

**FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT  
July 2010**

**Facilities Management – General**

An auction was held on June 26<sup>th</sup> at Denfeld HS for District equipment not planned for reuse and resulted in approximately \$6,200.00 in sales minus \$1,041.00 in expenses resulted in a net of \$5,159.00

Operations and Maintenance staff have completed the movement of all furnishings out of Denfeld and are beginning to work on Grant School for either storage or distribution to other sites.

**Capital Construction:**

Currently, LRFP site work is ongoing at Denfeld, East HS, Piedmont, East MS, Lester Park, and Laura MacArthur.

HOCHS Roof Replacement specifications and plans are underway and work will be completed prior to winter.

JCI, District, and CM's continue to meet at Facilities on a weekly basis to review all ongoing issues, as well as weekly at all site construction meetings.

**Maintenance:**

During the month of June, Operations Custodial, Storeroom, and Maintenance staff were assigned to Denfeld to empty the furniture, prepare for auction, and ready the site for contractors to begin work. Some of the surplus items throughout the district that went to auction included cabinets, drafting tables, classroom doors, and lockers, just to name a few. The proceeds from the auction netted \$ 5,159.00.

The Utility Crew is in the process of moving materials related to transfer of teachers and programs for the big fill. Operations employees also experienced a major transition relating to the closure of Denfeld and Grant which resulted in a bumping process that resulted in a total of 37 moves some of which were transfers to a different site, nine were demotions to a lower position and seven were layoffs. Currently the district has **243** open work requests district-wide. Specific to the month of June, we received **352** new work requests and **397** were successfully responded to and closed.

**May FY 2010 / May FY 2009 Usage**

Utility	May 2010			May 2009		
	Cost	Usage	Heating Degree Days	Cost	Usage	Heating Degree Days
Electricity	\$83,440.48	961,664 KwH	350	\$73,198	967,501 KwH	454
Gas	\$25,438.15	33,767 CCF		\$23,975	37,303 CCF	
Water	\$5,180.35	2,310 CCF		\$6,441	2,856 CCF	

Sewage	@\$11,545.12	2,261 CCF		\$14,396	2,797 CCF	
Storm	^\$9,485.03	-----		\$9,670	-----	
Refuse	\$7,648.28	-----		\$7,823	-----	

@ Includes \$8.78 Clean Water Surcharge per Site

^ Includes \$3.50 Street Light Charge per Site

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

- Emergency Response Crisis Management (ERCM) activities included:
  - Attending Site ERCM meetings to discuss individual building concerns
  - Continual work on advancing and improving our ERCM program district-wide.
  - Meeting with Special Services Department to discuss the emergency response needs and new locations for the Emergency Evacuation Chairs for next school year.
  - At the conclusions of Safe Schools Healthy Students Grant period, the “Security Equipment” element of the Grant, which consists of communication equipment, i.e. radios, has been transferred to the responsibility of the Safety Department. Reprogramming of radios with the addition of “site specific” channels has been accomplished.
  - Attending the annual Town Meeting training held by the Department of Education. The Town Meetings purpose is to present and discuss the “Safety Letter”. The letter explains health, safety and environmental program requirements, performance criteria, and allowable expenditures for school districts state wide.
- Workers’ Compensation activities included:
  - Filing of 14 new employee accident reports; most of these accidents did not require any medical attention. One of the accidents was classified as an “OSHA recordable” due to the employee needing to work “light duty” while she healed from her injury.
  - Ongoing management of several open Workers’ Compensation cases.
- Ongoing involvement with various issues related to the construction currently underway across the district.
- Removal of waste classified as “hazardous” was attained from several building sites throughout the district. The waste was brought to the “Clean Shop” at WLSSD for disposal and/or recycling, in particular an extensive cleanout of Denfeld was accomplished.
- Investigations continue of indoor air quality concerns at various locations within the district.

### **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.