

February 1, 2019

Program Management (PM), Standardization,
and Quality Services for Statewide

Facility Condition Assessment (FCA)

ALPHA Facilities Solutions

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Today's Training Objectives

1. Focus on FCA portion of CEFPP planning process
2. Understand roles of FCA project team
3. Learn standardized FCA methods



1) Program Overview

- How FCA fits into overall CEFP planning process
- Project Team
- Roles and Responsibilities
- Schedule



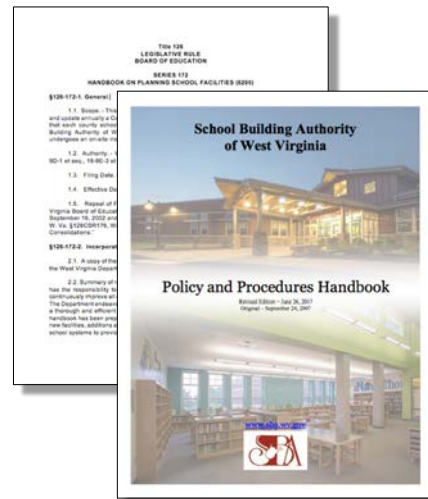
- 55 Counties
- 7 Multi-county Vocational Centers
- 1 School for the Blind and Deaf
- 703 schools total

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1) Program Overview (cont'd)

How does the FCA fit into the overall CEFP planning process?

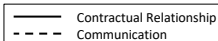
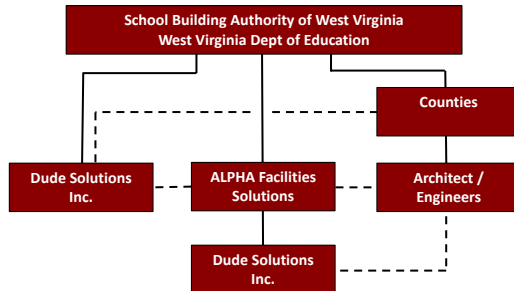
- WVDE Policy 6200, Section 100.0141, "Evaluation and Inventory of Existing Facilities:
 - <https://wvde.state.wv.us/policies/>
- FCA and other data collection requirements are addressed in SBA Policy and Procedures Handbook (June 26, 2017), Form 134:
 - <https://sba.wv.gov/policy/Pages/default.aspx>



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1) Program Overview (cont'd)

Project Team:



Your FCA POCs:

- **ALPHA Project Manager**
Steve Veale, P.E., LEED-AP
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- **Dude Solutions Project Manager**
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1) Program Overview (cont'd)

Team Roles and Responsibilities:

- Architect/Engineers (AEs)
 - Responsible for collecting, compiling, and submitting all necessary FCA and CEFP data into the tools provided by the PM and Technology Developer.
- FCA Program Manager (ALPHA Facilities Solutions)
 - Provider of the evaluation instruments and standardization and quality services for the facility condition evaluations conducted by the AEs.
- Technology Developer/Integrator (Dude Solutions)
 - Provider of the framework and database to digitally house all CEFP information gathered.



1) Program Overview (cont'd)

Project Schedule:

2/1/19 – AE Training

Mid February – Conduct FCA at Pilot School

TBD – AEs begin FCAs at assigned schools

TBD – Begin data transfer into Dude Connect

9/30/19 – Complete all field assessments

10/11/19 – Complete data transfer into Dude Connect

12/31/19 – Completion and final concurrence on all FCA Reports



2) Coordinating the Site Visit

Suggested Process:

- Notification Memo
 - WVDE to Counties
 - Counties to Schools

- A/E Contact with Schools

- ALPHA communications with State and A/E to verify work is being completed

- Why FCAs are being conducted
- General assessment schedule
- Contractors involved, their roles, their POCs
- Anticipated FCA Activities
- Responsibilities on the part of Counties and Schools
- State POCs for questions

- Introductory email
- Pre-Site Visit Teleconference (A/E, School/Co POCs)
- *Discuss Check-In Requirement*
- In-Brief/Out-Brief
- All contacts to include summary notes transmitted to State/ALPHA

- Monthly Status Reporting
- Progress Tracking
- In-Progress Review Meetings



3) Conducting the FCA Topics

- System Ratings
- Data Collection Tool
- Buildings and Building Systems to be Assessed
- Photo Documentation
- Portable Buildings
- Site Safety



3) Conducting the FCA (cont'd)

System and Rating Determinations:

- Systems-Level Assessment
- 5-Point Rating Scale: Excellent through Inadequate
- Use predominant system type
 - E.g., if Roof is 75% Direct Glue Membrane and 25% Modified Bituminous, enter as Direct Glue Membrane
- Use predominant condition
 - E.g., if roofing is 90% Above Average and 10% Inadequate, rate as Above Average
- Do not split systems



3) Conducting the FCA

System Ratings:

- 5 - Excellent
- Considerations:
 - New or near-new condition
 - No observable defects, damage, or reduced reliability
 - System is typically less than 6 months old



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3) Conducting the FCA (cont'd)

System Ratings:

- 4 - Above Average
- Considerations:
 - No longer new, but good condition
 - Minor wear and tear; may exhibit slight superficial defects or deteriorated components
 - No loss of functionality or reliability
 - Issues can be addressed through routine maintenance
 - Frequency of reoccurrence is low



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3) Conducting the FCA (cont'd)

System Ratings:

- 3 - Adequate
- Considerations:
 - Exhibits moderately deteriorated or defective components
 - Slight loss of functionality or reliability, but still functions in intended capacity
 - Cosmetically "fair"
 - Issues are addressed through normal maintenance
 - Frequency of reoccurrence is moderate



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3) Conducting the FCA (cont'd)

System Ratings:

- 2 – Below Average
- Considerations:
 - Exhibits significant loss of functionality or reliability
 - Components are deteriorated and need extensive repair or replacement
 - Finishes exhibit moderate wear
 - Requires higher than normal repair and/or replacement of parts
 - Frequency of reoccurrence is high



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3) Conducting the FCA (cont'd)

System Ratings:

- 1 - Inadequate
- Considerations:
 - Components are critically degraded or damaged
 - System is not performing
 - System is scheduled for replacement
- Ratings of "Inadequate" should have notes identifying deficiencies.



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3) Conducting the FCA (cont'd)

Buildings to be Assessed:

- Permanent structures with academic programs
- Portable classroom buildings will be inventoried (Total Count and associated GSF for each), but not assessed.

Buildings NOT to be Assessed:

- Football stadiums or other athletic facilities (unless student instruction takes place there)
- School board offices
- Transportation buildings

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3) Conducting the FCA (cont'd)

General Data Collection Tool Guidelines:

- One Excel file per school
- One Worksheet per building
 - Building Definition: An enclosed structure that can be traversed without exiting the exterior.
 - Buildings with additions: Always use the original construction date unless complete renovation has occurred.



3) Conducting the FCA (cont'd)

Concealed Systems

- Definition: Systems that cannot be readily observed because of being contained within facility walls, floors, or enclosed spaces.
- Examples:
 - Branch Wiring
 - Domestic Water Distribution
 - Sanitary Sewer



3) Conducting the FCA (cont'd)

Systems not Present:

- Systems which are not present at the facility.

Systems not Assessed:

- Systems which were not assessed due to inaccessibility or other reason. Advise facility representative and provide justification in data collection tool for any system(s) not assessed.



3) Conducting the FCA (cont'd)

Non-Renewable Systems

- Definition: Systems which are not individually assessed because replacement of those systems is either impractical, or would be so costly as to warrant considering replacement of the entire facility.
- Examples:
 - Basements
 - Exterior Walls (Framing)
 - Foundations
 - Partitions and Stairs
 - Superstructure



3) Conducting the FCA (cont'd)

Photo Documentation

- Need 10–12 photos per school
 - One or two good photos of school's main front elevation
 - Remaining photos to document deficiencies
- Store photos in individual school-specific folders



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3) Conducting the FCA (cont'd)

Portable Buildings:

- Collect total count of portables
- Collect GSF for each portable



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