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 Subject: Request for information prior to DLARA plumbing assessment
 Date: Friday, October 16, 2015 6:04:00 PM

Mr. Sitko,

Thank you for meeting with us today. As we discussed, Department of Licensing and Regulatory Affairs (LARA) plumbing inspectors will be contacting school officials at Freeman Elementary, Eisenhower Elementary, and Brownell K-2 STEM Academy to schedule an on-site visit. LARA plumbing inspectors will be performing an on-site assessment of each building's plumbing in preparation for and prior to samples being collected as part of a lead and copper evaluation.

As we discussed, it would be most helpful if school officials could provide background information prior to visits by the LARA plumbing inspectors.

In order to assist LARA staff to identify and prioritize sample sites, school staff should compile, collect, and review any records pertaining to the building plumbing. This includes building permits, plumbing permits, as built plans, and information about the service line and all potable water pipes, fixtures and appurtenances within the building. At a minimum, a diagram of each floor layout should be provided.

In addition, answers to the following questions will help streamline the on-site assessment process.

- When was the facility built?
- Have new buildings or additions been added? If so, when were they added? If built since 1986, were lead-free plumbing and solder used?
- When were the most recent plumbing repairs made and where were they located?
- What are the potable water pipes in your facility made of and what is their location? Options include: lead, brass, copper, plastic, galvanized metal and other materials. What materials were used to solder the potable water pipes in your system? Are brass taps, fittings or valves used? Note the locations.
- How many of the following outlets provide water for consumption: Bubblers, ice makers, water coolers and kitchen taps. Note their location. Include taps that might be used for making coffee or preparing formula.
- What brands and models of water coolers (cooled drinking fountains) provide water in your facility and what is their location?
- Do faucets have accessible screens and have they been cleaned?
- Can you detect any signs of corrosion, such as leaks, rust-colored water or stains?
- Is any electrical equipment grounded to water pipes?
- Are there any records of previous water testing?

LARA staff will be contacting each school directly to set a date and time for the assessment. It would also be very helpful if a school representative familiar with the building layout and plumbing system could accompany LARA staff as they conduct the assessment. A room reserved for records review would also be appreciated.

Thank you for coordinating this effort and forwarding this request to your school principals.

Again, we look forward to working with you.

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