

# Facilities/Maintenance Update 10/15

## **Custodial Update**

With the recent budget cuts this fiscal year, right now I have a daytime custodian who is responsible for high-use student bathrooms, staff bathrooms, and locker rooms. I have one full-time night custodian and one part-time afternoon custodian to clean scheduled areas twice a week. We also have two student hires working for 1 hr after school, when they can, to help gather trash and vacuum hallways and common areas. The SPED program is also helping with gathering trash and washing dirty rags when they can.

21,500 Square Feet is the suggested average square footage that a full-time custodian is responsible for. The total square footage for HS/MS, District Office, VOCED, Elementary is 107,643 Square feet. As of right now we have 2.75 full time custodians which means each custodian, right now, is responsible for 39,143 square feet. In the past we had 4 full time custodians that were responsible for 26,900 square feet each which covered all areas Monday through Friday.

## **APPA Standards**

### **Level 1 Orderly Spotlessness (highest level)**

- Floors and baseboard molding shine and/or are bright and clean; colors are fresh. There is no build-up in corners or along walls.
- All vertical and horizontal surfaces have a freshly cleaned or polished appearance and have no accumulation of dust, dirt, marks, streaks, smudges, or fingerprints.
- Washroom and shower fixtures and tile gleam and are odor-free. Supplies are adequate.
- Waste containers only hold daily waste, are clean and odor free.

### **Level 2 Ordinary Tidiness**

- Floors and baseboard molding shine and/or are bright and clean. There is no build-up in corners or along walls, but there can be up to two days worth of dust, dirt, stains, or streaks.
- All vertical and horizontal surfaces are clean, but marks, dust, smudges, and fingerprints are noticeable upon close observation.
- Washroom and shower fixtures and tile gleam and are odor-free. Supplies are adequate.
- Waste containers hold only daily waste, are clean and odor-free.

### **Level 3 Casual Inattention**

- Floors are swept or vacuumed clean, but upon close observation there can be stains. A build-up of dirt and/or floor finish in corners and along walls can be seen.
- There are dull spots and/or matted carpet in walking lanes. There are streaks or splashes on baseboard molding.
- All vertical and horizontal surfaces have obvious dust, dirt, marks, smudges, and fingerprints.
- Waste containers hold only daily waste, are clean and odor-free.

### **Level 4 Moderate Dinginess**

- Floors are swept or vacuumed clean, but are dull, dingy, and stained. There is noticeable build-up or dirt and/or floor finish in corners and along walls.
- There is a dull path and/or obviously matted carpet in walking lanes. Base molding is dull and dingy with streaks or splashes.
- All vertical and horizontal surfaces have conspicuous dust, dirt, smudges, fingerprints, and marks.
- Light fixtures are dirty.
- Waste containers have old trash. They are stained and marked. Waste containers smell sour.

### **Level 5 Unkempt Neglect (lowest level)**

- Floors and carpets are dull, dirty, dingy, scuffed, and/or matted. There is conspicuous build-up of old dirt and/or floor finish in corners and along walls. Baseboard molding is dirty, stained, and streaked. Gum, stains, dirt, dust balls, and waste are broadcast.
- All vertical and horizontal surfaces have major accumulations of dust, dirt, smudges, and fingerprints, all of which will be difficult to remove. Lack of attention is obvious.
- Light fixtures are dirty with dust balls and flies.
- Waste containers are overflowing. They are stained and marked. Waste containers smell sour.

To these standards of APPA , Association of Physical Plant Administrators, we have 1.75 custodians cleaning scheduled areas twice a week, we are at level 3. Bathrooms and locker rooms are level 2 since there is a Full time custodian dedicated to just bathrooms and locker rooms.

## Facilities/Maint. Update

- A lot is happening right now and we have yet to get into winter. We are making preparations for the arrival of snow. This includes stocking up on ice melt, making sure we have shovels and scoops, buckets and hand scoops, making sure snow plows/blowers are operational and verifying that heat trace is working.
- We are moving over to a new CMMS, computerized maintenance management system, from Brightly to OperationsHERO. This will help streamline our daily PMs and staff work orders.
- We have just recently patched holes on the roof above the High School commons including one of the skylights. We are finding more areas that have been damaged by birds and areas that are just deteriorating with weather and age of material. With the heavy rainfall this past couple weeks we have found new leaks in the Auditorium that we are unable to trace and had to play the guessing game in areas of concern.
- The team had a meeting with LCG today, Tuesday Oct. 15th for the 65% drawing submission for the HS/MS roof replacement and the HS Office remodel.
- We are in the process of drafting an RFP for the Door security upgrades district wide, which would electrify/key fob exterior doors and the majority of the interior doors.
- In the near future we are going to have LCG and their team do a full District Wide Site condition survey to determine areas of concern. This will help us prioritize our 6yr CIP.

