



THREE RIVERS SCHOOL DISTRICT

Maintenance Department

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Date: December 6, 2012
To: Dan Huber-Kantola, Superintendent
Board of Directors
Re: December 2012 Board Report

In the month of November, our maintenance crew received 212 work order requests and completed 117 for a completion rate of 55.10%. When you see those numbers it makes you realize that all those that were not completed roll into the next month making it even more challenging to schedule and get done. Most of our schools are well into the latter part of their life span. With that aging comes many problems. We try to address these issues the best we can with the resources we have.

This is the time of year that the rain starts coming. Along with the rain comes the inevitable problems that arise with that. With the recent heavy rains, we got some unpredictable roof leaks, plugged drains, grounds flooding, and water intrusion problems that needed immediate attention. I want to thank the maintenance crew for doing their best to jump on those emergencies, and repair those issues in a timely manner.

Below I have listed some of the repairs done in each building during the last month.

Applegate: We made several faucet repairs ,replaced the ballast in a breezeway light, re-secured wiring on the side of the building, as well as continuing work on the 'old' building to make it more useable for the students and staff that are using that facility on a daily basis.

D.O.: There was a water leak in the board room roof that was traced to a leak around a HVAC unit. We wrapped the HVAC unit to prevent further leakage until we can pull the unit up and make repairs. We also installed an active board.

Evergreen: We repaired faucets, a wall in the boys' bathroom, and a rotting entry ramp with new wood. We reinstalled a handicap sign post in ground with concrete. A scupper drain in the breezeway area was unclogged and repaired. The main office area was too hot, so we replaced the thermostat battery- ok now. Bio Boiler alarm was sounding- we found pellets in the bottom of silo that were swelled up, preventing pellets from feeding to boiler. We broke up those pellets, and it is working properly now. We replaced the thermostat in a freezer, and repaired a wheel barrow with a new wheel.

Fleming: A gutter on a portable building was repaired. A 6th grade urinal was also repaired. Pipes up under the breezeway roof outside of the gym were insulated. A night light on the outside of the gym by the flag pole was repaired. Ceiling tiles in the stage area were replaced. As per Fire the Marshal's recommendation, a dryer vent that goes up through the roof was installed. This replaced the old water bath style unit. Gravel was spread alongside the driveway between Manzanita & Fleming to prevent a trip hazard.

We replaced a failed boiler recirculation pump, a door latch, a rusted through water heater, and a drinking fountain in the boys' locker room. A temporary repair was made on a sewer razz line on top of a treatment tank. Forty light bulbs in the gym were replaced due to failure. The Ed Lab entrance roof was leaking, so it was repaired.

Fruitdale: A light fixture in main hallway and a parking lamp light were replaced.

Fort Vannoy: A leaky pipe in the kitchen, and a urinal flush valve in boys' restroom in main hall were repaired.

HVHS: A leak in the wrestling room roof was repaired. Multiple locks were rekeyed. Multiple scuppers that were plugged with leaves from the roof were cleaned out. A parking lot light was inoperable- the problem was diagnosed and the switch replaced. We had to purchase a new commercial sized washing machine that is used for doing school laundry. The old washer was over 35 years old. Replacement parts to fix the existing machine are no longer available. The new washing machine was purchased through Belco Athletic Supply, which had the low bid of \$8425.00(including shipping costs). We are hoping to install that equipment this month.

IVHS: New backup batteries were installed in the fire alarm panel. New outside lights were installed on the grounds shed, and four urinals in the boys' locker room were repaired. The water pump for the backup generator pre-heater was removed and replaced, and the kitchen doors were rekeyed.

Jerome Prairie: We constructed a cover to go over leaky heater duct work on the roof of the old building to stop rain water from leaking into the gym. The in-op sewer tank pump was pulled up, cleaned, and reinstalled to shut off alarm.

Lorna Byrne: An access door into the ceiling was built in order to get to the smoke dampers. Other repairs include: exterior door below score board, and the drinking fountain upstairs across from elevator. New back-up batteries were installed in the fire alarm system. During a recent windstorm, the top cap of roofing come off in some areas, so Lawless Roofing was called in to do the repairs (since the roof is still under warranty).

Lincoln Savage: A noisy oven fan was repaired. Unplugged drinking fountain drain. A file cabinet in the GED room was repaired. A ballast for a light in front of hall #1 was replaced.

Madrona: The drainage system in front of the school was unplugged.

Manzanita: An exhaust fan in the kitchen bathroom, and a toilet in the girls' bathroom was repaired. Also repaired were two cranks for lifting the basketball hoops.

Merlin: The cable on top of the flag pole was repaired. A fence that was damaged by vandalism was also repaired.

NVHS: A boys' urinal and the small gym doors were repaired. A roof leak in the gym area was repaired, and so was the eye wash station in the metal shop.

Williams: A dishwasher was repaired, and the holes in the back wall of the girls' restroom hallway were filled. Two new standard sized toilets were installed in the staff bathroom.

Additional Information: Our two heating and air conditioning guys handled 47 work orders pertaining to heating issues throughout the District, along with working on HVAC schedules for events at numerous schools.

Vehicle Maintenance Report for December 2012

Our Vehicle Technician researched and purchased a new (used) vehicle to replace a wrecked one.

Preventive maintenance was performed on the following vehicles:

Vehicles #11, #17, #66 and #51

Corrective Repairs were performed on the following:

Replaced wiper blades on vehicle #14

Repaired flat tire on NVHS Toro mower.

Repaired left rear turn signal and washer pump on veh. #85

Tuned up and repaired fuel tank lines and grommet on District Pole Saw

Drove to NVHS and jump started bus #97. Found drivers dome light on.

Replaced all three deck spindles on HVHS Toro mower.
Replaced front brakes and rotors on Veh. #99.
Replaced deck belt on NVHS Toro mower.
Replaced wiper blades on veh. #15.
Replaced driver door key cylinder and door handle and repaired rear emergency door handle on veh. #97
Fixed flat on trailer T1.
Replaced wiper blades on veh. #10.
Replaced seat on IVHS Toro mower.
Replaced throttle body on veh. #76.
Detailed vehicle. #16.
Replaced battery cable ends and cleaned battery on veh. #17.
Replaced headlight on veh. #77.
Repaired flat on front tire of NVHS Toro mower.
Replaced muffler and tail pipe assy and seat cover for veh. #51.
Replaced front tires and resealed roof on veh. #94.
Replaced wiper blades on veh. #4.
Pulled engine out of wrecked veh. #6 and stored away for veh. #66.
Replaced both front turn signal bulbs on veh. #12.
Replaced wiper blades on veh. #51.
Replaced wiper blades on veh. #77.
Tuned up and cleaned out spark arrestor on NVHS chain saw.
Replaced the seat on NVHS John Deere 4200.
Deglazed all 4 brakes, repaired cigarette lighter and replaced wiper blades on veh.#25.
Sharpened blades on district hedge trimmer.
Drove to Portland and picked up veh. #1. Replaced front struts and rear shocks. Tuned up. Replaced spark plugs, air filter, fuel filter. Changed oil and filter. Replaced 6 marker lights. Replaced front and rear wiper blades. Replaced rear hatch door shocks. Repaired air bag light. Installed interior divider. Installed fuel door and painted it. Registered the car and got E plates. Had extra keys made. Replaced front tires and did 4 wheel alignment.

Thanks once again to all Three Rivers Staff for their patience on getting repairs/requests taken care of through the Maintenance department.

If you have any questions or concerns, please do not hesitate to call or contact me at any time.

Sincerely,
Robert Horban
Maintenance Supervisor
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