



Exhibit C - JH Elevator Work By Others

2018 Pre Inspection Checklist

Job Name: Joslyn House

Job #:

Date: 3/28/2018

General Conditions Notes:

- ✓ Complete and Confirmed
- Needs to be Completed or Confirmed

"Work by Others" List – Highlighted in Yellow

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- Non-Applicable

General Conditions

- The Elevator Hoistway and Machine Room must be of proper fire rating to comply with the local Building code.
 - ✓ Hoistway Ventilation installed. (If required)
 - ✓ Beveled Guards installed on recesses or setbacks if greater than 4".
Landing Sills properly grouted. **Top Floor Threshold Needs to be beveled to Prevent Tripping.**
Code calls for substantially flush. Small ramp or raise floor.
 - ✓ Elevator Lobbies finish flooring installed.
 - ✓ Elevator Lobbies lighting installed.

Pits (Coordinate Equipment location with Elevator Mech)

Electrical Wiring below grade (Pit) to be installed per wet location code requirements with water tight connectors. LED 4' strip light.

- ✓ Properly guarded Pit light **on its own circuit.** (Per NEC 620.24)
- ✓ GFCI outlet.
Code compliant sump pit with cover (Pump required if pit is wet). Will require 12" hole 4" deep in the slab at base of pit.
- ✓ Properly grout around Elevator Jack. (If Required)
Properly Installed sprinkler head (Within 2'-0" of pit floor). (to be coordinated with VT Life Safety)

Machine Room Doors

- Fire rated in accordance with BOCA and local code. **B fire-rated door (90 minutes).**
 - ✓ Spring Hinges or Closer
 - ✓ Storeroom Function Lockset

Machine Room

7'-0" Clear Headroom.. Not in Compliance.... **Lowest Point is Conduit at 6'-6"** Need a Variance (to be obtained by elevator company)

- **Must be of proper fire rating to comply with the local Building code. Adjacent Machine Rooms are required to be rated the same as the hoistway.**
- **4' fixture with LED bulbs, properly guarded lighting on its own circuit.**

Adequate Temp Control. (Required to be maintained between 50-100 F)
- ✓ GFCI outlet.
- ✓ **Lockable car lights disconnect. (Fused Motor Switch, Per NEC 620.53) Small disconnect mounted on wall to control car lighting. 110 V needs to be lockable in both positions. (confirm if needed)**
- ✓ Mounted, 10 lb. ABC Type Fire Extinguisher
- ✓ **Sprinkler Head Installed... Existing Head would need to be turned Down and Dropped by VT Life Safety - coordinate)**

Machine Room Ventilation

IBC 3006.2 - Elevator machine rooms that contain solid-state equipment for elevator operation shall be provided with an independent ventilation or air-conditioning system to protect against the overheating of the electrical equipment. The system shall be capable of maintaining temperatures within the range established for the elevator equipment. **(Note: The State of Vermont Interprets Independent as Mechanical)**

- **Adequately sized vent provided to maintain room temp between 50-100 F.**
- **Fire Dampers installed. (If Required)**
- **Reverse acting T-Stat installed if a fan is required for ventilation.**

Disconnect Switches (Installed Per NEC 620-51)

- **Code compliant approach**
- **Heavy Duty Lockable**
- **Over current Protection (No Knife Switches) fused disconnect**
- **Copper Wire run between Disconnect and Controller (Aluminum is not Acceptable)**
- **Copper Ground Wire connected to elevator controller (Aluminum is not Acceptable)**
- **Proper aux contacts provided. (If Required, Shunt Trip, Battery Lowering)**



Fire Alarm Devices

- Smoke Detectors installed in all Elevator Lobbies and Machine Room
- **Device Installed in Hoistway Overhead to Actuate Ventilation Damper (If needed).**

Fire Alarm Recall

- **Minimum of 3 Fire Alarm Recall Modules required. (Primary, Secondary and Fire Hat)**
additional modules required if Shunt Trip Protection is required.
- **Module wires run to controller (Connected or labeled).**
- **Modules pre-tested and working properly. Fire Alarm Relays/Modules need to be installed**
- ✓ If Hoistway Ventilation is required and mechanically controlled please contact Bay State to review. **Not Required**

Telephone

- Dedicated Line
- Phone Number
- Account Number if applicable
- Emergency Number to be programmed and any special dialing instructions.