

May 19, 2021

TO: Ms. Vibiana Andrade, General Counsel

Office of General Counsel

FROM: Yong Kim, Facilities Planning Specialist yk

Facilities Planning Services

Division of Facilities and Construction

SUBJECT: Inspection Report – Annual

North Valley Military Institute, Classrooms and Offices

12105 Allegheny Street Sun Valley, CA 91352

This report is generated from a site inspection conducted on April 29, 2021, which includes the Charter School Facilities Inspection Checklist, photos, site aerial plan, site plan and work order. In addition to the checklist, please note the items to be corrected under the sections titled "Comments", "Required Corrections" and "Recommendations".

If you have any questions or need additional information, call me at (562) 922-8957.

#### YK

Attachments

cc: Ms. Kellie Jackson, North Valley Military Institute

Dr. Mark Ryan

Mr. Indra Ciccarelli, LACOE

Ms. Jema Estrella Ms. Michelle Nye Ms. Lila Sanchez

Ms. Roberta Stephens

Project File



## **Facilities Inspection Checklist**

NAME of Charter:
NAME of SITE:
North Valley Military Institute
North Valley Military Institute

INSPECTION INFOR	MATION						
Date of Inspection:	4/29/2021	BFR/Work Order: FY20-21-15648					
Participants:		Date of Request: 12/07/20					
Yong Kim		<b>Date Due:</b> 01/31/21					
Kellie Jackson		Requestor/Telephone: Michelle Nye/(562) 922-8994					
Elinar Gutierrez		Type of Inspection:					
		Annual Expansion					
Name of Ed Program:	CSO	Lease Renewal Relocation					
Grades of Students:	6th-12th	Existing  Follow-up					
Specific Student Program:		New Site ☐ Emergency ☐					
Alt Ed, JCS,ISS, CCS,etc	na	Other					
Severe/Nonsevere (DSE)	na	Buildings: 1-7					
Student Designation (DSE)	) na	Classrooms: 1-29					
SELPA/PAU (if applies):	na	Student Occupants per Classroom: 24-25 per class					
SITE INFORMATION		LEASE INFORMATION					
Site Address:		Lease Type (Agreement):					
12105 Allegheny Street		Commercial Lease					
Sun Valley, CA 91352		Facilities Use					
Site Tel: (818) 368-1557		Landuse					
District (if applies):	Los Angeles USD	Memo of Understanding					
Site Supervisor Name/Title	: Mark Ryan/Superintendent	Month to Month					
Site Supervisor Informatio	n:	District-Prop 39 (Charter)					
Address:	12105 Allegheny Street	Owned (land & buildings)					
City:	Sun Valley	Other (i.e. SELPA)					
State:	CA						
Zip Code:	91352						
Tel:	(818) 368-1557						
Email:	mryan@novamil.org	Owner/Landlord:					
Local Building Agency/Jur	isdiction:	District Non-Profit (Church, etc.)					
Division of State Architect	County $\square$	LACOE  Other (Probation, etc)					
City	Other	Commercial					
BUILDING INFORMA	ATION						
Building Type:		Construction Type:					
LACOE-Permanent		Wood Frame (All Combustible) = D					
District-Permanent		Steel Frame (Non-Combustible)					
Commercial -Permanent	· 🗖	$ \begin{array}{c c} \text{Concrete/Wood} & \square & \text{(Mixed Non-Combus/Combus)} = M \end{array} $					
Relocatable/Portable		Masonry/Wood (Masonry w/ Wood Roof) = C					
		<b> </b>					
Serial # (if app):		Other:					
LACOE ID/tag # (if		1 Story					
Other (indicate if applic	able):	2 Story					

## **Facilities Inspection Checklist**

NAME of Charter: North Valley Military Institute
NAME of SITE: North Valley Military Institute

		ı						
Room Name & Use/Occupancy	Grades (Actual)	Classroom #	Building #	Yr Built (orig)	SF (approx)	# Student Occupants (Actual)	# Staff Occupants (Actual)	Max Occ per T24Code (OccLF=20)
Admin-Front Office	na	na	1	1970's	960	na	-	12
Admin-Staff Office	na	na	4	1970's	900	na	-	12
Admin-Staff Office	na	na	4	1970's	900	na	-	12
Admin-Staff Office	na	na	5	1970's	300	na	-	4
Admin-Resource Rm/Copier/Mail								
Admin-Lounge								
Admin-Nurses Office								
Admin-Corridor/Common Space								
SUB-TOTALS (Admin)	na	na	3	1970's	3,060	na	40	40
Classroom	7th-12th	30	5	1970's	960	-	-	48
Classroom	7th-12th	32	5	1970's	960	_	_	48
Classroom	7th-12th	33	5	1970's	960	_	_	48
Classroom	7th-12th	34	5	1970's	960	_	_	48
Classroom	7th-12th	35	5	1970's	960	-	-	48
Classroom	7th-12th	40	4	1970's	960	-	-	48
Classroom	7th-12th	41	4	1970's	960	-	-	48
Classroom	7th-12th	47	4	1970's	960	_	_	48
Classroom	7th-12th	49	4	1970's	960	_	_	48
Classroom	7th-12th	50	4	1970's	960	_	_	48
Classroom	7th-12th	52	4	1970's	960	_	_	48
Classroom	7th-12th	53	3	1970's	960	_	_	48
Classroom	7th-12th	54	3	1970's	960	_	_	48
Classroom	7th-12th	55	3	1970's	960	_	_	48
Classroom	7th-12th	56	3	1970's	960	_	_	48
Classroom	7th-12th	57	3	1970's	960	_	_	48
Classroom	7th-12th	58	3	1970's	960	-	-	48
Classroom	7th-12th	59	3	1970's	960	_	_	48
Classroom	7th-12th	60	3	1970's	960	-	-	48
Classroom	6th-8th	62	2	1970's	960	_	_	48
Classroom	6th-8th	63	2	1970's	960	-	-	48
Classroom	6th	64	2	1970's	960	-	-	48
Classroom	6th	65	2	1970's	960	_	-	48
Classroom	9th-12th	66	2	1970's	960	-	-	48
Classroom	9th-12th	67	2	1970's	960	_	-	48
Classroom-Band Room	6th-12th		6	1970's	960	-	-	48
Classroom-Science Lab	9th-12th	110	7	1970's	960	-	-	48
Classroom-Science Lab	7th-8th	111	7	1970's	960	-	-	48
Classroom-Science Lab	9th-12th		7	1970's	960	-	-	48
SUB-TOTALS (Classrooms)	6th-12th	29	6	1970's	27,840	720	80	1392
Girl's Student Restroom	6th-12th		4	1970's	200	na	na	na
Boy's Student Restroom	6th-12th	na	4	1970's	200	na	na	na
Staff Restroom, Men	na	na	4	1970's	80	na	na	na
Staff Restroom, Women	na	na	4	1970's	80	na	na	na
Storage	na	na	5	1970's	300	na	na	na
TOTALS	6th-12th		7	1970's	31,760	720	120	1432

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## **Facilities Inspection Checklist**

Item Number and Description	Comp- liance	Non- Comp- liance	Not Appli cable	Notes					
General - Paperwork, Reports, and Miscellaneous									
Emergency manual is available in the school office.									
2. Telephone numbers for paramedics, fire department, police/sheriff, ambulance, clinic or doctor available in each classroom. Emergency #911 is posted on all phones.									
3. Copy of AHERA School Management Plan is available in school office. CFR40.									
4. Certificate of Occupancy, type "E" occupancy or equivalent (i.e local bldg / fire dept									
paperwork). CBC 111.2.									
5. Field Act Compliant, i.e.; DSA, exempt, exception granted by local agency or equivalency.									
6A. Copy of the health permit or ServSafe Certification posted. CA Retail Food Code Part 7.				Use catering services.					
6B. Separate area for food prep, serving and eating are provided away from the classrooms.									
6C. Hot water for hand washing is available near food prep and serving areas. CA Retail Food Code Part 7.									
7. Air quality: Is there any indication of air pollution being present in campus									
8a. Uniform Complaint Procedures (UCP) are posted and forms accessible to public in the front main office. Obtain copy for CSO records.									
8b. Williams procedures-if the school opted in, then they must be posted and forms accessible to public. Obtain copy for CSO records.									
ADA Compliance									
9. Facility compliant with the Americans with Disabilities Act (ADA) <u>unless</u> noted									
herein below:			_						
10. Accessible Entrance (32" clear, door opening, clearances, hardware-closers, thresholds, etc). CBC 1133B and CBC 1117B.5.	Ш			Non-ADA door hardware.					
11. Access/Path of Travel (48" clear, 250 ft route, ramp 1:12 max, rails, stairs' nosing stripes, level, etc.) CBC 1117B.5, 1127B and 1133B.									
12. Restrooms-students (H/C stall toilet,sink,grab bars,fixtures,60" dia,etc). CBC 1115B.									
13. Restrooms-staff (H/C stall toilet,sink,grab bars,fixtures,60" dia,etc). CBC 1115B.									
14. Parking Stall (loading, striping, signage, marked path). CBC 1129B and CBC 1117B.5.				5 ADA parking spaces.					
15. Drinking fountains are accessible. CBC Table 1115B-1 and CBC 1117B.				Non-ADA drinking fountains.					
16. Telephone-public/classroom/office (height). CBC 1117B.2.									
<ol> <li>Wheelchair lift (if present) is functioning and inspected annually and has not expired.</li> <li>CBC 1116B.2.</li> </ol>									
18. Fire alarm system (strobes and horns) for hearing and visually impaired. CBC 907.5.									
<ol> <li>Signage for hearing and visually impaired (i.e.; exits, room identification, etc). CBC 1117B.5.</li> </ol>									
20. Assistive Listening Devices are provided and are operational. CBC 1104B.2.									
21. Accessible seating is provided in auditoriums, MPR, cafeteria and outdoor seating areas. CBC 1104B.3.									
22. Playground equipment and surfacing is accessible and conforms to all safety and fall zone regulations. CCR Title 22.									
Fire / Life Safety									
23. Fire extinguishers available and accessible. Fire Extinguisher appropriate for hazard									
(i.e. extinguisher should be ABC type for use on wood/paper, flammable liquid, or electrical fire). CFC 906.1 (a).									
24. Fire Extinguisher locations are marked with a sign. Fire extinguishers are available in									
each classroom. CFC 906.1(a).			$\vdash$						
25. Fire Extinguishers have monthly inspection tag signed/initialed, pull pin in place, pressure gauge in green area, annual service tag is current within the last 12 months. <b>Insert date here 06/23/2020.</b> F.I.T. #10		Ш							
26. Fire Alarm system (manual-pull stations) in place, operational and visible. F.I.T. #10		П	$\vdash$						
paramojatem (manamojam samona) in place, operational and vision. 1.11. #10	1	]		i					

			Not							
Item Number and Description	Comp-	Non- Comp-	Appli	Notes						
item Number and Description	liance	liance	cable	Notes						
Fire / Life Safety (continued)										
27. Fire Alarm system (automatic-horns/strobes/smoke) in place and operational. F.I.T.#10										
2 The Final System (automatic fields success smole) in place and operational Final states										
28. Fire Alarm panel is operational and unobstructed. CCR Title 19, Section 3.24.										
29. Aisles, corridors, stairways and passageways are unobstructed. CBC 1003.6.										
30. If fire sprinklers are present, system appears to be in working order (i.e., no missing or										
damaged sprinkler heads, heads not painted, etc.). Five year inspection tag posted. F.I.T.#10										
31. Exit doors open with one motion, are not blocked, and path from building is not			Ш							
obstructed. F.I.T. #10  32. Exits are clearly marked and electrical exit signs are functioning (check charging by										
pressing test button on electrical units). F.I.T. #10			ш							
33. Evacuation floor plan is posted. CCR Title 19, Section 3.13.(2) (c).										
34. Fire pull Stations are in good condition. Emergency alarm system appears to be in										
working order.										
35. Window and wall coverings are fire resistive materials and placed away from heat										
sources; ie: radiators, electrical outlets, etc. CFC 807.1.		_								
36. Occupancy Load signage is posted in assembly areas; auditorium, cafeteria, MPR, etc. CBC 1004.3.	Ш	ш								
		(6)								
Building Facility Issues – (Interior-Good R	epair/	Clean	lines	s)						
37. Lighting is adequate in all areas. Light fixtures are working properly. Light covers										
(lens, diffusers, reflectors, etc.) are in place. F.I.T. #7										
38. Extension cords are free of frays, exposed wiring, or broken plugs, must not exceed		ш	Ш							
six feet, and are to be used only as a temporary measure. Electrical outlets are free of										
overloads (excessive electrical plugs connected in one outlet). Appliances directly plug into outlets. CEC 422.33(a) and 605.5.										
39. Paper cutter equipped with bar guard near cutting edge.		П								
40. Walls are free of hazards (i.e. tears, holes and water damage). Paint is not peeling,	Ħ	H	▜							
chipping or cracking. F.I.T. #4	_	-								
41. Floors are clean and free of hazards (i.e., torn carpeting, missing or broken floor tiles,										
holes and water damage). F.I.T. #4										
42. Ceilings are free of hazards (i.e., missing ceiling tiles, holes and water damage). F.I.T.										
#4			_							
43. Interior surfaces show no signs of mildew, mold odor and visual mold. F.I.T. 11		┝	H							
44. There is no evidence of water damage/intrusion (i.eno condensation, dampness, staining, warping, peeling, mineral deposits, etc). F.I.T. #4 & 11			Ш							
45. Flammable materials stored in approved, self closing, locked metal cabinets, marked		П								
"FLAMMABLE". Maximum quantity on hand is one gallon. F.I.T. #11		-	_							
46. Furniture is in good repair (i.e., no sharp edges, broken legs, arms, etc.).										
47. All cabinets and bookcases secured to wall, floor or each other if over four feet tall.										
48. Ladders are secured and have no broken rungs, spreader bar not bent or broken and										
equipped with rubber safety feet.										
49. Power is available throughout the facility. There is no evidence that any portion of the			Ш							
school has a power failure. F.I.T. #7  50. Electrical equipment appears to be properly covered and guarded. Outlets, switch										
50. Electrical equipment appears to be properly covered and guarded. Outlets, switch plates, junction boxes and fixtures are covered and appear to be working properly. No			ш							
exposed electrical wires (telephone & computer wires not applicable). F.I.T. #7										
51. Main electrical box is identified and all switches and circuit breakers properly labeled.										
Electrical panel and transformers unobstructed within three feet.										
52. Gas and water shut off valves locations are posted.										
53. Facility appears free of gas leaks (i.e., no odor is detected, no broken pipes are										
evident). F.I.T. #1										
54. Facility sewage system appears to be operating properly (i.e., no flooding, stoppage,		ш								
odors, etc.). F.I.T. #3  55. HVAC system appears to be operating properly. F.I.T. #2		$\vdash$								
56. Facilities are ventilated mechanically/naturally. F.I.T. #2		┝┼	H							
57. If exhaust fans are present, fans appear to be operating properly. F.I.T. #2		H	Ħ							
58. Ventilation units are unobstructed and vents and grills are without evidence of										
excessive dirt or dust. F.I.T. #2		<u> </u>								
59. Interior temperatures appear to be maintained within normally accepted ranges.										
F.I.T. #2										

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Item Number and Description	Comp- liance	Non- Comp- liance	Not Appli cable	Notes						
Building Facility Issues – (Interior-Good Repair/Cleanliness; continued)										
60. The ventilation units are not generating any excessive noise or vibrations. F.I.T. #2										
61. Restroom, food prep (if applicable) facilities are operational, sanitary, and free from										
excess water on floors from leaks and drips. F.I.T. #8										
62. Restrooms are stocked with proper supplies and are open during school hours.										
63. Areas evaluated are free of accumulated refuse, dirt, grime. F.I.T. #5										
64. Areas evaluated are free of graffiti. F.I.T. #5										
65. Drinking fountains are clean and functioning with no evidence of leaks. Water pressure										
is adequate. Water is clear and does not have nay unpleasant tastes. F.I.T. #9										
66. Stairs or platforms above 30" high have handrails and non-slip tread surface or tape.										
67. Storage areas are free of build up of combustibles or materials.										
68. Facility appears to be structurally sound (i.e., no severe cracks, no sagging ceilings or										
floors, no missing posts or beams, no apparent dry rot/mold in structural elements like										
posts or beams, door frames are square and doors open freely). F.I.T. #12										
69. No evidence of major pest or vermin infestation (i.e., holes in the walls, floors or										
ceiling, rodent droppings odor caused by a pest or vermin infestation). F.I.T. #6										
70. There does not appear to be evidence of hazardous materials that may pose a threat to										
pupils or staff. F.I.T. #11										
Site / Building Facility Issues – (Exterior-C	Good F	Repair	/Safe	e)						
71. Grounds, blacktop, and sidewalks free of cracks or holes that could cause tripping or										
other types of injuries. F.I.T. #14										
72. All areas free of debris, broken glass, metal, etc.										
73. Landscaping sprinklers free of damage, no sharp edges, or pipe protruding which										
could be a tripping hazard.										
74. Shrubs, trees and ground cover are trimmed such that they do not obstruct walk paths										
or walk areas.										
75. Fencing is in good repair (i.e., no holes, breaches, or jagged edges) and gates are not										
broken or missing. F.I.T. #15										
76. Windows and doors free of sharp edges or splinters. No broken or missing windows or										
doors; door locks and equipment operate properly. F.I.T. #15										
77. Roof systems (i.egutters, flashings, roof drains, etc) appear to be functioning properly.										
F.I.T. #13 (gutters,downspouts,drains)										
78. Exterior doors and gates are functioning and do not pose a security risk. F.I.T. #15										
79. Parking lot free of broken concrete bumpers, exposed rebar, or debris.										
80. Playground equipment is in good repair, clean, safe. F.I.T. #14										
81. Classroom door can be locked from the inside										

COMMENTS
The light bulbs are in the midst of being changed campus wide due to the ongoing Prop 39 Energy project. All of bulbs are being transitioned to those which
are more energy efficient.
No students in classrooms due to COVID 19.
REQUIRED CORRECTIONS
"The following items are to be addressed by the charter to ensure that the facility is compliant with current building code standards, some of which are noted below:"
Item Number & Description
None
RECOMMENDATIONS
The following items are to be noted by the program and discussed with the charter for consideration."
Item Number & Description
None
building enforcing agency is required to review and approve the project, and whereby the project cost of the renovation exceeds \$172,418, twenty percent
building enforcing agency is required to review and approve the project, and whereby the project cost of the renovation exceeds \$172,418, twenty percent minimum of the renovation figure shall be spent to upgrade and other barriers to comply with the requirements of ADA."
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#### **Facilities Inspection Photos**



Exit sign in classroom



Interior of classroom



Fire alarm system-smoke detector in classroom



Fire alarm system, strobe and horn

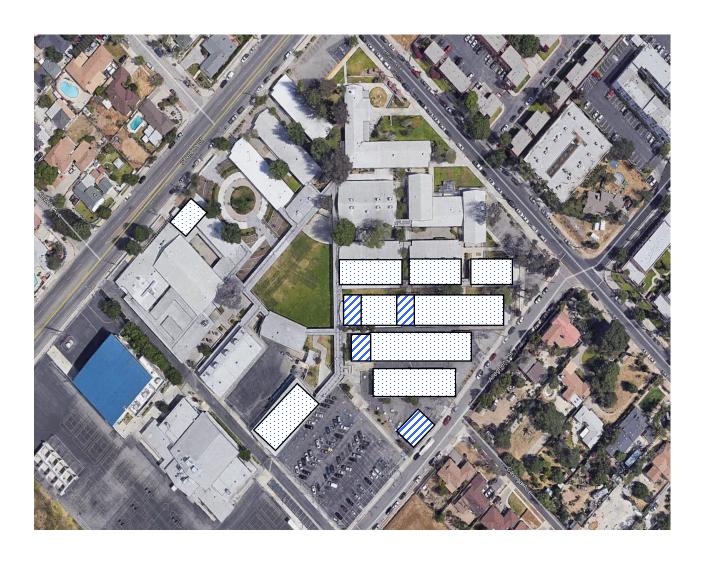


Exterior of classrooms



ADA staff restroom

## Site Aerial Plan



North Valley Military Institute

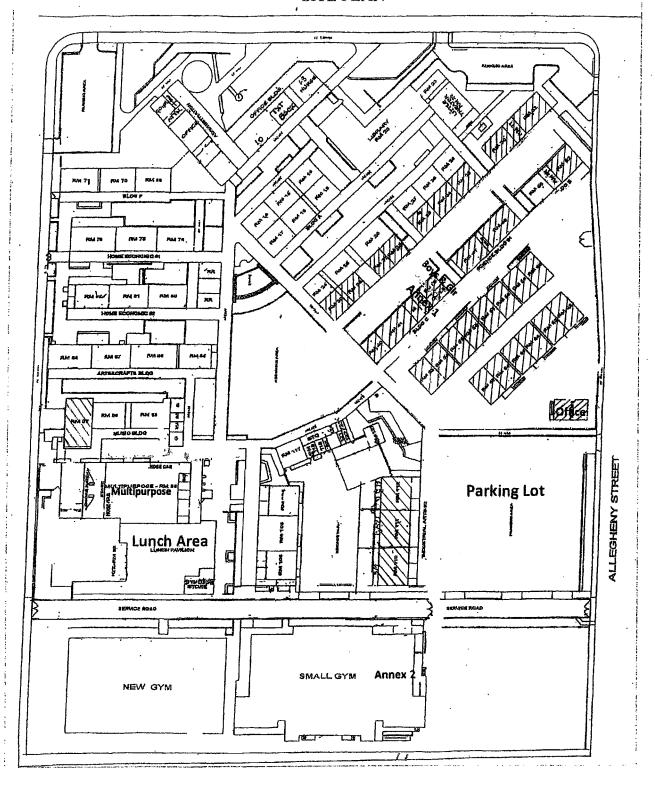
12105 Allegheny Street Sun Valley, CA 91352

P. (818) 368-1557 F. (818) 368-1935













# **WORK ORDER**

Labor

Work Order: FY20-21-15648 Requestor: Fred Castillo

Assigned to: Kim, Yong

Priority: Medium

Status: Assigned to Dispatcher

Campus: NORTH VALLEY MILITARY INSTITUTE

Submitted: 12/7/2020 10:36:56 AM

Trade: Charter School Inspection

**Budget:** 01.4-00000.0-00000-87000-5611-0005670

**Project Mgr:** 

_		
Daam	Location/	
KUUIII	LOCALION	-

Site

Description:

Inspection report due for charter school site.

Requested by date:

1/31/2021

Date	Employee	nouis	Type	Date	⊏mpioye∈	;	Hours	туре
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								COC 2000 C 100 C 1
		Acti	on Take	n / Commei	nts:			
	ntered by Rachel Hoo. 1							Assigned WO to
Y. Kim because	e LAUSD is closed. 4/20	6/21 Contacted cha	arter school	and waiting for the	he school to ope	n. Yong K.		
					***************************************	***************************************	***************************************	**************************************
Authorized				Complete	d			
Signature:	[	Date:		by:	·u	Date	:	

(Property Address: NORTH VALLEY MILITARY INSTITUTE12105 Allegheny Street, Sun Valley CA 91352)

https://maintenance.facilitron.com/Reports/ReportWorkOrder1A.aspx?ID=3729083