

**Halifax Elementary School**

**Site Conditions**

Are there any present parking problems associated with everyday use of the building?

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Are there any present bus loading or unloading problems encountered?

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What is the present condition of the existing bituminous asphalt driveways and parking areas?

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Does the school have adequate playground / athletic field facilities, and are they adequately protected from vehicular traffic?

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Is there a drainage problem on the existing bituminous driveways, parking areas or play areas? If so, please identify.

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Are there any areas of ponding or water-logged fields, and is drainage a problem in any of the fields?

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Is there any evidence of sinkholes, and has there ever been any sinkhole activity?

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Are there any areas that require landscaping?

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Is the present loading dock satisfactory? If not, provide requirements.

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Is the site signage adequate?

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What is the condition of fences and exterior railings / handrails?

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Please list any concerns with the existing site conditions.

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**Building Envelope**

What is the current age of each of the various building components that make up the school?

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What is the current life expectancy of the roof?

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What is the roof type of the flat roof areas of the existing buildings?

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Are there any roof leaks or drainage problems? If so, please identify.

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Is the roof under warranty? What type?

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Have there been any local roof repairs?

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Are the windows functioning adequately? Have the windows been replaced/upgraded in any area of the buildings? If so, please list where.

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Are there any leaks through the exterior wall system? If so, please identify.

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Have there been any repairs to the exterior wall system, such as masonry pointing, caulking of joints, etc.?

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Are there any known asbestos materials in the building?

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Please list any existing concerns regarding the building envelope (leaks, cracks, damage, mold, etc...).

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**Utilities**

What utility systems are present? Oil tanks, gas service, propane, etc.

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Are there any problems with the oil or gas service?

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Are there any problems with electrical service?

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**Mechanical**

What is your current primary source of heating and air conditioning?

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What is your primary fuel source for operating the mechanical equipment?

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Is air conditioning provided to all parts of the school? If not, please list the locations.

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What is the current life expectancy of your indoor and roof top mechanical units?

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What type of system controls are used to regulate the temperature in the classrooms and other areas in the school?

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Is the heating / cooling system generally satisfactory? If not, what is a major complaint?

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Is the amount of mechanical background noise acceptable? If not, where?

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Are mechanical units easily accessible for maintenance?

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Is the indoor air quality generally satisfactory? If not, what is a major complaint?

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Are toilet rooms exhausted satisfactorily?

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Are shops, kitchens and other areas exhausted satisfactorily?

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Please list any existing concerns regarding the building's mechanical systems.

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**Electrical**

What is your current electrical service and capacity in the building?

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Where does your main electrical service enter the building?

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Please provide the approximate age and general conditions of your service and electrical panels.

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Is there an emergency generator for the building? If so, what is the fuel source?

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Are interior lighting levels acceptable? If not, where?

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Are there glare issues with lighting fixtures?

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Is switching arrangement adequate for energy conservation?

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Is there a stage dimming system? Is it adequate? Any problems?

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Is exterior lighting adequate? If not, how or where is it deficient?

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Are there sufficient outlets? If not, please describe needs.

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Please list any existing concerns regarding the building's electrical systems.  
If possible, please provide the recent electricity bills for the school.

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**Plumbing**

What is the water supply system, wells or public? Please describe.

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What is the sewer supply system, septic or public? Please describe.

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What is the domestic hot water system?

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In general, are most of the plumbing fixtures throughout the school original  
to when they were installed?

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Are there sufficient fixtures in the building? If not, what is lacking?

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Is the quality and water pressure of the fixtures generally acceptable?

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Have any of your toilet rooms been upgraded to meet ADA compliance?

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Are there electric water coolers? If not, do you have adequate drinking fountains? Do the cooler or fountains function properly?

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Is the domestic hot water system acceptable? Too hot? Too cold?

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Are mixing valves installed? Do they function properly?

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Is the building protected by a sprinkler system? If not, is there a desire to include one as part of any building renovation?

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Are there any issues with fire hoses or fire extinguishers?

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Please list any existing concerns regarding the building's plumbing.

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**Technology**

Does the current building provide wireless internet access for students and teachers?

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Where are the main data closets located in the building?

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Is additional data storage needed?

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What types of instructional technology are currently available in the classrooms? What is desired in the future?

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Does the intercom system function properly? If not, what is the major complaint?

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Are there spaces that require intercom/phone and do not have it?

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Please list any existing concerns regarding the building technology.

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**Safety**

What fire alarm system is in place? Any issues?

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Are there any issues with the emergency lighting system?

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**Security**

Are there any issues with the security system?

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Are all areas of the building covered by security cameras? Where is the central monitoring station?

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Are electronic locks currently provided at all exterior doors into the school?

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Are there any site issues/visual obstructions that you are concerned about as they relate to security of the building?

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Is a district wide emergency communications system available?

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How are parents and visitors greeted when entering the school? Who controls access into the school by parents or visitors?

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Please list any existing concerns regarding the building's security.

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**Food Service**

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What type of equipment is used? What is the condition?

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What is the age of the equipment?

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Are there any equipment problems?

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**Interiors**

Are there any issues in the following areas?

Flooring:

Wall Finishes:

Ceilings:

Doors and Hardware:

Casework, cabinets:

Storage:



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Display Surfaces:

Lockers:

Bleachers or fixed seating:

Operable partitions: