



OFFICE OF SUPERINTENDENT OF SCHOOLS  
STATE OF CALIFORNIA  
DIVISION OF PUBLIC WORKS  
DIVISION OF ARCHITECTURE  
SAN FRANCISCO, CALIFORNIA  
APPROVED: [Signature]  
DATE: [Date]

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**MAINTENANCE SCHEDULE**

ITEM	DESCRIPTION	PERIOD
1	Check for loose mortar joints	Annually
2	Check for water penetration	Annually
3	Check for structural damage	Annually
4	Check for surface cracking	Annually
5	Check for efflorescence	Annually
6	Check for discoloration	Annually
7	Check for mold growth	Annually
8	Check for insect damage	Annually
9	Check for fire damage	Annually
10	Check for vandalism	Annually

**GENERAL NOTES**

1. All work shall be in accordance with the specifications and drawings.
2. The contractor shall be responsible for obtaining all necessary permits.
3. The contractor shall be responsible for protecting existing structures.
4. The contractor shall be responsible for maintaining access to adjacent properties.
5. The contractor shall be responsible for maintaining safety during construction.
6. The contractor shall be responsible for maintaining cleanliness of the site.
7. The contractor shall be responsible for maintaining records of all work.
8. The contractor shall be responsible for maintaining communication with the architect.
9. The contractor shall be responsible for maintaining a safe work environment.
10. The contractor shall be responsible for maintaining a professional appearance.

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