

Facilities Management & Capital Project Status Report

May 2019

Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 366 work orders, and are currently working on 503 open work orders.
- Facilities maintenance trade crews are currently scheduled at Lester Park.
- Continuing to work with Human Resources and Firemen and Oilers Union to review and update position descriptions.
- Work continues to complete final award documents for MDE for the 2 awarded Safe Schools grant – Denfeld and Rockridge.
- Meetings with all site leadership have occurred in preparation for installation of added security features at each school site.
- Lowell Barnes has a volunteer project and grant monies to improve the Nature Play area. This work will begin next week.
- Deep cleaning and maintenance was performed on all 4 turf fields. Overall this went well and all sites look good and passed G-Max testing.
- Signage and lines are scheduled to be painted and installed at both HS sites as related to our Civil Rights review last fall.
- In efforts to preserve our parking lots, crack grinding and filling will occur at three sites (LPMS, Congdon, and EHS).

Capital Construction:

- The FY19 LTFM 10 Year Plan HOCHS audit work is underway and is scheduled to be presented at the June Business Committee Meeting.
- The FY20 LTFM 10 Year Plan PSS Track Replacement project is underway and progressing nicely.
- The FY20 LTFM 10 Year Plan Denfeld stairwell ceiling project is on track with one stairwell done and starting on the second.
- Work has begun with our T & M contractor for the FY20 LTFM 10 Year Plan HOCHS Fire Alarm System replacement project. This system is antiquated and we have a citation to replace from the fire marshal.
- Work will begin on the LPMS new bathroom/shower facility to facilitate needs of incoming students in the Special Education Program pending School Board approval at this meeting.
- Planning meetings have been held for FY21 LTFM projects.

Building Operations

- Operations are filling an entry level custodian position at Ordean East Middle School and Congdon Elementary School. In addition, a fireperson position at Ordean East Middle School is open for transfer amongst current employees in that job classification as well as a maintenance custodian position at Congdon Elementary School. Operations is seeking to fill these positions as soon as possible as we approach the busy summer months with projects and deep cleaning at all sites district wide.

Health, Safety & Environmental Management

Environmental/Health/Safety

- A Fire Marshal audit was conducted at Ordean East and Transportation. A couple of minor issues were found and corrected.
- Playground inspections were completed. Overall the playgrounds were in good condition. A few cracked swing seats were replaced, and four missing bolts were replaced. The overall average depth of the engineered wood fiber was between 9-11 inches.
- Received quotes for the required 3-year AHERA asbestos survey. Twin Ports Testing, Inc. was chosen and will begin the survey after school is out.

Emergency Response

- District wide radios continue to be worked on. The repeater to communicate between buildings is now working.
- Radio signal boosters were scheduled to be installed at East and Denfeld to increase the fire and police radio signals in the buildings. This is per fire marshal orders regarding Minnesota Administrative Rules Appendix L Section L101 – Emergency Responder Radio Coverage in Existing Buildings.

Workers' Compensation Activities

- Reviewed the Sensory Training Videos that RAS has created to help reduce employee/student related injuries. Working with Special Ed to determine if the videos will be used in training during the staff development day in August.
- May
 - 27 First report of incidents
 - 2 OSHA recordable incidents
- 2019 YTD Incidents
 - 152 First report of incidents received
 - 14 OSHA recordable incidents
 - 6 Days away from work
 - 208 Days of restricted work