



CITY OF MADISON FIRE DEPARTMENT

325 West Johnson St, Madison, WI 53703-2295

(Phone) 608-266-4420 ♦ (FAX) 608-267-1100 ♦ Internet: fire@cityofmadison.com

March 2, 2009

Dear Elevator Contractor:

Recently the Madison Common Council approved the development and implementation of a local conveyance inspection program. A request by the Department of Commerce initiated the local program development. The local program, administered by the Madison Fire Department, will be implemented on April 20, 2009. Conveyances include elevators, escalators, dumbwaiters and other lift devices regulated by the State Elevator Code.

In addition to a program budget, the Council approved a local ordinance, MGO 40, which details the administration of the code, adoption of state and national standards, adoption of the state fee schedule and provisions for local code enforcement. The local program is authorized and supported by the Department of Commerce through an Appointed Agent Agreement to administer the state program at the local level. The state appointment delegates authority for inspection and plan review to the City of Madison.

The Madison program will mirror the existing state mandated inspections, permits and associated fees. The changes you will see include inspections performed by city staff and the City of Madison will administer the Permit To Operate as well as handle the approvals for new conveyances or alterations to existing conveyances. The city will require plan review submittal and an application for the installation or alteration of conveyances. After receipt and approval of these submittals, the City will issue the construction permit. Fire Department personnel with State Elevator Inspector and QEI credentials will perform the plan review and inspection services.

With the city administration of the program, city staff must conduct all inspections required by the state code. The city inspections will be in lieu of any mandated or required inspections performed by contractors in accordance with the State Elevator Code. The local ordinance, M.G.O. 40, states the Permit To Operate will be issued upon inspection by the city. Inspections due or required after April 20, 2009 must be performed by the city.

Please mark your calendars for April 30, 2009 to attend an orientation for contractors. This session will be an opportunity to meet our staff and to learn about the plan submittal and inspection programs of the city. The session will begin at 1:30. In the coming weeks, we will send out more information.

The text of the local ordinance, MGO 40, is available at: www.madisonfire.org. Please refer to the document as necessary. If you have questions please do not hesitate to contact me at 266-4457 or: eruckriegel@cityofmadison.com.

The City of Madison Fire Department is committed to providing quality elevator inspection services in a timely and professional manner. We look forward to serving you in a new way.

Sincerely,

Ed Ruckriegel
Fire Marshal

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Fire Chief
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James D. Keiken
Assistant Chief
608-266-5966

Michael Dirienzo
Assistant Chief
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Visit our web site at:
www.madisonfire.org