



Three Rivers School District

Maintenance Department
 126 Ringuette St, Grants Pass Oregon 97527
 (541) 476-6304
 Fax (541) 471-2455
dave.bracken@threerivers.k12.or.us

May 10, 2012

Board of Directors
 Dan Huber-Kantola
 Three Rivers School District

In the month of April the Maintenance Department received 190 work orders (152 Correctives, 6 Preventative, 1 Minor, 31 Other) completing 151 work orders within 30 days of receiving the request, equating to a 79.47% completion rate. During my presentation last month I was asked if an 84% completion rate was acceptable. The monthly completion rate is based on work orders completed within 30 days and I believe is an excellent completion percentage and exceeds industry standards. To put this into perspective, we should look at what our maintenance department has accomplished since June 1, 2011.

The following represents the amount of work orders received per month and what has been completed by percentage rate to this date in our Plant Operations and Maintenance (POM), Engineering (ENG), and Grounds (GMS) departments.

Plant Operations & Maintenance:

Engineering:

Month	POM	Cancelled	Completed	ENG	Cancelled	Completed
June	115	9.45%	99.9%	25	0%	100%
July	94	2.08%	94.0%	12	0%	100%
August	166	5.14%	94.8%	23	0%	100%
September	187	4.59%	95.4%	39	4.88%	100%
October	197	4.81%	99.5%	35	2.78%	100%
November	163	3.55%	100%	34	0%	100%
December	135	4.73%	95.9%	33	2.94%	100%
January	225	3.69%	95.9%	51	1.72%	96.3%
February	166	2.76%	94.5%	28	3.00%	93.3%
March	173	.50%	86.1%	25	0%	100%
April	190	2.63%	79.4%	44	0%	70.4%
Tot/Avg	1,811	3.99%	94.1%	349	1.39%	96.3%

Grounds:

Month	GMS	Cancelled	Completed
June	26	7.14%	100%
July	21	4.55%	100%
August	22	0.00%	100%
September	25	0.00%	100%
October	23	0.00%	100%
November	21	0.00%	100%
December	22	0.00%	100%
January	26	0.00%	96.3%
February	26	3.03%	81.8%
March	19	0.00%	100%
April	25	0.00%	100%
Tot/Avg	256	1.33	98%

During the last eleven months, our department received 2,416 work orders completing 2,336 equaling a 96.1% completion rate for the year.

As we move towards the end of the school year our maintenance and custodial teams have been preparing for graduation and moving-on ceremonies. As soon as these are over and staff have left for the summer our engineering department will break down boilers for cleaning, then begin work on completing preventative maintenance work orders pertaining to our HVAC units, heat pumps, and hot water vessels. The maintenance teams have developed a summer project schedule and will be working throughout the summer to complete by August 15th when the buildings begin opening for staff. Our custodial cleaning chemicals and disposables have been ordered and will be received and delivered before the last day of school. Our custodial teams at each building have developed a summer cleaning schedule and will be deep cleaning all areas and have ready by August 24th.

This concludes our maintenance report for the month of May 2012.

Respectfully Submitted
Dave A. Bracken
Director of Environmental Services