



INDEPENDENT SCHOOL DISTRICT

*Empowering lifelong learners to be engaged citizens who positively impact their local and global community*

# OPERATIONS

Annual Summer Inspections &  
2017 Summer Projects Update

Paul Andress, Executive Director of Operations

## Life Safety / State & City Mandated Inspections

The following list of inspections and procedures is only part of our annual summer projects. The summer of 2017 is the shortest summer we have ever had. It will be challenging but we will get the mandated items completed in time for school to start on August 16.

- ★ Fire Panel Inspections (Fire Marshal, Annually)
- ★ Fire Sprinkler Inspections (Fire Marshal, Annually)
- ★ Fire Extinguisher Inspections (Fire Marshal, Annually)
- ★ Kitchen Vent-A-Hood Inspections (Fire Marshal, Semi-Annually)
- ★ Kitchen Steamer Inspections (State of Texas Department of Licensing and Regulation, Every two years)
- ★ Grease Trap Pumping (Local City Jurisdictions, Frequency determined by local authorities every 3 months to yearly)
- ★ Natural Gas Pipe Testing (Texas Railroad Commission, Every two years)  
The District is so large that we perform this testing on half of the schools every summer.
- ★ Elevator Inspections (State of Texas Department of Licensing and Regulation, Annually)
- ★ Boiler Inspections (State of Texas Department of Licensing and Regulation, Every two years)
- ★ Water Heater Inspections (State of Texas Department of Licensing and Regulation, Every three years)
- ★ Back Flow Assembly Testing (Local City / Municipalities, Performed using Texas Natural Resource Conservation Commission Rules and Guidelines)
- ★ Playground Inspections (U.S. Consumer Product Safety Commission Guidelines, Performed at a minimum annually and sometimes more)
- ★ AHERA (asbestos hazard emergency response act) 3 Year Reinspection, (Performed using EPA protocols and Texas Department of State Health Services Asbestos Program Branch Rules)
- ★ Asbestos Notice & Training Update (Performed at each facility and with each Operational employee annually)
- ★ IPM (Integrated Pest Management) Inspections (Performed annually in accordance with Texas Department of Agriculture Guidelines)

## 2017 Summer Maintenance Projects

The items listed below are based on bond projects and work requests from all campuses. They are prioritized to best meet the campus or facility needs so completion can occur prior to students and staff coming back on the first day of school. After this summer, there will only be a couple of projects in the 2013 bond left to complete.

### 2013 Bond Projects

- ★ Roof Replacements at Calhoun, Rivera & Strickland
- ★ Started Intelligent Irrigation at 30 facilities
- ★ Completed the flooring & Painting project at Ryan Elementary
- ★ Received approved GMP's for Borman, Crownover & McMath walkway canopies and a new parking lot at Ginnings

### Painting Projects

- ★ Navo Middle School: Painted 30+ rooms, main hallways on 1<sup>st</sup> & 2<sup>nd</sup> floors, 8<sup>th</sup> grade hallway and boys & girls locker rooms
- ★ Strickland Middle School: Painted 10 rooms and door frames in Library & Library Offices
- ★ Davis: Painted 6 rooms
- ★ ATC: Painted 6 rooms
- ★ Blanton Elementary: Painted front office area. Reconfigured computer lab in room 303 to become a makerspace and painted it.
- ★ Borman Elementary: Painted office area and 1 hallway
- ★ Fred Moore: Painted the cafeteria area, 12 rooms and hallways
- ★ Lee Elementary: Painted 10 rooms
- ★ Providence Elementary: Painted 11 rooms
- ★ McNair Elementary: Painted 4 rooms
- ★ Misc. Fire Lane, parking lot striping and crosswalks at several facilities

## Flooring Projects

- ★ Blanton Elementary: Removed carpet in room 303 and cleaned & stained the floor
- ★ Paloma Creek Elementary: Removed Mondo flooring in cafeteria, performed moisture remediation on concrete slab and reinstalled VCT tile flooring
- ★ Navo Middle School: Carpet repair in office area and library

## Light Pole Inspections

- ★ Light pole inspections were performed at CH Collins and all Middle School & High School athletic fields & parking lots in October of 2012. Our consulting & engineering partners recommend performing light pole inspections every 5 years. A purchase order has been submitted and light pole inspections will begin very shortly. We will perform inspections at all facilities instead of the limited number of facilities we did last time.

## Construction

- ★ Rodriguez Middle School: This project is nearing completion and will take assistance from all Departments to ensure a smooth opening in August.
- ★ Guyer High School Additions: This project will be ongoing throughout the 2017-2018 school year. Construction on an existing campus is always a challenge and will also require all Departments to ensure it progresses as planned.
- ★ Support Services Building: We finally have a building permit and are moving forward with this project. We will provide more details in the next construction report.

## Facility & Planning Assessments

- ★ We are in the process of conducting major facility assessments with the guidance of Huckabee Architects and their Engineers and Consultants. We are currently assessing all facilities built before 2005. They will put together a comprehensive report that we will provide to the next Oversight Citizens Bond Committee to help them determine what our next bond referendum should look like. This will also include working with our demographers to help plan the new facility needs as well. Some of the items in the assessments will be categorized as maintenance and will be scheduled as time and funds permit.

## Heat Tickets / Work Orders

- ★ The Operation Department's lifeline between Principals & Facility Leaders is our Heat Ticket System. This is an online system they can use to enter work requests. We ask them to put in all summer requests by the first week in May. These requests are received and prioritized on a first come first serve basis. At any given time, we may have from 300 to 700 open tickets. When school is in session it is not uncommon to receive 60+ heat tickets a day. The daily requests are prioritized based on emergencies first and the remaining are first in first out.

I hope this report will help you understand what the Operations / Maintenance Department does each summer to ensure our facilities are ready for our students & staff each August. We have over 900 acres of property and nearly 6 million square feet of facilities to maintain. This report does not include detailed information related to the Transportation, Warehouse and Custodial Departments. Those Departments are working hard to ensure their part is done to have a smooth 2017-2018 school opening as well. Please let us know if you have any questions or concerns.