTION	ADDITIONAL NOTES FROM MANDATORY PRE-PROPOSAL MTG.
Department of Public Transportation	Elevator #1	2014	\$0 – under warranty	\$60/inspection (annual) + \$120/inspection (annual)	<ul style="list-style-type: none"> • Due for next inspection in July 2015.
Lucy F. Simms Continuing Education Center	Elevator #1	2005 (renovation)	\$2,664.20/year (full maint. pkg.)	\$70/inspection	<ul style="list-style-type: none"> • This unit is out of service (has been for a while) and the power is off. It would not run if the power was turned on because it is missing a piece. • Thyssen has been here to inspect, but no dates were listed on the card after April 2013. • It was noted by a vendor that the hose is out of date, as it has a 2006 sticker on it. • This elevator makes two (2) stops.
Lucy F. Simms Continuing Education Center	Elevator #2	2005 (renovation)	SAME AS ABOVE (Included in Cost)	SAME AS ABOVE (Included in Cost)	<ul style="list-style-type: none"> • This unit is working and services all three (3) levels in the building.
Lucy F. Simms Continuing Education Center	Stair Lift #1	2005 (renovation)	\$1,665.12/year (full maint. pkg.)	SAME AS ABOVE (Included in Cost)	<ul style="list-style-type: none"> • This unit is out of service. Power was turned off by Maintenance company in February 2013. • The top floor door was broken, so it was removed by City maintenance staff in 2013. The door is still available on site, but a chunk was taken out of it as part of the damage.
Municipal Building	Elevator #1	1994	\$950.49/quarter (standard maint. pkg.)	\$85/inspection (2x/year)	<ul style="list-style-type: none"> • Building will be vacant beginning August 2015.
New City Hall	Elevator #1	2015	N/A	N/A	<ul style="list-style-type: none"> • This unit is hydraulic and will be installed by Thyssen Krupp Elevator Corporation June 2015. • It will service all four (4) floors in the building.
Public Safety Building	Elevator #1	1983	\$817.39/month (full maint. pkg.)	\$440 for 5 year load test, \$180 Annual inspection w/no load test	<ul style="list-style-type: none"> • These elevators have very little problems. The most common is generally door cables needing replacement. • There are two (2) total ropes and hoist, both of which are each under three (3) years old. • There are only position indicator lights on floor 1, not on every floor. • Duplex fire service • Last inspected January 2015
Public Safety Building	Elevator #2	1983	SAME AS ABOVE (Included in Cost)	SAME AS ABOVE (Included in Cost)	<ul style="list-style-type: none"> • Last inspected January 2015

INSPECTION REPORTS: TRANSPORTATION

S-011315-4

JURISDICTION: CITY HARRISONBURG CURRENT CERTIFICATE EXPIRATION DATE: JULY 2015

CENTRAL ELEVATOR INSPECTION SERVICES II, LLC

P. O. BOX 102 • BOSTON, VIRGINIA 22713
OFFICE PHONE: (540) 987-3111 OFFICE FAX: (888) 391-9437

ROUTINE INSPECTION REPORT

LOCATION: CITY TRANSIT ADMIN BLDG
475 EAST WASHINGTON ST.
HARRISONBURG VA.

OWNER/AGENT/
BILLING:

SERIAL NUMBER	13841314			
LANDINGS	2			
PASSENGER	✓			
FREIGHT				
DUMBWAITER				
PLATFORM LIFT				
SPEED (FPM)	125			
CAPACITY LBS	7100			
NUMBER OF PASSENGERS	12			
OTHER				

V = VIOLATION R = RECOMMENDATION

ISSUE NEW CERTIFICATE YES NO N/A TO EXPIRE: JULY 2015

DATE: 1/13/2015 INSPECTOR: [Signature]

QEI# E-626 PRINT: Robert K. Saikirk

NOTE: This report was compiled through observation of equipment as seen today. It does not represent hazards that may exist if they are not in full view or clearly exposed. Central Elevator Services, LLC is not responsible for inaccurate or omitted items on the report that are beyond our cause or control.

This report received by: [Signature]

**ADDITIONAL
INFORMATION:
TRANSPORTATION**



FINAL ACCEPTANCE

OTIS ELEVATOR COMPANY

City Harrisonburg VA

Date 7/22/14

Ladies and/or Gentlemen:

We have examined the Elevator furnished and completed by you in DOT Building in this city. The elevator appears to be satisfactory and in accordance with your contract and we hereby accept it.

Note: Elevator Cab (enclosure) and Hoistway Entrances have been thoroughly inspected and found satisfactory.
Yours truly,

Sales No. 616840

CITY OF HARRISONBURG
(Company)

By Adam D. Wright FACILITIES MANAGER
(Signature and title of person accepting)

Contract with _____

By ADAM D. WRIGHT
(Printed name of person accepting)

KEY ACKNOWLEDGMENT

The following keys, necessary for the proper operation of the above named elevator, have been turned over to me along with complete instructions on the operations of the elevator.

QUANTITY

QUANTITY FEDOKI

- _____ Emergency Side Exit Keys
- 3 UTA Keys
- _____ UTF Keys
- _____ UTB Keys
- 1 Light Switch keys
- _____ Fan Switch Keys

- 4 Lobby Panel Keys
- _____ Emergency Door Key (Under Glass)
- _____ Utility cabinet keys
- _____ Hoistway Unlocking device (w/ Brochure)
- _____ O.M.M.S Manuals

OTIS SERVICE EQUIPMENT

Any counters, meters, tools, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the service is terminated for any reason, we will be given access to your premises to remove the equipment, including the resident software, at our expense.

CUSTOMER - PLEASE NOTE THE FOLLOWING:

The New Installation Service (N.I.S.# _____) will begin immediately and will continue for per contract months.

The warranty period will begin immediately and will continue for 12 months.

Should any problem develop in the operation of this elevator, please call Otis Elevator Company at 1-800-233-6847. (Operator will request the name and address of the building, and the elevator number--should there be more than one elevator in the building.)

SIGNED: Adam D. Wright
(Company)

By CITY OF HARRISONBURG
(Person Accepting)
COMPANY

INSPECTION REPORTS: SIMMS

ELEVATING EQUIPMENT INSPECTION SERVICE, LLC

E. E. I. S.

P O Box 11551 • Roanoke, VA 24022
Phone: 540-297-6129 • Fax: 540-297-1140

*Elevators
Escalators
Inclined Elevators*

*Dumbwaiters
Cart Lifts
Chair Lifts*

ELEVATOR INSPECTION REPORT ASME A17.1

August 21, 2013 – 1:15pm

HRHA
Lucy Simms Continuing Education
620 Simms Avenue
Harrisonburg, VA 22802

Elevator: # 1 / ET 2320 **Manufactured/Installed:** Thyssen **Hydraulic**
Passenger: YES **Freight Class:** N/A **Rated Load:** 3500 **Speed:** 150
Code Edition/Install Date: 1998 / 2005 Routine Periodic Acceptance
Last Annual Test: 8/13 T **Certificate #** 3039
Inspected by: Jesse Banks, NAESA C-2447, VA Certified Elevator Inspector JB BK

Comments/Violations:

No violations at this time.

ELEVATING EQUIPMENT INSPECTION SERVICE, LLC

E. E. I. S.

P O Box 11551 ♦ Roanoke, VA 24022
Phone: 540-297-6129 ♦ Fax: 540-297-1140

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Escalators
Inclined Elevators

Dumbwaiters
Cart Lifts
Chair Lifts

ELEVATOR INSPECTION REPORT ASME A18.1

August 21, 2013

HRHA
Lucy Simms Continuing Education
620 Simms Avenue
Harrisonburg, VA 22802

Chair Lift: # 3 / VMH 00001 **Manufactured/Installed:** Hogan Mfg / Lift-U **Convertible Stairs & Lift**

Passenger: YES **Freight:** N/A **Rated Load:** 750 **Speed:** 10

Code Edition/Install Date: 2005 / 2005 Routine Periodic Acceptance

Model: **Drive:** Screw-Column **Certificate #** 3039

Inspected by: Jesse Banks, NAESA C-2447, VA Certified Elevator Inspector _____ JB _____ BK

Comments/Violations:

Top door is busted – Fix or Replace. 2/12 (door has been removed, 2/21/13)

Note: The power was turned off at time of inspection. 2/11, 2/13, 2/14

This unit shall be “Attendant Operation” per A18.1 2003 2.10.2 by properly trained attendants only.

ELEVATING EQUIPMENT INSPECTION SERVICE, LLC

E. E. I. S.

P O Box 11551 • Roanoke, VA 24022
Phone: 540-297-6129 • Fax: 540-297-1140

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ELEVATOR INSPECTION REPORT

ASME A17.1

February 21, 2013 – 8:30am

HRHA

Lucy Simms Continuing Education
620 Simms Avenue
Harrisonburg, VA 22802

Elevator: # 2 / 400577 **Manufactured/Installed:** Concord/Mobility Center **Roped-Hydraulic**

Passenger: YES **Freight Class:** N/A **Rated Load:** 750 **Speed:** 30

Code Edition/Install Date: 1998 / 2005 X Routine ___ Periodic ___ Acceptance

Last Annual Test: 8/12 T **Last 5 yr. Test:** 2/12 **Certificate #** 3039

Inspected by: Jesse Banks, NAESA C-2447, VA Certified Elevator Inspector _____

Comments/Violations: Vertical Chair Lift

No violations at this time.

cc: City of Harrisonburg Building Official Fax: 540-432-7777

ELEVATING EQUIPMENT INSPECTION SERVICE, LLC

EEIS

P O Box 11551 * Roanoke, VA 24022
Phone: 540-297-6129 * Fax: 540-297-1140

Elevators
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Inclined Elevators

Dumbwaiters
Cart Lifts
Chair Lifts

CHAIRLIFT INSPECTION REPORT

ASME A18.1

June 10, 2014 – 8:15am

HRHA
Lucy Simms Continuing Education
620 Simms Avenue
Harrisonburg, VA 22802

Chair Lift: #3 / VMH 00001 **Manufactured/Installed:** Hogan Mfg / Lift-U **Convertible Stairs & Lift**

Passenger: YES **Freight Class:** N/A **Rated Load:** 750 **Speed:** 10

Code Edition/Install Date: 2005 / 2005 **Routine** **Periodic** **Acceptance**

Model: ? **Drive:** Screw-Column **Certificate #** 3039

Inspected by: William Martin, NAESA C-4729, VA Certified Elevator Inspector WM RDL

Comments/Violations:

Top door missing. (Replace). 2/13

Note: The power was turned off at time of inspection. 2/11, 2/13, 2/14, 6/14

This unit shall be "Attendant Operation" per A18.1 2003 – 2.10.2 by properly trained attendants only.

cc: City of Harrisonburg Building Official Fax: 540-432-7777

Note: City of Harrisonburg, VA - Elevator Inspection, Maintenance & Repair Services RFP (2015045-PT-P) Comments in parenthesis are only suggestions to remedy code violations. You have 30 days to remedy these violations, unless otherwise informed by elevator inspector or Building Code Official. Page 18 of 83

ELEVATING EQUIPMENT INSPECTION SERVICE, LLC

E E I S

P O Box 11551 * Roanoke, VA 24022
Phone: 540-297-6129 * Fax: 540-297-1140

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ELEVATOR INSPECTION REPORT ASME A17.1

August 28, 2014 – 12:55pm

HRHA
Lucy Simms Continuing Education
620 Simms Avenue
Harrisonburg, VA 22802

Elevator: #1 / ET 2320 **Manufactured/Installed:** Thyssen **Hydraulic**
Passenger: YES **Freight Class:** N/A **Rated Load:** 3,500 **Speed:** 150
Code Edition/Install Date: 1998 / 2005 **Routine** **Periodic** **Acceptance**
Last Annual Test: 8/13 T **Certificate #** 3039H
Inspected by: Scott Campbell, Elevator Inspector _____ SC _____ BK

Comments/Violations:

No violations at this time.

ELEVATING EQUIPMENT INSPECTION SERVICE, LLC

EEIS

P O Box 11551 • Roanoke, VA 24022
Phone: 540-297-6129 • Fax: 540-297-1140

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ELEVATOR INSPECTION REPORT ASME A17.1

August 28, 2014 – 1:35pm

HRHA
Lucy Simms Continuing Education
620 Simms Avenue
Harrisonburg, VA 22802

Elevator: # 2 / 400577 **Manufactured/Installed:** Concord/Mobility Center **Roped-Hydraulic**

Passenger: YES **Freight Class:** N/A **Rated Load:** 750 **Speed:** 30

Code Edition/Install Date: 1998 / 2005 **Routine** **Periodic** **Acceptance**

Last Annual Test: 8/12 T **Last 5 yr. Test:** 2/12 **Certificate #** 3039

Inspected by: Scott Campbell, Elevator Inspector _____ BK

Comments/Violations: Vertical Chair Lift

No violations at this time.

Note: Elevator not running at time of inspection.

**INSPECTION
REPORTS FOR
MUNICIPAL
BUILDING
UNAVAILABLE AT
THIS TIME**

**NEW ELEVATOR
INSTALLATION
INFORMATION IN
NEW CITY HALL**

DATA AND GENERAL NOTES

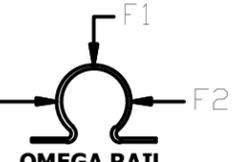
OILDRAULIC ELEVATOR CONTRACT DATA

TYPE:	ENDURA 45 II A	ELEVATOR:	1
SPEED:	125 FPM UP 150 FPM DOWN	CAPACITY:	4,500
CAR ENCLOSURE:	TKAP	DOOR HAND:	LEFT FRONT, RIGHT REAR
FINISHED FLOOR:	BY OTHERS	PLATFORM THICKNESS:	4 7/8"
CAR WEIGHT:	4,285	TELEPHONE:	BY ELEVATOR COMPANY
PIT LADDER:	BY OTHERS	POWER UNIT:	EP-150, 50 HP
OPERATION:	TAC32	POWER SUPPLY:	460 V 3 PHASE 60 CYCLES
STARTING:	SOLID STATE STARTING	JACK MODEL:	2.5T III TWIN/TELE
GLOPU:	9,707	GLOJ:	8,785
PLUNGER WALL THICKNESS (LOWER)	1/4"	PLUNGER SECTION O.D. (LOWER)	5"
PLUNGER WALL THICKNESS (MIDDLE)	1/4"	PLUNGER SECTION O.D. (MIDDLE)	3 3/4"
PLUNGER WALL THICKNESS (UPPER)	3/8"	PLUNGER SECTION O.D. (UPPER)	2 1/2"
CYLINDER O.D.:	7 1/4"	CYLINDER WALL THICKNESS:	1/4"
PLUNGER WEIGHT:	922.00 LBS	NET AREA:	23.693 SQ.IN.
BOTTOM CAR RUNBY:	6"	CAR BUFFER STROKE:	2 1/2"
BETWEEN PIT FLOOR & CAR BOLSTER ON COMPRESSED BUFFER:	2'-2 5/8"		
BUFFER REACTION (TYP. AT EACH BUFFER)	25,754 LBS	SPRING #:	780CB1
EST. WORKING PRESS:	451 PSI	SPRING CAP:	15,223 LBS

CAR FRAME

FORMED STILE	S = 1.38	I = 2.17	R = 1.009	T = 10GA
FORMED CROSSHEAD	S = 3.27	I = 9.82	A = 1.85	7GA X 6" X 2 1/2"
FORMED BOLSTER	S = 5.429	I = 21.71	A = 2.26	7GA X 8" X 2 3/4"

RAIL FORCES

	F1	F2		
 OMEGA RAIL	620 LBS	776 LBS		

CAR STATION FEATURES: SIGNA 4 FIXTURES, SIGNA 4-BLACK W/BUE HALO BUTTONS, TELEPHONE, POSITION INDICATOR
FLOOR MARKINGS: L, 1, 2, 3
CAR RIDING LOCATION: NONE

HOISTWAY PLAN SHEET NOTES

- 1** 8" WIDE x 8" HIGH ELECTRICAL, RACEWAY, 8" x 8" PIPE SLEEVE, LOCATION DETERMINED BY RELATIONSHIP TO THE MACHINE ROOM.
- 2** A MEANS TO AUTOMATICALLY DISCONNECT THE MAIN LINE POWER SUPPLY TO THE ELEVATOR PRIOR TO THE APPLICATION OF WATER IN THE ELEVATOR MACHINE ROOM OR HOISTWAY WILL BE FURNISHED BY THE ELECTRICAL CONTRACTOR THIS MEANS SHALL NOT BE SELF RESETTING.

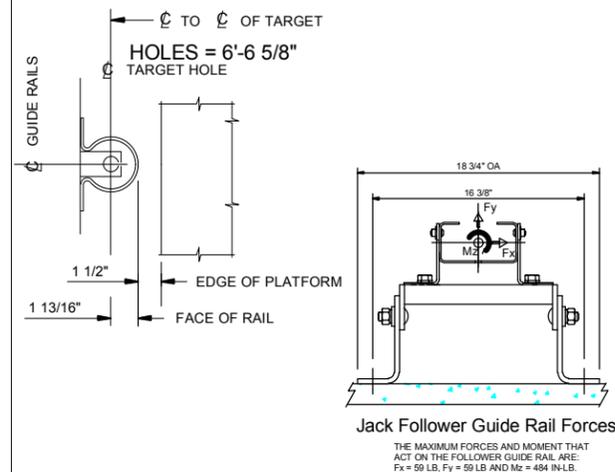
MACHINE ROOM SHEET NOTES

- 3** A MINIMUM OF 3'-6" (OR 4'-0" WHEN FACING EACH OTHER) REQUIRED ON ALL FRONTS OF ELECTRICAL PANELS
- 4** DISCONNECT SWITCH, CAR LIGHT, ALARM CIRCUIT WITH DISCONNECT, SWITCH, AND/OR PHONE CIRCUIT AND JUNCTION BOX.
- 5** TELEPHONE JUNCTION, CONDUIT AND WIRING TO CONTROLLER BY OTHERS
- 6** 2" OIL LINE FROM TANK TO 2" SHUTOFF VALVE. 2" SCH 40 BLK PIPE. ASTM A-53; TYPE E OR S, GRADE B OR EQUIVALENT TO JACK.

SECTION SHEET NOTES

- 8** SAFETY BEAM REQUIRED PER OSHA 1926 502 PROVIDED AND INSTALLED BY OTHERS, AS DIRECTED BY THYSSENKRUPP FIELD OFFICE DESIGN LOAD = 5000 LBS. (STATIC, NOT IMPACT)
- 9** VENTILATE HOISTWAY AS REQUIRED PER LOCAL BUILDING CODE

FORMED GUIDE RAIL INSTALLATION



BY OTHERS

THE FOLLOWING CONDITIONS MUST BE MET BEFORE INSTALLATION IS COMPLETED, AND ARE NOT INCLUDED IN THE ELEVATOR CONTRACT

1. A PLUMB, PROPERLY VENTILATED HOISTWAY (ACCORDING TO CODE AND SIZES SHOWN)
2. ADEQUATE SUPPORT FOR JACK, GUIDE RAIL BRACKETS, AND BUFFERS (FOR REACTIONS SHOWN)
3. HOISTWAY BARRICADES AND ALL CUTTING AND PATCHING TO INSTALL HOISTWAY ENTRANCES, SILLS, HALL FIXTURES, OIL, AND ELECTRIC LINES.
4. PIT LIGHTS AND SWITCH, CONVENIENCE OUTLETS WITH GFCI PROTECTION PER NEC, PIT LADDER PER CAR (ACCORDING TO CODE) NOTE: MUST BE CLEAR OF ALL ELEVATOR EQUIPMENT.
5. DEDICATED 120 VOLT, 15 AMP SERVICE, ALONG WITH TELEPHONE CIRCUIT WHEN REQUIRED TO TERMINALS OF EACH REQUIRED CONTROLLER (AS LOCATED ON PLAN VIEW) FOR THE FOLLOWING:
 - CAR LIGHT AND ALARM CIRCUIT WITH GFCI PROTECTION PER NEC
 - GROUP CONTROL WHEN REQUIRED
 NOTE: IF STANDBY POWER IS SUPPLIED TO ELEVATOR, CAR LIGHT AND ALARM CIRCUIT AND GROUP CONTROL SERVICE MUST BE STANDBY POWER BACKED
6. AN ENCLOSED MACHINE AREA (ACCORDING TO CODE), WITH ADEQUATE LIGHT, HEAT AND VENTILATION (MIN. 50°F., MAX. 90°F WITH NON-CONDENSING HUMIDITY OF 10-90%) AND SEALED CONCRETE FLOOR SLAB SURFACE. NOTE: MUST PROVIDE ADEQUATE DOOR SIZE TO ALLOW INSTALLATION OF EQUIPMENT, OR LEAVE WALL OUT UNTIL EQUIPMENT IS IN PLACE.
7. ENTRANCE WALL WITH LINTELS MUST BE PROVIDED AFTER ENTRANCE FRAMES ARE SET OR LEAVE A ROUGH OPENING 15" WIDER AND 15" HIGHER THAN THE FRAME OPENING. SEE INSTALLATION PROCEDURES FOR FRAME-TO-WALL INTERFACE DETAILS TO ENSURE CONFORMANCE WITH THE LABELED ENTRANCE INTERFACE CONSTRUCTION.
8. POCKETS IN CORRIDOR WALL FOR HALL FIXTURES. NOTE: MUST BE LOCATED AS DIRECTED BY ELEVATOR CONTRACTOR
9. SMOKE SENSORS (AS REQUIRED)
10. CONDUIT AND WIRING FROM HOISTWAY TO ELEVATOR MONITORING PANELS (FOR SECURITY, LIFE SAFETY, OR FIRE REQUIREMENTS)
11. PIPE SLEEVES, TRENCHING, AND BACK FILLING FOR OIL AND/OR CONDUIT LINES AS SHOWN OR LOCATED BY ELEVATOR CONTRACTOR.
12. ELEVATOR MEETS ASME A17.1 2010 CODE.

REVISION HISTORY

REV	DESCRIPTION	DATE	DESIGNER
A		7/30/2014	KT

THIS DRAWING AND ALL INFORMATION THEREON IS THE PROPRIETARY PROPERTY OF THYSSENKRUPP ELEVATOR AND MUST NOT BE MADE PUBLIC OR COPIED. THIS DRAWING IS LOANED SUBJECT TO RETURN ON DEMAND AND IS NOT TO BE USED DIRECTLY OR INDIRECTLY, IN ANY MANNER DETRIMENTAL TO THE INTEREST OF THYSSENKRUPP ELEVATOR.

FOR: CITY HALL HARRISONBURG
 ADDRESS: 345 MAIN STREET
 CITY: HARRISONBURG, VA 22801

ThyssenKrupp
Elevator Americas



DRAWN	REV	JOB NUMBER	DATE	SHEET
KT	A	229-487-01A	7/30/2014	3 OF 11

INSPECTION REPORTS: PUBLIC SAFETY

TERMS AND CONDITIONS

It is agreed, in consideration of our performance of the service described, that nothing in this agreement shall be construed to mean that SOUTHERN ELEVATOR COMPANY, INC. assumes any responsibility on account of accidents to persons except those caused by and occurring while its employees are on the premises performing the service mentioned. You, therefore, agree to save SOUTHERN ELEVATOR COMPANY, INC. harmless from all claims and liability growing out of accidents to persons (except employees of SOUTHERN ELEVATOR COMPANY, INC.) while riding on or being in or about said elevators, irrespective of whether such accidents result from the use, operation, maintenance or condition of the elevator, hatchway or appurtenances. Nor shall SOUTHERN ELEVATOR COMPANY, INC. be held liable for loss or damage resulting from strikes, lockouts, fires, storms or other causes beyond its control. This contract shall constitute the entire agreement for the service described, and all prior representations whether written or verbal are merged herein. No work, service or liability on the part of SOUTHERN ELEVATOR COMPANY, INC. other than that specifically mentioned herein is included or intended.

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**PERIODIC AND FIVE YEAR AND ACCEPTANCE TEST
OF PASSENGER AND FREIGHT ELECTRIC ELEVATORS**

Name of Building: Public Safety Bldg
 Location: 101 N. MAIN ST.
 Elevator Number: 2 Service: - Pass () - Freight
 Rated Load: 2500 lbs. Rated Speed: 200 FPM
 Type of Unit Tested: DOVER
 Type of Test To Be Performed: 5 YEAR

GOVERNOR

Governor-Type: Centrifugal
 1002.2c Periodic Test: G Operated: By Hand
 1002.3b Five Year Test: Overspeed Switch(s): 250 / 1
 Tripping Speed: 280 Pull Through: 500
 Sealed: YES 205.15 Releasing Carrier 60% of 1/5: 150

SAFETY

Safety-Type/Use: Type B (car () cwt
 1002.2b Periodic: Operated Manually: G Slide: 0"
 1002.3a Five Year Test: Rated Load/Speed: 2500 / 200
 Slide: 6" Tail Rope Pullout: N/A

BUFFERS

Buffers-Type/Use: SPRING (car () cwt
 1002.2a Periodic Test:
 Did fully compressed oil buffer return within 90 seconds? N/A
 Oil Level Correct? N/A Excessive Play? N/A
 1002.3c Five Year Test:
 Did fully compressed oil buffer return within 90 seconds? N/A
 Oil Level Correct: N/A Excessive Play? N/A
 Speed/Load at Time of Test: N/A / N/A

BROKEN ROPE/WINDING DRUM

1002.2d Safety Test of Slack Rope Switch/Device: N/A
 1002.2b,c Periodic Test of Car Safety: N/A
 1206.3 Periodic Re - socketing of Hoist Ropes for Winding Drum Mach.
 Date of Last Hoist Rope Re - socketing: N/A

NORMAL AND FINAL TERMINAL STOPPING DEVICES

1002.2e Periodic Test of Normal and Final Stopping Devices: G
 1002.3f Five Year Test of Emergency Terminal Stopping/Speed Limiting Devices: G
 1002.3d Five Year Brake Tests (125% of Rated Load): G
 1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): N/A

EMERGENCY POWER

1002.2g Periodic Test of Emergency Power Operation: N/A
1002.3e Five Year Test of Emergency Power Operation: (125%) N/A

POWER OPERATION OF DOOR SYSTEM

1002.2h Periodic Test of Power Operation of Door System: G
1002.3g Five Year Test of Power Opening of Doors: Kinetic Force

FIREFIGHTER'S SERVICE

1002.2f Periodic Test of Firefighter's Service: G

LEVELING ZONE AND SPEED

1002.3h Five Year Test of Leveling Zone and Speed: G

INNER LANDING ZONE

1002.3i Five Year Test of Inner Landing Zone: N/A

ACCEPTANCE TEST

1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): N/A

1003.2h Static Control Elevator without Motor Generator Sets: N/A

1003.2i A.C. Drives from a D.C. Source: N/A

Have all proper tags and marking plates been attached to the tested equipment? YES

Has all equipment that was tested been examined and placed in proper working order? YES

If these tests reveal any unsafe conditions, the necessary repairs to correct the conditions shall be made Before the elevator may be returned to service.

Date of this Test: 1/28/15

Signature of Person Performing Test: [Signature]

Representing Whom: Southern

Signature of Building Representative: _____

Signature of Inspector: [Signature]

/cn

EFF ELEV. INSP.

C.W Runby
19"

E & F ELEVATOR INSPECTIONS AND CONSULTING, INC.
PO BOX 176
CROZIER, VIRGINIA 23039
(804) 784-1945

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:

- (a) See ASME A17.2.1 for detailed code requirements.
- (b) OK - meets requirements, NG - insert number to identify comment of back of the Checklist, NA - not applicable.

Address: Public Safety Bldg
101 N. MAIN ST.
HARRISONBURG, VA

- Routine inspection and test
- Periodic inspection and test
- Acceptance inspection and test

ID No: 1

Our No.

- Passenger
- Freight Class

Rated Load: 2500
Speed: 200

Inspected by: B. W. Edmonds
Signature: B.W. Edmonds Date: 1-28-15
QEI NO: 1612 Certifying organization: NAESA

	OK	NG	NA		OK	NG	NA
1. INSIDE OF CAR				2. MACHINE ROOM (cont.)			
1.1 Door reopening device	✓	✓		2.17 Gears and bearings	✓		
1.2 Stop switch	✓	✓		2.18 Winding drum machine			✓
1.3 Operating control device	✓	✓		2.19 Belt or chain drive machine			✓
1.4 Car floor and landing sill.	✓	✓		2.20 Motor generator	✓		
1.5 Car lighting	✓	✓		2.21 Absorption of regenerated power	✓		
1.6 Car emergency signal	✓	✓		2.22 AC drives from a DC source			✓
1.7 Car door or gate	✓	✓		2.23 Traction sheave	✓		
1.8 Door closing force	✓	✓		2.24 Secondary and deflector sheaves	✓		
1.9 Power closing of doors and gates	✓	✓		2.25 Rope fastenings			✓
1.10 Power opening of doors or gates	✓	✓		2.26 Terminal stopping devices	✓		
1.11 Car vision panels and glass car doors			✓	2.27 Slack cable service			✓
1.12 Car enclosure	✓			2.28 Governor, overspeed switch & seal	✓		
1.13 Emergency exit			✓	2.29 Car safeties	✓		
1.14 Ventilation	✓	✓					
1.15 Operating device symbols	✓	✓		3. TOP OF CAR			
1.16 Rated load, platform area, data plate	✓	✓		3.1 Stop switch	✓		
1.17 Standby power operation			✓	3.2 Car top light and outlet	✓		
1.18 Restricted opening of doors			✓	3.3 Top of car operating device	✓		
1.19 Car ride	✓			3.4 Top of car clearance, refuge space.	✓		
				3.5 Top counterweight clearance	✓		
2. MACHINE ROOM				3.6 Car, overhead, deflector sheave	✓		
2.1 Access to machine	✓			3.7 Normal terminal stopping device	✓		
2.2 Headroom	✓	✓		3.8 Final terminal stopping device	✓		
2.3 Lighting and receptacles	✓	✓		3.9 Broken rope, chain, or tape switch	✓		
2.4 Enclosure of machinery space	✓	✓		3.10 Car leveling device	✓		
2.5 Housekeeping	✓	✓		3.11 Crosshead data plate	✓		
2.6 Ventilation	✓	✓		3.12 Top emergency exit	✓		
2.7 Fire extinguisher	✓	✓		3.13 Counterweight & counterweight buffer	✓		
2.8 Pipes, wiring, and ducts	✓	✓		3.14 Counterweight safeties			✓
2.9 Guarding of exposed equipment	✓	✓		3.15 Floor numbers	✓		
2.10 Numbering of elevator equipment	✓	✓		3.16 Hoistway construction	✓		
2.11 Disconnecting means and control	✓	✓		3.17 Hoistway smoke control			✓
2.12 Controller wiring, fuses, grounding	✓	✓		3.18 Pipes, wiring, and ducts	✓		
2.13 Static control			✓	3.19 Windows, projections, & setbacks	✓		
2.14 Overhead beam and fastenings	✓	✓		3.20 Hoistway clearances	✓		
2.15 Drive machine brake	✓	✓		3.21 Multiple hoistways			✓
2.16 Drive machines	✓	✓		3.22 Traveling cables, junction boxes	✓		



710 Dawn Street
Richmond, VA 23222

Phone: (804) 321-4880
Fax: (804) 321-5187

SOUTHERN ELEVATOR COMPANY, INC

<h2>Work Order</h2> <p>71663</p>

Month of Service: December 2013

CUSTOMER COPY

Harrisonburg Public Safety Building
101 North Main Street
Harrisonburg, VA 22802

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

Customer Signature Nelson R. Dean Date 12/17/13

Summary: 1
FM-880 monthly service.

Field Technician Terry Sale

Date 12.12.2013

Additional Comments:



710 Dawn Street
Richmond, VA 23222

Phone: (804) 321-4880
Fax: (804) 321-5187

SOUTHERN ELEVATOR COMPANY, INC

<h2>Work Order</h2> <p>71664</p>

Month of Service: December 2013

CUSTOMER COPY

<p>Harrisonburg Public Safety Building 101 North Main Street Harrisonburg, VA 22802</p>	<p>I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.</p> <p>Customer Signature _____ Date <u> </u> / <u> </u> / <u> </u></p>
<p>Summary: 2 FM-880 monthly service.</p>	<p>Field Technician <u>Terry Sale</u></p> <p>Date 12-17-2013</p>

Additional Comments:



3797 Peters Creek Road SW
Roanoke, VA 24018

Phone: (540) 725-1275
Fax: (540) 725-1277

SOUTHERN ELEVATOR COMPANY, INC

Work Order

57166

Month of Service: September 2013

CUSTOMER COPY

Harrisonburg Public Safety Building
101 North Main Street
Harrisonburg, VA 22802

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

Customer Signature _____ Date ___/___/___

Summary: 2
FM-885 monthly service.

Field Technician Terry Sale

Date 09-19-2013

Additional Comments:

E & F ELEVATOR INSPECTIONS AND CONSULTING, INC.
PO BOX 176
CROZIER, VIRGINIA 23039
(804) 784-1945

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:

- (a) See ASME A17.2.1 for detailed code requirements.
 (b) OK - meets requirements, NG - insert number to identify comment of back of the Checklist, NA - not applicable.

Address: Public Safety Bldg
101 MAIN ST.
HARRISONBURG, VA

- Routine inspection and test
 Periodic inspection and test
 Acceptance inspection and test

ID No: 2

Our No.

- Passenger Rated Load: 2500
 Freight Class Speed: 200

Inspected by: B. W. Edmonds
 Signature: B. W. Edmonds Date: 1-13-14
 QEI NO: 1612 Certifying organization: NAESA

	OK	NG	NA		OK	NG	NA
1. INSIDE OF CAR				2. MACHINEROOM (cont.)			
1.1 Door reopening device	✓			2.17 Gears and bearings	✓		
1.2 Stop switch	✓			2.18 Winding drum machine			✓
1.3 Operating control device	✓			2.19 Belt or chain drive machine			✓
1.4 Car floor and landing sill.	✓			2.20 Motor generator	✓		
1.5 Car lighting	✓			2.21 Absorption of regenerated power	✓		
1.6 Car emergency signal	✓			2.22 AC drives from a DC source			✓
1.7 Car door or gate	✓			2.23 Traction sheave	✓		
1.8 Door closing force	✓			2.24 Secondary and deflector sheaves	✓		
1.9 Power closing of doors and gates	✓			2.25 Rope fastenings			✓
1.10 Power opening of doors or gates	✓			2.26 Terminal stopping devices	✓		
1.11 Car vision panels and glass car doors			✓	2.27 Slack cable service			✓
1.12 Car enclosure	✓			2.28 Governor, overspeed switch & seal	✓		
1.13 Emergency exit			✓	2.29 Car safeties <u>ANN 5-13</u> <u>SVR 10-9</u>	✓		
1.14 Ventilation	✓			3. TOP OF CAR			
1.15 Operating device symbols	✓			3.1 Stop switch	✓		
1.16 Rated load, platform area, data plate	✓			3.2 Car top light and outlet	✓		
1.17 Standby power operation			✓	3.3 Top of car operating device	✓		
1.18 Restricted opening of doors			✓	3.4 Top of car clearance, refuge space	✓		
1.19 Car ride	✓			3.5 Top counterweight clearance	✓		
2. MACHINEROOM				3.6 Car, overhead, deflector sheave	✓		
2.1 Access to machine	✓			3.7 Normal terminal stopping device	✓		
2.2 Headroom	✓			3.8 Final terminal stopping device	✓		
2.3 Lighting and receptacles	✓			3.9 Broken rope, chain, or tape switch	✓		
2.4 Enclosure of machinery space	✓			3.10 Car leveling device	✓		
2.5 Housekeeping	✓			3.11 Crosshead data plate	✓		
2.6 Ventilation	✓			3.12 Top emergency exit	✓		
2.7 Fire extinguisher	✓			3.13 Counterweight & counterweight buffer	✓		
2.8 Pipes, wiring, and ducts	✓			3.14 Counterweight safeties			✓
2.9 Guarding of exposed equipment	✓			3.15 Floor numbers	✓		
2.10 Numbering of elevator equipment	✓			3.16 Hoistway construction	✓		
2.11 Disconnecting means and control	✓			3.17 Hoistway smoke control			✓
2.12 Controller wiring, fuses, grounding	✓			3.18 Pipes, wiring, and ducts	✓		
2.13 Static control	✓			3.19 Windows, projections, & setbacks	✓		
2.14 Overhead beam and fastenings	✓			3.20 Hoistway clearances	✓		
2.15 Drive machine brake	✓			3.21 Multiple hoistways			✓
2.16 Drive machines	✓			3.22 Traveling cables, junction boxes	✓		

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CROZIER, VIRGINIA 23039
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HARRISONBURG, VA

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ID No: 1

Our No.

- Passenger
 Freight Class

Rated Load: 2500
 Speed: 200

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 Signature: [Signature] Date: 1-13-14
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	OK	NG	NA		OK	NG	NA
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1.7 Car door or gate	✓			2.23 Traction sheave	✓		
1.8 Door closing force	✓			2.24 Secondary and deflector sheaves	✓		
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1.13 Emergency exit			✓	2.29 Car safeties <u>ANN 5-13</u> <u>SVR 10-09</u>	✓		
1.14 Ventilation	✓			3. TOP OF CAR			
1.15 Operating device symbols	✓			3.1 Stop switch	✓		
1.16 Rated load, platform area, data plate	✓			3.2 Car top light and outlet	✓		
1.17 Standby power operation			✓	3.3 Top of car operating device	✓		
1.18 Restricted opening of doors			✓	3.4 Top of car clearance, refuge space	✓		
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2.15 Drive machine brake	✓			3.21 Multiple hoistways			✓
2.16 Drive machines	✓			3.22 Traveling cables, junction boxes	✓		



ROA
3797 Peters Creek Rd. S.W.
Roanoke, VA 24018

Phone: 866-836-5123
Fax: 540-725-1277

Work Order
138372

Month of Service: February 2013

CUSTOMER COPY

HARRISONBURG PUBLIC SAFETY BUILDING 101 NORTH MAIN STREET 101 NORTH MAIN STREET HARRISONBURG VA	I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.
Summary Monthly FM Service/(2) Dover Overhead Traction Passenger	Customer Signature _____ Date / /
ADDITIONAL COMMENTS:	Field Technician <u>Terry Sale</u> Date <u>02/19/2013</u>

TERMS AND CONDITIONS

It is agreed, in consideration of our performance of the service described, that nothing in this agreement shall be construed to mean that SOUTHERN ELEVATOR COMPANY, INC. assumes any responsibility on account of accidents to persons except those caused by and occurring while its employees are on the premises performing the service mentioned. You, therefore, agree to save SOUTHERN ELEVATOR COMPANY, INC. harmless from all claims and liability growing out of accidents to persons (except employees of SOUTHERN ELEVATOR COMPANY, INC.) while riding on or being in or about said elevators, irrespective of whether such accidents result from the use, operation, maintenance or condition of the elevator, hatchway or appurtenances. Nor shall SOUTHERN ELEVATOR COMPANY, INC. be held liable for loss or damage resulting from strikes, lockouts, fires, storms or other causes beyond its control. This contract shall constitute the entire agreement for the service described, and all prior representations whether written or verbal are merged herein. No work, service or liability on the part of SOUTHERN ELEVATOR COMPANY, INC. other than that specifically mentioned herein is included or intended.

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80194E

100-06-20

Handwritten notes:
This stated about performance
...
...
...
...

TERMS AND CONDITIONS

It is agreed, in consideration of our performance of the service described, that nothing in this agreement shall be construed to mean that SOUTHERN ELEVATOR COMPANY, INC. assumes any responsibility on account of accidents to persons except those caused by and occurring while its employees are on the premises performing the service mentioned. You, therefore, agree to save SOUTHERN ELEVATOR COMPANY, INC. harmless from all claims and liability growing out of accidents to persons (except employees of SOUTHERN ELEVATOR COMPANY, INC.) while riding on or being in or about said elevators, irrespective of whether such accidents result from the use, operation, maintenance or condition of the elevator, hatchway or appurtenances. Nor shall SOUTHERN ELEVATOR COMPANY, INC. be held liable for loss or damage resulting from strikes, lockouts, fires, storms or other causes beyond its control. This contract shall constitute the entire agreement for the service described, and all prior representations whether written or verbal are merged herein. No work, service or liability on the part of SOUTHERN ELEVATOR COMPANY, INC. other than that specifically mentioned herein is included or intended.

Handwritten notes:
...
...
...

00378

YORK - E D

TERMS AND CONDITIONS

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10184

8106-95-80

Handwritten notes:
The City of Harrisburg, VA
is hereby accepting the terms and conditions
of this contract.

TERMS AND CONDITIONS

It is agreed, in consideration of our performance of the service described, that nothing in this agreement shall be construed to mean that SOUTHERN ELEVATOR COMPANY, INC. assumes any responsibility on account of accidents to persons except those caused by and occurring while its employees are on the premises performing the service mentioned. You, therefore, agree to save SOUTHERN ELEVATOR COMPANY, INC. harmless from all claims and liability growing out of accidents to persons (except employees of SOUTHERN ELEVATOR COMPANY, INC.) while riding on or being in or about said elevators, irrespective of whether such accidents result from the use, operation, maintenance or condition of the elevator, hatchway or appurtenances. Nor shall SOUTHERN ELEVATOR COMPANY, INC. be held liable for loss or damage resulting from strikes, lockouts, fires, storms or other causes beyond its control. This contract shall constitute the entire agreement for the service described, and all prior representations whether written or verbal are merged herein. No work, service or liability on the part of SOUTHERN ELEVATOR COMPANY, INC. other than that specifically mentioned herein is included or intended.

Handwritten notes:
The City of Harrisburg, VA
is hereby accepting the terms and conditions
of this contract.

TERMS AND CONDITIONS

It is agreed, in consideration of our performance of the service described, that nothing in this agreement shall be construed to mean that SOUTHERN ELEVATOR COMPANY, INC. assumes any responsibility on account of accidents to persons except those caused by and occurring while its employees are on the premises performing the service mentioned. You, therefore, agree to save SOUTHERN ELEVATOR COMPANY, INC. harmless from all claims and liability growing out of accidents to persons (except employees of SOUTHERN ELEVATOR COMPANY, INC.) while riding on or being in or about said elevators, irrespective of whether such accidents result from the use, operation, maintenance or condition of the elevator, hatchway or appurtenances. Nor shall SOUTHERN ELEVATOR COMPANY, INC. be held liable for loss or damage resulting from strikes, lockouts, fires, storms or other causes beyond its control. This contract shall constitute the entire agreement for the service described, and all prior representations whether written or verbal are merged herein. No work, service or liability on the part of SOUTHERN ELEVATOR COMPANY, INC. other than that specifically mentioned herein is included or intended.

E & F ELEVATOR INSPECTIONS AND CONSULTING, INC.
PO BOX 176
CROZIER, VIRGINIA 23039
(804) 784-1945

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:

- (a) See ASME A17.2.1 for detailed code requirements.
- (b) OK - meets requirements, NG - insert number to identify comment of back of the Checklist, NA - not applicable.

Address: Public Safety Bldg.
101 N. MAIN ST.
Harriersonburg, VA

- Routine inspection and test
- Periodic inspection and test
- Acceptance inspection and test

ID No: **2**

Our No.

- Passenger
- Freight Class

Rated Load: **2500**
 Speed: **200**

Inspected by: **B. W. Edmonds**
 Signature: B. W. Edmonds Date: **1-9-13**
 QEI NO: **1612** Certifying organization: **NAESA**

	OK	NG	NA		OK	NG	NA
1. INSIDE OF CAR				2. MACHINE ROOM (cont.)			
1.1 Door reopening device	✓			2.17 Gears and bearings	✓		
1.2 Stop switch	✓			2.18 Winding drum machine			✓
1.3 Operating control device	✓			2.19 Belt or chain drive machine			✓
1.4 Car floor and landing sill.	✓			2.20 Motor generator	✓		
1.5 Car lighting	✓			2.21 Absorption of regenerated power	✓		
1.6 Car emergency signal	✓			2.22 AC drives from a DC source			✓
1.7 Car door or gate	✓			2.23 Traction sheave	✓		
1.8 Door closing force	✓			2.24 Secondary and deflector sheaves	✓		
1.9 Power closing of doors and gates	✓			2.25 Rope fastenings			✓
1.10 Power opening of doors or gates	✓			2.26 Terminal stopping devices	✓		✓
1.11 Car vision panels and glass car doors			✓	2.27 Slack cable service			✓
1.12 Car enclosure	✓			2.28 Governor, overspeed switch & seal	✓		
1.13 Emergency exit			✓	2.29 Car safeties <i>Syz - 215 ANW 10/09 5/12</i>	✓		
1.14 Ventilation	✓			3. TOP OF CAR			
1.15 Operating device symbols	✓			3.1 Stop switch	✓		
1.16 Rated load, platform area, data plate	✓			3.2 Car top light and outlet	✓		
1.17 Standby power operation			✓	3.3 Top of car operating device	✓		
1.18 Restricted opening of doors			✓	3.4 Top of car clearance, refuge space	✓		
1.19 Car ride	✓			3.5 Top counterweight clearance	✓		
2. MACHINE ROOM				3.6 Car, overhead, deflector sheave	✓		
2.1 Access to machine	✓			3.7 Normal terminal stopping device	✓		
2.2 Headroom	✓			3.8 Final terminal stopping device	✓		
2.3 Lighting and receptacles	✓			3.9 Broken rope, chain, or tape switch	✓		
2.4 Enclosure of machinery space	✓			3.10 Car leveling device	✓		
2.5 Housekeeping	✓			3.11 Crosshead data plate	✓		
2.6 Ventilation	✓			3.12 Top emergency exit	✓		
2.7 Fire extinguisher	✓			3.13 Counterweight & counterweight buffer	✓		
2.8 Pipes, wiring, and ducts	✓			3.14 Counterweight safeties			✓
2.9 Guarding of exposed equipment	✓			3.15 Floor numbers	✓		
2.10 Numbering of elevator equipment	✓			3.16 Hoistway construction	✓		
2.11 Disconnecting means and control	✓			3.17 Hoistway smoke control			✓
2.12 Controller wiring, fuses, grounding	✓			3.18 Pipes, wiring, and ducts	✓		
2.13 Static control	✓			3.19 Windows, projections, & setbacks	✓		
2.14 Overhead beam and fastenings	✓			3.20 Hoistway clearances	✓		
2.15 Drive machine brake	✓			3.21 Multiple hoistways			✓
2.16 Drive machines	✓			3.22 Traveling cables, junction boxes	✓		

E & F ELEVATOR INSPECTIONS AND CONSULTING, INC.
PO BOX 176
CROZIER, VIRGINIA 23039
(804) 784-1945

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:

- (a) See ASME A17.2.1 for detailed code requirements.
- (b) OK - meets requirements, NG - insert number to identify comment of back of the Checklist, NA - not applicable.

Address: Public Safety Bldg.
101 N. main St
Harrodsburg, Va

- Routine inspection and test
- Periodic inspection and test
- Acceptance inspection and test

ID No: |

Our No.

- Passenger
- Freight Class

Rated Load: 2500
 Speed: 206

Inspected by: B. W. Edmonds
 Signature: B. W. Edmonds Date: 1-9-13
 QEI NO: 1612 Certifying organization: NAESA

	OK	NG	NA		OK	NG	NA
1. INSIDE OF CAR				2. MACHINE ROOM (cont.)			
1.1 Door reopening device	✓			2.17 Gears and bearings	✓		
1.2 Stop switch	✓			2.18 Winding drum machine			✓
1.3 Operating control device	✓			2.19 Belt or chain drive machine			✓
1.4 Car floor and landing sill.	✓			2.20 Motor generator	✓		
1.5 Car lighting	✓			2.21 Absorption of regenerated power	✓		
1.6 Car emergency signal	✓			2.22 AC drives from a DC source			✓
1.7 Car door or gate	✓			2.23 Traction sheave	✓		
1.8 Door closing force	✓			2.24 Secondary and deflector sheaves	✓		
1.9 Power closing of doors and gates	✓			2.25 Rope fastenings			✓
1.10 Power opening of doors or gates	✓			2.26 Terminal stopping devices	✓		✓
1.11 Car vision panels and glass car doors			✓	2.27 Slack cable service			✓
1.12 Car enclosure	✓			2.28 Governor, overspeed switch & seal	✓		
1.13 Emergency exit			✓	2.29 Car safeties <u>5yr. 2005 ANN EN</u>	✓		
1.14 Ventilation	✓			<u>10-09 5-12</u>			
1.15 Operating device symbols	✓			3. TOP OF CAR			
1.16 Rated load, platform area, data plate	✓			3.1 Stop switch	✓		
1.17 Standby power operation			✓	3.2 Car top light and outlet	✓		
1.18 Restricted opening of doors			✓	3.3 Top of car operating device	✓		
1.19 Car ride	✓			3.4 Top of car clearance, refuge space	✓		
2. MACHINE ROOM				3.5 Top counterweight clearance	✓		
2.1 Access to machine	✓			3.6 Car, overhead, deflector sheave	✓		
2.2 Headroom	✓			3.7 Normal terminal stopping device	✓		
2.3 Lighting and receptacles	✓			3.8 Final terminal stopping device	✓		
2.4 Enclosure of machinery space	✓			3.9 Broken rope, chain, or tape switch	✓		
2.5 Housekeeping	✓			3.10 Car leveling device	✓		
2.6 Ventilation	✓			3.11 Crosshead data plate	✓		
2.7 Fire extinguisher	✓			3.12 Top emergency exit	✓		
2.8 Pipes, wiring, and ducts	✓			3.13 Counterweight & counterweight buffer	✓		
2.9 Guarding of exposed equipment	✓			3.14 Counterweight safeties			✓
2.10 Numbering of elevator equipment	✓			3.15 Floor numbers	✓		
2.11 Disconnecting means and control	✓			3.16 Hoistway construction	✓		
2.12 Controller wiring, fuses, grounding	✓			3.17 Hoistway smoke control			✓
2.13 Static control	✓			3.18 Pipes, wiring, and ducts	✓		
2.14 Overhead beam and fastenings	✓			3.19 Windows, projections, & setbacks	✓		
2.15 Drive machine brake	✓			3.20 Hoistway clearances	✓		
2.16 Drive machines	✓			3.21 Multiple hoistways			✓
				3.22 Traveling cables, junction boxes	✓		✓

TERMS AND CONDITIONS

It is agreed, in consideration of our performance of the service described, that nothing in this agreement shall be construed to mean that SOUTHERN ELEVATOR COMPANY, INC. assumes any responsibility on account of accidents to persons except those caused by and occurring while its employees are on the premises performing the service mentioned. You, therefore, agree to save SOUTHERN ELEVATOR COMPANY, INC. harmless from all claims and liability growing out of accidents to persons (except employees of SOUTHERN ELEVATOR COMPANY, INC.) while riding on or being in or about said elevators, irrespective of whether such accidents result from the use, operation, maintenance or condition of the elevator, hatchway or appurtenances. Nor shall SOUTHERN ELEVATOR COMPANY, INC. be held liable for loss or damage resulting from strikes, lockouts, fires, storms or other causes beyond its control. This contract shall constitute the entire agreement for the service described, and all prior representations whether written or verbal are merged herein. No work, service or liability on the part of SOUTHERN ELEVATOR COMPANY, INC. other than that specifically mentioned herein is included or intended.



TRACTION ANNUAL NO-LOAD TESTING

Occupant Harrisonburg Public Safety Bldg. - Elev. 2

Address _____

Owner _____

Owner Address _____

Elevator Manufacture: Dover Type: Pass Capacity: 2500 State #: _____

Landings: 5 Openings: 5 Speed: 200

Remove Elevator from Service

Governor:

Test Date: 5 Year 10/2009 Annual 5/2013

Manufacturer: Dover Trip Speed: 280

Inspect all moving and stationary parts for condition: _____

Switch operation: Good

Cable Size: 1/2 Condition: Good

Type: Flyweight Flyball _____ Type Gripe Jaws: Steel Bronze _____

Callbration seal intact: Yes No _____, If "no" the governor must be re-calibrated.

Tension Weight:

Condition of all moving and stationary parts: Good

Is distance from the floor to weight Good: Yes No _____

Releasing Carrier:

Cable tag date: N/A

Test Date: 5/2013

Condition of Carrier: Good

Condition of Cable Connection: Good

Safety:

Manufacturer: Dover

City of Harrisonburg, VA - Elevator Inspection, Maintenance & Repair Services RFP (2015045-PT-P)
Type: Instant Roll _____ Wedge Clamp _____ Flex Gulde Other _____

Switch Operation: Good

Operation of Safety: Good

Wedge Clamp Type: Pull-out length N/A

At least three turns should be left on drum. Turns left on drum _____

Note: 200 f.p.m. = 42" 200 plus f.p.m. = 36" 375 f.p.m. = 30"

Reset safeties and check running clearance of safety doge.

Test; run car at lowest speed with governor and S.O.S. jumped out; set governor by hand, check level Good, remove jumpers and reset equipment.

For broken cable safeties the cable must be slackened to allow the doge to set.

Oil Buffer:

Condition of plunger surface: N/A

Check oil level: _____

Compress buffer note return time _____, 90 seconds maxlimum.

Switch Operation _____, must remain activated after 1/2" plunger compression

Summary:

Equipment passing test was tagged and sealed: Yes Elevator returned to service: Yes No _____

Test Mechanics Signature Robert Ruff Date 5/28/13

Equipment not passing test: _____

Signature of Owner or Representative John R. Derry Date 5/28/13

Other Notes: _____



SOUTHERN ELEVATOR COMPANY, INC

TRACTION ANNUAL NO-LOAD TESTING

Occupant Harrisonburg Public Safety Bldg. - Elev. 1

Address _____

Owner _____

Owner Address _____

Elevator Manufacture: Dover Type: Pass Capacity: 2500 State #: _____

Landings: 5 Openings: 5 Speed: 200

Remove Elevator from Service

Governor:

Test Date: 5 Year 10/2009 Annual 5/2013

Manufacturer: Dover Trip Speed: 280

Inspect all moving and stationary parts for condition: Good

Switch operation: Good

Cable Size: 1/2 Condition: Good

Type: Flyweight Flyball _____ Type Gripe Jaws: Steel Bronze _____

Callbration seal intact: Yes No _____, If "no" the governor must be re-calibrated.

Tension Weight:

Condition of all moving and stationary parts: Good

Is distance from the floor to weight Good: Yes No _____

Releasing Carrier:

Cable tag date: N/A

Test Date: 5/2013

Condition of Carrier: Good

Condition of Cable Connection: Good

Safety:

Manufacturer: Dover
City of Harrisonburg, VA - Elevator Inspection, Maintenance & Repair Services RFP (2015045-PT-P)

Type: Instant Roll _____ Wedge Clamp _____ Flex Guide Other _____

Switch Operation: Good

Operation of Safety: Good

Wedge Clamp Type: Pull-out length N/A

At least three turns should be left on drum. Turns left on drum _____

Note: 200 f.p.m. = 42" 200 plus f.p.m. = 36" 375 f.p.m. = 30"

Reset safeties and check running clearance of safety doge.

Test; run car at lowest speed with governor and S.O.S. jumped out, set governor by hand, check level Good, remove jumpers and reset equipment.

For broken cable safeties the cable must be slackened to allow the doge to set.

Oil Buffer:

Condition of plunger surface: N/A

Check oil level: _____

Compress buffer note return time _____, 90 seconds maximum.

Switch Operation _____, must remain activated after 1/2" plunger compression

Summary:

Equipment passing test was tagged and sealed: Yes , Elevator returned to service: Yes No

Test Mechanics Signature Robert Ruff Date 5/28/13

Equipment not passing test: _____

Signature of Owner or Representative Debra AD Date 5/28/13

Other Notes: _____

ELEVATOR CERTIFICATE

BUILDING: PUBLIC SAFETY BUILDING

CITY: 101 MAIN ST. HARRISONBURG VA.

ELEVATOR NUMBER: 1

TYPE OF DUTY: PASSENGER

CAPACITY: 2500 POUNDS

CERTIFICATE OF INSPECTION

DATE OF INSPECTION: 5/28/13

BY: W. M. Edmonds

CERTIFICATE EXPIRES: 11/30/13

E & F ELEVATOR INSPECTIONS & CONSULTING, INC.

(804) 784-1945

IN CASE OF ELEVATOR TROUBLE OR EMERGENCY, CALL: _____

ELEVATOR CERTIFICATE

BUILDING: PUBLIC SAFETY BUILDING

CITY: 101 MAIN ST. HARRISONBURG VA.

ELEVATOR NUMBER: 2

TYPE OF DUTY: PASSENGER

CAPACITY: 2500 POUNDS

CERTIFICATE OF INSPECTION

DATE OF INSPECTION: 5/28/13

BY: W. M. Edmonds

CERTIFICATE EXPIRES: 11/30/13

E & F ELEVATOR INSPECTIONS & CONSULTING, INC.

(804) 784-1945

IN CASE OF ELEVATOR TROUBLE OR EMERGENCY, CALL: _____

ELEVATOR CERTIFICATE

BUILDING: PUBLIC SAFETY BUILDING

CITY: 101 MAIN ST, HARRISONBURG VA.

ELEVATOR NUMBER: 1

TYPE OF DUTY: PASSENGER

CAPACITY: 2500 POUNDS

CERTIFICATE OF INSPECTION

DATE OF INSPECTION: 5/29/13

BY: W. M. Edmonds

CERTIFICATE EXPIRES: 11/30/13

E & F ELEVATOR INSPECTIONS & CONSULTING, INC.
(804) 784-1945

IN CASE OF ELEVATOR TROUBLE OR EMERGENCY, CALL: _____

ELEVATOR CERTIFICATE

BUILDING: PUBLIC SAFETY BUILDING

CITY: 101 MAIN ST, HARRISONBURG VA.

ELEVATOR NUMBER: 2

TYPE OF DUTY: PASSENGER

CAPACITY: 2500 POUNDS

CERTIFICATE OF INSPECTION

DATE OF INSPECTION: 5/29/13

BY: W. M. Edmonds

CERTIFICATE EXPIRES: 11/30/13

E & F ELEVATOR INSPECTIONS & CONSULTING, INC.
(804) 784-1945

IN CASE OF ELEVATOR TROUBLE OR EMERGENCY, CALL: _____

EMERGENCY POWER

1002.2g Periodic Test of Emergency Power Operation: N/A
1002.3e Five Year Test of Emergency Power Operation: (125%) N/A

POWER OPERATION OF DOOR SYSTEM

1002.2h Periodic Test of Power Operation of Door System: G
1002.3g Five Year Test of Power Opening of Doors: N/A Kinectic N/A Force N/A

FIREFIGHTER'S SERVICE

1002.2f Periodic Test of Firefighter's Service: G

LEVELING ZONE AND SPEED

1002.3h Five Year Test of Leveling Zone and Speed: N/A

INNER LANDING ZONE

1002.3i Five Year Test of Inner Landing Zone: N/A

ACCEPTANCE TEST

1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): N/A

1003.2h Static Control Elevator without Motor Generator Sets: N/A

1003.2i A.C. Drives from a D.C. Source: N/A

Have all proper tags and marking plates been attached to the tested equipment? YES

Has all equipment that was tested been examined and placed in proper working order? YES

If these tests reveal any unsafe conditions, the necessary repairs to correct the conditions shall be made Before the elevator may be returned to service.

Date of this Test: 5.12.13

Signature of Person Performing Test: Robert Huff

Representing Whom: SOUTHERN ELEV. CO.

Signature of Building Representative: M. Dean

Signature of Inspector: W. M. Edmond E & F ELEV. INSP.

/cn

**PERIODIC AND FIVE YEAR AND ACCEPTANCE TEST
OF PASSENGER AND FREIGHT ELECTRIC ELEVATORS**

Name of Building: PUBLIC SAFETY BUILDING
 Location: 101 MAIN ST. HARRISONBURG VA.
 Elevator Number: 1 Service: - Pass () - Freight
 Rated Load: 2500 lbs. Rated Speed: 200 FPM
 Type of Unit Tested: DOVER
 Type of Test To Be Performed: ANNUAL

GOVERNOR

Governor-Type: CENTRIFUGAL
 1002.2c Periodic Test: G Operated: BY HAND
 1002.3b Five Year Test: Overspeed Switch(s): N/A 1 N/A
 Tripping Speed: N/A Pull Through: N/A
 Scaled: YES 205.15 Releasing Carrier 60% of 1/5: N/A

SAFETY

Safety-Type/Use: 8 INSTANTANEOUS car () cwt
 1002.2b Periodic: Operated Manually: BY HAND Slide: 0"
 1002.3a Five Year Test: Rated Load/Speed: N/A 1 N/A
 Slide: N/A Tail Rope Pullout: N/A

BUFFERS

Buffers-Type/Use: SPRING car cwt
 1002.2a Periodic Test:
 Did fully compressed oil buffer return within 90 seconds? N/A
 Oil Level Correct? N/A Excessive Play? N/A
 1002.3c Five Year Test:
 Did fully compressed oil buffer return within 90 seconds? N/A
 Oil Level Correct: N/A Excessive Play? N/A
 Speed/Load at Time of Test: N/A 1 N/A

BROKEN ROPE/WINDING DRUM

1002.2d Safety Test of Slack Rope Switch/Device: N/A
 1002.2b,c Periodic Test of Car Safety: N/A
 1206.3 Periodic Re - socketing of Hoist Ropes for Winding Drum Mach.
 Date of Last Hoist Rope Re - socketing: N/A

NORMAL AND FINAL TERMINAL STOPPING DEVICES

1002.2e Periodic Test of Normal and Final Stopping Devices: G
 1002.3f Five Year Test of Emergency Terminal Stopping/Speed Limiting Devices: N/A
 1002.3d Five Year Brake Tests (125% of Rated Load): N/A
 1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): N/A

EMERGENCY POWER

1002.2g Periodic Test of Emergency Power Operation: N/A
1002.3e Five Year Test of Emergency Power Operation: (125%) N/A

POWER OPERATION OF DOOR SYSTEM

1002.2h Periodic Test of Power Operation of Door System: G
1002.3g Five Year Test of Power Opening of Doors: N/A Kinectic N/A Force N/A

FIREFIGHTER'S SERVICE

1002.2f Periodic Test of Firefighter's Service: G

LEVELING ZONE AND SPEED

1002.3h Five Year Test of Leveling Zone and Speed: N/A

INNER LANDING ZONE

1002.3i Five Year Test of Inner Landing Zone: N/A

ACCEPTANCE TEST

1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): N/A

1003.2h Static Control Elevator without Motor Generator Sets: N/A

1003.2i A.C. Drives from a D.C. Source: N/A

Have all proper tags and marking plates been attached to the tested equipment? YES

Has all equipment that was tested been examined and placed in proper working order? YES

If these tests reveal any unsafe conditions, the necessary repairs to correct the conditions shall be made Before the elevator may be returned to service.

Date of this Test: 5/29/13

Signature of Person Performing Test: Robert Ruff

Representing Whom: SOUTHERN ELEV. CO.

Signature of Building Representative: Ads R Decoy

Signature of Inspector: W.M. Edwards E & F ELEV. INSP

/cn

PERIODIC AND FIVE YEAR AND ACCEPTANCE TEST
OF PASSENGER AND FREIGHT ELECTRIC ELEVATORS

Name of Building: PUBLIC SAFETY BUILDING
Location: 101 MAIN ST. HARRISONBURG VA.
Elevator Number: 2 Service: () Pass () - Freight
Rated Load: 2500 lbs. Rated Speed: 200 FPM
Type of Unit Tested: DOVER
Type of Test To Be Performed: ANNUAL

GOVERNOR

Governor-Type: CENTRIFUGAL
1002.2c Periodic Test: G Operated: BY HAND
1002.3b Five Year Test: Overspeed Switch(s): N/A 1 N/A
Tripping Speed: N/A Pull Through: N/A
Sealed: YES 205.15 Releasing Carrier 60% of 1/5: N/A

SAFETY

Safety-Type/Use: INSTANTANEOUS () car () cwt
1002.2b Periodic: Operated Manually: BY HAND Slide: 0"
1002.3a Five Year Test: Rated Load/Speed: N/A 1 N/A
Slide: N/A Tail Rope Pullout: N/A

BUFFERS

Buffers-Type/Use: SPRING () car () cwt
1002.2a Periodic Test:
Did fully compressed oil buffer return within 90 seconds? N/A
Oil Level Correct? N/A Excessive Play? N/A
1002.3c Five Year Test:
Did fully compressed oil buffer return within 90 seconds? N/A
Oil Level Correct: N/A Excessive Play? N/A
Speed/Load at Time of Test: N/A 1 N/A

BROKEN ROPE/WINDING DRUM

1002.2d Safety Test of Slack Rope Switch/Device: N/A
1002.2b,c Periodic Test of Car Safety: N/A
1206.3 Periodic Re - socketing of Hoist Ropes for Winding Drum Mach.
Date of Last Hoist Rope Re - socketing: N/A

NORMAL AND FINAL TERMINAL STOPPING DEVICES

1002.2e Periodic Test of Normal and Final Stopping Devices: G
1002.3f Five Year Test of Emergency Terminal Stopping/Speed Limiting Devices: N/A
1002.3d Five Year Brake Tests (125% of Rated Load): N/A
1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): N/A

E & F ELEVATOR INSPECTIONS AND CONSULTING, INC.
PO BOX 176
CROZIER, VIRGINIA 23039
(804) 784-1945

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:

- (a) See ASME A17.2.1 for detailed code requirements.
- (b) OK - meets requirements, NG - insert number to identify comment of back of the Checklist, NA - not applicable.

Address: PUBLIC SAFETY BUILDING
101 MAIN ST.
HARRISONBURG VA.

- Routine inspection and test
- Periodic inspection and test
- Acceptance inspection and test

ID No: /

Our No.

- Passenger
- Freight Class

Rated Load: 2500
 Speed: 200

Inspected by: W. M. Edmonds
 Signature: W. M. Edmonds Date: 5/28/13
 QEI NO: 395 Certifying organization: NAESA

	OK	NG	NA		OK	NG	NA
1. INSIDE OF CAR				2. MACHINE ROOM (cont.)			
1.1 Door reopening device	✓			2.17 Gears and bearings	✓		
1.2 Stop switch	✓			2.18 Winding drum machine			✓
1.3 Operating control device	✓			2.19 Belt or chain drive machine			✓
1.4 Car floor and landing sill	✓			2.20 Motor generator	✓		
1.5 Car lighting	✓			2.21 Absorption of regenerated power	✓		
1.6 Car emergency signal	✓			2.22 AC drives from a DC source			✓
1.7 Car door or gate	✓			2.23 Traction sheave	✓		
1.8 Door closing force	✓			2.24 Secondary and deflector sheaves	✓		
1.9 Power closing of doors and gates	✓			2.25 Rope fastenings			✓
1.10 Power opening of doors or gates	✓			2.26 Terminal stopping devices			✓
1.11 Car vision panels and glass car doors			✓	2.27 Slack cable service			✓
1.12 Car enclosure				2.28 Governor, overspeed switch & seal	✓		
1.13 Emergency exit			✓	2.29 Car safeties	✓		
1.14 Ventilation	✓						
1.15 Operating device symbols	✓			3. TOP OF CAR			
1.16 Rated load, platform area, data plate	✓			3.1 Stop switch	✓		
1.17 Standby power operation			✓	3.2 Car top light and outlet	✓		
1.18 Restricted opening of doors			✓	3.3 Top of car operating device	✓		
1.19 Car ride	✓			3.4 Top of car clearance, refuge space	✓		
2. MACHINEROOM				3.5 Top counterweight clearance	✓		
2.1 Access to machine	✓			3.6 Car, overhead, deflector sheave	✓		
2.2 Headroom	✓			3.7 Normal terminal stopping device	✓		
2.3 Lighting and receptacles	✓			3.8 Final terminal stopping device	✓		
2.4 Enclosure of machinery space	✓			3.9 Broken rope, chain, or tape switch			✓
2.5 Housekeeping	✓			3.10 Car leveling device	✓		
2.6 Ventilation	✓			3.11 Crosshead data plate	✓		
2.7 Fire extinguisher	✓			3.12 Top emergency exit	✓		
2.8 Pipes, wiring, and ducts	✓			3.13 Counterweight & counterweight buffer	✓		
2.9 Guarding of exposed equipment	✓			3.14 Counterweight safeties			✓
2.10 Numbering of elevator equipment	✓			3.15 Floor numbers	✓		
2.11 Disconnecting means and control	✓			3.16 Hoistway construction	✓		
2.12 Controller wiring, fuses, grounding	✓			3.17 Hoistway smoke control	✓		
2.13 Static control			✓	3.18 Pipes, wiring, and ducts	✓		
2.14 Overhead beam and fastenings	✓			3.19 Windows, projections, & setbacks	✓		
2.15 Drive machine brake	✓			3.20 Hoistway clearances	✓		
2.16 Drive machines	✓			3.21 Multiple hoistways			✓
				3.22 Traveling cables, junction boxes	✓		

E & F ELEVATOR INSPECTIONS AND CONSULTING, INC.
PO BOX 176
CROZIER, VIRGINIA 23039
(804) 784-1945

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:

- (a) See ASME A17.2.1 for detailed code requirements.
 (b) OK - meets requirements, NG - insert number to identify comment of back of the Checklist, NA - not applicable.

Address: PUBLIC SAFETY BUILDING
101 MAIN ST.
HARRISONBURG VA.

- Routine inspection and test
 Periodic inspection and test
 Acceptance inspection and test

ID No: 2

Our No.

- Passenger
 Freight Class

Rated Load: 2500
Speed: 200

Inspected by: W. M. Edmonds
Signature: W. M. Edmonds **Date:** 5/28/13
QEI NO: 395 **Certifying organization:** NAESA

	OK	NG	NA		OK	NG	NA
1. INSIDE OF CAR				2. MACHINE ROOM (cont.)			
1.1 Door reopening device	✓			2.17 Gears and bearings	✓		
1.2 Stop switch	✓			2.18 Winding drum machine			✓
1.3 Operating control device	✓			2.19 Belt or chain drive machine			✓
1.4 Car floor and landing sill.	✓			2.20 Motor generator			✓
1.5 Car lighting	✓			2.21 Absorption of regenerated power			✓
1.6 Car emergency signal	✓			2.22 AC drives from a DC source			✓
1.7 Car door or gate	✓			2.23 Traction sheave	✓		
1.8 Door closing force	✓			2.24 Secondary and deflector sheaves	✓		
1.9 Power closing of doors and gates	✓			2.25 Rope fastenings			✓
1.10 Power opening of doors or gates	✓			2.26 Terminal stopping devices			✓
1.11 Car vision panels and glass car doors			✓	2.27 Slack cable service			✓
1.12 Car enclosure	✓			2.28 Governor, overspeed switch & seal	✓		
1.13 Emergency exit			✓	2.29 Car safeties	✓		
1.14 Ventilation	✓						
1.15 Operating device symbols	✓			3. TOP OF CAR			
1.16 Rated load, platform area, data plate	✓			3.1 Stop switch	✓		
1.17 Standby power operation			✓	3.2 Car top light and outlet	✓		
1.18 Restricted opening of doors			✓	3.3 Top of car operating device	✓		
1.19 Car ride	✓			3.4 Top of car clearance, refuge space	✓		
				3.5 Top counterweight clearance	✓		
2. MACHINEROOM				3.6 Car, overhead, deflector sheave	✓		
2.1 Access to machine	✓			3.7 Normal terminal stopping device	✓		
2.2 Headroom	✓			3.8 Final terminal stopping device	✓		
2.3 Lighting and receptacles	✓			3.9 Broken rope, chain, or tape switch			✓
2.4 Enclosure of machinery space	✓			3.10 Car leveling device	✓		
2.5 Housekeeping	✓			3.11 Crosshead data plate	✓		
2.6 Ventilation	✓			3.12 Top emergency exit	✓		
2.7 Fire extinguisher	✓			3.13 Counterweight & counterweight buffer	✓		
2.8 Pipes, wiring, and ducts	✓			3.14 Counterweight safeties			✓
2.9 Guarding of exposed equipment	✓			3.15 Floor numbers	✓		
2.10 Numbering of elevator equipment	✓			3.16 Hoistway construction	✓		
2.11 Disconnecting means and control	✓			3.17 Hoistway smoke control	✓		
2.12 Controller wiring, fuses, grounding	✓			3.18 Pipes, wiring, and ducts	✓		
2.13 Static control			✓	3.19 Windows, projections, & setbacks	✓		
2.14 Overhead beam and fastenings	✓			3.20 Hoistway clearances	✓		
2.15 Drive machine brake	✓			3.21 Multiple hoistways			✓
2.16 Drive machines	✓			3.22 Traveling cables, junction boxes	✓		

TERMS AND CONDITIONS

It is agreed, in consideration of our performance of the service described, that nothing in this agreement shall be construed to mean that SOUTHERN ELEVATOR COMPANY, INC. assumes any responsibility on account of accidents to persons except those caused by and occurring while its employees are on the premises performing the service mentioned. You, therefore, agree to save SOUTHERN ELEVATOR COMPANY, INC. harmless from all claims and liability growing out of accidents to persons (except employees of SOUTHERN ELEVATOR COMPANY, INC.) while riding on or being in or about said elevators, irrespective of whether such accidents result from the use, operation, maintenance or condition of the elevator, hatchway or appurtenances. Nor shall SOUTHERN ELEVATOR COMPANY, INC. be held liable for loss or damage resulting from strikes, lockouts, fires, storms or other causes beyond its control. This contract shall constitute the entire agreement for the service described, and all prior representations whether written or verbal are merged herein. No work, service or liability on the part of SOUTHERN ELEVATOR COMPANY, INC. other than that specifically mentioned herein is included or intended.

ELEVATOR CERTIFICATE

BUILDING: PUBLIC SAFETY BLDG. CITY: HARRISONBURG VA.

ELEVATOR NO.: 1 CAPACITY: 2500 POUNDS

TYPE OF DUTY: PASSENGER

CERTIFICATE OF INSPECTION

INSPECTED:

<u>2/05 W.M. Edmond</u>	<u>1/08 B.W. Edmond</u>	<u>1/11 B.W. Edmond</u>
<u>2/06 J.W. Edmond</u>	<u>7/08 J.W. Edmond</u>	<u>1-13 B.W. Edmond</u>
<u>1/07 J.W. Edmond</u>	<u>10/08 W.M. Edmond</u>	<u>1-14 B.W. Edmond</u>
<u>7/07 B.W. Edmond</u>	<u>6/09 W.M. Edmond</u>	<u>1-15 J.W. Edmond</u>

IN CASE OF ELEVATOR TROUBLE OR EMERGENCY, CALL: _____

ELEVATOR CERTIFICATE

BUILDING: PUBLIC SAFETY BLDG. CITY: HARRISONBURG VA.

ELEVATOR NO.: 2 CAPACITY: 2500 POUNDS

TYPE OF DUTY: PASSENGER

CERTIFICATE OF INSPECTION

INSPECTED:

<u>2/05 W.M. Edmond</u>	<u>1/08 B.W. Edmond</u>	<u>2/11 J.W. Edmond</u>
<u>2/06 J.W. Edmond</u>	<u>7/08 B.W. Edmond</u>	<u>1-13 J.W. Edmond</u>
<u>1/07 B.W. Edmond</u>	<u>10/08 W.M. Edmond</u>	<u>1-14 B.W. Edmond</u>
<u>7/07 B.W. Edmond</u>	<u>6/09 W.M. Edmond</u>	<u>1-15 J.W. Edmond</u>

IN CASE OF ELEVATOR TROUBLE OR EMERGENCY, CALL: _____

C.W Ruxby
14"

E & F ELEVATOR INSPECTIONS AND CONSULTING, INC.
PO BOX 176
CROZIER, VIRGINIA 23039
(804) 784-1945

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:

(a) See ASME A17.2.1 for detailed code requirements.

(b) OK - meets requirements, NG - insert number to identify comment of back of the Checklist, NA - not applicable.

Address: Public Safety Bldg
101 N. MAIN ST.
HARRISONBURG, VA

- Routine inspection and test
 Periodic inspection and test
 Acceptance inspection and test

ID No: 2

Our No.

- Passenger
 Freight Class

Rated Load: 2500
Speed: 200

Inspected by: B. W. Edmonds

Signature: BW Edmonds Date: 1-28-15

QEI NO: 1612 Certifying organization: NAESA

	OK	NG	NA		OK	NG	NA
1. INSIDE OF CAR				2. MACHINE ROOM (cont.)			
1.1 Door reopening device	✓			2.17 Gears and bearings	✓		
1.2 Stop switch	✓			2.18 Winding drum machine			✓
1.3 Operating control device	✓			2.19 Belt or chain drive machine			✓
1.4 Car floor and landing sill.	✓			2.20 Motor generator	✓		
1.5 Car lighting	✓			2.21 Absorption of regenerated power	✓		
1.6 Car emergency signal	✓			2.22 AC drives from a DC source			✓
1.7 Car door or gate	✓			2.23 Traction sheave	✓		
1.8 Door closing force	✓			2.24 Secondary and deflector sheaves	✓		
1.9 Power closing of doors and gates	✓			2.25 Rope fastenings			✓
1.10 Power opening of doors or gates	✓			2.26 Terminal stopping devices	✓		
1.11 Car vision panels and glass car doors			✓	2.27 Slack cable service			✓
1.12 Car enclosure	✓			2.28 Governor, overspeed switch & seal	✓		
1.13 Emergency exit			✓	2.29 Car safeties	✓		
1.14 Ventilation	✓						
1.15 Operating device symbols	✓			3. TOP OF CAR			
1.16 Rated load, platform area, data plate	✓			3.1 Stop switch	✓		
1.17 Standby power operation			✓	3.2 Car top light and outlet	✓		
1.18 Restricted opening of doors			✓	3.3 Top of car operating device	✓		
1.19 Car ride	✓			3.4 Top of car clearance, refuge space	✓		
				3.5 Top counterweight clearance	✓		
2. MACHINE ROOM				3.6 Car, overhead, deflector sheave	✓		
2.1 Access to machine	✓			3.7 Normal terminal stopping device	✓		
2.2 Headroom	✓			3.8 Final terminal stopping device	✓		
2.3 Lighting and receptacles	✓			3.9 Broken rope, chain, or tape switch	✓		
2.4 Enclosure of machinery space	✓			3.10 Car leveling device	✓		
2.5 Housekeeping	✓			3.11 Crosshead data plate	✓		
2.6 Ventilation	✓			3.12 Top emergency exit	✓		
2.7 Fire extinguisher	✓			3.13 Counterweight & counterweight buffer	✓		
2.8 Pipes, wiring, and ducts	✓			3.14 Counterweight safeties			✓
2.9 Guarding of exposed equipment	✓			3.15 Floor numbers	✓		
2.10 Numbering of elevator equipment	✓			3.16 Hoistway construction	✓		
2.11 Disconnecting means and control	✓			3.17 Hoistway smoke control			✓
2.12 Controller wiring, fuses, grounding	✓			3.18 Pipes, wiring, and ducts	✓		
2.13 Static control			✓	3.19 Windows, projections, & setbacks	✓		
2.14 Overhead beam and fastenings	✓			3.20 Hoistway clearances	✓		
2.15 Drive machine brake	✓			3.21 Multiple hoistways			✓
2.16 Drive machines	✓			3.22 Traveling cables, junction boxes	✓		

CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

	OK	NG	NA		OK	NG	NA
3. TOP OF CAR (cont.)				4. OUTSIDE HOISTWAY (cont.)			
3.23 Hoistway door & elevator gate equip.	✓			4.9 Elevator parking device			✓
3.24 Car frame and stiles	✓			4.10 Emergency doors			✓
3.25 Guide rails, fastening, equipment	✓			4.11 Separate counterweight hoistway			✓
3.26 Governor rope	✓			4.12 Standby power selection switch			✓
3.27 Governor releasing carrier	✓						
3.28 Wire rope fastening and hitch plate	✓			5. PIT			
3.29 Suspension rope	✓			5.1 Pit access, lighting & stop switch	✓		
3.30 Compensating ropes & chains			✓	5.2 Bottom clearance and runby	✓		
				5.3 Car & counterweight buffer	✓		
4. OUTSIDE HOISTWAY				5.4 Final terminal stopping device	✓		
4.1 Car platform guard	✓			5.5 Normal terminal stopping devices	✓		
4.2 Hoistway doors	✓			5.6 Traveling cables	✓		
4.3 Vision panels			✓	5.7 Governor rope tension sheave	✓		
4.4 Hoistway door locking device	✓			5.8 Compensating chains, ropes & sheaves			✓
4.5 Access to hoistway	✓			5.9 Car frame and platform	✓		
4.6 Power closing of hoistway doors			✓	5.10 Car safeties & guiding members	✓		
4.7 Sequence operation			✓				
4.8 Hoistway enclosure	✓			6. FIREFIGHTERS SERVICE	✓		

MAINTENANCE

1. PROVIDE PROPER CLEARANCE BETWEEN ELEVATOR CONTROLLER AND UNDELATED DISCONNECT THAT WAS RECENTLY INSTALLED.

OWNER

EMERGENCY POWER

1002.2g Periodic Test of Emergency Power Operation: n/a
1002.3e Five Year Test of Emergency Power Operation: (125%) n/a

POWER OPERATION OF DOOR SYSTEM

1002.2h Periodic Test of Power Operation of Door System: G
1002.3g Five Year Test of Power Opening of Doors: Kinectic Force

FIREFIGHTER'S SERVICE

1002.2f Periodic Test of Firefighter's Service: Good

LEVELING ZONE AND SPEED

1002.3h Five Year Test of Leveling Zone and Speed: Good

INNER LANDING ZONE

1002.3I Five Year Test of Inner Landing Zone: n/a

ACCEPTANCE TEST

1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): n/a

1003.2h Static Control Elevator without Motor Generator Sets: n/a

1003.2i A.C. Drives from a D.C. Source: n/a

Have all proper tags and marking plates been attached to the tested equipment? YES

Has all equipment that was tested been examined and placed in proper working order? YES

If these tests reveal any unsafe conditions, the necessary repairs to correct the conditions shall be made Before the elevator may be returned to service.

Date of this Test: 1/28/15

Signature of Person Performing Test: [Signature]

Representing Whom: DOVER

Signature of Building Representative: _____

Signature of Inspector: [Signature]

/cn ETF ELEV. Insp

**PERIODIC AND FIVE YEAR AND ACCEPTANCE TEST
OF PASSENGER AND FREIGHT ELECTRIC ELEVATORS**

Name of Building: Public Safety Bldg
 Location: 101 N. MAIN ST
 Elevator Number: 1 Service: Pass () - Freight
 Rated Load: 2500 lbs. Rated Speed: 200 FPM
 Type of Unit Tested: DOVER
 Type of Test To Be Performed: 5 YEAR

GOVERNOR

Governor-Type: Centrifugal
 1002.2c Periodic Test: G Operated: By Hand
 1002.3b Five Year Test: Overspeed Switch(s): 250 / 200
 Tripping Speed: 200 Pull Through: 700
 Sealed: YES 205.15 Releasing Carrier 60% of 1/5: 150

SAFETY

Safety-Type/Use: TYPE B car () cwt " "
 1002.2b Periodic: Operated Manually: G Slide: 0"
 1002.3a Five Year Test: Rated Load/Speed: 2500 / 200
 Slide: 7" Tail Rope Pullout: n/a

BUFFERS

Buffers-Type/Use: Spring car cwt
 1002.2a Periodic Test:
 Did fully compressed oil buffer return within 90 seconds? n/a
 Oil Level Correct? n/a Excessive Play? n/a
 1002.3c Five Year Test:
 Did fully compressed oil buffer return within 90 seconds? n/a
 Oil Level Correct: n/a Excessive Play? n/a
 Speed/Load at Time of Test: n/a / n/a

BROKEN ROPE/WINDING DRUM

1002.2d Safety Test of Slack Rope Switch/Device: n/a
 1002.2b,c Periodic Test of Car Safety: n/a
 1206.3 Periodic Re - socketing of Hoist Ropes for Winding Drum Mach.
 Date of Last Hoist Rope Re - socketing: n/a

NORMAL AND FINAL TERMINAL STOPPING DEVICES

1002.2e Periodic Test of Normal and Final Stopping Devices: G
 1002.3f Five Year Test of Emergency Terminal Stopping/Speed Limiting Devices: G
 1002.3d Five Year Brake Tests (125% of Rated Load): G
 1003.2f Acceptance Test of Normal Terminal Stopping Devices (125% of Rated Load): n/a