

# **FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT**

## **September 2013**

### **Facilities Management – General**

In the past month, the maintenance crews have completed 169 work orders, and are currently working on 704 open work orders.

Repairs to the cuppola and a small wall area at Denfeld are underway to prevent water infiltration. This exterior work was not part of the LRFP.

Fire Marshal inspections occurred at Homecroft, Lakewood, Lowell, Stowe, Transportation, STC Annex, and Garfield.

Maintenance crews are on scheduled maintenance and focusing on Denfeld at this time.

### **Capital Construction:**

The new basketball court for Piedmont is now under construction.

The District has received two checks for energy conservation measures installed during construction. The MN Power Grant rebate amounts are \$21,014.22 for MWE, and \$16,696.08 for Congdon Park.

Full Certificate of Occupancy has been achieved for Congdon Park.

Final punch list items are being completed at Congdon Park and MWE.

Denfeld band room acoustic testing has occurred and we are quoting out materials to achieve identified goals.

### **Operations**

September Operations were busy with the opening of school, open houses, and fall sports. District staff from all departments were working hard at Myers-Wilkins to get the move done and school open on time with a very short timeline for completion. Looking back over the last five years of construction, this year was a smoother start with the two new sites.

Steve Stenstrom, Lowell engineer, is retiring after 41 years of service to the district. Steve has done an excellent job and we would like to thank him for all his hard work and wish him well in his retirement.

### **Health, Safety & Environmental Management**

- Return to school presentations:
  - Presentations were given regarding injury reporting, reducing risk, and lockdown procedures.
- Emergency Response Crisis Management:
  - Anti-Terrorism/Bomb Training – Training was put on by the DPD and attended by the district safety department. Interaction between the DPS and DPD was integral to the agencies response process during crisis situations.
  - The plans were reviewed with several schools to ensure new employees understanding of what to do.

- AED kits were located near the field areas of PSS and East for easier access during events.
- Workers' Compensation Activities:
  - OSHA Recordables
    - 1 Lost Time: Lower back strain/muscle spasm from being kicked
    - 1 Medical Treatment: Right ankle sprain in kitchen area.
  - Incidents Reported: 20 injuries reported.
- Playground Inspections
  - Playground inspections began last week. The playgrounds inspected to date have been in good condition with only minor maintenance required.

### **Risk Management**

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.