

THE UNIVERSITY OF THE STATE OF NEW YORK  
 THE STATE EDUCATION DEPARTMENT  
 Office of Facilities Planning  
 RM 1060 EDUCATION BUILDING ANNEX  
 ALBANY, NY 12234

## EVALUATION OF EXISTING BUILDING

Submit ONE COPY of this form with preliminary submission, if required, or with final submission for approval of plans and/or specifications. Each school building shall conform to the following items based on Part 155.7 of the Regulations of the Commissioner of Education. The board of education shall submit for consideration, a letter indicating positive corrective action on nonconforming items which will not be corrected by this work. Describe conditions as they now exist. Failure to answer ALL items will delay approval of the project.

SED Project Control Number

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8 digit district BEDS number 4 digit building number 3 digit project number

(Check appropriate boxes)

- 1. Project**  
 Addition  
 Reconstruction  
 Major alterations
- 2. Grades:**  
 K-6     6-8  
 7-9     7-12  
 \_\_\_\_\_  
 (other-specify)
- 3. Building Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_
- 4. Size of Site:** \_\_\_\_\_ total acres, and \_\_\_\_\_ usable acres.

**5. Name of District:** \_\_\_\_\_

<b>6. Building construction information</b> .....	<b>Class A/ Construction Type</b>	<b>Class B/ Construction Type</b>	<b>Class C/</b>
	IA    IB    IIA    IIB	IIIA    IIIB    IV	VA    VB
Original Building date _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Addition #1 date _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Addition #2 date _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

note 3 and 4 are reversed from the 2001 UFP&BC

**7. Building floor levels**     Basement     Ground Floor     First Floor     Second Floor    **Number of stories** \_\_\_\_\_

**8. a. Are stairways enclosed?**     Yes     No     NA    **b. If yes, do enclosure doors have magnetic hold-opens?**     Yes     No

- |  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
| <b>9.</b> There shall be at least two means of egress remote from each other, leading from each floor, including basement.....   | <b>*C</b>                | <b>NC</b>                | <b>NA</b>                |
| .....  | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>10.</b> Dead-end corridor pockets shall not exceed a depth of 1-1/2 times the pocket width .....  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>11.</b> A handrail shall be provided on at least one side of each stairway.....   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>12.</b> There shall be no storage under stairs or landings, or in combustible attic space.....  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>13.</b> Corridors and exit ways shall be kept clear of obstructions.....  | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>14.</b> Security gates shall not be located where exits will be obstructed or unapprovable dead-end conditions will be created.....   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>15.</b> Spaces of pupil occupancy over 500 square feet shall have two separate means of egress. The primary exit is commonly the opening to the corridor. The second exit may be a door into a separate smoke zone, a door directly to the exterior, or an emergency rescue window..... | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>16.</b> Required emergency rescue windows and related hardware shall facilitate egress and shall be appropriately marked for identification.....  | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| Size of CLEAR opening of rescue windows: _____ high, by _____ wide.  | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>17.</b> Any point in a space of pupil occupancy shall not exceed 50 feet to an exit door.....   | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>18.</b> In spaces of pupil occupancy in open-planned areas, there shall be free circulation for exiting within the open-planned area.....   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>19.</b> Enclosed courts of over 700 square feet shall have remote exits with appropriate exiting hardware.....  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>20.</b> Door hardware shall be a type which will permit the door to be opened from within the space without the use of a key.....   | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>21.</b> Exterior and interior doors in exit ways serving three or more spaces of pupil occupancy and from places of assembly shall have panic hardware.....   | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>22.</b> Exit doors shall not be locked, chained or rendered inoperable from the inside at any time.....   | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| <b>23.</b> A building having wood structural members or wood roof deck shall not have a place of assembly above the first floor, unless a written exception has been granted by the Commissioner.....  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- 24. Doors into stair enclosures shall swing in the direction of travel, be self-closing, and any glazing shall be wire glass or approved equal.....
- 25. Fire extinguishers with an Underwriter's label suitable for the type of fire likely to occur shall be provided in areas of fire hazard, and at each floor level so that no point in a corridor or stair is over 75 feet to a corridor located extinguisher.....
- 26. Two-hour fire rated floor, ceiling (where space above is occupied), and walls with 1-1/2 hour, self-closing doors shall be provided at:
  - a. boiler, furnace and incinerator room; transformer vaults.....
  - b. refrigeration, electrical, and mechanical equipment rooms.....
  - c. storerooms for fuel, flammable liquids, and gasoline powered equipment.....
- 27. Required fire doors shall be maintained closed, or on hold opens tied to the fire alarm system .....
- 28. Glazing within 48 inches of the floor in and adjacent to doors, and other glazed panels within 18 inches of the floor shall be of safety glazing material, unless glazed areas are protected by grilles or railings.....
- 29. Glazed doors and sidelights shall be marked in accordance with 12 NYCRR Part 47.....
- 30. Window cleaning provisions shall be in accordance with 12 NYCRR Part 21.....
- 31. Mechanical, heat-producing and cooling equipment, auxiliary apparatus and controls, and the installation of same shall be operable and in good condition.....
- 32. Unused ducts shall be sealed at each opening with fire resistive materials.....
- 33. Electronic flame safeguard controls shall, upon flame failure, respond in 2 to 4 seconds to cut off the fuel supply through the burner and the main fuel valve.....
- 34. All primary controls for fuel burning equipment operate on a 120 volt, single phase, grounded circuit.....
- 35. Fuel burning heating units shall not be used in any space of pupil occupancy.....
- 36. Ventilation with fresh air shall be available to all spaces of occupancy.....
- 37. Water supply and distribution systems shall be operable and in good condition.....
- 38. Plumbing fixtures and sanitary systems shall be operable and in good condition.....
- 39. Gas entering the building shall be low pressure, i.e., 1/2 psig or less.....
- 40. Electrical equipment, fixtures, auxiliary apparatus and controls, and wiring systems, and the installation of same, shall be operable and in good condition without recurring problems .....
- 41. Electrically operated partitions have safety controls in accordance with 155.25.....
- 42. Level of artificial lighting in teaching areas shall be a minimum of 30 foot candles, maintained.....
- 43. Exit signs:
  - a. Buildings of 1 to 6 classrooms shall have exit signs .....
  - b. Buildings with more than 6 classrooms shall have exit lights.....
  - c. Places of assembly shall have exit lights.....
- 44. Emergency lighting shall be provided in all places of assembly for over 100 occupants or over 1800 square feet and in all exit ways leading from such places. Emergency lighting complies with section 1012 of the Fire Code of NY State.....
- 45. Buildings of 1 to 6 classrooms shall be equipped with an approved manual or a manually operated electric fire alarm which is capable of sounding for such a period of time as to assure evacuation of all occupants.....
- 46. Buildings of 7 or more classrooms shall be equipped with an approved manually operated electric alarm system, which may include automatic detection, which will continue to sound for at least 30 seconds or until the tripped station is returned to normal.....
- 47. A telephone shall be provided in all buildings having pupil occupancy.....
- 48. Are fire escapes provided?  yes  no If yes, what type?  enclosed  open  steel  wood
- 49. If yes, are fire escapes structurally sound and in good repair? .....  yes  no
- 50. Architect's general appraisal of building for:
  - a. Physical Condition: .....  good  fair  poor
  - b. Safety: .....  good  fair  poor
- 51. Does this building now conform and/or will this project result in the building conforming with Part 155.7 of the regulations?  yes  no If no, provide a written explanation. Number of pages attached: \_\_\_\_\_



Print name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: \_\_\_\_\_