

Facilities Management & Capital Project Status Report

February 2021

Facilities Management – Maintenance and Operations - General

- COVID-19 cleaning / disinfection protocols continue to be followed and improved to keep our school sites safe for all occupants as return to learn progresses.
- With Return to Learn, we do review guidance documents daily, and establish best practices to keep students and staff safe.
- We are “turning the dial” and slowly allowing co-curricular activities to ramp up and occur. Specific COVID practices are being followed for these activities.
- In the past month, the Facilities maintenance crews have completed 199 work orders and are currently working on 153 open work orders.
- Snow removal and sanding efforts to keep all safe on district property are ongoing. The winter has been mild so far and snow removal costs have been on the lower end.
- Repairs to the roof parapet flashing on the Denfeld clock tower are occurring. Brick replacement will occur later this year. The skylights and roof below are protected to ensure no damage will occur should more face brick fracture and fall off.

Capital Construction

- The Congdon Park LTFM Window Replacement project is being prepared to bid.
- PSS track remediation efforts are under discussion with district legal representation.
- The OEMS LTFM door replacement project is out for bid.
- The EHS LTFM small roof replacement project is out for bid.
- Work is continuing for site development as related to the new construction efforts at the CHS site.

Building Operations

- During the month of February, in light of the return to in person learning, Heather Ashbaugh instituted a system of evening disinfecting spot checks in the elementary schools. This has been helpful to ensure that the disinfecting is happening in accordance with CDC and MDH guidelines, as well as providing the opportunity for staff input on pieces that may need improvement in our process. The results of these spot checks have been encouraging, and Operations staff has appreciated having the support and attention from Facilities leadership. These checks will extend into Secondary Schools as well, as we return to in person learning at these sites.
- We are proud to share that during the month of February, we have had two operations staff members advance their boiler's licenses, and several more who are registered to test in March.

Health, Safety & Environmental Management

- EPA Tier II reporting completed for our underground fuel oil tanks at Lakewood and Central HS per EPA requirements
- Lead in water testing done at Rockridge per MDH 3-yr requirement.
- Drafting pandemic response addition to ERCM section 3
- Ladder, fire protection, and near miss written programs added to program documentation and available on Occupational H&S staff resources page
- A near miss report form, which will allow staff to submit situations in which an accident was likely to occur but did not, is now available on H&S staff resources page along with a suggestion form
- 3rd Safety Committee and 3rd Labor Management Safety Committee Meetings held
- 2 pallets of emergency water have been staged at Utilities (Garfield)-18 4gal water jugs, 20 cases of 24 water bottles.

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Workers' Compensation Activities

February 2021

- First report of incidents: 3
- OSHA recordable incidents: 1
- Days away from work: 0

2021 YTD Incidents (January 1, 2021 - December 31, 2021)

- First report of incidents: 5
- OSHA recordable incidents: 2
- OSHA recordable COVID cases: 0
- Days away from work: 5
- Days of restricted work: 0