

W 16185 9 AM 10/23

Print Notice

CUSTOMER Job ID Ocean Ave Elementary
Portland Public Schools
JOB ADDRESS DIRECTIONS Call Dave when you are on your way, his number is
STREET: 150 Ocean Ave **30 Days From Invoice I** (207)776-4477.
CITY: Portland
STATE: ME **ZIP:** 04103
DESCRIPTION OF SERVICES MATERIAL REQUESTED: Current Data As Of 10/11/2019 9:12:38 AM Work Order 1
Job Site Phone: 2077764477 **Cell Number:**

Revised Dat Discription of Problem If different From what Customer told us

Customer called in that one of the cookson cornell fire doors is not dropping when the alarm is triggered.

Job Number: _____

DETAILED DISCRPTION OF ALL WORK PERFORMED WITH TIMES

	SERVICE MAN	DATE	SHOP TIME	TRAVEL TIME	WORK TIME	TOTAL TIME
Stacked 5 doors.	Matt	10/22/19	1.25	6.75		
Tested cookson fire rolling steel door. Had to adjust sag chain to make sure door was being activated by firefly.	Ray	10/22/19	1.25	6.75		
certain hangs up a little at 2" off the floor, but door still closes all the way in a fire drop test.	Vlad	10/23/19				
Guides and charging wheel of the door are encased in dry wall.	Matt	10/23/19				

Customer acknowledges the work performed and material supplied as noted above. Customer further acknowledges and accepts responsibility for material left on job site that maybe used and or installed by other trades. ie. electrical controls, wiring, weatherstripping, etc.

CUSTOMER SIGNATURE _____ DATE _____



P.O. Box 8772 • Portland, ME 04104
207 797-5696 • Fax 878-5156

WORK ORDER

160836

Comm. Service

7/11/2015 9:12 AM Work Order

COMPANY / LAST NAME Portland Public Schools		FIRST NAME		JOB / SHIPPING NAME Ocean Ave Elementary	
CONTACT Dave		2ND NAME			
BOX Accounting Dept		ADDRESS 1			
STREET ADDRESS 293 Cumberland Ave.		ADDRESS 2 150 Ocean Ave			
CITY Portland	STATE ME	ZIP CODE 04103	ADDRESS 3		
PHONE #	FAX #	CITY Portland	STATE ME	ZIP CODE 04103	
DATE CALLED IN 10/11/2015	DATE WORK REQUIRED		Call Dave when you see the door with the problem as soon as possible.		
SITE PHONE (207) 776-4177	JOB FAX CELL				
CONTACT PERSON Hob	ORDER TAKEN BY Chava R-11				
WORK PRIORITY Date	CUSTOMER PO	JOB NAME	TERMS Net 30 Days F	CREDIT CARD	EXPIRATION DATE

WORK REQUESTED/SPECIAL INSTRUCTIONS

DESCRIPTION OF SERVICES & MATERIALS	QTY	PRICE	AMOUNT	EST TIME
				EST VALUE
EST DATE				
<p>2 doors in school at the end of one hallway were off fire doors. It was dropping when they were suggested.</p> <p>Job Number</p> <p>Checked carbon fire filling steeling, had to adjust. You 10/21/15</p> <p>Sister in law to make sure door was being activated by firefly. Most 10/21/15</p> <p>door no longer hangs up a little at 2' off the floor but door still closes all the way in a fire drop test. Ends and charging wheel of the door are checked in detail.</p>				

ADDITIONAL WORK RECOMMENDED	MATERIAL	
	SALES TAX	
	FREIGHT	
	LABOR	
	TOTAL	

The work performed and material used as noted above has been inspected and approved for payment. Customer further agrees to pay all finance charges, legal expenses and other associated costs associated with the collection of this debt that may be incurred due to non payment.

CUSTOMER SIGNATURE _____ DATE _____



P.O. Box 8772 • Portland, ME 04104
207 797-5696 • Fax 878-5156

WORK ORDER

160836

10/11/2019 9:12:38 AM Work Order 1

Com. Service

COMPANY / LAST NAME Portland Public Schools		FIRST NAME		JOB/SHIPPING NAME Ocean Ave Elementary	
TACT Dave		2ND NAME			
JOB TITLE Accounting Dept		ADDRESS 1			
STREET ADDRESS 353 Cumberland Ave.		ADDRESS 2 150 Ocean Ave			
CITY Portland		STATE ME		ZIP CODE 04103	
PHONE #		FAX #		CITY Portland	
DATE CALLED IN 10/11/2019		DATE WORK REQUIRED		STATE ME	
SITE PHONE (207) 776-4477		JOB FAX CELL		ZIP CODE 04103	
CONTACT PERSON Hich		ORDER TAKEN BY Olivia Bell		SPECIAL INSTRUCTIONS Call Dave when you are on your way, his number is (207)776-4477.	
PRIORITY Dave		CUSTOMER PO		TERMS Net 30 Days F	
JOB NAME		CREDIT CARD		EXPIRATION DATE	

EST TIME	EST VALUE	EST DATE
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DESCRIPTION OF SERVICES & MATERIALS	QTY	PRICE	AMOUNT
<p>Customer called in that one of the corkson corkroll fire doors is not dropping when the alarm is triggered.</p> <p>Job Number</p> <p>Tested corkson fire rolling steel door. Had to adjust sag chain to make sure door was being activated by fire fly. curtain hangs up a little at 2" off the floor, but door still closes all the way in a fire drop test. Guides and charging wheel of the door are seized in dry wall.</p>	<p>1</p> <p>1</p> <p>1</p> <p>Vlad 10/23/19</p> <p>matt 10/23/19</p>	<p>125.675</p> <p>125.675</p> <p>125.675</p>	

ADDITIONAL WORK RECOMMENDED	MATERIAL	SALES TAX	FREIGHT	LABOR	TOTAL
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work performed and material used as noted above has been inspected and approved for payment. Customer further agrees to all finance charges, legal expenses and other associated cost associated with the collection of this debt that may be incurred to non payment.

CUSTOMER SIGNATURE

DATE



1901 S. Litchfield Rd.
Goodyear, AZ 85338

Tel 800-294-4368
Fax 866-448-6789

Rolling Steel Fire Door Initial & Annual Drop Test Form

NOTE TO OWNER: NFPA 80 AND MODEL CODES REQUIRE THE ANNUAL TESTING OF ROLLING FIRE DOORS TO DEMONSTRATE PROPER OPERATION AND FULL CLOSURE AND PROPER RESET. RESETTING OF THE RELEASE MECHANISM MUST BE DONE IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS. A WRITTEN RECORD MUST BE MAINTAINED AND MADE AVAILABLE TO THE AUTHORITY HAVING JURISDICTION. NFPA 80 ALSO REQUIRES THAT WHEN DAMAGE IMPAIRS THE DOOR'S PROPER AUTOMATIC CLOSING FUNCTION THAT IT BE REPAIRED WITH PARTS OBTAINED FROM THE ORIGINAL DOOR'S MANUFACTURER AND UPON COMPLETION OF REPAIRS THAT THE DOOR BE TESTED TO ASSURE AUTOMATIC CLOSING OPERATION.

WARNING: SEVERE INJURY OR DEATH MAY RESULT THROUGH IMPROPER ATTEMPTS AT DROP TESTING, REPAIR AND MAINTENANCE. DROP TESTING, REPAIR AND/OR MAINTENANCE SHOULD BE PERFORMED BY A TRAINED DOOR SYSTEM TECHNICIAN WITH COMPLETE KNOWLEDGE AND UNDERSTANDING OF THIS TYPE OF DOOR AND THE DOOR MANUFACTURER'S INSTALLATION/RESET INSTRUCTIONS. **BEFORE DROP TESTING,** USE THE GUIDELINES ON THE REVERSE SIDE OF THIS FORM TO CONDUCT A VISUAL INSPECTION FOR DAMAGED OR MISSING PARTS THAT MAY CREATE A HAZARD DURING TESTING OR AFFECT PROPER OPERATION OR RESETTING. CLOSE AND OPEN THE DOOR TO CHECK FOR PROPER OPERATION. THE DOOR MUST BE FULLY OPEN BEFORE DROP TESTING. RESET THE DOOR FOLLOWING THE DROP TEST AND THEN TEST/RESET AGAIN.

Project Ocean Ave Elementary Contact _____
 Address 150 Ocean Ave Phone _____
Portland, ME Date 10/23/19

Location / Door Mark #	Wall Opening		Door Manufacturer	Door Serial No.	Fire Label Agency and Serial No.	Visual Inspection		Operational Inspection		Initial Drop Test		Second Drop Test	
	Width	Height				PASS	FAIL	PASS	FAIL	PASS	FAIL	PASS	FAIL
	15'	10'	COOKSON		13119	✓		✓		✓		✓	

Recommended Work _____

Recommended Work Is: Authorized Declined By _____ Date _____

THE DOORS LISTED ABOVE HAVE BEEN INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS. THE AUTOMATIC RELEASE DEVICE HAS BEEN TESTED TO DEMONSTRATE PROPER OPERATION AND FULL CLOSURE. THEY HAVE BEEN RESET IN ACCORDANCE WITH THE MANUFACTURER'S RESET INSTRUCTIONS AND LEFT IN PROPER WORKING CONDITION, UNLESS OTHERWISE NOTED ABOVE.

Tested by Vladimir Kasparov Witnessed by _____

Company Door Services Inc. Representing _____

Address 31 Diamond St Signature [Signature] Date 10/23/19
Portland, ME

Signature [Signature] Date 10/23/19

ROLLING STEEL FIRE DOOR INSPECTION AND DROP TEST GUIDELINES

VISUAL INSPECTION: Every component of a fire door and its installation must be checked for conditions that may affect a fire door's intended operation and performance. Refer to the manufacturer's installation instructions.

- A) Verify proper installation
 - 1) curtain, barrel and guides are aligned, level and plumb
 - 2) verify that jamb/wall fasteners are in all slots in the guide or that wall angles are properly welded to the wall opening jambs (welding is not permitted on Factory Mutual labeled doors).
 - 3) counters supplied separately from the door assemblies must be labeled in accordance with the door's listing
 - 4) fusible links located per manufacturer's instructions
 - 5) surrounding construction is not attached to the door, including suspended ceiling, ducts, conduit, framing or any other building material.

- B) Check for damaged, incorrect or missing parts
 - 1) slats - bent slats, cracked beads, torn ends
 - 2) endlocks - missing, broken, bent, loose
 - 3) bottom bar – bent angles, loose bolts
 - 4) guide assembly – bent angles, loose bolts, misaligned curtain entry
 - 5) hood and flame baffle (when baffle required) – bent, rubbing curtain in open position, holes, tears, attachment to brackets and wall (when required), intermediate supports (when required)
 - 6) brackets and operating mechanisms – worn, misaligned or badly meshed gears, worn roller chain or sprockets, broken parts, bent shafts
 - 7) automatic closing and governor mechanisms – missing or broken parts, drop or release arms tied, blocked or wedged
 - 8) fusible links, sash chain/cable, S-hooks, eyes – links painted or coated with dust or grease, kinked or pinched cable, chain twisted or not flexible, obstructed eyes or raceways
 - 9) mounting and assembly bolts – missing or loose

- C) Ancillary equipment
 - 1) smoke detectors/release devices – check continuity and power
 - 2) control panels – check function
 - 3) miscellaneous other equipment should be checked for proper function and operation

OPERATIONAL INSPECTION

Open and close the door using normal operation.

If you find damaged or missing parts that will create a hazard or prevent proper operation, HAVE THESE CONDITIONS CORRECTED BEFORE CONDUCTING A DROP TEST.

DROP TEST

A drop test is required to confirm that the fire door will close automatically during a fire emergency. Use manufacturer's drop test instructions. DOOR MUST BE FULLY OPEN BEFORE DROP TEST. The door must close fully so the bottom bar rests on the sill. The average closing speed must be between 6" and 24" per second. Test each automatic closing option of the fire door.

RESET THE DOOR

Reset the door per manufacturer's instructions. Drop test the door a second time to verify proper resetting and then reset again. Open and close the door by normal operation. Ultimate acceptance of a fire door is the decision of the Authority Having Jurisdiction, as defined in NFPA 80.