

Notes from the DFM Director regarding the 2021 Spring Changeover Process

With the next few days having predicted temperatures climbing well above the average, this is an update on the HVAC changeover process.

Unfortunately, many of our schools cannot simply switch from heating to cooling like the systems in our homes. Instead, they include a detailed and time-consuming process due to the magnitude and size of these commercial systems. We call this the "changeover."

Each year, the changeover process — the transition from heat to AC or vice versa — is determined by current and predicted high and low temperatures. This year, when looking at the weather predictions for April and May, it was determined that the optimal start date for this process would be April 26. With an estimated completion time frame of three weeks, we anticipate the full completion of this process by the week of May 10th.

As with most things over the past year, COVID has also been a factor in the changeover date decision. The morning temperatures have played a greater role in the start date for the changeover process in this particular school year. This is due to the specific COVID mitigation measure that includes introducing greater amounts and extended timeframes of outside air flow in to each space. Low morning temperatures still falling into the 30-degree range as late as last week created the need to postpone the traditional changeover date of mid-April to prevent schools from having excessive cold classroom conditions.

Altogether, the complete changeover process may take up to two days in each school, during which time the building has neither heating nor cooling available. Please be prepared and **dress appropriately for the weather** each day; sweaters or jackets work well for chilly mornings. Maintenance crews will perform the changeover with as little inconvenience as possible.

If you have questions or concerns about the changeover process, please feel free to contact your school's assigned Division of Maintenance and Operations Service Center.

- [Click here to find your school's service center.](#)
- [Click here to check your school's changeover progress.](#)

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