

Yorktown Central School District
Office of Operations & Maintenance

DATE: September 7, 2007
TO: Board of Education
FROM: Dennis Verboys – Director of Facilities
RE: Building Maintenance Projects

As a result of my recent meeting with building principals and head custodians, below is a list of building and field projects that were completed this past summer. Further, a detailed list of projects/tasks that will be addressed in the near future were identified.

French Hill:

Completed

1. Assisted teachers with classroom moves and re-arrangements.
2. Fixed HW in K-staff bathroom, faucets in boys toilet and water closet leak in girls toilet near cafeteria.
3. Furthered PTA donated playground addition plans.
4. Repaired gym water fountain, room 13 sink bubbler, and HW pump.
5. Repaired gym vestibule exterior door.
6. Met with Building and District Bond Committees.
7. New kitchen design/installation including new appliances, hood, gas piping, new ceiling and lights.
8. Repaired numerous classroom furniture.
9. Replaced lighting ballasts and bulbs throughout.
10. Hosted PRC summer camp and K-2 Special Education Camp.
11. Adjusted heating units in front lobby.
12. Misc. set-ups and break-downs for school store and orientation.
13. Scrubbed and waxed all classrooms, offices, hallways and bathrooms.
14. Painted all hallways, room #1, kitchen, and entire gym (including walls, ceiling and trim).
15. Added surfacing mulch to both playgrounds including the installation of weed-block.
16. Installed new surveillance/no skateboarding, etc. signs.
17. Screened and refinished gym floor.
18. Replaced concrete walkways and installed new trench drain at K entrance.

Tasked to be done

1. Further playground addition plans with committee and install new equipment.
2. Paint new sidewalk curbs and misc. driveway parking lines.
3. Repair shingles on shed roof.
4. Re-roofing work at canopy and cooling tower – to be included in Phase II bond work.
5. Install/replace exterior wall-mounted lights.
6. Address gym equipment repairs.
7. Address (2) classroom egress windows.
8. Painting of front canopy – Special Projects.
9. Furnish/install exit light covers in gym.
10. Order new building equipment for 2007/08.
11. Install additional surveillance cameras.

Brookside:

Completed

1. Painted library, west wing hallway, and conference room.
2. Painted all heating covers and door trim.

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

3. Installed classroom shelving in Rooms 10 and 31.
4. Installed new VCT floor tile in Room 16.
5. Changed all air filters in HVAC equipment.
6. Installed bulletin boards in conference room and Room 39.
7. Installed new doorway between Rooms 38 and 39.
8. Set-up new furniture in main office and conference room.
9. Repaired numerous classroom furniture.
10. Scrubbed and waxed all classrooms, offices, hallways and bathrooms.
11. Screened and refinished gym floor.
12. Replaced asphalt driveway and parking in rear of building.
13. Expanded asphalt playground and installed 2 additional basketball hoops.
14. Installed new guard rail at rear parking lot.
15. Repaired library and computer lab HVAC equipment.
16. Installed window air conditioning unit in conference room with necessary electric.
17. Installed accent floor tile in front lobby.
18. Installed new surveillance/no skateboarding, etc. signs.
19. Replaced ceiling tile as needed.
20. Completed smart board installations in computer room and 2 other locations.

Tasked to be done

1. Repair/replacement of gym fixed-glass block.
2. Re-configure water piping to domestic hot water tank.
3. Continue installation of accent classroom lighting surrounding new ceiling mounted UV's.
4. Repairs to classroom sink faucets and piping (in approx. 8 classrooms).
5. Install lobby mirror to observe gym/cafeteria corridor from reception desk.
6. Monitor possible septic pipe break outside building line.
7. Investigate cooling needs and additional ventilation for Room 19.
8. Scrape and paint exterior classroom doors – Special Projects.
9. Install additional surveillance cameras.
10. Furnish electric and venting for new art kiln.
11. Relocate lighting fixture in presentation room.

Mohansic:

Completed

1. Installed additional mulch for swing sets and replaced grass. Removed and relocated rubber surfacing from front playground to rear. Disposed of pea gravel.
3. Installed new kitchen appliances including sink and ice maker.
4. Installed new surveillance/no skateboarding, etc. signs.
5. Retreated pressure treated lumber in play areas.
6. Installed white and cork boards in Rooms 23 and 18.
7. Replaced lights in cafeteria and gym.
8. Worked with district to review playground needs.
9. Removed grass from the area near the air in-takes and replace with gravel and stone.
10. Painted all exterior curbs and parking stalls.
11. Replaced outside light fixtures with lower wattage bulbs.
12. Replaced phone in lobby.
13. Furnished wood chips for outdoor trails.
14. Painted computer lab, grade 2 classroom door frames, computer room and front lobby.
15. Fixed exposed pipes in room speech/lang. office.
16. Repaired art room kiln.

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

17. Re-routed computer cables in center stairwell and enclosed in electrical raceway.
18. Furnished 3 new computer drops for reading suite on 2nd floor.
19. Repaired numerous classroom furniture.
20. Replaced lighting ballasts and bulbs throughout.
21. Scrubbed and waxed all classrooms, offices, hallways and bathrooms.
22. Shampooed all classroom area rugs, and rugs in main office and library.
23. Replaced stained ceiling tile as needed.
24. Installed special education therapeutic swing.
25. Pruned and trimmed overgrown plant growth in front of building.
26. Upgraded electrical service throughout building including new wires, cables and panel boxes.
27. Installed new boilers.
28. Abated asbestos ceiling and pipe insulation in boiler room.
29. Covered tree roots with topsoil at rear swing sets.
30. Refurbished main office toilet room.

Tasked to be done

1. Install mulch for swing sets and re-bury footings as necessary.
2. Sand and refinish stage – capital projects.
3. Coordinate gym equipment repairs.
4. Repair/replace operating mechanisms for gym windows.
5. Clean-out Book Room.
6. Order and install fire station pull covers (Special Projects).
7. Review IPM problems with new vendor.
8. Fix exposed pipes in rooms 105 and 120.
9. Replace lighting fixtures and/or ceiling tile in main corridor.
10. Prune and trim front planting beds and trees.
11. Address exterior window crack in room 25.
12. Install new 3-bay sink in kitchen servery.
13. Installation of new surveillance cameras.

Crompond:

Completed

1. Replaced lighting ballasts and bulbs throughout.
2. Repaired numerous classroom furniture.
3. Scrubbed and waxed all classrooms, offices, hallways and bathrooms.
4. Replaced stained ceiling tile as needed.
5. Installed new surveillance/no skateboarding, etc. signs.
6. Replaced all air filters in HVAC equipment.
7. Scrubbed all wall tile.
8. Completed all teacher classroom moves.
9. Painted/touched-up walls as needed. Painted rooms 26 and 29.
10. Relocated copy room.
11. Installed (5) white and cork boards in misc. classrooms.
12. Painted and cleaned stove floor area in kitchen servery.
13. Installed H&S signs throughout building.
14. Repaired (2) flushometers.
15. Secured electric panel box and painted.
16. Relocated surplus classroom furniture.
17. Replaced baseboard in room 5.
18. Repaired wall in science and computer rooms and painted.

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

19. Screened and refinished gym floor.
20. Entire roofing membrane replaced. New exhaust fans mounted on roof curbs.
21. New exit stairways from 2-story section installed.
22. Installed new boilers and condensate feedwater system.
23. Abated asbestos ceiling and pipe insulation in boiler room.
24. Installed new smart board in room 15 and computer room.
25. Installed new eye wash station in nurse's office.
26. Hung student art mural in cafeteria.
27. Erected new fencing and guardrail at dumpster location.
28. Installed new propane tanks and concrete pad.
29. Repaired leak at window a/c in room 15.
30. Sheet rock over former opening in library presentation room.

Tasked to be done

1. Obtain price to facilitate ductwork intake (via exterior window) servicing HVAC unit in classrm 8.
2. Furnish and install magnetic hold-openers for annex corridor doors.
3. Replace 2 basketball backboards and possible support polls.
4. Repairs to existing door closures in cafeteria.
5. Install new smart board in Room 21 and Library.
6. Investigate UV installation in band and art rooms, and Room 18 for possible outside air infiltration.
7. Re-seed/grade area over fuel oil tanks following roofing work.
8. Have architect review sound attenuating boards for library presentation room.
9. Replace entry sign cardinal.
10. Install frame around student art murals in cafeteria.
11. Investigate exterior lighting via photo-cells.
12. Relocate oversized white board as necessary.
13. Install power outlet for copier in room 34.
14. Move phone extension x8149 to ring in room 32 and 34 and provide new phone.
15. Reconnect flue for hot water heater.
16. Review IPM problems with new vendor.
17. Installation of new surveillance cameras.

YHS:

Completed

1. Relocated marine biology classroom including 20+ fish tanks, installation of new shelving units, air conditioning unit, sink, and countertop.
2. Installed (3) new showcases in new library corridor.
3. Installed new ceiling projector in room 424.
4. Painted cafeteria, hallways, classroom door frames, stairwells, and guidance suite.
5. Renovated main office.
6. Replaced floor tile throughout.
7. Replaced ceiling tile as needed.
8. Repaired ceiling mounted UV's at nurse's office and room 333.
9. Installed new VCT floor tile in front area of computer lab (room 333).
10. Cleaned neutralizing tank.
11. Cleaned computer 'cave' thoroughly.
12. Cleaned and sanitized ductwork for cafeteria and room 327.
13. Replaced lighting ballasts and bulbs throughout.
14. Repaired numerous classroom furniture.
15. Scrubbed and waxed all classrooms, offices, hallways and bathrooms.

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

16. Replaced all air filters in HVAC equipment.
17. Installed white boards in misc. classrooms.
18. Scrubbed all wall tile.
19. Completed all teacher classroom moves.
20. Repaired vinyl base molding in room 106.
21. Patched and repaired drywall at entrance doors near cafeteria.
22. Replaced all broken light lens/covers at entrance canopy.
23. Installed new door saddle at front entry.
24. Repaired leaking hot water pipe in room 320.
25. Furthered discussions concerning new Life Skills Classroom with architect.
26. Installed new surveillance/no skateboarding, etc. signs.
27. Repaired damaged corridor columns.
28. Repaired corridor heating enclosure near room 332.
29. Installed new sink in science department office (room 405).

Tasked to be done

1. Complete coping repairs at new library.
2. Awaiting design plans for Life Skills Classroom.
3. Repairs to center mullion at front doors.
4. Furnish and install new window A/C for Business Office.
5. Replace window screens at misc. locations throughout building.
6. Investigate PA system needs for gym.
7. Install electric/data to science room demonstration desks – possible bond work.
8. Continue work for Courtyard Memorial Garden.
9. Install filter housing in supply air ductwork to social worker's office.
10. Installation of new surveillance cameras.

MESMS:

Completed

1. Replace floor tile at former UV location in room 308.
2. Repaired pool boiler with new strainer and gasket.
3. Repaired closet door in room 205-B.
4. Painted (3) classrooms and misc. touch-up throughout.
5. Hosted full-day PRC summer camp and Special Education Camp.
6. Replaced lighting ballasts and bulbs throughout.
7. Repaired numerous classroom furniture.
8. Scrubbed and waxed all classrooms, offices, hallways and bathrooms.
9. Replaced all air filters in HVAC equipment.
10. Installed white boards in misc. classrooms.
11. Completed all teacher classroom moves.
12. Performed misc. plumbing repairs throughout.
13. Replaced stained ceiling tile as needed.
14. Performed misc. window hardware repairs throughout.
15. Replaced student chair glides.
16. Replaced classroom clocks as needed.
17. Greased and lubed all HVAC equipment.
18. Repainted corridors and locker rooms.
19. Performed upkeep of grounds and fields surrounding building.
20. Performed misc. student locker repairs.
21. Removed white/cork board from rooms 100/200 and disposed of accordingly.

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

22. Cleaned out science room neutralizing tanks (rooms 201 and 217).
23. Addressed bee problem at loading dock.
24. Repaired girls toilet room door near room 112A.
25. Replaced air conditioning unit in Home Economic Room.
26. Capped and pressure tested entire propane piping system throughout. Restored gas to art room.
27. Corrected roofing leaks at room 325.
28. Cleaned kitchen hoods.
29. Replaced carpeting with VCT flooring in chorus room, copy room, and principal's office.

Tasked to be done

1. Replace roll-type filters in penthouse HVAC equipment – possible bond work.
2. Install dedicated electric for A/C's serving (2) Home Economic Rooms.
3. Repairs to ramp corridor vinyl wall covering.
4. Investigate front vestibule door closure for possible repair/replacement.
5. Furnish/install cabinetry for Art Room.
6. Create gym storage at former dryer/washer room adjacent to locker rooms.
7. Investigate pipe insulation for possible replacement throughout.
8. Investigate pool roofing membrane.
9. Installation of new surveillance cameras.

ALTERNATIVE HIGH SCHOOL:

Completed

1. Installed new vinyl wallboard in bldg. D.
2. Replaced exterior door hinges throughout.
3. Scrubbed, stripped and waxed all VCT flooring.
4. Repaired/replaced exterior siding as needed.
5. Installed new vinyl wallboard in all (4) toilet rooms.
6. Replaced lighting ballasts and bulbs throughout.
7. Replaced HV filters.
8. Sprayed for termite and other insects.

Tasked to be done

1. Replace windows and screens as needed – on order.

cc: COA