

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

## **November 2011**

### **Facilities Management – General**

Work has been completed on the wind damaged roof at Central High School.

Deteriorated EPDM and metal flashing located on the walls and window sills above the loading dock at HOCHS will be repaired starting within a few weeks.

### **Capital Construction:**

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

Training for our personnel by contractors and system manufacturing companies is 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.

Meetings are occurring for the build-out of the Memorial Community Center at the new MacArthur School.

Review meetings are occurring with DSGW regarding the new Grant construction with both our Facilities personnel and the site user group team.

### **Maintenance:**

For the month of October, Facilities Management Operations crews worked with staff at the sites still putting the schools together. In October, we were concentrating on the high schools and storage for the Science and Music departments. The building staff continues to do their daily cleaning assignments and overtime has been authorized to assist in unpacking. Carpenters continued installing shelving, pencil sharpeners, and tack strips. Electricians were providing additional power for equipment moves in the classroom and Heating and Ventilation crews have been prepping the closed buildings to run minimal heat to preserve the buildings.

Specific to the month of October, 380 work order requests were successfully responded to and closed. Work orders also include actions required for the LRFP.

### **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 14 new employee accident reports during the month of October. One of the accidents based on federal requirements, is classified as "OSHA Recordable". One cumulative trauma incident which was previously classified as an OSHA Recordable in July 2011 turned into a "Lost Time" accident due to the employee having rotator cuff surgery and now off work on recovery.
  - Ongoing management of several open Workers' Compensation cases.
  - A Claim Review was held with RJF, our Workers' Compensation insurance broker. This is a biannually scheduled meeting to discuss open workers' compensation claims to determine if we need to have any intervention and the possible effect they have on our experience modification rate.
- Ongoing involvement with various issues related to the construction currently underway across the district.
- Labor Management Safety Committee meeting held. Minutes are on the District web page.

### **Risk Management**

A claim was submitted to our insurance provider related to extensive damage to the playground equipment at the new Lester Park School on October 1, 2011. Most of the playground equipment has been reconstructed and we are working to compile a final accounting of associated costs for our insurance provider.

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.