

# **FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT**

## **March 2016**

### **Facilities Management – Maintenance and Operations - General**

In the past month the maintenance crews have completed 362 work orders, and are currently working on 499 open work orders.

Facilities maintenance trade crews are currently scheduled for an open period during spring break after which they will work at Denfeld followed by East High School.

The HOCHS Access Control system is now installed on all perimeter doors and in operation, but not yet on the new 3<sup>rd</sup> Street visitor entrance to HOCHS. Once fully installed on all doors, District administration will provide direction for implementation of this system.

Re-commissioning has started at four sites and work will continue periodically until summer. Lakewood and Lowell ES will be performed by FJJ; Homcroft and Stowe will be performed by ICS.

### **Capital Construction:**

Ongoing - Facilities is working with design professionals, as well as time and material contractors to facilitate the completion of the School Board approved projects related to the remaining LRFPP fund balance.

The project for Classroom Security Locksets and new key cylinders throughout is complete, except for HOCHS. This will occur in mid-April.

Installation of the EHS visitor management doors will be starting in mid-April.

Installation of the new elevator at MacArthur should be complete in two weeks.

HOCHS new main entrance construction has started. Demo and new construction is occurring and we have about a six (6) week construction period.

EHS Concessions Team Room is 95% complete and will be ready for use by spring sports next week.

OEMS Auditorium Sound and Lighting Renovation project will be complete by April 8<sup>th</sup>.

The Denfeld CTE project has been awarded to Johnson-Wilson Constructors. They plan to start ASAP and we are working with them to acquire needed documents.

The MWE masonry and window replacement project has been awarded to TL Construction and work will start once school is complete.

Bids were solicited for HOCHS elevator remodeling; one bid was received and was rejected due to the fact the bid was “qualified”. This project will be re-bid in December for next year’s completion.

Bids were received for HOCHS 3<sup>rd</sup> street visitor parking lot, and the low qualified bidder will be recommended at this month’s School Board meeting.

## **Facilities Management – Operations - General**

Cleaning effort district-wide will occur over the April spring break.

## **Health, Safety & Environmental Management**

- Environmental/Health/Safety
  - Certified Playground Safety Inspector course was completed and passed.
  - Water Systems Operator Class E test was completed and passed for water systems at Lakewood Elementary School.
  - Hoist/lifting device inspections were completed and quotes for man lift inspections are being received.
  
- Emergency Response
  - ERCM site checklist/visits were completed. Overall the findings were good with the exception of a few recommendations. Results will be e-mailed.
    - Recommend all elementary schools carry radios in some capacity (i.e. principals, engineers, secretary).
    - Recommend regularly held crisis team meetings at all locations
    - Recommend schools physically press the lockdown button and test the doors to ensure teachers badges don't work during a lockdown.
    - Recommend E-kits be physically taken out each time an evacuation drill takes place.
  - Lockdown drill meeting held with East High School in order to determine lockdown areas for the upper level of the lunchroom in case of an incident during a lunch period.
  
- Workers' Compensation Activities
  - An ergonomic review for a repetitive motion injury was completed by RAS and recommendations are being implemented to reduce the risks associated with the injury.
  - OSHA Recordables- 4 recordable incidents: Student Altercation-body; Student grabbed-thumb; Lifting student-back; Lifting harp-shoulder.
  - Incidents Reported: 27 injuries reported.

## **Risk Management**

There have been no significant reportable incidents or claims relating to insurance policies for general liability, property, auto, and school leader's legal liability.