



## VIBE FACILITY COMMITTEE MEETING MONTHLY REPORT

September 20, 2023

### TICKETING SYSTEM

✚ The Cariina ticketing system is working well and is used for multiple requests.

# Tickets Open: 39

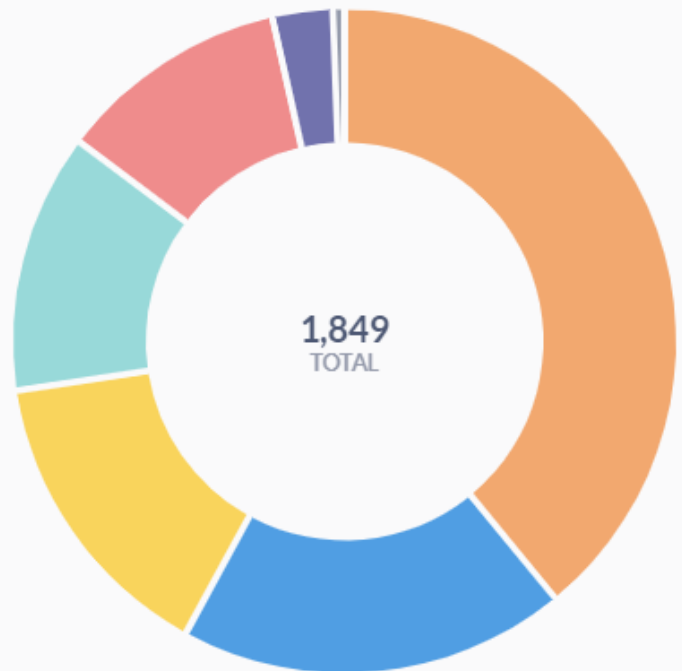
# Tickets Closed: 38

% Closed: 97.4%

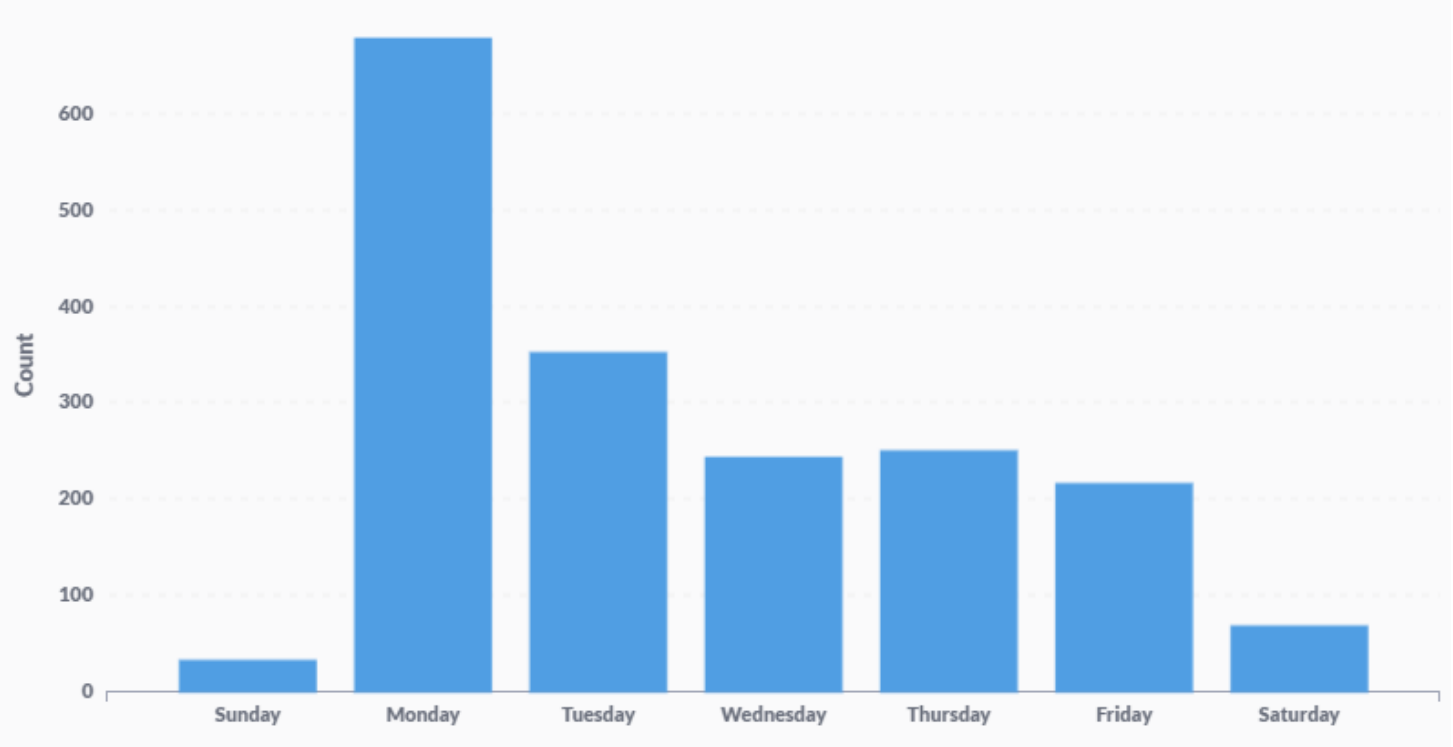
Avg. Completion Time: 24 hours

Number of Responses Per Form

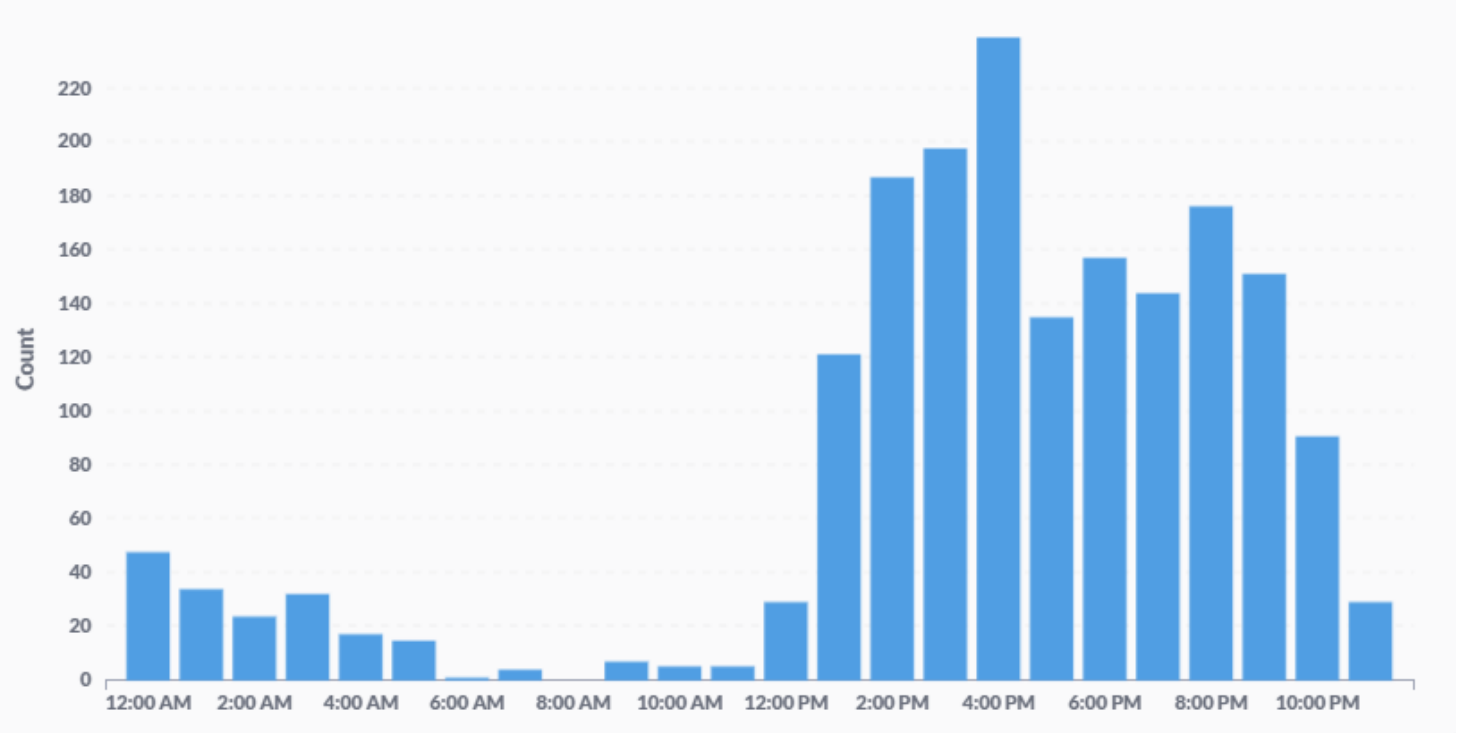
|   |         |
|---|---------|
| Chromebook Device Agreement                 | 39.589% |
| Transportation Request Form School Year ... | 18.983% |
| Summer Learning Program 2023 - Transpo...   | 14.711% |
| Facility Request                            | 12.601% |
| IT Request Ticket                           | 11.195% |
| Hot Spot Device Agreement                   | 2.704%  |
| Other                                       | 0.216%  |



Form Responses Count by Day of Week



Form Responses Count by Time of Day Submitted



## COMPLETED PROJECTS

### Floor Care

- Conducted July 3, 5, 6
- Stripped and waxed floors
- Common areas and hallways (14,846 square feet)
- Waxed floors with 4 coats of high solids sealer – Super Finish

### Junk King

- Conducted August 4 and 5, 2023
- Beginning of Year Clean Out
- De-Cluttered
- 1<sup>st</sup> Phase of Move Out

### Annual DHH Inspection

- Conducted August 23, 2023
- No violations found

08-23-2023

Permit Name: INTERNATIONAL HIGH SCHOOL OF NEW ORLEANS (School Food Service)

Inspection Purpose: Routine/Renewal

[Inspection Report](#)

Violations

None



**STATE OF LOUISIANA  
DEPARTMENT OF HEALTH  
OFFICE OF PUBLIC HEALTH**

**Retail Food  
Notice of Violations**

Routine/Renewal

|   |   |                  |  |
|---|---|------------------|--|
| Permit Number<br>36-0004849                                       | Permit Name<br>INTERNATIONAL HIGH SCHOOL OF NEW ORLEANS (School Food Service) |                  |  |
| Name of Establishment<br>INTERNATIONAL HIGH SCHOOL OF NEW ORLEANS |   |                  |  |
| Address<br>727 CARONDELET ST NEW ORLEANS, LA 70130                | Date<br>08/23/2023  | Time<br>01:05 PM |  |

**LAC TITLE 51 PART XXIII**

## Annual Roof Inspection

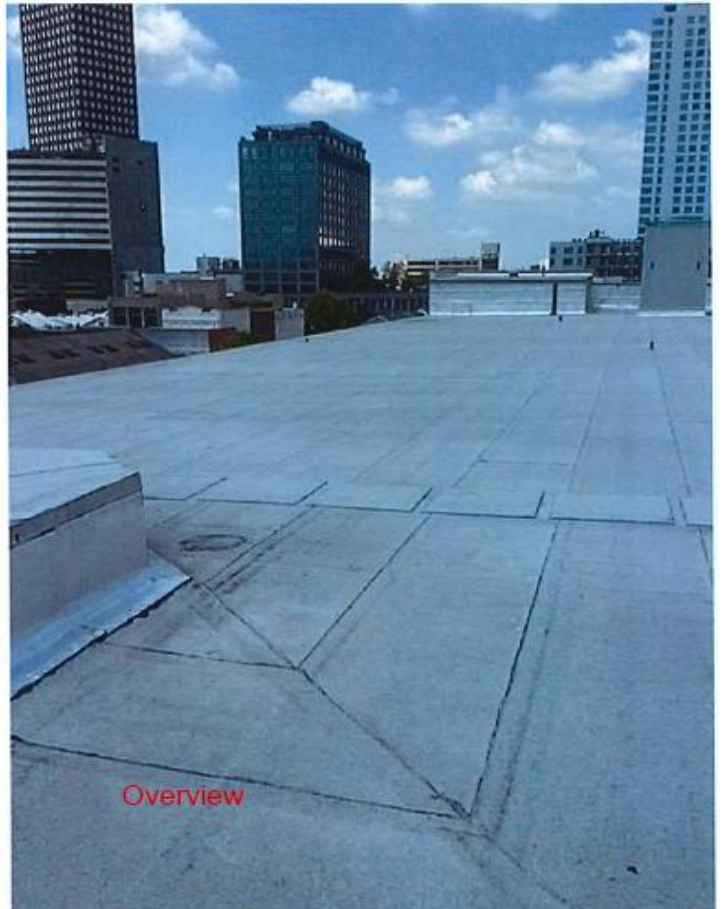
- Conducted August 25, 2023
- Inspection Results

### Inspection Results:

1. No current or active leaks were reported.
2. Roof membrane is in excellent condition with no damage or workmanship issues.
3. Wall flashings are in excellent condition with no damage or inconsistencies.
4. Penetrations are flashed properly and in excellent condition.
5. Metal coping and flashings are in excellent condition.
6. Gutters and down spouts are free of debris and functioning properly.

### Recommended Actions:

None at this time











# UPCOMING PROJECTS

## NOLA PS Annual Inspection

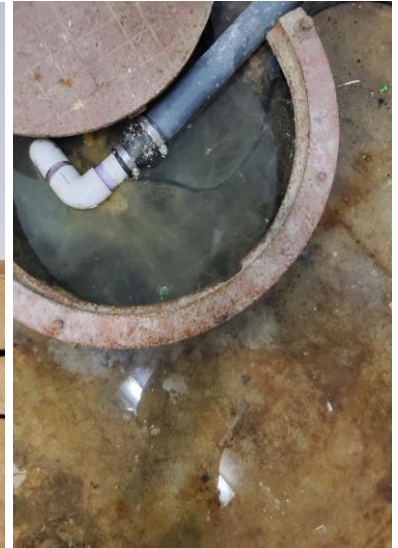
| Orleans Parish School Board Inspection Check List                     |           |                    |                     |
|---|-----------|--------------------|---------------------|
| Check List Items  | Condition | Comments           | Close-out Condition |
| <b>Pre-inspection document request</b>                                |           |                    |                     |
| HVAC annual inspection report   |           |                    |                     |
| HVAC quarterly maintenance report                                     |           |                    |                     |
| BAS quarterly report  |           |                    |                     |
| Water treatment annual report   |           |                    |                     |
| <b>Document Review</b>  |           |                    |                     |
| <b>CERTIFICATIONS &amp; REPORTS:</b>                                  |           |                    |                     |
| State Fire Marshall Report  |           |                    |                     |
| Boiler Certificate  |           |                    |                     |
| Elevator Certificate  |           |                    |                     |
| DHH Kitchen Inspection Report   |           |                    |                     |
| Permit to Operate   |           |                    |                     |
| Six Month Roof Inspection Report                                      |           |                    |                     |
| Current FOG Maintenance Report  |           |                    |                     |
| Sprinkler System Annual Inspection                                    |           |                    |                     |
| Asbestos Management Plan On Site (Record date)                        |           | Designated Person: |                     |
| Lead Based Paint Risk Assessment On Site                              |           |                    |                     |
| Fire drill records available  |           |                    |                     |
| Integrated Pest Management Plan (IPM)                                 |           |                    |                     |
| Annual Backflow Preventer Inspection report                           |           |                    |                     |
| <b>Structural</b>   |           |                    |                     |
| Floor/ceiling/walls sloping, racking, or bulging                      |           |                    |                     |
| Excessive cracks around windows or doors indicating settlement        |           |                    |                     |
| Weep holes are exposed and not covered by dirt or landscaping         |           |                    |                     |
| Other:  |           |                    |                     |
| <b>Roof</b>   |           |                    |                     |
| <b>General Information</b>  |           |                    |                     |
| Age of Roof:  |           |                    |                     |
| Type of Roof:   |           |                    |                     |
| Primary Surfacing Type:   |           |                    |                     |
| Secondary Surfacing Type  |           |                    |                     |
| Primary Drainage:   |           |                    |                     |
| Secondary (Emergency) Drainage:                                       |           |                    |                     |
| <b>DETERIORATION/DAMAGE</b>   |           |                    |                     |
| Membrane or surfacing is in good condition                            |           |                    |                     |
| Metal and flashing is in good condition                               |           |                    |                     |
| Rooftop equipment is properly installed and in good condition         |           |                    |                     |
| Rooftop penetrations are in good condition and properly flashed       |           |                    |                     |
| Roof can be safely accessed (if no, explain)                          |           |                    |                     |
| Deterioration or Maintenance repairs needed                           |           |                    |                     |
| Other:  |           |                    |                     |
| <b>MAINTENANCE:</b>   |           |                    |                     |
| Tree limbs that could fall on or touch the roof                       |           |                    |                     |
| Rooftop, gutters, and drains are clear of debris                      |           |                    |                     |
| Roof area(s) ponding water  |           |                    |                     |
| Repairs needed (explain)  |           |                    |                     |
| Recommendations for extending the life of the roof:                   |           |                    |                     |
| All gutters and downspouts are attached and in good condition         |           |                    |                     |
| Other:  |           |                    |                     |
| <b>Exterior</b>   |           |                    |                     |
| <b>GENERAL:</b>   |           |                    |                     |
| Windows are in good condition   |           |                    |                     |
| Doors/gates are functional and in good condition                      |           |                    |                     |
| Fencing is in good condition and secure                               |           |                    |                     |
| Door locks and security hardware are operational                      |           |                    |                     |
| Storm Water Management System (where applicable) is in good condition |           |                    |                     |
| Other:  |           |                    |                     |
| <b>LANDSCAPING (HARD &amp; SOFT)/ SIGNAGE:</b>                        |           |                    |                     |
| Walkways are maintained and free of trip hazards                      |           |                    |                     |
| Grass, trees, and other landscaping is maintained                     |           |                    |                     |
| All trees on property are not touching power lines                    |           |                    |                     |
| Catch basins and other drainage is maintained                         |           |                    |                     |

|     |  |  |  |
|-----|--|--|--|
| 66  | Exterior signage is in good condition  |  |  |
| 67  | Other:   |  |  |
| 68  | <b>PLAYGROUND:</b>   |  |  |
| 69  | Playground is well maintained and in working order                                 |  |  |
| 70  | Playground is in compliance with safety code and free of hazards                   |  |  |
| 71  | Protective surfacing is sufficient   |  |  |
| 72  | Other:   |  |  |
| 73  | <b>PLUMBING:</b>   |  |  |
| 74  | Backflow preventer insulation sufficient to prevent freezing                       |  |  |
| 75  | <b>HVAC</b>  |  |  |
| 76  | <b>MECHANICAL:</b>   |  |  |
| 77  | All HVAC system components operational   |  |  |
| 78  | All air handling units are operational & functional (including belts and bearings) |  |  |
| 79  | Vents and grilles are clean and free of excessive dirt or dust                     |  |  |
| 80  | Mechanical areas neat and clean and ventilation is unobstructed                    |  |  |
| 81  | All HVAC filters are clean and dated, and filter covers secure                     |  |  |
| 82  | All BAS systems are functional, operational, and not in alarm                      |  |  |
| 83  | <b>Mechanical - Plumbing</b>   |  |  |
| 84  | <b>RESTROOMS:</b>  |  |  |
| 85  | Restrooms are clean and maintained   |  |  |
| 86  | Stocked with toilet paper, paper towels, and soap                                  |  |  |
| 87  | Fully operational and intact- stall doors, partitions, and latches                 |  |  |
| 88  | Fully operational and secure - toilets, faucets, urinals, and sinks                |  |  |
| 89  | Sinks, faucets, urinals, and toilets are free of leaks                             |  |  |
| 90  | Exhaust fan fully functional   |  |  |
| 91  | Open and accessible during school hours  |  |  |
| 92  | <b>MECHANICAL:</b>   |  |  |
| 93  | Pipes are in good condition and free of leaks or breaks                            |  |  |
| 94  | Backflow preventer is chained and secure   |  |  |
| 95  | Water shutoff location (if no backflow preventer)                                  |  |  |
| 96  | Odors from gas leaks   |  |  |
| 97  | <b>GENERAL:</b>  |  |  |
| 98  | Drinking fountains are accessible and properly functioning                         |  |  |
| 99  | Sinks, faucets, and hose bibs clean and operational                                |  |  |
| 100 | Other:   |  |  |

## ONGOING PROJECTS

✚ Visitor Screening [Ident-A-Kid]

✚ Basement Remediation [ServPro/Booker's Total Repair]





## Albert Dent Project [ITB-FAC-0043 Hurrigan Ida Repairs Phase 2 ]

- Approved at the July 27, 2023 OPSB meeting
- Awarded to Pivotal Engineering
  - Pivotal Engineering, LLC is a Disadvantaged Business Enterprise (DBE) firm and will self-perform 90% of this project
- Routed for OPSB signature
- Waiting for Notice To Proceed - NTP
- Project amount: Not to Exceed \$100,236.00
  - Bids Received from
    1. Tuna Construction, LLC \$235,000.00
    2. Cuzan Services, LLC \$304,000.00
    3. Pivotal Engineering, LLC \$100,236.00
    4. Colmex Construction, LLC \$127,556.00
- Project Manager: Isaac Williams



**Isaac K. Williams | Project Manager**

W: 504-359-9587 | C: 504-909-4132

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The Work of Project is defined by the Contract Documents and includes, but is not limited to the following:

1. Where indicated in the Drawings, removed storm damage gypsum board wall and window return cladding and replace install replacement wall finish as noted, paint walls of entire rooms where gypsum board is replaced on exterior wall, reset or place base boards as noted and paint in entire room, replace damage carpet in Library, polish existing VCT floors where noted, and perform other tasks listed in the Drawings.
2. One add alternate will require the replacement of a rotten windowsill at an existing five sash window; paint and refurbish entire assembly in process.
3. Work will entail minimizing dust in rooms and areas where no work is scheduled.
4. Contractor responsible for the security of the entire building during the project.
5. Contractor to provide all the labor and material for the replacement of the windows indicated in the drawings.

## Rabouin Move out Planning