

Facilities Management & Capital Project Status Report June 2024

Facilities Management – Maintenance and Operations - General

- In the past month, the Facilities maintenance crews have completed 301 work orders and are currently working on 243 open work orders.
- The facility's CMMS system has begun building the CAD layouts for processes, work orders and asset mapping. Drawings for East have been completed, all others should be completed by October 2024, Have begun entering capital assets into the framework. High schools will be the first building assets entered and completed.
- Rockridge will have the property surveyed and plotted the week of June 3rd through June 7th.

Capital / Construction

- Smith Bell and Clock finished the timing and gearing installation on May 23rd. Denfeld clock is now fully operational.
- Duluth News Tribune building remediation completed May 24th Renovation meetings have resumed.
- Lowell Elementary exterior and Window construction project was canceled and has not been rescheduled. Interior work will most likely be done through the district's T&M contracting.
- Materials have begun to arrive for the Pool renovation at Lincoln Park. Horizon has already completed the installation of the new Sand Filters, Motor, Strainer, Pump, and Chlorine dispensing system. VFD installation will begin when the electrician can schedule.
- Transportation building expansion, proceeding with site walk thru with Design Tree for scope development, and sign off.
- Lowell loading dock exterior wall repair is close to settlement with Kemps. Stretar Masonry will do interior brick inspection before signing off on the extent of work.

Discussion with Legal Representation

- Discussions with Kemps Insurance representatives at Sedgewick are in final discussions. All updated quotes have been submitted. The only issue is if there is any interior wall damage and how that will be handled if it is discovered. Once they are available Stretar Masonry will open the exterior wall envelope to inspect before settlement.

Building Operations

- The Operations staff is gearing up for Summer maintenance projects and building deep cleaning.
- We are still working on filling licensed positions. Most of the Custodian positions have been filled. Operations has continued looking to fill Engineer II positions at Lowell and Myers-Wilkins, Second Shift Engineer II position at Lincoln Park and Ordean Middle School, Second Shift Engineer I at Lakewood, Laura MacArthur, and Lester Park, and Custodian I positions at East High School and Denfeld.

Health, Safety, and Environmental Management

- **Audits & Inspections**
 - One automotive hoist at Denfeld HS needs to be replaced, replacement has been ordered and installation has been scheduled.
 - IEA did radon testing at all school sites in Feb, two rooms were slightly over the action limit (One at Denfeld, one at Congdon). Follow up testing was conducted per Minnesota Department of Health guidelines. Retests passed - results will be presented at July COW meeting.
 - Fire code corrections at East HS still under way

- **Regulatory Reporting**
 - Nothing needed in May

- **Systems & Technology Updates**
 - New Health and Safety Management Vector EHS Management system set up and in use. Will create training for how to use hazard reporting forms over the summer.

- **Training**
 - Aerial lift training scheduled for June 25. Staff who utilize lifts must attend.
 - Basic Life Support & First Aid renewal training for nursing staff scheduled for August 27th.

- **Chemical and Hazardous Waste Disposal**
 - Other old chemicals at DNT are inventoried and ready to be picked up. Pickup is in the process of being scheduled.
 - Bulb and battery pickup google form was sent out to building engineers to get inventory for July disposal.
 - Extra cleaning chemicals found at Garfield building are being brought to WLSSD June 5.

- **Document Updates**
 - IEA is working with the district to re-write HSE procedural documents that were severely outdated. Documents ready for roll-out over the summer are:
 - Bloodborne Pathogens
 - AED Program
 - Bleacher Safety Program
 - Emergency Response Crisis Management Plan
 - Confined Space Program
 - Elevated Work Platform Safety Program
 - Automotive Lift Safety Program
 - Compressed Gas Safety Program

- **Injury and Incident Statistics**
 - **May 2024 (as of 5/29/2024)**
 - **OSHA Recordable Rate (TRIR):** *TBD, May payroll hours not released as of 5/29/24*

- **OSHA Recordable Injuries:** 5
 - **Days Away from Work:** 0
 - **Days on Restricted Duty:** 0
 - **Non-recordable Injuries:** 8
 - **Near Misses/Hazards Reported:** 3
- **2024 Year-To-Date**
- **OSHA Recordable Rate (TRIR) (Goal ≤ 1.00):** 1.36 *(This is 1/1-4/30/24, May payroll hours not released)*
 - **OSHA Recordable Injuries:** 11
 - **Days Away from Work:** 59
 - **Days on Restricted Duty:** 28
 - **Non-recordable Injuries:** 55
 - **Near Misses/Hazards Reported:** 14

The OSHA rate or TRIR (total recordable incident rate) is equivalent to the number of injuries requiring care beyond first aid per 100 full-time workers.