

Facilities Management & Capital Project Status Report

November 2019

Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 351 work orders, and are currently working on 210 open work orders.
- Facilities maintenance trade crews are currently scheduled at Ordean East Middle School.
- Discussions are occurring with the City of Duluth to update our Joint Power Use and Lease Agreements.
- Gender neutral signage at specific locations is now installed at both high schools. Middle schools are scheduled next to discuss and establish locations.
- Repairs to a portion of terrazzo at Denfeld's commons will be completed over the holiday break.

Capital Construction:

- Federal COPS grant work for 12 sites is proceeding. I anticipate work to be complete by early January 2020.
- Work has begun through KA and Sourcewell for the LTFM HOCHS Fire Alarm System Replacement project. This system is antiquated and we have a citation to replace from the Fire Marshal.
- Work is being done to bid the FY-21 LTFM 10 Year Plan Rockridge Roof Replacement Project.
- Work is being done to bid the FY-21 LTFM 10 Year Plan Congdon Park Tuck Pointing Project.

Building Operations

- Operations have filled two entry level custodian positions with external candidates. Interviews have been scheduled for a district wide floater position. This entry level custodial position is not assigned to a specific site and works district wide at all sites to help fill vacancies, illness, and vacations. Unfortunately, due to large snow events these interviews have been rescheduled.

Health, Safety & Environmental Management

Environmental/Health/Safety

- Labor Management Safety Committee Meeting reviewed current injury trends and began brainstorming plans to address common issues.
- Began writing lock out tag out procedures for Lincoln Park's equipment.
- Conducted a Fire Marshal walkthrough at Piedmont. A few items were moved to keep aiseways and exit routes clear.

Workers' Compensation Activities - November

- 30 First report of incidents
- 7 OSHA recordable incidents

2019 YTD Incidents

- 265 First report of incidents received
- 35 OSHA recordable incidents
- 164 Days away from work
- 413 Days of restricted work

Emergency Response

- Continued planning to update the Emergency Response Manual to match ALICE training.