

Avon Public Schools
Facilities Assessment Summary Report
October 20, 2015

At the commencement of the 2015-2016 fiscal year, at which time staff reorganization was implemented, the Central Administration secured the services of Gary Martin as Interim Director of Operations. Mr. Martin joined the district after retiring as the Director of Facilities of the Watertown, CT Public Schools and more recently, Westport, CT Public Schools. Additionally, the district secured the consulting services of Dr. Al Hinds who served as Manager of Plant, Director of Non-Instructional Services and Director of Support Services for the New Britain, CT Public Schools, Deputy Chief of Staff for Building Operations, Chief of Building Operations for the Hartford, CT Public Schools and most recently, retiring as the Executive Director of Building Operations & Facilities Planning for the Bridgeport, CT Public Schools.

Both Mr. Martin and Dr. Hinds were provided the charge of:

1. Completing a general assessment of the district's facilities.
2. Identifying conditions that required immediate repair, action, etc.
3. Assisting District Administration in assessing and determining priorities for future Capital Budget proposals.
4. Assisting in the selection of a permanent Director of Operations for the district.
5. Providing technical support for new Director of Operations.

Please note, Myles Altimus was hired as the new district Director of Operations during the summer of 2015.

The following is a summary of recommendations followed by a listing of projects completed between July 1, 2015 and October 15, 2015:

District-Wide Recommendations:

1. Parking lots, entry drives and playgrounds require repair/replacement of asphalt.
2. Safety inspection of all playgrounds, installation of wood fiber as well as any repair of items identified in the report.
3. Parking lot lighting should be upgraded to LED for improved performance and energy conservation.
4. Grounds/lawn maintenance should be bid out and completed by outsourced firm in order to improve visual look of grounds which will free up maintenance staff for true maintenance related work.
5. Outsourcing of snow plowing to the Town of Avon Highway Department as a source for improved work flow which will free up maintenance staff for maintenance related work.
6. Bid out roof inspection and repair. The inspections should be completed annually in October and May.
7. Security improvements via reduction in quantity of keys, detailed key journal, cameras, and reduction of access points should be considered.
8. Re-assessment of all contracts to identify need, functionality, and cost levels. A few services could be combined or eliminated.

9. Bleachers inspections have been completed but identified repair work has not been completed. This is an area with a high level of risk potential and repairs should never be delayed.
10. Numerous folding doors in need of repair; inspections are scheduled and awaiting cost of repair.
11. Mechanical equipment re-commissioning recommended; appears to be numerous heating and cooling issues throughout schools.
12. An inventory of all tools in BOE maintenance vehicles.
13. The usage of BOE facilities should be evaluated and usage rates by space and custodial coverage should be instituted for all non-school usage.
14. Presently, SchoolDude poorly used compared to its capabilities
 - a. Improve utilization of the SchoolDude work order system for maintenance, preventative maintenance and facility scheduling.
 - b. Submitting work order requests via SchoolDude should be available by all staff with an approval process from Principal to Director of Operations instituted.
 - c. Scheduling and billing of facility usage should be implemented using SchoolDude.
15. Standardization of equipment should be considered in all schools for improved maintenance and efficiencies (e.g., motors, pumps, alarm panels, etc.).
16. Detailed area of responsibility for custodial coverage by individual should be generated.
17. List of duties for daytime custodians should be generated.

Specific Needs by Building Recommended in Priority Order

Avon High School

1. Guard rail throughout site in need of repair and replacement.
2. Four locations identified for gate installation to allow ease of snow disposal.
3. Security access to entire facility requires upgrade.
4. Detailed documentation of key distribution should be generated and monitored.

Avon Middle School

1. Removal or encapsulation of asbestos tile in kitchen and adjoining areas, cafeteria, and several science lab rooms.
2. Removal and reinstallation of curbing at entry circle.
3. Clearing of brush and weeding around entire perimeter of building.
4. Power washing of facade to remove mold growth.

Thompson Brook School

1. Decision on use of baseball/softball field required to assess the need for restoration of infield or dismantling of back stop.

Pine Grove School

1. Decision on use of baseball/softball field required to assess the need for restoration of infield or dismantling of back stop (see Thompson Brook School).
2. Water lines should be flushed out by Avon Water Company.

Roaring Brook School

1. Cleaning, repair and sealing of gutter system around entire school.
2. Re-caulking of building expansion joints should be completed to prevent water intrusion.
3. Cleaning of numerous hallway walls of old paintings is requested by the Principal.
4. Replacement of loose rubberized flooring in hallways and sealing of the floor prior to install is required (work being addressed by BCI).

Projects Completed (Summer 2015)

AHS

1. Concrete sidewalk and stairs replaced
2. Carpet to tile replacement
3. Cleared equipment off of athletic field
4. Re-sodded field hockey field
5. Stage stair painted
6. Kiln vent repaired
7. Classroom and administration area painted
8. Gym floor refinished

AMS

1. Front paver replaced
2. Rear sidewalk and stair repaired
3. Hallway pipe repaired and replacement of ceiling; repainted entire area
4. Gym floor refinished
5. Miscellaneous painting of rooms

Thompson Brook School

1. Miscellaneous painting of rooms
2. Playground resurfaced

Pine Grove

1. Carpet to tile replacement
2. Replacement of hand washing sinks in 4 bathrooms
3. Playground resurfaced
4. Miscellaneous painting of rooms
5. Installation of projector and screen in gymnasium and installation of screen in cafeteria.

Roaring Brook

1. Pre K moved from Fisher Drive
2. Miscellaneous painting of rooms
3. Additional playground surfacing added plus resurfacing done on remaining playgrounds
4. Installation of roof top units including gas run over roof
5. Carpet to tile replacement in four Pre K classrooms