

# Facilities Management & Capital Project Status Report

## January 2019

### Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 300 work orders, and are currently working on 475 open work orders.
- Facilities maintenance trade crews are currently scheduled at Piedmont Elementary.
- Continuing to work with Human Resources and Firemen and Oilers Union to review and update position descriptions.
- Through efforts with the City of Duluth / Comfort Systems Conservation Improvement Plan (CIP), we have received a rebate check for \$15,401.00 for conservation measures during construction at Rockridge, and a rebate check for retro-commissioning at OEMS in the amount of \$2000.00.
- Requested documents have been provided to MDE as related to the State Security Grant Program in which we were selected for specific projects at Denfeld and Rockridge.

### Capital Construction:

- The HOCHS audit kick off meeting has occurred and work is underway.
- Design efforts are ongoing with bid documents to be prepared shortly for the PSS Track Replacement project.
- The Denfeld stairwell ceiling project is being designed and will be completed with Kraus Anderson utilizing Gordian / ez/IQC.

### Building Operations

- Operations have hired an engineer and maintenance custodian at Lakewood Elementary School from within. In addition, a maintenance custodian has been hired from within at Myers-Wilkins Elementary School and a custodian has been hired at East High School from the outside. Currently Operations is working to fill a custodian position at East High School, a custodian position at Myers-Wilkins Elementary School, a custodian position at Ordean East Middle School, a fireperson position at Ordean, and lastly a fireperson position at Denfeld High School.

### Health, Safety & Environmental Management

#### Environmental/Health/Safety

- Radon testing for all schools is scheduled for March 3rd - March 7th.
- Slip/Trip/Fall audits were completed for Lester and Lowell Elementary schools.

#### Emergency Response Crisis Management

- ALICE training was held for the out of school time (OST) staff.

#### Workers' Compensation Activities

- OSHA Recordable Incidents for the month: 1
- First report of injuries: 22
- Annual OSHA
  - OSHA 300A Forms were electronically submitted and posted in each building per regulations
  - 2018 OSHA Recordable Incidents (Injuries beyond first aid)
    - 37 Recordable incidents
    - 869 Days away from work
    - 149 Days of restricted work



**City of Duluth**

DEPARTMENT OF PUBLIC WORKS & UTILITIES

Comfort Systems

PO Box 169001 • Duluth MN 55816

January 14, 2019

David Spooner  
215 North 1st Ave E  
Duluth, MN 55802  
david.spooner@isd709.org

Mr. Spooner:

Energy Insight Inc. has verified the installation and calculated potential energy savings for efficiency and conservation measures at Rockridge Elementary School, located at 4849 Ivanhoe Street, as indicated on the list enclosed with this letter. They qualify for a Duluth Public Works and Utilities Commercial and Industrial Energy Conservation Program 10% energy conservation grant of \$15,401.

These efficiency measures are projected to save 14,288 therms of natural gas, \$9,287 in natural gas fuel costs, and 168,313 lbs. of CO<sub>2</sub> emissions per year. These projects have an overall projected simple payback of 19 years.

A grant check for \$15,401 is enclosed with this letter.

If you have any questions about this grant, contact Eric Schlacks at 730-4060.

Jim Benning, P.E.  
Director  
Public Works & Utilities Department

CC: Eric Schlacks

**ISD 709 Duluth-Rockridge Elementary School**  
4849 Ivanhoe Street

1/11/2019

The School District remodeled the building installing a number of efficiency and conservation measures. These measures and their impacts on natural gas energy use are summarized in the table below.

Measure	Measure Cost	Annual Energy Saved	Annual Cost Saved*	Simple Payback Years	Grant Amount
Energy Efficient Boiler Lochinvar FBN2001	\$ 140,000.00	11,486	\$ 7,465.90	18.8	\$ 14,000.00
Energy Star rated Southbend SL GS/22SC gas ovens	\$ 1,886.00	224	\$ 145.60	13.0	\$ 188.60
Boiler room pipe insulation	\$ 1,840.00	260	\$ 169.00	10.9	\$ 184.00
Domestic hot water pipe insulation	\$ 10,290.00	1,103	\$ 716.95	14.4	\$ 1,029.00
Kitchen exhaust fan controls	\$ 2,705.00	87	\$ 56.55	47.8	\$ -
New back entrance door 1	\$ 1,896.00	111	\$ 72.15	26.3	\$ -
New back entrance door 2	\$ 2,653.00	155	\$ 100.75	26.3	\$ -
New double pane windows 2	\$ 1,632.00	95	\$ 61.75	26.4	\$ -
New door	\$ 6,950.00	405	\$ 263.25	26.4	\$ -
New door 2	\$ 1,610.00	94	\$ 61.10	26.4	\$ -
New door 3	\$ 1,782.00	104	\$ 67.60	26.4	\$ -
New door 4	\$ 2,818.00	164	\$ 106.60	26.4	\$ -
<b>Totals</b>	<b>\$ 176,062.00</b>	<b>14,288</b>	<b>\$ 9,287.20</b>	<b>19.0</b>	<b>\$ 15,401.60</b>

Note: \*Calculated Cost savings using \$0.60/Therm for NG

\*\*Incremental cost

CHECK NO. 179573

DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
01/11/2019	198572	C&I CIP grant Rockridge School Grant-C&I CIP grant Rockridge Schoo	15,401.60

RECEIVED  
JAN 24 2019

ISD #709  
FACILITIES MGMT

**City of Duluth**  
411 West First Street  
Duluth, MN 55802

WELLS FARGO BANK MINNESOTA, N.A. 17-1  
DULUTH, MINNESOTA 910

DATE	AMOUNT
01/22/2019	\$15,401.60

Cash within 60 Days

CHECK NO. 179573
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**PAY** Fifteen Thousand Four Hundred One and 60/100 Dollars

TO THE ORDER OF  
ISD 709  
Attn: David Spooner  
215 N 1st Ave E  
Duluth, MN 55802

Countersigned by:  
*Wayne Parson*  
*[Signature]*  
*John Bailey*

⑈ 179573⑈ ⑆091000019⑆ 0020020172⑈

THIS CHECK CONTAINS SECURITY FEATURES. SEE BANK FOR DETAILS.



**City of Duluth**  
 DEPARTMENT OF PUBLIC WORKS & UTILITIES  
 Comfort Systems  
 PO Box 169001 • Duluth MN 55816

RECEIVED  
 FEB 05 2019

I.S.D. #709  
 FACILITIES MGMT

January 30, 2019

David Spooner  
 Duluth Public Schools ISD709  
 215 North 1st Ave E  
 Duluth, MN 55802  
 david.spooner@isd709.org

Mr. Spooner:

The energy savings found by the recommissioning work on natural gas systems done at the Ordean East Middle School qualifies for a grant on the cost of the recommissioning work. To qualify for a grant: 1) it is assumed that 50% of the recommissioning cost is to identify natural gas operating improvements, and 2) there is a simple payback of 20 years or less from the energy savings found on the cost of the recommissioning.

School	Savings (Therms)	Simple Payback (Years)	Grant Amount
Ordean East Middle School	4,658	7.4	\$2,000

Enclosed with this letter is a check for the grant.

If you have any questions about this program, contact Eric Schlacks at 730-4060.

  
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 Jim Benning, P.E.  
 Director  
 Public Works & Utilities Department

CC: Eric Schlacks

City of Duluth

CHECK NO. 180034

DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
01/29/2019	198583	CIP grant-recommissioning Ordean East Middle School Grant-CIP grant-recommissioning Ord	2,000.00

City of Duluth

411 West First Street  
Duluth, MN 55802

WELLS FARGO BANK MINNESOTA, N.A. 17-1  
DULUTH, MINNESOTA 910

DATE	AMOUNT
02/04/2019	\$2,000.00

Cash within 60 Days

CHECK NO.
180034

**PAY** Two Thousand and 00/100 Dollars

TO  
THE  
ORDER  
OF

ISD 709  
Attn: David Spooner  
215 N 1st Ave E  
Duluth, MN 55802

*Wayne Parson*  
Courtesy signed by:  
*[Signature]*  
*John Bailey*

⑈ 180034 ⑈ ⑆091000019⑆ 0020020172⑈

CHECK CONTAINS SECURITY FEATURES. SEE BACK FOR DETAILS.