

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

## **June 2013**

### **Facilities Management – General**

In the past month the maintenance crews have completed 270 work orders, and are currently working on 591 open work orders.

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

The closing and transfer of deed for the remaining Woodland School property and building is complete as of July 2, 2013.

### **Capital Construction:**

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

2<sup>nd</sup> and 3<sup>rd</sup> floor punch list walk through inspection was conducted at Congdon Park.

The contents of Woodland Elementary have been moved into Congdon Park.

New turf installation is in progress at PSS.

11- month warranty walk through inspections have been conducted at 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 June, Operations crews started the cleaning process to prep the sites for the next school year. This year, most buildings have summer activities, which add to the demands of the cleaning crews.

Staff at Woodland did a wonderful job of being packed and ready to move because of the time constraints for vacating Woodland. The move from Woodland to Congdon Park started three working days after school ended; however, due to construction constraints and a temperamental elevator, we will resume loading the rest of the classrooms the week of July 15th. Presently, the remaining items are loaded in trailers and are ready to be moved.

Due to summer programs currently in progress, the Nettleton move will take place the middle of August

### **Health and Safety**

- Emergency Response Crisis Management (ERCM) activities included:
  - Classroom guides were reviewed and are ready to be reordered for the next school year.
- Workers' Compensation activities include:

- A worker's compensation review was held to review claims and reserves.
  - June: 3 Report of Incidents. 1 New OSHA recordable incident from the previous month (strain).
- Chemicals are being collected and sorted for recycling from Nettleton and Congdon/Woodland.
- Over 7 tons of TV's and computer equipment were recycled from various locations, mainly Central and Morgan Park.
- Inspections
  - A Request for Proposal for the asbestos 3-year reinspection has been sent out. AHERA requires a 3-year inspection on all school buildings with asbestos-containing building material.
  - Basketball hoop lifting device inspections were completed. Work orders will be added to fix all issues that were found.

### **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.