

# **FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT**

## **March 2017**

### **Facilities Management – Maintenance and Operations - General**

- In the past month the Facilities maintenance crews have completed 342 work orders, and are currently working on 536 open work orders.
- Hallberg Engineering Inc. is progressing on the Re-Commissioning process at OEMS.
- Crews are preparing our facilities district-wide for spring athletic sports.
- Facilities maintenance trade crews are currently scheduled district-wide for Spring break.
- We are preparing summer schedules to accommodate summer programs.
- I am working with MN Power to request they fund two more Energy Star Certification projects with Conservation Improvement Program (CIP) funds, possibly at Denfeld and LPMS. This would give us good information related to how effective our design professionals were, as these three buildings all were designed by different firms, as well as how effective we are at operating them. LPMS is all new, Denfeld fully renovated, and EHS is a combination of some renovation combined with a majority that is new.
- I am in the discussion phase with MN Power to determine if they can or will fund a summer intern to work in the Facilities Department and focus on energy conservation and practices. The resulting data from the summer intern will determine for MN Power if the CIP can fund a full-time 3 year position for the District to focus on energy reduction / conservation.

### **Capital Construction:**

- Architectural Resources Inc. has prepared a phase 2 agreement for the School Board to consider for moving forward with construction at Rockridge to house the Woodland Hills programs.
- The rubber mulch replacement process is moving forward and on schedule. This work will be out for bid in April and to the School Board in May for approval.
- Ongoing - 2017 10 Year Capital Plan Projects are being evaluated and proposals solicited as needed for summer 2017 construction.

### **Building Operations**

- One more custodial vacancy at East High School has been filled. A custodial vacancy at Lincoln Park Middle School will be reposted.
- Duluth Police Department and the County Sheriff's Office continue to utilize our vacant sites for training sessions and scenarios such as active shooter.
- A custodial product and equipment catalog has been created to provide standardization in the products and equipment we use district-wide. The catalog plans to be launched next month.

## **Health, Safety & Environmental Management** **Environmental/Health/Safety**

- Lead in water testing district-wide was approved and testing has been scheduled to start the first week of April.
- Marsh McLennan Agency has begun to create orientation training for new employees.
- Asbestos repairs were started at HOCHS based on the three year inspection results. The only areas left to complete are ones that could not be reached so platforms will need to be built.
- Delayed egresses are starting to be eliminated based on the issues we have during fire inspections. Safety will be working with more schools in the future to eliminate the delayed egress doors with repeat issues.
- A fire extinguisher was added to Lincoln Park kitchen per code. It was discovered during an inspection that one wasn't directly located in the kitchen area.
- Gas smell was investigated in the kitchen at East. The smell was from the exhaust of the oven due to the broken belt on the ventilation unit causing it not to exhaust the gasses. The oven was shut down and the belt was replaced.
- Hoist inspections were completed. The units in the Denfeld shop continue to have issues. This year we are locking out the Nauss Baum lift and Phil has requested it be removed from his shop.
- Stowe media center had mold/mildew growth on the peak of the ceiling. It was investigated, cleaned, and disinfected the same day of notification. The roof is creating condensation at the peak which is beginning to rust the panels. It will have to be looked at for further issues. For now the mold/mildew is eliminated.

### **Emergency Response**

- Visited with Anoka/Hennepin to view their lockdown procedures, emergency procedures, and safety programs. The lock down procedure gives employees more options than hiding in the corner and they are recommended by Homeland Security. We will continue to work on updating and improving emergency response plans.
- There was a car fire at Piedmont in the main parking lot. The fire department was called and put out the fire. The building ventilation was shut down to eliminate the migration of fumes into the building. Staff did what they are supposed to by calling 911 and letting the engineer know of the issues.
- AED pads are being replaced due to their expiration date.

### **Workers' Compensation Activities**

- OSHA Recordables- 4 (Stomach pain from lifting, knee pain tripped by student, slip in hall hip pain, student lunged back/neck pain).
- Incidents Reported: 32 injuries reported.