Certified BCA Training Program

State Assistance and Grant Programs that Utilize these Assessments

OSPI School Facilities & Organization

Revised December 2014

Guidance for Asset Preservation Program (APP)
Study & Survey
Pre-Disaster Mitigation (PDM)
Asset Preservation Program

APP Buildings Statewide
(as of March 2014)

Northwest Region
35 Districts

Southwest Region
48 Districts

Eastern Region
51 Districts

Nearly 500 Buildings identified to date

As new buildings are completed they need to be added to the APP

It is the responsibility of each district to enter all qualifying buildings!
1) Click on the Asset Preservation Program tab to go to the APP screen.
2) The year is automatically calculated based on the board acceptance date entered previously in the Building Characteristics.
3) The building rating from the condition summary screen shows here (89.49).
4) The Building Condition Standard shows 91. In this example, the BCA rating is below the standard.
5) APP Board Resolution and APS Certification Letter are checked if submitted to OSPI. Only one of each is required per district, in perpetuity.
6) Each year the date APP scores are reported to the board must be entered.
7) Click on Reports to run an APP Annual Report.
Study & Survey Grant

Study & Survey
Chapter 1

BCE – Building Condition Evaluation
Certified
More generalized
Certification Not Required
Hard Copy Data

BCA – Building Condition Assessment
Certified & Annual
More specific
Certification Required
Electronic (ICOS) & Hard Copy
Study & Survey Grant

Inventory

Facility Map
Available in ICOS
## Facility Summary Report
Available in ICOS

### School Facilities and Organization

#### Hockinson Middle School (319)

**District Superintendent:** Don Brannam  
**School Principal:** Joan Jensen

**Site Information:**  
- **County:** Mason  
- **Approximate Acres:** 63  
- **Grades:** K-8

**Building Information:**  
**Square footage (permanent construction only):**  
- **Original Main Building (Crawka K-3):**
  - Main (ground) Level: 18,401 sq. ft.  
  - Basement Level: 1,205 sq. ft.  
  - Total Main Building: 19,606 sq. ft.
- **Play Shed (2,096 sq. ft. X 0.5):** 1,048 sq. ft.
- **Building A - Math/Science:** 2,780 sq. ft.
- **Building B - Math/Health:** 2,780 sq. ft.
- **Total Permanent Square Footage:** 25,796 sq. ft.

**Year of Construction:**  
- **Main Building and Play Shed:** 1980  
- **Building A:** 1988  
- **Building B:** 1995

**Portable Classrooms On-site:**  
- **Grades 6 & 7:** 2 portable classrooms  
- **Grades 8:** 1 portable classroom  
- **Total Portable Classrooms:** 3

**Summary of Permanent and Mobile Teaching Spaces:**  
**Teacher Classroom Spaces:**  
- **Grades K-2:** 16  
- **Grades 3-5:** 20  
- **Grades 6:** 7  
- **Grades 7:** 3  
- **Grades 8:** 2  
- **Special Purpose Classrooms:**  
  - **Music:** 0  
  - **Art:** 0  
  - **Library:** 1  
- **Total Classroom Spaces:** 45

**Gymnasium:**  
- **Building A:** 16,702 sq. ft.  
- **Building B:** 16,702 sq. ft.

**Art, Auto Shop, Commons, Gymnasium:**  
- **Building A:** 16,702 sq. ft.  
- **Building B:** 16,702 sq. ft.

**Music:**  
- **Building A:** 5,980 sq. ft.  
- **Building B:** 5,980 sq. ft.

**Covered Play:**  
- **Building A:** 4,000 sq. ft.  
- **Building B:** 4,000 sq. ft.

**Facility Summary Report**

**Available in ICOS**

<table>
<thead>
<tr>
<th>BUILDING NAME</th>
<th>BUILDING PROFILE</th>
<th>DISTRICT ASSIGNED AREA (sq ft)</th>
<th>GROSS SF</th>
<th>GROSS INSTRUCTIONAL SF</th>
<th>NET SF</th>
<th>NET INSTRUCTIONAL SF</th>
<th>CONDITION RATING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building A</td>
<td>Middle/Junior High School - Single Storey</td>
<td>Administrative, Cafeteria, Classroom, Commons, Library, Media, Science,</td>
<td>27,060</td>
<td>27,060</td>
<td>27,060</td>
<td>76.6% Fair</td>
<td></td>
</tr>
<tr>
<td>Building B</td>
<td>Classroom Building - Grades K-8</td>
<td>Classroom</td>
<td>8,035</td>
<td>8,035</td>
<td>8,035</td>
<td>84.5% Fair</td>
<td></td>
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<tr>
<td>Building C</td>
<td>Classroom Building - Grades K-8</td>
<td>Gymnasium</td>
<td>16,702</td>
<td>16,702</td>
<td>16,702</td>
<td>89.9% Good</td>
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</tr>
<tr>
<td>Building D</td>
<td>Music</td>
<td>Music</td>
<td>5,980</td>
<td>5,980</td>
<td>5,980</td>
<td>96.5% Good</td>
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<tr>
<td>Covered Play</td>
<td>Covered play</td>
<td>Covered play</td>
<td>4,000</td>
<td>4,000</td>
<td>4,000</td>
<td>82.6% Fair</td>
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<tr>
<td>Portable 113</td>
<td>Portable</td>
<td>Classroom</td>
<td>1,568</td>
<td>1,568</td>
<td>0</td>
<td>Ratings Not Started</td>
<td></td>
</tr>
<tr>
<td>Portable 114</td>
<td>Portable</td>
<td>Classroom</td>
<td>1,568</td>
<td>1,568</td>
<td>0</td>
<td>Ratings Not Started</td>
<td></td>
</tr>
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<td>Portable</td>
<td>Classroom</td>
<td>1,568</td>
<td>1,568</td>
<td>0</td>
<td>Ratings Not Started</td>
<td></td>
</tr>
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<td>Portable 116</td>
<td>Portable</td>
<td>Classroom</td>
<td>1,568</td>
<td>1,568</td>
<td>0</td>
<td>Ratings Not Started</td>
<td></td>
</tr>
<tr>
<td>Portable 117</td>
<td>Portable</td>
<td>Classroom</td>
<td>1,568</td>
<td>1,568</td>
<td>0</td>
<td>Ratings Not Started</td>
<td></td>
</tr>
<tr>
<td>School District Building</td>
<td>Administrative</td>
<td>Administrative</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
## Building Summary Report

### BCA Building Narrative

### Building Details
- **Building Profile Type:** Middle/Junior High School - Single Story
- **Number of Floors:** 1
- **Building Characteristics:** Occupied
- **Certified by BCA:** Yes
- **Condition Rating:** 75.67% Fair
- **Comments:** Area labs were changed from district admin to school admin in 2001

### Building Inventory

<table>
<thead>
<tr>
<th>Year</th>
<th>District Assigned Area</th>
<th>District Assigned Use</th>
<th>Gross Building SF</th>
<th>Gross Instructional SF</th>
<th>State Assisted SF</th>
<th>Original Occupancy Date</th>
<th>Original Board Acceptance Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1953</td>
<td>1st Fl A-4-LA</td>
<td>Classroom, Library</td>
<td>12,000</td>
<td>12,000</td>
<td>12,000</td>
<td>9/9/1953</td>
<td>1/28/1954</td>
</tr>
<tr>
<td>1953</td>
<td>1st Fl A-4-Ga</td>
<td>Administration, Cafeteria, Computer, Music</td>
<td>7,000</td>
<td>7,000</td>
<td>7,000</td>
<td>9/9/1953</td>
<td>1/28/1954</td>
</tr>
<tr>
<td>2001</td>
<td>3rd Fl A-1B</td>
<td>Administrative</td>
<td>1,972</td>
<td>1,972</td>
<td>1,972</td>
<td>9/9/2001</td>
<td>11/10/2001</td>
</tr>
</tbody>
</table>

**Building Totals:** 27,000

### Building Components

<table>
<thead>
<tr>
<th>Sub-Assembly</th>
<th>Component</th>
<th>Component Code</th>
<th>Maintenance Priority</th>
<th>Condition Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundations</td>
<td>Standard Foundation</td>
<td>A0200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Slabs on Grade</td>
<td>Standard Slab on Grade</td>
<td>A0200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Water and Gas Utilities</td>
<td>Building Subsurface</td>
<td>A0200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Structures</td>
<td>Roof Construction</td>
<td>B0200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Exterior Vertical Enclosures</td>
<td>Exterior Walls</td>
<td>C0200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Exterior Windows</td>
<td>D0200</td>
<td>30.00% Poor</td>
<td></td>
</tr>
<tr>
<td>Deficiencies</td>
<td>Other, Security, U-Value</td>
<td>E0200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cables</td>
<td>P.E.</td>
<td>F0200</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

School Facilities and Organization: Presented May 01, 2014 
Page 1 of 5
1) Show all buildings on the facility’s campus to scale. Clearly indicate which building is which.

It may be helpful to include dates each building was built, but that should definitely be included on the floor plan area analysis.

1) Area numbers in the floor plan correspond to the area numbers in the table and also ICOS’ Area Names in the Inventory tab.
2) Include year built and the amount of square footage constructed.

Suggestions to also include:
- Final board acceptance date.
- If state-assisted funds were involved.
Building Summary Report

Building Details

BUILDING PROFILE TYPE: Middle/Junior High School - Single Story
NUMBER OF FLOORS: 1
BUILDING CHARACTERISTICS: Occupied
CERTIFIED BY BSA: Yes
CONDITION RATING: 75.7% Fair
COMMENTS: Area halls were changed from district admin to school admin in 2001

Building Inventory

<table>
<thead>
<tr>
<th>YEAR</th>
<th>DISTRICT ASSIGNED AREA</th>
<th>DISTRICT ASSIGNED AREA USE</th>
<th>GROSS BUILDING SF</th>
<th>GROSS INSTRUCTIONAL SF</th>
<th>STATE ASSISTED SF</th>
<th>ORIG. OCCUPANCY DATE</th>
<th>ORIG. BOARD ACCEPTANCE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1993</td>
<td>Lot A4-1 A-4.4</td>
<td>Classroom, Library</td>
<td>12,701</td>
<td>12,701</td>
<td>12,701</td>
<td>9/6/1993</td>
<td>1/28/1994</td>
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<tr>
<td></td>
<td></td>
<td>Conference, Music</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2001</td>
<td>Lot A4-1 A-18</td>
<td>Administration</td>
<td>1,972</td>
<td>1,972</td>
<td>1,972</td>
<td>9/6/2001</td>
<td>11/26/2001</td>
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</tbody>
</table>

Building Totals: 27,981

Building Condition

<table>
<thead>
<tr>
<th>SUB-ASSEMBLY</th>
<th>COMPONENT</th>
<th>CONDITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Foundation</td>
<td>A2010</td>
<td>95.00% Good</td>
</tr>
<tr>
<td>Standard Slab on Grade</td>
<td>A4010</td>
<td>90.00% Good</td>
</tr>
<tr>
<td>Building Substructure</td>
<td>A4010</td>
<td>90.00% Good</td>
</tr>
<tr>
<td>Roof Construction</td>
<td>B2010</td>
<td>90.00% Good</td>
</tr>
<tr>
<td>Exterior Vertical Enclosures</td>
<td>B2010</td>
<td>90.00% Good</td>
</tr>
<tr>
<td>Window</td>
<td>B2010</td>
<td>90.00% Good</td>
</tr>
<tr>
<td>Other, Security, U-values</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Others</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Catnic</td>
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</tbody>
</table>

Study & Survey Grant

Condition
**Building Condition Evaluation Form**

<table>
<thead>
<tr>
<th>Component</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exterior Building Condition</td>
<td>21</td>
</tr>
<tr>
<td>Interior Building Condition</td>
<td>29</td>
</tr>
<tr>
<td>Mechanical Systems Condition</td>
<td>21</td>
</tr>
<tr>
<td>Safety/Building Code</td>
<td>19</td>
</tr>
<tr>
<td>Positions for Handicapped</td>
<td>7</td>
</tr>
<tr>
<td>Stability Code and Definition</td>
<td>4</td>
</tr>
<tr>
<td>Building Condition Rating Screen</td>
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</tr>
</tbody>
</table>

**BCE: Building Condition Evaluation**

<table>
<thead>
<tr>
<th>Component</th>
<th>Score</th>
</tr>
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<tbody>
<tr>
<td>Exterior Building Condition</td>
<td>21</td>
</tr>
<tr>
<td>Interior Building Condition</td>
<td>29</td>
</tr>
<tr>
<td>Mechanical Systems Condition</td>
<td>21</td>
</tr>
<tr>
<td>Safety/Building Code</td>
<td>19</td>
</tr>
</tbody>
</table>

**Significant Location Factors / Overall Conclusions**

- Building makes positive contribution to educational environment
- Building suitable
- Current use of space is compatible with intended use and meets existing needs
- Current use of space is not compatible with intended use or design

**School Official Signature**

**Date** 12/17/2014

**ECS** Record Information on Building System Data Elements or Flavors Doc.
Building Summary Report

Building Details

- BUILDING PROFILE TYPE: Middle/Junior High School - Single Story
- NUMBER OF FLOORS: 1
- BUILDING CHARACTERISTICS: Occupied
- CONDITION MARKING: 75.0% Fair
- COMMENTS: Area labels were changed from district admin to school admin in 2001

Building Inventory

<table>
<thead>
<tr>
<th>YEAR</th>
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<th>ORIGINAL BOARD ACCEPTANCE DATE</th>
</tr>
</thead>
</table>

Building Components

<table>
<thead>
<tr>
<th>SUB-ASSEMBLY</th>
<th>COMPONENT</th>
<th>COMPONENT CODE</th>
<th>MAINTENANCE INFRASTRUCTURE</th>
<th>CONDITION NOTING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation</td>
<td>Standard Foundation</td>
<td>A12200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Site on Grade</td>
<td>Standard Grade on Grade</td>
<td>A01200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Water and Gas</td>
<td>Water Lineage</td>
<td>A02200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Structure</td>
<td>Roof Plan</td>
<td>B12200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Exterior Vertical Enclosures</td>
<td>Exterior Walls</td>
<td>B2200</td>
<td>90.00% Good</td>
<td></td>
</tr>
<tr>
<td>Site Map Upload</td>
<td>Other, Security, U-Value</td>
<td>C12200</td>
<td>30.00% Poor</td>
<td></td>
</tr>
</tbody>
</table>

Required for Chapter 1

School Facility General Information

1. School Facility Name
2. School Facility Physical Coordinates (use street address or map to obtain latitude & longitude)
3. Total Site Acreage
4. Site Inventory (down to component level)
5. School Code(s)
6. Grades Served
7. Site Map Upload (to scale and showing all buildings on the campus)
8. Site Condition Assessment

Building Information

1. Building District Assigned Name
2. Building Floor Plan Upload (to scale and indicating individual areas)
3. Building Area Analysis Upload (may be combined with floor plan)
4. Number of Floors (including occupied basements)
5. Characteristics (occupied, APP, WSSP, has classrooms, etc.)
6. Types and Quantities of Classrooms
7. Year Originally Built
8. District Assigned Area Name
9. District Assigned Area Use (select from list)
10. Square Feet of Gross Building and Gross Instructional
11. Building Condition Assessment
Pre-Disaster Mitigation

Questions?
Contact the Regional Coordinator for your region

Justin Rogers, Northwest Regional Coordinator
justin.rogers@k12.wa.us
(360) 725-6221

Bill Coon, Southwest Regional Coordinator
bill.coon@k12.wa.us
(360) 725-6262, (206) 883-0874 (cell)

Gary Miller, Eastern Regional Coordinator
gary.miller@k12.wa.us
(509) 456-2866, (509) 994-3771 (cell)