

FACILITIES MONTHLY REPORT

JULY-2025



Overview of Landscaping, Lighting, Mechanicals and Special Projects.

Prepared by Vitali Alexandrov Director of Facilities

MISSION STATEMENT

“TO PROVIDE SAFE, EFFICIENT, AND WELL-MAINTAINED FACILITIES THAT SUPPORT THE MISSION OF OUR ORGANIZATION. THROUGH PROACTIVE MAINTENANCE, RESPONSIVE SERVICE, AND SUSTAINABLE PRACTICES, WE ENSURE THAT ALL BUILDINGS AND SYSTEMS OPERATE RELIABLY, PROMOTE OCCUPANT WELL-BEING, AND MAXIMIZE THE VALUE OF OUR PHYSICAL ASSETS.”

OBJECTIVES AND GOALS

LANDSCAPING OBJECTIVES

- Restore and maintain green areas for aesthetic and environmental quality
- Ensure regular mowing, pruning, and seasonal plant care
- Improve drainage
- Remove debris and dead vegetation for safety and appearance
- Monitor contractor performance and adherence to schedule

ELECTRICAL SYSTEM

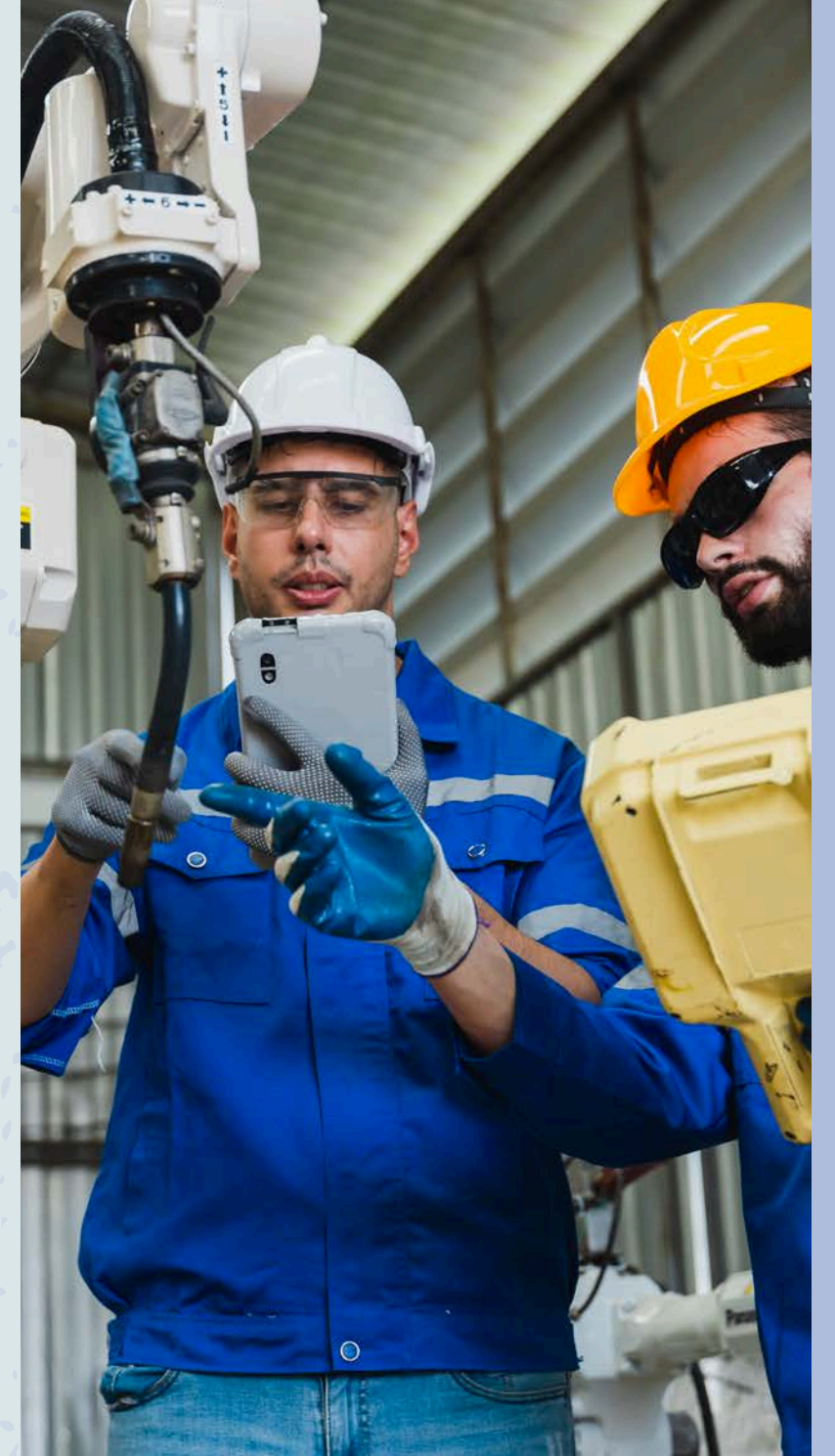
- Collaborating with the building design team to analyze the existing emergency generator capacity and design a system that ensures reliable electrical power supply to the entire building during outages

EXTERIOR LIGHTING GOALS

- Ensure consistent lighting coverage
- Perform regular maintenance checks

HVAC SYSTEM EFFICIENCY

- Reduce Energy Consumption
- Optimize system performance to lower electricity and fuel use.
- Improve Indoor Air Quality
- Ensure proper ventilation and filtration to enhance occupant health and comfort.
- Minimize Operational Costs
- Decrease maintenance and utility expenses through preventive maintenance and smart controls.
- Extend Equipment Lifespan
- Maintain systems regularly to avoid premature failure and costly replacements.
- Enhance System Reliability
- Reduce downtime and service interruptions through consistent performance monitoring.
- Support Sustainability Goals
- Lower carbon footprint by using energy-efficient equipment and practices.



ELECTRICAL

Scheduled Repairs

Over the next two weeks, the contractor will be replacing several relays to enhance lighting in the parking lot and main level corridor. This upgrade is designed to improve visibility and safety, ensuring a well-lit environment for both pedestrians and vehicles. The replacement process will be carefully planned to minimize disruptions while significantly improving the functionality of the lighting system.

UPDATES- Additionally, we are addressing an ongoing issue with the main parking lot light, which is currently connected to an emergency relay that requires replacement. This will be resolved as part of the upgrade to ensure optimal performance.

Thank you for your patience and understanding as we work to improve these facilities.

Emergency Power Generator Maintenance agreement

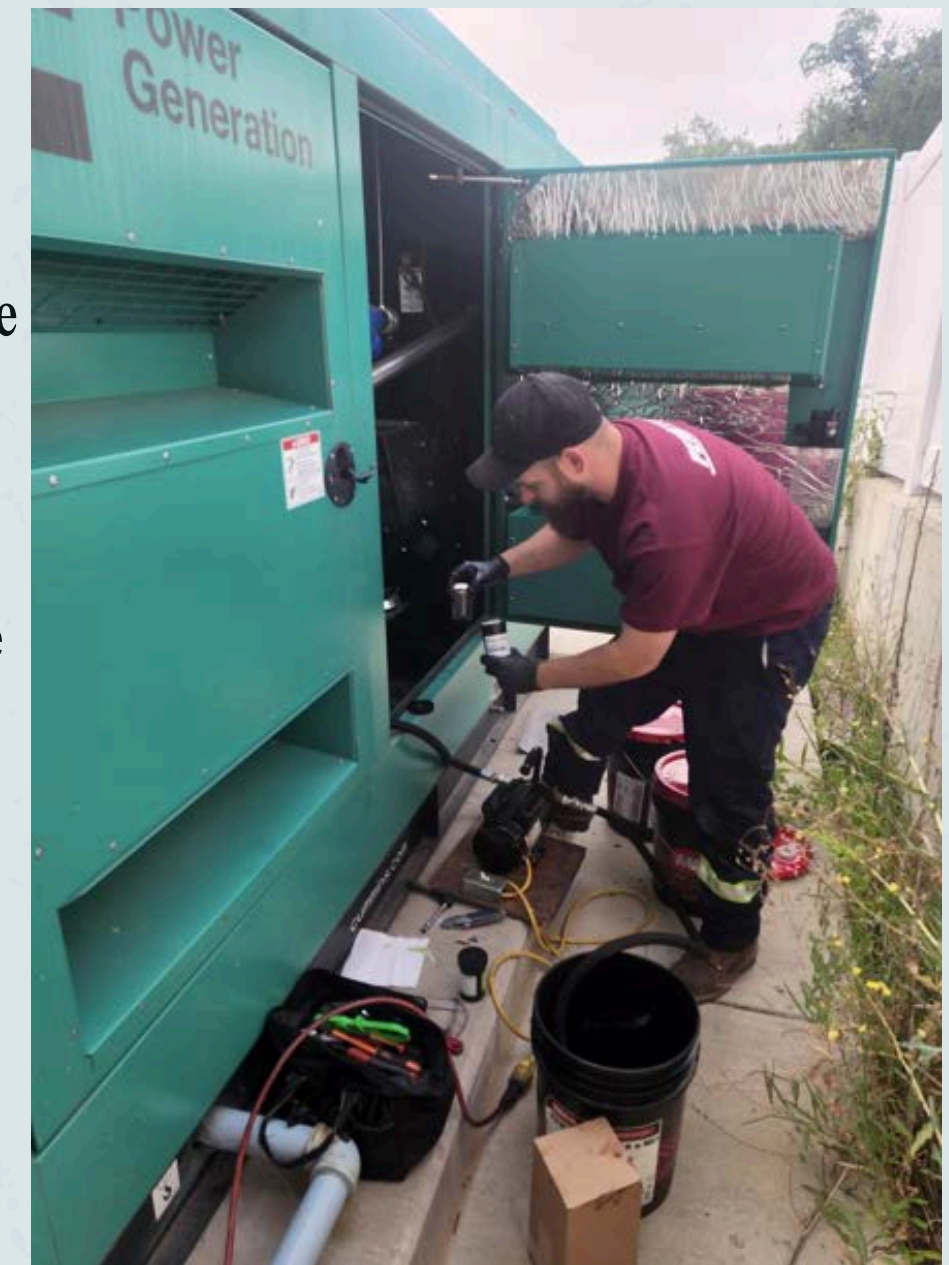
A three-year maintenance agreement has been signed with Penn Power Systems to ensure the reliability and performance of the emergency power generator. Under this agreement, the unit has been programmed to operate automatically once per week, enhancing its readiness for power outages. Regular servicing of the generator's components and engine will also be conducted to guarantee optimal performance and longevity.

Latest Update:

On August 6th, 2025, a Penn Power Systems technician performed preventative maintenance on-site. The maintenance included:

- Oil change
- Filter replacement
- Visual inspection

Additionally, an oil sample was collected and will be sent to the lab for analysis. This analysis will help assess the wear and tear of internal engine components. The emergency generator has also been programmed to automatically run every Monday at 7:00 AM for 15 minutes to ensure its functionality.



HVAC SYSTEM EFFICIENCY

Scheduled Maintenance

The HVAC system's efficiency was a key topic at the recent Energy Star Conference hosted by Havtech. During the event, innovative strategies and technologies were discussed to optimize building-wide energy use. A meeting with Havtech has been scheduled to review the system settings for the entire building. This collaboration aims to ensure that the HVAC system operates at peak efficiency, reducing costs and saving energy while maintaining a comfortable indoor environment for all occupants.

Continuing challenges with internal heat pumps performance and components that includes condensation drainage and plastic drain pans.

UPDATES will be provided next month

ENERGY SYSTEM EFFICIENCY

§179D ENERGY EFFICIENT COMMERCIAL BUILDINGS TAX DEDUCTION

ALLOCATION FORM

This allocation form ("Allocation Letter") is for the allocation of an energy efficient commercial building property tax deduction pursuant to Internal Revenue Code § 179D for qualified energy-saving improvements installed by Fit Optimized Solutions (the "Designer") in connection with the Building(s) identified within this Allocation Letter.

"Building" as used in this form refers to energy efficient buildings on or in which the Designer has installed the energy efficient property satisfying the requirements of §179D.

Fit Optimized Solutions contributed to the technical specifications for the installation of the energy efficient commercial building property. Fit Optimized Solutions provided technical specifications to the project by furnishing the controls drawings and controllers for this new construction project.

Designer:

Name: Fit Optimized Solutions

Authorized Representative: Joseph Barker

Telephone Number: 412-341-0981

Address: 303 17th St

Windber, PA 15963

Authorized Representative of the Building:

Name: Vitali Alexandrov

Telephone Number: 412-221-8700

Email Address: valexandrov@sftwp.com

Address: 100 Township Dr Bridgeville PA 15017

Building Owner: South Fayette Township

Building: South Fayette Township Municipal Center

Address: 100 Township Dr

PA 15017

Cost of the energy-efficient property:

\$ 14,000,000.00

Date the energy-efficient property was placed in service: August 2023

Amount of the Energy-Efficient Commercial Buildings Tax Deduction allocated to the contractor:

100% of the deduction per the energy model calculation.

Under penalties of perjury, I declare that I have examined this allocation, and to the best of my knowledge and belief, the facts presented in this allocation are true, correct, and complete.

Signatures of Authorized Representatives:

Designer:

Insert Signature Here

73C0E2D98E9E484

Print Name: Joseph Barker

Title: President

Date: 7/2/2025

Authorized Representative of the Building:

Insert Signature Here

3E7D0DA6B3AE4EE

Print Name: Vitali Alexandrov

Title: Facilities Director

Date: 11-07-2025

MONTHLY CLEANING PROTOCOLS AND RESULTS

Deep Cleaning Procedures

Regular Maintenance Schedule

Ensures cleanliness throughout the facilities.

Emergency Cleaning Protocols

Immediate response contractor Belfor available after the main electrical panel caught on fire

Quick action to maintain hygiene standards.

Routine inspections conducted regularly

Monitoring cleanliness and safety standards

There are challenges with the existing cleaning contractor

Feedback and Improvement Measures

Collecting staff insights

Feedback helps refine our cleaning processes.

Project Update

This month, the Building Stars cleaning contractor demonstrated their commitment to service improvement by addressing previously reported cleaning issues. They assigned different cleaning crews to manage the tasks more effectively and successfully resolved all initial complaints. Their proactive approach has contributed to enhanced service quality.

COMMON AREA MAINTENANCE

COMMON AREA MAINTENANCE

1. Enhance Aesthetic Appeal

- Maintain visually appealing landscaping to create a welcoming environment for visitors and staff.
- Regularly trim, prune, and shape trees, shrubs, and plants to ensure a neat and professional appearance.
- Incorporate seasonal flowers and plants to add color and vibrancy throughout the year.

2. Promote Safety and Accessibility

- Ensure pathways, entrances, and parking areas are free from overgrown vegetation or obstructions.
- Regularly inspect and address potential hazards, such as low-hanging branches or uneven ground caused by roots.
- Maintain proper lighting around landscaped areas for safety during evening hours.

3. Sustainability and Environmental Stewardship

- Use eco-friendly practices, such as mulching, composting, to minimize environmental impact.
- Select native and drought-resistant plants to reduce water usage and promote local biodiversity.

4. Seasonal Maintenance and Preparation

- Perform seasonal tasks, such as leaf removal in the fall, snow and ice management in the winter, and planting in the spring.
- Prepare landscaped areas for extreme weather conditions to prevent damage and ensure year-round functionality.

5. Weed and Pest Control

- Regularly remove weeds to maintain a clean and polished look.
- Use safe and environmentally friendly pest control methods to protect plants and ensure the safety of visitors and staff.

6. Lawn Care and Turf Management

- Mow, edge, and aerate lawns regularly to maintain healthy and lush grass.
- Apply fertilizers and treatments as needed to promote growth and prevent disease.
- Address bare or damaged patches promptly to maintain a uniform appearance.

7. Community Engagement and Pride

- Create inviting outdoor spaces that encourage community use and pride in the municipal building.
- Incorporate features like benches, planters, or small gardens to enhance usability and enjoyment of the space.

8. Preventative Maintenance

- Schedule regular inspections and upkeep to prevent overgrowth, plant diseases, or irrigation system failures.
- Partner with professional landscapers for specialized tasks, such as tree trimming or large-scale planting projects.

COMMOM AREA MAINTENANCE PROPOSAL

Date: 07/18/2025

Contact: Vitali Alexandrov

Phone: 412-221-8700 X223

Email: valexanderov@sftwp.com

Prepared By: Ashley Krznic

Email: akrznic@jmlandscape.com

Phone: 412-680-0014

jmlandscape.com

Bi-Weekly Bed Maintenance

Mow turf to a height of 2.5 - 3.5 inches. Mowing will take place weekly beginning in early April and continue until the end of October except during extended rainy or dry periods. During those periods, mowing will take place as conditions dictate.

Services to be included with mowing:

- Remove debris from lawn areas prior to mowing.
- Remove excess grass clippings.
- Sweep and/or blow excess clippings from sidewalks and curbs following mowing.
- Trim edges of turf around all buildings, play areas, and other obstacles within the mowed areas.
- Weed ornamental tree and shrub beds as needed.
- Apply appropriate non-selective pre-emergent and post-emergent to sidewalks and curbs to prevent growth of grass and weeds as needed.

Spring Clean-Up & Mulch

- Collect and remove all leaves and miscellaneous organic debris from the grounds.
- Mulch & Rock Bed Pre-emergent will be applied as needed.

Ornamental Tree & Shrub Care

- Granular fertilizer will be applied to all tree and shrub bed areas.
- Prune current year's new growth once in the Spring/Summer. Pruning of shrubs to reduce the overall size of the plant will be done at an additional charge.
- Prune current year's new growth once in the Summer.
- Prune and remove branches interfering with walkways and parking lots from ornamental trees. Tree pruning is restricted to heights six feet off the ground.

Fall Clean-Up

- Cut back specified ornamental grasses and perennials.

Client Initials: _____

JML Landscape Management • 978 Route 910 • Pittsburgh, PA 15238

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COMMOM AREA MAINTENANCE PROPOSAL

26877

SF TWP Municipal Building

July 18, 2025

CONTRACT SUMMARY

SERVICES	OCCURS	PRICE EACH	EXT PRICE	SALES TAX	TOTAL PRICE
Bi-Weekly Bed Maintenance	13	\$127.00	\$1,651.00	\$115.57	\$1,766.57
Spring Clean Up	1	\$398.00	\$398.00	\$0.00	\$398.00
Mulch & Rock Bed Pre-emergent	1	\$190.00	\$190.00	\$0.00	\$190.00
TS - Fertilization	1	\$177.00	\$177.00	\$0.00	\$177.00
Trim Shrubs - Round 1	1	\$398.00	\$398.00	\$27.86	\$425.86
Trim Shrubs - Round 2	1	\$398.00	\$398.00	\$27.86	\$425.86
Trim Ornamental Trees	1	\$62.00	\$62.00	\$0.00	\$62.00
Cut Down Perennials/Grass	1	\$196.00	\$196.00	\$13.72	\$209.72
			\$3,470.00	\$185.01	\$3,655.01

OPTIONAL SERVICES

SERVICES	OCCURS	PRICE EACH	EXT PRICE	SALES TAX	TOTAL PRICE
Spring Bed & Surface Edge	1	\$619.00	\$619.00	\$0.00	\$619.00
Mulch Installation	1	\$1,714.00	\$1,714.00	\$0.00	\$1,714.00
LC - Round 2 Front Hillside Broadleaf Only	1	\$206.00	\$206.00	\$14.42	\$220.42
LC - Lawn Aeration	1	\$464.00	\$464.00	\$32.48	\$496.48
LC - Over Seeding	1	\$890.00	\$890.00	\$62.30	\$952.30
			\$3,893.00	\$109.20	\$4,002.20

COMMOM AREA MAINTENANCE PROPOSAL



July 18, 2025

Vitali Alexandrov
SF TWP Municipal Building
100 Township Drive
South Fayette, PA 15017

Dear Vitali,

I am pleased to quote the following landscape enhancement work at 100 Township Drive, South Fayette, PA 15017 as specified below:

Enhancement Proposal-Walk Edges Re-Seeding

Scratch & Seed Walk Edges.

- **Along sidewalks-**
- **Scratch area to losing up the ground.**
- **Spread out screened topsoil.**
- **Sprinkly a even layer on premanr grass seed.**
- **Cover with mushroom manure.**
- **All job related debris will be removed from site.**

Total Investment for Enhancement Proposal-Walk Edges Re-Seeding: \$995.00

Sale:	\$995.00
Sales Tax:	\$69.65
Total:	\$1,064.65

SPECIAL PROJECTS

RESTORATION - Partially Complete

STORM WATER MEDIA INSTALLATION AND SMALL DETENTION POND REPAIR - Partially Complete

To comply with the DEP permit and close the NPDES permit, the township must take several critical steps to rehabilitate the large pond. This includes installing pond media, overseeding the area, and encouraging healthy grass growth. Additionally, repairs are needed for the pond near the police parking lot, which will involve removing accumulated sludge and regrading the bottom to eliminate standing water.

These measures are vital for ensuring proper filtration, preventing erosion, and supporting a balanced ecological environment. The pond media will enhance water quality by trapping sediment and minimizing nutrient runoff, while overseeding and cultivating dense grass will stabilize the soil and improve the area's appearance.

By fulfilling these requirements, the township will not only meet environmental regulations but also promote sustainable land management and long-term ecological health.

2025 PAVING PROGRAM

The main objective of the paving program is:

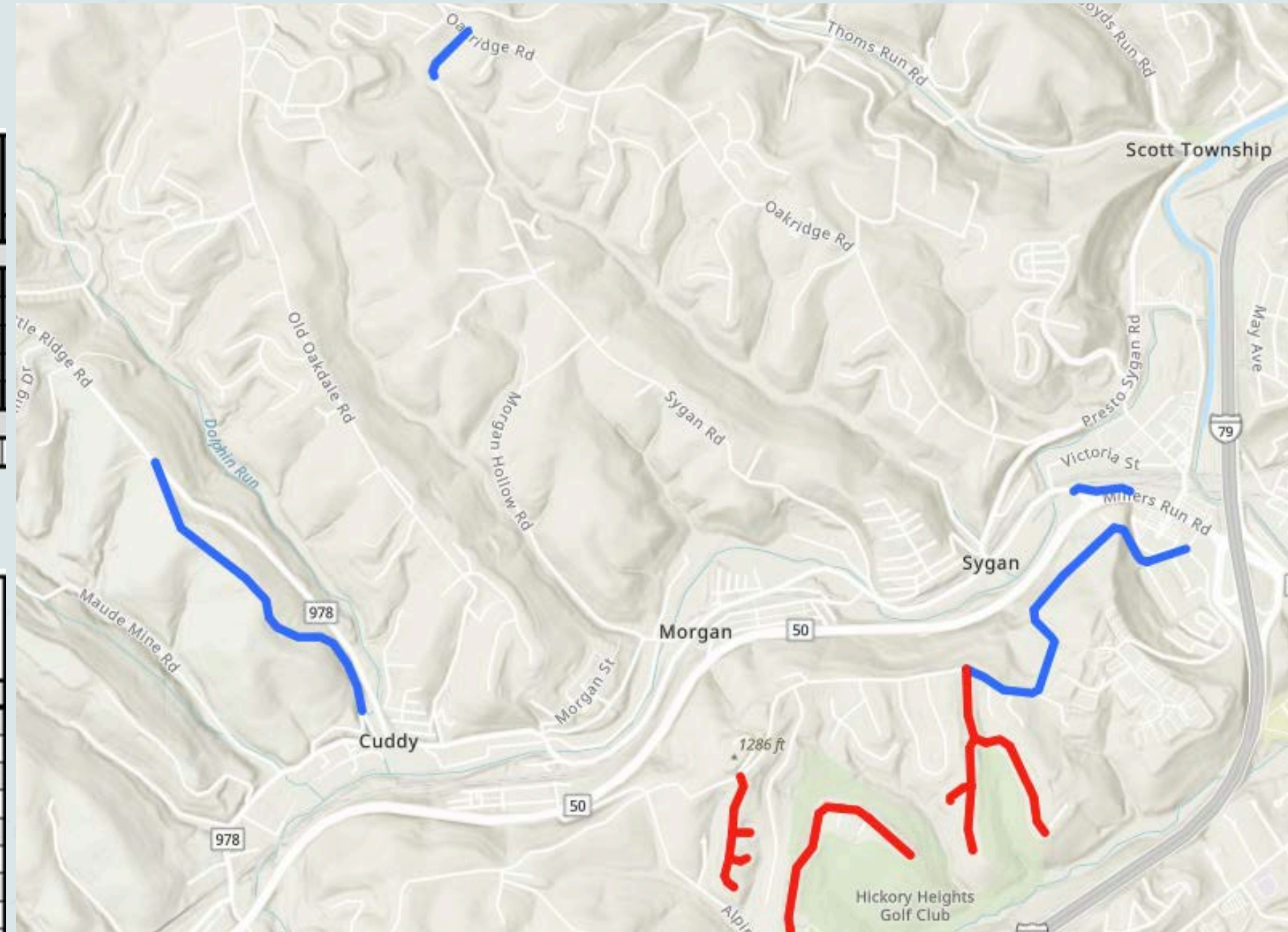
To maintain and improve paved surfaces to ensure safety, durability, and accessibility while enhancing the facility's appearance and minimizing long-term maintenance costs. In 2025 Paving Contract Amount is **\$1,427,950.00**, Rejuvenation Contract Amount is **\$125,070.00**

Paving List (blue)

STREET NAME	FROM:	TO:	Length (FT)	Width (FT)	Roadway Area (SY)
Mohawk Road	Battleridge Road	Southwest Drive	5130	23.3	14,183
Hickory Grade Road	Old Pond Road	Pine Valley Drive	5673	28.3	19,088
Millers Run Road Ext	Millers Run Road	Terminus (E)	932	22.9	2,533
Scotch Hill Road	Marshall Road	East Street	3463	24.2	9,981
Sygan Road	Oakridge Road	First Bend (955 Ft)	955	21.6	2,451
Totals:			16,153		48,236

Rejuvenation List (red)

STREET NAME	FROM:	TO:	Length (FT)	Width (FT)	Roadway Area (SY)
Hickory Heights Drive	Alpine Road	Muirfield Court	643	27.8	2,124
Hickory Heights Drive	Muirfield Court	Oakmont Court	2,340	26.6	7,387
Hickory Heights Drive	Oakmont Court	Bayhill Drive	494	27.9	1,638
Hickory Heights Drive	Bayhill Drive	Terminus (E)	794	30.9	2,919
Pine Valley Drive	Hickory Grade Road	Oaktree Court	3,010	28.8	10,290
Woodcreek Drive	Hickory Grade Road	Terminus (S)	1,789	30.4	6,474
Augusta Drive	Pine Valley Drive	Cul-de-Sac	1,700	30.0	6,067
Cypress Court	Augusta Drive	Terminus (E)	445	39.7	2,098



2025 CECIL STURGEON RD.

Full Depth Reclamation (FDR) is a sustainable and cost-effective method of road rehabilitation. It involves recycling the existing pavement and base materials to create a new, stabilized base for the road. This process is widely used for deteriorated roads that require structural improvement, offering a long-lasting solution while minimizing waste and environmental impact.

Key Steps in Full Depth Reclamation:

1. **Pulverization:** The existing asphalt pavement and a portion of the underlying base material are pulverized and mixed together to create a homogenous material.
2. **Stabilization:** A stabilizing agent, such as cement, lime, or asphalt emulsion, is added to the pulverized material to enhance its strength and durability.
3. **Grading and Compaction:** The stabilized material is graded to the desired shape and compacted to form a solid base.
4. **Surface Application:** A new layer of asphalt or other surface material is applied on top of the reclaimed base to complete the road.

Benefits of Full Depth Reclamation:

- **Cost-Effective:** Reduces the need for new materials and transportation costs.
- **Environmentally Friendly:** Recycles existing materials, reducing waste and the carbon footprint.
- **Durable:** Creates a strong, stabilized base that extends the lifespan of the road.
- **Time-Saving:** Faster than traditional road reconstruction methods.
-

FDR is ideal for roads with significant structural issues, as it addresses the root cause of deterioration rather than just resurfacing. It's a practical choice for municipalities, contractors, and engineers looking for a sustainable and efficient road rehabilitation method.

Anticipating Project Starting date is **July 14th**.

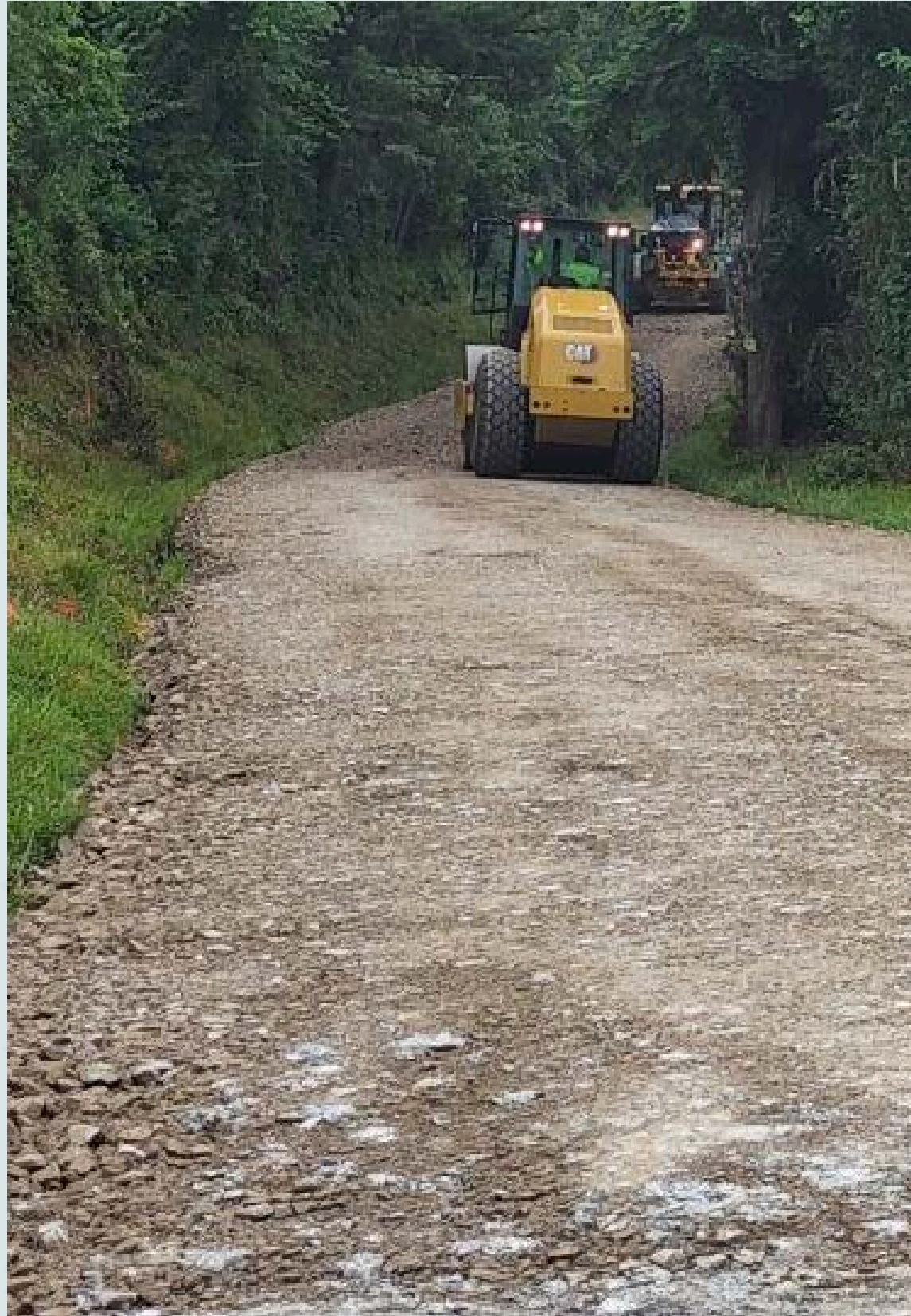


2025 CECIL STURGEON RD. PROJECT COST

Midland invoices	Unit Price
Equipment rental	\$ 4,000.00
Oil/Labor DFR	\$ 39,092.51
Oil/Labor Chip & Seal	\$ 30,735.80
<i>Sub Total</i>	<i>\$ 73,828.31</i>
In House Expences	
Stone 3A	\$ 27,779.89
Stone 1BW	\$ 17,340.63
<i>Sub Total</i>	<i>\$ 45,120.52</i>
Project Total	\$ 118,948.83

2025 CECIL STURGEON RD. PROJECT CONSTRUCTION

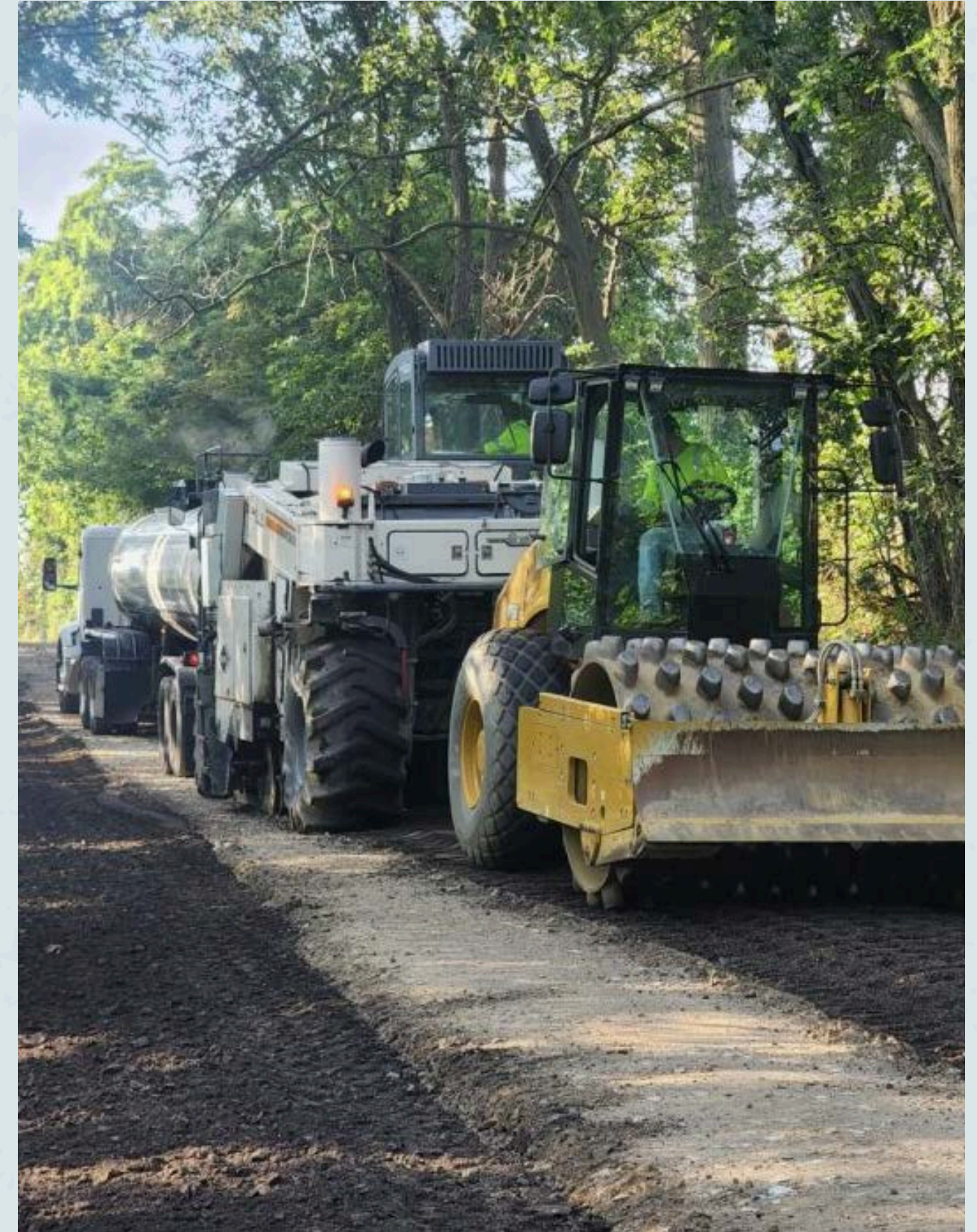
STONE INSTALLATION OVER ROAD SURFACE



GRADING AND MIXING WITH OIL



COMPACTING MATERIAL



2025 CECIL STURGEON RD. PROJECT CONSTRUCTION

CHIP AND SEAL APPLICATION



2025 CECIL STURGEON RD. PROJECT

BEFORE



AFTER

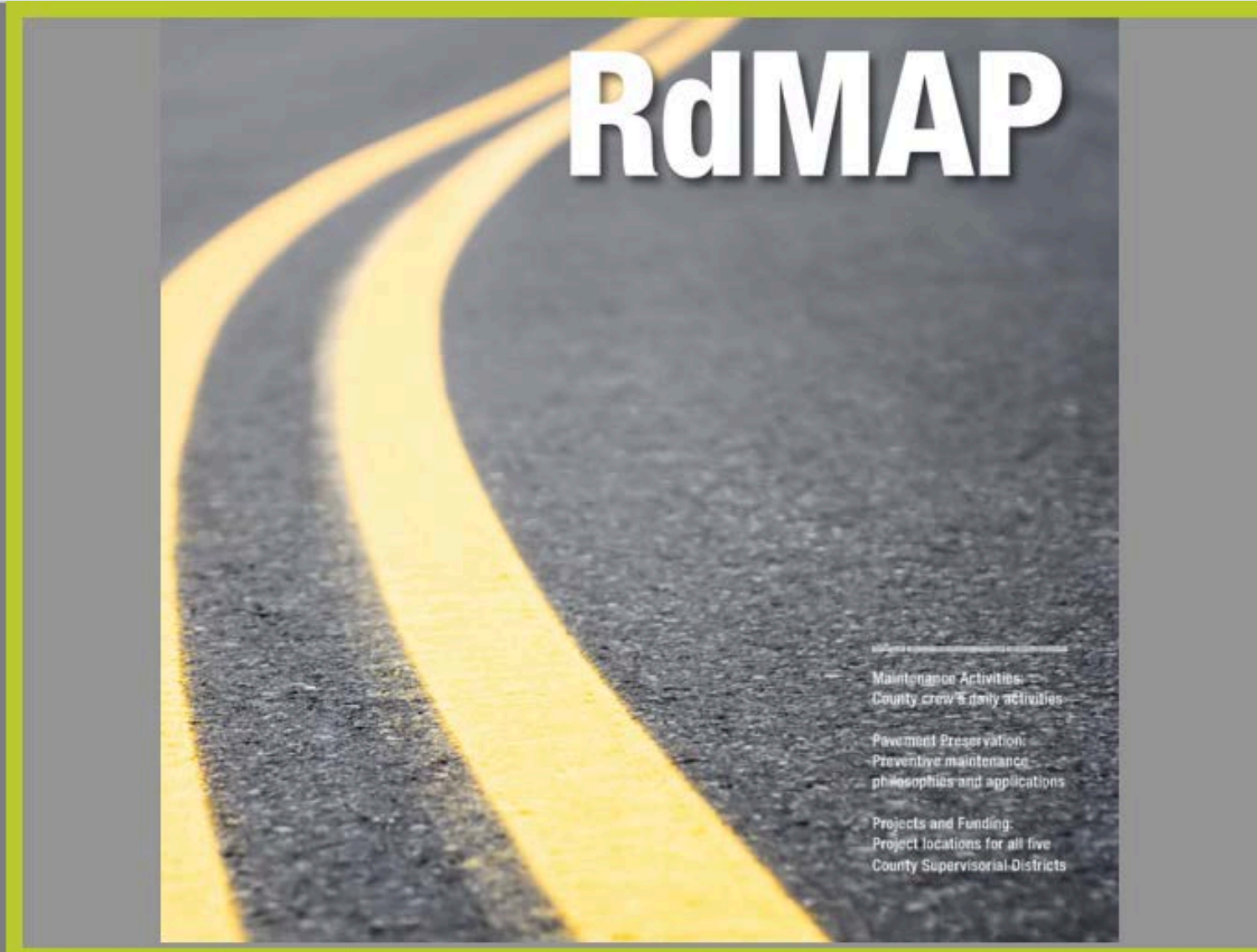


BRIDGES

Updates will be provided next months.

PAVING POLICY

I drafted a paving policy and program and submitted it to my manager for review and feedback.



5-YEAR STREET REHABILITATION PLAN 2021 - 2026

SOUTH FAYETTE TOWNSHIP, PA

JUNE 26, 2025