

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT MAY 2018

Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 323 work orders, and are currently working on 587 open work orders.
- Facilities maintenance trade crews are currently scheduled at Lester Park School.
- Discussions are occurring related to costs involved and evaluating options to further increase our school security.
- A rodent problem was discovered at Congdon School. Rodents are living near and under the new addition. The food recycling storage bins were the source of food for the rodents. Efforts to eradicate are occurring and options are being discussed.
- Danielle Foertsch, our new AutoCad Technician, resigned to take a position with the DNR, and we have re-posted this vacancy.

Capital Construction:

- The Lakewood roof project is well underway, with roofing materials now installed, and sheet metal work in progress. Required masonry work will begin in late June.
- Rockridge site work is almost complete. Bituminous will be installed in the next few weeks depending on weather. With some contingency funds available we may have an opportunity to increase the coverage of bituminous in the back parking lot.
- A preconstruction meeting was conducted for the OEMS gym floor refinishing. This gym floor and curtains are original 1986 and once updated will be similar to our new schools. This work is scheduled for late July.
- The final punch list has been distributed to A+ Landscaping to complete any non-completed items related to the EWF district wide replacement project.

Building Operations

- Operations have filled one of our two custodian openings. We currently are getting ready to interview for the last vacancy in the next week.
- Operations staff is on their final push toward the end of the school year. For many, this is an extremely busy time for us, too. We are providing service for graduations, field days, performances, you name it. All while maintaining the cleanliness of our buildings as we get ready for summer. We are looking forward to the change of pace during the summer months.

Health, Safety & Environmental Management

Environmental/Health/Safety

- Lead in Water: The state now has a lead in water statute the District needs to comply with by July 1, 2018 so a lead in water plan was drafted as part of the compliance. The last lead in water testing was completed in 2017.
- The Lakewood roofing project was monitored during the application of the asphalt product. Fans were utilized to keep the building odors to a minimum and monitoring for H₂S and Carbon Dioxide were conducted on a daily basis. No levels of H₂S were ever found in or near the building.

- A fire inspection was completed at Lester Park Elementary. A near perfect inspection was done. No unsafe conditions were found, just some signage that needs removal and the recommendation of an extension cord removal. During the pre-inspection conducted by the safety department only a handful of extension cords were found non-compliant and were removed prior to the fire inspection.
- MSDS online renewal was completed. The renewal is for online access and continuous updates to our Safety Data Sheets so employees have easy access to chemical information.
- An inventory of water faucets and taps at Rockridge Academy was completed in preparation for Lead in Water testing. It was not tested in 2017 due to being closed.
- Basketball hoop inspections were scheduled for the week after school is out.
- Semi-annual playground inspections were completed at Homecroft and Lester Park. One megaphone needs replacement at Homecroft and one bolt needed tightening at Lester Park. The playground mulch is at its minimum recommended level in a couple areas.
- A gas smell was investigated at Homecroft Elementary. The pilot lights were found to be out in the kitchen. The gas will be shut off unless in use until the pilot lights can be cleaned.
- The neutralization tank for the science classrooms was clogged at Denfeld. The chemicals are being neutralized prior to disposal until the tank can be cleaned. The work is being researched and quotes will be requested next week.

Emergency Response

- A second ERCM meeting was held to get a task list together for emergency response enhancements for next fall. The next step is to get law enforcement together to ensure we have the best information available when updating procedures.
- Attended a meeting with administration to ensure everyone is relaying the same message about the focus on emergency response enhancements.
- AED battery was replaced at Ordean.

Workers' Compensation Activities

- A workers' compensation planning meeting was held with MMA to begin utilizing tools they have available to curtail work comp injuries/costs.
- OSHA Recordables for the month: 4

Walking, pain/pop in right knee
Student kicked, strain to right knee
Cut on right pointer finger from clipboard
Slipped on liquid, fx left knee cap

- First report of injuries: 29