

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

August 2011

Facilities Management – General

Jamar Company is about 95% complete with HOCHS roof repairs. The bell level structural work was very difficult, but is now complete.

Facilities completed the move from the former site and moved its operations to the STC Annex on Friday, July 8th.

Capital Construction:

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

Punch lists for Denfeld, East HS and Piedmont are under way and Lester Park and MacArthur have been completed.

State kitchen inspections are occurring in our five new sites and we have had no code compliance issues.

Testing, Balancing, and Commissioning of our new HVAC systems in our new sites is occurring and will be ongoing.

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

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

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 July, Facilities Management Operations crews continued working with staff at the sites preparing for the LRFP move. As of July, Facilities has been moved to the STC Upper Campus. Special Education moved from Room 318 at HOCHS to Lowell Barnes and Lincoln Park was readied to be moved starting August 2, 2011. Denfeld was moved as well as the MacArthur science wing. Facilities Management has been working with Wherley Moving Systems, Inc. to do the physical moves.

Specific to the month of July, 105 work order requests were successfully responded to and closed.

Health, Safety & Environmental Management

- Emergency Response Crisis Management (ERCM) activities included:

- Continuing summer ERCM program development, inventories and preparation for the start of the 11-12 school year.
- Updating of emergency procedures
- Workers' Compensation activities included:
 - Filing of 7 new employee accident reports during the month of July. At this time, the incidents are classified as "report only" due to not meeting the recordability requirements of OSHA.
 - Ongoing management of several open Workers' Compensation cases.
- Ongoing involvement with various issues related to the construction currently underway across the district.
- A meeting was held with loss control personnel from Indiana Insurance, our property and risk carrier. We visited two closed elementary school playgrounds and discussed areas in which they could help us in reducing our loss.

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.