

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

November 2012

Facilities Management – General

In the past month the maintenance crews have completed 287 work orders, and are currently working on 528 open work orders.

Storeroom / Utility functions are being evaluated.

Modifications to create a GED testing booth in ALC are being worked on with Beth T.

Utility crews are moving items in storage to areas of need in preparation for a fall auction.

Capital Construction:

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

Modifications are being made to the LPMS fire pump house to prevent water issues.

Window shades for OEMS pool are being quoted.

Congdon Park's brick selection has occurred.

LPMS / OEMS punch list completed item walk-through visits have occurred.

OEMS girls' pool locker room floor drain issues are being investigated.

LPMS generator issues have been resolved.

Door closer issues at multiple sites are being reviewed.

Renovations to FACS labs at OEMS and LPMS are completed.

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

Commissioning of HVAC equipment is ongoing at both LPMS and OEMS.

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.

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

We are well into the school year and the building staff are performing routine cleaning at the sites. Building staff are working with contractors and trades to resolve minor operations issues in the new middle schools. Plans for the auction at Central are being worked out and it is recommended we auction the surplus in February.

Health and Safety

- Emergency Response Crisis Management (ERCM) activities included:
 - Distribution of the thumb drives with emergency information so the emergency responders have building plans, contacts, and procedures to respond appropriately.
 - Focus on emergency response, training, access, and planning for after school activities and programs.
- Workers' Compensation activities include:
 - Completing a claims review for open cases.
 - Nine employee accidents/incidents reported.
 - One additional lost time injury (3 days) due to stitches in the person's hand from getting caught on a dumpster hinge.
- Investigation completed for an odor at Homecroft Elementary. The smell was a second bad regulator in boiler #3 that vented out the roof, but was being pulled back in the front reception area HVAC unit when the wind was blowing west. The boiler was immediately shut down and the regulator was replaced.

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.