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June 2014 Facilities Report

June 6, 2014

Custodial:

- ❖ Will be setting up chairs, tables and risers for the choral concert, 2 band concerts and individual classroom presentations in the cafeteria.
- ❖ Will be setting up risers, podium, tables and chairs in the gymnasium for the 8th grade graduation ceremony.
- ❖ Beginning June 23rd, the school will begin its summer cleaning program consisting of refinishing the tile floors, shampooing carpets, painting, cleaning furniture, windows and walls.
- ❖ Several School Specialty deliveries have been arriving. Currently we have received 7 pallets over the last few weeks and the custodians have been delivering these to their assigned classrooms.

Maintenance:

- ❖ Completed 100% (11) work order requests I have received consisting of furniture repairs, plumbing and lighting.
- ❖ Glass Pro replaced a small broken window located on the front of the school's east end exterior door entrance.
- ❖ Made repairs to the kindergarten garden consisting of new corner posts and side railings. These were damaged over the winter from plowing the sidewalk.

Projects:

- ❖ Rainscape Irrigation along with Clearwater Pump & Well replaced our pump controlling our irrigation sprinkler system.
- ❖ Brad Gregg and myself began assembling the 4X8 garden tables in the greenhouse. As of today there are 4 of the 7 tables assembled. We are still waiting on the plumbing to be connected to our school's water supply and the landscaping surrounding the greenhouse to be constructed.
- ❖ Annual Vendor Contract: Trash & Recycle Removal
I contacted 3 vendors (G Mello, Cassella, Pinard) and received 1 written proposal and 1 verbal proposal. G Mello (current vendor) submitted a 2 year proposal with a quote the same as the past 4 years they have been providing services for us. Pinard verbally proposed a quote significantly higher and did not provide recycle totals. This would alter our current student recycle program. Cassella never responded to my email, phone call and website inquiry. I will be continuing to use G Mello as our provider for trash & Recycle services for the next 2 years.
- ❖ Annual Vendor Contract: Fire & Safety Services
I contacted 3 vendors (ASAP Fire, Fire Suppression Equipment, Fire Protection Team) and received quotes from all 3. Fire Suppression Equipment came in as the low bidder and I will be accepting their proposal to begin services on July 1, 2014.

Long Term Maintenance Fund:

- ❖ \$50,081 has been spent on several projects. This leaves a balance of \$15,819.
- ❖ Nancy Tuttle and myself received bid proposals to continue with the cove base project we started last summer. The estimate received falls within the scoped areas we proposed for this summer. There is still a small section of the facility not listed in our proposal we would like to complete. We are looking into funds to cover this expense having the facility 100% complete with new cove base this year.
- ❖ We received bid proposals for the 2014-2015 LTM Painting Project. Four qualified companies attended the mandatory walk-through and 3 submitted quotes. Pro-Edge Painting submitted the low bid. Pro-Edge was the low bidder last year when we did additional painting surrounding the renovation project on the upper floor. I would recommend to the school board to award Pro-Edge Painting the LTM painting project for this year.
- ❖ We are in the process of receiving bid proposals from various HVAC contractors to perform 1 of 2 RTU alterations as proposed in the 2014-2015 LTM Fund. This proposal is for the gym unit to receive alterations to the current design of the ductwork. Currently the unit has been allowing water access resulting in insufficient operational functions as well as allowing water to drip on our gym floor. We had 5 qualified HVAC vendors attend our mandatory walk-through. Bids need to be submitted by Monday June 9th.
- ❖ Nancy Tuttle and I will begin a RFP for the second HVAC project scheduled for this LTM fiscal year. This will consist of replacing the existing RTU condensers controlling our heating & air conditioning. There are 7 units on the roof installed in 1996. These units are not energy efficient and have been receiving excessive repairs over the past few years. With the assistance of Siemens we are looking into programming the units into our automation system. The 7 units are a multi-year LTM replacement project. The quantity of how many we will be looking on replacing this fiscal year depends on the funds available after the gym RTU bid submittals arrive.
- ❖ Our playground swing set is in need of renovation. I proposed to replace the aging set and received a verbal estimate for \$10,000. After I had conversations with our Primex representative and a local vendor, we came to the conclusion of an alternative to replacing the entire set and still improving the safety to the unit. With this repair, the cost will be a fraction of the original project. The funds saved could be used to cover other LTM projects expenses being slightly higher than anticipated.

Upcoming Month:

- ❖ I will be overseeing numerous LTM projects over the summer months. I also will have a few of my own projects to perform. Most of my projects are staff requests.

Other:

- ❖ The school truck was used for visits to the North Hampton Recycle Center and Home Depot. Total miles in May = 32.6.
- ❖ Jim Jones donated a small load of colored granite stones to be used for the 8th grade memorial garden.