

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Alta Vista ECHS									
179734					8/17/2017		27		\$0.00
Medium	Work In Progress				8/17/2017 8:51:21 AM				
Ambriz, Jose		Need to check A/C on portable 7 thank you							
Sebastian Diaz									
179003		Office			8/8/2017		36		\$0.00
Medium	Work In Progress	front office			8/8/2017 10:07:16 AM				
Marquez, Gerardo		need two master keys for AVECHS (Ballard)							
Rosa Quezada									
180456					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 3:22:51 PM				
Diaz, Sebastian		Please install Roadside Mail Box. Please check with the office to make sure mailbox has been delivered by GISD Warehouse before going to AVECHS. Please talk to Ms. De La Garza for exact location of where this needs to be placed.							
Dominique Esparza									
180093		Classroom			8/23/2017		21		\$0.00
Medium	Work In Progress	20, 19, 16, 15,			8/23/2017 10:02:30 AM				
Diaz, Sebastian		we need to paint steps, ramps, and landings for the following rooms due to rust damage (per Ms. Ballard)							
		20,19,16,15,14,13,6,4,2,							
Rosa Quezada									
179720		Classroom			8/16/2017		28		\$0.00
Medium	Work In Progress	Old AVECHS			8/16/2017 3:55:50 PM				
Gonzales, Camilo		we need chairs, tables, desks, moved out of old AVECHS Main Bldg and delivered to Riverside Elementary, as per Ms. De La Garza. I will forward list to warehouse for their review. thank you..							
Rosa Quezada									
178838					8/7/2017		37		\$0.00
Medium	Work In Progress				8/7/2017 8:18:29 AM				
Marquez, Gerardo		AS PER ALBERT VALLEJOS: PLEASE CHECK OUT MISSING REST ROOM DR. SITUATION AT ALTA VISTA EARLY COLLEGE.							
Gerardo Marquez									
Count: 6 Work Orders			Avg. Age of WO's	27		Total for Alta Vista ECHS	0		\$0.00

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Assigned To		Description				Action Taken				
Requester Name										
Location: Anthony - On Track Pre-K (Village)										
178040					7/31/2017		44		\$0.00	
Medium	Work In Progress				7/31/2017 12:46:47 AM					
Vallejo, Albert		Yearly - Anthony On Track Pre-K (Yearly) Fire Ext - Refer to PM schedule details.								
Margret Villalobos										
179928		Classroom			8/21/2017		23		\$0.00	
Medium	Work In Progress	5758821904			8/21/2017 2:57:50 PM					
Ronquillo, Ruben		Small back window broken in room 108. Please ask for Ms. Liz								
Sandy Silvas										
177540		Classroom			7/20/2017		55		\$0.00	
Medium	Work In Progress	575-882-1904			7/20/2017 12:39:04 PM					
Marquez, Gerardo		Need re-keying in # 111,110,109,108,107.								
Sandy Silvas										
178906					8/7/2017		37		\$0.00	
Medium	Work In Progress	5758821904			8/7/2017 2:37:53 PM					
Nunez, Arturo		Assemble water table and have it anchored outside.								
Sandy Silvas										
177641		Parking Lot			7/24/2017		51		\$0.00	
Medium	Work In Progress	575-882-1904			7/24/2017 2:29:40 PM					
Nunez, Arturo		Please replace wheels on both gates, very hard to close. Gates are dragging.								
Sandy Silvas										
177541		Parking Lot			7/20/2017		55		\$0.00	
Medium	Work In Progress	575-882-1904			7/20/2017 12:42:21 PM					
Nunez, Arturo		Need parking lotswept due to broken glass.								
Sandy Silvas										
177542					7/20/2017		55		\$0.00	
Medium	Work In Progress	575-882-1904			7/20/2017 12:45:19 PM					
Nunez, Arturo		Need grounds cleared of debris and cleaned for 1st day of school Aug. 3rd.								
Sandy Silvas										
Count: 7 Work Orders			Avg. Age of WO's	46	Total for Anthony - On Track Pre-K (Village)			0	\$0.00	

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Assigned To		Description				Action Taken			
Requester Name									
Location: Anthony ES									
177197					7/13/2017		62		\$0.00
Medium	Work In Progress				7/13/2017 9:21:40 AM				
Nunez, Arturo		Please send a technician to check the air conditioner in Mr. Rapanut's office. It is blowing hot air. Thank you							
Susie Ramos Lara									
177201					7/13/2017		62		\$0.00
Medium	Work In Progress				7/13/2017 10:07:52 AM				
Nunez, Arturo		Please send a technician to remove a desk in the Child Find Office. Thank you.							
Susie Ramos Lara									
177292					7/17/2017		58		\$0.00
Medium	Work In Progress				7/17/2017 10:14:49 AM				
Nunez, Arturo		Please send a technician to service the air conditioner in the Anthony Area Complex Conference Room. Air conditioner is not working. Thank you.							
Susie Ramos Lara									
177299					7/17/2017		58		\$0.00
Medium	Work In Progress				7/17/2017 10:49:17 AM				
Nunez, Arturo		Please replace 12 blinds in the Anthony Area Complex Conference Room. This conference room is used by many to conduct trainings. Need to make it look presentable. Also there are blinds that need to be replaced in the Special Education Office. Thank you							
Susie Ramos Lara									
180222					8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 3:37:38 PM				
Nunez, Arturo		Repair sagging suspended ceiling on lounge at Alamo.							
Arturo Nunez									
178201					8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 2:25:35 PM				
Nunez, Arturo		Please send a technician to replace 8 light bulbs in room #110. Thank you.							
Susie Ramos Lara									
177788					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 8:12:21 AM				
Nunez, Arturo		Acoustic panels in multi purpose room need to be checked and secured.							
Arturo Nunez									

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Assigned To		Description				Action Taken			
Requester Name									
Location: Anthony ES									
178416					8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 12:26:13 PM				
Vallejo, Albert		As per Ms. Perez we would like to request a quote to lower ceiling on stage. (see Ms. Perez for more information)							
Jessica Lopez									
179845					8/18/2017		26		\$0.00
Medium	Work In Progress	243			8/18/2017 10:51:46 AM				
Nunez, Arturo		Please check on refrigerator in Early Childhood room # 243. It is not working properly. Mrs. Meza							
Jessica Lopez									
180265					8/25/2017		19		\$0.00
Medium	Work In Progress				8/25/2017 10:43:17 AM				
Villalobos, Jose		need another dolly							
David Vega									
180515					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 9:47:34 AM				
Marquez, Gerardo		Mr. Nunez, Please replace locks on girls bathroom stalls by 3rd grade and 6th grade hall.							
Jessica Lopez									
179420					8/13/2017	9/13/2017	31		\$0.00
Medium	Work In Progress				8/13/2017 12:35:07 AM				
Nunez, Arturo		Yearly - Anthony ES A9 (AC Condenser)(Yearly) - Refer to PM schedule details.							
Margret Villalobos									
178814					8/7/2017	8/23/2017	37		\$0.00
Medium	Work In Progress				8/7/2017 12:37:06 AM				
Nunez, Arturo		Monthly - Anthony ES Monthly Playground Insp. - Refer to PM schedule details.							
Margret Villalobos									
177903		Kitchen			7/27/2017		48		\$0.00
High	Work In Progress				7/27/2017 11:03:18 AM				
Villalobos, David		Dryer not working properly SNP Mgr. Lorena B. (575) 882-3507							
Dino Facio									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Anthony ES									
178139		Kitchen			8/1/2017		43		\$0.00
High	Work In Progress				8/1/2017 7:35:01 AM				
Medina, Eric		Mixer not working properly	SNP Mgr. Lorena B. (575)						
		882-3507							
Dino Facio									
178664					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:12 AM				
Vallejo, Albert		Yearly - Anthony ES Fire Ext. Insp. (Yearly) - Refer to							
		PM schedule details.							
Margret Villalobos									
176748					7/2/2017		73		\$0.00
Medium	Work In Progress				7/2/2017 12:45:33 AM				
Vallejo, Albert		Monthly - Anthony ES - Fire Pump Engine - Refer to PM				PM not performed asp schedule			
		schedule details.							
Margret Villalobos									
179542					8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 12:29:01 AM				
Nunez, Arturo		Daily - Anthony ES - Fire Pump (Biweekly) - Refer to PM							
		schedule details.							
Margret Villalobos									
180506					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 12:35:18 AM				
Nunez, Arturo		Daily - Anthony ES - Fire Pump (Biweekly) - Refer to PM							
		schedule details.							
Margret Villalobos									
Count: 19 Work Orders			Avg. Age of WO's	40		Total for Anthony ES	0		\$0.00

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Berino ES									
176749					7/2/2017		73		\$0.00
Medium	Work In Progress				7/2/2017 12:45:33 AM				
Vallejo, Albert		Monthly - Berino ES - Fire Pump Engine - Refer to PM schedule details.							
Margret Villalobos									
178665					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:13 AM				
Vallejo, Albert		Yearly - Berino ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
176970					7/10/2017		65		\$0.00
Medium	Work In Progress				7/10/2017 7:58:14 AM				
Medina, Eric		REACH IN IS AT 61 DEGREES. SUSANA H. 882.2417							
Maritza Gonzalez									
180546					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 2:06:17 PM				
Gonzalez, Salvador		Nee to welding broken table under canopy thank you							
Sebastian Diaz									
180547					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 2:07:56 PM				
Gonzalez, Salvador		Need to make rastra for weeds thank you							
Sebastian Diaz									
180113					8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 2:50:39 PM				
Martinez, Salvador		need to put an extension pipe and fittings for a flush out line connected to a sand filter to keep from flooding the meter with dirt when flushing. The one it has now is to short, and needs to extend outside away from meter box.							
Salvador Martinez									
180461					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 3:33:50 PM				
Chavez, Santos		Need to fix hand dryer on boy's restroom 3rd grade thank you							
Sebastian Diaz									

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Assigned To		Description				Action Taken			
Requester Name									
Location: Berino ES									
177148					7/12/2017		63		\$0.00
Medium	Work In Progress				7/12/2017 1:02:42 PM				
Ambriz, Jose		Need to check A/C on portable 14 thank you							
Sebastian Diaz									
178961					8/7/2017		37		\$0.00
Medium	Work In Progress				8/7/2017 3:51:06 PM				
Ambriz, Jose		Need to check compressor on water fountain on hall 3er grade thank you							
Sebastian Diaz									
179529					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 3:51:04 PM				
Ambriz, Jose		Need to check a/c On portable 8 not cooling well thank you							
Sebastian Diaz									
180103					8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 12:48:15 PM				
Ambriz, Jose		Need to check control on A/C ROOM 116 THANK YOU							
Sebastian Diaz									
180460					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 3:32:09 PM				
Ontiveros, Guadalupe		Need tractor to clean pawn north side thank you							
Sebastian Diaz									
Count: 12 Work Orders			Avg. Age of WO's	34			Total for Berino ES	0	\$0.00

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Assigned To		Description				Action Taken			
Requester Name									

Location: Chaparral ES

179410	Main Building	Athletic Field			8/11/2017		33		\$0.00
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Medium	Work In Progress	Field			8/11/2017 5:28:39 PM				
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Ontiveros, Guadalupe
 There are many deep holes out in the overall field grass area. Students and duty staff are tripping over them. Please fill with heavy dirt.

Angelica Duque

177461	West Central	Computer Lab			7/19/2017		56		\$0.00
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Medium	Work In Progress				7/19/2017 12:42:01 PM				
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Vallejo, Albert
 Install windows

Albert Vallejo

180347	Main Building	Exterior			8/28/2017		16		\$0.00
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Medium	Work In Progress	Bus Unloading			8/28/2017 10:30:36 AM				
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Quinones, Paul
 Please repaint yellow line along bus loading and unloading zone. It is faded and students cannot see it when directed to walk on the side furthest from loading area.

Angelica Duque

177560					7/20/2017		55		\$0.00
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Medium	Work In Progress				7/20/2017 2:07:55 PM				
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Tellez, Hector
 Company: Osmose Utilities Service
 Main Contact Phone: (770) 631-6912
 Address: 635 Highway 74 S
 City, St, Zip: Peachtree City, GA 30269
 Main Contact Email: lcockerham@osmose.com
 Company Phone: (770) 631-6912
 Main Contact: Lisa Cockerham

Driving Directions

FROM THE INT OF E LISA DR AND MCCOMBS RD
 TVL WEST ON E LISA DR APPRX 10 YARDS THEN
 TURN NORTH. POLE IS WITHIN 210 YARDS NORTH
 OF E LISA DR

Spotting Instructions

PLEASE MARK OK OR ALL CLEAR IN PAINT AND/OR
 FLAG IF NO FACILITIES IN THE AREA //PLEASE
 LOCATE ALL FACILITIES WITHIN 5FT OF UTILITY
 POLE # D6001343 MARKED WITH 1" BY 1" YELLOW
 INSPECTION TAG FOR SUPPORT BRACE
 INSTALLATION

Remarks

REJECT: SUPERVISOR REQUEST/ KLL*No
 Hazards - Open Access

Dominique Esparza

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral ES									
180602					8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 12:42:58 AM				
Quinones, Paul		Monthly - Chaparral ES A-16 Exh Fan (Semi Annual) - Refer to PM schedule details.							
Margret Villalobos									
179419					8/13/2017	9/13/2017	31		\$0.00
Medium	Work In Progress				8/13/2017 12:35:06 AM				
Quinones, Paul		Yearly - Chaparral ES-A9 Air Cooled Cond (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
178666					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:13 AM				
Vallejo, Albert		Yearly - Chaparral ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
Count: 7 Work Orders			Avg. Age of WO's	35		Total for Chaparral ES	0		\$0.00

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral High - Pre-K									
179637					8/15/2017		29		\$0.00
Medium	Work In Progress	Pleayground			8/15/2017 4:24:35 PM				
Acuna, Johnny		Please paint the playground area with UV paint. A color that will suit our playground such as blue. Repair outside columns in front of school, they are chipping.							
		Thank you!							
Micaela Paniagua									
178597					8/4/2017		40		\$0.00
Medium	Work In Progress	Parking lot			8/4/2017 2:54:10 PM				
Acuna, Johnny		Please place a metal sign at the parking lot stating On Track Pre-k parking only. All others will be towed at owners expense.							
		Thank you!							
Micaela Paniagua									
Count: 2 Work Orders			Avg. Age of WO's	35		Total for Chaparral High - Pre-K	0		\$0.00

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
178542	A-Wing	Classroom			8/4/2017		40		\$0.00
Medium	Work In Progress	all computer			8/4/2017 10:15:04 AM				
Acuna, Johnny Please fix computer tables in all computer labs at the end of each hall way. (Mrs. Payen, AP)									
Mireya Meza									
179470	Q-Wing	Classroom			8/14/2017		30		\$0.00
Medium	Work In Progress	Above Q5 class			8/14/2017 10:04:06 AM				
Acuna, Johnny Plaster is falling from ceiling near water leak above Q5 class door.									
Mireya Meza									
180393	H-Wing	Auditorium			8/28/2017		16		\$0.00
Medium	Work In Progress	gym			8/28/2017 3:49:07 PM				
Acuna, Johnny Side paneling on back board of north side needs to be repaired/replaced. (coach Guerrero, gym)									
Mireya Meza									
178834					8/7/2017		37		\$0.00
Medium	Work In Progress				8/7/2017 7:55:45 AM				
Ontiveros, Guadalupe to grounds at chaparral high school Lupe I need sugar sand for kinder play ground,									
Pedro Valdez									
179600	H-Wing	Dressing Room			8/15/2017		29		\$0.00
Medium	Work In Progress	girls shower in			8/15/2017 3:25:39 PM				
Acuna, Johnny 2 shower curtains in the girls gym showers need to be replaced. (Mireya Meza)									
Mireya Meza									
179891					8/21/2017		23		\$0.00
Medium	Work In Progress				8/21/2017 7:44:20 AM				
Ontiveros, Guadalupe C,H,S grounds Lupe or athletics the baseball timer is not working we need to replace it .									
Pedro Valdez									
179627	I-Wing	Classroom			8/15/2017		29		\$0.00
Medium	Work In Progress	Band room			8/15/2017 3:50:58 PM				
Tellez, Hector The outlet next to the north door is not working. It is the one that supplies power to my desktop computer. (Mr. Rios, band room)									
Mireya Meza									

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Requester Name									

Location: Chaparral HS

178083 A-Wing Exterior 7/31/2017 44 \$0.00

Medium Work In Progress Amphitheater 7/31/2017 12:10:04 PM

Tellez, Hector Please move electrical box/panel currently located in amphitheater due to safety issue - it gets filled w/water when the amphitheater fills w/water. (Ms. Lopez, amphitheater)

Mireya Meza

178405 Gym 8/3/2017 41 \$0.00

Medium Work In Progress 8/3/2017 11:23:49 AM

Tellez, Hector West side bleachers, electrical wire torn, bleachers cannot be closed.

Jesus Urquidi

180208 Q-Wing Classroom 8/24/2017 20 \$0.00

Medium Work In Progress Q6 8/24/2017 2:02:47 PM

Tellez, Hector Will be needing outlets and wiring done onto new equipment. Please see Mr. Tarin so that he can better guide you as to what he will need. (Mr. Tarin, Q6)

Mireya Meza

180651 H-Wing Auditorium 8/31/2017 13 \$0.00

Medium Work In Progress boys gym office 8/31/2017 2:23:46 PM

Tellez, Hector Please re-locate the gym air conditioning controls so we may have access to turn on and off AC. (coach Yturralde)

Mireya Meza

177555 7/20/2017 55 \$0.00

Medium Work In Progress 7/20/2017 1:39:25 PM

Appelzoller, Fred Main Back flow and Irrigation back flow by County line leaking lots of water.

Alfredo Ortiz

177490 Kitchen 7/19/2017 56 \$0.00

Medium Work In Progress 7/19/2017 4:13:55 PM

Appelzoller, Fred Boiler for the Kitchen needs to be replaced tank is leaking and using it for parts for the other one

Fred Appelzoller

179116 D-Wing Classroom 8/9/2017 35 \$0.00

Safety Work In Progress D7 8/9/2017 10:26:20 AM

Appelzoller, Fred Gas valve in student desk is leaking gas in classroom D7. Johnny from maintenance was able to shut it down but it needs to be fixed for that leak. (Mr. Rupcich)

Mireya Meza

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
177543	A-Wing	Roof			7/20/2017		55		\$0.00
Medium	Work In Progress				7/20/2017 12:54:30 PM				
Solis, Lorenzo									
Need to remove sand from roof. Sand going in to the units and in the building.									
Alfredo Ortiz									
179002	E-Wing	Classroom			8/8/2017		36		\$0.00
Medium	Work In Progress	E6			8/8/2017 9:43:36 AM				
Marquez, Gerardo									
Please replace cabinet lock, it is broken. (Mr. Aquino, E6)									
Mireya Meza									
178305	C-Wing	Classroom			8/2/2017		42		\$0.00
Medium	Work In Progress	C2			8/2/2017 2:14:58 PM				
Marquez, Gerardo									
The "catch" for the locking file cabinet (on the right as you face the teacher's desk) will not move and I am unable to lock the cabinet. (Ms. Franklin, C2)									
Mireya Meza									
178540	Q-Wing	Classroom			8/4/2017		40		\$0.00
Medium	Work In Progress	Q6			8/4/2017 10:12:23 AM				
Marquez, Gerardo									
Please make 2 keys #120E for room Q6. (Mireya Meza)									
Mireya Meza									
178559	E-Wing	Classroom			8/4/2017		40		\$0.00
Medium	Work In Progress	E6			8/4/2017 11:07:17 AM				
Marquez, Gerardo									
Please replace lock on closet. (Mr. Aquino, E6)									
Mireya Meza									
179599	A-Wing	Storage			8/15/2017		29		\$0.00
Medium	Work In Progress	Book Room			8/15/2017 3:24:05 PM				
Marquez, Gerardo									
Locking mechanism on bottom of book room inside door also needs to be repaired. (Ms. Lopez, book room)									
Mireya Meza									
178404					8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 11:19:10 AM				
Villalobos, Jose									
Auto scrubber sr 2068 does not release water.									
Jesus Urquidi									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
179468	C-Wing	Classroom			8/14/2017		30		\$0.00
Medium	Work In Progress	C4			8/14/2017 9:57:02 AM				
Marquez, Gerardo									
Classroom door does not fully latch when closed. Door must be pushed in to latch. Security advised to submit work order. (Mr. Ubinger, C4)									
Mireya Meza									
180439	A-Wing	Office			8/29/2017		15		\$0.00
Medium	Work In Progress	ROBERT MATA			8/29/2017 2:32:40 PM				
Gonzales, Camilo									
PLEASE DELIVER THE FOLLOWING ITEMS TO: ROBERT MATA									
PO # 171800127 - 6BOXES (FB SUPPLIES) - CHS FOOTBALL									
Terry Alvarado									
178136	R-Wing	Classroom			7/31/2017		44		\$0.00
Medium	Work In Progress	R2			7/31/2017 5:24:05 PM				
Marquez, Gerardo									
The back cabinets in my room do not have all working locks. Some are broke and not allowing the cabinets to lock. (Mr. Richman, R2)									
Mireya Meza									
180111	Field House	Athletic Field			8/23/2017		21		\$0.00
Medium	Work In Progress	Athletic Fields			8/23/2017 2:11:51 PM				
Ontiveros, Guadalupe									
Need to replace lawn sprinkler control ESP-24. Not giving time properly and some stations are not starting. Baseball field timing box. (Pedro Valdez, grounds)									
Mireya Meza									
180003		Kitchen			8/22/2017		22		\$0.00
High	Work In Progress				8/22/2017 10:54:49 AM				
Villalobos, David									
Rinse hose on dishwasher is clogged SNP Mgr. Juanita M. (575) 824-4461									
Dino Facio									
180630		Kitchen			8/31/2017		13		\$0.00
High	Work In Progress				8/31/2017 9:20:22 AM				
Medina, Eric									
De-Iced Walk-In (cleaned) SNP Mgr. Juanita M. (575) 824-4461									
Dino Facio									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
179008					8/8/2017		36		\$0.00
Medium	Work In Progress				8/8/2017 11:21:41 AM				
Gonzalez, Salvador		Please weld (2) 1" 3/4 round pipes to the center top of the Polaris Maintenance Vehicle Top Rack. It will be used to prevent ladders from falling off vehicle during transportation to work areas. Thank You.....							
Johnny Acuna									
178440	Field House	Exterior			8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 2:18:35 PM				
Carrasco, Danny		Groundskeeper needs at least 6 50 gallon trash cans. Others are rotten from the bottom and smell bad. (Pedro Valdez, groundskeeper)							
Mireya Meza									
180553					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 2:32:51 PM				
Medina, Eric		FREEZER AT 54 DEGREES. SNP MANAGER JUANITA M 824-4461							
Maritza Gonzalez									
176746					7/2/2017		73		\$0.00
Medium	Work In Progress				7/2/2017 12:45:31 AM				
Vallejo, Albert		Monthly - Chaparral HS - Fire Pump Engine - Refer to PM schedule details.				PM not performed asp schedule			
Margret Villalobos									
179129					8/9/2017		35		\$0.00
Medium	Work In Progress				8/9/2017 11:42:21 AM				
Vallejo, Albert		Room D7 : Need to repair leak to fire sprinkler system. (90' coupling connections) Sprinkler close to door . Front office side.							
Johnny Acuna									
178681					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:22 AM				
Vallejo, Albert		Yearly - Chaparral HS Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
179169					8/9/2017		35		\$0.00
Medium	Work In Progress				8/9/2017 3:39:54 PM				
Vallejo, Albert		Enclose Dugouts							
Albert Vallejo									
Count: 34 Work Orders			Avg. Age of WO's 34			Total for Chaparral HS	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral MS									
178680					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:22 AM				
Vallejo, Albert		Yearly - Chaparral MS Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
179409	Main Building	Hallway/Corridor			8/11/2017		33		\$0.00
Medium	Work In Progress				8/11/2017 4:45:13 PM				
Carbajal, Jimmy		Baseboards throughout the school need to be replaced.				9/13/17 Asp P. Quinones, reroute to Custodial - J. Carbajal			
Maria Orozco									
180635		Kitchen			8/31/2017		13		\$0.00
High	Work In Progress				8/31/2017 9:35:27 AM				
,		Freezer alarm keeps going off SNP Mgr. Sandra D. (575) 824-4376							
Dino Facio									
180104		Kitchen			8/23/2017		21		\$0.00
High	Work In Progress				8/23/2017 12:59:56 PM				
Medina, Eric		Reach In leaking green powder SNP Mgr. Sandra D. (575) 824-4376							
Dino Facio									
178276	Main Building	Classroom			8/2/2017		42		\$0.00
Medium	Work In Progress	303			8/2/2017 9:50:16 AM				
Ronquillo, Ruben		Window behind teachers desk is broken, shattered.							
Maria Garcia									
178919	Main Building	Restroom			8/7/2017		37		\$0.00
Medium	Work In Progress	300 & 100 Hall			8/7/2017 2:50:23 PM				
Quinones, Paul		Exhaust fans in teachers restrooms are not working, need to be replaced							
Maria Garcia									
178875					8/7/2017		37		\$0.00
Medium	Work In Progress	equip 0514			8/7/2017 10:42:07 AM				
Flores, Pete		please replace constant velocity axles, boots are torn and replacement is required							
Pete Flores									
177368		Custodial			7/18/2017		57		\$0.00
Medium	Work In Progress				7/18/2017 9:21:06 AM				
Villalobos, Jose		senesecita areglar mangera de la maquina de lebantar el agua #1372816 GRACIAS							
M. Carmen Perez									

9/13/2017 2:26:36 PM

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Chaparral MS

177851		Kitchen			7/26/2017		49		\$0.00
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High	Work In Progress				7/26/2017 3:36:30 PM				
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Marquez, Gerardo Back door to kitchen the handle does not work properly
key turn and handle turns but door wont open SNP Mgr.
(575) 824-4376

Dino Facio

178534	Main Building	Gym			8/4/2017		40		\$0.00
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Medium	Work In Progress	Boys			8/4/2017 9:48:34 AM				
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Solis, Lorenzo Water Fountain making loud noise when plugged in and
does not keep water cool.

Maria Garcia

177130	Main Building	Office			7/12/2017		63		\$0.00
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Medium	Work In Progress	front entrance			7/12/2017 8:04:44 AM				
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Acuna, Johnny Paint doors leading into lobby, paint doors and metal
trim in lobby, cafeteria doors, gym doors.

Maria Garcia

177128	Main Building	Office			7/12/2017		63		\$0.00
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Medium	Work In Progress	principal office			7/12/2017 7:54:28 AM				
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Quinones, Paul Please paint principals office. New principal on board

Maria Garcia

177129	Main Building	Office			7/12/2017		63		\$0.00
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Medium	Work In Progress	Front Office			7/12/2017 7:55:08 AM				
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Quinones, Paul Please paint front office as per new principal

Maria Garcia

177131	Main Building	Office			7/12/2017		63		\$0.00
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Medium	Work In Progress	asst. principal			7/12/2017 8:05:29 AM				
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Quinones, Paul paint asst. principal office

Maria Garcia

178829					8/7/2017		37		\$0.00
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Medium	Work In Progress	Pond			8/7/2017 6:57:39 AM				
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Concha, Ernesto School Pond Area needs clean up. Trees to be trimmed,
brush cut back, all the area around the needs to be
cleaned up up. Sidewalk areas need to be washed. Lily
pads need to removed they have taken over the pond.
Please put this on a weekly review maintenance
schedule. Science classrooms use this area frequently
with their students. See Principal Hernandez with any
questions

Maria Hernandez

9/13/2017 2:26:36 PM

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Chaparral MS							
178516		Athletic Field			8/4/2017		40		\$0.00
Medium	Work In Progress				8/4/2017 8:07:44 AM				
Concha, Ernesto		Please fill in holes with dirt, field is uneven. This will ensure student/teacher safety.							
Maria Orozco									
Count: 16 Work Orders		Avg. Age of WO's 44		Total for Chaparral MS				0	\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert Pride HS									
178661					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:09 AM				
Vallejo, Albert		Yearly - Desert Pride HS -Fire Ext. Insp (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
179437		Custodial			8/14/2017		30		\$0.00
Medium	Work In Progress	Janitor #1			8/14/2017 5:41:58 AM				
Gallegos, Rafael		Under Warranty- Wet ceiling panels in custodial office							
David Acosta									
Count: 2 Work Orders			Avg. Age of WO's	34		Total for Desert Pride HS	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location:		Desert Trail ES							
179979		Kitchen			8/22/2017		22		\$0.00
High	Work In Progress				8/22/2017 8:32:04 AM				
Medina, Eric		Walk In Refrigerator door doesn't close SNP Mgr. Patricia C. (575) 824-0048							
Dino Facio									
180340	Main Building	Parking Lot			8/28/2017		16		\$0.00
Medium	Work In Progress				8/28/2017 9:20:50 AM				
Carrasco, Danny		Need 3 signs that read office staff for parking lot							
Elizabeth Hernandez									
180363	Main Building	Parking Lot			8/28/2017		16		\$0.00
Medium	Work In Progress	parking lot			8/28/2017 3:02:22 PM				
Carrasco, Danny		We need sign saying "drop off only no parking"							
Elizabeth Hernandez									
178667					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:14 AM				
Vallejo, Albert		Yearly - Desert Trail ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
180431		Custodial			8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 1:49:01 PM				
Villalobos, Jose		Jose la aspiradora Num. 0048 la llantas de atras se quebraron por favor de revisarla yno aspira bien gracias							
Laura Sandoval									
180432		Custodial			8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 1:51:24 PM				
Villalobos, Jose		la aspiradora Num. 1161 no esta aspirando bien por favor de revisarla gracias							
Laura Sandoval									
180434		Custodial			8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 1:54:45 PM				
Villalobos, Jose		la extractor de lavar alfombra no esta levantando el agua por favor de revisarla gracias el Num. 1378030							
Laura Sandoval									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Desert Trail ES

177344 7/17/2017 58 \$0.00

Medium Work In Progress 7/17/2017 4:18:19 PM

Marquez, Gerardo 7-17-17
Need to replace door closures in front lobby (White Doors), and Bus Lobby (Green Doors)

Johnny Acuna

180112 Main Building Football Field 8/23/2017 21 \$0.00

Medium Work In Progress field 8/23/2017 2:50:15 PM

Ontiveros, Guadalupe We need the grass cut in the field because it's too long.

Elizabeth Hernandez

177974 7/28/2017 47 \$0.00

Medium Work In Progress 7/28/2017 8:29:45 AM

Gallegos, Rafael Warranty Work Order: Roof leaking from rain water inside cafeteria. Please see Custodial staff for location.

Johnny Acuna

180263 8/25/2017 19 \$0.00

Medium Work In Progress 8/25/2017 10:26:08 AM

Ortiz, Alfredo Please make plans to be at Desert Trail Elementary on Monday, August 28th, to help relocate items to prepare a classroom for use. Contact Ms. Barajas when you arrive.

(Alfredo, Paul and Juan Vargas will assist)

Albert Vallejo

180549 Main Building Classroom 8/30/2017 14 \$0.00

Medium Work In Progress 105 8/30/2017 2:15:25 PM

Ortiz, Alfredo Lights bulbs needs to be replaced.

Elizabeth Hernandez

177062 Main Building Classroom 7/11/2017 64 \$0.00

Medium Work In Progress 7/11/2017 8:53:48 AM

Acuna, Johnny repair/cover the holes on the walls in ALL classrooms caused after removing the drop down screens
repair/cover the holes on the walls in most classrooms where the coat/backpack hangers were removed
Paint the classrooms as needed

Elizabeth Hernandez

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert Trail ES									
179481		Restroom (Girls)			8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 11:56:28 AM				
Appelzoller, Fred		Hola .Fred el zink del bano 412 se nesecita ramplasar por favor de revisarlo gracias							
Laura Sandoval									
179482		Restroom			8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 11:59:56 AM				
Appelzoller, Fred		Fred el bano 407 el zink tambien se necesita remplasar por favor de revisarlo gracias							
Laura Sandoval									
178402		Parking Lot			8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 11:07:31 AM				
Tellez, Hector		Out side Light poles Bulb burn-out need to be replaced.							
Alfredo Ortiz									
180114		Portables			8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 2:55:52 PM				
Solis, Lorenzo		Portable 401 compressor making lots of noise when it turns off. Did not turn on in the afternoon.							
Alfredo Ortiz									
Count: 17 Work Orders			Avg. Age of WO's	28		Total for Desert Trail ES	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Desert View ES

179331 8/11/2017 33 \$0.00

Medium Work In Progress 8/11/2017 9:35:57 AM

Lara, Ralph Re-key the doors on the north side of the building for 4th -5th-6th grade wing. The staff isn't able to use the key to go in to the building. (See Lupe in the front office)

Guadalupe Gonzalez

180599 8/31/2017 13 \$0.00

Medium Work In Progress 8/31/2017 12:42:56 AM

Ortiz, Ruben Monthly - Desert View ES A-16 Fan Exhaust (Semi) - Refer to PM schedule details.

Margret Villalobos

180117 8/23/2017 21 \$0.00

Medium Work In Progress 8/23/2017 3:13:03 PM

Lara, Ralph Re-key the outside doors on the north side of the building for the staff to have access in to the building. (See Lupe in the office.)

Guadalupe Gonzalez

177695 7/25/2017 50 \$0.00

Medium Work In Progress 7/25/2017 8:12:26 AM

Herrera, Jaime From recent rains there are new arroyos that need to be covered. Thank you, Ruben

Ruben Ortiz

177696 7/25/2017 50 \$0.00

Medium Work In Progress 7/25/2017 8:13:26 AM

Herrera, Jaime From the recent rains the flood drain is clogged with dirt more than halfway. The dirt needs to be removed with backhoe. Thank you, Ruben

Ruben Ortiz

180280 8/25/2017 19 \$0.00

Medium Work In Progress 8/25/2017 1:46:22 PM

Castillo, Carlos ACADEMY FENCE
(575) 523-0779
Main Contact: JOE COCA
SW CORNER OF THE SCHOOL - Area Marked in Maroon

Albert Vallejo

177921 Classroom 7/27/2017 48 \$0.00

Medium Work In Progress 325 7/27/2017 3:04:36 PM

Ortiz, Ruben Set up Weather Station. (Rees)

Guadalupe Gonzalez

9/13/2017 2:26:36 PM

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert View ES									
179479					8/14/2017		30		\$0.00
Medium	Work In Progress	By the			8/14/2017 11:49:16 AM				
Ortiz, Ruben		Replace three tiles that are cracked on wall by the Gym/Cafeteria.							
Guadalupe Gonzalez									
179658					8/16/2017		28		\$0.00
Medium	Work In Progress	Upper Grade			8/16/2017 9:41:25 AM				
Ortiz, Ruben		Fill potholes in the upper grade playground. For the safety of students and staff.							
Guadalupe Gonzalez									
179742		Library			8/17/2017		27		\$0.00
Medium	Work In Progress	122			8/17/2017 10:49:43 AM				
Ortiz, Ruben		There is a loud noise in one of the walls in the library. (Segura)							
Guadalupe Gonzalez									
179925					8/21/2017		23		\$0.00
Medium	Work In Progress	Outside School			8/21/2017 1:48:56 PM				
Ortiz, Ruben		Cut off the dry part of the palm trees.							
Guadalupe Gonzalez									
179564					8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 9:00:14 AM				
Flores, Pete		The back tires of the polaris have a slow leak. Will need them checked. Thank you Ruben							
Ruben Ortiz									
178931					8/7/2017		37		\$0.00
Medium	Work In Progress	Upper			8/7/2017 3:24:22 PM				
Flores, Pete		Install two trash cans in the upper playground.							
Guadalupe Gonzalez									
180632		Athletic Field			8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 9:29:23 AM				
Ontiveros, Guadalupe		There is an alarm on the sprinkler system valves are not working. Need it replaced and worked on. Thank you Ruben							
Ruben Ortiz									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To	Description		Action Taken						
Requester Name									
Location: Desert View ES									
178668					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:15 AM				
Vallejo, Albert	Yearly - Desert View ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.								
Margret Villalobos									
178933					8/7/2017		37		\$0.00
Medium	Work In Progress	Kinder			8/7/2017 3:29:42 PM				
Vallejo, Albert	Attn: Mr. Albert Vallejo----Install a Chain Link Fence in the Kinder playground. (Araujo)								
Guadalupe Gonzalez									
Count: 16 Work Orders			Avg. Age of WO's	31		Total for Desert View ES	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: GAC									
178039					7/31/2017		44		\$0.00
Medium	Work In Progress				7/31/2017 12:46:47 AM				
Vallejo, Albert		Yearly - GAC Pre-K Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
178685					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:25 AM				
Vallejo, Albert		Yearly - GAC Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
176751					7/2/2017		73		\$0.00
Medium	Work In Progress				7/2/2017 12:45:34 AM				
Vallejo, Albert		Monthly - GAC (Admin) -Generator PM (Quarterly) - Refer to PM schedule details.							
Margret Villalobos									
177644		Hallway/Corridor			7/24/2017		51		\$0.00
Medium	Work In Progress				7/24/2017 3:03:46 PM				
Lara, Ralph		Hallway Handicap Door Control							
Abby Oliva									
180544		Custodial			8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 1:08:03 PM				
Herrera, Marin		need to send furniture from office 110 and outside morgans to the warehouse							
Arturo Rodriguez									
178214					8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 3:30:26 PM				
Rodriguez, Arturo		Frances Sanchez has moved into new office							
		would like to have the dirt and dust cleaned from window							
		thank you							
Cora Ramirez									
177341		Storage			7/17/2017		58		\$0.00
Medium	Work In Progress				7/17/2017 4:17:49 PM				
Moncayo, Fernando		storage shed outside needs to be cleaned out due to squirrel poop it is a health hazard and we need any and all holes repaired in order to prevent them from coming back. We need to coordinate this in order to ensure all can be done in one day if at all possible. Thanks!							
Rosa Hidalgo									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: GAC									
180633					8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 9:30:40 AM				
Moncayo, Fernando		Board Room Entrance Wall is damage.							
Abby Oliva									
177370					7/18/2017		57		\$0.00
Medium	Work In Progress				7/18/2017 9:29:36 AM				
Moncayo, Fernando		fix light bulb in Ms. Erica Villarreal office. Thank you							
Elisa Santillano									
178442		Office			8/3/2017		41		\$0.00
Medium	Work In Progress	BILINGUAL			8/3/2017 2:21:29 PM				
Moncayo, Fernando		AS PER MRS. YTURRALDE, PLEASE TAKE OUT SCREWS AND NAILS FROM WALLS AND FILL THE HOLES UP AND THEN PAINT THE WALLS IN THE BILINGUAL DEPT. OFFICE. THANK YOU!!!							
Karla Quesada									
179430					8/13/2017	9/13/2017	31		\$0.00
Medium	Work In Progress				8/13/2017 12:35:14 AM				
Moncayo, Fernando		Yearly - GAC A-9 Air Cooled Condensor Yearly - Refer to PM schedule details.							
Margret Villalobos									
180591		Office			8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 3:51:22 PM				
Lara, Ralph		NEED KEY #AC14 FOR FINANCE OFFICE-LUCIA ALMERAZ							
Marylou Delgado									
Count: 12 Work Orders		Avg. Age of WO's 40		Total for GAC		0		\$0.00	

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: GAC - Pre-K									
177192					7/13/2017		62		\$0.00
Medium	Work In Progress	882-6234			7/13/2017 7:30:18 AM				
Moncayo, Fernando		please removed all furniture from room 110 clean it and paint it will be Estrella Becerra new office. the desk (furniture) that is in that office please put it in office C in Federal Programs Dept. it will be for Amanda Flores new office. any questions please ask Laura, thank you.							
Laura Vazquez									
177667		Exterior			7/24/2017		51		\$0.00
Medium	Work In Progress	playground			7/24/2017 3:43:25 PM				
Moncayo, Fernando		please clean and blow our playground area before 8/1 (open house). Thank you							
Patricia Burciaga									
180077		Parking Lot			8/23/2017		21		\$0.00
Medium	Work In Progress	882-6234			8/23/2017 8:16:34 AM				
Moncayo, Fernando		As per Mrs. Hood, the tree that is in the parking lot going down the stairs in the extra parking lot at GAC needs to be trim.							
Laura Vazquez									
180455					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 3:21:13 PM				
Moncayo, Fernando		As per Mrs. Casillas, please trim trees that are in the back way of the GAC							
		thank you, LV							
Laura Vazquez									
Count: 4 Work Orders			Avg. Age of WO's	37		Total for GAC - Pre-K	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden ES									
177088					7/11/2017		64		\$0.00
High	Work In Progress				7/11/2017 3:47:17 PM				
Nunez, Arturo		AS PER ALBERT, PLEASE INSTALL STOP SIGN. TALK TO MS. MARQUEZ FOR LOCATION.							
Arturo Nunez									
179483					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 12:20:00 PM				
Ontiveros, Guadalupe		need combo dewalt combo set							
Joseph Aldaz									
180217					8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 3:30:38 PM				
Chavez, Santos		need to repair lights in 100-wing work room, staff r.r., room 101,104 and 108							
Danny Miranda									
180625		Kitchen			8/31/2017		13		\$0.00
High	Work In Progress				8/31/2017 8:55:28 AM				
Medina, Eric		Freezer at 21° (temp rising) SNP Mgr. Laura H. (575) 882-3410							
Dino Facio									
178373		Kitchen			8/3/2017		41		\$0.00
High	Work In Progress				8/3/2017 8:12:05 AM				
Medina, Eric		Freezer reading 11° SNP Mgr. Laura H. (575) 882-3410							
Dino Facio									
178143		Kitchen			8/1/2017		43		\$0.00
High	Work In Progress				8/1/2017 7:44:55 AM				
Villalobos, David		Mixer not working properly SNP Mgr. Laura H. (575) 882-3410							
Dino Facio									
178663					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:11 AM				
Vallejo, Albert		Yearly - Gadsden ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
Count: 7 Work Orders			Avg. Age of WO's	36		Total for Gadsden ES	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Gadsden HS									
179151					8/9/2017		35		\$0.00
Medium	Work In Progress			8/9/2017 3:33:01 PM					
Lara, Ralph	Requested by Mr. Matt Grubaugh for Library-Please fix the alarms on the emergency exits in the Library.								
Velia Alarcon									
178191					8/1/2017		43		\$0.00
Medium	Work In Progress			8/1/2017 1:53:09 PM					
Lara, Ralph	Requested by Mrs. Vicky Aranda for Portable # 3-Her door is really hard to open and close, it takes me about 5 minutes. She doesn't believe the problem is the key. She believes it's the door lock and is afraid that for an emergency she will not be able to open or close her door.								
Velia Alarcon									
176980					7/10/2017		65		\$0.00
Medium	Work In Progress			7/10/2017 10:58:34 AM					
Villalobos, Jose	wet dry vac # 2838 having problems to pick up the water								
Luis Saucedo									
178563					8/4/2017		40		\$0.00
Medium	Work In Progress			8/4/2017 11:15:28 AM					
Facio, Dino	Requested by Ms. Rebecca Rodriguez for Cafeteria- Please work on light in Cafeteria in the center of the food lines. It does not turn on.								
Velia Alarcon	8/8/17 Asp electrician, there is power to sign. Need to reroute to SNP to have contractor repair the sign itself. 8/10/17 SNP Tech assessed all lights in serving areas including neon signs all functioning. Panther neon sign out not part of SNP Dept.								
179147		Kitchen			8/9/2017		35		\$0.00
High	Work In Progress			8/9/2017 2:47:54 PM					
Medina, Eric	Need to replace light bulbs in walk in refrigerator SNP Mgr. Frances B. (575) 882-5522								
Dino Facio									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden HS									
179356					8/11/2017		33		\$0.00
Medium	Work In Progress		Silver spoke with Albert on this and was told to send back to maintenance.		8/11/2017 1:12:53 PM				
Ronquillo, Ruben									
			thank you						
			Requested by Ms. Rebecca Rodriguez for North Building-Please create "emergency exit ONLY alarm will sound" (5) in the Varsity Gym inside and out hall between Varsity and Wrestling Room entrance. Please contact Jessica Herrera and Albert Vallejo.						
Velia Alarcon									
179649					8/16/2017		28		\$0.00
Medium	Work In Progress				8/16/2017 8:29:00 AM				
Ronquillo, Ruben									
			SERVICES TO REPAIR BROKEN AND SCRATCHED WINDOWS AT GHS CAMPUS AS PER MR. GIRON						
Ruben Ronquillo									
179321					8/11/2017		33		\$0.00
Medium	Work In Progress				8/11/2017 8:09:17 AM				
Martinez, Salvador			need to order some more button batteries for a pen light that was ordered through blue book.						
Salvador Martinez									
177441		Kitchen			7/19/2017		56		\$0.00
High	Work In Progress				7/19/2017 7:19:19 AM				
Medina, Eric			Mixer/Chopper will not turn on (assessment) SNP Mgr. Frances B. (575) 882-5522						
Dino Facio									
178173		Kitchen			8/1/2017		43		\$0.00
High	Work In Progress				8/1/2017 12:54:54 PM				
Medina, Eric			Reach In refrigerator on serving area not working properly SNP Mgr. Frances B. (575) 882-5522						
Dino Facio									
180351		Kitchen			8/28/2017		16		\$0.00
High	Work In Progress				8/28/2017 11:10:52 AM				
Medina, Eric			Two reach in refrigerators not cooling properly SNP Mgr. Frances B. (575) 882-5522						
Dino Facio									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Gadsden HS									
176750					7/2/2017		73		\$0.00
Medium	Work In Progress			7/2/2017 12:45:34 AM					
Vallejo, Albert	Monthly - Gadsden HS - Fire Pump Engine - Refer to PM schedule details.								
Margret Villalobos									
180267					8/25/2017		19		\$0.00
Medium	Work In Progress			8/25/2017 11:21:23 AM					
Carbajal, Jimmy	can we have the carpet removed from the computer tech room. Smells nasty								
	please let me know if this will be possible. THANK YOU								
Cora Ramirez									
176745					7/2/2017		73		\$0.00
Medium	Work In Progress			7/2/2017 12:45:31 AM					
Vallejo, Albert	Monthly - Gadsden HS Generator PM (Quarterly) - Refer to PM schedule details.		PM not performed asp schedule						
Margret Villalobos									
178682					8/6/2017		38		\$0.00
Medium	Work In Progress			8/6/2017 12:43:23 AM					
Vallejo, Albert	Yearly - Gadsden HS Fire Ext. Insp. (Yearly) - Refer to PM schedule details.								
Margret Villalobos									
180202	Academic Bldg	Restroom			8/24/2017		20		\$0.00
Medium	Work In Progress			8/24/2017 1:23:46 PM					
Chavez, Santos	Need to replace hand dryer								
Santos Chavez									
178870					8/7/2017		37		\$0.00
Medium	Work In Progress			8/7/2017 9:56:39 AM					
Chavez, Santos	Requested by Ms. Marie Acosta Rm. 303 Academic Building-The back set of lights in classroom are on and will not turn off. The motion sensor does not work.								
Velia Alarcon									
178565					8/4/2017		40		\$0.00
Medium	Work In Progress			8/4/2017 11:20:49 AM					
Escobar, David	Requested by Ms. Rebecca Rodriguez for South Side of Campus and Gate-Paint red along all fire lane areas on curb.								
Velia Alarcon									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Gadsden HS									
178567					8/4/2017		40		\$0.00
Medium	Work In Progress			8/4/2017 11:23:51 AM					
Escobar, David	Requested by Ms. Rebecca Rodriguez for South Side by Gate-Paint yellow strip on both sides of South Gate over metal plate. Signs in same area with notification to stop vehicles. PLEASE SEE MS. RODRIGUEZ FOR MORE INFORMATION.								
Velia Alarcon									
180525					8/30/2017		14		\$0.00
Medium	Work In Progress			8/30/2017 10:46:04 AM					
Escobar, David	as per ms, Rodriguez in the north building room# 222 the walls needs to be painted.								
Luis Saucedo									
178985					8/8/2017		36		\$0.00
Medium	Work In Progress			8/8/2017 8:28:57 AM					
Ambriz, Jose	Requested by Ms. Vicky Aranda for Portable # 3-A/C is not working, classroom is too hot. Please fix as soon as possible.								
Velia Alarcon									
179560					8/15/2017		29		\$0.00
Medium	Work In Progress			8/15/2017 8:42:13 AM					
Ambriz, Jose	repair ground fault at room 110 AHU5.								
David Escobar									
179650					8/16/2017		28		\$0.00
Medium	Work In Progress			8/16/2017 8:32:24 AM					
Ambriz, Jose	service ice machine at concession stand. machine needs to be descaled and serviced.								
David Escobar									
178998					8/8/2017		36		\$0.00
Medium	Work In Progress			8/8/2017 9:25:19 AM					
Lara, Ralph	Requested by Mr. Carlos Enriquez Rm. 500 in the CTE Building (Auto Shop)-Lathe and drill press need to be bolted to the ground. Also, tire dismount machine needs to be secured.								
Velia Alarcon									

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Gadsden HS

180536 8/30/2017 14 \$0.00

Medium Work In Progress 8/30/2017 12:07:01 PM

Lara, Ralph Requested by Ms. Blanca Rivera Rm. 228 North Building-Need a key for a file cabinet that does not have a key, three keys will be needed.

Velia Alarcon

179740 Main Building 8/17/2017 27 \$0.00

Medium Work In Progress 8/17/2017 10:37:21 AM

Ambriz, Jose trouble at AHU2 at old main bldg.

David Escobar

179970 8/22/2017 22 \$0.00

Medium Work In Progress 8/22/2017 6:28:47 AM

Ambriz, Jose please on room #226 and 228 in the north building water is coming in thru the air vent, ceiling tile, light fixture do to condensation please need a tech asap

Luis Saucedo

179429 8/13/2017 9/13/2017 31 \$0.00

Medium Work In Progress 8/13/2017 12:35:13 AM

Escobar, David Yearly - Gadsden HS A9 (Air Condnsr)(Yearly) - Refer to PM schedule details.

Margret Villalobos

178573 8/4/2017 40 \$0.00

Medium Work In Progress 8/4/2017 12:38:56 PM

Lara, Ralph Requested by Mr. Palmer Rm. 612 Science Building-Fix locking mechanism on "corrosive" cabinet

Velia Alarcon

179471 8/14/2017 30 \$0.00

Medium Work In Progress 8/14/2017 10:15:25 AM

Lara, Ralph install door closer at Mr. Giron's office. door closer needs to be one that holds door open as well as closes door.

David Escobar

179467 8/14/2017 30 \$0.00

Medium Work In Progress 8/14/2017 9:54:33 AM

Lara, Ralph Requested by Ms. Melissa Lopez Loera for Downstairs Door into the Science Building Elevator-Door cannot be easily locked or unlocked. You have to use force to turn key and key will eventually break if this continues, please clean cylinder.

Velia Alarcon

9/13/2017 2:26:36 PM

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden HS									
179574					8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 10:22:56 AM				
Lara, Ralph		Requested by Ms. Blanca Cardona Rm. 118 Main Building-Built in cabinet lock is broken and needs to be repaired.							
Velia Alarcon									
179484					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 12:20:16 PM				
Lara, Ralph		Requested by Velia-Six keys to access the Teacher's Lounge and Faculty Restrooms in the Academic Building.							
Velia Alarcon									
178302	Academic Bldg				8/2/2017		42		\$0.00
Medium	Work In Progress				8/2/2017 2:09:08 PM				
Lara, Ralph		Requested by Velia-Two HE131 keys for room # 303 of the Academic Building are needed for Sp.Ed., I.A. who will be assigned to use this classroom.							
Velia Alarcon									
178304					8/2/2017		42		\$0.00
Medium	Work In Progress				8/2/2017 2:14:44 PM				
Lara, Ralph		Requested by Mr. Jose Alvarez for Portable # 13-Door will not close.							
Velia Alarcon									
178417					8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 12:33:01 PM				
Lara, Ralph		Requested by Rita Correa Rm. 111 Computer Lab in the Main Building-Needs to have a black file cabinet rekeyed and three keys will be needed.							
Velia Alarcon									
178420					8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 1:29:14 PM				
Lara, Ralph		Requested by Ms. Velma Morales Rm. 315 Academic Building-The built in cabinet latch/lock was broken. When teacher returned from summer break. Needs to be repaired.							
Velia Alarcon									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Gadsden HS							
179444	Pool Pump	Pump House			8/14/2017		30		\$0.00
Medium	Work In Progress			8/14/2017 8:10:06 AM					
Apodaca, Mario	GHS POOL A SPRAYE PUMP AND MOTOR FOR POOL WATER CIRULATION								
Mario Apodaca									
180641					8/31/2017		13		\$0.00
Medium	Work In Progress			8/31/2017 11:29:09 AM					
Carbajal, Jimmy	please I need the stolen tools replace was stolen which include the cordless drill								
Luis Saucedo									
180661					8/31/2017		13		\$0.00
Medium	Work In Progress			8/31/2017 3:39:58 PM					
Holguin, Ramiro	0.5 CHECK E-MAIL 1.5 CLEAN 310 BACKHOLE AND GREASE 1.5 SPRAY ROUNDUP AROUND OLD PORTABLES AND BUS TRUNAROUND PONDING AREA 4.0 W.O. # 180075 TROW AWAY MORE FOOTBALL TRUFF 0.5 LOGIN TO SCHOOL DUDE TOTAL HOURS 4								
Ramiro Holguin									
180474					8/29/2017		15		\$0.00
Medium	Work In Progress			8/29/2017 3:42:51 PM					
Holguin, Ramiro	0.5 CHECK E-MAIL 4.0 W.O. 175756 HELP SAL WITH SADE 3.0 W.O. # 180075 TROW AWAY OLD FOOTBALL TRUFF 0.5 LOGIN TO SCHOOL DUDE TOTAL HOURS 1								
Ramiro Holguin									
180309					8/25/2017		19		\$0.00
Medium	Work In Progress			8/25/2017 3:41:20 PM					
Holguin, Ramiro	0.5 CHECK E-MAIL 7.0 W.O. # 180075 FILL UP DUMSTERS WITH OLD FOOTBALL TRUFF 0.5 LOGIN TO SCHOOL DUDE TOTAL HOURS 1								
Ramiro Holguin									
180159					8/24/2017		20		\$0.00
Medium	Work In Progress			8/24/2017 7:31:51 AM					
Holguin, Ramiro	0.5 CHECK E-MAIL 4.0 W.O. # 175756 HELP SAL WITH SADE AT GROUND SHOP 2.0 W.O. # 180075 TROW AWAY MORE FOOTBALL TRUFF 1.0 SPRAY ROUNDUP AROUND BUS TRUNAROUND PONDING AREA 0.5 LOGIN TO SCHOOL DUDE TOTAL HOURS 2								
Ramiro Holguin									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden HS									
178571					8/4/2017		40		\$0.00
Medium	Work In Progress				8/4/2017 12:36:35 PM				
Escobar, David		Requested by Ms. Rebecca Rodriguez-Please remove old science table to be taken off campus							
Velia Alarcon									
179405					8/11/2017		33		\$0.00
Medium	Work In Progress				8/11/2017 4:09:43 PM				
Escobar, David		Requested by Mr. David Martinez for Cafeteria and Annex Custodial Rooms-Please place items on light bulbs in both areas in case items brake.							
Velia Alarcon									
179465					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 9:48:57 AM				
Escobar, David		please the ceiling air vent is falling a part room #215-s							
Luis Saucedo									
179332					8/11/2017		33		\$0.00
Medium	Work In Progress				8/11/2017 9:37:55 AM				
Escobar, David		Requested by Mr. Syed Askari Rm. 122 Main Building-Please install a pencil sharpener on the table in classroom.							
Velia Alarcon									
179333					8/11/2017		33		\$0.00
Medium	Work In Progress				8/11/2017 9:41:01 AM				
Escobar, David		Requested by Mrs. Virginia Lerma Rm. 210 North Building-Trim fell off table again.							
Velia Alarcon									
179334					8/11/2017		33		\$0.00
Medium	Work In Progress				8/11/2017 9:46:56 AM				
Escobar, David		Requested by Mr. David Martinez for CTE Building (Classrooms and Shop Areas)-Request for GHS Building Mechanic to visit all CTE classrooms and shop areas in order to review the status of items to be addressed regarding safety concerns discussed during the CTE Department meeting on Monday, August 7, 2017.							
Velia Alarcon									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden HS									
179336					8/11/2017		33		\$0.00
Medium	Work In Progress				8/11/2017 9:58:16 AM				
Escobar, David		Requested by Mr. David Martinez for Science Building- Request for GHS Building Mechanic to visit all Science classrooms on campus in order to review the status or items to be addressed regarding safety concerns discussed during the Science Department meeting on Friday, August 4, 2017.							
Velia Alarcon									
179136					8/9/2017		35		\$0.00
Medium	Work In Progress				8/9/2017 12:48:25 PM				
Escobar, David		Requested by Mr. John Palmer Rm. 612 Science Building-Reattach N.M. Flag to wall.							
Velia Alarcon									
179001					8/8/2017		36		\$0.00
Medium	Work In Progress				8/8/2017 9:29:52 AM				
Escobar, David		Requested by Mrs. Elizabeth Cuevas Rm. 206/207 North Building-Dish washers needs repairs and reassemble.							
Velia Alarcon									
179588					8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 2:40:43 PM				
Escobar, David		Requested by Ms. Jessica Schaid-Move touchscreen board from Library Storage to room # 312 of the Academic Building.							
Velia Alarcon									
180409					8/28/2017		16		\$0.00
Medium	Work In Progress				8/28/2017 3:59:26 PM				
Escobar, David		assist Tyco Systems with smoke detector test.							
David Escobar									
180261		Restroom			8/25/2017		19		\$0.00
Medium	Work In Progress				8/25/2017 9:03:49 AM				
Escobar, David		Boys gym boys locker room the water tank from the toilet seat is not working properly the water is running							
Luis Saucedo									
177467					7/19/2017		56		\$0.00
Medium	Work In Progress				7/19/2017 1:59:12 PM				
Escobar, David		as per coach Vazquez (football) please to installed a white board in his office							
Luis Saucedo									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden HS									
178182					8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 1:06:44 PM				
Escobar, David		Requested by Mr. Ramon Quiroga Rm. 516 CTE Greenhouse-Stainless steal sink in greenhouse needs to be moved away from wet wall, to a different location in the greenhouse.							
Velia Alarcon									
178183					8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 1:08:34 PM				
Escobar, David		Requested by Ms. Sabrina Lucero Rm. 104 Main Building-Would like to request a cork strip to be installed next to the bulletin board outside her classroom for the purpose of displaying student work.							
Velia Alarcon									
178186					8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 1:14:47 PM				
Escobar, David		Requested by Coach Raul Ramos for Varsity Gym-Hang up poster (mascot/school in our district) and remove the US and NM flags from ceiling and mount flag poles near the stage.							
Velia Alarcon									
178421					8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 1:31:24 PM				
Escobar, David		Requested by Joe Gonzales Rm. 509 CTE Building-Install 8 foot pull down projection screen. Installation location is marked on the wall, drill and anchors will be needed.							
Velia Alarcon									
178306					8/2/2017		42		\$0.00
Medium	Work In Progress				8/2/2017 2:16:02 PM				
Escobar, David		Requested by Mrs. Elizabeth Cuevas Rm. 206 North Building-There is a hole in the wall.							
Velia Alarcon									
178316					8/2/2017		42		\$0.00
Medium	Work In Progress				8/2/2017 2:41:33 PM				
Escobar, David		Requested by Ms. Rebecca Rodriguez for Wall Outside of Cafeteria-Remove graffiti from in front of the Panther Den (Cafeteria-2K19). PRIORITY							
Velia Alarcon									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Gadsden HS									
178574					8/4/2017		40		\$0.00
Medium	Work In Progress			8/4/2017 12:41:23 PM					
Escobar, David	Requested by Coach Joe Vasquez for Field House Football Office in Boy's Gym-Replace white board and install cork bulletin boards.								
Velia Alarcon									
178575					8/4/2017		40		\$0.00
Medium	Work In Progress			8/4/2017 12:44:07 PM					
Escobar, David	Requested by Ms. Rebecca Rodriguez for Cafeteria-Place banner "mission statement". Ms. Frances Black has banner and ask Ms. Black where to place banner.								
Velia Alarcon									
178546					8/4/2017		40		\$0.00
Medium	Work In Progress			8/4/2017 10:34:09 AM					
Escobar, David	Requested by Ms. Rebecca Rodriguez-Two "Teacher of the Month" signs are needed and two "Staff Member of the Month" as well. Please see Admin. Ms. R. Rodriguez or Mr. H. Giron prior to placing signs in parking places.								
Velia Alarcon									
178553					8/4/2017		40		\$0.00
Medium	Work In Progress			8/4/2017 11:02:39 AM					
Escobar, David	Requested by Mr. David Martinez for Portable 10-Please remove old student desks from Portable 10 off campus to another G.I.S.D. location.								
Velia Alarcon									
178924					8/7/2017		37		\$0.00
Medium	Work In Progress			8/7/2017 3:07:51 PM					
Escobar, David	Requested by Ms. Rebecca Rodriguez for Rm. 116 of Main Building-Water damage from the ceiling in the Teacher's Work Room.								
Velia Alarcon									
178925					8/7/2017		37		\$0.00
Medium	Work In Progress			8/7/2017 3:10:55 PM					
Escobar, David	Requested by Ms. Rebecca Rodriguez for a Hallway in the Academic Building-Water stain on ceiling in hallway near room # 327.								
Velia Alarcon									

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Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs	
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken				
Assigned To	Description									
Requester Name										
Location: Gadsden HS										
178855					8/7/2017		37		\$0.00	
Medium	Work In Progress			8/7/2017 9:16:09 AM						
Escobar, David	Requested by Ms. Rebecca Rodriguez for the CTE and North Buildings-Please place plastic wall holder by each teacher's classroom door. SEE MS. RODRIGUEZ FOR MORE INFORMATION.									
Velia Alarcon										
178868					8/7/2017		37		\$0.00	
Medium	Work In Progress			8/7/2017 9:46:33 AM						
Escobar, David	Requested by Ms. Rebecca Rodriguez for North Building Hallwall with room number 209-Exit sign replaced in this hall.									
Velia Alarcon										
178433					8/3/2017		41		\$0.00	
Medium	Work In Progress			8/3/2017 2:01:30 PM						
Escobar, David	Requested by Mr. David Martinez for All Building on Campus-Requesting that all building have signs placed on them. This may assist personnel that report to the campus in the event of an emergency. He is requesting four signs for each side of the buildings.									
Velia Alarcon										
178445					8/3/2017		41		\$0.00	
Medium	Work In Progress			8/3/2017 2:26:41 PM						
Escobar, David	Requested by Mr. David Martinez for Items from Cafeteria-Please relocate the old cafeteria tables and chairs to another location in the district. Items are located outside of Cafeteria area, CTE Building, near Library, and in the Academic Building courtyard. Please contact Mr. Ralph Gallegos and Ms. Jessica Herrera regarding this work order.									
Velia Alarcon										
Count: 72 Work Orders		Avg. Age of WO's 35		Total for Gadsden HS			0	\$0.00		

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden MS									
180509					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 7:49:00 AM				
Flores, Pete		The two front tires of the #0908 aren't holding the air. Please take a look at it. Thank you							
Martin Soria									
177911					7/27/2017		48		\$0.00
Medium	Work In Progress				7/27/2017 12:16:47 PM				
Vasquez, Jose		Please drop mosquito dunks in ponding areas at GMS a/s/a/p.							
Margret Villalobos									
178659	Gym	Gym			8/4/2017		40		\$0.00
Medium	Work In Progress	Offices in locker			8/4/2017 4:43:01 PM				
Marquez, Gerardo		Key wont open- core not working for both boys & girls office door keys (Coach Offices in the locker rooms)							
Hilda Adler									
178297	Annex	Classroom			8/2/2017		42		\$0.00
Medium	Work In Progress	RM#415/Kuehn			8/2/2017 1:05:35 PM				
Herrera, Mario		Window unable to lock, broken clip							
Hilda Adler									
178301		Classroom			8/2/2017		42		\$0.00
Medium	Work In Progress	Banr			8/2/2017 1:58:42 PM				
Herrera, Mario		Some ceiling lights are out, need replacement							
Hilda Adler									
179330		Storage			8/11/2017		33		\$0.00
Medium	Work In Progress	Storage room			8/11/2017 9:31:13 AM				
Herrera, Mario		Need a rod to hang the polo shirts. In room located in A wing across from room 161. If questions please contact Ms. Carol Hernandez							
Hilda Adler									
179117					8/9/2017		35		\$0.00
Medium	Work In Progress	Bus turn around			8/9/2017 10:29:10 AM				
Herrera, Mario		Cut weeds in center of bus turn around.							
Hilda Adler									
180643		Football Field			8/31/2017		13		\$0.00
Medium	Work In Progress	Football Field			8/31/2017 1:41:02 PM				
Herrera, Mario		Bleachers by Football field. The step is very loose on the middle bleacher. Safety concern, a student can get hurt.							
Hilda Adler									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Gadsden MS

180424					8/29/2017		15	\$0.00	
Medium	Work In Progress	Bus Turnaround			8/29/2017 11:00:32 AM				
Herrera, Mario		Removal of weeds request - A lot of weeds & very high by Bus turnaround behind the trashcans, in the middle of the turnaround & in front of the vocation room. Also by the main entrance to the front parking lot (right side) also by the drain ditch & by the band room door. Its the 1st thing one sees as driving in to the school. We need to keep the school presentable. Thank you							
Hilda Adler									
179977		Classroom			8/22/2017		22	\$0.00	
Medium	Work In Progress	RM#301/Norris			8/22/2017 8:19:57 AM				
Herrera, Mario		1- Please mount fire extinguisher to the wall. 2- Please mount the fire blanket to the wall. Thank you							
Hilda Adler									
177730	Cafeteria	Cafeteria			7/25/2017		50	\$0.00	
Medium	Work In Progress	Cafeteria			7/25/2017 2:58:00 PM				
Herrera, Mario		Repair and cover hole on wall as you enter the cafeteria. Thank you, Mr. Mora							
Hilda Adler									
177382	Main Building	Hallway/Corridor			7/18/2017		57	\$0.00	
Medium	Work In Progress				7/18/2017 1:22:31 PM				
Marquez, Gerardo		door in the B wing is broken please take a look at it. thank you							
Martin Soria									
180014		Kitchen			8/22/2017		22	\$0.00	
High	Work In Progress				8/22/2017 1:36:01 PM				
Chavez, Santos		Install in circuit/plug for new warmer SNP Mgr. Susana H. (575) 882-2824							
Dino Facio									
177727		Restroom			7/25/2017		50	\$0.00	
Medium	Work In Progress	Mid Hall way			7/25/2017 2:53:01 PM				
Herrera, Mario		Boys & girls restrooms located in the mid corridor need to be painted. Thank you, Mr. Mora							
Hilda Adler									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden MS									
177728		Restroom			7/25/2017		50		\$0.00
Medium	Work In Progress	A Wing			7/25/2017 2:54:18 PM				
Herrera, Mario		Boys & girls restrooms in A wing need to be painted. Thank you, Mr.Mora							
Hilda Adler									
177729		Restroom			7/25/2017		50		\$0.00
Medium	Work In Progress	BWing			7/25/2017 2:56:37 PM				
Herrera, Mario		Teachers/staff restroom in B-wing needs to be painted. Thank you, Mr. Mora							
Hilda Adler									
178426	Annex	Restroom (Girls)			8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 1:43:39 PM				
Ontiveros, Joe		please take a look at the girls restroom in the annex new side.							
Martin Soria									
177561		Custodial			7/20/2017		55		\$0.00
Medium	Work In Progress				7/20/2017 2:08:13 PM				
Villalobos, Jose		Carpet extractor #8029 is leaking water from the bottom. Please take a look at it. Thank you							
Martin Soria									
178164	Annex	Library			8/1/2017		43		\$0.00
Medium	Work In Progress	Library			8/1/2017 11:29:54 AM				
Marquez, Gerardo		Front door wont latch open (stay open)							
Hilda Adler									
177733					7/25/2017		50		\$0.00
Medium	Work In Progress	South door			7/25/2017 3:05:52 PM				
Marquez, Gerardo		Replace door completely, its damaged & broken. If questions contact Martin Soria. Thank you, Mr. Mora							
Hilda Adler									
180398		Office			8/28/2017		16		\$0.00
Medium	Work In Progress				8/28/2017 3:50:57 PM				
Gonzales, Camilo		Deliver 1 box. PO# 171800967. Thank you.							
Theresa Ramirez									

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Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden MS									
180423					8/29/2017		15		\$0.00
Medium	Work In Progress	Mr. Mora			8/29/2017 10:54:03 AM				
Gonzales, Camilo		Would like to request a computer desk (old is ok) but in good working condition for computers. Thank you, JMora							
Hilda Adler									
180188		Office			8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 10:53:38 AM				
Gonzales, Camilo		Deliver 1 box; 1 set TR/TE U.S. History, 5 SE Science Books. Attn: Elvira Castro.							
Theresa Ramirez									
178678					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:21 AM				
Vallejo, Albert		Yearly - Gadsden MS Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
178038					7/31/2017		44		\$0.00
Medium	Work In Progress				7/31/2017 12:46:46 AM				
Vallejo, Albert		Yearly - Gadsden MS-(AVEC Annex) Fire Ext Insp - Refer to PM schedule details.				PM not performed asp schedule			
Margret Villalobos									
180640		Custodial			8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 11:22:06 AM				
Carbajal, Jimmy		requesting a tool set.							
Martin Soria									
Count: 26 Work Orders		Avg. Age of WO's	35			Total for Gadsden MS	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: La Union ES									
178862					8/7/2017		37		\$0.00
Medium	Work In Progress				8/7/2017 9:35:40 AM				
Villalobos, Jose		Respectfully requesting to pick up a power washer. Do not know what the problem is.							
Basilio Santillano									
178669					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:15 AM				
Vallejo, Albert		Yearly - La Union ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
179478	Main Building	Classroom			8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 11:43:55 AM				
Lara, Ralph		8/14/17. WE NEED 10 STRIKERS PLATES FOR ROOMS 200 TO 210. WO 177784.							
Manuel Prospero									
179778		Kitchen			8/17/2017		27		\$0.00
High	Work In Progress				8/17/2017 3:43:35 PM				
Gonzalez, Salvador		Fabricate brackets to raise serving line SNP Mgr. Linda Y. (575) 589-2040							
Dino Facio									
179315		Kitchen			8/10/2017		34		\$0.00
Medium	Work In Progress				8/10/2017 4:00:27 PM				
Gonzalez, Salvador		Need metal brackets made to lift the tray side of the serving line (see David Villalobos for measurements and location) SNP Mgr. Linda Y. (575) 589-2040							
Dino Facio									
179103		Kitchen			8/9/2017		35		\$0.00
High	Work In Progress				8/9/2017 9:11:43 AM				
Medina, Eric		Reach through refrigerator not cooling SNP Mgr. Linda Y. (575) 589-2040							
Dino Facio									
178833		Kitchen			8/7/2017		37		\$0.00
High	Work In Progress				8/7/2017 7:50:02 AM				
Villalobos, David		Assess serving line see if tray side can be lifted SNP Mgr. Linda Y. (575) 589-2040							
Dino Facio									

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: La Union ES									
179593					8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 3:10:44 PM				
Ontiveros, Joe		8/15/17. NEED TO REPLACE WATER FAUCET SINK ROM 306.							
Manuel Prospero									
178512	Main Building	Classroom			8/4/2017		40		\$0.00
Medium	Work In Progress				8/4/2017 7:58:50 AM				
Prospero, Manuel		8/4/17. NEED 5 GALL PAINT BANILLA BIN Q 7 36 P. WO 177777. AND 177778.							
Manuel Prospero									
180355					8/28/2017		16		\$0.00
Medium	Work In Progress				8/28/2017 12:47:26 PM				
Lara, Ralph		Need to install two door closer, located at the Head Custodians/ Building Mechanic office and another door closer located at the north entrance of the bus turnaround. We also need 12 strikers plate's that need to be installed.							
Basilio Santillano									
177842		Roof			7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 3:02:17 PM				
Prospero, Manuel		NEED FOR RAFA TO C HECKED SOME CLASS ROOMS DOORS AND REYED TWO PADLOCKS.							
Manuel Prospero									
179744	Main Building				8/17/2017		27		\$0.00
Medium	Work In Progress				8/17/2017 11:11:37 AM				
Lara, Ralph		Having trouble locking one of the doors, from the inside. The door is located by the cafeteria. Any questions, contact the Head Custodian.							
Basilio Santillano									
180600					8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 12:42:57 AM				
Prospero, Manuel		Monthly - La Union ES A-16 Fan Exhaust Semimonthly - Refer to PM schedule details.							
Margret Villalobos									

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Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: La Union ES									
179277	Main Building	Cafeteria			8/10/2017		34		\$0.00
Medium	Work In Progress				8/10/2017 3:35:01 PM				
Prospero, Manuel		8/10/17. A/C ON CAFETERIA NEED REPLACE BELT. AX - 96.				8/10/17			
Manuel Prospero									
178322					8/2/2017		42		\$0.00
Medium	Work In Progress				8/2/2017 3:25:47 PM				
Prospero, Manuel		8/2/17. .5HR CHECK E MAIL. 7HRS CUTING GRAS FRONT AND BACK YARD. .5HR ENTER LOG.							
Manuel Prospero									
179648					8/16/2017		28		\$0.00
Medium	Work In Progress				8/16/2017 8:27:00 AM				
Prospero, Manuel		Manuel please put mosquito dunks in ponding areas at school site as per Ms. Herrera.							
Jessica Herrera									
177777					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 7:41:01 AM				
Prospero, Manuel		Finish painting East wall in front of office (to be completed by 8/24/17)							
Vicente Sanchez									
177780					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 7:43:35 AM				
Prospero, Manuel		Remove coat hooks from room 308 (to be completed by 8/24/17)							
Vicente Sanchez									
177781					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 7:46:23 AM				
Prospero, Manuel		Install hooks for equipment in PE Storage (to be completed by 8/24/17)							
Vicente Sanchez									
177782					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 7:47:25 AM				
Prospero, Manuel		Place room# on outside wall for room 210 (to be completed by 8/24/17)							
Vicente Sanchez									

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: La Union ES									
177783					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 7:49:49 AM				
Prospero, Manuel		Bathrooms, check all faucets for leaks and repair if necessary, make sure all sinks are in good repair and anchored properly, check bathroom partitions and repair as needed. (to be completed by 8/24/17)							
Vicente Sanchez									
177784					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 7:52:09 AM				
Prospero, Manuel		Install door striker plates in the following rooms 201/202/203/204/205/206/208/ & 209 (to be completed by 8/24/17)							
Vicente Sanchez									
177785					7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 7:53:20 AM				
Prospero, Manuel		Check door closers in all rooms, repair or replace as necessary. (to be completed by 8/24/17)							
Vicente Sanchez									
177821	Main Building				7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 11:43:55 AM				
Prospero, Manuel		Need four tiles replaced in northeast corner of new wing. For more information contact the Head Custodian							
Basilio Santillano									
178176	Main Building				8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 1:01:31 PM				
Villalobos, Jose		Respectfully requesting a tilt truck.							
Basilio Santillano									
Count: 25 Work Orders		Avg. Age of WO's 38		Total for La Union ES		0		\$0.00	

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Loma Linda ES									
179646	Main Building	Classroom			8/16/2017		28		\$0.00
Medium	Work In Progress	Nurses Office			8/16/2017 8:22:32 AM				
Marquez, Gerardo									
Need locks on all cabinets.									
Crystalee Heredia									
180392	Main Building	Portables			8/28/2017		16		\$0.00
Medium	Work In Progress	Music Portable			8/28/2017 3:48:31 PM				
Marquez, Gerardo									
Need assistance to repair door knobs at music portable.									
Hector Pacheco									
179310		Kitchen			8/10/2017		34		\$0.00
High	Work In Progress				8/10/2017 3:52:29 PM				
Villalobos, David									
Remove old (2) ovens and replaced with (2) new double stack ovens SNP Mgr. Dolores R. (575) 882-4707									
Dino Facio									
180344		Kitchen			8/28/2017		16		\$0.00
High	Work In Progress				8/28/2017 9:54:11 AM				
Villalobos, David									
Chopper making loud noise when they turn it on SNP Mgr. Dolores R. (575) 882-4707									
Dino Facio									
179655		Kitchen			8/16/2017		28		\$0.00
High	Work In Progress				8/16/2017 9:23:03 AM				
Villalobos, David									
Knob on skillet does not fit correctly falls off SNP Mgr. Dolores R. (575) 882-4707									
Dino Facio									
179795		Kitchen			8/17/2017		27		\$0.00
High	Work In Progress				8/17/2017 3:51:28 PM				
Gonzalez, Salvador									
weld stainless bracket brackets that hold sneeze guard SNP Mgr. Dolores R. (575) 882-4707									
Dino Facio									
179558		Portables			8/15/2017		29		\$0.00
Medium	Work In Progress	Music Portable			8/15/2017 8:18:52 AM				
Gonzalez, Salvador									
Need assistance to replace 2x10 ramp flooring to 1/8 metal sheeting at music portable ramp. Hazardous for wheel chairs. As per Principal Cardona.									
Hector Pacheco									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Loma Linda ES									
178670					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:16 AM				
Vallejo, Albert		Yearly - Loma Linda ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
178069	Main Building	Custodial			7/31/2017		44		\$0.00
Medium	Work In Progress				7/31/2017 10:28:59 AM				
Villalobos, Jose		Wet Vacuum not working properly. It pick up water and drops it#4419							
David Soriano									
177790	Main Building	Custodial			7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 8:47:21 AM				
Villalobos, Jose		Burnisher Serial # 175003, is not working. It does not turn on.				unit has bad rectifier. searching for parts as of 9/8/17			
David Soriano									
177791	Main Building	Custodial			7/26/2017		49		\$0.00
Medium	Work In Progress				7/26/2017 8:48:59 AM				
Villalobos, Jose		Extractor Unit is not working properly. It is not picking up enough water. Serial # 1212249							
David Soriano									
Count: 11 Work Orders			Avg. Age of WO's	33		Total for Loma Linda ES	0	\$0.00	

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Mesquite ES									
180535					8/30/2017		14		\$0.00
Medium	Work In Progress			8/30/2017 11:41:23 AM					
Villalobos, Jose	propane burnisher # 12049 propane burnisher needs to be serviced its almost up to the 50 mile mark it is at 49								
Mario Valles									
178671					8/6/2017		38		\$0.00
Medium	Work In Progress			8/6/2017 12:43:16 AM					
Vallejo, Albert	Yearly - Mesquite ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.								
Margret Villalobos									
179984		Kitchen			8/22/2017		22		\$0.00
Medium	Work In Progress			8/22/2017 8:46:29 AM					
Medina, Eric	Exchanged out milk coolers SNP Mgr. Sara G. (575) 233-2341								
Dino Facio									
180289		Kitchen			8/25/2017		19		\$0.00
High	Work In Progress			8/25/2017 2:48:43 PM					
Villalobos, David	2 ovens not functioning properly (not heating) SNP Mgr. Mercedes F. (575) 233-2341								
Dino Facio									
180258		Kitchen			8/25/2017		19		\$0.00
High	Work In Progress			8/25/2017 8:07:00 AM					
Villalobos, David	Hand sink leaks when in use SNP Mgr. Mercedes F. (575) 233-2341								
Dino Facio									
178636	Main Building				8/4/2017		40		\$0.00
Medium	Work In Progress	Second hallway,		8/4/2017 3:46:55 PM					
Marquez, Gerardo	Need plaque made for our I-Station Lab. Jerry Marquez Thank you								
Sandra Mora									
178640	Main Building	Computer Lab			8/4/2017		40		\$0.00
Medium	Work In Progress	2nd hallway,		8/4/2017 3:49:57 PM					
Marquez, Gerardo	Need plaque made that reads for Computer Lab A, Jerry Marquez Thank you								
Sandra Mora									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Mesquite ES							
178649	Main Building	Computer Lab			8/4/2017		40		\$0.00
Medium	Work In Progress	3rd hallway,			8/4/2017 3:55:35 PM				
Marquez, Gerardo		Need plaque make to read for Ram Lab , Jerry Marquez, Thank you							
Sandra Mora									
Count: 8 Work Orders		Avg. Age of WO's	29			Total for Mesquite ES	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: North Valley ES									
180109					8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 1:49:40 PM				
Solis, Lorenzo		need someone to check out a/c unit in classroom 106 Diagnostic-condensate overflow							
Joaquin Romero									
179810					8/18/2017		26		\$0.00
Medium	Work In Progress				8/18/2017 7:52:28 AM				
Chavez, Santos		need an outlet installed in principal's office at La Mesa pre-k Thank You							
Joaquin Romero									
180177		Football Field			8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 9:39:48 AM				
Ontiveros, Guadalupe		Need 2 Soccer Goal Nets Replaced. (20 ft. L x 8 ft. H x 6 ft. D)							
Gloria Reyes									
179591		Pump House			8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 2:57:09 PM				
Apodaca, Mario		the domestic water booster pump trouble shoot the control panel							
Mario Apodaca									
180429		Pump House			8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 1:06:13 PM				
Vallejo, Albert		Pump House needs maintenance because the alam is going off in the middle of the night. This is happening weekly.							
Gloria Reyes									
178672					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:17 AM				
Vallejo, Albert		Yearly - North Valley ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
180276		Custodial			8/25/2017		19		\$0.00
Medium	Work In Progress				8/25/2017 12:27:21 PM				
Villalobos, Jose		I need a magnetic strip for paper clips and staples for one of my vacuums and also if you can send me a new bag for one of my vacuums it has a tear.							
David Miranda									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: North Valley ES									
179183					8/9/2017		35		\$0.00
Medium	Work In Progress				8/9/2017 3:43:39 PM				
Villalobos, Jose		north valley's weed eater needs to be serviced	Does not start Thank you						
Joaquin Romero									
179141					8/9/2017		35		\$0.00
Medium	Work In Progress				8/9/2017 1:57:00 PM				
Romero, Joaquin		requesting tools for North Valley elementary							
Joaquin Romero									
176747					7/2/2017		73		\$0.00
Medium	Work In Progress				7/2/2017 12:45:32 AM				
Vallejo, Albert		Monthly - North Valley ES - Fire Pump Engine - Refer to PM schedule details.				PM not performed asp schedule			
Margret Villalobos									
Count: 10 Work Orders			Avg. Age of WO's	31		Total for North Valley ES	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Northern On-Track Pre-K (LM)									
178687					8/6/2017	8/17/2017	38		\$0.00
Medium	Work In Progress			8/6/2017 12:43:26 AM					
Vallejo, Albert	Yearly - Northern Pre-K Fire Ext. Insp. (Yearly) - Refer to PM schedule details.								
Margret Villalobos									
178988					8/8/2017		36		\$0.00
Medium	Work In Progress			8/8/2017 8:51:11 AM					
Villalobos, Jose	i am having problems with my weed eater it doesn't want to start and when it does start it dies quick, when i pump the gas bubble it doesn't want to fill up. also might need a new spark plug.								
Brian Pacheco									
178991					8/8/2017		36		\$0.00
Medium	Work In Progress			8/8/2017 9:03:00 AM					
Ronquillo, Ruben	requesting for a loaner weed eater from ruben								
Brian Pacheco									
179765	Main Building	Office			8/17/2017		27		\$0.00
Medium	Work In Progress			8/17/2017 3:31:07 PM					
Ronquillo, Ruben	Re tint the windows in the front office. The old tint is peeling off in large sections								
Viola Ramos									
178878					8/7/2017		37		\$0.00
Medium	Work In Progress			8/7/2017 11:04:44 AM					
Chavez, Santos	need 1 gfi outlet installed in room 101 she has fish tanks connected to regular outlets								
Brian Pacheco									
Count: 5 Work Orders			Avg. Age of WO's	35	Total for Northern On-Track Pre-K (LM)		0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Physical Plant Complex									
177524	Maintenance				7/20/2017		55		\$0.00
Medium	Work In Progress				7/20/2017 8:33:52 AM				
Herrera, Mario		Margret's Office - Please paint office							
Margret Villalobos									
179177	Motor Vehicle				8/9/2017		35		\$0.00
Medium	Work In Progress				8/9/2017 3:41:33 PM				
Ambriz, Jose		Auto Shop & office....AC not cooling							
Maria Ruiz									
180088	Main Warehouse				8/23/2017		21		\$0.00
High	Work In Progress				8/23/2017 9:08:22 AM				
Carrasco, Danny		Please load the electrical cable left by the barracks by Santos onto a trailer and transport to GHS over by pressbox/stadium thanks,							
Jessica Herrera									
178964					8/7/2017		37		\$0.00
Medium	Work In Progress				8/7/2017 3:53:22 PM				
Lara, Ralph		8-7--17-SHOP-81060-81097-MILEAGE. .5 7.-G.H.S.-WO-178303-C-178401-C-WO-178152-C- WO178400-C-WO-178398-C-WO178605-C-WO-178397 -C .5							
Ralph Lara									
177979	Main Warehouse	Office			7/28/2017		47		\$0.00
Medium	Work In Progress				7/28/2017 9:53:57 AM				
Marquez, Gerardo		STUDENT RECORDS OFFICE OUTER DOOR NOT CLOSING/LATCHING PROPERLY.				STUDENT RECORDS OFFICE OUTER DOOR NOT CLOSING/LATCHING PROPERLY.			
Tracey Swinford									
177624					7/24/2017		51		\$0.00
Medium	Work In Progress				7/24/2017 10:15:39 AM				
Herrera, Jaime		Need bobcat to work ponds after the rains, at Vado Elem. (Note: Bobcat is at NV, please ck with Joaquin when he will be done, then transport to VE). - Thanks							
Danny Miranda									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Physical Plant Complex									
180554					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 2:53:31 PM				
Lara, Ralph		8-30-17-SHOP-81796-81832-MILEAGE. .5 3.-D.V.E.-WO-180343-C 3.R.S.E.-WO-180523-C .5							
Ralph Lara									
177079					7/11/2017		64		\$0.00
Medium	Work In Progress				7/11/2017 1:02:31 PM				
Marquez, Gerardo		File cabinet needs to be unlocked.							
Irma Suarez									
180294					8/25/2017		19		\$0.00
Medium	Work In Progress				8/25/2017 3:05:34 PM				
Marquez, Gerardo		8/26/17 19857-19905 .5-CK. E-MAIL/PREP. MATRL. 2-B. ELEM. 180086 C. 2=AVEC.179373 C. 2-CH. ELEM. 180210 C. .5-LOG OUT.							
Gerardo Marquez									
180473					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 3:40:38 PM				
Lara, Ralph		8-29-17-SHOP-81752-81786-MILEAGE. .5 2. G.H.S.-WO-180157-C-WO-18018-C 1.-S.T.H.S.-WO-178609-C 4.S.T.M.S.-WO-180422-C-WO-180171-C-WO-180071-C SAME WORK ORDER. .5							
Ralph Lara									
176910					7/3/2017		72		\$0.00
Medium	Work In Progress				7/3/2017 12:45:31 AM				
Flores, Pete		Monthly - PPD - UV-0516 PM Service - Refer to PM schedule details.							
Margret Villalobos									
180090					8/23/2017		21		\$0.00
High	Work In Progress				8/23/2017 9:33:50 AM				
Ontiveros, Guadalupe		Old Alta Vista location (New location for SNP Dept.)need grounds cleaned and mowed SNP Dir. Maria G. (575) 882-6773							
Dino Facio									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Physical Plant Complex									
177392	Motor Vehicle				7/18/2017		57		\$0.00
Medium	Work In Progress	vehicle#0510			7/18/2017 3:43:05 PM				
Flores, Pete		repair tractor to serviceable condition							
Pete Flores									
177618					7/24/2017		51		\$0.00
Medium	Work In Progress	Vehicle #151			7/24/2017 8:43:46 AM				
Flores, Pete		Coolant leak on truck #151 please fix							
Santos Chavez									
177623					7/24/2017		51		\$0.00
Medium	Work In Progress				7/24/2017 10:12:52 AM				
Flores, Pete		need to borrow gator and portable sprayer for Vado Elem.							
Danny Miranda									
178002					7/28/2017		47		\$0.00
Medium	Work In Progress				7/28/2017 2:36:59 PM				
Flores, Pete		SNP Truck #189 has a flat on front drive side tire SNP WHSE Antonio C. (575) 882-6927							
Dino Facio									
178178	Motor Vehicle				8/1/2017		43		\$0.00
Medium	Work In Progress	vehicles 45&			8/1/2017 1:04:22 PM				
Flores, Pete		nplease replace missing wheel covers							
Pete Flores									
178976					8/7/2017		37		\$0.00
Medium	Work In Progress	Vehicle #151			8/7/2017 7:19:04 PM				
Flores, Pete		Need right signal light on the trailer light connection fixed. It won't turn on when signal, hazard or brakes are applied with trailer in tow.							
Santos Chavez									
178977					8/7/2017		37		\$0.00
Medium	Work In Progress	Vehicle #151			8/7/2017 7:23:04 PM				
Flores, Pete		If possible I would appreciate if the bench seat in truck 151 could be shampooed. I can't get rid of the cigarette smell from the previous operator.							
Santos Chavez									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Physical Plant Complex									
180621	Motor Vehicle				8/31/2017		13		\$0.00
Medium	Work In Progress	Vehicle #163			8/31/2017 8:42:21 AM				
Flores, Pete		please check for any routine maintenance							
Pete Flores									
180623		Office			8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 8:47:11 AM				
Flores, Pete		Pre-Trip Inspection SNP Vehicle #80 SNP Dir. Maria G. (575) 882-6773							
Dino Facio									
177132	Motor Vehicle				7/12/2017		63		\$0.00
Medium	Work In Progress	vehicle # 174			7/12/2017 9:19:01 AM				
Sanchez, Lisa		need to order a replacement plate current plate is faded 2007 Dodge Caravan G69664							
Maria Ruiz									
180260					8/25/2017		19		\$0.00
Medium	Work In Progress	Vehicle #17			8/25/2017 8:26:09 AM				
Marquez, Gerardo		PETE: I WILL NOT BE USING VAN NO. 17. 8/28-9/1. AM REQUESTING AN OIL CHANGE AND WHAT EVER OTHER ROUTINE MAINTENANCE MAY BE NEEDED. THANK YOU.							
Gerardo Marquez									
179137					8/9/2017		35		\$0.00
Medium	Work In Progress				8/9/2017 1:02:07 PM				
Facio, Dino		SNP Vehicle# 52 having AC issues SNP WHSE Antonio C. (575) 882-6927							
Dino Facio									
180018	Motor Vehicle				8/22/2017		22		\$0.00
Medium	Work In Progress	vehicle #140			8/22/2017 2:41:30 PM				
Flores, Pete		requesting 2 new tires for equip#140 and tires for maintenance trucks							
Pete Flores									
180348		Office			8/28/2017		16		\$0.00
Medium	Work In Progress				8/28/2017 10:33:51 AM				
Flores, Pete		Get new SNP Vehicle ready to use, add number and district logo SNP Dir. Maria G. (575) 882-6773							
Dino Facio									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Physical Plant Complex									
180493	Motor Vehicle				8/29/2017		15		\$0.00
Medium	Work In Progress	Vehicle #29			8/29/2017 3:53:23 PM				
Flores, Pete		Need to fix scratch on passenger door and tool box door.							
Jose Ambriz									
180170					8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 8:50:04 AM				
Apodaca, Mario		need 6 gal of distilled water wastewater lab equipment							
Mario Apodaca									
180614					8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 12:43:06 AM				
Apodaca, Mario		Monthly - PPD/GHS - WW Monthly Sampling - Refer to PM schedule details.							
Margret Villalobos									
177773	Office				7/26/2017		49		\$0.00
High	Work In Progress				7/26/2017 7:34:17 AM				
Villalobos, Margret		Spray for mosquito in front and around entrance to SNP Office and PPD area as per Alfredo Holguin request				Approved EM Bennie 7/27/17			
Dino Facio									
177437					7/19/2017		56		\$0.00
High	Work In Progress				7/19/2017 6:16:30 AM				
Medina, Eric		Walk In cooler at SNP Food warehouse freezing over SNP Warehouse Antonio C. (575) 882-6927							
Dino Facio									
177617					7/24/2017		51		\$0.00
High	Work In Progress				7/24/2017 8:33:38 AM				
Medina, Eric		Need propane tank cage bolted down to floor SNP Warehouse Antonio C. (575) 822-6927							
Dino Facio									
180447					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 2:53:55 PM				
Medina, Eric		SNP WAREHOUSE- FREEZER #1, THE CHAIN LOOKS LIKE IT IS LOOSE CAUSING IT NOT TO FUNCTION PROPERLY.							
Maritza Gonzalez									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Physical Plant Complex									
179456					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 8:57:37 AM				
Gonzalez, Salvador		Requesting assortment screws and sheet metal hole cutter							
Salvador Gonzalez									
179217					8/10/2017		34		\$0.00
Medium	Work In Progress				8/10/2017 8:22:49 AM				
Gonzalez, Salvador		8-10-17 As per Albert, due to damage baseball canopy dough out needs to be modify and repaired							
Salvador Gonzalez									
180094					8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 10:03:42 AM				
Villalobos, Jose		Need parts for custodial equipment repair. Prolene 20" brush 5ea. / pad holder 20" short trim 5ea. / squeegee 24" blue blade 20ea.							
Jose Villalobos									
179732					8/17/2017		27		\$0.00
Medium	Work In Progress				8/17/2017 8:09:53 AM				
Ontiveros, Joe		Need green 6ft step ladder and 10" Chunnel Lock also.							
Joe Ontiveros									
180015					8/22/2017		22		\$0.00
Medium	Work In Progress				8/22/2017 2:25:43 PM				
Gonzalez, Salvador		8-22-17 Requesting respirator masks							
Salvador Gonzalez									
178686					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:26 AM				
Vallejo, Albert		Yearly - Physical Plant Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
Count: 39 Work Orders			Avg. Age of WO's	35		Total for Physical Plant Complex	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Riverside ES									
176976					7/10/2017		65		\$0.00
Medium	Work In Progress				7/10/2017 10:07:15 AM				
Castillo, Carlos		Need duct lift to raise fly blower into position for installment in Cafeteria.							
Mario Martinez									
178673					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:18 AM				
Vallejo, Albert		Yearly - Riverside ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
180551					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 2:27:34 PM				
Medina, Eric		WALK IN FREEZER- TEMP RISING IS AT 45 DEGREES. ICE BUILDUP BY FAN. SNP MANAGER SANTAN. 589-2550							
Maritza Gonzalez									
179346		Kitchen			8/11/2017		33		\$0.00
High	Work In Progress				8/11/2017 10:35:31 AM				
Villalobos, David		Loose tube under the bottom of the dishwasher SNP Mgr. Santa N. (575) 589-2550							
Dino Facio									
180552					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 2:28:15 PM				
Villalobos, David		SKILLET LEAKING OIL. SNP MANAGER SANTA N. 589-2550							
Maritza Gonzalez									
178982					8/8/2017		36		\$0.00
Medium	Work In Progress				8/8/2017 8:04:09 AM				
Ontiveros, Guadalupe		Need assistance with weed control.							
Mario Martinez									
177067					7/11/2017		64		\$0.00
Medium	Work In Progress				7/11/2017 10:05:06 AM				
Ontiveros, Guadalupe		Requesting assistance with grounds clean up around entire school.							
Mario Martinez									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Riverside ES									
179088					8/9/2017		35		\$0.00
Medium	Work In Progress	Gym Storage			8/9/2017 8:15:51 AM				
Martinez, Mario		Relocate projector screen located in the gym storage room to gym main wall. (Mrs. Martinez)							
Norma Martinez									
179089					8/9/2017		35		\$0.00
Medium	Work In Progress	Room 104			8/9/2017 8:17:26 AM				
Martinez, Mario		Hang bulletin board on the wall by the sink. (Mrs. Sullivan)							
Norma Martinez									
177280					7/17/2017		58		\$0.00
Medium	Work In Progress				7/17/2017 6:42:34 AM				
Martinez, Mario		Need to hang 72 inch fly blower in cafeteria. With assistance from David V. ERIC M, & Carlos C.							
Mario Martinez									
180524					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 10:27:17 AM				
Martinez, Mario		need to hang banners & screen at Gym.							
Mario Martinez									
180601					8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 12:42:57 AM				
Martinez, Mario		Monthly - Riverside ES A-16 Fan Exhaust Semiannual - Refer to PM schedule details.							
Margret Villalobos									
180519					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 10:14:50 AM				
Castillo, Carlos		Need lift to install banners & screen 20 ft up in the Gym.							
Mario Martinez									
180521					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 10:23:49 AM				
Castillo, Carlos		Need Carlos C. to install electrical outlet in custodian Morgan building.							
Mario Martinez									
180105					8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 1:22:14 PM				
Ontiveros, Joe		Need plumber Joe O to unstop janitor sink in sixth grade wing.							
Mario Martinez									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Riverside ES

Count: 15 Work Orders Avg. Age of WO's 31 Total for Riverside ES 0 \$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Santa Teresa ES							
177812		Kitchen			7/26/2017		49		\$0.00
High	Work In Progress			7/26/2017 10:25:20 AM					
Castillo, Carlos	Remove electrical poles (5) and replace with ceiling electrical reel cords SNP Mgr. Marina R. (575) 589-3439								
Dino Facio									
179098					8/9/2017		35		\$0.00
Medium	Work In Progress			8/9/2017 8:42:04 AM					
Hernandez, Guillermo	Need to replace air vent valves in pump rooms.								
Guillermo Hernandez									
180446					8/29/2017		15		\$0.00
Medium	Work In Progress			8/29/2017 2:52:30 PM					
Villalobos, David	ONE OF THE OVENS IS NOT REACHING TEMPERATURE. SNP MANAGER MARINA R. 589.3439								
Maritza Gonzalez									
179445	Main Building	Pump House			8/14/2017		30		\$0.00
Medium	Work In Progress			8/14/2017 8:12:37 AM					
Ramos, Rudy	LEAK IN THE PIPES , MAIN WATER PUMP OUTSIDE BY FRONT OF SCHOOL								
Rudy Ramos									
180008		Office			8/22/2017		22		\$0.00
Medium	Work In Progress			8/22/2017 11:39:23 AM					
Gonzales, Camilo	Pick up a pallet with instructional materials and deliver to the IM warehouse. See Ms. Gomez fro details. Thank you.								
Theresa Ramirez									
178674					8/6/2017		38		\$0.00
Medium	Work In Progress			8/6/2017 12:43:18 AM					
Vallejo, Albert	Yearly - Santa Teresa ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.								
Margret Villalobos									
180189		Office			8/24/2017		20		\$0.00
Medium	Work In Progress			8/24/2017 10:54:37 AM					
Gonzales, Camilo	Deliver 1 box % SE 5th Grade Math-English. Thank you.								
Theresa Ramirez									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Santa Teresa ES							
177570					7/20/2017		55	\$0.00	
Medium	Work In Progress				7/20/2017 3:20:53 PM				
Villalobos, Jose		would like to borrow the 2 gallon extractor for next week please ... thank you							
Maria Gabaldon									
Count: 8 Work Orders		Avg. Age of WO's	33			Total for Santa Teresa ES	0	\$0.00	

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa HS									
178614	Locker Room	Restroom			8/4/2017		40		\$0.00
Medium	Work In Progress	locker room			8/4/2017 3:36:57 PM				
Lara, Ralph		Lockers are broken, coaches have marked with stickers							
Lorraine Dominguez									
178626	Main Building	Classroom			8/4/2017		40		\$0.00
Medium	Work In Progress	511/513			8/4/2017 3:43:05 PM				
Lara, Ralph		Cabinet latches do not close properly							
Lorraine Dominguez									
179971					8/22/2017		22		\$0.00
Medium	Work In Progress				8/22/2017 7:43:53 AM				
Lara, Ralph		athletic trainers portable building over head door needs repair or replaced due to vandalism							
Bobby Aldaz									
179876					8/18/2017		26		\$0.00
Medium	Work In Progress				8/18/2017 3:48:18 PM				
Lara, Ralph		concession stand at baseball field outside metal door needs repair due to vandalism							
Bobby Aldaz									
178155	Annex Building	Custodial			8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 9:23:18 AM				
Villalobos, Jose		Advance SD 5120 -- S/N 1386983 -- Tag 00-1173 -- Machine motor is slow when turned on.							
Jesus Avila									
179553	Annex Building	Custodial			8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 8:00:41 AM				
Gonzales, Camilo		11 filing cabinets, 10 cabinets and 12 student desks need to be removed and taken to storage.							
Jesus Avila									
180629		Kitchen			8/31/2017		13		\$0.00
High	Work In Progress				8/31/2017 9:16:25 AM				
Villalobos, David		Serving Line (Old Favorites) water valve is leaking SNP Mgr. Hilda P. (575) 589-5332							
Dino Facio									
178885		Kitchen			8/7/2017		37		\$0.00
Medium	Work In Progress				8/7/2017 12:35:48 PM				
Medina, Eric		The cold side on the serving line (On The Bun) not cooling SNP Mgr. (575) 589-5332							
Dino Facio									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Santa Teresa HS

178684 8/6/2017 38 \$0.00

Medium Work In Progress 8/6/2017 12:43:24 AM

Vallejo, Albert Yearly - Santa Teresa HS Fire Ext. Insp. (Yearly) - Refer to PM schedule details.

Margret Villalobos

177985 Vocational Classroom 7/28/2017 47 \$0.00

Medium Work In Progress Band room 7/28/2017 10:39:26 AM

Carbajal, Jimmy Carpet in band room is in dire need of replacing. Please see Mr. W for further direction

Lorraine Dominguez

179753 8/17/2017 27 \$0.00

Medium Work In Progress 8/17/2017 3:08:19 PM

Hernandez, Guillermo ice machine to trainers office not working

Carlos Hernandez

179475 8/14/2017 30 \$0.00

Medium Work In Progress 8/14/2017 10:49:53 AM

Hernandez, Guillermo Need to service AC to Trainers office

David Diaz

178630 Main Building Classroom 8/4/2017 40 \$0.00

Medium Work In Progress 511/513 8/4/2017 3:45:19 PM

Lara, Ralph need keys for goggle sanitizer

Lorraine Dominguez

179401 8/11/2017 33 \$0.00

Medium Work In Progress GRDS - SHOP 8/11/2017 3:57:59 PM

Lara, Ralph outside door needs new core getting hard to open & lock inside door needs handle with lock

Bobby Aldaz

180296 8/25/2017 19 \$0.00

Medium Work In Progress 8/25/2017 3:13:25 PM

Lara, Ralph Need to change out 4 Cam Locks to room 509.

David Diaz

177705 Gymnasium Storage 7/25/2017 50 \$0.00

Medium Work In Progress PE Storage area 7/25/2017 9:45:00 AM

Lara, Ralph Need keys for storage cabinets to relocate athletic program. Please see Ms. Soriano for further direction

Lorraine Dominguez

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Santa Teresa HS							
177983	Main Building	Classroom			7/28/2017		47		\$0.00
Medium	Work In Progress	407		7/28/2017 10:35:55 AM					
Lara, Ralph		door not closing properly							
Lorraine Dominguez									
177984	Main Building	Classroom			7/28/2017		47		\$0.00
Medium	Work In Progress	several areas		7/28/2017 10:38:11 AM					
Lara, Ralph		We are in dire need of keys for several cabinets Rm 203 and 204 TS106/TS107. Keys for storage area in PE Storage. We also need a variety of keys throughout the building for further direction please see Celia Valdez							
Lorraine Dominguez									
177439					7/19/2017		56		\$0.00
Medium	Work In Progress			7/19/2017 6:30:14 AM					
Castillo, Carlos		Could you please check (install) if is possible to install a GFI outlet for a water fountain that is going to be installed in the cage at ROTC classroom.							
Guillermo Hernandez									
180298					8/25/2017		19		\$0.00
Medium	Work In Progress			8/25/2017 3:17:55 PM					
Castillo, Carlos		Need to Rewire auxiliary gym receptacles that are connected to the Score Board.							
David Diaz									
179921					8/21/2017		23		\$0.00
Medium	Work In Progress			8/21/2017 12:08:35 PM					
Castillo, Carlos		need new light fixtures in bathrooms in vocational							
Carlos Hernandez									
176964					7/10/2017		65		\$0.00
Medium	Work In Progress			7/10/2017 6:49:52 AM					
Vallejo, Albert		Repair acid dilution tank.							
Albert Vallejo									
179263					8/10/2017		34		\$0.00
Medium	Work In Progress			8/10/2017 2:32:24 PM					
Ontiveros, Joe		Need to repair "p" trap in Voc. boys restroom leaking will need to replace water faucet as well.							
David Diaz									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa HS									
178457					8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 3:15:59 PM				
Ontiveros, Joe		Need to install Flush Valve in the ladies rest room in main hallway.							
David Diaz									
178624	Main Building	Classroom			8/4/2017		40		\$0.00
Medium	Work In Progress	511/508			8/4/2017 3:41:56 PM				
Ontiveros, Joe		please check plumbing and drainage in student work areas							
Lorraine Dominguez									
177140					7/12/2017		63		\$0.00
Medium	Work In Progress				7/12/2017 11:10:48 AM				
Ontiveros, Joe		need drains installed to eye wash in room 508 and 511							
Carlos Hernandez									
177141					7/12/2017		63		\$0.00
Medium	Work In Progress				7/12/2017 11:12:30 AM				
Ontiveros, Joe		need eyewash covers for rooms 807 and 805							
Carlos Hernandez									
180468					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 3:39:33 PM				
Hernandez, Guillermo		Split system for the Electrical Room is malfunctioning.							
Guillermo Hernandez									
178254					8/2/2017		42		\$0.00
Medium	Work In Progress				8/2/2017 12:33:22 AM				
Flores, Pete		Monthly - UV-STHS-0518 PM Service - Refer to PM schedule details.							
Margret Villalobos									
179929					8/21/2017		23		\$0.00
Medium	Work In Progress				8/21/2017 3:01:45 PM				
Ontiveros, Guadalupe		need to move ticket booth so they can pour cement							
Carlos Hernandez									
180390	Gymnasium	Athletic Field			8/28/2017		16		\$0.00
Medium	Work In Progress	track			8/28/2017 3:47:27 PM				
Ontiveros, Guadalupe		Track has a hole that needs to be repaired.							
Lorraine Dominguez									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa HS									
180079					8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 8:17:44 AM				
Flores, Pete		band truck needs service batteries keep draining							
Carlos Hernandez									
179645					8/16/2017		28		\$0.00
Medium	Work In Progress				8/16/2017 8:19:44 AM				
Diaz, David		Need to change out filters to culinary kitchen.							
David Diaz									
180543					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 1:05:40 PM				
Diaz, David		Need to change out Ballast in room 705.							
David Diaz									
177986	Cafeteria (2005)	Cafeteria			7/28/2017		47		\$0.00
Medium	Work In Progress	cafeteria			7/28/2017 10:40:06 AM				
Hernandez, Carlos		Tile along ramp area needs replacing							
Lorraine Dominguez									
177297	Main Building	Hallway/Corridor			7/17/2017		58		\$0.00
Medium	Work In Progress	hallways			7/17/2017 10:44:21 AM				
Hernandez, Carlos		Repair/replace tile with holes as it is a safety issue. Please see Mr. W for further direction							
Lorraine Dominguez									
Count: 36 Work Orders			Avg. Age of WO's	36	Total for Santa Teresa HS		0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Santa Teresa MS									
178510	Gym (1997)	Gym			8/4/2017		40		\$0.00
Medium	Work In Progress	WENDY			8/4/2017 7:57:02 AM				
Mijarez, Jaime	NORTH SIDE GYM DOORS ARE MISSING WEATHER STRIPPING ON BOTTOM.								
Laura Parra									
178530	North Building	Classroom			8/4/2017		40		\$0.00
Medium	Work In Progress	14 CUMPLIDO			8/4/2017 9:30:07 AM				
Mijarez, Jaime	REMOVE WHITE BOARD AND PLACE ON OTHER WALL SO THAT TEACHER CAN HAVE ACCESS TO BULLETIN BOARD-- SEE MS CUMPLIDO								
Laura Parra									
179492					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 2:26:36 PM				
Mijarez, Jaime	Running out on pumps for heat pumps. Please order (8 ea. 1BL001/PL-36) Bell & Gossett Booster pump. Order (6 ea. Model-VCC-20ULS) Little Giant Low Rise condensate pump. Order (6 ea. Model-VCMA-20) Little Giant High Rise condensate pump.								
Jaime Mijarez									
180178	Library	Library			8/24/2017		20		\$0.00
Medium	Work In Progress	LIBRARY --			8/24/2017 9:40:37 AM				
Mijarez, Jaime	EXIT SIGN INSIDE LIBRARY ABOVE MAIN DOOR HAS FALLEN OFF. PLEASE REPLACE								
Laura Parra									
180176	North Building	Classroom			8/24/2017		20		\$0.00
Medium	Work In Progress	3-			8/24/2017 9:38:09 AM				
Mijarez, Jaime	DRYER IS NOT HEATING AND IT TAKES 3 CYCLES TO COMPLETELY DRY								
Laura Parra									
180361	Gym (1997)	Gym			8/28/2017		16		\$0.00
Medium	Work In Progress	SNYDER			8/28/2017 2:57:58 PM				
Mijarez, Jaime	PLEASE INSTALL 2 PROJECTOR SCREENS-- SEE MS SNYDER FOR DETAILS								
Laura Parra									
180362	Gym (1997)	Gym			8/28/2017		16		\$0.00
Medium	Work In Progress	CONCESSION			8/28/2017 2:58:38 PM				
Hernandez, Guillermo	ICE MAKER MACHINE NOT WORKING								
Laura Parra									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									

Location: Santa Teresa MS

179124	Gym (1997)	Gym			8/9/2017		35		\$0.00
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Medium	Work In Progress				8/9/2017 11:02:32 AM				
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Ontiveros, Joe
The hand sink in girls dressing room no water comes out teacher complain that she needs it for her students so they could wash there hands..

Ismael Rodriguez

179808	South Building	Custodial			8/18/2017		26		\$0.00
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Medium	Work In Progress				8/18/2017 7:36:57 AM				
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Ontiveros, Joe
Replace water faucet in custodial closet behind the library its hard to open the water faucet to old see Mr. Rodriguez..

Ismael Rodriguez

177968	North Building	Classroom			7/28/2017		47		\$0.00
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Medium	Work In Progress				7/28/2017 8:00:54 AM				
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Mijarez, Jaime
One sink in the art room is leaking need to be check..

Ismael Rodriguez

177807	North Building	Library			7/26/2017		49		\$0.00
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Medium	Work In Progress				7/26/2017 10:06:01 AM				
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Lara, Ralph
Replace doors in the library there in bad shape as per principal..

Ismael Rodriguez

177809	South Building	Office			7/26/2017		49		\$0.00
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Medium	Work In Progress				7/26/2017 10:15:58 AM				
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Lara, Ralph
Replace doors in the south office also in bad shape..

Ismael Rodriguez

180182	North Building	Classroom			8/24/2017		20		\$0.00
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Medium	Work In Progress	1- CLAUDIA			8/24/2017 9:50:58 AM				
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Lara, Ralph
KEY LOST FOR ROOM 1- PLEASE BILL MS CLAUDIA PEREZ AT STMS--- NEED KEY REPLACEMENT

Laura Parra

180173					8/24/2017		20		\$0.00
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Medium	Work In Progress				8/24/2017 9:12:05 AM				
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Lara, Ralph
Attn; Ralph Lara requested by Mr. Polkluda to make sure that all push buttons interior/exterior and electronic door closer's for handicap access entry/exit doors are working. Several areas are missing the push button.

Jaime Mijarez

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa MS									
178488					8/3/2017		41		\$0.00
Medium	Work In Progress				8/3/2017 3:49:27 PM				
Hernandez, Guillermo		Kitchen heat pump is not cooling sufficient. Compressor 2 is shutting down on Hi pressure. Please bring 2 fans to provide to the ladies working in the cafeteria.							
Jaime Mijarez									
179802					8/17/2017		27		\$0.00
Medium	Work In Progress				8/17/2017 4:02:28 PM				
Hernandez, Guillermo		North & South bldgs. I have a critical link error at both bldgs. Can you please help me correct them. I also lost communication to several heat pumps and Pump stations.							
Jaime Mijarez									
178513	Gym (1997)	Exterior			8/4/2017		40		\$0.00
Medium	Work In Progress	BEHIND GYM---			8/4/2017 7:59:45 AM				
Vallejo, Albert		SIDEWALK BEHIND GYM (NEAR ELECTRIC ROOM) NEEDS REPAIR AFTER PIPE WAS REPAIRED DURING SUMMER							
Laura Parra									
180181					8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 9:43:55 AM				
Vallejo, Albert		Repair sidewalk and seal building to stop water from entering building at office area.							
Albert Vallejo									
179899		Kitchen			8/21/2017		23		\$0.00
High	Work In Progress				8/21/2017 8:54:58 AM				
Villalobos, David		Install warmer assess if a new electrical plug is needed SNP Mgr. Gessica B. (575) 589-9836							
Dino Facio									
180648		Kitchen			8/31/2017		13		\$0.00
High	Work In Progress				8/31/2017 2:08:39 PM				
Villalobos, David		Ice machine making beeping noise and not making ice SNP Mgr. Gessica B. (575) 589-5332							
Dino Facio									
180011					8/22/2017		22		\$0.00
Medium	Work In Progress				8/22/2017 12:41:29 PM				
Ronquillo, Ruben		Gym. Glass window was broken by student with a rock. Window size is 45 1/4"W x 30" H x 1/4"Thick safety glass.							
Jaime Mijarez									

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa MS									
178679					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:21 AM				
Vallejo, Albert		Yearly - Santa Teresa MS Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
178291	North Building	Cafeteria			8/2/2017		42		\$0.00
Medium	Work In Progress				8/2/2017 11:34:32 AM				
Lara, Ralph		CAFETERIA RIGHT EXIT DOOR WILL NOT CLOSE. PLEASE FIX AS SOON AS POSSIBLE UNABLE TO SECURE BUILDING							
Laura Parra									
180211		Athletic Field			8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 2:38:29 PM				
Villalobos, Jose		8/24/17. Please service and sharpen pole saw.							
Julio Alvarado									
Count: 24 Work Orders			Avg. Age of WO's	30	Total for Santa Teresa MS			0	\$0.00

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: SNP Complex									
176895					7/2/2017	7/8/2017	73		\$0.00
Medium	Work In Progress				7/2/2017 12:47:13 AM				
Ambriz, Alfredo		Monthly - Alta Vista ECHS Monthly FE Inspection - Refer to PM schedule details.							
Margret Villalobos									
176883					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:24 AM				
Vallejo, Albert		Yearly - Alta Vista EC Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
178168					8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 11:41:26 AM				
Vallejo, Albert		Renovate area for SNP use							
Albert Vallejo									
Count: 3 Work Orders			Avg. Age of WO's	51		Total for SNP Complex	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Sunland Park ES							
179486		Office			8/14/2017		30		\$0.00
Medium	Work In Progress	Nursing			8/14/2017 1:47:31 PM				
Carbajal, Jimmy	Need to have carpet pulled out and tile installed in the storage room for the Nurses office at Sunland Park Elementary, contact person is Angelina Sanchez-Health Assistant. Thank you,		e-mailed priscilla						
Priscilla Martinez									
179015		Classroom			8/8/2017		36		\$0.00
Medium	Work In Progress	Room 16			8/8/2017 1:06:23 PM				
Esparza, Dominique	Can they please adjust the temp. in the classroom to a little cooler. The room gets hot in the afternoons.								
Angie Flores									
178675					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:19 AM				
Vallejo, Albert	Yearly - Sunland Park ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.								
Margret Villalobos									
177294					7/17/2017		58		\$0.00
Medium	Work In Progress				7/17/2017 10:29:58 AM				
Marquez, Gerardo	Cafe Back Door Entrance, need to replace door and hardware due to vandalism.								
Albert Vallejo									
180534	Main Building				8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 11:32:13 AM				
Briones, Enrique	As per Ms. Barraza Need 35 combo student desks from SME								
Juan Ambriz									
179417					8/13/2017	9/13/2017	31		\$0.00
Medium	Work In Progress				8/13/2017 12:35:05 AM				
Ambriz, Juan	Yearly - Sunland Park ES A-9 Air Cooled Yearly - Refer to PM schedule details.								
Margret Villalobos									
180603					8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 12:42:59 AM				
Ambriz, Juan	Monthly - Sunland Park ES A-16 Fan Exh Semiannual - Refer to PM schedule details.								
Margret Villalobos									

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Sunland Park ES									
180616	Main Building				8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 7:32:35 AM				
Lara, Ralph		need to install door knobs with latch in six doors							
Juan Ambriz									
177293					7/17/2017		58		\$0.00
Medium	Work In Progress				7/17/2017 10:26:58 AM				
Marquez, Gerardo		Need to install (4) deadbolts in Office and Storage Areas, please see Ms. Barraza.							
Albert Vallejo									
180078	Main Building	Classroom			8/23/2017		21		\$0.00
Medium	Work In Progress	Room #40			8/23/2017 8:17:10 AM				
Hernandez, Guillermo		Need to repair water leak on cooling unit							
Juan Ambriz									
180414	Main Building	Office			8/29/2017		15		\$0.00
Medium	Work In Progress	Main front office			8/29/2017 7:29:06 AM				
Ambriz, Juan		Need to install latch on doors for safety reasons							
Juan Ambriz									
180220	Main Building				8/24/2017		20		\$0.00
Medium	Work In Progress	Teacher's			8/24/2017 3:34:49 PM				
Ambriz, Juan		need to assemble and install mail boxes for staff							
Juan Ambriz									
179932	Main Building	Hallway/Corridor			8/21/2017		23		\$0.00
Medium	Work In Progress				8/21/2017 3:14:01 PM				
Ambriz, Juan		Need to repair roof leak							
Juan Ambriz									
179551					8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 7:43:37 AM				
Ambriz, Juan		Need to install spikes for pigeons							
Juan Ambriz									

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Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs	
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date				
Assigned To		Description				Action Taken				
Requester Name										
Location: Sunland Park ES										
177533	Main Building	Classroom			7/20/2017		55		\$0.00	
Medium	Work In Progress	41			7/20/2017 9:39:26 AM					
Prospero, Manuel										
Welcome Back! My first work order for the year already; My air conditioner has not turned on all this week. If you could please put in a work order for me.										
Thank You,										
Mrs. Castaneda										
Angie Flores										
177929	Main Building	Parking Lot			7/27/2017		48		\$0.00	
Medium	Work In Progress	Drop off zone			7/27/2017 3:30:54 PM					
Ambriz, Juan										
Need to Install PVC pipe on parking cables cables (SAFETY)										
Juan Ambriz										
179087	Main Building				8/9/2017		35		\$0.00	
Medium	Work In Progress				8/9/2017 8:14:25 AM					
Ambriz, Juan										
Need to order water hoses										
Juan Ambriz										
179238					8/10/2017		34		\$0.00	
Medium	Work In Progress				8/10/2017 11:30:34 AM					
Carbajal, Jimmy										
portable c needs lineoleoum floor for special ed as per ms. barraza the carpet is torn from wall to wall										
Carlos Montes										
Count: 18 Work Orders		Avg. Age of WO's 32		Total for Sunland Park ES				0	\$0.00	

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Sunrise ES							
179248	Main Building	Classroom			8/10/2017		34		\$0.00
Medium	Work In Progress	P-7			8/10/2017 1:55:36 PM				
Gallegos, Felipe		KIMBERLY RUEDA, P-7, NEEDS CARPET CLEANED IN CLASSROOM							
Joanne Munoz									
179324	Main Building	Classroom			8/11/2017		33		\$0.00
Medium	Work In Progress	104			8/11/2017 8:54:24 AM				
Gallegos, Felipe		LAURA SANCHEZ, 104, CARPET NEEDS TO BE CLEANED							
Joanne Munoz									
179326	Main Building	Exterior			8/11/2017		33		\$0.00
Medium	Work In Progress	SCHOOL WIDE			8/11/2017 9:00:20 AM				
Gallegos, Felipe		KATHY ADAMS, EXTERIOR WINDOW AND SEALS NEED TO BE CLEANED. COBWEBS AND DUST IS COLLECTING.							
Joanne Munoz									
179229	Main Building	Classroom			8/10/2017		34		\$0.00
Medium	Work In Progress	209			8/10/2017 10:40:39 AM				
Gallegos, Felipe		IRENE MAURICIO, 209, NEEDS CLASSROOM CARPET CLEANED							
Joanne Munoz									
179230	Main Building	Classroom			8/10/2017		34		\$0.00
Medium	Work In Progress	108			8/10/2017 10:41:38 AM				
Gallegos, Felipe		JOANNE MUNOZ, 108, CARPET IS STILL DIRTY AFTER BEING CLEANED PLEASE RE SHAMPOO							
Joanne Munoz									
179107	Main Building	Classroom			8/9/2017		35		\$0.00
Medium	Work In Progress	212			8/9/2017 9:50:36 AM				
Tellez, Hector		NIDIA MORA, 212, NEED TO SWITCH SMARTBOARD FROM 208 TO 212.							
Joanne Munoz									
178830	Main Building	Classroom			8/7/2017		37		\$0.00
Medium	Work In Progress	P-6			8/7/2017 7:27:06 AM				
Tellez, Hector		KATHY ADAMS, PRINCIPAL, P-6 DOOR NEEDS TO BE PAINTED INSIDE AND OUT							
Joanne Munoz									

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Sunrise ES									
180430					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 1:38:09 PM				
Tellez, Hector		Need 2X4 LED lights for Desert Trail Elementary Cafeteria.							
Hector Tellez									
177601		Kitchen			7/20/2017		55		\$0.00
High	Work In Progress				7/20/2017 4:21:01 PM				
Tellez, Hector		Remove one electrical pole in front of serving line SNP Mgr. Glenda G. (575) 824-3194							
Dino Facio									
180531					8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 11:09:29 AM				
Solis, Lorenzo		Need a tech. to come out to SRE to check a unit possibly bad compressor							
Hector Tellez									
180604					8/31/2017		13		\$0.00
Medium	Work In Progress				8/31/2017 12:42:59 AM				
Tellez, Hector		Monthly - Sunrise ES A-1 Semiannual MCS - Refer to PM schedule details.							
Margret Villalobos									
180650		Kitchen			8/31/2017		13		\$0.00
High	Work In Progress				8/31/2017 2:13:37 PM				
Medina, Eric		Walk In Refrigerator at 42° SNP Mgr. Glenda G. (575) 824-3194							
Dino Facio									
180000		Kitchen			8/22/2017		22		\$0.00
High	Work In Progress				8/22/2017 10:20:12 AM				
Medina, Eric		Reach In at 55° SNP Mgr. Glenda G. (575) 824-3194							
Dino Facio									
179313		Kitchen			8/10/2017		34		\$0.00
High	Work In Progress				8/10/2017 3:55:55 PM				
Villalobos, David		Remove old oven (1) and replace with (1) new double stack oven SNP Mgr. Glenda G. (575) 824-3194							
Dino Facio									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Sunrise ES									
178676					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:19 AM				
Vallejo, Albert		Yearly - Sunrise ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
180198					8/24/2017		20		\$0.00
Medium	Work In Progress				8/24/2017 12:13:47 PM				
Villalobos, Jose		Please repair upright ROYAL vacuum cleaner SER# 16239M0021. Bag is very difficult to remove and replace at neck entrance to machine when we want to empty bag for cleaning. Bag was left on so you can experience the great effort when removing or replacing. Thank you.							
Felipe Gallegos									
Count: 16 Work Orders		Avg. Age of WO's		29	Total for Sunrise ES			0	\$0.00

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Support Services									
180417					8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 8:33:55 AM				
Chavez, Santos		Please install door chime on entrance doors.							
Cynthia Maes									
Count: 1 Work Orders			Avg. Age of WO's	15		Total for Support Services	0		\$0.00

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Vado ES									
179745					8/17/2017		27		\$0.00
Medium	Work In Progress				8/17/2017 11:20:31 AM				
Miranda, Danny		need to paint stage							
Danny Miranda									
177640		Classroom			7/24/2017		51		\$0.00
Medium	Work In Progress	Room# 304 Ms.			7/24/2017 1:48:39 PM				
Marquez, Gerardo		Ms. Contreras need cabinets keys							
Sylvia Cary									
179135		Classroom			8/9/2017		35		\$0.00
Medium	Work In Progress	Room#307,			8/9/2017 12:40:37 PM				
Marquez, Gerardo		Instructional Assistants need a key of their room . These IA's were in another classroom last year therefore they do not have a key.							
Sylvia Cary									
180530	Main Building	Custodial			8/30/2017		14		\$0.00
Medium	Work In Progress				8/30/2017 11:08:05 AM				
Villalobos, Jose		Need 4 vacuum belt's. Thank you !							
Armando Diaz									
179746					8/17/2017		27		\$0.00
Medium	Work In Progress				8/17/2017 11:22:12 AM				
Miranda, Danny		need to put map rail and cork on back wall of stage							
Danny Miranda									
178062					7/31/2017		44		\$0.00
Medium	Work In Progress				7/31/2017 9:39:16 AM				
Miranda, Danny		need weather strip for rooms in 100-wing							
Danny Miranda									
177539					7/20/2017		55		\$0.00
Medium	Work In Progress				7/20/2017 11:30:44 AM				
Miranda, Danny		order and replace filters to units in classrooms							
Danny Miranda									
180070	Main Building	Custodial			8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 7:42:12 AM				
Villalobos, Jose		Need to replace Elec. connector on vacuum serial #0005 .Thank you!							
Armando Diaz									

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Vado ES									
178677					8/6/2017		38		\$0.00
Medium	Work In Progress				8/6/2017 12:43:20 AM				
Vallejo, Albert		Yearly - Vado ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.							
Margret Villalobos									
180426	Main Building	Custodial			8/29/2017		15		\$0.00
Medium	Work In Progress				8/29/2017 11:44:56 AM				
Gonzales, Camilo		Need propane tank to be refill Thank you!							
Armando Diaz									
Count: 10 Work Orders			Avg. Age of WO's	33		Total for Vado ES	0		\$0.00

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Yucca Heights ES									
177523		Kitchen			7/20/2017		55		\$0.00
High	Work In Progress			7/20/2017 8:28:25 AM					
Vargas, Juan	Need to replace back door sweep as per Environmental Inspection SNP Mgr. Arlene M. (575) 824-5148								
Dino Facio									
178660					8/6/2017		38		\$0.00
Medium	Work In Progress			8/6/2017 12:43:08 AM					
Vallejo, Albert	Yearly - Yucca Heights ES-Fire Ext. Insp (Yearly) - Refer to PM schedule details.								
Margret Villalobos									
178696					8/6/2017		38		\$0.00
Medium	Work In Progress			8/6/2017 12:43:32 AM					
Vargas, Juan	Monthly - Yucca Heights ES - FE Inspection (M) - Refer to PM schedule details.								
Margret Villalobos									
178581		Kitchen			8/4/2017		40		\$0.00
High	Work In Progress			8/4/2017 1:02:24 PM					
Villalobos, David	Hose to the skillet broke off (leaking) SNP Mgr. Arlene M. (575) 824-5148								
Dino Facio									
180201					8/24/2017		20		\$0.00
Medium	Work In Progress			8/24/2017 12:58:23 PM					
Vallejo, Albert	need 6 ft. gate door in front area next to marquee for the walking students come to school								
Juan Vargas									
177364					7/18/2017		57		\$0.00
Medium	Work In Progress			7/18/2017 8:06:08 AM					
Gallegos, Rafael	BY WARRANTY . in 200 hallway boy rest room need fix floor drain unclog								
Juan Vargas									
177366					7/18/2017		57		\$0.00
Medium	Work In Progress			7/18/2017 8:22:56 AM					
Gallegos, Rafael	BY WARRANTY in rooms 201 202 203 and 204 need replace restrooms lights switches								
Juan Vargas									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Yucca Heights ES									
177065					7/11/2017		64		\$0.00
Medium	Work In Progress				7/11/2017 10:03:43 AM				
Gallegos, Rafael		WARRANTY need fix aluminum moldings in 116 media center							
Juan Vargas									
179457					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 9:00:29 AM				
Carbajal, Jimmy		in the portable vinyl flooring not good conditions need replace							
Juan Vargas									
180097					8/23/2017		21		\$0.00
Medium	Work In Progress				8/23/2017 10:42:31 AM				
Vargas, Juan		I need blinds for the top front entrance windows							
Juan Vargas									
179459					8/14/2017		30		\$0.00
Medium	Work In Progress				8/14/2017 9:08:44 AM				
Vargas, Juan		the portable need fix gutters and paint walls							
Juan Vargas									
177149					7/12/2017		63		\$0.00
Medium	Work In Progress				7/12/2017 1:22:01 PM				
Vargas, Juan		in room 225 I need replaced shelf that was accidentally broken by one teacher							
Juan Vargas									
178144					8/1/2017		43		\$0.00
Medium	Work In Progress				8/1/2017 7:46:45 AM				
Marquez, Gerardo		I need tree locks for fire water tank							
Juan Vargas									
179674		Kitchen			8/16/2017		28		\$0.00
High	Work In Progress				8/16/2017 1:00:41 PM				
Tellez, Hector		need new electrical outlet to connect electric slicer SNP Mgr. Arlene M. (575) 824-5148							
Dino Facio									
179562					8/15/2017		29		\$0.00
Medium	Work In Progress				8/15/2017 8:52:30 AM				
Tellez, Hector		need fix lights in room 219 not work							
Juan Vargas									
Count: 15 Work Orders			Avg. Age of WO's 41			Total for Yucca Heights ES	0		\$0.00

503 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2017 - 8/31/2017 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Count: 503 Work Orders		Avg. Age of WO's 35				Grand Total	0	\$0.00	