

# **Board of Education- Building Operations**

## ***Stewardship Report***

*February 24, 2022*

### ***Mission Statement:***

*The mission of the Board of Education-Building Operations Department is to efficiently utilize existing resources to create goals and implement plans that contribute to a safe and healthy learning environment.*

The Board of Education-Building Operations Department provides all aspects of custodial, trades, logistics and infrastructure maintenance and ensures code compliance for 41 properties totaling 3,703,997 square feet and 299 acres. The department is also actively involved in overseeing building renovations and new construction.

### **Facilities**

The following properties are maintained by the Department. As of January 1, 2022, student enrollment was 19,428. Since 2014 square footage has increased by 103,043 sq. ft. and acreage by 28.7 acres, while resources have decreased. (Please See Chart Below)

# Facilities

Building Name	Year Built	Year Reno	Square Footage	Acres	Elevator	Custodians			Long Term
						FULL Staff	Current	+ / -	Absence
Adult Education	1910	1998	40,440	1	0	1.0	1.0	0.0	
Aquaculture	1992	2012	69,370	6.1	2	2.0	1.0	1.0	
Barnum	2008	-	96,756	8.8	1	5.0	5.0	0.0	
Bassick High	1929	1968	253,136	7.52	2	10.0	8.0	2.0	
Batalla	2006	-	146,000	8.86	1	7.0	5.0	2.0	
Beardsley	1904	1985	70,553	2.06	0	3.0	3.0	0.0	
Blackham	1964		140,000	10.85	1	7.0	6.0	1.0	
Black Rock	1905	1992	67,788	1.6	1	4.0	3.0	1.0	
Bryant	1912	1997	50,000	1.01	1	3.0	3.0	0.0	
Central High	1964	1998	294,935	37.36	2	14.0	12.0	2.0	
Claytor	2016	-	75,680	7.4	1	4.0	3.0	1.0	
Columbus	1965	1985 & 2012	85,814	4.26	1	4.0	3.0	1.0	
Cross	1969	2012	66,415	10.62	1	4.0	3.0	1.0	
CT Ave	1946	2011	44,876		0	0.0	0.0	0.0	
Curiale	1984		76,531	3.48	1	5.0	3.0	2.0	
Discovery Magnet	2010	-	71,000	6	1	3.0	3.0	0.0	
Dunbar	1984		70,934	2.65	1	4.0	4.0	0.0	
Edison	1935		51,263	1.19	0	2.0	1.0	1.0	
Fairchild Wheeler	2013	-	356,256	65	4	12.0	9.0	3.0	
Hall	1914		39,114	1.29	0	2.0	1.0	1.0	
Hallen	1923	2000	47,998	1.42	2	3.5	2.5	1.0	
Harding II	2018	-	217,000	17	2	9.0	7.0	2.0	
Hooker	1927	2001	62,172	1.65	1	3.5	3.5	0.0	
JFK Campus	1969	New roof	155,377	23.7	3	7.0	5.0	2.0	
Johnson	2008	-	105,000	7.74	1	5.0	5.0	0.0	
Madison	1916	2000	60,964	1.32	1	3.0	2.0	1.0	
Maplewood/Classical	1894	1985	39,835	0.68	1	3.0	3.0	0.0	
Marin	1992	2021 Roof	104,100	5.1	1	6.0	5.0	1.0	
Nutrition Center	1938	1976	38,280		1	0.0	0.0	0.0	
Park City Magnet	1959		54,099	16.19	0	3.0	3.0	0.0	
Read	1968	2000	83,405	2.98	1	4.0	4.0	0.0	
Roosevelt	2015	-	82,438	6	1	5.0	4.0	1.0	
Sheridan/BLC	1895		43,357	4.33	0	1.0	1.0	0.0	
Skane Center	1952	1980	27,287	7.8	0	1.0	1.0	0.0	
South End	1966	2008	115,640	2.4	1	4.5	4.5	0.0	
St. Peters	1950		25,600		0	1.0	1.0	0.0	
Tisdale	2008	-	105,000	7.8	1	5.0	4.0	1.0	
Waltersville	2008	-	80,076	See Barnum	1	4.0	4.0	0.0	
Winthrop	1995	1969	89,508	5.8	0	5.0	4.0	1.0	
			<b>3,703,997</b>	<b>299</b>	<b>39</b>	<b>169.5</b>	<b>140.5</b>	<b>19.5</b>	

160 Budgeted Positions

Industry Standard

28000 Square Ft / Employee

**REVISED 2/28/2022**

## Staffing (Resources)

### Personnel

Staff	2010	2013	2015	2022
Management Team	9	3	5	3
Support Staff	6	5	4	3
Trades Staff	25	20.5	20.5	19.5
Custodial Staff	186	164	171	140.5
*Logistics Team	5	5	6	8

### \*\*\*\*Employees (by trade)

Staff	2000	2010	2013	2015	2022
Carpenter	3	3	3	3	2
Electrician	4	3	4	3	4
Glazier	2	2	2	2	2
Mason	5	3	3	3	3
HVAC	2	5	4	4	4
Paint	4	1	1.5	1.5	1.5
Asbestos	2	2	1	2	1
Plumber	3	2	1	2	1
Roofer	1	1	1	1	1
Driver	6	3	2	3	0
Clerk of Works	1	0	0	0	0
Supervisor	0	0	1	0	0
<b>TOTAL</b>	<b>33</b>	<b>25</b>	<b>23.5</b>	<b>24.5</b>	<b>19.5</b>

## 2022 Report: Logistics

The Logistics/ Supply Department is in charge of the supplies for the thirty-nine Bridgeport Board of Education public schools. Some of our responsibilities are delivering the interoffice mail, custodian time sheets and the payroll to all B.O.E. employees. This Department orders, receives and distributes custodian supplies for the Bridgeport Public schools as well as receive and distributes all the PPE supplies for students and staff. The team also assist in teachers and department moves of furniture's and items that are pertinent in the everyday operation for the B.O.E. We currently have six staff members and one Supervisor. All staff are essential employees.

This department also maintains the outside grounds and landscaping of all the public schools. The crew cuts grass, trims down brush and small trees as needed. The landscaping crew starts up mid-March with an early spring cleanup and runs through the fall with a leaf cleanup of all the schools. In the past seasonal workers also assist in helping to maintain the grounds of the schools. We have a ten day schedule between cutting each school. All equipment is maintained by the crew as well as the 60 Snow Blowers in the public schools.

The Maintainer 1 grade 2 and Warehouseman/ Truck Drivers are required to have a Class B Commercial Driver's License. They assist in snow plowing and are called upon in emergency situations.

### **Warehouse/Supplies:**

- Inter-Office Mail two times a week on Tuesdays and Fridays
- Payroll is delivered to all schools on Friday
- Time sheets are picked up from all custodians on Monday
- Prepare and deliver custodian/personal protective equipment (ppe) supplies

### **Grounds Crew: (Seasonal)**

- Landscaping
- Spring clean ups
- Fall leaf clean ups
- Snow blower maintenance
- Deliveries of gas and diesel to schools

### **Additional Tasks:**

- Furniture moves, chairs ....
- Snow Plowing
- Pick up bulk metal/wood trash at all schools

## State Cost Comparisons:

The Bridgeport Public Schools system has the third lowest Plant Operations and Maintenance cost per student of the five largest cities in Connecticut according to the Connecticut State Department of Education District Profile and Performance Report for School Year 2019-20. The estimated cost per students has decreased since 2009. Bridgeport is also lower than the State average according to the 2019/20 school year CSDE Report:

*The State Average Per Pupil was \$1,718.00*

2015		2022	
Bridgeport	\$1,281.00	Bridgeport	\$1,534.00
Norwalk	\$1,337.00	Norwalk	\$1,354.00
Stamford	\$1,443.00	Stamford	\$1,663.00
Hartford	\$1,847.00	Hartford	\$1,931.00
New Haven	\$1,672.00	New Haven	\$1,523.00

# Initiatives/Special Projects

## Software (Custodial and Logistics)

- Automated custodial inspections
- Online supply ordering
- Automated yearly training
- Review work order system
- Update of the department's website

## Summer Youth Employment Program

- Trades
- Energy Conservation

## Solar Projects

- Central High School
- Luis Munoz Marin
- Geraldine Claytor Magnet Academy

## Lighting Upgrades (Audits Completed)

- JFK
- Luis Munoz Marin
- Park City Magnet
- Read
- Tisdale
- Winthrop
- Curiale
- Dunbar
- Hallen

## Energy Conservation

- **Energy Conservation** – We continue to upgrade to LED lighting inside and outside of our schools. The LED lighting provides better lighting while decreasing maintenance and energy costs. The Department is tracking energy utilization for each school in the district. Prizes will be awarded for schools with the greatest decrease in energy consumption in order to increase participation.

## Utility Savings

### ELECTRICAL

#### In House Exterior Lighting Upgrades

Batalla, Barnum, Waltersville, Marin, Cross, CT Avenue, Blackham, Discovery and Skane	Project Costs	\$22,968.00
	Incentive \$ Received	3,657.00
	Annual Electrical Savings	<b>\$15,661.00</b>

#### In House Interior Lighting Upgrades

Claytor, Read, Marin and Roosevelt	Project Costs	\$5,046.92
	Annual Electrical Savings	<b>\$7,818.00</b>

#### Exterior Light the Night Conversions to LED

Bassick, Blackham, Bryant, Central, Cross, CT Avenue, Curiale, Dunbar, Edison, Hall, Hallen, Hooker, JFK, Madison, Marin, Park City Magnet, Read, Sheridan and Winthrop. Done by UI in conjunction with BOE	Annual Electrical Savings	<b>\$38,654.52</b>
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#### Interior Lighting Upgrades at Six Schools

Blackham, Batalla, Beardsley, Black Rock, Hooker and Skane	Project Costs	\$841,288.00
	Incentive \$ Received	673,031.00
	Annual Electrical Savings	<b>\$186,248.00</b>

#### Interior Lighting Upgrades and Other Measures at the Nutrition Center

Project Costs	\$198,760.00
Incentive \$ Received	159,008.00
Annual Electrical Savings	<b>\$39,733.00</b>

### NATURAL GAS

Peak Changes April to May 2021 (fixed cost reduction)	2242.28 per month	<b>\$26,907.36</b>
	<b>TOTAL</b>	<b>\$315,022</b>

# School Construction

The Department continues to be an integral and necessary component in school construction and renovations. When working in the field of school construction many ancillary components are involved. Direct involvement includes:

- Relocation
- Inventory and storage
- Returning the building to the City
- Removal of mechanical items
- Coordination of purchasing equipment and furniture for construction projects
- Review and approval of all HVAC Documents
- Facilitate community engagement for new schools
- Ensure input from academic personnel from the Board of Education
- Attend all project meetings
- Voting member of the School Building Committee
- Write specifications for different aspects of construction

## The current construction schedule is:

Project Name	Cost	Sq. Feet	Completion
<b>Aquaculture Floating Classroom</b>	\$2,500,000		2022 (Summer)
<b>Bassick High School</b>	\$129,000,000	205,000	2025
<b>Curiale School Roof</b>	\$660,000 (Est.)		
<b>Nutrition Roof</b>	\$600,000 (Est.)		
<b>TOTAL</b>	<b>\$132,760,000</b>		

In the past, projects where the Department was not sufficiently involved in the review of final construction documents and on-site construction progress have led to mistakes being made. More involvement was needed and the Department now approves all final mechanical drawings and has tradesmen on construction sites to become familiar with all mechanical systems. The Department has improved warranties on items and made all parties more accountable. A training program for tradesmen has been added to the scope of projects. Great effort has been put into investigating the latest technology in an effort to create a high performance building with a focus on LEED certification.



## **Training**

- First Class of custodians finished with the Cleaning Management Institute (CMI) certification on 11/16/21
- Second Class of custodians finished on 02/17/22  
(To date twenty employees have completed the class and have received certifications)
- The Logistics staff has received chainsaw and wood chipper training.
- Newly hired custodians have received Employee Training
- The management team is scheduled to receive “Five Behaviors of the Cohesive Team” training
- Yearly regulatory training

## **Covid**

- PPE is fully stocked in schools and warehouse
- Covid Test kits received from State and deliveries are underway to the schools
- Air Purifiers – 1,500 units are in place and the first filter change is underway
- HVAC Filter changes are on schedule for April, August and December

## **ESSER**

- HVAC assessment completed and under review
- School purging – tonnage to date: 296.45
- Asbestos abatement at various schools (Replacing tile with LVT)
- HVAC design work for upcoming projects  
(A/C Cross, A/C Columbus and Chiller Batalla)
- Water bottle fill stations at various schools
- Masonry pointing work (Hallen, Hall and Madison)
- HVAC – AC chiller renewals (FCW and JFK)