

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

March 2011

Facilities Management – General

An insurance claim has been submitted for damage to roofing tiles on the main HOCHS building. Approximately 50 concrete tiles were blown off the roof during the 60 mph plus windstorm over the weekend of February 19. Facilities is preparing a quote document for the repair work to commence as soon as possible.

Capital Construction:

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

A walk through was conducted at East MS on February 25, 2011 to verify completion of contractor punch list items.

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:

In February, Facilities Management Operations Crews worked on cleaning out areas before the big move. Facilities staff is still putting together the final numbers to compile all the measurements for the new sites so staff can be reallocated with the impending reductions to staff for FY12. Lead persons have been visiting the new sites on a weekly basis working with Facilities to keep an extra set of eyes on the construction taking place in the buildings. The District moved all of the building Engineers and trades on the new work order system so they now can create a work order from their desk top.

Currently, the District has **240** open work requests district-wide. Specific to the month of February, we received **153** new work requests and **187** were successfully responded to and closed.

January FY 2010 / January FY 2011 Usage

Utility	January 2010			January 2011		
	Cost	Usage	Heating Degree Days	Cost	Usage	Heating Degree Days
Electricity	\$89,303	1,054,012 KwH	1,679	\$86,580	918,334 KwH	1,788
Gas	\$139,834	169,903 CCF		\$138,580	191,281 CCF	
Water	\$4,414	1,843 CCF		\$4,110	1,741 CCF	
Sewage	\$9,452	1,822 CCF		\$8,935	1,721 CCF	
Storm	\$9,485	-----		\$8,832	-----	
*Refuse	\$7,230	-----		\$8,322	-----	

*Schools are being cleaned out before moving.

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 plan uniformity throughout the district and working through individual needs and situations.
 - Meeting with a representative from Med Sled. We were shown an evacuation assistance tool designed to aid in the evacuation of persons who are incapable of navigating stairs during an emergency situation.
- Workers' Compensation activities included:
 - Filing of 16 new employee accident reports during the month of February. One report, based on federal requirements, was classified as an OSHA recordable.
 - 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.
- Tier II hazardous material inventory notifications were given to the Duluth Fire Department as well as registered with the State.
- A Labor Management Safety Committee meeting was held. Minutes are on the District web page.
- An indoor air quality concern was investigated at Woodland Middle School. Suspected "mold" samples were collected and sent to a laboratory for analysis. The analysis indicated there was no mold present in the samples.

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.