

Maintenance Department FY '21 Presentation

- Function
 - Primary- facility preservation
 - Secondary- Support of District Programs
 - Tertiary, Support of borough dept. and service areas

- Wide service coverage area
 - Central
 - Southern
 - Eastern
 - Moving toward much stronger cooperation and support between

- Administer and manage a centralized work order system “School Dude”
 - Preventative Maintenance Items
 - System configured and initiated at defined intervals
 - PM work orders are automatically assigned at the prescribed intervals
 - Work order requests
 - Self-assigned by maintenance
 - If staff encounters an issue requiring resolution, an assigned W/O is created and performed.
 - Site user specified
 - Site users initiate requests
 - Request is processed through a system defined vetting/approval chain
 - The W/O is created assigned and performed.

- Very small leadership group.
 - Currently- Two foreman and the director
 - 2 central
 - 1 Homer
 - 2019 reduction of PM/foreman central
 - Duties have transitioned to director and the central foreman
 - Capital Projects has taken on more maintenance project contracting
 - We have determined that the administration coverage is too lean to operate.
 - Continuous coverage is a frequent issue due to leave and widespread area responsibility.
 - Propose reinstating a the central A3 Foreman position forfeit in '19

- It is my intent to modify the foreman positions to have a much large field involvement to include:
 - Field logistical support
 - Stronger materials acquisition involvement
 - Some limited labor support
- Service staff is comprised of various trade group, each is headed by a field lead
 - Electricians 4 central 1 Homer
 - Lead hold an electrical administration certificate
 - Oversees electrical work Borough wide
 - Duties
 - PM routines- generators, elevators...
 - Troubleshooting and repair
 - Resolve code compliance issues
 - Supports other trade groups
 - Supports emergency management area wide
 - Sirens, Generators, Repeaters
 - Projects
 - Those that support educational programs
 - Replacement of obsolete equipment
 - Energy conservation
 - LED conversions
 - Variable frequency drives
 - Electronics 2 central electrician support in Homer
 - Primary duties
 - Management of fire monitoring systems
 - Nicet, testing, service, repair
 - Anything electronic
 - Intercoms, sound systems, scoreboards, control components
 - Provide technical support for other maintenance trade groups and borough agencies.
 - Projects
 - Fire monitoring systems from design to installation
 - Camera/Surveillance
 - Coop w/ IT groups (SD & KPB)
 - Entry/Security
 - Coop w/ GM/Door & IT
 - General Maintenance 8 central 4 Homer 2 Seward

- Multiple trade disciplines – well-rounded general trade individuals
 - Plumbers
 - Carpenters
 - Millwrights
 - Door & lock hardware specialists
 - Equipment operators
 - Specialty certs
 - Playground
 - Fire extinguisher
 - Projects
 - Excavation projects
 - Playground equipment install/repair
 - Plumbing renovations
 - Door replacements
 - Moderate remodel projects
 - Provide support to most other departments
- Painters 4 central
 - Preservation is primary – 7 year exterior rotation
 - Group has strong PR importance
 - Facilities that look good are treated better
- HVAC 4 central 1 Homer (strong cooperative support)
 - PM service, calibration and repair of all heating system equipment
 - Boilers
 - Pumps
 - Piping systems
 - Motors
 - Fans
 - Control devices
 - Group specialized in facility control
 - We have many differing types and manufacturers
 - The challenge is adequately training to all of the types, some obsolete and unsupported.
 - Projects
 - Hydronic system upgrades
 - Boilers, pumps and associated other equipment
 - High efficiency
 - VFD, supported by the electrical group
 - Electrical efficiency
 - Facility control system replacements
 - Replacing obsolete

- Higher efficiency
 - Parts and smarts
 - Projects are a combination of contracting and in-house
- Water Department 2 central supported by Homer plumber
 - DEC requirements for public water systems
 - Monitoring and lab supported testing at mandated intervals
 - Employ engineer designed, DEC approved treatment of contaminants are present.
 - Combination of contracted and in-house installation
 - Deal a little bit with wastewater
 - Support area swimming pools
 - With cooperation of district personnel
 - Projects
 - Getting to a pretty good point
 - Ongoing management of systems with regulatory compliance as the driver
- Auto Mechanics 4 central and 1 CES mechanic
 - Vehicle Maintenance and repair
 - most borough owned vehicle fleet
 - District food service equipment
 - Activity bus fleet
 - Engine side service, maintenance and repair of facility generators area wide
 - Recently began a support role for CES
 - Their mechanic works in our facility and the two groups mutually support one another for reasons of safety and efficiency
 - Relationship is working well and CES appears pleased with the production results
- Safety
 - Department traditionally had a devoted safety person serving maintenance specifically.
 - Position funded by maintenance and still supports us, but works in coordination with Risk Management
 - Provides direct support to district staff need
 - Training, inspection...
- Seasonal Hire
 - Strong Covid 19 impact to seasonal hire for the current summer season as a result of gather/space requirements and transportation difficulties.

- Challenges and goals forward
 - Age of facilities
 - End of life
 - Obsolescence
 - Building a catalog of equipment to aid with tracking condition and forecasting replacement
 - Funding concerns
 - Looking for ways to integrate with other departments to reduce job duplication, while still serving need.
 - Continue with energy efficiency projects
 - The savings are certainly a benefit to facilities, but I would like to develop a strategy for some of the savings to support forward needs.