



TISHAURA O. JONES  
MAYOR  
CHARLES COYLE  
DIRECTOR OF PUBLIC SAFETY

**St. Louis  
Fire Department  
Bureau of Fire Prevention**



DENNIS JENKERSON  
FIRE CHIEF  
MICHAEL DARDEN  
FIRE MARSHAL

**FIRE CODE COMPLIANCE**

No. FM-000106

Date: June 17, 2023

Type: Annual

Granted To: STEVENS - THE INSTITUTE OF BUSINESS AND ART

1521 WASHINGTON AVE, ST. LOUIS, MO 63103

To whom it may concern,

Having made application in due form, and having complied with applicable sections of the Fire Prevention Code of the City of St. Louis, authority is hereby given and this Permit is granted. This Permit is issued and accepted on the condition that all code provisions now adopted or that may hereafter be adopted, shall be complied with.

Expiration: June 17, 2024

Firefighter/Inspector: S. Elliott

Remarks: Offices / Classrooms

This permit does not take the place of any License required by law and is not transferable. Any changes in the use or occupancy of this premises shall require a new permit.

**THIS PERMIT MUST AT ALL TIMES BE POSTED ON THE PREMISES**

  
Fire Marshal

City of St. Louis

*STOP FIRES BEFORE THEY START*

Michael L. Parson  
Governor

Sandra K. Karsten  
Director, Public Safety

J. Tim Bean  
State Fire Marshal



205 Jefferson Street, Suite 1315  
Mailing Address: P.O. Box 844  
Jefferson City, MO 65102  
Telephone: (573) 751-2263  
Fax: (573) 526-5971  
Email: Ashley.Temmen@dfs.dps.mo.gov  
Madison.Smith@dfs.dps.mo.gov

**Missouri Department of Public Safety**  
**Division of Fire Safety**

April 7, 2023

Stevens- The Institute of Business & Arts  
Stevens- The Institute of Business & Arts  
1521 Washington Ave  
St. Louis, MO 63103

Elevator State Operating Certificate(s) shall be displayed in the elevator machine room, in a non-combustible frame. It is the responsibility of the owner, operator or lessee of the elevator equipment to post the State Operating Certificate. If State ID tag(s) is/are attached, please post the tag(s) on the controller of each unit, in the machine room.  
If you have any questions or comments please contact us at (573)751-2930.

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**State Operating Certificate - Expires 04/15/2024**

**Owner**

Stevens- The Institute of Business & Arts  
1521 Washington Ave  
St. Louis, MO 63103

**Location**

Stevens Institute of Business & Arts  
1521 Washington Ave  
St. Louis, MO 63103

**Equipment State ID #13824**

Type: Passenger Traction  
Install Year: 2010 Speed: 150 Capacity:2500  
Manufacturer: Kone  
Serial Number: 20300522

**Inspection Details**

Date: 03/17/2023  
Inspector: Paul Karrenbrock

This is to certify that the herein described equipment, duly conforms with the standards prescribed in the American Society of Mechanical Engineers, ASME A17.1, Safety Code for Elevators and Escalators, American National Standard Safety Code for Manlifts ANSI A90.1, American National Safety Code for Personnel Hoist ANSI A10.4 latest version adopted and amended by Elevator Safety Rules and Regulations, RSMo 701.350 through 701.380 and 11 CSR 40-5.010 through 40-5.150 and may be operated at said location, not to exceed the speed and capacity listed above. This certificate is to be posted in the Mechanical Room in a noncombustible frame with a clear protective vision plate over it.

**Variances**

No Variance.

A handwritten signature in cursive script, likely belonging to the Deputy Chief Elevator Inspector.

Deputy Chief Elevator Inspector

A handwritten signature in cursive script, likely belonging to the State Fire Marshal.

State Fire Marshal





2675 Scott Ave., Suite C  
St. Louis, MO 63103  
main 314.535.4544 | fax 314.535.0144  
www.ahernfire.com

## Sprinkler Inspection Annual

Work Order : 1613745  
Agreement : 6730  
Inspection Start Date : 03/24/2023  
Customer PO:

Inspection Location		
Stevens Inst.Of Bus. & Arts 1521 Washington Avenue St. Louis MO 63103	Contact:	Tameca Bevely
	Cell #:	0
	Phone #:	(314) 421.0949
	E-Mail:	tbevely@siba.edu
	Cust ID:	101035
		Loc ID: 001

Bldg/Owner Questions SP	-		
	Qty: 1	Status: Complete	Eq ID: BLDGOWN SP00001

Question		Result
05	Did owner verify that there is adequate heat (40°F min.) in all areas with water-filled piping?	Yes

Check Valve	-		
	Qty: 1	Status: Complete	Eq ID: CHV00740
Customer System ID FDC Check Valve			
Manufacturer ID Other			
Model ID 97Y1			
Size 4"			
Location In Building Basement Mechanical Room			

Question		Result
10	What date was the last internal inspection performed on the check valve?	2018-09-17

Fire Department Connection	-		
	Qty: 1	Status: Complete	Eq ID: FDC00330
FDC Type Wall Exposed			
Size 2 1/2"x2 1/2"x4			
Location In Building south wall			

Question		Result
10	Is the F.D.C. Visible and Accessible?	Yes
20	Are the plugs and caps in place and undamaged?	Yes
30	Are couplings and swivels free of damage and rotate smoothly, are gaskets in place and in good condition, are identification signs in place?	Yes
40	Is the F.D.C. Check Valve free of Leaks, is the automatic drain valve in place and operating properly, are the clappers in place and operating properly?	Yes

Sprinkler Questions	-		
	Qty: 1	Status: Complete	Eq ID: SPRKR QUES00001

Question		Result
10	Gauges in good condition and showing normal water or air pressure?	Yes
20	At the time of inspection, was there adequate heat (40°F min. or 70°F min. for diesel pumps without engine heater) in all valve and pump houses?	NA
50	Hydraulic nameplate (calculated systems only) securely attached to riser and legible?	NA
60	Alarm devices free from mechanical damage?	Yes
100	Date gauges were last tested with calibrated gauge or replaced?	2018-09-17
110	System information sign legible and securely attached to riser supplying an antifreeze loop, dry system, preaction system, or auxiliary system control valve?	NA
130	Visible pipe hangers and seismic braces free from damage and securely attached?	Yes
140	Visible pipe and fittings free from mechanical damage, leakage, and external corrosion.	Yes
150	Visible piping free from external loads?	Yes

155	Has any heat tape on sprinkler piping been inspected per manufacturer's requirements?	NA
160	Date of last internal inspection of the piping?	2018-09-17
170	Visible sprinklers free from leakage, corrosion, foreign materials, paint, and physical damage?	Yes
180	Visible sprinklers installed in the proper orientation?	Yes
190	Liquid in all visible glass bulb sprinklers?	Yes
200	Minimum clearance being maintained below all sprinklers?	Yes
220	Proper number and type of spare sprinklers and wrenches?	Yes
230	Visible sprinklers dated 1920 or later?	Yes
240	Fast response sprinklers 20 or more years old replaced or successfully sample tested within last 10 years?	NA
250	Standard response sprinklers 50 or more years old replaced or successfully sample tested within last 10 years?	NA
260	Standard response sprinklers 75 or more years old replaced or successfully sample tested within last 5 years?	NA
270	Extra high temperature solder-type sprinklers or sprinklers in corrosive environments replaced or successfully sample tested within last 5 years?	NA
280	Dry sprinklers replaced or successfully sample tested within last 10 years?	NA

Valve Inspection Record										
Valve ID	Valve Type	Size	Secured	Accessible	ID Signs	Wrenches	Proper Position And No Leaks	Tamper Switch Passed Test	Exercised	Lubricated
Backflow Control Valve 1	OS&Y	6"	Supervised	Yes	Yes	N/A	Yes	Yes	Yes	Yes
Backflow Control Valve 2	OS&Y	6"	Supervised	Yes	Yes	N/A	Yes	Yes	Yes	Yes

Water Flow Alarm Tests		
System Number	Time to Alarm (sec.)	Results acceptable?
Flow Alarm	99	Yes

Main Drain Tests					
System Number	Static Pressure Before Test (P.S.I.)	Residual Pressure (P.S.I.)	Time for Pressure to return to original (sec)	Size of Drain	Are test results acceptable?
Main Drain	46	43	0	2	Yes

### Deficiency Recap:

No Deficiencies Found

### Technician Comments:

Five year maintenance is due 2023. It was last completed September 2018.



NOTES:

Any comments or findings in this inspection report are not in any way to be considered a fire protection engineering review.

All fire protection system inspection and testing, as contracted with Customer is performed to the following NFPA codes and editions (listed as code-edition); 10 – 2013, 11 - 2005, 12 - 2008, 12A - 2004, 16 - 2007, 17 - 2013, 17A – 2013, 25 - 2011, 72 - 2010, 96 – 2014, 409 - 2011, 750 - 2006, 1962 – 2013, 2001 – 2008 and Life Safety 101 (Chapter 7) - 2012.

Any backflow preventers tested as part of this inspection were tested in accordance with all applicable state rules and regulations and all readings are true and accurate to the best of my knowledge.

<b>Inspection Contractor:</b>		J.F. Ahern/Ahern Fire Protection 2675 Scott Ave. St Louis, MO 63103	
<b>Building Owner or Authorized Representative:</b>		<b>Technician:</b>	
<b>Signature:</b>	Customer Not Available for Signature	<b>Signature:</b>	
<b>Name:</b>		<b>Name:</b>	Terry E Nowak
		<b>License #:</b>	SF-3521
<b>Customer Signature Date:</b>		<b>Inspection End Date:</b>	03/24/2023

This inspection report is expressly subject to the terms and conditions of sale located at [JF Ahern Terms and Conditions](#) which are incorporated by reference as if fully set forth herein. By accepting this inspection report you are deemed to have read, understood and accepted the electronic terms and conditions of sale.

Ahern will be contacting you shortly to discuss how we may help you create an action plan to correct deficiencies identified in this inspection.

## BACKFLOW DEVICE TEST REPORT

ADDRESS 1521 Washington Avenue St. Louis, MO 63103

COMPANY NAME Stevens Institute Of Busin

PHONE NO. (314) 535-4544

CONTRACTOR Ahern Fire Protection

DATE TESTED 03/24/2023

CERTIFIED TESTOR Terry E Nowak

LICENSE NO. 07--3521

MAKE/TYPE OF DEVICE Febco 850

SERIAL NO. 9601111315

SIZE 6"

DETAILED LOCATION Basement Mechanical,Room

	CHECK VALVE NO. 1	CHECK VALVE NO. 2	DIFFERENTIAL PRESSURE RELIEF
INITIAL TEST	1. LEAKED <input type="checkbox"/>	1. LEAKED <input type="checkbox"/>	1. OPENED AT _____ LBS. REDUCED PRESSURE
	2. CLOSED TIGHT 1.1 <input checked="" type="checkbox"/>	2. CLOSED TIGHT 1.8 <input checked="" type="checkbox"/>	2. DID NOT OPEN <input type="checkbox"/>
FINAL TEST	CLOSED TIGHT <input type="checkbox"/>	CLOSED TIGHT <input type="checkbox"/>	OPENED AT _____ LBS. REDUCED PRESSURE

CONTACT PERSON Tameca Bevly

# Inspection and Testing Certificate

Presented To

Stevens Institute of Business & Arts

For

Stevens Institute of Business & Arts - PJ1001080002-1

1521 Washington Ave.  
St. Louis, Missouri 63103  
United States

NFPA72 Annual - 2007

Completed  
Friday, March 17, 2023

Test Session :17 Mar 2023 08:33

ACCEPTED BY

Tameca B

Stevens Institute of Business & Arts

1521 Washington Ave.  
St. Louis, Missouri 63103  
United States

TESTED BY

Kyle Roth

Tech Electronics of St. Louis  
6437 Manchester Ave  
St. Louis, MO  
United States



## Building Information

PROPERTY	Stevens Institute of Business & Arts - PJ1001080002-1	CONTACT
ADDRESS	1521 Washington Ave.	PHONE
CITY/STATE/ZIP	St. Louis, Missouri 63103	MOBILE
COUNTRY	United States	EMAIL

## Company Information

COMPANY	Tech Electronics of St. Louis	ADDRESS	6437 Manchester Ave St. Louis, MO
COUNTRY	United States		

## Inspector Information

CONTACT	Kyle Roth	PHONE	
LICENSE NUMBER		EMAIL	kyle.roth@techelectronics.com

## Testing Summary

EQUIPMENT TYPE	TOTAL	TESTED	PASSED	FAILED
[Other]	12	12(100%)	12(100%)	0(0%)
Annunciator/Sequential display	1	1(100%)	1(100%)	0(0%)
Audible	4	4(100%)	4(100%)	0(0%)
Battery - Sealed Lead-acid	5	5(100%)	5(100%)	0(0%)
BPS - Booster Power Supply	1	1(100%)	1(100%)	0(0%)
Digital Alarm Communicator Transmitter	1	1(100%)	1(100%)	0(0%)
FACP	1	1(100%)	1(100%)	0(0%)
Fire Alarm Control Panel	1	1(100%)	1(100%)	0(0%)
Fire Alarm Panel	1	1(100%)	1(100%)	0(0%)
Heat Detector - Restorable Spot	3	3(100%)	3(100%)	0(0%)
Horn / Strobe	18	18(100%)	18(100%)	0(0%)
Lamps and LEDs	1	1(100%)	1(100%)	0(0%)
Manual Fire Box	1	1(100%)	1(100%)	0(0%)
Smoke Detector - Duct	6	6(100%)	6(100%)	0(0%)
Smoke Detector - General	9	9(100%)	9(100%)	0(0%)
Strobe	26	26(100%)	26(100%)	0(0%)
Supervisory	2	2(100%)	2(100%)	0(0%)

## General Information

Test Session Comment: No deficiencies found. System functioned as designed.

Elevator Co on site to functionally test respective input and outputs.

Sprinkler company not on site to functionally test respective input/output functions.

Some devices were tripped via simulation due to accessibility issues.


See itemized report for details.



**Certification**

The equipment specified herein was inspected and tested according to the NFPA 72 standard for fire alarm and signaling systems, with the inspection completed on Friday, March 17, 2023

ACCEPTED BY      03/17/2023  
Tameca B  
Building Representative

TESTED BY      03/17/2023  
  
Kyle Roth  
Technician

## Control Units

MANUFACTURER		DESCRIPTION
MODEL		S/W VERSION
SERIAL NUMBER		LAST UPDATE
INSTALL DATE	03/17/2022	S/W LOCATION

MANUFACTURER	Notifier	DESCRIPTION	1 fl.: Lobby
MODEL	NFS-320	S/W VERSION	
SERIAL NUMBER	SNB0035737	LAST UPDATE	
INSTALL DATE		S/W LOCATION	

## Secondary Power

TYPE	Battery - Sealed Lead-acid	DESCRIPTION	1 fl.: In FACP
ADDRESS / SCAN ADDRESS	FACPBATT-1	NOMINAL VOLTAGE	12
LOAD VOLTAGE		AMP HOURS	18
STANDBY HOURS	24	ALARM MINUTES	5
BATTERY LOCATION		CHARGER VOLTAGE	13.28
TYPE	Battery - Sealed Lead-acid	DESCRIPTION	1 fl.: In FACP
ADDRESS / SCAN ADDRESS	FACPBATT-2	NOMINAL VOLTAGE	12
LOAD VOLTAGE		AMP HOURS	18
STANDBY HOURS	24	ALARM MINUTES	5
BATTERY LOCATION		CHARGER VOLTAGE	14.12
TYPE	Battery - Sealed Lead-acid	DESCRIPTION	1 fl.: In DACT
ADDRESS / SCAN ADDRESS	DACTBATT-1	NOMINAL VOLTAGE	12
LOAD VOLTAGE	12.97	AMP HOURS	7
STANDBY HOURS	24	ALARM MINUTES	5
BATTERY LOCATION		CHARGER VOLTAGE	13.72
TYPE	Battery - Sealed Lead-acid	DESCRIPTION	2 fl.: Electrical Room
ADDRESS / SCAN ADDRESS	NACBATT-1.2	NOMINAL VOLTAGE	12
LOAD VOLTAGE	12.93	AMP HOURS	7
STANDBY HOURS	24	ALARM MINUTES	5
BATTERY LOCATION		CHARGER VOLTAGE	13.79
TYPE	Battery - Sealed Lead-acid	DESCRIPTION	2 fl.: Electrical Room
ADDRESS / SCAN ADDRESS	NACBATT-1.1	NOMINAL VOLTAGE	12
LOAD VOLTAGE	12.89	AMP HOURS	7
STANDBY HOURS	24	ALARM MINUTES	5
BATTERY LOCATION		CHARGER VOLTAGE	13.8

## Monitoring Information

DACT-1	1 fl. Lobby		
TYPE	Digital Alarm Communicator Transmitter	INSTALL DATE	
MANUFACTURER	Napco	TEST START	03/17/2023
MODEL	Starlink	TEST COMPLETE	03/17/2023
SERIAL NUMBER		Time to Transmit to Supervising Station	
MONITORING ORGANIZATION	Tech Electronics	ALARM SIGNAL	16_sec
MONITORING ORGANIZATION PHONE	314-236-5900	ALARM RESTORE	30_sec
MONITORING ORGANIZATION EMAIL		TROUBLE SIGNAL	180_sec
MONITORING ORGANIZATION ACCOUNT NUMBER	J1-9196	TROUBLE RESTORE	30_sec
MONITORING PHONE LINE 1		SUPERVISORY SIGNAL	180_sec
MONITORING PHONE LINE 2		SUPERVISORY RESTORE	30_sec
MONITORING RETRANSMISSION ENTITY	St. Louis City FD	OUT OF SERVICE DATETIME	3/17/2023 7:00:21 AM
		IN SERVICE DATETIME FOR DIALER	3/17/2023 11:27:36 AM



# Testing Details

[Other]

Passed

EQUIPMENT TYPE	ADDRESS	DESCRIPTION	METHOD	DATE/TIME
[Other]	RTS-D15	4 fl.: Room 414	Manual	3/17/2023 8:40:31 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 1

Alarm Notification Appliance

Passed

EQUIPMENT TYPE	ADDRESS	DESCRIPTION	METHOD	DATE/TIME
Audible	N000 B1	# 1 AT FIRE PANEL	Manual	3/17/2023 8:50:35 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Audible	N000 B2	# 2 AT FIRE PANEL	Manual	3/17/2023 8:50:36 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Audible	N000 B3	# 3 SYNC TO FCPS-24	Manual	3/17/2023 8:50:37 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Audible	N000 B4	# 4 AT FIRE PANEL	Manual	3/17/2023 8:50:38 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 4

Horn / Strobe	HS-9	4 fl.: Hall by Dean Office	Manual	3/17/2023 8:35:09 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-8	4 fl.: Hall by 404	Manual	3/17/2023 8:35:11 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-7	4 fl.: Hall by 416	Manual	3/17/2023 8:35:13 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-44	B fl.: Elevator Lobby	Manual	3/17/2023 8:35:21 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-42	B fl.: Open Room North Wall	Manual	3/17/2023 8:35:22 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-40	B fl.: Open Room South Wall	Manual	3/17/2023 8:35:24 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-36	1 fl.: Kitchen	Manual	3/17/2023 8:35:26 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-35	1 fl.: Elevator Lobby	Manual	3/17/2023 8:35:27 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-34	1 fl.: By Women's Restroom	Manual	3/17/2023 8:35:28 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-29	1 fl.: Behind Front Desk	Manual	3/17/2023 8:35:30 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-28	1 fl.: Front Lobby	Manual	3/17/2023 8:35:31 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-27	2 fl.: Hall by 201	Manual	3/17/2023 8:35:32 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-22	2 fl.: Hall by 203	Manual	3/17/2023 8:35:34 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-18	2 fl.: Elevator Lobby	Manual	3/17/2023 8:35:36 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-17	3 fl.: Elevator Lobby	Manual	3/17/2023 8:35:38 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-13	3 fl.: Hall by 301	Manual	3/17/2023 8:35:39 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Horn / Strobe	HS-1	4 fl.: Elevator Lobby	Manual	3/17/2023 8:35:40 AM
		Manufacturer	Gentex	
		Serial Number	P2R	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 18



Strobe	ST-5	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		4 fl.: Room 303	Manual	3/17/2023 8:34:42 AM
Strobe	ST-43	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		B fl.: Old Boiler Room	Manual	3/17/2023 8:34:43 AM
Strobe	ST-41	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		B fl.: Room 012	Manual	3/17/2023 8:34:44 AM
Strobe	ST-4	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		4 fl.: Room 414	Manual	3/17/2023 8:34:44 AM
Strobe	ST-39	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		B fl.: Room 002	Manual	3/17/2023 8:34:45 AM
Strobe	ST-38	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		1 fl.: Copy Room	Manual	3/17/2023 8:34:46 AM
Strobe	ST-33	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		1 fl.: Women's Restroom	Manual	3/17/2023 8:34:47 AM
Strobe	ST-32	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		1 fl.: Unisex Restroom	Manual	3/17/2023 8:34:48 AM
Strobe	ST-31	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		1 fl.: Men's Restroom	Manual	3/17/2023 8:34:49 AM
Strobe	ST-30	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		1 fl.: Conference Room	Manual	3/17/2023 8:34:50 AM
Strobe	ST-3	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		4 fl.: Restroom	Manual	3/17/2023 8:34:51 AM
Strobe	ST-26	Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
Strobe	ST-26	Functional Inspection	Passed	
		2 fl.: Room 218	Manual	3/17/2023 8:34:52 AM
		Manufacturer	Gentex	



Strobe	ST-25	Visual Inspection	Passed (Manual)	3/17/2023 8:34:53 AM
		Functional Inspection	Passed	
		2 fl.: Room 202	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-23	Visual Inspection	Passed (Manual)	3/17/2023 8:34:54 AM
		Functional Inspection	Passed	
		2 fl.: Room 216	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-24	Visual Inspection	Passed (Manual)	3/17/2023 8:34:54 AM
		Functional Inspection	Passed	
		2 fl.: Room 201	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-21	Visual Inspection	Passed (Manual)	3/17/2023 8:34:55 AM
		Functional Inspection	Passed	
		2 fl.: Room 214	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-20	Visual Inspection	Passed (Manual)	3/17/2023 8:34:56 AM
		Functional Inspection	Passed	
		2 fl.: Restroom	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-2	Visual Inspection	Passed (Manual)	3/17/2023 8:34:57 AM
		Functional Inspection	Passed	
		4 fl.: Restroom	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-19	Visual Inspection	Passed (Manual)	3/17/2023 8:34:58 AM
		Functional Inspection	Passed	
		2 fl.: Restroom	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-16	Visual Inspection	Passed (Manual)	3/17/2023 8:34:59 AM
		Functional Inspection	Passed	
		3 fl.: Room 310	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-15	Visual Inspection	Passed (Manual)	3/17/2023 8:35:00 AM
		Functional Inspection	Passed	
		3 fl.: Restroom	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-14	Visual Inspection	Passed (Manual)	3/17/2023 8:35:01 AM
		Functional Inspection	Passed	
		3 fl.: Restroom	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-12	Visual Inspection	Passed (Manual)	3/17/2023 8:35:03 AM
		Functional Inspection	Passed	
		3 fl.: Room 301	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
Strobe	ST-11	Visual Inspection	Passed (Manual)	3/17/2023 8:35:06 AM
		Functional Inspection	Passed	
		3 fl.: Room 313	Manual	
		Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	

Strobe	ST-10	3 fl.: Computer Lounge	Manual	3/17/2023 8:35:08 AM
		Manufacturer	Gentex	
		Serial Number	SR	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 26

## Emergency Control Equipment

Passed

EQUIPMENT TYPE	ADDRESS	DESCRIPTION	METHOD	DATE/TIME
[Other]	N000 L01M064	ELEV SHUNT TRIP	Manual	3/17/2023 8:41:09 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M063	ELEVATOR FIRE HAT	Manual	3/17/2023 8:41:12 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M062	ELEVATOR TO ALT	Manual	3/17/2023 8:41:13 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M061	ELEVATOR TO PRI	Manual	3/17/2023 8:41:14 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M027	AHU SHUTDOWN	Manual	3/17/2023 8:44:45 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M026	AHU SHUTDOWN	Manual	3/17/2023 8:44:49 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M025	RTU-4 SHUTDOWN	Manual	3/17/2023 8:44:50 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M023	RTU-2 SHUTDOWN	Manual	3/17/2023 8:44:51 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M024	RTU-3 SHUTDOWN	Manual	3/17/2023 8:44:51 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
[Other]	N000 L01M022	RTU-1 SHUTDOWN	Manual	3/17/2023 8:44:52 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 10

## Fire Control Panel

Passed

EQUIPMENT TYPE	ADDRESS	DESCRIPTION	METHOD	DATE/TIME
Annunciator/Sequential display	FACP-2	1 fl.: Lobby	Manual	3/17/2023 8:48:14 AM
		Manufacturer	Notifier	
		Serial Number	NFS-320	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 1

Fire Alarm Control Panel	FACP-1	1 fl.: Lobby	Manual	3/17/2023 8:48:12 AM
		Manufacturer	Notifier	
		Model	NFS-320	
		Serial Number	SNB0035737	
		Visual Inspection	Passed (Manual)	



TOTAL DEVICES : 1

Fire Alarm Panel	N000 N000	Manual	3/17/2023 8:48:57 AM
	Visual Inspection	Passed (Manual)	
	Functional Inspection	Passed	

TOTAL DEVICES : 1

Lamps and LEDs	FACP-3	1 fl.: Lobby	Manual	3/17/2023 8:48:16 AM
		Manufacturer	Notifier	
		Serial Number	NFS-320	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 1

## Initiating Device

Passed

EQUIPMENT TYPE	ADDRESS	DESCRIPTION	METHOD	DATE/TIME
[Other]	N000 L01M020	SPRINKLER WATERFLOW	Manual	3/17/2023 10:25:47 AM
	Comment:	simulated		
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 1

Heat Detector - Restorable Spot	N000 L01D018	TOP ELEVATOR SHAFT	Manual	3/17/2023 8:41:36 AM
	Comment:	simulated		
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Sensitivity	Fixed	
Heat Detector - Restorable Spot	N000 L01D011	TOP ELEVATOR SHAFT	Manual	3/17/2023 8:41:50 AM
	Comment:	simulated		
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Sensitivity	Fixed	
Heat Detector - Restorable Spot	N000 L01D003	ELEVATOR EQUIP RM	Manual	3/17/2023 10:17:46 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Sensitivity	Fixed	

TOTAL DEVICES : 3

Manual Fire Box	N000 L01M001	FRONT LOBBY EXIT	Manual	3/17/2023 8:48:26 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 1

Smoke Detector - Duct	N000 L01D014	RTU-3	Manual	3/17/2023 8:40:14 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - Duct	N000 L01D015	RTU-4	Manual	3/17/2023 8:40:29 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - Duct	N000 L01D013	RTU-2	Manual	3/17/2023 8:40:41 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - Duct	N000 L01D012	RTU-1	Manual	3/17/2023 8:45:27 AM
	Comment:	simulated		
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - Duct	N000 L01D017	AHU	Manual	3/17/2023 10:18:18 AM
		Visual Inspection	Passed (Manual)	



Smoke Detector - Duct	N000 L01D016	AHU	Manual	3/17/2023 10:18:19 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 6

Smoke Detector - General	N000 L01D009	ELEVATOR LOBBY	Manual	3/17/2023 8:39:59 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D008	ELEVATOR LOBBY	Manual	3/17/2023 8:40:52 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D010	TOP ELEVATOR SHAFT	Manual	3/17/2023 8:41:58 AM
	Comment:	simulated		
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D005	ELEVATOR LOBBY	Manual	3/17/2023 8:48:50 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D007	ELEVATOR LOBBY	Manual	3/17/2023 10:17:52 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D006	FRONT LOBBY	Manual	3/17/2023 10:17:58 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D004	ELECTRIC ROOM	Manual	3/17/2023 10:18:04 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D002	ELEVATOR EQUIP RM	Manual	3/17/2023 10:18:07 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Smoke Detector - General	N000 L01D001	ELEVATOR LOBBY	Manual	3/17/2023 10:18:21 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 9

Supervisory	N000 L01M065	ELEV SHUNT POWER OFF	Manual	3/17/2023 8:41:08 AM
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
Supervisory	N000 L01M021	SPRINKLER TAMPERS	Manual	3/17/2023 10:24:09 AM
	Comment:	simulated		
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

TOTAL DEVICES : 2

## Power Supplies

Passed

EQUIPMENT TYPE	ADDRESS	DESCRIPTION	METHOD	DATE/TIME
Battery - Sealed Lead-acid	NACBATT-1.1	2 fl.: Electrical Room	Manual	3/17/2023 9:07:28 AM
	Comment:	100%		
		Manufacturer	Powersonic	
		Model	PS-1270	
		Serial Number	101820	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Minutes	5	
		Amp Hours	7	
		Charger Voltage	13.8	
		Load Voltage	12.89	
		Nominal Voltage	12	
		Stand By Hours	24	

Comment:		100%		
		Manufacturer	Powersonic	
		Model	PS-1270	
		Serial Number	101820	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Minutes	5	
		Amp Hours	7	
		Charger Voltage	13.79	
		Load Voltage	12.93	
		Nominal Voltage	12	
		Stand By Hours	24	
Battery - Sealed Lead-acid	DACTBATT-1	1 fl.: In DACT	Manual	3/17/2023 9:45:53 AM
Comment:		100%		
		Manufacturer	Powersonic	
		Model	PS-1270	
		Serial Number	20220321	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Minutes	5	
		Amp Hours	7	
		Charger Voltage	13.72	
		Load Voltage	12.97	
		Nominal Voltage	12	
		Stand By Hours	24	
Battery - Sealed Lead-acid	FACPBATT-1	1 fl.: In FACP	Manual	3/17/2023 10:26:23 AM
Comment:		replaced batteries in facp during test		
		Manufacturer	Powersonic	
		Model	PS-12180	
		Serial Number	20220310	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Minutes	5	
		Amp Hours	18	
		Charger Voltage	13.28	
		Nominal Voltage	12	
		Stand By Hours	24	
Battery - Sealed Lead-acid	FACPBATT-2	1 fl.: In FACP	Manual	3/17/2023 10:26:39 AM
Comment:		installed new during inspection		
		Manufacturer	Powersonic	
		Model	PS-12180	
		Serial Number	20220310	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Minutes	5	
		Amp Hours	18	
		Charger Voltage	14.12	
		Nominal Voltage	12	
		Stand By Hours	24	
TOTAL DEVICES : 5				
BPS - Booster Power Supply	NACPS-1	2 fl.: Electrical Room	Manual	3/17/2023 8:41:00 AM
		Manufacturer	Notifier	
		Serial Number	FCPS-24	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
TOTAL DEVICES : 1				
FACP	FACP-4	1 fl.: Lobby	Manual	3/17/2023 8:47:12 AM
		Manufacturer	Notifier	
		Serial Number	NFS-320	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	

# Supervising Station Transmitting Equipment

Passed

EQUIPMENT TYPE	ADDRESS	DESCRIPTION	METHOD	DATE/TIME
Digital Alarm Communicator Transmitter	DACT-1	1 fl.: Lobby	Manual	3/17/2023 10:28:00 AM
		Manufacturer	Napco	
		Model	Starlink	
		Visual Inspection	Passed (Manual)	
		Functional Inspection	Passed	
		Alarm Restore	30_sec	
		Alarm Signal	16_sec	
		In Service Date/time for dialer	03/17/2023 11:27	
		Monitoring Account Number	J1-9196	
		Monitoring Organization	Tech Electronics	
		Monitoring Organization Address	6437 Manchester	
		Monitoring Organization Phone	314-236-5900	
		Monitoring Retransmission Entity	St. Louis City FD	
		Out of Service Date/Time	03/17/2023 07:00	
		Supervisory Restore	30_sec	
		Supervisory Signal	180_sec	
		Trouble Restore	30_sec	
		Trouble Signal	180_sec	

TOTAL DEVICES : 1



## Device/Equipment Details

[Other]

ADDRESS	DESCRIPTION	MANUFACTURER	MODEL	SERIAL	INSTALL DATE
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[Other]

RTS-D15 4 fl.: Room 414

### Alarm Notification Appliance

ADDRESS	DESCRIPTION	MANUFACTURER	MODEL	SERIAL	INSTALL DATE
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Audible

N000 B1	# 1 AT FIRE PANEL				03/18/2022
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N000 B2	# 2 AT FIRE PANEL				03/18/2022
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N000 B3	# 3 SYNC TO FCPS-24				03/18/2022
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N000 B4	# 4 AT FIRE PANEL				03/18/2022
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Horn / Strobe

HS-1	4 fl.: Elevator Lobby	Gentex		P2R	
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HS-7	4 fl.: Hall by 416	Gentex		P2R	
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HS-8	4 fl.: Hall by 404	Gentex		P2R	
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HS-9	4 fl.: Hall by Dean Office	Gentex		P2R	
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HS-13	3 fl.: Hall by 301	Gentex		P2R	
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HS-17	3 fl.: Elevator Lobby	Gentex		P2R	
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HS-18	2 fl.: Elevator Lobby	Gentex		P2R	
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HS-22	2 fl.: Hall by 203	Gentex		P2R	
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HS-27	2 fl.: Hall by 201	Gentex		P2R	
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HS-28	1 fl.: Front Lobby	Gentex		P2R	
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HS-29	1 fl.: Behind Front Desk	Gentex		P2R	
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HS-34	1 fl.: By Women's Restroom	Gentex		P2R	
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HS-35	1 fl.: Elevator Lobby	Gentex		P2R	
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HS-36	1 fl.: Kitchen	Gentex		P2R	
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HS-37	1 fl.: By Room 118	Gentex		P2R	
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HS-40	B fl.: Open Room South Wall	Gentex		P2R	
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HS-42	B fl.: Open Room North Wall	Gentex		P2R	
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HS-44	B fl.: Elevator Lobby	Gentex		P2R	
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Strobe

ST-2	4 fl.: Restroom	Gentex		SR	
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ST-3	4 fl.: Restroom	Gentex		SR	
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ST-4	4 fl.: Room 414	Gentex		SR	
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ST-5	4 fl.: Room 303	Gentex		SR	
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ST-6	4 fl.: Room 416	Gentex		SR	
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ST-10	3 fl.: Computer Lounge	Gentex		SR	
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ST-11	3 fl.: Room 313	Gentex		SR	
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ST-12	3 fl.: Room 301	Gentex		SR	
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ST-14	3 fl.: Restroom	Gentex		SR	
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ST-15	3 fl.: Restroom	Gentex		SR	
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ST-16	3 fl.: Room 310	Gentex		SR	
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ST-19	2 fl.: Restroom	Gentex	SR
ST-20	2 fl.: Restroom	Gentex	SR
ST-21	2 fl.: Room 214	Gentex	SR
ST-23	2 fl.: Room 216	Gentex	SR
ST-24	2 fl.: Room 201	Gentex	SR
ST-25	2 fl.: Room 202	Gentex	SR
ST-26	2 fl.: Room 218	Gentex	SR
ST-30	1 fl.: Conference Room	Gentex	SR
ST-31	1 fl.: Men's Restroom	Gentex	SR
ST-32	1 fl.: Unisex Restroom	Gentex	SR
ST-33	1 fl.: Women's Restroom	Gentex	SR
ST-38	1 fl.: Copy Room	Gentex	SR
ST-39	B fl.: Room 002	Gentex	SR
ST-41	B fl.: Room 012	Gentex	SR
ST-43	B fl.: Old Boiler Room	Gentex	SR

### Emergency Control Equipment

ADDRESS	DESCRIPTION	MANUFACTURER	MODEL	SERIAL	INSTALL DATE
[Other]					
N000 L01M022	RTU-1 SHUTDOWN				03/18/2022
N000 L01M023	RTU-2 SHUTDOWN				03/18/2022
N000 L01M024	RTU-3 SHUTDOWN				03/18/2022
N000 L01M025	RTU-4 SHUTDOWN				03/18/2022
N000 L01M026	AHU SHUTDOWN				03/18/2022
N000 L01M027	AHU SHUTDOWN				03/18/2022
N000 L01M061	ELEVATOR TO PRI				03/18/2022
N000 L01M062	ELEVATOR TO ALT				03/18/2022
N000 L01M063	ELEVATOR FIRE HAT				03/18/2022
N000 L01M064	ELEV SHUNT TRIP				03/18/2022

### Fire Control Panel

ADDRESS	DESCRIPTION	MANUFACTURER	MODEL	SERIAL	INSTALL DATE
Fire Alarm Panel					
N000 N000					03/18/2022
Fire Alarm Control Panel					
FACP-1	1 fl.: Lobby	Notifier	NFS-320	SNB0035737	
Annunciator/Sequential display					
FACP-2	1 fl.: Lobby	Notifier		NFS-320	
Lamps and LEDs					
FACP-3	1 fl.: Lobby	Notifier		NFS-320	

### Initiating Device

ADDRESS	DESCRIPTION	MANUFACTURER	MODEL	SERIAL	INSTALL DATE
Smoke Detector - General					
N000 L01D001	ELEVATOR LOBBY				03/18/2022
N000 L01D010	TOP ELEVATOR SHAFT				03/18/2022



N000 L01D002	ELEVATOR EQUIP RM	03/18/2022
N000 L01D004	ELECTRIC ROOM	03/18/2022
N000 L01D005	ELEVATOR LOBBY	03/18/2022
N000 L01D006	FRONT LOBBY	03/18/2022
N000 L01D007	ELEVATOR LOBBY	03/18/2022
N000 L01D008	ELEVATOR LOBBY	03/18/2022
N000 L01D009	ELEVATOR LOBBY	03/18/2022

#### Heat Detector - Restorable Spot

N000 L01D011	TOP ELEVATOR SHAFT	03/18/2022
N000 L01D018	TOP ELEVATOR SHAFT	03/18/2022
N000 L01D003	ELEVATOR EQUIP RM	03/18/2022

#### Smoke Detector - Duct

N000 L01D012	RTU-1	03/18/2022
N000 L01D013	RTU-2	03/18/2022
N000 L01D014	RTU-3	03/18/2022
N000 L01D015	RTU-4	03/18/2022
N000 L01D016	AHU	03/18/2022
N000 L01D017	AHU	03/18/2022

#### Manual Fire Box

N000 L01M001	FRONT LOBBY EXIT	03/18/2022
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#### [Other]

N000 L01M020	SPRINKLER WATERFLOW	03/18/2022
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#### Supervisory

N000 L01M021	SPRINKLER TAMPERS	03/18/2022
N000 L01M065	ELEV SHUNT POWER OFF	03/18/2022

### Power Supplies

ADDRESS	DESCRIPTION	MANUFACTURER	MODEL	SERIAL	INSTALL DATE
BPS - Booster Power Supply					
NACPS-1	2 fl.: Electrical Room	Notifier		FCPS-24	
Battery - Sealed Lead-acid					
NACBATT-1.1	2 fl.: Electrical Room	Powersonic	PS-1270	101820	04/01/2021
NACBATT-1.2	2 fl.: Electrical Room	Powersonic	PS-1270	101820	04/01/2021
FACPBATT-1	1 fl.: In FACP	Powersonic	PS-12180	20220310	03/17/2023
FACPBATT-2	1 fl.: In FACP	Powersonic	PS-12180	20220310	03/17/2023
DACTBATT-1	1 fl.: In DACT	Powersonic	PS-1270	20220321	05/05/2021
FACP					
FACP-4	1 fl.: Lobby	Notifier		NFS-320	

### Supervising Station Transmitting Equipment

ADDRESS	DESCRIPTION	MANUFACTURER	MODEL	SERIAL	INSTALL DATE
Digital Alarm Communicator Transmitter					
DACT-1	1 fl.: Lobby	Napco	Starlink		

# PROCON

## FIRE & SAFETY

### SERVICE WORK ORDER

Service Technician	Date	Work Order #
<i>ZR</i>	<i>6-7-23</i>	

Bill To:

Ship To: *STBA*

Service Due:				Terms	
Service Notes:				P.O. No.	
Item	Description	Qty	Rate	Total	
	<i>6V 4A</i>	<i>2</i>			

Notes: *Batteries ordered for Starnell*

I am interested in additional information on the following:

- Fire Extinguishers ☐
- Emergency Lighting ☐
- Safety Supplies ☐
- Fire Suppression Systems ☐

I hereby accept the above performed services, charges and payment terms as being satisfactory. I am authorized to approve payment for these services.

*Ramona Benf* *6-7-23*  
 Customer Signature Date

Printed Name Title

email address

Subtotal	
Sales Tax	
Total	

☐ For prompt payment, send Invoice via email.





## **Visitors**

Guest speakers, potential employers, members of the professional community, and prospective students and their families frequently visit the Siba campus. We enjoy and encourage visitors to see our facilities and meet faculty and staff. However, all visitors need to be registered and issued a *Visitor's Pass*. A *Visitor's Pass* should be arranged through the Office of the President or the Front Desk, preferably before the arrival of the visitor.

## **EMERGENCY PREPAREDNESS PLAN**

There is one entrance and two exits to our campus building, both located on the first/main floor. The building also has two staircases, one at the front of the building and one at the back, that should be used instead of the elevator during most emergencies (where there is risk of a power outage). Please follow the guidelines specific to each possible emergency:

### **Armed Intruder**

If you ever hear gunshots in the building but can safely exit the building, that should always be your first choice. If you are in a classroom or office and hear shots fired close by, turn out the lights, lock and/or barricade the door, and silence all mobile devices. If you are in an open area, take cover where you can (e.g. behind furniture or file cabinets). If you are able, quickly dial 911. Try to remain quiet and calm, and wait for police to instruct you to evacuate. When evacuating the building, make sure your hands are visible at all times.

### **Bomb Threats**

The person receiving a bomb threat should report it immediately to the President or Academic Dean. If it is decided to evacuate the building and notify the police, the fire alarm for the building will be activated. Normal fire evacuation procedures and routes will be followed as posted at appropriate exits.

### **Earthquakes**

Earthquakes and their aftershocks most often occur without warning. If earth tremors are felt, do not wait to be escorted to a protected area. If possible go to an inside hallway or get under a desk, table, or doorway. Kneel to the ground protecting the back of your head with your arms. If outside, lie down or crouch to the ground protecting your head with your arms, and stay clear of all buildings and power lines. Most importantly, do not move around until the "all clear" is announced.

### **Fire**

If flames or smoke are observed, pull the fire alarm. Extinguish the fire only if you can do so safely and quickly. The President or Academic Dean should be notified immediately. The building should be evacuated using the stairs any time the alarm is activated. All occupants are to proceed to the designated meeting area: the northeast corner of Lucas and 16<sup>th</sup> Street. The President or Academic Dean is responsible for clearing the building and checking each floor to assure that no one is still in the building. Evacuation will proceed as posted at the nearest appropriate exit. After the fire alarm is turned off, the occupants will be escorted back into the building by the President or Academic Dean. Any student who leaves the area is to notify the President or Academic Dean prior to leaving.



## **Location/Facilities/Campus**

### ***Commons***

The Commons area on the first floor is a place where students are encouraged to socialize, eat, and study. It is for the exclusive use of Siba students, faculty and staff. Loud and/or unprofessional conversation are not appropriate. Those watching video or listening to music from their personal devices should use ear buds/headphones. Students are expected to dispose of their own trash and leave the tables and chairs they have used clean and free of spills or food.

### ***Dining/Food***

Various local restaurants provide convenient, reasonable dining options for students. Vending machines, located in the Basement near the elevator, are accessible during all hours that the campus is open. A wide range of snacks and drinks are available.

Foods and drinks are not allowed in the library or computer labs.

### ***Campus***

We take pride in our building and the equipment provided for students, and we appreciate the cooperation of students in keeping classrooms, common areas, and equipment in the best condition possible. Please report any noticed waste, spills, damage, destruction, or theft to college personnel. The campus is defined as 1521 Washington Avenue.

### ***Libraries/Resource Areas***

There are three (3) library/resource areas on campus: 1) The main library in on the 4<sup>th</sup> floor; 2) The interior design resource library is located on the 3<sup>rd</sup> floor; and 3) The graphic design resource area on Level B. All periodicals and reference materials are to be used on campus, unless special arrangements are made between the student and the librarian or a department head to check-out a particular resource. All students are given a password to conduct online research with ProQuest, an extensive database of newspapers, periodicals and scholarly journals that they may use on or off campus, 24 hours per day.

Located three blocks from the Siba campus is the main branch of the St. Louis Public Library. This library, with over 3.9 million books and reference materials, provides substance and environment for enhancing academic research as well as personal enrichment. All Siba students are eligible for membership and all Siba students are required to obtain a membership card. Siba will assist all students in obtaining a library card at new student orientation. Membership includes the use of more than 25 research databases that students can log into from any computer or device that can access the internet. Students will be solely responsible for any materials checked out and for observing all library rules.

### ***Parking***

Daily and monthly parking rates are available in several lots close to the College. Students are expected to abide by the parking regulations of the various lots.

### ***Security***

Security should be a concern of everyone's no matter where they are. The Siba administration assigns a very high priority to the safety of students, staff and faculty. The college's downtown location is exciting, heavily trafficked, and offers easy access to endless cultural, sports and recreational activities. Students are encouraged to exercise caution and good judgment at all times, and to report anything out of the ordinary to a staff or faculty member.