

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

April 2015

Facilities Management – General

In the past month the maintenance crews have completed 360 work orders, and are currently working on 418 open work orders.

The District received a MN Power CIP rebate check in the amount of \$5,685.36 for an energy improvement lighting project we accomplished at the OEMS pool.

Facilities maintenance trade crews are currently scheduled at East High School.

Quotes for annual T and M work along with T and M contract extensions are being processed.

HOCHS 3rd floor corridor meeting space is being created to facilitate break out meeting room space needs.

We have almost completed the process to enter our utility consumption data into the B3 database, which was described in detail in last month's report. Once complete, this data will be available for review.

Capital Construction:

Facilities is working with design professionals as well as time and material contractors to facilitate the completion of the School Board approved projects related to the remaining LRFP fund balance.

The gym lighting LED retrofit at OEMS is being scheduled to start next month.

200 lockers were installed over spring break at EHS for 9th grade use.

Additional casework has been installed in the Denfeld office.

LHB continues to investigate moisture issues under the gym floor, and pool deck drainage problems at LPMS.

Operations

Due to the mild temperatures, the heat in the unused sites was turned off around the middle of April to conserve budget and we are monitoring them to make sure they don't freeze up. With the early spring, we have been able to work on the grounds picking up litter and sweeping sidewalks. During the break, Operation employees were able to clean out the Denfeld attic and spruce up the sites to finish out the school year.

Health, Safety & Environmental Management

- Environmental/Health/Safety
 - Fire Inspections (3-year) were conducted at East, Lester Park, Piedmont, Denfeld, and Laura MacArthur school. Each school had minor items to address such as semi-blocked exits, cluttered exit pathways, flammables

stored near kilns, and delayed exits not adjusted properly. There were no major findings.

- Reviewed the summer emergency response plan with the district-wide committee. Updates will be made prior to handing out to staff.
- Approximately 2,000 pounds of unusable pool chemicals were disposed of in preparation of the Morgan Park sale.
- Workers' Compensation Activities
 - A job review was conducted by occupational therapists Theresa Parish and Mandy Witt from RAS, our workers' comp carrier. There have been three reviews conducted recently of which one will result in denial of the claim. There wasn't sufficient evidence found to relate the injury to the type of work the employee performs for the district.
 - The Transportation department accounts for a very high percentage of workers' compensation costs for a low number of employees. During a review of this issue, it was determined to first order new bus seats for the affected busses/personnel, retrain them on adjusting the seats and then further study the situation as needed next fall.
 - OSHA Recordable: 1 recordable incident.
 - Incidents Reported: 25 injuries reported.

Risk Management

There have been no significant reportable incidents or claims relating to insurance policies for general liability, property, auto, and school leader's legal liability.