

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

## **January 2012**

### **Facilities Management – General**

We have completed the movement of materials / tools / inventory from our Facilities building on 1<sup>st</sup> Ave East and have moved up to the STC Annex.

### **Capital Construction:**

Currently, LRFP site work is ongoing at Grant, WMS, Denfeld, East HS, and East MS.

Testing / Balancing / and Commissioning of our new HVAC systems in our new sites is occurring and almost completed, and contractors are very close to completing the repairs as identified.

The build out of the Memorial Community Center at the new MacArthur is well underway and going well. The anticipated completion date related to this work is January 26, 2012.

The District, JCI, and the City of Duluth are meeting as needed to resolve any issues and ensure smooth transition from construction to occupancy at our new sites.

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:**

During the month of December, the District had an auction at MacArthur School to reduce our surplus inventory. Trades are still busy taking care of teacher requests and painters are working on the new Macarthur Valley Youth Center.

At Facilities, we are completing the move from the old building and are setting up the new shops while Utility crews are transferring equipment throughout the district.

We are still working with contractors to get the energy management systems up and running.

We presently have a crew cleaning Central High School and STC in preparation for sale.

Specific to the month of December, **311** work order requests were successfully responded to and closed. Work orders also include actions required for the LRFP.

### **Health, Safety & Environmental Management**

- Emergency Response Crisis Management (ERCM) activities included:
  - Continual work on advancing and improving our ERCM program district-wide.
  - A teacher on special assignment continues working to help ensure ERCM district-wide uniformity. Topics include: radio usage, site plans, personnel

identification, classroom guides, district-level response actions and lockdown implementation.

- Workers' Compensation activities included:
  - Filing of 17 new employee accident reports during the month of December.
  - Ongoing management of several open Workers' Compensation cases.
- Ongoing involvement with various issues related to the construction currently underway across the district.
- Labor Management Safety Committee meeting held. Minutes are posted on the District web page.

### **Risk Management**

On December 19, 2011, a propylene glycol leak occurred in room 3210C at Denfeld High School causing significant damage. The cost related to this damage will be claimed against the contractor's insurance.

The District is still in the process of finalizing the claim value with the insurance adjuster related to the fire damage at the Lester Park playground.

Other than above, 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.