

BUILDINGS AND GROUNDS MAINTENANCE

FILE: ECB

TITLE: Maintenance and Repairs

POLICY:

The district shall properly maintain facilities to fulfill the life cycle intended. The Facilities department shall plan for, schedule and implement a comprehensive maintenance program including preventive and corrective maintenance, capital renewal and renovation.

- (1) Maintenance and repair is defined as the upkeep of educational and ancillary plants, which includes but is not limited to, roof or roofing replacement, short of complete replacement of membrane or structure; repainting of interior or exterior surfaces; resurfacing of floors; repair or replacement of glass and hardware; repair or replacement of electrical and plumbing fixtures; repair of furniture and equipment; repair or replacement of HVAC and other system equipment with equivalent items meeting current code requirements providing that the equipment does not place a greater demand on utilities, structural requirements are not increased, and the equipment does not adversely affect the function of life safety systems; traffic control devices and signage; and repair or resurfacing of parking lots, roads, and walkways. Maintenance by definition of this policy does not include new construction, remodeling, or renovation, except as noted above.
- (2) The Facilities Department shall conduct routine assessments of all district facilities and affect needed preventive maintenance and repairs. Priority shall be given to Life Safety, Fire and Health issues identified. Capital renewal needs of school and ancillary facilities shall be assessed and documented. Needs shall be prioritized based upon fire, safety and health, along with life cycle considerations. Funding shall be provided annually based upon these prioritized district capital needs.
- (3) The school principal shall report to the Facilities Department any additional repairs above and beyond those identified and addressed through the routine Operations and Maintenance Department assessment.
- (4) The school principal shall be responsible for maintaining satisfactory standards of sanitation and housekeeping. Each school shall be inspected periodically by the Custodial Services unit, in addition to inspections by the district's safety department and municipal authorities. Immediate action will be taken to correct unsatisfactory findings.

LAW IMPLEMENTED: Florida Building Code Section 423.5.7

ADOPTED: 11/17/08