

Facilities Management & Capital Project Status Report

January 2020

Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 357 work orders, and are currently working on 73 open work orders.
- Facilities maintenance trade crews are currently scheduled at Stowe School.
- Discussions are occurring with the City of Duluth to update our Joint Power Use and Lease Agreements.
- Gender neutral signage at specific locations is now installed at both high schools. We have met and determined locations at LPMS. A meeting at OEMS is scheduled for later this month to establish locations.
- Labor Management meetings are occurring between the District and the Fireman and Oilers unit.
- Discussions are occurring frequently related to property sale decisions and opportunities to explore.
- Facilities has a UMD intern working at no cost to the District on a project to determine feasibility and financial benefit / payback as related to solar panel installation.
- I am working with both local and state level Historic Preservation groups as related to the listing of HOCHS. Specifically, the City of Duluth Historic Preservation Commission, Duluth Preservation Alliance, and the State Historic Preservation Environmental Review Program Manager.
- Tours have been conducted for properties listed for sale.

Capital Construction:

- Federal COPS grant work for 12 sites is proceeding. I anticipate work to be complete by mid-March 2020. Site visits to meet with principals and clerical staff are ongoing as related to new hardware and features that our new systems will provide.
- Work has begun through KA and Sourcewell for the LTFM HOCHS Fire Alarm System replacement project. This system is antiquated and we have a citation to replace from the fire marshal.
- A PO has been issued for the FY-21 LTFM 10 Year Plan Rockridge Roof Replacement Project. As per my previous email to all School Board members, the project is within budget.
- A pre-bid meeting was conducted at Congdon Park Elementary, and bids are to be received later this week for the FY-21 LTFM 10 Year Plan Congdon Park Masonry Restoration Project.

Building Operations

- Operations has accepted a retirement from an Engineer II position at Lester Park Elementary. This position was opened for transfer amongst Engineer II's. No transfer requests were submitted. Operations is proceeding to post and fill this position. In addition, Operations has posted Rockridge Engineer I position.
- Summer is right around the corner and we are beginning to prepare for our summer cleaning and maintenance plans. Operations is in the early stages of planning training on our newly purchased machines and processes during April spring break before summer. Along with new machines and equipment, comes new and more efficient and effective process and practices on how to

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accomplish regular cleaning and refinishing projects. This will all be covered along with basic custodial training in April.

Health, Safety & Environmental Management

Environmental/Health/Safety

- Asbestos issues found during the 3-year inspection were repaired as required.

Emergency Response

- Trained after school staff in ALICE, including hands on scenario training

Workers' Compensation Activities - January

- 23 First report of incidents
- 2 OSHA recordable incidents

2020 YTD Incidents

- 23 First report of incidents received
- 2 OSHA recordable incidents
- 8 Days away from work
- 12 Days of restricted work