



# Board of Education Informational Report

## MEMORANDUM

**Date:** November 6, 2018

**To:** Board of Education

**From:** John Burnham, Senior Director, Environmental Health & Safety  
Dan Jung, Senior Director, Office of School Modernization

**Subject:** Health, Safety & Accessibility Short-Term Plans

---

The Office of School Modernization has developed Short Term Plans (STP) for each of the 8 identified Health and Safety scope categories:

<b>Category</b>	<b>Page #</b>	<b>Original Bond Budget</b>
Accessibility Improvements	2	\$10,000,000
Asbestos Removal or Encapsulation	7	\$12,000,000
Fire Alarms and Sprinklers	10	\$25,849,990
Lead Paint Stabilization	13	\$16,623,936
Radon Mitigation	24	\$1,126,125
Roofs-Seismic Strengthening	26	\$50,907,949
Security Improvements	30	\$5,000,000
Water Quality Improvements	34	\$28,492,000
		<b>\$150,000,000</b>

The STPs are provided to outline the scope of the work, identify the prioritization criteria for each scope of work, and overview recent and active projects. Each of the STPs are crafted in the format approved by the Health, Safety & Accessibility Board Subcommittee on June 6, 2018:

- A. Original Bond Proposal
- B. Assessment Process Description
- C. Early Project – Readily Available Projects
- D. Prioritization Criteria and Process
- E. Scope
- F. Health and Safety Program Bundling
- G. Action Plan
- H. Communications Plan

The most current information and data were used to create each STP. All STPs will be reviewed annually for updates based on new assessments and data.

# **Accessibility Improvements Short-Term Plan**

## **Early Projects - Readily Available Projects**

### 2012 ADA Assessment Field Updates

- The Office of School Modernization (OSM) project team members performed field updates of 2012 ADA Assessment to refine the scope of individual ADA improvements projects completed as part of the 2012 and 2017 capital bond program.
- Three schools, Roseway Heights, Rose City Park and Tubman were selected for early accessibility projects.

## **Prioritization Criteria and Process**

### 2017 Capital Bond: Early Projects

- Accessibility improvements funded by the 2017 capital bond are largely in conjunction with 2017 “early” projects and in support of the middle school conversion project. The scope of ADA improvements funded by the 2017 capital bond is largely based on the work identified in the 2012 ADA facility assessment. Prioritization for the scope of work completed in the 2017 projects is based on the prioritization in 2012 Facility ADA Assessments.
- Minor revisions made to the scope of 2012 projects are based on more recent field observations by OSM and input from building staff.

### ADA Transition Plan Update:

- Draft ADA Transition Plan update will propose an emphasis on making one elementary, middle and high school in each high school cohort fully accessible
- Prioritization within each cohort takes into consideration other capital bond funded accessibility improvements (modernization projects) and the scale of the accessibility needs for each school
- Completion of the ADA Transition Plan scope/schedule of projects to be completed by capital bond and general fund dollars (Facilities and Asset Management)
- Formal direction to be set by Board of Education upon adoption of upcoming ADA Transition Plan update
- ADA Transition Plan to be further refined upon completion of Facility Condition Assessment

## **Scope**

### 2017 Capital Bond ADA work – “Early” Projects

- The Office of School Modernization has included accessibility work in the scope of the Health and Safety Improvements “Early Project” work. The scope of the accessibility work was taken from the 2012 ADA facilities assessment with field verification by OSM project management and the project architects. The scope of the accessibility work for HS&A Groups 2, 3 and 4 for the 2018 summer work included:



<b>School</b>	<b>ADA Scope</b>
Roseway Heights	<p>ADA: wall removal to accommodate larger restroom for SPED</p> <p>ADA: change key access to push call on existing elevator</p> <p>SPED: demolish three existing offices to create Supplement Education Services SPED room</p>
Rose City Park	<p>ADA: install three chairlifts to create accessible stairways to all floors and stage; install two elevators; modify restrooms in eight locations to make them accessible; addition of exterior accessible ramps and auto-operators at main entrances; replace door hardware; replacement/upgrade to 10 door openings to allow at</p>

## **Communication Plan**

Early projects: communication with affected schools and programs about construction work; schools communicate with staff, parent and students about changes in each building that improve accessibility

ADA Transition Plan: Board of Education public notice of board meeting(s) about adoption of plan

# **Asbestos Removal or Encapsulation Short-Term Plan**

## Scope

-



**Table 1**

**LARGE - SCALE ASBESTOS REMOVAL PROJECTS TIME LINE**

<b>PHASE - 1</b>	
<b>YEAR</b>	<b>SCHOOL</b>
2018	Chapman (Flooring)
	Jefferson
	Rose City Park
	Tubman
<b>PHASE - 2</b>	
<b>YEAR</b>	<b>SCHOOL</b>
2019	Beaumont
	Chapman (Crawl Space)
	Ockley Green
	Rigler
	Sitton
	Vernon
<b>PHASE - 2 / 3 (Additional Sites Under Assessment)</b>	
<b>YEAR</b>	<b>SCHOOL</b>
2019 - 2020	Creston
	Divinci / Monroe
	Dunnaway
	Fernwood
	Glenco
	Grant
	Hosford
	Irvington
	James John
	Lane
	Lent
	Marysville
	Richmond
	Vestal
	Woodstock

## **Fire Alarms and Sprinklers Short-Term Plan**

- **Original Bond Proposal**
  - o The 2017 Health and Safety Bond set aside \$25,849,990 for fire alarm and suppression upgrades for up to 16 schools. However, after the bond passed this was increased to 30 schools (Table 1) to assist with compliance with an intergovernmental agreement (IGA) with the City of Portland. Because of the increase in the number of schools, priority will be placed on upgrading fire alarms versus sprinkler systems (see Prioritization Criteria and Process section).
- **Assessment Process Description**
  - o PPS Facilities and Asset

- OSM completion of the remaining 27 fire alarm upgrades by December 31, 2020 to comply with the City of Portland IGA.
- Communications Plan:
  - Extensive upfront communication with school leadership and staff concerning the scope of each project. Additional communication on the status of each project prior to start of school year.
  - Table 1 will be posted on our website with info about re-assessing every 6 months. This list is subject to changing conditions and priorities.

**Propos**

# Lead Paint Stabilization Short-Term Plan

- PHASE I - Pre-Kindergarten through second grade (PreK-2) classrooms and common areas on building interiors with deteriorated paint surfaces below 5-feet.
- PHASE II - Exterior accessible areas with deteriorated paint or paint chips in soil frequented by PreK-2 students.
- PHASE III – 3rd-12th grade classrooms and common areas on building interiors with deteriorated paint surfaces.
- PHASE IV - Exterior accessible areas with deteriorated paint or paint chips in soil not frequented by children age 6 and under.

See attached table “Deteriorated Paint Stabilization – Task Phasing” for the order that locations will be addressed. More detail regarding the paint program including phasing and prioritization are included in the Lead Paint Stabilization Strategy dated May 23, 2018 available in the Office of School Modernization.

**Scope:**

- In the fall of 2017 PPS hired 5 internal paint staff to begin work on lead paint stabilization. In addition to the 3 interior painting projects noted in the section Early Projects – Readily Available Projects the paint crew is working on the following projects:
  - Currently the Priority 1 group within Phase I (effective July 2018).
    - Beach, Odyssey (East Sylvan), Winterhaven, Applegate, Laurelhurst, Marysville, Woodlawn (scheduled for completion Oct. 15, 2018)
  - Additional Phase I work at 10 locations in Priority 2 group (Fall 2018)
- All remaining locations identified as “deteriorated” in the PBS assessment reports will be addressed based on student risk (Phases I-IV and Priority 1-9).

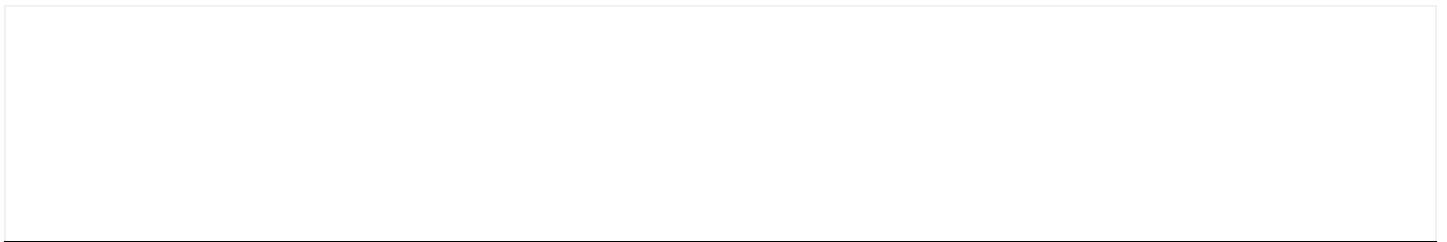
**Health and Safety Program Bundling:**

- Bundling additional health and safety work with roof replacement/seismic, fire alarm/sprinkler or asbestos removal projects, as feasible, will take place over the summer construction seasons to limit building closures and impact.
  - Example is doing large scale paint stabilization projects during a seismic or fire sprinkler project.
  - This type of project bundling will lesson impact to site and facilities and building closures over multiple summers.

**Action Plan:**

- The goal is to complete all Phase I locations during the 2018-2019 school

accelerate and complete all paint stabilization projects. Following the completion of Phase I project locations Phase II – IV projects locations will continue over the next several years. In addition, paint stabilization work will be performed over the course of the bond in other bond funded construction projects that impact lead containing painted surfaces during construction or remodel.



## Deteriorated Paint Stabilization Task Phasing

---





Sacajawea
Kelly
Stephenson
Rieke
Glencoe
Sitton
Capitol Hill
Boise Eliot
James John
Harrison Park
Arleta
Sunnyside
Edwards
Duniway
Ainsworth
Buckman

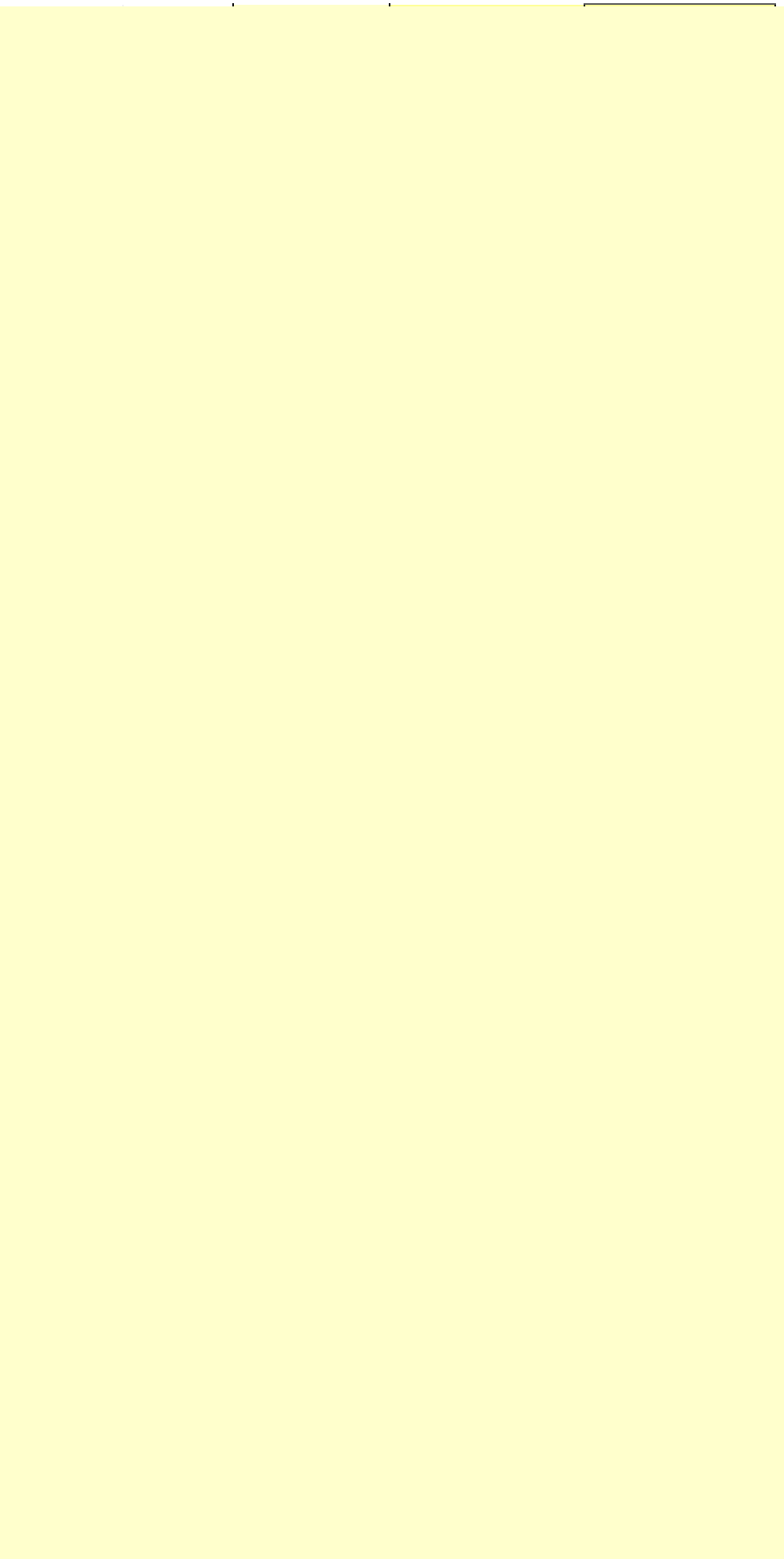
[Pink rectangular block]





Phase IV	Priority 8 3rd 12th Grade Locations (Exterior) at K 5, K 8, K 12 Schools	Beaumont	
		Sellwood	
		Alliance (Meek)	
		Cleveland	
		Ockley Green	
		Youngson	
		George	
		Madison	
		Hosford	
		MtTabor	
		Gray	
		Holladay Annex	
		Wilcox	
		Odyssey / E. Syvan Site	
		Beach	

		Bridger	
		Peninsula	
		Irvington	
		Metropolitan Learning Center	
		Grout	
		Skyline	
		Sabin	
		Lee	
		Beverly Cleary_Fernwood	
		Rigler	




## **Radon Mitigation Short-Term Plan**

### **Original Bond Proposal**

- The 2017 Health and Safety Bond secured \$1.1 million for mitigating radon in up to 90 schools. 2016 radon tests provided information indicating this amount of money would cover radon mitigation, where required, district-wide.

### **Assessment Process Description**

- In response to the passage of ORS 332.345, PPS began testing all schools for radon during the 2016-2017 winter heating season, before the 2017 bond.

### **Early Projects – Readily Available Projects**

- Per OHA (Oregon Health Authority)



- Indirect bundling: Modern building code requires radon resistant construction of new and modernized buildings.

**Action Plan**

- Continue to determine and achieve all known radon mitigation needs each winter heating season.
- Further refine long-range schedule of repeat radon testing per OHA protocol, build long-range annual schedule.
  - Every five years where mitigation systems are installed
  - Every 10 years where mitigation was not required
  - Modernized and remodeled schools as completed
- Post 2017 Bond - Perpetual work per ORS 332.345. Determine annual Risk Management program budget for repeat testing and capital budget for additional mitigation if needed. Determine annual budget for replacement of mitigation system fans at end of service life.

**annual Risk Management program budget for 2018/19**

# **Roofs-Seismic Strengthening Short-Term Plan**

## **Original Bond Proposal**

- The 2017 Health and Safety

- Sitton, W. Sylvan, Ockley Green, Kelly, Richmond, Irvington, Duniway, Glencoe, Harrison Park, Chapman (see attached table).
- Further priority groups will be based on the 2009/2012 roof survey, evaluation by maintenance staff, discussions with OSM and updated every 6 months.

### **Health and Safety Program Bundling**

- Bundling additional health and safety work with roofing projects, as appropriate, will take place over summer construction season.
  - Example is doing asbestos remediation, alarms and ADA while replacing roof.
  - This will lessen impact on school operations.

### **Action Plan**

- 3-4 roofs per year – depends on bundling and contractor availability to design and construct new roof.
- Post 2017 Bond – Additional capital funding and/or next bond.

### **Communications Plan:**

- Communications to develop description and qualifiers based on OSM input.
- Current group list to be kept on website with info about re-assessing every 6 months and the list is subject to changing conditions and priorities.

# PPS ROOF REPLACEMENT TABLE\*

Phase I			Complete	Comments
Number	Year	School		
1	2013	Alameda	x	
2	2013	Bridlemile	x	
3	2013	Laurelhurst	x	
4	2013	Lewis	x	
5	2013	Wilson	x	
6	2014	Arleta	x	
7	2014	Boise Eliot	x	
8	2014	Creston	x	
9	2014	Hosford	x	
10	2014	James John	x	
11	2015	Ainsworth	x	
12	2015	Buckman	x	
13	2015	Creative Science/Clark	x	
14	2015	Hayhurst	x	
15	2015	Sabin	x	
16	2015	Stephenson	x	
17	2015	Maplewood	x	
18	2016	Abernethy	x	
19	2016	Cleveland	x	
20	2016	Sellwood	x	
21	2016-17	Roosevelt	x	
22	2017	Faubion	x	
23	2017	Franklin	x	
24	2019	Grant	x	
<b>Phase II (Readily Available Projects)</b>				
25	2018/2019	Jackson		
26	2018/2019	Beverly Cleary Fernwood	x	
27	2018/2019	Rigler		
28	2018/2019	King/MLK	x	
29	2018/2019	Tubman	x	
<b>Phase III</b>				
30		Sitton		
31		West Sylvan		

34		Richmond		
35		Irvington		
36		Duniway		
37		Glencoe		
38		Harrison Park (Partial)	<b>UV Tile Areas Only</b>	
39		Chapman	<b>Area around skylight is priority</b>	
<b>Phase IV</b>				
40		Lent	<b>Okay condition</b>	
41		Jefferson		
42		Ainsworth Annex		
43		MLC		
44		Kenton		
		Roseway Heights		
45				

## Security Short-Term Plan

### Original Bond Proposal

- The 2017 Health and Safety Bond set aside \$5,000,000 for security upgrades in up to 11 PPS schools.

### Assessment Process Description

- NewDawn Security Assessment
  - NewDawn Security conducted a physical security assessment for thirteen representative schools in the summer of 2018. The thirteen schools included four elementary, three K-8, four middle schools and two high schools. Specific schools chosen were Ainsworth, Atkinson, Cleveland, Chief Joseph, Jefferson, Lent, Mt. Tabor, Ockley Green, Sellwood, Stephenson, Sunnyside, Vestal and West Sylvan.
  - The assessment focused on access control, signage, emergency announcement in common areas, fencing, video surveillance and classroom locks. See section on Prioritization Criteria and Process.

### Early Projects – Readily Available Projects

- Under the 2012 Bond, we added interior and some exterior cameras at Franklin, Faubion, Roosevelt and Grant. In addition, Faubion has access control card readers on exterior doors and an intercom system on the front doors. Roosevelt and Grant have vestibules that lead visitors to the main office.

### Prioritization Criteria and Process

The following criteria were used to assign a risk ranking of 0-3 to each school for each of the eight criteria below, where a risk ranking of 0-No Rank, 1-Low Rank, 2-Medium Rank and 3-High Rank. The scores are then totaled where the maximum possible score is 24. The higher the score the higher the risk ranking.

- Occurrence of safety and security related incidents in the school – schools with more incidents will get a higher ranking.
- Crime 408ur will get a hign 0 TD-.0 Tw(a41d7e.64 )Tj/TT4 G2446 TTD0 Tcsc

- Type of school students (High school, middle school, elementary, SPED, alternative schools, and other vulnerable populations) – Schools with younger students and most vulnerable students will get a higher ranking.
- School design and construction effects on safety and security. Schools with vestibules, and electronic access control already installed (Crime Prevention Through Environmental Design) will be ranked lower. Schools that do not currently have these safety features will be ranked higher.
- Communication and surveillance equipment installed and area of coverage. Schools that have effective communication systems in place/working in all areas will be ranked lower.
- Schools with main offices near the main entry way will be ranked lower and schools with poor office line of sight to the entry way will be ranked higher.
- Buildings/Schools with all the above security items installed will not be on the install list.

The current four cohorts of schools will be used to separate all district schools into five groups and risk rankings will be used to establish the priority of each school within its group (See Table 1).

### **Scope**

The NewDawn Security assessment was used to identify security improvements. Although the 2017 Bond was funded for security improvements at only 11 schools, PPS administration elected to improve security at all schools currently operating PPS school programs. This may present budget challenges requiring new funding or the transfer of funds from fungible 2017 bond accounts. Those improvements are presented below.

- Access control systems at main entry ways.
- Video monitors and support computers for front office areas of schools.
- Public address system speakers in interior and exterior common areas.
- New signage to direct school visitors to the main entry way for required check-in at the main office.
- Securing some outside entryways with fencing and gates.

The final scope will be developed after completing an evaluation of the overall security capability of each PPS school building to identify those schools that currently have some, all or none of these improvements.

### **Health and Safety Program Bundling**

- Security upgrades at some schools may be bundled with other health and safety work.
- Security improvements are anticipated to be conducted on a year-round basis and each project will be scheduled and designed to minimize disruption for staff/students and other health and safety projects.

### **Action Plan**

- Each group of schools will be assigned a construction crew resulting in five crews working simultaneously. Each crew will follow the order presented in Table 1 based on risk ranking.
- Estimated time to complete all security upgrades will be determined after completion of first three schools in each group.



Table 1  
School Risk Ranking Sequence by Group

Franklin/Grant-A	Franklin/Grant-B	Lincoln/Roosevelt	Jefferson/Madison	Cleveland/Wilson
Alliance at Meek	Beaumont	George	Harrison Park	Cleveland
Lent	Beverly Cleary - Fernwood	Lincoln	Jefferson	Buckman
Arleta	Irvington	MLC	King	Whitman
Bridger	Green Thumb	Cesar Chavez	Marshall	Wilson
Kelly	daVinci	Astor	Boise-Eliot	Grout
Sunnyside	Youngson/Holladay	Chapman	Madison	Hosford MS
Atkinson	Laurelhurst	Sitton	Ockley Green	Llewellyn
Creston	Sabin	Chapman @ The Ramona	Beach	Abernethy
Franklin	Beverly Cleary - Hollyrood	Clarendon	Chief Joseph	Gray MS
Lane	Alameda	James John	Clark/Creative Science	Sellwood
Woodmere	Tubman	Roosevelt	Rice	Winterhaven
Marysville		Skyline	Woodlawn	Duniway
Mt. Tabor		West Sylvan	Applegate	Hayhurst
Glencoe		Ainsworth	Lee	Lewis
Richmond		Bridlemile	Rigler	Stephenson
		East Sylvan	Vernon	Jackson MS
		Peninsula	Sacajawea	Markham
		Rosa Parks	Vestal	Woodstock
		Forest Park	Scott	Capitol Hill
			Roseway Heights	Maplewood
			Rose City Park	Rieke
			Faubion	Smith
ADMIN - TBD				
Columbia-Transportation				
BESC Admin Site				
Holladay Annex-Admin				
Wilcox-Admin Site				



ppm copper). Evaluate fixtures

10) Resample to start mitigation analysis/partial-pipe replacement process; 11) Conduct mitigation for elevated fixtures.

Because PPS has not performed lead-in-water mitigation on this scale, Group one will be deemed a pilot project to establish an efficient process and development of a master standard operating procedure (MSOP) for application on Groups two through seven.

### **Scope (Schools and Schedule)**

- Phase 1 - Replace and test the common area drinking and kitchen food preparation fixtures in all schools and administrative facilities.
- Phase 2 - Test all classroom and other drinking fixtures not identified for replacement in Phase 1. Replace fixtures testing at or above action level and repair as needed.

### **Health and Safety Program Bundling**

- Bundling additional health and safety work with the water quality program will take place as appropriate from an operational, not contractual perspective. Every effort will be made to minimize impact on the learning environment.

### **Action Plan**

- Implement Phase 1 to provide common area drinking water and kitchen water for food preparation by start of 2018/2019 school year in all schools.
- Implement Phase 2 to provide classroom drinking water to all schools by end of calendar year 2018.
- Complete repairs for all Phase 1 and 2 fixtures in schools and administrative facilities by start of 2019/2020 school year.

### **Communication Plan**

- Step 1 – Communicate with each school. Provide status report, the planned final status, the process required and expected timeline. The intent is to complete required work while minimizing disruption.
- Step 2 – Prior to start of work at each school, email Principal, Custodian and FOM what they can expect. Follow up with a meeting invitation. Provide contact information, dates and detailed goals concerning

■

# Administrative Directive

3.XX.XXX AD

## 3.XX.XXX AD Water Quality in Schools

### Legal Citation

(1) Board



- (3) "Maintenance" means PPS Facilities and Asset Management shall correct deficiencies identified through Risk Management periodic testing in accordance with building code, educational specifications, etc.
- (4) "Signage" means permanent signs placed near each fixture or on doors providing access to fixtures that are green in color and clearly state THIS DRINKING FIXTURE IS READY FOR USE, are red in color and clearly state DO NOT DRINK FROM THIS FIXTURE IS ~~IS~~

DRAFT