



CITY OF SAINT PAUL

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April 1, 2020

JEFF T CONNELL ENVIRONMENTAL SERVICES MANAGER
ST PAUL PUBLIC SCHOOLS
1930 COMO AVE
ST PAUL MN 55108 USA

FIRE INSPECTION CORRECTION NOTICE

RE: 560 CONCORDIA AVE
Ref. #11409

Dear Property Representative:

Your building was inspected on March 18, 2020 for the renewal of your Fire Certificate of Occupancy. Approval for occupancy will be granted upon compliance with the following deficiency list. The items on the list must be corrected prior to the re-inspection date. A re-inspection will be made after May 17, 2020.

Failure to comply may result in a criminal citation or the revocation of the Fire Certificate of Occupancy. The Saint Paul Legislative Code requires that no building shall be occupied without a Fire Certificate of Occupancy. The code also provides for the assessment of additional re-inspection fees.

YOU WILL BE RESPONSIBLE FOR NOTIFYING TENANTS IF ANY OF THE FOLLOWING LIST OF DEFICIENCIES ARE THEIR RESPONSIBILITY.

DEFICIENCY LIST

1. **CHECK THROUGHTOUT** - NEC 440.13 - For cord-connected equipment such as: room air conditioners, household refrigerators and freezers, drinking water coolers, and beverage dispensers, a separable connector or an attachment plug and receptacle shall be permitted to serve as the disconnecting means. The appliance must plug directly into a permanent outlet. - **1217, 1230, 1406 GYM OFFICE, 1501 CAPITAL HILL OFFICE- 1ST OFFICE ON LEFT, 1525, 1718, 2227B, 2301A INSIDE 2301, 2311 NEAR WINDOW, 2315, 2704.**

2. **1118A** - MSFC 605.1 - Remove unapproved exposed wiring and install in accordance with the electrical code.
3. **1119 OUTSIDE GYM OFFICE, 1405 STORAGE, CORRIDOR NEXT TO 1712, - 1709A, NEAR 1712, 2316 MAINTENANCE, 2317, 2320** - MSFC 901.6 - Have fire extinguisher recharged and tagged.
4. **1203, 1206, 1212, 2103, 2104, 2107, 2317, 2708, 2709, 2710 - DOORS:** MSFC 1008.1 Doors. Means of egress doors shall be readily distinguishable from the adjacent construction and finishes such that the doors are easily recognizable as doors. Mirrors or similar reflecting materials shall not be used on means of egress doors. Means of egress doors shall not be concealed by curtains, drapes, decorations or similar materials. **CONSTRUCTION PAPER**
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5. **1217, 1414 & 2602** - NEC 400.10 - Provide strain relief for the cords so that tension will not be transmitted to joints or terminals. **-POWER STRIP HANGING AND SHALL BE SUPPORTED AND/OR LONGER CORD NEEDED.**
6. **1220 MECHANICAL- ELEVATOR EQUIPMENT ROOM** - SPLC 34.12 (2), SPLC 34.36 (1) - Repair and maintain all required and supplied equipment in an operative and safe condition to properly and safely perform their intended function in accordance with the provisions of the applicable code. **-PROVIDE SIGNAGE INTO ELEVATOR EQUIPMENT ROOM. ALSO REMOVE STORAGE FROM ELEVATOR EQUIPMENT ROOM.**
7. **1238 B MECHANICAL & 1308 HEARING TESTING BOOTH** - MSFC 901.6 - The sprinkler system does not appear to properly protect the hazard. Contact a fire sprinkler contractor to provide calculation and/or remedies to properly protect the hazard. Provide written documentation to this office. All sprinkler work must be done by a licensed contractor under permit. **-1308 HEARING TESTING BOOTH- NO HEAD INSIDE BOOTH. 1238B MECHANICAL HAS NEW DUCT WORK AND SHEETROCK THAT WILL NEED SPRINKLER COVERAGE.**
8. **1238 MECHANICAL & 1403** - 315.3.3.2 Electrical vaults and equipment rooms. Electrical vaults and rooms or areas solely dedicated to main electrical distribution equipment shall not contain storage. **-1238 HAS A ROLLING CART WITH COMBUSTIBLES IN FRONT OF THE ELECTRICAL MAN. 1403 TRANSFORMER HAS COMBUSTIBLES NEXT TO IT.**
9. **1238 MECHANICAL & 1519 MECHANICAL** - MSFC 703.1 - The fire door must not be obstructed or impaired from its proper operation at any time. **-1238 MECHANICAL -FIRE DOORS BEING PROPPED. THESE NEED TO REMAIN SHUT OR PUT ON MAGNETIC HOLD OPENS TIED INTO FIRE ALARM AND ELECTRICAL. 1519 MECHANICAL HAS A FRICTION HOLD OPEN. THIS IS NOT ALLOWED- REMOVE OR ADD MAGNETIC HOLD OPEN.**

10. **1246, 1317 STAFF LOUNGE** - MSFC 703.1 - The fire door must not be obstructed or impaired from its proper operation at any time. **-NO PROPPING FIRE DOORS- CAN HAVE FRICTION HOLD OPENS.**
11. **1306 KITCHEN HOOD- BAFFLES** - SPLC 34.12 (2), SPLC 34.36 (1) - Repair and maintain all required and supplied equipment in an operative and safe condition to properly and safely perform their intended function in accordance with the provisions of the applicable code. **- CLEAN KITCHEN HOOD BAFFLES**
12. **1310 DRYER** - SPLC 34.12 (2), SPLC 34.36 (1) - Repair and maintain all required and supplied equipment in an operative and safe condition to properly and safely perform their intended function in accordance with the provisions of the applicable code. **-DRYER VENTING AND AREA NEED TO BE CLEANED. MAKE SURE THIS DRYER ON THE LIST FOR REGULAR CLEANING.**
13. **1326** - MSFC 1008.1.9.3 - Remove unapproved locks from the exit doors. The door must be openable from the inside without the use of keys or special knowledge or effort. **- DOOR HANDLE GUARDS NOT ALLOWED, CONTINUOUS ISSUE.**
14. **1345 FIRE PUMP ROOM** - MSFC 605.3.1 - Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar wording. **-THIS HAS A MAIN SHUT OFF AND ROOM SHALL BE LABELED.**
15. **1345 FIRE PUMP ROOM, 1526** - MN Stat 299F.18 - Immediately remove and discontinue excessive accumulation of combustible materials.
16. **1405 STORAGE, 1709A, 2316 MAINTENANCE** - MSFC 906.1, MN Stat. 299F.361 - Provide approved fire extinguishers in accordance with the following types, sizes and locations. **SIGNAGE INTO ROOM "FIRE EXTINGUISHER AND "-Provide minimum 2A10BC fire extinguishers spaced not more than 75 feet travel distance from any point in the building to an extinguisher. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations. HANG AND LABEL FIRE EXTINGUISHERS**
17. **1406 GYM & 1501 OFFICES, 1722, 2504** - MSFC 605.10: ELECTRIC SPACE HEATERS IN SCHOOLS: Must be listed by a nationally recognized testing laboratory and installed and operated in accordance with the manufacturer's instructions. in addition must have high temperature cutoffs and tip-over shut off switches.
18. **1409 GYM STORAGE, 1538, 2227B KILN** - MSFC 603.5.3 - Provide clearance around all mechanical equipment. **-1409 GYM STORAGE PROVIDE AISLE ACCESS TO WATER MAIN, 1538 REFRIGERATOR, 2227B CLEARANCE AROUND KILN REQUIRED.**
19. **1506 BEHIND DESK** - MSFC 605.4 - Discontinue use of all multi-plug adapters.

20. **1707 AUDITORIUM** - MSFC 807.2 - Provide documentation that decorative materials have been treated and maintained with an approved flame retardant or remove decorative materials that do not meet the flame retardant requirements. **-REMOVE PLASTIC CURTAINS. ADVISE STAFF THESE NEED TO BE APPROVED MATERIALS THAT MEET THE FLAME RETARDANT STANDARDS. ALSO NOTE IF NEW CURTAINS ARE HUNG THEY CANNOT OBSTRUCT THE SPRINKLER COVERAGE AS IT DOES CURRENTLY.**
21. **1723A, 2316 & 2701 MAINTENANCE** - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the walls in an approved manner. **-2316 MAINTENANCE HOLE BEHIND DOOR, 2701 MAINTENANCE HOLE IN WALL AT SINK**
22. **2001B MECHANICAL** - MSFC 605.6 - Provide all openings in junction boxes to be sealed.
23. **2105 STORAGE** - MSFC 605.1 - Repair or replace damaged electrical appliance wiring. **-SECURE LIGHT FIXTURE.**
24. **2109 MECHANICAL** - NEC 300-21 - Provide for the openings through walls, floors or ceilings to be fire stopped using approved methods.
25. **2210 STORAGE** - NEXT TO - MSFC 703.1 - Provide, repair or replace the fire rated door and assembly. **-DOOR NEXT TO 2210 STORAGE HARDWARE LATCH NEEDS TO BE TIGHTENED.**
26. **2305, 2714** - MSFC 1104.3, 1011.1 - Provide and maintain approved directional exit signs. **-2ND EXIT NEEDS TO BE LABELED.**
27. **2317** - MSFC 901.6 - Remove obstruction to the fire extinguisher. **-REMOVE SHELVES THAT BLOCKS CABINET.**
28. **2320 SHELVES BLOCKING** - MFGC 409.5 - Provide an approved gas shut off valve within 6 feet of the appliance in accordance with the mechanical code. **-REMOVE SHELVES THAT BLOCK ACCESS TO THE EMERGENCY SHUT OFF VALVE.**
29. **2507, 2710** - MSFC 605.5 - Remove electrical cords that extend through walls, ceiling, floors, under doors, or floors coverings, or are subjected to environmental or physical damage. **- 2507, 2710 CORD UNDER RUG**
30. **2519** - NEC 110.26 - Provide and maintain a minimum of 36 inches clearance in front of all electrical panels.
31. **2601A** - MSFC 901.6 - The fire alarm system must be maintained in a operative condition at all times, replace or repair where defective. **-NO DETECTOR**

32. **2603** - SPLC 34.19 - Provide access to the inspector to all areas of the building.-
COULD NOT ACCESS AT TIME OF INSPECTION.
33. **2606 MEDIA STORAGE** - MSFC 903.3.3 - Remove obstruction to the fire sprinkler head or contact a licensed fire sprinkler contractor to provide code compliant coverage. Any sprinkler work must be done by a licensed contractor under a permit. -**2001 A STORAGE, 2606 MEDIA STORAGE REMOVE TOP SHELVES THAT BLOCK SPRINKLER FLOW.**
34. **2607** - MSFC 404.2 - Provide an approved fire and emergency evacuation plan. -
EVACUATION MAPS MISSING
35. **ATRIUM/CLASSROOM PODS AT SUSPENDED CEILING TILE** - SPLC 34.10 (2), 34.34(1) - Repair and maintain the damaged structural member. -**PROVIDE DOCUMENTATION OF THE STRUCTURAL ENGINEER REPORT FOR THE WORK COMPLETED ON THE ATRIUM PODS/CLASSROOMS WHERE REPAIRS MADE FOR SUSPENDED CEILING TILES AND SUPPORT ANCHORS/ HANGERS THAT FAILED.**
36. **CHECK THROUGHOUT - CEILING TILES:** SPLC 34.10 (7), 34.17 (5) - Repair and maintain the ceiling in an approved manner. Replace missing ceiling tiles to maintain proper fire sprinkler coverage. -**LOBBY OF DOOR #11, CORRIDOR OUTSIDE 1118 GYM1308, 1309 STORAGE, 1311A STORAGE, 1314, 1320, 1323, 1328, 1339, 1343, 1344A, 1705, 1707 AUDITORIUM, 2107, 2241 INSIDE 2237, SENSORY MOTOR CLOSET ACROSS FROM 2243, 2601, 2601A, 2611A, 2611B, 2614A, 2710, 2714**
37. **CHECK THROUGHOUT** - MSFC 605.5 - Discontinue use of extension cords used in lieu of permanent wiring. -**1105, 1114 CAFETERIA DAISY CHAINING SERVING BUFFETS, 1340 EXTENSION INTO POWER TAP 3RD DESK FROM THE LEFT AT WINDOW, 1343, 1503 PRINCIPAL OFFICE, 1511, 1512, 1513, 1526, 1704, 1718, 2202, 2223, 2232 MULTIPURPOSE ROOM LAMP, 2304 NEAR WHITE BOARD- DAISY CHAINING NOT ALLOWED, 2315, 2704, 2709**
38. **CHECK THROUGHOUT** - MSFC 315.3.1 - Provide and maintain a minimum of 18 inches clearance between the top of the storage and the sprinkler heads throughout the space. - **1107, 1206 RESTROOM, 1207, 1214, 1233, 1309 STORAGE, 1334, 1343 INSIDE BATHROOM, 1345, 1503 CLOSET, 1512, 1514, 1516, 1524, 1526, 1538, 1721, 2105 STORAGE, 2220 SEASAME STREET CLOSET, 2223, 2305, 2307, 2310, 2514, 2611B STORAGE, 2710, 2714**
39. **CHECK THROUGHOUT** - NEC 590.3(B) - Temporary electrical power and lighting installations shall be permitted for a period not to exceed 90 days for holiday lighting and similar purposes. - Remove temporary decorative string lights. School also requires LED lights. -**1105, 1108, 1212, 1217, 1503, 1506, 1511, 1512-PAPER LANTERNS, 1513, 1515, 1518, 1538, 1526, 1717, 1718, 1722, 1724, 2206, 2216, 2227B, 2511, 2515**

40. **CHECK THROUGHTOUT** - NFPA 13 Escutcheons used with recessed. flush-type, or concealed sprinklers shall be part of a listed sprinkler assembly. -**1230B, CORRIDOR OUTSIDE 1520 MAINTENANCE, OUTSIDE 1722, 2216, OUTSIDE 2304, OUTSIDE 2243**

41. **CHECK THROUGHTOUT** - MSFC 1104.22 - Provide and maintain a minimum of 24 inch aisles throughout employee only areas. -**1118A, 1208, 1215, 1345 FIRE PUMP ROOM, 1705 STORAGE, 1707 AUDITORIUM REAR STAGE TO DOOR, 1721, 2105 B STORAGE, 2712 STORAGE, 2713 STORAGE**

42. **CHECK THROUGHTOUT** - MSFC 315.3 - Provide and maintain orderly storage of materials. -**1208, 1215, 1345 FIRE PUMP ROOM, 2105 B STORAGE, 2713 STORAGE**

43. **FIRE ALARM WORK: CHECK THROUGHTOUT** - MSFC 1103.7 - Provide an approved fire alarm system. -**PER EAGAN ANNUAL FIRE ALARM REPORT DATED 10-18-19 ALL 3 ELEVATORS DO NOT RECALL, NO DETECTION IN 2001B, 1109, 1216A, 1421A, 2032, 2038, 2519. OLD DETECTORS IN 1408 GYM STORAGE, 1118A & 1119. 2712 DUCT DETECTOR TEST SWITCH DID NOT WORK. ALSO VERIFY IF 1238 MECHANICAL SHOULD HAVE A HEAT DETECTOR**

44. **EMAIL GENERATOR REPORTS** - MSFC 604 EMERGENCY AND STANDBY POWER SYSTEMS. 604.3 Maintenance. Emergency and standby power systems shall be maintained in accordance with NFPA 110 and NFPA 111 such that the system is capable of supplying service within the time specified for the type and duration required.- MSFC 604.3.1 Schedule. Inspection, testing and maintenance of emergency and standby power systems shall be in accordance with an approved schedule established upon completion and approval of the system installation.-Annual tests consist of 30 minute test of the emergency lighting system. Monthly tests consist of 30 seconds. The record shall include the location of the emergency lighting tested, whether the unit passed or failed, the date of the test, and the person completing the test. MSFC 604.3.2 Written Record. Written records of the inspection, testing and maintenance of emergency and standby power systems shall include the date of service, name of the servicing technician, a summary, of conditions noted and an detailed description of any conditions required correction and what corrective action was taken. such records shall be kept on the premises served by the emergency or standby power system and be available for inspection by the fire code official.-Testing of the emergency lighting system shall be tested monthly. The activation test shall ensure the emergency lighting activates automatically upon normal electrical disconnect and stays sufficiently illuminated for a minimum of 30 seconds. Records kept on site for three years.-

45. **NEXT TO 1340** - MSFC 1030.2 - Remove the materials that cause an exit obstruction. Maintain a clear and unobstructed exit path.

46. **SPRINKLER WORK**; MSFC 901.6 - The fire sprinkler system must be maintained in a operative condition at all times, replace or repair where defective. All work must be done by a licensed contractor under a permit. -**PER NASSEFF REPORT DATED 7-30-19 HEADS IN COOLERS ARE OVER 10 YEARS OLD, 1241 COOLER HEAD LEAKING, STAIRS BY**

SOUTH HAS HOSE VALVE INSIDE AND NOT LABELED, NEED TO ADD SNUBER TO JOCKEY PUMP, 1401 GYM MISSING PSRINKLER GUARD, NEAR 1246 MIXED HEAD TYPES. FIRE INSPECTOR CHECKING INTO THE TRACK LIGHTING IN ATRIUMS- TRACK LIGHTING BLOCKING HEADS- THERE IS AN EXCEPTION TO SPRINKLER HEADS AND LIGHTING.

Saint Paul Legislative Code authorizes this inspection and collection of inspection fees. For forms, fee schedule, inspection handouts, or information on some of the violations contained in this report, please visit our web page at: <http://www.stpaul.gov/cofo>

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the Office of the City Clerk, 310 City Hall, City/County Courthouse, 15 W Kellogg Blvd, Saint Paul MN 55102 Phone: (651-266-8585) and must be filed within 10 days of the date of this order.

If you have any questions, email me at: Diane.gavin@ci.stpaul.mn.us or call me at 651-266-8942 between 7:30 a.m. - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Diane Gavin
Fire Safety Inspector

Reference Number 11409