



WEBSTER SCHOOL DISTRICT



Facility Audit
October 2018

C•E•S•A¹⁰

CONTENTS

History	5
Investment Grade Audit Process	7
Prioritization Factors	9
Executive Summary	11
Detailed Analysis of Facilities	13
Webster Elementary School	19
Webster Middle/High School	37
Project Prioritization Matrix	49
Summary	65

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HISTORY

CESA 10 FACILITIES MANAGEMENT DEPARTMENT - Established in Wisconsin in 1964, Cooperative Educational Service Agencies (CESAs) have a long history of partnering with school districts. CESA 10 Facilities Management Department (CESA FM) is a nonprofit educational service agency providing facilities management services to local government and school district customers throughout the state of Wisconsin.

With decades of experience and expertise in managing institutional facility needs, CESA FM has a unique position as a nonprofit educational service agency. This unique position helps to ensure customers benefit from CESA FM's trusted and unbiased judgment and experience gained through the execution of hundreds of investment grade audits, school energy efficiency, construction, renovation and environmental projects, and other facilities services.

CESA FM assists public entities in the management of their facilities needs in the areas of health, safety, energy efficiency, referendum and long-term planning, and construction management. The department's main areas of concentration are:

- **Investment Grade Audits including Long-Term Comprehensive Plans**
- **Referendum Planning**
- **Construction Management**
- **Owner's Representative**
- **Energy Management**
- **Environmental Health and Safety Consulting**
- **Environmental Project Consulting and Management**

CESA FM's vast knowledge of school facilities, coupled with a nonprofit mission to serve, makes a partnership with CESA FM a natural step in developing long-term facility solutions across school and government facilities. CESA FM shares a commitment to customer empowerment through customer-protective processes and customer-oriented solutions.

MISSION - With an entrepreneurial mindset and a nonprofit fee structure, CESA FM provides *Safe, Healthy, Efficient, Comfortable, Energy and Resource Conscious* environments for school and government entities through shared knowledge, linkage to resources, and sustainable actions.

VISION - Efficient buildings, safe people, healthy environments, sustainable change.

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INVESTMENT GRADE AUDIT PROCESS

Investment grade audits consist of facility-wide analyses that culminate in the quantification of project costs for educational, technological, infrastructure, and maintenance concerns. CESA FM's audits also include potential costs and energy savings as well as a prioritization tool. CESA FM's specific team approach focuses on customer input and includes the following steps:

- 1 Analyze energy use and building characteristics for a preliminary benchmarking analysis.** This involves analysis of historical utility use and cost and development of the energy utilization index (EUI) of the buildings and to compare the buildings' EUI to similar buildings.
- 2 Identify possible facility improvement measures (FIMs) and maintenance needs.** Based on energy usage, plan review, maintenance logs, past projects, safety issues, and staff input, identify possible projects and current and long-term maintenance needs.
- 3 Detailed facility audit.** This assesses each building's current energy costs, condition, safety and compliance issues, and efficiency by carefully surveying each building. This analysis identifies low-cost/no-cost measures, capital improvements, and maintenance tasks that merit further consideration.
- 4 Confirm FIMs using an energy analysis, examining efficiency and infrastructure, and researching potential costs and savings.** This includes a more detailed building survey and energy analysis, including a breakdown of energy use in each building, a savings and cost analysis of all practical measures that meet the District's needs and constraints, and a discussion of any effect on operation and maintenance procedures. It also lists potential capital-intensive improvements that require more thorough data collection and analysis, along with an initial judgment of potential costs and savings.
- 5 Gather additional information as needed including a detailed analysis of capital-intensive modifications.** This step focuses on potential capital-intensive projects identified earlier in the process and involves more detailed field data gathering and an engineering analysis. It provides detailed project cost and savings information with a level of confidence high enough for major capital investment decisions.
- 6 Create and present the report to District and/or Board.** The CESA FM certified energy auditor will bring in subject matter experts (i.e. electrical, technology, environmental health, and safety), provide photographic documentation, and perhaps of most value, create a report of detailed, prioritized recommendations in a flexible format tool that can pivot based on District, Board, and community decisions regarding how to proceed. The report will include the cost/benefit analysis of all projects as well as identify which projects may fit other funding sources.

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PRIORITIZATION FACTORS

In order to properly prioritize each building system and component District-wide, an assessment tool based on four criteria is utilized. The rationalization for each criterion is outlined below. Criteria are weighted, after discussion with district administration, to reflect current school and community priorities and funding sources.

Criteria 1

SAFETY/HEALTH/COMPLIANCE ISSUES

Staff and student health and safety are critically important. Examples of building systems or components that received priority because of safety, health or compliance concerns that need to be addressed include:

- Secure entrances
- Building envelope maintenance
- Parking lots
- Exterior lighting
- Site concrete and asphalt

CESA FM did encounter some environmental, health, and safety findings during the walkthrough. Those issues, suggested actions, and recommended priority levels will be discussed in a later section of this report.

Air quality makes a difference in learning - There are many benefits to prioritizing safety, health, and compliance issues. Results of poor indoor air quality in schools are documented on the EPA website: <http://www.epa.gov/iaq/schools/benefits.html>.

Excerpts from the EPA website:

Leaky roofs: Problems with heating, ventilation and air conditioning systems; insufficient cleaning or excessive use of toxic cleaning chemicals; and other environmental issues can lead to poor IAQ and trigger health problems like asthma and allergies.

Ability to Perform: Research shows a school's physical environment can affect academic performance. Controlled studies show students perform school work faster as ventilation rates increase. The performance of teachers and staff also improves with higher ventilation rates.

Test Scores: Students in classrooms with higher fresh air ventilation rates tend to achieve higher scores on standardized tests in math and reading than students in poorly ventilated classrooms.



Criteria 2

MATERIALS IN CRITICAL CONDITION/LACK OF FUNCTIONAL CONDITION

Closely related to safety, health, and compliance, the next criterion used to prioritize facility needs is equipment or materials in critical condition. Items with a high probability of failure in the short-term can generate much higher expenses and a variety of other issues if they are not taken care of promptly. For instance, failure to replace a roofing system now could generate much higher costs due to mold and water damage in the future. This criterion encompasses both the functional condition and remaining useful life of the facility and/or equipment.

As aptly stated in *Save a Penny, Lose a School*:

Reduced funding affects the quality of maintenance in many ways. Schools may be reluctant to follow manufacturers' recommendations if equipment seems to be functioning properly, but neglecting routine maintenance may reduce the life of the machinery and systems, increase the cost of operating them, and decrease their level of performance.

Proper maintenance is an important issue because deferring maintenance affects the health, safety, and morale of everyone who uses the facility, as well as the cost of operations. If the building requires extensive repairs, renovation, or replacement, deferred maintenance may even force its closure.

Criteria 3

PROJECTS WITH LONG-TERM FUTURES/RETURN ON INVESTMENT

After immediate needs and health/safety projects are completed, facilities with the highest probability of long-term use should be invested in. This may include long-term planning items such as reconfiguring the high school parking lot and constructing an addition to the Shop Area.

Criteria 4

PROJECT COST/PAYBACK CONSIDERATIONS

Long-term vision is also a factor for project prioritization. For instance, investment in a new heating system may be a wise choice to avoid utility costs, maintenance costs, and the need for multiple upgrades to the system in a short period of time. Additionally, relatively low-cost lighting and controls projects can start saving energy immediately, have fairly short paybacks and long-term savings.

Projects that have been prioritized by this study encompass many systems including each building's exterior and structure, interior and exterior lighting, HVAC equipment, electrical, and plumbing. These upgrades will provide a return on investment from reduced maintenance, lower utility usage, and lower liability and training obligations, all while improving safety and occupant comfort and providing the best possible learning environment for students.

EXECUTIVE SUMMARY

At the request of the Webster School District, CESA FM technical experts performed a detailed on-site audit of the elementary school, athletic complex, high school, and boiler area by the district office. This audit provides the district with a comprehensive facilities maintenance and capital project plan, complete with identified problems, proposed solutions, and estimated costs. The recommendations in this report have the goal of improving failing and inefficient equipment, suggesting needed maintenance, and reducing energy consumption to ensure any taxpayer investment is managed within an appropriate payback period.

According to the 2016 State of our Schools report released by the Center for Green and Healthy Schools, schools around the nation should be spending around \$145 billion annually to maintain, operate, and renew facilities so they can provide healthy and safe 21st-century learning environments for all children. While on a national level that number is ideal, local districts know their available funding options often fall short of maintenance wants and needs. Therefore, it is imperative that districts engage in proper facilities planning. Planning can include things like:

- Having an up-to-date master facilities plan
- Preparing annual districtwide maintenance, repair, and energy management plans
- Defining and disseminating benchmarks for facilities planning
- Analyzing existing and potential technical assistance and tools, environmental health and safety hazards, and ADA-compliance issues
- Establishing a school district facilities planning designee or committee

Webster School District has done an effective job at utilizing the existing equipment in the buildings to the best of their working ability. Some equipment is reaching, or past, the end of its life and should be planned for replacement to ensure the equipment does not fail when the school is counting on it to create a safe and comfortable environment for students and staff to learn and teach. Common themes throughout the audited buildings include needed improvements in bathrooms, parking lots, lighting, flooring, secure entrances, athletic fields, hardscapes (concrete and asphalt), and building envelope.

Although the district has used and managed the existing equipment effectively to meet the needs of the schools, improvements will be needed in the near future. The district can utilize this report as a guide to identify the highest priority facility improvement measures (FIMS) during capital planning.

The recommendations included in this report are meant to help the district conserve energy, reduce operating and maintenance costs, and improve occupant comfort and safety where applicable.

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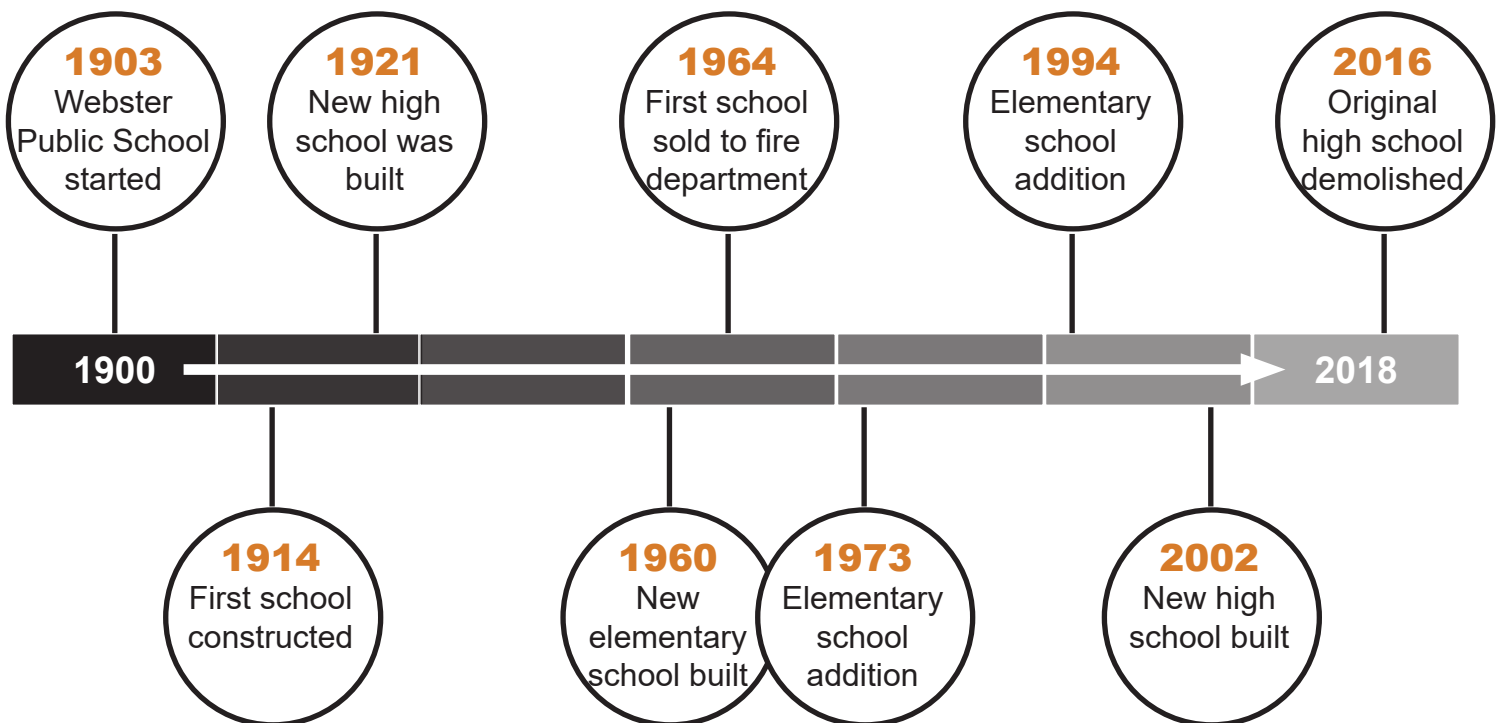


DETAILED ANALYSIS OF FACILITIES

DISTRICT-WIDE FACILITY ANALYSIS

The Webster School District consists of an elementary school which includes Early Childhood, 4K, and grades K-4 as well as a middle/high school serving grades 5-12. The 2017-18 enrollment is 676 students and 105 staff members. The district covers 550 miles and transports a vast majority of its students on one of its 13 bus routes. The district fully embraces its mission statement of empowering all individuals to reach their potential. This is evident through the number of students who open enroll into the Webster School District every year.

Webster Public Schools started in 1903. The first school was constructed in 1914 and was utilized until 1964 when it was sold for \$1 to the Wester Fire Department for firefighting training. The first school was a two-story building that served all 12 grades. In 1921, the high school was built which consisted of nine classrooms and a gymnasium. In 1952, the old gymnasium was remodeled into a home economics room and a cafeteria and kitchen. A timeline of the school's history is shown below.



The district works hard to establish a safe, healthy, and trusting environment that encourages life-long learning. Through these proactive modeling efforts, the district is able to give:





From an educational perspective, the Wisconsin DPI rates the District (2016-17 data) as “Meets Expectations.” It has a score of 68.8 which is average compared to the majority of school districts in the state. The district exceeds the state Priority Area standards in closing gaps and on-track and postsecondary readiness; however, there are facility needs that, if left unaddressed, could affect the health, safety and the achievement of students in the long term.

FINAL - PUBLIC REPORT - FOR PUBLIC RELEASE

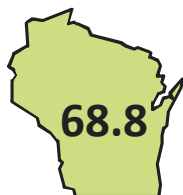
November 21st, 2017



Webster

District Report Card | 2016-17 | Summary

Overall Score



Meets Expectations

Overall Accountability Ratings

	Score
Significantly Exceeds Expectations	83-100 ★★★★★
Exceeds Expectations	73-82.9 ★★★★☆
Meets Expectations	63-72.9 ★★★☆☆
Meets Few Expectations	53-62.9 ★★☆☆☆
Fails to Meet Expectations	0-52.9 ★☆☆☆☆

District Information

Grades	K4-12
Enrollment	686
Within District Mobility	0.0%
Between District Mobility	5.0%
<i>Race/Ethnicity</i>	
American Indian or Alaskan Native	8.2%
Asian	0.3%
Black or African American	0.7%
Hispanic/Latino	4.2%
Native Hawaiian or Other Pacific Islander	0.0%
White	78.3%
Two or More Races	8.3%
<i>Student Groups</i>	
Students with Disabilities	13.6%
Economically Disadvantaged	64.1%
Limited English Proficient	0.7%

Priority Areas

Student Achievement

	District Score	Max Score	State Score	Max Score
English Language Arts (ELA) Achievement	63.3/100		66.7/100	
Mathematics Achievement	30.9/50		34.3/50	
	32.4/50		32.4/50	

District Growth

	District Score	Max Score	State Score	Max Score
English Language Arts (ELA) Growth	59.3/100		66.0/100	
Mathematics Growth	28.2/50		33.0/50	
	31.1/50		33.0/50	

Closing Gaps

	District Score	Max Score	State Score	Max Score
English Language Arts (ELA) Achievement Gaps	69.6/100		61.7/100	
Mathematics Achievement Gaps	33.1/50		17.3/25	
Graduation Rate Gaps	36.5/50		16.8/25	
	NA/NA		27.6/50	

On-Track and Postsecondary Readiness

	District Score	Max Score	State Score	Max Score
Graduation Rate	86.3/100		86.5/100	
Attendance Rate	36.3/40		36.4/40	
3rd Grade English Language Arts (ELA) Achievement	36.6/40		37.1/40	
8th Grade Mathematics Achievement	6.7/10		7.0/10	
	6.7/10		6.0/10	

Student Engagement Indicators

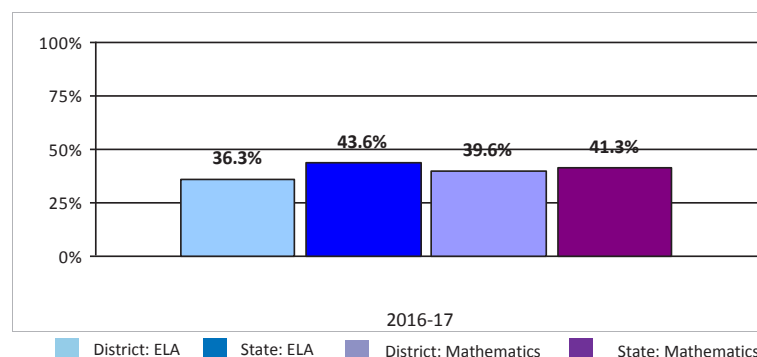
Absenteeism Rate (goal <13%)
Dropout Rate (goal <6%)

Total Deductions: 0

Goal met: no deduction
Goal met: no deduction

Wisconsin Student Assessment System Percent Proficient and Advanced

Includes Forward Exam (grades 3-8), ACT (grade 11), and Dynamic Learning Maps (grades 3-8 and 11)
State proficiency is for all tested grades: 3-8 and 11



[^]Note: Outlier score fluctuation is noted by ^ when any school or district report card has a 10-point or greater change (up or down) in both Overall Score and Growth Score. This amount of change may or may not be reflective of actual school/district performance. DPI encourages review of other priority area scores in the detailed report card for a better understanding of school performance. Details: <http://dpi.wi.gov/accountability/report-cards>

TECHNOLOGY ASSESSMENT - In any school district, technology is an important tool in enabling students and staff to reach their goals. Having a top-notch technology program is a balancing act of keeping up with advances in technology while making wise choices that limit expenses and effectively utilize equipment on hand.

The district believes the tremendous value of technology and the information technology network as an educational resource far outweighs the potential risks. It leverages existing and emerging technology as a means to learn and thrive in the 21st Century and to prepare students for success in the competitive global, electronic age. The district's information technology resources include email, Internet access, and emerging Web2.0 tools, such as blogs, wikis, and podcasts.

Currently, the district has approximately 600 devices available to its students. Children in grades Kindergarten and up are provided with a mix of iPads and touch Chromebooks. The district is six years into this proactive technology approach and proudly provides a nearly 2:1 technology ratio. In addition to incorporating technology into the classroom, the district has also worked hard to provide wireless access on buses and digital signage at the schools.

The district did state its need for a whole network refresh. It is currently running out of bandwidth and phone lines and needs more capacity. The devices are three years' old and the infrastructure is five years' old and reaching the end of its useful life. The district has a bid for \$150,000 that will allow them to install new switches, phones, and equipment. CESA FM has incorporated this proposed project as well as a district-wide refresh on SMART TV's into the prioritization matrix per the district's long-term plans for equipment updates and replacements

The district's technology approach aims to keep up with the fast pace of the field and is well-equipped to meet the district's goal of bridging the technological gap. The district should be proud of the fact that it is providing opportunities for learning that are limitless, borderless, and instantaneous.





SAFETY AND SECURITY - In today's climate, safety and security are of the utmost importance. Webster School District realizes the importance of protecting its building occupants and has invested a good deal of time and money to implement numerous security measures over the past few years.

The district recently received \$59,998 in funds from the School Safety Initiative grant to install security film on its exterior and interior glass and install a fully-functioning emergency communication system. The communication system will include public address as well as room-to-room and all-call capabilities. Other improvements include panic buttons direct to law enforcement for office workers screening visitors and monitoring the camera system. These projects will be implemented in the summer and fall of 2018.





LONG-TERM PLANNING - Long-term planning is critically important when it comes to preparing for increased spatial needs, equipment replacement schedules, and adequate budgeting. The district stated two options they are considering in the future that CESA FM felt should be included in their facilities maintenance and capital planning report. A brief description of the proposed projects and estimated costs are outlined on the following pages.

**LONG-TERM PLAN:
SHOP AREA ADDITION**

**Cost Estimate:
\$1,250,000 - \$1,750,000**

The high school recently received donations of shop equipment and machinery from businesses in the surrounding community. The current shop area can not accommodate this equipment. Therefore, an addition needs to be made to the shop area in order to house this new machinery.

CESA FM noticed during the walkthrough that yellow lines weren't painted around the equipment. Yellow lines painted around equipment serve as a safety zone and alert students and other visitors that no one may enter this zone except the operator and instructor. This safety zone serves to protect others from kick back, debris, noise, and other interferences. At the time of construction, the district should research the minimum safety areas to be maintained based on the type of equipment and paint yellow lines accordingly.

CESA FM also noticed excessive dust on the machines during the audit. Excessive dust not only causes fine particles to get in students and teachers lungs, it also causes a slip hazard from the buildup of dust on the Wood Shop floor and a possible impediment of the machine while it is in use. Wood dust is a combustible dust and must be cleaned up per OSHA regulations. The district should clean up the excessive dust from the machines and floor and examine the dust collection system for the shop to ensure it is properly working.

An additional issue that came up during the walkthrough was the lack of storage. If the district is considering adding space to allow for future growth, incorporating more storage may make sense at this time.

GENERAL DESCRIPTION: Measure ID #HSSA2

DESCRIPTION OF MOST URGENT NEEDS



▲ The district should research expanding the shop area to allow for donated equipment. Constructing space for additional storage and future growth should also be considered at this time.



**LONG-TERM PLAN:
HIGH SCHOOL PARKING LOT**

**Cost Estimate:
\$200,000 - \$1,000,000**

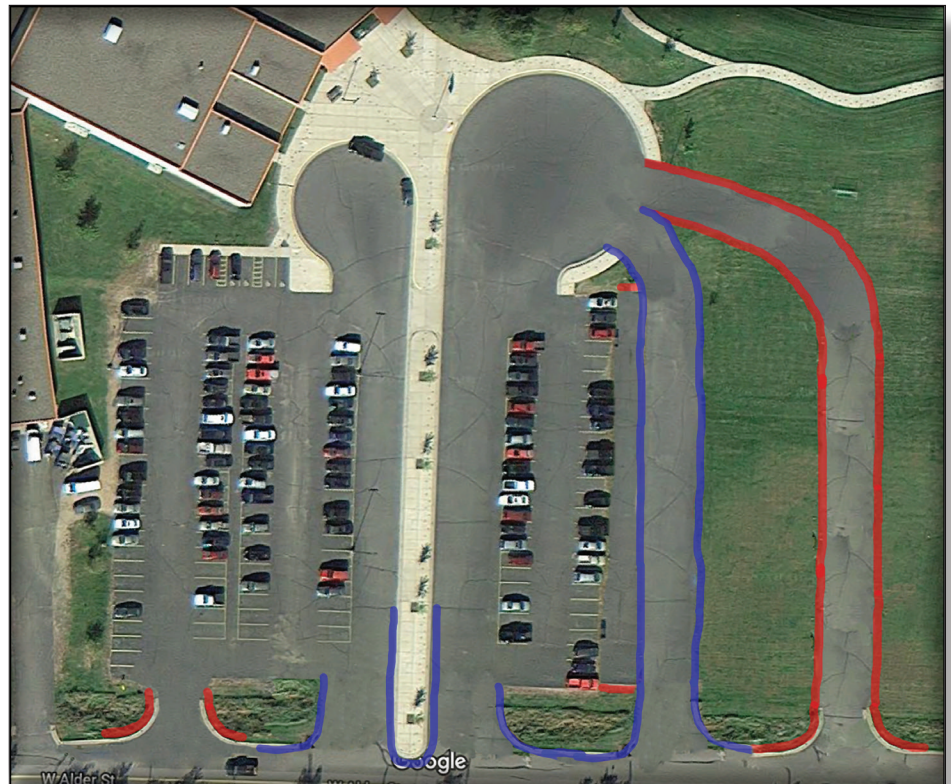
The high school parking lot has congestion issues. Traffic flow is split into two separate areas, which is causing issues with exiting and entering the parking lot from the road. Traffic flow needs to be assessed to alleviate this congestion. This can be done best through a traffic study.

After extensive research, the district should pursue a solution that not only eliminates the cross traffic concerns but deals with the drainage issues in the driveway and ditches that are highlighted on page 42. CESA FM recommends either constructing two separate exits to the parking lot. The parent drop off/pick up and student parking lot could exit to the west end of their parking lot, while the district could put a new route through the existing field area back to W Alder Street and the buses could exit to the east of the existing parking lot. This solution would allow for all vehicles to utilize the same entrance, but avoid crossing paths upon exiting the space. Another option would be to extend the concrete divider in the parking lot to the road and widen the entrances on both sides. The district would construct two separate exits through this option as well. This would also alleviate the cross traffic issues the district is currently encountering. The picture below depicts the first option in red and the second option in blue. If the district were to pursue the first option (red) then an extra lane of parking stalls would be constructed as well.

Costs for this project will vary based on the solution the district chooses to pursue. Soil condition, the amount of dirt moved, and the construction of new curbs and exits will also factor into project costs.

GENERAL DESCRIPTION: Measure ID #HSPL1

DESCRIPTION OF MOST URGENT NEEDS



▲ The current parking lot offers two entrances, which allows traffic to cross, causing congestion, confusion, and accidents.



WEBSTER ELEMENTARY SCHOOL

FACILITY ANALYSIS

The Webster Elementary School is located at 7364 Alder Street E, Webster, Wisconsin. The original facility was constructed in 1960 with additions in 1973 and 1994. Webster Elementary supports a culture of high expectations and achievement with the belief that all students can achieve at high levels. This promotion of a positive environment allows students and families to feel safe and welcome.

The district recently finished several high-caliber energy efficiency projects. Due to this, the age and condition of a majority of both lighting and HVAC equipment are in good condition. This is not often the case in schools we visit, and the district should be commended for their proactive approach to keeping this equipment up-to-date. As a result, CESA FM technical experts paid close attention to finishes, fixtures, safety concerns, and 21st-century learning spaces. Items identified in this report are meant to improve the efficiency and consistency of the facility over the next 10 years while reducing future operation and maintenance costs.

WEBSTER ELEMENTARY SCHOOL	
Square Footage	85,000
2017-18 Electric Usage (kWh)	205,320
2016-17 Heating Fuel Usage (Therms)	45,569

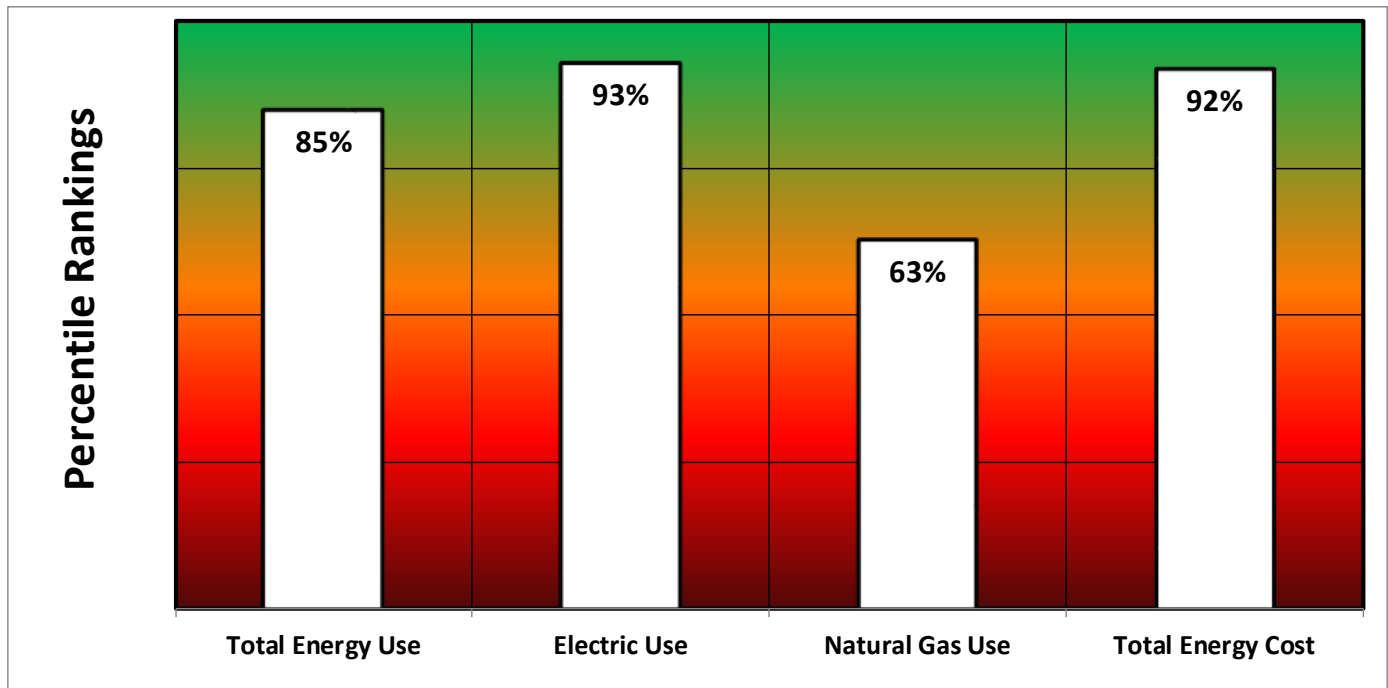




ENERGY USE

The following benchmarking analysis compares Webster Elementary School to an average elementary school in Wisconsin. The district uses less natural gas and electricity per square foot than the average school in Wisconsin.

WEBSTER ELEMENTARY SCHOOL BENCHMARKING				
	Total Energy Use kBtu/ft2	Electric Use kWh/ft2	Natural Gas Use Btu/ft2/HDD	Total Energy Cost \$/ft2
Average Elementary School	71.15	5.7	6.9	\$0.97
Webster Elementary School	46.9	2.4	6.2	\$0.47
Percentile Rankings	85%	93%	63%	92%

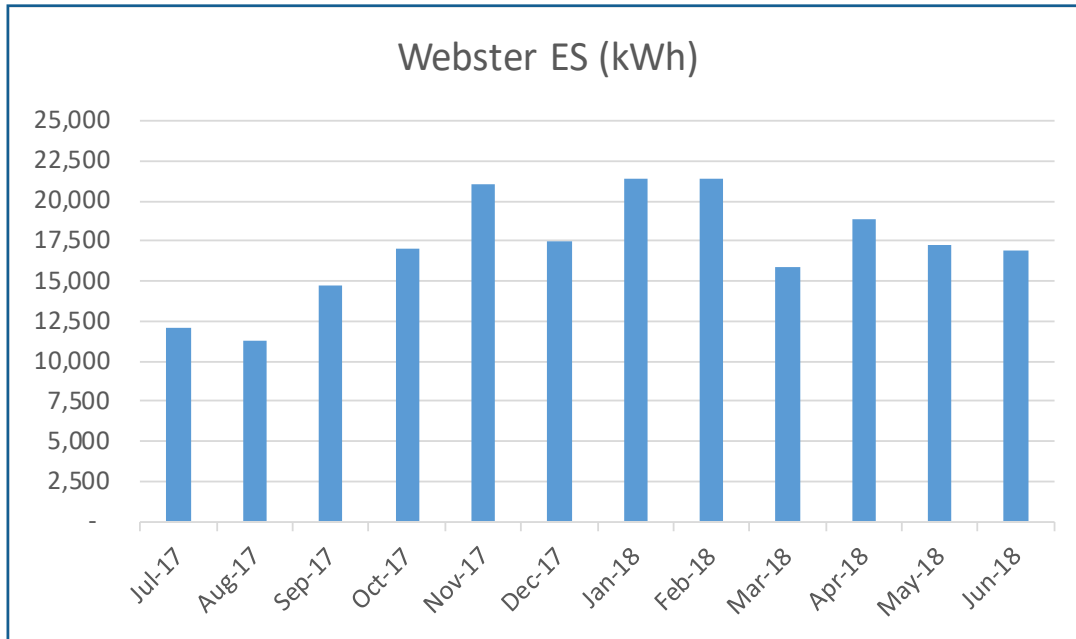


The chart above indicates the level of energy efficiency the facility is running at. Green equals good, yellow equals moderate, and red equals poor.

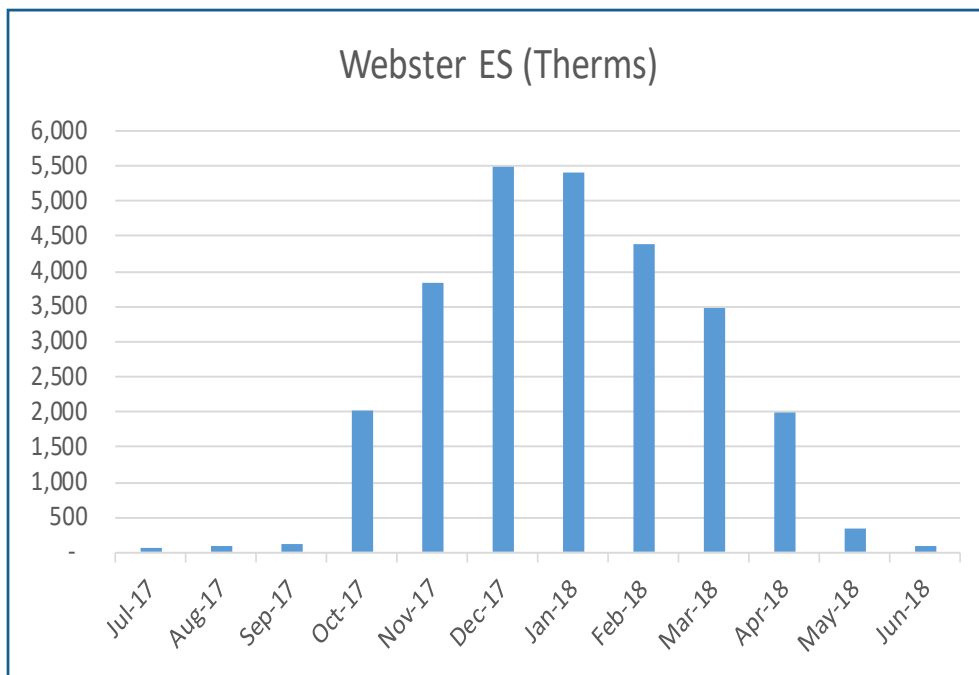


UTILITY ANALYSIS

The utility graph below demonstrates the electrical consumption at Webster Elementary School from July 2017 through June 2018. This consumption does not vary much over the course of the year due to the increase in the use of air conditioning equipment over the summer months.



Webster Elementary School is heated using natural gas. As shown in the graph below, the gas load follows a typical profile for a building that is heated with natural gas and is exposed to Wisconsin's weather patterns.



PROJECT PRIORITIZATION - IMMEDIATE NEEDS

INSPECTION GROUP: VENTILATION

Cost Estimate:
\$15,300

Contaminants build up in school indoor air every day. School buildings need good ventilation to dilute this indoor air pollution. Otherwise, the air may become unhealthy and polluted with cleaning, pest control, and maintenance chemicals.

During the audit, there didn't appear to be any dedicated ventilation exhausts for corrosive chemicals in the chemical supply room. Schools need special exhaust ventilation in areas that generate large amounts of odors, moisture, heat, or toxic materials. Due to the corrosive nature of the chemicals stored in this location, the district should install exhaust ventilation in this area.

GENERAL DESCRIPTION: Measure ID #ESV1

DESCRIPTION OF MOST URGENT NEEDS



▲ The district should install a dedicated exhaust somewhere in the chemical supply room, preferably in close proximity to the corrosive chemical cabinet.

INSPECTION GROUP: EXTERIOR LIGHTING

Cost Estimate:
\$10,675

The new parking lot is lacking light poles and the exterior of the building has insufficient lighting. Although the audit was conducted during the day, the number of wall packs were limited and would lead to decreased visibility and shadows during the evening hours.

The lack of lighting in the parking lot is a safety concern for staff and students walking about to their cars after evening events.

The District should install additional exterior lighting to add to the visibility of the parking lot and overall security of the facility. Lights should be inspected on a regular basis to ensure they are in proper working order.

GENERAL DESCRIPTION: Measure ID #ESEL1

DESCRIPTION OF MOST URGENT NEEDS



INSPECTION GROUP: GROUNDS

Cost Estimate:
\$1,000

The canopy lights under the main entrance were old and not LED.

The district replaced many exterior lights at both schools with LED in its recent energy efficiency project. The district should switch these canopy lights to LED as well. LED lighting requires less maintenance while also reducing energy costs.

GENERAL DESCRIPTION: Measure ID #ESEL2

DESCRIPTION OF MOST URGENT NEEDS



INSPECTION GROUP: INTERIOR LIGHTING

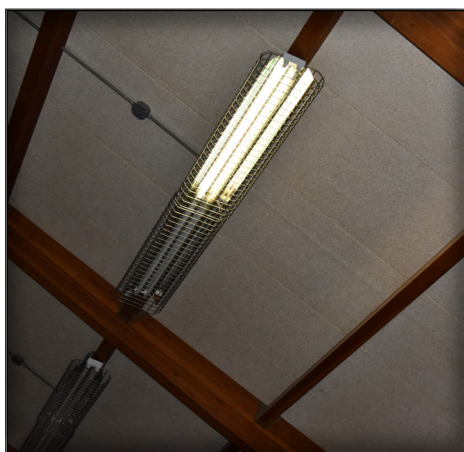
Cost Estimate:
\$8,280/classroom

Interior lighting is currently a combination of T-8 fluorescent bulbs as well as fixtures that have been converted over to LED.

The conversion to LED bulbs in the existing fixtures is good for energy efficiency and durability. The remainder of fluorescent bulbs should be slated for replacement. The District should install new drop ceilings during the time they are upgrading the lighting. Estimated costs include installing a suspended ceiling grid.

GENERAL DESCRIPTION: Measure ID #ESIL1

DESCRIPTION OF MOST URGENT NEEDS



◀ Multiple fixtures were broken or missing lights during the walkthrough. The district should replace these fixtures and lights first. ▶





INSPECTION GROUP: CONCRETE

Cost Estimate:
\$10,000

Some separation of sidewalks and areas of repair were noted during the audit. The ADA defines a trip hazard as any vertical change of over 1/4 or more at any joint or crack.

The District should perform site concrete grinding and resurface this area to prevent potential trip hazards and safety situations.

GENERAL DESCRIPTION: Measure ID #ESC1

DESCRIPTION OF MOST URGENT NEEDS



INSPECTION GROUP: PLAYGROUND

Cost Estimate:
\$75,000

Several pieces of playground equipment were found to be rusty and aged, such as the swingset and the merry-go-round.

The District should schedule a replacement plan for all playground equipment and continue to monitor each piece individually for safety and compliance. The District should also replace or remove the damaged basketball nets.

GENERAL DESCRIPTION: Measure ID #ESPG1

DESCRIPTION OF MOST URGENT NEEDS



◀ Aged play structures pose a safety risk to students and a liability to the district. Dangerous and/or damaged structures should be replaced as needed. ▶





INSPECTION GROUP: LANDSCAPING

Cost Estimate:
\$1,000

There were several trees and shrubs located close to the building. Overgrown shrubs can provide a hiding spot for unlawful individuals or items. Trees too close to the building can provide unauthorized access to the roof.

CESA 10 recommends shrubs be trimmed to three feet in height, particularly those in close proximity to the building. This ensures people passing by have the opportunity to spot and report suspicious activity. Trees should be trimmed up to eight feet to the lowest branch, with the closest branch being at least 10 feet from the building. This will deter individuals from climbing trees, therefore reducing the risk of intruders and the liability of falls. Estimated costs include hiring this project out.

GENERAL DESCRIPTION: Measure ID #ESL1

DESCRIPTION OF MOST URGENT NEEDS



◀ The district should trim their bushes and trees to the recommended levels to deter climbing and hiding. ▶



INSPECTION GROUP: PLAYGROUND

Cost Estimate:
\$8,800

The asphalt leading up to the elementary playground has cracks and holes in multiple locations. The holes are a trip hazard and serve as a liability to the District.

The District should reseal or replace the playground asphalt in a timely manner to prevent trip hazards and prolong its useful life.

Estimated costs include resealing and patching. Costs could be more depending on the worsening condition of the asphalt.

GENERAL DESCRIPTION: Measure ID #ESPG2

DESCRIPTION OF MOST URGENT NEEDS





**INSPECTION GROUP:
STRUCTURAL**

**Cost Estimate:
\$1,000**

Expansion joints were observed separating in several areas throughout the building.

The district should continue to monitor the situation. If cracking/settling becomes worse, major repairs may be needed. The district should also consider tuck pointing in the next five years.

GENERAL DESCRIPTION: Measure ID #ESS1

**DESCRIPTION OF MOST
URGENT NEEDS**



**INSPECTION GROUP:
WATER FOUNTAIN**

**Cost Estimate:
\$5,000**

Some of the water fountains in the District appeared aged.

The district should test any potable water sources in the facility for lead and invest in new water fountains. Lead is especially prevalent in buildings older than 1985.

GENERAL DESCRIPTION: Measure ID #ESWF1

**DESCRIPTION OF MOST
URGENT NEEDS**





**INSPECTION GROUP:
HVAC**

**Cost Estimate:
\$2,000**

There were two rooms with newer HVAC equipment that complained of uncomfortable conditions. After closer inspection, these rooms had their unit ventilators located near the far windows and the thermostats located clear across the room near the door. This distance from one another is making the ventilator pump a lot of air before the thermostat can sense the change. This is leading to uncomfortable conditions for the room occupants.

The district should install a second averaging thermostat to remedy the problem or relocate the primary thermostat so the temperature doesn't fluctuate. This will save energy, money, and increase occupant comfort.

GENERAL DESCRIPTION: Measure ID #ESAC1

DESCRIPTION OF MOST URGENT NEEDS



▲ This project would have a short payback, as the energy saved in HVAC costs would quickly pay for the costs of moving the existing thermostat or installing a secondary one.



**INSPECTION GROUP:
FLOORING**

**Cost Estimate:
\$17,200**

The current flooring in the main entrance and hallways is aged and cracking in numerous spots. This is especially apparent in doorways and other well-traveled areas.

The district should consider upgrading the flooring as a single project or annual replacement schedule. Many flooring options exist. Costs will vary based on the type of flooring selected.

GENERAL DESCRIPTION: Measure ID #ESF1

DESCRIPTION OF MOST URGENT NEEDS



▲ The current flooring is well past its expected useful life. The district should consider replacing it in the near future.

**INSPECTION GROUP:
PARKING LOT**

**Cost Estimate:
\$14,700**

The staff and visitor parking lot is aged with numerous cracks and faded parking lines. Also, much of the paint on the curb has worn off, which presents a trip hazard for students, staff, and visitors. This safety concern poses a liability to the district.

GENERAL DESCRIPTION: Measure ID #ESPL1

DESCRIPTION OF MOST URGENT NEEDS



◀ The District should reseal the parking lot and repaint the lines to prolong its useful life. Resealing the main lot may be an option to prolong life. The District should also repaint the curbs where the paint has worn off over the past year. ▶





**INSPECTION GROUP:
CAFETERIA**

**Cost Estimate:
\$40,000**

The flooring in the cafeteria is original to the building and almost certainly contains asbestos. Not only is this flooring not cohesive with the rest of the floor in the facility, it also poses a health risk to building occupants if it is ever disturbed. Additionally, the ceiling in the cafeteria is tectum, which could be asbestos-containing.

The district should create a schedule for replacement for the flooring and ceiling within the next five years. Since these materials are most likely asbestos-containing, environmental testing and potential issues should be factored into the project budget.

In addition, the paint in the cafeteria is aged, chipping, and not cohesive with the look of other spaces throughout the facility.

The district should paint this space to tie into its current branding efforts. The end result will be an aesthetically-pleasing space that is more consistent with other areas throughout the facility.

GENERAL DESCRIPTION: Measure ID #ESCA1, ESCA2 & ESCA3

DESCRIPTION OF MOST URGENT NEEDS



▲ Environmental contingencies can greatly affect project budgets and timelines. Proper planning for environmental hazards, such as asbestos, will benefit the district.



INSPECTION GROUP: BATHROOMS

Cost Estimate:
\$215,000

A majority of the bathrooms in the facility are 25 years old or older and are aged, not ADA-compliant, and the finishes and fixtures are past their expected useful life.

The district should consider replacing all finishes and fixtures in applicable restrooms, mainly in the older section of the building. This includes ceilings, paint, partitions, hardware, and flooring. ADA compliance should be adhered to during the remodels.

GENERAL DESCRIPTION: Measure ID #ESB1

DESCRIPTION OF MOST URGENT NEEDS



▲ Cost estimates for bathroom remodels can vary based on the type of finishes and fixtures the district chooses.

INSPECTION GROUP: ELECTRICAL

Cost Estimate:
\$20,000

Several spaces appeared to lack sufficient electrical outlets and some outlets appeared to be original to the construction of the facility.

The district should perform a detailed assessment of the need for additional outlets throughout the facility and replace aged outlets as needed.

Electrical costs may vary based on wire condition, breakers, and bringing everything up to code.

GENERAL DESCRIPTION: Measure ID #ESE1

DESCRIPTION OF MOST URGENT NEEDS



INSPECTION GROUP: CEILING

Cost Estimate:
\$5,000

Stained and broken ceiling tiles were observed throughout the facility. Stained tiles are most likely due to exposure to water.

The District or a relevant professional should investigate the source of the water and perform the necessary improvements to relinquish the problem.

GENERAL DESCRIPTION: Measure ID #ESCE1

DESCRIPTION OF MOST URGENT NEEDS



◀ The district should replace the broken tiles as needed and further investigate the root cause of stained ceiling tiles throughout the facility. ▶



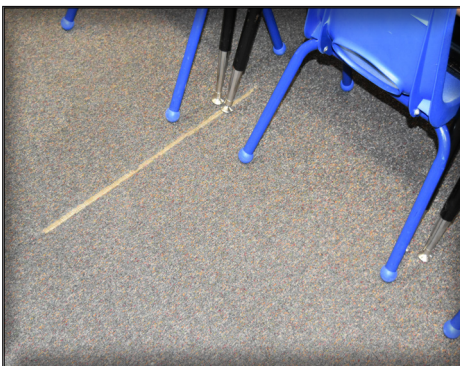
INSPECTION GROUP: FLOORING

Cost Estimate:
\$50,000

The district stated there are three classrooms in the lower grades of the elementary school that have asbestos under the carpet. Additional classrooms also contain worn and wrinkled carpeting, which creates a trip hazard for building occupants. The district should create a replacement schedule for all carpeting within the next five years.

GENERAL DESCRIPTION: Measure ID #ESF2

DESCRIPTION OF MOST URGENT NEEDS



◀ Since the carpeting is most likely asbestos-containing in the three lower-level rooms, environmental testing and potential issues should be factored into the project budget. ▶





INSPECTION GROUP: WINDOWS

Cost Estimate:
\$10,000

The windows in the facility are mostly aluminum frame double-pane from 1994. The windows appeared to be in average condition for their age. The district should monitor the consistency and condition of the caulking around the windows. As soon as water starts getting into the window areas, they will degrade quickly.

A few window coverings appeared to be homemade. These coverings are not fire resistant. If a fire ensued from these curtains, insurance would not cover the damage. The district should invest in new, fire-resistant window coverings.

GENERAL DESCRIPTION: Measure ID #ESW1 & ESW2

DESCRIPTION OF MOST URGENT NEEDS



▲ Investing in fire-retardant blinds or window coverings have the added benefit of saving energy if they are used properly during the winter and summer months.

INSPECTION GROUP: BUILDING ENVELOPE

Cost Estimate:
TBD

During the walkthrough, rust was noted on several exterior lintels.

The district should monitor this and plan for maintenance or replacement if the situation worsens.

Costs for this project may vary based on any structural issues caused by this deterioration. The district should hire a structural engineer to perform further investigation.

GENERAL DESCRIPTION: Measure ID #ESBE1

DESCRIPTION OF MOST URGENT NEEDS





INSPECTION GROUP: SECURITY

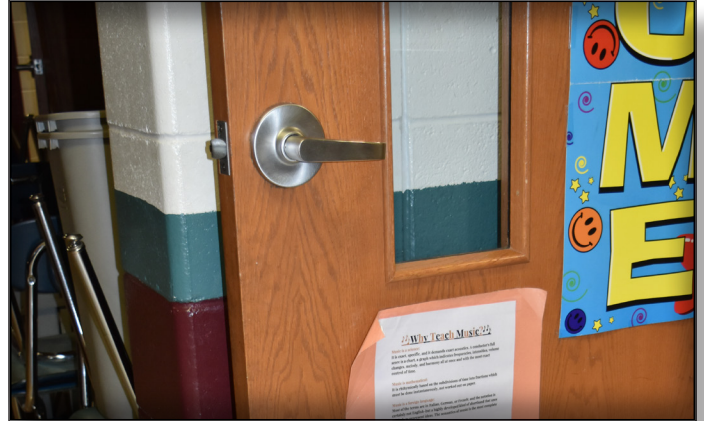
Cost Estimate:
\$58,000

While many of the exterior doors require electronic access, the interior doors all still operate using a master key. This key may have been duplicated over the years and poses a safety risk to the District.

The District should switch over to a fob or electronic system for all interior and exterior doors. This would alleviate any problems with the community having access to different areas of the facility and would increase the overall security of the building.

GENERAL DESCRIPTION: Measure ID #ESSE1

DESCRIPTION OF MOST URGENT NEEDS



INSPECTION GROUP: AIR HANDLING EQUIPMENT

Cost Estimate:
\$25,000

The air handling units are original to the building. While this equipment is still in good working order, it is approaching the end of its useful life.

The district should plan to replace or refurbish these units in the next five years. The district should consider adding air conditioning when these units are replaced.

GENERAL DESCRIPTION: Measure ID #ESAH1

DESCRIPTION OF MOST URGENT NEEDS



◀ Similar to much of the district's HVAC equipment, the air handling equipment is in good working order at this time, but should be placed on an equipment replacement schedule and budgeted for accordingly.



INSPECTION GROUP: SHOWER ROOMS

Cost Estimate:
\$66,100

The shower rooms in both the boy's and girl's locker rooms need updating. This includes tile, brickwork, and showerheads.

The district should perform tuck pointing and miscellaneous tile work in both shower rooms, update exhaust fans, install new shower heads, and ensure individual shower stalls are handicap accessible.

GENERAL DESCRIPTION: Measure ID #ESLR1

DESCRIPTION OF MOST URGENT NEEDS



INSPECTION GROUP: PIPING

Cost Estimate:
\$300,000

All sanitary, stormwater, and hydronic piping appeared to be in good working order at the time of the audit. However, some of this equipment is 50 years old or older and reaching the end of its useful life.

Piping typically has a maximum life expectancy of 50 years. The District should assess all piping and create a replacement schedule as part of its long-term plan.

GENERAL DESCRIPTION: Measure ID #ESP1

DESCRIPTION OF MOST URGENT NEEDS



◀ Comprehensive equipment replacement plans help counteract unexpected expenditures. ▶





INSPECTION GROUP: CLASSROOM SEATING

Cost Estimate:
\$12,400/two classrooms

Classroom seating varies throughout the facility, but the majority of tables and chairs are aged.

The District should invest in flexible classroom seating and implement a replacement plan of two rooms each year and adjust the plan as needed.

GENERAL DESCRIPTION: Measure ID #ESCS1

DESCRIPTION OF MOST URGENT NEEDS



◀ Many options exist for 21st Century seating. The district should research options and choose the style that best fits their needs. ▶



INSPECTION GROUP: DOMESTIC WATER

Cost Estimate:
\$118,000

Half of the domestic water is from 1962 while the other half is from 1994. While there were no concerns at the time of the audit, the district should consider that half of its domestic water is over 50 years old.

Domestic water has an expected useful life of 50 years. The district should include this item in its long-term plan.

GENERAL DESCRIPTION: Measure ID #ESDW1

DESCRIPTION OF MOST URGENT NEEDS



WEBSTER MIDDLE/HIGH SCHOOL

FACILITY ANALYSIS

The Webster Middle/High School is located at 7364 Alder Street W, Webster, Wisconsin. The original facility was constructed in 1921 and demolished in 2016. A new high school was constructed in 2002. The new facility boasts a cafetorium with retractable seating, a state-of-the-art gym, and spacious classrooms.

Due to the age of the high school and the recent energy efficiency projects, a majority of both the lighting and HVAC equipment is in good condition. This is not often the case in schools we visit and the District should be commended for their proactive approach to keeping this equipment up-to-date. As a result, CESA FM technical experts paid close attention to finishes, fixtures, safety concerns, and 21st-century learning spaces. Items identified in this report are meant to improve the efficiency and consistency of the facility over the next 10 years while reducing future operational and maintenance costs.

WEBSTER MIDDLE/HIGH SCHOOL	
Square Footage	128,000
2017-18 Electric Usage (kWh)	921,000
2016-17 Heating Fuel Usage (Therms)	45,569

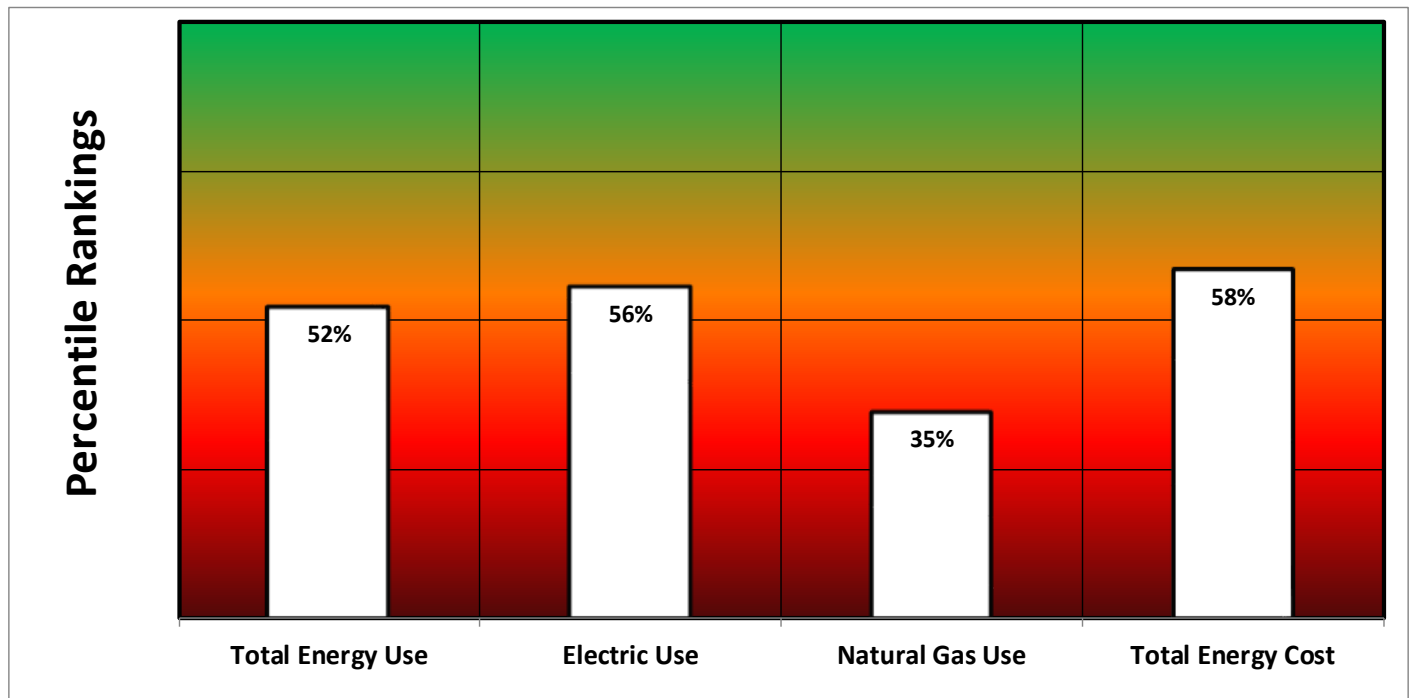




ENERGY USE

The following benchmarking analysis compares Webster Middle/High School to an average high school in Wisconsin. The district uses less electricity but more natural gas per square foot than the average school in Wisconsin.

WEBSTER MIDDLE/HIGH SCHOOL BENCHMARKING				
	Total Energy Use kBtu/ft2	Electric Use kWh/ft2	Natural Gas Use Btu/ft2/HDD	Total Energy Cost \$/ft2
Average High School	86.80	7.6	7.2	\$1.11
Webster High School	85.2	7.2	8.1	\$1.03
Percentile Rankings	52%	56%	35%	58%

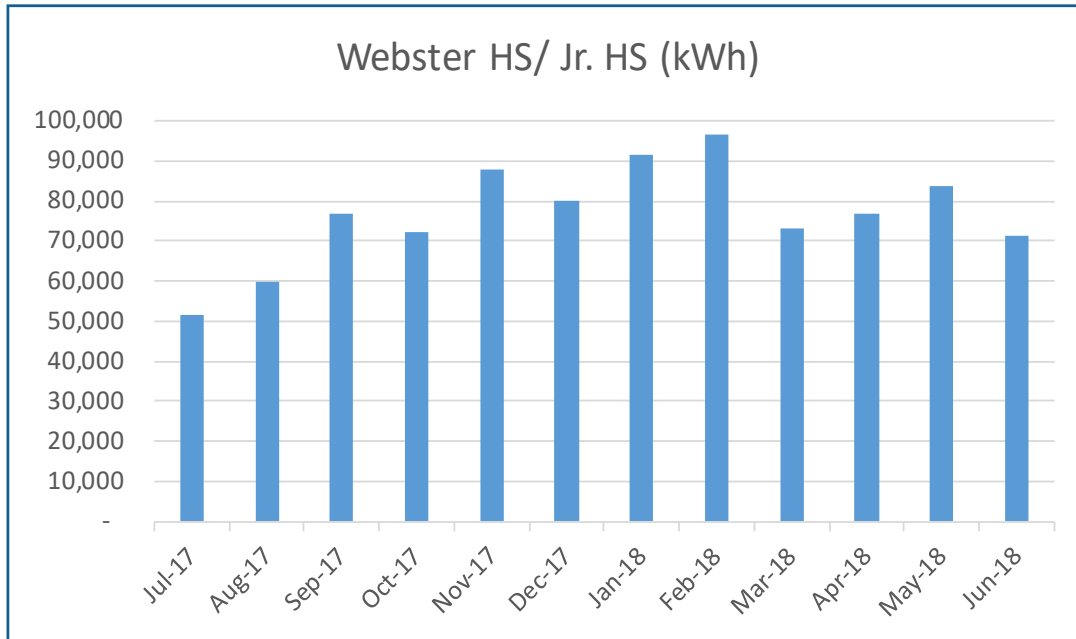


The chart above indicates the level of energy efficiency the facility is running at. Green equals good, yellow equals moderate, and red equals poor.

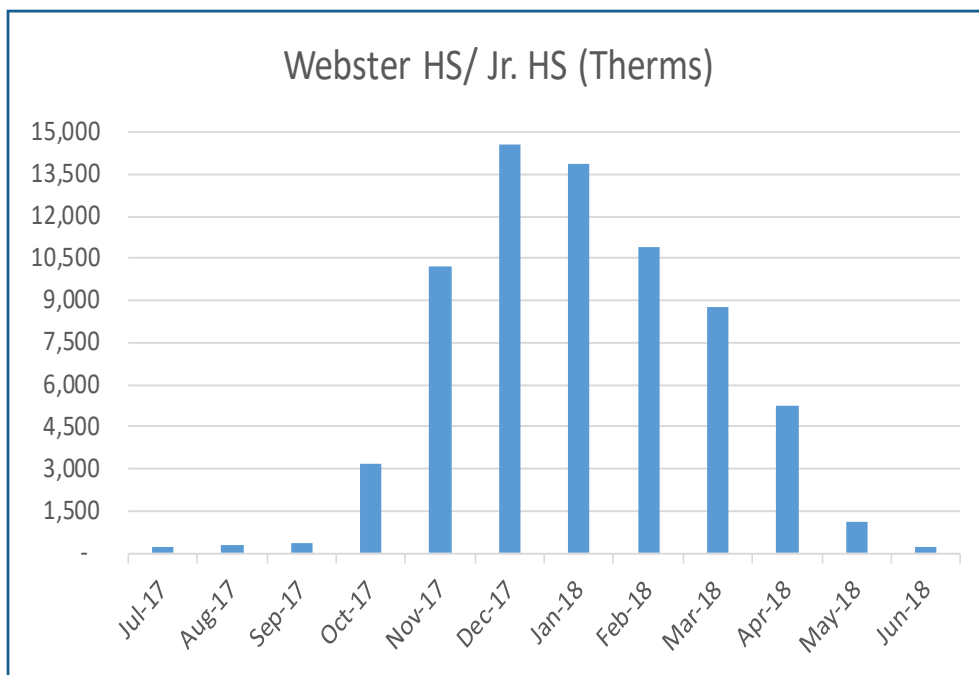


UTILITY ANALYSIS

The utility graph below demonstrates the electrical consumption at Webster Middle/High School from July 2017 through June 2018. This consumption does not vary much over the course of the year, due to the increase in the use of air conditioning equipment over the summer months.



Webster Middle/High School is heated using natural gas. As shown in the graph below, the gas load follows a typical profile for a building that is heated with natural gas and is exposed to Wisconsin's weather patterns. However, the benchmarking chart shows the district is using more natural gas than the average school. The district should investigate where these inefficiencies are occurring and remedy them for decreased usage and increased energy savings.





**INSPECTION GROUP:
GROUNDS**

**Cost Estimate:
\$200,000**

Drainage issues exist in the driveway and ditches. Standing water is a breeding ground for bacteria, mold, and parasites. Stagnant water can also attract insects and rodents, be a breeding ground for mosquitos, and cause damage to landscaping.

A solution needs to be put in place to allow water to drain quicker from sports fields and across school property to deter from the ongoing problem of standing water. The most logical solution would be to tie this project into the parking lot remodel.

GENERAL DESCRIPTION: Measure ID #HSG1

DESCRIPTION OF MOST URGENT NEEDS



◀ The district should research landscaping options that would help with water absorption and flow. ▶





**INSPECTION GROUP:
ATHLETIC FIELD - BLEACHERS/PRESS BOX**

**Cost Estimate:
\$250,000 - \$500,000**

The football field equipment is aged and showing signs of disrepair. This includes the bleachers and the press box. The bleachers are currently not ADA compliant, as they don't comply with the provisions of the 2010 standards sections 221 and 802 which states that assembly areas shall provide wheelchair spaces and companion seats on all levels served by an accessible route.

This lack of ADA compliance is a safety issue to community members trying to access the bleachers as well as a liability to the district. The district should purchase new bleachers that comply with these ADA standards and have the capacity to seat 500 people.

Additionally, the press box is outdated and doesn't provide adequate vantage points for recording or broadcasting games. The district should update this press box with glass windows in the front for increased viewing capabilities.

GENERAL DESCRIPTION: Measure ID #HSAF1 & HSAF2

DESCRIPTION OF MOST URGENT NEEDS



▲ The district should purchase a new press box and ADA-compliant bleachers.



**INSPECTION GROUP:
ATHLETIC FIELD - LIGHT POLES**

**Cost Estimate:
\$250,000 - \$300,000**

The football field light poles are riddled with woodpecker holes. This compromises the integrity of the wood and the structural stability of the equipment. The district should purchase new light poles to improve the aesthetics of the lights, increase the safety of the football participants and attendees, and reduce the liability to the district.

GENERAL DESCRIPTION: Measure ID #HSAF1 & HSAF2

DESCRIPTION OF MOST URGENT NEEDS



◀ The district should purchase new light poles for the football field. ▶





**INSPECTION GROUP:
ATHLETIC FIELD - TRACK**

**Cost Estimate:
\$225,000**

The current track is degraded and ready for resurfacing. Additionally, the track is only six lanes at this time. The required number of lanes for conference meets is eight.

The district should resurface the track and add two lanes. The district should also consider repositioning the long jump and pole vault areas during this renovation to have two lanes. Two lanes can help accommodate wind direction during track meets throughout the year.

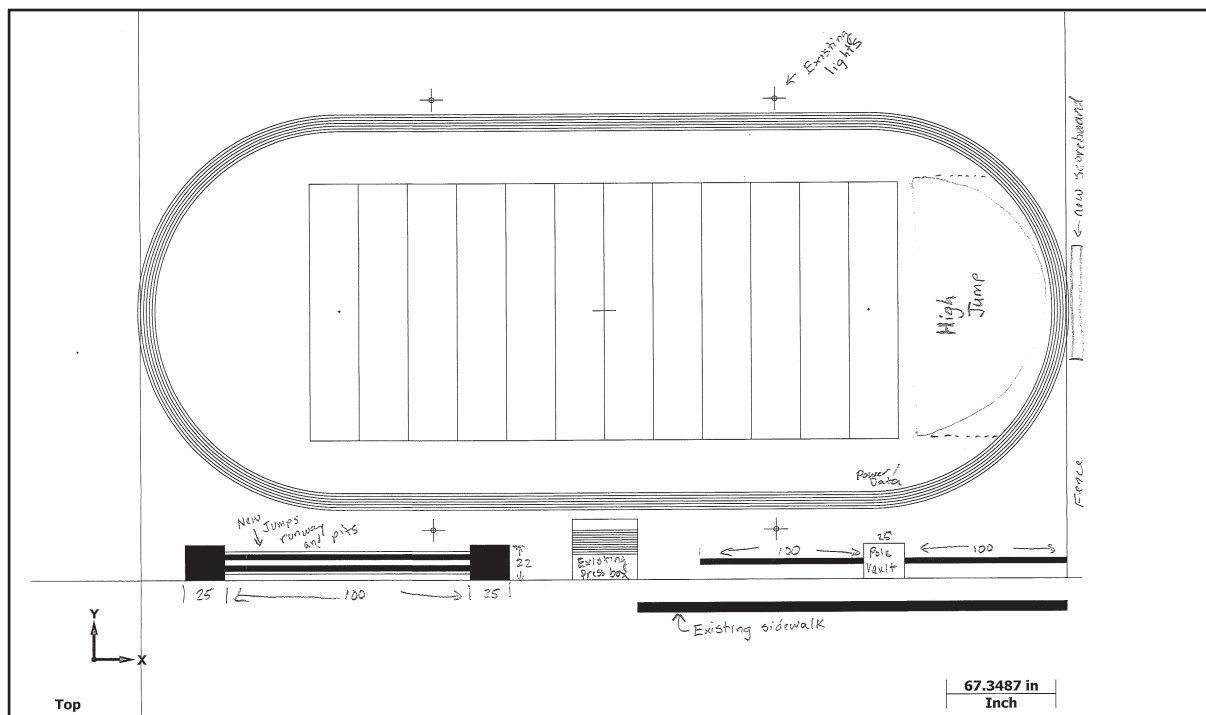
The district recently received a bid for expanding the track and relocating the pole vault and long jump. Costs will vary based on the scope of work for the track remodel.

GENERAL DESCRIPTION: Measure ID #HSAF1 & HSAF2

DESCRIPTION OF MOST URGENT NEEDS



▲ The district should resurface the track and relocate the pole vault and long jump events.





**INSPECTION GROUP:
MAIN OFFICE**

**Cost Estimate:
\$48,000**

The high school does not currently have a secure entrance to the facility. While the main office is located near the main entrance, visitors are able to bypass the office upon arrival and gain immediate access to student-occupied areas.

The District should construct a true secured high school entrance, where visitors are funneled into the office immediately upon entry into the facility. This can be done through the construction of a set of double doors on either side of the main office and the creation of a vestibule. This would allow all foot traffic to be rerouted through the high school office before gaining access to the rest of the facility.

GENERAL DESCRIPTION: Measure ID #HSMO1

DESCRIPTION OF MOST URGENT NEEDS



◀ The current entrance allows visitors to bypass the main office and gain immediate access to student-occupied areas. This is a safety concern. ▶



**INSPECTION GROUP:
STORAGE**

**Cost Estimate:
TBD**

The high school lacks sufficient storage. This was due to value engineering at the time of construction.

The district should reevaluate their allocations of space annually to ensure they are utilizing their space effectively and efficiently. If an addition is made to the shop area, they should also include additional storage at that time.

Costs for this project would be dependent upon an addition to the shop area. Construction of a new storage space in the addition could be a nice class project. Then the district would only be paying for materials.

**DESCRIPTION OF MOST
URGENT NEEDS**



GENERAL DESCRIPTION: Measure ID #HSS1



**INSPECTION GROUP:
ART ROOM**

**Cost Estimate:
\$2,500**

The district stated the art teacher is making his own clay. This is a safety hazard as the dust is a fine-powder that not only makes a mess but can cause respiratory issues when breathed.

The district should order pre-mixed clay to improve the indoor air quality of the art teacher and the students.

GENERAL DESCRIPTION: Measure ID #HSCL1

DESCRIPTION OF MOST URGENT NEEDS



◀ While pre-mixed clay may be slightly more expensive, the time saved by not having to hand mix the material and the reduced liability should more than make up for the additional costs. ▶



**INSPECTION GROUP:
STRUCTURAL**

**Cost Estimate:
TBD**

The high school exterior is made of EIFS. There are several areas where this material is pockmarked and damaged.

The district should repair the damage or replace these sections entirely.

Further investigation is needed if this can be repaired or if it needs to be replaced with another material. Costs will vary significantly based on the result of that investigation.

GENERAL DESCRIPTION: Measure ID #HSS1

**DESCRIPTION OF MOST
URGENT NEEDS**





INSPECTION GROUP: FLOORING

Cost Estimate:
\$10-\$15/square foot

The high school has wood linoleum that is welded together. This flooring often separates as the building shifts. Additionally, this material is delaminated, which is causing the floor to age at a faster rate.

New flooring may be necessary. The district should research alternative flooring options, incorporate this project into its long-range planning, and budget accordingly.

GENERAL DESCRIPTION: Measure ID #HSF1

DESCRIPTION OF MOST URGENT NEEDS



◀ Many flooring options exist. Polished concrete is becoming popular in schools as of late, and would present a similar aesthetic as the current flooring. ▶



INSPECTION GROUP: OUTBUILDING

Cost Estimate:
\$350,000

The district has an outbuilding near the district office that contains the old wood chip boiler. This boiler is no longer in use and the building is currently not being utilized.

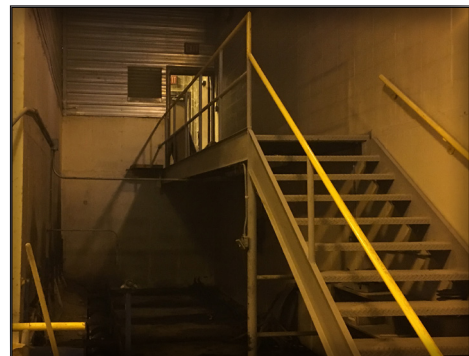
The building should be demolished or repurposed. Based on the district's lack of space, the building could potentially be turned into a cold storage area.

GENERAL DESCRIPTION: Measure ID #DO1

DESCRIPTION OF MOST URGENT NEEDS



◀ A vacant building can attract rodents as well as provide a hiding area for unauthorized individuals. Plus, the district is paying unnecessary funds to heat this space during the winter months. ▶



HEALTH AND SAFETY ISSUES - CESA FM houses a robust environmental, health, and safety department that serves more than 115 school districts across the state. Using this technical knowledge, several safety issues were noticed during the safety audit that should be addressed to provide a safer environment for students and staff while reducing liability to the district. These issues include:

Safety Issue for Consideration	Suggested Action
Unpainted curbs	The curb near the front entrance of the elementary school was unpainted in several sections. Elevated ledges should be painted yellow to indicate a potential trip hazard. The district should paint yellow lines on any curbs that are six inches or higher per OSHA regulations.
Cracked sidewalks	Some separation of the sidewalk and areas of repair were noted during the audit. The ADA defines a trip hazard as any vertical change of over 1/4 inch or more at any joint or crack. Since the ADA demands strict compliance, the district should remove any trip hazards to mitigate any legal liability.
Missing parking lot lights	The new parking lot is missing parking lot lights. Reduced parking lot lighting can lead to potential accidents, lost working days, and lawsuits. The district should replace the missing parking lot lights to increase visibility and safety.
Open electrical panel	If a student or person comes in contact with wires from an open electrical panel, they may become a path for electrical current. The district should ensure electrical panels are closed at all times.
Exterior signage	Signs should be posted on all doors directing visitors to report to the main office. Signs should also be posted alerting visitors where to park and noting the premises are under video surveillance. The elementary school was lacking in its exterior signage. The district should install additional exterior signage.
Rusty playground equipment	Several pieces of playground equipment were found to be rusty and aged, such as the swingset and the merry-go-round. The district should monitor this equipment for developing safety hazards and create an equipment replacement schedule.
Homemade window coverings	Numerous window coverings appeared to be homemade. These coverings are not fire resistant. If a fire ensued from these curtains, insurance would not cover the damage. The district should invest in new, fire-resistant window coverings.



Safety Issue for Consideration	Suggested Action
Art teacher mixing clay	The district stated the art teacher makes his own clay. This fine-powdered dust is messy and can cause respiratory issues when breathed. The district should order pre-mixed clay to improve the indoor air quality for the occupants of this space.
No ventilation in chemical supply room	During the audit, there didn't appear to be any dedicated ventilation exhausts for corrosive chemicals in the chemical supply room. The district should install a dedicated exhaust somewhere in the chemical supply room, preferably in close proximity to the corrosive chemical cabinet.



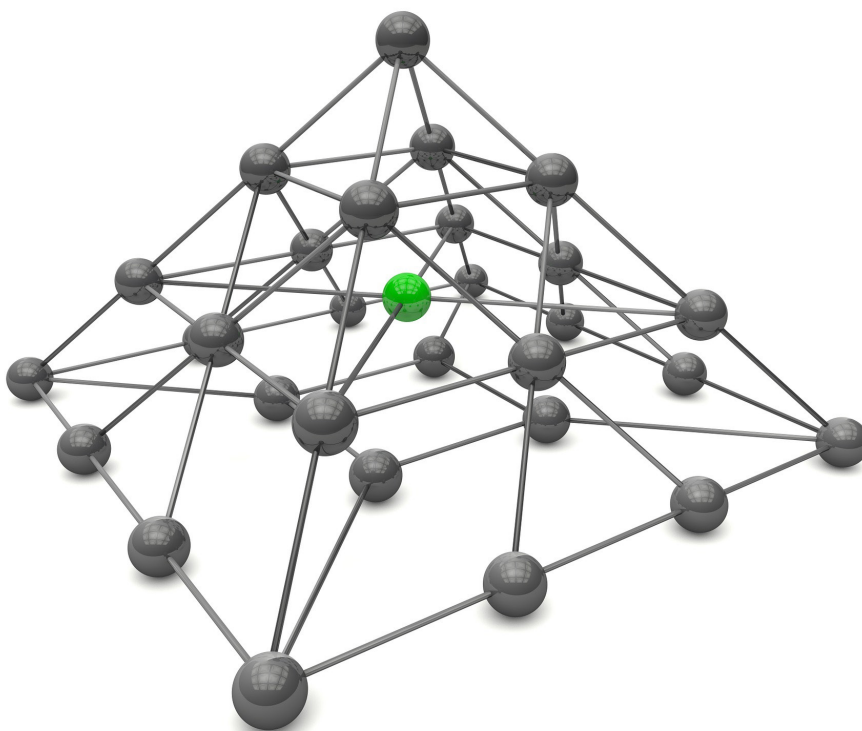
PROJECT PRIORITIZATION MATRIX


Based on the prioritization factors listed earlier in this report and discussions with district staff, CESA FM created a project prioritization matrix as part of this report. This Excel-based tool is not only a valuable part of the study but can also be adapted by district staff for future use.


Once the prioritization matrix is delivered to the district, the spreadsheet can be modified and sorted to provide data on any number of scenarios. For instance, if it is determined after further inspection that a roofing system is in poor condition and in jeopardy of failing, the criteria value for the functional condition can be changed and the list of projects sorted so the roofing project advances in the list of prioritized projects.

It should be noted the most pressing project within each category is what drives the scoring. Each category may encompass several needs, but only the most urgent need is listed in the matrix. Several of the highest priority needs for each facility are then further described in each section. A copy of the prioritization matrix will be delivered digitally to the district, to allow the tool to be fully utilized.

Estimated costs are provided for facility improvement measures with 20 points or higher. These costs can vary based on project scope. Projects scoring less than 20 points are not considered immediate needs, and therefore do not have any costs associated with them.



<div><div>Facilities Management Services</div></div> <div>Facility Improvement Measures Reviewed for Webster School District</div>				Project Recommendation Priority Order					
				Poor=10 Ave=5 Good=0	0%=10 25%=5 50%=0	High=15 Med=8 Low=0	<\$10k=5 \$50k=3 >\$100k=0	<2 Yr=5 5 Yr=3 >10 Yr=0	
Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESV1	Ventilation	During the audit, there didn't appear to be any dedicated ventilation exhausts for corrosive chemicals in the chemical supply room.	Install a dedicated exhaust somewhere in the chemical supply room, preferably in close proximity to the corrosive chemical cabinet. Estimated cost is \$15,300.	8	8	13	4	0	33
ESEL1	Exterior Lighting	The new parking lot is lacking light poles and the exterior of the building has insufficient lighting. Although the audit was conducted during the day, the number of wall packs were limited and would lead to decreased visibility and shadows during the evening hours. The lack of lighting in the parking lot is a safety concern for staff and students walking about to their cars after evening events.	The District should install additional exterior lighting to add to the visibility of the parking lot and overall security of the facility. Lights should be inspected on a regular basis to ensure they are in proper working order. Estimated cost is \$10,675.	10	5	13	4	0	32
ESEL2	Exterior Lighting	The canopy lights under the main entrance were old and not LED.	The District should switch these canopy lights to LED. LED lighting requires less maintenance while also reducing energy costs. Estimated cost is \$1,000.	8	6	8	5	5	32
HSG1	Grounds	Drainage issues exist in the driveway and ditches. A solution needs to be put in place to allow water to drain quicker from sports fields and across school property to deter from the ongoing problem of standing water.	The district should research landscaping options that would help with water absorption and flow. Estimated cost is \$200,000.	8	8	12	4	0	32
ESC1	Concrete	Some separation of the sidewalk and areas of repair were noted during the audit.	The District should perform site concrete grinding and resurface this area to prevent potential trip hazards and safety situations. Estimated cost is \$10,000.	7	6	12	5	0	30

 Facility Improvement Measures Reviewed for Webster School District <small>Facilities Management Services</small>				Project Recommendation Priority Order					Total Points
				Poor=10 Ave=5 Good=0	0%=10 25%=5 50%=0	High=15 Med=8 Low=0	<\$10k=5 \$50k=3 >\$100k=0	<2 Yr=5 5 Yr=3 >10 Yr=0	
Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESIL1	Interior Lighting	Interior lighting is currently a combination of T-8 fluorescent bulbs as well as fixtures that have been converted over to LED.	The conversion to LED bulbs in the existing fixtures is good for energy efficiency and durability. The remainder of fluorescent bulbs should be slated for replacement. The District should install new drop ceilings during the time they are upgrading the lighting. Estimated cost is \$8,250 per classroom.	8	9	5	4	4	30
ESPG1	Playground	Several pieces of playground equipment were found to be rusty and aged, such as the swingset and the merry-go-round.	The District should schedule a replacement plan for all playground equipment and continue to monitor each piece individually for safety and compliance. The District should also replace or remove the damaged basketball nets. Estimated cost is \$75,000.	8	8	10	4	0	30
HSAP1	Athletic Field	The football field equipment is aged and showing signs of disrepair. This includes the bleachers/press box and the football field lights and poles. Additionally, the football field light poles are riddled with woodpecker holes. This presents a safety hazard and poses a liability to the district.	The district should update this equipment for safety, accessibility, and improved function. Estimated cost is \$250,000 - \$800,000 based on project scope.	9	8	13	0	0	30
HSPL1	Parking Lot	The high school parking lot has congestion issues. Traffic flow is split into two separate areas, which is causing issues with exiting and entering the parking lot from the road.	Traffic flow needs to be assessed to alleviate this congestion. One recommendation is to move the bus loading and drop off zone to an alternate location. Reducing congestion will also aid in the reduction of accidents on school property. Estimated cost will vary from \$200,000 to \$1,000,000 based on project scope.	9	7	12	2	0	30




C.E.S.A. 10
Facilities Management Services


Facility Improvement Measures Reviewed for Webster School District


Project Recommendation Priority Order

Poor=10 Ave=5 Good=0	0%=10 25%=5 50%=0	High=15 Med=8 Low=0	<\$10k=5 \$50k=3 >\$100k=0	<2 Yr=5 5 Yr=3 >10 Yr=0
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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESL1	Landscaping	There were several trees and shrubs located close to the building. Overgrown shrubs can provide a hiding spot for unlawful individuals or items. Trees too close to the building can provide unauthorized access to the roof.	CESA 10 recommends shrubs be trimmed to three feet in height, particularly those in close proximity to the building. This ensures people passing by have the opportunity to spot and report suspicious activity. Trees should be trimmed up to eight feet to the lowest branch, with the closest branch being at least 10 feet from the building. This will deter individuals from climbing trees, therefore reducing the risk of intruders and the liability of falls. Estimated cost is \$1,000.	7	5	12	5	0	29
ESPG2	Playground	The asphalt leading up to the elementary playground has cracks and holes in multiple locations. The holes are a trip hazard and serve as a liability to the District.	The District should reseal or replace the playground asphalt in a timely manner to prevent trip hazards and prolong its useful life. Estimated cost is \$8,800.	8	7	10	4	0	29
ESS1	Structural	Expansion joints were observed separating in several areas throughout the building.	The district should continue to monitor the situation. If cracking/settling becomes worse, major repairs may be needed. The district should also consider tuck pointing in the next five years. Estimated cost is \$1,000.	7	8	9	5	0	29
HSMO1	Main Office	The high school does not currently have a secure entrance to the facility. While the main office is located near the main entrance, visitors are able to bypass the office upon arrival and gain immediate access to student-occupied areas.	The District should construct a true secured high school entrance, where visitors are funneled into the office immediately upon entry into the facility. This can be done through the construction of a set of double doors on either side of the main office and the creation of a vestibule. This would allow all foot traffic to be rerouted through the high school office before gaining access to the rest of the facility. Estimated cost is \$48,000.	7	5	14	3	0	29

<div> C.E.S.A.¹⁰ Facilities Management Services</div> <div>Facility Improvement Measures Reviewed for Webster School District</div>				Project Recommendation Priority Order					
				Poor=10 Ave=5 Good=0	0%=10 25%=5 50%=0	High=15 Med=8 Low=0	<\$10k=5 \$50k=3 >\$100k=0	<2 Yr=5 5 Yr=3 >10 Yr=0	
Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESAC1	HVAC	There were two rooms with newer HVAC equipment that complained of uncomfortable conditions. After closer inspection, these rooms had their unit ventilators located near the far windows and the thermostats located clear across the room near the door. This distance from one another is making the ventilator pump a lot of air before the thermostat can sense the change. This is leading to uncomfortable conditions for the room occupants.	The district should install a second averaging thermostat to remedy the problem or relocate the primary thermostat so the temperature doesn't fluctuate. This will save energy, money, and increase occupant comfort. Estimated cost is \$2,000.	8	3	12	5	1	29
ESPL1	Parking Lot	The staff and visitor parking lot is aged with numerous cracks and faded parking lines. Also, much of the paint on the curb has worn off, which presents a trip hazard for students, staff, and visitors. This safety concern poses a liability to the district.	The District should reseal the parking lot and repaint the lines to prolong its useful life. Resealing the main lot may be an option to prolong life. The District should also repaint the curbs where the paint has worn off over the past year. Estimated cost is \$14,700.	8	7	10	3	0	28
ESF1	Flooring	The current flooring in the main entrance and hallways is aged and cracking in numerous spots. This is especially apparent in doorways and other well-traveled areas.	The district should consider upgrading the flooring as a single project or annual replacement schedule. Many flooring options exist. Estimated cost is \$60,000.	7	7	9	5	0	28
ESCA1	Cafeteria	The flooring in the cafeteria is original to the building and almost certainly contains asbestos. Not only is this flooring not cohesive with the rest of the floor in the facility, it also poses a health risk to building occupants if it is ever disturbed.	The district should create a schedule for replacement for this flooring within the next five years. Since the tile is most likely asbestos-containing, environmental testing and potential issues should be factored into the project budget. Estimated cost is \$40,000.	6	7	11	4	0	28

<div><div>Facilities Management Services</div></div> <div>Facility Improvement Measures Reviewed for Webster School District</div>				Project Recommendation Priority Order					
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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESWF1	Water Fountain	Some of the water fountains in the District appeared aged.	The district should test any potable water sources in the facility for lead and invest in new water fountains. Lead is especially prevalent in buildings older than 1985. Estimated cost is \$5,000.	7	5	11	5	0	28
HSS1	Storage	The high school lacks sufficient storage. This was due to value engineering at the time of construction.	The district should reevaluate their allocations of space annually to ensure they are utilizing their space effectively and efficiently. If an addition is made to the shop area, they should also include additional storage at that time. Costs will be included in the new shop area addition. Estimated cost for that project is \$1.25 - \$1.75 million.	7	5	10	5	1	28
ESCA2	Cafeteria	The paint in the cafeteria is aged, chipping, and not cohesive with the look of other spaces throughout the facility.	The district should paint this space to tie into its current branding efforts. The end result will be an aesthetically-pleasing space that is more consistent with other areas throughout the facility. Estimated cost is \$7,000.	8	8	6	5	0	27
ESAF1	Athletic Field	The baseball field at the elementary school was unlevel with brown spots of grass in the infield.	The district should landscape the field to eliminate trip hazards. This can be done with internal resources.	7	5	10	5	0	27
ESB1	Bathrooms	A majority of the bathrooms in the facility are 25 years old or older and are aged, not ADA-compliant, and the finishes and fixtures are past their expected useful life.	The district should consider replacing all finishes and fixtures in applicable restrooms, mainly in the older section of the building. This includes ceilings, paint, partitions, hardware, and flooring. ADA compliance should be adhered to during the remodels. Estimated cost is \$215,000.	7	7	9	3	1	27

 Facility Improvement Measures Reviewed for Webster School District <small>Facilities Management Services</small>				Project Recommendation Priority Order					Total Points
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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESE1	Electrical	Several spaces appeared to lack sufficient electrical outlets and some outlets appeared to be original to the construction of the facility.	The District should perform a detailed assessment of the need for additional outlets throughout the facility and replace aged outlets as needed. Estimated cost is \$20,000.	7	6	10	4	0	27
HSAF2	Athletic Field	The current track is degraded and ready for resurfacing. Additionally, the track is only six lanes at this time. The required number of lanes for conference meets is eight.	The district should resurface the track and add two lanes. The district should also reposition the long jump and pole vault areas during this renovation to allow for better function. CESA FM recommends relocating these events to the north side of the field goal posts. Estimated cost is \$225,000.	8	8	11	0	0	27
HSCL1	Art Room	The district stated the art teacher is making his own clay. This is a safety hazard as the dust is a fine-powder that makes a mess and can cause respiratory issues.	The district should order pre-mixed clay to improve the indoor air quality of the art teacher and his students. Estimated cost is \$2,500.	5	5	12	5	0	27
HSS1	Structural	The high school exterior is made of EIFS. There are several areas where this material is pockmarked and damaged.	The district should repair the damage or replace these sections entirely. Costs will vary based on project scope.	8	9	8	2	0	27
ESCE1	Ceiling	Stained and broken ceiling tiles were observed throughout the facility. Stained tiles are most likely due to exposure to water.	The District or a relevant professional should investigate the source of the water and perform the necessary improvements to relinquish the problem. Estimated cost is \$5,000.	8	8	5	5	0	26
ESF2	Flooring	The district stated there are three classrooms in the lower grades of the elementary school that have asbestos under the carpet. Additional classrooms also contain worn and wrinkled carpeting, which creates a trip hazard for building occupants.	The district should create a replacement schedule for all carpeting within the next five years. Since the carpeting is most likely asbestos-containing in the three lower-level rooms, environmental testing and potential issues should be factored into the project budget. Estimated cost for three classrooms is \$50,000.	5	5	12	4	0	26




C.E.S.A. 10
Facilities Management Services

Facility Improvement Measures Reviewed for Webster School District

Project Recommendation Priority Order

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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESIT1	IT	The district is currently running out of bandwidth. The devices are three years old, the infrastructure equipment is five years old, and both are reaching the end of its useful life. Additionally, the switches can't be patched anymore. This leaves the district in need of a whole network refresh, which includes new switches and phones.	The district has a quote for \$150,000 to refresh the network. The district should invest in this technology and have plans for regular replacement since technology becomes obsolete much faster than other equipment. Estimated cost is \$150,000.	9	9	7	0	1	26
ESW1	Windows	The windows in the facility are mostly aluminum frame double-pane from 1994.	The windows appeared to be in average condition for their age. The district should monitor the consistency and condition of the caulking around the windows. As soon as water starts getting into the window areas, they will degrade quickly. Estimated cost to block in the walls and get new windows is \$100,000.	8	7	9	0	2	26
ESBE1	Building Envelope	During the walkthrough, rust was noted on several exterior lintels.	The district should monitor this and plan for maintenance or replacement if the situation worsens. Estimated cost is \$5,000.	7	7	8	4	0	26
HSF1	Flooring	The high school has wood linoleum that is welded together. This flooring often separates as the building shifts. Additionally, this material is delaminated, which is causing the floor to age at a faster rate.	New flooring may be necessary. The district should research alternative flooring options, incorporate this project into its long-range planning, and budget accordingly. Estimated cost is \$15/sq ft. or \$600,000 in total project costs.	8	8	10	0	0	26
ESSE1	Security	While many of the exterior doors require electronic access, the interior doors all still operate using a master key. This key may have been duplicated over the years and poses a safety risk to the District.	The District should switch over to a fob or electronic system for all interior and exterior doors. This would alleviate any problems with the community having access to different areas of the facility and would increase the overall security of the building. Estimated cost is \$58,000.	6	5	10	4	0	25

 Facility Improvement Measures Reviewed for Webster School District <small>Facilities Management Services</small>				Project Recommendation Priority Order					Total Points
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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESAH1	Air Handling Equipment	The air handling units are original to the building. While this equipment is still in good working order, it is approaching the end of its useful life.	The district should plan to replace or refurbish these units in the next five years. The district should consider adding air conditioning when these units are replaced. Estimated cost is \$100,000.	8	7	8	1	1	25
ESLR1	Shower Rooms	The shower rooms in both the boy's and girl's locker rooms need updating. This includes tile, brickwork, and showerheads.	The district should perform tuck pointing and miscellaneous tile work in both shower rooms, update exhaust fans, install new shower heads, and ensure individual shower stalls are handicap accessible. Estimated cost is \$66,100.	7	6	9	2	1	25
ESP1	Piping	All domestic water, sanitary, and stormwater piping appeared to be in good working order at the time of the audit. However, some of this equipment is 50 years old or older and reaching the end of its useful life.	Piping typically has a maximum life expectancy of 50 years. The District should assess all piping and create a replacement schedule as part of its long-term plan. Estimated cost is \$300,000.	8	6	10	0	1	25
ESCS1	Classroom Seating	Classroom seating varies throughout the facility, but the majority of tables and chairs are aged.	The District should invest in flexible classroom seating and implement a replacement plan of two rooms each year and adjust the plan as needed. Estimated cost for two classrooms is \$12,400 or \$300,000 total project costs.	7	7	7	4	0	25
DO1	Outbuilding	The district has an outbuilding near the district office that contains the old wood chip boiler. This boiler is no longer in use and the building is currently not being utilized.	The building should be demolished or repurposed. Based on the district's lack of space, the building could potentially be turned into a cold storage area. Estimated cost is \$350,000.	10	10	5	0	0	25
ESDW1	Domestic Water	Half of the domestic water is from 1962 while the other half is from 1994. While there were no concerns at the time of the audit, the district should consider that half of its domestic water is over 50 years old.	Domestic water has an expected useful life of 50 years. The district should include this item in its long-term plan. Estimated cost is \$118,000.	8	8	9	0	0	25




C.E.S.A.¹⁰
Facilities Management Services

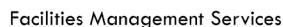
Facility Improvement Measures Reviewed for Webster School District

Project Recommendation Priority Order

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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESCB1	Cabinetry	Numerous classrooms could benefit from updated sinks and cabinetry.	The District should create a replacement schedule for sinks and cabinetry in this facility. Due to the age of the sinks, environmental testing should be included in the project budget to test for asbestos-containing materials and allow for proper sampling and abatement if needed. Estimated cost is \$8,000 per classroom or \$300,000 in total project costs.	8	7	8	1	0	24
ESID1	Interior Doors	A majority of the doors and hardware in classrooms are vintage and well past their expected useful life. Maintenance issues will become more frequent as these doors continue to age.	The District should create a replacement schedule for interior doors and associated hardware and adjust as needed. Estimated cost is \$2,500 per door or \$50,000 total project costs.	7	7	8	2	0	24
ESBO1	Boilers	The boiler plant in the facility is a 2002 De Dietrich with 1.442 MBTU output. At 16 years old, the boilers only have another 5-10 years of useful life left.	These boilers should be put on a long-term replacement plan and budgeting for accordingly. Estimated cost is \$150,000.	7	5	10	0	2	24
ESFA1	Fire Alarm	While the district currently does have a fire alarm, it is not connected to either the main office or the local emergency response. Currently, in the event of a fire, it is a staff member's responsibility to contact emergency responders, a task that may be overlooked when trying to successfully evacuate the building. This is a safety liability for the district. Additionally, there are no sprinklers in the building.	The district should research investing in either a new fire alarm system or in upgrading the current system to have direct emergency response notification. The district should also consider the installation of a sprinkler system. Estimated cost is \$75,000 for a new fire alarm system at the elementary school.	5	3	12	4	0	24
ESBE2	Building Envelope	Numerous areas of the brick around the exterior of the facility are deteriorated or damaged.	The District should perform tuckpointing on these identified areas and continue to monitor the exterior of the facility for additional annual tuckpointing needs. Estimated cost is \$10,000.	6	5	8	5	0	24

 Facility Improvement Measures Reviewed for Webster School District				Project Recommendation Priority Order					Total Points
				Poor=10 Ave=5 Good=0	0%=10 25%=5 50%=0	High=15 Med=8 Low=0	<\$10k=5 \$50k=3 >\$100k=0	<2 Yr=5 5 Yr=3 >10 Yr=0	
Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESW2	Windows	A few window coverings appeared to be homemade. These coverings are not fire resistant. If a fire ensued from these curtains, insurance would not cover the damage.	The District should invest in new, fire-resistant window coverings. Estimated cost is \$1,000.	5	5	10	4	0	24
ESP2	Pumps	The district's pump appeared to be in good working order at the time of the audit, however, the pump is from 1994 and is nearing the end of its useful life.	There are no concerns at this time, but the District should put this equipment on their long-term equipment replacement schedule. Estimated cost is \$17,000.	5	3	10	4	2	24
HSBO1	Boilers	The boiler plant in the high school, much like the elementary school, is De Dietrich with 1.442 MBTU output. At 10 years old, the boilers only have another 10-15 years of useful life left.	These boilers should be put on a long-term replacement plan and budgeting for accordingly. Estimated cost is \$275,000.	7	5	10	0	2	24
ESCA3	Cafeteria	The ceiling in the cafeteria is tectum, which could be asbestos-containing.	The district should create a schedule for replacement for this material within the next five years. Since the tectum could be asbestos-containing, environmental testing and potential issues should be factored into the project budget. Estimated cost is \$13,000.	6	5	11	1	0	23
ESP3	HVAC Piping	The older sections of the building contain original HVAC piping.	This piping is reaching its expected useful life and should be included for replacement in the district's long-range plan. Estimated cost is \$225,000.	6	8	9	0	0	23
ESCL2	Computer Lab	The District has a computer lab, however, there is 2:1 technology among students.	The district should consider removing this computer lab and transforming the space into an open, collaborate space or perhaps moving another classroom into the space. With 2:1 technology, the need for computer labs is declining. Estimated cost is \$25,000.	6	7	6	4	0	23



Project Recommendation Priority Order

60

<div> C.E.S.A.¹⁰ Facilities Management Services</div> <div>Facility Improvement Measures Reviewed for Webster School District</div>				Project Recommendation Priority Order					
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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESIT2	Classroom Technology	The district has a very proactive technology program, with a 2:1 ratio of technology for all students. The district stated its need to purchase SMART TVs with touchscreens in 60 classrooms.	The district should invest in this technology. Estimated costs are \$2,500/each. It may be more cost-effective for the district to invest in touch TVs instead as they could last longer. Regardless of the product the district decides to purchase, it should have plans for regular replacement, since technology becomes obsolete much faster than other equipment.	5	4	7	2	1	19
ESSE2	Security Systems	The elementary school has an Aiphone system and the front doors are controlled by key fobs. Cameras are also in place throughout the building and grounds.	Continue to service, evaluate, and update the security equipment as needed.	5	3	9	2	0	19
ESCB2	Cabinetry	Many classrooms have insufficient storage.	The District should perform a detailed assessment to determine which classrooms need additional storage. Estimated cost is \$8,000 per classroom.	5	5	9	0	0	19
ESX1	Exterior	There were several areas where cracks could be seen between the asphalt and the foundation of the facility.	The District should install sealant and continue to monitor the foundation of the building for future cracks.	5	5	8	1	0	19
ESDW2	Domestic Water	Water heaters exist in a few different areas of the school. The district stated the water heaters are new and are were working adequately during the time of the audit.	No immediate concerns	3	3	8	4	0	18
ESCL4	Classroom Tables	Desks and tables in the classrooms range in age and condition. All appeared to be functional with no safety concerns, although some were quite dated.	The desks and tables are well worn in some areas and could be replaced, although the only benefit would be aesthetic.	7	4	5	2	0	18




Facilities Management Services

Facility Improvement Measures Reviewed for Webster School District

Project Recommendation Priority Order

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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
HSSA2	Shop Areas	The school has received donations of equipment from businesses in the surrounding community. To accommodate this equipment in the shop areas, additions need to be made.	The district should research expanding the shop area to allow for donated equipment. Constructing space for additional storage and future growth should also be considered at this time. Estimated cost is \$1.25 - \$1.75 million.	5	5	8	0	0	18
HSR1	Roofing	The current roof at the high school is made up of rubber and rock. This roof is original to the building, making it approximately 10 years old.	The District should continue to follow the replacement schedule as directed in order for the roof system to maximize its useful life. Based on an average roof warranty, the roof should be scheduled for replacement in the next 10-15 years. Estimated cost is \$7-8/ sq ft.	5	3	8	0	0	16
HSCH1	Chiller	There were no concerns with the chiller at the time of the audit.	The district should perform regular maintenance on this equipment and evaluate it on an annual basis. Replacement should also be incorporated into the district's long-term plan.	3	3	9	0	1	16
ESOE1	Office Equipment	The copy machines, printers, and most other office equipment that was observed during the audit were newer and in good working order.	No immediate concerns	3	2	5	5	0	15
ESLO1	Lockers	The lockers are from 1994. While they are in good condition for their age, they are starting to show signs of wear and tear. This can be seen through the rust on the bottom of the hallway lockers and the bowing on the top of the locker room lockers from ongoing horseplay. Both hallway and locker room lockers should be placed on a long-term equipment replacement schedule.	Lockers can be serviced for many years, even though they have to endure some punishment. Once the parts become unavailable or repairs become overly time consuming, the lockers will need to be replaced in both the hallways and the locker rooms.	5	3	6	1	0	15

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Measure ID#	Group	General Description	Most Urgent Needs	Func. Cond.	Useful Life	EHS Concern	Project Cost	ROI	Total Points
ESFR1	Fire Resistance	The beams in the cafeteria and a majority of the cabinetry in the facility are made out of wood. This material is susceptible to fires.	The district should keep this in mind during future equipment purchases and building remodels and investigate the cost-effectiveness of alternative materials.	3	2	9	0	0	14
ESAC2	HVAC Controls	The building has TM Automation controls for the HVAC system. These controls are new and were functioning properly at the time of the audit.	No immediate concerns	3	2	9	0	0	14
ESR1	Roofing	The District has done a good job following the recommended roof replacement schedule. The current foam roof at the elementary school was replaced in 2011.	The District should continue to follow the replacement schedule as directed in order for the roof system to maximize its useful life. Based on a 20-year warranty, the roof should be scheduled for replacement in 2031.	3	2	8	0	0	13
ESPH1	Phones	The phone system is new, is in good condition, and has no functional issues.	The district should continue to monitor the phone system as this equipment has a shorter expected life than other technologies.	2	0	5	1	0	8

SUMMARY

The CESA FM team audited the Webster School District's facility in August 2018. The educational facility is well maintained and District leadership and facility staff should be commended on how the school is being run, maintained, and managed.

The recommendations included in this report are meant to assist the District over the next 10 years in conserving energy, reducing operating and maintenance costs, and improving occupant comfort and safety where applicable. The District can achieve a safer and more effective learning environment by prioritizing projects that need to occur and determining both a short and long-term facility plan that aligns with the goals and budget of the District.

Any questions about this report can be directed to Tad Beeksma at 715-720-2178.

