

Yorktown Central School District
Office of Operations & Maintenance

DATE: March 2, 2007
TO: Board of Education
FROM: Dennis Verboys – Director of Facilities
RE: Building Maintenance Projects – March Update

Below is a list of building projects that were completed and assigned pursuant my monthly meetings with the principals and head custodians:

French Hill:

Completed

1. New intercom buzzer system made operational.
2. Boiler #2 tube leaks repaired.
3. Electric strip for building walkie-talkies installed in principal's office.
4. Held discussions with playground equipment vendors.
5. Devised plan to update and reconfigure kitchen equipment/function.
6. Repaired oil tank alarm fault.
7. Sanded/salted sidewalks and driveways as necessary.
8. Removed snow as necessary.
9. Replaced kitchen exhaust fan belt.
10. Scrubbed and resealed all bathrooms, cafeteria, and enrichment room.
11. Replaced various light bulbs and ballasts.
12. Assembled classroom furniture in misc. rooms.
13. Playground equipment repairs completed.

Tasked to be done

1. Allocate monies/funding for new kitchen design (goal of completing all work by Summer 2007).
2. Replace faucets in boys' toilet room near cafeteria.
3. Exit signs in gym to be replaced.
4. Remove portable lighting tower from its present location.
5. Address new boiler tube leak in Boiler #2.
6. Repair shingles on shed roof (Spring 2007).
7. Start re-roofing work at canopy and cooling tower – as weather permits (pending capital project).
8. Install/replace exterior wall-mounted lights (Spring/Summer 2007).
9. Address gym equipment repairs.
10. Wood mulch for 1 of 2 playgrounds – as weather permits.
11. Fixtures and partition for PE Boys' bathroom to be ordered and installed.
12. Installation of new surveillance / no skateboarding, etc. signs.

Brookside:

Completed

1. Assembled Smart Board and misc. classroom furniture.
2. Repaired Boiler #1 oil nozzle leak.
3. Repaired steam leak on Boiler #2.
4. Sanded/salted sidewalks and driveways as necessary.
5. Removed snow as necessary.
6. Gym partition doors serviced.
7. Replaced panic push-bar on front door.
8. Replaced light bulbs and ballast in misc. classrooms.

Building Maintenance Projects – March Update (Cont'd.)

9. Replaced HVAC air filters in all classrooms.
10. Removed excess computers from stage and computer room for disposal.
11. “Snaked-out” septic pipe to clear blockage.
12. Replaced soap dispenser in Room #10.
13. Repaired vacuum cleaner.
14. Thoroughly cleaned and scrubbed floors throughout.
15. Investigated domestic hot water piping re-configuration.

Tasked to be done

1. Repair/replacement of gym fixed-glass block.
2. Install totem pole base for front lobby.
3. Repairs to broken alarm strobe in gym.
4. Re-configure water piping to domestic hot water tank.
5. Continue installation of accent classroom lighting surrounding new ceiling mounted UV's.
6. Install new window blind in conference room.
7. Replace ‘missing’ accent tile in front lobby.
8. Repairs to classroom sink faucets and piping (in approx. 8 classrooms).
9. Plumbing ‘snake’ required at boys’ urinal, kitchen sink drain, and Room 15 sink.
10. Install lobby mirror to observe gym/cafeteria corridor from reception desk.
11. Retreat pressure treated lumber in front play area (scheduled for the Spring 2007).
12. Installation of new surveillance / no skateboarding, etc. signs.
13. Replace misc. stained ceiling tile – need to order more 2x4 revealed.
14. Investigate septic piping outside building line for possible break.
15. Order mower parts for J. Deer.

Mohansic:

Completed

1. Ultra sonic boiler steel test results received.
2. Resolved overheating conditions in rooms 103, 120, 210, 211.
3. Resolved underheating conditions in rooms 11, 116, 204 and improved Nurse’s Office and Main Office complex.
4. Replaced lighting ballast in room 204.
5. Miscellaneous light bulb replacements.
6. Removed burned out univent motor in room 25.
7. Inspected gym door and safety controls.
8. Repaired library book shelves.
9. Completed installation of new air compressor and regulator valves in boiler room.
10. Assembled Smart Board in room 201.
11. Replaced broken cold water faucet in room 19.
12. Painted Main Office.
13. Former Mohansic Entrance Sign installed on building near Kindergarten area.
14. Changed univent filters in kindergarten area.
15. Emergency lock boxes operational at this time.
16. Assembled and installed PTA (store) closet.
17. Assembled and installed PTA magazine rack in Main Lobby.
16. Sanded/salted sidewalks and driveways as necessary.
18. Removed snow as necessary.

Building Maintenance Projects – March Update (Cont'd.)

Tasked to be done

1. Replace grass in front of UV air in-takes with gravel and stone – weather permitting.
2. Install mulch for swing sets. Transfer existing rubber mulch from front playground to rear.
3. Furnish 3 new computer drops for reading suite on 2nd floor (terminate in Computer Lab).
4. Re-route computer cables in center stairwell (enclose in existing electrical raceway).
5. New phone-line installation following COA approval in room 213.
6. Investigate complaint that main office phone lines go right to voice mail.
7. Retreat pressure treated lumber in front play area (scheduled for the Spring 2007).
8. Sand and refinish stage floors (bid through O&M – Summer 2007 work).
9. Install new classroom whiteboards (Rooms 18 and 23) – on order.
10. Retreat pressure treated lumber in front play area (scheduled for the Spring 2007).
11. Replace faucet in Nurse's Office (paddle handles required).
12. Custodians need extra storage space – will move surplus supplies to Brookside School.
13. Fix exposed pipes located in the Kindergarten Room 120 and Speech/Lang. Office (Room 105).
14. Coordinate gym equipment repairs.
15. Installation of new surveillance / no skateboarding, etc. signs.
16. Paint computer lab and nurse's office.
17. Reduce wattage and redirect outside lighting at entry sign.
18. Repair/replace operating mechanisms for gym windows.
19. Install temporary propane tank due to suspect leak in outdoor piping.

Crompond:

Completed

1. Installed new VCT flooring and painted Faculty Room.
2. Replaced office Nextel/Sprint phone.
3. Installed magnets, used as door stops, for intruder safety drills.
4. Installed new florescent light fixture in school store room.
5. Repaired tractor tire.
6. Sanded/salted sidewalks and driveways as necessary.
7. Removed snow as necessary.
8. Installed whiteboard in Room 23.
9. Installed book shelf in Room 30.
10. Made repairs to univents in Rooms 39, 41, and 18.
11. Replaced ceiling tile in Room 6.
12. Repaired steam leak in Room 18.
13. Repaired/replaced leaking feedwater piping at Boiler #1.
14. Replaced solenoid/regulator valve on both boilers.
15. Replaced blow-down drains at both boilers.

Tasked to be done

1. Spread additional surfacing material at swing set – weather permitting.
2. Obtain price to facilitate ductwork intake (via exterior window) servicing HVAC unit in classrm 8.
3. Furnish and install magnetic hold-openers for annex corridor doors.
4. Replace 2 basketball backboards and possible support polls – weather permitting.
5. Continuing misc. classroom repairs to noisy unit ventilators.
6. Repairs to existing door closures in cafeteria.
7. Install new smart board in Rooms 15 and 21.
8. Replace lights in cafeteria and gym (coordinate use of district lift).
9. Repair 1 remaining steam leak in corridor vestibule.
10. Retreat pressure treated lumber in front play area (scheduled for the Spring 2007).

Building Maintenance Projects – March Update (Cont'd.)

11. Investigate UV installation in band and art rooms, and Room 18 for possible outside air infiltration.
12. Further discussions for completion of library presentation room front wall.
13. Replace vandalized Crompond Cardinal on front entrance sign.
14. Install “Purell” waterless sanitizing hand cleaner dispensers in cafeteria, gym and art rooms.
15. Installation of new surveillance / no skateboarding, etc. signs.
16. Order additional walk-off matting for front lobby.
17. Install limestone in science room sink.
18. Investigate leaking tubes in boiler #2.
19. Remove art work décor on rear cafetorium wall (scaffolding or lift required).

YHS:

Completed

1. Stripped and waxed all common-area flooring (i.e. corridors, cafeteria, etc.).
2. Adjusted heating controls in corridors.
3. Installed administration parking signs in main parking lot.
4. Prep-room 403 renovations completed, including new sink and VCT flooring.
5. Install new smart boards / overhead projectors in Room 417.
6. Installed new suspended ceiling and light fixtures in Room 417.
7. Repaired lighting switches for gym at boy’s locker room.
8. Addressed rodent infestation at misc. locations (music wing, auditorium, and faculty rooms).
9. Repaired suspended ceiling and installed new piping chase at English Office.
10. Installed new carpeting in conference room and office.
11. Installed GFI electrical receptacles in Room 404.
12. Increased water pressure to misc. science room eye-wash stations.
13. Installed door alarm timer at misc. locations.
14. Re-secured ceiling tile grid in corridor near administrative offices.
15. Installed rubber cable/wire floor protectors in science rooms (at teacher’s desk).
16. Repaired heat piping break in health room office (cleaned up water damaged materials).

Tasked to be done

1. Order/install shelves for former ISD room (current location for ‘seeing impaired’ workroom).
2. Discussed plans for future Life Skills Classroom – more information to be sought.
3. Repairs to center mullion at front doors.
4. Install electric for (2) relocated art kilns.
5. Repairs to roofing leaks at breezeway and cafeteria corridor, and coping repairs at new library.
6. Furnish and install new window A/C for Business Office – weather permitting.
7. Complete prep-room 403 renovations, including new sink/cabinet, VCT flooring, and door.
8. Install new smart boards / overhead projectors in 4 additional math classrooms.
9. Investigate air circulation at Math Office.
10. Replace window screens at misc. locations throughout building.
11. Install exterior door locks at both girl’s and boy’s locker rooms.
12. Investigate PA system needs for gym.
13. Replace misc. overhead lighting and fire strobe at gym.
14. Repair broken/cracked stair treads at (3) locations.
15. Provide new door hardware at Room 329/327.
16. Installation of new surveillance / no skateboarding, etc. signs.
17. Install new prep-room door and cabinetry in Room 403.
18. Repair (4) heat piping leaks throughout building.
19. Repair damaged corridor columns.
20. Replace gym lighting at misc. locations.

Building Maintenance Projects – March Update (Cont'd.)

21. Paint walls in conference room.
22. Install electric/data to science room demonstration desks – Summer 2007.
23. Install door core for amphitheater computer lab.

MESMS:

Completed

1. Mounted new white boards in misc. classrooms.
2. Purged heating system of air locks.
3. Assembled furniture for misc. classrooms.
4. Replaced lighting and ballasts throughout.
5. Inspected air handling equipment.
6. Mounted corkboard in Art Room.
7. Primed and painted new wall partition in Art Room.
8. Hung new double-door in Art Room.
9. Repairs to misc. toilets and sink in Room 103.
10. Troubleshoot and cap propane gas lines.
11. Stripped and waxed cafeteria floor.
12. Repaired all faulty exit signs.
13. Sanded/salted sidewalks and driveways as necessary.
14. Removed snow as necessary.
15. Scrubbed gym floor.
16. Emergency repairs to boiler low-water cut piping.
17. Swept asphalt playground/driveway in front of 4-bay garage.

Tasked to be done

1. Replace roll-type filters in penthouse HVAC equipment – possible bond work.
2. Coordinate gym partition vinyl facing repairs.
3. Reinstall misc. fan motors that have been rebuilt (EF in Fan Room 5).
4. Replace drinking fountain in 200-corridor.
5. Gym area water fountain leaks.
6. Asphalt playground street-sweeping required in front of 4-bay garage.
7. Replace misc. stained ceiling tile.
8. Girls toilet room door repairs (near classroom 112A).
9. Install special education purchased A/C units in Room 112A and (2) Home Economic Rooms.
10. Order additional walk-off matting for front lobby.
11. Pressure test all isolated (i.e. capped-off) propane piping throughout bldg.
12. Fix Room 218 sink faucet.
13. Repairs to ramp corridor vinyl wall covering.
14. Repairs to Room 205 eye-wash station.

cc: COA