



**SCHOOL DISTRICT OF OKALOOSA COUNTY
SCHOOL MAINTENANCE
FISCAL YEAR 2010-2011**

School Maintenance allocation is a local initiative to allocate funds directly to schools for repairs and maintenance. Florida Statutes, 1013.01 defines the authorized use of these funds. (See Attached)

Project Number: 2909

Allocation Method: The age of a building is used to determine the amount allocated per square foot. The amount per square foot is multiplied by the square footage of the building to determine the maintenance allocation. If there are additional buildings on the site, the same computation is used for each building.

Age Chart:

Age (Years)	\$ Per Sq. Ft.
0	\$ -
2	0.10
11	0.20
21	0.30
31	0.40
41	0.45
50	0.50

Example: An 11 year old building receives \$0.20 per square foot; therefore, a 70,000 square foot building will receive a maintenance allocation in the amount of \$14,000.

Any available funds in the project for your school at the end of fiscal year 2010-2011 will carry over to the next fiscal year.

SCHOOL DISTRICT OF OKALOOSA COUNTY
SCHOOL MAINTENANCE ALLOCATION - PROJECT 2909
FISCAL YEAR 2010-2011
AS OF MARCH 2010

COST CENTER NUMBER	SCHOOL/CENTER NAME	FY 2009-2010 ALLOCATION PER SCHOOL BUDGET MANUAL	FY 2009-2010 ACTUAL MAINTENANCE ALLOCATION	FY 2010-2011 ESTIMATED MAINTENANCE ALLOCATION
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DISTRICT SCHOOLS

31	EDWINS ELEMENTARY SCHOOL	\$ 24,146	\$ 26,689	\$ 26,689
41	BAKER SCHOOL	62,178	57,756	57,756
51	BOB SIKES ELEMENTARY SCHOOL	26,008	24,411	24,411
82	MEIGS MIDDLE SCHOOL	44,776	47,360	47,360
92	SHOAL RIVER MIDDLE SCHOOL	53,191	5,000	5,000
111	W. E. COMBS SCHOOL	-	-	-
121	RUCKEL MIDDLE SCHOOL	41,168	41,972	41,972
131	DESTIN ELEMENTARY SCHOOL	27,281	28,936	28,936
151	EDGE ELEMENTARY SCHOOL	23,368	24,064	24,064
161	EGLIN ELEMENTARY SCHOOL	53,395	32,191	32,191
201	LAUREL HILL SCHOOL	33,867	33,686	33,686
211	NICEVILLE HIGH SCHOOL	80,332	74,471	74,471
222	NORTHWOOD ELEMENTARY SCHOOL	24,010	32,759	32,759
241	SILVER SANDS SCHOOL	12,255	12,685	12,685
251	RIVERSIDE ELEMENTARY SCHOOL	21,500	5,000	5,000
261	VALPARAISO ELEMENTARY SCHOOL	26,559	25,693	-
271	PRYOR MIDDLE SCHOOL	45,109	42,006	42,006
281	WRIGHT ELEMENTARY SCHOOL	30,894	28,019	28,019
431	SHALIMAR ELEMENTARY SCHOOL	18,491	21,604	21,604
541	ELLIOTT PT. ELEMENTARY SCHOOL	23,811	26,119	26,119
561	MARY ESTHER ELEMENTARY SCHOOL	21,209	23,018	23,018
571	PLEW ELEMENTARY SCHOOL	26,590	27,416	27,416
581	CHOCTAW HIGH SCHOOL	86,446	87,769	87,769
601	CRESTVIEW HIGH SCHOOL	89,602	79,014	79,014
621	KENWOOD ELEMENTARY SCHOOL	23,807	20,545	20,545
631	FLOROSA ELEMENTARY SCHOOL	22,356	20,966	20,966
641	FT. WALTON HIGH SCHOOL	86,236	78,077	78,077
651	BRUNER MIDDLE SCHOOL	54,336	53,966	53,966
671	LEWIS K-8 SCHOOL (LEWIS & VALPARAISO SITES)	31,059	33,328	59,021
681	LONGWOOD ELEMENTARY SCHOOL	23,317	23,555	23,555
701	OKALOOSA APPLIED TECHNOLOGY CENTER	47,151	15,000	15,000
731	WALKER ELEMENTARY SCHOOL	24,487	17,448	17,448
741	BLUEWATER ELEMENTARY SCHOOL	22,516	16,490	16,490
751	ANTIOCH ELEMENTARY SCHOOL	20,968	14,451	14,451
761	DAVIDSON MIDDLE SCHOOL	32,391	26,233	26,233
771	DESTIN MIDDLE SCHOOL	22,525	18,081	18,081
801	SILVER SANDS - NORTH	-	-	-
TOTAL - DISTRICT SCHOOLS		1,307,335	1,145,778	1,145,778

DISTRICT OPERATED REGULAR PROGRAMS

781	ECCI - SOUTH			
791	ECCI - NORTH			
811	ECCI - NORTH (EMERALD COAST)			
811	SOUTHSIDE PRE-K		-	-
7001	K-12 FLORIDA VIRTUAL			
7004	OKALOOSA ONLINE			
9818	NWFL BALLETT			
9819	TEACHING ADJUDICATED YOUTH			
9820	BLENDED SCHOOL			
TOTAL - DISTRICT OPERATED REGULAR PROGRAMS		-	-	-

TOTAL - DISTRICT SCHOOLS AND REGULAR PROGRAMS		1,307,335	1,145,778	1,145,778
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SCHOOL DISTRICT OPERATED PROGRAMS FOR DJJ STUDENTS FUNDED FOR 240 DAYS

9810	GULF COAST YOUTH ACADEMY			
9811	OKALOOSA YOUTH DEVELOPMENT CENTER			
9812	OKALOOSA YOUTH ACADEMY			
9813	OKALOOSA REGIONAL DETENTION CENTER			
9814	ADOLESCENT SUBSTANCE ABUSE CENTER			
9817	MILTON GIRLS JUVENILE RESIDENTIAL FACILITY			
TOTAL - DISTRICT OPERATED DJJ PROGRAM		-	-	-

TOTAL - SCHOOLS, REGULAR PROGRAMS & DJJ PROGRAMS		\$ 1,307,335	\$ 1,145,778	\$ 1,145,778
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SCHOOL DISTRICT OF OKALOOSA COUNTY MEMORANDUM PURCHASING

TO: Principals

FROM: Richard D. Norris CPPB, Director Purchasing

DATE: March 12, 2010

SUBJECT: Use of Maintenance Project Monies

1. The Maintenance Project 2909 is for the repair and maintenance of existing facilities and systems. Maintenance monies cannot be used for new equipment, custodial, vehicles, lawn equipment, or grounds keeping.

2. The following are areas that schools and departments CAN use the Maintenance Project:

- a. Painting supplies and painting contractors.
- b. Contractor to shampoo/replace carpet.
- c. Contractor to pressure wash sidewalks and walls.
- d. Repairs to existing walls, windows, doors, floors, ceilings, roofs, fencing, sidewalks, parking lots, sprinkler systems.
- e. Replacement of air conditioners and air conditioning filters.
- f. Re-stripping parking lots.
- g. Replacing broken door locks.
- h. Washed out areas in danger of erosion to include athletic fields, physical education fields and elementary playgrounds.
- i. Pest control supplies or services for interior only. Outside pest control must be approved by the Area Superintendents for emergency/safety reasons.

3. The following are areas that you CANNOT use the Maintenance Project:

- a. Lawn equipment.
- b. Janitorial supplies.
- c. Floor machines.
- d. Lawn supplies.
- e. Fertilizer, seeds, plants, etc for the lawn.
- f. New fencing, sprinkler systems, sidewalks, construction, parking lots.
- g. Repairs to vehicles, lawn mowers, chain saws, power tools, floor machines, copiers.

4. The State of Florida Statute regarding the use of "maintenance and repair" funds is F.S. 1013.01.

5. The basic rule is that maintenance monies are for the repair of the permanent/fixed facilities. If the item is moveable/mobile, it probably is not authorized for maintenance project funding. Any area not covered by this memo or if you have any questions, please call Purchasing at 833-7668.

Excerpt from The 2009 Florida Statutes

1013.01 Definitions (Educational Facilities).

- (1) "Ancillary plant" is comprised of the building, site, and site improvements necessary to provide such facilities as vehicle maintenance, warehouses, maintenance, or administrative buildings necessary to provide support services to an educational program.
- (2) "Auxiliary facility" means the spaces located at educational plants which are not designed for student occupant stations.
- (3) "Board," unless otherwise specified, means a district school board, a community college board of trustees, a university board of trustees, and the Board of Trustees for the Florida School for the Deaf and the Blind. The term "board" does not include the State Board of Education or the Board of Governors.
- (4) "Capital project," for the purpose of s. 9(a)(2), Art. XII of the State Constitution, as amended, means sums of money appropriated from the Public Education Capital Outlay and Debt Service Trust Fund to the state system of public education and other educational agencies as authorized by the Legislature.
- (5) "Core facilities" means the media center, cafeteria, toilet facilities, and circulation space of an educational plant.
- (6) "Educational facilities" means the buildings and equipment, structures, and special educational use areas that are built, installed, or established to serve primarily the educational purposes and secondarily the social and recreational purposes of the community and which may lawfully be used as authorized by the Florida Statutes and approved by boards.
- (7) "Educational plant" comprises the educational facilities, site, and site improvements necessary to accommodate students, faculty, administrators, staff, and the activities of the educational program of each plant.
- (8) "Educational plant survey" means a systematic study of present educational and ancillary plants and the determination of future needs to provide an appropriate educational program and services for each student based on projected capital outlay FTE's approved by the Department of Education.
- (9) "Feasibility study" means the examination and analysis of information related to projected educational facilities to determine whether they are reasonable and possible.
- (10) "Long-range planning" means devising a systematic method based on educational information and needs, carefully analyzed, to provide the facilities to meet the goals and objectives of the educational agency for a period of 5 years.
- (11) "Low-energy usage features" means engineering features or devices that supplant or minimize the consumption of fossil fuels by heating equipment and cooling equipment. Such features may include, but are not limited to, high efficiency chillers and boilers, thermal storage tanks, solar energy systems, waste heat recovery systems, and facility load management systems.
- (12) "Maintenance and repair" means the upkeep of educational and ancillary plants, including, but not limited to, roof or roofing replacement short of complete replacement of membrane or structure; repainting of interior or exterior surfaces; resurfacing of floors; repair or replacement of glass; repair of hardware, furniture, equipment, electrical fixtures, and plumbing fixtures; and repair or resurfacing of parking lots, roads, and walkways. The term "maintenance and repair" does not include custodial or groundskeeping functions, or renovation except for the replacement of equipment with new equipment of equal systems meeting current code requirements, provided that the replacement item neither places increased demand upon utilities services or structural supports nor adversely affects the function of safety to life systems.
- (13) "Need determination" means the identification of types and amounts of educational facilities necessary to accommodate the educational programs, student population, faculty, administrators, staff, and auxiliary and ancillary services of an educational agency.

Excerpt from The 2009 Florida Statutes

1013.01 Definitions (Educational Facilities). (Continued)

(14) "New construction" means any construction of a building or unit of a building in which the entire work is new or an entirely new addition connected to an existing building or which adds additional square footage to the space inventory.

(15) "Passive design elements" means architectural features that minimize heat gain, heat loss, and the use of heating and cooling equipment when ambient conditions are extreme and that permit use of the facility without heating or air-conditioning when ambient conditions are moderate. Such features may include, but are not limited to, building orientation, landscaping, earth bermings, insulation, thermal windows and doors, overhangs, skylights, thermal chimneys, and other design arrangements.

(16) "Public education capital outlay (PECO) funded projects" means site acquisition, renovation, remodeling, construction projects, and site improvements necessary to accommodate buildings, equipment, other structures, and special educational use areas that are built, installed, or established to serve primarily the educational instructional program of the district school board, community college board of trustees, or university board of trustees.

(17) "Remodeling" means the changing of existing facilities by rearrangement of spaces and their use and includes, but is not limited to, the conversion of two classrooms to a science laboratory or the conversion of a closed plan arrangement to an open plan configuration.

(18) "Renovation" means the rejuvenating or upgrading of existing facilities by installation or replacement of materials and equipment and includes, but is not limited to, interior or exterior reconditioning of facilities and spaces; air-conditioning, heating, or ventilating equipment; fire alarm systems; emergency lighting; electrical systems; and complete roofing or roof replacement, including replacement of membrane or structure. As used in this subsection, the term "materials" does not include instructional materials.

(19) "Satisfactory educational facility" means a facility that has been recommended for continued use by an educational plant survey or that has been classified as satisfactory in the state inventory of educational facilities.

(20) "Site" means a space of ground occupied or to be occupied by an educational facility or program.

(21) "Site development" means work that must be performed on an unimproved site in order to make it usable for the desired purpose or work incidental to new construction or to make an addition usable.

(22) "Site improvement" means work that must be performed on an existing site to improve its utilization, correct health and safety deficiencies, meet special program needs, or provide additional service areas.

(23) "Site improvement incident to construction" means the work that must be performed on a site as an accompaniment to the construction of an educational facility.

(24) "Satellite facility" means the buildings and equipment, structures, and special educational use areas that are built, installed, or established by private business or industry in accordance with chapter 6A-2, Florida Administrative Code, to be used exclusively for educational purposes to serve primarily the students of its employees and that are staffed professionally by the district school board.