

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

February 2014

Facilities Management – General

In the past month the maintenance crews have completed 192 work orders, and are currently working on 530 open work orders.

Maintenance crews are on scheduled maintenance and focusing on HOCHS at this time.

The Utility crew worked many hours and did a great job moving snow from the recent storm, which allowed school to start back up from winter break week in a safe manner.

Capital Construction:

We are working with AMBE Ltd. to review plans and specifications for the summer Congdon roof and wall project.

Work is continuing on structural support enhancements for LPMS commons area.

We are working with DSGW / Bossardt and others to determine a solution to the loading dock issues at MWE.

We are working with LHB / KA and others to schedule the work to accomplish the loading dock solution work at LPMS, along with any other outstanding issues.

Operations

February 2014 was a cold and snowy month. Operations staff were busy keeping the walks clear as they were limited as to where they could put all the snow. We are finding the snow is interfering with the operation of roof fans and boilers, and some of the intakes need to be cleared, especially where the snow drifts. During the break in February, all buildings were put in the unoccupied mode to save energy and to accomplish this, building temperatures were set back to 62-65 degrees depending on the site. During the break, the District sponsored a floor cleaning seminar for Operations staff to highlight some new techniques and demonstrate proper floor care to our employees.

Health, Safety & Environmental Management

- Emergency Response Crisis Management
 - Met with St. Luke's to look at their command center and procedures for responding to a catastrophic event. We will be looking into the benefits of preparing a central meeting place at HOCHS for district employees and outside agencies to coordinate efforts in the event of catastrophic events.
- Environmental
 - Annual Tier II submissions completed.
 - Investigations of boiler exhaust/gas smells and concerns at Congdon Park, Myers-Wilkins, and Piedmont were conducted. Investigations found some

exhaust leaks which the installation company had knowledge of and will be installing new parts to correct the issue.

- Investigation of the boiler exhaust concern at East was conducted. The boiler was found to have a heat exchanger leak and was shut down. The leak is from over-torqued brass bolts, and will be corrected on all the boilers by the boiler company.
- Workers' Compensation Activities
 - OSHA Recordables
 - 1 Recordable: Knee injury resulting in one day away from work.
 - Incidents Reported: 13 injuries reported.

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.