MCNEESE STATE UNIVERSITY
LAKE CHARLES, LOUISIANA 70609
AN EQUAL OPPORTUNITY INSTITUTION
PHONE: (337) 475-5087
FAX: (337) 475-5082

REQUEST FOR BID

DATE	BID NUMBER
06/24/26	D2700003

PURCHASING CONTACT	PHONE	REQUEST NO.	DEPARTMENT	VENDOR I.D. NO.
Debet Hebert	337-475-5083	R2700012	Maintenance	000029655

SEE STANDARD TERMS & CONDITIONS TO BIDDERS.
VENDOR MUST SIGN AND RETURN BID FORM TITLED "STANDARD TERMS & CONDITIONS TO BIDDERS" WITH BID RESPONSE TO BE CONSIDERED FOR BID AWARD.

VENDOR:
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Return this bid to McNeese State University
Purchasing Department, 150 Lawton Drive,
Smith Hall room 120A, Lake Charles, LA 70605
or MSU Box 92415, Lake Charles LA 70609

RESPONSE DUE 07/14/26 Bid due @ 2:00 PM

No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB) ********** THIS BID MUST BE RETURNED IN A SEALED ENVELOPE/ PACKAGE. PLEASE WRITE THE BID NUMBER ON THE ENVELOPE/PACKAGE. RETURN TO ONE OF THE ADDRESSES LISTED BELOW. ********** Your sealed bid may be mailed or delivered by hand or courier service. --- NOTE: FAX, EMAIL OR ANY OTHER ELECTRONIC SUBMISSIONS ARE NOT ACCEPTABLE. --- *The address for mailing (U.S. Postal Service): McNeese State University, Purchasing Department Box 92415, Lake Charles, LA 70609 --- **The address for hand or courier service: McNeese State University, Purchasing Department 150 Lawton Drive, Smith Hall Room 120A Lake Charles, LA 70609 ---			

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No.	Quantity	Description	Unit	Unit Price	Extension
1		Request for Sealed Bid (SB) (Continued ...) *Bidder is hereby advised that the U.S. Postal Service (USPS) does not make deliveries to the McNeese Purchasing Departments physical location. If delivering by USPS to the Box listed above, please allow sufficient time for the mail to then be transmitted to the McNeese Purchasing Department. The McNeese Purchasing Department must receive the sealed bid at its physical location by the date and time specified in this bid. Failure to meet the bid opening date and time shall result in rejection of the bid. **Bidder is solely responsible for ensuring that its courier service provider makes inside deliveries to the McNeese Purchasing Departments physical location. The McNeese Purchasing Department is not responsible for any delays caused by the Bidders chosen means means of delivery. Bidder is solely responsible for the timely delivery of its bid. Failure to			

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No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB)			
1		(Continued ...) meet the bid opening date and time shall result in rejection of the bid. **********			
1	12	BULBER AUDITORIUM: (1) TWO STORY GARAVENTA GENESIS MODEL GVL-OP-60 SCREW WHEEL-O-VATOR PASSENGER INSTALLED IN 2016. HANDICAP.	MO		
2	12	BURTON BUSINESS CENTER: (2) FOUR STORY OTIS HYDRAULIC ELEVATORS (PRICE IS FOR TWO)	MO		
3	12	CHOZEN HALL: (1) TWO STORY OTIS HYDRAULIC PASSNGR	MO		
4	12	DOLAND FIELD HOUSE: (2) TWO STORY HYDRAULIC SCHINDLER PASSENGER ELEVATORS INSTALLED IN 2011 (PRICE IS FOR TWO).	MO		

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No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB)			
5	12	DREW HALL: (1) THREE STORY MECO TRACTION HYDRAULIC PASSENGER	MO		
6	12	FRASCH HALL: (2) THREE STORY MONTGOMERY HYDRAULIC PASSENGER (PRICE IS FOR TWO).	MO		
7	12	FRAZAR MEMORIAL LIBRARY: (2) FOUR STORY ARMOUR TRACTION PASSENGER (PRICE IS FOR TWO).	MO		
8	12	FRAZAR MEMORIAL LIBRARY: (1) TWO STORY ESCO HYDRAULIC PASSENGER.	MO		
9	12	GAYLE HALL: (1) THREE STORY ESCO HYDRAULIC PASSNGR .	MO		
10	12	H&HP EDUCATION COMPLEX, LEGACY CENTER: (1) THREE STORY KONE MRL TRACTION PASSENGER.	MO		

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No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB)			
10		(Continued ...)			
11	12	H&HP EDUCATION COMPLEX, LEGACY CENTER: (2) FOUR STORY KONE MRL TRACTION PASSENGER (PRICE IS FOR TWO).	MO		
12	12	HARDTNER HALL SCHOOL OF NURSING: (1) THREE STORY US ELEVATOR HYDRAULIC PASSENGER.	MO		
13	12	KAUFMAN HALL: (1) THREE STORY ESCO HYDRAULIC PASSENGER.	MO		
14	12	KIRKMAN HALL: (1) TWO STORY DOVER HYDRAULIC PASSENGER.	MO		
15	12	KIRKMAN HALL: (1) TWO STORY OTIS FREIGHT DRUM.	MO		

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RESPONSE DUE 07/14/26 Bid due @ 2:00 PM

No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB)			
16	12	PARKING GARAGE: (2) THREE STORY OTIS HYDRAULIC PASSENGER. (PRICE IS FOR TWO)	MO		
17	12	RECREATION COMPLEX: (1) TWO STORY THYSENNKRUP HYDRAULIC PASSENGER.	MO		
18	12	S.E.E.D. BUILDING: (2) TWO STORY PASSENGER HYDRAULIC (PRICE IS FOR TWO).	MO		
19	12	SHEARMAN FINE ARTS: (1) TWO STORY DOVER HYDRAULIC PASSENGER.	MO		
20	12	SHEARMAN FINE ARTS: (1) TWO STORY VERTEX HYDRAULIC PASSENGER.	MO		
21	12	SHEARMAN FINE ARTS SQUIRES AUDITIORUM: (1) TWO STORY NATIONAL SCREW WHEEL-O-VATOR PASSENGER	MO		

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No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB)			
21		(Continued ...) HANDICAP.			
22	12	SHEARMAN FINE ARTS ANNEX: (1) TWO STORY NATIONAL SCREW WHEEL-O-VATOR PASSENGER HANDICAP.	MO		
23	20	FOUR (4) HOUR MINIMUM, ON-SITE SERVICE FOR ALL HOME FOOTBALL GAMES. APPROXIMATELY 5-6 GAMES. ACTUAL AMOUNT MAY VARY DEPENDING ON PLAYOFFS. APPROXIMATE TIME IS 6:00PM TO 10:00PM. TIME MAY VARY PER GAME DEPENDING ON OVERTIME PLAY OR UNEXPECTED DELAYS. TECHNICIAN MUST CONTACT McNEESE TO CONFIRM THE TIME NEEDED. - ***PROVIDE PRICE PER HOUR FOR 20 HOURS. HOURS ARE ESTIMATED. EXACT AMOUNT MAY BE MORE OR LESS.	HR		

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No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB)			
24	12	PRESSBOX: (3) FOUR STORY OTIS TRACTION ELEVATORS N1DR19 (PRICE IS FOR THREE) TWO (2) PASSENGER ELEVATORS; ONE (1) SERVICE ELEVATOR	MO		

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Signature _____ *Date* _____

STANDARD TERMS & CONDITIONS TO BIDDERS
FAX #337-475-5082

PROPOSALS: The proposal must be received by the Purchasing Department, McNeese State University, before the time set for receiving bids. Bids received after the time set will not be considered. Bidder shall assume full responsibility for timely delivery at location designated for receipt of bids. Prices must be clear and be written in ink or typewritten, and the ITB AND Terms & Conditions must be signed in ink. Be sure bid number and due date are clearly shown on outside of package or envelope. Please see return address on the face of the bid form.

STANDARDS OF QUALITY AND ANY ALTERNATE: Any product or service bid shall corform to all applicable Federal ans State Laws and Regulations and the specifications contained in the solicitation. Unless otherwise specified in the solicitation, any m anufacturer's name, trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition. Bidder must specify the brand and model number of the product offered in his bid. Bids not specifying brand and model number shall be considered as offering the exact products specified in the solicitation.

When a Pre-Bid Conference is scheduled, no alternative will be considered unless the above conditions are complied with and the "Request for Approval of Alternate" form is completed and returned. This form will be attached when applicable. Only alternates which are approved and acknowledged by addendum following the Pre-Bid Conference will be considered for award at the bid opening. DO NOT SUBMIT BIDS ON UNAPPROVED ALTERNATES.

The burden of proof of the merit of the proposed substitute is upon the proposer. The Purchasing Director's decision of approval or rejection of a proposed substitute shall be final.

SAMPLES/DESCRIPTIVE LITERATURE: The envelope/package containing samples and/or descriptive literature submitted by mail for consideration at the Pre-Bid Conference must be labeled in accordance with the instructions given on the "Request for Approval of Alternate" form.

When requested, samples submitted will be returned at bidder's risk and expense provided they have not been made useless through tests.

PRICES: Unless otherwise specified by McNeese in the solicitation, bid prices must be complete, including transportation prepaid by bidder to destination and firm for acceptance for a minimum of 30 days. If accepted, prices must be firm for the contractual period. Bids other than F.O.B. destination may be rejected. Prices should be quoted in the unit (each, box, case, etc.) as specified in the solicitation.

BID OPENING: Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by visiting McNeese during normal working hours. Written bid tabulations will not be furnished.

AWARD OF BIDS: McNeese State University reserves the right to award items separately, grouped, or on an all-or-none basis, and to reject any or all bids and waive any informalities incident thereto.

DELIVERY FAILURE: If the vendor fails to make delivery within the time specified on bid documents or within a reasonable time if no delivery time is specified McNeese reserves the right to cancel the item and to purchase it elsewhere. Any increase in price and/or cost of handling will be charged to the vendor making the original unsatisfactory delivery. Consistent unsatisfactory deliveries will be considered just cause for deleting a vendor from bid lists.

TERMINATION OF THIS AGREEMENT FOR CAUSE/CONVENIENCE: McNeese may terminate this agreement for cause based upon the failure of Contractor to comply with the terms and/or conditions of the Agreement, or failure to fulfill its performance obligations pursuant to this agreement, provided that McNeese shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice the Contractor shall not have corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct such failure and thereafter proceeded diligently to complete such correction, then McNeese may, at its option, place the Contractor in default and the Agreement shall terminate on the date specified in such notice.

The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of McNeese to comply with the terms and conditions of this agreement, provided the Contractor shall give McNeese written notice specifying McNeese's failure and a reasonable opportunity for McNeese to cure the defect.

McNeese may terminate the Contract at any time by giving thirty (30) days written notice to the Contractor of such termination or negotiating with the Contractor an effective date.

SOLICITATIONS FOR (MOST) GOODS, NOT SERVICES, INCLUDE THE LOUISIANA PRODUCT PREFERENCE AS STATED BELOW:
IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1604, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.

PREFERENCES SHALL NOT APPLY TO SERVICE CONTRACTS.

Do you claim this Preference? YES_____ NO_____

Specify Line Number(s): _____

Specify location within Louisiana where this product is manufactured, produced, grown or assembled: _____
_____NOTE): If more space is required, include on separate sheet.)

Do you have a Louisiana business workforce? YES _____ NO _____

If so, do you certify that at least fifty percent (50%) of your Louisiana business workforce is comprised of Louisiana residents? YES _____ NO _____

IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:

1. A current corporate officer, partnership member or other individual specifically authorized to submit a bid as reflected in the appropriate records on file with the Secretary of State; or
2. An individual authorized to bind the vendor as reflected by a corporate resolution, certificate or affidavit; or
3. Other documents indicating authority which are acceptable to the public entity.

By signing and returning this document (along with bid), you are certifying compliance with all Terms and Conditions set forth.

_____ _____

Signature & Company Name Date

Elevator and Wheelchair lift
Inspections, Repair and Preventive Maintenance Contract

IMPORTANT DATES:
Mandatory site visit: July 1, 2026 at 9:00 a.m.
Inquiries deadline: July 8, 2026
Bid due date and time: July 14, 2026 at 2:00 p.m.

McNeese State University is seeking qualified vendors to provide elevator inspections, repairs and preventive maintenance on elevators located at McNeese State University campus in Lake Charles, Louisiana.

If this contract ensues, the initial term of the contract will be issued beginning upon award and run through June 30, 2029. The contract may be renewed for two (2) additional one-year terms at the option of all parties, under the same terms, conditions, and pricing. All parties involved must agree on the renewal. Valid purchase orders will be issued annually.

This contract will be awarded to the vendor who provides the lowest responsible and responsive bid for the total amount. Pricing is to be received for the individual elevators on the official "REQUEST FOR BID". The successful vendor will be issued a contract/purchase order at the beginning of each fiscal year 2026-2027, 2027-2028 and 2028-2029 for the total annual bid price. If the contract is renewed after year three (3), it will be renewed for an annual amount reflecting the cost of inspections, repairs and preventive maintenance for all operational elevators. Total renewal cost will be determined by using the UNIT PRICE of each elevator provided with the "REQUEST FOR BID".

EEOC compliance. By submitting and signing this bid, bidder certifies that he agrees to adhere to the mandates dictated by Title VI and VII of the Civil Rights Act of 1964, as amended; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; Section 503 of the Rehabilitation Act of 1973; Section 202 of Executive Order 11246, as amended; and the Americans With Disabilities Act of 1990. Bidder agrees to keep informed of and comply with all federal, state and local laws, ordinances and regulations which affect his employees or prospective employees.

Any claims or controversies associated with the contract issued as a result of this solicitation will be resolved in accordance with the Louisiana Procurement Code, 39:1673.

PAYMENTS AND INVOICING:
Payment is to be made monthly upon receipt of an invoice.
Late payments; if any shall be paid in accordance with R.S. 39:1695.

Vendor must inspect job site to verify measurements and/or amount of supplies needed prior to bidding. If vendor finds conditions that disagree with the physical lay-out as described in this bid, or other features of the specifications that appear to be in error, same shall be noted on proposal. Failure to do so will be interpreted that bid is as specified.

*****Mandatory job site visit required*****

The mandatory site visit will be Wednesday, July 1, 2026 at 9:00 a.m. at the Facilities Office located at 4406 Common Street, Lake Charles, LA. You may contact Gary Whatley at 337-309-2811 for directions or questions.

The attached "Jobsite Visit Verification" form is to be signed and returned with your bid response proposal, or can be emailed to debet@mcneese.edu.

Termination for Non-Appropriation of Funds

The continuation of the contract is contingent upon the continuation of an appropriation of funds by the legislature to fulfill the requirements of the contract. If the legislature fails to appropriate sufficient monies to provide for the continuation of a contract or if such appropriation is reduced by the veto of the governor or by any means provided in the Appropriations Act or Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriations for the year from exceeding revenues for that year or for any other lawful purpose and the effect of such reduction is to provide insufficient monies for the continuation **of** the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

JOBSITE VISIT VERIFICATION

BID #D2700003

ELEVATOR INSPECTION, REPAIR AND PREVENTIVE MAINTENANCE

I, _____, ON THIS _____ DAY OF _____, 2026, HAVE MADE AN ON-SITE VISIT TO McNEESE STATE INDICATED AS THE PROJECT LIMITS IN THE BID DOCUMENTS AND UNDERSTAND ALL REQUIREMENTS TO PERFORM THE SPECIFICATIONS OF THE "REQUEST FOR BID" FOR ELEVATOR INSPECTION, REPAIR AND PREVENTIVE MAINTENANCE.

THIS SIGNED STATEMENT CERTIFIES THAT THE VENDOR NAMED BELOW HAS VISITED THE JOBSITE AND IS FAMILIAR WITH ALL CONDITIONS SURROUNDING THE FULFULLMENT OF THE SPECIFICATIONS FOR THIS PROJECT.

_____	_____
VENDOR COMPANY NAME	VENDOR SIGNATURE
_____	_____
AGENCY NAME	AGENCY SIGNATURE

NOTE: THIS CERTIFICATION MUST BE SIGNED BY THE VENDOR AND THE AGENCY REPRESENTATIVE AND MAY BE SUBMITTED WITH THE BID PROPOSAL OR EMAILED. A SIGNED LETTER FROM THE AGENCY REP (STATING THAT VENDOR HAS VISITED JOBSITE) MAY BE SUBSTITUTED FOR THE ABOVE, AND MAY BE SUBMITTED WITH THE BID PROPOSAL. FAILURE TO SUBMIT ONE OF THE ABOVE MAY CAUSE YOUR BID TO BE DISQUALIFIED. CURRENT CONTRACTOR (IF ANY) IS NOT EXEMPT FROM SUBMITTAL OF THE JOBSITE VERIFICATION FORM AS NEW EQUIPMENT MAY HAVE BEEN ADDED SINCE LAST BID PROPOSAL.

STATE REQUIREMENTS

REQUEST FOR BID price sheets, verification of qualifications and engineering responsibility must be completely filled out with detailed information requested or your bid may be rejected

- **Elevator Contractors must be licensed in the State of Louisiana.**

  In accordance with LA R.S. 37:2163A **Contractor's license number** in the appropriate classification(s) such as Specialty: Elevators, Wheelchair Lifts and Escalators must appear on the bid opening envelope/package on all projects in the amount of $50,000 or more. Issues with the above classification(s) must be brought to the attention of the McNeese State University and the Office of State Procurement prior to bid opening. All bids not in compliance with this requirement shall be automatically rejected and not read.

  For any bid submitted in the amount of fifty thousand dollars or more, the Contractor shall certify that they are licensed and **show the license number on the bid.**

- **Contractors must also provide evidence of licensing with the Office of State Fire Marshall per the Louisiana Life Safety and Property Protection Licensing Law (R.S. 40:1664.1, et seq.)**

- **The annual state inspection requires the presence of the Contractor's Representative/Technician to accompany the Inspector and perform required testing at the Contractor's expense.**

  A copy of the last Louisiana elevator inspection reports done on April 9, 2026 is included.

- **The successful bidder will be required to provide a Certificate of Insurance as outlined on the attached.**

INSURANCE REQUIREMENTS

A CERTIFICATE OF LIABILITY INSURANCE IS REQUIRED PRIOR TO WORKING ON CAMPUS AS FOLLOWS:

1. COMMERCIAL GENERAL LIABILITY: $1,000,000 COMBINED SINGLE LIMIT PER OCCURRENCE FOR BODILY INJURY, PERSONAL INJURY AND PROPERTY DAMAGE AND A MINIMUM GENERAL AGGREGATE OF $2,000,000.

2. AUTOMIBILE LIABILITY: $1,000,000 COMBINED SINGLE LIMIT PER ACCIDENT FOR BODILY INJURY AND PROPERTY DAMAGE.

3. WORKMAN'S COMPENSATION AND EMPLOYERS LIABILITY WORKERS' COMPENSATION LIMITS AS REQUIRED BY THE LABOR CODE OF THE STATE OF LOUISIANA AND EMPLOYERS LIABILITY COVERAGE.

WORKERS COMPENSATION INDEMNITY
IN THE EVENT THE CONTRACTOR IS NOT REQUIRED TO PROVIDE OR ELECTS NOT TO PROVIDE WORKERS COMPENSATION COVERAGE, THE PARTIES HEREBY AGREE THAT THE CONTRACTOR, ITS OWNERS, AGENTS AND EMPLOYEES WILL HAVE NO CAUSE OF ACTION AGAINST, AND WILL NOT ASSERT A CLAIM AGAINST, THE STATE OF LOUISIANA, ITS DEPARTMENTS, AGENCIES, AGENTS AND EMPLOYEES AS AN EMPLOYER, WHETHER PURSUANT TO THE LOUISIANA WORKERS COMPENSATION ACT OR OTHERWISE, UNDER ANY CIRCUMSTANCE. THE PARTIES ALSO HEREBY AGREE THAT THE STATE OF LOUISIANA, ITS DEPARTMENTS, AGENCIES, AGENTS AND EMPLOYEES SHALL IN NO CIRCUMSTANCE BE, OR CONDSIDERED AS, THE EMPLOYER OR STATUTORY EMPLOYER OF CONTRACTOR, ITS OWNERS, AGENTS AND EMPLOYEES. THE PARTIES FURTHER AGREE THAT CONTRACTOR IS A WHOLLY INDEPENDENT CONTRACTOR AND IS EXCLUSIVELY RESPONSIBLE FOR ITS EMPLOYEES, OWNERS, AND AGENTS. CONTRACTOR HEREBY AGREES TO PROTECT, DEFEND, INDEMNIFY AND HOLD THE STATE OF LOUISIANA, ITS DEPARTMENTS, AGENCIES AND EMPLOYEES HARMLESS FROM ANY SUCH ASSERTION OR CLAIM THAT MAY ARISE FROM THE PERFORMANCE OF THIS CONTRACT.
THE CERTIFICATE PROVIDED MUST INCLUDE MCNEESE STATE UNIVERSITY, BOX 92415, LAKE CHARLES, LA 70609, AS AN ADDITIONAL INSURED AND THE CERTIFICATE HOLDER.

CONTRACTOR'S DISCLOSURE

I (we) do hereby declare that I (we) have carefully examined the specifications and the contract documents, including all addenda, prepared by the project supervisor of this proposal and I (we) have a clear understanding of said documents and premises, and hereby propose to provide the necessary tools, machinery and apparatus along with other needs necessary to complete the work specified. We will provide all material and furnish all labor and services specified in the contract or called for in the contract documents including permits necessary for the completion of the project or work listed for the sum submitted.

I (we) also agree to follow requirements, sequence and frequency listed under "maintenance procedures".

If I (we) fail to follow these specifications and document the "Maintenance Procedures" with the Owner or if there is any evidence of fraudulent documentation I (we), will without reservation, freely forfeit the contract along with any monies due from the date of such finding. All materials and labor will be left intact and I (we) will not seek any restitution.

I (we) have read the entire specifications and will not use oversight as an excuse for not fulfilling my (our) obligation.

Contractor: _____

By: _____

Title: _____

Date: _____

Contractor's License No.:_____

SPECIFICATIONS FOR ELEVATOR and WHEELCHAIR LIFT MAINTENANCE

General:

Based on these specifications, bids shall be received by the McNeese State University, Purchasing Department, for servicing the vertical transportation at The Main & Athletic campuses at McNeese State University, 4205 Ryan St., Smith Hall on Lawton Drive., Lake Charles, LA 70605, or MSU Box 92415, Lake Charles, LA 70609, hereafter denoted by the term "Department". The use of the word "Vendor" or "Contractor" shall be interpreted to be the firm or corporation who has been awarded a contract by the Department. The successful bidder will be required to sign a contract with the Department in strict accordance with these specifications for service, which includes the contract bid document.

With the complexity of equipment and the liability exposure of today's vertical transportation, it is necessary to not only provide top quality maintenance, but to also have a professional engineering group to verify the quality of material and safe operation of any wiring changes being used or integrated into the system. Also, in the case of microprocessor equipment, the vendor shall have complete access to all software and diagnostic programs. Prior to award of the contract, the successful bidder shall demonstrate to the Owner ability to comply with this section. For the protection of the Owner, passengers, and other related exposures connected to fulfillment of this contractual obligation, the bidder will include in this bid, monies for engaging Licensed Registered Professional Electrical Engineers* with no less than five year's experience in specifying elevator materials and verifying wiring changes. All changes are to be provided to the Office of State Buildings on diskette. The name of the Licensed Registered Professional Electrical Engineer, Private Consulting Group and/or Firm with a Licensed Registered Professional Electrical Engineer on staff committed by letter to this responsibility, along with their address and signature shall be provided in the space for the verification of this information under "Engineering Responsibility".

Bids will be considered only from bidders who are regularly established in the business called for and who, in the judgment of the Department, are financially responsible and able to show evidence of the reliability, ability, experience, facilities, and persons directly employed and supervised by them to render prompt and satisfactory service.

Compliance with the latest edition of A.N.S.I. A 17.1 Code with and including supplemental adoptions will be required.

NOTE: The state of Louisiana reserves the right to add or delete elevators as necessary.

SPECIAL CONDITIONS

The Bid number of this proposal should be referenced on all correspondence to the Division of Administration Office of State Purchasing, to the Office of State Buildings and to McNeese State University.

It shall be specifically agreed and understood that the bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined by parties seventy-two (72) hours after the bid opening. Where any award is being considered, bidders shall comply with requests from the Department's and agency personnel to visit their facilities and/or furnish additional information in order to assist evaluating bids.

Bid prices must be firm for a period of sixty (60) days from the date of the bid opening to allow for evaluation if necessary.

If any problems occur or questions arise concerning the "original manufacturer's parts" or "equal" it shall be the responsibility of the Contractor to provide such verification as may be requested by McNeese State University.

RECORDS

The Contractor shall maintain a complete, orderly and chronological file, including drawings, parts lists specifications and copies of all prepared reports. A record of all callbacks and repairs shall be kept by the Contractor indicating any difficulty experienced and the corrective measures taken to eliminate these difficulties. These records will be kept in mechanical rooms of respective vertical transport units. A copy of the Elevator/Wheelchair Lift Maintenance Log furnished with the contract must be filled out then forwarded to the Office of State Buildings and McNeese State University monthly via email to Agency's contact, Gary Whatley, gwhatley@mcneese.edu. The reports or trouble calls must be verified and signed by a person designated by the using agency, who will retain a copy. All trouble calls (call backs and repairs) are indicated by a "call ticket" and signed by the Contractor and the Department/Agency. A copy of these "call tickets" is to be forwarded to the Office of State Buildings monthly.

The Contractor shall maintain a website which will allow all records to be reviewed or downloaded on a monthly basis, by the Office of State Buildings, owner agency and all parties requiring information concerning State owned elevators. Minimum requirements for information accessible on the website shall be the name of the building, preventive maintenance schedule, type of elevator, manufacturer, machine type, roping, year installed, contract speed, actual up and down, capacity, safety type, governor type, control type, operation, stops, opening and a maintenance log showing all callbacks, repairs and routine maintenance and corrective measures taken to eliminate difficulties encountered, and a complete service history. The website should be secured with a user I.D. and password. Vendor shall take all reasonable precautions to maintain the security of the site. This will meet code requirements for maintenance planning electronically.

Contractor shall provide electronic notification of work performed: Once work has been performed on elevator(s) equipment, electronic notification shall be sent to the designated representative(s) detailing activity. These notifications shall be provided within 24 hours of completion of work/activity.

Guarantee:
The Contractor agrees to accept all of the equipment, (except as excluded by these specifications), on full maintenance, on the effective date of this contract, unless it is otherwise indicated by a detailed report, on each unit, and attached to his bid. It is also agreed that he will leave the units in the same or better condition and with the same or better performance when the contract is terminated, as on the date the contract was made effective.

The Owner reserves the right from time to time to employ others to make such checks as they may deem necessary or advisable. When it is found that any of the units of vertical transportation is not up to proper standards, or that safety requirements or tests are not being performed as required by the current A.N.S.I. code of the State of Louisiana, the Owner may exercise any or all of its options as set forth in these specifications. If these demands are not promptly complied with, within fifteen (15) days after receipt of such notice, the State of Louisiana, McNeese State University may cancel this agreement and enter into an agreement with others to perform such work and deduct the total cost thereof from the Contractor's monthly charges for maintenance service. If the contract has been terminated or has expired, the Owner will demand payment from the Contractor or his bonding agent for the additional costs incurred.

The Owner, through the Division of Administration Office of State Purchasing, reserves the right to act as sole agent in determining if service is satisfactory, including a determination of whether parts need replacing in accordance with A.N.S.I. code. The Contractors' failure to comply with the Owner's demands in this regard, within ten (10) days of mailing a certified letter containing such demands, will constitute a circumstance under which the Owner may immediately terminate the contract. The Owner shall conduct, through the operational unit, periodic inspections to determine the status of individual elevators and/or wheelchair lifts This inspection shall be conducted in accordance with a uniform maintenance plan formulated by the Division of Administration. Results and reports of such inspection will be furnished to the Contractor and the Owner.

Insurance:
Public Liability Insurance and Workman's Compensation shall be carried by the Contractor and a Certificate of Insurance shall be furnished at least ten (10) days prior to the effective date of the contract. The limits of such insurance shall be as specified on Request for Bid and shall be from a company licensed to do business in the State of Louisiana. See attached insurance requirements.

Permits, Licenses, Laws and Taxes:
The Contractor shall furnish all necessary permits, licenses, and certificates and comply with all laws or ordinances applicable to the locality of the building site and the State of Louisiana. The Contractor shall include in his bid all applicable state, federal or other taxes required.

Contents of the signed agreement:
The purchase order and the bidder's signed "STANDARD TERMS & CONDITIONS TO BIDDERS" will be combined to form the complete contract when the award is made.

SPECIAL INSTRUCTIONS TO BIDDERS

A. Project:

Maintenance and repair of vertical transportation systems for: McNeese State University. A list of current elevators and wheelchair lifts can be found on the "REQUEST FOR BID" documents and at the end of this document.

B. Proposals:

Proposals must be in accordance with these instructions in order to receive consideration.

C. Documents:

Documents include the 'REQUEST FOR BID", Standard Terms & Conditions to Bidders, bidding requirements, general, supplementary conditions, technical section, plus addenda which may be issued by McNeese State University during the bidding period. See Specifications for Elevator/Wheelchair lift maintenance page.

D. Performance and Payment Bond:

The Contractor shall furnish and pay for a Performance and Payment Bond written by a company licensed to do business in Louisiana, which shall be countersigned by a person who is contracted with the surety company or bond issuer as an agent of the company or issuer, and who is licensed as an insurance agent in this State, and who is residing in this State, in an amount equal to 100% of the contract amount. By issuing such Performance and Payment Bond, the surety acknowledges they are on the current U.S. Department of the Treasury Financial Management Service List of approved bonding companies, and complies with all other provisions of R.S. 38:2219.

E. Examination of Documents and Site:

Bidders shall carefully examine the bidding documents and the sites to obtain first-hand knowledge of the scope and the conditions of the work. Each contractor, by submitting a proposal to perform any portion of the work, represents and warrants that he has examined the specifications and site of the work, and from his own investigation, has satisfied himself as to the scope, accessibility, nature and location of the work; character of the equipment and other facilities needed for the performance of the work; the character and extent of other work to be performed; the local conditions; labor availability, practices and jurisdictions and other circumstances that may affect the performance of the work. No additional compensation will be allowed by the Owner for failure of such contractor or sub-contractor to inform himself as to the conditions affecting the work.

F. Interpretation of Documents:

If any person contemplating submitting a bid for the proposal contract is in doubt as to the meaning of any part of the specifications (project manual), or other proposed contract documents, he may submit to McNeese State University not later than seven (7) working days

prior to the date set for opening of bids, a written request for an interpretation or clarification. Bidders should act promptly and allow sufficient time for a reply to reach them before preparing their bids. Any interpretation or clarification will be in the form of an addendum duly issued. No alleged verbal interpretation or rulings will be held binding upon the Owner.

G. Substitutions:

Conditions governing the submission of substitutions for specific materials, products, equipment, and processes are in the general conditions. Requests for substitutions must be received by McNeese State University seven (7) working days prior to the established bid date.

H. Addenda:

Interpretations, clarifications, additions, deletions, and modifications to the documents during the bidding period will be issued in the form of addenda and a copy of such addenda will be mailed or delivered to each person who has been issued a set of the bidding documents. Addenda will be a part of the bidding documents and contract documents, and receipt of them should be acknowledged as specified. Addenda will not be issued within three (3) working days of the established bid date.

I. Preparation of Bids:

Prices quoted shall include all items of cost, expense, fees and charges incurred or arising out of the performance of the work to be performed under the contract. Any bid on other than the required form will be considered informal and may be rejected. Erasures or changes in the bid shall be explained or noted over the initials of the bidder. Bids containing any conditions, omissions, unexplained erasures, alterations, or irregularities of any kind may be rejected. Failure to submit all requested information will make the bid irregular and subject to rejection.

J. Non-Collusion:

The "non-collusion affidavit" should be completed and signed by each bidder and submitted with the bid by mail or in person prior to the time for receiving bids set forth in the "Invitation to Bid" to McNeese State University, Box 92415, Lake Charles, LA 70609.

ELEVATOR INSPECTION, REPAIR AND PREVENTIVE MAINTENANCE

Contractor agrees to provide all material, furnish all labor and services specified in this contract including permits necessary for maintenance (where conditions warrant, adjust, lubricate, repair or replace the mechanical and electrical parts) of the type elevator(s) listed and related equipment located in the facility specified in accordance with the specifications annexed hereto.

All work is to be performed during regular working hours and on the regular working days of the elevator trade unless otherwise specified below.

(a) Contractor shall provide onsite technician for all home football games (including playoff home games) for four (4) hours per game. Approximate times are from 6:00 p.m. to 10:00 p.m. Times may vary per game depending on overtime or unexpected delays. Technician must contact McNeese to confirm the times needed. Any time over four hours requires approval by an authorized person listed.

The Contractor, at its expense, shall within ten (10) days from the commencement date of this contract, provide Owner with a copy of its present maintenance checklist, for owner's approval, that shall sequentially follow the format of the specifications annexed to this agreement.

Contractor shall complete the aforementioned checklist at the times provided in the specifications and regularly provide the Owner and the Office of State Buildings with copies thereof.

Notwithstanding anything herein to the contrary, it is expressly agreed and understood that at any time(s) during the term of this contract, Owner shall have the right, but not the obligation, to employ, at its expense, a certified ANSI elevator consultant to make periodic inspections of the elevator and related equipment (i.e.: smoke detectors, emergency power switches) to determine if said equipment is, in consultant's judgment, being maintained in accordance with the specification subject to this agreement. The Contractor, at his own expense, may elect to have a representative present for these inspections. Should the Owner's consultant determine that the equipment is not being maintained in accordance with the aforementioned specifications, the Contractor shall, at his own expense, correct all noted deficiencies with ten (10) calendar days. Should the Contractor fail to correct the deficiencies in a timely manner, the Owner shall have the right to deduct the estimated cost for repairs from the Contractor's normal monthly payment until such time as the deficiencies are corrected, or to unilaterally terminate the contract without penalty or liability by giving the Contractor ten (10) days written notice by a certified letter. Any re-inspection as a result of the Contractor's failure to maintain the equipment in accordance with the specifications shall be performed at the expense of the Contractor. Payment for subsequent inspection shall be remitted to the Office of Risk Management payable to the inspector. Failure to remit timely payment will result in the cost being deducted from the contract.

The submittal of bid without exceptions means Contractor has inspected all elevators, wheel chair lifts and related equipment in the building specified and has found same to be in a proper working and satisfactory condition.

Contractor is satisfied that a governor and safety load test was made within the past twelve (12) months and therefore Contractor assumes the liability for operation of the governor and safety devices of these elevators throughout the term of this contract

Contractor is responsible for correction of all deficiencies found in both semi-annual state elevator inspections. These corrections are to be performed immediately upon receipt of deficiencies list from the Owner. A record of deficiency corrections to be provided to Owner as repairs are made.

This contract does not include twenty-four (24) hour emergency call-back service.

Contractor shall not be liable for loss or damage resulting from strikes, lockouts, fires, explosion, theft, floods, riots, war, malicious mischief, storms, acts of God or other similar or dissimilar cases beyond its control. Contractor assumes no liability for accidents to persons or property except those directly due to the negligent acts or omissions of Contractor or his employees. Throughout the term of this contract, Contractor shall at its cost maintain insurance and provide the Owner with current certificates of insurance for limits of liability per the attached requirements.

Owner agrees that it will not permit others to make alterations, additions, repairs, replacements or adjustments to the equipment subject to this contract, unless Contractor is notified by Owner, prior to commencement. It is understood that Contractor shall not assume possession or management of any part of the equipment. (The intent is to have the Contractor awarded the bid perform the work, however, in the event that equipment has seemingly insolvable problem, the Department at its expense, reserves the right to have other competent contractor(s) examine and make repairs.) In such case, the service shall be terminated for that period of time.

MAINTENANCE AND REPLACEMENT PARTS

The following tests and parts lists are subject to check by McNeese State University, or their designated representative. If parts are not available in type or number on each unit of vertical transportation covered by these specifications, then the Contractor must document that these parts are on order and when they will be placed on the job and in the warehouse. Maximum delivery time for parts to be on the jobsite is two (2) weeks.

The maintenance contractor shall have available on request:

1. Complete "as built" and up to date wiring diagrams. (All diagrams will be ordered by the Contractor at the expense of the elevator contractor only). The cost shall not exceed $200.00 for the first page and $25.00 for each additional page. The total cost cannot exceed $500.00 per set. The diagrams must be delivered within two (2) weeks unless an extension is granted by the Department. (This only applies to elevators in which diagrams are not in the Owner's possession.)

2. Complete parts leaflets.

3. Engineering data for all load reactors and safety devices.

4. Parts and part numbers of stock listed under maintenance replacements parts to be stocked at the jobsite. Steel parts cabinet, wiring diagrams and maintenance replacement parts to be warehoused in the elevator machine room.

5. When microprocessor control is utilized, the diagnostic tools shall be maintained on the job site. The tools shall be listed under verification of qualifications for the type of equipment applicable to this requirement. Up-to-date and "as built" wiring diagrams and software is to be kept on the jobsite. Diagnostic tools will be the property of the Contractor as well the maintenance and repair of such diagnostic tools.

6. When the State owns the diagnostic tool, the elevator Contractor shall maintain the diagnostic tool as part of the full maintenance contract. The contactor shall be responsible for parts, adjustments, calibration, labor, and repairs to the diagnostic tool.

Periodic Tests Required:

All tests required by current A.N.S.I. Code A 17.1 must be made in the week of the date on which the test is due and shall be documented in writing to the Office of State Buildings. If this documentation is not received within four months after effective date of contract; monthly payment for maintenance shall be withheld until this report is received.

Cost Control:

Since elevator shut-downs increase the cost of manpower and slow down the performance of their responsibilities, the tests shall be scheduled by letter.

A. Examine periodically all safety devices and governors and conduct annually a no-load test, and every five (5) years perform a full-load, full-speed test of safety mechanisms, overhead speed governors, car and counterweight buffer. If the tests are due, such tests will be performed at the inception of this contract and thereafter within one week of these dates. Contractor shall be responsible for any elevator equipment damages caused during the performance of any tests. The car balance will be checked and the governor tested and, if required, the governor will be adjusted for proper tripping speed and sealed. Reports shall be submitted to the Office of State Buildings within thirty (30) days for the date the test was made. The report shall include: machine number, manufacturer, type governor, condition, tripping speed, type safety, safety rope pull out, car slide, pull through force of governor, then the governor setting shall be sealed and tagged with date of test and name of the mechanic performing test. All tests will be performed in accordance with the current A.N.S.I. Code A17.1. **All 5 year full load tests must be witnessed by the State Inspection Service Contractor.**

B. When necessary, renew guide rollers as required to insure a quiet operation.

C. Maintain in each building, at all times for immediate delivery and installation, a sufficient supply of emergency parts for repair of each elevator. This inventory shall include as a minimum, the following for each size and type used. Materials or parts to be used are to be genuine original manufacturer's renewal parts or equal to those furnished with the original installation. Contractor shall maintain an up-to-date inventory of all spare parts by part number in steel cabinets on the jobsite or local office or warehouse within the city limits of Lake Charles, La., thereby minimizing unplanned downtime for parts, tools or engineering. The following are the list of parts to be stored on site for each type of elevator covered by these specifications:

1. Coils, minimum of one (1) for each type relay contactor used.
2. Contact; minimum of three (3) for each type used.
3. Conductor; a supply for each type used.
4. Motor brushes; minimum of one set for each type used.
5. Supply of lubricants for each requirement.
6. Supply of fuses.
7. Interlock rollers and contacts; minimum of two (2) each.
8. Car and hoist-way door hanger rollers; minimum of two (2) each type.
9. Car and hoist-way door gibs, minimum of one (1) set each type.
10. Car and hoist-way door closer parts (springs, spirators, etc.)
11. Door operator belts, chains and brushes; minimum of one (1) set each type.
12. Door operator drive block, clutch rollers, and fingers; minimum of one (1) set each type.
13. Photo electric tube, minimum of one (1) each type.
14. Landing switch equipment and magnetic inductor; minimum of one (1) each type. To include microprocessor boards.
15. Solid state timers and printed circuit regulator board, minimum of one (1) each

type.

16. Saf-t-edge pivot arm assembly and switch; minimum of one (1) each type.
17. Signal fixture lamps; minimum of five (5) each type.
18. Selector cams and contact assembly; minimum of one (1) each type.
19. Brake contact; minimum of one (1) of each type.
20. Normal renewal parts peculiar to equipment covered by this specification.
21. *Supply of selector tapes to handle highest rise.
22. Roller guides and gibs for car and counterweight.
23. *Power supplies and pre-amplifiers for electronic proximity device.
24. *Car and hoist-way door shields.
25. *Car door electric eye photo cell replacement units.
26. Complete car door safety edge (mechanical).
27. *Transformers and rectifiers for all controller power supplies.
28. *Door operator motors for each type used.
29. *Door operator gear reduction units for each type used.
30. Controller and selector coils for each type used.
31. Component parts, including contacts, for each type switch.
32. Car and hall buttons, including electronic, with contacts for each type used.
33. *Hatch switch cams support to handle highest rise.
34. Replacement relay for each type used.
35. *Selector drive motor.
36. *Geared machine brake shoe and lining assembly; minimum of one (1) set for each type.
37. Hydraulic jack packing, or seals, gasket, wiper ring, minimum of one (1) for each type used.
38. *Dash pot and thermal overloads; minimum of one (1) each type.
39. *Hydraulic valves, pistons, springs, gasket/"O" ring kit, solenoid needle, solenoid coil.
40. *Bearings for each type used.
41. *Transformers and rectifiers for all controller power supplies.
42. *Hydraulic valve parts, gaskets, "o" rings and hoses; minimum of one (1) for each type used. Valve includes relief, pilot, lowering, up and check valve, or any parts thereof.
43. *Hydraulic fluid (110 gallons) as per original equipment manufacturer's lubrication specifications.
44. *Escalator step treads; minimum of two (2) each.
45. Escalator step wheels, minimum of six (6) each.
46. Escalator step chain rollers; minimum of six (6) each.
47. Complete step assembly; minimum of one (1).
48. Handrail brushes; minimum of two (2).
49. Comb plates; minimum six (6) each.
50. Microprocessor diagnostic tool (if microprocessor controlled)

*These parts may be warehoused at location near jobsite.

The following replacement parts are to be available and ready for immediate delivery to the building within twenty-four (24) hours. Two additional days (48 hours) will be allowed to complete repairs.

1. Rotating elements for each type and size used.
2. Stators for each type used.
3. Brake coils for each type and size used.
4. One complete set or step chains.
5. One complete set of escalator tracks.
6. One solid state power converter.

Where any of the parts listed are required, these may be deleted. The Contractor hereby agrees to allow the facility's authorized person to visit the Contractor's parts storage facilities before the effective date of this contract so as to make certain that the inventory is complete and in compliance with the terms set forth.

D. Keep the exterior of the machinery and other parts of the equipment subject to rust, properly painted and presentable at all times. The motor windings and controller coils are to be periodically treated with proper insulating compound.

E. Only use lubricant furnished by the manufacturer of the equipment or those as recommended by the manufacturer.

F. Maintenance parts to be furnished and installed or replaced.

The Contractor shall warehouse and have available at all times for immediate delivery and installation, a sufficient supply of emergency parts for repair of each elevator. This inventory shall include, as a minimum, the following for each size and type used. Materials or parts to be used are to be genuine original manufacturer's renewal parts or equal to those furnished with the original installation. The Contractor shall maintain an up-to-date inventory of all spare parts by part number in the warehouse or in steel cabinets on the job-site. The following is the list of parts to be kept in inventory for each elevator covered by these specifications.

1. Coils, minimum of one for each type relay used.
2. Contacts, minimum of three for each type used.
3. Conductors; a supply for each type used.
4. Supply of lubricants for each requirement.
5. Motor and generator brushes; minimum of two sets for each type used.
6. Supply of each type fuses.
7. Interlock rollers and contacts; minimum of two of each type.
8. Car and hoist-way door hanger rollers; minimum of two of each type.
9. Car and hoist-way door gibs; minimum of two of each type.
10. Car and hoist-way door closer parts; springs; spirators, etc.
11. Door operator belts, chains and brushes; minimum of one set each type.
12. Door operator drive block, clutch rollers, micro-switches, fingers etc; minimum one of each type.
13. Landing switches and magnetic inductor; minimum of one each type.
14. Solid state timers and printed circuit regulator boards; minimum of one each type.
15. Microprocessor and control boards where required; minimum one each type.
16. Retractable safety arm pivot assembly and switch; minimum of one each type.

17. Signal fixture lamps and indicator's; minimum of five each type.
18. Normal renewal parts peculiar to equipment covered by this specification.
19. Complete car door safety edge. (Mechanical)
20. Roller guides for the car and counterweights: minimum of one set each type.
21. Transformers and rectifiers for controller power supplies; minimum of one each type.
22. Car and hall buttons with contacts for each type used; minimum of one each type.
23. Replacement relay for each type used.
24. Car door electric eye photo cell replacement units.
25. Electronic door detector and infra-red sensors; minimum of one set.
26. Power supplies and pre-amplifiers; minimum of one each type.
27. Selector drive motor for each type used.
28. Door operator motor for each type used.
29. Supply of selector tapes and cables to handle highest rise.
30. Hatch switch cams support to handle highest rise.
31. Geared machine brake shoe and lining assembly: minimum of one set for each type.
32. Dash pot and thermal overloads; minimum of one each type.
33. Bearings for each type used.
34. Hydraulic jack packing or seal, gasket, wiper ring; minimum of one each type.
35. Thermal overloads; minimum of one each type.
36. Hydraulic valves, pistons, springs, gasket/o-ring kit, solenoid needle and solenoid coil. Minimum of one set each type used.
37. Hydraulic valve parts, gaskets and hoses; including relief valve, lowering, up and check valve or any parts thereof; minimum one set each type.
38. Hydraulic fluid; minimum 50 gallons as per original equipment manufacturer's lubrication specifications.

Maintenance Parts to Be Furnished and Installed or Replaced:

B. Elevator Contractor shall furnish, replace, maintain, adjust, service and install when and as necessary, the following: Machine bearings, motors, pumps, pump bearings, sheaves and sheave assemblies, controllers, selectors, worm gears, thrust bearings, radial bearings, brake magnet, coils, brake shoes, brushes and brush holders, motor & generator windings, rotating elements, commutators, commutations, armatures, over-speed governors, governor shafts and assemblies, governor jaws, gears, bearings, valves, packing glands, rotating elements, contacts, coils, generators, mechanical and electrical driving equipment, condensers, car and hoist-way wiring, controller wiring, auxiliary door closing devices, load weighing equipment and devices, car and counterweight frames, car safety mechanism, buffers, platform resistors for operating and motor circuits, machine room lighting, car lighting and transformers, car top lighting, pit lighting, car ventilation fan and fan motor, car emergency lighting, fire-fighters service phase I & II, dispatching systems, hall lanterns, car travel lanterns, starters, indicators and control panels, relay panels, all relays, electrical contacts and coils, control and isolation transformers, rectifiers, shunts, wiring harness, leveling devices, slow down devices, operating devices, switches on the car and in the hoist way, door re-opening devices, top and bottom limit switches, push buttons, annunciators, elevator signal and accessory

system circuitry, leveling vanes, jack seals, scavenger pumps, valve body solenoids, hoses, belts, all fuses, terminals, and connections, all car top operating devices, handicap signals, motor couplings, isolation pads, relay leads and wiring connectors, overload devices, corridor position indicators and car position indicators, signal chimes, alarm bell, signal lamps and indicators, hoist way pushbuttons and indicators, timers, hoist-way limit switches, computer devices, switch and switch assemblies, electronic circuit boards and discreet solid state components, two-way communication devices, door operator motors, door safety edges, infra-red sensors, hoist cables and governor ropes, cable shackles, selector cables and tapes, travel cables, compensation cables, car and counter-weight guide rails and brackets, equipment guards and covers, all sheaves and bearings, magnet frames, leveling devices, cams, car and hoist-way door hangers, door tracks and guides, door eccentrics, car and hoist-way door gibs, door clos-sures, car door and hoist-way door operating devices, interlocks and electric con-tacts, car and counterweight roller guides and slide guide assemblies. The Contractor shall furnish shaft and car light fixtures. The Contractor shall furnish and replace signal system lamps. Re-lamping of light and signal fixtures shall be done at least once per month, but more often if required.

G. The Contractor shall also examine, adjust, repair and/or replace the following necessary equipment; 2-way communication devices, exhaust fans, cab lights, all parts for hall lanterns, starters indicator, firemen service, handicap signals and control panels installed and connected into the operating system by the elevator Contractor.

H. Annual Cleaning: All steps, well ways, hoist ways, cars and weights shall be cleaned once a year and documented in writing, listing the date each unit was cleaned.

I. Check charts: Check charts shall be placed in each machine room (and must be kept current). The date and technician's initial (not a check mark) for each item checked must be entered in the space provided.

J. The equipment room should be clean and free of debris. Control cabinet doors are to be closed when not in use. Contractor is required to obtain elevator mechanical room keys to access elevator equipment. Keys are to be signed for in Maintenance Office and returned to Maintenance Office upon completion of work. Contractor is required to lock mechanical room door upon exit. Logs of visit by Contractor is to be completed at Maintenance Office indicating date, time, name of technician and need for visit.

ELECTRICAL ENGINEER

Major electrical work, above that specified in the contract, will require review and approval of a certified electrical engineer. Minor electrical component replacement, electrical calibrations of equipment, minor wiring replacement or re-routing, etc. covered under the scope of the maintenance contract do not require certification of an electrical engineer.

The successful bidder/vendor will be required to have this form notarized:

ENGINEERING RESPONSIBILITY

We will use the following licensed registered professional electrical engineer or private consulting group and/or firm with a licensed registered professional electrical engineer on staff which meets the criteria outlined in the specifications. This electrical engineer will be required to have his engineer's seal on all approved wiring, schematic and/or design changes.

Name of Engineering Group and/or Firm_____

Address _____

City of _____ State of _____

Signature _____
Licensed Professional Electrical Engineer

Title _____

Registration Number: _____

_____
Notary

Subscribed and Sworn to, This _____ Day of _____20_____.

The Contractor's Engineering Department may make application with the Louisiana Professional Engineering & Land Surveying Board (LAPELS), 9643 Brookline Ave., Suite 121, Baton Rouge, LA 70809. The Department understands there will be a waiting period of approximately sixty (60) days to process this application.

AFFIDAVIT OF QUALIFICATIONS

In keeping with the specifications, the vendor shall demonstrate that he has successfully maintained for a period of twelve (12) months within the past five (5) years the following elevator plants of the same type and control to those elevators specified in this bid. List shall not include McNeese State University. In lieu of the above, in complying with the specifications, the vendor may submit a list of fulltime journeyman mechanics who have successfully maintained elevator plants of the same type and control to those elevators specified in this bid together with a list of the plants, the number of elevators, the address of the elevator plant and the name and telephone number of a contact person at the location of the elevators in question. This information should be submitted with the bid. However, if not, the Department reserves the right to request this information from the bidder(s). If requested, the Contractor will have five (5) days to provide this information to the Department. Failure to comply will be cause to reject the bid.

Building Name Address

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

We also have and own the following tools and written procedure designed specifically for programming and adjusting these elevators. List the tools and also the type of microprocessor applicable to this equipment:

1. _____

2. _____

3. _____

4. _____

Date _____ Signed _____

By _____ Title _____

The successful bidder will be required to have the following form notarized:

Non-collusion Affidavit

State of _____

Parish of _____

_____, being first duly sworn, deposes and says that:

(1) He is (owner) (partner) (officer) (representative) or (agent), of _____, the bidder that has submitted the attached bid.

(2) Such bid is genuine and is not a collusive or sham bid.

(3) Neither the said bidder nor any of its officers, partners, Owners, agents, representatives, employees or parties of interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract for the attached bid or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion or communication or conference with any other bidder, to fix any overhead, profit or cost element of the bid price or bid price of any bidder, or to secure through any advantage by using contacts through _____ _____ or any person interested in the proposed contract.

(4) The price or prices quoted in the attached bid are fair and proper and are not tainted by collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, Owners, employees, or parties of interest, including this affidavit.

_____ Notary

Subscribed and sworn to, this _____ Day of _____ 20 _____.

CLARIFICATIONS

Maintenance:
The maintenance of vertical transportation covered by this contractual agreement shall include all parts, including replacements that have been modified or updated, all labor and the performance of all tests, along with the frequency of examinations as required here-in by these specifications unless specifically excluded.

B. Call backs will **NOT** include maintenance of car lights and exhaust fans. These items will be maintained during regular visits.

Exclusions:

1. Hoist-way entrance frames and door panels.
2. Car enclosure.
3. Finishes.
4. Floor covering.
5. Underground hydraulic casing or buried pipes.
6. Escalator panels, decks, trim and skirts unless damage is caused by misalignment of steps.
7. Smoke detectors, emergency power switches and other non-elevator controls. (All equipment included in the elevator hoist-way and machine room related to the operation or function of emergency power and firemen's service, phase I and phase II, shall be part of the elevator contract. The point at which these devices are attached to the controller shall be the dividing line between the elevator Contractor's responsibility and other Contractors).

Or Equal:
"Or Equal" shall be measured as identical replacement of part or component installed by the manufacturer or a part or component proven superior. In no case shall a part or component with smaller parts or horsepower be considered equal or will a part that requires any modification to existing equipment be acceptable unless the part is a modification recommended by the engineering department of the original manufacturer.

Vandalism:
Misuse of the term vandalism will not be accepted as extra cost to the Owner. Vandalism shall be defined as the intent to destroy. Contractor shall immediately notify the building Owner of any misuse, abuse or accidental damage and document incident before the Owner accepts as extra cost. Contractors will not be responsible for misuse, abuse, or accidental damage by others.

Performance:
Performance shall be measured by that which was designed and built into the original installation. Eliminating the operations or shunting any circuits without written permission shall give the Owner the right to terminate the contract.

Non-Performance is determined to include the following:

1. If any vertical transportation is out of service for more than seven (7) days, (without permission in advance).
2. If a call is not answered in less than two hours.
3. Any failure to perform regular inspections within two (2) days of schedule or falsifying records.
4. Failure to correct problems on the third call-back.
5. Failure to follow and document maintenance procedures and frequencies with the Owner each trip.
6. Non-compliance with minimum performance standards. Failure to meet the preceding requirements shall give the Owner the right to suspend payments for that period of time at regular monthly billing rates or terminate the contract.
7. Failure to submit monthly "call tickets", maintenance records and test reports to McNeese State University.

The Owner reserves the right to have a consultant check and make a report on conditions as he finds them. If such conditions are not corrected by the next report, or the elevator Contractor cannot furnish a valid reason for the delay, the Owner reserves the right to employ another elevator contractor to complete the work. The accumulated costs of such expenditure will be billed to the Contractor as a contractual obligation.

Callbacks:

Where overtime callbacks are included in the maintenance contract the elevator Contractor may answer the call without obtaining authorization.

Where overtime callbacks are excluded, the Contractor must obtain an authorization from one of the persons listed below, otherwise the cost will not be approved nor will payment be made for unauthorized callbacks.

The following are persons who may approve answering an overtime callback.

1. Gary Whatley office: (337)475-5885 cell: (337) 309-2811

2. Richard Rhoden office: (337)475-5887 cell: (337) 842-3108

Callbacks:
When maintenance/repair work involves the technician to remain on site in an overtime situation in order to complete the job in progress, the Contractor shall absorb the overtime costs. Should callback service for repeat problems be necessary, the technician is to remain on site in an overtime situation, if necessary, to complete call back work in process, the Contractor shall absorb the overtime costs.

If service is requested after regular working hours (nights, holidays, week-ends) and Contractor is contacted by authorized personnel, overtime charges will be paid by Owner when documented by technician answering the call out. The technician must record arrival time, describe problem,

solution to problem and departure time and submit report to maintenance office via drop-box located at office front door.

Nuisance Calls:
A nuisance call shall be defined as a call where the elevator shut-down was caused by a known or unknown source, and is outside the scope of contract, but the call is answered by the elevator personnel not knowing the cause. If time at the building is one (1) hour or less (to be documented by a person at the building), the cost is to be absorbed by the Contractor. Any fraudulent documentation shall be cause for cancellation of the contract.

FREQUENCY OF REGULAR EXAMINATIONS

It is absolutely necessary to lubricate, adjust and check operation of all units of vertical transportation at regular intervals and anything less will place the Contractor in default. A callback must be entered in the records as just what it is and will not be listed as an inspection. Inspections will be made on schedule. A route sheet will be furnished for Owner's record and follow-ups.

All inspections, cleaning and tests will be made at intervals as specified in the maintenance procedures:

Inspections shall be made within two (2) days of schedule.

Type Vertical Transportation	Frequency
Gearless Elevators	Weekly
Geared Elevators	Semi-Monthly
Hydraulic Elevators	Semi-Monthly
Cleaning of Hoist ways	Each Year
Cleaning of Well ways	Each Year
Tests current ANSI A17.1	As Required

Each visit to the building must be documented and signed by McNeese State University representative personnel. Invoices will not be paid until the above information is received. Note: Copies of Contractor's records, which include representative's signature, with invoices will be satisfactory.

A repair which results in down time or is not covered under this contract must be listed as such in detail and must be scheduled with the McNeese State University Physical Plant before proceeding.

A check sheet must be maintained in each machine room marked with dates and technician's initials, not check marks.

Obsolete parts must be certified by the manufacturer and approved by the Department. If a part becomes obsolete during the period of the contract, it is the Contractor's responsibility to replace the part **at owner's expense with a minimum of three (3) bids submitted to owner and owner's consent to replace part,** and the Owner's responsibility for expenses incurred to perform the modification, i.e. piping, electrical.

The Contractor shall (upon request) provide proof of having successfully maintained five (5) elevators of the same type and control for a period of twelve (12) months within the past five (5) years. In lieu of the above, The Contractor shall (upon request) submit a list of full time journeyman mechanics who have successfully maintained five (5) elevators of the same type and control for a period of twelve (12) months within the past five (5) years as stipulated in the affidavit of qualifications. The Contractor shall have a minimum of two (2) mechanics and one (1) helper for each forty (40) elevators, under maintenance in the local area, for the State of Louisiana. Personnel requirements ensure the ability to successfully meet response time requirements.

NOTE: Normal response time shall be no more than 1 hour, and in the event someone is trapped in an elevator, response time shall also be no more than 30 minutes. Failure to meet these response times will be cause for cancellation of the contract.

It is understood that parts required to be maintained on the premises remain the property and responsibility of the Contractor.

Whenever these documents refer to the state employing others to perform inspection services, they will be required to be a certified ANSI inspector.

MINIMUM EQUIPMENT PERFORMANCE STANDARDS AND PREVENTIVE MAINTENANCE REQUIRED UNDER THIS CONTRACT

Frequency of Inspection: Semi-Monthly

Each inspection must be signed for by the Owner's representative.

Type - **Hydraulic Passenger Elevators**:

1. Specific Equipment Performance Standards

   A) Call-backs: Nominally 4 to possibly 6 per year, excluding nuisance calls.

2. Minimum expected periodic servicing, checking oiling, and adjustments:

   A) Every two weeks: Ride the car observing operation, adjust in tank with car at top.

   B) Every 13 weeks: Check adjustment of car doors and door operator, adjust if needed, check landing switches, check guide lubricators and lubrication.

   C) Every 26 weeks: Clean and examine saf-t-edge, door guides and fastenings.

   D) Every 52 weeks: Clean, oil and adjust all hoist way doors, check all control switches, car and corridor stations. Check and make sure that all electrical connections are tight.

   E) Other: Every five years consideration should be given to the need for oil filtration or replacement. If it is dirty, change the oil, you are being paid to maintain the equipment.

3. Doors and operation: Frequency of inspection and adjustment briefly covered above.

   A) Car and hoist-way doors: Clean and lubricate track and hangers as needed. Check back plate and hanger to door fastenings, relating devices to insure tightness. Checkup-thrust adjustment and fastenings (normal 0.010" to track), should clearance exceed 0.035" it should be adjusted. Door relating cables should be taut enough that they will not sag in normal operation of opening and closing but provide some flexibility in door reversal to reduce the shock of reversal on the cable and fastenings. Door interlock adjustment to be set to permit the latch to drop within 3/8" or less of full closure. Check contact setting for pressure and wipe. Bottom door guides should be fastened tight and replaced when panel may be moved in and out by 1/4" or more. Check and tighten non-vision or sight guards at each inspection. Car door contact should be adjusted to prevent the movement of the car unless the car door is 2" or less from full closure.

B) Saf-t-edge: Device should be checked quarterly for freedom of movement to permit it operate with even a somewhat glancing blow, but not sloppy permitting it to rub against the door. Where there is a retractable projection at opening, it should be slightly in front of the door and should permit the door to be held in the open position with pressure on the edge, in closing, edge should permit door to reopen within 1-1/2" of full closure or less. Reopening action should be such that reversal of the door movement will occur at such a point or before the leading edge or the vane and doors are in the same plane, i.e. at or before the complete collapse of the edge. Action contact line of edge should be free of cuts and bulges. Control contact cable and retracting cable, where used, should be held clear of snagging other moving parts.

C) Door operator: Check, lubricate and adjust quarterly. Where geared operators are used, gear oil level should be checked and the unit cleaned, flushed and refilled within every five years. Opening motion should be at designated speed with smooth start, slowdown and stop, with particular care being taken to avoid drag in the opening action as the door reaches fully open position. Drag at this point can prevent full opening of the door and drop out of the opening relay preventing the door from closing. Closing time should be adjusted to the requirements of ANSI code, considering the weight and speed's effect on the kinetic energy developed. Closing adjustment should permit door reversal within travel of the saf-t-edge, as described above and without drift.

Control:

A) Regular inspection and adjustments as outlined in the above. The effects of control fault can most easily be detected from individually car operation by riding the unit and observing the operation. At each scheduled control inspection, the operation of the relays in the panel in normal service can suggest trouble areas, erratic relay operation or contact sparking. Touch up adjustment suggested by these observations can frequently avoid drift off of adjustment and a major tune up, or failure of a more serious nature. Mechanical check of relay operation can best be done with the power off, testing contact pressure and wipe, as well as friction where relays appear to be sluggish. At first power cut off check frequent operating relays for overheating by touch. This should be done particularly for relays in the circuit where undue sparking is apparent. At the same time transformers and rectifiers should be checked for heat. The rectifier voltage should be periodically checked and compared with the posted values, confirming periodic check and recording variation, if any. Contacts should be found to be clean if contact wipe is sufficient, they should only be dressed if they have developed ridges, blisters or are excessively pitted. Should this condition be beyond correction they should be replaced. On occasion pins or relay fulcrum points may give rough or sluggish relay action and may need slight lubrication or dressing.

Proper values of timing relays should be posted on the control cabinet or panel and checked at control inspection schedule. Particular attention should be paid to all overload and phase failure relays where they are used for checking adjustment

and freedom of movement. A log of corrections and adjustments of each controller, studied at each scheduled inspection can be a time saver in clearing troubles and preventive maintenance adjustment. Contractor is advised that any burnout and/or fire damage to the elevator equipment due to normal equipment malfunctions or negligence in service or repair is the Contractor's responsibility.

5. Valve and power unit:

A) Valve adjustment is only required when trouble is encountered with control contact and valve coil failures, and is the first area to check. Strainer should be checked on a quarterly basis; with oil level checked each visit. The condition of the oil, clarity, color and odor should be checked each year or in the event of excessive leveling and speed adjustment problems. Any evidence of moisture in the oil suggests replacement; clarity - a cloudy oil should be filtered and the filtering sequence repeated at least once several days later to make sure the residual oil in the cylinder circulates and is also filtered. Change in odor or color suggests that a chemical analysis is needed. Check the condition of belts and their tension on the power unit quarterly. Should oil which seeped through the packing be re-introduced, check for clarity.

B) Motor: Check bearings for heating and lubrication every four weeks. Blow out yearly, check insulation of coils and apply insulating paint every three years. Dry and brittle. Insulation can result in a burn and fire. It must be remembered that coils in motors that are in stock can get brittle and their insulation should be examined and restored as needed.

6. Cupped Equipment:

A) Jack unit and piping: Plunger and guide bearing, packing gland, casing gasket, packing and piping system including valves should be checked quarterly and adjusted and repaired as required. It is understood that the casing, underground piping and inaccessible wall lines in wall and ceiling are not an obligation of the Contractor.

B) Cupped switches: Should be checked for contact pressure, wear and wipe, quarterly where involved in the landing of the elevator, annually for all safety equipment, slowdown and limits.

C) Guides and guide shoes: Should be checked monthly for lubrication, wear and condition. Oilers should be filled as required. Rails should be examined for possible scoring and redressed if necessary. If roller guides are used they should be checked and lubricated as necessary, if there are signs of wear, deterioration or rough surfaces, new rollers should be installed to replace those removed.

D) Car and corridor stations: Should be opened up each year for cleaning and each switch examined for positive action, contact pressure, wipe and wear. All connections should be checked to see that they are tight.

MAINTENANCE PROCEDURES

MINIMUM EQUIPMENT PERFORMANCE STANDARDS AND PREVENTIVE MAINTENANCE REQUIRED UNDER THIS CONTRACT

Frequency of inspection shall be as follows: Semi-Monthly

Type - **Geared passenger elevators**:

1. Specific equipment performance standards:
   A) Call backs: Nominally 4 to possibly 6, excluding nuisance calls, per year average.

2. Minimum expected periodic service check, oil, or adjust:
   A) Weekly: Ride each car, check operation and correct problems found.
   B) Every two weeks: Observe operation of control, selector, machine, brake, motor, mg set, clean and adjust as needed. Check lubrication of machine, motor, mg set, and overhead sheaves.
   C) Every four weeks: Check lubrication of door operators and selectors.
   D) Every 13 weeks: Check waiting times on corridor calls, test and record rectifier voltages of control supply, check car doors and door operator adjustment and check hoist-way doors. Check all hoist ropes, lubricate and adjust as required. Lubricate selector tapes or steel air cords and clean as needed.
   E) Every 26 weeks: Lubricate (graphite/slipit) pushbutton guides, check overload relays and mark tripping time and date on tag and fasten to relay. Clean and examine saf-t-edge, roller guide shoes, lubricate, adjust and replace worn or damaged ones.
   F) Every 52 weeks: Clean and check all control stations, car and corridor, clean and check hoist-way switches, controllers and selectors including all electrical connections for tightness, burning or oxidation. Check all safety equipment to see that it operates freely and lubricate if needed. Perform full brake check, oil, and adjust; check worm and gear clearance.

   G) Other: Machine bearings should be drained, flushed, and refilled each year and a half, and the door operator gear case every 4 years.

3. Door and door operation: Frequency of inspection and adjustment shall be covered hereafter.

   A) Car and hoist-way doors: Clean and lubricate track and hangers as needed. Check back plate and hanger to door fastenings, and relating devices, to insure tightness. Checkup-thrust adjustment and fastening (nominal 0.010" to track), should clearance exceed 0.035" it should be readjusted. Check and lubricate the door closing device, check fastening, set closing adjustment to permit the doors to close without power and without interfering with the action of the saf-t-edge during door reversal. Door interlock adjustment should be set to permit the latch to drop within 3/8" but preferably less if full closure can be obtained. Check contact setting for pressure and contact wipe. Bottom door guides should be fastened tight and replaced when the panel may be moved in and out by 1/4" or more. Check

and tighten non-vision wings or sight guards at each inspection. Car door contact should prevent movement of the car unless the car door is 2" or less from being fully closed.

B) Saf-t-edge: This device should be check quarterly for freedom of movement to permit it to operate with a somewhat glancing blow, but not sloppy, permitting it to rub against door. Where retractable, projection at opening should be slight and permit the door to be held open with pressure on the edge, in closing, the edge should permit door to reopen with 1-1/2" of full closure or less. Reopening action should be such that reversal of the door movement will occur at such a point or before the leading edge of the vane and door are in the same plane, i.e. at or before complete collapse of the edge. Active contact line of edge should be free of cuts or bulges. Control contact cable and retracting cable, when used, should be held clear of snagging on other parts.

C) Door operator: Check, lubricate, and adjust quarterly. Where gear operators are used, gear oil level should be check and the unit cleaned and flushed and refilled within five years. Opening motion should be at designed speed with smooth start, slowdown and stop, with particular care being taken to avoid drag in the opening action as the door reaches full open position. Closing time should be adjusted to limit kinetic energy to that specified by the current code, permit reversal with in travel and to avoid drift after the saf-t-edge has been activated.

4. Control:

A) Regular inspection and adjustment as outlined herein before. The effects of control fault can be most easily detected for individual car operation by riding the unit and observing operation. At each scheduled control inspection, the operation of the relays in the panel in normal service can suggest trouble areas, erratic relay operation or contact sparking. If the control includes solid-state modules or cards these should be checked periodically for loose clips, cold solder joints and open circuits. Touch-up adjustment suggested by these observations can frequently avoid drift off of adjustment and a major tune up, or failure of a more serious nature. Mechanical check of relay operation can best be done with power off testing contact pressure and wipe, as well as friction where relays appear sluggish. At first power cut off check frequent operating relays for overheating by touch. This should be done particularly for relays in the circuit where undue sparking is apparent. At the same time transformers and rectifiers should be checked for heat. The rectifier voltage should be periodically checked and compared to posted values, confirming periodic check and recording variation, if any. Contacts should be found to be clean if contact wipe is sufficient and they should only be dressed if they have developed ridges, blisters, or if they are excessively pitted. Should the condition be beyond correction, they should be replaced. On occasion pins or relay fulcrum points may give rough or sluggish relay action and may need slight lubrication or dressing. Proper values of timing relays should be posted on the control cabinet or panel and checked at control inspection schedule. Particular attention should be paid to all overload and phase failure relays where they are used checking adjustment and freedom of movement. A log of corrections and adjustments of

each controller, studied at each scheduled inspection can be a time saver in clearing troubles and preventive maintenance adjustment. Contractor is advised that any burnout and/or fire damage to the elevator equipment due to normal equipment malfunctions or negligence in service or repair is the Contractor's responsibility.

B) Selector: Operation should be observed every two weeks, lubricating the traveling nut carriage bearings, cams, and shafts as needed, and the ball bearings, hinge pins and lever pins, and the leveling switch magnet cores every 6 months, with the leveling switch rollers to be lubricated every 2 months. Tapes should be lubricated every 3 months and cleaned as required.

5. Machine Motors, and Motor Generator Sets:

A) Machine bearings should be checked every two weeks for oil leakage, throwing away the oil which has dripped from the worm gland (some oil leakage at the gland prevents galling the worm shaft) check the work gear clearance at the time the brake is dismantled by turning the brake drum to see how far it may be moved before the drive sheave moves. On machines which can be reset, gear or worm may have to be recalibrated which should be done on those machines where the movement is 1/2 to 1" i.e. when clearance between worm and gear (nominally 0.005") exceeds 0.075". Gear rock is virtually impossible to take out by recalibration and can only get worse. Also note when clearance can no longer be taken up, as we can no longer lower the gear, gear rock cannot be eliminated, and replacement is inevitable. (worms and gears are not shelf items and require 3 to 6 months lead time). Clean, flush, and replace worm gear oil every 1-1/2 years, examine oil wiper between drive sheave and gear inside the machine to reduce oil seepage to drive sheave. Drive sheaves may be re-grooved but never so deep that the metal below the groove is less than 1/2". If there is any chance that cutting the groove might be getting close to the 1/2" minimum the sheave should be replaced.

B) Machine Brake: Should be thoroughly cleaned, lubricated, and checked for freedom of operation, at least once a year. Since this requires dismantling for thorough inspection and lubrication, counterweights should be landed. The brake should be set to handle 125% of full load and was so set at initial adjustment. To retain this setting, compressed length of the brake springs should be measured before dismantling and restored in reassembly. This length should be checked periodically and the spring/springs readjusted as the shoes are brought closer to the brake pulley to compensate for brake lining wear. Lining should be replaced before wear reaches a point where the drum could be scored. Check operating armature and its guide for excessive wear to avoid erratic brake operation.

C) Motor MG Set: Check bearings for heating and lubrication every two weeks, check brushes and commutators for wear and color. Care should be exercised in brush wear, brush pressure and the type brushes used. Using the wrong brushes, the wrong pressure and allowing brushes to get too short will cause excessive wear on the commutator bars and eventually require turning and undercutting. Blow out yearly, check insulation of coils and apply insulating paint every three years. Dry and brittle insulation can result in

a burnout and fire. It must be remembered that coils in stock can get brittle and their insulation should be examined and restored as needed.

6. Hoist-way Equipment:

A) Car and corridor stations: Should be opened up each year for cleaning and each switch examined for positive action, contact pressure, wear and wipe. All connections should be checked to see that they are tight.

B) Hoist-way Switches: Should be checked for contact pressure, wear, and wipe, quarterly where involved in the landing of the elevator, annually for all safety equipment, slowdown and limits.

C) Safety Equipment: Should be checked for freedom of movement yearly and lubricated as required, with governor and its tension sheave lubricated each quarter, oil buffers should be checked for oil level yearly. Note: Should water level in pit rise above buffer reservoir, buffers should be drained, flushed, and refilled.

D) Overhead Deflector Sheaves: Check lubrication and grooves annually, same stipulation to re-grooving and groove depth as for drive sheaves.

E) Guide rails and roller guides: Should be cleaned annually, roller guides adjusted to rail where this is applicable, check guide oilers and refill as required where they are used. Should a safety have set for any reason, rail should be examined carefully for possible scoring and filed as needed.

F) Cables: Should be examined every 13 weeks. Check control cables for cover deterioration which may be corrected by re-taping unless the individual wire insulation is affected or major portions of the cover are brittle. If wires are exposed, the traveling conductors or control cables should be replaced. When re-taping a portion of a control cable, it should be done in such a manner that the ends of the tape do not become loose and hang down where they may become caught on an object in the hoist-way. Guards or pads may be required to cover points which may cause traveling conductor abrasion. If this precaution is taken after your original survey, an expensive replacement and time-consuming repairs might be avoided. Governor and hoist cables (hoist ropes) should be examined for breaks, particularly in the valley of the cable or rope which could indicate internal breakage and ultimate strand separation. Hoist cables (hoist ropes) may need cleaning, and on occasion, dressing with rope lubricant. Governor cables (governor ropes) should not be lubricated so as to assure consistent setting of the governor trip. If there is any sign of deterioration of the governor rope, a new rope should be installed and the safety device tested to be certain that the new rope functions properly.

MINIMUM EQUIPMENT PERFORMANCE STANDARDS AND PREVENTIVE MAINTENANCE REQUIRED UNDER THIS CONTRACT

Frequency of Inspections: Weekly

Each inspection must be signed for by the Owner's representative.

Type - **Gearless traction with group supervisory control**:

1. Specific Equipment Performance Standards:

   A) Call-backs: Nominally 6 to possibly 8, excluding nuisance calls, per year average per elevator.

If Door Light Ray Is Used:

   B) Door Operator: The door closing speed must be within the limits of the current ANSI code. On car calls, doors can close 0.9 to 1.6 seconds after the last passenger clears the light ray. On a 1st floor or lobby call, doors can be set to close, 4 to 7 seconds after the last person has cleared the light ray. If variable car call and hall call time are used, the hall calls should be set for walking distance at upper floors.

If Load Weighing Is Used For Dispatching: (Use percentage of load for dispatching)

   C) Nudging: Effective after 20 seconds +/- 10%, depending on traffic patters. The doors should close, with a buzzer sounding, stopping only when the saf-t-edge is collapsed and then the doors should not reopen. If the manufacturer's manual has specific procedures, then the manual should be followed.

   D) Call Response Time: The nominal expectation is that a call will be answered in an average waiting time of 25 to 30 seconds when all cars are in operation. Should the average corridor waiting time exceed 40 seconds with all cars running, a system failure is possible and the cause should be investigated. If all cars are not running during any peak period, then the reason should be investigated.

   E) Annual Test: The Contractor will be expected to assist the building maintenance personnel or a representative selected by the management in making a check of the system performance each year, (120 days) before the anniversary date of the contract. The Contractor will be expected to make all corrections before this anniversary date arrives.

   F) Floor Levels: The car is to be level in accordance with the ANSI code.

Check Chart:

2. Minimum expected periodic servicing, checking, oiling, and adjustments: If your standard requires more frequent checks, it should be posted on your check chart.

   A) Weekly: Ride car, check operation and correct problems found.

   B) Every Two Weeks: Observe operation of control, machine, brake motor, and mg set, clean and adjust as needed. Check lubrication of machine motor and mg set.

   C) Every 13 Weeks: Check call response of supervisory control, test and record rectifier voltages of supply, governor and governor tail sheave, normal landing switches, door operator, door operation, car doors and then first and basement hoist-way door adjustment, check all cables, adjust, correct and lubricate as required.

   D) Every 26 weeks: Clean and examine Saf---T-Edge, roller guide shoes, lubricate, adjust and correct as necessary.

   E) Every 52 weeks: Clean and check all control stations, car and corridor, clean and check hoist-way switches, control and relay panels, all electrical connections should be checked to see that they remain tight, clean and check hoist way doors 2nd through top floor, check all safety equipment to see if operates freely, lubricate and adjust as needed. Full brake check, oil and adjustment.

   F) Other: Machine bearings should be drained; oil leaks sealed, flushed and refilled each year. The door operator gear case should be drained, flushed and refilled every five years.

3. Doors and Door Operation: Frequency of inspection and adjustment covered above.

   A) Car and Hoist way Doors: Clean and lubricate track and hangers as needed. Check backplate and hanger to door fastenings, and relating devices to insure tightness. Checkup-thrust adjustment and fastenings (nominal 0.010" to track), should clearance exceed 0.035" it should be adjusted. Door relating cables should be taut enough that they do not sag in normal opening and closing of the doors but provide some flexibility in door reversal to reduce the shock of reversal on the door hanger cables and fastenings. Door interlock adjustment to be set to permit the latch to drop within 3/8" or less of full closure. Check and tighten non-vision wings or sight guards at each inspection. Check spirator adjustment to ensure that doors will close without any aid or power applied yet not interfere with saf-t-edge reopening action. Car door contact should be set to prevent car movement unless the door is 2" or less from full closure.

   B) Saf-t-edge: Device should be checked quarterly for freedom of movement to permit it to operate with a somewhat glancing blow, but not sloppy permitting it to rub against door. Where retractable projection at opening should be slight to

permit the door to be held open with pressure on the edge, in closing, edge should permit door to reopen within 1-1/2" of full closure or less. Reopening action should be such that reversal of the door movement occurs at such a point or before the leading edge or the vane and door are in the same plane, i.e. at or before complete collapse of the edge. Active contact line of the edge should be free of cuts or bulges. Control contact cable and retracting cable, where used, should be held clear of snagging on other moving parts.

C) Door Operation: Should be checked at least quarterly, cleaned and adjusted as required. Here again, cable connections are involved with possible snagging. It is important that the effect of adjustment be recognized as well as the possible interference of the saf-t-edge as the line of projection reaches the target limits. Each scheduled inspection should include a thorough check of the ray focus and intensity under varying movement of the doors and their attachments. Check and record time settings.

D) Door Operator: Check, lubricate, and adjust quarterly. Where geared operators are used, gear oil level should be checked and the unit drained, flushed and refilled within five years. Opening motion should be at design speed with smooth start, slowdown and stop, with particular care being taken to avoid drag in opening action as the door reaches fully open position. Drag at this position can prevent full opening of the door and drop out of the opening relay, preventing the door from closing. Closing time should be adjusted to that given herein above. Closing adjustment should permit door reversal within travel of the saf-t-edge as above and without further drift.

4. Control:

A) Regular inspection and adjustment as outlined herein above. The effects of control fault can be most easily detected for individual car operation by riding the unit and observing operation. At each scheduled control inspection, the operation of the relays in the panel in normal service can suggest trouble areas, erratic relay operation or contact sparking. Touch up adjustment suggested by these observations can frequently avoid drift off or adjustment and a major tune up, or failure of a more serious nature. Mechanical check of relay operation can best be done with the power off testing contact pressure and wipe, as well as friction where relays appear to be sluggish. At first power cut off check frequent operating relays by touch for overheating. This should be done particularly for relays in the circuits where undue sparking is apparent. At the same time, transformers and rectifiers should be checked for heat.

The rectifier voltage should be periodically checked and compared to posted values, confirming periodic check and recording variation, if any. Contacts should be found to be clean if contact wipe is sufficient, they should only be dressed if they have developed ridges, blisters, or are excessively pitted. Should this condition be beyond correction they should be replaced. On occasion pins or relay fulcrum points may give rough or sluggish relay action and may need slight lubrication or dressing. Proper values of timing relays

should be posted on the relay cabinet or panel and checked at control inspection schedule. Particular attention should be paid to all overload and phase failure relays where they are used for checking adjustment and freedom of movement. A log of corrections and adjustments of each controller, studied at each scheduled inspection can be a time saver in clearing troubles and preventive maintenance adjustment. Contractor is advised that any burnout and/or fire damage to the elevator equipment due to normal equipment malfunctions or negligence in service or repair is the Contractor's responsibility.

B) Group Supervisory Control: Should be checked quarterly for relay operation as in the individual car control. In addition, the maintenance man should check the response time to corridor calls, this should be done by checking the time of call cancellation or a series of calls during a heavy service period, making sure that most fall within the nominal times given under performance standards. If the system should not be busy, up and down relays may be actuated from the board. In this case the time checks should be toward the lower end of the nominal time. Make sure that all cars are in service by, if necessary, placing car calls to start the mg set of each elevator. Should the response times be sluggish (above the nominal) with all cars running, it may be necessary to check all adjustments, even those required annually under performance expectations.

5. Machine Bearings, Motors, and Motor Generator Sets:

A) Machine bearings: Should be checked every two weeks for oil leakage. Motor fields should be checked for insulation, overheating. Commutators should be checked for burning and arcing. Brushes should be made of a grade that will provide good commutation without cutting or scoring.

B) Machine Brake: Should be thoroughly cleaned, lubricated and checked for freedom of operation, at least once a year. Since this requires dismantling for a thorough inspection and lubrication, counterweights should be landed. The brake should be set to handle 125% of full load. To retain this setting, the compressed length of the brake springs should be measured before dismantling and restored in reassembly. This length should be check periodically and the spring/springs readjusted as the shoes are brought closer to the brake pulley to compensate for brake lining wear. Lining should be replaced before wear reaches a point where the brake drum could be scored. Check operation armature and its guide for excessive wear to avoid erratic brake operation.

C) Motor MG Set: Check bearings for heating and lubrication every two weeks, check brushes and commutators for wear and color. Care should be exercised in brush wear and the type brushes used. Blow out yearly, check insulation of coils and apply insulation paint every three years. Dry and brittle insulation can result in burn out and fire. It must be remembered that coils in stock can get brittle and their insulation should be examined and restored as needed.

6. Hoist-way Equipment:

A) Hoist-way Switches: Should be checked for contact pressure, and wipe, quarterly where involved in the landing of the elevator, annually for all safety equipment, slowdown and limits.

B) Safety Equipment: Should be checked for freedom of movement, set by hand yearly and lubricated as required, with governor and its tension sheaves lubricated each quarter, and oil buffers should be checked for oil level yearly. Note: Should the water level in the elevator pit rise above the oil reservoir, buffers should be drained, flushed and refilled.

C) Overhead and Deflector Sheaves: Check lubrication and grooves annually, same stipulation to re-grooving and groove depth as for drive sheaves.

D) Guide Rails and Roller Guides: Should be cleaned annually, and roller guides adjusted to rail where this is applicable. Check guide oilers, where they are used, and oil as required. Should a safety have set for any reason, rails should be examined carefully for possible scoring and filed where necessary to restore a smooth surface.

E) Car and corridor stations: Should be opened each year for cleaning and the switches each examined for positive action, contact pressure, wear and wipe. All connections should be checked to see that they are tight.

F) Cables: Should be examined every 13 weeks. Control cables or traveling conductors for cover deterioration which may be corrected by re-taping unless individual wire insulation is affected or major portions of the cover are brittle. Guards may be required to cover points which may cause traveling cable abrasion. Governor cables and hoist cables/ropes should be examined for breaks, particularly in the valley of the cable which could indicate internal breakage and ultimate strand separation. Hoist cables may need cleaning, and on occasion, added lubricant (rope dressing). Governor cables should not be lubricated in order to assure consistent setting should the governor trip.

MINIMUM EQUIPMENT PERFORMANCE STANDARDS AND PREVENTIVE MAINTENANCE REQUIRED UNDER THIS CONTRACT

Type - **Other geared units:**

Frequency of Inspections: Semi-Monthly

Each inspection to be signed for by the Owner's representative.

1. Call-back standards: Nominally expected 4 per year to 8 excluding nuisance calls.

2. Minimum expected periodic servicing, checking and adjustments.

   A) Every two weeks: Ride the car, observe operation of control, machine, brake and motor. Clean and adjust as needed, check lubrication of machine and motor.

   B) Every 13 weeks: Test and record rectifier-voltages of control supply, normal landing switches and door operator.

   C) Every 26 weeks: Check governor and governor tail sheave lubrication, all cables, adjust and lubricate as required. Clean and examine saf-t-edge, guide shoes, lubricate and adjust as needed.

   D) Every 52 weeks: Clean oil and adjust all door hangers, check all control switches in hatch, including car and corridor stations. Thoroughly check all control parts in machine room, brake, machine, check gear clearance. Make sure all electrical connections are tight.

   E) Other: Machine bearings should be drained, flushed and refilled every two years and the door operator every 4 years.

3. Doors and door operation: Frequency of inspections and adjustment shall be as herein before.

   A) Car and Hoist way Doors: Clean and lubricate track and hangers as needed. Check backplate and hanger to door fastenings, relating devices to insure tightness. Checkup-thrust adjustment and fastening (nominal 0.010" to track), should clearance exceed 0.035" it should be adjusted. Check tightness of relating devices. Door interlock adjustment to be set to permit the latch to drop within 3/8" or less of full closure. Check contact setting for pressure and contact wipe. Bottom door guides should be fastened tight and replaced when panel may be moved in and out by 1/4" or more. Check and tighten non-vision wings/sight guards at each inspection. Final latch cam and spring adjustment to be set to fully close the door to locking position when

within 1" to 1-1/2" of full closure. Car door contact should be set to prevent car movement unless door is 2" or less from full closure.

B) Saf-t-edge: Device should be checked semi-annually for freedom of movement to permit it to operate with even a somewhat glancing blow, but not sloppy permitting it to rub against door. Where retractable projection is used at the opening it should be slight but permit the door to be held open with a slight pressure on the edge, in closing, edge should permit door to reopen within 1-1/2" of full closure or less. Reopening action should be such that reversal of the door movement will occur at such a point or before the leading edge of the vane and door are in the same plane, i.e. at before the compete collapse of the edge. Active contact line of the edge should be free of cuts or bulges. Control contact cable, and retracting cable, where used, should be held clear of snagging on other moving parts.

C) Door Operator: Check, lubricate, and adjust quarterly. Where gear operators are used, gear oil level should be checked and the unit cleaned and flushed and refilled within five years. Opening motion should be at design speed smooth start, slowdown and stop, with particular care being taken to avoid drag in the opening action as the door reaches full open position. Closing time should be adjusted to comply with the current requirements on kinetic energy and smooth start and stop. Closing adjustment should permit door reversal within travel of the saf-t-edge as above without further drift.

4. Control:

A) Regular inspection and adjustments as outlined above. The effects of control fault can be most easily detected for individual car operation by riding the unit and observing operation. At each scheduled control inspection the operation of the relays in the panel in normal service can suggest trouble areas, erratic relay operation or contact sparking. Touch up adjustment suggested by these observations can frequently avoid drift off of adjustment and a major tune up, or failure of a more serious nature. Mechanical check of relay operation can best be done with the power off, testing contract pressure and wipe, as well as friction where relays appear sluggish. At first power cut off check frequent operating relays for overheating by touch. This should be done particularly for relays in the circuit where undue sparking is apparent. At the same time transformers and rectifiers should be checked for heat. The rectifier voltage should be periodically checked and compared to posted values, confirming periodic check and recording variation, if any. Contacts should be found to be clean if contact wipe is sufficient, they should only be dressed if they have developed ridges, blisters, or are excessively pitted. Should the condition be beyond correction they should be replaced. On occasion pins or relay fulcrum points may give rough or sluggish relay action and may need slight lubrication or dressing. Proper values of timing relays should be posted on the control cabinet or panel and checked at control inspection schedule. Particular attention should be paid to all overload and phase failure relays where they are used checking adjustment and freedom of

movement. A log of corrections and adjustment of each controller, studied at each scheduled inspection can be a time saver in clearing troubles and preventive maintenance adjustment.

5. Machine Bearings and Motors:

A) Machine bearings: Should be checked every three weeks for oil leakage, throwing away oil which has dripped from worm gland (some oil seepage at the gland prevents galling of the worm shaft). Check worm and gear clearance at the time the brake is dismantled by turning the brake drum to see how far it may move before the drive sheave moves. On machines which can be reset, the gear should be lowered when this movement exceeds 1/4"; when the movement exceeds this value, gear or worm may have to be recalibrated, which should be done on those machines where the movement is 1/2" to 1", i.e., when clearance between worm and gear (nominally 0.005") exceeds 0.075", gear rock is virtually impossible to take out by recalibration and can only get worse. Also note when clearance can no longer be taken up as we can no longer lower the gear, gear rock and replacement is inevitable. (Worms and gears are not shelf items and require 3 to 6 months lead time.) Clean, flush and replace worm gear oil every 1-1/2 years, examine oil wiper between drive sheave and gear inside the machine to reduce oil seepage to drive sheave. Drive sheaves may be re-grooved but never if the re-grooving will approach the depth of leaving less than 1/2" of solid metal below the groove.

B) Machine Brake: Should be thoroughly cleaned, lubricated and checked for freedom of operation, at least once a year. Since this requires dismantling for a thorough inspection and lubrication, counterweights should be landed. The brake should be set to handle 125% of full load and was so set at initial adjustment. To retain this setting, compressed length of the brake springs should be measured before dismantling and restored in reassembly. This length should be checked periodically and spring/springs readjusted as the shoes are brought closer to the brake pulley to compensate for brake lining wear. Lining should be replaced before the wear reaches a point where the drum could be scored. Check operating armature and its guide for excessive wear to avoid erratic brake operation.

C) Motor MG Sets: Check bearings for heating and lubrication every two weeks. Care should be exercised in brush wear and the type brushes used. Blow the units out yearly, check insulation, and repaint with insulating varnish every three years. Dry and brittle insulation can result in a burn out and fire. It must be remembered that coils in stock can get brittle and their insulation should be examined and restored as needed. It must be remembered that a fire originating in the apparatus is your responsibility.

6. Hoist way Equipment:

A) Hoist way Switches: Should be checked for contact pressure, wear and wipe quarterly where involved in the landing of the elevator, annually for all safety equipment, slowdown and limits.

B) Safety Equipment: Should be checked for freedom of movement yearly and lubricated as required, with governor and tension sheave lubricated each quarter, oil buffers should be checked for oil level yearly. Note: Should water level in pit rise above buffer reservoir, buffers should be drained, flushed and refilled.

C) Overhead and Deflector Sheaves: Check lubrication and grooves annually, same stipulation to re-grooving as groove depths for drive sheaves.

D) Guide rails and roller guides: Should be cleaned and checked annually, roller guides adjusted to rail where this is applicable. Check guide oilers and fill as required where they are used. Should a safety have set for any reason, rails should be examined carefully for possible scoring.

E) Car and Corridor Stations: Should be opened each year for cleaning and the switches each examined for positive action, contact pressure, wear and wipe. All connections should be checked to see that they are tight.

F) Cables: Should be examined every 13 weeks. Control cables or traveling conductors for cover deterioration which may be corrected by re-taping unless individual wire insulation is affected or major portions of the cover are brittle. When re-taping care should be taken to secure the ends so that they do not hand on hoist-way equipment. Guards may be required to cover points which may cause traveling cable abrasion. Governor and hoist cables should be examined for breaks, particularly in the valley of the cable which could indicate internal breakage and ultimate strand separation. Hoist cables may need cleaning and on occasion added lubricant (rope dressing). Governor cables should never be lubricated. They should remain dry in order to assure consistent setting should the governor trip.

MINIMUM EQUIPMENT PERFORMANCE STANDARDS AND PREVENTIVE MAINTENANCE REQUIRED UNDER THIS CONTRACT

Type - **Hydraulic freight elevators, sidewalk lifts:**

Frequency of Inspections: Monthly

Each inspection must be signed for by the Owner's representative.

1. Call-backs: Nominally 4 to possible 6 per year average excluding nuisance calls.

2. Minimum expected periodic service, check and adjustment:

   A) Every four weeks: Ride, or move the unit, observing operation, adjust as needed.

   B) Every 13 weeks: Check freight doors and their operation and adjustment.

   C) Every 52 weeks: Clean, oil and adjust all cupped doors, check control and control stations, make sure all electrical connections are tight. Check oil level and condition.

3. Freight Bi-Parting Doors: check at frequency established above. Interlocks should be set so that latch will prevent door opening of no greater than 3/4" at any point. Car gates should prevent movement of the car unless the gate is within 2" or less of full closure. Check guide fastenings and maintain at least 1/2" to 1" of track engagement. The side play of the door should be maintained at a minimum to avoid racking.

4. Control: Where electrical controls involve relays and contacts, these should be checked annually for contact condition, pressure and wipe. The relays and contacts should be checked manually for freedom of movement and dressed and lubricated as needed. All operating and cupped switches should be examined annually for freedom of movement, contact condition, pressure and wipe. All electrical connections should be checked annually for tightness and coils and fuses for heating.

5. Valves and Power Unit: Valve adjustment is only required when trouble is encountered, with control contact and valve coil failures, the first areas to check are the contacts and relays in the circuitry of this function. Strainers should be checked on a quarterly basis, with oil level check at each visit. The condition of oil, clarity, color and odor should be checked every year, or in the event of speed and landing difficulty occurring frequently. Any evidence of moisture suggests replacement. When there is poor clarity or the oil is cloudy, it should be filtered and the filtering sequence should be repeated at least once, a week or two later, to make sure that the residual oil in the cylinder circulates and is also

filtered. Change in odor or color suggest that a chemical analysis is needed. Check the condition if belts (if any) on the power unit semi-annually. (Should oil which seeped through packing be reintroduced, it should be checked for clarity.)

6. Motor: Check bearings for heating and lubrication every inspection. If the motor has a commutator, check for color, wear, brush setting and condition. Blow out the motor on a yearly basis, check insulation of coils and apply insulating paint every three years. Dry and brittle insulation can result in burnout and fire. It must be remembered that coils and stators in stock can get brittle and their insulation should be checked and restored as needed.

7. Cupped Equipment:

   A) Jack Unit and Piping: Plunger and guide bearings, packing gland, casing gasket, packing and piping system including valves should be checked semi-annually. Poor conditions and leaks should be corrected or repaired as needed. It is understood that the casing, underground piping, inaccessible wall lines in wall and ceiling are not the obligation of the Contractor.
   B) Guide Rails: Should be cleaned and checked annually. Check guide oilers (where they are used) and refill as required.

8. Lubricants: All lubricants utilized by the Contractor shall comply with the original equipment manufacturer's recommended specifications.

BID D2700003

ELEVATOR INFORMATION SUMMARY

LOCATION	UNIT #	TYPE	STOPS	USAGE	MFG	MFG #	INSTALL DATE	CONTROLLER TYPE
BULBER AUDITORIUM	1	Screw	1	HDCP	Garaventa Genesis	GVL-OP-60	2016	Microprocessor
BURTON BUSINESS CTR	1	Hydraulic	4	3 Story Passenger	Otis	405532	1988	Relay-Logic
BURTON BUSINESS CTR	2	Hydraulic	4	3 Story Passenger	Otis	405533	1988	Relay-Logic
CHOZEN HALL	1	Hydraulic	2	Passenger	Otis	63330022	2012	Microprocessor
DOLAND FIELD HOUSE	1	Traction	2	Passenger	Schindler	4219-01	2011	Microprocessor
DOLAND FIELD HOUSE	2	Traction	2	Passenger	Schindler	4219-02	2011	Microprocessor
DREW HALL	1	Hydraulic	3	Passenger	US Elevator	25-0017-18249	1981	Relay-Logic
FRASCH HALL	1	Hydraulic	3	Passenger	MECO	CP-73524	1992	Microprocessor
FRASCH HALL	2	Hydraulic	3	Passenger	MECO	CP-73525	1992	Microprocessor
FRAZER LIBRARY	1	Traction	4	Passenger	Armour	09-3067-A	2010	Microprocessor
FRAZER LIBRARY	2	Traction	4	Passenger	Armour	09-3067-B	2010	Microprocessor
FRAZER LIBRARY	3	Hydraulic	4	Passenger	Esco	002591	1999	Solid State
GAYLE HALL	1	Hydraulic	3	Passenger	Esco	7119	2005	Microprocessor
H&HP EDUCATION COMPLEX LEGACY	1	MRL Traction	3	Passenger	Kone		2018	Microprocessor
H&HP EDUCATION COMPLEX LEGACY	2	MRL Traction	4	Passenger	Kone		2018	Microprocessor
H&HP EDUCATION COMPLEX LEGACY	3	MRL Traction	4	Passenger	Kone		2018	Microprocessor
HARDTNER HALL	1	Hydraulic	3	Passenger	US Elevator	39-6824-37170	2001	Microprocessor
KAUFMAN HALL	1	Hydraulic	3	Passenger	Esco	08-11315	2005	Microprocessor
KIRKMAN HALL	1	Drum	3	Freight	Otis	343025	1955	Relay-Logic
KIRKMAN HALL	2	Hydraulic	3	Passenger	Dover	E-83488	1971	Relay-Logic
PARKING GARAGE	1	Hydraulic	3	Passenger	Otis	2951251-01	2013	Microprocessor
PARKING GARAGE	2	Hydraulic	3	Passenger	Otis	2951251-02	2013	Microprocessor
REC COMPLEX	1	Hydraulic	2	Passenger	Thyssen-Krupp	009132	2001	Microprocessor
S.E.E.D CENTER	1	Hydraulic	3	Passenger	Otis	256700	2013	Microprocessor
S.E.E.D CENTER	2	Hydraulic	3	Passenger	Otis	256699	2013	Microprocessor
SHEARMAN FINE ARTS	1	Hydraulic	2	Passenger	Dover	E-83487	1983	Relay-Logic
SHERMAN FINE ARTS	1	Hydraulic	2	Passenger	Vertex	EY-3842	2010	Microprocessor
SHEARMAN FINE ARTS-SQUIRES	1	Screw	1	HDCP	Nat'l Wheel-O-Vator	145421	2013	Microprocessor
SHEARMAN FINE ARTS ANNEX	1	Screw	1	HDCP	Nat'l Wheel-O-Vator	133395	2010	Microprocessor
PRESSBOX	1	Traction	4	Passenger	Otis	N1DR19	2023	Microprocessor
PRESSBOX	2	Traction	4	Passenger	Otis	N1DR20	2023	Microprocessor
PRESSBOX	3	Traction	4	Service	Otis	N1DR21	2023	Microprocessor

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Legacy Center
4555 Les Duvall Blvd
Lake Charles, LA 70605

Location ID:

Location Contact Information:
Name:
Title:
Phone:
Email:

Inspection Information:

Inspection Date: 4/9/2026
Inspection Start Time: 9:30:00AM
Inspection End Time: 10:00:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: T0401
Device Type: Traction Elevator
# of Landings: 4
Due Month: October
Device Use: Passenger
Device Designation: #2 Skybox
Code Edition: 2019 / CSA B44:19 - A17.1
Installation Date: 10/17/2018
Device Manufacturer: Kone
Cat 5 Required? No
Capacity: 3500
Speed: 200
Inspector Notes:
Testing Results:

Violation Information:

New Violations

Violation	Inspector Comments
1.3 Operating control devices	2.27.1.13- repair emergency phone located inside of Elevator

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Electric Elevators ASME A17.2-2020

Address: Legacy Center, 4555 Les Duvall Blvd, Lake Charles, LA 70605

D No: T0401 **Device Type:** Traction Elevator **Date:** 4/9/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** 2019 / CSA B44:19 - A17.1 **Location Contact Name:**

Inspected By: Voiles, Jeff II **Signature:** JT Voiles **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors			X
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation			X
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal	X		
.14	Code data plate	X		
.15	Static control	X		
.16	Overhead beam and fastenings	X		
.17	Drive machine brake	X		
.18	Traction-drive machines	X		
.19	Gears, bearings, and flexible couplings	X		
.20	Winding drum machine & slack rope device, stop-motion switch, & rope fastening			X
.21	Belt- or chain-drive machine.			X
.22	Motor generator			X
.23	Absorption of regenerated power			X
.24	AC drives from a DC source			X
.25	Traction sheaves	X		
.26	Secondary and deflector sheaves	X		
.27	Rope fastenings	X		
.28	Terminal stopping devices	X		
.29	Car and counterweight safeties	X		
.40	Maintenance records	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		

		OK	NG	N/A
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks			X
3.14	Hoistway clearances	X		
3.15	Multiple hoistways			X
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope	X		
3.21	Governor releasing carrier	X		
3.22	Wire rope fastening and hitch plate	X		
3.23	Suspension compensation and governor systems	X		
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer	X		
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.33	Compensating ropes and chains	X		
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels			X
4.4	Hoistway door-locking devices			X
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.3	Final and emergency terminal stopping devices	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices	X		
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members	X		
5.9	Buffers and emergency terminal speed-limiting devices	X		
5.10	Compensating chains, ropes & sheaves	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Legacy Center
4555 Les Duvall Blvd
Lake Charles, LA 70605

Location ID:

Location Contact Information:
Name:
Title:
Phone:
Email:

Inspection Information:

Inspection Date: 4/9/2026
Inspection Start Time: 10:00:00AM
Inspection End Time: 11:30:00AM
Inspector: Voiles, Jeff II
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: T0402
Device Type: Traction Elevator
# of Landings: 4
Due Month: October
Device Use: Service
Device Designation: #3 Service
Code Edition: 2019 / CSA B44:19 - A17.1
Installation Date: 10/17/2018
Device Manufacturer: Kone
Cat 5 Required? No
Capacity: 5000
Speed: 150
Inspector Notes:
Testing Results:

Violation Information:

New Violations

Violation	Inspector Comments
1.3 Operating control devices	2.27.1.13- repair emergency phone located inside of Elevator

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Electric Elevators ASME A17.2-2020

Address: Legacy Center, 4555 Les Duvall Blvd, Lake Charles, LA 70605

D No: T0402 **Device Type:** Traction Elevator **Date:** 4/9/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** 2019 / CSA B44:19 - A17.1 **Location Contact Name:**

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors			X
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation			X
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal	X		
.14	Code data plate	X		
.15	Static control	X		
.16	Overhead beam and fastenings	X		
.17	Drive machine brake	X		
.18	Traction-drive machines	X		
.19	Gears, bearings, and flexible couplings	X		
.20	Winding drum machine & slack rope device, stop-motion switch, & rope fastening			X
.21	Belt- or chain-drive machine			X
.22	Motor generator			X
.23	Absorption of regenerated power			X
.24	AC drives from a DC source	X		
.25	Traction sheaves	X		
.26	Secondary and deflector sheaves	X		
.27	Rope fastenings	X		
.28	Terminal stopping devices	X		
.29	Car and counterweight safeties	X		
.40	Maintenance records			X
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		

		OK	NG	N/
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks			X
3.14	Hoistway clearances	X		
3.15	Multiple hoistways			X
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope	X		
3.21	Governor releasing carrier	X		
3.22	Wire rope fastening and hitch plate	X		
3.23	Suspension compensation and governor systems	X		
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer	X		
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.33	Compensating ropes and chains	X		
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels			X
4.4	Hoistway door-locking devices			X
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.3	Final and emergency terminal stopping devices	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices	X		
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members	X		
5.9	Buffers and emergency terminal speed-limiting devices	X		
5.10	Compensating chains, ropes & sheaves	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Legacy Center
4555 Les Duvall Blvd
Lake Charles, LA 70605

Location ID:

Location Contact Information:
Name:
Title:
Phone:
Email:

Inspection Information:

Inspection Date: 4/9/2026
Inspection Start Time: 9:00:00AM
Inspection End Time: 9:30:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: T0400
Device Type: Traction Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: #1 Lobby
Code Edition:
Installation Date: 10/17/2018
Device Manufacturer: Kone
Cat 5 Required? No
Capacity: 3500
Speed: 200
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
1.3 Operating control devices	A17.1- 2.27.1.13 Repair emergency phone located inside of elevator	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Electric Elevators ASME A17.2-2020

Address: Legacy Center, 4555 Les Duvall Blvd, Lake Charles, LA 70605

D No: T0400 **Device Type:** Traction Elevator **Date:** 4/9/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:**

nspected By: Voiles, Jeff || **Signature:** JT Voiles **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors			X
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal	X		
.14	Code data plate	X		
.15	Static control	X		
.16	Overhead beam and fastenings	X		
.17	Drive machine brake	X		
.18	Traction-drive machines	X		
.19	Gears, bearings, and flexible couplings	X		
.20	Winding drum machine & slack rope device, stop-motion switch, & rope fastening			X
.21	Belt- or chain-drive machine			X
.22	Motor generator			X
.23	Absorption of regenerated power	X		
.24	AC drives from a DC source			X
.25	Traction sheaves	X		
.26	Secondary and deflector sheaves	X		
.27	Rope fastenings	X		
.28	Terminal stopping devices	X		
.29	Car and counterweight safeties	X		
.40	Maintenance records	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		

		OK	NG	N/
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks			X
3.14	Hoistway clearances	X		
3.15	Multiple hoistways			X
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope	X		
3.21	Governor releasing carrier	X		
3.22	Wire rope fastening and hitch plate	X		
3.23	Suspension compensation and governor systems	X		
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer	X		
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.33	Compensating ropes and chains	X		
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels			X
4.4	Hoistway door-locking devices			X
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch			X
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.3	Final and emergency terminal stopping devices	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices	X		
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members	X		
5.9	Buffers and emergency terminal speed-limiting devices	X		
5.10	Compensating chains, ropes & sheaves	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980	X		
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Shearman Fine Arts Center
4300 Ryan St
Lake Charles, LA 70605

Location ID:
510004-10

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 12:30:00PM
Inspection End Time: 1:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: L0040
Device Type: Wheelchair Lift
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: #2 New Wing Stage
Code Edition:
Installation Date: 6/25/2013
Device Manufacturer: Wheelovator
Cat 5 Required?
Capacity: 750
Speed: 9
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
10.2.2.a.2 Operating control devices	Provide lockable disconnect next to lift so the power of the lift	Yes
10.2.2.b.6 Gears and bearings	Lift travels noisy and vibrates, Lubricate main shaft, gears, and guides	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Lifts ASME A18.1-2020 Requirement: 10.2.2

D No: L0040 **Device Type:** Wheelchair Lift **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

irm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff [] **Signature:** **Location Contact Signature:**

Notes: OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable.

	INSIDE PLATFORM INSPECTIONS	OK	NG	N/A
	Stop switches	X		
!	Operating control devices		X	
ł	Floor and landing sill	X		
ł	Lighting	X		
;	Emergency signal	X		
;	Door or gate	X		
'	Enclosure	X		
ł	Floor	X		
)	Signs and operating device symbols	X		
0	Rate load, platform floor area and data plate	X		
1	Ride	X		
	MACHINE INSPECTIONS			
	Enclosure of machine space	X		
!	Guarding of exposed auxiliary equipment	X		
ł	Overhead beam and fastenings			X
ł	Drive-machine brake			X
;	Traction drive machines			X
;	Gears and bearings		X	
'	Winding drum machine			X
ł	Belt- or chain-drive machine			X
)	Traction sheaves			X
0	Secondary and deflector sheaves			X
1	Rope fastenings	X		
2	Slack-rope devices			X
3	Governor, overspeed switch and seal			X
4	Platform safeties			X
5	Hydraulic power unit			X
6	Control valves	X		
7	Hydraulic cylinders			X

C	INSIDE RUNWAY INSPECTIONS	OK	NG	N/
1	Platform, overhead, and deflector sheaves			X
2	Normal terminal stopping devices	X		
3	Final terminal stopping devices	X		
4	Broken rope, chain, or tape switch			X
5	Counterweight			X
6	Head room	X		
7	Slack-rope devices			X
8	Traveling sheave			X
9	Platform safeties and guiding members			X
10	Runway construction	X		
11	Pipes, wiring and ducts	X		
12	Runway clearences	X		
13	Traveling cables and junction boxes	X		
14	Door and gate equipment	X		
15	Platform frame	X		
16	Guide rails fastening and equipment	X		
17	Governor rope			X
18	Governor releasing carrier			X
19	Wire rope fastening and hitch plate			X
20	Suspension rope			X
21	Compensation ropes and chains			X
D	**OUTSIDE RUNWAY INSPECTIONS**			
1	Runway doors	X		
2	Runway door locking devices	X		
3	Runway enclosure	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Shearman Fine Arts Center
4300 Ryan St
Lake Charles, LA 70605

Location ID:
510004-10

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 1:00:00PM
Inspection End Time: 1:30:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: L0039
Device Type: Wheelchair Lift
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: #2 Old Wing Stage
Code Edition:
Installation Date: 9/25/2012
Device Manufacturer: Wheelovator
Cat 5 Required?
Capacity: 750
Speed: 9
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
10.2.2.b.6 Gears and bearings	Lift is noisy during operation, must lube gears and guides	No
10.2.2.c.14 Door and gate equipment	First floor hoist way door lock and mechanism, not operating properly, lift is not operating properly because of first foot door lock mechanism	No
10.2.2.a.2 Operating control devices	Provide A lockable disconnect mounted next to lift controls to power the lift	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Lifts ASME A18.1-2020 Requirement: 10.2.2

D No: L0039 **Device Type:** Wheelchair Lift **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

Notes: OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable.

	INSIDE PLATFORM INSPECTIONS	OK	NG	N/A
	Stop switches	X		
	Operating control devices		X	
	Floor and landing sill	X		
	Lighting	X		
	Emergency signal	X		
	Door or gate	X		
	Enclosure	X		
	Floor	X		
	Signs and operating device symbols	X		
0	Rate load, platform floor area and data plate	X		
1	Ride	X		
	MACHINE INSPECTIONS			
	Enclosure of machine space	X		
	Guarding of exposed auxiliary equipment	X		
	Overhead beam and fastenings	X		
	Drive-machine brake			X
	Traction drive machines			X
	Gears and bearings		X	
	Winding drum machine			X
	Belt- or chain-drive machine			X
	Traction sheaves			X
0	Secondary and deflector sheaves			X
1	Rope fastenings			X
2	Slack-rope devices			X
3	Governor, overspeed switch and seal			X
4	Platform safeties			X
5	Hydraulic power unit			X
6	Control valves			X
7	Hydraulic cylinders			X

C	INSIDE RUNWAY INSPECTIONS	OK	NG	N/
1	Platform, overhead, and deflector sheaves			
2	Normal terminal stopping devices	X		
3	Final terminal stopping devices	X		
4	Broken rope, chain, or tape switch			
5	Counterweight			
6	Head room	X		
7	Slack-rope devices			
8	Traveling sheave			
9	Platform safeties and guiding members			
10	Runway construction	X		
11	Pipes, wiring and ducts	X		
12	Runway clearences	X		
13	Traveling cables and junction boxes	X		
14	Door and gate equipment	X		
15	Platform frame	X		
16	Guide rails fastening and equipment	X		
17	Governor rope			
18	Governor releasing carrier			
19	Wire rope fastening and hitch plate			
20	Suspension rope			
21	Compensation ropes and chains			
D	**OUTSIDE RUNWAY INSPECTIONS**			
1	Runway doors	X		
2	Runway door locking devices	X		
3	Runway enclosure	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Shearman Fine Arts Center
4300 Ryan St
Lake Charles, LA 70605

Location ID:
510004-10

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 12:00:00PM
Inspection End Time: 12:30:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0619
Device Type: Hydraulic Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: #1 New Wing
Code Edition:
Installation Date: 5/27/2013
Device Manufacturer: TKE
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2100
Speed: 100
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
2.3 Lighting and receptacles	NEC-110.26 Replace motion sensor lighting switch located in elevator machine room with a standard toggle lighting switch	No
1.3 Operating control devices	A17.1- 2.27.1.3 Repair emergency phone located inside of elevator	Yes
4.5 Access to hoistway	A17.1- 2.29.2. Provide a car ID #1 on bottom landing elevator door frame	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0619 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

irm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles		X	
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxillary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and late			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway		X	
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13	X		

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Juliet Hardtner Building
550 Sale Rd.
Lake Charles, LA 70605

Location ID:
510004-78

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 1:30:00PM
Inspection End Time: 2:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0108
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 3/21/2016
Device Manufacturer: EC
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 4500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
1.3 Operating control devices	1.4.6.7- repair emergency alarm bell located inside of elevator	No
1.3 Operating control devices	A17.1- 2.27.1.13 Repair in car phone ADA 407.2.12 Repair in car Arrival gongs, the in car position indicators, and hall Position indicators	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0108 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxillary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			X
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Jack V. Donald Field House
4300 Ryan ST
Lake Charles, LA 70605

Location ID:
510004-21

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/9/2026
Inspector: Voiles, Jeff ||
Re-Inspection Required: No
Device ID: H0107
Due Month: October
Code Edition:
Overspeed Valve?
Capacity: 3500
Inspector Notes:
Testing Results:

Inspection Start Time: 8:30:00AM
Inspection Type: Routine/Periodic
Generator Test Performed: No
Device Type: Hydraulic Elevator
Device Use: Passenger
Installation Date: 11/21/2011
Plunger Gripper?
Speed: 100

Inspection End Time: 9:00:00AM
Inspection Result: Passed - Violations
Re-Inspection Maint Co Required: No
# of Landings: 2
Device Designation: Car #2
Device Manufacturer: Schindler
Cat 5 Required?

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
1.3 Operating control devices	A17.1- 2.27.1.13 repair emergency phone located inside of elevator	No
2.6 Ventilation	A17.1- 2.7.1.1 Patch and fireproof holes and openings located in machine room walls	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0107 **Device Type:** Hydraulic Elevator **Date:** 4/9/2026 **Inspection Type:** Routine/Periodic

irm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** J.T. Voiles **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
2.1	Access to machinery space	X		
2.2	Headroom	X		
2.3	Lighting and receptacles	X		
2.4	Machinery space	X		
2.5	Housekeeping	X		
2.6	Ventilation		X	
2.7	Fire extinguisher	X		
2.8	Pipes, wiring, and ducts	X		
2.9	Guarding of exposed auxiliary equipment	X		
2.10	Numbering of elevators, machines, controllers & disconnect switches	X		
2.11	Disconnecting means and control	X		
2.12	Controller wiring, fuses, grounding, etc.	X		
2.13	Governor, overspeed switch, and seal			X
2.14	Code data plate	X		
2.30	Hydraulic power unit	X		
2.31	Relief valves	X		
2.32	Control valve	X		
2.33	Tanks	X		
2.36	Hydraulic cylinders	X		
2.37	Pressure switch	X		
2.38	Roped water hydraulic elevators			X
2.39	Low oil protection	X		
2.40	Maintenance records	X		
2.41	Static control	X		
2.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2.44	Auxillary power lowering operation	X		
2.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
3.1	Top-of-car stop switch	X		
3.2	Car top light and outlet	X		
3.3	Top-of-car operating device	X		
3.4	Top-of-car clearance, refuge space, and standard railing	X		
3.5	Normal terminal stopping devices	X		
3.6	Final and emergency terminal stopping devices	X		
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		

		OK	NG	N/
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and late			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10	X		
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Jack V. Donald Field House
4300 Ryan ST
Lake Charles, LA 70605

Location ID:
510004-21

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/9/2026
Inspector: Voiles, Jeff ||
Re-Inspection Required: No
Device ID: H0106
Due Month: October
Code Edition: 2000 - A17.1
Overspeed Valve?
Capacity: 3500
Inspector Notes:
Testing Results:

Inspection Start Time: 8:00:00AM
Inspection Type: Routine/Periodic
Generator Test Performed: No
Device Type: Hydraulic Elevator
Device Use: Passenger
Installation Date: 3/21/2011
Plunger Gripper?
Speed: 100

Inspection End Time: 8:30:00AM
Inspection Result: Passed - Violations
Re-Inspection Maint Co Required: No
# of Landings: 2
Device Designation: Car #1
Device Manufacturer: Schindler
Cat 5 Required?

Violation Information:

New Violations

Violation	Inspector Comments
1.18 Restricted opening of car or hoistway doors	8.6.4.13- provide Elevator cardoor restrictor
2.3 Lighting and receptacles	NEC- 501.9 provide guards on the Elevator machine room lighting

Previous Violations

Previous Violation	Inspector Comments	Corrected
1.3 Operating control devices	A17.1- 2.27.1.13. Repair emergency phone located inside of elevator	No
5.1 Pit access; lighting; stop switch; and condition	6.9.7.3- Remove oil and absorbent material from the elevator pit area, located pit equipment oil leak and repair	No
5.1 Pit access; lighting; stop switch; and condition	A17.1- NEC 620- 23.24 provide GFI receptacle in elevator pit A17.1- 2.2.5 Repair elevator pit lighting	No
1.3 Operating control devices	A17.1- 2.14.7.1.3 Repair emergency lighting located inside of elevator	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

) No: H0106
irm #: 33
ıspected By: Volles, Jeff II

Device Type: Hydraulic Elevator
Code Edition: 2000 - A17.1
Signature: M. T. Vall

Date: 4/9/2026 **Inspection Type:** Routine/Periodic
Location Contact Name: Kevin Martin
Location Contact Signature:

otes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	OK	NG	N/A
INSIDE OF CAR			
.1 Door reopening device	X		
.2 Stop Switches	X		
.3 Operating control devices		X	
.4 Sills and car floor	X		
.5 Car lighting and receptacles	X		
.6 Car emergency signal	X		
.7 Car door or gate	X		
.8 Door closing force	X		
.9 Power closing of doors or gates	X		
.10 Power opening of doors or gates	X		
.11 Car vision panels and glass car doors	X		
.12 Car enclosure	X		
.13 Emergency exit	X		
.14 Ventilation	X		
.15 Signs and operating device symbols	X		
.16 Rated load, platform area, and data plate	X		
.17 Standby power operation		X	
.18 Restricted opening of car or hoistway doors	X		
.19 Car ride			X
.20 Earthquake inspection and tests (seismic risk zone 2 or greater)			
MACHINE ROOM			
.1 Access to machinery space	X		
.2 Headroom	X		
.3 Lighting and receptacles		X	
.4 Machinery space	X		
.5 Housekeeping	X		
.6 Ventilation	X		
.7 Fire extinguisher	X		
.8 Pipes, wiring, and ducts	X		
.9 Guarding of exposed auxiliary equipment	X		
.10 Numbering of elevators, machines, controllers & disconnect switches	X		
.11 Disconnecting means and control	X		
.12 Controller wiring, fuses, grounding, etc.	X		
.13 Governor, overspeed switch, and seal			X
.14 Code data plate	X		
.30 Hydraulic power unit	X		
.31 Relief valves	X		
.32 Control valve	X		
.33 Tanks	X		
.36 Hydraulic cylinders	X		
.37 Pressure switch	X		
.38 Roped water hydraulic elevators			X
.39 Low oil protection	X		
.40 Maintenance records	X		
.41 Static control	X		
.42 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44 Auxiliary power lowering operation	X		
.45 Inspection operation with open door circuits and inspection hierarchy	X		
TOP OF CAR			
.1 Top-of-car stop switch	X		
.2 Car top light and outlet	X		
.3 Top-of-car operating device	X		
.4 Top-of-car clearance, refuge space, and standard railing	X		
.5 Normal terminal stopping devices	X		
.6 Final and emergency terminal stopping devices	X		
.7 Car leveling and anticreep devices	X		
.8 Top emergency exit	X		

	OK	NG	N/A
3.9 Floor and emergency identification numbering	X		
3.10 Hoistway Construction	X		
3.11 Hoistway smoke control	X		
3.12 Pipes, wiring, and ducts	X		
3.13 Windows, projections, recesses, and setbacks	X		
3.14 Hoistway clearances	X		
3.15 Multiple hoistways	X		
3.16 Traveling cables and junction boxes	X		
3.17 Door and gate equipment	X		
3.18 Car frame and stiles	X		
3.19 Guide rails, fastenings, and equipment	X		
3.20 Governor rope			X
3.21 Governor releasing carrier			X
3.22 Wire rope fastening and hitch plate			X
3.23 Suspension compensation and governor systems			X
3.27 Crosshead data plate and rope data tags	X		
3.28 Counterweight and counterweight buffer			X
3.29 Counterweight safeties			X
3.30 Speed Test	X		
3.31 Slack rope test - roped hydraulic elevators			X
3.32 Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and late			X
3.34 Earthquake inspection and tests (seismic risk zone 2 or greater)			
4 OUTSIDE HOISTWAY			
4.1 Car platform guard	X		
4.2 Hoistway doors	X		
4.3 Vision panels	X		
4.4 Hoistway door-locking devices	X		
4.5 Access to hoistway	X		
4.6 Power closing of hoistway doors	X		
4.7 Sequence operation	X		
4.8 Hoistway enclosure	X		
4.9 Elevator parking devices			X
4.10 Emergency doors in blind hoistways	X		
4.12 Standby power selection switch		X	
5 PIT			
5.1 Pit access, lighting, stop switch & condition	X		
5.2 Bottom clearance, runby & minimum refuge space	X		
5.4 Normal terminal stopping devices	X		
5.5 Traveling cables			X
5.6 Governor-rope tension devices	X		
5.7 Car frame and platform			X
5.8 Car and counterweight safeties and guiding members	X		
5.11 Buffers and emergency terminal speed-limiting devices	X		
5.12 Car buffers	X		
5.13 Building members	X		
5.14 Supply Piping	X		
5.15 Overspeed valve			X
5.16 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17 Plunger gripper			
6 FIREFIGHTERS' SERVICE (FEO)			
6.1 A17.1b-1973 through A17.1b-1980			X
6.2 17.1-1981 through A17.1b-1983			X
6.3 A17.1-1984 through A17.1a-1988 and A17.3			X
6.4 A17.1b-1989 through A17.1d-2000			X
6.5 A 17.1-2000/644-00			X
6.6 A 17.1-2004/644-04			X
6.7 A17.1-2007/B44-07			X
6.8 A17.1-2010/B44-10	X		
6.9 A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Southwest La Enter & Econimic Dev. Ctr (Seed Center)
4310 Ryan ST
Lake Charles, LA 70605

Location ID:
510004-92

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 8:30:00AM
Inspection End Time: 9:00:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0105
Device Type: Hydraulic Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: Car #2
Code Edition: 2008 / CSA B44a - A17.1a
Installation Date: 1/20/2011
Device Manufacturer: Otis
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 3500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

New Violations

Violation	Inspector Comments
2.5 Housekeeping	8.6.4.8- remove debris and empty hydraulic oil containers from Elevator machine room

Previous Violations

Previous Violation	Inspector Comments	Corrected
5.1 Pit access; lighting; stop switch; and condition	2.4.7.9- clean hydraulic oil from elevator pit area	No
2.3 Lighting and receptacles	4.5.8.9- the motion sensor lighting switch is not allowed for elevator machine room lighting, must provide a standard 110 V AC toggle type lighting switch	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0105 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** 2008 / CSA B44a - A17.1a **Location Contact Name:** Kevin Martin

Inspected By: Volles, Jeff || **Signature:** J.T. Volles **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	OK	NG	N/A
INSIDE OF CAR			
.1 Door reopening device	X		
.2 Stop Switches	X		
.3 Operating control devices	X		
.4 Sills and car floor	X		
.5 Car lighting and receptacles	X		
.6 Car emergency signal	X		
.7 Car door or gate	X		
.8 Door closing force	X		
.9 Power closing of doors or gates	X		
.10 Power opening of doors or gates	X		
.11 Car vision panels and glass car doors	X		
.12 Car enclosure	X		
.13 Emergency exit	X		
.14 Ventilation	X		
.15 Signs and operating device symbols	X		
.16 Rated load, platform area, and data plate	X		
.17 Standby power operation	X		
.18 Restricted opening of car or hoistway doors	X		
.19 Car ride	X		
.20 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
MACHINE ROOM			
.1 Access to machinery space	X		
.2 Headroom	X		
.3 Lighting and receptacles		X	
.4 Machinery space	X		
.5 Housekeeping		X	
.6 Ventilation	X		
.7 Fire extinguisher	X		
.8 Pipes, wiring, and ducts	X		
.9 Guarding of exposed auxiliary equipment	X		
.10 Numbering of elevators, machines, controllers & disconnect switches	X		
.11 Disconnecting means and control	X		
.12 Controller wiring, fuses, grounding, etc.	X		
.13 Governor, overspeed switch, and seal			X
.14 Code data plate	X		
.30 Hydraulic power unit	X		
.31 Relief valves	X		
.32 Control valve	X		
.33 Tanks	X		
.36 Hydraulic cylinders	X		
.37 Pressure switch	X		
.38 Roped water hydraulic elevators			X
.39 Low oil protection	X		
.40 Maintenance records	X		
.41 Static control	X		
.42 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44 Auxiliary power lowering operation	X		
.45 Inspection operation with open door circuits and inspection hierarchy	X		
TOP OF CAR			
.1 Top-of-car stop switch	X		
.2 Car top light and outlet	X		
.3 Top-of-car operating device	X		
.4 Top-of-car clearance, refuge space, and standard railing	X		
.5 Normal terminal stopping devices	X		
.6 Final and emergency terminal stopping devices	X		
.7 Car leveling and anticreep devices	X		
.8 Top emergency exit	X		

	OK	NG	N/A
3.9 Floor and emergency identification numbering	X		
3.10 Hoistway Construction	X		
3.11 Hoistway smoke control	X		
3.12 Pipes, wiring, and ducts	X		
3.13 Windows, projections, recesses, and setbacks	X		
3.14 Hoistway clearances	X		
3.15 Multiple hoistways	X		
3.16 Traveling cables and junction boxes	X		
3.17 Door and gate equipment	X		
3.18 Car frame and stiles	X		
3.19 Guide rails, fastenings, and equipment	X		
3.20 Governor rope			X
3.21 Governor releasing carrier			X
3.22 Wire rope fastening and hitch plate			X
3.23 Suspension compensation and governor systems			X
3.27 Crosshead data plate and rope data tags	X		
3.28 Counterweight and counterweight buffer			X
3.29 Counterweight safeties			X
3.30 Speed Test	X		
3.31 Slack rope test - roped hydraulic elevators			X
3.32 Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and late			
3.34 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4 OUTSIDE HOISTWAY			
4.1 Car platform guard	X		
4.2 Hoistway doors	X		
4.3 Vision panels	X		
4.4 Hoistway door-locking devices	X		
4.5 Access to hoistway	X		
4.6 Power closing of hoistway doors	X		
4.7 Sequence operation	X		
4.8 Hoistway enclosure	X		
4.9 Elevator parking devices	X		
4.10 Emergency doors in blind hoistways			X
4.12 Standby power selection switch	X		
5 PIT			
5.1 Pit access, lighting, stop switch & condition		X	
5.2 Bottom clearance, runby & minimum refuge space	X		
5.4 Normal terminal stopping devices	X		
5.5 Traveling cables	X		
5.6 Governor-rope tension devices	X		
5.7 Car frame and platform	X		
5.8 Car and counterweight safeties and guiding members			X
5.11 Buffers and emergency terminal speed-limiting devices	X		
5.12 Car buffers	X		
5.13 Building members	X		
5.14 Supply Piping	X		
5.15 Overspeed valve			X
5.16 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17 Plunger gripper			X
6 FIREFIGHTERS' SERVICE (FEO)			
6.1 A17.1b-1973 through A17.1b-1980			X
6.2 17.1-1981 through A17.1b-1983			X
6.3 A17.1-1984 through A17.1a-1988 and A17.3			X
6.4 A17.1b-1989 through A17.1d-2000			X
6.5 A 17.1-2000/644-00			X
6.6 A 17.1-2004/644-04			X
6.7 A17.1-2007/B44-07			X
6.8 A17.1-2010/B44-10			X
6.9 A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Southwest La Enter & Econimic Dev. Ctr (Seed Center)
4310 Ryan ST
Lake Charles, LA 70605

Location ID:
510004-92

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 8:00:00AM
Inspection End Time: 8:30:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0104
Device Type: Hydraulic Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 3/20/2011
Device Manufacturer: Otis
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 3500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
2.3 Lighting and receptacles	2.4.7.9- the motion sensor lighting switch it's not allowed for elevator machine rooms, must provide a standard 110 V AC toggle type lighting switch	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0104 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

Inspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles		X	
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope	X		
3.21	Governor releasing carrier	X		
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and late			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways	X		
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve			X
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10	X		
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
EMR Services

Building Information:

Location Address:
H.C.Drew Hall
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-47

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 3:00:00PM
Inspection End Time: 4:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0103
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 5/20/2014
Device Manufacturer: Smartrise
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
5.1 Pit access; lighting; stop switch; and condition	3.2.6.1- Provide electrical safety kill switch on collapsible ladder located in the elevator pit area	No
3.9 Floor and emergency identification numbering	2.8.6.1- Provide floor landing numbers at each landing must locate numbers inside of hoistway on hoistway do	No
1.3 Operating control devices	A17.1- 2.27.1.13 Repair in car phone	Yes
1.18 Restricted opening of car or hoistway doors	A17.1- 2.12.5 Provide car door restrictor	No
3.10 Hoistway construction	A17.1- 2.7.1.1 Patch holes in the hoistway wall located between first and second landing	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0103 **Device Type:** Hydraulic Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors		X	
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering		X	
3.10	Hoistway Construction		X	
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	4 OUTSIDE HOISTWAY			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
	5 PIT			
5.1	Pit access, lighting, stop switch & condition		X	
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve			X
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
	6 FIREFIGHTERS' SERVICE (FEO)			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13	X		

ATIS
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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Mcneese Parking Garage
4306 Common ST
Lake Charles, LA 70607

Location ID:
510004-93

Location Contact Information:
Name: gwhatley@mcneese.edu
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 3:00:00PM
Inspection End Time: 4:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0100
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #2
Code Edition:
Installation Date: 3/21/2012
Device Manufacturer: Otis
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 3500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
2.5 Housekeeping	A17.1- 5.9.7.2 Clean spider webs, lint, dirt and debris from elevator machine room	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0100 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** gwhatley@mcneese.edu

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
2.1	Access to machinery space	X		
2.2	Headroom	X		
2.3	Lighting and receptacles	X		
2.4	Machinery space	X		
2.5	Housekeeping		X	
2.6	Ventilation	X		
2.7	Fire extinguisher	X		
2.8	Pipes, wiring, and ducts	X		
2.9	Guarding of exposed auxiliary equipment	X		
2.10	Numbering of elevators, machines, controllers & disconnect switches	X		
2.11	Disconnecting means and control	X		
2.12	Controller wiring, fuses, grounding, etc.	X		
2.13	Governor, overspeed switch, and seal			X
2.14	Code data plate	X		
2.30	Hydraulic power unit	X		
2.31	Relief valves	X		
2.32	Control valve	X		
2.33	Tanks	X		
2.36	Hydraulic cylinders	X		
2.37	Pressure switch	X		
2.38	Roped water hydraulic elevators			X
2.39	Low oil protection	X		
2.40	Maintenance records	X		
2.41	Static control	X		
2.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2.44	Auxiliary power lowering operation	X		
2.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
3.1	Top-of-car stop switch	X		
3.2	Car top light and outlet	X		
3.3	Top-of-car operating device	X		
3.4	Top-of-car clearance, refuge space, and standard railing	X		
3.5	Normal terminal stopping devices	X		
3.6	Final and emergency terminal stopping devices	X		
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve			X
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Mcneese Parking Garage
4306 Common ST
Lake Charles, LA 70607

Location ID:
510004-93

Location Contact Information:
Name: gwhatley@mcneese.edu
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 2:30:00PM
Inspection End Time: 3:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0099
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 5/21/2012
Device Manufacturer: Otis
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 3500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
2.5 Housekeeping	A17.1- 3.6.8.7 Clean lint, dust, spider webs and debris from elevator machine room	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0099 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** gwhatley@mcneese.edu

Inspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2	MACHINE ROOM			
2.1	Access to machinery space	X		
2.2	Headroom	X		
2.3	Lighting and receptacles	X		
2.4	Machinery space	X		
2.5	Housekeeping		X	
2.6	Ventilation	X		
2.7	Fire extinguisher	X		
2.8	Pipes, wiring, and ducts	X		
2.9	Guarding of exposed auxiliary equipment	X		
2.10	Numbering of elevators, machines, controllers & disconnect switches	X		
2.11	Disconnecting means and control	X		
2.12	Controller wiring, fuses, grounding, etc.	X		
2.13	Governor, overspeed switch, and seal			X
2.14	Code data plate	X		
2.30	Hydraulic power unit	X		
2.31	Relief valves	X		
2.32	Control valve	X		
2.33	Tanks	X		
2.36	Hydraulic cylinders	X		
2.37	Pressure switch	X		
2.38	Roped water hydraulic elevators			X
2.39	Low oil protection	X		
2.40	Maintenance records	X		
2.41	Static control	X		
2.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2.44	Auxiliary power lowering operation	X		
2.45	Inspection operation with open door circuits and inspection hierarchy	X		
3	TOP OF CAR			
3.1	Top-of-car stop switch	X		
3.2	Car top light and outlet	X		
3.3	Top-of-car operating device	X		
3.4	Top-of-car clearance, refuge space, and standard railing	X		
3.5	Normal terminal stopping devices	X		
3.6	Final and emergency terminal stopping devices	X		
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	OUTSIDE HOISTWAY			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	PIT			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	FIREFIGHTERS' SERVICE (FEO)			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00	X		
6.6	A 17.1-2004/644-04	X		
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13	X		

ATIS
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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Burton Business Center
4205 Ryan St
Lake Charles, LA 70605

Location ID:
510004-50

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 11:30:00AM
Inspection End Time: 12:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0096
Device Type: Hydraulic Elevator
# of Landings: 4
Due Month: October
Device Use: Passenger
Device Designation: Car #2
Code Edition:
Installation Date: 5/21/2007
Device Manufacturer: Kone
Overspeed Valve?
Plunger Gripper?
Cat 5 Required? No
Capacity: 2000
Speed: 125
Inspector Notes: Note, this elevator is not operating properly will be shut down for repair
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
1.3 Operating control devices	2.27.1.13 - repair emergency phone located inside of elevator	No
5.1 Pit access; lighting; stop switch; and condition	2.7.1.4- provide safety kill switch on the collapsible elevator pit ladder	No
1.3 Operating control devices	A17.1- 8.6.3.1 Repair broken buttons and switches inside elevator Car Operating Panel A17.1- 2.27.1.13 Repair in car phone	No
3.8 Top emergency exit	A17.1- 2.14.1.5.1 Provide latch for a car top emergency exit door	Yes
5.1 Pit access; lighting; stop switch; and condition	A17.1- 3.18.3.7 Clean pit to remove debris, water, and/or oil and address sources	No
4.7 Sequence operation	A17.1- 2.27.3.2 Repair elevator phase I and phase II fire service A17.1- 2.27.3.3.	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0096 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

Inspected By: Voiles, Jeff || **Signature:** J.T. Voiles **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
2.1	Access to machinery space	X		
2.2	Headroom	X		
2.3	Lighting and receptacles	X		
2.4	Machinery space	X		
2.5	Housekeeping	X		
2.6	Ventilation	X		
2.7	Fire extinguisher	X		
2.8	Pipes, wiring, and ducts	X		
2.9	Guarding of exposed auxiliary equipment	X		
2.10	Numbering of elevators, machines, controllers & disconnect switches	X		
2.11	Disconnecting means and control	X		
2.12	Controller wiring, fuses, grounding, etc.	X		
2.13	Governor, overspeed switch, and seal			X
2.14	Code data plate	X		
2.30	Hydraulic power unit	X		
2.31	Relief valves	X		
2.32	Control valve	X		
2.33	Tanks	X		
2.36	Hydraulic cylinders	X		
2.37	Pressure switch	X		
2.38	Roped water hydraulic elevators			X
2.39	Low oil protection	X		
2.40	Maintenance records	X		
2.41	Static control	X		
2.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2.44	Auxiliary power lowering operation	X		
2.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
3.1	Top-of-car stop switch	X		
3.2	Car top light and outlet	X		
3.3	Top-of-car operating device	X		
3.4	Top-of-car clearance, refuge space, and standard railing	X		
3.5	Normal terminal stopping devices	X		
3.6	Final and emergency terminal stopping devices	X		
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation		X	
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition		X	
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10	X		
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Burton Business Center
4205 Ryan St
Lake Charles, LA 70605

Location ID:
510004-50

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 11:00:00AM
Inspection End Time: 11:30:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0095
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 2/21/2007
Device Manufacturer: Kone
Overspeed Valve?
Plunger Gripper?
Cat 5 Required? No
Capacity: 2000
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
5.1 Pit access; lighting; stop switch; and condition	1.7.8.2 - Provide safety kill switch on the collapsible pit leader	No
1.3 Operating control devices	2.27.1.13 - Repair Emergency phone located inside of elevator	No
2.5 Housekeeping	A17.1- 8.6.4.8 Clean elevator machine room	No
1.15 Signs and operating device symbols	A17.1- 2.27.7.1 Provide phase II fire service sign inside of elevator	No
1.3 Operating control devices	A17.1- 2.27.1.13 Repair in car phone A17.1- 8.6.3.1 Repair broken call buttons and switches located in CAR OPERATING PANEL	No
5.1 Pit access; lighting; stop switch; and condition	A17.1- 3.18.3.7 Clean pit to remove debris, water, and/or oil and address sources	No
3.8 Top emergency exit	A17.1- 2.14.1.5.1 Provide latch on car top emergency exit door	Yes
4.7 Sequence operation	A17.1- 2.27.3.2 Repair phase I and phase II fire service on the elevators A17.1–2.27.3.3	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0095 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

irm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols		X	
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping		X	
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation		X	
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition		X	
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10	X		
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Gayle Hall
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-30

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 9:00:00AM
Inspection End Time: 9:30:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0094
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: #1
Code Edition: 2019 / CSA B44:19 - A17.1
Installation Date: 6/10/2021
Device Manufacturer: Smartrise
Overspeed Valve?
Plunger Gripper?
Cat 5 Required? No
Capacity: 2500
Speed: 150
Inspector Notes:
Testing Results:

Violation Information:

New Violations

Violation	Inspector Comments
5.1 Pit access; lighting; stop switch; and condition	8.6.4.7- clean debris from Elevator pit area

Previous Violations

Previous Violation	Inspector Comments	Corrected?
5.1 Pit access; lighting; stop switch; and condition	2.2.5 - Repair lighting located in the elevator pit area	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0094 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** 2019 / CSA B44:19 - A17.1 **Location Contact Name:** Kevin Martin

nspected By: Volles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal	X		
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties	X		
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition		X	
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve			X
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Integrity Elevator

Building Information:

Location Address:
Burton Dorm
4415 Ryan St.
Lake Charles, LA 70605

Location ID:
510004-101

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 10:30:00AM
Inspection End Time: 11:00:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0093
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 5/26/2013
Device Manufacturer: Smartrise
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
3.9 Floor and emergency identification numbering	A17.1- 2.29.2 Provide floor numbering on inside of hoistway on the hoistway doors	No
4.5 Access to hoistway	A17.1- Provide floor numbering and braille on the elevator door frame on each landing	No
2.6 Ventilation	2.7.5.2- provide proper temperature ventilation in the elevator machine room	No
2.5 Housekeeping	A17.1- 8.6.4.8 Remove all access materials from elevator machine room and clean the machine room	No
1.3 Operating control devices	A17.1- 2.2 7.1.13 Repair emergency phone located inside of the elevator A17.1- 2.27.1 Repair the Emergency alarm located inside of the elevator	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0093 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff II **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping		X	
.6	Ventilation		X	
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering		X	
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and late			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway		X	
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper	X		
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Recreational Complex
4300 Ryan St
Lake Charles, LA 70605

Location ID:
510004-8

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

nspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 2:00:00PM
Inspection End Time: 2:30:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0089
Device Type: Hydraulic Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 12/21/2001
Device Manufacturer: Northern
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2100
Speed: 100
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
1.3 Operating control devices	ADA 407.2.12 Repaired in car arrival gongs	No
1.18 Restricted opening of car or hoistway doors	A17.1- 2.12.5 Repair car door restrictor	No
2.5 Housekeeping	A17.1- 8.6.4.8 Clean and sweep out elevator machine room	Yes
4.7 Sequence operation	A17.1- 2.27.2 Provide phase 1 fire service sign next to FS keyswitch located in lobby	Yes

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0089 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

Inspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors		X	
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and late			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper	X		
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04	X		
6.7	A17.1-2007/B44-07	X		
6.8	A17.1-2010/B44-10	X		
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Alpha Hall (Chosen Hall)
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-14

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/8/2026
Inspection Start Time: 9:30:00AM
Inspection End Time: 10:00:00AM
Inspector: Voiles, Jeff II
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0002
Device Type: Hydraulic Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 11/26/2015
Device Manufacturer: Otis
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2100
Speed: 100
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
2.1 Access to machine space	2.4.5.8- elevator machine room door must be self closing, provide door closure on the elevator machine room door	No
1.3 Operating control devices	1.4.6.9- repair emergency phone located inside of elevator	Yes

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0002 **Device Type:** Hydraulic Elevator **Date:** 4/8/2026 **Inspection Type:** Routine/Periodic

irm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space		X	
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices	X		
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members	X		
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper	X		
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
EMR Services

Building Information:

Location Address:
Frazer Memorial Library
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-19

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 11:00:00AM
Inspection End Time: 11:30:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: T0038
Device Type: Traction Elevator
# of Landings: 4
Due Month: October
Device Use: Passenger
Device Designation: Car #2
Code Edition: 2019 / CSA B44:19 - A17.1
Installation Date: 6/10/2021
Device Manufacturer: Smartrise
Cat 5 Required?
Capacity: 3000
Speed: 350
Inspector Notes:
Testing Results:

Violation Information:

New Violations

Violation	Inspector Comments
2.13 Governor; overspeed switch; and seal	This Elevator is due for a CAT 5 FULL LOAD TEST

Previous Violations

Previous Violation	Inspector Comments	Corrected?
2.3 Lighting and receptacles	NEC 620.23.(c)- provide a GFI type receptacle in elevator machine room	No
2.13 Governor; overspeed switch; and seal	A17.1- 8.11.1.6 Provide 5 year full load test tag on the elevator governor	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Electric Elevators ASME A17.2-2020

Address: Frazer Memorial Library, 4300 Ryan Street, Lake Charles, LA 70605

D No: T0038 **Device Type:** Traction Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** 2019 / CSA B44:19 - A17.1 **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles		X	
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal		X	
.14	Code data plate	X		
.15	Static control	X		
.16	Overhead beam and fastenings	X		
.17	Drive machine brake	X		
.18	Traction-drive machines	X		
.19	Gears, bearings, and flexible couplings	X		
.20	Winding drum machine & slack rope device, stop-motion switch, & rope fastening			X
.21	Belt- or chain-drive machine			X
.22	Motor generator			X
.23	Absorption of regenerated power	X		
.24	AC drives from a DC source	X		
.25	Traction sheaves	X		
.26	Secondary and deflector sheaves	X		
.27	Rope fastenings	X		
.28	Terminal stopping devices	X		
.29	Car and counterweight safeties	X		
.40	Maintenance records	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		

		OK	NG	N/A
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope	X		
3.21	Governor releasing carrier	X		
3.22	Wire rope fastening and hitch plate	X		
3.23	Suspension compensation and governor systems	X		
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer	X		
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.33	Compensating ropes and chains	X		
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.3	Final and emergency terminal stopping devices	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices	X		
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members	X		
5.9	Buffers and emergency terminal speed-limiting devices	X		
5.10	Compensating chains, ropes & sheaves			X
5.12	Car buffers	X		
5.13	Building members	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
EMR Services

Building Information:

Location Address:
Frazer Memorial Library
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-19

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 11:30:00AM
Inspection End Time: 12:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: T0037
Device Type: Traction Elevator
# of Landings: 4
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition: 2019 / CSA B44:19 - A17.1
Installation Date: 5/24/2021
Device Manufacturer: Smartrise
Cat 5 Required?
Capacity: 3000
Speed: 350
Inspector Notes:
Testing Results:

Violation Information:

New Violations

Violation	Inspector Comments
2.13 Governor; overspeed switch; and seal	The elevator is due for a CAT 5 FULL LOAD TEST

Previous Violations

Previous Violation	Inspector Comments	Corrected?
2.13 Governor; overspeed switch; and seal	A17.1- 8.11.1.6 Provide Full load test tag on elevator machine room governor of	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Electric Elevators ASME A17.2-2020

Address: Frazer Memorial Library, 4300 Ryan Street, Lake Charles, LA 70605

D No: T0037 **Device Type:** Traction Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** 2019 / CSA B44:19 - A17.1 **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	OK	NG	N/A
INSIDE OF CAR			
.1 Door reopening device	X		
.2 Stop Switches	X		
.3 Operating control devices	X		
.4 Sills and car floor	X		
.5 Car lighting and receptacles	X		
.6 Car emergency signal	X		
.7 Car door or gate	X		
.8 Door closing force	X		
.9 Power closing of doors or gates	X		
.10 Power opening of doors or gates	X		
.11 Car vision panels and glass car doors	X		
.12 Car enclosure	X		
.13 Emergency exit	X		
.14 Ventilation	X		
.15 Signs and operating device symbols	X		
.16 Rated load, platform area, and data plate	X		
.17 Standby power operation	X		
.18 Restricted opening of car or hoistway doors	X		
.19 Car ride	X		
.20 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
MACHINE ROOM			
.1 Access to machinery space	X		
.2 Headroom	X		
.3 Lighting and receptacles	X		
.4 Machinery space	X		
.5 Housekeeping	X		
.6 Ventilation	X		
.7 Fire extinguisher	X		
.8 Pipes, wiring, and ducts	X		
.9 Guarding of exposed auxiliary equipment	X		
.10 Numbering of elevators, machines, controllers & disconnect switches	X		
.11 Disconnecting means and control	X		
.12 Controller wiring, fuses, grounding, etc.	X		
.13 Governor, overspeed switch, and seal		X	
.14 Code data plate	X		
.15 Static control	X		
.16 Overhead beam and fastenings	X		
.17 Drive machine brake	X		
.18 Traction-drive machines	X		
.19 Gears, bearings, and flexible couplings	X		
.20 Winding drum machine & slack rope device, stop-motion switch, & rope fastening			X
.21 Belt- or chain-drive machine			X
.22 Motor generator			X
.23 Absorption of regenerated power	X		
.24 AC drives from a DC source	X		
.25 Traction sheaves	X		
.26 Secondary and deflector sheaves	X		
.27 Rope fastenings	X		
.28 Terminal stopping devices	X		
.29 Car and counterweight safeties	X		
.40 Maintenance records	X		
.42 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
TOP OF CAR			
.1 Top-of-car stop switch	X		
.2 Car top light and outlet	X		
.3 Top-of-car operating device	X		
.4 Top-of-car clearance, refuge space, and standard railing	X		
.5 Normal terminal stopping devices	X		
.6 Final and emergency terminal stopping devices	X		

	OK	NG	N/
3.7 Car leveling and anticreep devices	X		
3.8 Top emergency exit	X		
3.9 Floor and emergency identification numbering	X		
3.10 Hoistway construction	X		
3.11 Hoistway smoke control	X		
3.12 Pipes, wiring, and ducts	X		
3.13 Windows, projections, recesses, and setbacks	X		
3.14 Hoistway clearances	X		
3.15 Multiple hoistways	X		
3.16 Traveling cables and junction boxes	X		
3.17 Door and gate equipment	X		
3.18 Car frame and stiles	X		
3.19 Guide rails, fastenings, and equipment	X		
3.20 Governor rope	X		
3.21 Governor releasing carrier	X		
3.22 Wire rope fastening and hitch plate	X		
3.23 Suspension compensation and governor systems	X		
3.27 Crosshead data plate and rope data tags	X		
3.28 Counterweight and counterweight buffer	X		
3.29 Counterweight safeties			X
3.30 Speed Test	X		
3.33 Compensating ropes and chains	X		
3.34 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4 OUTSIDE HOISTWAY			
4.1 Car platform guard	X		
4.2 Hoistway doors	X		
4.3 Vision panels	X		
4.4 Hoistway door-locking devices	X		
4.5 Access to hoistway	X		
4.6 Power closing of hoistway doors	X		
4.7 Sequence operation	X		
4.8 Hoistway enclosure	X		
4.9 Elevator parking devices	X		
4.10 Emergency doors in blind hoistways			X
4.12 Standby power selection switch	X		
5 PIT			
5.1 Pit access, lighting, stop switch & condition	X		
5.2 Bottom clearance, runby & minimum refuge space	X		
5.3 Final and emergency terminal stopping devices	X		
5.4 Normal terminal stopping devices	X		
5.5 Traveling cables	X		
5.6 Governor-rope tension devices	X		
5.7 Car frame and platform	X		
5.8 Car and counterweight safeties and guiding members	X		
5.9 Buffers and emergency terminal speed-limiting devices	X		
5.10 Compensating chains, ropes & sheaves			X
5.12 Car buffers	X		
5.13 Building members	X		
5.16 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
6 FIREFIGHTERS' SERVICE (FEO)			
6.1 A17.1b-1973 through A17.1b-1980			X
6.2 17.1-1981 through A17.1b-1983			X
6.3 A17.1-1984 through A17.1a-1988 and A17.3			X
6.4 A17.1b-1989 through A17.1d-2000			X
6.5 A 17.1-2000/644-00			X
6.6 A 17.1-2004/644-04			X
6.7 A17.1-2007/B44-07			X
6.8 A17.1-2010/B44-10			X
6.9 A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator

Building Information:

Location Address:
Kirkman Hall
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-5

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 9:30:00AM
Inspection End Time: 10:00:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: T0036
Device Type: Traction Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: Car #2 Lab
Code Edition:
Installation Date: 9/20/1968
Device Manufacturer: Otis
Cat 5 Required?
Capacity: 1500
Speed: 75
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
2.3 Lighting and receptacles	A17.1- 2.7.5.1 Repair machine room lighting remove temporary lighting and replace with permanent lighting	No
2.4 Machine space	A17.1- 8.6.4.8 Remove oil soaked pads from under hoist machine and remedy oil leak	No
1.3 Operating control devices	A17.1- 2.27.1.13 Repair in car phone	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Electric Elevators ASME A17.2-2020

Address: Kirkman Hall, 4300 Ryan Street, Lake Charles, LA 70605

ID No: T0036 **Device Type:** Traction Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

Inspected By: Volles, Jeff II **Signature:** **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device			X
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force			X
.9	Power closing of doors or gates			X
.10	Power opening of doors or gates			X
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors			X
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2	MACHINE ROOM			
2.1	Access to machinery space	X		
2.2	Headroom	X		
2.3	Lighting and receptacles		X	
2.4	Machinery space		X	
2.5	Housekeeping	X		
2.6	Ventilation	X		
2.7	Fire extinguisher	X		
2.8	Pipes, wiring, and ducts	X		
2.9	Guarding of exposed auxiliary equipment	X		
2.10	Numbering of elevators, machines, controllers & disconnect switches	X		
2.11	Disconnecting means and control	X		
2.12	Controller wiring, fuses, grounding, etc.	X		
2.13	Governor, overspeed switch, and seal	X		
2.14	Code data plate	X		
2.15	Static control	X		
2.16	Overhead beam and fastenings	X		
2.17	Drive machine brake	X		
2.18	Traction-drive machines	X		
2.19	Gears, bearings, and flexible couplings	X		
2.20	Winding drum machine & slack rope device, stop-motion switch, & rope fastening	X		
2.21	Belt- or chain-drive machine			X
2.22	Motor generator			X
2.23	Absorption of regenerated power			X
2.24	AC drives from a DC source			X
2.25	Traction sheaves	X		
2.26	Secondary and deflector sheaves	X		
2.27	Rope fastenings	X		
2.28	Terminal stopping devices	X		
2.29	Car and counterweight safeties	X		
2.40	Maintenance records	X		
2.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
3	TOP OF CAR			
3.1	Top-of-car stop switch	X		
3.2	Car top light and outlet	X		
3.3	Top-of-car operating device	X		
3.4	Top-of-car clearance, refuge space, and standard railing	X		
3.5	Normal terminal stopping devices	X		
3.6	Final and emergency terminal stopping devices	X		
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope	X		
3.21	Governor releasing carrier	X		
3.22	Wire rope fastening and hitch plate	X		
3.23	Suspension compensation and governor systems	X		
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer	X		
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.33	Compensating ropes and chains	X		
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	OUTSIDE HOISTWAY			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices			X
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors			X
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch			X
5	PIT			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.3	Final and emergency terminal stopping devices	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices	X		
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members	X		
5.9	Buffers and emergency terminal speed-limiting devices	X		
5.10	Compensating chains, ropes & sheaves			X
5.12	Car buffers	X		
5.13	Building members	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
6	FIREFIGHTERS' SERVICE (FEO)			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator

Building Information:

Location Address:
Kirkman Hall
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-5

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 10:00:00AM
Inspection End Time: 10:30:00AM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - No Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0624
Device Type: Hydraulic Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 5/26/2021
Device Manufacturer: Smartrise
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2500
Speed: 100
Inspector Notes:
Testing Results:

Violation Information:

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0624 **Device Type:** Hydraulic Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping	X		
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control	X		
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxillary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			X
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve	X		
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000			X
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13	X		

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
EMR Services

Building Information:

Location Address:
Frazer Memorial Library
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-19

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 10:30:00AM
Inspection End Time: 11:00:00AM
Inspector: Voiles, Jeff II
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0092
Device Type: Hydraulic Elevator
# of Landings: 2
Due Month: October
Device Use: Passenger
Device Designation: Car #3
Code Edition:
Installation Date: 10/26/2001
Device Manufacturer: EC
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 1200
Speed: 75
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
2.3 Lighting and receptacles	4.8.6.1- Replace the motion sensor elevator machine room lighting switch with a standard 110 V AC toggle type lighting switch	No
2.30 Hydraulic power unit	A17.1- 8.6.5.6 Replace rubber oil line hose located In elevator machine room, hose must be replaced every 6 years, this hose was changed last date of 2003, the hose is 14 years past due for changing, recommend to replace hose with hard pipe.	No
4.7 Sequence operation	A17.1- 2.27.2 Provide PHASE I fire service sign at hall lobby landing	No
3.13 Windows; projections; recesses; and setbacks	A17.1- 2.1.6.2 Provide bevel on ledge located in elevator hoistway	No
1.3 Operating control devices	A17.1- 2.27.1 repair in car alarm bell A17.1- 2.27.1.13. repair in car phone	No
1.18 Restricted opening of car or hoistway doors	A17.1- 2.12.5 Repair front and rear car door restrictors	No
5.1 Pit access; lighting; stop switch; and condition	A17.1- 8.6..7 Clean the elevator pit	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0092 **Device Type:** Hydraulic Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

Inspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

Notes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors		X	
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2	MACHINE ROOM			
2.1	Access to machinery space	X		
2.2	Headroom	X		
2.3	Lighting and receptacles		X	
2.4	Machinery space	X		
2.5	Housekeeping	X		
2.6	Ventilation	X		
2.7	Fire extinguisher	X		
2.8	Pipes, wiring, and ducts	X		
2.9	Guarding of exposed auxiliary equipment	X		
2.10	Numbering of elevators, machines, controllers & disconnect switches	X		
2.11	Disconnecting means and control	X		
2.12	Controller wiring, fuses, grounding, etc.	X		
2.13	Governor, overspeed switch, and seal			X
2.14	Code data plate	X		
2.30	Hydraulic power unit		X	
2.31	Relief valves	X		
2.32	Control valve	X		
2.33	Tanks	X		
2.36	Hydraulic cylinders	X		
2.37	Pressure switch	X		
2.38	Roped water hydraulic elevators			X
2.39	Low oil protection	X		
2.40	Maintenance records	X		
2.41	Static control	X		
2.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2.44	Auxiliary power lowering operation	X		
2.45	Inspection operation with open door circuits and inspection hierarchy	X		
3	TOP OF CAR			
3.1	Top-of-car stop switch	X		
3.2	Car top light and outlet	X		
3.3	Top-of-car operating device	X		
3.4	Top-of-car clearance, refuge space, and standard railing	X		
3.5	Normal terminal stopping devices	X		
3.6	Final and emergency terminal stopping devices	X		
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks		X	
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			X
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	OUTSIDE HOISTWAY			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation		X	
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices	X		
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	PIT			
5.1	Pit access, lighting, stop switch & condition		X	
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve			X
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	FIREFIGHTERS' SERVICE (FEO)			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000	X		
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

ATIS
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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
EMR Services

Building Information:

Location Address:
Frasch Hall And Annex
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-11

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 12:00:00PM
Inspection End Time: 12:30:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0091
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #2
Code Edition: 1990 - A17.1
Installation Date: 11/20/1992
Device Manufacturer: Montgomery
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

New Violations

Violation	Inspector Comments
1.3 Operating control devices	2.4.5.13- repair emergency phone located inside of Elevator
1.3 Operating control devices	:.2.6.7.11 - repair emergency alarm located inside of Elevator

Previous Violations

Previous Violation	Inspector Comments	Corrected
2.5 Housekeeping	1.5.6.9- Clean debris from elevator machine room	No
2.10 # of elevators; machines; and disconnect switches	NEC- 620-53 Provide lockable disconnect in elevator machine room for elevator 110 volt AC cab lighting circuit	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0091 **Device Type:** Hydraulic Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** 1990 - A17.1 **Location Contact Name:** Kevin Martin

nspected By: Volles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices		X	
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal	X		
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2	MACHINE ROOM			
2.1	Access to machinery space	X		
2.2	Headroom	X		
2.3	Lighting and receptacles	X		
2.4	Machinery space	X		
2.5	Housekeeping		X	
2.6	Ventilation	X		
2.7	Fire extinguisher	X		
2.8	Pipes, wiring, and ducts	X		
2.9	Guarding of exposed auxiliary equipment	X		
2.10	Numbering of elevators, machines, controllers & disconnect switches		X	
2.11	Disconnecting means and control	X		
2.12	Controller wiring, fuses, grounding, etc.	X		
2.13	Governor, overspeed switch, and seal			X
2.14	Code data plate	X		
2.30	Hydraulic power unit	X		
2.31	Relief valves	X		
2.32	Control valve	X		
2.33	Tanks	X		
2.36	Hydraulic cylinders	X		
2.37	Pressure switch	X		
2.38	Roped water hydraulic elevators			X
2.39	Low oil protection	X		
2.40	Maintenance records	X		
2.41	Static control	X		
2.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
2.44	Auxillary power lowering operation	X		
2.45	Inspection operation with open door circuits and inspection hierarchy	X		
3	TOP OF CAR			
3.1	Top-of-car stop switch	X		
3.2	Car top light and outlet	X		
3.3	Top-of-car operating device	X		
3.4	Top-of-car clearance, refuge space, and standard railing	X		
3.5	Normal terminal stopping devices	X		
3.6	Final and emergency terminal stopping devices	X		
3.7	Car leveling and anticreep devices	X		
3.8	Top emergency exit	X		

		OK	NG	N/A
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	OUTSIDE HOISTWAY			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	PIT			
5.1	Pit access, lighting, stop switch & condition	X		
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve			X
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	FIREFIGHTERS' SERVICE (FEO)			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000	X		
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
EMR Services

Building Information:

Location Address:
Frasch Hall And Annex
4300 Ryan Street
Lake Charles, LA 70605

Location ID:
510004-11

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 12:30:00PM
Inspection End Time: 1:00:00PM
Inspector: Voiles, Jeff II
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0090
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 5/20/1992
Device Manufacturer: Montgomery
Overspeed Valve?
Plunger Gripper?
Cat 5 Required?
Capacity: 2500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected
2.5 Housekeeping	2.5.6.9- clean debris from elevator machine room, and from elevator pit area	No
5.1 Pit access; lighting; stop switch; and condition	3.18.3.7- clean hydraulic oil and debris from elevator pit area	No
2.11 Disconnecting means and control	NEC-620-53. Provide lockable disconnect in elevator machine room for the 110 V AC cab lighting	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0090 **Device Type:** Hydraulic Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** J.T. Voiles **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	INSIDE OF CAR	OK	NG	N/A
.1	Door reopening device	X		
.2	Stop Switches	X		
.3	Operating control devices	X		
.4	Sills and car floor	X		
.5	Car lighting and receptacles	X		
.6	Car emergency signal			X
.7	Car door or gate	X		
.8	Door closing force	X		
.9	Power closing of doors or gates	X		
.10	Power opening of doors or gates	X		
.11	Car vision panels and glass car doors	X		
.12	Car enclosure	X		
.13	Emergency exit	X		
.14	Ventilation	X		
.15	Signs and operating device symbols	X		
.16	Rated load, platform area, and data plate	X		
.17	Standby power operation	X		
.18	Restricted opening of car or hoistway doors	X		
.19	Car ride	X		
.20	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
	MACHINE ROOM			
.1	Access to machinery space	X		
.2	Headroom	X		
.3	Lighting and receptacles	X		
.4	Machinery space	X		
.5	Housekeeping		X	
.6	Ventilation	X		
.7	Fire extinguisher	X		
.8	Pipes, wiring, and ducts	X		
.9	Guarding of exposed auxiliary equipment	X		
.10	Numbering of elevators, machines, controllers & disconnect switches	X		
.11	Disconnecting means and control		X	
.12	Controller wiring, fuses, grounding, etc.	X		
.13	Governor, overspeed switch, and seal			X
.14	Code data plate	X		
.30	Hydraulic power unit	X		
.31	Relief valves	X		
.32	Control valve	X		
.33	Tanks	X		
.36	Hydraulic cylinders	X		
.37	Pressure switch	X		
.38	Roped water hydraulic elevators			X
.39	Low oil protection	X		
.40	Maintenance records	X		
.41	Static control	X		
.42	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44	Auxiliary power lowering operation	X		
.45	Inspection operation with open door circuits and inspection hierarchy	X		
	TOP OF CAR			
.1	Top-of-car stop switch	X		
.2	Car top light and outlet	X		
.3	Top-of-car operating device	X		
.4	Top-of-car clearance, refuge space, and standard railing	X		
.5	Normal terminal stopping devices	X		
.6	Final and emergency terminal stopping devices	X		
.7	Car leveling and anticreep devices	X		
.8	Top emergency exit	X		

		OK	NG	N/
3.9	Floor and emergency identification numbering	X		
3.10	Hoistway Construction	X		
3.11	Hoistway smoke control	X		
3.12	Pipes, wiring, and ducts	X		
3.13	Windows, projections, recesses, and setbacks	X		
3.14	Hoistway clearances	X		
3.15	Multiple hoistways	X		
3.16	Traveling cables and junction boxes	X		
3.17	Door and gate equipment	X		
3.18	Car frame and stiles	X		
3.19	Guide rails, fastenings, and equipment	X		
3.20	Governor rope			X
3.21	Governor releasing carrier			X
3.22	Wire rope fastening and hitch plate			X
3.23	Suspension compensation and governor systems			X
3.27	Crosshead data plate and rope data tags	X		
3.28	Counterweight and counterweight buffer			X
3.29	Counterweight safeties			X
3.30	Speed Test	X		
3.31	Slack rope test - roped hydraulic elevators			X
3.32	Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			X
3.34	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4	**OUTSIDE HOISTWAY**			
4.1	Car platform guard	X		
4.2	Hoistway doors	X		
4.3	Vision panels	X		
4.4	Hoistway door-locking devices	X		
4.5	Access to hoistway	X		
4.6	Power closing of hoistway doors	X		
4.7	Sequence operation	X		
4.8	Hoistway enclosure	X		
4.9	Elevator parking devices			X
4.10	Emergency doors in blind hoistways			X
4.12	Standby power selection switch	X		
5	**PIT**			
5.1	Pit access, lighting, stop switch & condition		X	
5.2	Bottom clearance, runby & minimum refuge space	X		
5.4	Normal terminal stopping devices	X		
5.5	Traveling cables	X		
5.6	Governor-rope tension devices			X
5.7	Car frame and platform	X		
5.8	Car and counterweight safeties and guiding members			X
5.11	Buffers and emergency terminal speed-limiting devices	X		
5.12	Car buffers	X		
5.13	Building members	X		
5.14	Supply Piping	X		
5.15	Overspeed valve			X
5.16	Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17	Plunger gripper			X
6	**FIREFIGHTERS' SERVICE (FEO)**			
6.1	A17.1b-1973 through A17.1b-1980			X
6.2	17.1-1981 through A17.1b-1983			X
6.3	A17.1-1984 through A17.1a-1988 and A17.3			X
6.4	A17.1b-1989 through A17.1d-2000	X		
6.5	A 17.1-2000/644-00			X
6.6	A 17.1-2004/644-04			X
6.7	A17.1-2007/B44-07			X
6.8	A17.1-2010/B44-10			X
6.9	A17.1-2013/B44-13			X

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Agency Information:

Agency Address:
McNeese State University - Lake Charles LA
C/O Integrity Elevator Solutions, LLC
PO Box 2169
Buna TX 77612

Maintenance Company Information:

Maintenance Company:
Oracle Elevator : Oracle Elevator - Shreveport

Building Information:

Location Address:
Kaufman Hall
4300 Ryan ST
Lake Charles, LA 70605

Location ID:
510004-6

Location Contact Information:
Name: Kevin Martin
Title:
Phone: +13374755888
Email: kmartin@mcneese.edu

Inspection Information:

Inspection Date: 4/7/2026
Inspection Start Time: 2:00:00PM
Inspection End Time: 3:00:00PM
Inspector: Voiles, Jeff ||
Inspection Type: Routine/Periodic
Inspection Result: Passed - Violations
Re-Inspection Required: No
Generator Test Performed: No
Re-Inspection Maint Co Required: No
Device ID: H0088
Device Type: Hydraulic Elevator
# of Landings: 3
Due Month: October
Device Use: Passenger
Device Designation: Car #1
Code Edition:
Installation Date: 11/22/2021
Device Manufacturer: Smartrise
Overspeed Valve?
Plunger Gripper?
Cat 5 Required? No
Capacity: 2500
Speed: 125
Inspector Notes:
Testing Results:

Violation Information:

Previous Violations

Previous Violation	Inspector Comments	Corrected?
2.3 Lighting and receptacles	NEC 501.9.(2) Provide guards for the elevator machine room lighting	No
5.1 Pit access; lighting; stop switch; and condition	106.1b Provide cover over the sump hole located in elevator pit area	No
5.1 Pit access; lighting; stop switch; and condition	3.18.3.7 Clean the oil from the elevator pit area	No
5.1 Pit access; lighting; stop switch; and condition	7.8.9.9- provide a safety kill switch on the retractable ladder located in the elevator pit	No

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INSPECTION REPORT

ATIS CONVEYANCE MANAGEMENT SOLUTION

Checklist and Report for Inspection of Hydraulic Elevators ASME A17.2-2020

D No: H0088 **Device Type:** Hydraulic Elevator **Date:** 4/7/2026 **Inspection Type:** Routine/Periodic

Firm #: 33 **Code Edition:** **Location Contact Name:** Kevin Martin

nspected By: Voiles, Jeff || **Signature:** **Location Contact Signature:**

lotes: See ASME A17.2 for detailed Code requirements. Numbering is tied to the numbering of A 17.2 Items. OK= meets requirements; NG= doesn't meet requirements; N/A = not applicable

	OK	NG	N/A
INSIDE OF CAR			
.1 Door reopening device	X		
.2 Stop Switches	X		
.3 Operating control devices	X		
.4 Sills and car floor	X		
.5 Car lighting and receptacles	X		
.6 Car emergency signal	X		
.7 Car door or gate	X		
.8 Door closing force	X		
.9 Power closing of doors or gates	X		
.10 Power opening of doors or gates	X		
.11 Car vision panels and glass car doors	X		
.12 Car enclosure	X		
.13 Emergency exit	X		
.14 Ventilation	X		
.15 Signs and operating device symbols	X		
.16 Rated load, platform area, and data plate	X		
.17 Standby power operation	X		
.18 Restricted opening of car or hoistway doors	X		
.19 Car ride	X		
.20 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
MACHINE ROOM			
.1 Access to machinery space	X		
.2 Headroom	X		
.3 Lighting and receptacles		X	
.4 Machinery space	X		
.5 Housekeeping	X		
.6 Ventilation	X		
.7 Fire extinguisher	X		
.8 Pipes, wiring, and ducts	X		
.9 Guarding of exposed auxiliary equipment	X		
.10 Numbering of elevators, machines, controllers & disconnect switches	X		
.11 Disconnecting means and control	X		
.12 Controller wiring, fuses, grounding, etc.	X		
.13 Governor, overspeed switch, and seal			X
.14 Code data plate	X		
.30 Hydraulic power unit	X		
.31 Relief valves	X		
.32 Control valve	X		
.33 Tanks	X		
.36 Hydraulic cylinders	X		
.37 Pressure switch	X		
.38 Roped water hydraulic elevators			X
.39 Low oil protection	X		
.40 Maintenance records	X		
.41 Static control	X		
.42 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
.44 Auxiliary power lowering operation	X		
.45 Inspection operation with open door circuits and inspection hierarchy	X		
TOP OF CAR			
.1 Top-of-car stop switch	X		
.2 Car top light and outlet	X		
.3 Top-of-car operating device	X		
.4 Top-of-car clearance, refuge space, and standard railing	X		
.5 Normal terminal stopping devices	X		
.6 Final and emergency terminal stopping devices	X		
.7 Car leveling and anticreep devices	X		
.8 Top emergency exit	X		

	OK	NG	N/A
3.9 Floor and emergency identification numbering	X		
3.10 Hoistway Construction	X		
3.11 Hoistway smoke control	X		
3.12 Pipes, wiring, and ducts	X		
3.13 Windows, projections, recesses, and setbacks	X		
3.14 Hoistway clearances	X		
3.15 Multiple hoistways	X		
3.16 Traveling cables and junction boxes	X		
3.17 Door and gate equipment	X		
3.18 Car frame and stiles	X		
3.19 Guide rails, fastenings, and equipment	X		
3.20 Governor rope			X
3.21 Governor releasing carrier			X
3.22 Wire rope fastening and hitch plate			X
3.23 Suspension compensation and governor systems			X
3.27 Crosshead data plate and rope data tags	X		
3.28 Counterweight and counterweight buffer			X
3.29 Counterweight safeties			X
3.30 Speed Test	X		
3.31 Slack rope test - roped hydraulic elevators			X
3.32 Traveling sheave-roped-hydraulic elevators installed under A17.1B-1989 and later			X
3.34 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
4 OUTSIDE HOISTWAY			
4.1 Car platform guard	X		
4.2 Hoistway doors	X		
4.3 Vision panels	X		
4.4 Hoistway door-locking devices	X		
4.5 Access to hoistway	X		
4.6 Power closing of hoistway doors	X		
4.7 Sequence operation	X		
4.8 Hoistway enclosure	X		
4.9 Elevator parking devices	X		
4.10 Emergency doors in blind hoistways			X
4.12 Standby power selection switch	X		
5 PIT			
5.1 Pit access, lighting, stop switch & condition		X	
5.2 Bottom clearance, runby & minimum refuge space	X		
5.4 Normal terminal stopping devices	X		
5.5 Traveling cables	X		
5.6 Governor-rope tension devices			X
5.7 Car frame and platform	X		
5.8 Car and counterweight safeties and guiding members			X
5.11 Buffers and emergency terminal speed-limiting devices	X		
5.12 Car buffers	X		
5.13 Building members	X		
5.14 Supply Piping	X		
5.15 Overspeed valve	X		
5.16 Earthquake inspection and tests (seismic risk zone 2 or greater)			X
5.17 Plunger gripper	X		
6 FIREFIGHTERS' SERVICE (FEO)			
6.1 A17.1b-1973 through A17.1b-1980			X
6.2 17.1-1981 through A17.1b-1983			X
6.3 A17.1-1984 through A17.1a-1988 and A17.3			X
6.4 A17.1b-1989 through A17.1d-2000			X
6.5 A 17.1-2000/644-00			X
6.6 A 17.1-2004/644-04			X
6.7 A17.1-2007/B44-07			X
6.8 A17.1-2010/B44-10			X
6.9 A17.1-2013/B44-13	X		