

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
ARS §15-2002 Powers and duties; executive director; staffing; report Paragraph A.3. "The School Facilities Board shall randomly select twenty school districts every thirty months and inspect them pursuant to this paragraph."				
District:	Blue Ridge			Date:
School:	Blue Ridge Elementary			
				Completion Rating
				1 to 10
		YES	NO	Comments
	Field Inspection			
A	Current 3-Year Building Renewal Plan	x		
B	Current Preventative Maintenance Plan		x	
C	Is the Preventative Maintenance Plan filed where it can be used by staff?		x	
D	Equipment Location Maps		x	
E	Guided Tour			
				Completion Rating
				1 to 10
		YES	NO	Comments
	HVAC			
	When was the last inspection?			not known
	Who did the inspection?			?????
	When is the next scheduled inspection?			
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
1	Are the filters clean and dated?	x	x	some were out dated
2	Is the equipment running quietly?		x	One unit is running rough
3	Is all the equipment free of leaks at connections?	x		
4	Are all heat exchangers and coils clean and maintained in good condition?		x	the one unit I did check was not all that great
5	Are belts and blower drives in good condition?			
6	Is the room temperature between 69 and 82 degrees and room sensors in good condition?***	x		
7	Is all equipment within the recommended life expectancy? <i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>		x	some old units
8	Are cooling towers, or coolers clean and in good working condition?			
9	Is the plant clean and in good working order?***	x		
10	Is water treatment in use and in good order?		x	I think they are not maintaining glycol levels
***	Is this school using an energy management system and do they understand it?		x	They have a EMS system but only one person knows how to use it
***	Is the plant maintained by district personnel or an outside vendor?			In house
				Completion Rating
				1 to 10
		YES	NO	Comments
	ROOFING			
	When was the last inspection?			??????
	Who did the inspection?			??????
	When is the next scheduled inspection?			??????
1	Is roof free of bare spots or any exposed felt?		x	issues
2	Is the roof membrane free of distress or cracks?			????? Raining hard to check but there are some leaks
3	Is the roof free of any missing or torn shingles?			
4	Are the gutters and drains clear and clean of debris?		x	Some bad drains
5	Is the overall appearance of the roof clean?	x		
6	Are the surface mounted pipes and the blocking in good repair?	x		
7	Are the skylights in good repair?	NA		
8	Are the exposed mortar and expansion joints in good repair?	x		
9	Are the equipment curbs properly attached and in good repair?	x		
10	Are the roof penetrations in good repair?	x		
				Completion Rating
				1 to 10
		YES	NO	Comments
	PLUMBING			
	When was the last inspection?			?????
	Who did the inspection?			????
	When is the next scheduled inspection?			????
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x	

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1	Is all piping free of water leaks?		x	couple of leaks
2	Were all faucets free of drips, mounted securely and good in repair?		x	Some bad mounts
3	Are floor sinks clean and odor free?	x		
4	Are monitoring gauges in working order?	x		
5	Are all water heaters properly installed and in good repair?	x		
6	Are water heater pressure relief valves tested on a regular basis?	x		
7	Is the thermal insulation in good repair?	x		
8	Is the floor and wall tile and grout clean and in good repair?	x		
9	Is the general appearance of the toilet rooms clean and well maintained?	x		
10	Is the general appearance of the kitchen clean and well maintained?	x		nice
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	x		
12	Are the kitchen hood devices in good repair, tested and working?	x		
13	If water mixing valves are being used, are they working and in good repair?	x		
14	If recirculation pumps are being used, are they working and in good repair?	x		
***	Does the district maintain the back flow preventers in-house?			????
***	Does the district have a service to maintain the back flow preventers?			????
ELECTRICAL				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			????
	Who did the inspection?			????
	When is the next scheduled inspection?			????
	When was the last time the local utility did a phase and load test to incoming power?			unknown
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?		x	
1	Are emergency batteries maintained and in good working order?		x	a couple of exit signs out
2	Are the electrical rooms clean and uncluttered?	x		
3	Are the required panel door floor clearances maintained and floors painted?	x		
4	Are the panels grounded correctly?	x		
5	Are the panels clean and secure?	x		
6	If timers are in use, are they adjusted for the season and working properly?	?		
8	Are all circuit breaker panels free of hot breakers?	x		
9	Is the school free of any exposed electrical connections or wires?		x	
10	Are electrical raceways supported, connections tight and in place?	x		
11	Are the backup generator testing logs up to date and in order?	x		
SURFACES				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			This month
	Who did the inspection?			staff
	When is the next scheduled inspection?			start of the year
1	Is carpeting clean and in good repair?	x		
2	Are ceiling tiles clean, in good repair, with no water stains?		x	the custodian service is well done and looks great
3	Is VCT clean and in good repair?	x		
4	Is ceramic tile clean and in good repair?	x		
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		
7	Is wood flooring clean and in good repair?	x		
8	Are exterior building surfaces sealed and/or painted appropriately?	x		
9	Are mortar and expansion joints in good repair?	x		
10	Are exterior wood surfaces painted and free of dry rot?	x		
11	Are drywall surfaces painted and in good repair?	x		
12	Are the asphalt drives in good repair?	x		
13	Are the concrete walks in good repair and free of trip hazards?	x		
14	Do all exterior surfaces drain properly?	x		
15	Are exterior drains, drywells and retention areas clean and well maintained?	x		
SPECIAL EQUIPMENT				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			
	Who did the inspection?			???????
	When is the next scheduled inspection?			5

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
1	Are bleachers in good repair and operating properly?	x		
2	Are the doors, hinges and jambs in good repair and operating properly?		x	the doors are in disrepair and have a lot of gaps
3	Are the door closers working properly and without leaks?		x	
4	Do the door panic hardware and knobs work smoothly?		x	
5	Are door sweeps and thresholds in place and in good working order?		x	
6	Are elevators in good working order and have current inspection certificates?	na		
7	Does the elevator emergency phone/alarm work?	na		
8	Is the kiln in good working order and free of debris in work area?	na		
9	Is the kiln room properly vented?	na		
10	Is the kitchen hood ansul system inspection up to date?	x		
11	Are the kitchen hood filters clean and grease-free?	x		
12	Is the kitchen equipment in good repair?	x		
13	Are the student lockers in good repair and in good working order?	x		
14	Is stage rigging in good repair (ropes, pulleys, counter weights, etc.)?	x		
15	Is stage lighting in good repair and working properly?	x		
SPECIAL SYSTEMS				Completion Rating
		YES	NO	Comments
	When was the last inspection?			?????
	Who did the inspection?			?????
	When is the next scheduled inspection?			?????
1	Is the intrusion alarm in good repair and working properly?	x		
2	Is the emergency lighting in good repair and working properly?		x	
3	Are the emergency lighting batteries in good condition?		x	
4	Is the Fire Marshal inspection current? (every three years)	x		
5	Have all concerns and violations resulting from inspections of regulatory agencies such as Fire Marshal, Health Department, The Trust, and the SFB been addressed, completed and documented?			???????
6	Is the fire alarm system in good repair and working properly?***		x	there is some issues with the proper wiring of the system see pictures
7	Are the smoke and heat detectors inspected and cleaned on a regular basis?		???	
8	Has the fire alarm system been commissioned and inspected by a certified person recently?		x	
9	Is the intercom in good repair and working properly?		x	some areas not working
10	Is the computer network in good repair and working properly?	x		
11	Is there at least one computer drop in every classroom?	x		
12	Is the computer system battery backup working properly?	x		
13	Is the air-conditioning in the MDF room independent and able to maintain temp in all seasons?			I forgot to check
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)			
16	If the school has an energy management control system (EMCS), is it working properly?***	x		
***	Is the EMS software current?	x		old
***	How many people are trained in the use of the EMS?			Just one should be at least 4
***	Is the EMS controlled from a remote location?	x		
***	Is the EMS controlled units timing changed on a regular basis?	x		
	This school looks good on the surface but has many maintenance issues			

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ARS §15-2002 Powers and duties; executive director; staffing; report Paragraph A.3. "The School Facilities Board shall randomly select twenty school districts every thirty months and inspect them pursuant to this paragraph."				
District:	Blue Ridge			Date:
School:	Blue Ridge Middle school old			
				Completion Rating
				1 to 10
		YES	NO	Comments
	Field Inspection			
A	Current 3-Year Building Renewal Plan	x		
B	Current Preventative Maintenance Plan		x	
C	Is the Preventative Maintenance Plan filed where it can be used by staff?		x	
D	Equipment Location Maps		x	
E	Guided Tour			
				Completion Rating
				1 to 10
		YES	NO	Comments
	HVAC			
	When was the last inspection?			not known
	Who did the inspection?			?????
	When is the next scheduled inspection?			
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
1	Are the filters clean and dated?	x	x	some were out dated
2	Is the equipment running quietly?		x	One unit is running rough
3	Is all the equipment free of leaks at connections?	x		
4	Are all heat exchangers and coils clean and maintained in good condition?		x	the one unit I did check was not all that great
5	Are belts and blower drives in good condition?			
6	Is the room temperature between 69 and 82 degrees and room sensors in good condition?***	x		Mak up unit on Gym not working bad belts
7	Is all equipment within the recommended life expectancy? <i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>		x	some old units
8	Are cooling towers, or coolers clean and in good working condition?			Insulation on splits needs replacing
9	Is the plant clean and in good working order?***	x		
10	Is water treatment in use and in good order?		x	
***	Is this school using an energy management system and do they understand it?		x	They have a EMS system but only one person knows how to use it
***	Is the plant maintained by district personnel or an outside vendor?			In house
				Completion Rating
				1 to 10
		YES	NO	Comments
	ROOFING			
	When was the last inspection?			??????
	Who did the inspection?			??????
	When is the next scheduled inspection?			??????
1	Is roof free of bare spots or any exposed felt?		x	issues
2	Is the roof membrane free of distress or cracks?			????? Raining hard to check but there are some leaks
3	Is the roof free of any missing or torn shingles?			
4	Are the gutters and drains clear and clean of debris?		x	Some bad drains
5	Is the overall appearance of the roof clean?	x		
6	Are the surface mounted pipes and the blocking in good repair?	x		
7	Are the skylights in good repair?	NA		
8	Are the exposed mortar and expansion joints in good repair?	x		
9	Are the equipment curbs properly attached and in good repair?	x		
10	Are the roof penetrations in good repair?	x		
				Completion Rating
				1 to 10
		YES	NO	Comments
	PLUMBING			
	When was the last inspection?			?????
	Who did the inspection?			????
	When is the next scheduled inspection?			????
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x	

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1	Is all piping free of water leaks?		x	couple of leaks
2	Were all faucets free of drips, mounted securely and good in repair?		x	Some bad mounts
3	Are floor sinks clean and odor free?	x		
4	Are monitoring gauges in working order?	x		
5	Are all water heaters properly installed and in good repair?	x		
6	Are water heater pressure relief valves tested on a regular basis?	x		
7	Is the thermal insulation in good repair?	x		
8	Is the floor and wall tile and grout clean and in good repair?	x		
9	Is the general appearance of the toilet rooms clean and well maintained?	x		
10	Is the general appearance of the kitchen clean and well maintained?	x		nice
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	x		
12	Are the kitchen hood devices in good repair, tested and working?	x		
13	If water mixing valves are being used, are they working and in good repair?	x		
14	If recirculation pumps are being used, are they working and in good repair?	x		
***	Does the district maintain the back flow preventers in-house?			????
***	Does the district have a service to maintain the back flow preventers?			????
ELECTRICAL				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			????
	Who did the inspection?			????
	When is the next scheduled inspection?			????
	When was the last time the local utility did a phase and load test to incoming power?			unknown
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?		x	
1	Are emergency batteries maintained and in good working order?		x	a couple of exit signs out
2	Are the electrical rooms clean and uncluttered?	x		
3	Are the required panel door floor clearances maintained and floors painted?	x		
4	Are the panels grounded correctly?	x		
5	Are the panels clean and secure?	x		
6	If timers are in use, are they adjusted for the season and working properly?	?		
8	Are all circuit breaker panels free of hot breakers?	x		
9	Is the school free of any exposed electrical connections or wires?		x	
10	Are electrical raceways supported, connections tight and in place?	x		
11	Are the backup generator testing logs up to date and in order?	x		
SURFACES				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			This month
	Who did the inspection?			staff
	When is the next scheduled inspection?			start of the year
1	Is carpeting clean and in good repair?	x		
2	Are ceiling tiles clean, in good repair, with no water stains?		x	the custodian service is well done and looks great
3	Is VCT clean and in good repair?	x		
4	Is ceramic tile clean and in good repair?	x		
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		
7	Is wood flooring clean and in good repair?	x		
8	Are exterior building surfaces sealed and/or painted appropriately?	x		
9	Are mortar and expansion joints in good repair?	x		
10	Are exterior wood surfaces painted and free of dry rot?	x		
11	Are drywall surfaces painted and in good repair?	x		
12	Are the asphalt drives in good repair?	x		
13	Are the concrete walks in good repair and free of trip hazards?	x		
14	Do all exterior surfaces drain properly?	x		
15	Are exterior drains, drywells and retention areas clean and well maintained?	x		
SPECIAL EQUIPMENT				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			
	Who did the inspection?			???????
	When is the next scheduled inspection?			5

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
1	Are bleachers in good repair and operating properly?	x		
2	Are the doors, hinges and jambs in good repair and operating properly?		x	the doors are in disrepair and have a lot of gaps
3	Are the door closers working properly and without leaks?		x	
4	Do the door panic hardware and knobs work smoothly?		x	
5	Are door sweeps and thresholds in place and in good working order?		x	
6	Are elevators in good working order and have current inspection certificates?	na		
7	Does the elevator emergency phone/alarm work?	na		
8	Is the kiln in good working order and free of debris in work area?	na		
9	Is the kiln room properly vented?	na		
10	Is the kitchen hood ansul system inspection up to date?	x		
11	Are the kitchen hood filters clean and grease-free?	x		
12	Is the kitchen equipment in good repair?	x		
13	Are the student lockers in good repair and in good working order?	x		
14	Is stage rigging in good repair (ropes, pulleys, counter weights, etc.)?	x		
15	Is stage lighting in good repair and working properly?	x		
SPECIAL SYSTEMS				Completion Rating
		YES	NO	Comments
	When was the last inspection?			?????
	Who did the inspection?			?????
	When is the next scheduled inspection?			?????
1	Is the intrusion alarm in good repair and working properly?	x		
2	Is the emergency lighting in good repair and working properly?		x	
3	Are the emergency lighting batteries in good condition?		x	
4	Is the Fire Marshal inspection current? (every three years)	x		
5	Have all concerns and violations resulting from inspections of regulatory agencies such as Fire Marshal, Health Department, The Trust, and the SFB been addressed, completed and documented?			???????
6	Is the fire alarm system in good repair and working properly?***		x	
7	Are the smoke and heat detectors inspected and cleaned on a regular basis?		???	
8	Has the fire alarm system been commissioned and inspected by a certified person recently?		x	
9	Is the intercom in good repair and working properly?		x	some areas not working
10	Is the computer network in good repair and working properly?	x		
11	Is there at least one computer drop in every classroom?	x		
12	Is the computer system battery backup working properly?	x		
13	Is the air-conditioning in the MDF room independent and able to maintain temp in all seasons?			I forgot to check
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)			
16	If the school has an energy management control system (EMCS), is it working properly?***	x		
***	Is the EMS software current?	x		old
***	How many people are trained in the use of the EMS?			Just one should be at least 4
***	Is the EMS controlled from a remote location?	x		
***	Is the EMS controlled units timing changed on a regular basis?	x		
	This school looks good on the surface but has many maintenance issues			

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
ARS §15-2002 Powers and duties; executive director; staffing; report Paragraph A.3. "The School Facilities Board shall randomly select twenty school districts every thirty months and inspect them pursuant to this paragraph."				
District: Blue Ridge New Junior High School		Date:		
		YES	NO	Completion Rating 1 to 10
	Field Inspection			Comments
A	Current 3-Year Building Renewal Plan			
B	Current Preventative Maintenance Plan			This Buildings is so new that everything seems ok and I can't infer a PM program
C	Is the Preventative Maintenance Plan filed where it can be used by staff?			
D	Equipment Location Maps			
E	Guided Tour			
	HVAC			Completion Rating 1 to 10
		YES	NO	Comments
	When was the last inspection?			
	Who did the inspection?			
	When is the next scheduled inspection?			
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			
1	Are the filters clean and dated?			
2	Is the equipment running quietly?			
3	Is all the equipment free of leaks at connections?			
4	Are all heat exchangers and coils clean and maintained in good condition?			
5	Are belts and blower drives in good condition?			
6	Is the room temperature between 69 and 82 degrees and room sensors in good condition?***			
7	Is all equipment within the recommended life expectancy?			
	<i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>			
8	Are cooling towers, or coolers clean and in good working condition?			
9	Is the plant clean and in good working order?***			
10	Is water treatment in use and in good order?			
***	Is this school using an energy management system and do they understand it?			
***	Is the plant maintained by district personnel or an outside vendor?			
	ROOFING			Completion Rating 1 to 10
		YES	NO	Comments
	When was the last inspection?			
	Who did the inspection?			This is a new school they have some unresolved issues with drains and concrete drainage into the buildings.
	When is the next scheduled inspection?			
1	Is roof free of bare spots or any exposed felt?			
2	Is the roof membrane free of distress or cracks?			
3	Is the roof free of any missing or torn shingles?			
4	Are the gutters and drains clear and clean of debris?			
5	Is the overall appearance of the roof clean?			
6	Are the surface mounted pipes and the blocking in good repair?			
7	Are the skylights in good repair?			
8	Are the exposed mortar and expansion joints in good repair?			
9	Are the equipment curbs properly attached and in good repair?			
10	Are the roof penetrations in good repair?			
	PLUMBING			Completion Rating 1 to 10
		YES	NO	Comments
	When was the last inspection?			
	Who did the inspection?			
	When is the next scheduled inspection?			
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?			
1	Is all piping free of water leaks?			

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SFB PM 200-09		INSPECTION FORM			
2	Were all faucets free of drips, mounted securely and good in repair?				
3	Are floor sinks clean and odor free?				
4	Are monitoring gauges in working order?				
5	Are all water heaters properly installed and in good repair?				
6	Are water heater pressure relief valves tested on a regular basis?				
7	Is the thermal insulation in good repair?				
8	Is the floor and wall tile and grout clean and in good repair?				
9	Is the general appearance of the toilet rooms clean and well maintained?				
10	Is the general appearance of the kitchen clean and well maintained?				
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***				
12	Are the kitchen hood devices in good repair, tested and working?				
13	If water mixing valves are being used, are they working and in good repair?				
14	If recirculating pumps are being used, are they working and in good repair?				
***	Does the district maintain the back flow preventers in-house?				
***	Does the district have a service to maintain the back flow preventers?				
ELECTRICAL					Completion Rating
		YES	NO	Comments	1 to 10
	When was the last inspection?				
	Who did the inspection?				
	When is the next scheduled inspection?				
	When was the last time the local utility did a phase and load test to incoming power?				
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?				
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?				
1	Are emergency batteries maintained and in good working order?				
2	Are the electrical rooms clean and uncluttered?				
3	Are the required panel door floor clearances maintained and floors painted?				
4	Are the panels grounded correctly?				
5	Are the panels clean and secure?				
6	If timers are in use, are they adjusted for the season and working properly?				
8	Are all circuit breaker panels free of hot breakers?				
9	Is the school free of any exposed electrical connections or wires?				
10	Are electrical raceways supported, connections tight and in place?				
11	Are the backup generator testing logs up to date and in order?				
SURFACES					Completion Rating
		YES	NO	Comments	1 to 10
	When was the last inspection?				
	Who did the inspection?				
	When is the next scheduled inspection?				
1	Is carpeting clean and in good repair?				
2	Are ceiling tiles clean, in good repair, with no water stains?				
3	Is VCT clean and in good repair?				
4	Is ceramic tile clean and in good repair?				
5	Are interior concrete floors sealed and in good repair?				
6	Are floor transition strips in good repair?				
7	Is wood flooring clean and in good repair?				
8	Are exterior building surfaces sealed and/or painted appropriately?				
9	Are mortar and expansion joints in good repair?				
10	Are exterior wood surfaces painted and free of dry rot?				
11	Are drywall surfaces painted and in good repair?				
12	Are the asphalt drives in good repair?				
13	Are the concrete walks in good repair and free of trip hazards?				
14	Do all exterior surfaces drain properly?				
15	Are exterior drains, drywells and retention areas clean and well maintained?				
SPECIAL EQUIPMENT					Completion Rating
		YES	NO	Comments	1 to 10
	When was the last inspection?				
	Who did the inspection?				
	When is the next scheduled inspection?				
1	Are bleachers in good repair and operating properly?				
2	Are the doors, hinges and jambs in good repair and operating properly?				

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3	Are the door closers working properly and without leaks?			
4	Do the door panic hardware and knobs work smoothly?			
5	Are door sweeps and thresholds in place and in good working order?			
6	Are elevators in good working order and have current inspection certificates?			
7	Does the elevator emergency phone/alarm work?			
8	Is the kiln in good working order and free of debree in work area?			
9	Is the kiln room properly vented?			
10	Is the kitchen hood ansul system inspection up to date?			
11	Are the kitchen hood filters clean and grease-free?			
12	Is the kitchen equipment in good repair?			
13	Are the student lockers in good repair and in good working order?			
14	Is stage rigging in good repair (ropes, pulleys, counter weights, etc.)?			
15	Is stage lighting in good repair and working properly?			
SPECIAL SYSTEMS				Completion Rating
		YES	NO	1 to 10
	When was the last inspection?			
	Who did the inspection?			
	When is the next scheduled inspection?			
1	Is the intrusion alarm in good repair and working properly?			
2	Is the emergency lighting in good repair and working properly?			
3	Are the emergency lighting batteries in good condition?			
4	Is the Fire Marshal inspection current? (every three years)			
5	Have all concerns and violations resulting from inspections of regulatory agencies such as Fire Marshal, Health Department, The Trust, and the SFB been addressed, completed and documented?			
6	Is the fire alarm system in good repair and working properly?****			
7	Are the smoke and heat detectors inspected and cleaned on a regular basis?			
8	Has the fire alarm system been commissioned and inspected by a certified person recently?			
9	Is the intercom in good repair and working properly?			
10	Is the computer network in good repair and working properly?			
11	Is there at least one computer drop in every classroom?			
12	Is the computer system battery backup working properly?			
13	Is the air-conditioning in the MDF room independent and able to maintain temp in all seasons?			
14	Is the fire sprinkler system in good repair and free of any leaks?			
15	Are the system required inspections current? (list)			
16	If the school has an energy management control system (EMCS), is it working properly?****			
***	Is the EMS software current?			
***	How many people are trained in the use of the EMS?			
***	Is the EMS controlled from a remote location?			
***	Is the EMS controlled units timing changed on a regular basis?			

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
ARS §15-2002 Powers and duties; executive director; staffing; report Paragraph A.3. "The School Facilities Board shall randomly select twenty school districts every thirty months and inspect them pursuant to this paragraph."				
District:	Blue Ridge			Date:
School:	Blue Ridge High School Old			
				Completion Rating
				1 to 10
		YES	NO	Comments
	Field Inspection			
A	Current 3-Year Building Renewal Plan	x		
B	Current Preventative Maintenance Plan		x	
C	Is the Preventative Maintenance Plan filed where it can be used by staff?		x	
D	Equipment Location Maps		x	
E	Guided Tour			
				Completion Rating
				1 to 10
	HVAC	YES	NO	Comments
	When was the last inspection?			not known
	Who did the inspection?			?????
	When is the next scheduled inspection?			
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
1	Are the filters clean and dated?	x	x	some were out dated
2	Is the equipment running quietly?		x	One unit is running rough
3	Is all the equipment free of leaks at connections?	x		
4	Are all heat exchangers and coils clean and maintained in good condition?		x	the one unit I did check was not all that great
5	Are belts and blower drives in good condition?			
6	Is the room temperature between 69 and 82 degrees and room sensors in good condition?***	x		
7	Is all equipment within the recommended life expectancy? <i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>		x	some old units
8	Are cooling towers, or coolers clean and in good working condition?			
9	Is the plant clean and in good working order?***	x		
10	Is water treatment in use and in good order?		x	I think they are not maintaining glycol levels
***	Is this school using an energy management system and do they understand it?		x	They have a EMS system but only one person knows how to use it
***	Is the plant maintained by district personnel or an outside vendor?			In house
				Completion Rating
				1 to 10
	ROOFING	YES	NO	Comments
	When was the last inspection?			??????
	Who did the inspection?			??????
	When is the next scheduled inspection?			??????
1	Is roof free of bare spots or any exposed felt?		x	issues
2	Is the roof membrane free of distress or cracks?			????? Raining hard to check but there are some leaks
3	Is the roof free of any missing or torn shingles?			
4	Are the gutters and drains clear and clean of debris?		x	Some bad drains
5	Is the overall appearance of the roof clean?	x		
6	Are the surface mounted pipes and the blocking in good repair?	x		
7	Are the skylights in good repair?	NA		
8	Are the exposed mortar and expansion joints in good repair?	x		
9	Are the equipment curbs properly attached and in good repair?	x		
10	Are the roof penetrations in good repair?	x		
				Completion Rating
				1 to 10
	PLUMBING	YES	NO	Comments
	When was the last inspection?			?????
	Who did the inspection?			????
	When is the next scheduled inspection?			????
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x	

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
1	Is all piping free of water leaks?		x	couple of leaks
2	Were all faucets free of drips, mounted securely and good in repair?		x	Some bad mounts
3	Are floor sinks clean and odor free?	x		
4	Are monitoring gauges in working order?	x		
5	Are all water heaters properly installed and in good repair?	x		
6	Are water heater pressure relief valves tested on a regular basis?	x		
7	Is the thermal insulation in good repair?	x		
8	Is the floor and wall tile and grout clean and in good repair?	x		
9	Is the general appearance of the toilet rooms clean and well maintained?	x		
10	Is the general appearance of the kitchen clean and well maintained?	x		nice
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	x		
12	Are the kitchen hood devices in good repair, tested and working?	x		
13	If water mixing valves are being used, are they working and in good repair?	x		
14	If recirculation pumps are being used, are they working and in good repair?	x		
***	Does the district maintain the back flow preventers in-house?			????
***	Does the district have a service to maintain the back flow preventers?			????
ELECTRICAL				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			????
	Who did the inspection?			????
	When is the next scheduled inspection?			????
	When was the last time the local utility did a phase and load test to incoming power?			unknown
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?		x	
1	Are emergency batteries maintained and in good working order?		x	a couple of exit signs out
2	Are the electrical rooms clean and uncluttered?	x		
3	Are the required panel door floor clearances maintained and floors painted?	x		
4	Are the panels grounded correctly?	x		
5	Are the panels clean and secure?	x		
6	If timers are in use, are they adjusted for the season and working properly?	?		
8	Are all circuit breaker panels free of hot breakers?	x		
9	Is the school free of any exposed electrical connections or wires?		x	
10	Are electrical raceways supported, connections tight and in place?	x		
11	Are the backup generator testing logs up to date and in order?	x		
SURFACES				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			This month
	Who did the inspection?			staff
	When is the next scheduled inspection?			start of the year
1	Is carpeting clean and in good repair?	x		
2	Are ceiling tiles clean, in good repair, with no water stains?		x	the custodian service is well done and looks great
3	Is VCT clean and in good repair?	x		
4	Is ceramic tile clean and in good repair?	x		
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		
7	Is wood flooring clean and in good repair?	x		
8	Are exterior building surfaces sealed and/or painted appropriately?	x		
9	Are mortar and expansion joints in good repair?	x		
10	Are exterior wood surfaces painted and free of dry rot?	x		
11	Are drywall surfaces painted and in good repair?	x		
12	Are the asphalt drives in good repair?	x		
13	Are the concrete walks in good repair and free of trip hazards?	x		
14	Do all exterior surfaces drain properly?	x		
15	Are exterior drains, drywells and retention areas clean and well maintained?	x		
SPECIAL EQUIPMENT				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?			
	Who did the inspection?			???????
	When is the next scheduled inspection?			5

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
1	Are bleachers in good repair and operating properly?	x		
2	Are the doors, hinges and jambs in good repair and operating properly?		x	
3	Are the door closers working properly and without leaks?		x	
4	Do the door panic hardware and knobs work smoothly?		x	
5	Are door sweeps and thresholds in place and in good working order?		x	
6	Are elevators in good working order and have current inspection certificates?	na		
7	Does the elevator emergency phone/alarm work?	na		
8	Is the kiln in good working order and free of debris in work area?	na		
9	Is the kiln room properly vented?	na		
10	Is the kitchen hood ansul system inspection up to date?	x		
11	Are the kitchen hood filters clean and grease-free?	x		
12	Is the kitchen equipment in good repair?	x		
13	Are the student lockers in good repair and in good working order?	x		
14	Is stage rigging in good repair (ropes, pulleys, counter weights, etc.)?	x		
15	Is stage lighting in good repair and working properly?	x		
SPECIAL SYSTEMS				Completion Rating
		YES	NO	1 to 10
	When was the last inspection?		?????	
	Who did the inspection?		?????	7
	When is the next scheduled inspection?		?????	
1	Is the intrusion alarm in good repair and working properly?	x		
2	Is the emergency lighting in good repair and working properly?		x	
3	Are the emergency lighting batteries in good condition?		x	
4	Is the Fire Marshal inspection current? (every three years)	x		
5	Have all concerns and violations resulting from inspections of regulatory agencies such as Fire Marshal, Health Department, The Trust, and the SFB been addressed, completed and documented?		???????	
6	Is the fire alarm system in good repair and working properly?***		x	
7	Are the smoke and heat detectors inspected and cleaned on a regular basis?	???	NO	
8	Has the fire alarm system been commissioned and inspected by a certified person recently?		x	
9	Is the intercom in good repair and working properly?		x	
10	Is the computer network in good repair and working properly?	x		
11	Is there at least one computer drop in every classroom?	x		
12	Is the computer system battery backup working properly?	x		
13	Is the air-conditioning in the MDF room independent and able to maintain temp in all seasons?		I forgot to check	
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)		NO	
16	If the school has an energy management control system (EMCS), is it working properly?***	x		
***	Is the EMS software current?	x	new	
***	How many people are trained in the use of the EMS?		Just one should be at least 4	
***	Is the EMS controlled from a remote location?	x		
***	Is the EMS controlled units timing changed on a regular basis?	x		
	This school looks good on the surface but has many maintenance issues			