Dear AIMS Board Members,

Operations is recommending that we open the school sites for maintenance and cleaning as soon as possible. There are multiple items that need to be completed before we open schools for students in the fall. Teachers also need to go into the classroom to retrieve items that they left in the classroom.

**12th Street**

Do routine and urgently needed maintenance and repairs such as:

* Painting classrooms and common areas
* Support with moving classrooms items to the newly assigned classrooms
* Organize parking garage and painting lines and numbers
* HVAC has been operating on minimal usage, need to start the HVAC system.
* Water has been sitting for the last 3 months. We need to start running the water. Change the water filter for all water fountains.
* Bathrooms need to be painted and change faucets and other items needed
* Need to fix handrail for stairs
* Do floor sealant for the reception area

**Cleaning:**

* Pressure wash the garage, quad area
* Drinking fountains will be clean and sanitize
* Need to clean and disinfect vents
* Need to deep clean all classrooms and common areas
* After deep cleaning, we need to use the disinfecting machine
* Pressure wash and clean windows

**Proposal**

We will need 3 people for an 8-hour shift per person for 5 - 7 days

**Lakeview**

Do routine and urgently needed maintenance and repairs such as:

* Water has been sitting for the last 3 months. We need to start running the water. Change the water filter for all water fountains.
* Bathrooms need to be painted and change faucets and other items needed
* Support with moving classrooms items to the newly assigned classrooms for next school year
* Floor sealant for the auditorium

**Cleaning:**

* Supporting school with cleaning and getting ready for graduation
* Pressure wash the front area of the school
* Support the school with cleaning disposing of old and unused furniture
* Throw away all cardboard and pallets
* Drinking fountains will be clean and sanitize
* Need to clean and disinfect vents
* Need to deep clean all classrooms and common areas
* After deep cleaning, we need to use the disinfecting machine
* Pressure wash and clean windows

**Proposal**

We will need 3 people for an 8-hour shift per person for 5 - 7 days.