

**FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT
NOVEMBER 2017**

Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 261 work orders, and are currently working on 524 open work orders.
- Facilities maintenance trade crews are currently scheduled at OEMS.
- The District has received a CIP rebate in the amount of \$245.42, from MN Power for improved lighting installed on HOCHS.
- During the early November high winds, substantial damage occurred to the roof at Nettleton. This roof is beyond rated life, but was repairable. Please be advised the potential is high for a failure in the near future that may not be repairable, and that would require immediate roof replacement at substantial cost.
- Access control schedules and criteria are being discussed and modified due to the Preschool program ending later in the day than the regular end of day at 2:15 PM for elementary students.
- A tour was conducted at Nettleton with a prospective client.
- Changes in parent and bus pick up were made at Lowell due to traffic back up issues related to parent pick up of students attending the immersion programs.

Capital Construction:

- Rockridge reconstruction efforts are progressing very well, and it is on time for occupancy as scheduled.
- 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.
- Discussion was held to determine locations for the Barnes programs/staff to relocate, allowing the Lowell immersion programs to expand.
- Bid documents for the Lakewood roof replacement next summer will be going out shortly.

Building Operations

- Operations have filled two new positions for Rockridge School. They are on track to begin working in the school mid-December while constructions finishes. As a result a fireperson position is open at Ordean East Middle School and a custodian position is open at Stowe Elementary. In addition we have an open custodian position at Lincoln Park Middle School along with two district wide floater positions. Operations plans to fill all vacancies in December.

Health, Safety & Environmental Management

Environmental/Health/Safety

- Arrowhead Consulting and Testing conducted district wide lead in water testing by collecting 1,483 water samples. The results showed that six (6) sink fixtures are above the permissible limits. One hand wash sink has been shut off. The rest of the sinks are in areas not available to the public (i.e custodial closets) and have been temporarily signed “Caution, not for drinking”. The next step will be to retest the six water outlets, per EPA guidelines, to determine if the fixtures and/or the pipes are contributing to the increased lead levels.
- Playground inspections were completed. The playgrounds were in good condition with only a few bolts needing tightening and swing seats/chains needing replacement.

Emergency Response

- Continue to put together emergency response items for Rockridge.
- Continue to review the Emergency Response Manual for updates.

Workers' Compensation Activities

- A claims review was held with Marsh. There were 19 open claims reviewed.
- OSHA recordable injuries for the month: 1 – Pain in back while transferring a student, recordable due to the prescription given.
- First report of injuries: 47