

Arlington School Committee

Facilities Report

September 25, 2018

Summary

This Facilities status report summarizes current personnel issues and facility projects for the Arlington School District as well as the capital projects proposed for FY 2020 budget.

The Facilities Department is managed by a Facilities Director, Superintendent of Building Maintenance, and a Supervisor of Custodians. The department is also supported by an Administrative Assistant and an Energy Manager. There are currently 7 full time maintenance craftsmen reporting to the Superintendent of Building Maintenance. There are currently 29 full time custodians with one (1) night supervisor reporting to the Supervisor of Custodians. In addition, we engage a third party cleaning company, MP Services, to provide additional custodial staffing at the High School, Ottoson and Dallin.

Personnel

Custodians

Since March 2018, four new full time custodians have been hired: Jelani Simms, junior custodian at the Stratton School (replacing Rick Hackley, who is on medical leave), Ron Sliney, junior custodian at the Hardy School, Charlie Phachansiri, junior custodian at Arlington High School, and David Kyle, junior custodian at the Bishop School.

In July, Ken Riggle transferred from the Bishop School to the High School and Steve Adams was promoted to senior custodian at the Bishop School and Dave Miksis was promoted to senior custodian at the Hardy School.

In August, Bobby Noveillo transferred from the Hardy School to assume the senior custodian position at the Gibbs School and Jay Dunning transferred from the Bishop School to become the junior custodian at the Gibbs School.

We are currently searching for candidates to fill a junior custodian position at the Dallin School. We anticipate filling this position before year end and have contracted with MP Services to provide a temporary full time custodian help during the search/interview process.

Maintenance Craftsmen

In May, Mike McCarthy, the Maintenance Supervisor, resigned his position and left the school district. In July we hired Ben Haggerty, as a Carpenter, replacing Gary Maynard, who left the school district.

In September, Mike Carney, transferred from his Carpenter position with the school district to assume the facilities maintenance position for Town buildings which include Central School, Parmenter, Jefferson Cutter House and Whittemore Robbins House and Cottage.

Major Capital Projects

Gibbs School

The Gibbs School project was substantially completed on July 27th and opened for school on September 4, 2018. The total project cost was \$27 million and the project was completed on-time and approximately \$100,000 under budget. An opening celebration and ribbon cutting ceremony is planned for October.

Hardy School Addition

The Hardy addition project is on schedule to be completed in early December and open for school on January 2, 2019. The total project cost is \$4.8 million and is currently projected to be completed under budget.

Lake Street Playground

The \$200,000 Lake Street Playground was completed last weekend and we are waiting for the final inspections to be completed this week so the playground can then be opened to the school community.

Summer Projects in 2018

Approximately 70 projects were completed during the summer break across 9 schools. Attached is a breakdown of the projects completed by school.

Projects in Planning – Fall/Winter 2018 (Currently under discussion)

Another 40 projects are planned to be completed during the Fall/Winter period. Attached is a breakdown of the projects in planning by school.

FY 2020 Proposed Capital Budget

A total of 7 capital projects are proposed for the FY 2020 budget at a total estimated cost of \$915,000. Attached is a breakdown of the capital projects by school.

Other Issues

Environmental Reviews

An environmental quality assessment was requested from the Commonwealth of Massachusetts for the Ottoson School. The on-site review and testing work is expected to be conducted in mid-November, while school is in session. Once the assessment results and recommendations are received, the appropriate action plans will be implemented.

A follow up review is underway at the high school for the water quality and lead remediation that was initiated about a year ago.

Summer Projects Completed in 2018

AHS

Installed new water fountains, Installed AC in band room, Installed additional security camera, Refurbished restroom, Added new partitions in Columb House, Repaired garage door at athletic field, Installed vision impair tape on stairs, Relocated and upgraded electrical for CAAD Lab, Relocated LABBB classrooms, Renovated classroom, Painting at various locations, Replaced kiln, Upgraded flooring in IT office/network room

Bishop

Added security card system, Installed underground storm drainage, Seal coated the parking lot, Added ceiling mounted projectors, Renovated classroom, Added bike racks, Repaired roof hatch, Painting at various locations, Installed new LED lighting, Added new sink and cabinetry in art room

Brackett

Added security card system, replaced/added playground mulch, Repaired roof hatch, Repaired heat loop on roof, Added new counters in classroom, Painting at various locations, Replaced outside light, Ordered new stage curtains

Dallin

Added security card system, Repaired roof hatch, Repaired water leak in atrium, Repaired doors in cafeteria, Renovated classroom, Repaired HVAC compressor, Repaired plumbing/flush valves at various locations, Painting at various locations, Replaced intercom/PA system, Relocated doorways in breakout rooms/offices

Hardy

Cafeteria renovation, MAAB upgrades – Phase 1, Roof repairs, Boiler repairs, Installed new window screens, Repaired AC, Relocated materials to Gibbs, Painting in various locations, Installed new fencing

Ottoson

Designed and ordered new HVAC roof top units, Music room upgrades, Added security card system, replaced gym doors, Added science lab with sink and cabinets, Removed carpeting and added floor tile in 7 rooms, Removed exterior artwork and power washed walls, Removed overgrown landscaping around the building, Repainted main lobby and other various locations, Removed outside donation bin, Redesigned and installed new administrative counter area, Installed new LED lighting

Summer Projects Completed in 2018 - Continued

Peirce

Add security card system, Compressor replacement, Univent repairs, HVAC repairs, Painting at various locations, Replace swings

Stratton

Installed OT ceiling hook/bracket, design exterior canopy replacement, Repaired exterior doors at cafeteria hallway, Painting at various locations, Removed damaged fence in playground, Repaired rain barrels, Repaired security alarm, Installed new bike racks, repaired kitchen hood fan, Repaired kitchen sink faucet and disposal

Thompson

Removed modular trailers, Added new A1 camera, Installed new bike rack, Painting at various locations, Repaired lighting ballasts,

Preventive Maintenance – All Buildings

Inspect and test fire alarms and fire suppression systems, Boiler inspections, Vent and hood cleaning, HVAC filter replacements, Elevator inspections, Fire extinguisher inspections, Clean grease traps, floor waxing and carpet cleaning, re-stock/replace restroom fixtures and dispensers

Inspection and maintenance on pneumatic controls at Ottoson and High School

Note – All of the above costs do not include internal payroll/labor or over-time costs

Projects in Planning – Fall/Winter 2018 (Currently under discussion)

AHS

Install new refrigerator and freezer, plan and design for new metalsmithing classroom, Install 7 new water fountains, Refurbish gym floor

Bishop

Brackett

Replace flooring in rear hallway, Upgrade interior door locks, Repair playground equipment, Refurbish gym floor

Dallin

Design chiller replacement and gym ventilation upgrades, Refurbish gym floor, Replace lockers, Change intercom control system, Repair Library glass windows, Repair floor tiles at various locations,

Gibbs

Upgrade ADA Lift, Bid HVAC catwalk plans, Add electrical outlets in music room, Add telephones in Music Room and Black Box, Add intercom system in gym, Furnish and install additional furniture, Furnish and install window shades, Modify trash enclosure, Install new gas booster pump

Hardy

MAAB upgrades – phase 2, Add security card system, Install LED lighting upgrades, Repair Chandler playground equipment, Design Chandler Street playground upgrades

Ottoson

Install new HVAC roof top unit, Install dumpster fence/screening, Refinish gym floor, Exterior door weatherization, Repair stairs, Install new stair treads, Install new water fountains

Peirce

Repair door hardware

Stratton

Install fencing at playground area, Add dumpster screening/fence, Repair sidewalk stairs, Bid new canopy replacement, Replace art room sink pedal,

Projects in Planning – Fall/Winter 2018 (Currently under discussion) - Continued

Thompson

Replace shrubs and remove dead trees, Install drainage at sidewalk, Repair playground equipment

Preventive Maintenance – All Buildings

Inspect and replace batteries in emergency exit lighting

Proposed Capital Budget – FY 2020

AHS

Bishop - \$160K

Exterior painting, Slope/foundation repairs

Brackett

Dallin

Gibbs - \$100K

Install HVAC catwalks, Install gas booster pump

Hardy - \$300K

Ottoson - \$20K

Stair repairs

Peirce - \$300K

Playground upgrades

Stratton

Thompson - \$35K

Upgrade hydronic pumps

In addition to the above projects, funds were also requested in FY 20 to review and design upgrades to the current school security systems, plan and design improved or added air conditioning at various locations at each school, as well as funds for additional window screens to be installed in schools as a part of a multi-year program.