



Form F4 – CERTIFICATION of READINESS for OSF OCCUPANCY INSPECTION

COUNTY/SCHOOL DISTRICT:			
(Check if applicable):	<input type="checkbox"/> SC Public Charter	<input type="checkbox"/> Erskine Charter	<input type="checkbox"/> District Charter
FACILITY NAME:			
PROJECT ADDRESS:			
PROJECT DESCRIPTION: (Scope of Work)			

I have observed the completion of the applicable items below and find that the work meets the requirements for substantial completion and these items will be available at the inspection.

Check each inspected item that applies:

- ☐ 1. The fire alarm works and is connected to a supervised monitoring station. The NFPA 72 Record of Completion and the supporting documentation (e.g. interconnected supplementary system, record of inspection and testing) will be available at the inspection.
- ☐ 2. All fire rated doors and related hardware, smoke detectors and hold open devices are properly installed and working.
- ☐ 3. All exit lights, emergency lights and emergency power systems are properly installed and working.
- ☐ 4. Fire extinguishers are properly installed, inspected and working in all facilities. Fire suppression systems are properly installed and working in kitchen hood systems, and any other locations with special requirements.
- ☐ 5. All fire-resistance rated construction are properly constructed and identified (stenciled to identify the wall, barrier or partition with time stamp) and sealed to the structure above and can be demonstrated that the proper sealant materials were used.
- ☐ 6. All doors and other opening protective in rated walls are installed with the correct hardware, glazing and labels.
- ☐ 7. All rated ceilings and/or floor/ceiling assemblies have been properly installed.
- ☐ 8. All penetrations (pipes, conduit, ducts, etc.) in fire-resistance rated construction (walls, barriers, partitions and/or flooring ceiling assemblies) are properly installed using appropriate methods and materials.
- ☐ 9. Fire protection of columns, beams, ceilings, roof and floor decking are of required thickness and properly installed.
- ☐ 10. All required seismic bracing of walls, equipment, pipes, ducts and ceiling grid is present and properly installed.
- ☐ 11. Water supply "Sanitation Report" and "Bacteriological Report" have been completed for new supply piping. Approval to put wastewater disposal and water supply system(s) into service has been obtained from SCDHEC (if applicable). Copies of the reports will be available at the inspection.

- ☐ 12. Kitchen facilities have been inspected and approved for use by SCDHEC. Copies of the reports will be available at the inspection.
- ☐ 13. ANSI A117.1 accessibility requirements have been met.
- ☐ 14. NFPA 24 Contractor's Materials and Test Certificate completed for on-site fire hydrant piping.
- ☐ 15. SC LLR approval letters for above and underground sprinkler systems.
- ☐ 16. NFPA 13 contractor's materials and test certificates completed for above ground sprinkler pipe and underground pipe leading to the sprinkler system.
- ☐ 17. OSF Approved Chapter 1/Third Party Inspector witnessed the installation and test of the above ground sprinkler pipe and underground pipe leading to the sprinkler system with supporting documentation.
- ☐ 18. Completed "FIRE SPRINKLER SYSTEM CERTIFICATE OF COMPLIANCE" for all sprinkler systems.
- ☐ 19. Emergency Responder Radio Communication coverage test report from a qualified person or company with satisfactory results.
- ☐ 20. SCDOT recommendations have been adhered to.
- ☐ 21. OSF requested letters from the district/owner.
- ☐ 22. All HVAC systems have been tested, balanced, and commissioned per ASHRAE 90.1. A copy of the report will be available at the inspection.
- ☐ 23. Listed assembly details, product data sheets, and approved submittals are available on site.
- ☐ 24. Design Professional's deficiency list with final resolutions is available for review.
- ☐ 25. Fire safety and evacuation plans are complete and will be available for review at the inspection.
- ☐ 26. Attach the *Chapter 1 Inspection Summary by Area/Building* Report with initials; the *Final Reports of Special Inspections by Design Professional and Special Inspector* with signatures; and the Chapter 1/Third Party deficiency lists with final resolution. All inspections are complete and available onsite for review.

On behalf of the School District, I request a substantial completion inspection for this project.

REQUESTED BY:

Design Professional of Record

		Date
<i>(Print Name)</i>	<i>(Signature)</i>	
<i>(Company Name)</i>	<i>(Contact Information)</i>	

SUMBIT THIS FORM TO THE OSF PLAN REVIEWER/INSPECTOR NO LESS THAN 24 HOURS PRIOR TO ANY REQUESTED INSPECTION. FORM MUST BE SUBMITTED BY EMAIL & THE OSF PORTAL TO THE ATTENTION OF:

OSF Plan Reviewer/Inspector:
South Carolina Department of Education, Office of School Facilities
Telephone (803)
Email: