

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

December 2011

Facilities Management – General

Deteriorated EPDM and metal flashing located on the walls and window sills above the loading dock at HOCHS are being repaired at this time.

The front road access to CHS has been temporarily closed for the winter season for security, safety, and cost saving measures. Anyone wishing to come to the Facilities Management office must go down Blackman Avenue and enter on Portia Johnson Drive.

Capital Construction:

Currently, LRFPP site work is ongoing at Grant, WMS, Denfeld, East HS, and East MS.

A one-day school closure (12/2/11) was required at Piedmont to repair a leaking interior main domestic water supply line.

Training for our personnel by contractors and system manufacturing companies is still occurring at our new sites.

Testing / Balancing / and Commissioning of our new HVAC systems in our new sites is occurring and almost completed, and contractors are very close to completing the repairs as identified.

Meetings are occurring at both new high schools with City code officials as they verify that our new life safety equipment and access control components are working correctly.

The build-out of the Memorial Community Center at the new MacArthur started this week. It is expected to take approximately 8 to 10 weeks.

User group meetings for the new Congdon Park renovations are occurring.

The District, JCI, and the City of Duluth are meeting as needed to resolve any issues and ensure smooth transition from construction to occupancy at our new sites.

Maintenance:

During the month of November, Facilities Management Operations crews worked with staff to try to finish up the new sites, but there are still many loose ends. The building staff is adjusting to normal cleaning routines and working extra to clean out the old MacArthur School. Trades are busy responding to teacher's requests and Facilities crews have been working with contractors to get the energy management systems up and running. Utility crews are salvaging playground equipment from Grant School and the old MacArthur School.

Specific to the month of November, 289 work order requests were successfully responded to and closed. Work orders also include actions required for the LRFPP.

Health, Safety & Environmental Management

- Emergency Response Crisis Management (ERCM) activities included:
 - Continual work on advancing and improving our ERCM program district-wide.
 - A teacher on special assignment continues working with principals to help ensure ERCM district-wide uniformity. Universal topics include: radio usage, site plans, personnel identifications, classroom guides and lockdown implementation.
- Workers' Compensation activities included:
 - Filing of 18 new employee accident reports during the month of November.
 - Ongoing management of several open Workers' Compensation cases.
- Ongoing involvement with various issues related to the construction currently underway across the district.
- Conducted disposal and recycling of hazardous and regulated waste from various locations across the district.

Risk Management

A claim was submitted to our insurance provider related to missing music equipment that was to be transported from the old East to the new East High School. We have received replacement cost information for these items and the East High School music department is preparing to order this equipment from the company provided to us by our insurance carrier. An investigation is ongoing related to this issue.

Other than above, there have been no significant claims or changes in status relating to insurance policies for general liability, property, auto, and school leader's legal liability.