

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

January 2015

Facilities Management – General

In the past month the maintenance crews have completed 263 work orders, and are currently working on 561 open work orders.

Facilities maintenance trade crews are currently scheduled at MWE.

Facilities is working with Comfort Systems to achieve rebates related to the boiler system upgrades related to the LRFP.

The 1890's committee is funding tower stair railing upgrades to make tours safer in the tower.

The Fire Marshal inspected HOCHS and we received very few violations.

Facilities is looking at re-commissioning services for several buildings this year.

Capital Construction:

LHB is investigating pool drain line leakage issues at LPMS.

Facilities has met with FJJ and RW Fern and Associates to solicit proposals to provide budget figures to modify Garfield to house Facilities Management staff and trades personnel.

Facilities has met with design professionals to solicit and receive proposals related to the recently School Board approved LRFP remaining work scope.

Operations

January 2015 was warm for the time of year and consequently, more salt and sand than usual was transferred into the buildings from the occupants. This created additional work for the custodial staff in the buildings.

The District held an auction to liquidate the remaining items at STC on January 24, 2015. This was a well-attended auction and went smoothly. The District will be scheduling an auction at Central High School to liquidate the remaining items left at the site, which the district wants to sell.

Health, Safety & Environmental Management

- Environmental/Health/Safety
 - Help files for APEX online training have been added for administrators
 - Tier II reports for hazardous wastes were submitted as required.
 - Ergonomic reviews were completed for four employees in the education offices (315) at HOCHS. The floor slope is causing neck/arm issues for the employees.
- ERCM
 - Quarterly local law enforcement and authorities meeting
 - Discussed +/- of entry management systems. It was cautioned that data privacy rights may be changing, which will affect these systems.
 - Flash drives were updated

- Water outage plan was reviewed
 - AED registration and locations were discussed
 - The numbering of windows was discussed and will be added to the building.
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- OSHA Recordable Injuries 2014 (Logs were completed and posted as required)
 - There were 23 recordable injuries in 2014 down from 30 in 2013.
 - 7 of 23 were from the transportation department.
 - There were 336 days away from work down from 361 last year.
 - Of the 336 days away, 81% were from transportation (180d for one employee).
 - Slips/falls are still the most common injury.
 - Strains while lifting/catching students increased.

 - Workers' Compensation Activities
 - OSHA Recordables: 0 recordable incidents.
 - Incidents Reported: 21 injuries reported, of which 10 were slip on ice/snow incidents and four were falls while walking.

Risk Management

There have been no significant reportable incidents or claims relating to insurance policies for general liability, property, auto, and school leader's legal liability.