

Wood Shed Agreement Form

Denver Public Schools

First Call Center

720-423-4020

FirstCall@dpsk12.org



Requestor: _____ Date: _____ Work Task: _____

Building: _____

Exact Location on property: _____

The Denver Public School has standards in place to purchase a shed for district property. All sheds purchased must meet the criteria below. View the Wood Shed Standards & Building Responsibility for more details.

- 1) Wall Panels & Siding: MUST be fire-retardant treated.
- 2) Floor: Galvanized steel or pressure treated lumber frame.
- 3) Doors: Solid plywood with fire treated framing and wood sheeting.
- 4) Door Hardware: Heavy duty locking is required to be covered under the DPS Insurance Policy.
- 5) Roof: Treated wood frame and sheathing with 25 year asphalt composition shingles.
- 6) Framing- Skid type base, for easy relocation.

Installation of the sheds must be to manufacturer's specifications as well as meet code, safety and DPS Standards. Follow the below guidelines when installing a shed on DPS property.

- 1) Located a minimum of 30 feet from permanent construction.
- 2) Only installed on hard surfaces- concrete or asphalt.
If on dirt, a concrete pad should be poured to meet DPS Standards.
- 3) Every effort should be made to protect the shed from staining, cracking, chipping, vandalism and drainage issues. Site should be left in first class condition upon completion.

Installation of a shed is a decision made by the school or department. The following are the building's responsibilities when purchasing a shed.

- 1) All costs associated with the shed must be funded by the school or alternate funding source.
- 2) Any future maintenance on sheds, including locks, graffiti, removal and general upkeep are the responsibility of the building.
- 3) Any future costs associated with the shed must be completed and funded through the department, school or alternate funding source.
- 4) If the shed becomes damaged or unsightly or needs to be relocated Facility Management may make the necessary adjustments with little hardship but at cost to the school

NOTE: Wood sheds MAY NOT be used to store any hazardous materials (i.e. gasoline or propane) or store any fuel powered equipment.

By signing below, I agree to adhere to the shed guidelines and will occur any costs associated with owning and maintaining this shed.

Requestor: _____

Printed Name & Title

Signature & Date

Facility Management Approval: _____

Printed Name & Title

Date