

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

### **September 2010**

Operations and Maintenance staff are installing needed casework and furniture at East to prepare the site for start of school.

Additional parking spaces have been created at Central HS in the batting cage area and practice field.

Additional efforts have been accomplished to discourage pigeons and other birds from roosting in PSS.

A broken rain leader was replaced by our T and M plumbing contractor at East.

Specific areas of Grant School were prepared and are being used for football locker room space.

In general, all maintenance and operations personnel have been performing last minute items as requested to ensure the first day of school goes safely and smoothly, and all systems and building features are operational.

#### **Capital Construction:**

Currently, LRFP site work is ongoing at Denfeld HS, East HS (Ordean site), East MS, Lincoln Park MS, Piedmont, Lester Park, and Laura MacArthur elementary schools.

Extra effort by all was and is being accomplished at East to ensure the site is properly prepared and cleaned after this summer's major construction effort for start of school.

A PO has been issued for the HOCHS roof replacement project which will begin within two weeks.

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 August, crews were preparing sites for the upcoming school year. Duluth East required extra staff for clean-up related to the construction and site pick-up. Portions of Grant School were emptied and cleaned to accommodate East football. The gym kitchen and cafeteria at Grant School were emptied and cleaned in preparation for use as a temporary daycare center. Staff was also adjusted to clean PSS daily.

Currently the district has **402** open work requests district-wide. Specific to the month of August, we received **209** new work requests and **162** were successfully responded to and closed.

**July FY 2010 / July FY 2011 Usage**

Utility	July 2009			July 2010		
	Cost	Usage	Heating Degree Days	Cost	Usage	Heating Degree Days
Electricity	\$42,594	557,740 KwH	99	\$48,930	563,315 KwH	4
Gas	\$7,193	7,013 CCF		\$5,672	6,024 CCF	
#Water	\$4,241	1,742 CCF		\$3,071	1,171 CCF	
@Sewage	\$6,916	1,320 CCF		\$5,768	1,106 CCF	
^Storm	\$9,670	-----		\$8,836	-----	
Refuse	\$2,815	-----		\$3,107	-----	

**Health, Safety & Environmental Management**

- Emergency Response Crisis Management (ERCM) activities included:
  - Continual work on advancing and improving our ERCM program district-wide.
  - Developing radio usage guides and procedures that will aid our staff with communication
  - Finalizing the revisions and ordering of this year's ERCM Classroom Guide, which will be customized and hung in every classroom throughout the district.
  - Discussions related to the MDH's recommendations of continued proactive measures with the H1N1 novel Influenza and monitoring requirements.
- Workers' Compensation activities included:
  - Filing of six new employee accident reports during the month of August. Three of the reports are classified as OSHA "recordable" and two of those are considered "Lost-time" due to the employees missing work as a result of their injury.
  - Ongoing management of several open Workers' Compensation cases.
- Ongoing involvement with various issues related to the construction currently underway across the district.
- Continued removal of waste classified as "hazardous" from several building sites throughout the district. The waste was brought to the "Clean Shop" at WLSSD for disposal and/or recycling.
- The Asbestos Hazardous Emergency Response Act (AHERA) required "three-year re-inspection" was completed during the month of August by Indigo Environmental LLC.
- Trainings and seminars were attended by District staff in the areas of Asbestos Operations and Maintenance, Lead Renovation Certification and Blood Borne Pathogens Updates.

**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.