

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

## **July 2013**

### **Facilities Management – General**

In the past month the maintenance crews have completed 224 work orders, and are currently working on 535 open work orders.

All Lakewood classrooms have been painted by in-house painters and new carpet installed in classrooms.

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

### **Capital Construction:**

Currently, LRFP site work is ongoing at Congdon Park and Myers-Wilkins.

1<sup>st</sup> floor punch list (final area) walk-through inspection was conducted at Congdon Park.

Temporary Certificate of Occupancy has been achieved for Congdon Park.

The entire contents identified to be moved from Woodland Elementary School have now been moved into Congdon Park.

3<sup>rd</sup> floor punch list walk-through inspection was conducted at MWES.

Turf installation is complete at PSS.

Repairs to adjust the contours of the hillside / landscape at the LPMS sidewalk leading down the hill to Vernon Street have been accomplished and should prevent water from escaping our defined run off route and not create further issues for residents in that neighborhood.

11 month warranty walk- through inspection punch lists have been distributed to contactors and this work is being done at this time for OEMS and LPMS.

Meetings related to middle school final completion issues are being conducted.

Various training sessions at our new sites on a variety of systems are occurring regularly.

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.

### **Operations**

In July, Operations crews were well into the summer cleaning process and at this time most buildings are on track for completion. Crews will be adjusted to catch up in buildings that had summer use.

The move from Woodland to Congdon Park is complete and most of the furniture has been washed and rooms cleaned. The building should be ready for teachers as soon as the principals return from summer break. At this time, the movement of furniture at Myers-Wilkins is expected to take place the week of August 19.

### **Health and Safety**

- Emergency Response Crisis Management (ERCM) activities included:
  - The annual applications for Hazardous Waste Licensing were submitted to the MPCA. Last year's regulated hazardous waste total was 4,448 lbs of waste related material. The reporting period included the clean out of chemicals from Central High and Laura MacArthur Elementary. This amount was slightly lower than the year before (4,562 lbs).
  
- Workers' Compensation activities include:
  - July: 1 Report of Incidents. 1 New OSHA recordable incident from December 2012\_(strain).
- The 3-year AHERA asbestos inspection was submitted to the board for approval. The inspection will begin in August and is scheduled to be completed in September.
- The basketball hoop inspection was completed with 24 areas of concern. Work requests are entered and work is being scheduled to complete repairs.
- Radio wires were installed at Myers-Wilkins and Congdon Park School. The antenna was installed at Congdon. Myers-Wilkins' antenna will be installed once Nettleton's summer use has ended.

### **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.