

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

April 2012

Facilities Management – General

Capital Construction:

Currently, LRFP site work is ongoing at Congdon, Grant, Lincoln Park MS, Denfeld HS, East HS, and Ordean East MS.

The old MacArthur site demolition work has started, with abatement underway.

Testing / Balancing / and Commissioning of our new HVAC systems in our new sites is occurring, ongoing, and almost completed, and contractors are very close to completing the repairs as identified.

The District, JCI, and the City of Duluth are meeting as needed 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 April, we worked with baseball people to help set up the fields for use. Facilities staff were still working with contractors to get the energy management systems up and running and Maintenance staff were prepping some of the district properties for resale. Operations staff at the sites were sweeping sidewalks and picking up the grounds after the winter months build up.

Specific to the month of April, **207** work orders were successfully responded to and closed

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 to help ensure ERCM district-wide uniformity. Topics include: Emergency and NOAA radio usage, site plans, tornado preparedness, personnel identification, classroom guides, lockdown procedures and district-level response actions.
- Workers' Compensation activities included:
 - Filing of 17 new employee accident reports during the month of April.
 - Ongoing management of several open Workers' Compensation cases.
- Ongoing involvement with various issues related to the construction currently underway across the district.
- Two district employees completed the Certified Playground Inspector course.
- An ergonomic assessment of an employee's computer work station was completed at HOCHS.

- Recertification of Asbestos Inspector Licensure was completed.
- Removal of waste classified as “hazardous” was attained from the (Old) Lincoln elementary school. The waste was brought to the “Clean Shop” at WLSSD for disposal and/or recycling.

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.