| | | |
|---|---|---|
| PHONE: 540-987-3111 | Central Elevator Inspection Services II, LLC<br>P.O. Box 102<br>Boston VA 22713<br>www.central-elevator.com | FAX: 888-391-9437 |
| Lifting and Lowering Devices Inspection Form<br>**FORM #501** | | **EV # 000** 3578 |

| | | | |
|---|---|---|---|
| Company Name: American Public University | | | Contact Person: Mel Dilley |
| Mailing Address: 111 W Congress St | | | Telephone: (304) 885-5299 |
| City: Charles Town | State: WV | Zip: 25414 | County: Jefferson |
| Maintenance Company Name: TK Elevator | | | |

***At the time of inspection the following conditions were observed.***
***Repairs shall be made per West Virginia Code §21-3C***

## Device Information

Serial No#: 20329092

Location Name: 393 N Lawrence St

Type: Passenger Traction

Make: Kone

Capacity: 4000 Landings: 4

Installed: 2012 Modified:

**Type of test performed today:**

- ☐ **5 Year Full Load**
- ☒ **Annual No Load Test**
- ☐ **Annual Pressure Test**

☑ 01 Compliant ☐ 02 Repairs Ordered ☐ 03 Rejected

| A.18.1 | A.17.1 2013 | A.17.2 | *All Non-Compliant Check Marks Are To Be Explained Below* |
|---|---|---|---|
| Applicable Code Reference | | | |
| | | | No violations as of this date |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

**Additional Comments:**
FULL LOADS DUE 2027

**If Rejected:**

**PER WEST VIRGINIA CODE §42-21-6.3 YOU HAVE 20 DAYS TO APPEAL THIS REPORT**

SIGNATURE OF PERSON RECEIVING FORM: Signature unavailable DATE: 01/25/24

INSPECTOR'S SIGNATURE: Rob Thornhill WV NUMBER: 77 DATE: 01/25/24

04/26/16 update

| Registration Number: EV000 3578 | ELEVATOR SAFETY SECTION<br>WEST VIRGINIA DIVISION OF LABOR<br>STATE CAPITOL COMPLEX<br>BUILDING 6, ROOM 749-B<br>CHARLESTON, WEST VIRGINIA 25305 | QEI Inspector WV Number: E104/ WV77 |
|---|---|---|

# Safety Tests Report

***After completing this form on site, please forward it to the above listed address.***

*All tests are to be performed in accordance with the requirements of the ASME safety code for for Elevators, Dumbwaiters, Escalators, and Platform Lifts (A17.1,A17.2,A18.1 current adopted code.)*

## Site Data

| Site Name | | Date of Test |
|---|---|---|
| American Public University | | 01/30/2024 |
| **Site Street Address** | **Site County** | **Site Telephone No.** |
| 393 N Lawerence St | Jefferson | 304-885-5299 |
| **Site City** | **Zip Code** | **Installer / Manufacturer** |
| Charles Town | 25414 | Kone |

## General Data

**Unit Class:** ☑ Pass. ☐ Frght. ☐ Escalator ☐ DW. ☐ Other

**Emergency Standby Power Tested:** ☐ Yes ☐ No ☑ NA

**Unit Serial Number:** 20329092

**Fireman Service Tested ?:** ☑ Yes ☐ No ☐ NA

**Rated Capacity:** 4000 Lbs.

**Type of Rails:** ☑ Steel ☐ Wood

**Type of Mechanism:**
- ☑ Traction
- ☐ Hyd. Roped
- ☐ Hyd. Plunger
- ☐ Ovh. Drum
- ☐ Other
- ☐ Bsmt. Drum
- ☐ Ceiling Drum
- ☐ Screw
- ☐ Rack & Pinion

**Type of Test:**
- ☐ 5Yr. Full Load
- ☐ Relief Valve
- ☐ Replace Gov.
- ☑ Car Safeties
- ☑ Annual Gov.
- ☐ Oil Buffers
- ☐ Ct Wgt Safeties
- ☐ Other--

**Car Run By:** Top Ft. In. / Bottom Ft. In.

**Safety Tested With --** Lbs. Load

**Safety Tested At --** 186 F.P.M.

## Traction Unit

**Rated Speed:** 150 F.P.M.

**125 % Rated Load Tested:** ☐ Yes ☐ No ☑ NA

**Gov Sealed:** ☑ Yes ☐ No

**Gov. Seal Numbers:** Factory sealed

**Actual Gov. Trip Speed:** Car F.P.M / CWT F.P.M

**Type of Governor:** ☑ Centrifugal ☐ Flyball ☐ Rack & Pinion ☐ None

**Gov. Jaw Pull Through** Lbs.

**Release Carrier Pullout** Lbs.

**Overspeed Switch Tripping Speed:** Car F.P.M / CWT F.P.M

**Gov. Data Plate Trip Speed** F.P.M.

**Type of Safety:**
- ☐ Inst. Roll
- ☑ Flex Guide Clamp
- ☐ Broken Rope
- ☐ Other
- ☐ N / A
- ☐ Wedge Clamp
- ☐ Drum Operated
- ☐ Rack & Pinion

**Remaining Turns On Drum** ☑ N / A

**Slack Cable Switch:** ☐ On Car ☐ On Machine ☑ N / A

**Type Car Buffer:** ☐ Oil ☐ Other ☑ Spring ☐ N / A

**Type Cwt. Buffer:** ☐ Oil ☐ Other ☑ Spring ☐ N / A

**Buffer Stroke:** CAR Inches / CWT. Inches

## Hydro.

| Empty Pressure | Working Pressure | Static Pressure | Relief Valve Opened At -- | Pist. Dia |
|---|---|---|---|---|
| Psi. | Psi. | Psi. | Psi. | Inches |

**15 Min. StandTest:** ☐ Yes ☐ No

**Working Press. Posted?:** ☐ Yes ☐ No

**The Relief Valve Was Tested By ---:** ☐ Engaging The Stop Ring ☐ Using Shutoff Valve

**Rated Speed** F.P.M.

**Was there any change in car position which cannot be accounted for by visible leakage or temperature change?** ☐ Yes ☐ No

## ESC.

**Safety Devices Tested:**
- ☐ Broken Step / Chain Device
- ☐ Drive Chain / Tread. Device
- ☐ Governor (If provided )
- ☐ Step/Skirt Performance Index
- ☐ Stop Switch
- ☐ Skirt Obstruct. Switch
- ☐ Step Level
- ☐ Handrail Safety/Speed Monitoring
- ☐ Reversal Stop Device
- ☐ Step Up Thrust Device
- ☐ Comb.Step Impact
- ☐ Other Devices

| Torque of Brake | Number of Exposed Steps | Number of Comb Plate Teeth Missing | |
|---|---|---|---|
| Ft. Lbs. | | Top Land | Bottom Land |

***I certify that the above test (s) have been performed in accordance with the ASME codes and all applicable seals and tags are in there proper place.***

**Name of Elevator Company** TK Elevator

**Mechanic's Name** Mike Jaskiewicz (Please Print)

**Mechanic's Signature** _____

**Mechanic's License#** M688

**Signature of Witnessing Inspector** Rob Thornhill

**WV#** 77 **Date** 01/25/2024

**FORM #100**
**Revised Date: 6/1/11**

# CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS

GENERAL NOTES:
(a) See ASME A17.2-2014 for detailed Code requirements.
(b) OK = Meets requirements; NG = Insert number to identify comment on back of this Checklist; NA = Not applicable.

EV#: 3578
Serial#: 20329092
Address: American Public University
393 N Lawerence St
Charles Town, WV

☐ Routine inspection and test
☑ Periodic inspection and test
☐ Acceptance inspection and test

Code Edition: A17.1 and A17.2
Inspected By: Rob Thornhill

☑ Passenger
☐ Freight Class _____

Rated Load: 4000
Speed: 150

Signature: Rob Thornhill Date: 01/25/2024
QEI No: E104 Certifying Organization: QEITF

| | | OK | NG | NA |
|---|---|---|---|---|
| **1** | **INSIDE OF CAR** | | | |
| 1.1 | Door Reopening Device | ☑ | ☐ | ☐ |
| 1.2 | Stop Switches | ☑ | ☐ | ☐ |
| 1.3 | Operating Control Devices | ☑ | ☐ | ☐ |
| 1.4 | Car Floor and Landing Sill | ☑ | ☐ | ☐ |
| 1.5 | Car Lighting and Receptacles | ☑ | ☐ | ☐ |
| 1.6 | Car Emergency Signal | ☑ | ☐ | ☐ |
| 1.7 | Car Door or Gate | ☑ | ☐ | ☐ |
| 1.8 | Door Closing Force | ☑ | ☐ | ☐ |
| 1.9 | Power Closing of Doors or Gates | ☑ | ☐ | ☐ |
| 1.10 | Power Opening of Doors or Gates | ☑ | ☐ | ☐ |
| 1.11 | Car Vision Panels and Glass Car Doors | ☐ | ☐ | ☑ |
| 1.12 | Car Enclosure | ☑ | ☐ | ☐ |
| 1.13 | Emergency Exit | ☑ | ☐ | ☐ |
| 1.14 | Ventilation | ☑ | ☐ | ☐ |
| 1.15 | Signs and Operating Device Symbols | ☑ | ☐ | ☐ |
| 1.16 | Rated Load, Platform Area, and Data Plate | ☐ | ☐ | ☑ |
| 1.17 | Standby Power Operation | ☑ | ☐ | ☐ |
| 1.18 | Restricted Opening of Car or Hoistway Doors | ☑ | ☐ | ☐ |
| 1.19 | Car Ride | ☑ | ☐ | ☐ |
| 1.20 | Earthquake Inspection and Tests (Seismic Zone 2 or Greater) | ☐ | ☐ | ☑ |
| **2** | **MACHINE ROOM** | | | |
| 2.1 | Means of Access | ☑ | ☐ | ☐ |
| 2.2 | Headroom | ☑ | ☐ | ☐ |
| 2.3 | Lighting and Receptacles | ☑ | ☐ | ☐ |
| 2.4 | Enclosure of Machine Room/Spaces, Control Room/Spaces | ☑ | ☐ | ☐ |
| 2.5 | Housekeeping | ☑ | ☐ | ☐ |
| 2.6 | Ventilation | ☑ | ☐ | ☐ |
| 2.7 | Fire Extinguisher | ☑ | ☐ | ☐ |
| 2.8 | Pipes, Wiring, and Ducts | ☑ | ☐ | ☐ |
| 2.9 | Guarding of Exposed Auxiliary Equipment | ☑ | ☐ | ☐ |
| 2.10 | Numbering of Elevators, Machines, Controllers and Disconnect Switches | ☑ | ☐ | ☐ |
| 2.11 | Disconnecting Means and Control | ☑ | ☐ | ☐ |
| 2.12 | Controller Wiring, Fuses, Grounding, etc. | ☑ | ☐ | ☐ |
| 2.13 | Governor, Overspeed Switch, and Seal | ☑ | ☐ | ☐ |
| 2.14 | Code Data Plate | ☑ | ☐ | ☐ |
| 2.15 | Circuit Controls, Including Static Control | ☑ | ☐ | ☐ |
| 2.16 | Machinery Supports and Fastenings | ☑ | ☐ | ☐ |
| 2.17 | Braking System | ☑ | ☐ | ☐ |
| 2.18 | Drive Machines | ☑ | ☐ | ☐ |
| 2.19 | Gears, Bearings, and Flexible Connections | ☑ | ☐ | ☐ |
| 2.20 | Winding Drum Machine and Slack Rope Device, Stop Motion Switch and Rope Fastening | ☐ | ☐ | ☑ |
| 2.21 | Belt or Chain Drive Machine | ☐ | ☐ | ☑ |
| 2.22 | Motor Generator | ☐ | ☐ | ☑ |
| 2.23 | Absorption of Regenerated Power | ☐ | ☐ | ☑ |
| 2.24 | AC Drive from a DC Source | ☐ | ☐ | ☑ |
| 2.25 | Traction Sheaves | ☑ | ☐ | ☐ |
| 2.26 | Secondary and Deflector Sheaves | ☑ | ☐ | ☐ |
| 2.27 | Rope Fastenings | ☑ | ☐ | ☐ |
| 2.28 | Terminal Stopping Devices | ☑ | ☐ | ☐ |
| 2.29 | Car and Counterweight Safeties | ☑ | ☐ | ☐ |
| 2.40 | Maintenance Records | ☑ | ☐ | ☐ |
| 2.42 | Rope Retainers or Restraints for Seismic Risk Zones, Seismic and Displacement Switches, Operation, and Door Operation | ☑ | ☐ | ☐ |
| **3** | **TOP OF CAR** | | | |
| 3.1 | Top of Car Stop Switch | ☑ | ☐ | ☐ |
| 3.2 | Car Top Light and Outlet | ☑ | ☐ | ☐ |
| 3.3 | Top of Car Operating Device and Working Platforms | ☑ | ☐ | ☐ |
| 3.4 | Top of Car Clearance and Refuge Space | ☑ | ☐ | ☐ |
| 3.5 | Normal Terminal Stopping Devices | ☑ | ☐ | ☐ |
| 3.6 | Final and Emergency Terminal Stopping Devices | ☑ | ☐ | ☐ |
| 3.7 | Car Leveling Devices | ☑ | ☐ | ☐ |
| 3.8 | Top Emergency Exit | ☑ | ☐ | ☐ |
| 3.9 | Floor & Emergency Identification Numbering | ☑ | ☐ | ☐ |
| 3.10 | Hoistway Construction | ☑ | ☐ | ☐ |
| 3.11 | Hoistway Smoke Control | ☑ | ☐ | ☐ |
| 3.12 | Pipes, Wiring, and Ducts | ☑ | ☐ | ☐ |
| 3.13 | Windows, Projections, Recesses, & Setbacks | ☐ | ☐ | ☑ |
| 3.14 | Hoistway Clearances | ☑ | ☐ | ☐ |
| 3.15 | Multiple Hoistways | ☐ | ☐ | ☑ |
| 3.16 | Traveling Cables and Junction Boxes | ☑ | ☐ | ☐ |
| 3.17 | Door and Gate Equipment | ☑ | ☐ | ☐ |
| 3.18 | Frame, Counterweight Guides, and Stiles | ☑ | ☐ | ☐ |
| 3.19 | Guide Rails, Fastening, and Equipment | ☑ | ☐ | ☐ |
| 3.20 | Governor Rope | ☑ | ☐ | ☐ |
| 3.21 | Governor Releasing Carrier | ☑ | ☐ | ☐ |
| 3.22 | Wire Rope Fastening and Hitch Plate | ☑ | ☐ | ☐ |
| 3.23 | Suspension Means | ☑ | ☐ | ☐ |
| 3.24 | Top Counterweight Clearance | ☑ | ☐ | ☐ |
| 3.25 | Car, Overhead, and Deflector Sheaves | ☑ | ☐ | ☐ |
| 3.26 | Broken Rope, Chain, or Tape Switch | ☑ | ☐ | ☐ |

# CHECKLIST FOR INSPECTION OF ELECTRIC ELEVATORS (Back)

Serial#: 20329092

| | OK | NG | NA |
|---|---|---|---|
| **3 TOP OF CAR (Cont'd)** | | | |
| 3.27 Crosshead Data Plate and Rope Data Tags | ☑ | ☐ | ☐ |
| 3.28 Counterweight and Counterweight Buffer | ☑ | ☐ | ☐ |
| 3.29 Counterweight Safeties | ☑ | ☐ | ☐ |
| 3.33 Compensating Means | ☐ | ☐ | ☑ |
| 3.34 Earthquake Inspection and Tests (Seismic Risk Zone 2 or Greater) | ☐ | ☐ | ☑ |
| **4 OUTSIDE HOISTWAY** | | | |
| 4.1 Car Platform Guard | ☑ | ☐ | ☐ |
| 4.2 Hoistway Doors | ☑ | ☐ | ☐ |
| 4.3 Vision Panels | ☐ | ☐ | ☑ |
| 4.4 Hoistway Door Locking Devices | ☑ | ☐ | ☐ |
| 4.5 Access to Hoistway | ☑ | ☐ | ☐ |
| 4.6 Power Closing of Hoistway Doors | ☑ | ☐ | ☐ |
| 4.7 Sequence Operation | ☑ | ☐ | ☐ |
| 4.8 Hoistway Enclosure | ☑ | ☐ | ☐ |
| 4.9 Elevator Parking Devices | ☐ | ☐ | ☑ |
| 4.10 Emergency Doors in Blind Hoistways | ☐ | ☐ | ☑ |
| 4.11 Separate Counterweight Hoistway | ☐ | ☐ | ☑ |
| 4.12 Standby or Emergency Power Selection Switch | ☐ | ☐ | ☑ |
| **5 PIT** | | | |
| 5.1 Pit Access, Lighting, Stop Switch, and Condition | ☑ | ☐ | ☐ |
| 5.2 Bottom Clearance and Runby | ☑ | ☐ | ☐ |
| 5.3 Final and Emergency Terminal Stopping Devices | ☑ | ☐ | ☐ |
| 5.4 Normal Terminal Stopping Devices | ☑ | ☐ | ☐ |
| 5.5 Traveling Cables | ☑ | ☐ | ☐ |
| 5.6 Governor Rope Tension Devices | ☑ | ☐ | ☐ |
| 5.7 Car Frame and Platform | ☑ | ☐ | ☐ |
| 5.8 Car and Counterweight Safeties and Guiding Members | ☑ | ☐ | ☐ |
| 5.9 Buffers and Emergency Terminal Speed Limiting Devices | ☑ | ☐ | ☐ |
| 5.10 Compensating Chains, Ropes and Sheaves | ☐ | ☐ | ☑ |
| 5.16 Earthquake Inspection and Tests (Seismic Risk Zone 2 or Greater) | ☐ | ☐ | ☑ |
| 5.16.1 Seismic Rope Retainers and Snag Guards | ☐ | ☐ | ☑ |
| 5.16.3(d) Verify Information on Layout Drawings | ☐ | ☐ | ☑ |
| **6 FIREFIGHTERS' SERVICE** | | | |
| 6.1 A17.1b -1973 through A17.1b - 1980 | ☐ | ☐ | ☑ |
| 6.2 A17.1 - 1981 through A17.1b - 1983 | ☐ | ☐ | ☑ |
| 6.3 A17.1 - 1984 through A17.1a - 1988 and A17.3 | ☐ | ☐ | ☑ |
| 6.4 A17.1b - 1989 through A17.1d - 2000 | ☑ | ☐ | ☐ |
| 6.5.4 Monthly Test (Test Log Completed) | ☑ | ☐ | ☐ |
| 6.5 Acceptance Checklist - A17.1 - 2000 and B44-00 | ☐ | ☐ | ☑ |
| 6.6 Acceptance Checklist - A17.1 - 2002 and B44-02 | ☐ | ☐ | ☑ |
| 6.7 Acceptance Checklist - A17.1 - 2004 and B44-04 | ☐ | ☐ | ☑ |
| 6.8 Acceptance Checklist - A17.1 - 2007 and B44-07 | ☐ | ☐ | ☑ |
| 6.9 Acceptance Checklist - A17.1 - 2010 and B44-10 | ☐ | ☐ | ☑ |
| 6.10 Acceptance Checklist - A17.1 - 2013 and B44-13 | ☐ | ☐ | ☑ |

Comments: