

**Portland Public Schools
Fire Department Inspections & More
September 2007**

1. Fire and life safety shall be important considerations in how we operate (use) and maintain our buildings.
2. Life safety and fire codes can be quite stringent (i.e. pre-K, Kindergarten and 1st grade students shall be located on a level of exit discharge), but may be open to interpretation. The City of Portland Fire Department has local jurisdiction for most items and can impose even more stringent criteria through local ordinances.
3. You already know about the requirement for fire drills and minimizing combustible/fire load in classrooms and corridors. In fact, your local engine company may observe and/or participate in your drills and conduct periodic (perhaps, monthly) inspections. Knowing how your local engine company intends to respond in a real emergency could be very important (i.e. your assembly area or areas should not impede their vehicles, setup and response activities). The engine company inspections should provide valuable insight into day-to-day housekeeping issues that require corrective action, but could also identify facility concerns requiring corrective action. Given the latter, we are asking that each site based administrator or their designee forward a copy of each and every inspection to the Facilities Director.
4. Engine companies, also, respond to any alarm activation and typically leave a report of findings/concerns at the school. The Facilities Director would like copies of these reports as well as since they often highlight concerns with fire alarm and/or sprinkler systems.
5. We will be asking head custodians to check emergency lighting monthly and report any concerns directly to our Maintenance Supervisor. Any and all tests shall be recorded in a logbook.
6. The City of Portland's senior Fire Department inspector, Capt. Greg Cass, will be accompanying me on a fairly comprehensive technical inspection of each of our school properties in the weeks and months ahead. I asked that you review Chapter 15 (Existing Educational Occupancies) of Life Safety Code 101 and see that everything you can do is, in fact, being done to keep our students and staff as safe as possible (see attached 2006 edition excerpt). If you have any questions or concerns, please don't hesitate to contact the Facilities Director via email or by calling 842-5342. I'm pretty sure we will find items requiring corrective action and will do our best to prioritize these requirements along with our other facility requirements as we build our budget and establish our construction schedule/CIP & other lists.
7. Lastly, the Fire Department has asked us to purchase and install knock boxes at every school. We will need to negotiate each installation with both you and the

Fire Department. More to come in the months ahead...

**City of Portland Fire Department Technical Inspections
Of
Portland Public Schools' Properties
September 12, 2007 @ 2:00 P.M.
Notes**

1. Attendees: Chief LaMontagne, Capt. Cass, Superintendent O'Connor, and Mr. Sherwood
2. Points of Agreement:
 - a. Shared vision – improved fire/life safety conditions in and around schools
 - b. Comprehensive, technical inspections serve our mutual best interests
 - c. All inspections provide a roadmap for both short and long term improvements
 - d. We (PPS/FD) are committed to continuous improvement and putting systems in place that ensure the fire and life safety of all Portland Public Schools' building occupants
3. The Basics (must/shall do-possibly more to come):
 - a. Fire drills – 10 per school year (PPS with FD on occasion to de-conflict equipment/crew staging and occupant assembly points)
 - b. Engine company inspections – monthly (FD)
 - c. Emergency lighting test – monthly (PPS)
 - d. Sprinkler system inspections – annually (independent, certified and licensed contractor) – request formal code compliance letter
 - e. Fire extinguisher inspections and servicing (annually – again, an independent, certified and licensed contractor)
4. Priorities:
 - a. Code compliant fire alarm and monitoring systems maintained by licensed professionals.
 - b. Code compliant/tested wet/dry fire sprinkler systems
 - c. Seal any and all found or work in progress penetrations through fire and/or smoke rated wall, floor, ceiling, foundation and/or roof systems.
 - d. Gather, manage and support any and all found or work in progress cabling or other wiring systems as per applicable codes and standards.
 - e. Building permits for any and all building alterations or modifications must be on site before any work can proceed. This means that programming, planning and design for summer work must be completed to begin the permit process no later than March 1st or pulled as part of formal construction project.
 - f. Having all school based administrators/principals or their designee reporting any violations or deficiencies reported by the fire department, as well as any and all system activations/company responses/findings to the Facilities Director.
 - g. Continue to address housekeeping and storage protocols consistent with code requirements.

h. Install knock boxes at all school properties.

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 rogram: FP322L
 FIRE PREVENTION

Outstanding Violations
 by Property Report

Property address	Date	Property name	Inspector	Property number	Reference date	Target date	Actual date
370 STEVENS AVE, PORTLAND ME 04103	9/18/03	DEERING HIGH SCHOOL	DAVID JACKSON, Stevens Avenue Station, Platoon 3	2541-000-000			
ROUTINE INSPECTION							
Narrative: We have been inspecting this building for over two years and have had very few violations corrected. Plus we have added some new violations.							
1 Fire Doors		Closures need repair			01-5-2.1.8	10/20/03	0/00/00
over half of all fire doors in the building							
2 Fire Doors		Closures need repair			5-1.8.1	10/20/03	0/00/00
over half the fire doors in the building							
3 Educational		Means of Egress Shall Be Illuminate			6-2.3.2.4	10/20/03	0/00/00
Rear exit stairs from band room rear exit							
5 Electric Wiring		Open electrical junction box			NFPA70	10/20/03	0/00/00
cockloft area of art room							
7 Life Safety Requirements		Unobstructed egress			5-1.9.1	10/20/03	0/00/00
Rear first floor / storage in egress							
10 Assembly NFPA 101-Ch 8&9		Storage areas seperated 1 hr.			NFPA14	10/20/03	0/00/00
Attic lever and rear of stage area; heat detector hanging by the wire							
Narrative: The storage rooms and back stage storage areas and the attic storage do not meet the minimum storage seperation requirments. These rooms are to have a fire rating of at least 1-hour, with fire doors and door closers.							
14 Assembly NFPA 101-Ch 8&9		Doors require self closers			6-4.1.2	10/20/03	0/00/00
Drama Club paint room							
15 Educational		MEANS OF EGRESS REQUIREMENTS			NFPA14	10/20/03	0/00/00
rear exit from room 126 / storage; alarm sounding device removed							
Narrative: The rear exit from room 126 sticks shut and is very difficult to open.							
16 Fire Doors		Fire Doors Required			101-5-21	10/20/03	0/00/00
3rd shift janitor closet; shall be a 1 hour rated room							
19 Hazardous Materials		Storage tanks abandoned			NFPA14	10/20/03	0/00/00
lower level off from furnace room; alarm system, or emergency lighti							
Narrative: The old abandoned oil tank located in a concrete room off from the furnace room has never been removed. There is still evidence of oil still coming up from the ground.							
20 Hazardous Materials		Approved dispensing equipment req.			1-22-2.4.2	10/20/03	0/00/00
2nd floor chem lab storage room, chemical; locker ventilation not working							
Narrative: The second floor chemical storage room, still have concerns of the storage of chemicals that should not be stored together on the same shelf. There is also some chemicals on the general storage shelves that should be stored in the chemical protection cabinet.							

*Email Principle of inspection prior,

* Sign in on inspection @ Schools
 # CC Scott Wyman on inspections

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ROUTINE INSPECTION			Means of egress				
24 Life Safety Requirements			basement / doors between rooms 111 & 112; in direction of travel				
Narrative: There is a chain on the egress door locking the door shut							
25 Fire Doors			Closures need repair		01-5-2.1.8	10/20/03	0/00/00
1st floor entrance to boiler room, by exit; access hallway.							
26 House Keeping			Debris inside building		1-3-11.1	10/20/03	0/00/00
behind stage storage, overload of combustible							
27 Compressed Gas			Gas cylinder not properly secured		01-5-2.1.8	10/20/03	0/00/00
Forth floor art room							
Narrative: In the forth floor art room there is eight bottles of acetylene being used for art projects. At first I dont believe the gas bottles can be stored inside the school at all. Second if they can be they are not secured or being stored correctly.							
28 Educational			Emergency Egress/Relocation Drills		5-1.9.1	10/20/03	0/00/00
total school; office level							
Narrative: The office staff claimed that they have conducted at least one fire drill since school opened. How ever at the time of the inspection there was no record of the drill produced for checking.							
SCHOOL INSPECTION	12/11/07		STEPHEN NEE, Stevens Avenue Station, Platoon 4		NFPA70	1/12/08	0/00/00
1 House Keeping			Utility disconnects blocked				
Main gas shutoff; electrical room							
ROUTINE INSPECTION	1/25/08		DAVID JACKSON, Stevens Avenue Station, Platoon 3		15.2.10	2/27/08	0/00/00
1 Educational			exit signs not illuminated				
through out the building, several lights out							
2 Educational			door closers broken		4.1.4.1	2/27/08	0/00/00
2 nd flr, south east stair way doors							
3 House Keeping			Utility disconnects blocked		NFPA70	2/27/08	0/00/00
remove storage from electrical rooms							
4 House Keeping			Dust or grease in exhaust system		1-3-10.3.1	2/27/08	0/00/00
dryer vent in laundry room off gym							
5 Life Safety Requirements			obstructed egress		4.5.3.2	0/00/00	0/00/00
stage right exit out side "D" stairway blocke							
6 House Keeping			Debris inside building		1-3-11.1	0/00/00	0/00/00
Again, overload of combustible materials in; stage storage room and behind sta							
SCHOOL INSPECTION	5/14/08		DAVID JACKSON, Stevens Avenue Station, Platoon 1				

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Outstanding Violations
by Property Report

Property address	Date	Property name Inspector Violation type	Property number Reference date	Target date	Actual date
0370 STEVENS AVE, PORTLAND ME 04103 SCHOOL INSPECTION	5/14/08	DEERING HIGH SCHOOL DAVID JACKSON, Stevens Avenue Station, Platoon 1 door closers broken	2541-000-000 4.1.4.1	6/17/08	0/00/00
1 Educational center stair top floor					
2 Educational Last check need more drills		Emergency Egress/Relocation Drills	15.7.1.1	6/17/08	0/00/00
SCHOOL INSPECTION	10/16/08	BRAD JAMES, Stevens Avenue Station, Platoon 3 Narrative: Main gas shut off in compressor room blocked, Art room supply closet needs housekeeping, Boiler room has 25 gallons of potassium hydroxide that needs to be removed, storage for acetolyne tanks in Art room #401.			
1 HOUSE KEEPING Compressor room 1st floor.		UTILITY DISCONNECTS BLOCKED		11/17/08	0/00/00
2 HOUSE KEEPING Art room supply closet 128		INSIDE STORAGE NOT ORDERLY		11/17/08	0/00/00
3 HAZARDOUS MATERIALS Boiler room		TOTAL QTY. EXCEEDS STORAGE LIMIT		11/17/08	0/00/00
		Narrative: Remove 25 gallons of potassium hydroxide not being used in boiler room			
SCHOOL INSPECTION	11/24/08	DAVID JACKSON, Stevens Avenue Station, Platoon 1 Narrative: Looking back on the inspection dated 9-18-2003 alot of the violations have been abated. How ever there are still items that are outstanding and some of the storage in areas has increased to dangerous levels. I would suggest a scheduled walk through with the fire prevention officer, school maintenance representative and the school principal.			
1 EDUCATIONAL rear exit of the stage right stairs.; gymnasium south west wall double doors		EXITS BLOCKED		12/27/08	0/00/00
2 EDUCATIONAL entrance into the gymnasium		EM LIGHTS NOT WORKING OR MISSING		12/27/08	0/00/00
3 EDUCATIONAL fire doors in second floor bridge hall; north wing hall way up from boiler room fire doors entrance from school into auditorium; kitchen area, washer dryer room		DOOR CLOSERS BROKEN		12/27/08	0/00/00
4 EDUCATIONAL library rear exit light not working		EXIT SIGNS REQUIRED		12/27/08	0/00/00
5 ELECTRIC WIRING boiler room, furnace timer		EXT. CORD USED FOR PERMENANT WIRING		12/27/08	0/00/00
6 HOUSE KEEPING auditorium art rooms and performing arts; storage out of control		DEBRIS INSIDE BUILDING		12/27/08	0/00/00

Narrative: .

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Outstanding Violations
by Property Report

Property address	Inspection type	Date	Property name	Property number	Reference date	Target date	Actual date
Seq.	Violation class		Inspector				
	Location(s)		Violation type				
0370 STEVENS AVE, PORTLAND ME 04103			DEERING HIGH SCHOOL	2541-000-000			
SCHOOL INSPECTION		11/24/08	DAVID JACKSON, Stevens Avenue Station, Platoon 1			12/27/08	0/00/00
7	BUILDING CONSTRUCTION VIOLATION kitchen rear exit door		FIRE DOOR DOES NOT FIT PROPERLY				
8	BUILDING CONSTRUCTION VIOLATION we identified many areas with missing tiles		CEILING TILES MISSING			12/27/08	0/00/00
9	HAZARDOUS MATERIALS Photo developing room still mixing chemicals; and storing them in plastic gal milk cont's		APPROVED DISPENSING EQUIPMENT REQ.			12/27/08	0/00/00
10	BUILDING CONSTRUCTION VIOLATION room 401 upper level		HOLE IN WALL NEEDS REPAIR			12/27/08	0/00/00
SCHOOL INSPECTION		5/11/09	GREGORY CASS, Stevens Avenue Station, Platoon 1			6/12/09	0/00/00
1	EDUCATIONAL NO TEST RPT. AVAILABLE		FIRE ALARM NEEDS SERVICE				
2	EDUCATIONAL ONLY 3 DONE FOR 08 / 09 YEAR		FIRE DRILLS SHALL BE CONDUCTED			6/12/09	0/00/00
3	EDUCATIONAL NUMEROUS LOCATIONS		EXIT SIGNS NOT ILLUMINATED			6/12/09	0/00/00
4	EDUCATIONAL UNABLE TO TEST FOR 90 MIN.		EM LIGHTS NOT WORKING OR MISSING			6/12/09	0/00/00
5	EDUCATIONAL ADDITIONAL LIGHTS REQUIRED IN SEVERAL; LOCATIONS		EM LIGHTS NOT WORKING OR MISSING			6/12/09	0/00/00
6	EDUCATIONAL SELF CLOSING AND LATCHING; NUMEROUS LOCATIONS		DOOR CLOSERS BROKEN			6/12/09	0/00/00
7	EDUCATIONAL NUMEROUS LOCATIONS		EXIT SIGNS NOT ILLUMINATED			6/12/09	0/00/00
8	HOUSE KEEPING DRAMA STORAGE NOT ORDERLY; IN SEVERAL LOCATIONS		INSIDE STORAGE NOT ORDERLY			6/12/09	0/00/00
9	HAZARDOUS MATERIALS ACETYLENE BOTTLES IN ART ROOM		APPROVED DISPENSING EQUIPMENT REQ.			6/12/09	0/00/00
10	EDUCATIONAL DOOR LOCKED AGAINST EGRESS FROM; 4TH FLOOR		NOT LESS THAN 2 EXITS FOR EVERY STO			6/12/09	0/00/00
SCHOOL INSPECTION		11/09/09	GREGORY CASS, Stevens Avenue Station, Platoon 1			12/11/09	0/00/00
1	EDUCATIONAL NUMEROUS LOCATIONS		EXIT SIGNS NOT ILLUMINATED				

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Seq. Violation class Location(s)	Violation type							
0370 STEVENS AVE, PORTLAND ME 04103	DEERING HIGH SCHOOL	2541-000-000	SCHOOL INSPECTION	11/09/09	GREGORY CASS, Stevens Avenue Station, Platoon 1			
2 EDUCATIONAL NUMEROUS LOCATIONS; NO 90 MIN. TESTS	EM LIGHTS NOT WORKING OR MISSING					12/11/09	0/00/00	
3 EDUCATIONAL NUMEROUS LOCATIONS	DOOR CLOSERS BROKEN					12/11/09	0/00/00	
4 EDUCATIONAL DOOR LOCKED AGAINST EGRESS FROM; FLOOR	NOT LESS THAN 2 EXITS FOR EVERY STO <i>ART ROOMS</i>					12/11/09	0/00/00	
5 EDUCATIONAL ACETYLENE BOTTLES IN THE ART ROOM	OPERATING FEATURES <i>365 days in building</i>					12/11/09	0/00/00	
6 HOUSE KEEPING DRAMA STORAGE NOT ORDERLY; SAW ROOM, BACK STAGE	INSIDE STORAGE NOT ORDERLY					12/11/09	0/00/00	
7 ELECTRIC WIRING MAIN ELECT. PANEL AT STAGE NOT SECURED; PANEL LEFT OPEN.	EXPOSED LIVE ELECTRICAL WIRES					12/11/09	0/00/00	
8 BUILDING CONSTRUCTION VIOLATION NUMEROUS LOCATIONS	FIRE DOOR DOES NOT LATCH PROPERLY <i>NOT numerous times</i>					12/11/09	0/00/00	
9 LIFE SAFETY REQUIREMENTS EXITS NOT OPERATIONAL; BAND ROOM, ; & AT HEALTH CENTER	OBSTRUCTED EGRESS					12/11/09	0/00/00	

Violation Summary:

Open	Closed	Total
57	0	57