

# **FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT**

## **June 2015**

### **Facilities Management – General**

In the past month the maintenance crews have completed 230 work orders, and are currently working on 505 open work orders.

The lighting system in the Transportation garage failed, and the District installed high efficiency LED lights. We have received a rebate check in the amount of \$1,720.40 as related to this work from MNPower Conservation Improvement Plan.

Facilities maintenance trade crews are currently scheduled at MacArthur Elementary.

Operations personnel are well underway cleaning furniture, stripping and waxing corridors, shampooing carpet, refinishing gym floors, cleaning kitchens, and all other summer tasks needed to prepare for the coming year. They are accomplishing these tasks along with the daily work needed to clean and keep the sites open for summer programs.

We have four retirements to report: (pending) Jim Cheslak, Engineer 2 at Lowell, Greg Jackson, Engineer 2 at Piedmont, Russ Wirth, Engineer 2 at Stowe, and (retired) John Hoban, Supervisor of Operations. We wish them all well.

### **Capital Construction:**

Facilities is working with design professionals as well as time and material contractors to facilitate the completion of the School Board approved projects related to the remaining LRF fund balance. Projects related to this will soon begin or have begun at Congdon, Denfeld, EHS, Homecroft, Lakewood, Lester, Lowell, HOCHS, OEMS, and Stowe.

The gym lighting LED retrofit at OEMS has been completed, and commissioning will take place shortly.

### **Health, Safety & Environmental Management**

- Environmental/Health/Safety
  - A pickup truck load of hazardous waste was recycled this month. The waste was originally estimated to cost \$1,100. The new paint care program reduced the cost by approximately \$500.
  - Basketball hoop hoist inspections were completed. There were a few wire ropes that needed to be replaced and one bad stop switch. It was recommended to add safety straps to the remaining hoops that don't have them, which will be done.
  
- Emergency Response
  - First aid kits were purchased to add to the first and third floors of HOCHS.
  - A meeting with Red Cross was held to review school plans in case of emergencies. The National Guard and others are holding a massive

emergency response exercise in Duluth on July 12, and the Red Cross would like the district to review our procedures and play a small role in the event.

- A portable hand wash station was purchased. The unit will be used when responding to water outages at the various schools.
  
- Workers' Compensation Activities
  - A claims review was held to review current injuries. Six claims were closed and one major claim has reached a settlement agreement.
  - OSHA Recordable: 0 recordable incidents.
  - Incidents Reported: 5 injuries reported.

**Risk Management**

There have been no significant reportable incidents or claims relating to insurance policies for general liability, property, auto, and school leader's legal liability.