

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

October 2017

Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 482 work orders, and are currently working on 615 open work orders.
- A 10 % conservation improvement grant was received from the City of Duluth Comfort Systems for completing boiler tune ups in the amount of \$840.
- Facilities maintenance trade crews are currently scheduled at LPMS.
- We are advertising for two vacancies, Master Electrician and Master Plumber.

Capital Construction:

- Rockridge reconstruction efforts have started, and we are on track for a late December completion of interior work, with some site work to be completed this spring.
- The Playground Rubber Mulch Replacement project is complete for the winter, with all sites open and safe for students to play. Punch lists and site restoration will have to wait for spring.
- We have entered into agreement with RW Fern and Associates for phase 2 of the stairwell restoration project at Denfeld to be completed this coming summer FY 19.

Building Operations

- Two Custodian II positions have been filled at East High School. A transfer has been accepted to Denfeld High School Custodian II. Currently, Operations has two district wide floater positions open. These positions are critical in maintaining staffing levels due to vacations, illnesses and vacancies.
- Operations have also opened an Engineer 1 and a Maintenance Custodian at Rockridge School. Rockridge is currently under construction to serve the Woodland Hills Academy students. These positions will be filled in November and tentatively start their new role at Rockridge mid-December.

Health, Safety & Environmental Management

Environmental/Health/Safety

- Investigated air quality concerns at East Room 3045. The room smelled like mildew/mold and was investigated for several days. Tiles were replaced, filters were replaced and the fans were placed on a new schedule. These are all temporary fixes to eliminate the smell while the leaks in the exterior wall are to be investigated further.
- Sprinkler inspection corrective measures began this month.

- Rockridge asbestos abatement began and was completed. The project went as planned and was completed in a timely manner.
- Epipens were collected for recycling from the schools. Pens that are expired and not used have a chemical in them that is considered regulated waste.
- A staff injury report relating to injuries caused by students was put together and forwarded to administration for review. Injuries in general have increased for 2017.

Emergency Response

- Rockridge emergency response plans were started. Items related to preparing and planning are being put together for the opening of the building.
- The ERCM manual is being reviewed and initial language to the plan is being marked for correction.
- Site plans were completed.

Workers' Compensation Activities

- Claims review is scheduled for November 7th.
- OSHA recordable injuries for the month: 1 - Vehicle rear ended while stopped en route to student's home, prescription.
- First report of injuries: 28