CONSOLIDATED FACILITIES DEPARTMENT

PRESENTATION TO MILTON SCHOOL COMMITTEE MARCH 26, 2020

- FACILITIES DEPT. OVERSEES THE FOLLOWING BUILDINGS
 - 6 School Buildings
 - Storage Buildings
 - Town Hall
 - Milton Public Library
 - Milton Police Headquarters
 - 3 Fire Houses and Fire Chemical Building
 - Kidder Library
 - Milton Art Center
 - Milton Council on Aging
 - Milton Animal Shelter
 - Milton Yacht Club
 - 7 Buildings at DPW Facility

- SCHOOL STAFFING
 - 5 Senior Building Custodians
 - 20 Junior Building Custodians
 - During summer months, the Department hires and oversees an additional 15 seasonal staff

- TOWN STAFFING
 - Director, William Ritchie
 - Operations Manager, Robert Mayhew
 - Administrative Assistant, Diane Colligan
 - Licensed Electrician (part-time)
 - Licensed HVAC Technician
 - Licensed Craftsman
 - Licensed Facilities Technician
 - 2 Maintenance Craftsmen
 - Maintenance Painter
 - 1 General Maintenance

AREAS OF RESPONSIBILITY

- Facilities Management
- Engineering
- Capital Projects
- Long Range Planning
- Project Management
- Preventive Maintenance
- Utility Consumption
- Life Safety Inspections
- DEP Regulations
- Dept. of Labor Services
- Energy Conservation
- Building Security
- Procurement
- Landscaping, Snow/Ice removal
- Custodial Care

- Implemented Web Based Work Order system in 2012 and since then have completed over 13,000 work orders and 2,500 preventive maintenance inspections
- There are currently 164 open work orders and 1,500 anticipated additional work orders per year (30 per week)

MyDude Work Order Reports Services Account Setup Services Help Advanced Search Report **WORK CENTER WORK ORDERS BY STATUS** CALENDAR The current Fiscal Year has ended. Click here to start your new Fiscal Year. (Note: If this is incorrect, click here to correct the Fiscal Year End dates for the current period.) 3/12/2020 WORK Last 10 Work Requests (Thursday) Work In Process Period All **EMERGENCIES** 1 **Request Totals** OPEN PM WORK 11 0 New Request 0 UNASSIGNED 187 OTHER OPEN 0 In Approval Process WORK 191 Work In Progress **~** 10 PMs TOTAL OPEN 198 WORK 0 Complete √ 13026 Closed Work Orders 2238 PMs 9 Declined **~** Information Analysis Work In Progress 1 Parts on Order **~** Closed Work Orders 52 Duplicate Request **~** Areas Declined 2 PMs Budget 🕒 Parts on Order 22 Void Buildings **~ b** Duplicate Request Classifications 2 PMs bioV 🖴 Crafts 1 On Hold **~** 💕 On Hold **Employees** 0 Waiting More Information Equipment 🔮 Pending **Equipment Usage** 0 Open Extended Deferred Groups ~ 1 Pending Links ∐i 0

YEARLY SAFETY INSPECTIONS

- Science classroom eye wash and shower stations.
- Fire alarms, Sprinkler and Fire extinguishers.
- Boilers, RTU (HVAC) and Hot water systems.
- Generators, Elevators and Wheelchair lifts.
- Building, Fire and MIIA insurance.
- Drinking water testing. (lead/copper)
- Auditorium rigging and fire curtain systems.
- Playground equipment safety.
- Gym equipment.

COMPLETED PROJECTS

- **Pierce:** New water fountain
- Cunningham: Paint entire exterior of building
- Collicot: Playground drainage repairs
- **High School:** Solar system structural blocks
- **High School:** Hot water heat exchanger replacement
- **High School:** New magnetic door hardware

Pierce New water Fountain



CUNNINGHAM PAINTING



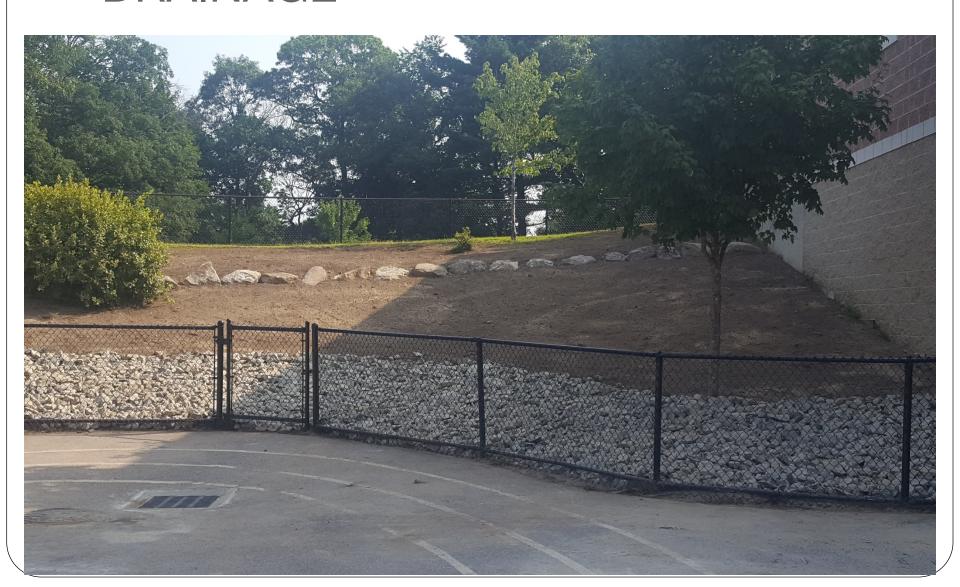
CUNNINGHAM PAINTING COMPLETE

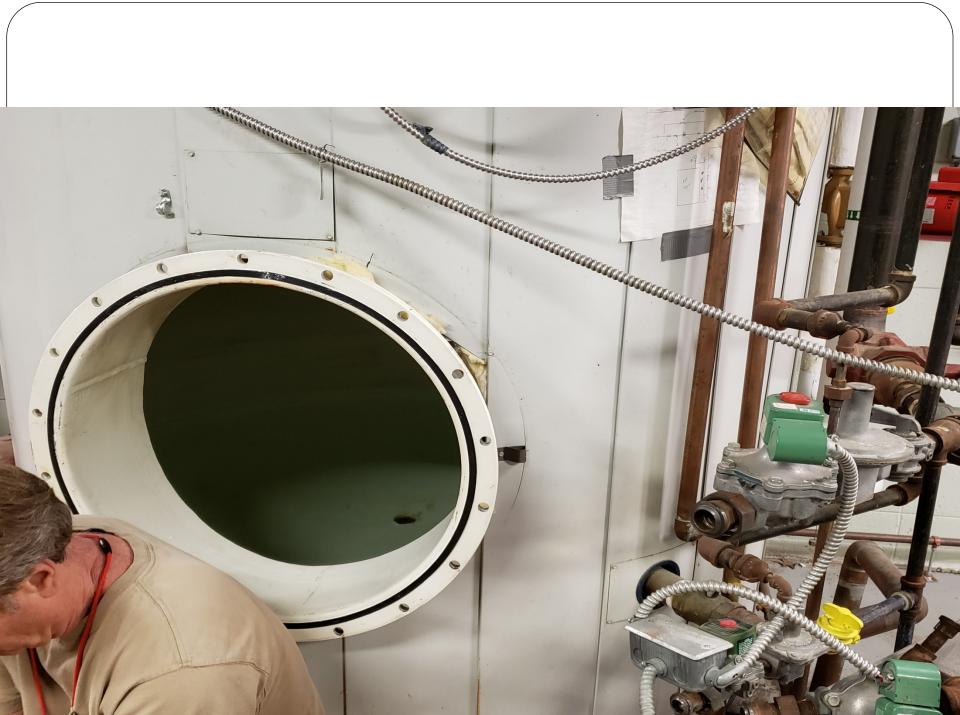


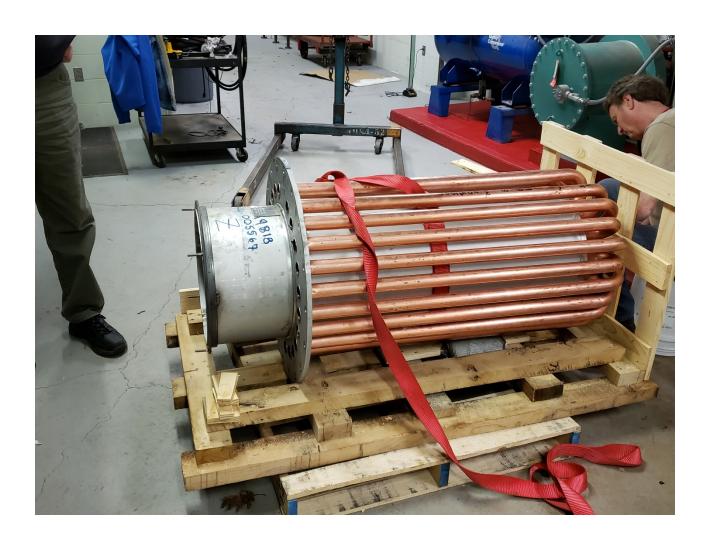
COLLICOT PLAYGROUND DRAINAGE



COLLICOT PLAYGROUND DRAINAGE







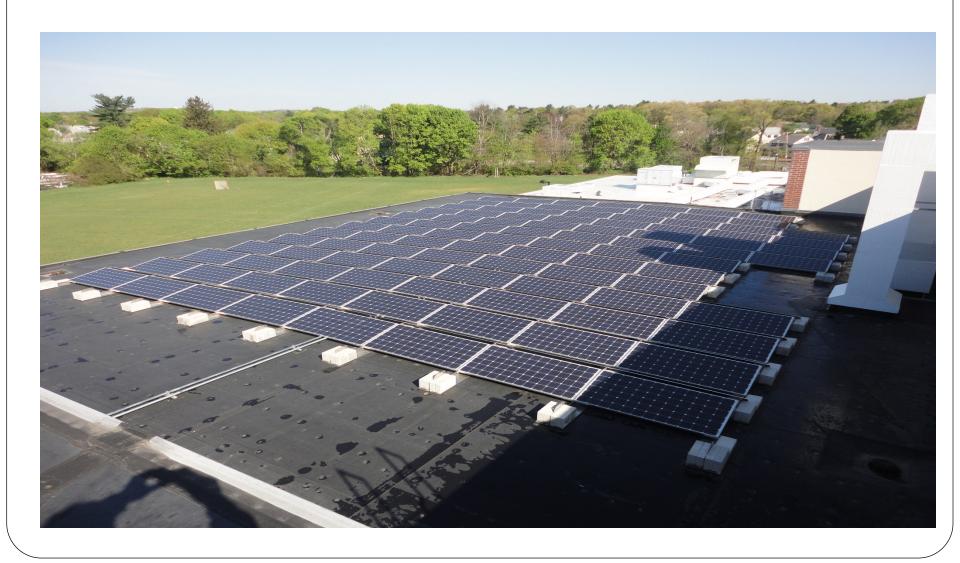
MAGNETIC DOOR HARDWARE



NON-CAPITIAL PROJECTS ONGOING

- **Pierce Middle School.** Replacing sections of a boiler during April vacation. Value \$25,000
- **Glover School.** Replacing administrative office and hallway carpeting during April vacation. Value is \$12,000
- **High School:** Replacing the goalpost and major re-grooming of the Brooks field in April. Value \$30,000. Two years ago, completed a \$125,000 warranty repair on the turf.
- **High School roof.** Completed a \$45,000 warranty project on the roof.
- **High School Solar:** Replacing damaged structural blocks. This is \$35,000 warranty project.
- **District wide.** Will be replacing 400 new soap dispensers over the

Solar Structural blocks



NEW SOAP DISPENSERS



CAPITAL PROJECTS

District Paving Improvements H.S, Pierce, Glover, Collicot/Cunningham. Completed. Value \$150,000

- **High School:** Fire Alarm upgrades. Completed, Value \$50,000
- Pierce Middle School: Fire Alarm software upgrades (ongoing).
- **Pierce Middle School:** Replacing lower hallway tile in April. Value \$25,000
- Pierce Middle: Gym floor upgrades this summer. Value \$32,000
- **High School:** Wood floor repair: Installed transition metal between the poured floor and hardwood court. Completed, Value \$30,000.
- **District Wide RTU Upgrades:** HVAC upgrades. \$50,000 value. (ongoing).
- **Tucker roofing project:** Major roofing replacement, exterior duct system, new drains /safety rails. Received a 20-year roof warranty. \$430,000 value. 100% completed.

DISTRICT WIDE PAVING



DISTRICT WIDE PAVING

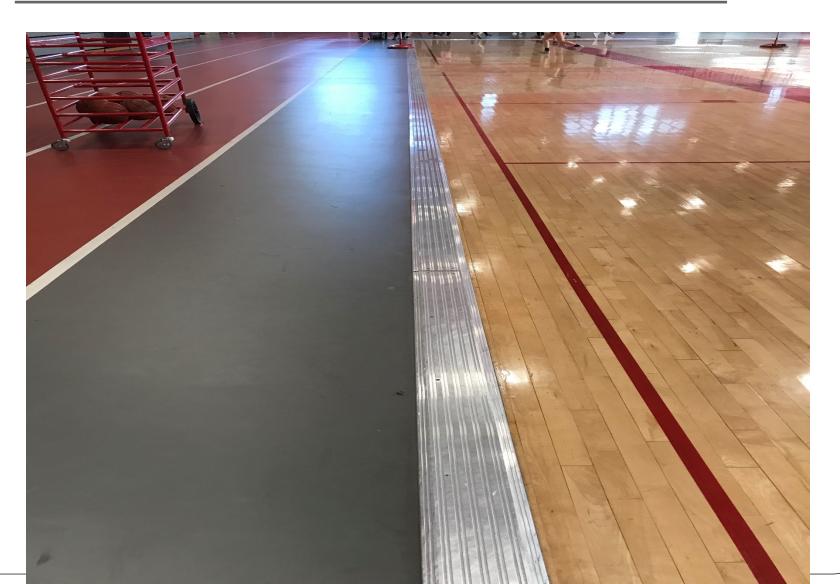


FIRE ALARM UPGRADES





H.S. WOOD FLOOR REPAIRS





TUCKER ROOFING REPLACEMENT





PROPOSED CAPITAL PROJECTS (TBD)

- **District wide Paving:** Value \$200,000
- **Pierce Middle.** Auditorium Lighting control upgrades. \$100,000 value
- **District Wide Roofing Projects.** Collicot, Cunningham and Glover Value \$250,000
- District Wide Security System Improvements. Value \$125,000
- District wide Two-Way Radio Upgrades. Value \$120,000
- District Flooring improvements. Value \$40,000
- District Wide window hardware improvements. Value \$19,000

GREEN COMMUNITIES GRANTS

As a Green Community since 2010, the Town must complete annual reporting and maintain a 20% reduction in Town/School energy usage. By doing so, we were able to apply for energy conservation grants.

This past year, we received two energy grants for projects at Tucker and Collicot/Cunningham school. The project amount was \$151,861 which included funding from Green Communities and Eversource.

Over the last 9 years the Town has benefited from five Green Communities Grants and 16 Utility Grants totaling \$1,400,000. The ongoing yearly energy saving exceeds \$150,000 per year.

LIGHTING



CLOSING REMARKS.

Lastly, I want to thank my staff, departments heads and the committees who I work so closely with, who support the CF department and its mission so that we can properly maintain all the facilities around Town. It is huge responsibility and without the support and teamwork of others it would be impossible.