

## Survey Rubric

To assist with fomulating the best response to each Survey item

### Site Condition - Full

<b>1</b>	<b>Site</b>	<b>Roadways</b> NA ->Roadways do not exist at this site.  Good ->No visible signs of distress or failure in roadway. Routine maintenance will be adequate to maintain existing condition.  <b>Responses:</b> Fair ->Minor fractures in roadway. No disruption of service accessing the facility. A few minor fractures in paving material. Continuous observation recommended. Repair to fractures should occur.  Poor ->Fractures in paving affecting roadway usage. Corrective action should take place at once to stop any further damage.
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<b>2</b>	<b>Site</b>	<b>Parking Lots</b> NA -> Parking lots do not exist at this site  Good -> No visible signs of distress or failure in parking lots. Routine maintenance will be adequate to maintain existing condition.  Fair -> Minor fractures in parking lots. No disruption of use. A few minor fractures in paving material. Continuous observation recommended. Repair to fractures should occur.  <b>Responses:</b> Poor -> Major fractures in paving affecting parking lot usage. Corrective action should take place at once to stop any further damage.  Replace -> Parking lot showing signs of failure or distress such as cracking or spalling. Emergency attention required, such as patching and possible excavation and replacement of roadway paving and base.
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<b>3</b>	<b>Site</b>	<b>Site Development</b> NA -> No Development at this site. Items include: fencing, flagpoles, covered walkways and shelters, and exterior sports facilities.  Good -> No visible signs of distress or failure. Routine maintenance will be adequate to maintain existing conditions.  Fair -> Signs of wear apparent. Soiled, worn, or cracked surfaces or slight soiling or discoloration of finishes visible. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.  Poor -> Major signs of wear apparent. Replacement and renewal of finish or covering should be scheduled. Soiled, stained, cracked finishes conditions. Maintenance will restore to usable condition.  Replace -> Sever distress and failure of site development items. Possible hazardous conditions present. Needs immediate attention.
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**4 Site**

**Utilities**

NA -> No utilities serving the site.

Good -> The supply system is in normal working order and only requires routine maintenance to maintain existing condition. No leaking parts. No rust or corrosion.

**Responses:**

Fair -> Supply system works but needs maintenance. Deficiencies for repair for no more than 30% of the system's value. Leaks, rust, and mineral deposits present.

Poor -> System works but has many problems. Deficiencies for repair for no more than 60% of system's value. Leaks, rust, and mineral deposits present.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Frequent leaks. Significant rust, corrosion, or mineral deposits.

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**5 Site**

**Site Lighting**

NA -> No site lighting is present. If lighting is required, but not present, specify "Replace"

Good -> The system is in good working order, energy efficient and only requires routine maintenance. No broken fixtures or lenses. Appropriate lighting levels. No bare fixtures in public areas.

**Responses:**

Fair -> The system is in working order but needs maintenance. Deficiencies for repair for no more than 30% of the system's value. Deficiencies include non-functioning fixtures, poor light levels, unprotected bulbs or inefficient fixtures.

Poor -> System in working order with numerous significant problems. Deficiencies for repair for no more than 60% of system's value. Deficiencies include non-functioning fixtures, poor light levels, unprotected bulbs and inefficient fixtures.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Extensive broken fixtures, low light levels everywhere and inefficient fixtures.

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## Building Condition - Full

### 1 Structural Foundations

NA -> Structure has no foundation

Good -> No visible signs of distress or failure in building. Routine maintenance sufficient to maintain existing condition.

Fair -> Minor hairline fractures in floor. No disruption of service in facility. A few minor cracks in walls with no water intrusion into building. Continuous observation recommended. Repair to cracks should occur.

#### Responses:

Poor -> Major fractures (1/8") in floor affecting building function. Distinct signs of roof or wall leaks and water penetrating into building. Immediate repair is required.

Replace -> Foundations, columns, beams or structural walls showing signs of failure or distress such as cracking or crushing. The amount of distress observed is a safety concern. Emergency attention required, such as shoring and possible excavation or restricted access.

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### 2 Exterior Walls

NA -> Structure has no Exterior Walls

Good -> No apparent problems. Total systems in sound condition. No sign of water intrusion or damage. Routine maintenance adequate to maintain existing condition.

Fair -> Slight cracking or damage of face wall. Any water intrusion inconsequential. Flashing systems working well to expel water away from wall. Continual monitoring required. Schedule timely corrective work.

#### Responses:

Poor -> Major cracking/damage apparent. Water intrusion apparent. Signs of water entrance into building and penetration into other areas. Calls for immediate attention and corrective work.

Replace -> Extensive damage to building interior materials/systems obvious. Emergency attention possible replacement required.

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### 3 Exterior Windows

NA -> Structure has no windows

Good -> Windows in normal working condition with all operations normal. Routine maintenance sufficient to maintain existing condition.

Fair -> Minor problems with windows which are easily repaired or adjusted such as individual broken panes, hardware missing or inoperative, caulking, etc. Schedule repair to stop further deterioration. Windows lack good thermal

#### Responses:

Poor -> Major problems affecting the operation of most windows such as missing or inoperative locking devices or poor ease of operation. Failure of any emergency devices call for immediate attention. Windows in need of prompt

Replace -> Extensive failure of emergency devices. Inoperable due to broken parts, or windows themselves are broken. Immediate attention and correction required.

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**4 Exterior****Doors**

NA -> Structure has no doors

Good -> Doors in normal working condition with all operations normal. Routine maintenance sufficient to maintain existing condition.

Fair -> Minor problems with doors which are easily repaired or adjusted such as individual broken glazing, hardware missing or inoperative, caulking, etc. Schedule repair to stop further deterioration. Door lack good thermal protection

**Responses:**

Poor -> Major problems affecting the operation of most doors such as missing or inoperative locking devices or poor ease of operation. Failure of any emergency devices call for immediate attention. Doors in need of prompt maintenance

Replace -> Inoperable due to broken parts, broken glazing, or windows themselves are broken. Immediate attention and correction required.

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**5 Roofing****Roof System**

NA -> Structure has no roof

Good -> Roof membranes, flashing and entire system sound and complete. No deficiencies apparent. Routine maintenance sufficient to maintain existing condition.

Fair -> No system failure evident. Minor repairable problems visible such as built-up membrane blisters, loose or displaced flashing and broken tiles/shingles on a sloped tile/shingle roof. Repairs required to no more than 25% of the roofs area. Timely repair and attention required.

**Responses:**

Poor -> Some system failure apparent. Water intrusion evident. Immediate action required required. Emergency and stop-gap temporary measures called for should extreme weather conditions occur such as high wind or severe temperatures. Amount of distress to roof requires replacement of the entire roof covering.

Replace -> Severe and extensive failure of roofing system

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**6 Roofing****Openings**

NA -> No roof opening are present. No skylights, vent stacks or other services penetrating roof

Good -> Roof openings and flashing sound and complete. No deficiencies apparent. Routine maintenance sufficient to maintain existing condition.

Fair -> No system failure evident. Minor repairable problems visible such as loose or displaced flashing . Timely repair and attention required.

**Responses:**

Poor -> Some system failure apparent. Water intrusion evident. Immediate repair required. Emergency and stop-gap temporary measures called for should extreme weather conditions occur such as high wind or severe temperatures.

Replace -> Severe and extensive failure of system apparent, resulting in extensive damage to building, disruption of operation or damage to systems or equipment. Conditions call for immediate intervention and replacement.

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## 7 Interior

### Doors

NA -> No interior doors present

Good -> Interior doors and hardware are in normal working order and only requires routine maintenance to maintain existing condition. Deficiencies for repair cover less than 10% of the surface area.

Fair -> The system is in working order but needs maintenance. Deficiencies for repair <10% and >25% of the interior doors. Deficiencies include; damaged doors, doors that need painting, broken or malfunctioning hardware items.

#### Responses:

Poor -> System in working order with numerous problems. Deficiencies for repair for more than 25% of the interior doors. Deficiencies include; damaged doors, doors that need painting, broken or malfunctioning hardware items.

Replace -> A majority of the doors and hardware not in working order. Finishes and hardware worn out. Needs immediate attention.

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## 8 Interior

### Wall Finishes

NA -> No interior walls. This includes no interior wall coverings for external structure (uninsulated)

Good -> Routine maintenance is adequate to preserve quality of finishes and prevent premature aging. Materials are clean and in normal working condition. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers <10% of the total surface area of the interior structure system.

Fair -> Signs of wear apparent. Soiled, worn, or cracked surfaces or slight soiling or discoloration of walls visible. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers <10% and >25% of the total surface area of the interior structure system. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.

#### Responses:

Poor -> Major signs of wear apparent. Badly soiled or stained wall surfaces, cracking, which can be repaired and patched, evident; timely repair can correct problems. Evidence of water intrusion. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers >25% of the total surface area of the interior structure system. Plaster should be repaired and surfaces painted. Maintenance will restore to usable condition.

Replace -> Possible hazardous conditions present including friable asbestos. Needs immediate attention. Finish worn out. Fallen plaster or severely impaired wall surfaces. Wall tile broke or missing. Deficiencies causing conditions resulting in damage to substrate and surface. Corrective action should be taken immediately. Substrate and finish must be repaired. Unsafe and hazardous conditions must be corrected.

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## 9 Interior

### Floor Finishes

NA -> No floor finishes. Dirt or earthen floors are considered a floor finish.

Good -> Routine maintenance is adequate to preserve quality of finishes and prevent premature aging. Materials are clean and in normal working condition. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers <10% of the total surface area of the interior structure system.

Fair -> Signs of wear apparent. Carpets have tears or stains, tiles are worn or chipped. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers >10% and <25% of the total surface area of the interior structure system. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.

#### Responses:

Poor -> Major signs of wear apparent. Floor material nearing end of service life. Replacement and renewal of finish or covering should be scheduled. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers >25% of the total surface area of the interior structure system. Evidence of water intrusion. Maintenance will restore to usable condition.

Replace -> Possible hazardous conditions present including friable asbestos. Needs immediate attention. Finish or floor worn out. Carpets soiled to unsightly condition. Floor tile broken or chipped. Deficiencies causing conditions resulting in damage to substrate and surface. Corrective action should be taken immediately. Substrate and finish must be repaired. Unsafe and hazardous conditions must be corrected.

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## 10 Interior

### Ceiling Finishes

NA -> No ceiling finishes. Exposed underside of roof decking

Good -> Routine maintenance is adequate to preserve quality of finishes and prevent premature aging. Materials are clean and in normal working condition. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers <10% of the total surface area of the interior structure system.

Fair -> Signs of wear apparent. Soiled, worn, or cracked surfaces or slight soiling or discoloration of ceilings visible. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers >10% and <25% of the total surface area of the interior structure system. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.

#### Responses:

Poor -> Major signs of wear apparent. Replacement and renewal of finish or covering should be considered if deterioration such as peeling/fading/stains/cracking/holes/wear exceed 25% of the total surface area of the interior ceiling system. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.

Replace -> Possible hazardous conditions present including friable asbestos. Needs immediate attention. Finish or ceiling worn out. ceiling soiled to unsightly condition. Deficiencies causing conditions resulting in damage to substrate and surface. Corrective action should be taken immediately. Substrate and finish must be repaired. Unsafe and hazardous conditions must be corrected.

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## 11 Interior

### Partitions

NA -> No interior partitions in building

Good -> Interior partitions are in normal working order and only requires routine maintenance to maintain existing condition. Deficiencies for repair cover less than 10% of the surface area.

Fair -> The system is in working order but needs maintenance. Deficiencies for repair covers <10% and >25% of the surface area. Soiled, worn, or cracked surfaces or slight soiling or discoloration of partitions visible. Prompt corrective action can bring partitions back to good appearance and routine maintenance capable of preserving use.

#### Responses:

Poor -> System in working order with numerous problems. Deficiencies for repair cover more than 25% of the surface area. Badly soiled or stained surfaces, cracking, which can be repaired and patched, evident; timely repair can correct problems. Evidence of water intrusion. Maintenance will restore to usable condition

Replace -> System is not working or operation presents a safety issue. Extensive repairs required on surface area beyond what can be accomplished through normal maintenance.

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## 12 Interior

### Stairways

NA -> No interior stairways present

Good -> Materials are clean and in normal working condition. Routine maintenance is sufficient to preserve quality of finishes and prevent premature aging. No apparent deficiencies or problems.

Fair -> Signs of wear apparent. Soiled, worn, or cracked surfaces or slight soiling or discoloration of stair treads visible and do not exceed 25% of the surface area. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.

#### Responses:

Poor -> Major signs of wear apparent. Soiled, worn, or cracked surfaces or slight soiling or discoloration of treads visible, exceeding 25% of the surface area. Possible loose handrail, tread material, or potential tripping hazards. Prompt corrective action can bring surfaces back to working condition

Replace -> Stairway structure compromised or presents a significant safety hazard. Materials in structure, treads, or handrails are deteriorated or damaged beyond what can be repaired through normal maintenance.

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## 13 HVAC

### Primary Heating Source

NA -> No heat source present or required

Good -> The system is in normal working order, efficient, and only requires routine maintenance. Insulation is in place. No leaking parts. No rust or corrosion. Automatic controls in working order. Sound and vibration controls installed.

Fair -> The system is in working order but needs maintenance. Deficiencies for repair for no more than 30% of the system's value. Deficiencies include missing insulation, leaks, rust, excessive noise or inefficient operation.

#### Responses:

Poor -> System in working order but has frequent breakdowns. Deficiencies for repair for no more than 60% of system's value. Deficiencies include missing insulation, leaks, rust, excessive noise and inefficient operation.

UnSat -> System is not working or requires repairs in excess of 60% of system's value. Frequent breakdowns. Inefficient operation. Safety concerns. Age of system makes parts expensive or difficult to obtain.

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**14 HVAC****Primary Cooling Source**

NA -> No cooling system present or required

Good -> The system is in normal working order, efficient, and only requires routine maintenance. Insulation is in place. No leaking parts. No rust or corrosion. Automatic controls in working order. Sound and vibration controls installed.

Fair -> The system is in working order but needs maintenance. Deficiencies for repair for no more than 30% of the system's value. Deficiencies include missing insulation, leaks, rust, excessive noise or inefficient operation.

**Responses:**

Poor -> System in working order but has frequent breakdowns. Deficiencies for repair for no more than 60% of system's value. Deficiencies include missing insulation, leaks, rust, excessive noise and inefficient operation.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Frequent breakdowns. Inefficient operation. Safety concerns. Age of system makes parts expensive or difficult to obtain.

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**15 HVAC****Primary Air Systems - Equipment**

NA -> No primary air system present or required

Good -> The system is in normal working order, efficient, and only requires routine maintenance. Insulation is installed. System is balanced. No excessive noise.

Fair -> System works but needs maintenance. Deficiencies for repair for no more than 30% of the system's value. Missing insulation, leaks, rust/dirt, excessive noise, broken dampers/valves, lack of fin-type heat exchangers and inefficient operation.

**Responses:**

Poor -> System works, unbalanced and inefficient. Deficiencies for repair for no more than 60% of system's value. Missing insulation, leaks, rust/dirt, excessive noise, broken dampers/valves and no fin-type heat exchangers.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Frequent breakdowns. Inefficient operation. Safety concerns. Age of system may make parts expensive or difficult to obtain.

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**16 HVAC****Terminal and Package Units**

NA -> No terminal and packaged units are present or required

Good -> The units are in normal working order, efficient, and only requires routine maintenance. No leaking parts. No rust or corrosion.

Fair -> The units are in working order but need maintenance. System is marginal for the buildings intended use. No indication of leaks. Some corrosion and surface rust.

**Responses:**

Poor -> Units are in working order but have frequent breakdowns. System is not adequate for the buildings intended use. Indication of leaks. Missing components or covers. Some corrosion and surface rust.

Replace -> Units are not working or requires repairs in excess of 60% of system's value. Frequent breakdowns. Inefficient operation. Safety concerns. Age of units makes parts expensive or difficult to obtain.

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**17 HVAC****Building Controls**

NA -> No building controls present or required

Good -> The controls are in normal working order and require only routine maintenance. Controls not necessarily state of the art or centrally controlled.

Fair -> The controls are in working order but need maintenance. Deficiencies can be repaired for no more than 30% of the system's value. Some controls inoperable.

**Responses:**

Poor -> Controls are not in normal working order. Deficiencies for repair for no more than 60% of the system's value. Poor heating/cooling in numerous rooms due to malfunctioning controls.

Replace -> Controls are not working, non-existent, or require repairs in excess of 60% of system's value.

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**18 Electrical****Electrical Service and Distribution**

NA -> No electrical service and distribution present or required

Good -> The main service is sized appropriately, in good condition, safe, and only requires routine maintenance. There is a single disconnect. Service has spare capacity. The electrical distribution system is in good condition, safe, and only requires routine maintenance. Conduits, junction boxes, switches, outlets are in good condition, appropriately mounted, and in sufficient quantity. GFI ground outlets are installed where required.

Fair -> The main service needs minor upgrades such as additional capacity. Deficiencies can be repaired for no more than 30% of the system's value. There is a single main disconnect. The distribution system needs repairs and upgrades, which do not exceed 30% of the system's value. Deficiencies such as loose covers, out dated panel schedules, surface corrosion, loose supports, and need for additional outlets noted. GFI's outlets are installed where required.

**Responses:**

Poor -> The main service needs significant upgrades or additional capacity space. System is not grounded. Components are inoperative, broken, corroded with pitting, abandoned in place, have missing parts, have exposed or damaged wiring. The system needs repairs, which do not exceed 60% of the system's value. Numerous outlets are not grounded; conduits are rusted, damaged or not securely mounted. No GFI's are installed.

Replace -> The main service does not meet the needs of the facility, is in significant disrepair, lacks sufficient capacity, and/or is unsafe. System is hazardous to the building occupants and does not meet minimum life safety or electrical code regulations. The service must be replaced. The system does not meet the needs of the facility, is in significant disrepair, lacks sufficient capacity, and/or is unsafe. The system should be replaced.

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**19 Electrical Lighting (includes Exit Signs)**

NA -> No lighting fixtures present or required

Good -> The system is in good working order, energy efficient and only requires routine maintenance. No broken fixtures or lenses. Appropriate lighting levels. No bare fixtures in public areas. Lighting controls are in good condition. The path of egress is clearly marked.

Fair -> The system is in working order but needs maintenance. Deficiencies such as loose or discolored covers, diffusers, or fittings; surface corrosion; loose supports; intermittent operation; noisy ballast; and need for additional lighting are noted. Lighting controls are operational but in need of maintenance.

**Responses:**

Poor -> System in working order with numerous significant problems. Design is antiquated and does not support the buildings current use. Components are inoperative, broken, corroded with pitting, abandoned in place, have missing parts, or beyond repair. Life safety or electrical code violations are noted but are not deemed hazardous. No exit signs are provided.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Extensive broken fixtures, low light levels everywhere and inefficient fixtures. System is hazardous to the building occupants and does not meet minimum life safety or electrical code regulations. No exit signs provided.

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**20 Electrical Emergency Generator**

NA -> No emergency generators are present or required

Good -> The units are in normal working order, efficient, and only requires routine maintenance. No leaking parts. No rust or corrosion.

Fair -> The units are in working order but need maintenance. System is marginal for the buildings intended use. No indication of leaks. Some corrosion and surface rust.

**Responses:**

Poor -> Units are in working order but have frequent breakdowns. System is not adequate for the buildings intended use. Indication of leaks. Missing components or covers. Some corrosion and surface rust.

Replace -> Units are not working or requires repairs in excess of 60% of system's value. Frequent breakdowns. Inefficient operation. Safety concerns. Age of units makes parts expensive or difficult to obtain.

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**21 Plumbing Fixtures**

NA -> No plumbing fixtures present

Good -> The fixtures are in normal working order and only require routine maintenance. Insulation is in place. No leaking parts. No rust, cracked or stained fixtures.

Fair -> The fixtures are in working order but need maintenance. Deficiencies can be repaired for no more than 30% of the system's value. Leaks, rust, stained or broken/inoperative fixtures and mineral deposits noted.

**Responses:**

Poor -> Supply fixtures have many problems. Deficiencies can be repaired for no more than 60% of system's value. Leaks, rust, stained or broken/inoperative fixtures and mineral deposits noted. Waste system in working order but has numerous problems. Deficiencies for repair for no more than 60% of system's value. Deficiencies include leaks, rust/corrosion, insufficient clean-outs and inoperative sump pumps.

Replace -> Supply system is not working or requires repairs in excess of 60% of system's value. Frequent leaks. Broken or inoperative fixtures causing damage to other building systems. Extensive rust, corrosion, or mineral deposits. Waste system is not working or requires repairs in excess of 60% of system's value. Frequent leaks. Damage to other building systems occurs. Extensive rust or corrosion.

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**Plumbing**

**Domestic Water Piping Inside Building**

NA -> No plumbing supply present or required

Good -> The supply system is in normal working order and only requires routine maintenance to maintain existing condition. Insulation is in place. No leaking parts. No rust or corrosion. Water heater efficient. Sound and vibration controls exist. Sufficient shut-off valves exist.

Fair -> Supply system works but needs maintenance. Deficiencies for repair for no more than 30% of the system's value. Missing insulation, leaks, rust, mineral deposits, no shut-off valves, excessive noise, no backflow prevention, inefficient water heater.

**Responses:**

Poor -> System works but has many problems. Deficiencies for repair for no more than 60% of system's value. Missing insulation, leaks, rust, mineral deposits, no shut-off valves, excessive noise, no backflow prevention and inefficient water heater.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Frequent leaks. Damage to other building systems. Significant rust, corrosion, or mineral deposits.

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23

**Plumbing**

**Sanitary / Vent Piping**

NA -> No plumbing waster water system present or required

Good -> The waste system is in normal working order and only requires routine maintenance. No leaking parts. No rust or corrosion. Sound and vibration controls exist. Sufficient clean-outs exist. Sump pumps where necessary are automatic.

Fair -> The waste system is in working order but needs maintenance. Deficiencies for repair for no more than 30% of the system's value. Deficiencies include; leaks rust/corrosion, insufficient clean-outs, inoperative sump pumps.

**Responses:**

Poor -> System works but has many problems. Deficiencies for repair for no more than 60% of system's value. Leaks, rust, and mineral deposits present.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Frequent leaks. Damage to other building systems. Significant rust, corrosion, or mineral deposits.

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## Sprinkler System

NA -> No sprinkler system present or required

Good -> Like new fire sprinkler system components with minor corrosion on the exterior of unpainted pipe. All sprinklers are unobstructed and appear to provide adequate coverage throughout the building. Sprinklers are missing cover plates or escutcheons. Sprinkler riser has outdated green inspection tag posted from local authority/contractor or less than 36 inches of front clearance. Fire pump annual test reports not current or available. Yellow SUPERVISORY LED(s) illuminated on fire pump controller.

Fair -> Sprinklers, valves, fire pump, or other system components appear moderately corroded, or corrosion is visible on painted or galvanized sprinkler pipe. Sprinklers are obstructed or appear insufficient in quantity in any areas of the building. Storage is located within 18 inches of ceiling sprinklers. Sprinkler riser has yellow or no tag posted from local authority. Minor leaks or drips from the sprinkler system may be evident from stains on ceilings, floors, or wall finishes. Control valves are fully open but do not have a chain/lock or electronic tamper switch. Spare sprinkler cabinet may be missing or empty. Sprinklers are painted or damaged, are recalled Central Omega brand sprinklers, or year imprinted on sprinklers (observed at the ceiling or in the spare head cabinet) is more than 50 years old and must be replaced.

### Responses:

Poor -> Sprinklers are only observed in the partial areas of the building, are located more than 12 inches down from the ceiling/deck, or have not been relocated with new partitions or building renovations. Wet system sprinkler piping installed in areas of the building interior or exterior that are subject to freezing temperatures. Sprinkler riser has red tag from local authority/contractor. No exterior water flow bell or fire department connection is provided, or fire sprinkler water flow switch wiring does not appear connected to the fire alarm panel. Red TROUBLE LED(s) illuminated on fire pump controller. Jockey pump or dry system air compressor running frequently or continuously.

Replace -> No fire sprinkler riser can be located, although sprinklers may be provided in the building. Valves or piping may be leaking excessively as evident by water observed on ceilings, floors, or wall finishes. Unsupervised fire sprinkler control valves are shut rendering the system inoperable. Fire pump controller inoperable as evident from green POWER LED not illuminated.

## Standpipes

NA -> No sprinkler standpipe present or required

Good -> Like new standpipe system components with minor corrosion on the exterior of unpainted pipe. Sprinkler riser has outdated green inspection tag posted from local authority/contractor or less than 36 inches of front clearance. Fire pump annual test reports not current or available. Yellow SUPERVISORY LED(s) illuminated on fire pump controller.

Fair -> Valves, fire pump, or other system components appear moderately corroded, or corrosion is visible on painted or galvanized sprinkler pipe. Sprinkler riser has yellow or no tag posted from local authority. Minor leaks or drips from the sprinkler system may be evident from stains on ceilings, floors, or wall finishes. Control valves are fully open but do not have a chain/lock or electronic tamper switch. Spare sprinkler cabinet may be missing or empty.

### Responses:

Poor -> Wet system sprinkler piping installed in areas of the building interior or exterior that are subject to freezing temperatures. Sprinkler riser has red tag from local authority/contractor. No exterior water flow bell or fire department connection is provided, or fire sprinkler water flow switch wiring does not appear connected to the fire alarm panel. Red TROUBLE LED(s) illuminated on fire pump controller. Jockey pump or dry system air compressor running frequently or continuously.

Replace -> No fire sprinkler riser can be located, although sprinklers may be provided in the building. Valves or piping may be leaking excessively as evident by water observed on ceilings, floors, or wall finishes. Unsupervised fire sprinkler control valves are shut rendering the system inoperable. Fire pump controller inoperable as evident from green POWER LED not illuminated.

**Security System**

NA -> No security system present or required

Good -> A sound alarm exists throughout the site . System is connected to a central monitoring service.

Fair -> A sound alarm exists throughout most of the site. System is connected to a central monitoring service.

**Responses:**

Poor -> A sound alarm exists throughout some of the site System may be connected to a central monitoring service.

Replace -> A sound alarm system is not operating properly or does not exist. System is not connected to a central monitoring service.

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**Fire Alarm System**

NA -> No fire alarm system present or required

Good -> Like new UL labeled addressable fire alarm panel with LCD readout in operable condition. Yellow SUPERVISORY LED(s) illuminated on the panel. One or more horns/strobes or pull stations appear obstructed or mounted too high, but any smoke detectors appear new and operable. Panel has outdated green tag inspection sticker posted from local authority/contractor or less than 36 inches of front clearance.

Fair -> No UL label on the fire alarm panel, or panel is outdated conventional type with LEDs only (no LCD readout.) Insufficient quantity of strobes and horns observed in the occupied areas of the building, no pull stations provided near exit doors, or smoke detectors appear dirty, covered, or obsolete. Panel has yellow or no tag posted from local authority/contractor. Panel cannot reset to normal condition. Few false alarms reported from building occupants. No smoke detector located directly over fire alarm panel. Battery operated smoke alarms are "chirping" due to low battery.

**Responses:**

Poor -> Addressable fire alarm panel LCD readout not operable, or conventional type panel with LEDs only (no LCD readout) has no labels for each LED. Red TROUBLE LED(s) illuminated on the panel. No strobes are observed in the occupied areas of the building (horns only), or smoke detectors have been removed from the ceiling base mount. Wiring near panel or devices may be exposed but insulation is intact. Panel has red tag from local authority/contractor. False alarms often reported from building occupants, or fire extinguishing agents released unintentionally. No batteries located at base of panel or panel is not monitored by an alarm reporting company (no telephone connection inside panel). No smoke alarms or smoke detectors located in sleeping rooms of residential occupancies.

Replace -> No fire alarm panel can be located, although strobes, horns, or pull stations may be provided in the building. No LEDs provided on panel to determine POWER, TROUBLE, or SUPERVISORY conditions. Wiring near panel or devices appears cut or frayed. Fire alarm panel was removed or inoperable as evident from green POWER LED not illuminated.

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## 28 Technology Computer Technology Infrastructure

NA -> No computer infrastructure present or required

Good -> The system is in normal working order, network drops are operable, wireless is operable and available to all locations, computer room has required hardware to support educational mission of facility.

Fair -> The system is in working order but needs maintenance. Some network drops inoperable, wireless functioning but may be spotty in some locations, computer room equipped with proper hardware, but may be insufficient for current educational mission.

### Responses:

Poor -> System in working order but has frequent breakdowns. Majority of network drops inoperable, wireless coverage inadequate or failure of multiple WAPs, computer room hardware mostly functioning but inadequate to deliver technology required by the educational mission.

Replace -> System is not working or requires repairs in excess of 60% of system's value. Multiple network drops or wireless points inoperable or inadequate. Computer room hardware inoperable or cannot support the educational mission.

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## 29 Technology Telephones

NA -> No telephone system present or required

Good -> Telephone system in normal working condition with all operations normal. Routine maintenance sufficient to maintain existing condition.

Fair -> Minor problems with phones which are easily repaired or adjusted such as individual broken phone jacks, hardware missing or inoperative, etc. Central phone system operable with few issues

### Responses:

Poor -> Major problems affecting the operation of most phones such as missing or inoperative hardware or defective VOIP system. Frequent outages that require technical support. Outdated hardware or VOIP is required.

Replace -> Extensive failure of phone system. Inoperable due to broken hardware or failed VOIP software. System outdated and VOIP is required to replace.

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## 30 Technology Public Address & Intercom

NA -> No public address system present or required

Good -> Public address system in normal working condition with all operations normal. Routine maintenance sufficient to maintain existing condition.

Fair -> Minor problems with public address system which are easily repaired or adjusted such as hardware missing or inoperative, etc. Central PA system operable with few issues

### Responses:

Poor -> Major problems affecting the operation such as missing or inoperative hardware or defective central system. Frequent outages that require technical support. Outdated hardware.

Replace -> Extensive failure of public address system. Inoperable due to broken hardware or failed central system. System outdated and should be replaced.

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## 31 Specialties Elevators and Lifts

NA -> No Elevator or lift present nor required. Specify "Replace" if elevator or lift is missing and required.

Good -> State/local inspection certifies that all components are in working condition. No evidence of malfunction or imminent decline in performance. No major failure in the past 3 years. Cab travel is smooth and levels properly. Cab components and hardware are in good condition and operate properly. Continued routine maintenance adequate to maintain the existing condition.

### Responses:

Fair -> State/local inspection requires some minor items to be repaired. System continues to perform within acceptable standards, but there is some increase in down time. System is greater than 12 years in age. Cab travel is smooth but does not level properly. Some elements require adjustment, service or other repair.

Poor -> State/local inspections require frequent and/or major systems repairs. System performs below acceptable standards. System is more than 29 years old. Cab travel is erratic and does not level properly. Doors are slow moving and are out of alignment. Major components require constant attention and should be extensively repaired or replaced. Down-time is high relative to use.

Replace -> State/local inspection recommends replacement or de-certification. System at end of its useful life and cannot feasibly be restored to acceptable standards. Down-time and/or repair frequency is high and/or parts are difficult to obtain.

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## 32 Specialties Fixed Cabinetry

NA -> No fixed cabinetry present or required

Good -> Routine maintenance is adequate to preserve quality of finishes and prevent premature aging. Materials are clean and in normal working condition. Deterioration such as peeling/fading/stains/cracking/holes/wear that covers <10% of the total surface area of the cabinetry system.

### Responses:

Fair -> Signs of wear apparent. Soiled, worn, or cracked surfaces or slight soiling or discoloration of walls visible. Deterioration such as peeling/fading/stains/cracking/holes/wear to <10% and >25% of the total cabinetry system. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.

Poor -> Major signs of wear apparent. Badly soiled or stained surfaces, cracking, which can be repaired and patched, evident; timely repair can correct problems. Evidence of water intrusion. Deterioration such as peeling/fading/stains/cracking/holes/wear to >25% of the cabinetry system. Maintenance will restore to usable condition.

Replace -> Needs immediate attention. Finish worn out. Doors and drawers inoperable or present safety issues. Doors and drawers broke or missing. Corrective action should be taken immediately. Unsafe and hazardous conditions must be corrected.

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### 33 Specialties Fixed Lab Equipment

NA -> No fixed lab equipment (lab stations, vent hoods, safety stations, etc.) is present or required

Good -> Lab equipment in good condition. Gas connections are in safe and operable conditions. Surfaces and interiors are clean and secure and can be repaired easily through normal maintenance. Safety stations are operable and supplied.

Fair -> Lab equipment showing signs of wear. Chips, cracks or other damage not severely impacting use. Surfaces can be cleaned or repaired through normal maintenance to provide for continued use. Gas services in safe and operable condition. Safety stations are operable and can be supplied through normal maintenance.

#### Responses:

Poor -> Lab equipment show significant damage. Chips, cracks and other damage impacting use. Surfaces are etched or not able to cleaned easily. Equipment function is compromised, but normal maintenance can return it to service. Safe gas services. Safety stations are operable and can be supplied through normal maintenance.

Replace -> Lab equipment is severely damaged and use is limited. Equipment presents sanitary or safety issues. Equipment severely impacting the teaching function of the facility. Safety stations not operable and require replacement.

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### 34 Specialties Fixed Kitchen Equipment

NA -> No fixed kitchen equipment (stoves, freezers, serving lines, etc) is present or required

Good -> Kitchen equipment in good condition. Electric and gas connections are in safe and operable conditions. Surfaces and interiors are clean and secure and can be repaired easily through normal maintenance.

Fair -> Kitchen equipment showing signs of wear. Chips, cracks or other damage not severely impacting use. Surfaces can be cleaned or repaired through normal maintenance to provide for continued use. Electric and gas services in safe and operable condition.

#### Responses:

Poor -> Kitchen equipment show significant damage. Chips, cracks and other damage impacting use. Surfaces are etched or not able to cleaned easily. Equipment function is compromised, but normal maintenance can return it to service. Safe electric and gas services. Equipment is functional but outlived its useful purpose or is not energy efficient.

Replace -> Kitchen equipment is severely damaged and use is limited. Equipment presents sanitary or safety issues. Equipment severely impacting the function of the kitchen or lunch service.

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### 35 Specialties Lockers

NA -> No student lockers present or required

Good -> Routine maintenance is adequate to preserve quality of finishes and prevent premature aging. Materials are clean and in normal working condition. Deterioration such as peeling/fading/stains/cracking/holes/wear to <10% of the total locker system.

Fair -> Signs of wear apparent. Soiled, worn, or cracked surfaces or slight soiling or discoloration of walls visible. Deterioration such as peeling/fading/stains/cracking/holes/wear to <10% and >25% of the total locker system. Prompt corrective action can bring surfaces back to good appearance and routine maintenance capable of preserving use.

#### Responses:

Poor -> Major signs of wear apparent. Badly soiled or stained surfaces, cracking, which can be repaired and patched, evident; timely repair can correct problems. Evidence of water intrusion. Deterioration such as peeling/fading/stains/cracking/holes/wear to >25% of the locker system. Maintenance will restore to usable condition.

Replace -> Needs immediate attention. Finish worn out. Doors and locks inoperable or present safety issues. Doors and locks broke or missing. Corrective action should be taken immediately.

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Unsafe and hazardous conditions must be corrected.

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**36** **Specialties Writing Surfaces**

NA -> No writing surfaces are present or required

Good -> Writing surfaces in good condition. No major chips or cracks. Boards are relatively clean and secure and can be repaired easily through normal maintenance.

Fair -> Writing surfaces showing signs of wear. Chips, cracks or other damage not severely impacting use. Surfaces can be cleaned or repaired through normal maintenance to provide for continued use.

**Responses:**

Poor -> Writing surfaces show significant damage. Chips, cracks and other damage impacting use. Surfaces are etched or media not able to cleaned easily. Surface functional but not the correct type for district standards

Replace -> Surfaces severely damaged and use is limited. No secured to wall properly or present safety issues. Not the correct type surface for district standard.

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**37** **Specialties Stage Equipment**

NA -> No stage equipment are present or required

Good -> Stage equipment in normal working order and only requires routine maintenance. Rigging and hoist in working condition. No major issues with sound, lighting or wiring. Curtains and partions in working order.

Fair -> Stage equipment in working order but need maintenance. System is marginal for the buildings intended use. Some sign of aging or discoloration. Rigging and hoist operable with few issues. Lighting or wiring inadequate but functioning.

**Responses:**

Poor -Stage equipment in working order but have frequent breakdowns. System is not adequate for the buildings intended use. Missing components or covers. Major issues with rigging and hoist.

Replace -> Stage equipment not working or requires repairs in excess of 60% of system's value. Frequent breakdowns. Inefficient operation. Safety concerns. Age of units makes parts expensive or difficult to obtain.

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