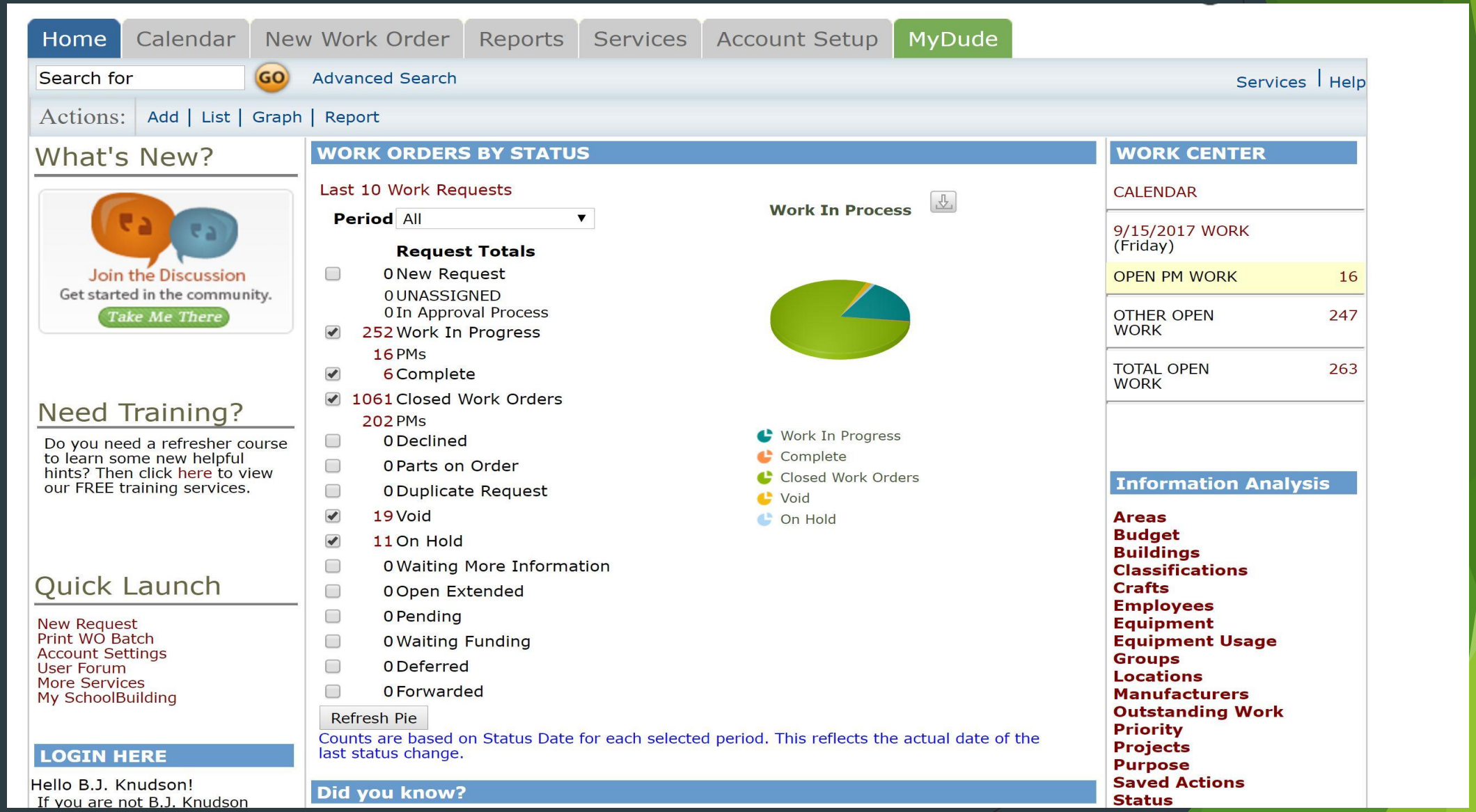
Facility Management Plan

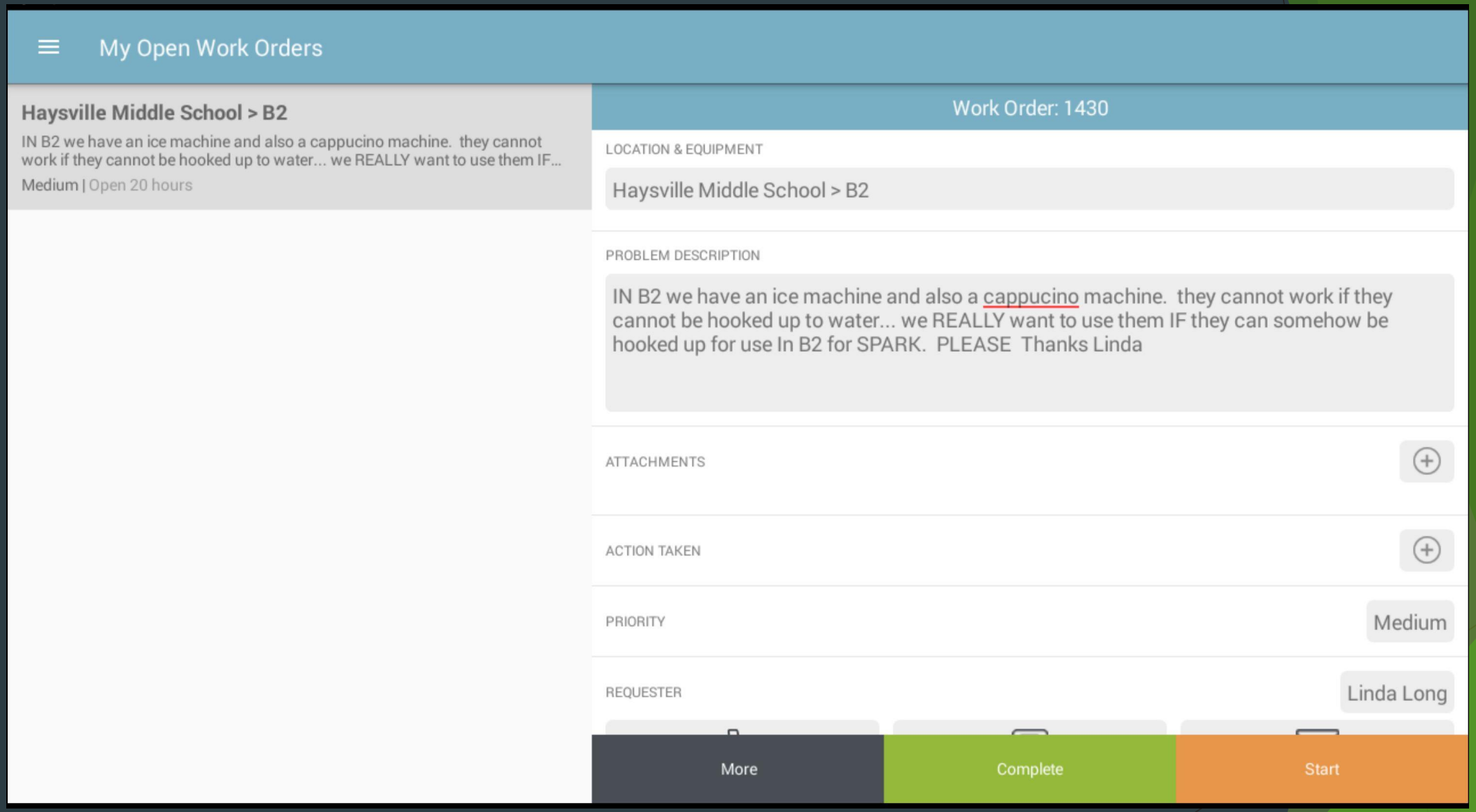
First Steps

- Custodial Staff did an outstanding job of inventorying the schools this summer
- We are in the process of creating an electronic folder for each individual building
  - These folders include roof information, inventory for the school, and warranty information
  - Freeman Roof Example

- We reworked the School Dude Maintenance Direct Software
  - Cleaned up bad Data
  - Added the Transportation Department to the system
- Any staff member can know put in a work order that directly goes to the Operations Department/Transportation Department
- I then assign the work orders to the appropriate maintenance personnel
- We sit down with the maintenance staff and prioritize these work orders

- Since July 1st Maintenance and Transportation have completed 1061 work orders




My Open Work Orders
Haysville Middle School > B2
IN B2 we have an ice machine and also a cappucino machine. they cannot work if they cannot be hooked up to water... we REALLY want to use them IF...
Medium | Open 20 hours
Work Order: 1430
LOCATION & EQUIPMENT
Haysville Middle School > B2
PROBLEM DESCRIPTION
IN B2 we have an ice machine and also a cappucino machine. they cannot work if they cannot be hooked up to water... we REALLY want to use them IF they can somehow be hooked up for use In B2 for SPARK. PLEASE Thanks Linda
ATTACHMENTS
ACTION TAKEN
PRIORITY
Medium
REQUESTER
Linda Long
More
Complete
Start

- We are currently receiving our closeout documents from Coonrod and scheduling inspections according to their warranties.
- We are evaluating companies that will do annual roof inspections to comply with warranties.
- We are assessing our workforce in regards to the additional square footage we have added.
- We are looking at different options for our aging fleet of white vehicles.
  - Possible Lease with Enterprise – Currently 33 of the 42 are over 10 years old
- Building on the comprehensive Facility Review of all facilities. We are including the potential of selling unused buildings or repurposing them for other programs.