

SCHEDULE OF VIOLATIONS

FOR ROE USE ONLY	AMENDMENT NUMBER
	AMENDMENT DATE

ITEM I.D. (5)	LOCATION NAME(S) & ROOM NUMBER(S) (6)	TYPE (7)	RULE VIOLATED (8)	DESCRIPTION OF THE PROBLEM (9)	CAUSE (10)
1	Boys Toilet 102	n	PM 305.3	Ceramic tile cove base has been damaged and tiles are missing allowing for unsanitary conditions.	f
2	Exterior	n	PM 303.2	During heavy rains storm water from teh west side of the building enters through the west doors flooding portions of the building.	i
3	Classroom 105	f	PM 304.16	Exterior door drags on frame preventing proper latching and requiring excessive force to open.	h
4	Throughout	m	PM 304.14	Existing windows have worn beyond normal lifetime (52 years). Windows do not provide adequate protection to interior from the elements or security to the building.	h
5	Throughout	d	185.510	Existing branch circuit wiring insulation throughout the facility has become brittle and damaged creating an unsafe hazard to students and faculty.	h
6	Storage 108	g	185.395.b.4.H	Existing sprinkler riser missing required water flow and tamper switches.	e
7	Mechancial 107	g	185.395.c.2	Space missing required smoke/heat detector.	e
8	Classroom 105	g	185.395.d.3	Exterior exit missing required fire alarm manual pull station.	e
9	Boys Toilet 102	e	185.500	Fluorescent light fixture missing required lens.	e
10	Classroom 111 & Break Room 115	d	185.510.a	Receptacle within six feet of water source has no ground fault protection.	e
11	Mechanical 107	c	185.720.a	Existing Mechanical Room does not provide the required combustion air for the gas fired water heater.	e
12	Bus Garage 113 & 114, Break Room 115, Toilet 116, Storage 117 & Toilet 118	g	185.395.d	Space missing required fire protection and annunciation.	e

Instructions for Completing Schedule of Violations

1. **COUNTY CODE/NAME.** Enter the county name and the 3 digit number taken from the *ISBE Directory of Illinois Public Schools, Public School Districts and other Education Units.*
2. **DISTRICT CODE/NAME.** Enter district name and the 4-digit number taken from the *ISBE Directory of Illinois Public Schools, Public School Districts and other Education Units.*
3. **SITE CODE.** Enter the 3-digit number assigned by the Regional Superintendent.
4. **FACILITY CODE/NAME.** Enter the name of the building or structure and the 3-digit facility number assigned by the Regional Superintendent.
5. **ITEM I.D.** Enter the number to identify the violation found during the inspection.
6. **LOCATION NAME(S) & ROOM NUMBER(S).** Specify the location name(s) and room number(s) where each of the violation(s) is found.
7. **TYPE.** Enter the type code that best describes the problem
 - a. Structural
 - b. HVAC
 - c. Plumbing
 - d. Electrical
 - e. Lighting
 - f. Means of Egress
 - g. Fire Detection
 - h. Fire Suppression
 - i. Asbestos
 - j. School Security
 - k. Handicapped Accessibility
 - l. Improper Space Use
 - m. Energy Conservation
 - n. Other – Specify:
8. **RULE VIOLATED.** Specify the rule number in the code that is applicable to the facility where the violation is found, as stated in Section 180.60. *Example: Fire alarm systems are not functioning properly - specify section 185.395d, section 175.470 or section 918, the applicable rule used when the building was built.*
9. **DESCRIPTION OF VIOLATION.** In a clear and concise manner, describe the violation
10. **CAUSE.** Enter the code that best describes the probable cause of the problem.
 - a. Improper operation or use
 - b. Inadequate maintenance
 - c. Defective design
 - d. Defective materials or workmanship
 - e. Required component or system missing
 - f. Accidental damage
 - g. Vandalism
 - h. Worn beyond normal lifetime
 - i. Other – Specify:

SCHEDULE OF WORK ITEMS AND ESTIMATED COSTS

FOR ROE USE ONLY	AMENDMENT NUMBER
	AMENDMENT DATE

1. COUNTY CODE/NAME: 068/Montgomery		2. DISTRICT CODE/NAME: 0030/Hillsboro CUSD No. 3		3. SITE CODE/NAME: 005/Hillsboro High School		4. FACILITY CODE/NAME: Hillsboro High School Agriculture Building	
ITEM I.D. (5)	ACTION I.D. (6)	PRIORITY CODE (7)	SPECIFICATION(S) (8)	QUANTITY (10)	LABOR CODE (11)	ESTIMATED COST (12)	ESTIMATED COMPLETION DATE (13)
1	c	b	Repair broken and missing ceramic tile cove base by installing new replacement tiles to match existing.	1 LS	1	\$500.00	2008
2	f	b	Regrade roadway between Ag Building and Gymnasium Building and install additional area drains as required to prevent flooding.	1 LS	2	\$15,000.00	2008
3	f	a	Replace door and door hardware.	1 LS	2	\$1,500.00	2007
4	f	c	Remove existing steel frame single pane windows and install new aluminum frame insulated glass windows.	1,280 SF	2	\$67,200.00	2008
5	f	b	Replace branch circuit wiring throughout the building.	1 LS	2	\$40,000.00	2008
6	f	b	Install flow and tamper switches and associated wiring.	1 LS	2	\$4,250.00	2008
7	f	b	Install smoke/heat detector and associated wiring.	1 LS	2	\$500.00	2008
8	f	b	Install manual pull station and associated wiring.	1 LS	2	\$500.00	2008
9	f	b	Provide lens for light fixture.	1 EA	2	\$100.00	2008
10	f	b	Replace existing receptacle with GFI receptacle.	1 EA	2	\$200.00	2008
11	f	b	Provide duct connections for required combustion air.	1 LS	2	\$1,750.00	2008

SCHEDULE OF WORK ITEMS AND ESTIMATED COSTS

FOR ROE USE ONLY	AMENDMENT NUMBER
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ITEM I.D. (5)	ACTION I.D. (6)	PRIORITY CODE (7)	SPECIFICATION(S) (8)	QUANTITY (10)	LABOR CODE (11)	ESTIMATED COST (12)	ESTIMATED COMPLETION DATE (13)
12	f	b	Provide fire alarm devices and associated wiring.	15 EA	2	\$11,250.00	2008
						TOTAL	
						Contingency (10%)	\$142,750.00
						Construction Budget	\$14,275.00
						A/E Fees	\$157,025.00
						Amendment Request	\$14,275.00
							\$171,300.00

Instructions for Completing Recommended Work Items and Estimated Costs

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- 3 **SITE CODE.** Enter the 3-digit number assigned by the REGIONAL SUPERINTENDENT.
- 4 **FACILITY CODE/NAME** Enter the name of the building or structure and the 3-digit facility number assigned by the Regional Superintendent.
- 5 **ITEM I.D.** Enter the number to identify the violation found during the inspection.
- 6 **ACTION I.D.** Enter the action code that best describes the nature of the proposed work.
 - a. Abandon in place
 - b. Remove
 - c. Repair
 - d. Relocate
 - e. Rebuild
 - f. Improve
- 7 **PRIORITY CODE.** Enter the priority that best describes the degree of hazard the problem creates:
 - a. Urgent identifies items that present an immediate hazard to the safety of students and reference specific rules in the code that are applicable to the building. These items must be corrected within one year. Examples are structural, egress, fire protection, fire detection.
 - b. Required identifies items that are necessary for a safe environment but present less of an immediate hazard to the safety of students and reference specific rules in the code that are applicable to the building. These items must be corrected within five years.
 - c. Recommended identifies items that do not present any immediate hazard to the students and do not reference any specific rule in the code that are applicable to the building as authorized by ILCS 5/17-2.11. These items are not required by code. Examples of recommended items are: *energy conservation; security; repair of school sidewalks, playgrounds, parking lots, school bus turnaround; or accessibility.*
- 8 **SPECIFICATIONS.** Provide a statement to fully describe the nature and scope of the required work.
- 9 **UNITS OF MEASURE.** Enter the abbreviated designation which indicates the unit of measure upon which the material cost, labor hours, and crew are based. Examples: C.Y.= Cubic Yard; S.F.= Square Foot; L.F.= Linear Feet; Ea.= Each; Opng.= Opening; Gal.= Gallon.
- 10 **QUANTITY.** Enter the quantity of work to be performed (e.g. square feet to be repaired, cubic yard of earth to move, etc.).
- 11 **LABOR CODE.** Enter the labor code if the labor to perform the work is to be provided by employees of the Board of Education as normal part of their routine employment.
 1. District employees will perform work
 2. Work will be performed by contractor(s).
- 12 **ESTIMATED COST.** Specify the cost incurred to design and execute the work, including profit and overhead. After totaling all of the items, add the architects/engineers' fees and contingency fees on separate lines resulting in the total amount requested.
- 13 **ESTIMATED COMPLETION DATE.** Enter the estimated completion date.

SCHEDULE OF VIOLATIONS

FOR ROE USE ONLY	AMENDMENT NUMBER
	AMENDMENT DATE

ITEM I.D. (5)	LOCATION NAME(S) & ROOM NUMBER(S) (6)	TYPE (7)	RULE VIOLATED (8)	DESCRIPTION OF THE PROBLEM (9)	CAUSE (10)
1	Storage	a	185.390(l)	Cast-in-place concrete beam which supports concrete roof structure is severely deteriorated with exposed steel reinforcing.	b
2	Entry 120	j	PM 304.16	Exterior doors have continuous geared hinges that have been vandalized and prevent the doors from properly latching.	g
3	Classrooms 122, 123, 127, 128 & 129	f	PM 305.3	Existing carpeting in classrooms is worn and seams are severely raveling creating a dangerous tripping hazard to the occupants.	h
4	Toilets 131 & 132	n	PM 305.3	Ceramic floor tile has broken bond with concrete subfloor.	d
5	Gymnasium 102	n	185.830/NFPA 101	Occupant Load is not posted.	e
6	Storage 207 and Stairs 213	n	PM 305.3	Plaster ceilings have been damaged by water infiltration into the building.	f
7	Band Room 208	n	185.340(c)(2)	Existing operable wall has exceeded its useful life and replacement parts are no longer readily available. Wall panels do not operate properly and cannot close off the band room from the gymnasium to provide separation.	h
8	Elec. Equip. 034 & Computer Lab 127	g	185.395.c.2	Space missing required smoke/heat detector.	e
9	Boys Locker 011	f	185.570	Existing emergency light has failed and does not provide the required emergency lighting.	h
10	Meter Room 026	h	185.395.b.1.E	Sprinkler system valves do not have required tamper switches connected to the fire alarm system.	e
11	Showers 009	c	185.710	Existing showers have exceeded their useful lifetimes. Replacement parts are no longer available and many leaks exist.	h
12	Toilets 131 & 132	b	185.460.a.1	Toilet Room exhaust fans are inoperable and do not provide the required exhaust.	h

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1. COUNTY CODE/NAME: 068/Montgomery	2. DISTRICT CODE/NAME 0030/Hillsboro CUSD No. 3	3. SITE CODE/NAME 005/Hillsboro High School	4. FACILITY CODE/NAME: Hillsboro High School Gymnasium Building
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ITEM I.D. (5)	LOCATION NAME(S) & ROOM NUMBER(S) (6)	TYPE (7)	RULE VIOLATED (8)	DESCRIPTION OF THE PROBLEM (9)	CAUSE (10)
13	Home Economics 118	b	185.460.c	Commercial range does not have required exhaust hood.	e
14	Storage 207	g	185.395.c.2	Space heat detector has been damaged and is in need of replacement.	f
15	Band Room 208	e	185.500	Fluorescent light fixture missing required lens.	e

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6. **LOCATION NAME(S) & ROOM NUMBER(S).** Specify the location name(s) and room number(s) where each of the violation(s) is found.
7. **TYPE.** Enter the type code that best describes the problem

a. Structural	b. HVAC	c. Plumbing
d. Electrical	e. Lighting	f. Means of Egress
g. Fire Detection	h. Fire Suppression	i. Asbestos
j. School Security	k. Handicapped Accessibility	l. Improper Space Use
m. Energy Conservation	n. Other – Specify:	
8. **RULE VIOLATED.** Specify the rule number in the code that is applicable to the facility where the violation is found, as stated in Section 180.60. *Example: Fire alarm systems are not functioning properly - specify section 185.395d, section 175.470 or section 918, the applicable rule used when the building was built.*
9. **DESCRIPTION OF VIOLATION.** In a clear and concise manner, describe the violation
10. **CAUSE.** Enter the code that best describes the probable cause of the problem.

a. Improper operation or use	b. Inadequate maintenance	c. Defective design
d. Defective materials or workmanship	e. Required component or system missing	f. Accidental damage
g. Vandalism	h. Worn beyond normal lifetime	i. Other – Specify:

SCHEDULE OF WORK ITEMS AND ESTIMATED COSTS

FOR ROE USE ONLY	AMENDMENT NUMBER
	AMENDMENT DATE

1. COUNTY CODE/NAME: 068/Montgomery		2. DISTRICT CODE/NAME: 0030/Hillsboro CUSD No. 3		3. SITE CODE/NAME: 005/Hillsboro High School		4. FACILITY CODE/NAME: Hillsboro High School Gymnasium Building	
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1	c	a	Install permanent shoring to support deteriorated concrete beam.	1 LS	2	\$5,000.00	2007
2	c	b	Replace continuous geared hinges with new continuous geared hinges.	5 EA	1	\$1,250.00	2007
3	f	b	Replace existing carpeting with new carpeting.	450 SY	2	\$11,250.00	2008
4	f	b	Replace existing ceramic floor tile with new ceramic floor tile.	414 SF	2	\$6,210.00	2008
5	f	b	Install required Occupant Load signage.	7 EA	1	\$525.00	2008
6	f	b	Repair existing plaster ceilings by removing damaged/loose plaster and installing new plaster veneer.	600 SF	2	\$5,000.00	2008
7	f	b	Remove existing operable wall panels and install new operable wall partition between Band Room and Gymnasium.	360 SF	2	\$31,860.00	2008
8	f	b	Install smoke/heat detector and associated wiring.	2 EA	2	\$1,000.00	2008
9	f	b	Replace existing emergency light.	1 EA	1	\$500.00	2008
10	f	b	Install flow and tamper switches and associated wiring.	1 LS	2	\$4,250.00	2008
11	f	b	Replace shower units.	8 EA	2	\$8,000.00	2008
12	f	b	Replace exhaust fans and associated connections.	1 LS	2	\$2,000.00	2008
13	f	b	Provide kitchen hood and associated wiring.	1 LS	2	\$20,000.00	2008

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14	f	b	Replace heat detector.	1 EA	2	\$250.00	2008
15	f	b	Provide lens for light fixture.	1 EA	2	\$100.00	2008
TOTAL						\$99,695.00	
Contingency (10%)						\$9,969.00	
Construction Budget						\$109,664.00	
A/E Fees						\$9,969.00	
Amendment Request						\$119,633.00	

Instructions for Completing Recommended Work Items and Estimated Costs

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 - a. Abandon in place
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- 13 **ESTIMATED COMPLETION DATE.** Enter the estimated completion date.

SCHEDULE OF VIOLATIONS

FOR ROE USE ONLY	AMENDMENT NUMBER
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1. COUNTY CODE/NAME: 068/Montgomery	2. DISTRICT CODE/NAME 0030/Hillsboro CUSD No. 3	3. SITE CODE/NAME 005/Hillsboro High School	4. FACILITY CODE/NAME: High School Library/Cafeteria Building
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ITEM I.D. (5)	LOCATION NAME(S) & ROOM NUMBER(S) (6)	TYPE (7)	RULE VIOLATED (8)	DESCRIPTION OF THE PROBLEM (9)	CAUSE (10)
1	Dining Room 101 & Library 107	n	185.830/NFPA 101	Occupant Load is not posted.	e
2	Computer Lab 106	h	185.395(e)(1)	No fire extinguisher in computer lab.	e
3	Computer Lab 106 & Office 108	n	PM 304.14.1	Broken/cracked window glass.	f
4	Stairs 008	g	185.395.c.2	Space missing required smoke/heat detector.	e
5	Kitchen 012	b	185.460.a.2	A portion of cooking equipment is not located under required exhaust hood.	e
6	Work Area 111	d	185.510.a	Receptacle within six feet of water source has no ground fault protection.	e
7	Corridor 115	f	185.570	Existing emergency light has failed and does not provide the required emergency lighting.	h
8	Scullery 004	c	185.710	Existing dishwasher missing required indirect waste connection.	e
9	Dining Room 001	g	185.395.d.3	Exterior exit missing required fire alarm pull station.	e

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a. Structural	b. HVAC	c. Plumbing
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g. Fire Detection	h. Fire Suppression	i. Asbestos
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8. **RULE VIOLATED.** Specify the rule number in the code that is applicable to the facility where the violation is found, as stated in Section 180.60. *Example: Fire alarm systems are not functioning properly - specify section 185.395d, section 175.470 or section 918, the applicable rule used when the building was built.*
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d. Defective materials or workmanship	e. Required component or system missing	f. Accidental damage
g. Vandalism	h. Worn beyond normal lifetime	i. Other – Specify:

SCHEDULE OF WORK ITEMS AND ESTIMATED COSTS

FOR ROE USE ONLY	AMENDMENT NUMBER
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ITEM I.D. (5)	ACTION I.D. (6)	PRIORITY CODE (7)	SPECIFICATION(S) (8)	QUANTITY (10)	LABOR CODE (11)	ESTIMATED COST (12)	ESTIMATED COMPLETION DATE (13)
1	f	b	Install required Occupant Load signage.	4 EA	1	\$300.00	2008
2	f	a	Install fire extinguisher.	1 EA	1	\$150.00	2007
3	c	b	Replace broken/cracked window glass.	2 EA	2	\$1,275.00	2008
4	f	b	Install smoke/heat detector and associated wiring.	1 EA	2	\$500.00	2008
5	f	b	Provide kitchen hood for cooking equipment.	1 LS	2	\$40,000.00	2008
6	f	b	Replace existing receptacle with GFI receptacle.	1 EA	2	\$200.00	2008
7	f	b	Replace existing emergency light.	1 EA	2	\$500.00	2008
8	f	b	Provide indirect waste connection for dishwasher.	1 LS	2	\$2,000.00	2008
9	f	b	Install manual pull station and associated wiring.	1 EA	2	\$500.00	2008
TOTAL						\$45,425.00	
Contingency (10%)						\$4,543.00	
Construction Budget						\$49,968.00	
A/E Fees						\$4,543.00	
Amendment Request						\$54,511.00	

Instructions for Completing Recommended Work Items and Estimated Costs

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- 13 **ESTIMATED COMPLETION DATE.** Enter the estimated completion date.

SCHEDULE OF VIOLATIONS

FOR ROE USE ONLY	AMENDMENT NUMBER
	AMENDMENT DATE

1. COUNTY CODE/NAME: 068/Montgomery	2. DISTRICT CODE/NAME 0030/Hillsboro CUSD No. 3	3. SITE CODE/NAME 005/Hillsboro High School	4. FACILITY CODE/NAME: Hillsboro High School Main Building		
ITEM I.D. (5)	LOCATION NAME(S) & ROOM NUMBER(S) (6)	TYPE (7)	RULE VIOLATED (8)	DESCRIPTION OF THE PROBLEM (9)	CAUSE (10)
1	Exterior Entrance Doors	j	PM 304.16	Exterior doors have continuous geared hinges that have been vandalized and prevent the doors from properly latching.	g
2	Storage 004	h	185.395(e)	Computer network equipment requires a fire extinguisher.	i
3	Office 020 & Workroom 110	n	185.370(g)(5)	Door closer has been removed from door.	a
4	Storage 007A, 004A, 016, 108A, 117A & 121A	g	185.395.c.2	Space missing required smoke/heat detector.	e
5	Toilets 005, 006, 115, 123, 211 & 218	b	185.460.a.1	Toilet Room exhaust fans are inoperable and do not provide the required exhaust.	h
6	Corridor 021	f	185.570	Required emergency light is missing.	e
7	Corridor 021 & Gymnasium 015	g	185.395.d.3	Exterior exit missing required fire alarm manual pull station.	e
8	Passage 117 & 121	f	185.570	Existing emergency light has failed and does not provide required emergency lighting.	h
9	Biology Lab 113 & 114	d	185.510.a	Receptacle within six feet of water source has no ground fault protection.	e
10	Biology Lab 114 & Chemistry Lab 205	c	185.440.c.6	Science labs with gas fired equipment does not provide required emergency gas shutoffs.	e
11	Boiler Room 011	b	185.405	Existing boiler condensation tank outer liner has failed multiple times. Patches have been installed but overall system failure is likely.	h

Instructions for Completing Schedule of Violations

1. **COUNTY CODE/NAME.** Enter the county name and the 3 digit number taken from the *ISBE Directory of Illinois Public Schools, Public School Districts and other Education Units.*
2. **DISTRICT CODE/NAME.** Enter district name and the 4-digit number taken from the *ISBE Directory of Illinois Public Schools, Public School Districts and other Education Units.*
3. **SITE CODE.** Enter the 3-digit number assigned by the Regional Superintendent.
4. **FACILITY CODE/NAME.** Enter the name of the building or structure and the 3-digit facility number assigned by the Regional Superintendent.
5. **ITEM I.D.** Enter the number to identify the violation found during the inspection.
6. **LOCATION NAME(S) & ROOM NUMBER(S).** Specify the location name(s) and room number(s) where each of the violation(s) is found.
7. **TYPE.** Enter the type code that best describes the problem

a. Structural	b. HVAC	c. Plumbing
d. Electrical	e. Lighting	f. Means of Egress
g. Fire Detection	h. Fire Suppression	i. Asbestos
j. School Security	k. Handicapped Accessibility	l. Improper Space Use
m. Energy Conservation	n. Other – Specify:	
8. **RULE VIOLATED.** Specify the rule number in the code that is applicable to the facility where the violation is found, as stated in Section 180.60. *Example: Fire alarm systems are not functioning properly - specify section 185.395d, section 175.470 or section 918, the applicable rule used when the building was built.*
9. **DESCRIPTION OF VIOLATION.** In a clear and concise manner, describe the violation
10. **CAUSE.** Enter the code that best describes the probable cause of the problem.

a. Improper operation or use	b. Inadequate maintenance	c. Defective design
d. Defective materials or workmanship	e. Required component or system missing	f. Accidental damage
g. Vandalism	h. Worn beyond normal lifetime	i. Other – Specify:

SCHEDULE OF WORK ITEMS AND ESTIMATED COSTS

FOR ROE USE ONLY	AMENDMENT NUMBER
	AMENDMENT DATE

1. COUNTY CODE/NAME: 068/Montgomery		2. DISTRICT CODE/NAME: 0030/Hillsboro CUSD No. 3		3. SITE CODE/NAME: 005/Hillsboro High School		4. FACILITY CODE/NAME: Hillsboro High School Main Building	
ITEM I.D. (5)	ACTION I.D. (6)	PRIORITY CODE (7)	SPECIFICATION(S) (8)	QUANTITY (10)	LABOR CODE (11)	ESTIMATED COST (12)	ESTIMATED COMPLETION DATE (13)
1	c	b	Replace continuous geared hinges with new continuous geared hinges.	6 EA	1	\$2,500.00	2008
2	f	a	Install fire extinguisher.	1 EA	1	\$150.00	2007
3	f	a	Install new door closer.	2 EA	1	\$500.00	2007
4	f	b	Install smoke/heat detector and associated wiring.	6 EA	2	\$3,000.00	2008
5	f	b	Replace exhaust fan and associated connections.	1 LS	2	\$2,000.00	2008
6	f	b	Install emergency light and associated wiring.	1 EA	2	\$750.00	2008
7	f	b	Install manual pull station and associated wiring.	1 EA	2	\$1,000.00	2008
8	f	b	Replace existing emergency light.	2 EA	2	\$1,000.00	2008
9	f	b	Replace existing receptacle with GFI receptacle.	3 EA	2	\$600.00	2008
10	f	b	Provide emergency gas shutoff switch and associated piping and wiring.	2 EA	2	\$5,000.00	2008
11	f	b	Replace existing boiler condensation tank.	1 EA	2	\$5,000.00	2008
TOTAL						\$21,500.00	
Contingency (10%)						\$2,150.00	
Construction Budget						\$23,650.00	
A/E Fees						\$2,150.00	
Amendment Request						\$25,800.00	

Instructions for Completing Recommended Work Items and Estimated Costs

- 1 **COUNTY CODE/NAME** Enter the county name and the 3 digit number taken from the *ISBE Directory of Illinois Public Schools, Public School Districts and other Education Units*.
- 2 **DISTRICT CODE/NAME** Enter district name and the 4-digit number taken from the *ISBE Directory of Illinois Public Schools, Public School Districts and other Education Units*.
- 3 **SITE CODE.** Enter the 3-digit number assigned by the REGIONAL SUPERINTENDENT.
- 4 **FACILITY CODE/NAME** Enter the name of the building or structure and the 3-digit facility number assigned by the Regional Superintendent.
- 5 **ITEM I.D.** Enter the number to identify the violation found during the inspection.
- 6 **ACTION I.D.** Enter the action code that best describes the nature of the proposed work.
 - a. Abandon in place
 - b. Remove
 - c. Repair
 - d. Relocate
 - e. Rebuild
 - f. Improve
- 7 **PRIORITY CODE.** Enter the priority that best describes the degree of hazard the problem creates:
 - a. Urgent identifies items that present an immediate hazard to the safety of students and reference specific rules in the code that are applicable to the building. These items must be corrected within one year. Examples are structural, egress, fire protection, fire detection.
 - b. Required identifies items that are necessary for a safe environment but present less of an immediate hazard to the safety of students and reference specific rules in the code that are applicable to the building. These items must be corrected within five years.
 - c. Recommended identifies items that do not present any immediate hazard to the students and do not reference any specific rule in the code that are applicable to the building as authorized by ILCS 5/17-2.11. These items are not required by code. Examples of recommended items are: *energy conservation; security; repair of school sidewalks, playgrounds, parking lots, school bus turnarounds; or accessibility.*
- 8 **SPECIFICATIONS.** Provide a statement to fully describe the nature and scope of the required work.
- 9 **UNITS OF MEASURE.** Enter the abbreviated designation which indicates the unit of measure upon which the material cost, labor hours, and crew are based. Examples: C.Y.= Cubic Yard; S.F.= Square Foot; L.F.= Linear Feet; Ea.= Each; Opng.= Opening; Gal.= Gallon.
- 10 **QUANTITY.** Enter the quantity of work to be performed (e.g. square feet to be repaired, cubic yard of earth to move, etc.).
- 11 **LABOR CODE.** Enter the labor code if the labor to perform the work is to be provided by employees of the Board of Education as normal part of their routine employment.
 1. District employees will perform work
 2. Work will be performed by contractor(s).
- 12 **ESTIMATED COST.** Specify the cost incurred to design and execute the work, including profit and overhead. After totaling all of the items, add the architects/engineers' fees and contingency fees on separate lines resulting in the total amount requested.
- 13 **ESTIMATED COMPLETION DATE.** Enter the estimated completion date.