



Metz EVS Monthly Operations Report

December 2022

Riverside School District



General Updates

- 47 work Orders complete
- Cleanup of the busted unit heater was completed from 12/25/2022 to 1/02/2023. ServePro was onsite to assist with air movers and dehumidifiers. An air quality test was completed and came back well below the necessary threshold, the school was ready to go when the students came back from winter break
- We have installed a new fire hydrant at West Elementary
- The holiday shows were held at the High School
- The smart board relocation is complete at East Elementary
- New heaters have been installed in the men's and ladies room at the fieldhouse





West Elementary fire hydrant install













New Unit heaters at the Fieldhouse restrooms







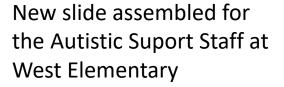








New projector and screen in the band room at the High School









Rooms cleaned after the flood









Completed Work Orders

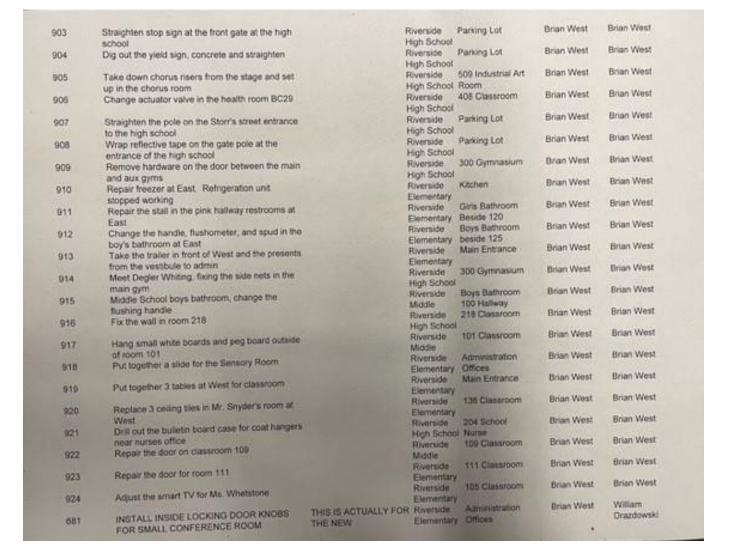
Work Order Pennet - Riverside School District/Metz Taylor PA

rk Order #	generated on 01/12/2023. Please use the TELS we Summary	Description	Building	Area Name	Closed By	Initiated By
862	Chair Setups In Cafegymatorium	We need the chairs set	Riverside Elementary	405-A	Brian West	Dave Walsh
863	Mount projector and screen in the HS bandroom	up on the following dates Please mount a projector	Riverside	410 Band Room	Brian West	Barb Chisdock
000		and Screen in the HS	High School	101 (1)	Brian West	Brian West
883	Replace 3way heat actuator in room 121		Riverside Middle	121 Classroom		Market Control
884	Replace 2-way cartridge and actuator in room		Riverside High School	231 Classroom	Brian West	Brian West
885	231 Replace 3-way cartridge and actuator in boys		Riverside	306 Boys Locker	Brian West	Brian West
000	locker room Devices 3 year particles and actuator hant in		High School Riverside	305 Girls Locker	Brian West	Brian West
886	Replace 3-way cartridge and actuator heat in girf's locker room		High School	Room		Major Mont
887	Replace 3-way cartridge and actuator in girls		Riverside High School	305 Girls Locker	Brian West	Brian West
889	Set up for National Honor Society Induction		Riverside	Melville Davis	Brian West	Brian West
.000	Ceremony		High School	Auditorium	Brian West	Brian West
890	Set up for Dancing Dreams dance show in the		Riverside High School	Melville Davis Auditorium	Diriani VVCan	Orani Troop
891	Auditorium Set up for BINGO in the East Cafagymatorium		Riverside	405	Brian West	Brian West
	20 tables 6 chairs/ table		Elementary Riverside	Multipurpose Melville Davis	Brian West	Brian West
892	Set up for 3rd grade RSD holiday show in the auditorium		High School	Auditorium		
893	Set up for the 4th grade RSD holiday show in the	e:	Riverside High School	Melville Davis	Brian West	Brian West
204	auditorium Set up for Breakfast with Santa			Cafeteria	Brian West	Brian West
894	Set up for Dreak ast wall outse		High School		44.000.044.000	Water Mines
895	Set up for PTA meetings at East Multipurpose		Riverside	405 Multipurpose	Brian West	Brian West
896	Room 9/29, 10/27, 11/16, 12/14 Pick up 20 tables from Gaughan Auto and take		Riverside	405	Brian West	Brian West
1 800	to East Elementary		Elementary Riverside	Multipurpose Main Football	Brian West	Brian West
897	Run 300' of 6 gauge by cable for new heaters a the fieldhouse restrooms	V.		Field Training		1.5-1-10-10-10-10-10-10-10-10-10-10-10-10-1
898	Replace board on the bottom of the bleachers is	T.	Riverside	Gymnasium	Brian West	Brian West
	the main gymnasium.		High School Riverside	222 Classroom	Brian West	Brian West
899	Clean and paint Room 222		High School			Onland Street
900	Take down risers in the Auditorium and set up		Riverside High School	Melville Davis Auditorium	Brian West	Brian West
901	band risers Move chalk board and 3 band stands from the		Riverside	410 Band Room	Brian West	Brian West
71	H/S music room to East		High School Riverside	218 Classroom	Brian West	Brian West
902	Repair drywall in the Special Education Room - Ynglemo		High School		Dilair Frest	2.001.11011





Completed Work Orders







Completed Work Orders

777	Room 245	would like the height of	Riverside High School	245 Classroom 300 Gymnasium	Brian West Brian West	Barb Chisdock Brian West
852	Change 1 burnt out T5 lamp in the gymnasium, basketball court		Riverside High School	300 Gymriasium		
861	Remove Promethean board from wall in room 243 and 245 in High School	Remove Promethean board from theclassroom	Riverside	243 Classroom	Brian West	Barb Chisdock





Work History Report - Riverside School District/Metz, Taylor PA Report Created on January 12, 2023 at 6:03 PM

Task Type	Building	Due Date	Category
Regulatory Requirement	Riverside SD	1/31/2023	Ansul System
Regulatory Requirement Preventive Maintenance	Riverside SD Riverside SD	1/31/2023	Detectors - Smoke Dishwashers
Regulatory Requirement	Riverside SD	1/31/2023	Doors
Regulatory Requirement	Riverside SD	1/31/2023	Doors
Regulatory Requirement	Riverside SD	1/31/2023	Elevators
Regulatory Requirement	Riverside SD	1/31/2023	Emergency Lighting
Regulatory Requirement	Riverside SD	1/31/2023	Emergency Lighting
Regulatory Requirement	Riverside SD	1/31/2023	Fire Alarm System
Regulatory Requirement	Riverside SD	1/31/2023	Fire Extinguishers
Regulatory Requirement Preventive Maintenance	Riverside SD Riverside SD	1/31/2023	Fire Sprinkler System Grease Traps
Preventive Maintenance	Riverside SU	1/31/2023	Carease Traps
Regulatory Requirement	Riverside SD	1/31/2023	Oxygen Systems
Preventive Maintenance	Riverside SD	1/31/2023	Roof
Loss Prevention	Riverside SD	1/31/2023	Safety Committee
Preventive Maintenance	Multiple Buildings	1/31/2023	Vehicles
Regulatory Requirement	Riverside SD	1/31/2023	Water Systems
Regulatory Requirement	Riverside SD	1/14/2023	Dryer Vents
Regulatory Requirement	Riverside SD	1/14/2023	Emergency Generators
Regulatory Requirement	Riverside SD	1/14/2023	Temperatures
Regulatory Requirement	Riverside SD	1/14/2023	Water Systems
Regulatory Requirement	Riverside SD	1/14/2023	Temperatures
Regulatory Requirement	Riverside SD	1/7/2023	Dryer Vents

smoke detectors Dishwashers: In-house Inspe Doors, Locks & Alarms: Corn Doors, Locks & Alarms: Test operation of doors and locks. Elevator: Firefighters' Emerg Operation Testing Emergency Lighting, Check illumination of exit lighting and Emergency Lighting: Conduct second functional test. Fire Alarm System: Conduct test of fire alarm system Fire Extinguishers: Check and fire extinguishers Fire Sprinkler System: In-hou Grease Trap: Inspect grease Oxygen Storage: Gas Equipo Cylinder and Container Stora Roof, Regular maintenance a safety inspection. Safety Committee: Conduct J Safety Committee Meeting

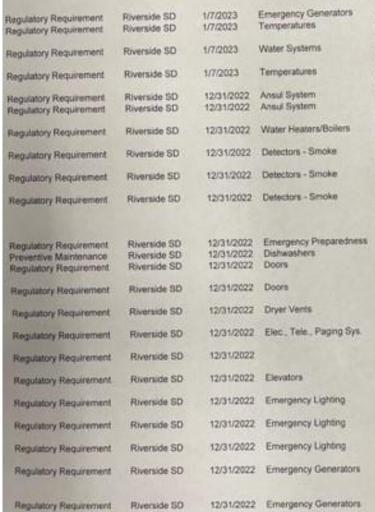
Task Description

Task Description	1 man destroy
Ansul Systems: Owner's Inspection	and the second second second second second
Quick Check	Marked done on-time Brian West
Detectors: Test battery operated	CHARLES OF THE PARTY OF THE PAR
smoke detectors	Marked done on-time Brian West
Dishwashers: In-house Inspection	Marked done on-time Brian West
Doors, Locks & Alarms: Corridor -	Marked done on-time Brian West
Doors, Locks & Alarms: Test	
operation of doors and locks.	Marked done on-time Brian West
Elevator: Firefighters' Emergency	
Operation Testing	Marked done on-time Brian West
Emergency Lighting: Check	
illumination of exit lighting and exit	Marked done on-time Brian West
Emergency Lighting: Conduct a 30	
second functional test.	Marked done on-time Brian West
Fire Alarm System: Conduct routine	
test of fire alarm system	Marked done on-time Brian West
Fire Extinguishers: Check and initial	
fee extinguishers	Marked done on-time Brian West
Fire Sprinkler System: In-house	Marked done on-time Brian West
Grease Trap: Inspect grease trap	Marked done on-time Brian West
Oxygen Storage: Gas Equipment -	
Cylinder and Container Storage	Marked done on-time Brian West
Roof. Regular maintenance and	
safety inspection.	Marked done on-time Brian West
Safety Committee: Conduct January	
Safety Committee Meeting	Marked done on-time Brian West
Vehicle Inspection: Safety inspection	
Water Systems: Inspect eye wash	Marked done on-time Brian West
Dryer Vent: Complete in-House	
System Cleaning	Marked done on-time Brian West
Emergency Power Generators	
Exercise generator (with no load),	
perform routine checks, create entry	Marked done on-time Brian West
Temperatures: Test and log air	Marked done on-time Brian West
Water Systems: Testing and	
Monitoring of Water Management	Marked done on-time Brian West
Water Temps: Test and log the hot	
water temperatures.	Marked done on-time Brian West
Dryer Vent: Complete In-House	
System Cleaning	Marked done on-time Brian West

Task Completion







Emergency Power Generators Exercise generator (with no load). perform routine checks, create entry. Marked done on-time Brian West Temperatures. Test and log air Water Systems: Testing and Monitoring of Water Management Water Temps: Test and log the hot water temperatures. Ansul Systems. Have hood cleaned by a certified contractor Ansul Systems: Owner's Inspection Boler Water Heaters: Flush to remove impurities, test pressure Detectors: Change batteries in battery-operated smoke detectors Detectors: Change batteries in carbon monoxide detectors Detectors: Test battery operated smcke detectors Disaster and Emergency Preparedness: Conduct and document facility-based and community-based risk assessment Dishwashers. In-house Inspection Doors, Locks & Alarms: Corndor -Doors, Locks & Alarms: Test operation of doors and looks. Dryer Vent. Complete In-House System Cleaning Electrical: Inspect and Document the Main and Feeder Circuit Electrical: Test and Document the Electrical Receptacle Inspections Elevator: Firefighters' Emergency Operation Testing Emergency Lighting: Check illumination of exit lighting and exit Emergency Lighting: Conduct a 30 second functional test. Emergency Lighting: Conduct a 90 minute operational test Emergency Power Generators: Emergency Power Generators: Exercise generator (with no load). perform routine checks, create entry. Marked done on-time Brian West.

Marked done on-time Brian West Marked done on time Brian West Conduct a 90 minute load bank lest. Marked done on-time Brian West.







Emergency Power Generators Have generator serviced by Emergency Preparedness Drills and Exercises: Conduct elopement drill (Missing Resident Drift) Exhaust Fans: Inspect exhaust fans for proper operation and clean if Facility Safety, Designated Area Requirements Fire Alarm System: Conduct routine test of fire alarm system Fire Alarm System, Have fire alarm system inspected by a contractor Fire Doors: Inspection - Latch and Fire Extinguishers: Check and initial fire extinguishers Fire Sprinkler System: Annual Fire Sprinkler System: Annual Inhouse Visual Inspection Fire Sprinkler System: In-house Fire Sprinkler System: Quarterly Contractor Testing Greate Trap: Have greate trap pumped out by contractor Grease Trap: Inspect grease trap HVAC (Chillers) Inspect condenser coils, clean as required HVAC (Heat Pumps). Verify operation, inspect / change belt and set proper tension HVAC (RTU): Clean / change air filter and verify unit operation HVAC (RTU): Inspect condenser coils, clean as necessary loe Machines: Check fiders (if present), clean colls, santze interior, delime as necessary Oxygen Storage: Gas Equipment -Cylinder and Container Storage Roof, Regular maintenance and safety inspection. Safety Committee: Conduct December Safety Committee Salety Committee Prepare the **OSHA 300 A**

Marked done on-time Brian West Contractor Testing and Maintenance Marked done on time Brian West Marked done on-time Brian West





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Preventive Maintenance	Riverside SD Riverside SD	12/31/2022	Fire-Smoke Doors Temperatures
Regulatory Requirement	Multiple Buildings	12/31/2022	Vehicles
Preventive Maintenance	Multiple Buildings	12/31/2022	Venicies -
Preventive Maintenance	Riverside SD	12/31/2022	Water Heaters
Regulatory Requirement	Riverside SD	12/31/2022	Water Systems
Indiana, Lucian Control	. Marian Company		Allerent Courts
Regulatory Requirement	Riverside SD	12/31/2022	Water Systems
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Regulatory Requirement	Riverside SD	12/24/2022	Dryer Vents
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Regulatory Requirement	Riverside SD	12/10/2022	Emergency Generators
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Regulatory Requirement	Riverside SD	12/10/2022	Water Systems
Regulatory Requirement	Riverside SD	12/10/2022	Temperatures
Regulatory Requirement	Riverside SD	12/3/2022	Dryer Vents
regularity requirement	Leveland 20	12/3/2022	Differ venus

door assemblies Temperatures: Test and log air Vehicle Inspection: Safety inspection Marked done on-time Brian West Water Heater: Flush to remove impurities, test pressure relief valve. Marked done on-time Brian West Water Systems: Inspect eye wash Water Systems: Legionella Water Management Plan Review - Upload your plan to TELS Water Systems: Testing and Monitoring of Water Management Water Temps: Test and log the hot water temperatures. Dryer Vent: Complete In-House System Cleaning Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry Temperatures: Test and log air Water Systems: Testing and Monitoring of Water Management Water Temps: Test and log the hot. water temperatures. Dryer Vent. Complete In-House System Cleaning Emergency Power Generators Exercise generator (with no load). perform routine checks, create entry. Marked done on-time Brian West. Temperatures: Test and log air Water Systems: Testing and Monitoring of Water Management Water Temps: Test and log the hot water temperatures. Dryer Vent: Complete In-House System Cleaning Emergency Power Generators Exercise generator (with no load), perform routine checks, create entry. Marked done on-time Brian West. Temperatures. Test and log air Water Systems: Testing and Monitoring of Water Management Water Temps: Test and log the hot water temperatures. Dryer Vent. Complete In-House System Cleaning

Smoke Doors: Inspection of smoke

Marked done on-time Brian West Marked done on-time Brian West

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Regulatory Requirement

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12/3/2022 12/3/2022

12/3/2022

Emergency Generators Temperatures

Water Systems

12/3/2022 Temperatures Emergency Power Generators. Exercise generator (with no load), perform routine checks, create entry. Marked done on-time Brian West. Temperatures: Test and log air Water Systems: Testing and Monitoring of Water Management Water Temps: Test and log the hot water temperatures.

Marked done on-time Brian West

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Marked done on-time Brian West





Staffing

- Maintenance A Techs Jason Bittenbender, Dave Arneil
- Maintenance B Techs Mohamed Ganim, John Koytek
- Maintenance C Techs (1st shift) Matt Wood, Rohni Ganim, Ed Harvey, Mykayliah Hevener
- Maintenance C Techs (2nd shift) Kaya Pacuilli, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, Donald Sparacino, Kayla Megotz, Jaliza Chaplin, Miranda Wachilla, Kaleb Matsko, Hollie Roscioli,
- Evan Kniolek





Scheduled Projects

- Make the mezzanine capable of holding all of the Drama Club costumes
- Finish HVAC preventative maintenance
- Repair a major plumbing issue in the common area
- Library build-out





Employee Recognition

 This month, I would like to recognize Rohni Ganim. Rohni has been with us for 3 months. In those three months, she has contributed greatly to the District. She has worked overtime to cover for staff, worked tirelessly during the water loss, and is very helpful to the new staff. She is always in good spirits and responds positivity to the teachers and faculty. She is a tremendous asset to both Metz and Riverside School District.





Brian West
Director of Facilities
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