

Facilities Condition Assessment With Parish Vision Suggestions St. Francis of Assisi Catholic Church & School

Original School (1960)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
60.1	Consider replacing the built-up and membrane roofing systems over the original school building and expansion components within the next several years. There are a number of ponding areas, roof patches and penetrations and the roofing systems appear to be 20+ years old and are nearing the end of their life cycle.	R		next several years	
60.2	Address proximity issues with mechanical exhaust and supply air vents in the near future.	M.		near future	
60.3	Remove miscellaneous unused and abandoned roof mounted equipment and mounts in the near future in association with roof system improvements.	M		near future	
60.4	Repair and secure the metal gutter and downspout system over the east entry within the next year.	R		next year	
60.5	Provide roof top splash blocks and reinforcing flashing where upper roofs drain onto lower low slope roofs within the next year.	R		next year	
60.6	Install roof drain strainers at low slope roofs where missing within the next years.	R		next years	
60.7	Address storm drainage issue in south courtyard within the next couple of years.	G		next couple of years	
60.8	Provide door jamb weather stripping at latch side of exterior double doors within the next year.	B		next year	
60.9	The exterior sealant at doors, windows, wall penetrations and construction joints should be scheduled for replacement within the next five years.	B		next five years	
60.10	Consider remodeling restrooms to accommodate accessibility requirements in the future.	B		the future	
60.11	Repair missing grout at tile floors in the restrooms within the next two years.	B		next two	

				years	
60.12	Consider replacing the gas/electric roof top units serving the upper level within the next five years. This equipment replaced the original upper level mechanical equipment and is more than 20 years old which is beyond its' anticipated life cycle.	H/A		next five years	
60.13	Consider replacing the light commercial gas furnaces and associated condensing units serving the lower level within the next five years. This equipment replaced the original lower level mechanical equipment and is more than 20 years old and is beyond its' anticipated life cycle.	H/A		next five years	
60.14	Remedy the non-compliant return air configuration for both sets of mechanical units within the next year.	H/A		next year	
60.15	Replace the gas fired wall heater units and window air conditioning units located in the administrative wing within the next year. The exposed flame heater units are problematic and not recommended for occupancies that house children.	H/A		next year	
60.16	The plumbing fixtures are more than 40 years old and should be scheduled for replacement accordingly within the near future.	P		near future	
60.17	Consider replacing the existing low flow facets in the restrooms within the next two years. The existing facets have reached the end of their life cycle and are worn from high use.	P		next two years	
60.18	Schedule to repaint toilet partitions in the restrooms within the next two years. The paint is peeling off of the partitions.	B		next two years	
60.19	Perform a camera inspection of the sanitary waste lines to evaluate the stability of the lines and schedule repairs accordingly within the next five years.	P		next five years	
60.20	Continue program to re-lamp the building with T8 fluorescent lamps and ballast as well as LED lamps.	E		Continue	
60.21	Consider adding additional power receptacles in each classroom within the next five years. The existing available power receptacles are too few.	E		next five years	
60.22	An annual maintenance schedule should be developed to observe, assess and address general maintenance items on an annual basis. All building systems should be included in the maintenance schedule, including, but limited to: <ul style="list-style-type: none"> ☐ Roofing ☐ Brick ☐ Concrete ☐ Sealants ☐ Windows ☐ Doors 			annual	

	<input type="checkbox"/> Hardware <input type="checkbox"/> Flooring <input type="checkbox"/> Interior walls <input type="checkbox"/> Millwork and cabinetry <input type="checkbox"/> Ceiling systems <input type="checkbox"/> Plumbing fixtures, fittings & furnishings <input type="checkbox"/> Heating & Air Condition <input type="checkbox"/> Power systems <input type="checkbox"/> Lighting systems <input type="checkbox"/> Emergency systems <input type="checkbox"/> Communication systems				
OS.1	Classrooms outdated* – smelly and cold (7 th 8 th)				
OS.2	Renovate 3 rd / 4 th hallway** (knock down**)				
OS.3	Increase surveillance cameras for areas not currently monitored				
OS.4	Renovate playground and drainage* - new preschool playground; can this be turfed?;				
OS.5	Smart boards for teachers – no chalk boards				

School Addition (1966)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
66.1	Consider replacing the built-up and membrane roofing systems over the School Addition building and elevator expansion component within the next several years. There are a number of ponding areas, roof patches and penetrations and the roofing systems appear to be 20+ years old and are nearing the end of their life cycle.	R		next several years	
66.2	Address proximity issues with existing mechanical exhaust and supply air vents in the near future.	M		near future	
66.3	Remove miscellaneous unused and abandoned roof mounted equipment and mounts in the near future in association with roof system improvements.	R		near future	
66.4	Repair and secure the metal gutter and downspout system over the elevator and connector roofs within the next year.	R		next year	

66.5	Provide roof top splash blocks and reinforcing flashing where upper roofs drain onto lower low slope roofs within the next year.	R		next year	
66.6	Install roof drain strainers at the low slope roof where missing within the next years.	R		next years	
66.7	Repair soffit at upper west stair within the next year.	R		next year	
66.8	Repair cracking brick near lintels at south wall and NE building corner (high) within the next three years. The building is aging and the brick façade requires some routine maintenance.	B		next three years	
66.9	Repair leaking windows at lower north window assemblies within the next year.	B		next year	
66.10	Address storm drainage issue in east and south courtyard within the next couple of years.	G		next couple of years	
66.11	Provide door jamb weather stripping at latch side of exterior double doors within the next year.	B		next year	
66.12	The exterior sealant at doors, windows, wall penetrations and construction joints should be scheduled for replacement within the next five years.	B		next five years	
66.13	Provide waterproofing at below grade perimeter concrete walls all around the building to remedy the water intrusion issue within the next year. Water leaks into several classrooms in the lower level at a line generally 5'-0" above finish floor.	B		next year	
66.14	Consider remodeling restrooms to accommodate accessibility requirements in the future.	B		the future	
66.15	Consider replacing the light commercial gas/electric mechanical units serving the building. While the condensing units are newer, the air handling unit is nearly 25 years old which is beyond its' anticipated life cycle. Additionally, the mechanical systems appears to be undersized for the programmed load requirements.	H/A		the future	
66.16	Perform a camera inspection of the underfloor ductwork throughout the building to confirm that the duct has not collapsed and repair/clean accordingly within the next five years.	H/A		next five years	
66.17	The plumbing fixtures are more than 40 years old and should be scheduled for replacement accordingly within the near future.	P		near future	
66.18	Continue program to re-lamp the building with T8 fluorescent lamps and ballast as well as LED lamps.	E		Continue	
66.19	Consider adding additional power receptacles in each classroom within the next five years. The existing available power receptacles are too few.	E		next five years	
66.20	An annual maintenance schedule should be developed to observe, assess and address general maintenance items on an annual basis. All building systems should be included in the maintenance schedule, including, but limited to: ☐ Roofing			Annual	

<ul style="list-style-type: none"> ☐ Brick ☐ Concrete ☐ Sealants ☐ Windows ☐ Doors ☐ Hardware ☐ Flooring ☐ Interior walls ☐ Millwork and cabinetry ☐ Ceiling systems ☐ Plumbing fixtures, fittings & furnishings ☐ Heating & Air Condition ☐ Power systems ☐ Lighting systems ☐ Emergency systems ☐ Communication systems 				
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Church (1975)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
75.1	Consider replacing the membrane roofing system over the connector hallway to St Clare Hall within the next several years. It is 20+ years old and is nearing the end of its' life cycle.	R		next several years	
75.2	Consider replacing the membrane roofing system over the low slope areas of the Church within the next several years. There are ponding issues, numerous patches, a mix of membrane types and it appears to be nearing the end of its' life cycle.	R		next several years	
75.3	Patch and repair holes in membrane roofing over school connector immediately.	R		immediately	
75.4	Repair and secure the flashing caps at the tops of parapets around the Church within the next year.	R		next year	
75.5	Provide roof top splash blocks and reinforcing flashing where upper roofs drain onto lower low slope roofs within the next year.	R		next year	

75.6	Install roof drain strainers at low slope roofs where missing within the next years.	R		next years	
75.7	Replace damaged exhaust vents near the former rectory in the near future.	B		near future	
75.8	Replace damaged EIFS soffits at former rectory and at chapel within the next year.	B		next year	
75.9	Replace vertical wood siding at former rectory within the next year.	B		next year	
75.10	Repair and replace wood fascia at former rectory within the next year. - Handicapped Accessible Bathroom in former rectory	B		next year	
75.11	Replace broken clerestory window pane near top of sloped roof.	B			
75.12	Provide door jamb weather stripping at latch side of exterior double doors within the next year.	B		next year	
75.13	The exterior sealant at doors, windows, wall penetrations and construction joints should be scheduled for replacement within the next five years.	B		next five years	
75.14	Consider replacing all single pane exterior glazing throughout Church in the future. The current negative affect is reduced energy efficiency and the migration of exterior thermal temperature to the interior.	B		future	
75.15	Provide door jamb weather stripping at latch side of exterior double doors within the next year.	B		next year	
75.16	Replace and repair damaged ceiling at chapel vestibule within the next year.	B		next year	
75.17	Replace and repair damaged ceiling at column at rear vestibule at St Clare Hall connector hall within the next year.	B		next year	
75.18	Consider remodeling restrooms to accommodate accessibility requirements in the future.	B		future	
75.19	Consider replacing the lower level air handling equipment in the next five years. The equipment is original and is beyond its' anticipated life cycle of 30-40 years.	H/A		next five years	
75.20	Consider replacing the condensing unit and gas duct furnaces serving the lower level air handling equipment within the next five years. They were replaced nearly 20 years ago and at the end of their anticipated life cycle of 15-20 years.	H/A		next five years	
75.21	Consider replacing the packaged gas/electric roof top units serving the Chapel within the next five years. This unit appears to be at the end of its' anticipated life cycle of 15-20 years.	H/A		next five years	
75.22	Consider replacing the residential mechanical equipment serving the Church Offices, Sacristy, Bonaventure Center and Assisi Hall. These units are of varying ages and are	H/A			

	at the end of their anticipated life cycle of 15-20 years.				
75.23	Repair and maintenance the sewage ejector pump in the basement of St Bonaventure to prevent sewer gas emissions within the next year.	P		next year	
75.24	The plumbing fixtures are more than 40 years old and should be scheduled for replacement accordingly within the near future. - Bathrooms in Church need heat	P		near future	
75.25	Perform a camera inspection of the underfloor ductwork in the Church and Chapel to confirm that the duct has not collapsed and clean accordingly within the next five years.	H/A		next five years	
75.26	Consider replacement of the Federal Pacific distribution panels throughout the Church in the future. While the panels are in good working order the manufacturer longer exists. Replacement breakers are expensive and will soon be non-existent. Furthermore, the panels are full and not expandable.	E		future	
75.27	Continue program to re-lamp the building with T8 fluorescent lamps and ballast as well as LED lamps.	E		Continue	
75.28	An annual maintenance schedule should be developed to observe, assess and address general maintenance items on an annual basis. All building systems should be included in the maintenance schedule, including, but limited to: <ul style="list-style-type: none"> ☐ Roofing ☐ Brick ☐ Concrete ☐ Sealants ☐ Windows ☐ Doors ☐ Hardware ☐ Flooring ☐ Interior walls ☐ Millwork and cabinetry ☐ Ceiling systems ☐ Plumbing fixtures, fittings & furnishings ☐ Heating & Air Condition ☐ Power systems ☐ Lighting systems 			Annual	

	<input type="checkbox"/> Emergency systems <input type="checkbox"/> Communication systems				
C.1	Replace Blue Carpet - no tile;				
C.2	Update pews*** (pads/cushions) – kneelers – uncomfortable -prayer cards fall behind – remove gum				
C.3	Update church** 70’s design – Don’t like the Church’s style; More places for candles and saint statues around the Church; Beautify Church;				
C.4	Lighting in church and in chapel - better natural light – aesthetics; Ceiling fans in church;				
C.5	Main entrance to church confusing when entering from Socora;				
C.6	Relocate baptismal font to more prominence and ease;				
C.7	Restroom in church is a distraction – redesign and add				
C.8	Larger choir space* - crowded – audio for choir				
C.9	Update bride’s room; convert bride’s room with windows as cry room				
C.10	Expand vestibule*****; A welcome center or a welcoming room –				
C.11	Cry room* in rear of Church rather than adoration chapel; w/ breastfeeding space				
C.12	Remodel Bonaventure hall				

Adoration Chapel (1975)

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	Description	Type	Priority	Timing	Cost
AC.1	Adoration door way in disrepair				
AC.2	fluctuating temp, not much air flow – too warm; candles make air heavy				
AC.3	lighting: dingy and dark				
AC.4	cluttered and outdated** - check ceiling update ceiling,				
AC.5	thin kneeler pads: Kneelers in adoration;				
AC.6	better security - Chapel safety (locks on new chapel)				
AC.7	wheel chair accessibility of doors;				
AC.8	key pad entry;				
AC.9	refresh bathroom etc.				
AC.10	Build a Free standing chapel: quieter; larger, with confessionals and bathroom; large enough for entire classroom; handicapped accessibility;				

New School (1983)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
83.1	Consider replacing the ballasted membrane roofing system within the next ten years. It is 10+ years old and will near the end of its' life cycle. This roof replacement should be part of a graduated replacement schedule.	R		next ten years.	
83.2	Patch and repair holes in membrane roofing over classroom area immediately.	R		immediately	
83.3	Repair, seal and secure the flashing caps at the tops of parapets around the New School within the next year.	R		next year	
83.4	Provide roof top splash blocks and reinforcing flashing where upper roofs drain onto lower low slope roofs and at condensate drains within the next year.	R		next year	
83.5	Plumb condensate drains to scuppers within the next year.	R		next year	
83.6	Install roof drain strainers at low slope roofs where missing within the next years.	R		next years	
83.7	Replace damaged exhaust vents above the state area and near the kitchen area in the near future.	B		near future	
83.8	Repair aging EIFS walls with restore product to extend the life of the exterior finish within the next five years.	B		next five years	
83.9	Repair and replace soffits at the metal freeze elements within the next year.	B		next year	
83.10	Provide door jamb weather stripping at latch side of exterior double doors within the next year.	B		next year	
83.11	The exterior sealant at doors, windows, wall penetrations and construction joints should be scheduled for replacement within the next five years.	B		next five years	
83.12	Consider replacing the boiler and chiller equipment in the next ten years. The equipment is original and is beyond its' anticipated life cycle of 30-40 years.	H/A		next ten years	
83.13	Consider replacing the heat pump service units on a graduated schedule over the next five years. A few have been replaced, some repaired and several are currently out of service. Many are at the end of their anticipated life cycle of 15-20 years.	H/A		next five years	
83.14	Consider replacing the packaged gas/electric roof top units serving the kitchen exhaust fan within the next five years. This unit appears to be at the end of its' anticipated life cycle of 15-20 years.	H/A		next five years	
83.15	Repair the exhaust system serving the lower level locker rooms.	H/A			
83.16	The plumbing fixtures are more than 35 years old and should be scheduled for replacement accordingly within the near future.	P		near future	
83.17	Replace the curtain system at the stage within the next three years.	B		next three years	
83.18	Replace the sound and lighting systems at the stage to meet new performance requirements within the next three years.	B		next three years	
83.19	Replace the rigging systems at the stage within the next three years.	B		next three	

				years	
83.20	Cover sprinkler heads in the lower level gymnasium within the next year.	B		next year	
83.21	Continue program to re-lamp the building with T8 fluorescent lamps and ballast as well as LED lamps.	e		Continue	
83.22	An annual maintenance schedule should be developed to observe, assess and address general maintenance items on an annual basis. All building systems should be included in the maintenance schedule, including, but limited to: <input type="checkbox"/> Roofing <input type="checkbox"/> Brick <input type="checkbox"/> Concrete <input type="checkbox"/> Sealants <input type="checkbox"/> Windows <input type="checkbox"/> Doors <input type="checkbox"/> Hardware <input type="checkbox"/> Flooring <input type="checkbox"/> Interior walls <input type="checkbox"/> Millwork and cabinetry <input type="checkbox"/> Ceiling systems <input type="checkbox"/> Plumbing fixtures, fittings & furnishings <input type="checkbox"/> Heating & Air Condition <input type="checkbox"/> Power systems <input type="checkbox"/> Lighting systems <input type="checkbox"/> Emergency systems <input type="checkbox"/> Communication systems				
NS.1	New bleachers needed;				
NS.2	New gym - lack of gym space; size of concession stand;				
NS.3	Multimedia sound/projection equip – in gym – no good place for multimedia events and great speakers				

St. Clare Hall (1992)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
92.1	The membrane roofing system should be replaced within the next year.	R		next year	
92.2	The kitchen exhaust system should be evaluated and amended accordingly in the near future.	M		near future	

92.3	The acoustical attenuation in the theater and lower level gathering space should be evaluated and amended accordingly in the near future.	B		near future	
92.4	The carpeting in the first level classroom spaces should be replaced in the near future.	B		near future	
92.5	The exterior sealant at doors, windows, wall penetrations and construction joints should be scheduled for replacement within the next five years.	B		next five years	
92.6	An alternate roof ladder configuration should be explored to accommodate easier access to the roof while maintaining security.	R			
92.7	Provide door jamb weather stripping at latch side of exterior double doors within the next year.	B		next year	
92.8	Roof top mechanical units are 26 years old (beyond expected lifespan) and should be scheduled for replacement within the next two years.	H/A		next two years	
92.9	Roof top exhaust fan unit is 26 years old (beyond expected lifespan) and is not currently working. A non operable exhaust fan in the kitchen is detrimental to the mechanical system operation. It should be scheduled for replacement within the next two years.	B		next two years	
92.10	The gas water heater 26 years old (beyond expected lifespan) and should be scheduled for replacement within the next two years.	P		next two years	
92.11	The plumbing fixtures are 26 years old. They should be scheduled for replacement accordingly within the near future.	P		near future	
92.12	An annual maintenance schedule should be developed to observe, assess and address general maintenance items on an annual basis. All building systems should be included in the maintenance schedule, including, but limited to: <ul style="list-style-type: none"> ☐ Roofing ☐ Brick ☐ Concrete ☐ Sealants ☐ Windows ☐ Doors ☐ Hardware ☐ Flooring ☐ Interior walls ☐ Millwork and cabinetry ☐ Ceiling systems 				

	<input type="checkbox"/> Plumbing fixtures, fittings & furnishings <input type="checkbox"/> Heating & Air Condition <input type="checkbox"/> Power systems <input type="checkbox"/> Lighting systems <input type="checkbox"/> Emergency systems <input type="checkbox"/> Communication systems				
CH.1	Need to walk through church to get to clare hall* - reroute;				
CH.2	Take stage out of Clare hall; Larger, expand hall* for funeral dinners; Our hall is too small				
CH.3	ambiance needs improved (spiritual); Nicer halls for wedding receptions*				
CH.4	update kitchen,				
CH.5	Clare hall needs more electrical outlets without flipping breakers;				
CH.6	Handicapped accessibility of clare doors –?				
CH.7	New Sound System				
CH.8	Better utilization of clare hall basement – divide space (space dividers?)				
CH.9	need bathroom in basement				
CH.10	Need kitchen in basement				
CH.11	Nursery paint on walls is				
CH.12	playground near Clair hall - can this be turfed?;				

Stewardship Hall (2009)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
09.1	The mortar joint at the steel lintels over the north windows shall be tuck pointed within the next year.	B		next year	
09.2	The micro crack in the brick along the east wall near the north corner shall be sealed accordingly within the next year.	B		next year	
09.3	Clean paint residue off of the facia at the entry canopies in the near future. Provide a continuous metal drip at same locations to minimize future staining.	B		near future	
09.4	Consider replacing all exterior windows in the near future. The air seals have failed resulting in the appearance of moisture within the air seal cavity. The current negative affect is reduced energy efficiency and the migration of exterior thermal temperature to the interior.	B		near future	

09.5	Provide door jamb weather stripping at latch side of exterior double doors within the next year.	B		next year	
09.6	The exterior sealant at doors, windows, wall penetrations and construction joints should be scheduled for replacement within the next five years.	B		next five years	
09.7	Consider reconditioning the existing laminate millwork cabinets throughout the building within the near future. Both the hardware and finish as showing signs of wear.	B		near future	
09.8	Discover cause of stained ceiling tile in extreme NE corner of class room 104 and remedy accordingly within the next year.	B		next year	
09.9	Consider adding additional mulch to the elevated playground area at the east side of the building.	G			
09.10	<p>An annual maintenance schedule should be developed to observe, assess and address general maintenance items on an annual basis. All building systems should be included in the maintenance schedule, including, but limited to:</p> <ul style="list-style-type: none"> ☐ Roofing ☐ Brick ☐ Concrete ☐ Sealants ☐ Windows ☐ Doors ☐ Hardware ☐ Flooring ☐ Interior walls ☐ Millwork and cabinetry ☐ Ceiling systems ☐ Plumbing fixtures, fittings & furnishings ☐ Heating & Air Condition ☐ Power systems ☐ Lighting systems ☐ Emergency systems ☐ Communication systems 			Annual	

Ministry House (1960 MH)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
MH.1	<p>SLOPED ROOFING \ Composition shingles Condition: Blistered - 3 roof vents is not enough ventilation. Blistering is thermal damage from heat under the shingles and decking. Still several years of life on these shingles. Monitor seasonally and consider adding more roof vents when roof is eventually replaced. Implication(s): Shortened life expectancy of material Task: Repair or replace</p>			Immediate	
MH.2	<p>SLOPED ROOF FLASHINGS \ Pipe/stack flashings Condition: Fasteners - exposed / missing Furnace vent has been sealed and repaired numerous times. Needs maintenance Implication(s): Chance of water damage to contents, finishes and/or structure Location: East Roof Task: Repair or replace</p>			Immediate	
MH.3	<p>ROOF DRAINAGE \ Gutters Condition: Clogged - Implication(s): Chance of water damage to contents, finishes and/or structure. Location: Various Roof Task: Clean</p>			Ongoing	
MH.4	<p>WALLS \ Soffits and fascia Condition: Rot - Evidence of water backing up onto structure. I did not find soft wood today. Monitor seasonally Implication(s): Weakened structure Location: Various Roof Task: Monitor</p>			Ongoing	
MH.5	<p>WALLS \ Trim 5. Condition: Paint or stain needed Implication(s): Chance of water damage to contents, finishes and/or structure Material deterioration Location: Various Exterior Wall Task: Protect</p>			Less than 1 year	
MH.6	<p>WALLS \ Flashings and caulking 6. Condition: Caulking missing or ineffective - Caulking at windows Implication(s): Chance of water damage to contents, finishes and/or structure Location: Various Exterior Wall Task: Improve</p>			Immediate	
MH.7	<p>WALLS \ Brick, stone and concrete 7. & 8. Condition: Cracked - Not unusual for a house this age. Major concern is water entering basement causing environmental and structural issues at basement windows. Implication(s): Chance of water entering building Weakened structure Chance of movement Location: Various Exterior Wall Task: Further evaluation by a qualified masonry contractor and/or structural engineer</p>			Immediate	
MH.9	<p>PORCHES, DECKS, STAIRS, PATIOS AND BALCONIES \ Handrails and guards 9. Condition: Loose Implication(s): Fall hazard</p>			Immediate	

	Location: West Exterior Porch Task: Repair or replace				
MH.10	LANDSCAPING \ General 10. Condition: Ground north of front porch at spigot drains to porch. Location: West Exterior Porch Task: Improve			Immediate	
MH.11	DISTRIBUTION SYSTEM \ Outlets (receptacles) 11. Condition: Damage - Outlets on west wall in old fun night room appear to be damaged by water have both checked for safety before attempting to use Implication(s): Electric shock Fire hazard Location: West Basement Task: Further evaluation by a qualified electrical contractor			Immediate	
MH.15	WATER HEATER \ Temperature/pressure relief valve 15. Condition: Discharge tube missing Implication(s): Scalding Location: Basement Utility Room Task: Install			Immediate	
MH.16	FIXTURES AND FAUCETS \ Faucet 16. Condition: Stiff or inoperative Hot water not turning on Implication(s): System inoperative or difficult to operate				
MH.17	CEILINGS \ Plaster or drywall 17. Condition: Suspected water stain on living room ceiling. Four suspected water stains in a line on south end of living room. I checked them with digital moisture meter and found no excess moisture today. Note it has not rained in over a week at time of my inspection. Location: Main Level Living Room Task: Monitor			Ongoing	
MH.18	WALLS \ Masonry or concrete 18. Condition: Damage Water stain in NW closet possibly caused by exterior spigot freezing at an unknown time. Crack from ground movement Implication(s): Material deterioration Damage or physical injury due to falling materials Location: Northwest Basement Task: Monitor			Ongoing	
MH.19	19. Condition: Damage Possible microbial growth on west masonry wall in SW basement large room. At minimum, clean and seal Implication(s): Material deterioration Damage or physical injury due to falling materials Location: West Basement Task: Clean			Immediate	
MH.20	WINDOWS \ General 20. Condition: Water leaks Evidence of long term water infiltration by leak or condensation. Window difficult to operate. I did not force windows open. Implication(s): Chance of damage to finishes and structure Chance of damage to structure			Discretionary	

	Location: Chapel Task: Repair				
MH.21	WINDOWS \ Means of egress/escape 21. Condition: Too small Basement windows are small and difficult to access and operate. In a fire situation, the windows are too high for use as an exit. Some windows have allowed water to enter either through condensation/leak/improper closure Implication(s): Restricted emergency exits Location: Various Basement Task: Review for safety and efficiency			Discretionary	
MH.22	Garage 22. Major masonry crack on north wall at west window. Smaller crack at east window. West crack is large enough for immediate concern. Location: North Exterior Wall Task: Further evaluation by a qualified structural engineer			Immediate	
MH.23	23. Install downspout extension at least 6 feet from garage Location: Northwest Exterior Task: Install			Immediate	
MH.24	24. Displaced crack on NW slab floor Location: Northwest Main Level Garage Task: Monitor				
MH.25	25. West overhead door inoperable Location: Garage Task: Repair or replace			Discretionary	

Parking Lot (PL)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
PL.1	Fix Holes - repairs needed; more spaces between rectory and south lot				
PL.2	Security in parking lot* - safety;				
PL.3	Extend the expectant mother parking – additional parking lot for events – lack of parking for simultaneous Mass and other events; add more handicapped stalls; marked parking areas for elderly; speed bumps; Parking lot lighting behind St. Clare, south of rectory;				
PL.3	concrete trash pickup zones;				

General Comments (GC)

R= Roof; M = Mechanical; H/A = Heating and Air; G = Grounds; B = Buildings; P = Plumbing

	Description	Type	Priority	Timing	Cost
GC.1	electronic locks – keys card to access facilities				
GC.2	Better on-campus/in-building signage***** - outdoor parish map sign at all entrances;				
GC.3	Paint St. Francis sign on top of Gym side;				
GC.4	Outside digital sign**; Electronic sign promoting what is going on				
GC.5	Meeting rooms with classroom type settings – small space (6-12 seats) – Intimate prayer gathering space*;				
GC.6	Outside stations and prayer garden; Rosary/Prayer Garden;				
GC.7	Update campus landscaping				
GC.8	Update interior design: No space decorated with deep Catholic art				
GC.9	Parish offices not easily accessible – move offices and make more visible				
GC.10	Audiovisual equipment* (church, gym, mobile)				