



Craig City School District

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Maintenance board Report 12.11.25

The maintenance department has been busy with many tasks and Preventative/Corrective maintenance work.

We are ordering new middle school lockers from a locker company in Salt Lake City. There are going to be 24 lockers, each one is a set of three totaling 72 lockers in all. They are coming unassembled to keep costs as low as possible and will be assembled by the maintenance department on site. Dimensions are, 12" wide x 12" Deep x 60" high and come with built-in combination locks, same style as the high school.

We are upgrading the computer in the high school upper mechanical room. With the new software update the computer that we have now does not have the storage or capability needed to keep up. This will be a great upgrade to the high school's HVAC system and will be able to communicate better with the Johnson Controls Metasys system.

I am working with Matt, McG Construction foreman, getting vendors used to order the same flooring being installed in the middle school remodel. The four South facing classrooms paint, flooring and trim work do not fall under the scope of work in the middle school. The only work that is being done is lighting, fire suppression, ceiling ducting, internet drops and a new drop ceiling. I will be ordering the flooring, and the maintenance department will be finishing out the four classrooms, along with sheet rock work, painting the classrooms, installing the new floor, trim and case work around the windows. Attached is a print of the middle school showing the classrooms that the maintenance department will be finishing.

The water for the middle school has been shut off because a section of the main water coming through the school is exposed, with concerns of it freezing and other work being performed. The middle school gym bathrooms' water lines have been drained and the bathrooms closed for use. The district rented a portable bathroom and staged it at the bottom of the steps leading into the gym.

Over the past few months, we have been collecting old and out of use electronics throughout the district. Working with along Gared we filled nine totes to be recycled and shipped out. The totes have been picked up by Samson and are shipping out.

Last month the district had boiler inspections. These inspections are required every two years by the state and are performed through Liberty Mutual Insurance company. Boiler #01 was having maintenance work be done on it at the time when the inspector

showed up and it could not start up at that time with the fuel regulator pulled off. He also mentions that the safety valve on Boiler #01 was in an incorrect place and needed to be moved. That safety valve on this boiler is the same valve installed in that location from the first day the school was built. Guess it's never been noticed by other inspectors till now and I was never aware that the location was incorrect. He is requiring the valve to be moved. The inspector service summary has been added to the board report.

General preventative and corrective maintenance throughout the district has been keeping us moving in all directions, from fixing leaking sections of the elementary school room, fixing middle school gym ceiling tiles that get knocked out by balls, replacing exhaust drive belts located on the roof of the elementary school. Repairing garbage disposals, fixing door handles, replacing stiff key cores, drinking fountain filters, basketball hoops to dealing with the air handler units at the high school.

We are putting on the van fleet studded tires. We are also cleaning up the old rims the studded tires are on, removing all the rust and flaking paint and repainting the rims.

Attached is the states work order summery showing workorders completed for the 2025 year.