



WOODLAND SCHOOL DISTRICT

Facilities Services Management Review



Introductions

- **Dave Teater, Educational Facility Planner**
 - 43 Years' Experience in School Facility Planning & Management
 - Worked in 26 States

- **Doug Nichols, Director of Construction Services Group (ESD 112)**
 - 43 Years' Experience in School Facility Design, Construction, and Management



Purpose of Study

- **Review the efficiency and effectiveness of the District's maintenance, grounds, and custodial services.**
 - Opening of new high school
 - Inevitable changes in Facilities Services personnel
- **Provide straightforward and practical commendations and recommendations**



Work Plan

- **Project Start**
- **Data Gathering**
- **Standards Review**
- **On-Site Interviews**
- **Analysis of Data**
- **Final Report**



Findings & Recommendations

Three Main Categories:

- **Staffing Issues**
- **Standards and Procedures**
- **Policy, Organization, and Finance**



Staffing

- **Understaffed in all three areas of maintenance, grounds, and custodial.**

	Standard	Current	Add
Maintenance	1:80,000 sq. ft.	1:179,884 sq. ft.	2.0 FTE
Grounds	1:20 acres	1:68 acres	2.0 FTE
Custodial	1:20,000 sq. ft.	1:28,403 sq. ft.	4.0 FTE



Standard & Procedures

➤ **Standards**

- Establish standards in all three areas.
- Align procedures with standards.
- Evaluate to those standards (Include principals).

➤ **Implement a Computerized Maintenance Management System (CMMS).**

- Comprehensive work order system
- Stress preventative maintenance.



Policy, Finance & Organization

➤ **Policy**

- Update Board Policies.

➤ **Finance**

- Review cost allocations between Food Services and Custodial Services.
- Prepare a sinking fund and finance plan for future replacement of major equipment and building systems.

➤ **Organization**

- Establish a “Culture of Cleanliness.”



Discussion



Thank You!