

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:	Queen Creek	Date:		11-19-09
School:	Barns Elementary			
		YES	NO	Completion Rating 1 to 10
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	Does district submit annual PM Reporting Statements? Current?		x	
F	Does district have backup documentation for PM reports?		x	
HVAC		YES	NO	Completion Rating 1 to 10
		70%		
When was the last inspection?		???		Not recorded
Who did the inspection?				HVAC Mechanics do perform regular routines on equipment
When is the next scheduled inspection?				It is not
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	There is no district developed documents. There are as-built drawings that are accessible
1	Are the filters clean and dated?	x		
2	Is the equipment running quietly?	x		Hail damaged units
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		
5	Are belts and blower drives in good condition?	x		Some equipment issues
6	Is the room temperature between 69 and 82 degrees and room sensors in good condition?***	x		the make up air system for the kitchen is not working see pictures
7	Is all equipment within the recommended life expectancy?	x		
<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?	na		
9	Is the plant clean and in good working order?***	na		
10	Is water treatment in use and in good order?	na		
***	Is this school using an energy management system and do they understand it?	???		OK could be better
***	Is the plant maintained by district personnel or an outside vendor?			
ROOFING		YES	NO	Completion Rating 1 to 10
		10%		
When was the last inspection?		???		
Who did the inspection?		???		
When is the next scheduled inspection?		???		If the roof was inspected, there are no records and there are issues that would be easily solved with regular inspections
1	Is roof free of bare spots or any exposed felt?		x	
2	Is the roof membrane free of distress or cracks?		x	This roof has some serious issues to be addressed
3	Is the roof free of any missing or torn shingles?	na		
4	Are the gutters and drains clear and clean of debris?		x	see pictures this roof has a serious problem with the flat roof system see pictures
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	
PLUMBING		YES	NO	Completion Rating 1 to 10
		70%		
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	There is no district developed documents

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
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	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?	x		There are as-built drawings that are accessible
1	Is all piping free of water leaks?	x		
2	Were all faucets free of drips, mounted securely and good in repair?	x		
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		This school has some nice water heater installs
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		
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?	x		
ELECTRICAL				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?	x		Last month
	Who did the inspection?			Electrical supervisor
	When is the next scheduled inspection?			It is not formally scheduled
	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?	x		
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?	x		There are as built drawings that are accessible
1	Are emergency batteries maintained and in good working order?	x		
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		Very nice work
5	Are the panels clean and secure?	x		Every thing is marked and inspected
6	If timers are in use, are they adjusted for the season and working properly?	x		
8	Are all circuit breaker panels free of hot breakers?	x		Clean electrical rooms
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?	na		
SURFACES				Completion Rating
		YES	NO	Comments
				1 to 10
				80%
	When was the last inspection?		????	
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Is carpeting clean and in good repair?	x		
2	Are ceiling tiles clean, in good repair, with no water stains?	x		
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?	na		
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		lots need seal coat/slurry seal
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?		???	80%
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection

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1	Are bleachers in good repair and operating properly?	na		
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?	x		
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?	na		
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
				80%
	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?	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?	x		
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?	x		
8	Has the fire alarm system been commissioned and inspected by a certified person recently?	?	at the time of the inspection there was a non resettable trouble indicator	
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?	x		
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)	x		
16	If the school has an energy management control system (EMCS), is it working properly?***	x		
***	Is the EMS software current?	x		
***	How many people are trained in the use of the EMS?	??	I do not know exactly how many are trained, but Climatec is training some of the technicians next month	
***	Is the EMS controlled from a remote location?	??		
***	Is the EMS controlled units timing changed on a regular basis?	yes		
	Issues			
	Lots of high storage and uncontained food storage			

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District:	Queen Creek	Date:		11-19-09
School:	Desert Mountain			
		YES	NO	Completion Rating 1 to 10
Field Inspection				
A	Current 3-Year Building Renewal Plan		x	0%
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	Does district submit annual PM Reporting Statements? Current?		x	
F	Does district have backup documentation for PM reports?		x	
HVAC		YES	NO	Completion Rating 1 to 10
				60%
When was the last inspection?		???		Not recorded
Who did the inspection?				HVAC Mechanics do perform regular routines on equipment
When is the next scheduled inspection?				It is not
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	There is no district developed documents. There are as-built drawings that are accessible
1	Are the filters clean and dated?	x		
2	Is the equipment running quietly?	x		Bad in house installs see pictures
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		
5	Are belts and blower drives in good condition?		x	There were some high CO2 readings
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?	x		
<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?	na		
9	Is the plant clean and in good working order?***	na		
10	Is water treatment in use and in good order?	na		
***	Is this school using an energy management system and do they understand it?	???		OK could be better
***	Is the plant maintained by district personnel or an outside vendor?			
ROOFING		YES	NO	Completion Rating 1 to 10
				25%
When was the last inspection?		???		
Who did the inspection?		???		
When is the next scheduled inspection?		???		If the roof was inspected, there are no records and there are issues that would be easily solved with regular inspections
1	Is roof free of bare spots or any exposed felt?	x		
2	Is the roof membrane free of distress or cracks?	x		This roof looks bad and could use a coating
3	Is the roof free of any missing or torn shingles?		x	
4	Are the gutters and drains clear and clean of debris?		x	
5	Is the overall appearance of the roof clean?		x	
6	Are the surface mounted pipes and the blocking in good repair?	x		This roof has ponding areas that need repair
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		
PLUMBING		YES	NO	Completion Rating 1 to 10
				60%
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	There is no district developed documents
Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?			x	There are as-built drawings that are accessible

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1	Is all piping free of water leaks?	x		
2	Were all faucets free of drips, mounted securely and good in repair?		x	
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	The water heater is improperly installed with no dielectric unions and there are signs of corrosion
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		
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?	x		
ELECTRICAL				Completion Rating
		YES	NO	1 to 10
			Comments	
	When was the last inspection?	x		Last month
	Who did the inspection?			Electrical supervisor
	When is the next scheduled inspection?			It is not formally scheduled
	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?		x	
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?		x	There are as built drawings that are accessible
1	Are emergency batteries maintained and in good working order?	x		
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?	x		
8	Are all circuit breaker panels free of hot breakers?	x		
9	Is the school free of any exposed electrical connections or wires?		x	Some open wire boxes
10	Are electrical raceways supported, connections tight and in place?	x		
11	Are the backup generator testing logs up to date and in order?	na		
SURFACES				Completion Rating
		YES	NO	1 to 10
			Comments	
	When was the last inspection?		????	70%
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Is carpeting clean and in good repair?	x		
2	Are ceiling tiles clean, in good repair, with no water stains?	x		
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?	na		
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	lots need seal coat/slurry seal
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	1 to 10
			Comments	
	When was the last inspection?		???	80%
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Are bleachers in good repair and operating properly?	na		

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
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?	x		
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?	na		
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
				60
	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?	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?	x		
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?	x		
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?	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?	x		
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)	x		
16	If the school has an energy management control system (EMCS), is it working properly?***	x		
***	Is the EMS software current?	x		
***	How many people are trained in the use of the EMS?	??	I do not know exactly how many are trained. but climatec is training some of the technicians next month	
***	Is the EMS controlled from a remote location?	??		
***	Is the EMS controlled units timing changed on a regular basis?	yes		
	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:	Queen Creek	Date:		11-19-09
School:	Pickett Elementary			
		YES	NO	Completion Rating 1 to 10
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	Does district submit annual PM Reporting Statements? Current?		x	
F	Does district have backup documentation for PM reports?		x	
HVAC		YES	NO	Completion Rating 1 to 10
				50%
When was the last inspection?		???		Not recorded
Who did the inspection?				HVAC Mechanics do perform regular routines on equipment
When is the next scheduled inspection?				It is not
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	There is no district developed documents. There are as-built drawings that are accessible
1	Are the filters clean and dated?	x		
2	Is the equipment running quietly?	x		
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		
5	Are belts and blower drives in good condition?	x		
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?	x		There is improper install of a split AC system. See pictures
<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?	x		
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?	???		OK could be better
***	Is the plant maintained by district personnel or an outside vendor?			
ROOFING		YES	NO	Completion Rating 1 to 10
				20%
When was the last inspection?		???		
Who did the inspection?		???		
When is the next scheduled inspection?		???		If the roof was inspected, there are no records and there are issues that would be easily solved with regular inspections
1	Is roof free of bare spots or any exposed felt?	x		
2	Is the roof membrane free of distress or cracks?		x	
3	Is the roof free of any missing or torn shingles?		x	Many issues on the roofs see pictures
4	Are the gutters and drains clear and clean of debris?		x	
5	Is the overall appearance of the roof clean?		x	I am not familiar with this type roof but there seems to be a lot of cracking. These could be warrantee issues
6	Are the surface mounted pipes and the blocking in good repair?	x		
7	Are the skylights in good repair?		x	
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	
PLUMBING		YES	NO	Completion Rating 1 to 10
				80%
When was the last inspection?			????	
Who did the inspection?			???	
When is the next scheduled inspection?			????	

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	There is no district developed documents
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x	There are as-built drawings that are accessible
1	Is all piping free of water leaks?	x		
2	Were all faucets free of drips, mounted securely and good in repair?		x	
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	The water heater is improperly installed with no dielectric unions and there are signs of corrosion
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		
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?	x		
ELECTRICAL				Completion Rating
		YES	NO	Comments
				1 to 10
	When was the last inspection?	x		Last month
	Who did the inspection?			Electrical supervisor
	When is the next scheduled inspection?			It is not formally scheduled
	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?		x	
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?		x	There are as built drawings that are accessible
1	Are emergency batteries maintained and in good working order?	x		
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		Well maintained
5	Are the panels clean and secure?	x		
6	If timers are in use, are they adjusted for the season and working properly?	x		
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?	na		
SURFACES				Completion Rating
		YES	NO	Comments
				1 to 10
				80%
	When was the last inspection?		????	
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Is carpeting clean and in good repair?	x		
2	Are ceiling tiles clean, in good repair, with no water stains?	x		
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?	na		
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	lots need seal coat/slurry seal
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?		???	80%

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Are bleachers in good repair and operating properly?	na		
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?	x		
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?	na		
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?		???	80%
	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?	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?	x		
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?	x		
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?	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?	x		
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)	x		
16	If the school has an energy management control system (EMCS), is it working properly?****	x		
***	Is the EMS software current?	x		
***	How many people are trained in the use of the EMS?	??		I do not know exactly how many are trained. but climatec is training some of the technicians next month
***	Is the EMS controlled from a remote location?	??		
***	Is the EMS controlled units timing changed on a regular basis?	yes		
	Issues			
	Lots of high storage and unsealed food in classrooms			

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:	Queen Creek			Date:	11-15-09
School:	Desert Mountain				
Issues					
There is a lot of storage issues in the class rooms. There is a lot of uncontained foods in the class rooms making it hard for the maintenance staff control the bugs					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	Does district submit annual PM Reporting Statements? Current?		x		
F	Does district have backup documentation for PM reports?		x		
HVAC					
		YES	NO	Comments	Completion Rating 1 to 10
					50%
When was the last inspection?		???		Not recorded	
Who did the inspection?				HVAC Mechanics do perform regular routines on equipment	
When is the next scheduled inspection?				It is not	
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	There is no district developed documents. There are as-built drawings that are accessible	
1	Are the filters clean and dated?	x			
2	Is the equipment running quietly?	x			
3	Is all the equipment free of leaks at connections?	x		Broken belts and down exhaust fans	
4	Are all heat exchangers and coils clean and maintained in good condition?	x			
5	Are belts and blower drives in good condition?	x			
6	Is the room temperature between 69 and 82 degrees and room sensors in good condition?***	x		The air handling rooms with the water source heatpumps have issues maintenance needs to be stepped up	
7	Is all equipment within the recommended life expectancy?	x			
Plant style equipment only (chillers, water loops, water source heat pumps)				Water source heat pumps have many variables and good PM routines are important.	
8	Are cooling towers, or coolers clean and in good working condition?	x			
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?	???		OK could be better	
***	Is the plant maintained by district personnel or an outside vendor?				
ROOFING					
		YES	NO	Comments	Completion Rating 1 to 10
					70%
When was the last inspection?		???			
Who did the inspection?		???			
When is the next scheduled inspection?		???		If the roof was inspected, there are no records and there are issues that would be easily solved with regular inspections	
1	Is roof free of bare spots or any exposed felt?	x			
2	Is the roof membrane free of distress or cracks?		x	some issues	
3	Is the roof free of any missing or torn shingles?	na			
4	Are the gutters and drains clear and clean of debris?	x			
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			
PLUMBING					
		YES	NO	Comments	Completion Rating 1 to 10
					70%
When was the last inspection?			????		
Who did the inspection?			???		

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
	When is the next scheduled inspection?		????	
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?	x		There is no district developed documents
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?	x		There are as-built drawings that are accessible
1	Is all piping free of water leaks?	x		
2	Were all faucets free of drips, mounted securely and good in repair?	x		
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		Old water heaters
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		
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?	x		
ELECTRICAL				Completion Rating
		YES	NO	1 to 10
				100%
	When was the last inspection?	x		Last month
	Who did the inspection?			Electrical supervisor
	When is the next scheduled inspection?			It is not formally scheduled
	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?	x		
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?	x		There are as built drawings that are accessible
1	Are emergency batteries maintained and in good working order?	x		
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		The only improper wiring was installed by teachers see pictures
5	Are the panels clean and secure?	x		
6	If timers are in use, are they adjusted for the season and working properly?	x		
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?	na		
SURFACES				Completion Rating
		YES	NO	1 to 10
				80%
	When was the last inspection?		????	
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Is carpeting clean and in good repair?	x		
2	Are ceiling tiles clean, in good repair, with no water stains?	x		
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?	na		
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		lots need seal coat/slurry seal
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	1 to 10
				80%
	When was the last inspection?		???	

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Are bleachers in good repair and operating properly?	na		
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?	na		
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
				70%
	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?	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?	x		
6	Is the fire alarm system in good repair and working properly?***		x	fire alarm has a fault
7	Are the smoke and heat detectors inspected and cleaned on a regular basis?	x		
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?	x		
10	Is the computer network in good repair and working properly?	x		Lighting timers are all off
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?	x		
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)	x		
16	If the school has an energy management control system (EMCS), is it working properly?****	x		
***	Is the EMS software current?	x		
***	How many people are trained in the use of the EMS?	??		I do not know exactly how many are trained. but climatec is training some of the technicians next month
***	Is the EMS controlled from a remote location?	??		
***	Is the EMS controlled units timing changed on a regular basis?	yes		
	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:	Queen Creek	Date: 11-19-09		
School:	Queen Creek High School			
		YES	NO	Completion Rating 1 to 10
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	Does district submit annual PM Reporting Statements? Current?		x	
F	Does district have backup documentation for PM reports?		x	
HVAC		YES	NO	Completion Rating 1 to 10
				90%
When was the last inspection?		???		Not recorded
Who did the inspection?				HVAC Mechanics do perform regular routines on equipment
When is the next scheduled inspection?				It is not
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	There is no district developed documents. There are as-built drawings that are accessible
1	Are the filters clean and dated?	x		
2	Is the equipment running quietly?	x		The HVAC system was generally well maintained with air handlers with clean coils.
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		I did find some dirty coils on some equipment
5	Are belts and blower drives in good condition?	x		
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?	x		
<i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>				The plant was clean and well maintained and any issues were being addressed
8	Are cooling towers, or coolers clean and in good working condition?	x		
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?	???		OK could be better
***	Is the plant maintained by district personnel or an outside vendor?			
ROOFING		YES	NO	Completion Rating 1 to 10
				50%
When was the last inspection?		???		
Who did the inspection?		???		
When is the next scheduled inspection?		???		If the roof was inspected, there are no records and there are issues that would be easily solved with regular inspections
1	Is roof free of bare spots or any exposed felt?	x		
2	Is the roof membrane free of distress or cracks?	????		
3	Is the roof free of any missing or torn shingles?	I did find		The drains on the roof were completely clogged !!!
4	Are the gutters and drains clear and clean of debris?		x	
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	See pictures of bleed through on bricks
9	Are the equipment curbs properly attached and in good repair?	x		
10	Are the roof penetrations in good repair?	x		
PLUMBING		YES	NO	Completion Rating 1 to 10
				70%
When was the last inspection?			????	
Who did the inspection?			???	
When is the next scheduled inspection?			????	

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	There is no district developed documents
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x	There are as-built drawings that are accessible
1	Is all piping free of water leaks?		x	
2	Were all faucets free of drips, mounted securely and good in repair?		x	The rooms with water heaters have custodial equipment damaging the water heaters
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	
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?		x	
ELECTRICAL				Completion Rating 1 to 10
		YES	NO	Comments
				100%
	When was the last inspection?	x		Last month
	Who did the inspection?			Electrical supervisor
	When is the next scheduled inspection?			It is not formally scheduled
	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?		x	
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?		x	There are as built drawings that are accessible
1	Are emergency batteries maintained and in good working order?		x	
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?		x	
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 1 to 10
		YES	NO	Comments
				30%
	When was the last inspection?		????	
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Is carpeting clean and in good repair?		x	Low rating in this section because of issues in Industrial arts.
2	Are ceiling tiles clean, in good repair, with no water stains?		x	
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	lots need seal coat/slurry seal
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 1 to 10
		YES	NO	Comments
				60%
	When was the last inspection?		???	

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
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?	x		
7	Does the elevator emergency phone/alarm work?	x		
8	Is the kiln in good working order and free of debris in work area?	x		There is a serious problem with this schools arts auditorium and the unsafe mess
9	Is the kiln room properly vented?	x		
10	Is the kitchen hood ansul system inspection up to date?	x		
11	Are the kitchen hood filters clean and grease-free?	x		There is a lot of safety issues with the industrial arts work rooms
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?		???	80%
	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?	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?	x		
6	Is the fire alarm system in good repair and working properly?***		x	Fire panel has a non resettable fault
7	Are the smoke and heat detectors inspected and cleaned on a regular basis?	x		
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?	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?	x		
14	Is the fire sprinkler system in good repair and free of any leaks?	x		
15	Are the system required inspections current? (list)	x		
16	If the school has an energy management control system (EMCS), is it working properly?***	x		
***	Is the EMS software current?	x		
***	How many people are trained in the use of the EMS?	??		I do not know exactly how many are trained. but climatec is training some of the technicians next month
***	Is the EMS controlled from a remote location?	??		
***	Is the EMS controlled units timing changed on a regular basis?	yes		
Issues !!!!!!!!!!!!!				
The wood shop at this school has many unsafe practices. One of the prime jobs of the maintenance department is safety. See Pictures				

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:	Queen Creek			Date:	11-18-09
School:	Desert Mountain				
Issues					
This school has 5th and 6th graders and this requires a complete play ground fence. This is the oldest school in the district with many issues regular inspections and work order creation from these inspections most issues would disappear.					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	Does district submit annual PM Reporting Statements? Current?		x		
F	Does district have backup documentation for PM reports?		x		
HVAC					
		YES	NO	Comments	Completion Rating 1 to 10
					60%
When was the last inspection?		???		Not recorded	
Who did the inspection?				HVAC Mechanics do perform regular routines on equipment	
When is the next scheduled inspection?				It is not	
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	There is no district developed documents. There are as-built drawings that are accessible	
1	Are the filters clean and dated?	x			
2	Is the equipment running quietly?	x			
3	Is all the equipment free of leaks at connections?	x		Broken belts and down exhaust fans	
4	Are all heat exchangers and coils clean and maintained in good condition?	x			
5	Are belts and blower drives in good condition?	x			
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?	x			
Plant style equipment only (chillers, water loops, water source heat pumps)				Found a package unit with a leak and a unit with a down condensing fan.	
8	Are cooling towers, or coolers clean and in good working condition?	x			
9	Is the plant clean and in good working order?***	x			
10	Is water treatment in use and in good order?	x		The mechanical area with the large ground mount package units was very messy with a lot of excess storage	
***	Is this school using an energy management system and do they understand it?	???		OK could be better	
***	Is the plant maintained by district personnel or an outside vendor?				
ROOFING					
		YES	NO	Comments	Completion Rating 1 to 10
					70%
When was the last inspection?		???			
Who did the inspection?		???			
When is the next scheduled inspection?		???		If the roof was inspected, there are no records and there are issues that would be easily solved with regular inspections	
1	Is roof free of bare spots or any exposed felt?	x			
2	Is the roof membrane free of distress or cracks?		x	some issues	
3	Is the roof free of any missing or torn shingles?	na			
4	Are the gutters and drains clear and clean of debris?	x			
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			
PLUMBING					
		YES	NO	Comments	Completion Rating 1 to 10
					70%

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
	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		There is no district developed documents
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?	x		There are as-built drawings that are accessible
1	Is all piping free of water leaks?	x		
2	Were all faucets free of drips, mounted securely and good in repair?	x		
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		Old water heaters
7	Is the thermal insulation in good repair?	x	x	
8	Is the floor and wall tile and grout clean and in good repair?	x		several plumbing issues
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		
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?	x		
ELECTRICAL				Completion Rating
		YES	NO	Comments
				1 to 10
				90%
	When was the last inspection?	x		Last month
	Who did the inspection?			Electrical supervisor
	When is the next scheduled inspection?			It is not formally scheduled
	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?	x		
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?	x		There are as built drawings that are accessible
1	Are emergency batteries maintained and in good working order?	x		
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		for such an old school the panels were well marked with the electrical addons and changes
5	Are the panels clean and secure?	x		
6	If timers are in use, are they adjusted for the season and working properly?	x		
8	Are all circuit breaker panels free of hot breakers?	x		There is a lot of old pcb balast that are stored and need to be disposed of
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?	na		
SURFACES				Completion Rating
		YES	NO	Comments
				1 to 10
				80%
	When was the last inspection?		????	
	Who did the inspection?		???	
	When is the next scheduled inspection?		???	No formal scheduled inspection
1	Is carpeting clean and in good repair?	x	x	
2	Are ceiling tiles clean, in good repair, with no water stains?	x		
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	x	
7	Is wood flooring clean and in good repair?	x		
8	Are exterior building surfaces sealed and/or painted appropriately?	x		Un documented cracks on walls
9	Are mortar and expansion joints in good repair?	x		
10	Are exterior wood surfaces painted and free of dry rot?	x	x	
11	Are drywall surfaces painted and in good repair?	x		
12	Are the asphalt drives in good repair?		x	lots need seal coat/slurry seal
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	Drain areas need to be reworked
SPECIAL EQUIPMENT				Completion Rating

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE			
SFB PM 200-09		INSPECTION FORM			
		YES	NO	Comments	1 to 10
	When was the last inspection?		???		80%
	Who did the inspection?		???		
	When is the next scheduled inspection?		???	No formal scheduled inspection	
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	Comments	1 to 10
	When was the last inspection?		???		80%
	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?	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?	x			
6	Is the fire alarm system in good repair and working properly?***		x	fire alarm has a fault	
7	Are the smoke and heat detectors inspected and cleaned on a regular basis?	x			
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?		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?	x			
14	Is the fire sprinkler system in good repair and free of any leaks?	x			
15	Are the system required inspections current? (list)	x			
16	If the school has an energy management control system (EMCS), is it working properly?***	x		There are T stats that teachers had set at 58 deg	
***	Is the EMS software current?	x			
***	How many people are trained in the use of the EMS?	??		I do not know exactly how many are trained. but climatec is training some of the technicians next month	
***	Is the EMS controlled from a remote location?	??			
***	Is the EMS controlled units timing changed on a regular basis?	yes			
	Issues				