

copy of each elevator maintenance record shall be provided to the Project Manager upon completion of work.

d. Minimum service requirements:

- 1) The Contractor shall conduct customary annual no load tests for traction elevator systems at no additional cost to the County.
- 2) The Contractor shall perform pressure relief tests and static tests on hydraulic elevators as required at no additional cost to the County.
- 3) The Contractor shall perform, where applicable, the five (5) year full load test for traction elevator systems. Pricing for the five (5) year full load test for traction elevator systems shall be listed on the Contractor's invoice as an additional cost item per elevator system at each site where required.
- 4) Cleaning of the following:
 - machines
 - controllers
 - selectors
 - motor generator sets
 - machine rooms
 - hoist ways
 - pits
 - car tops
- 5) Oiling, greasing, and adjusting, ~~repairing, and replacing~~ parts as conditions require before the factor of safety has been dangerously reduced on any part of the entire elevator equipment, including, but not limited to:
 - machine
 - motor
 - generator
 - controller parts
 - worm gears
 - thrusts
 - bearings
 - brake magnet coils or brake motors
 - brake shoes
 - brushes
 - commutators
 - rotating elements
 - contacts
 - coils resistance for operating and motor Index circuits
 - magnet frames
 - winding engines
 - signal system and light bulbs for signals
 - electric and mechanical appliances
 - hatchway rails
 - guides

- guide shoes
- traveling equipment
- safety appliances
- wire ropes
- door equipment
- pumps and pump motors
- operating valves and valve motors
- leveling valves
- cylinder head
- plunger exposed surfaces
- plunger gland and packing
- exposed piping, fittings, and flexible pipe connections
- operating control
- check and relief valves
- gauges
- storage, discharge, pressure and vacuum tanks

Note: During Preventative Maintenance service, identifying parts in need of repair or replacement is imperative. The Contractor will submit a written quote detailing the work/repair required, listing the labor, material, and other charges necessary to perform the repair to the Highlands County Facilities Department prior to completing any work. Unless a deficiency is found to be caused by a lack of Preventative Maintenance by the Contractor, these repairs will be treated as a Service Call.

- 6) Renew guide shoe gibs or guide rollers when this is necessary to ensure smooth and quiet operation and, except where roller guides are used, to keep the guide rails properly lubricated
- 7) Renew all wire ropes as often as necessary to maintain an adequate factor of safety; to equalize the tension on all hoisting ropes, and repair or replace conductor cables, and all other mechanical and electrical parts necessary to maintain the elevators in proper operating condition
- 8) The Contractor, where applicable, shall maintain the original contract speed in feet per minute, the original performance time, including acceleration and retardation as designed and installed by the manufacturer, and shall perform the necessary adjustments as required to maintain the original door opening and closing time, within limits of applicable local, state, and federal laws, regulations, and/or codes.
- 9) The Contractor, where applicable, shall check Group Supervisory and Controlling Systems and make necessary tests to ensure that all circuits and time settings are properly adjusted, and that the system performs as designed and installed by the original manufacturer. As such, the Contractor is required to maintain all applicable software applications allowing for the performance of these services for each manufacturer's elevator.
- 10) The Contractor shall perform the monthly fire safety tests to maintain compliance with applicable local, state, and federal laws, regulations, and/or codes.