

Maintenance managers report 12/2022

Newfield

- *Meeting room window was finalized. Wall was painted on both sides.*
- *The staircase going t the main level has seen some slip and trips. The steps height and depth all vary about +or- ¼". We have installed stair tread grip tape to see if this alleviates the issue.*
- *Water company has left a tag on our building and apparently are looking for access to change the water meter.*

Black Rock

- *Exterior front entrance light was repaired. Timer was defective. Replaced by Silverstone Electric.*
- *Swing gate to circulation was reinstalled in house.*
- *Elevator maintenance was performed. About 2" of water was in the pit upon my inspection. Not enough to reach the mechanicals. Water extracted in house.*

North branch

- *Sign and lights in front repaired by Silverstone electric .Brush cut back from in front of sign in house.*
- *Drain in back that backs up and creates a lake assessed by Public Facilities. Repairs to follow.*

Beardsley

- *Computers are about 70% installed.*
- *Furniture is about 100% with the exception of a few repairs and replacements.*

Burroughs

- *Boiler and piping repairs to take place this week. Waiting on scheduling confirmation.*

General Information

- *We have finalized our agreement for snow removal and maintenance again with Solomons house as we used last year. They are a low bid city vendor and PO has been issued.*
- *The Ford Transit (small van) has come back from Park City Ford. The transmission has been rebuilt and it is running good. All was done at no cost as we just got it in before the warranty expired.*
- *The Econoline (big van) just got an oil change on Friday 12/16.*
- *The new van is awaiting the payment or PO for the cost differential to then be delivered.*
- *One custodian is out on Workers Compensation. Surgery is scheduled for 1/18/2023. Physical therapy can commence 10 days after surgery and last up to 6 weeks. Looking to get him back late February or early March*

HAVE A HAPPY AND SAFE HOLIDAY!!!!

Maintenance Managers building and finance report 12/2022

HVAC

- *In our HVAC line we only seemed to put enough money to cover our PM contracts. I have 2 outstanding proposals for Edgerton, both attached. One to repair boiler shutters and linkages as it is a carbon monoxide risk and is shut down until repair is made. Cost-\$1,182.15. The other is for pipe and steam trap repair to section in basement that is leaking VERY close to a circuit breaker control panel. Cost-\$1,926.00. The total between those 2 quotes which are mandatory\emergency is \$3,108.15. We will need another \$3K (estimate) to cover the emergency calls and leak repairs that we had recently (example- 6th floor stacks had steam pipe break\ leak all the way down to first floor). I would add another at least \$4k to that as we may have issues to be addressed as we move through the heating season. Total \$10k (so far). ESC controls has a quote (attached) for Newfield boiler BACnet card need replacement on pump 9 for \$1,993. This is needed for both our boilers to operate efficiently. Total recommended amount needed for current HVAC needs and services-\$12k-\$15k.*

LIGHTING

- *North branch sign at entrance is out, Black rock front entrance light is out (not a bulb issue), and Burroughs parking lot has 2\6 lights out on the building. Waiting to have Silverstone assess all. Estimated cost to resolve all- \$2k*

Sonitrol\Security

- *At Burroughs we are looking to upgrade our system (which is at full capacity) to allow for 2 additional cameras immediately and allow for future expansion. Quote attached. **\$1,993.00***

Gengras Ford

- *I'm not sure where we stand on this as purchasing has gotten involved but apparently Ford could not hold our pricing from 2022-2023. No literature stated that nor was there a conversation had about it. It only came up when it was time for them to deliver. If we do end up having to pay the differential I believe it is **\$9,544.30***

Black Rock façade\leak issues

- *Waiting on final report from investigation. However, This will be a very large number. I wouldn't be surprised if we near the \$100k mark. Upon receipt I will follow up. I think we will probably have to start planning and budgeting for next year. This project will have to go out to public bid when the time comes.*

Newfield

- *I believe we want to put a handicap button at the main entrance on the exterior. We currently have an egress button on the inside but no handicap access button. Estimate-**\$6k-\$7k***
- *Accordion doors. Prices were submitted a while ago. Are we still moving forward with that? **\$18k-\$20k***
- *Window tints(including community rm) **\$10,500***
- *All for McBride – exterior light repair, fire alarm panel, and the building is NOT properly grounded. Estimate- **\$2k-\$3***