

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

February 2011

Facilities Management – General

In early February, the City Fire Marshal is starting the re-inspection of our sites to verify violations observed last fall have been corrected. The City Fire Marshal also reviewed all life safety inspection documents and was very pleased with our compliance.

The time and material Electrical contract was quoted out again due to Mesaba Electric, our prior contractor, going out of business. Benson Electric is the new awarded vendor.

Capital Construction:

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

Above ceiling punch lists are occurring at MacArthur and Denfeld this week for certain areas.

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 January, Facilities Management Operations crews had additional cleaning due to the salt and sand that has been tracked in by the building occupants. Maintenance personnel again provided clean-up of snow. January is the coldest month and is therefore the time when problems with heating systems start to occur keeping our heating and ventilation crew busy. Our District painters have finished the Denfeld gym and are sprucing up locker rooms and offices related to the athletic wing in preparation for the opening of school in the fall. District electricians/technology personnel just finished installing the final component at our four completed buildings to allow site administrators to ring and set bells via computer from their desk tops.

Currently the district has **97** open work requests district-wide. Specific to the month of January, we received **334** new work requests and **277** were successfully responded to and closed.

December 2009 / December 2010 Usage Comparison

Utility	December 2009			December 2010		
	Cost	Usage	Heating Degree Days	Cost	Usage	Heating Degree Days
Electricity	\$80,749	1,011,763 KwH	1,624	\$91,635	999,869 KwH	1,609
Gas	\$128,085	175,826 CCF		\$120,939	167,770 CCF	
Water	\$4,947	2,136 CCF		\$4,161	1,788 CCF	
Sewage	\$10,983	2,121 CCF		\$9,191	1,770 CCF	
Storm	\$9,485	-----		\$8,838	-----	
Refuse	\$5,758	-----		\$6,811	-----	

Health, Safety & Environmental Management

- Emergency Response Crisis Management (ERCM) activities included:
 - Continual work on advancing and improving our ERCM program district-wide.
 - Continuing on-site meetings with school principals, office personnel and other radio users explaining usage guides and procedures to aid our staff with communication issues.
 - Starting this semester, a teacher on special assignment will be working with principals to help ensure ERCM plan uniformity throughout the district and work through individual needs and situations.

- Workers' Compensation activities included:
 - Filing of 23 new employee accident reports during the month of January. One report, based on federal requirements, was classified as OSHA recordable.
 - Ongoing management of several open Workers' Compensation cases.
 - Training was completed for the paraprofessionals on our Transitional Return to Work program following a work related accident and current situation updates during an in-service meeting.
 - A Claim Review was held with RJF, our workers' compensation insurance broker. This is a biannual meeting to discuss open workers' compensation claims to determine if we need to have any intervention and the possible effect these claims have on our experience modification rate.

- Ongoing involvement with various issues related to the construction currently underway across the district.

- The annual light bulb, ballast and battery recycling was completed. All spent fluorescent bulbs and PCB containing light ballasts have been collected from the buildings district-wide.

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.