

DIVISION OF HIGHWAYS – ROADSIDE ENVIRONMENTAL

STATEWIDE REST AREA MAINTENANCE INSPECTION REPORT FOR LEVEL OF SERVICE

DATE: ___/___/___ TIME: ___:___ am/pm DIV.: ___ COUNTY: ___ ROUTE: ___ NBL ___ SBL ___ EBL ___ WBL ___

MAINTAINED BY: ___ (janitorial)/ ___ (grounds)/DOT STAFF ON DUTY: ___

I. Main Service Building (Max. 50 pts.)

A. Lobby:

- 1. Entrance/Air Lock: 1 - 15
clean, mats, floor, doors, glass, lights
2. Inside Lobby: 1 - 15
walls, floor, ceiling, watercooler, lights, display
3. Ventilation: 1 - 15
odors, return grills, filters, hot/cold, thermostat
4. Comments:

B. Men Restroom:

- 1. General Appearance: 1 - 15
open, floors, walls, ceiling, lights, windows
2. Fixtures: 1 - 15
urinals, toilets, partitions, sinks, faucets, handrail
3. Accessories: 1 - 15
dispensers, containers, mirrors, dryers, counter
4. Comments:

C. Women & Family Restroom:

- 1. General Appearance: 1 - 15
open, floors, walls, ceiling, lights, windows
2. Fixtures: 1 - 15
toilets, partitions, sinks, faucets, hand rail
3. Accessories: 1 - 15
dispensers, containers, mirrors, dryers, counter
4. Comments:

D. Service Room(s):

- 1. Mechanical: 1 - 5
HVAC, electrical, meter, heater, lights, floor
Storage: 1 - 5
clean, supplies, parts, organized, flammables
3. Service: 1 - 5
clean, lights, sink, floor, wall, ceiling, drain
4. Pipe Chase: 1 - 5
plumbing, lights, floor, drain, leaks, clear
5. Comments:

II. Outside Facilities (Max. 15 pts.)

A. Picnic:

- 1. Tables/Benches: 1 - 5
clean, seal, paint, damage, secure, replace
2. Shelters/Posts: 1 - 5
clean, insects/nest, paint, shingles, damage
3. Pads: 1 - 5
clean, litter, leaves, edged, damage, drop offs
4. Benches/Seatwalls: 1 - 5
clean, paint, damage, secure, needed
5. Comments:

B. Accessories:

- 1. Trash Containers: 1 - 5
clean, lids, liners, emptied, pads, damage
2. Recycling Containers: 1 - 5
clean, lids, liners, emptied, pads, damage
3. Fountains/Hydrants: 1 - 5
clean, operational, leaks, drains, pads, remove
4. Ash Urns/Grills: 1 - 5
clean, emptied, rusty, paint, damage, remove
5. Phones/Paper Boxes: 1 - 5
operational, clean, damage, empty, remove
6. Dumpster Area: 1 - 5
overflowing, clear, material stored, junk, litter
7. Comments:

C. Site Buildings:

- 1. Exterior of Service Bldg.: 1 - 5
clean, paint, lights, windows, roof, damage
2. Exterior of Storage Bldgs.: 1 - 5
secure, clean, paint, lights, doors, junk, damage
3. Interior of Storage Bldgs.: 1 - 5
clean, organized, supplies/parts, lights, floor
4. Exterior of Vending Bldg.: 1 - 5
clean, paint, lights, glass, doors, roof, damage
5. Interior of Vending Bldg.: 1 - 5
clean, trash, spills, glass, lights, operational
6. Comments:

III. Staff (Max. 10 pts.)

- A. On Duty/ Working: 0 - 5
B. Uniforms (Temp/Standard): 0 - 5
C. General:
1. Supervisor(s) on Duty: Yes No
2. Grounds Cont. on Site: Yes No
3. Comments:

IV. Parking/Walkways (Max. 10 pts.)

A. Ramps/Drives/Paths: 1 - 10

- litter, leaves, clippings, debris, ruts, damage
B. Parking Lots/Curbs: 1 - 10
litter, leaves, clippings, spills, striping, damage
C. Lights-Area/Post/Flag: 1 - 10
operational, damage, missing, needed
D. Porch/Deck/Patio: 1 - 10
clean, spills, litter, leaves, gum, damage, clutter
E. Sidewalks/Steps/Trails: 1 - 10
clean, litter, leaves, gum, edged, joints, damage
F. Fencing/Railing/Signs: 1 - 10
clean, painted, damaged, rotted, secure, needed
G. Pet Stations/Areas: 1 - 10
bags, containers, emptied, signs, clean, waste
H. Comments:

V. Planting/Lawn (Max. 10 pts.)

A. Beds/Plantings: 1 - 10

- weeds, edging, pruning, damage, replace, litter
B. Shrubs/Trees: 1 - 10
pruning, damage, remove, replace, safety
C. Lawn Areas: 1 - 10
weeds, leaves/pods, bare spots, damage, litter
D. Mowing/Trimming/Edging: 1 - 10
quality, damage, height, clippings, debris, needed
E. Mulch/Seed/Fertilizer/Pesticide: 1 - 10
needed, quality, results, damage, off target
F. Comments:

VI. Other (Max. 5 pts.)

- A. Water/Sewer System: 1 - 5
leaks, odor, general condition, pressure
B. Reports/Inspections: 1 - 5
water, light, illegal activity, supervisor work log
C. Contract/Postings/Schedules: 1 - 5
contract copy, cleaning, wages, pay, break & meal
D. Safety Precautions: 1 - 5
signs, PPE, MSDS/labels, 1st aid, fire ext, equip.
E. Comments:

VII. Comments/Problems/Plans for Overall Site:

Overall Score: _____

Level of Service Provided: 100-93 Exceeds Expectations 92-90 Meets Expectations 89 > Does Not Meet Expectations

INSPECTED BY: _____ CENTRAL ROADSIDE ENVIRONMENTAL UNIT RASM 11/15