

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:	Tuba City	Wednesday, January 30, 2013			
School:	Dzil Elementary School				
		YES	NO	Comments	Completion Rating 1 to 10
Field Inspection					
A	Current 3-Year Building Renewal Plan	x	x	This district has made may advances in turning around the maintenance from a very reactive to a proactive department	
B	Current Preventative Maintenance Plan	x	x	They have a plan for building renewal but not up to date on our Web Page	
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	They are on the right path but still have a ways to go.	
F	Does district have backup documentation for PM reports?	x	x		
				Three important reports to the SFB have not been summated since 2009. Renovation Report, 3 Year building Renewal Plan, Preventive Maintenance Report. All additional reports to the SFB have not been summated since 2010	
HVAC					Completion Rating 1 to 10
		YES	NO	Comments	1 to 10
When was the last inspection?		2 m			
Who did the inspection?		Staff		District has a staff HVAC TEC. This person has his collage HVAC credentials.	
When is the next scheduled inspection?					
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	The district is developing maps this year	
1	Are the filters clean and dated?	x		not dated	
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			6
7	Is all equipment within the recommended life expectancy?	????			
Plant style equipment only (chillers, water loops, water source heat pumps)					
8	Are cooling towers, or coolers clean and in good working condition?			The air cooled chillers had low oil levels on compressors	
9	Is the plant clean and in good working order?***			Water corrosion on valves	
10	Is water treatment in use and in good order?	x			
***	Is this school using an energy management system and do they understand it?	yes/no		This system is new and the staff will soon be trained	
***	Is the plant maintained by district personnel or an outside vendor?				
ROOFING					Completion Rating 1 to 10
		YES	NO	Comments	1 to 10
When was the last inspection?		Last month			9
Who did the inspection?		Staff			
When is the next scheduled inspection?		????			
1	Is roof free of bare spots or any exposed felt?	x			
2	Is the roof membrane free of distress or cracks?	x		Nice roof, no ceiling tile issues	
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			
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					Completion Rating 1 to 10
		YES	NO	Comments	1 to 10
When was the last inspection?		Last month			
Who did the inspection?		staff			
When is the next scheduled inspection?		???			
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			no	District is working on these	
Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x		Not really organized	6
1	Is all piping free of water leaks?	y			

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
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				This school had a very sophisticated water filtration system that now been disconnected. The well system has high arsenic levels and now all water for drinking is bottled.
2	Were all faucets free of drips, mounted securely and good in repair?	y		
3	Are floor sinks clean and odor free?	y		
4	Are monitoring gauges in working order?	y		
5	Are all water heaters properly installed and in good repair?	y		
6	Are water heater pressure relief valves tested on a regular basis?	y		
7	Is the thermal insulation in good repair?	y		Missing insulation
8	Is the floor and wall tile and grout clean and in good repair?	y		
9	Is the general appearance of the toilet rooms clean and well maintained?	y		
10	Is the general appearance of the kitchen clean and well maintained?	y		
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	y		
12	Are the kitchen hood devices in good repair, tested and working?	y		
13	If water mixing valves are being used, are they working and in good repair?	na		
14	If recirculation pumps are being used, are they working and in good repair?	y		
***	Does the district maintain the back flow preventers in-house?			
***	Does the district have a service to maintain the back flow preventers?	x		out side service
ELECTRICAL				Completion Rating
		YES	NO	Comments
	When was the last inspection?			2months ago
	Who did the inspection?			in house
	When is the next scheduled inspection?			next month
	When was the last time the local utility did a phase and load test to incoming power?			never
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			not formal
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?			not formal
1	Are emergency batteries maintained and in good working order?	y		
2	Are the electrical rooms clean and uncluttered?	y		yes
3	Are the required panel door floor clearances maintained and floors painted?	y		yes
4	Are the panels grounded correctly?	y		????
5	Are the panels clean and secure?	y		yes
6	If timers are in use, are they adjusted for the season and working properly?	na		
8	Are all circuit breaker panels free of hot breakers?	y		seems to be ok
9	Is the school free of any exposed electrical connections or wires?	y		There were some up grades done in house and they were done well
10	Are electrical raceways supported, connections tight and in place?	y		
11	Are the backup generator testing logs up to date and in order?	y		
SURFACES				Completion Rating
		YES	NO	Comments
	When was the last inspection?			no formal inspection has been conducted
	Who did the inspection?			not done
	When is the next scheduled inspection?			2months
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		Very clean well kept
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		There seems to be an adequate amount of custodians
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		This school appears to be much newer than it is
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
	When was the last inspection?			ongoing
	Who did the inspection?			in house
	When is the next scheduled inspection?			continuous
1	Are bleachers in good repair and operating properly?	na		
2	Are the doors, hinges and jamba in good repair and operating properly?	x		
3	Are the door closers working properly and without leaks?	x		Nice school
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		

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:	Tuba City			Wednesday, January 30, 2013	
School:	Eagles Nest				
				Completion Rating	1 to 10
		YES	NO	Comments	
Field Inspection					
A	Current 3-Year Building Renewal Plan	x	x	This district has made may advances in turning around the maintenance from a very reactive to a proactive department	
B	Current Preventative Maintenance Plan	x	x	They have a plan for building renewal but not up	
C	Is the Preventative Maintenance Plan filed where it can be used by staff?		x	to date on our Web Page	
D	Equipment Location Maps		x		
E	Does district submit annual PM Reporting Statements? Current?		x	They are on the right path but still have a ways to go.	
F	Does district have backup documentation for PM reports?	x	x		
				Three important reports to the SFB have not been summated since 2009. Renovation Report, 3 Year building Renewal Plan, Preventive Maintenance Report. All additional reports to the SFB have not been summated since 2010	
HVAC				Completion Rating	1 to 10
		YES	NO	Comments	
When was the last inspection?		2 m			
Who did the inspection?		Staff		District has a staff HVAC TEC. This person has his collage HVAC credentials.	
When is the next scheduled inspection?				8	
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	The district is developing maps this year	
1	Are the filters clean and dated?	x		not dated	
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		Just replaced a boiler with BRG funds	
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?	????			
Plant style equipment only (chillers, water loops, water source heat pumps)					
8	Are cooling towers, or coolers clean and in good working condition?	Water Source Heat Pumps			
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?	yes/no		This system is new and the staff will soon be trained	
***	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?		Last month			
Who did the inspection?		Staff			
When is the next scheduled inspection?		????		This school has many different styles of roofing, and some need attention but the director knows the issues and is working out a process to take care of these issues.	
				7	
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		
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		roof maintenance could be stepped up a little	
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	Some issues	
PLUMBING				Completion Rating	1 to 10
		YES	NO	Comments	
When was the last inspection?		Last month			
Who did the inspection?		staff			
When is the next scheduled inspection?		???			
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			no	District is working on these	
Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x		Not really organized	
				7	

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1	Is all piping free of water leaks?	y		
2	Were all faucets free of drips, mounted securely and good in repair?	y		
3	Are floor sinks clean and odor free?	y		
4	Are monitoring gauges in working order?	y		
5	Are all water heaters properly installed and in good repair?	y		
6	Are water heater pressure relief valves tested on a regular basis?	y		
7	Is the thermal insulation in good repair?		y	Missing insulation
8	Is the floor and wall tile and grout clean and in good repair?		y	a little old
9	Is the general appearance of the toilet rooms clean and well maintained?	y		
10	Is the general appearance of the kitchen clean and well maintained?	y		
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	y		
12	Are the kitchen hood devices in good repair, tested and working?	y		
13	If water mixing valves are being used, are they working and in good repair?	y		
14	If recirculation pumps are being used, are they working and in good repair?	y		
***	Does the district maintain the back flow preventers in-house?			
***	Does the district have a service to maintain the back flow preventers?	x		out side service
ELECTRICAL				Completion Rating 1 to 10
		YES	NO	Comments
	When was the last inspection?			2months ago
	Who did the inspection?			in house
	When is the next scheduled inspection?			next month
	When was the last time the local utility did a phase and load test to incoming power?			never
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			not formal
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?			not formal
1	Are emergency batteries maintained and in good working order?	x		
2	Are the electrical rooms clean and uncluttered?	x		yes
3	Are the required panel door floor clearances maintained and floors painted?	x		yes
4	Are the panels grounded correctly?	?		????
5	Are the panels clean and secure?	x		yes
6	If timers are in use, are they adjusted for the season and working property?	x		
8	Are all circuit breaker panels free of hot breakers?	x		seems to be ok
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?	NA		
SURFACES				Completion Rating 1 to 10
		YES	NO	Comments
	When was the last inspection?			no formal inspection has been conducted
	Who did the inspection?			not done
	When is the next scheduled inspection?			2months
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		Very clean well kept
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		There seems to be an adequate amount of custodians
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 1 to 10
		YES	NO	Comments
	When was the last inspection?			Some of these tasks were scheduled but others were not
	Who did the inspection?			Done by district personnel
	When is the next scheduled inspection?			
1	Are bleachers in good repair and operating properly?	x		
2	Are the doors, hinges and jams 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		
9	Is the kiln room properly vented?	x		
10	Is the kitchen hood ansul system inspection up to date?			The kitchen at this school was condemed and is not in use

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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?			they were removed for security	
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?			Most of these systems were inspected but some are not regularly inspected	8
	Who did the inspection?				
	When is the next scheduled inspection?			The next year this district has a focus on these systems	
1	Is the intrusion alarm in good repair and working properly?	x			
2	Is the emergency lighting in good repair and working properly?	x		There are a couple of signs out	
3	Are the emergency lighting batteries in good condition?		x	there are a couple out dated lights	
4	Is the Fire Marshal inspection current? (every three years)		x	the Marshal has not been to the school in 5 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?	x		I give this a yes because this school received a lot of criticism from the trust 3 years ago	
6	Is the fire alarm system in good repair and working properly?***		x	The maintenance department has worked hard to improve the issues.	
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?	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?	x		were needed	
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?			There was a performance contract and the controls are new and no one knows how to use them yet. The EMS system is very important in improving the indoor quality of the classroom, so it is a must several staff personnel understand their system.	
***	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?				

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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:	Tuba City			Wednesday, January 30, 2013	
School:	Gap Primary School				
					Completion Rating 1 to 10
		YES	NO	Comments	
	Field Inspection				
A	Current 3-Year Building Renewal Plan	x	x	This district has made may advances in turning around the maintenance from a very reactive to a proactive department	
B	Current Preventative Maintenance Plan	x	x	They have a plan for building renewal but not up to date on our Web Page	
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	They are on the right path but still have a ways to go.	
F	Does district have backup documentation for PM reports?	x	x		
				Three important reports to the SFB have not been summated since 2009. Renovation Report, 3 Year building Renewal Plan, Preventive Maintenance Report. All additional reports to the SFB have not been summated since 2010	
	HVAC				Completion Rating 1 to 10
		YES	NO	Comments	
	When was the last inspection?	2 m			
	Who did the inspection?	Staff		District has a staff HVAC TEC. This person has his collage HVAC credentials.	
	When is the next scheduled inspection?				
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	The district is developing maps this year	
1	Are the filters clean and dated?	x		not dated	
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			8
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?***	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?	yes/no		This system is new and the staff will soon be trained	
***	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?	Last month			9
	Who did the inspection?	Staff			
	When is the next scheduled inspection?	????			
1	Is roof free of bare spots or any exposed felt?	x			
2	Is the roof membrane free of distress or cracks?	x		Nice roof, no ceiling tile issues	
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			
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				Completion Rating 1 to 10
		YES	NO	Comments	
	When was the last inspection?	Last month			
	Who did the inspection?	staff			
	When is the next scheduled inspection?	???			
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		no	District is working on these	
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?	x		Not really organized	6
1	Is all piping free of water leaks?	y			
2	Were all faucets free of drips, mounted securely and good in repair?	y			

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3	Are floor sinks clean and odor free?	y		
4	Are monitoring gauges in working order?	y		
5	Are all water heaters properly installed and in good repair?	y		
6	Are water heater pressure relief valves tested on a regular basis?	y		
7	Is the thermal insulation in good repair?	Y		
8	Is the floor and wall tile and grout clean and in good repair?	y		
9	Is the general appearance of the toilet rooms clean and well maintained?	y		
10	Is the general appearance of the kitchen clean and well maintained?	y		
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?****	y		
12	Are the kitchen hood devices in good repair, tested and working?	y		
13	If water mixing valves are being used, are they working and in good repair?	na		
14	If recirculation pumps are being used, are they working and in good repair?	y		
***	Does the district maintain the back flow preventers in-house?			
***	Does the district have a service to maintain the back flow preventers?	x		out side service
ELECTRICAL				Completion Rating
		YES	NO	Comments
	When was the last inspection?			2months ago
	Who did the inspection?			in house
	When is the next scheduled inspection?			next month
	When was the last time the local utility did a phase and load test to incoming power?			never
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			not formal
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?			not formal
1	Are emergency batteries maintained and in good working order?	y		
2	Are the electrical rooms clean and uncluttered?	y		yes
3	Are the required panel door floor clearances maintained and floors painted?	y		yes
4	Are the panels grounded correctly?	y		????
5	Are the panels clean and secure?	y		yes
6	If timers are in use, are they adjusted for the season and working properly?	na		
8	Are all circuit breaker panels free of hot breakers?	y		seems to be ok
9	Is the school free of any exposed electrical connections or wires?	y		
10	Are electrical raceways supported, connections tight and in place?	y		
11	Are the backup generator testing logs up to date and in order?	y		
SURFACES				Completion Rating
		YES	NO	Comments
	When was the last inspection?			no formal inspection has been conducted
	Who did the inspection?			not done
	When is the next scheduled inspection?			2months
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		Very clean well kept
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		There seems to be an adequate amount of custodians
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
	When was the last inspection?			ongoing
	Who did the inspection?			in house
	When is the next scheduled inspection?			continuous
1	Are bleachers in good repair and operating properly?	na		
2	Are the doors, hinges and jabs in good repair and operating properly?	x		
3	Are the door closers working properly and without leaks?	x		Nice school
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		

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:	Tuba City	Wednesday, January 30, 2013			
School:	Tuba City High School				
		YES	NO	Comments	Completion Rating 1 to 10
Field Inspection					
A	Current 3-Year Building Renewal Plan	x	x	This district has made may advances in turning around the maintenance from a very reactive to a proactive department	
B	Current Preventative Maintenance Plan	x	x	They have a plan for building renewal but not up to date on our Web Page	
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	They are on the right path but still have a ways to go.	
F	Does district have backup documentation for PM reports?	x	x		
				Three important reports to the SFB have not been summated since 2009. Renovation Report, 3 Year building Renewal Plan, Preventive Maintenance Report. All additional reports to the SFB have not been summated since 2010	
HVAC					Completion Rating 1 to 10
		YES	NO	Comments	1 to 10
When was the last inspection?		2 m			
Who did the inspection?		Staff		District has a staff HVAC TEC. This person has his collage HVAC credentials.	7
When is the next scheduled inspection?					
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			x	The district is developing maps this year	
1	Are the filters clean and dated?	x		not dated	
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?	????		I didn't have enough time to check all the air handlers but the ones I did check were ok	
<i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>		NA			
8	Are cooling towers, or coolers clean and in good working condition?			Air cooled Chillers	
9	Is the plant clean and in good working order?***	X			
10	Is water treatment in use and in good order?	?????		The oil levels on some of the chillers were dry	
***	Is this school using an energy management system and do they understand it?	yes/no		This system is new and the staff will soon be trained	
***	Is the plant maintained by district personnel or an outside vendor?			Should be	
ROOFING					Completion Rating 1 to 10
		YES	NO	Comments	1 to 10
When was the last inspection?		Last month			
Who did the inspection?		Staff			6
When is the next scheduled inspection?		????			
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			
4	Are the gutters and drains clear and clean of debris?		x	There is a lot of sand on the roof that needs cleaning.	
5	Is the overall appearance of the roof clean?		x	I was told that it doesn't take long in this area to build up this much sand	
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		roof maintenance could be stepped up a little	
9	Are the equipment curbs properly attached and in good repair?	x			
10	Are the roof penetrations in good repair?		x		
PLUMBING					Completion Rating 1 to 10
		YES	NO	Comments	1 to 10
When was the last inspection?		Last month			
Who did the inspection?		staff			8
When is the next scheduled inspection?		???			
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			no	District is working on these	
Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?		x		Not really organized	

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
1	Is all piping free of water leaks?	y		
2	Were all faucets free of drips, mounted securely and good in repair?	y		
3	Are floor sinks clean and odor free?	y		
4	Are monitoring gauges in working order?	y		
5	Are all water heaters properly installed and in good repair?	y		
6	Are water heater pressure relief valves tested on a regular basis?	y		
7	Is the thermal insulation in good repair?		no	Missing insulation
8	Is the floor and wall tile and grout clean and in good repair?	y		
9	Is the general appearance of the toilet rooms clean and well maintained?	y		
10	Is the general appearance of the kitchen clean and well maintained?	y		????? There is an artesian well that just flows into the sewer ?????
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	y		
12	Are the kitchen hood devices in good repair, tested and working?	y		
13	If water mixing valves are being used, are they working and in good repair?	na		
14	If recirculation pumps are being used, are they working and in good repair?	y		
***	Does the district maintain the back flow preventers in-house?			
***	Does the district have a service to maintain the back flow preventers?	x		out side service
ELECTRICAL				Completion Rating
		YES	NO	Comments
	When was the last inspection?			2months ago
	Who did the inspection?			in house
	When is the next scheduled inspection?			next month
	When was the last time the local utility did a phase and load test to incoming power?			never
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			not formal
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?			not formal
1	Are emergency batteries maintained and in good working order?		x	I saw a few outdated units
2	Are the electrical rooms clean and uncluttered?	x		yes
3	Are the required panel door floor clearances maintained and floors painted?	x		yes
4	Are the panels grounded correctly?	?		?????
5	Are the panels clean and secure?	x		yes
6	If timers are in use, are they adjusted for the season and working properly?	x		The two I saw were adjusted
8	Are all circuit breaker panels free of hot breakers?	x		seems to be ok
9	Is the school free of any exposed electrical connections or wires?	?		I did not see a generator
10	Are electrical raceways supported, connections tight and in place?			
11	Are the backup generator testing logs up to date and in order?	NA		
SURFACES				Completion Rating
		YES	NO	Comments
	When was the last inspection?			no formal inspection has been conducted
	Who did the inspection?			not done
	When is the next scheduled inspection?			2months
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		Very clean well kept
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		There seems to be an adequate amount of custodians
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
	When was the last inspection?			Some of these tasks were scheduled but others were not
	Who did the inspection?			Done by district personnel
	When is the next scheduled inspection?			
1	Are bleachers in good repair and operating properly?	x		
2	Are the doors, hinges and jamba 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		
9	Is the kiln room properly vented?	x		The kitchen is well maintained

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: Tuba City				Wednesday, January 30, 2013			
School: Tuba City Jr High							
				YES		NO	
Field Inspection						Comments	
						Completion Rating 1 to 10	
A	Current 3-Year Building Renewal Plan	x	x	This district has made may advances in turning around the maintenance from a very reactive to a proactive department			
B	Current Preventative Maintenance Plan	x	x	They have a plan for building renewal but not up to date on our Web Page			
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	They are on the right path but still have a ways to go.			
F	Does district have backup documentation for PM reports?	x	x				
						Three important reports to the SFB have not been summated since 2009. Renovation Report, 3 Year building Renewal Plan, Preventive Maintenance Report. All additional reports to the SFB have not been summated since 2010	
HVAC				YES		NO	
						Comments	
						Completion Rating 1 to 10	
When was the last inspection?				2 m			
Who did the inspection?				Staff		District has a staff HVAC TEC. This person has his collage HVAC credentials.	
When is the next scheduled inspection?						7	
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?				x		The district is developing maps this year	
1	Are the filters clean and dated?	x		not dated			
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		I was told that this school had a lot of issues a couple of years ago and it took a lot of work to get them to there present state			
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?	????		I didn't have enough time to check all the air handlers but the ones I did check were ok			
<i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>				NA			
8	Are cooling towers, or coolers clean and in good working condition?			Air cooled Chillers			
9	Is the plant clean and in good working order?***	X					
10	Is water treatment in use and in good order?	?????		The oil levels on some of the chillers were dry			
***	Is this school using an energy management system and do they understand it?	yes/no		This system is new and the staff will soon be trained			
***	Is the plant maintained by district personnel or an outside vendor?			Should be			
ROOFING				YES		NO	
						Comments	
						Completion Rating 1 to 10	
When was the last inspection?				Last month			
Who did the inspection?				Staff		6	
When is the next scheduled inspection?				????			
1	Is roof free of bare spots or any exposed felt?		x	The main building needs some work			
2	Is the roof membrane free of distress or cracks?		x	a white coating is needed soon			
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					
7	Are the skylights in good repair?	NA					
8	Are the exposed mortar and expansion joints in good repair?	x		roof maintenance could be stepped up a lot at this school			
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	
When was the last inspection?				Last month			
Who did the inspection?				staff		8	
When is the next scheduled inspection?				???			
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?				no		District is working on these	
Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?				x		Not really organized	
1	Is all piping free of water leaks?	y					
2	Were all faucets free of drips, mounted securely and good in repair?	y					
3	Are floor sinks clean and odor free?	y					

SCHOOL FACILITIES BOARD				PREVENTATIVE MAINTENANCE			
SFB PM 200-09				INSPECTION FORM			
4	Are monitoring gauges in working order?	y					
5	Are all water heaters properly installed and in good repair?	y					
6	Are water heater pressure relief valves tested on a regular basis?	y					
7	Is the thermal insulation in good repair?		no	Missing insulation			
8	Is the floor and wall tile and grout clean and in good repair?	y					
9	Is the general appearance of the toilet rooms clean and well maintained?	y					
10	Is the general appearance of the kitchen clean and well maintained?	y					
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	y					
12	Are the kitchen hood devices in good repair, tested and working?	y					
13	If water mixing valves are being used, are they working and in good repair?	na					
14	If recirculation pumps are being used, are they working and in good repair?	y					
***	Does the district maintain the back flow preventers in-house?						
***	Does the district have a service to maintain the back flow preventers?	x		out side service			
ELECTRICAL						Completion Rating	
				YES	NO	Comments	1 to 10
When was the last inspection?						2months ago	
Who did the inspection?						in house	8
When is the next scheduled inspection?						next month	
When was the last time the local utility did a phase and load test to incoming power?						never	
Are there maps and spreadsheets available at the school with locations and essential information on key equipment?						not formal	
Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?						not formal	
1	Are emergency batteries maintained and in good working order?		x				
2	Are the electrical rooms clean and uncluttered?	x		yes			
3	Are the required panel door floor clearances maintained and floors painted?	x		yes			
4	Are the panels grounded correctly?	?		????			
5	Are the panels clean and secure?	x		yes			
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		seems to be ok			
9	Is the school free of any exposed electrical connections or wires?	?		There were some up grades done in house and they were done well			
10	Are electrical raceways supported, connections tight and in place?						
11	Are the backup generator testing logs up to date and in order?	NA					
SURFACES						Completion Rating	
				YES	NO	Comments	1 to 10
When was the last inspection?						no formal inspection has been conducted	
Who did the inspection?						not done	9
When is the next scheduled inspection?						2months	
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		Very clean well kept			
5	Are interior concrete floors sealed and in good repair?	x					
6	Are floor transition strips in good repair?	x		There seems to be an adequate amount of custodians			
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		This is a big job in this area of the world			
SPECIAL EQUIPMENT						Completion Rating	
				YES	NO	Comments	1 to 10
When was the last inspection?						Some of these tasks were scheduled but others were not	7
Who did the inspection?						Done by district personnel	
When is the next scheduled inspection?							
1	Are bleachers in good repair and operating properly?	x					
2	Are the doors, hinges and jamba 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					
9	Is the kiln room properly vented?	x		The kitchen is well maintained			
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

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:	Tuba City			Wednesday, January 30, 2013	
School:	Tuba City Primary School				
		YES	NO	Comments	Completion Rating 1 to 10
	Field Inspection				
A	Current 3-Year Building Renewal Plan	x	x	This district has made may advances in turning around the maintenance from a very reactive to a proactive department	
B	Current Preventative Maintenance Plan	x	x	They have a plan for building renewal but not up	
C	Is the Preventative Maintenance Plan filed where it can be used by staff?		x	to date on our Web Page	
D	Equipment Location Maps		x		
E	Does district submit annual PM Reporting Statements? Current?		x	They are on the right path but still have a ways to go.	
F	Does district have backup documentation for PM reports?	x	x		
				Three important reports to the SFB have not been summated since 2009. Renovation Report, 3 Year building Renewal Plan, Preventive Maintenance Report. All additional reports to the SFB have not been summated since 2010	
	HVAC				Completion Rating 1 to 10
		YES	NO	Comments	
	When was the last inspection?			This school had so many issues that it is an ongoing project	
	Who did the inspection?			District has a staff HVAC TEC. This person has his collage HVAC credentials.	7
	When is the next scheduled inspection?				
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		x	The district is developing maps this year	
1	Are the filters clean and dated?	x		not dated	
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?	????			
	<i>Plant style equipment only (chillers, water loops, water source heat pumps)</i>	NA			
8	Are cooling towers, or coolers clean and in good working condition?			Air cooled Chillers	
9	Is the plant clean and in good working order?***	X			
10	Is water treatment in use and in good order?	?????		The oil levels on some of the chillers were dry	
***	Is this school using an energy management system and do they understand it?	yes/no		This system is new and the staff will soon be trained	
***	Is the plant maintained by district personnel or an outside vendor?			Should be	
	ROOFING				Completion Rating 1 to 10
		YES	NO	Comments	
	When was the last inspection?		Last month		
	Who did the inspection?		Staff		5
	When is the next scheduled inspection?		????		
1	Is roof free of bare spots or any exposed felt?	x			
2	Is the roof membrane free of distress or cracks?	x		Lots of stained ceiling tiles	
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			
7	Are the skylights in good repair?	NA			
8	Are the exposed mortar and expansion joints in good repair?	x		roof maintenance could be stepped up a lot	
9	Are the equipment curbs properly attached and in good repair?	x			
10	Are the roof penetrations in good repair?		x		
	PLUMBING				Completion Rating 1 to 10
		YES	NO	Comments	
	When was the last inspection?		Last month		
	Who did the inspection?		staff		8
	When is the next scheduled inspection?		???		
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?		no	District is working on these	
	Are there maps of underground utilities and emergency disconnects at the school and personnel trained in exercising these disconnects?	x		Not really organized	
1	Is all piping free of water leaks?	y			

SCHOOL FACILITIES BOARD		PREVENTATIVE MAINTENANCE		
SFB PM 200-09		INSPECTION FORM		
2	Were all faucets free of drips, mounted securely and good in repair?	y		
3	Are floor sinks clean and odor free?	y		
4	Are monitoring gauges in working order?	y		
5	Are all water heaters properly installed and in good repair?	y		
6	Are water heater pressure relief valves tested on a regular basis?	y		
7	Is the thermal insulation in good repair?		no	
8	Is the floor and wall tile and grout clean and in good repair?	y		
9	Is the general appearance of the toilet rooms clean and well maintained?	y		
10	Is the general appearance of the kitchen clean and well maintained?	y		????? There is an artesian well that just flows into the sewer ?????
11	Are the back flow preventers inspected annually and calibrated to meet local code? Is this record available?***	y		
12	Are the kitchen hood devices in good repair, tested and working?	y		
13	If water mixing valves are being used, are they working and in good repair?	na		
14	If recirculation pumps are being used, are they working and in good repair?	y		
***	Does the district maintain the back flow preventers in-house?			
***	Does the district have a service to maintain the back flow preventers?	x		out side service
ELECTRICAL				Completion Rating 1 to 10
		YES	NO	Comments
	When was the last inspection?			2months ago
	Who did the inspection?			in house
	When is the next scheduled inspection?			next month
	When was the last time the local utility did a phase and load test to incoming power?			never
	Are there maps and spreadsheets available at the school with locations and essential information on key equipment?			not formal
	Are there maps of underground utilities and emergency disconnects at the school, personnel trained in exercising these disconnects?			not formal
1	Are emergency batteries maintained and in good working order?		x	I saw a few outdated units
2	Are the electrical rooms clean and uncluttered?	x		yes
3	Are the required panel door floor clearances maintained and floors painted?	x		yes
4	Are the panels grounded correctly?	?		?????
5	Are the panels clean and secure?	x		yes
6	If timers are in use, are they adjusted for the season and working property?	x		The two I saw were adjusted
8	Are all circuit breaker panels free of hot breakers?	x		seems to be ok
9	Is the school free of any exposed electrical connections or wires?	x		
10	Are electrical raceways supported, connections tight and in place?			
11	Are the backup generator testing logs up to date and in order?	NA		
SURFACES				Completion Rating 1 to 10
		YES	NO	Comments
	When was the last inspection?			no formal inspection has been conducted
	Who did the inspection?			not done
	When is the next scheduled inspection?			2months
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		Very clean well kept
5	Are interior concrete floors sealed and in good repair?	x		
6	Are floor transition strips in good repair?	x		There seems to be an adequate amount of custodians
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 1 to 10
		YES	NO	Comments
	When was the last inspection?			Some of these tasks were scheduled but others were not
	Who did the inspection?			Done by district personnel
	When is the next scheduled inspection?			
1	Are bleachers in good repair and operating properly?	x		
2	Are the doors, hinges and jamps 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		
9	Is the kiln room properly vented?	x		The kitchen is well maintained
10	Is the kitchen hood ansul system inspection up to date?	x		

SCHOOL FACILITIES BOARD				PREVENTATIVE MAINTENANCE	
SFB PM 200-09				INSPECTION FORM	
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?			they were removed for security	
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?			Most of these systems were inspected but some are not regularly inspected	7
	Who did the inspection?				
	When is the next scheduled inspection?			The next year this district has a focus on these systems	
1	Is the intrusion alarm in good repair and working properly?	x			
2	Is the emergency lighting in good repair and working properly?	x		There are a couple of signs out	
3	Are the emergency lighting batteries in good condition?		x	there are a couple out dated lights	
4	Is the Fire Marshal inspection current? (every three years)		x	the Marshal has not been to the school in 5 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?	x		I give this a yes because this school received a lot of criticism from the trust 3 years ago	
6	Is the fire alarm system in good repair and working properly?***		x	The maintenance department has worked hard to improve the issues.	
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?	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?	x		were needed	
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?			There was a performance contract and the controls are new and no one knows how to use them yet. The EMS system is very important in improving the indoor quality of the classroom, so it is a must several staff personnel understand their system.	
***	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?				