

Summer Facilities Things To Do

A facility checklist is a quality first step towards better preventative maintenance and keeping the campus in good working order. The more facility managers are able to monitor and track their buildings, the more future-proofed their workspaces will be. No campus is exactly the same, but these are a few of the “MUST DO’S” and “SHOULD DO’S” we suggest for the upcoming summer months for our school clients.

MUST DO’S

Top dress athletic natural turf and treat for fire ants and grubworms

Walk all bleacher systems to include indoor telescoping for loose items

Walk all roofs and inspect for damage, clean the surface and all rain gutters, and flush subsurface drain lines

Wash HVAC condenser coils and repair as needed

Inspect all flat work for trip hazards and repair as needed

Perform all regulatory inspections that are due: fire alarm/suppression, backflows, gas lines, fire exit signs, emergency lighting, asbestos management plan, refrigerant log, etc; make necessary repairs

Inspect grease traps and repair as needed

Inspect walk off mats and replace as needed

Inspect kitchen(s) cleanliness and perform deep clean of flooring

Inspect all exterior door operations and repair as needed

SHOULD DO’S

Deep clean of all restroom floors

Deep clean all public area floor tile and grout

Dust all high reach areas

Strip and wax floors

Refinish gym floor(s)

Clean exterior windows

Restripe parking lots and fire lanes

Clean Operations interstitial rooms to include electrical, mechanical, IT, and janitorial

Check all storage areas for items that are no longer needed

Inspect all classroom conditions asking for faculty to provide their assessment and schedule necessary repairs

Evaluate campus operation procedures and refine any changes that are needed to set expectations for next year

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*In order to receive the pre-development support, your school must be an active member of MISBO.