

Minutes for MPSD Buildings and Grounds Department Committee Meeting
Monday June 21, 2021
Meeting Location MPSD Multiple Service Center (MSC)

Meeting Called to Order by Chairperson Lisa Johnston at 3:35 pm
In attendance were committee members Kerry Trask, Collin Braunel and Lisa Johnston

The committee toured the MSC facility. This facility houses the 90% of maintenance department staff and equipment. In addition, there are a few IT support personnel that have offices here as well as the district print shop. Lastly, Chartwells' main meal production kitchen operates from this facility.

Buildings and Grounds Director Chris Dupré shared with the committee the overall departmental flow chart.

- The B&G department is comprised of approximately 50 staff
 - approx 35 custodians and 15 maintenance staff
- Operations Supervisor Austin Block is primarily responsible for overseeing the custodial part of the department, cleaning quality, hiring and training new and existing staff, new product and equipment acquisitions as well as special projects.
- The maintenance part of the department has a variety of skilled personnel. Master Plumber and Electrician, carpenter, welder, mechanic, heating and ventilation technician, IT & Data infrastructure technician, maintenance technicians, warehouse manager, inter-district delivery driver.
- The MPSD district consists of approximately 1 million square feet, 14 facilities, plus 305 acres and 4 buildings at School Forest.
- The department has had some of the most senior/tenured employees in the district. Within the past couple of years the department has seen employees retire with years of service ranging from 30 to 39 years. The last four maintenance technicians all had over 30 years of service to the MPSD.
- The maintenance department utilizes an electronic work order system called School Dude - Maintenance Direct.
- The warehouse keeps the district supplied in common school and custodial supplies and uses School Dude - Inventory Direct as a supply ordering and inventory management tool.

Facility Management Surveys - Roof, Building Tuckpointing and Parking lot and blacktop playground

Chris had examples of the roof surveys that were completed 5 years ago of our district facilities that provide in depth detail regarding the type of roof, size, age condition, management strategies and estimated costs for repairs and/or replacement. Surveys were also completed for building masonry tuckpointing as well as parking lots and blacktop playgrounds.

The surveys help guide decisions on maintaining the facilities as well as planning for future needs. Over the past several years, Chris's focus has been allocating referendum funds for repairs and replacement of roofs. The group discussed major capital improvements and the challenges of this with current funding. The committee was pleased to see these management resources being utilized.

ALC Heating and Ventilation software - The district has utilized a building automation system (BAS) called Automated Logic Controls or ALC. This is a computer software program that helps manage and monitor the building's heating and cooling equipment. Approximately 25 - 30% of the district's spaces are on this system. The advantage of having our buildings on a computer software system like this is the instantaneous view of temperatures and operation of the building's heating and ventilation system. At a glance of the computer screen you can see which rooms might be hotter or colder than what is targeted. It also aids our troubleshooting and repair efforts to be able to see if a unit is running or not and give us insight into what might not be working properly. This often helps us diagnose and make repairs more efficiently. Three buildings; Riverview, Franklin and Central Office have most of their building spaces on this system, the eight other buildings only have a small portion of their spaces on the ALC BAS.

The district is planning to use Federal Covid related funds to install the upgrades so all the buildings will be on the ALC BAS. The timeline for this project is scheduled to begin this month. An added benefit of this project is that it will boost our efforts in saving energy costs. Cenergistic is very supportive and acknowledges the ALC system will be of great benefit to our energy goals.

The committee appreciated the behind the scenes tour and understanding of the MSC and it's function of supporting services to the distinct mission as well as the folks who work out of this facility.

A motion to adjourn was made by Collin Braunel and seconded by Kerry Trask. The meeting adjourned at 5:05 pm.