



Gadsden Independent School District

Facilities Master Plan Update

Final December 2018



Volume Contents

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Growth/Enrollment
Utilization/Capacity
Capital Priorities
Appendix



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Introduction

This document is a Facilities Master Plan Update (FMP) for the Gadsden Independent School District (GISD). The intent of the plan is to guide capital planning decisions to support the district's educational mission and meet state adequacy standards. The Public School Capital Outlay Council (PSCOC)/Public School Facilities Authority (PSFA) requires that all New Mexico public school districts have a five-year facility master plan as a prerequisite for eligibility to receive state capital outlay assistance. This master plan is an update to the 2016-2020 Facilities Master Plan and is in accordance with guidance issued by the PSCOC/PSFA.

The Facilities Master Plan serves as a flexible tool to present issues to the community, board of education, and district staff for input and revision on a periodic basis. Preparation of the FMP used a systematic process that strives to identify needs and wisely allocate capital resources to bring district facilities up to state adequacy standards and district policies with respect to:

- Life/health/safety
- Educational/programmatic needs (additions and remodeling to meet various educational standards) and curriculum needs
- Renewal needs (replacement schools, remodeling, refurbishing, planning studies, deferred maintenance, and major system replacement)
- Provision for necessary growth (new schools, additions, remodeling, site acquisition, and design planning studies)
- Educational technology

The FMP addresses four major questions:

- Where do we want to be? – identifies district facility goals.
- Where are we now? – identifies the adequacy of district facilities and capacity to meet future needs.
- Where we are going? – analyzes information about future enrollment, program changes, classroom needs and financial resources.
- How do we get there? – identifies the gaps between existing conditions and the ideal future state, develops a strategy to meet needs, and presents a prioritized list of capital projects.

The master plan is comprised of four sections:

- **Section 1 – Goals / Process** provides information about district goals and the master planning process.
- **Section 2 – Existing and Projected Conditions** provides information about district facilities, demographics, enrollment, technology and capital resources.
- **Section 3 – Capital Improvement Plan** provides information about capital needs, district priorities and capital strategies.
- **Section 4 – Master Plan Support Material and Appendix** provides detailed information about district school and support facilities, growth/enrollment/utilization, facility evaluation and cost estimating data.

1 Goals and Process

This section discusses the goals for the desired future state of the district's educational programs and facilities and the process for developing the facilities master plan.

1.1 Goals

This section has no changes.

All of the district policies, Educational Plan for Student Success (EPSS), and the 2016-2019 Technology Plan are available on the district's web site at: <http://www.gisd.k12.nm.us/>.

The 2017 Update was approved by the Gadsden Board of Education at the regular Board meeting on August 10, 2017.

The 2018 Update was approved by the Gadsden Board of Education at the regular Board meeting on February 14, 2019.

1.2 Process

There are no changes in the process.

GISD FMP Committee

- Rafael Gallegos - Executive Director of Energy Management and Construction
- Alfredo Holguin - Superintendent for Support Services
- Jessica S. Herrera - Physical Plant Director

The 5-Year Facility Master plan was approved by unanimous vote of the Gadsden Board of Education at the regular Board meeting on December 10, 2015, and the minutes approved it at the regular Board meeting on January 14, 2016.

This section defines abbreviations and uncommon terms.

1.3 Abbreviations and Definitions

ARC	Architectural Research Consultants, Incorporated
ACS	American Community Survey (US Census Bureau)
CDP	Census Designated Place
CRRUA	Camino Real Regional Utility Authority
EPSS	Educational Program for Student Success
ES	Elementary school
FMP	Facilities master plan
GISD	Gadsden Independent School District
G.O. bond	General obligation bond
GPS	Geospatial and Population Studies (UNM)
GSF	Gross square feet, or the sum of net assignable square feet plus all other building areas that are not assignable. This “left over” area is called “TARE.” TARE includes areas such as hallways, mechanical areas, restrooms, and the area of interior and exterior walls.
HS	High school
HVAC	Heating, ventilation and air conditioning
IMMEX	Maquiladora program in Mexico
IT	Information technology
K	Kindergarten
MS	Middle school
MVEDA	Mesilla Valley Economic Development Alliance
NAFTA	North American Free Trade Agreement
NMCI	New Mexico Condition Index
Pre-K	Pre-kindergarten
PSCOC	Public School Capital Outlay Council
PSFA	Public School Facilities Authority
RTC	Residential Treatment Center
UNM	University of New Mexico
WSMR	White Sands Missile Range

2 Existing and Projected Conditions

This section provides an overview of the district's current educational programs and facilities configuration, and community involvement.

2.1 Programs

This section has no changes.

2.1.1 Number of Schools, Types and Grade Configuration

The district maintains 28 school facilities and three administration/support facilities on 26 sites and one closed facility. District facilities are located throughout the district in several communities.

The Gadsden Independent School District had the fourth largest enrollment in the state for the 2018-2019 school year. District enrollment (2018-19 40-day) was 13,573 students in grades pre-K-12, including students in Homebound/Hospital and Residential Treatment Center.

School configurations are:

- Pre-Kindergarten - 4 schools, grades pre-K
- Elementary School - 13 schools, grades pre-K-6
3 schools, grades K-6
- Middle School - 3 schools, grades 7-8
- High School - 4 schools, grades 9-12
- Alternative School - 1 school, grades 9-12
- Charter School - none

2.1.2 Assumptions / Anticipated Changes in Programs

The district has an established goal of limiting enrollment at schools as follows:

- Elementary schools - 550 students maximum
- Middle schools - Less than 1,000 students
- High schools - 2,000 students maximum

Currently, enrollment at three of the district's 16 elementary school facilities exceeds the standard.

At this time, the district plans no further educational program changes that impact facilities.

2.1.3 Shared / Joint Use Facilities

This section has no changes.

2.2 Sites / Facilities

2.2.1 Location

The district boundaries changed between La Union Elementary School and Santa Teresa Elementary School. Please see the Appendix for a map of the updated borders.

2.2.2 Existing Facilities

The district has slightly over 2.271 million gross square feet in permanent school facilities and 157,912 gross square feet of portable facilities. The schools are comprised of 36 permanent buildings and 42 portable buildings.

The district's school sites equal somewhat over 601 acres.

Administration and support facilities equal 155,861 gross square feet in permanent facilities and 18,520 gross square feet in portable facilities. The district's administration sites equal about 44 acres.

Surplus property consists of 31,226 gross square feet of permanent facilities and 10,640 gross square feet of portable facilities on 9.9 acres.

The total inventory of district facilities has somewhat over 2,614,463 gross square feet of buildings and 655 acres of land.

The oldest school facility in the district was built in 1921. The newest school facility opened in 2018. School facilities range in age from 1 to 97 years old.

See Exhibit 2-1 for an overview of district facilities.

Exhibit 2-1 Facilities Inventory

Gadsden Independent School District - 19130000

Facilities Data and Inventory - 2018

Updated 11/28/18

	Category	Facility	ID	Address	ZIP	Original Build Date	Age	Building Additions	Site Acreage	Total Perm Bldg Area (4)	Total Port Bldg Area	Total Bldg Area (GSF)	No. of Perm. Bldgs	No. of Port. Bldgs.	Grades	Total Students 2016/17	Total Students 2018/19	% Growth 2016-17 to 2018-19	Full Perm CR's	Gym/PE/Multi-Purpose	Auditorium/Lecture	No. Port CR's	Total CR's	% Port CR's	Students Per Classroom	GSF Per Student		
1	Pre-Kinder	Anthony Pre-K	900	609 Church St., Anthony, NM	88021	1972	46	-	2.4	15,677	2,374	18,051	5	2	Pre-K	150	177	18%	6	0	0	0	6.0	0.0%	19.7	101.98		
2		Chaparral On-Track Pre-K	004	800 County Line Dr., Chaparral, NM	88021	2011	7	-	(6)	11,021	0	11,021	1	0	Pre-K	130	138	6%	6	1	0	0	6.0	0.0%	20.5	79.86		
3		Northern Pre-K (La Mesa)	072	305 Chimuri St., La Mesa, NM	88044	1956	62	-	5.04	26,813	0	26,813	4	0	Pre-K	90	77	-14%	4	2	0	0	4.0	0.0%	24.8	348.22		
4		Pre-Kinder (GAC)	151	4950 McNutt Rd., Sunland Park, NM	88063	2004	14	-	(3)	8,860	0	8,860	1	0	Pre-K	175	150	-14%	4	1	0	0	4.0	0.0%	46.8	59.07		
Subtotal									7.44	62,371	2,374	64,745	11	2		545		11.93%	20	4	0	0	20	0.0%				
5	Elementary	Anthony ES	016	600 Fourth St., Anthony, NM	88021	1972	46	1985, 2012	20.85	68,389	0	70,763	1	0	PK-6	401	379	-5.49%	22	1	0	0	22.0	0.0%	18.2	186.71		
6		Berino ES	020	92 Shrode Rd., Anthony, NM	88021	1991	27	2011	15.02	69,703	3,584	73,287	1	2	PK-6	498	426	-14.46%	28	1	0	0	28.0	0.0%	17.8	172.04		
7		Chaparral ES	030	300 East Lisa Dr., Chaparral, NM	88021	1979	39	1987, 89, 2001	29.33	71,494	5,024	76,518	6	3	PK-6	546	501	-8.24%	30	1	0	7	37.0	18.9%	14.8	152.73		
8		Desert Trail ES	040	310 East Lisa Dr., Chaparral, NM	88021	1995	23	-	20.00	53,360	18,888	72,248	1	12	PK-6	548	506	-7.66%	25	1	0	18	43.0	41.9%	12.7	142.78		
9		Desert View ES	035	425 Valle Vista Dr., Sunland Park, NM	88063	2015	3	-	25.00	68,822	1,792	70,614	1	0	PK-6	494	472	-4.45%	27	1	0	0	27.0	0.0%	18.3	149.61		
10		Gadsden ES	017	1440 Hwy 478, Anthony, NM	88021	2010	8	-	15.00	61,565	0	61,565	1	0	PK-6	511	489	-4.31%	25	1	0	0	25.0	0.0%	20.4	125.90		
11		La Union ES	076	875 Mercantile Ave., Anthony, NM	88021	1950	68	1955, 75, 80, 85, 87, 00	8.40	56,025	0	56,025	2	0	PK-6	319	299	-6.27%	17	1	0	0	17.0	0.0%	18.8	187.37		
12		Loma Linda ES	086	1451 Donaldson Ave., Anthony, NM	88021	1995	23	-	20.00	53,906	5,508	59,414	1	4	K-6	363	349	-3.86%	21	1	0	0	21.0	0.0%	17.3	170.24		
13		Mesquite ES	104	205 NM Hwy 228, Mesquite, NM	88048	1964	54	1970, 85, 95, 2003	13.38	58,436	9,336	67,772	4	7	PK-6	336	307	-8.63%	19	1	0	2	21.0	9.5%	16.0	220.76		
14		North Valley ES	120	300 Cascade Ave., San Miguel, NM	88058	2008	10	-	13.00	61,527	0	61,527	1	0	K-6	383	323	-15.67%	20	1	0	0	20.0	0.0%	19.2	190.49		
15		Riverside ES	140	4085 McNutt Rd., Sunland Park, NM	88063	1987	31	2002	25.00	67,244	3,456	70,700	1	3	PK-6	596	587	-1.51%	32	1	0	0	32.0	0.0%	18.6	120.44		
16		Santa Teresa ES	008	201 Comerciantes Blvd., Santa Teresa, NM	88008	2004	14	-	12.04	61,521	7,056	68,577	1	4	PK-6	600	595	-0.83%	25	1	0	3	28.0	10.7%	21.4	115.26		
17		Sunland Park ES	013	305 Alto Vista Dr., Sunland Park, NM	88063	1987	31	-	25.00	51,550	0	51,550	1	6	PK-6	334	280	-16.17%	19	1	0	0	19.0	0.0%	17.6	184.11		
18		Sunrise ES	009	1000 County Line Dr., Chaparral, NM	88021	2004	14	-	19.98	61,565	7,168	68,733	1	4	PK-6	467	421	-9.85%	20	1	0	3	23.0	13.0%	20.3	163.26		
19		Vado ES	001	330 Holguin Rd., Vado, NM	88072	2005	13	-	13.50	61,426	0	61,426	1	0	PK-6	459	408	-11.11%	24	1	0	0	24.0	0.0%	19.1	150.55		
20		Yucca Heights ES	901	580 Angelina Blvd., Chaparral, NM	88021	2016	2	-	14.88	68,879	896	69,775	1	1	K-6	568	590	3.87%	36	1	0	0	36.0	0.0%	15.8	118.26		
Subtotal									290.38	995,412	67,456	1,060,494	25	46		7,423		-7.72%	390	16	0	33	423	7.8%				
21	Middle School	Chaparral MS	032	290 East Lisa Dr., Chaparral, NM	88021	1992	26	1964, 1997, 1998	20.00	83,645	6,704	90,349	1	4	7-8	578	634	9.69%	23	2	0	0	25.0	0.0%	23.1	142.51		
22		Gadsden MS	052	1301 W. Washington St., Anthony, NM	88021	1964	54	1973, 75, 81, 85, 08	20.50	148,947	4,500	153,447	7	3	7-8	767	789	2.87%	32	2	0	0	34.0	0.0%	22.6	194.48		
23		Santa Teresa MS	175	4800 McNutt Rd., Santa Teresa, NM	88008	1970	48	1990, 1997	43.24	115,999	5,024	121,023	3	3	7-8	706	645	-8.64%	24	2	0	0	26.0	0.0%	27.2	187.63		
Subtotal									Subtotal	83.74	348,591	16,228	364,819	11	10		2,051		0.05%	79	6	0	0	85	0.0%			
24	High School	Alta Vista Early College HS	018	96 Shrode Rd., Anthony NM	88021	2018	0	(7)			19,800	19,800	0	12	9-12	182	159	-12.64%	0	0	0	3	3.0	100.0%	60.7	124.53		
25		Chaparral HS	003	800 County Line Dr., Chaparral, NM	88021	2007	11	2009, 2011	77.14	218,281	0	218,281	7	0	9-12	1,043	1,082	3.74%	30	2	0	0	32.0	0.0%	32.6	201.74		
26		Desert Pride Academy (2)(10)	902	100 Shrode Rd., Anthony, NM	88021	2014	4	2015	22.51	62,359	0	62,359	2	14	8-12		8		8	2	0	0	10.0	0.0%	0.0	0.00		
27		Gadsden HS	054	6301 Highway 28, Anthony, NM	88021	1928	90	1950, 57, 72, 77, 85, 88, 94, 95, 98, 09	64.80	328,018	19,774	347,792	20	14	9-12	1,510	1,530	1.32%	44	3	0	6	53.0	11.3%	28.5	227.32		
28		Santa Teresa HS	200	100 Airport Rd., Santa Teresa, NM	88008	1970	48	1979, 85, 94, 95, 99, 00, 03, 05, 09	55.30	256,806	3,120	259,926	7	2	9-12	1,227	1,267	3.26%	37	3	0	0	40.0	0.0%	30.7	205.15		
Average School Core Facility Age =					29	Subtotal																						
School Totals									601.31	2,271,838	128,752	2,398,216	83	100		13,981		-4.76%	608	36	0	42	666	6.3%				
29	Administration	Administration (GAC) (9)	320	4950 McNutt Rd., Sunland Park, NM	88063	1985	33	2004	20	41,863	0	41,863	1	0	-			-	-	-	-	-	-	-	-	-		
30		Central Service Warehouse	326	1301 W. Washington St., Anthony, NM	88021	2014	4	-	(1)	40,575	0	40,575	1	0	-			-	-	-	-	-	-	-	-	-		
31		GISD SPED Off/Conference	327	600 Fourth St., Anthony, NM	88021	1940	78	-	2.85	19,679	0	19,679	2	0	-			-	-	-	-	-	-	-	-	-		
32		Student Nutrition	328	5235 S. Hwy 28, Anthony, NM	88021	1921	97	1984,86	2.85	6,907	6,600	13,507	4	6	-			-	-	-	-	-	-	-	-	-		
33		Support Services	329	1315 W. Washington St., Anthony NM	88021	1964	54	-	(11)	6,438	4,944	11,382	1	5	-			-	-	-	-	-	-	-	-	-		
34		Maintenance Complex	325	1325 W. Washington St., Anthony, NM	88021	1980	38	1940, 1985	18.1	40,399	3,648	44,047	4	3	-			-	-	-	-	-	-	-	-	-		
35		Regional Transportation Center (12)	-	5055 McNutt Rd, Santa Teresa, NM	88008	-	-	-	-	0	3,328	3,328	0	3	-			-	-	-	-	-	-	-	-	-		
Administration Totals									43.80	155,861	18,520	174,381	13	17					-	-	-	-	-	-	-	-		
36	Surplus Property	San Miguel ES (Closed)	152	2160 Hwy. 192, San Miguel, NM	88058	1956	62	-	9.9	31,226	2,576	33,802	5	2	-			-	-	-	-	-	-	-	-	-		
		Portables										8,064	8,064		9	-			-	-	-	-	-	-	-	-		
District Totals(5)									655.01	2,458,925	157,912	2,614,463	101	128	-			-	608	36	0	42	666	-	-	-		

- Notes: 1. Located on Maintenance Complex site.
2. Located adjacent to Alta Vista Early College HS and Berino ES.
3. Located on Administration site.
4. Many district buildings are modular buildngs and military barracks units that have been placed on permanent foundations. These units are included in the Permanent Building Area.
5. District totals do not include Homebound/Hospital, or RTC enrollment.
6. Located on Chaparral HS site.
7. Moved. Site is shared with Desert Pride Academy.
9. Portables are located at GMS site.
10. Desert Pride students are registered at their home schools
11. Located on Gadsden MS property.
12. Located at the Peak Behavior Hospital

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2.2.3 Facility Evaluation

No additional evaluations were conducted.

The State of New Mexico ranks each school facility with respect to all other facilities in the state and assigns a condition index value. The condition index value (NMCI) is a composite value derived from the cost of physical and

programmatic deficiencies related to the replacement cost of the facilities. Exhibit 2-2 shows the 2018/2019 PSFA ranking and NMCI values from the greatest need (lowest ranking number) to the least need (highest ranking number), according to the State's revised system and the change in ranking per the new system.

Exhibit 2-2
GISD PSFA Status Rank and NMCI

Gadsden Independent School District - 19130000				PSCOC Final Rank Report 2018-2019		
Ranking Tier	Facility Name	State School Rank '18	NMCI '18	Change in Rank	State School Rank '17	NMCI '17
Funded	Loma Linda ES	U/C	23.53%	N/A	203	23.63%
	Desert Trail ES	U/C	28.75%	N/A	124	28.17%
	Gadsden HS	738	0.00%	N/A	352	16.73%
Top 100						
101-200						
201-400	Chaparral MS	211	31.43%	-167	44	36.22%
	Santa Teresa MS	314	26.70%	-74	240	21.80%
	Sunland Park ES	362	24.13%	-90	272	20.30%
	Mesquite ES	376	23.62%	-198	178	23.63%
	Alta Vista Early College HS	387	22.96%	335	722	0.01%
	La Union ES	389	22.94%	-200	189	24.28%
401+	Gadsden MS	411	21.73%	42	453	12.65%
	Santa Teresa HS	473	17.99%	-181	292	19.47%
	Riverside ES	489	17.29%	-64	425	13.91%
	Santa Teresa ES	592	12.55%	-62	530	8.79%
	Sunrise ES	609	11.60%	Not previously ranked		
	Chaparral HS	616	11.03%	36	652	4.06%
	Vado ES	630	10.15%	15	645	4.35%
	Anthony ES	648	8.85%	20	668	3.38%
	Berino ES	663	8.34%	-149	514	9.74%
	North Valley ES	669	7.79%	-10	659	3.76%
	Chaparral ES	676	6.72%	Not previously ranked		
	Gadsden ES	683	6.14%	-384	299	19.15%
	Desert View ES	711	3.30%	-108	603	5.83%
	Yucca Heights ES	728	1.59%	-3	725	0.00%
	Desert Pride Academy	730	1.45%	Not previously ranked		
Not Ranked	Anthony Pre-K	NR	N/A	N/A	NR	N/A
	Chaparral Pre-K	NR	N/A	N/A	NR	N/A
	Northern Pre-K (La Mesa)	NR	N/A	N/A	NR	N/A
	Pre-Kinder (GAC)	NR	N/A	N/A	NR	N/A

2.3 District Growth

This section discusses growth trends in the district, including demographic, economic, and development factors that may impact district educational programs and student enrollment.

2.3.1 Introduction

This section provides an analysis of various types of demographic and growth data, including:

- Overall population trends
- Birth rates
- Age composition
- Development activity
- Economic trends

These factors, along with historical enrollments, provide a basis for district student enrollment projections. We use enrollment projections, along with classroom utilization patterns, to identify:

- Future classroom needs
- Future site capacities

2.3.2 GISD Area Population Growth Trends

GISD encompasses a large geographic area

GISD borders of southern Doña Ana County, NM, bordering El Paso County, Texas (pop. 684,410), and Ciudad Juarez (pop. 1,321,004) in Chihuahua, Mexican. The school district consists of two main regions with several distinct, small and mid-sized communities.

large, influential populations in the north (Las Cruces, with a population of 101,000) and south (El Paso and Ciudad Juarez, with a combined population of 1.97 million).

Mesilla Valley, in the northern part of the district, supports agriculture and farming and is heavily influenced by the city of Las Cruces (population 101,712), directly to its north. The southern portion of the district is closely associated with El Paso and the manufacturing district of Ciudad Juarez. This area includes the communities of Sunland Park and Santa Teresa, west of El Paso, and Chaparral to its north.

Doña Ana County is New Mexico's second largest by population (215,579 in 2017), and supports some of the strongest growth in the state. The City of Las Cruces is the major metropolitan area and the Gadsden school district (population 68,064 in 2017) makes up about one-third of the total county population.

Doña Ana County is New Mexico's second largest, and continues to grow.

Population Growth

From 1990 to 2000, Doña Ana County grew at an annual average rate of 2.6%, with growth in the Las Cruces area at 4.2%. From 2000 to 2010, the rate of growth in the Gadsden area increased, while growth in Las Cruces and the county as a whole slowed. Most communities in Gadsden grew in this period. Chaparral grew at the fastest rate.

From 2010 to 2017, growth in the county fell below 0.5%, according to U.S. Census estimates; Gadsden growth fell to 1.19%, just above Las Cruces (0.69% average annual growth). Sunland Park remained the sole area of growth in the area.

Exhibit 2-3
Gadsden Independent School District
Regional Area

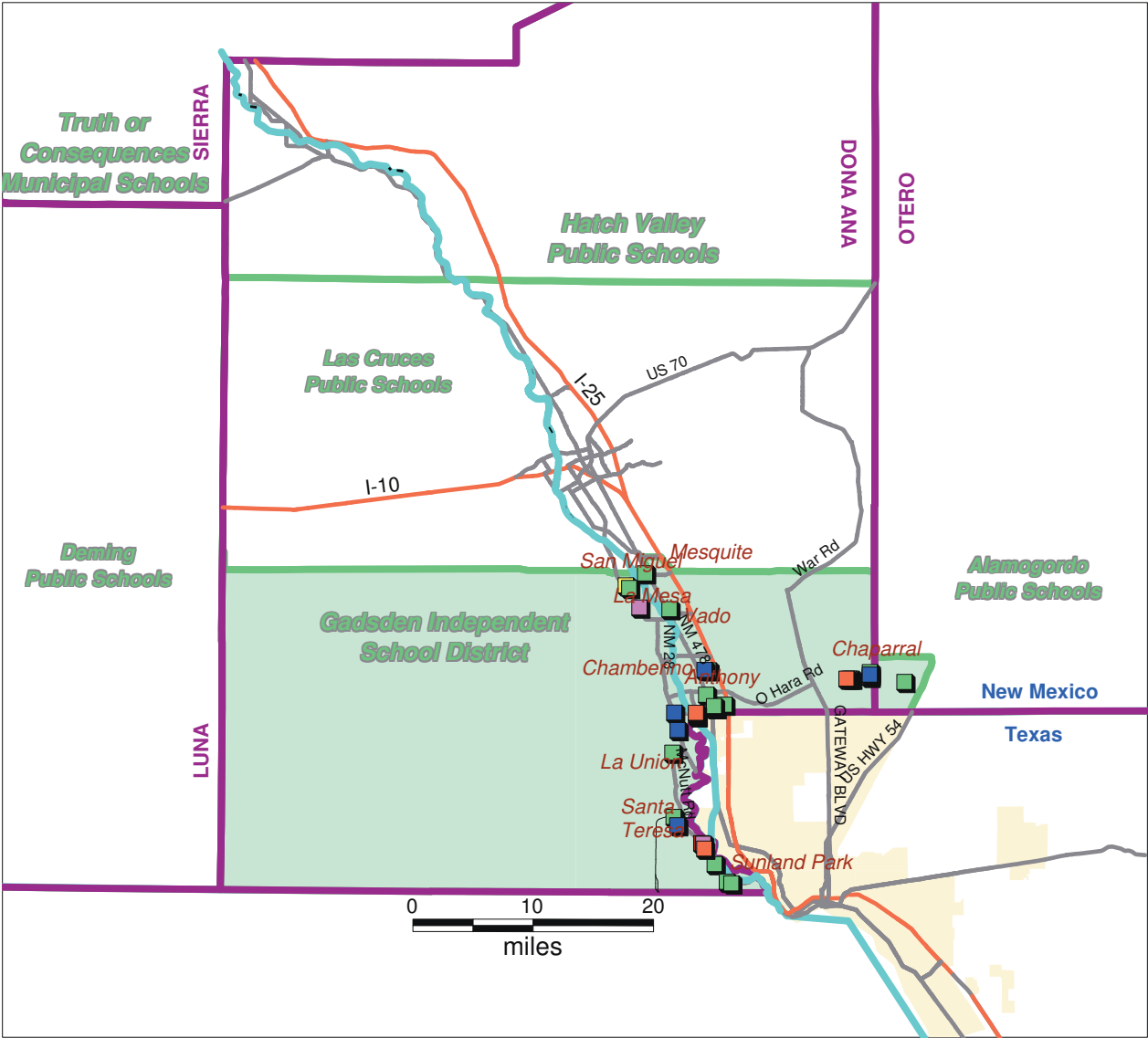


Exhibit 2-4
Population Trends of the County, GISD and LCPS 1990-2017

	Population				Average Annual Rate of Growth		
	1990	2000	2010	2017 est.	1990-2000	2000-2010	2010-2017
Doña Ana County	135,510	174,682	209,233	216,579	2.60%	1.80%	0.49%
LCPS	99,831	121,004	149,482	156,891	4.20%	2.70%	0.69%
GISD	31,898	48,140	62,675	68,064	1.90%	2.10%	1.19%

Source: U.S. Census, 1990, 2000, and 2010 and ACS Population Estimates, 2017

Exhibit 2-5
Population Growth in GISD Communities, 2010 to 2017

	2000	2010	2017 est.	Change	Average Annual Rate of Change 2000 to 2010	Average Annual Rate of Change 2010 to 2017	Growth Rate Change from 2000-2010 to 2010-2017
Anthony	8,157	9,360	9339	1,182	1.39%	-0.03%	-1.42%
Sunland Park	13,309	14,106	17,061	3,752	0.58%	2.75%	2.17%
Mesquite	1,130	1,112	569	-561	-0.16%	-9.13%	-8.97%
Vado	2,977	3,194	1,921	-1,056	0.71%	-7.01%	-7.71%
San Miguel	647	1,153	1,213	566	5.95%	0.73%	-5.22%
Berino	776	1,441	1,824	1,048	6.38%	3.42%	-2.96%
Camberino	483	919	839	356	6.64%	-1.29%	-7.94%
La Mesa	472	728	896	424	4.43%	3.01%	-1.42%
La Union	703	1,106	1,378	675	4.64%	3.19%	-1.44%
Santa Theresa	703	4,258	4,388	3,685	19.74%	0.43%	-19.31%
Chaparral	6,117	14,631	14,095	7,978	9.11%	-0.53%	-9.64%

Source: U.S. Census, 1990, 2000, and 2010 and ACS Population Estimates, 2017

Boundary changes account for some population changes between 2000 and 2010 in Chaparral, Anthony, Berino, Camberino and Santa Theresa. Boundaries did not change in Mesquite and Vado from 2010 to 2017.

Doña Ana County Population Projections

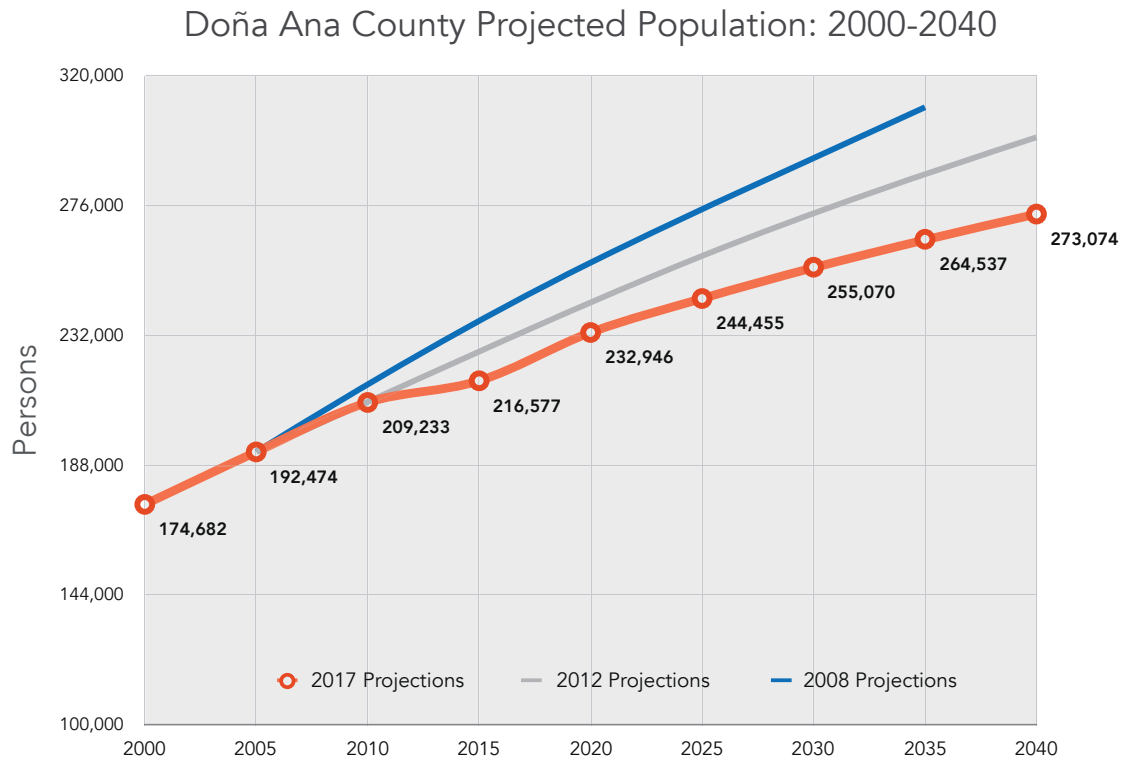
In 2017, the University of New Mexico's Geospatial and Population Studies (GPS) updated its population projection series for New Mexico counties. Previous GPS projection series were published in 2008 and 2012. The 2017 series projected significantly lower growth for most New Mexico counties than did the 2008 series, including for Doña Ana County. The 2017 series projected that county population will grow by about 70,000 to 273,074 by 2040, at an 0.89% average annual growth rate, down from 1.3% projected in 2008.

Las Cruces growth was strong, but declined sharply from 1990 to 2017.

Gadsden growth increased in the 2000s, even as it slowed significantly elsewhere in the county.

The district continues modest growth.

Exhibit 2-6
*Projected
 County
 Population,
 UNM GPS,
 2017*



2.3.3 Births and Birth Rates

A central factor determining population growth is births and birth rate. The number of births in Doña Ana County trended up during the 2000s from 2,917 in 1999 to 3,460 in 2007 but have declined since to 2,765 in 2016.

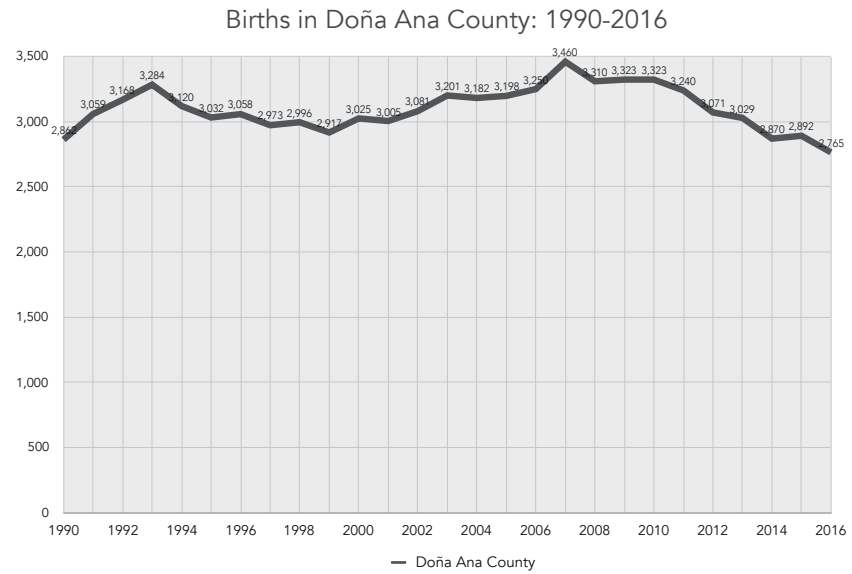
Gadsden births accounted for about 30% of births in the county, but fell slightly from 1,085 in 2010 to 957 in 2015.

Births rose dramatically in the Otero

County portion of the Chaparral area, but fell in the Doña Ana County portion. Births have also fallen substantially in Sunland Park.

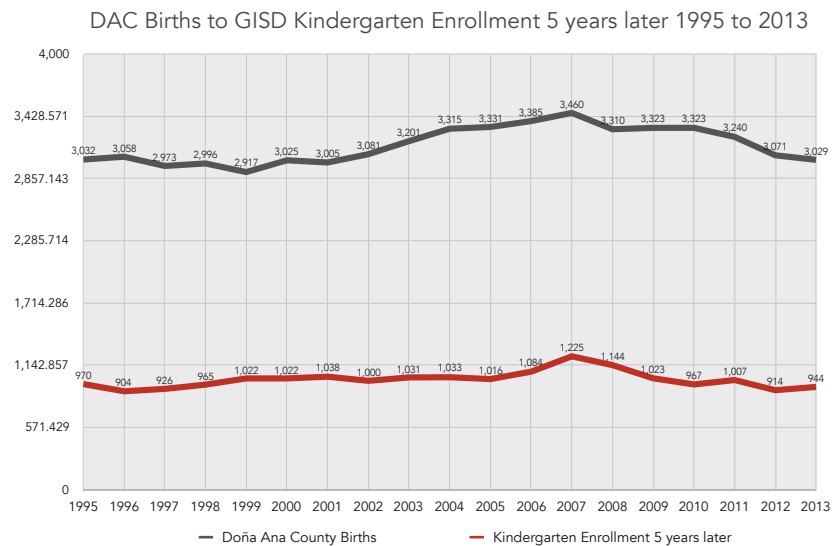
Birth rates (births per 1,000 population) in the U.S. and New Mexico are declining. The birth rate in Doña Ana County has also declined, but remained slightly higher than the state and national averages in 2015. Down from 21.1 in 1992, the county birth rate in 2014 was 12.8, just above the state and national averages of about 11.6.

Exhibit 2-7
County Births



Source: New Mexico Department of Health

Exhibit 2-8
County Births to
GISD Kindergarten
Relationship



Source: New Mexico Department of Health

Doña Ana County births will likely be a good indicator of future GISD kindergarten enrollment

Kindergartners and births increased at similar rates. On average, the ratio of kindergartners to births five years prior is 0.32:1. The ratio peaked

in 2012-13 at 0.37, but has decreased since then.

A correlative relationship between area births and kindergarten enrollment five years later enhances the accuracy of enrollment projections based on those births and birth rates. The relationship between Doña Ana County births and GISD elementary enrollment is correlative, with few anomalous years with different trends between the two.

Exhibit 2-9
GISD Births by Community

	2010	2011	2012	2013	2014	2015	2016
GISD							
Anthony	312	326	277	267	274	231	244
Berino	22	40	35	36	38	37	23
Chamberino	15	18	18	14	9	13	10
Chaparral	196	197	205	198	116	107	92
La Mesa	9	39	41	31	26	38	29
La Union	8	5	6	5	2	6	2
Mesquite	64	48	57	47	17	32	43
San Miguel	6	11	4	5	9	4	3
Santa Teresa	88	90	100	104	66	100	87
Sunland Park	252	223	218	230	174	190	217
Vado	61	47	53	57	59	49	48
Total	1033	1044	1014	994	790	807	798
Dona Ana County	3323	3240	3071	3029	2870	2892	2765
GISD Share of County Births	31.1%	32.2%	33.0%	32.8%	27.5%	27.9%	28.9%

Source: New Mexico Department of Health

Immigration and In-Migration

Immigration

Exhibit 2-10
One-Year Change in Mexican Immigrant Population

Large Drop in Mexican Immigrant Population

The population of Mexican-born immigrants dropped by more than 300,000 between 2016 and 2017, the largest drop in a decade.

Year	One-year change in Mexican immigrant population
2011	- 38,484
2012	- 109,245
2013	21,603
2014	129,512
2015	-71,191
2016	-69,618
2017	-303,767

Source: Pew Research Center, 2018

Historically, a high number of immigrants settled in the school district, and particularly in Sunland Park. In 2000, 35% of the district population and 43% of Sunland Park's population were foreign born. In 2009-2013, 20,641, or 33%, of the district population was foreign born. (Source: ACS, 2009-2013 5-Year Estimates)

The Pew Research Center reported that unauthorized immigration from Mexico into the U.S. has declined by one million since its 2007 peak, after steadily rising since 1995, and authorized immigration from Mexico had fallen into negative territory by 2014. The Pew Research Center reported in 2018 that the Mexican immigrant population in the U.S. plummeted sharply in 2017, with losses over four-fold from those in 2016, up from just under -70,000 to over -300,000.

In 2017, the U.S. Census estimated that the number of residents who were not U.S. citizens in the Gadsden School District was 11,113, down dramatically from the 2016 estimate of 15,421, and the percent of total district residents fell from 23% to 16%.

	2010	2017
Exhibit 2-11		
GISD In-Migration, 2010 and 2015		
Moved to GISD from a different county in NM	408	607
Moved to GISD from different state:	2,411	2,316
Moved to GISD from abroad:	279	915
Total in-migration	3,098	3,838
<i>In-migration as percentage of total population</i>	<i>5.5%</i>	<i>6.1%</i>

Source: U.S. Census ACS 5-Year Estimates, 2006 to 2010 and 2010 to 2015

In-Migration

From 2010 to 2017, the U.S. Census estimates that the number of people moving into the school district rose from just over 3,000 to just over 3,800 per year. The vast majority of people moving into the district moved there from outside the state of New Mexico. Residents of El Paso who are seeking more affordable housing are reportedly increasingly finding it in the Gadsden area.

2.3.4 Age Composition of Residents Living in the County and in the District

The U.S. Census estimates that in 2017, the district had 1,024 fewer children under the age of 5 than in 2010, but had 269 more school-aged children (aged 5 to 9). The number of GISD residents aged 20 to 34 (main child-bearing age) and over the age of 65 also grew from 2010.

Exhibit 2-12

Population by Selected Age Group

GISD Selected Age Groups 2010 and 2017

Population	2010	2017	Change
Age 5 and Under	5,480	4,456	-1024
School Aged (5-19)	17,394	17,663	269
Main Child-Bearing Age (20-34)	12,509	17,217	4708
Age 65+	5,734	8,374	2640
	62,675	68,064	
<i>Share of Total Population</i>			
	2010	2017	Change
Age 5 and Under	8.7%	6.5%	-2.2%
School Aged (5-19)	27.8%	26.0%	-1.8%
Main Child-Bearing Age (20-34)	20.0%	25.3%	5.3%
Age 65+	9.1%	12.3%	3.2%

Source: U.S. Census 2010 and ACS 5-Year Estimates, 2010 to 2017

In 2017, 32.5% of the district's total population was under the age of 19, down from a share of 36.5% in 2010. The share of population over the age of 65+ increased by 3.2% in 2015.

2.3.5 Household Size

From 2000 to 2010, the average number of persons per household in the district declined more than it did in the county or the state as a whole. However, the district's household size remained larger than that of the county or state.

Falling household size implies that each housing unit in the district represents fewer residents.

GISD Community Growth Trends

Exhibit 2-13

Average Household Size

Average Household Size	2000	2010	Change
GISD	3.55	3.39	-0.16
LCPS	2.62	2.52	-0.1
Dona Ana County	2.85	2.71	-0.14
New Mexico	2.63	2.55	-0.08

Source: US Census, 2000 and 2010

Chaparral

Chaparral was one of the fastest growing areas in population and student body, but Census estimates that growth turned negative from 2010 to 2017, with an average annual growth of -0.53%, down by -9.64% from growth in the 2000s. While La Mesa, La

Union and Berino all saw average annual growth over 3% from 2010 to 2017, the growth rates in all subareas except Sunland Park have slowed since the growth of the 2000s.

City of Sunland Park

Sunland Park had an estimated population in 2017 of 17,061 residents, an increase of nearly 3,000 persons since 2010. (Source: U.S. Census ACS 5-year Estimates, 2017)

City of Santa Theresa

Santa Theresa grew by 19.74% annually on average from 2000 to 2010, but that growth rate plummeted to just 0.43% from 2010 to 2017.

El Paso County, Texas

El Paso County had 800,647 persons in 2010 and an estimated 840,410 persons in

2017. (Source: U.S. Census 2017 Population Estimates) The Texas State Data Center projects that El Paso County will have a population of 889,003 by 2020, and 972,618 by 2030. (Source: Office of the State Demographer, Texas State Data Center)

Camino Real Regional Utility Authority

The Camino Real Regional Utility Authority (CRRUA) manages water and wastewater infrastructure and serves as the planning and zoning authority for the border area, including Sunland Park, Santa Teresa and Chaparral. CRRUA has made progress in extending sanitary sewer service in Chaparral, with plans to continue phases, possibly eventually serving the Otero County portion of the community. With sewer, large lots in Chaparral could be split, allowing for additional housing units in developed areas. However, county planning and public works staff stated that given the lot configurations, very few lot splits are likely.

Exhibit 2-14

Population Growth in GISD Communities, 2010 to 2015

	2000	2010	2017 est.	Change	Average Annual Rate of Change 2000 to 2010	Average Annual Rate of Change 2010 to 2017	Growth Rate Change from 2000-2010 to 2010-2017
Anthony	8,157	9,360	9339	1,182	1.39%	-0.03%	-1.42%
Sunland Park	13,309	14,106	17,061	3,752	0.58%	2.75%	2.17%
Mesquite	1,130	1,112	569	-561	-0.16%	-9.13%	-8.97%
Vado	2,977	3,194	1,921	-1,056	0.71%	-7.01%	-7.71%
San Miguel	647	1,153	1,213	566	5.95%	0.73%	-5.22%
Berino	776	1,441	1,824	1,048	6.38%	3.42%	-2.96%
Camberino	483	919	839	356	6.64%	-1.29%	-7.94%
La Mesa	472	728	896	424	4.43%	3.01%	-1.42%
La Union	703	1,106	1,378	675	4.64%	3.19%	-1.44%
Santa Theresa	703	4,258	4,388	3,685	19.74%	0.43%	-19.31%
Chaparral	6,117	14,631	14,095	7,978	9.11%	-0.53%	-9.64%

Source: U.S. Census, 1990, 2000, and 2010 and ACS Population Estimates, 2017

Boundary changes account for some population changes between 2000 and 2010 in Chaparral, Anthony, Berino, Camberino and Santa Theresa.

Housing Development

At least 1,927 building permits were issued in the district for new housing units from 1995 to 2015. The number of permits generally increased through 2011, but dipped in 2013, then rose again in 2014 and 2015. A major factor in the growth is building in Sunland Park. The

Doña Ana County has significant subdivision development potential

following page contains a table of building permits by assignment area.

The Otero County portion of Chaparral has been more active in residential building than the Doña Ana County portion.

Subdivision Activity

Subdivision activity has been generally slow compared to the 2000s. Following are some of the active areas in the district:

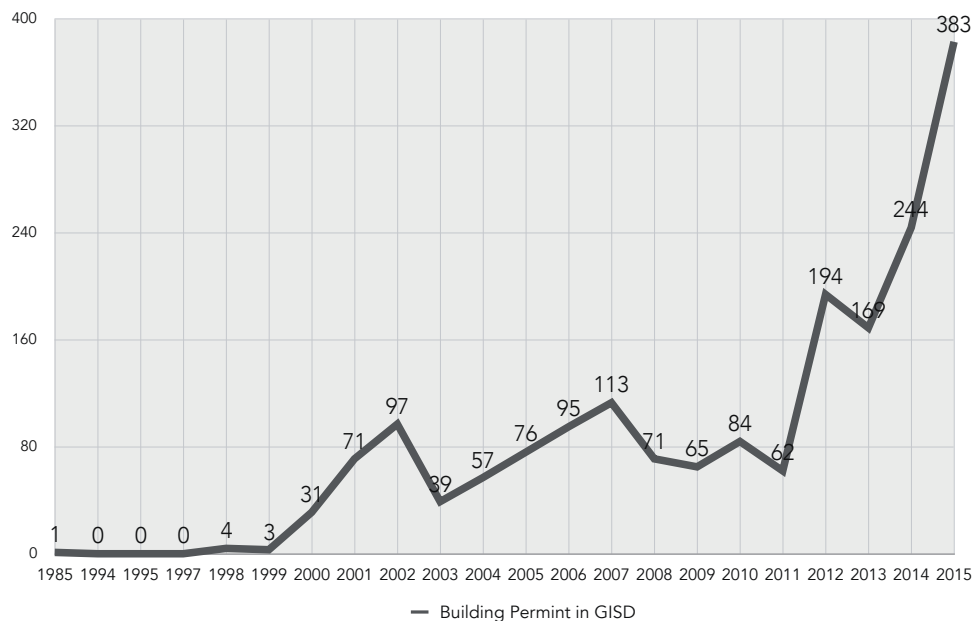
- In northern Sunland Park, Santa Del Sol has been actively developing.
- Northwest of Villa Valencia, a new subdivision, Valencia Hills Unit 1 has been platted but construction has not yet begun.
- Haciendas de Anthony in the city of Anthony has had site preparation but development has not begun.
- Parque Homes Subdivision in Berino is an older subdivision with lots available.
- Valle Hermosa Subdivision, 5 miles north of Santa Teresa and east of La Union has occasional development.

Exhibit 2-15

Building Permits in Unincorporated GISD and Sunland Park

GISD Building Permits: 1995-2017

A significant portion of the growth in building permits in the county has been in Sunland Park, which continues to grow.



Sources: Doña Ana County Community Development Department for unincorporated areas and Anthony; Otero County for Chaparral portion in Otero County; UNM-Bureau of Business and Economic Research for Sunland Park; and ARC for geocoding analysis

- Chaparral subdivisions in Doña Ana County have scattered available lots with some activity in new site-built or mobile homes.
- Chaparral subdivisions in Otero County have many lots available.

Exhibit 2-16

Building Permits in Doña Ana County, 2012 to 2015

Dona Ana County Residential Building Permits - Unincorporated Area

School Area	Jul-Dec Jan-Dec Jan-Dec Jan-Sep				Total
	2012	2013	2014	2015	
Mesquite ES	1		2		3
Vado ES	15	28	13	6	62
Berino ES	1	1	2	1	5
GISD ES North Valley ES	2	3	5	2	12
Assignment Gadsden ES	3	4	1	1	9
Areas La Union ES	4	10	13	1	28
Santa Teresa ES	8	17	24	15	64
Chaparral ES	6	5	1	5	17
Desert Trail ES	1			4	5
Sunrise ES			1		1
Total GISD	41	68	61	35	205
Hatch Valley		2	2	1	5
LCPS	27	72	68	65	232
Total	68	142	131	101	442

Source: Dona Ana County Community Development

Notes: Data do not include permits within the municipal boundaries of Las Cruces, Sunland Park, and Anthony.

Mobile homes are not counted because they are considered personal property and not real property.

Data are not shown for the portion of GISD in Otero County

Exhibit 2-17 New Housing: Chaparral in Otero County

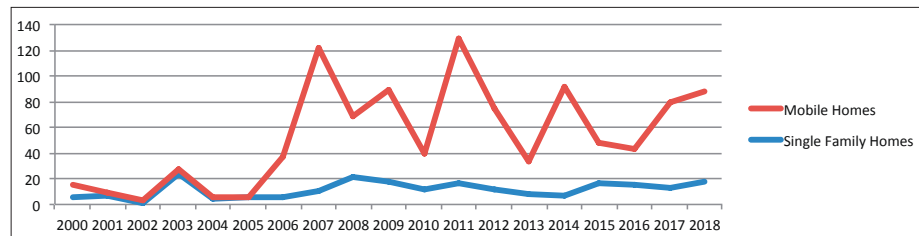


Exhibit 2-18 Single-Family Permits in Las Cruces and the State as a Whole



Exhibit 2-19
(right)
GISD Building Permits in Unincorporated Doña Ana County and Sunland Park, 1995-2017

Exhibit 2-20
(far right)
GISD Mobile Home and Stick-Built Permits Combined in Unincorporated Doña Ana County and Sunland Park, 1995-2017

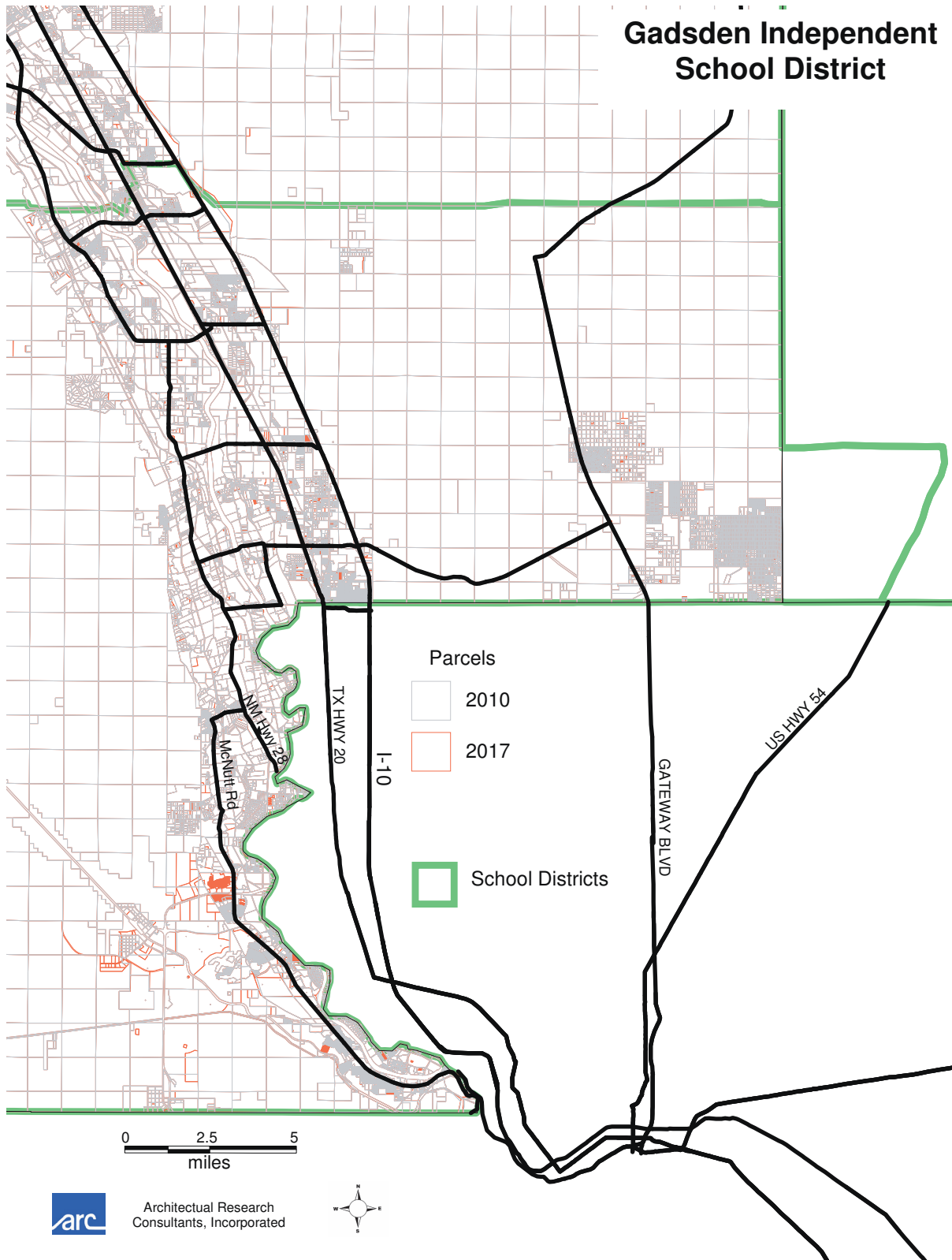
GISD Mobile Home and Stick Built Permits Combined in Unincorporated Doña Ana County and Sunland Park, 1995-2017

Area	Elementary	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	Totals
Chap	Chaparral ES	1	3	8	31	19	19	29	28	25	1	5	1	0	7	4	8	12	18	7	226
Chap	Desert Trail ES	0	3	15	38	16	12	6	2	5	0	1	0	1	3	2	1	9	3	6	123
Chap	Sunrise ES	0	0	1	3	4	2	0	1	2	0	0	0	0	0	0	0	0	0	1	14
North	Berino ES	0	1	8	13	7	8	10	11	6	3	6	2	1	6	3	1	6	16	5	113
North	Gadsden ES	0	4	1	6	1	3	9	9	9	0	1	0	0	5	2	3	3	5	6	67
North	La Union ES	1	3	14	12	13	24	14	26	17	1	0	1	1	6	9	8	9	7	7	173
North	Mesquite ES	0	2	14	15	10	11	12	10	9	0	1	0	2	7	0	2	3	4	9	111
North	North Valley ES	0	6	14	11	7	8	14	18	21	1	4	2	2	3	1	5	11	10	5	143
North	Vado ES	0	3	6	12	7	13	9	10	8	0	2	2	0	17	18	16	16	5	3	147
South	Riverside ES	0	0	0	0	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0	3
South	Santa Teresa ES	1	28	88	142	69	63	75	74	58	4	17	12	6	34	23	41	51	71	36	893
Totals		3	53	169	283	153	165	178	189	160	10	38	20	13	88	62	85	120	139	85	2013

GISD Building Permits in Unincorporated Doña Ana County and Sunland Park, 1995-2017

Area	Elementary	1985	1994	1995	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	Totals
Chap	Chaparral ES						1		4	11	3	4	5	9	8	1	1	1		4	2	1	6	3	2	66
Chap	Desert Trail ES							1	4	6		2		1	1					1			5	1		22
Chap	Sunrise ES								1	1		1														3
North	Berino ES									2	1	2	1	1			1			1		1		2		12
North	Gadsden ES							2	1	5	1	2	6	6	5		1				3		2	4	5	43
North	La Union ES					1	1	3	9	11	12	20	13	22	13	1				6	6	8	6	7	6	145
North	Mesquite ES							1	4	4	6	9	3	2	3					1		1			1	35
North	North Valley ES							5	8	8	3	4	5	7	13		3		2			2	4	6		70
North	Vado ES							2	1		1	3	5	7	2					13	15	12	12	1	1	75
South	Riverside ES											1														1
South	Santa Teresa ES	1				3	1	17	39	49	12	9	10	14	1		2	5	1	9	7	22	17	27	2	248
South	Sunland Park												28	26	67	69	57	78	59	156	139	197	331			1207
Totals		1	0	0	0	4	3	31	71	97	39	57	76	95	113	71	65	84	62	194	169	244	383	51	17	1927

Exhibit 2-21
Parcel Subdivisions, 2010 to 2017



2.3.6 Economic Trends

Overview

Economic development in the “Borderplex,” which includes the cities of El Paso, Ciudad Juarez, and southern Doña Ana County, is diversified and dynamic. Doña Ana County covered employment grew 2.6% per year on average from 2001 to 2008 and at 0.4% from 2008 to 2016 (covered employment does not include the self-employed).

State covered employment reached a peak of 825,736 in 2008. In 2015, it still had 20,500 fewer jobs fewer (-2%) than at its peak, signaling a slow recovery since the recession of 2008.

Median household income

The U.S. Census Bureau’s American Community Survey (ACS) 2012-2016 estimated Gadsden Independent School District median household income was \$29,201, higher than the Las Cruces Public School District at \$25,466, and the Hatch Valley School District, with \$23,346.

Poverty Levels

The U.S. Census Bureau’s American Community Survey estimated that in GISD,

35.2% of households had income in the past 12 months below the poverty level. This total is higher than that of the Las Cruces school district at 13.5%, and Hatch Valley school district’s total at 34.2%. (Source: U.S. Census, ACS 2012-2016). For GISD residents under 18 years of age, 56.7% lived in households that had income in the past 12 months below the poverty level.

Employment and Unemployment

County employment grew by just under 2,000 jobs between 2008 and 2018, with an average annual growth rate of 0.28% during that time.

From 2010 to 2015, covered employment in Doña Ana County hovered around 70,000, but did see steady growth from 2009 to 2016. Covered employment fell from 2016 to 2017 by a little more than 600 jobs.

Total employment grew to 88,156 in 2016, but decreased to 87,360 in 2017.

Unemployment has fluctuated between 6,400 and 7,000 persons since 2012, exceeding the state’s unemployment rate.

From 2011 to 2017, many sectors lost jobs in Doña Ana County. A few gained jobs.

Exhibit 2-22 County, State and U.S. Employment and Unemployment

	2012	2013	2014	2015	2016	2017
Dona Ana County Employment	86,905	86,671	86,632	86,665	88,156	87,360
Dona Ana County Unemployment	6,839	7,028	6,864	6,862	6,845	6,445
Dona Ana County Unemployment Rate	7.3%	7.5%	7.3%	7.3%	7.2%	6.9%
New Mexico Unemployment Rate	7.1%	7.0%	6.7%	6.8%	6.7%	6.2%
US Unemployment Rate	8.1%	7.4%	6.2%	5.3%	4.9%	4.4%

Source: NMDWS, Local Area Unemployment Statistics program in conjunction with U.S. Bureau of Labor Statistics

Exhibit 2-23
County Covered Employment

Doña Ana County Covered Employment: 2001 to 2017

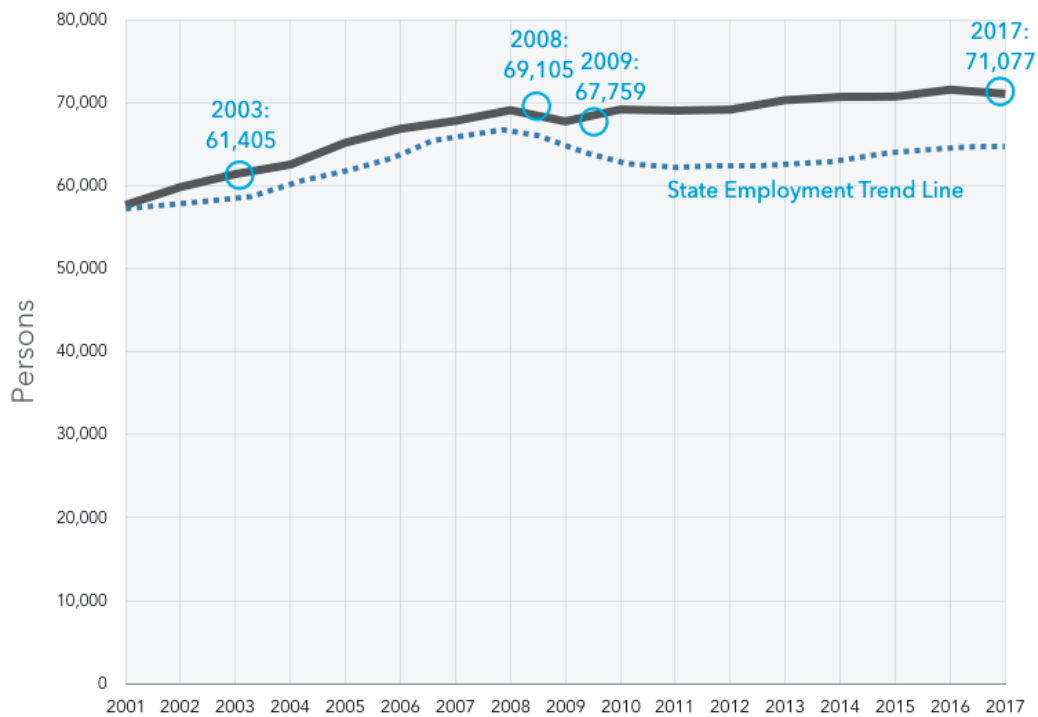
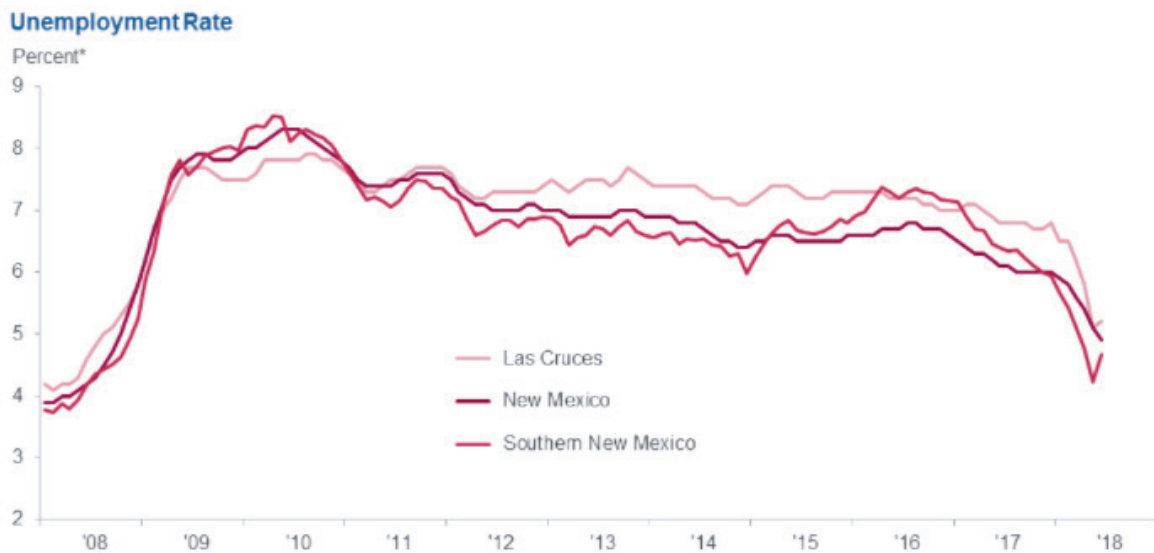


Exhibit 2-24
Unemployment Rate



*Seasonally adjusted.

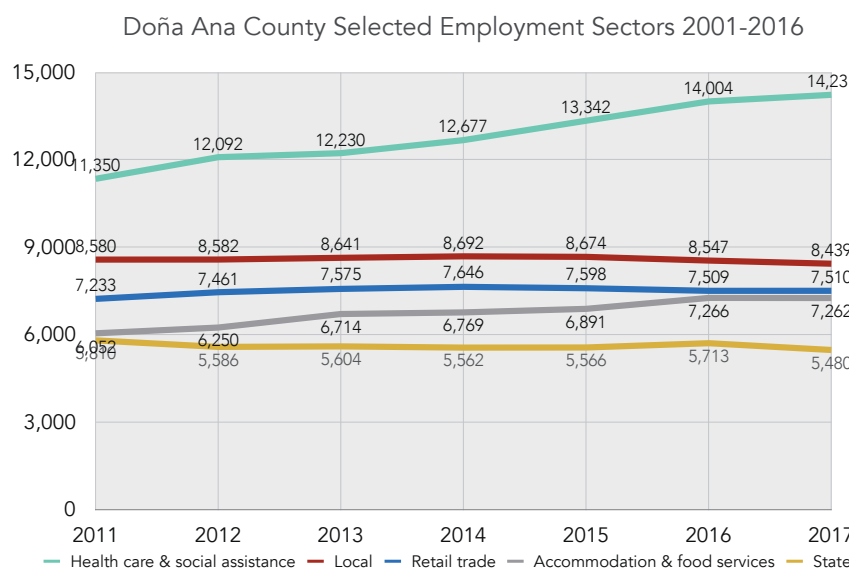
NOTES: All New Mexico counties within the Federal Reserve's Eleventh District are counted as part of southern New Mexico. Las Cruces is excluded from southern New Mexico to better gauge unemployment levels outside the region's largest population center.

SOURCE: Bureau of Labor Statistics.

Exhibit 2-25 County Employment Sector Table

Industry	2011	2012	2013	2014	2015	2016	2017	Change 2011-2017
Agriculture, forestry, fishing & hunting	3,128	3,426	3,317	3,519	3,386	3,226	3,215	87
Mining	45	24	20	16	17	25	35	-10
Utilities	371	390	398	400	420	427	419	48
Construction	3,564	3,425	3,489	3,432	3,502	3,651	3,620	56
Manufacturing	3,094	2,868	2,709	2,488	2,268	2,360	2,354	-740
Wholesale trade	1,101	1,078	1,208	1,170	1,219	1,237	1,169	68
Retail trade	7,233	7,461	7,575	7,646	7,598	7,509	7,510	277
Transportation & warehousing	1,417	1,490	1,336	1,325	1,424	1,513	1,595	178
Information	847	894	907	888	840	672	612	-235
Finance & insurance	1,560	1,657	1,735	1,761	1,768	1,760	1,722	162
Real estate & rental & leasing	708	683	703	758	789	774	777	69
Professional & technical services	3,339	3,433	3,938	3,742	3,814	3,753	3,590	251
Management of companies & enterprises	85	51	35	39	41	47	45	-40
Administrative & waste services	3,837	3,049	3,175	3,440	3,015	2,938	2,799	-1,038
Educational services	427	508	524	547	564	556	674	247
Health care & social assistance	11,350	12,092	12,230	12,677	13,342	14,004	14,231	2,881
Arts, entertainment & recreation	1,130	1,051	1,025	885	921	931	924	-206
Accommodation & food services	6,052	6,250	6,714	6,769	6,891	7,266	7,262	1,210
Other services, except public admin	1,330	1,310	1,291	1,322	1,197	1,232	1,197	-133
Non-classifiable	-	-	-	-	-	-	-	0
Total Private	50,618	51,139	52,330	52,824	53,014	53,880	53,752	3,134
Total Government	18,440	18,039	17,988	17,880	17,730	17,700	17,291	-1,149
Federal	4,051	3,870	3,742	3,627	3,490	3,439	3,372	-679
State	5,810	5,586	5,604	5,562	5,566	5,713	5,480	-330
Local	8,580	8,582	8,641	8,692	8,674	8,547	8,439	-141
Total	69,058	69,178	70,318	70,704	70,744	71,580	71,043	1,985

Exhibit 2-26 County Employment Sector Chart



Source: U.S. Dept. of Labor, Bureau of Labor Statistics, Quarterly Census of Employment and Wages

The strongest sectors include:

Potential military facility expansion in the future could bring families to the Gadsden area.

- Health care and social assistance: added over 2,800 jobs
- Accommodation and food services: added about 1,200 jobs

- Sectors that experienced decline include:
 - Administration and waste services: lost 1,000 jobs
 - Manufacturing: lost over 700 jobs

Regional Trends

Las Cruces

White Sands Missile Range (WSMR) Expansion

Between the summer of 2008 and fall of 2009, 594 military personnel in the engineering battalion relocated to WSMR. Although the military announced earlier that a heavy combat brigade with over 3,900 military personnel would arrive in FY 2013, it has cancelled that expansion plan. However, language was included in the 2014 National Defense Authorization Act to expand the security buffer by 5,100 acres of land transferred from the Bureau of Land Management to the U.S. Army to provide a critical safety and security buffer to NASA's White Sands Test Facility and the Department of Defense's Aerospace Data Facility - Southwest, both tenants of White Sands Missile Range.

The Mesilla Valley Economic Development Alliance (MVEDA)

MVEDA targets sectors in manufacturing and logistics, aerospace, renewable energy, business and financial services, technology, value-added agriculture, and digital media throughout the county.

Fort Bliss

The Fort Bliss expansion stimulated El Paso's economy and contributed to employment in the decade of the 2000. In 2014, the Desert Defender Ground Combat Readiness Training Center opened at the base. The training center consolidates all Air Force security training forces where active duty, Air National Guard, and Air Force Reserve train together.

Maquiladoras

While maquiladora employment plummeted in 2017, the U.S. industrial production index made steep gains, overtaking the Mexico industrial production index in mid-2016 and out-pacing it by about 5% by 2018.

U.S. industrial production rose 5.1% year over year in September, 2018. According to Mexico's maquiladora program (IMMEX) series,

Juárez manufacturing employment totaled over 274,000 in March 2017, up 8.2% from a year earlier, for a new post-recession high.

U.S.-Mexico policy uncertainty is hampering cross-border trade at the retail level as well as export growth to Mexico from N.M.

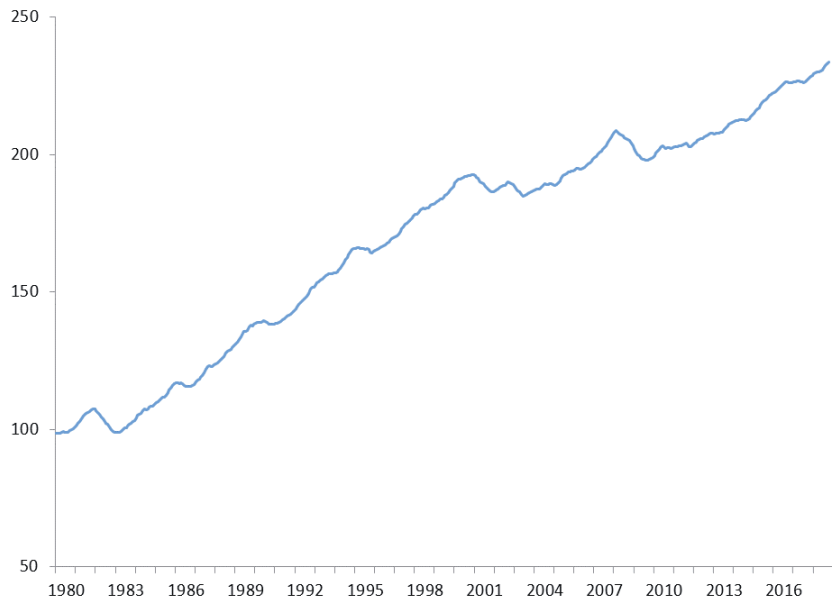
The El Paso Business-Cycle Index (see Exhibit 2-25) , which is based on employment, unemployment, retail sales and wages, posted an annualized growth of 3.5% in September, 2018, up from the year before by over 1%. The strong labor market resulted in continued gains in the index.

U.S. industrial production continues to climb, up 5.1% year over year in September. The Institute for Supply Management manufacturing index stood at 59.8 in September, well above 50, which signals expansion. U.S. and Mexican production

Exhibit 2-27 El Paso Business Cycle Index

El Paso Business-Cycle Index

Index, October 1980 = 100*



*Monthly, seasonally adjusted.
Last data entry October 2018.
SOURCE: Federal Reserve Bank of Dallas.

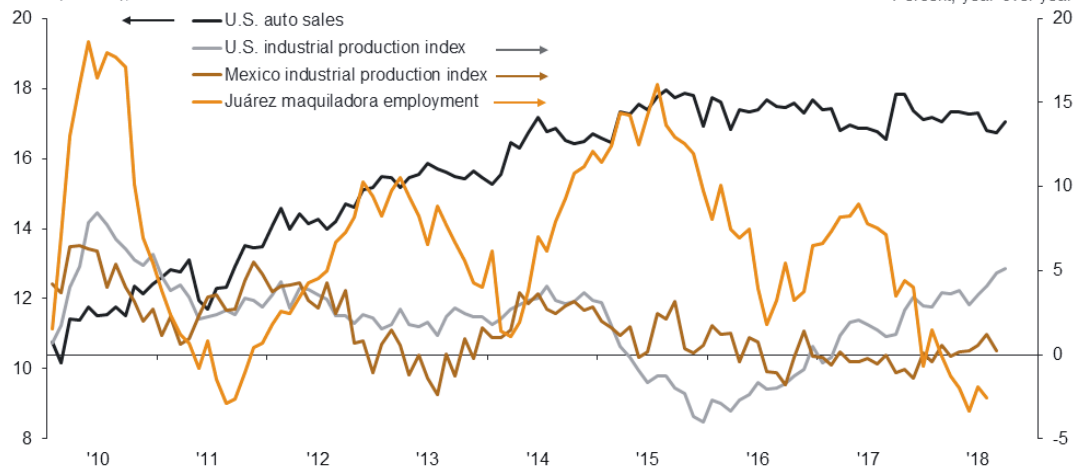
Source: Federal Reserve Bank of Dallas, 2017

Mexican manufacturing production expanded at its slowest pace in four years in 2017, and hiring by manufacturers in Mexico's border cities was either little changed or slowed significantly from previous years. Uncertainty in U.S. trade policy may be constraining manufacturing growth and slowing service sector expansion in Texas-border metros.

Exhibit 2-28 Ciudad Juarez Maquiladora Employment and U.S. Manufacturing

Juárez Maquiladora and Related Activity

Sales (millions), annualized*



*Seasonally adjusted.

SOURCES: Instituto Nacional de Estadística y Geografía (National Institute of Statistics and Geography); Federal Reserve Board; Bureau of Economic Analysis; adjustments by the Dallas Fed.

and manufacturing trends are important to the local economy because of cross-border manufacturing relationships.

Santa Theresa port of entry is growing quickly; trade through the port is growing, investment and jobs, are up and development continues

Across the border from El Paso, Juárez manufacturing employment has slowed, likely linked to a tight labor market there.

According to Mexico's

official series, Juárez maquiladora jobs totaled about 268,300 in July, down 2.5% from a year earlier.

Overall, the border economy is strong, although dampened by uncertainty, labor constraints, and tariffs. Impending renegotiation of NAFTA is currently holding back much activity, but the general sense is that renegotiation will boost the border economy overall. This situation indicates a temporary lull in activity with the expectation that the area will regain momentum in the near future. If negotiations drag on, or if U.S. / Mexico relations unexpectedly decline, these assumptions should be reevaluated.

Santa Teresa Area

Over the last decade, the Santa Teresa port of entry has become increasingly important for commerce with Mexico. Trade through the port rose steadily until 2016, when it fell sharply before beginning a slow recovery

into 2018. Annualized total trade through the Santa Teresa port of entry totaled over \$22.1 billion in June, up 4.8% from a year earlier. Imports rose 20.4% to \$12.3 billion in June, while exports fell 9.8% to \$9.8 billion.

Key Industries

Manufacturing and logistics: the Santa Teresa Intermodal Terminal, Port of Entry and Foreign Trade Zone are all in the GISD area. The Foreign Trade Zone covers the entire county.

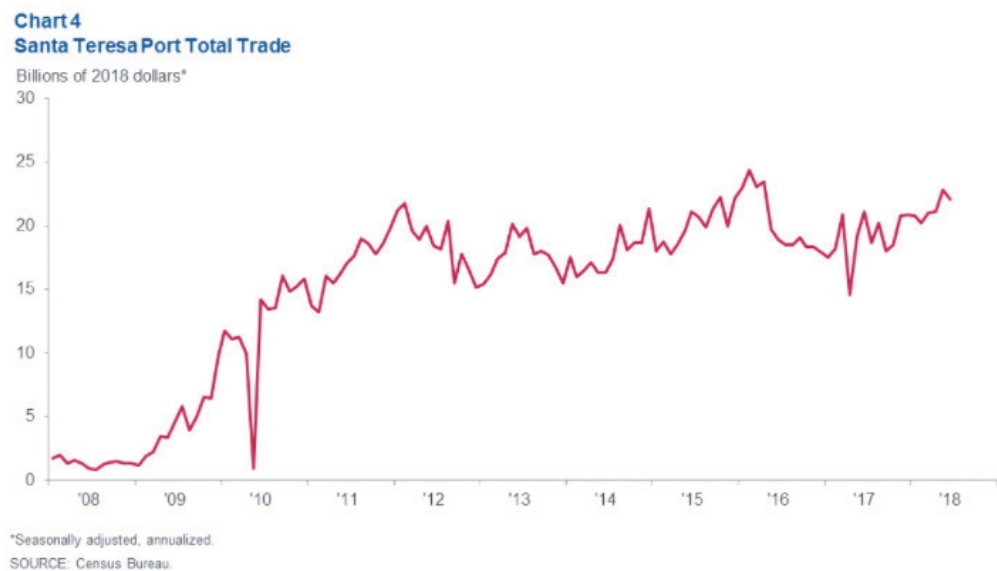
Manufacturing has grown significantly in recent years.

Technology: White Sands Missile Range is a key asset in proximity to GISD. Defense contractor TMC Design Corporation is located in Las Cruces. General Dynamics opened SpacePlex 2 in Arrowhead Research Park. Primera Technologies, which provides IT solutions to the government and government contractors, recently joined MVEDA.

Technology has the potential to expand and attract families.

Renewable Energy and Digital Media could play an important role in the future.

Exhibit 2-29 Santa Teresa Port Trade



Renewable energy: includes the solar generation of electricity, and manufacture of solar energy components; bioenergy, including Sapphire Energy operations; and geothermal and anaerobic digestion of Las Cruces wastewater sludge to generate methane for production of electricity and heat.

Digital media: MVEDA promotes movie-making, editing and education with New Mexico State University and Doña Ana Community College Creative Media Technology program for film and digital arts.

Agriculture

Agriculture in Doña Ana County has high direct, indirect and induced employment. Work includes farm labor to grow and pick produce (offering many part-time seasonal

jobs), processing food and other products, work involving farm implements and other supplies, and transportation and warehousing. While county acreage is declining, production per acre has increased.

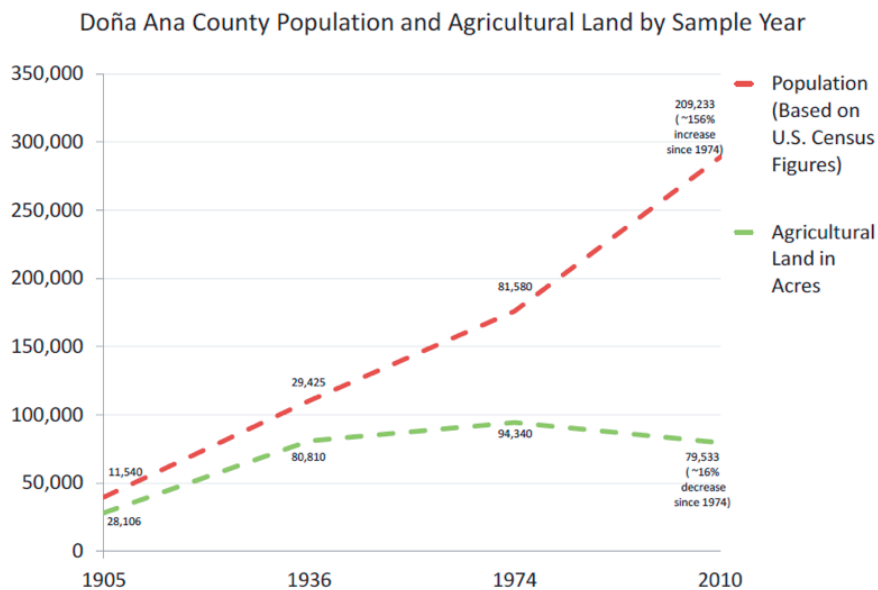
In 2018, Stampede Meat, Inc. opened a processing plant in Sunland Park that is projected to employ 1,100 by full build-out in five years.

Agriculture has a direct impact on district population, and changes in manufacturing methodology can affect worker seasonality, causing changes in part-time and full-time resident numbers in the district.

Agriculture & Irrigation

No change from 2017 Update.

Exhibit 2-30 Doña Ana County Population and Agricultural Land



Sources: Dennis Smith, County GIS; NMSU Sustainable Urban Planning Studio (June 2012)
Reported in Dona Ana County Snapshot Report, May 2013

2.4 Enrollment

The district maintains 16 elementary schools, four pre-kindergarten schools, three middle schools, four high schools, and one alternative school.

2.4.1 Historic Enrollment

District enrollment increased until 2005, and has steadily decreased since. Enrollment grew at an average annual rate of 1.4% from 1999 to 2005, and experienced an average loss of -0.56% per year from 2005 to 2018.

Middle and high school enrollment generally increased from 1999 to 2018, and elementary school growth began to fall after 2011.

Special education 3Y and 4Y student enrollment has declined somewhat since 2009. The On-Track Pre-K program has grown since 2005.

Early Childhood Education Programs

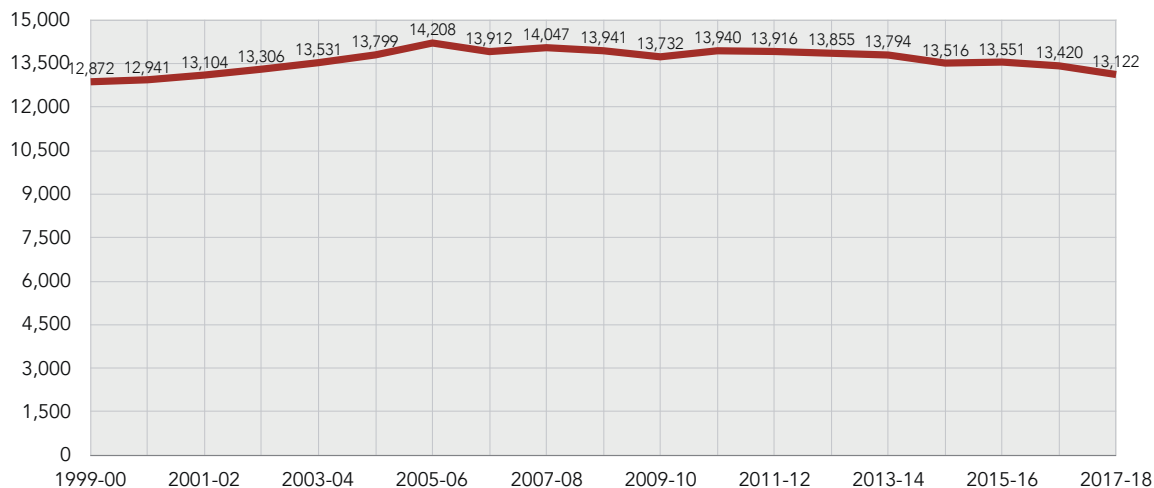
The four On-Track Pre-K programs in the district have grown substantially over the past four years. Growth is limited by the number of classrooms and state funding.

Other Pre-K Programs Using District Facilities

The district has several additional pre-kindergarten programs, some of which use district facilities. Sunrise ES has Help-New Mexico for four-year-olds. New Mexico State University operates pre-K at three schools, however, only Berino ES, with 15 to 20 students, uses district facilities.

Exhibit 2-31
Total Historic Enrollment
(including regular, 3Y, 4Y and Pre-K)

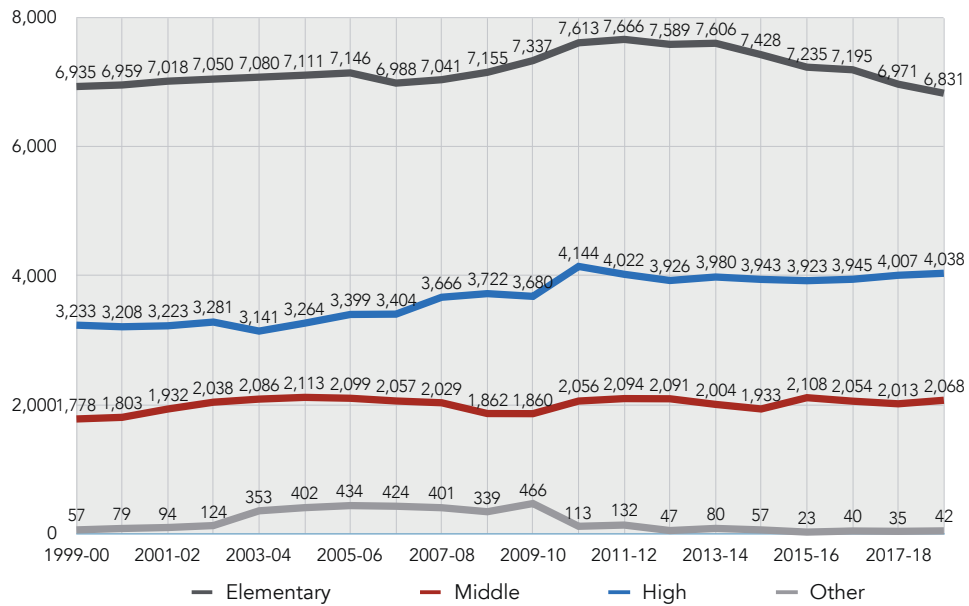
Gadsden Public School District Enrollment: 1999-2018



Source: New Mexico Public Education Department

Exhibit 2-32 Enrollment by School Level

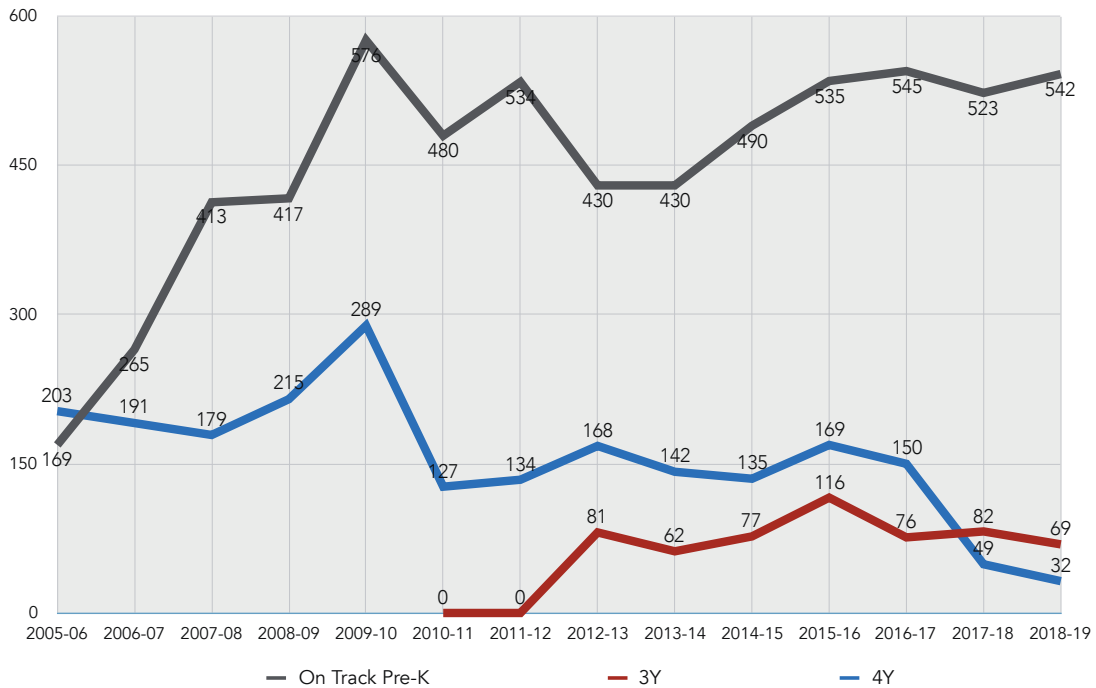
Gadsden School Level Enrollment: 1999-2018



Source: New Mexico Public Education Department

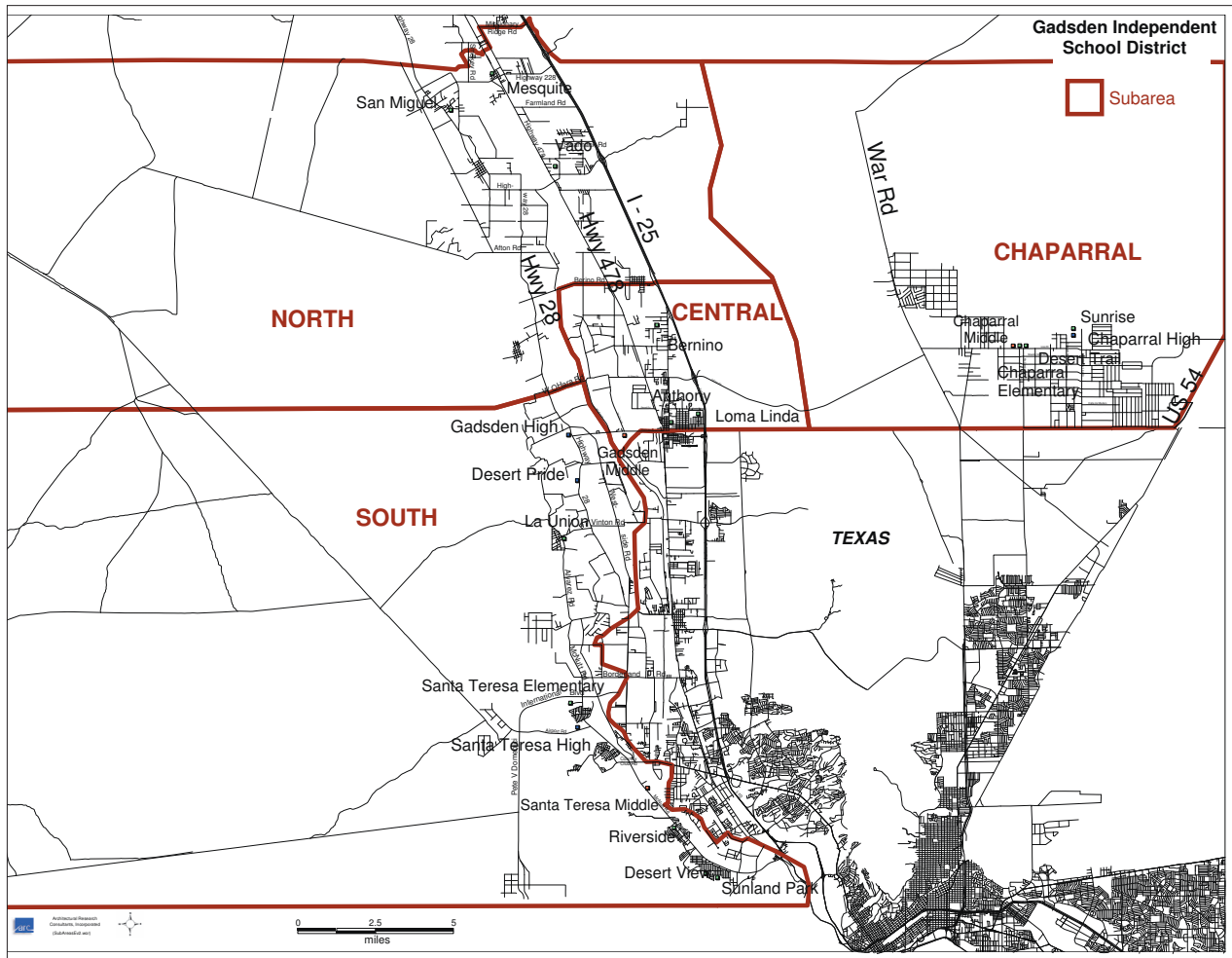
Exhibit 2-33 Early Childhood Enrollment

Gadsden School Level Enrollment: 1999-2018



Source: New Mexico Public Education Department

Exhibit 2-34
Gadsden School District Subareas



2.4.2 Enrollment Data

Historic Enrollment by Subarea

The following discussion divides the school district into four subareas to better track trends among schools that share similar geographic and community characteristics.

Historic Enrollment by Level

Special education 3Y and 4Y student enrollment was steady in the South and

Central Subareas and grew in the North and Chaparral Subareas.

Elementary Schools

Enrollment in Gadsden elementary schools overall grew to a peak of almost 7,500 in the 2010-11 school year, but dropped by the 2016-17 school year to just below 6,820. Elementary school enrollment in the South, North and Central areas declined slightly in the last decade, but enrollment in the Chaparral area grew.

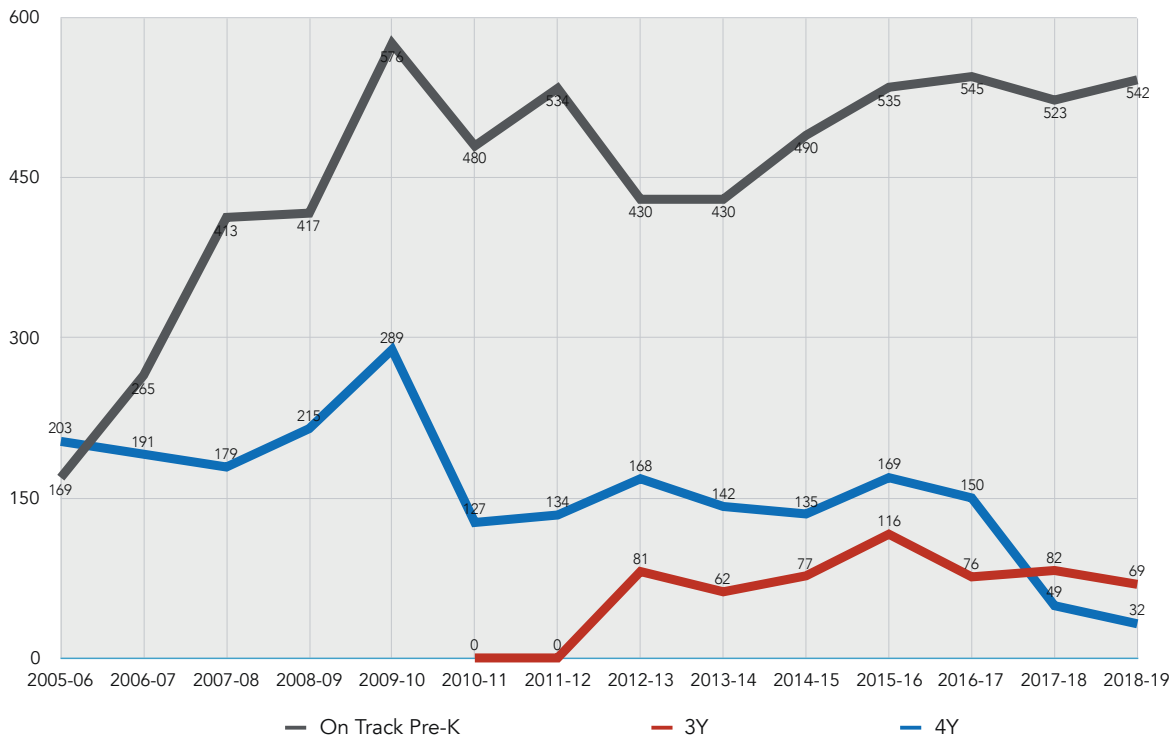
Exhibit 2-35 Historic On-Track Enrollment

Enrollment of On-Track 4Y Pre-K Students

	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
ON TRACK PRE-K CENTER CENTRAL (Anthony)			80	74	128	96	114	90	90	122	128
ON TRACK PRE-K CENTER EAST (Chaparral)			81	119	128	96	114	90	90	101	125
ON TRACK PRE-K CENTER NORTH (La Mesa)		92	83	73	128	96	114	90	90	95	102
ON TRACK PRE-K CENTER SOUTH (GAC)	169	173	169	151	192	192	192	160	160	172	180
Total of 4Y Pre-K	169	265	413	417	576	480	534	430	430	490	535
% Change		56.8%	55.8%	1.0%	38.1%	-16.7%	11.3%	-19.5%	0.0%	14.0%	9.2%

Exhibit 2-36 Historic On-Track Enrollment

Gadsden Pre-K Enrollment: 2005-2018



Projections for future On-Track enrollment are unavailable at the time of this update and are subject to change at the federal and state programs levels, which may affect some district enrollment totals projected in this report.

Exhibit 2-37 Historic Elementary Enrollment by Subarea

Historic and Projected K-6* Enrollment of GISD Elementary Schools By Subareas

South Subarea	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Desert View	531	533	517	537	513	514	508	486	486	479	472
La Union	263	257	278	257	256	263	271	298	303	293	288
Riverside	719	728	691	671	635	666	634	586	590	579	587
Santa Teresa	527	557	593	618	659	666	626	612	581	564	586
Sunland Park	383	361	358	364	347	333	341	300	299	259	258
Subtotal	2,423	2,436	2,437	2,447	2,410	2,442	2,380	2,282	2,259	2,174	2,191
Change	59	13	1	10	-37	32	-62	-98	-23	-85	17
% Change	2.5%	0.5%	0.0%	0.4%	-1.5%	1.3%	-2.5%	-4.1%	-1.0%	-3.8%	0.8%
Central Subarea											
Anthony	690	705	432	409	410	409	414	399	369	383	379
Berino	647	661	545	563	524	507	501	460	486	448	422
Gadsden			516	541	525	531	504	492	504	507	489
Loma Linda	536	552	420	476	485	456	383	352	357	345	349
Subtotal	1,873	1,918	1,913	1,989	1,944	1,903	1,802	1,703	1,716	1,683	1,639
Change	-16	45	-5	76	-45	-41	-101	-99	13	-33	-44
% Change	-0.8%	2.4%	-0.3%	4.0%	-2.3%	-2.1%	-5.3%	-5.5%	0.8%	-1.9%	-2.6%
North Subarea											
La Mesa											
Mesquite	446	431	422	382	392	361	357	350	321	283	298
North Valley	403	400	416	409	402	409	385	375	382	359	323
San Miguel											
Vado	462	467	449	450	453	462	444	439	442	436	401
Subtotal	1,311	1,298	1,287	1,241	1,247	1,232	1,186	1,164	1,145	1,078	1,022
Change	-13	-13	-11	-46	6	-15	-46	-22	-19	-39	-56
% Change	-1.0%	-1.0%	-0.8%	-3.6%	0.5%	-1.2%	-3.7%	-1.9%	-1.6%	-5.9%	-5.2%
Chaparral Area											
Chaparral	705	709	731	723	721	713	698	711	529	504	492
Desert Trail	623	678	707	784	838	881	898	907	530	507	497
Sunrise	507	524	538	519	494	484	464	468	459	413	407
Yucca Heights									557	612	583
Subtotal	1,835	1,911	1,976	2,026	2,053	2,078	2,060	2,086	2,075	2,036	1,979
Change	53	76	65	50	27	25	-18	26	-11	-39	-57
% Change	3.0%	4.1%	3.4%	2.5%	1.3%	1.2%	-0.9%	1.3%	-0.5%	-1.9%	-2.8%
Total	7,442	7,563	7,613	7,703	7,654	7,655	7,428	7,235	7,195	6,971	6,831
Change			50	90	-49	1	-227	-193	-40	-224	-140
% Change			0.7%	1.2%	-0.6%	0.0%	-3.0%	-2.6%	-0.6%	-3.1%	-2.0%

Exhibit 2-38 Historic ES Enrollment by Subarea (does not include 3Y, 4Y, or "other" schools)

GISD Elementary Enrollment by Subarea: 1999-2018

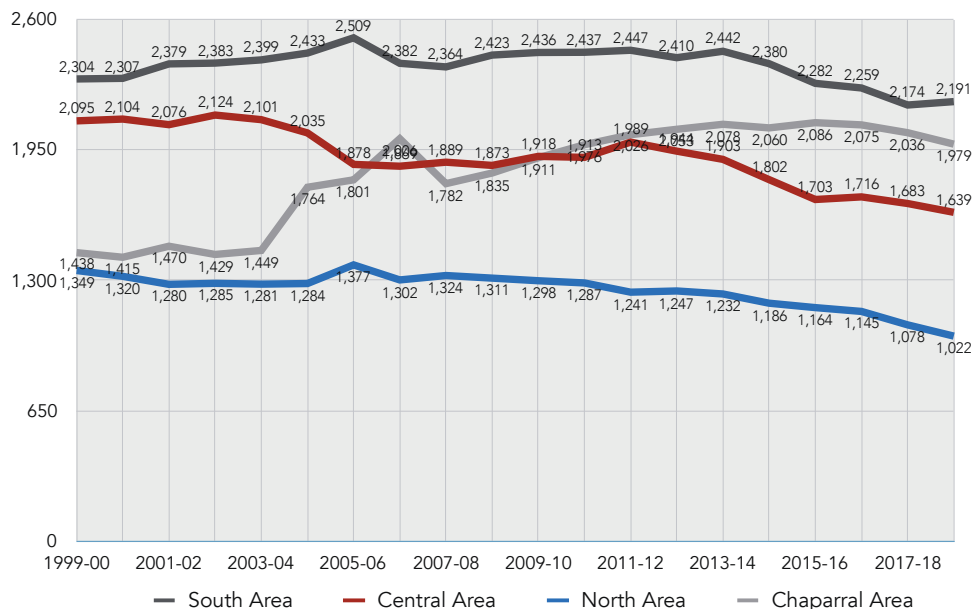


Exhibit 2-39 Historic ES Enrollment Trends by Graded K-2 (does not include C and D)

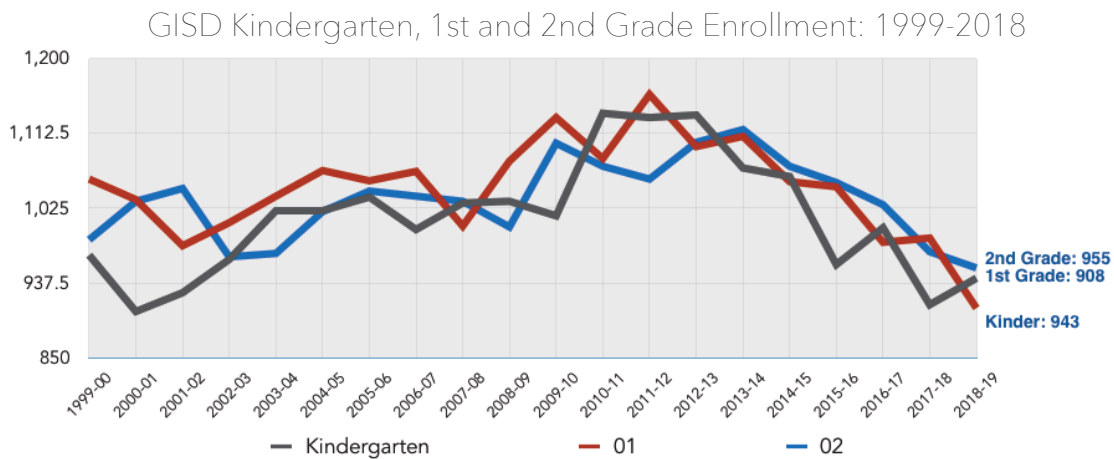


Exhibit 2-40 Historic ES Enrollment Trends by Grades 3-5 (does not include C and D)

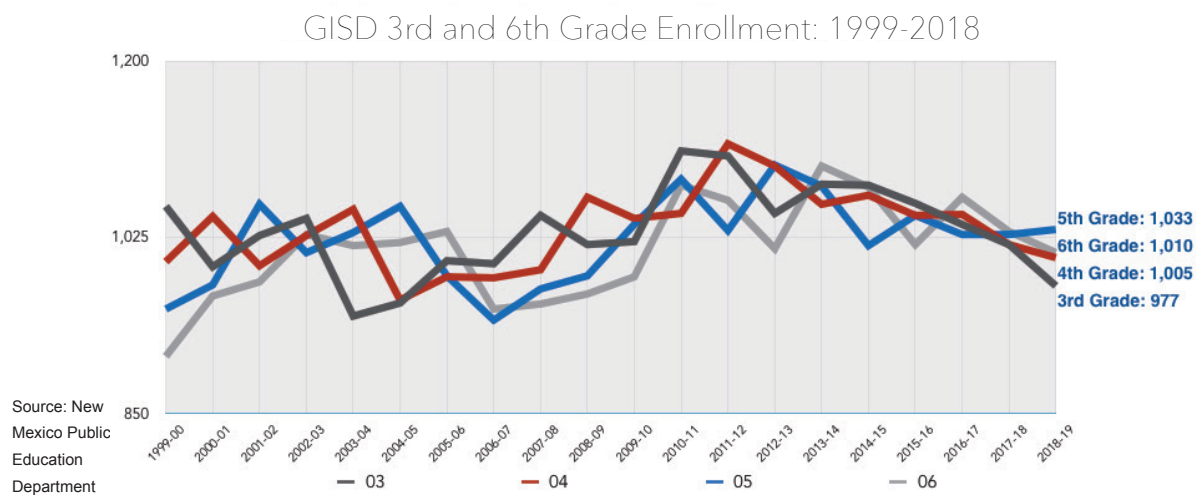
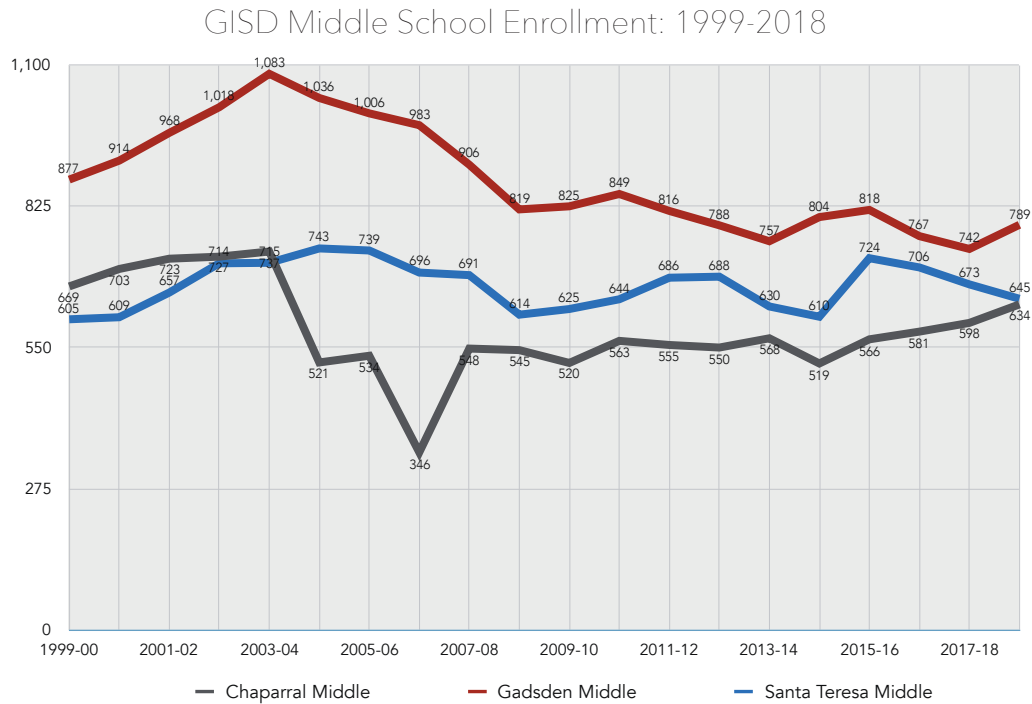
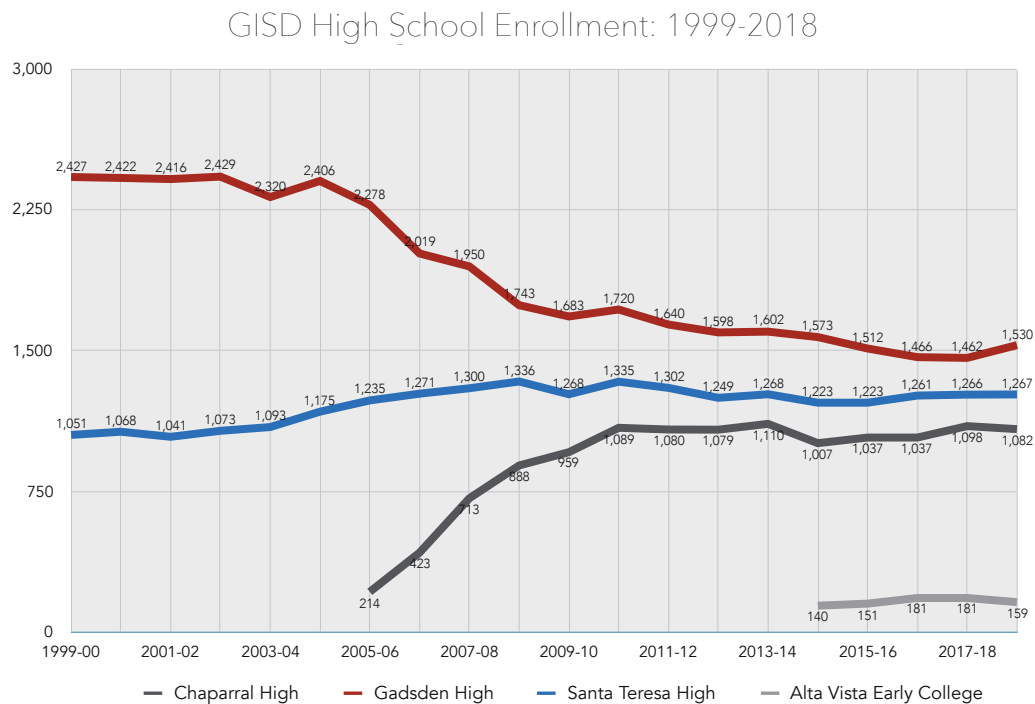


Exhibit 2-41 Historic MS Enrollment
(does not include C and D)



Source: New Mexico Public Education Department

Exhibit 2-42 Historic HS Enrollment
(does not include C and D)



Source: New Mexico Public Education Department

Middle Schools

Middle school attendance has been relatively steady since 1999, with a slight rise from 2009 to 2018. Although Santa Teresa Middle School is located in a growth area, it did not experience much historic growth. While Chaparral saw significant population decline since 2010, enrollment grew. Gadsden Middle School enrollment has declined since 2005, but saw a slight uptick from 2017 to 2018.

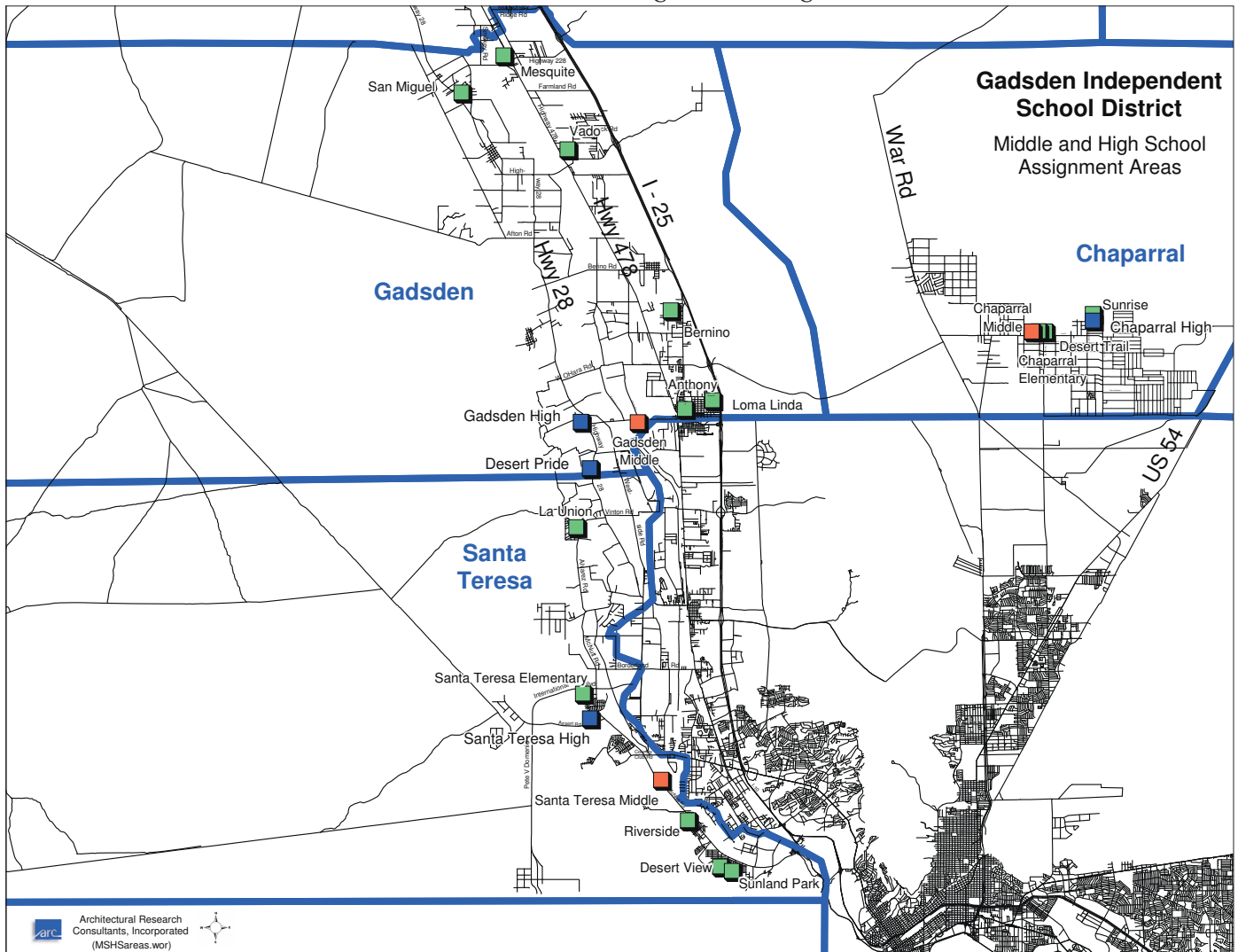
High Schools

High school enrollment increased by about 800 students after 1999, but fell slightly from

a peak in 2010. Santa Teresa and Chaparral High School enrollments grew from 1999 and 2010. Gadsden High School experienced some decline, due to the reassignment of students from Gadsden High School to Chaparral High School upon Chaparral's opening in 2005. All three high schools experienced stable enrollment from 2012 to 2014. Gadsden High School lost 103 students from 2015-16 to 2016-17, while Chaparral and Santa Theresa enrollment changed very little.

Attendance areas for middle schools and high schools are unchanged, as shown in the map below.

Exhibit 2-43 Middle and High School Assignment Areas



District Charter and Alternative Schools

Desert Pride is the only alternative school currently operating in the district. Residential Treatment Center and Homebound/Hospital are alternative programs.

Summary of Drivers of Future Enrollment

Multiple factors suggest declining enrollment:

- Declining births and birth rates
 - Decline in school-aged and main child-bearing aged populations
- District population is growing, but the region has experienced a sharp decline in the growth rate.
- Even during the economic downturn, employment trends have been mainly positive in El Paso, and in Doña Ana County, Santa Teresa and Las Cruces. With Union Pacific and other major job-generators, southern Doña Ana County has performed better than other metropolitan areas in New Mexico.
- New housing development has been steady, although at a lower level of activity than in the past. However, activity is expected to remain steady or increase somewhat with subdivisions in the Santa Teresa and Sunland Park areas, and grow somewhat in the valley.
- Fort Bliss expansion is complete, but White Sands may expand in the future.
- Ciudad Juarez maquiladoras are growing, generally improving the regional economy.
- Immigration of residents to the U.S. has declined.
- From 2005 to 2010, GISD enrollment generally increased, but declined through 2018.

- Increasing pecan production replacing chile production has diminished the need for seasonal workers.
- Federal immigration policy changes are promoting a mass out-migration of Mexican immigrants and are tightening the border to limit the number of Mexican immigrants entering the U.S.
- NAFTA is slated for renegotiation, creating uncertainty that prevents development along the border.

2.4.3 District Enrollment Projections

Prior projections were higher than actual enrollment.

- In the 2012 series, ARC projected growth, while the district's enrollment declined.
- In the 2015 series, ARC projected a gradual decline, but enrollment for 2016-17 was lower than projected.
- The 2017 series projected continued decline

District enrollment projections are based on a cohort survival method, which is the standard for projecting school enrollments. This method:

- Tracks the number of students in a cohort (a group of students in a certain age group who move together through one grade level to the next) through past grades.
- Calculates survival rates (ratios of the number of students who remain from one year to the next), based on historical enrollments.
- Calculates future enrollments using prevailing birth rates (for kindergarten) and average survival rates (for other grades).

As warranted, we adjust ratios to reflect major factors identified during the growth analysis. Factored into the projections were dynamics such as major new developments in the assignment areas, new school programs, and new private or charter schools expected to attract current public school students. This method provides a projection range that typically incorporates future actual enrollment for five to seven years.

ARC projects elementary school (K-6) enrollment will decline slowly over the next 10 years, while middle school and high school enrollment will remain largely steady, even rising slightly in high schools.

According to the mid-range projections, regular elementary school K-6 enrollment will decline at a slow average annual rate of -0.96%, but will vary by subarea, with very slow decline in the southern part of the district, and some decline in the Central and North Subareas.

Based on these allocations, ARC adjusted the Subarea elementary school projections, as shown in the exhibit below.

Special education 3Y and 4Y will be absorbed into the On-Track schools, which will grow at an annual average of 1.7%.

Exhibit 2-44
Enrollment Projections by Range

GISD Projected Enrollment by Range: 2010-2028

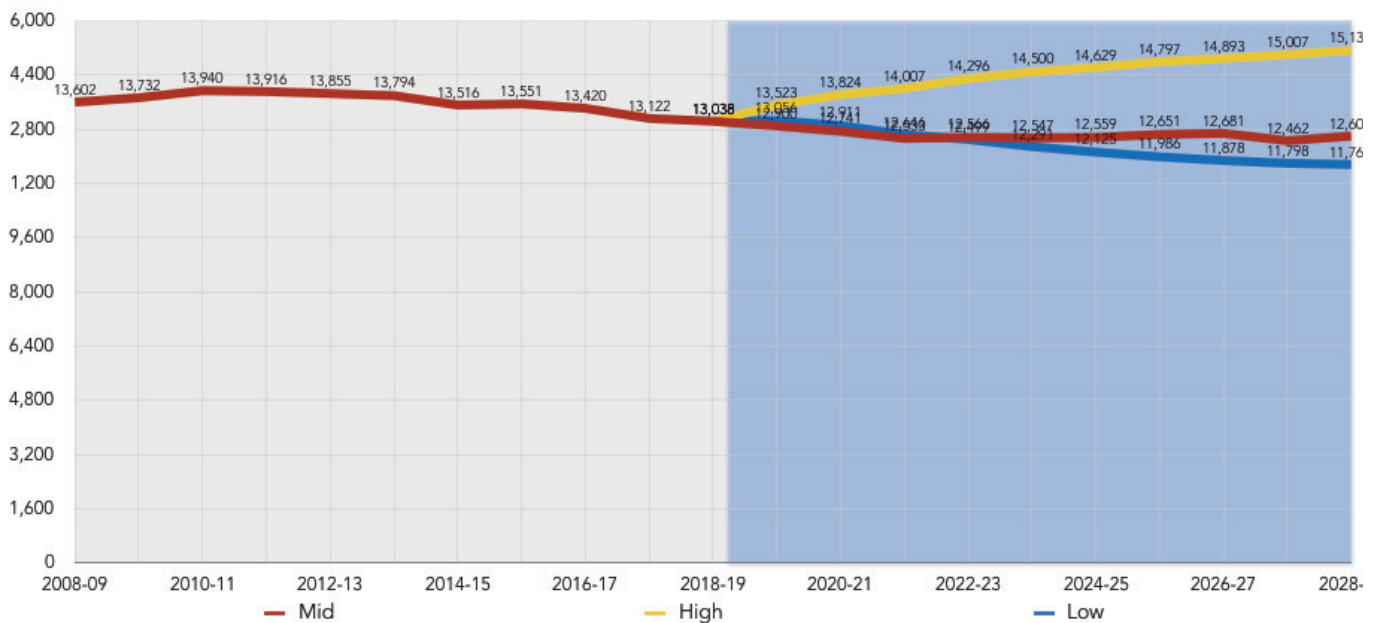


Exhibit 2-45
GISD Enrollment Projections

GISD Projected Mid-Range Enrollment: 2010-2028

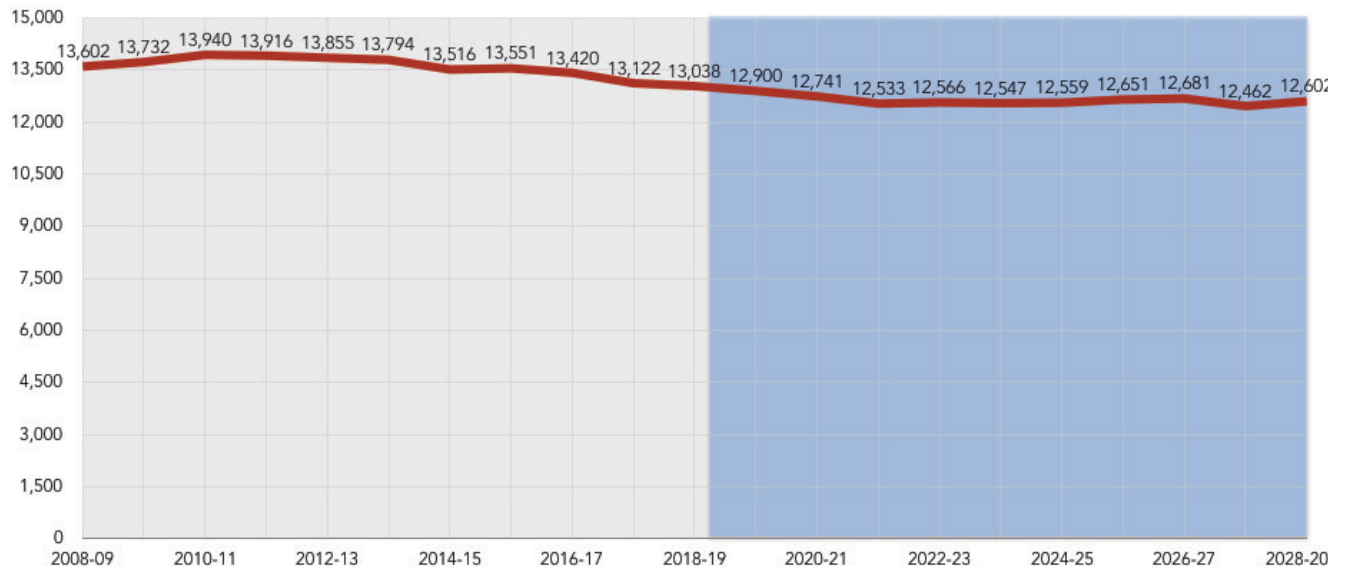
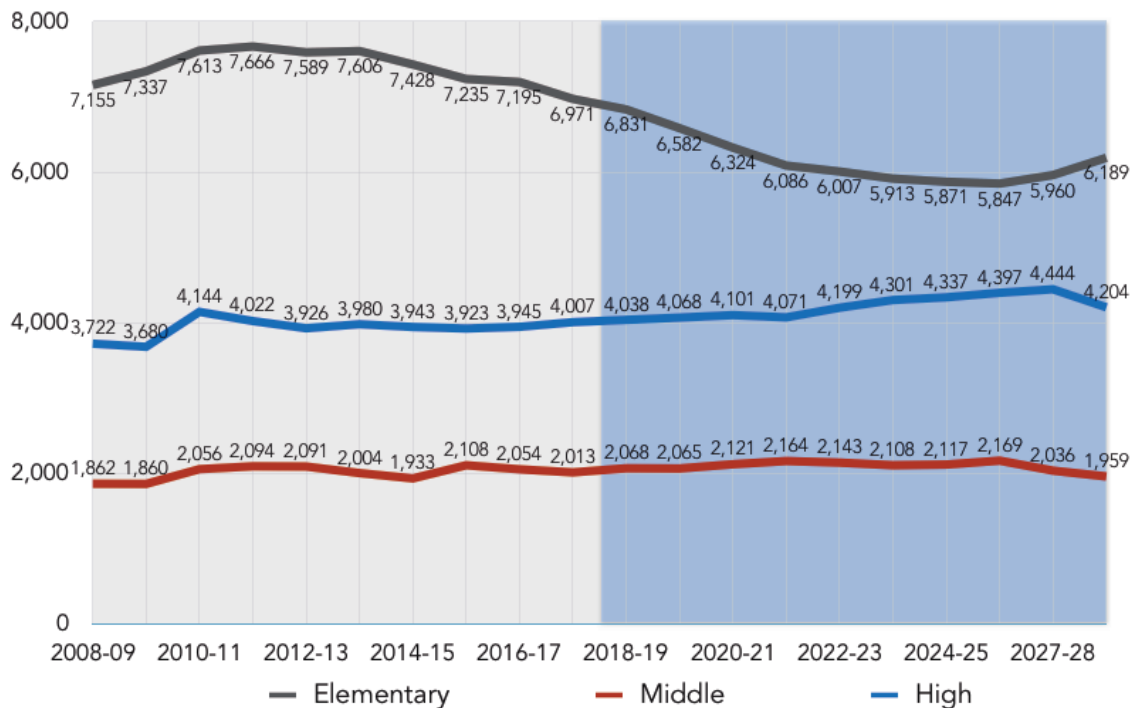


Exhibit 2-46
Enrollment Projections by Level

GISD Projected Enrollment by School Level: 2010-2028



ARC projects that enrollment at Chaparral MS will decline by -1.6% per year on average, while at Santa Teresa MS, it will increase by 0.9%, and Gadsden MS enrollment will decline at a rate of -0.9% per year.

Chaparral HS is projected to increase at 0.46% per year and Santa Teresa HS by 0.86% per year, while Gadsden HS will decline by -0.16% per year.

Charter and alternative school enrollment is projected to increase somewhat, due to growth in residential treatment center enrollment.

The tables on the following pages show mid-

range enrollment projections by subarea for elementary schools, as well as projections for middle and high schools, and by grade for the entire school district.

Conclusion

Current mid-range enrollment projections show continuing decline for the next several years following the previous four-year trend, then some recovery. Contributing factors include projections for increasing county population, expected increase in birth rates and employment increases bringing new residents into the district.

Exhibit 2-47
ES Enrollment Projections by Subarea Chart

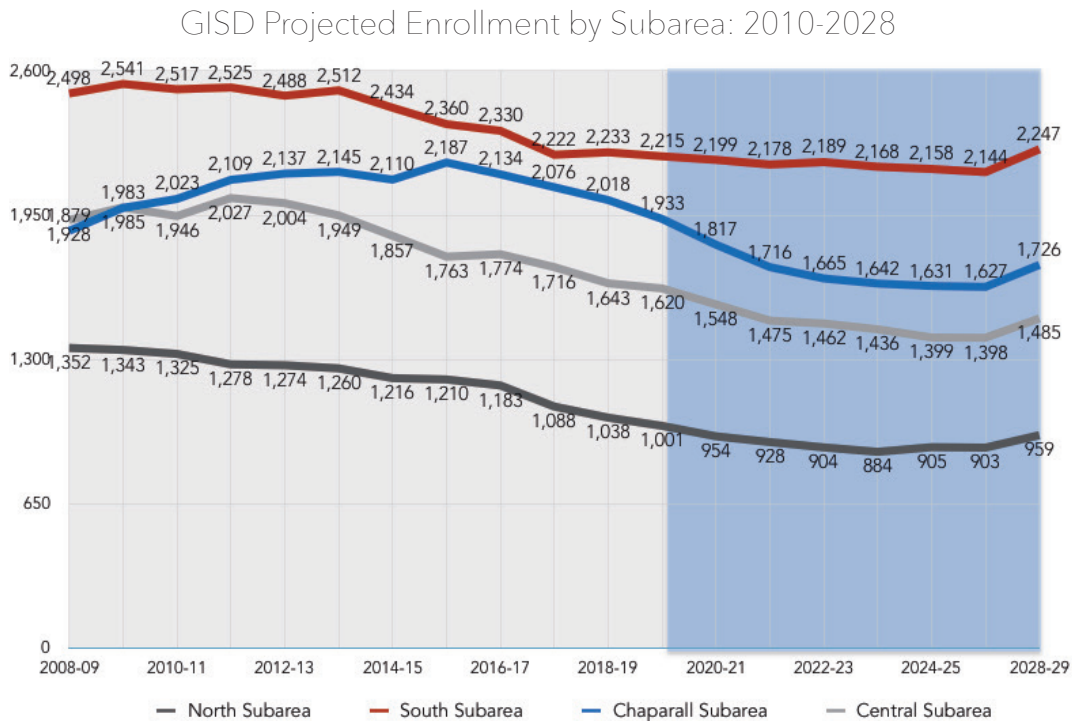


Exhibit 2-48
ES Enrollment Projections by Subarea Table

Historic and Projected K-6* Enrollment of GISD Elementary Schools By Subareas

South Subarea	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Desert View	479	472	456	441	424	401	386	383	389	398	405	414
La Union	293	288	287	281	274	265	260	247	245	250	255	262
Riverside	579	587	567	547	528	544	522	517	523	513	505	518
Santa Teresa	564	586	615	655	672	704	718	714	697	714	727	747
Sunland Park	259	258	241	224	225	222	228	241	233	239	243	248
Subtotal	2,174	2,191	2,166	2,148	2,124	2,135	2,113	2,101	2,087	2,113	2,135	2,189
<i>Change</i>	-85	17	-25	-18	-24	11	-21	-12	-14	26	22	54
<i>% Change</i>	-3.8%	0.8%	-1.2%	-0.8%	-1.1%	0.5%	-1.0%	-0.6%	-0.7%	1.3%	1.0%	2.5%
Central Subarea												
Anthony	383	379	368	350	330	331	333	317	308	315	321	328
Berino	448	422	400	383	356	354	353	352	358	366	373	381
Gadsden	507	489	472	451	435	431	416	405	405	414	421	431
Loma Linda	345	349	336	318	305	295	283	275	276	282	287	293
Subtotal	1,683	1,639	1,575	1,502	1,426	1,412	1,385	1,348	1,347	1,378	1,402	1,433
<i>Change</i>	-33	-44	-64	-73	-76	-13	-27	-37	-1	31	24	31
<i>% Change</i>	-1.9%	-2.6%	-3.9%	-4.6%	-5.1%	-0.9%	-1.9%	-2.7%	-0.1%	2.3%	1.7%	2.2%
North Subarea												
La Mesa												
Mesquite	283	298	279	262	248	239	242	249	250	255	260	265
North Valley	359	323	303	295	291	293	280	283	285	291	296	303
San Miguel												
Vado	436	401	394	373	363	345	335	347	341	349	355	363
Subtotal	1,078	1,022	977	930	902	878	858	878	875	896	911	931
<i>Change</i>	-67	-56	-45	-47	-28	-24	-20	20	-2	20	16	20
<i>% Change</i>	-5.9%	-5.2%	-4.4%	-4.8%	-3.0%	-2.6%	-2.3%	2.4%	-0.3%	2.3%	1.8%	2.2%
Chaparral Area												
Chaparral	504	492	459	422	399	386	377	372	366	374	381	389
Desert Trail	507	497	478	445	420	395	384	376	380	389	395	404
Sunrise	413	407	377	359	336	322	323	319	322	330	335	343
Yucca Heights	612	583	555	526	490	491	487	490	485	496	504	515
Subtotal	2,036	1,979	1,869	1,752	1,646	1,595	1,570	1,558	1,553	1,589	1,616	1,652
<i>Change</i>	-39	-57	-110	-117	-106	-51	-24	-13	-5	36	28	35
<i>% Change</i>	-1.9%	-2.8%	-5.6%	-6.2%	-6.0%	-3.1%	-1.5%	-0.8%	-0.3%	2.3%	1.7%	2.2%
Total	6,971	6,831	6,586	6,332	6,097	6,020	5,927	5,885	5,862	5,975	6,064	6,205

Exhibit 2-49
MS Enrollment Projections Table

Historic and Projected Enrollment of GISD Middle Schools

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Chaparral Middle	634	604	602	602	610	579	593	612	567	515	541
Gadsden Middle	789	780	808	849	800	785	778	792	747	686	720
Santa Teresa Middle	645	681	712	715	737	749	752	771	729	672	707
Total	2,068	2,065	2,122	2,166	2,147	2,113	2,123	2,175	2,043	1,873	1,967
<i>Change</i>	55	-3	57	44	-20	33	10	52	-132	-170	94
<i>% Change</i>	2.7%	-0.2%	2.8%	2.1%	-0.9%	1.6%	0.5%	2.4%	-6.1%	-8.3%	4.8%

Exhibit 2-50
District Enrollment Projections by Grade Level

GISD Enrollment: Historic and Projected Enrollment in Regular and Other Schools											
Grades	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
On Track Pre-K	542	185	180	200	202	203	210	213	210	213	214
3Y	69	60	67	67	68	70	71	70	71	71	72
4Y	33	121	119	132	133	134	138	140	138	140	141
Kindergarten	944	782	799	775	864	870	877	906	917	906	916
1	908	946	784	801	777	866	873	879	908	920	908
2	955	915	934	772	808	766	848	852	865	892	902
3	977	956	912	929	789	807	763	864	850	857	881
4	1,007	956	947	923	932	787	803	781	864	847	872
5	1,035	1,004	955	946	902	922	795	803	776	857	860
6	1,011	1,038	1,011	962	958	918	937	786	804	795	866
7	1,048	1,006	1,069	1,044	1,024	1,013	1,007	1,039	872	892	959
8	1,026	1,070	1,064	1,133	1,133	1,111	1,128	1,147	1,183	993	1,008
9	996	1,027	1,065	1,059	1,127	1,127	1,105	1,122	1,176	988	997
10	1,081	991	1,020	1,059	1,053	1,122	1,121	1,099	1,116	1,171	976
11	993	1,042	957	984	1,022	1,017	1,083	1,083	1,061	1,078	1,126
12	997	1,034	1,085	995	1,023	1,063	1,058	1,127	1,126	1,104	1,119
Spec Ed C	0	0	0	0	0	0	0	0	0	0	0
Spec Ed D	0	0	0	0	0	0	0	0	0	0	0
Total K-12	12,978	12,767	12,603	12,383	12,414	12,391	12,398	12,490	12,520	12,299	12,390
Change	-47	-211	-164	-221	32	-23	7	92	31	-221	91
% Change	-0.4%	-1.6%	-1.3%	-1.8%	0.3%	-0.2%	0.1%	0.7%	0.2%	-1.8%	0.7%
Total Including 3Y & 4Y	13,080	12,948	12,789	12,581	12,614	12,595	12,607	12,699	12,729	12,510	12,602
Total Including 3Y, 4Y and On-Track	13,080	13,133	12,969	12,782	12,816	12,798	12,817	12,912	12,939	12,723	12,816

Exhibit 2-51
HS Enrollment Projections Table

Historic and Projected Enrollment of GISD High Schools											
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Chaparral High	1,082	1,102	1,122	1,121	1,156	1,153	1,158	1,178	1,204	1,163	1,133
Gadsden High	1,530	1,500	1,518	1,492	1,550	1,613	1,594	1,621	1,598	1,536	1,506
Santa Teresa High	1,267	1,287	1,276	1,267	1,296	1,333	1,384	1,398	1,441	1,412	1,380
Alta Vista Early College	159	179	185	191	199	203	205	208	210	203	198
Total	4,038	4,068	4,101	4,071	4,200	4,303	4,342	4,405	4,454	4,314	4,217
Change	31	30	33	-30	129	103	39	64	49	-140	-97
% Change	0.8%	0.7%	0.8%	-0.7%	3.2%	2.4%	0.9%	1.5%	1.1%	-3.1%	-2.2%

2.5 Utilization and Capacity

This section identifies:

- *Existing and projected classroom needs to accommodate projected enrollment*
- *Student capacity of each school site*
- *Special factors influencing classroom use*
- *Strategies to accommodate district needs*

Summary of Changes

Opening Yucca Heights Elementary School relieved crowding at Chaparral Elementary School, Desert Trail Elementary School, and Sunrise Elementary School. These schools now have student populations below 550, as directed by the district.

The 2015 capacity study indicates a slightly declining student population in the Chaparral area through 2027. These schools have capacity for the current student population and room for additional students in each classroom, if that population unexpectedly increases before 2027.

Riverside Elementary School, Santa Teresa Elementary School and Yucca Heights Elementary School have populations greater than 550 students, shown in the 2018 40-day counts. The district should monitor these schools for future growth, although expectations are for a decrease in population except for Santa Teresa ES.

2.5.1 Existing and Projected Utilization and Classroom Needs Analysis

See Section 4 Appendix for updated Utilization and Classroom Needs for Desert View Elementary School.

2.5.2 School Site Capacity

This section has no changes.

2.5.3 Special Factors Influencing Classroom Use

This section has no changes.

2.5.4 Strategies Considered to Meet Needs

This section has no changes.

2.6 Technology

This section has no changes.

2.7(1) Energy Management

This section has no changes.

2.7(2) Preventive Maintenance Plan

Please see the Appendix for the district's Preventive Maintenance Plan for 2018/19.

2.8 Capital Funding

2.8.1 Capital Funding History

Exhibit 2-52 shows an overview of projects since 2017.

2.8.2 Resources Available

Voters passed a G.O. bond in February of 2018 for \$38 million. GISD is currently bonded at 84% capacity. Each year,

approximately \$9.5 million are allocated for capital projects and \$2 million in bonds are issued for educational technology notes.

RBC Capital manages GISD's G.O. bonds. The contact is Erik Harrigan, 6301 Uptown Boulevard, Albuquerque NM 87110, (505) 872-5992.

Exhibit 2-52
GISD Construction History

Gadsden Independent School District Construction History 2017-2019			
Location	Project	Completed	Notes
Desert Trail ES	HVAC system upgrade	Working	Under construction
Gadsden HS	Boys gym renovation	Working	In design
La Mesa Pre-K	Re-roof and storage renovations	Working	Est. completion 5/18
La Mesa Pre-K	Renovations	Working	Selecting an architect
Loma Linda ES	HVAC	Working	In design
On Track Pre-K	Renovation	Working	Selecting an architect
PPD	Parking Lot Improvements, ponding area and shade	Working	Est. completion 6/19
Santa Teresa MS	Student / Parent drop-off	Working	In design
Santa Teresa HS	Door and hardware replacement	Working	Est. completion 9/18
Santa Teresa HS	Science Lab Renovations	Working	Est. completion 7/19
Santa Teresa HS	Phase II HVAC	Working	Est. completion 3/18
District Wide	Changed sand to wood chips in play areas	Working	To do: Riverside ES, Vado ES and GAK Pre-K
Santa Teresa HS	Security Upgrades	Working	2018 PSCOC award
Sunland Park ES	Security Upgrades	Working	2018 PSCOC award
Chaparral Pre-K	Security Upgrades	Working	2018 PSCOC award
Anthony Pre-K	Student / Parent drop-off	Nov-18	
Chaparral HS	Windows, TPO on vert wall, sidewalks, sealed blocks	Oct-18	
Santa Teresa MS	SpEd Restroom Addition	Oct-18	Need 11 Month Walk Thru
Gadsden HS	Phase 3, Part 3	Oct-18	Need 11 Month Walk Thru
Gadsden HS	Turf Replacement	Oct-18	Need 11 Month Walk Thru
Alta Vista Early College HS	Portable Refurbishment / Moved	Oct-18	Need 11 Month Walk Thru
Gadsden MS	Chiller Replacement	Aug-18	
Chaparral ES	Addition and Remodel	Aug-18	Need 11 Month Walk Thru
Gadsden MS	Bleacher Replacement	Jul-18	
Santa Teresa MS	Toilet Partitions	Jul-18	
Vado ES	Re-piping	Jul-18	
Gadsden HS	Kitchen doors	Jul-18	
Santa Teresa HS	ADA Parking Improvements	Jul-18	Need 11 Month Walk Thru
Support Services	ADA Restrooms	Jul-18	Need 11 Month Walk Thru
Gadsden HS	Field replacement	Jun-18	Need 11 Month Walk Thru
Desert Pride	Parking Lot	Jun-18	Need 11 Month Walk Thru
Santa Teresa HS	Phase 2, HVAC	Jun-18	Need 11 Month Walk Thru
Gadsden HS	Old English flooring - Asbestos removal	Jun-18	Need 11 Month Walk Thru
Chaparral HS	New Gym	Jun-18	Need 11 Month Walk Thru
Student Nutrition	Remodeled old Alta Vista Site	Jun-18	Need 11 Month Walk Thru
Gadsden HS	Pathway Light Installation	Apr-18	Need 11 Month Walk Thru
Chaparral HS	New Gym	Apr-18	Need 11 Month Walk Thru
Chaparral HS	Tennis Courts	Sep-14	Issues Pending
Desert Pride	Phase 2 & 3	Dec-17	
Mesquite ES	Lift Station	Aug-17	
Santa Teresa HS	Backstops for baseball and softball replaced	Jul-17	
Gadsden HS	Backstops for baseball and softball replaced	Jul-17	
Riverside ES	Roofing-Teacher Lounge and Computer Room	Jul-17	
Sunland Park ES	Roofing-Teacher Lounge and Computer Room	Jul-17	
Yucca Heights ES	New School	Jun-17	
Santa Teresa HS	HVAC 500 wing	Jun-17	
La Union ES	Re-roofing	Feb-17	
Desert View ES	Replacement School	Jan-17	

3 Capital Improvement Plan

This section summarizes total capital needs identified by the district, addressing growth, renewal of existing facilities, technology, and educational and programmatic requirements.

3.1 Total Capital Needs

This section has no changes.

3.2 Prioritization Process

3.2.1 Process and Criteria Used by the District to Prioritize Capital Needs

See Exhibit 3-1 for the updated GISD Capital Priorities.

3.2.2 Financial Strategies and Alternatives Considered

This section has no changes.

3.3 Capital Plan

Exhibit 3-1 shows changes in this section.

District's priorities for projects and upgrades are for the following:

2018/2019

1. Desert Trail Elementary School HVAC and Lighting
2. Loma Linda Elementary School HVAC and Lighting

3. HVAC piping replacement at Chaparral High School, Sunrise Elementary School, North Valley Elementary School, Vado Elementary School, Santa Teresa Elementary School, and Santa Teresa Middle School
4. Gadsden High School boys gym improvements
5. Santa Teresa High School Science Labs renovations.

2019/2020

6. Chaparral Middle School HVAC upgrades
7. Santa Teresa Middle School locker room addition and upgrades
8. Desert Pride Academy kitchen completion.

2020/2021

9. Chaparral Middle School interior improvements
10. La Union Elementary School HVAC upgrades

2021/2022

11. Maintenance area parking yard paving
12. Chaparral High School bus lane paving

3.3.2 Yearly Update of Changes in Priority Projects for State Funding Assistance

The GISD Capital Plan is subject to review and revision, depending on the success of bond and mill levy elections, the construction climate, local and state economic conditions, and future local and state educational policies and requirements. The district may modify the recommended project priorities to bundle similar projects to generate savings or respond

to unforeseen construction conditions, material availability, or costs.

The district may remove projects from the list or may realize savings in project implementation. It can also expect the bond funding to generate interest that can be applied to the Capital Implementation Program.

There is no guarantee that the district will generate the planned revenues. The district will revisit its funding strategy as conditions require.

Exhibit 3-1 GISD Capital Priorities

Priorities	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2018/19 PSFA Rank	Notes
1	District Minor Construction Fund	\$ 1,000,000	\$ -		
2	District Accessibility Fund	\$ 500,000	\$ -		
3	Well and Wastewater Improvements	\$ 500,000	\$ -		
4	Roofing Projects - District Wide	\$ 500,000	\$ -		
5	Portable Contingency Fund	\$ 250,000	\$ -		
6	Security Systems, Electrical and HVAC Upgrades	\$ 1,000,000	\$ -		*1
7	Desert Trail ES HVAC Systems and Controls	\$ 3,700,000	\$ -	124	*1
8	Loma Linda ES HVAC Systems and Controls	\$ 1,000,000	\$ -	203	*1
9	Other Improvements (GHS Boys Gym, STHS Science)	\$ 800,000	\$ -		
10	Contingency	\$ 250,000	\$ -		
Estimated Subtotal		\$ 9,500,000	\$ -		

Priorities 2019-2020	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2018/19 PSFA Rank	Notes
1	District Minor Construction Fund	\$ 500,000	\$ -		
2	District Accessibility Fund	\$ 200,000	\$ -		
3	Well and Wastewater Improvements	\$ 200,000	\$ -		
4	Roofing Projects - District Wide	\$ 700,000	\$ -		*2
5	Portable Contingency Fund	\$ 200,000	\$ -		
6	Security Systems, Electrical and HVAC Upgrades	\$ 150,000	\$ -		*2
7	Chaparral MS HVAC Systems and Controls	\$ 6,000,000	\$ -	211	*2
8	Other Improvements (STMS Locker rm, DPA kitchen)	\$ 1,300,000	\$ -		
9	Contingency	\$ 250,000	\$ -		
Estimated Subtotal		\$ 9,500,000	\$ -		

Priorities 2020-2021	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2018/19 PSFA Rank	Notes
1	District Minor Construction Fund	\$ 1,000,000	\$ -		
2	District Accessibility Fund	\$ 500,000	\$ -		
3	Well and Wastewater Improvements	\$ 500,000	\$ -		
4	Roofing Projects - District Wide	\$ 1,500,000	\$ -		*2
5	Portable Contingency Fund	\$ 250,000	\$ -		
6	Security Systems, Electrical and HVAC Upgrades	\$ 1,500,000	\$ -		*2
7	Chaparral MS HVAC Interior Improvements	\$ 2,000,000	\$ -	211	*2
8	La Union HVAC Upgrades	\$ 2,000,000	\$ -	389	
9	Contingency	\$ 250,000	\$ -		
Estimated Subtotal		\$ 9,500,000	\$ -		

Priorities 2021-2022	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2018/19 PSFA Rank	Notes
1	District Minor Construction Fund	\$ 2,400,000	\$ -		
2	District Accessibility Fund	\$ 500,000	\$ -		
3	Well and Wastewater Improvements	\$ 500,000	\$ -		
4	Roofing Projects - District Wide	\$ 2,000,000	\$ -		*2
5	Portable Contingency Fund	\$ 250,000	\$ -		
6	Security Systems, Electrical and HVAC Upgrades	\$ 2,500,000	\$ -		*2
7	PPD Paving	\$ 1,000,000	\$ -		
8	CHS Bus Lane Paving	\$ 100,000	\$ -	616	*2
9	Contingency	\$ 250,000	\$ -		
Estimated Subtotal		\$ 9,500,000	\$ -		

Need Based	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2018 PSFA Rank	Notes
Annual	District minor construction fund	\$ 4,900,000	\$ -	N/A	
Annual	District accessibility fund	\$ 1,700,000	\$ -	N/A	
Annual	Portable contingency fund	\$ 950,000	\$ -	N/A	
Highest Need	Roofing projects- district wide	\$ 4,700,000	\$ -	N/A	*2
Highest Need	Well and Wastewater Improvements	\$ 1,700,000	\$ -	N/A	
Highest Need	Security systems upgrades, electrical upgrades and HVAC upgrade. Package with consideration for cause and effect issues and most efficient use of funds.	\$ 23,050,000	\$ -	N/A	*2
Subtotal		\$ 37,000,000	\$ -		
As Needed	Contingency = 2.5% of program	\$ 1,000,000	\$ -		
Total relating to GOB 2018		\$ 38,000,000	\$ -		

Notes

*1 Allocated District Funds

*2 These categories of work might be augmented by PSFA on a specific line item basis

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4 Appendix

- La Union ES and Santa Teresa ES Boundary Update Map
- Capacity and Utilization Study for Desert View ES
- Support Services Floor Plan
- Student Nutrition Floor Plan
- Illustrative Aerial Photo of Alta Vista Early College HS Site
- Gadsden Independent School District Maintenance Plan

Final



Capacity and Utilization Study for Desert View ES

School Data			Capacity Analysis			Utilization Analysis Percent ³		Classroom Need	
School Name	Classrooms-Perm/ Program Spaces ¹		Maximum	Functional ²	Current Program*	PSFA	PTR	5 yrs 2023-24	10 yrs 2028-29
	Total CR/Prgm Sp on Site	Cap Calc. CR Count ²						Potential CR Need	Potential CR Need
Desert View Elementary	34	3	630	564	515	89%	95%	(4)	(2)

¹Program Space = 375 sf to 599 sf

*Program Capacity for district use only

²Functional Capacity includes grade level, vacant, classrooms to be recaptured, if needed.

³Utilization Analysis from PSFA Utilization worksheets.

Notes: ¹ "+" Indicates additional classrooms need to accommodate expected enrollments (Green Color) indicates the number of classroom available to accept additional enrollment

Classroom Need Analysis

School Location Number: 035 School Name: Desert View ES

School District: Gadsden Independent School District

Calculations based on PED PTRs

Enrollment Data	
40-Day Enrollment	472
5-Year Projections	386
10-Year Projections	414

School Data						Current Need				5th Year Projected Need				10th Year Projected Need			
Program Use	PED PTRs	Classrooms				2015-16				2020-21				2025-26			
		Perm	Port	Total	Prgm Sp	40-day Enroll	CR Need Calc Straight	CR Need Calc Round	AVG PTR	Proj Enroll	CR Need Calc Straight	CR Need Calc Round	AVG PTR	Proj Enroll	CR Need Calc Straight	CR Need Calc Round	AVG PTR

General Instruction

Kindergarten (with aide)	20	3		3		52	2.60	3.0	17.3	56	2.78	3.0	18.6	59	2.93	3.0	19.6
1st Grade	22	3		3		61	2.77	3.0	20.3	57	2.60	3.0	19.1	60	2.73	3.0	20.0
2nd Grade	22	3		3		73	3.32	3.0	24.3	52	2.36	3.0	17.3	62	2.80	3.0	20.5
3rd Grade	22	4		4		80	3.64	4.0	20.0	53	2.39	3.0	17.5	60	2.71	3.0	19.9
4th Grade	24	3		3		69	2.88	3.0	23.0	52	2.17	2.0	26.0	58	2.43	3.0	19.4
5th Grade	24	3		3		67	2.79	3.0	22.3	54	2.24	2.0	26.9	58	2.40	3.0	19.2
6th Grade	24	3		3		70	2.92	3.0	23.3	63	2.61	3.0	20.9	59	2.45	3.0	19.6
Multi-Age 4-6 Bil	22	1		1				1.0				1.0				1.0	
Subtotal:		23	0	23	0	472		23.0		386		20.0		414		22	

Special Education/Programs

SPED Resource		5		5				5.0				5.0				5.0	
Intervention/ SLP		1		1	1			2.0				2.0				2.0	
Subtotal:		6	0	6	1	0		7.0		0		7.0		0		7.0	
Total:		29	0	29	1	472		30.0		386		27.0		414		29.0	

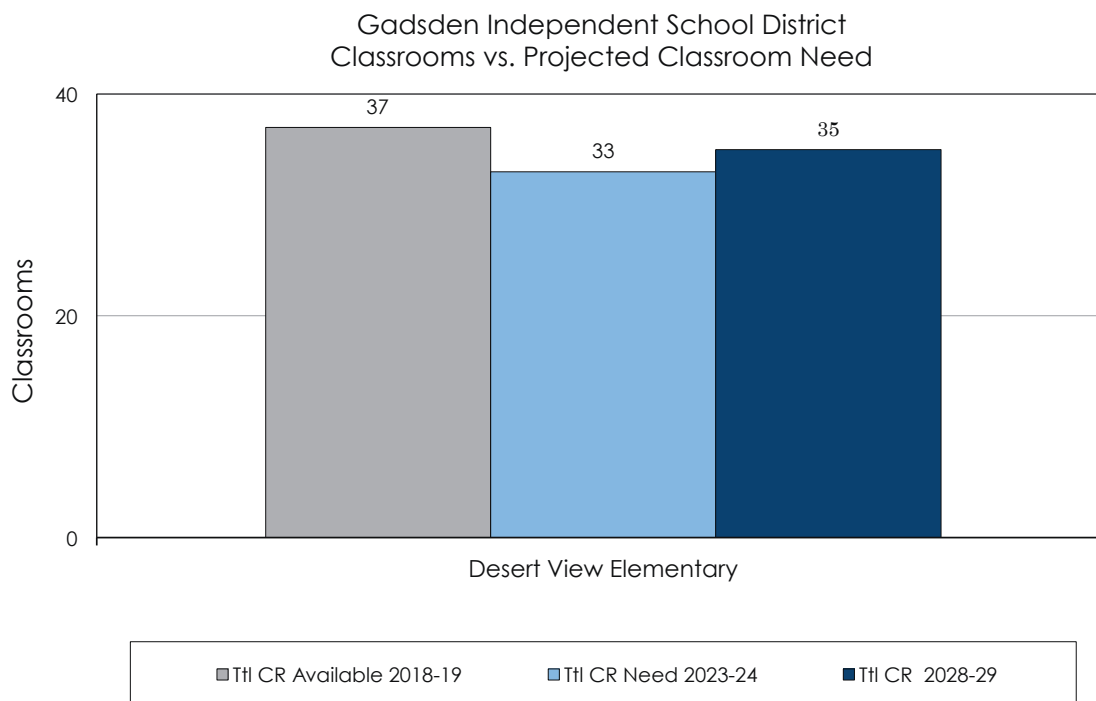
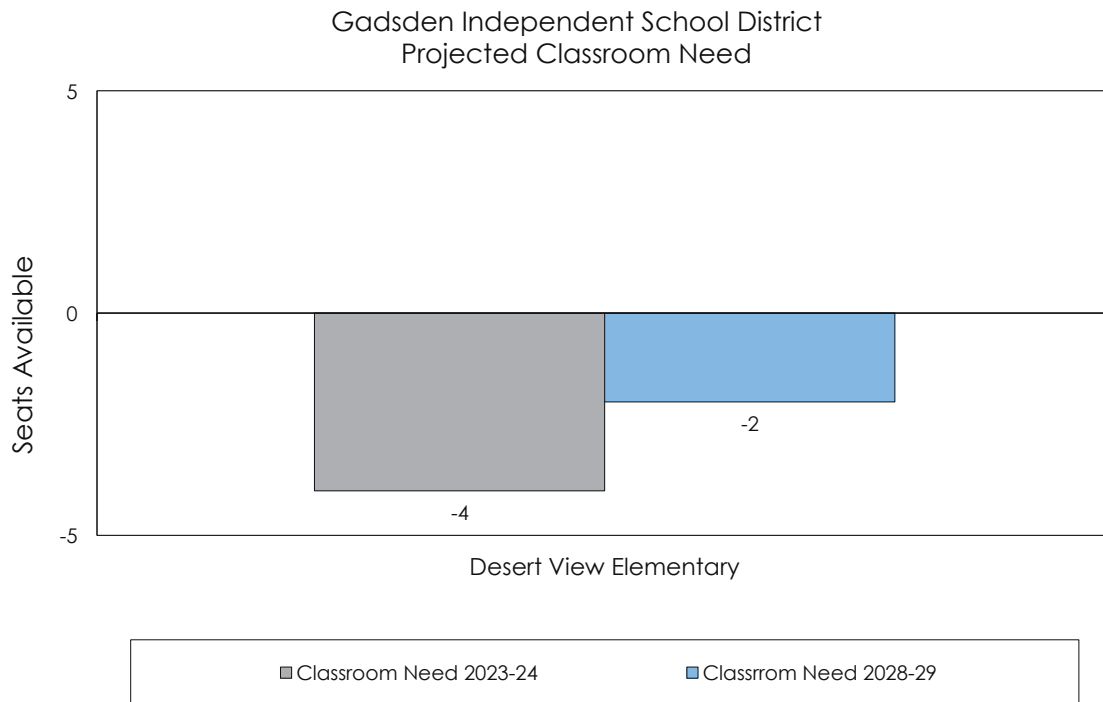
Shared Programs

Computer Lab		1		1				1.0				1.0				1.0	
Music		1		1				1.0				1.0				1.0	
Art		1		1				1.0				1.0				1.0	
Zuni Lab					1			1.0				1.0				1.0	
Subtotal:		3	0	3	1			4.0				4.0				4.0	

Other Use

Book Room		1		1				1.0				1.0				1.0	
Vacant		1		1													
Inst Coach					1			1.0				1.0				1.0	
Subtotal:		2	0	2	1			2				2				2	

Grand Total:	34	0	34	3	472	36	386	33	414	35
Total on Site	37	Classroom Need/(Excess) w/Port:				-1	-4	-2		



Detailed Capacity Report

School Location Number: 035 School Name: Desert View ES

School District: Gadsden Independent School District

Scheduling Efficiency 95%

School Data						Capacity Analysis								
Room	Teacher	Program Use	Perm CR	Port CR	PRGM SP*	Sq.Ft.	NMAC SF/Std Calc ¹	PED PTR	Maximum		Functional		Existing Program ²	
									With Port	w/o Port	With Port	w/o Port	With Port	w/o Port
General Education														
130	Chavira	2nd Grade	1	0		843	26	22	22	22	22	22	22	22
131	Perez	2nd Biling	1	0		842	26	22	22	22	22	22	22	22
132	Ortiz	6th Grade	1	0		843	26	24	24	24	24	24	24	24
133	Alvarado	2nd Grade	1	0		843	26	22	22	22	22	22	22	22
134	Sanchez	3rd Biling	1	0		843	26	22	22	22	22	22	22	22
135	Niño	3rd Grade	1	0		843	26	22	22	22	22	22	22	22
136	Saïdo	3rd Biling	1	0		843	26	22	22	22	22	22	22	22
137	Valdez	3rd Grade	1	0		843	26	22	22	22	22	22	22	22
215	Ramos	1st Grade	1	0		902	28	22	22	22	22	22	22	22
216	Marquez	1st Biling	1	0		901	28	22	22	22	22	22	22	22
217	Dominquez	1st Grade	1	0		904	28	22	22	22	22	22	22	22
219	Clark	Kinder Biling	1	0		1031	21	20	20	20	20	20	20	20
220	Mack	Kindergarten	1	0		1031	21	20	20	20	20	20	20	20
223	Mendoza	Kindergarten	1	0		1031	21	20	20	20	20	20	20	20
317	Escobedo	4th Grade	1	0		828	26	24	24	24	24	24	24	24
318	Sotelo	4th Grade	1	0		828	26	24	24	24	24	24	24	24
319	Trujillo	4th Biling	1	0		828	26	24	24	24	24	24	24	24
320	Del Campo	4/5/6 Biling	1	0		829	26	24	24	24	24	24	24	24
321	Garcia, Ms.	5th Grade	1	0		828	26	24	24	24	24	24	24	24
322	Mendez	5th Grade	1	0		828	26	24	24	24	24	24	24	24
324	Garcia, Mr.	5th Grade	1	0		876	27	24	24	24	24	24	24	24
323	Gallegos	6th Grade	1	0		876	27	24	24	24	24	24	24	24
325	Rees	6th Grade	1	0		880	28	24	24	24	24	24	24	24
		Subtotal:	23	0	0	20144			520	520	520	520	520	520
Special Education/Programs														
207	Nava	SPED	1	0		818	26	12	12	12				
208	Rosales	SPED	1	0		808	25	12	12	12				
210	Hope	Intervention	1	0		804	25	8	8	8				
224	Mizclez	SPED	1	0		1031	21	12	12	12				
308	Sanchez	SPED	1	0		860	27	12	12	12				
326	Miller	SPED	1	0		1067	33	12	12	12				
328	Del Hierro/ Griswold	SLP			1	311	0	8	0	0				
		Subtotal:	6	0	1	5699			68	68	0	0	0	0
Shared Programs														
139		Zuni Lab	0	0	1	448	0	0	0	0				
306	Berumen	Computer Lab	1	0		870	27	22	22	22				
312	Cordero	Art	1	0		889	28	22	22	22				
314	Cena	Music	1	0		886	28	22	22	22				
		Subtotal:	3	0	1	2645			66	66	0	0	0	0
Other Use														
206		Book Room	1			808	25	22	22	22	22			
218		Vacant	1			904	28	22	22	22	22		22	22
204	Nunez	Instructional Coach			1	429	0	22	0	0	0	0		
													</	

²For District Use only

¹NMAC sf per student = 32 sf 1st-6th; 50 sf Kinder/Pre-K

*NOTE: A room is classified as a program space if the square footage is between 375 and 599 sf and it is not a specialized design use

NOTE: Spaces between 600 and 650 are considered full-size classroom with limited capacity

NOTE: A space below 375 is not counted for capacity purposes

Utilization Analysis

GRADE LEVEL	TOTAL CURRENT STUDENT 40th DAY COUNT	NUMBER OF DD / SPECIAL NEEDS STUDENTS PER GRADE	CURRENT NUMBER OF TEACHERS	NUMBER OF CLASSROOMS
PRE-K DD			0	0
Kindergarten	52		3.0	3
1st Grade	61		3.0	3
2nd Grade	73		3.0	3
3rd Grade	80		4.0	4
4th Grade	69		3.0	3
5th Grade	67		3.0	3
6th Grade	70		3.0	3
C/D Level			4.0	4
TOTALS	472	0	26	26

SCHOOL HOURS	
School Start Time	7:55
School End Time	2:30
Total Hours in School Day	7

District	Gadsden ISD
School	DESERT VIEW ES
Date	2018-19 SY

Number of Lunch Turns Per Day*	6
--------------------------------	---

PREK/K nsf/Student 50

1st-6th nsf/Student 32

3

ALL CLASSROOMS (General, Art, PE, Computer Lab SPED, Title1, PT/OT, Etc.)

DAYS AND HOURS SPACE IS USED

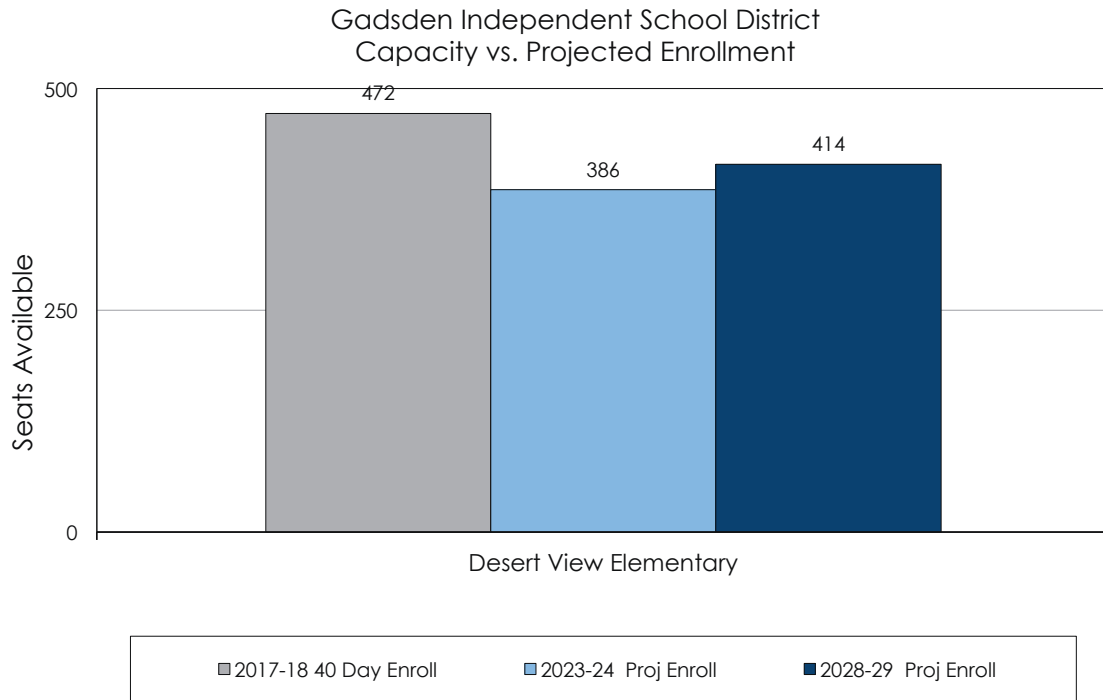
UTILIZATION

TEACHERS NAME	CLASSROOM USE/ GRADE LEVEL	ROOM NUMBER	CLASSROOM SQUARE FOOTAGE	CURRENT STUDENT 40TH DAY COUNT*	Max. Number of Students per Adequacy Standards Sq. Ft.	PED Max. PTR per Classroom	% Classroom Occupancy (see note)	DOES CR MEET ADEQUACY	MON. HRS/ PER DAY	TUES. HRS/ PER DAY	WED. HRS/ PER DAY	THURS HRS/ PER DAY	FRI. HRS/ PER DAY	TTL HRS/ PER WK	SCH DAY HRS	UHI %	
Marquez	1st Biling	216	901	21	28	22	95%	Yes						0.0		100%	
Ramos	1st Grade	215	902	20	28	22	91%	Yes						0.0		100%	
Dominquez	1st Grade	217	904	20	28	22	91%	Yes						0.0		100%	
Perez	2nd Biling	131	842	25	26	22	114%	Yes						0.0		100%	
Chavira	2nd Grade	130	843	24	26	22	109%	Yes						0.0		100%	
Alvarado	2nd Grade	133	843	24	26	22	109%	Yes						0.0		100%	
Sanchez	3rd Biling	134	843	20	26	22	91%	Yes						0.0		100%	
Saido	3rd Biling	136	843	20	26	22	91%	Yes						0.0		100%	
Niño	3rd Grade	135	843	20	26	22	91%	Yes						0.0		100%	
Valdez	3rd Grade	137	843	20	26	22	91%	Yes						0.0		100%	
Del Campo	4/5/6 Biling	320	829		26		0%	Yes						0.0		100%	
Trujillo	4th Biling	319	828	23	26	24	96%	Yes						0.0		100%	
Escobedo	4th Grade	317	828	23	26	24	96%	Yes						0.0		100%	
Sotelo	4th Grade	318	828	23	26	24	96%	Yes						0.0		100%	
Garcia	5th Grade	321	828	23	26	24	96%	Yes						0.0		100%	
Mendez	5th Grade	322	828	22	26	24	92%	Yes						0.0		100%	
Ortiz	5th Grade	325	880	22	28	24	92%	Yes						0.0		100%	
Ortiz	6th Grade	132	843	24	26	24	100%	Yes						0.0		100%	
Gallegos	6th Grade	323	876	23	27	24	96%	Yes						0.0		100%	
Garcia	6th Grade	324	876	23	27	24	96%	Yes						0.0		100%	
Cordero	Art	312	889		28	0	0%	Yes						0.0		100%	
	Book Room	206	808		25	0	0%	Yes						0.0		0%	
Berumen	Computer Lab	307	870		27	0	0%	Yes						0.0		100%	
Nunez	Inst. Coach	204	429		13	0	0%	Yes						0.0		0%	
Hope	Intervention	210	804		25	0	0%	Yes						0.0		100%	
Clark	Kinder Biling	219	1031	18	21	20	90%	Yes						0.0		100%	
Mack	Kindergarten	220	1031	17	21	20	85%	Yes						0.0		100%	
Mendoza	Kindergarten	223	1031	17	21	20	85%	Yes						0.0		100%	
Cena	Music	314	886		28	0	0%	Yes						0.0		100%	
Del Hierro/ Griswold	SLP	328	311		10	0	0%	Yes						0.0		100%	
Nava	SPED	207	818		26	0	0%	Yes						0.0		100%	
Rosales	SPED	208	808		25	0	0%	Yes						0.0		100%	
Mizclez	SPED	224	1031		32	0	0%	Yes						0.0		100%	
Sanchez	SPED	308	860		27	0	0%	Yes						0.0		100%	
Miller	SPED	326	1067		33	0	0%	Yes						0.0		0%	
	Vacant	218	904		28	22	0%	Yes						0.0		0%	
	Zuni Lab	139	448		14	0	0%	Yes						0.0		100%	
Note: Highlighted numbers= utilization is greater than			Totals	472	892	496	57%							Totals	0	0	89%

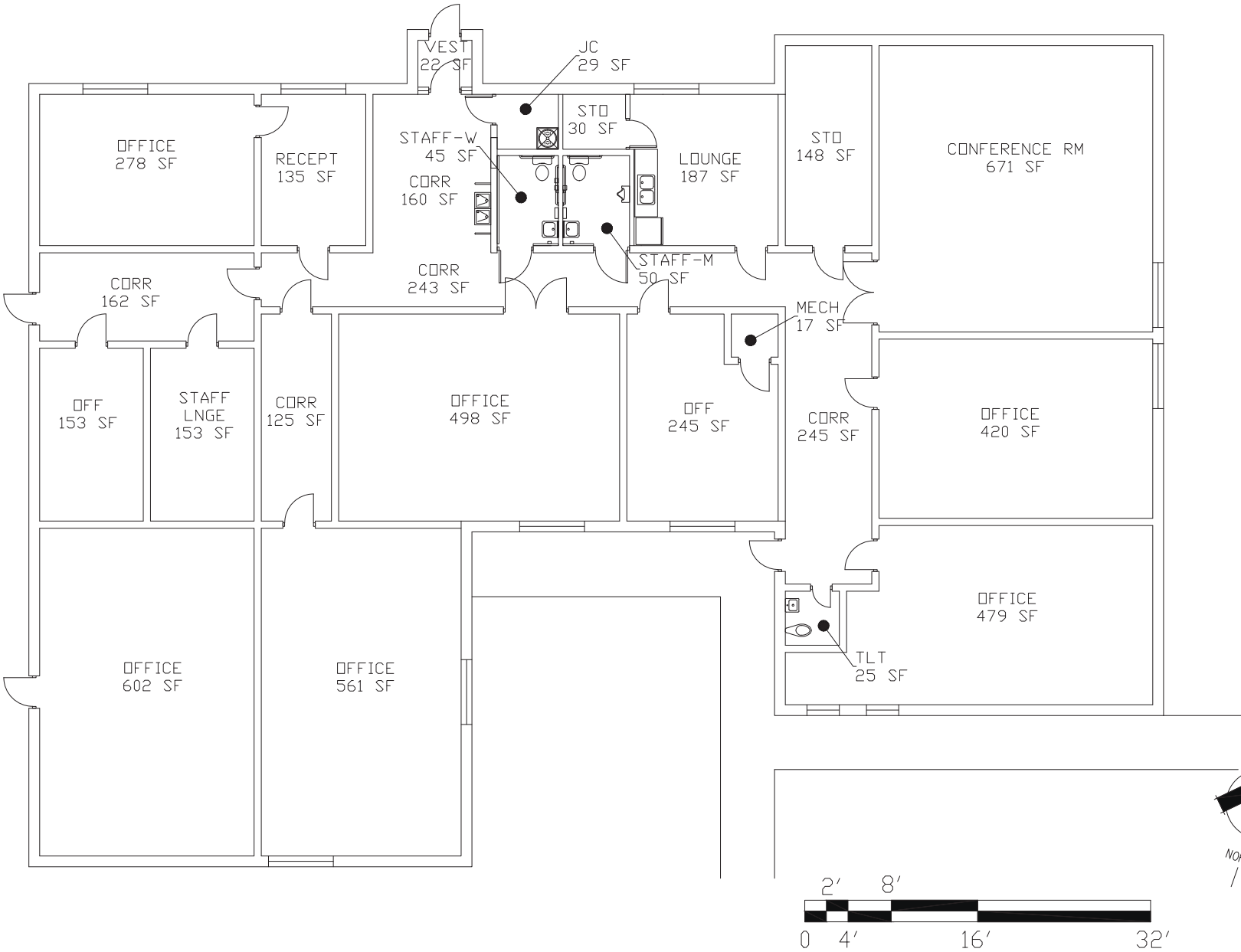
Note: Highlighted numbers= utilization is greater than room square footage allows, or loading is greater than PED PTR specifications.

PTR Utilization:

95%

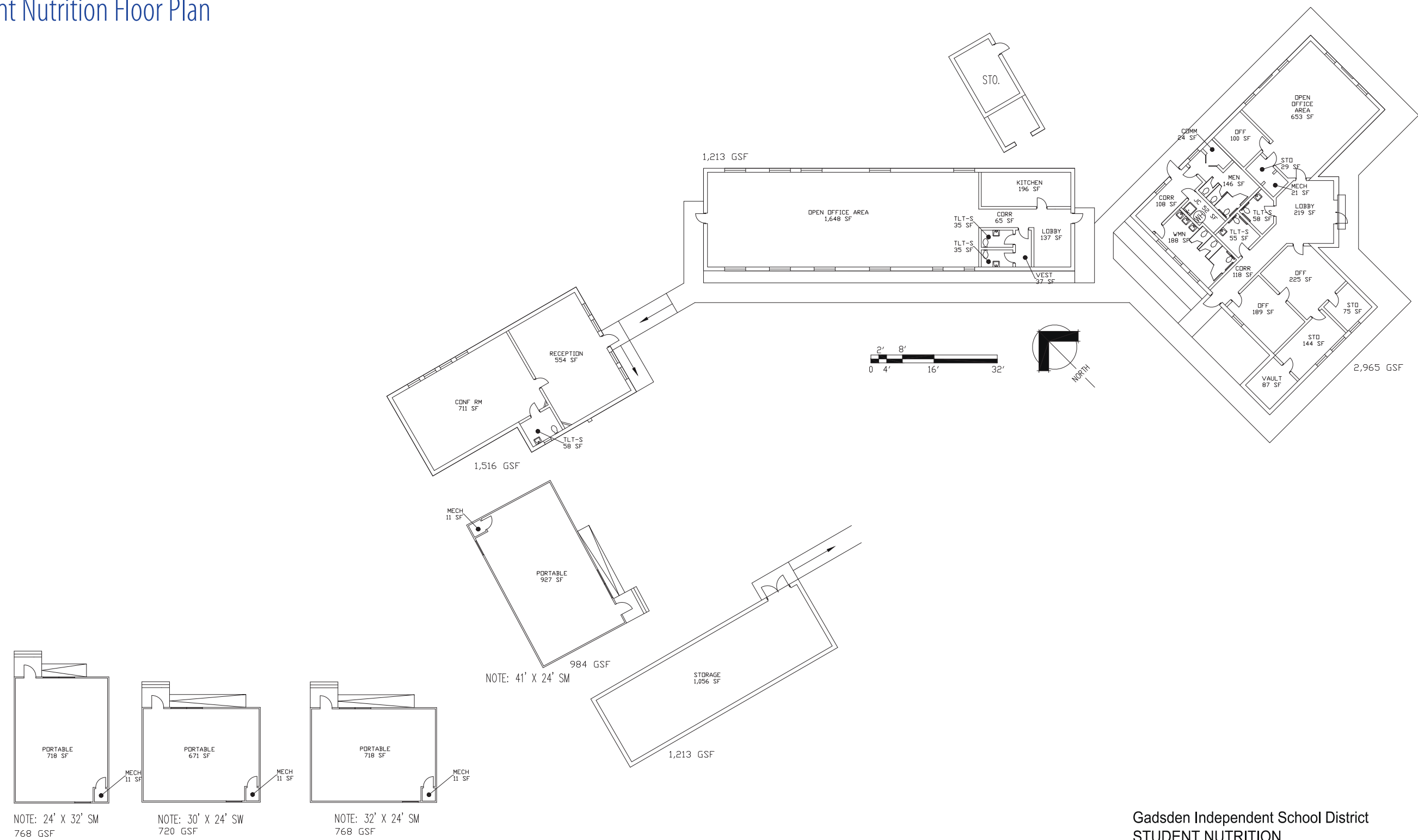


Student Support Services Floor Plan



Gadsden Independent School District
SUPPORT SERVICES
2018-19 SY
6,438 GSF Permanent
For Planning Purposes Only

Student Nutrition Floor Plan



Gadsden Independent School District
STUDENT NUTRITION
2018-19 SY
6,907 GSF Permanent
3,288 GSF Portable
For Planning Purposes Only

Illustrative Aerial Photo of Alta Vista Early College HS Site



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GISD Preventive Maintenance Plan

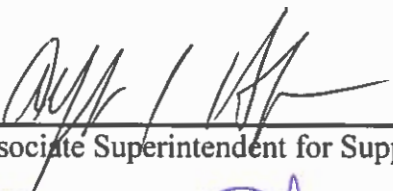
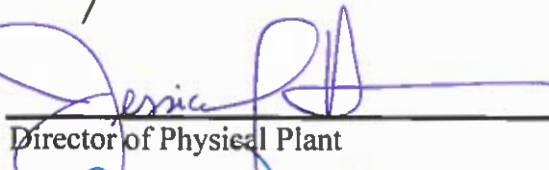
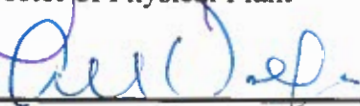

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Gadsden Independent School District



Preventive Maintenance Plan 2018/2019

Gadsden Independent School District
1325 W. Washington Street Anthony, NM 88021
Jessica S. Herrera, Director of Physical Plant
Web address: <http://www.gisd.k12.nm.us>

	<u>10-30-18</u>
Associate Superintendent for Support Services	Date
	<u>10/29/18</u>
Director of Physical Plant	Date
	<u>10-29-18</u>
Coordinator of Physical Plant	Date
	<u>10/29/18</u>
Maintenance Specialist	Date

Gadsden Independent School District



Gadsden Independent School District Preventive Maintenance Plan 2018/2019 Table of Contents

1.0	District Preventive Maintenance Purpose/Objectives/Scope & Mission Statement*
2.0	District Maintenance Goals*
3.0	Maintenance Organization Structure and Staffing Responsibilities*
4.0	Maintenance Priorities and Procedures*
5.0	Inspection and Maintenance Schedules*
6.0	Scheduled Preventive Maintenance Tasks*
7.0	Established Custodial Duties and Responsibilities*
8.0	District Facilities and Equipment
9.0	Planned Major Maintenance and Repair Projects
10.0	Maintenance Staff Development Plan
11.0	Maintenance Safety Plan
12.0	Service Contract and Vendor Oversight
13.0	Facility Master Plan Assessment
14.0	Facility Safety Assessments
15.0	Maintaining Equipment Records
16.0	Quarterly Maintenance Management Reports
17.0	Energy Management Plan
18.0	Grounds Keeping Maintenance Plan
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20.0	This page intentionally left blank – In PSFA Development

* State Statute Requirements



Preventive Maintenance Plan Purpose, Mission and Policy Statement

Policy # 1.0

PURPOSE / MISSION

The purpose of the Gadsden Independent School District Preventive Maintenance Program is to develop a systematic and comprehensive method for the development and effective implementation of an equipment management program for the districts to provide a system for meeting or extending the service life of facility equipment, systems and components, conducive to the needs of the students and teachers learning environments.

This program contains all of the detailed procedures associated to the facilities preventive maintenance program. If effectively implemented, will meet state statute maintenance guidelines and effectively manage the costs associated with maintenance and operations. Any changes to procedures or preventive maintenance guidelines shall be reviewed and approved by the maintenance supervisor or designee.

DESCRIPTION

The preventive maintenance program is the core for effectively managing maintenance programs for facilities. The program provides the maintenance organization with means to plan, acquire, organize, direct, control and evaluate manpower and materials resources expended or planned for expenditure in support of the district's maintenance and mission statement. The District leadership, maintenance supervisor and maintenance personnel must recognize the importance of the program and understand their role in assisting management to maintain the reliability of critical systems and building components at designed levels of reliability.

POLICY

The Gadsden Independent School District has created a preventive maintenance plan to ensure the district properly maintains its facilities, mechanical systems and equipment so they are efficiently operational providing a comfortable and safe environment for its students, staff, visitors and guests by performing frequency scheduled routine maintenance. This Preventive Maintenance Plan is an overview of the Districts program.

It is the policy of the Gadsden Independent School District to utilize the School Dude / FIMS maintenance software package (maintenance direct, preventive maintenance direct and utility direct), to implement an effective and quality preventive maintenance plan inclusive of specific and unique equipment inventory and preventive maintenance schedules.



Preventive Maintenance Plan Purpose, Mission and Policy Statement

Policy # 1.0

OBJECTIVES

The primary objective of the preventive maintenance program is to manage maintenance processes in a manner, which will ensure maximum equipment operational reliability. The immediate objectives of the districts preventive maintenance program are as follows:

- a. Achievement and participation of a uniform maintenance standard and criteria.
- b. Effective use of available manpower and material resources.
- c. Documenting information related to maintenance and maintenance support activities.
- d. Improvement of maintenance and reliability of utility systems and equipment by provision of documented maintenance information and analysis.
- e. Providing a means for reporting building configuration changes
- f. Reduction of the costs through development of effective PM programs to prevent accidental material damage to systems and equipment.
- g. Provide the means to schedule, plan, manage and track maintenance activities.
- h. Provision of data on which to base improvements in equipment design and spare parts.
- i. Create effective policies and programs in support of a quality and safe maintenance culture.

SCOPE

This preventive maintenance program is fully applicable to all Public Schools in assisting directors, maintenance supervisors and maintenance staff with the development of equipment inventories and effective processes to maintain the equipment, and associated systems in the facility at designed levels of efficiency and reliability.

It is the policy of Gadsden Independent School District to utilize the School Dude / Facility Information Management System (FIMS) modules to implement an effective and quality preventive maintenance program inclusive of the development of a unique inventory, preventive maintenance schedules and strategies, maintenance work order processes and utility billing tracking and monitoring activities.

PREVENTIVE MAINTENANCE PROGRAM

Policy # 1.0



Preventive Maintenance Plan Purpose, Mission and Policy Statement

Policy # 1.0

The preventive maintenance program provides a simple and standard means for planning, scheduling, controlling and performing planned maintenance on all equipment, and represents and effective means for using available maintenance resources.

Preventive maintenance actions are the minimum requirement to maintain equipment in a fully operable condition and within specifications. If performed according to schedule, these maintenance actions will provide improved equipment efficiency and reliability. Preventive maintenance guidelines and the schedules at which they are to be accomplished are developed based on specific equipment operating and maintenance manuals, manufacturer recommendations and the NM Groups Classification Types (NMGCT). These guidelines provide the detailed procedures for performing the preventive maintenance tasks and identify who, what, when, how and with what resources a preventive maintenance task is to be accomplished.


Preventive maintenance guidelines also provide spare parts specifications and consumable item listings for improved planning and preparation and cost effectiveness.

The maintenance supervisor is responsible for the implementation and management of the preventive maintenance program for the district.

Equipment identification records are developed as a part of the programs integrated logistics support effort for all new procurements, re-procurements, alterations and modifications of equipment and associated systems.

PREVENTIVE MAINTENANCE PLAN REVIEW AND REVISION

1. At least annually the Preventive Maintenance Plan is evaluated for objectives, scope, performance, and effectiveness of the plan.
2. Annually the maintenance management plan is reviewed and revised as appropriate with final approvals from the district administration.
3. The maintenance supervisor or designee is responsible for preparing the evaluation.
4. The Schools Leadership reviews the evaluation in order to plan new goals for the next year.
5. School leadership is provided copies of the evaluation for their review and approval.

	Maintenance Goals	Policy # 2.0
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POLICY


It is the policy of the Gadsden Independent School Districts to create a list of reasonable goals for the maintenance program in an effort to identify opportunities for improvements in critical or weak areas of the department. The following goals for the 2018/2019 school year have been created and include a plan of action and timelines for completion.

Maintenance Performance Goals 2018/2019 (Revised 10/29/18):

1. Consolidate and convert all Custodial Warehouse and Auto Shop Stock to an electronic scanning/bar code system that will interface with School Dude for more accuracy in inventory and work order association to parts by June 2019.
2. Districtwide lighting controls and lighting upgrades from Fluorescent and HID to LED lighting In Progress
3. Staffing levels inadequate in Custodial and Maintenance.

Recommend the addition of the following:

- Custodial Staff- 5.5 FTE
 - Building Mechanics - 2.5 FTE
4. Upgrade HVAC Systems (older and inadequate) to include Chillers and Circulation Piping In progress.
 5. Convert football stadium lighting at all three (3) High Schools to LED fixtures with Energy Incentive Program.
 6. Install Fleet Tracking on Maintenance, Warehouse, and Grounds vehicles to better track response time when dispatched, efficient routes, time on task, and geographical availability of services
 7. Bring all fire protection systems up to operational standards district-wide
 8. Centralize PPD Maintenance model into regional crews that will work as teams as opposed to distributed model (one BM per campus)

	Maintenance Goals	Policy # 2.0
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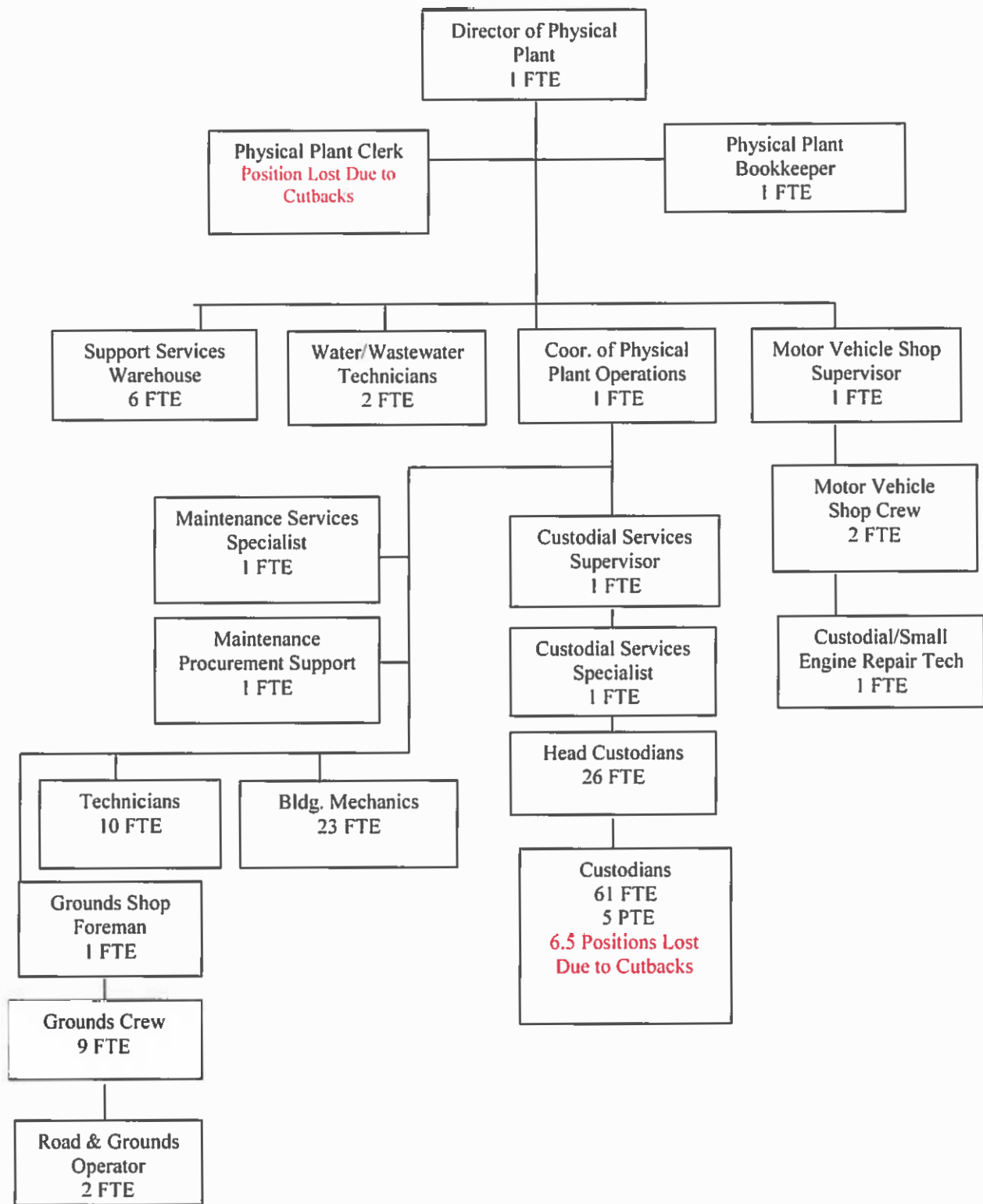
Previously accomplished Maintenance Goals:

1. Have accomplished 75% of Goal #1 above.
2. Have converted about 10% of lighting.
3. Staffing was increased by 2 floaters in Custodial Services, 2 groundskeepers, and 1 Building Mechanic.
4. Ongoing upgrades of chillers and HVAC systems as well as re-piping of hydronic systems. Upgraded chillers at STHS and GMS. Re-piping of hydronic piping at Vado Elementary completed, as well as four (4) wings at CHS.

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	10/29/18
<input type="checkbox"/> Supersedes all Previous	
Approved: _____	Date ____/____/____



References:

PSFA:
NM State Statute

Original Date MM/YY
Review/Revision Date 10/25/2018
☐ Supersedes all Previous

Approved: _____ Date ____/____/____

Staffing Responsibilities

Director of Physical Plant: Directs all the activities necessary to carry out the duties of management, budget/fiscal responsibility and administration for all areas under the jurisdiction of the Physical Plant Division.

Coordinator of Physical Plant: Administer and supervise all activities necessary to perform the duties in all areas of the Physical Plant Department. Supervises all Building Maintenance Personnel, Grounds Shop Foreman, and Custodial Services Supervisor, to insure timely delivery and quality service.

Building Mechanic: Responsible and accountable for performing the functional operation of maintenance and repair services at all district sites, school buildings and campuses. Also responsible for providing preventive, intervention and renovation/construction on all type of building structures and building grounds through the use of appropriate equipment and safety procedures. Provides for the moving of furniture, supplies, materials and equipment, etc. throughout school site.

Custodial Services Specialist: Schedules appointments, gives information to callers on custodial issues, and otherwise relieves supervisor of clerical work and business detail.

PPD Support: Provides support services by: delivering supplies and equipment from warehouse stock, provides support in moving, assembly of office furniture, assist in maintenance checks for equipment, and provides support in physical plant operations for special projects.

Custodian: Housekeeping of facilities day to day cleaning and preparing facilities for special functions.

Electrician: Responsible and accountable for performing the electrical maintenance services and repairs at all district sites, school buildings and campuses.

Groundskeeper: Provide maintenance to district grounds, playgrounds, athletic fields and installation and repair of irrigation systems.

Head Custodian: Keeps the district's school buildings in such a state of operating excellence that they present no problems or interruptions to the educational program.

HVAC Technician: To provide maintenance and repair to District HVAC Systems including replacement and new installations.

Locksmith: Installs and recombinants pin tumbler lock cylinders to maintain established master and grand master key systems. Maintains records showing key issuance as keys are distributed to necessary persons and insures that each person receiving keys, signs the established key control agreement.

Maintenance Services Specialist: Schedules appointments, gives information to callers on maintenance issues, and otherwise relieves supervisor of clerical work and business detail by performing the following duties: Assigns and distributes work orders to the maintenance personnel. Compiles statistical reports for managerial reference and monthly update to Leadership/Board of Trustees.

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	11/6/2017
<input type="checkbox"/> Supersedes all Previous	

Approved: _____ Date ____/____/____

Maintenance Warehouse Person: Receives all material and equipment requests for field maintenance personnel for appropriate and timely procurement of maintenance supplies and equipment.

Motor Vehicle Helper: Readies, on a daily basis, assigned motor vehicles to insure proper care and operation. Washes and vacuums school district vehicles as required. Performs minor repairs.

Motor Vehicle Technician: Schedules and performs preventive maintenance on all school-owned vehicles. Ensures road worthiness of above vehicles before issuance to district employees. Performs corrective maintenance on all vehicles as required.

Support Services Warehouse: Receives all instructional supplies and equipment maintenance stock/parts and distributes to the school sites and custodial/maintenance staff. This department is also in charge of the district mail system.

Plumber: Performs plumbing work in accordance with the Uniform Plumbing Code and National Code on all district facilities.

Roads and Grounds: Operates heavy equipment as required to perform his work and to support other district maintenance shops.

Water/Wastewater Technician: To maintain and repair all water and waste water systems, including collection of all mandated data for state and federal discharge plans.

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	11/6/2017
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Approved: _____ Date ____/____/____



Maintenance Priorities and Procedures

Policy 4.0

POLICY

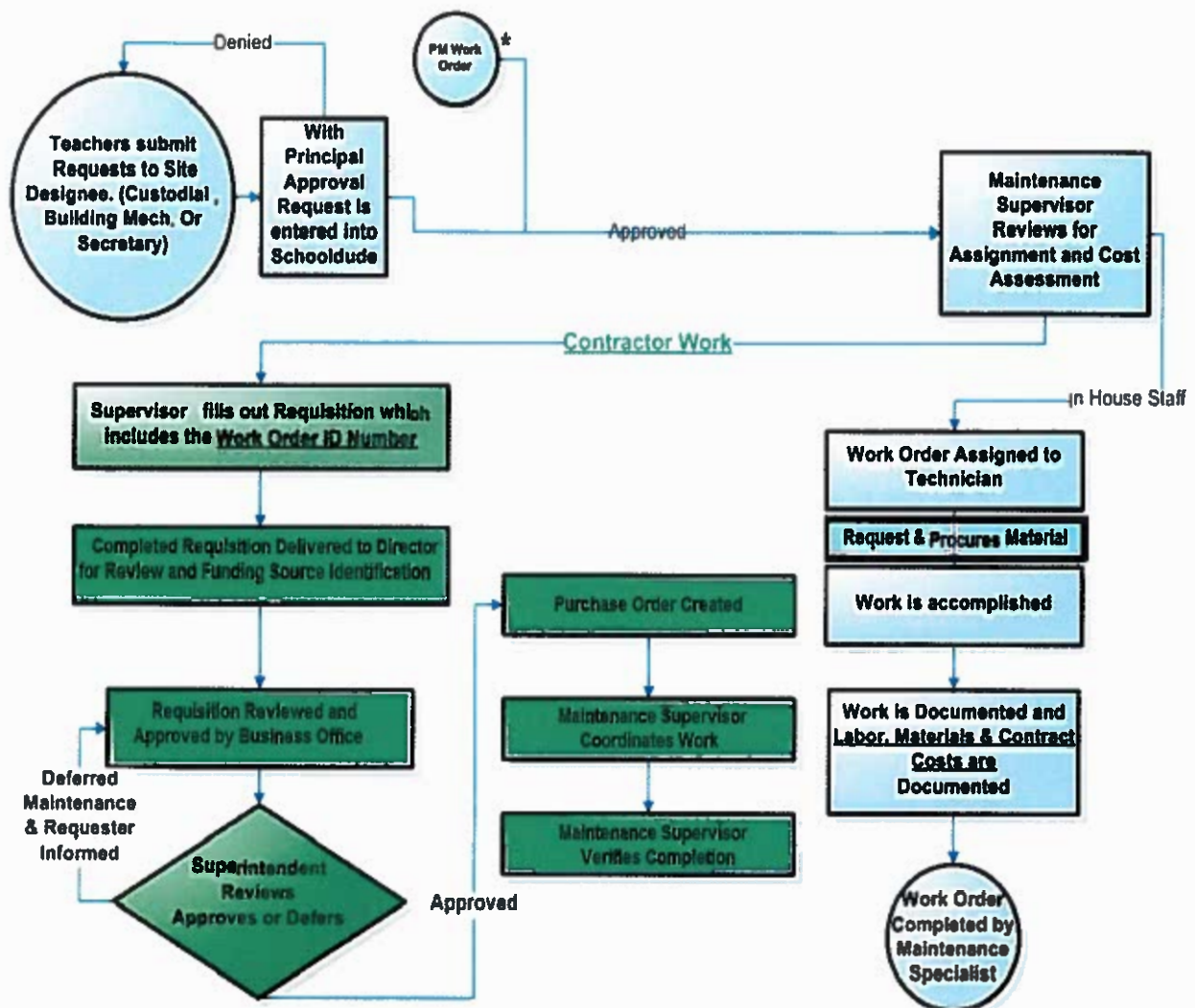
Routine Maintenance Work Orders

The Gadsden Independent School District currently processes maintenance work orders through the state funded *Schooldude* Maintenance Direct work order system. Department leads provide work requests via the internet which the Maintenance Supervisor reviews, approves and assigns work to the technicians. On some occasions requests are sent via email to Maintenance Supervisor who then creates work orders as appropriate and assigns to the technicians. If a technician identifies a problem, they correct the issue and create a work order. All Closed (routine and PM) work orders must have the following required fields populated in order to maintain a level of high quality and integrity:

New requests should always include:	Closed work orders to be fully documented with:
Requestor	Labor Hours
Work Description	Material and / or Contract costs
Location of Work	Responsible Party (Who completed the work)
Craft (Type of Work)	Action taken to resolve problem (What was done)
Purpose (Reason for Work)	

Reports from the Maintenance Direct work order system are used at staff meetings for continuous improvement of operations, as well as to aid management in improving policies/procedures, allocating resources, forecasting budget.

PHYSICAL PLANT WORK ORDER PROCESS



*The Gadsden Independent School District preventative maintenance work orders are scheduled in the PMD module of *Schooldude*. The work orders are automatically generated and the Maintenance Supervisor then assigns the work orders to the appropriate technician, or service contractor for completion and documentation.

References:

PSFA:
NM State Statute

Original Date MM/YY
Review/Revision Date 11/4/2016
☐ Supersedes all Previous

Approved: _____ Date ____/____/____

DEFINED PRIORITIES

The Gadsden Independent School District has established the following work priority definitions for the maintenance department for effective response to requested work requests through the *Facility Information Management System (FIMS)* program.

EMERGENCY is reserved for those projects, which completely stops the use of the facility. The response time should be made within 15 minutes of notification of the problem. Work on emergency priority requests commences immediately and continues until the facility is restored to sufficient use.

URGENT is assigned to those projects, which, while not completely prohibiting use of the facility, represent a threat to full facility use. The response time is normally started on the day it is reported.

ROUTINE is assigned to the majority of the work requests received. The response time is generally one to two days and may be remedied within three to five working days.

PREVENTIVE MAINTENANCE is scheduling preventive maintenance actions of equipment and systems that require periodic inspections and maintenance to maximize equipment operational readiness.


DEFERRED is used for those projects, which are not necessarily required but are desirable. As a general rule, work should commence within thirty days of receipt unless seasonal or other considerations allow or dictate a greater delay in starting.

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	11/4/2016
<input type="checkbox"/> Supersedes all Previous	

Approved: _____ Date ____/____/____

	Inspection and Maintenance Schedules	Policy 5.0
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POLICY

The accomplishment of scheduled inspection and preventive maintenance tasks is critical to the successful operation of the Gadsden Independent School District.

PROCEDURE

1. A unique inventory of all equipment is created prior to adding equipment into the maintenance management program.
2. This inventory shall be kept current and reviewed for accuracy on a routine schedule but no less than annually.

Attachments: Unique list of major facility equipment inclusive in the PM program. HVAC, Life Safety, Structures, Utilities, Plumbing etc.

Prescribed equipment inventories, maintenance schedules and PM frequencies and inspection tasks have been developed for each of the district schools.

Examples are attached:

Employee Name: _____

Year: _____

Site: _____

Record date in white space, initials in gray space

Biweekly

Vehicles

Jan	Feb	Mar	April	May	June	July	Aug	Sept.	Oct	Nov	Dec

Monthly

Personal Comm.
Equipment

Jan	Feb	Mar	April	May	June	July	Aug	Sept.	Oct	Nov	Dec

HVAC Technician
HVAC Systems

SNP Technician
Kitchen Dining Area

Annual

Electrical
Emergency
Generators
Electrical Systems

Jan	Feb	Mar	April	May	June	July	Aug	Sept.	Oct	Nov	Dec

Annual

Grounds
Irrigation Control

Jan	Feb	Mar	April	May	June	July	Aug	Sept.	Oct	Nov	Dec

Annual

Plumbers
Backflow Devices
Hot Water Heaters

Jan	Feb	Mar	April	May	June	July	Aug	Sept.	Oct	Nov	Dec

References:

PSFA:
NM State Statute

Original Date MM/YY

Review/Revision Date MM/YY

☐ Supersedes all Previous

Approved: _____ Date ____/____/____

BI-WEEKLY INSPECTION: VEHICLES (Example)

Building ID: _____
Inspector: _____
Date: _____

Inspection Record:


- _____ Fluid Levels
- _____ Tires (proper inflation)
- _____ Lights
- _____ Wipers
- _____ Cab Cleanliness (no tools in cab area)
- _____ Bed/Tool Box Areas:
 - Secure tools and equipment
 - Remove and dispose of trash

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	MM/YY
<input type="checkbox"/> Supersedes all Previous	

Approved: _____ Date ____/____/____

	Scheduled Preventive Maintenance Tasks	Policy 6.0
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POLICY

It is the policy of the Gadsden Independent School District to utilize the School Dude Facility Information Management System in development of PM tasks for equipment associated with the district sites. In addition, the District shall use the New Mexico GCT's to develop preventive maintenance equipment frequencies and tasks.

PROCEDURE

This is an example only. District to input specific sample tasks as appropriate.

Preventive Maintenance Task Guidelines

A-1	Wall Ref. Electric Heat - Semimonthly
A-2	Air Conditioner Spilt System – Yearly
A-4	Compressor Air Unit - Semiannual
A-5	Air Conditioning Unit (SS) – Quarterly
A-6	Air Conditioning Package Unit – Yearly
A-7	Rooftop Unit - Yearly
A-8	Air Conditioning Window Unit - Yearly
A-9	Air Cooled Condenser - Yearly
A-10	Heat Pumps – Yearly
A-11	Air Handling Unit - Quarterly
A-13	Air Conditioning Wall Unit - Yearly
A-16	Fan Exhaust – Semimonthly
B-2	Boiler, Hot Water - Yearly
C-4	Central Mini-Computer (MSS) – Quarterly
C-11	Evap Coolers – Yearly
E-18	Emergency Lights – Monthly
F-4	Fire Suppression Inspection - Semiannual
F-20	Fire Sprinkler Inspection - Quarterly
F-24	Fire Extinguisher – Monthly
F-39	Range Hood Cleaning – Semiannual
H-6	Furnace - Yearly
H-11	Unit Heater Electric – Semiannual
I-4	Fan Coil Unit - Yearly
K-1	Play Structure, Surfacing, Location and Accessibility, Size, and Placement, and Storage Area, Maintenance Worksheet (Frequency: Monthly)
R-2	Roof Inspection – Quarterly
R-3	Ref. Unit – Yearly
R-9	Radiator Hot Water - Yearly
V-9	Backflow Preventer - Yearly

Facility Inspection Report Schedule (Example)

PMT	FREQ	Loc	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
A-1	SM	All Loc												
A-2	Y	All Loc												
A-4	SA	All Loc												
A-5	Q	All Loc												
A-6	Y	All Loc												
A-7	Y	All Loc												
A-8	Y	All Loc												
A-9	Y	All Loc												
PMT	FREQ	Loc	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
A-10	Y	All Loc												
A-13	Y	All Loc												
A-16	SM	All Loc												
B-2	Y	All Loc												
C-4	Q	All Loc												
C-11	Y	All Loc												
E-18	M	All Loc												
F-4	SA	All Loc												
F-20	Q	All Loc												

References:

PSFA
NM State Statute

Original Date MM/YY

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Approved: _____ Date ____/____/____

F-24	M	All Loc												
F-39	SA	All Loc												
H-6	Y	All Loc												
H-11	SA	All Loc												
I-4	Y	All Loc												
K-1	M	All Loc												
R-2	Q	All Loc												
R-3	Y	All Loc												
R-9	Y	All Loc												
V-9	Y	All Loc												

References:

PSFA:
NM State Statute

Original Date MM/YY
Review/Revision Date MM/YY
☐ Supersedes all Previous

Approved: _____ Date ____/____/____

C-11 Evaporative Coolers

Building ID: _____

Inspector: _____

Date: _____

Inspection Record:

_____ General Conditions

- _____ Visual Inspection.
- _____ Clean water distributor.
- _____ Oil pillow blocks.
- _____ Oil motor.
- _____ Check water section and pan
- _____ Check media and install in proper direction.
- _____ Check and clean pump.
- _____ Check switch for proper operation
- _____ Check belt for wear and tear, replace if needed. Adjust tension 1/2".
- _____ Check ducting for rust or openings.
- _____ Clean around roof jack for leaks. Seal with roof cement if necessary.
- _____ Clean around roof jack for leaks. Seal with roof cement if necessary.
- _____ Adjust and regulate metering device (bleed off line).
- _____ Registers and ducts for proper air distribution
- _____ Water spray, weir, and similar device conditions
- _____ Overall cleanliness
- _____ Overall condition for deficiencies such as rust, corrosion, and mineral deposits

_____ Overall condition

_____ Other

References:

PSFA:

NM State Statute

Original Date MM/YY

Review/Revision Date MM/YY

☐ Supersedes all Previous

Approved: _____

Date ____/____/____

651 - PM Schedule Listing

PM Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
SNP Complex Fire Ext. Insp. (Yearly)	8/6/2018	Running	199417	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Anthony ES - B2 Boiler (Yearly)	6/3/2018	Running	196159	Heating/Ventilation /A/	6/3/2019	HVAC Equip. & Systems	Yearly
Anthony ES - Enviro Controls Quarterly	9/30/2018	Running	203284	Heating/Ventilation /A/	1/7/2019	HVAC Equip. & Systems	Monthly
Anthony ES - Fire Pump (Biweekly)	10/12/2018	Running	203975	Fire Protection	10/28/2018	Fire & Safety Systems	Daily
Anthony ES - Fire Pump Engine	9/30/2018	Running	203272	Fire Protection	1/7/2019	Fire & Safety Systems	Monthly
Anthony ES - Fire Pump Inspection	2/28/2018	Running	190350	Fire Protection	4/1/2019	Fire & Safety Systems	Yearly
Anthony ES - Fire Sprinkler Insp.	9/30/2018	Running	203276	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Anthony ES - Grease Trap	11/5/2017	Running	184890	Food Services	11/5/2018	Plumbing Systems	Yearly
Anthony ES M-0405 (Z-Track) Grounds	11/15/2017	Running	185355	General Maintenance	11/16/2018	Equipment	Yearly
Anthony ES - Monthly Meter Readings	9/30/2018	Running	203295	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Anthony ES A10(Heat Pumps)(Yearly)	3/4/2018	Running	190697	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Anthony ES A16 (Fan Exhst.)(Semi. Ann.)	9/30/2018	Running	203223	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Anthony ES A2 (Split System)(Yearly)	5/31/2018	Running	195957	Heating/Ventilation /A/	6/1/2019	HVAC Equip. & Systems	Yearly
Anthony ES A6 (Rooflop Unit)(Yearly)	3/31/2018	Running	192077	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Yearly
Anthony ES A7 (Rooflop Unit)	6/12/2011	Running	74378	Heating/Ventilation /A/	1/14/2019	HVAC Equip. & Systems	Monthly
Anthony ES A8(Rooflop Unit)(Yearly)	3/31/2018	Running	192078	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Yearly
Anthony ES A9 (AC Condenser)(Yearly)	8/13/2018	Running	200059	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
Anthony ES B2(Boiler H.Water)(Yearly)	6/3/2018	Running	196160	Heating/Ventilation /A/	6/3/2019	HVAC Equip. & Systems	Yearly
Anthony ES Backflow Inspection	3/4/2018	Running	190656	Plumbing	3/4/2019	Plumbing Systems	Yearly
Anthony ES C-11 (Evap.Down)(Yearly)	2/28/2018	Running	190334	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Yearly
Anthony ES Emer. Light Test: Annual	7/3/2018	Running	197538	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Anthony ES Emer. Light Test: Monthly	9/30/2018	Running	203362	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Anthony ES Exit Sign Insp: Monthly	9/30/2018	Running	203364	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Anthony ES Exit Sign Test: Annual	7/3/2018	Running	197559	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Anthony ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199402	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Anthony ES Fire Suppression Insp.	5/6/2018	Running	194323	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Anthony ES H6 (Furnace Gas)(Yearly)	9/30/2018	Running	203175	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Anthony ES I4 (Fan Coil)(Yearly)	9/30/2018	Running	203172	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Anthony ES Monthly FE Inspection	9/30/2018	Running	203304	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Anthony ES Monthly Playground Insp.	10/8/2018	Running	203629	Playground	11/13/2018	Site Improvements	Monthly
Anthony ES R3 (Ref. Unit)(Yearly)	3/4/2018	Running	190698	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Anthony ES Range Hood Cleaning	5/6/2018	Running	194343	Food Services	11/5/2018	Equipment	Monthly
Anthony ES Roof Inspection	9/30/2018	Running	203238	Roof	1/7/2019	Roofing	Monthly
Anthony ES U2 (Gas Heat)(Yearly)	9/30/2018	Running	203176	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Anthony On Track Pre-K (Yearly) Fire Ext	7/31/2018	Running	198966	Fire Extinguishers	8/1/2019	Fire & Safety Systems	Yearly

651 - PM Schedule Listing

PM Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
Berino ES - Clothes Dryer (Monthly)	9/30/2018	Running	203376	General Maintenance	11/5/2018	Equipment	Monthly
Berino ES - Domestic Water Filter	9/5/2018	Running	201645	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Berino ES - Enviro Controls Quarterly	9/30/2018	Running	203283	Heating/Ventilation /A	1/7/2019	HVAC Equip. & Systems	Monthly
Berino ES - Fire Pump Engine	9/30/2018	Running	203273	Fire Protection	1/7/2019	Fire & Safety Systems	Monthly
Berino ES - Fire Pump Inspection	2/28/2018	Running	190351	Fire Protection	4/1/2019	Fire & Safety Systems	Yearly
Berino ES - Grease Trap	11/5/2017	Running	184876	Food Services	11/5/2018	Plumbing Systems	Yearly
Berino ES - Monthly Meter Readings	9/30/2018	Running	203294	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Berino ES - Rooftop A/C (Yearly)	2/28/2018	Running	190372	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Yearly
Berino ES A16 (Fan Exh.)(S. Annual)	9/30/2018	Running	203209	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Berino ES A2 (Split System)(Yearly)	5/31/2018	Running	195924	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Berino ES A9 (Air Condenser)(Yearly)	8/13/2018	Running	200060	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Berino ES B2(Boiler H. Water)(Yearly)	6/3/2018	Running	196161	Heating/Ventilation /A	6/3/2019	HVAC Equip. & Systems	Yearly
Berino ES Emer. Light Test: Annual	7/3/2018	Running	197539	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Berino ES Emer. Light Test: Monthly	9/30/2018	Running	203360	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Berino ES Exit Sign Insp: Monthly	9/30/2018	Running	203363	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Berino ES Exit Sign Test: Annual	7/3/2018	Running	197560	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Berino ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199403	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Berino ES Fire Sprinkler Insp.	9/30/2018	Running	203258	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Berino ES Fire Suppression Insp.	5/6/2018	Running	194324	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Berino ES Monthly FE Inspection	9/30/2018	Running	203305	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Berino ES Monthly Playground Insp.	10/8/2018	Running	203628	Playground	11/13/2018	Site Improvements	Monthly
Berino ES R9 (Radiator Hot)(Yearly)	9/30/2018	Running	203166	Heating/Ventilation /A	10/5/2020	HVAC Equip. & Systems	Yearly
Berino ES Range Hood Cleaning	5/6/2018	Running	194344	Food Services	11/5/2018	Equipment	Monthly
Berino ES Roof Inspection	9/30/2018	Running	203239	Roof	1/7/2019	Roofing	Monthly
Berino ES U2 (Heat Gas)(Yearly)	9/30/2018	Running	203177	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Chaparral HS - CHS-UV-0513 PM Service	9/3/2018	Running	201553	General Maintenance	3/4/2019	Equipment	Monthly
Chaparral ES - Grease Trap	11/5/2017	Running	184878	Food Services	11/5/2018	Plumbing Systems	Yearly
Chaparral ES - HVAC Units	2/28/2018	Running	190324	Heating/Ventilation /A	Conditioning	HVAC Equip. & Systems	Yearly
Chaparral ES A-10 HP Rooftop Yearly	3/4/2018	Running	190677	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Chaparral ES A-13 A/C Wall Mount Yearly	4/1/2018	Running	192200	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Yearly
Chaparral ES Backflow Inspection	3/4/2018	Running	190655	Plumbing	3/4/2019	Plumbing Systems	Yearly
Chaparral ES Emer. Light Test: Annual	7/3/2018	Running	197540	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Chaparral ES Emer. Light Test: Monthly	9/30/2018	Running	203353	Fire Protection	11/5/2018	Fire & Safety Systems	Monthly
Chaparral ES Exit Sign Insp: Monthly	9/30/2018	Running	203361	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Chaparral ES Exit Sign Test: Annual	7/3/2018	Running	197561	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly

651 - PM Schedule Listing

PM/Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
Chaparral ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199404	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Chaparral ES Fire Suppression Insp.	5/6/2018	Running	194325	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Chaparral ES H-6 Furnace Gas (Yearly)	9/30/2018	Running	203168	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Chaparral ES Monthly FE Inspection	9/30/2018	Running	203306	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Chaparral ES Playground Insp	10/8/2018	Running	203627	Playground	11/13/2018	Site Improvements	Monthly
Chaparral ES Qtrly Chiller Inspection		Running		Heating/Ventilation /A	10/18/2018	HVAC Equip. & Systems	Monthly
Chaparral ES-A9 Air Cooled Cond (Yearly)	8/13/2018	Running	200058	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Chaparral HS - Emer. Eyewash (Monthly)	9/30/2018	Running	203390	Plumbing	11/5/2018	Plumbing Systems	Monthly
Chaparral HS - Clothes Dryer (Monthly)	9/30/2018	Running	203377	General Maintenance	11/5/2018	Equipment	Monthly
Chaparral HS - Fire Pump (Biweekly)	10/12/2018	Running	203974	Fire Protection	10/28/2018	Fire & Safety Systems	Daily
Chaparral HS - Fire Pump Engine	9/30/2018	Running	203269	Fire Protection	1/7/2019	Fire & Safety Systems	Monthly
Chaparral HS - Fire Pump Inspection	2/28/2018	Running	190352	Fire Protection	4/1/2019	Fire & Safety Systems	Yearly
Chaparral HS - Fire Sprinkler Insp.	9/30/2018	Running	203277	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Chaparral HS - Grease Trap	11/5/2017	Running	184881	Food Services	11/5/2018	Plumbing Systems	Yearly
Chaparral HS - Grease Trap (Cul/Auto)	9/3/2018	Running	201556	Sewage/Water Treatm	3/4/2019	Plumbing Systems	Monthly
Chaparral HS - Lift Station Inspection	9/30/2018	Running	203404	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
Chaparral HS - New Gym VFR Units (6)	10/8/2018	Running	203585	Heating/Ventilation /A	4/8/2019	HVAC Equip. & Systems	Monthly
Chaparral HS A10 (Heat Pump)(Yearly)	3/4/2018	Running	190708	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Chaparral HS A16 (Fan Exhst.)(S. Annual)	9/30/2018	Running	203219	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Chaparral HS A2 (H/C Unit)(Yearly)	5/31/2018	Running	195949	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Chaparral HS A9(Cool Condenser)(Yearly)	8/13/2018	Running	200068	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Chaparral HS Backflow Inspection	3/4/2018	Running	190672	Plumbing	3/4/2019	Plumbing Systems	Yearly
Chaparral HS Bleacher Inspection	9/30/2018	Running	203368	General Maintenance	11/5/2018	Equipment	Monthly
Chaparral HS C11 (Evaporative)(Yearly)	2/28/2018	Running	190341	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Yearly
Chaparral HS Emer. Light Test: Annual	7/3/2018	Running	197583	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Chaparral HS Emer. Light Test: Monthly	9/30/2018	Running	203365	Fire Protection	11/5/2018	Fire & Safety Systems	Monthly
Chaparral HS Exit Sign Test: Annual	7/3/2018	Running	197585	General Maintenance	7/1/2019	Fire & Safety Systems	Yearly
Chaparral HS Fire Ext. Insp. (Yearly)	8/6/2018	Running	199416	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Chaparral HS Fire Suppression Insp.	5/6/2018	Running	194418	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Chaparral HS H11 (E.Heater)(S. Annual)	9/30/2018	Running	203234	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Chaparral HS H6 (Furnace)(Yearly)	9/30/2018	Running	203203	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Chaparral HS Monthly FE Inspection	9/30/2018	Running	203366	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Chaparral HS Mower M-CHS-0428 PM Service		Running		Grounds	11/16/2018	Equipment	Yearly
Chaparral HS Pre-K- Fire Sprinkler Insp	9/30/2018	Running	203280	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Chaparral HS Range Hood Cleaning	5/6/2018	Running	194417	Food Services	11/5/2018	Equipment	Monthly

651 - PM Schedule Listing

PM Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
Chaparral HS Roof Inspection	9/30/2018	Running	203266	Roof	1/7/2019	Roofing	Monthly
Chaparral HS U2 (G.Heater)(Yearly)	9/30/2018	Running	203204	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Chaparral HS-New Gym Rooftop Units (10)	10/8/2018	Running	203584	Heating/Ventilation /A/	4/8/2019	HVAC Equip. & Systems	Monthly
Chaparral MS - CHM-JV-0514 PM Service	9/3/2018	Running	201554	General Maintenance	3/4/2019	Equipment	Monthly
Chaparral MS - Clothes Dryer (Monthly)	9/30/2018	Running	203378	General Maintenance	11/5/2018	Equipment	Monthly
Chaparral MS - Emerg. Eyewash (Monthly)	9/30/2018	Running	203391	Plumbing	11/5/2018	Plumbing Systems	Monthly
Chaparral MS - Fire Pump Inspection	2/28/2018	Running	190355	Fire Protection	3/1/2019	Fire & Safety Systems	Yearly
Chaparral MS - Grease Trap	11/5/2017	Running	184877	Food Services	11/5/2018	Plumbing Systems	Yearly
Chaparral MS A10 (Heat Pumps)(Yearly)	3/4/2018	Running	190704	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Chaparral MS A13(AC Wall)(Yearly)	4/1/2018	Running	192225	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Yearly
Chaparral MS A16 (Fan Exh.)(S. Annual)	9/30/2018	Running	203216	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Chaparral MS A2 (H/C Unit)(Yearly)	5/31/2018	Running	195927	Heating/Ventilation /A/	6/1/2019	HVAC Equip. & Systems	Yearly
Chaparral MS A9 (AC Condr.)(Yearly)	8/13/2018	Running	200065	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
Chaparral MS B2 (Boiler)(Yearly)	6/3/2018	Running	196196	Heating/Ventilation /A/	6/3/2019	HVAC Equip. & Systems	Yearly
Chaparral MS Backflow Inspection	3/4/2018	Running	190657	Plumbing	3/4/2019	Plumbing Systems	Yearly
Chaparral MS Bleacher Inspection	9/30/2018	Running	203370	General Maintenance	11/5/2018	Equipment	Monthly
Chaparral MS C-11 (Swamp Coolers)(Yearly)	2/28/2018	Running	190338	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Yearly
Chaparral MS Emer. Light Test: Annual	7/3/2018	Running	197541	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Chaparral MS Emer. Light Test: Monthly	9/30/2018	Running	203357	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Chaparral MS Exit Sign Insp: Monthly	9/30/2018	Running	203359	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Chaparral MS Exit Sign Test: Annual	7/3/2018	Running	197562	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Chaparral MS Fire Ext. Insp. (Yearly)	8/6/2018	Running	199415	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Chaparral MS Fire Sprinkler Insp.	9/30/2018	Running	203259	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Chaparral MS Fire Suppression Insp.	5/6/2018	Running	194326	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Chaparral MS H11 (E.Heater)(S. Annual)	9/30/2018	Running	203228	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Chaparral MS H6 (Furnace)(Yearly)	9/30/2018	Running	203193	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Chaparral MS I4 (Fan Coil)(Yearly)	9/30/2018	Running	203194	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Chaparral MS Monthly FE Inspection	9/30/2018	Running	203307	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Chaparral MS -Mower M-CHS-0404	8/28/2018	Running	201112	General Maintenance	2/27/2019	Equipment	Monthly
Chaparral MS R9 (Radiation)(Yearly)	9/30/2018	Running	203167	Heating/Ventilation /A/	10/5/2020	HVAC Equip. & Systems	Yearly
Chaparral MS U2 (G.Heater)(Yearly)	9/30/2018	Running	203195	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Chaparral ES Range Hood Cleaning	5/6/2018	Running	194345	Food Services	11/5/2018	Equipment	Monthly
Chaparral MS Range Hood Cleaning	5/6/2018	Running	194346	Food Services	11/5/2018	Equipment	Monthly
Chaparral ES Roof Inspection	9/30/2018	Running	203240	Roof	1/7/2019	Roofing	Monthly
Chaparral MS Roof Inspection	9/30/2018	Running	203241	Roof	1/7/2019	Roofing	Monthly

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Chaparral HS Exit Sign Insp: Monthly	9/30/2018	Running	203367	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Desert Pride Fire Sprinkler Insp.	9/30/2018	Running	203260	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Desert Pride HS - Emer Light Test (M)	9/30/2018	Running	203416	Fire Protection	11/5/2018	Fire & Safety Systems	Monthly
Desert Pride HS - Exit Sign Insp (M)	9/30/2018	Running	203415	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Desert Pride HS - Fire Ext. Insp (M)	8/31/2018	Running	201354	Fire Extinguishers	12/1/2018	Fire & Safety Systems	Monthly
Desert Pride HS -Fire Ext. Insp (Yearly)	8/6/2018	Running	199471	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Desert Pride HS Roof Inspection	9/30/2018	Running	203287	Roof	1/7/2019	Roofing	Monthly
Desert Trail ES - Monthly FE Inspection	9/30/2018	Running	203308	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Desert Trail ES - Backflow Inspection	3/4/2018	Running	190658	Plumbing	3/4/2019	Plumbing Systems	Yearly
Desert Trail ES - Domestic Water Filler	10/4/2018	Running	203582	Sewage/Water Treatm	2/6/2019	Plumbing Systems	Monthly
Desert Trail ES - Emer Light Test:Annual	7/3/2018	Running	197543	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Desert Trail ES - Exit Sign Insp:Monthly	9/30/2018	Running	203358	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Desert Trail ES - Exit Sign Test: Annual	7/3/2018	Running	197564	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Desert Trail ES - Fire Sprinkler Insp.	9/30/2018	Running	203261	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Desert Trail ES - Fire Suppression Insp.	5/6/2018	Running	194327	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Desert Trail ES - Grease Trap	11/5/2017	Running	184879	Food Services	11/5/2018	Plumbing Systems	Yearly
Desert Trail ES - Playground Insp	10/8/2018	Running	203626	Playground	11/13/2018	Site Improvements	Monthly
Desert Trail ES - Range Hood Cleaning	5/6/2018	Running	194347	Food Services	11/5/2018	Equipment	Monthly
Desert Trail ES - Roof Inspection	9/30/2018	Running	203243	Roof	1/7/2019	Roofing	Monthly
Desert Trail ES A1 (Air Dryer)(S.Annual)	9/30/2018	Running	203225	Heating/Ventilation /Ai	4/1/2019	HVAC Equip. & Systems	Monthly
Desert Trail ES A10 (Heat Pump)(Yearly)	3/4/2018	Running	190699	Heating/Ventilation /Ai	3/4/2019	HVAC Equip. & Systems	Yearly
Desert Trail ES A16(Exhst Fan)(S.Annual)	9/30/2018	Running	203211	Heating/Ventilation /Ai	4/1/2019	HVAC Equip. & Systems	Monthly
Desert Trail ES A2 (H&C Unit)(Yearly)	5/31/2018	Running	195955	Heating/Ventilation /Ai	6/1/2019	HVAC Equip. & Systems	Yearly
Desert Trail ES A9(Air Condenser)(Yrly)	8/13/2018	Running	200061	Heating/Ventilation /Ai	8/12/2019	HVAC Equip. & Systems	Yearly
Desert Trail ES B2 (Boiler)(Yearly)	6/3/2018	Running	196198	Heating/Ventilation /Ai	6/3/2019	HVAC Equip. & Systems	Yearly
Desert Trail ES C-11 (Evap.Cool)(Yearly)	2/28/2018	Running	190371	Heating/Ventilation /Ai	3/1/2019	HVAC Equip. & Systems	Yearly
Desert Trail ES -Clothes Dryer (Monthly)	9/30/2018	Running	203379	General Maintenance	11/5/2018	Equipment	Monthly
Desert Trail ES- Emer Light Insp:Monthly	9/30/2018	Running	203322	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Desert Trail ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199405	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Desert Trail ES H6 (Furnace)(Yearly)	9/30/2018	Running	203179	Heating/Ventilation /Ai	10/7/2019	HVAC Equip. & Systems	Yearly
Desert Trail ES I4 (Fan Coil)(Yearly)	9/30/2018	Running	203178	Heating/Ventilation /Ai	10/7/2019	HVAC Equip. & Systems	Yearly
Desert Trail ES R9(Radiation)(Yearly)	9/30/2018	Running	203163	Heating/Ventilation /Ai	10/5/2020	HVAC Equip. & Systems	Yearly
Desert Trail ES U2 (Heat/Gas)(Yearly)	9/30/2018	Running	203181	Heating/Ventilation /Ai	10/7/2019	HVAC Equip. & Systems	Yearly
Desert View - UV-DV-0516 PM Service	7/3/2018	Running	197665	General Maintenance	1/1/2019	Equipment	Monthly
Desert View ES - Clothes Dryer (Monthly)	9/30/2018	Running	203380	General Maintenance	11/5/2018	Equipment	Monthly

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Desert View ES - Fire Pump Inspection	2/28/2018	Running	190361	General Maintenance	3/1/2019		Fire & Safety Systems	Yearly
Desert View ES - Grease Trap	11/5/2017	Running	184871	Food Services	11/5/2018		Plumbing Systems	Yearly
Desert View ES - Heating Units	10/4/2018	Running	203581	Heating/Ventilation /A/	4/3/2019		HVAC Equip. & Systems	Monthly
Desert View ES - Potable Water Tank	9/29/2018	Running	203157	Sewage/Water Treatm	3/31/2019		Plumbing Systems	Monthly
Desert View ES A-16 Fan Exhaust (Semi)	8/31/2018	Running	201348	Heating/Ventilation /A/	3/1/2019		HVAC Equip. & Systems	Monthly
Desert View ES B-2 Boiler Yearly	6/3/2018	Running	196144	Heating/Ventilation /A/	6/3/2019		HVAC Equip. & Systems	Yearly
Desert View ES Backflow Inspection	3/4/2018	Running	190659	Plumbing	3/4/2019		Plumbing Systems	Yearly
Desert View ES Emer. Light Test: Annual	7/3/2018	Running	197544	Fire Protection	7/1/2019		Fire & Safety Systems	Yearly
Desert View ES Emer. Light Test: Monthly	9/30/2018	Running	203323	General Maintenance	11/5/2018		Fire & Safety Systems	Monthly
Desert View ES Exit Sign Insp: Monthly	9/30/2018	Running	203356	General Maintenance	11/5/2018		Fire & Safety Systems	Monthly
Desert View ES Exit Sign Test: Annual	7/3/2018	Running	197565	Fire Protection	7/1/2019		Fire & Safety Systems	Yearly
Desert View ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199455	Fire Extinguishers	8/5/2019		Fire & Safety Systems	Yearly
Desert View ES Fire Sprinkler Insp.	9/30/2018	Running	203262	Fire Sprinkler System	1/7/2019		Fire & Safety Systems	Monthly
Desert View ES Fire Suppression Insp.	5/6/2018	Running	194328	Food Services	11/5/2018		Fire & Safety Systems	Monthly
Desert View ES Monthly FE Inspection	9/30/2018	Running	203309	Fire Extinguishers	11/5/2018		Fire & Safety Systems	Monthly
Desert View ES Playground Insp	10/8/2018	Running	203625	Playground	11/13/2018		Site Improvements	Monthly
Desert View ES Qtrly Chiller Inspection		Running		Heating/Ventilation /A/	10/18/2018		HVAC Equip. & Systems	Monthly
Desert View ES Range Hood Cleaning	5/6/2018	Running	194348	Food Services	11/5/2018		Equipment	Monthly
Desert View ES Roof Inspection	9/3/2018	Running	201453	Roof	12/3/2018		Roofing	Monthly
DesertView ES - Storm Sewer Drain Inlets	9/30/2018	Running	203236	Plumbing	4/1/2019		Plumbing Systems	Monthly
District Tractors - Full Service PM	7/3/2018	Running	197664	General Maintenance	1/1/2019		Equipment	Monthly
GAC - Grease Trap	11/5/2017	Running	184869	Food Services	11/5/2018		Plumbing Systems	Yearly
GAC (Admin) -Generator PM (Quarterly)	9/30/2018	Running	203275	Fire Protection	1/7/2019		Fire & Safety Systems	Monthly
GAC A-1 Wall Ref. Elec Heat Semimonthly	9/30/2018	Running	203232	Heating/Ventilation /A/	4/1/2019		HVAC Equip. & Systems	Monthly
GAC A-10 Heat Pump Cooling Only Yearly	3/4/2018	Running	190707	Heating/Ventilation /A/	3/4/2019		HVAC Equip. & Systems	Yearly
GAC A-16 Fan Exh Roof Semimonthly	9/30/2018	Running	203218	Heating/Ventilation /A/	4/1/2019		HVAC Equip. & Systems	Monthly
GAC A-2 Package Unit Gas Yearly	5/31/2018	Running	195928	Heating/Ventilation /A/	6/1/2019		HVAC Equip. & Systems	Yearly
GAC A-9 Air Cooled Condensor Yearly	8/13/2018	Running	200067	Heating/Ventilation /A/	8/12/2019		HVAC Equip. & Systems	Yearly
GAC Backflow Inspection	3/4/2018	Running	190660	Plumbing	3/4/2019		Plumbing Systems	Yearly
GAC Emer. Light Test: Annual	7/3/2018	Running	197545	Fire Protection	7/1/2019		Fire & Safety Systems	Yearly
GAC Emer. Light Test: Monthly	9/30/2018	Running	203324	General Maintenance	11/5/2018		Fire & Safety Systems	Monthly
GAC Exit Sign Insp: Monthly	9/30/2018	Running	203355	General Maintenance	11/5/2018		Fire & Safety Systems	Monthly
GAC Exit Sign Test: Annual	7/3/2018	Running	197566	Fire Protection	7/1/2019		Fire & Safety Systems	Yearly
GAC F-39 Kitch Exh Makeup Uf Semimonthly	9/30/2018	Running	203233	Heating/Ventilation /A/	4/1/2019		HVAC Equip. & Systems	Monthly
GAC Fire Ext. Insp. (Yearly)	8/6/2018	Running	199451	Fire Extinguishers	8/5/2019		Fire & Safety Systems	Yearly

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GAC Fire Sprinkler Insp.	9/30/2018	Running	203263	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
GAC Fire Suppression Insp.	5/6/2018	Running	194329	Food Services	11/5/2018	Fire & Safety Systems	Monthly
GAC Monthly FE Inspection	9/30/2018	Running	203300	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
GAC Playground Insp	10/8/2018	Running	203624	Playground	11/13/2018	Site Improvements	Monthly
GAC Pre-K Fire Ext. Insp. (Yearly)	7/31/2018	Running	198964	Fire Extinguishers	8/1/2019	Fire & Safety Systems	Yearly
GAC Range Hood Cleaning	5/6/2018	Running	194370	Food Services	11/5/2018	Equipment	Monthly
GAC Roof Inspection	9/30/2018	Running	203255	Roof	1/7/2019	Roofing	Monthly
GAC U-2 Unit Heater Gas Yearly	9/30/2018	Running	203202	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Gadsden ES - Roof Inspection	9/30/2018	Running	203271	Roof	1/7/2019	Roofing	Monthly
Gadsden ES - A-16 Fan Exhaust Semiannual	9/30/2018	Running	203220	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Gadsden ES - Clothes Dryer (Monthly)	9/30/2018	Running	203395	General Maintenance	11/5/2018	Equipment	Monthly
Gadsden ES - Domestic Water Filter	9/4/2018	Running	201568	Sewage/Water Treatm	11/7/2018	Plumbing Systems	Monthly
Gadsden ES - Emer Light Test - Monthly	9/30/2018	Running	203398	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Gadsden ES - Emer Light Test - Yearly	7/3/2018	Running	197625	Fire Protection	7/3/2019	Fire & Safety Systems	Yearly
Gadsden ES - Enviro Controls Quarterly	9/30/2018	Running	203281	Heating/Ventilation /A	1/7/2019	HVAC Equip. & Systems	Monthly
Gadsden ES - Exit Sign Insp-Monthly	9/30/2018	Running	203397	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Gadsden ES - FE Inspection - Monthly	9/30/2018	Running	203396	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Gadsden ES - Fire Suppression Insp	5/6/2018	Running	194452	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Gadsden ES - Grease Trap	11/5/2017	Running	184867	Food Services	11/5/2018	Plumbing Systems	Yearly
Gadsden ES - Monthly Meter Readings	9/30/2018	Running	203291	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Gadsden ES - Playground Insp	10/8/2018	Running	203620	Playground	11/13/2018	Site Improvements	Monthly
Gadsden ES - Range Hood Cleaning	5/6/2018	Running	194451	Food Services	11/5/2018	Equipment	Monthly
Gadsden ES A-10 Heat Pump Yearly	3/1/2015	Running	129471	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Gadsden ES A-9 Air Cooled Cond Yearly	8/13/2018	Running	200073	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Gadsden ES Backflow Inspection	3/4/2018	Running	190747	Plumbing	3/4/2019	Plumbing Systems	Yearly
Gadsden ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199448	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Gadsden HS - Emerg. Eyewash (Monthly)	9/30/2018	Running	203392	Plumbing	11/5/2018	Plumbing Systems	Monthly
Gadsden HS - Enviro Controls Quarterly	9/30/2018	Running	203282	Heating/Ventilation /A	1/7/2019	HVAC Equip. & Systems	Monthly
Gadsden HS - Fire Pump (Biweekly)	10/12/2018	Running	203976	Fire Protection	10/28/2018	Fire & Safety Systems	Daily
Gadsden HS - Fire Pump Engine	9/30/2018	Running	203274	Fire Protection	1/7/2019	Fire & Safety Systems	Monthly
Gadsden HS - Fire Pump Inspection	2/28/2018	Running	190353	Fire Protection	4/1/2019	Fire & Safety Systems	Yearly
Gadsden HS - Fire Sprinkler Insp.	9/30/2018	Running	203278	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Gadsden HS - GHS-UV-0515 PM Service	9/30/2018	Running	203235	General Maintenance	4/1/2019	Equipment	Monthly
Gadsden HS - Grease Trap	11/5/2017	Running	184864	Food Services	11/5/2018	Plumbing Systems	Yearly
Gadsden HS - Grease Trap (Culinary/Auto)	9/3/2018	Running	201550	Sewage/Water Treatm	3/4/2019	Plumbing Systems	Monthly

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Gadsden HS - Lift Station Inspection	9/30/2018	Running	203401	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
Gadsden HS - Monthly Meter Readings	9/30/2018	Running	203298	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Gadsden HS - Monthly Water Samples	9/30/2018	Running	203389	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
Gadsden HS - Potable Water Tank	9/29/2018	Running	203156	Sewage/Water Treatm	3/31/2019	Plumbing Systems	Monthly
Gadsden HS A10 (Heat Pumps)(Yearly)	3/4/2018	Running	190706	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Gadsden HS A13 (Ceil/Wall Unit)(Yearly)	4/1/2018	Running	192229	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Yearly
Gadsden HS A16 (Fan Exh.)(S. Annual)	9/10/2018	Running	201936	Heating/Ventilation /A	3/11/2019	HVAC Equip. & Systems	Monthly
Gadsden HS A2 (H/C Unit)(Yearly)	5/31/2018	Running	195951	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Gadsden HS A9 (Air Condnsr)(Yearly)	8/13/2018	Running	200079	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Gadsden HS B2 (Boiler)(Yearly)	6/3/2018	Running	196165	Heating/Ventilation /A	6/3/2019	HVAC Equip. & Systems	Yearly
Gadsden HS Backflow Inspection	3/4/2018	Running	190661	Plumbing	3/4/2019	Plumbing Systems	Yearly
Gadsden HS Bleacher Inspection	9/30/2018	Running	203369	General Maintenance	11/5/2018	Equipment	Monthly
Gadsden HS C-11 (Evap. Condnsr)(Yearly)	2/28/2018	Running	190340	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Yearly
Gadsden HS Emer. Light Test: Annual	7/3/2018	Running	197546	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Gadsden HS Emer. Light Test: Monthly	9/30/2018	Running	203325	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Gadsden HS Exit Sign Insp: Monthly	9/30/2018	Running	203328	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Gadsden HS- Filters (Pump Rm) Quarterly	9/30/2018	Running	203292	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Gadsden HS Fire Ext. Insp. (Yearly)	8/6/2018	Running	199452	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Gadsden HS Fire Suppression Insp.	5/6/2018	Running	194330	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Gadsden HS Generator PM (Quarterly)	9/30/2018	Running	203268	Fire Protection	1/7/2019	Fire & Safety Systems	Monthly
Gadsden HS H11 (E.Heater)(S. Annual)	9/30/2018	Running	203231	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Gadsden HS H6 (Furnace)(Yearly)	9/30/2018	Running	203196	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Gadsden HS I4 (Fan Coil)(Yearly)	9/30/2018	Running	203197	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Gadsden HS Monthly FE Inspection	9/30/2018	Running	203301	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Gadsden HS- Mower M-GHS-0408 Grounds	11/15/2017	Running	185357	Grounds	11/16/2018	Equipment	Yearly
Gadsden HS Old Eng Bldg - HVAC	9/30/2018	Running	203160	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Gadsden HS- Panther Hut Stoves	9/30/2018	Running	203159	Plumbing	4/1/2019	Equipment	Monthly
Gadsden HS Qtrly Chiller Inspection		Running		Heating/Ventilation /A	10/18/2018	HVAC Equip. & Systems	Monthly
Gadsden HS Range Hood Cleaning	5/6/2018	Running	194349	Food Services	11/5/2018	Equipment	Monthly
Gadsden HS Roof Inspection	9/30/2018	Running	203244	Roof	1/7/2019	Roofing	Monthly
Gadsden HS U2 (Heater)(Yearly)	9/30/2018	Running	203198	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Gadsden HS- Clothes Dryer (Monthly)	9/30/2018	Running	203381	General Maintenance	11/5/2018	Equipment	Monthly
Gadsden MS - Bleacher Inspection	9/30/2018	Running	203408	General Maintenance	11/5/2018	Equipment	Monthly
Gadsden MS - Clothes Dryer (Monthly)	9/30/2018	Running	203382	General Maintenance	11/5/2018	Equipment	Monthly
Gadsden MS - Domestic Water Filter	9/4/2018	Running	201566	Sewage/Water Treatm	11/7/2018	Plumbing Systems	Monthly

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Gadsden MS - Emerg. Eyewash (Monthly)	9/30/2018	Running	203393	Plumbing	11/5/2018	Plumbing Systems	Monthly
Gadsden MS - Grease Trap	11/5/2017	Running	184863	Food Services	11/5/2018	Plumbing Systems	Yearly
Gadsden MS - Lift Station Inspection	9/30/2018	Running	203402	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
Gadsden MS - Monthly Meter Readings	9/30/2018	Running	203296	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Gadsden MS A-1 Wall Ref Elec Semiannual	9/30/2018	Running	203227	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Gadsden MS A-13 A/C Wall Mount Yearly	4/1/2018	Running	192220	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Yearly
Gadsden MS A-16 Fan Exhaust Semiannual	9/30/2018	Running	203212	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Gadsden MS A-2 Split Systems Yearly	5/31/2018	Running	195954	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Gadsden MS A-9 Air Cooled Cond Yearly	5/31/2018	Running	195953	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Gadsden MS B-2 Boiler Yearly	6/3/2018	Running	196163	Heating/Ventilation /A	6/3/2019	HVAC Equip. & Systems	Yearly
Gadsden MS Backflow Inspection	3/4/2018	Running	190662	Plumbing	3/4/2019	Plumbing Systems	Yearly
Gadsden MS C-11 Evap Coolers Yearly	2/28/2018	Running	190335	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Yearly
Gadsden MS Emer. Light Test: Annual	7/3/2018	Running	197547	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Gadsden MS Emer. Light Test: Monthly	9/30/2018	Running	203326	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Gadsden MS Exit Sign Insp: Monthly	9/30/2018	Running	203331	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Gadsden MS Exit Sign Test: Annual	7/3/2018	Running	197568	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Gadsden MS Fire Ext. Insp. (Yearly)	8/6/2018	Running	199453	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Gadsden MS Fire Suppression Insp.	5/6/2018	Running	194331	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Gadsden MS H-6 Furnace Gas Yearly	9/30/2018	Running	203185	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Gadsden MS I-4 Fan Coil Unit Yearly	9/30/2018	Running	203186	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Gadsden MS March Chiller Insp.	3/4/2018	Running	190673	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Gadsden MS Monthly FE Inspection	9/30/2018	Running	203310	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Gadsden MS Qtrly Chiller Inspection	8/6/2018	Running	199391	Heating/Ventilation /A	10/18/2018	HVAC Equip. & Systems	Monthly
Gadsden MS Range Hood Cleaning	5/6/2018	Running	194350	Food Services	11/5/2018	Equipment	Monthly
Gadsden MS Roof Inspection	9/30/2018	Running	203245	Roof	1/7/2019	Roofing	Monthly
Gadsden MS U-2 Unit HT Gas/Water Yearly	9/30/2018	Running	203187	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Gladson HS Exit Sign Test: Annual	7/3/2018	Running	197567	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
La Mesa ES Emer. Light Test: Annual	7/3/2018	Running	197548	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
La Mesa ES Emer. Light Test: Monthly	9/30/2018	Running	203327	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
La Mesa ES Exit Sign Insp: Monthly	9/30/2018	Running	203333	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
La Mesa ES Exit Sign Test: Annual	7/3/2018	Running	197569	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
La Mesa ES Monthly FE Inspection	9/30/2018	Running	203311	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
La Mesa ES Roof Inspection	9/30/2018	Running	203246	Roof	1/7/2019	Roofing	Monthly
La Union ES - Clothes Dryer (Monthly)	9/30/2018	Running	203383	General Maintenance	11/5/2018	Equipment	Monthly
La Union ES - Grease Trap	11/5/2017	Running	184865	Food Services	11/5/2018	Plumbing Systems	Yearly

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La Union ES - Monthly Meter Readings	9/30/2018	Running	203299	Sewage/Water Treatment	11/1/2018	Plumbing Systems	Monthly
La Union ES A-16 Fan Exhaust Semimonthly	8/31/2018	Running	201363	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Monthly
La Union ES A-2 Package Unit Elec Yearly	5/31/2018	Running	195956	Heating/Ventilation /A/	6/1/2019	HVAC Equip. & Systems	Yearly
La Union ES A-9 Air Cooled Yearly	8/13/2018	Running	200040	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
La Union ES B-2 Boiler Yearly	6/3/2018	Running	196145	Heating/Ventilation /A/	6/3/2019	HVAC Equip. & Systems	Yearly
La Union ES Backflow Inspection	3/4/2018	Running	190664	Plumbing	3/4/2019	Plumbing Systems	Yearly
La Union ES C-11 Evap Coolers Yearly	2/28/2018	Running	190327	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Yearly
La Union ES Emer. Light Test: Monthly	9/30/2018	Running	203329	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
La Union ES Emer. Light Test: Annual	7/3/2018	Running	197549	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
La Union ES Exit Sign Insp: Monthly	9/30/2018	Running	203337	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
La Union ES Exit Sign Test: Annual	7/3/2018	Running	197570	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
La Union ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199406	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
La Union ES Fire Suppression Insp.	5/6/2018	Running	194332	Food Services	11/5/2018	Fire & Safety Systems	Monthly
La Union ES H-11 Unit Elec Ht Semiannual	9/30/2018	Running	203224	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
La Union ES I-4 Fan Coil Unit Yearly	9/30/2018	Running	203173	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
La Union ES Monthly FE Inspection	9/30/2018	Running	203312	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
La Union ES Playground Insp	10/8/2018	Running	203613	Playground	11/13/2018	Site Improvements	Monthly
La Union ES R-9 Radiator Ht Water Yearly	9/30/2018	Running	203162	Heating/Ventilation /A/	10/5/2020	HVAC Equip. & Systems	Yearly
La Union ES Range Hood Cleaning	5/6/2018	Running	194360	Food Services	11/5/2018	Equipment	Monthly
La Union ES Roof Inspection	9/30/2018	Running	203247	Roof	1/7/2019	Roofing	Monthly
La Union ES U-2 Unit Heater Gas Yearly	9/30/2018	Running	203174	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES - Clothes Dryer (Monthly)	9/30/2018	Running	203384	General Maintenance	11/5/2018	Equipment	Monthly
Loma Linda ES - Domestic Water Filter	9/4/2018	Running	201567	Sewage/Water Treatment	11/7/2018	Plumbing Systems	Monthly
Loma Linda ES - Grease Trap	11/5/2017	Running	184862	Food Services	11/5/2018	Plumbing Systems	Yearly
Loma Linda ES A10 (Heat Pumps)(Yearly)	3/4/2018	Running	190700	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES A13(AC Wall Mount)(Yearly)	4/1/2018	Running	192221	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES A16(Fan Exh.)(S. Annual)	9/30/2018	Running	203213	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Loma Linda ES A2 (Split System)(Yearly)	5/31/2018	Running	195925	Heating/Ventilation /A/	6/1/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES A9(AC Condenser)(Yearly)	8/13/2018	Running	200062	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES B2 (Boiler)(Yearly)	6/3/2018	Running	196197	Heating/Ventilation /A/	6/3/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES Backflow Inspection	3/4/2018	Running	190663	Plumbing	3/4/2019	Plumbing Systems	Yearly
Loma Linda ES C11(Evap. Condnsr)(Yearly)	2/28/2018	Running	190336	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES Emer. Light Test: Annual	7/3/2018	Running	197550	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Loma Linda ES Emer. Light Test: Monthly	9/30/2018	Running	203330	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Loma Linda ES Exit Sign Insp: Monthly	9/30/2018	Running	203339	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly

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Loma Linda ES Exit Sign Test: Annual	7/3/2018	Running	197571	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Loma Linda ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199407	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Loma Linda ES Fire Sprinkler Insp.	9/30/2018	Running	203264	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Loma Linda ES Fire Suppression Insp.	5/6/2018	Running	194333	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Loma Linda ES H6 (Furnace) X (Yearly)	9/30/2018	Running	203189	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES 14(Fan Coil) X (Yearly)	9/30/2018	Running	203188	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Loma Linda ES Monthly FE Inspection	9/30/2018	Running	203313	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Loma Linda ES Playground Insp	10/8/2018	Running	203623	Playground	11/13/2018	Site Improvements	Monthly
Loma Linda ES R9 (Radiator) X (Yearly)	9/30/2018	Running	203161	Heating/Ventilation /A	10/5/2020	HVAC Equip. & Systems	Yearly
Loma Linda ES Range Hood Cleaning	5/6/2018	Running	194361	Food Services	11/5/2018	Equipment	Monthly
Loma Linda ES Roof Inspection	9/30/2018	Running	203248	Roof	1/7/2019	Roofing	Monthly
Loma Linda ES U2 (Heater) X (Yearly)	9/30/2018	Running	203190	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Mesquite ES - Barrack Drainage (Monthly)	9/30/2018	Running	203374	Plumbing	11/5/2018	Plumbing Systems	Monthly
Mesquite ES - Domestic Water Filter	7/31/2018	Running	198967	Sewage/Water Treatm	11/7/2018	Plumbing Systems	Monthly
Mesquite ES - Grease Trap	11/5/2017	Running	184874	Food Services	11/5/2018	Plumbing Systems	Yearly
Mesquite ES - Lift Station Inspection	9/30/2018	Running	203406	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
Mesquite ES - Monthly Meter Readings	9/30/2018	Running	203290	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Mesquite ES A-1 Wall Ref Elec Heat Semi	9/30/2018	Running	203226	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Mesquite ES A-10 HP Rooftop Yearly	3/4/2018	Running	190678	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Mesquite ES A-16 Fan Exhaust Semiannual	9/30/2018	Running	203210	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
Mesquite ES A-2 Electric Heat Yearly	5/31/2018	Running	195948	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Mesquite ES A-9 Air Cooled Cond. Yearly	8/13/2018	Running	200080	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Mesquite ES B-2 Boiler Yearly	6/3/2018	Running	196146	Heating/Ventilation /A	6/3/2019	HVAC Equip. & Systems	Yearly
Mesquite ES C-11 Evap Coolers Yearly	2/28/2018	Running	190326	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Yearly
Mesquite ES Emer. Light Test: Annual	7/3/2018	Running	197551	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Mesquite ES Emer. Light Test: Monthly	9/30/2018	Running	203332	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Mesquite ES Exit Sign Insp: Monthly	9/30/2018	Running	203342	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Mesquite ES Exit Sign Test: Annual	7/3/2018	Running	197572	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Mesquite ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199408	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Mesquite ES Fire Suppression Insp.	5/6/2018	Running	194334	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Mesquite ES H-6 Rooftop Furnance Yearly	9/30/2018	Running	203180	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Mesquite ES Monthly FE Inspection	9/30/2018	Running	203314	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Mesquite ES R-9 Rad Hot Water 2 years	9/30/2018	Running	203164	Heating/Ventilation /A	10/5/2020	HVAC Equip. & Systems	Yearly
Mesquite ES Range Hood Cleaning	5/6/2018	Running	194362	Food Services	11/5/2018	Equipment	Monthly
Mesquite ES Roof Inspection	9/30/2018	Running	203249	Roof	1/7/2019	Roofing	Monthly

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Mesquite ES U-2 Unit Heater Gas Yearly	9/30/2018	Running	203182	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
North Valley ES - Fire Pump (Biweekly)	10/12/2018	Running	203973	Fire Protection	10/28/2018	Fire & Safety Systems	Daily
North Valley ES - Fire Pump Engine	9/30/2018	Running	203270	Fire Protection	1/7/2019	Fire & Safety Systems	Monthly
North Valley ES - Fire Pump Inspection	2/28/2018	Running	190354	Fire Protection	4/1/2019	Fire & Safety Systems	Yearly
North Valley ES - Fire Sprinkler Insp.	9/30/2018	Running	203279	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
North Valley ES - Grease Trap	11/5/2017	Running	184873	Food Services	11/5/2018	Plumbing Systems	Yearly
North Valley ES - Potable Water Tank	9/29/2018	Running	203158	Sewage/Water Treatm	3/31/2019	Plumbing Systems	Monthly
North Valley ES - Range Hood Cleaning	5/6/2018	Running	194446	Food Services	11/5/2018	Equipment	Monthly
North Valley ES A10 (Heat Pumps)(Yearly)	3/4/2018	Running	190709	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
North Valley ES A16 (Fan Exhst)(S.Ann.)	5/31/2018	Running	195931	Heating/Ventilation /A	12/1/2018	HVAC Equip. & Systems	Monthly
North Valley ES A2 (H/C Unit)(Yearly)	5/31/2018	Running	195932	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
North Valley ES A9 (A/C Cndsr)(Yearly)	8/13/2018	Running	200070	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
North Valley ES Emer Light Test: Monthly	9/30/2018	Running	203335	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
North Valley ES Exit Sign Insp: Monthly	9/30/2018	Running	203346	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
North Valley ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199409	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
North Valley ES Fire Suppression Insp.	5/6/2018	Running	194336	Food Services	11/5/2018	Fire & Safety Systems	Monthly
North Valley ES H11(E.Heat)(S.Annual)	6/3/2018	Running	196168	Heating/Ventilation /A	12/3/2018	HVAC Equip. & Systems	Monthly
North Valley ES H6 (Furnace)(Yearly)	9/30/2018	Running	203207	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
North Valley ES Monthly FE Inspection	9/30/2018	Running	203316	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
North Valley ES Playground Inspection	10/8/2018	Running	203618	Playground	11/13/2018	Site Improvements	Monthly
North Valley ES Roof Inspection	9/30/2018	Running	203267	Roof	1/7/2019	Roofing	Monthly
Northern Pre-K - Monthly Meter Readings	9/30/2018	Running	203289	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
Northern Pre-K A16(Fan Exhst)(S. Annual)	5/31/2018	Running	195929	Heating/Ventilation /A	12/1/2018	HVAC Equip. & Systems	Monthly
Northern Pre-K A2 (H/C Unit)(Yearly)	5/31/2018	Running	195930	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Northern Pre-K A9 (AC Condenser)(Yearly)	8/13/2018	Running	200069	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Northern Pre-K B2 (Boiler)(Yearly)	6/3/2018	Running	196166	Heating/Ventilation /A	6/3/2019	HVAC Equip. & Systems	Yearly
Northern Pre-K- Domestic Water Filter	7/3/2018	Running	197621	Sewage/Water Treatm	11/7/2018	Plumbing Systems	Monthly
Northern Pre-K Fire Ext. Insp. (Yearly)	8/6/2018	Running	199420	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Northern Prek H11(E.Heat)(S.Annual)	6/3/2018	Running	196167	Heating/Ventilation /A	12/3/2018	HVAC Equip. & Systems	Monthly
Northern Prek H6 (Furnace)(Yearly)	9/30/2018	Running	203206	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Northern Prek I4 (Fan Coil)(Yearly)	9/30/2018	Running	203205	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Northern Pre-K - Lift Station Inspection	9/30/2018	Running	203409	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
Northern Pre-K Playground Insp	10/8/2018	Running	203622	Playground	11/13/2018	Site Improvements	Monthly
Physical Plant - Clothes Dryer (Monthly)	9/30/2018	Running	203385	General Maintenance	11/5/2018	Equipment	Monthly
Physical Plant - Grease Trap (Custodial)	9/3/2018	Running	201552	Sewage/Water Treatm	3/4/2019	Plumbing Systems	Monthly

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Physical Plant - Maintenance Plan	9/27/2018	Running	203018	General Maintenance	9/27/2019	Site Preparation	Yearly
Physical Plant Backflow Inspection	3/4/2018	Running	190665	Plumbing	3/4/2019	Plumbing Systems	Yearly
Physical Plant FE Inspection	9/30/2018	Running	203321	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Physical Plant Fire Ext. Insp. (Yearly)	8/6/2018	Running	199419	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Physical Plant Roof Inspection	9/30/2018	Running	203237	Roof	1/7/2019	Roofing	Monthly
PPD - Forlift PM Service F-PPD-0716 (6m)		Running		General Maintenance	1/14/2019	Equipment	Monthly
PPD - Fueling Station Monthly Inspection	9/30/2018	Running	203400	General Maintenance	1/15/2018	Other Site Construction	Monthly
PPD - Quarterly Meeting	8/6/2018	Running	199400	General Maintenance	1/16/2018	Site Preparation	Monthly
PPD - Wastewater Sludge Sampling (6mths)	8/20/2018	Running	200546	Sewage/Water Treatm	2/19/2019	Plumbing Systems	Monthly
PPD Backhoe T-PPD-0520 Full Service -SP	2/5/2018	Running	189154	General Maintenance	11/6/2018	Equipment	Monthly
PPD Dist Backhoe 0526 - Full Service -SP	2/6/2018	Running	189235	General Maintenance	11/7/2018	Equipment	Monthly
PPD Fuel Station/Leak Detector (7) Yrly	2/28/2018	Running	190362	General Maintenance	3/1/2019	Other Site Construction	Yearly
PPD Fuel Station/Line Tightness Test D&H	2/28/2018	Running	190360	General Maintenance	3/1/2019	Other Site Construction	Yearly
PPD/GHS - WW Monthly Sampling	9/30/2018	Running	203293	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
PPD-FS Walk-In Freezer K-109A (Semi)	4/22/2018	Running	193485	Food Services	10/22/2018	HVAC Equip. & Systems	Monthly
PPD-FS Walk-In Refrigerator K-109 (Semi)	4/22/2018	Running	193486	Food Services	10/22/2018	HVAC Equip. & Systems	Monthly
PPD-MP-0143 DT PM Service - by SWP	9/30/2018	Running	203407	General Maintenance	4/1/2019	Equipment	Monthly
PPD-T-0524 Bobcat PM Service	2/14/2018	Running	189661	General Maintenance	2/15/2019	Equipment	Yearly
PPD-T-0525 PM (Excavator) - by SP	2/5/2018	Running	189155	General Maintenance	11/6/2018	Equipment	Monthly
PPD-T-0529 PM (Trencher) - by SP	8/6/2018	Running	199462	General Maintenance	2/4/2019	Equipment	Monthly
PPD-Warehouse A-16 Exhaust Fan (Semi)	4/30/2018	Running	193921	Heating/Ventilation /A	11/1/2018	HVAC Equip. & Systems	Monthly
PPD-Warehouse A-2 A/C Pkg Unit (Semi)	4/22/2018	Running	193487	Heating/Ventilation /A	10/22/2018	HVAC Equip. & Systems	Monthly
PPD-Warehouse C-11 Evap Coolers (Yrly)	2/28/2018	Running	190363	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Yearly
PPD-Warehouse U-2 Unit Heater Gas (Yrly)	10/19/2017	Running	183735	Heating/Ventilation /A	10/19/2018	HVAC Equip. & Systems	Yearly
QRTLY BDLG INSP REPORT (SP)	10/8/2018	Running	203595	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT	10/8/2018	Running	203604	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (AE)	10/8/2018	Running	203609	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (CE)	10/8/2018	Running	203605	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (CH)	10/8/2018	Running	203606	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (DP)	10/8/2018	Running	203611	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (DV)	10/8/2018	Running	203602	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (GAC)	10/8/2018	Running	203598	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (GES)	10/8/2018	Running	203599	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (GH)	10/8/2018	Running	203601	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (GM)	10/8/2018	Running	203587	Custodial	1/14/2019	Custodial	Monthly

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QRTLY BLDG INSP REPORT (LL)	10/8/2018	Running	203591	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (LM/PRE-K)	10/8/2018	Running	203589	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (LU)	10/8/2018	Running	203600	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (MQ)	10/8/2018	Running	203588	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (NV)	10/8/2018	Running	203610	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (RS)	10/8/2018	Running	203590	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (SR)	10/8/2018	Running	203596	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (STE)	10/8/2018	Running	203592	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (STH)	10/8/2018	Running	203593	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (STM)	10/8/2018	Running	203594	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORT (VE)	10/8/2018	Running	203597	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORTS (BE)	10/8/2018	Running	203608	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORTS (CM)	10/8/2018	Running	203607	Custodial	1/14/2019	Custodial	Monthly
QRTLY BLDG INSP REPORTS (DT)	10/8/2018	Running	203603	Custodial	1/14/2019	Custodial	Monthly
Qrly Bldg Inspection Report (YH)	10/8/2018	Running	203612	Custodial	1/14/2019	Custodial	Monthly
Riverside ES - Grease Trap	11/5/2017	Running	184870	Food Services	11/5/2018	Plumbing Systems	Yearly
Riverside ES A-10 HP Rooftop Yearly	3/4/2018	Running	190679	Heating/Ventilation /Ai	3/4/2019	HVAC Equip. & Systems	Yearly
Riverside ES A-13 A/C Wall Mount Yearly	4/1/2018	Running	192201	Heating/Ventilation /Ai	4/1/2019	HVAC Equip. & Systems	Yearly
Riverside ES A-16 Fan Exhaust Semiannual	8/31/2018	Running	201362	Heating/Ventilation /Ai	3/1/2019	HVAC Equip. & Systems	Monthly
Riverside ES A-2 Gas/Elec Unit Yearly	5/31/2018	Running	195958	Heating/Ventilation /Ai	6/1/2019	HVAC Equip. & Systems	Yearly
Riverside ES A-9 Air Cooled Cond Yearly	8/13/2018	Running	200041	Heating/Ventilation /Ai	8/12/2019	HVAC Equip. & Systems	Yearly
Riverside ES B-2 Boiler Hot Water Yearly	6/3/2018	Running	196162	Heating/Ventilation /Ai	6/3/2019	HVAC Equip. & Systems	Yearly
Riverside ES Backflow Inspection	3/4/2018	Running	190666	Plumbing	3/4/2019	Plumbing Systems	Yearly
Riverside ES Emer. Light Test: Annual	7/3/2018	Running	197552	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Riverside ES Emer. Light Test: Monthly	9/30/2018	Running	203334	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Riverside ES Exit Sign Insp: Monthly	9/30/2018	Running	203345	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Riverside ES Exit Sign Test: Annual	7/3/2018	Running	197573	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Riverside ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199410	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Riverside ES Fire Suppression Insp.	5/6/2018	Running	194335	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Riverside ES Monthly FE Inspection	9/30/2018	Running	203315	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Riverside ES Playground Insp	10/8/2018	Running	203614	Playground	11/13/2018	Site Improvements	Monthly
Riverside ES Range Hood Cleaning	5/6/2018	Running	194363	Food Services	11/5/2018	Equipment	Monthly
Riverside ES Roof Inspection	9/30/2018	Running	203250	Roof	1/7/2019	Roofing	Monthly
Riverside ES U-2 Unit Heater Gas Yearly	9/30/2018	Running	203183	Heating/Ventilation /Ai	10/7/2019	HVAC Equip. & Systems	Yearly
San Miguel ES - Lift Station Inspection	9/30/2018	Running	203403	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly

651 - PM Schedule Listing

PM Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
San Miguel ES - Grounds Service (Monthly)	10/4/2018	Running	203583	Grounds	11/1/2018	Site Preparation	Monthly
Santa Teresa ES - Grease Trap	11/5/2017	Running	184866	Food Services	11/5/2018	Plumbing Systems	Yearly
Santa Teresa ES A-10 HEAT PUMPS (ANN)	3/4/2018	Running	190680	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Santa Teresa ES A-2 Unitary H/C - Annual	7/3/2018	Running	197582	Heating/Ventilation /A/	7/1/2019	HVAC Equip. & Systems	Yearly
Santa Teresa ES A-9 Air-Cooled (Annual)	7/3/2018	Running	197581	Heating/Ventilation /A/	7/1/2019	HVAC Equip. & Systems	Yearly
Santa Teresa ES Backflow Inspection	3/4/2018	Running	190671	Plumbing	3/4/2019	Plumbing Systems	Yearly
Santa Teresa ES C-4 Quarterly MSS	9/3/2018	Running	201501	Heating/Ventilation /A/	12/3/2018	HVAC Equip. & Systems	Monthly
Santa Teresa ES - Clothes Dryer (Monthly)	9/30/2018	Running	203386	General Maintenance	11/5/2018	Equipment	Monthly
Santa Teresa ES Emer Light Test: Monthly	9/30/2018	Running	203336	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa ES Emer. Light Test: Annual	7/3/2018	Running	197553	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Santa Teresa ES Exit Sign Insp: Monthly	9/30/2018	Running	203347	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa ES Exit Sign Test: Annual	7/3/2018	Running	197574	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Santa Teresa ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199454	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Santa Teresa ES Fire Suppression Insp.	5/6/2018	Running	194337	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa ES Monthly FE Inspection	9/30/2018	Running	203302	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa ES Playground Insp	10/8/2018	Running	203615	Playground	11/13/2018	Site Improvements	Monthly
Santa Teresa ES Range Hood Cleaning	5/6/2018	Running	194364	Food Services	11/5/2018	Equipment	Monthly
Santa Teresa ES Roof Inspection	9/30/2018	Running	203253	Roof	1/7/2019	Roofing	Monthly
Santa Teresa ES A-16 Fan Exhaust (SemiA)	9/30/2018	Running	203221	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Santa Teresa ES C-11 Evap CSD (Yearly)	7/3/2018	Running	197595	Heating/Ventilation /A/	7/1/2019	HVAC Equip. & Systems	Yearly
Santa Teresa ES H6 Rooftop Fur (Yearly)	9/30/2018	Running	203169	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Santa Teresa ES-U2 Heat Gas (Yearly)	9/30/2018	Running	203170	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS - Acid Dilution Tank	10/4/2018	Running	203580	Plumbing	10/3/2019	Other Site Construction	Yearly
Santa Teresa HS - Emerg. Eyewash (Mthly)	9/30/2018	Running	203394	Plumbing	11/5/2018	Plumbing Systems	Monthly
Santa Teresa HS - Grease Trap	11/5/2017	Running	184868	Food Services	11/5/2018	Plumbing Systems	Yearly
Santa Teresa HS - Mower 0425 - Grounds	11/15/2017	Running	185359	General Maintenance	11/16/2018	Equipment	Yearly
Santa Teresa HS A-1 Wall Ref Unit (SM)	9/30/2018	Running	203229	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Santa Teresa HS A-11 Air Han Unit Yearly	7/9/2018	Running	197772	Heating/Ventilation /A/	7/8/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS A-16 Roof/Exh Semiannual	9/30/2018	Running	203217	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Santa Teresa HS A-2 H/C Units Yearly	5/31/2018	Running	195952	Heating/Ventilation /A/	6/1/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS A-4 Comp Air Semiannual	10/8/2018	Running	203586	Heating/Ventilation /A/	4/9/2019	HVAC Equip. & Systems	Monthly
Santa Teresa HS A-9 Air Cooled Yearly	8/13/2018	Running	200066	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS B-2 Boiler Yearly	6/3/2018	Running	196164	Heating/Ventilation /A/	6/3/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS Backflow Inspection	3/4/2018	Running	190669	Plumbing	3/4/2019	Plumbing Systems	Yearly
Santa Teresa HS Bleacher Inspection	9/30/2018	Running	203372	General Maintenance	11/5/2018	Equipment	Monthly

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PM Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
Santa Teresa HS C-11 Evap Coolers Yearly	2/28/2018	Running	190370	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS -Clothes Dryer (Monthly)	9/30/2018	Running	203387	General Maintenance	11/5/2018	Equipment	Monthly
Santa Teresa HS Emer Light Test: Monthly	9/30/2018	Running	203338	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa HS Emer. Light Test: Annual	7/3/2018	Running	197554	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Santa Teresa HS Exit Sign Insp: Monthly	9/30/2018	Running	203348	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa HS Exit Sign Test: Annual	7/3/2018	Running	197575	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Santa Teresa HS Fire Ext. Insp. (Yearly)	8/6/2018	Running	199418	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Santa Teresa HS Fire Sprinkler Insp.	9/30/2018	Running	203265	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Santa Teresa HS Fire Suppression Insp.	5/6/2018	Running	194338	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa HS H-6 Rflop Furn Yearly	9/30/2018	Running	203199	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS I-4 Fan Coil Unit Yearly	9/30/2018	Running	203200	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS March Chiller Insp.	3/4/2018	Running	190674	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS Monthly FE Inspection	9/30/2018	Running	203317	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa HS Qltry Chiller Inspection	9/30/2018	Running	203354	Heating/Ventilation /A/	10/18/2018	HVAC Equip. & Systems	Monthly
Santa Teresa HS Range Hood Cleaning	5/6/2018	Running	194365	Food Services	11/5/2018	Equipment	Monthly
Santa Teresa HS Roof Inspection	9/30/2018	Running	203251	Roof	1/7/2019	Roofing	Monthly
Santa Teresa HS U-2 Unit Ht Gas Yearly	9/30/2018	Running	203201	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Santa Teresa HS- UV-STHS-0518 PM Serv	5/6/2018	Running	194461	General Maintenance	11/5/2018	Equipment	Monthly
Santa Teresa HS-Grease Trap (Cul/Auto)	9/3/2018	Running	201551	Sewage/Water Treatm	3/4/2019	Plumbing Systems	Monthly
Santa Teresa MS - Grease Trap	11/5/2017	Running	184891	Food Services	11/5/2018	Plumbing Systems	Yearly
Santa Teresa MS - Mower 0416 - Grounds	11/15/2017	Running	185358	General Maintenance	11/16/2018	Equipment	Yearly
Santa Teresa MS - UV-STM-0517 PM Serv	6/5/2016	Running	154361	General Maintenance	11/5/2018	Equipment	Monthly
Santa Teresa MS A1(Wall Refr.E/H)(Semi)	9/30/2018	Running	203222	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Santa Teresa MS A10 (Heat Pump)(Yearly)	3/4/2018	Running	190696	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Santa Teresa MS A16 (Fan Exh.)(Monthly)	9/30/2018	Running	203208	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Santa Teresa MS- A-9 Air Cooled (Yearly)	8/13/2018	Running	200057	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
Santa Teresa MS Backflow Inspection	3/4/2018	Running	190670	Plumbing	3/4/2019	Plumbing Systems	Yearly
Santa Teresa MS Bleacher Inspection	9/30/2018	Running	203371	General Maintenance	11/5/2018	Equipment	Monthly
Santa Teresa MS C-11(Evap.Down)(Yearly)	8/6/2018	Running	199401	Heating/Ventilation /A/	8/5/2019	HVAC Equip. & Systems	Yearly
Santa Teresa MS -Clothes Dryer (Monthly)	9/30/2018	Running	203388	General Maintenance	11/5/2018	Equipment	Monthly
Santa Teresa MS Emer Light Test: Monthly	9/30/2018	Running	203340	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa MS Emer. Light Test: Annual	7/3/2018	Running	197555	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Santa Teresa MS Exit Sign Insp: Monthly	9/30/2018	Running	203349	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa MS Exit Sign Test: Annual	7/3/2018	Running	197577	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Santa Teresa MS Fire Ext. Insp. (Yearly)	8/6/2018	Running	199414	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly

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PM Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
Santa Teresa MS Fire Suppression Insp.	5/6/2018	Running	194339	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa MS H6(Roof Furnace)(Yearly)	12/31/2017	Running	187291	Heating/Ventilation /A	1/1/2019	HVAC Equip. & Systems	Yearly
Santa Teresa MS Monthly FE Inspection	9/30/2018	Running	203318	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Santa Teresa MS Range Hood Cleaning	5/6/2018	Running	194366	Food Services	11/5/2018	Equipment	Monthly
Santa Teresa MS Roof Inspection	9/30/2018	Running	203252	Roof	1/7/2019	Roofing	Monthly
Santa Teresa MS U2 (Heat Gas)(Yearly)	9/30/2018	Running	203171	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
SNP Complex - H11 (E.Heater)(S.Annual)	9/30/2018	Running	203230	Heating/Ventilation /A	4/1/2019	HVAC Equip. & Systems	Monthly
SNP Complex - Monthly Meter Readings	9/30/2018	Running	203297	Sewage/Water Treatm	11/1/2018	Plumbing Systems	Monthly
SNP Complex - Monthly Water Samples	9/30/2018	Running	203399	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
SNP Complex - Roof Inspection	9/30/2018	Running	203242	Roof	1/7/2019	Roofing	Monthly
SNP Complex - Water Filters	9/30/2018	Running	203288	Sewage/Water Treatm	12/1/2018	Plumbing Systems	Monthly
SNP Complex A2 (H/C Unit)(Yearly)	5/31/2018	Running	195946	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
SNP Complex Emer Light Test: Annual	7/3/2018	Running	197542	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
SNP Complex Exit Sign Test: Annual	7/3/2018	Running	197563	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Sunland Park ES - Grease Trap	11/5/2017	Running	184872	Food Services	11/5/2018	Plumbing Systems	Yearly
Sunland Park ES A-1 Wall Ref Semiannual	9/3/2018	Running	201502	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Monthly
Sunland Park ES A-10 HP Rooftop Yearly	3/4/2018	Running	190683	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Sunland Park ES A-16 Fan Exh Semiannual	8/31/2018	Running	201361	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Monthly
Sunland Park ES A-2 Split System Yearly	5/31/2018	Running	195947	Heating/Ventilation /A	6/1/2019	HVAC Equip. & Systems	Yearly
Sunland Park ES A-9 Air Cooled Yearly	8/13/2018	Running	200042	Heating/Ventilation /A	8/12/2019	HVAC Equip. & Systems	Yearly
Sunland Park ES B-2 Boiler Yearly	6/3/2018	Running	196148	Heating/Ventilation /A	6/3/2019	HVAC Equip. & Systems	Yearly
Sunland Park ES Backflow Inspection	3/4/2018	Running	190668	Plumbing	3/4/2019	Plumbing Systems	Yearly
Sunland Park ES C-11 Evap Coolers Yearly	2/28/2018	Running	190332	Heating/Ventilation /A	3/1/2019	HVAC Equip. & Systems	Yearly
Sunland Park ES Emer Light Test: Monthly	9/30/2018	Running	203341	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Sunland Park ES Emer. Light Test: Annual	7/3/2018	Running	197556	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Sunland Park ES Exit Sign Insp: Monthly	9/30/2018	Running	203350	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Sunland Park ES Exit Sign Test: Annual	7/3/2018	Running	197579	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Sunland Park ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199411	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Sunland Park ES Fire Suppression Insp.	5/6/2018	Running	194340	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Sunland Park ES Monthly FE Inspection	9/30/2018	Running	203319	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Sunland Park ES Playground Insp	10/8/2018	Running	203616	Playground	11/13/2018	Site Improvements	Monthly
Sunland Park ES Range Hood Cleaning	5/6/2018	Running	194367	Food Services	11/5/2018	Equipment	Monthly
Sunland Park ES Roof Inspection	9/30/2018	Running	203254	Roof	1/7/2019	Roofing	Monthly
Sunland Park ES U-2 Gas Heater Yearly	9/30/2018	Running	203184	Heating/Ventilation /A	10/7/2019	HVAC Equip. & Systems	Yearly
Sunrise ES - Clothes Dryer (Monthly)	9/30/2018	Running	203375	General Maintenance	11/5/2018	Equipment	Monthly

651 - PM Schedule Listing

PM Schedule Title	Date Generated	Status	Last WO ID	Craft	Next PM WO On	Classification	Recurrence Pattern
Sunrise ES - Grease Trap	11/5/2017	Running	184880	Food Services	11/5/2018	Plumbing Systems	Yearly
Sunrise ES - Lift Station Inspection	9/30/2018	Running	203405	Sewage/Water Treatment	11/5/2018	Plumbing Systems	Monthly
Sunrise ES A-1 Semiannual MCS	9/30/2018	Running	201505	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Monthly
Sunrise ES A10 (Heat Pumps)(Yearly)	3/4/2018	Running	190703	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Sunrise ES A-11 Quarterly ERV	9/30/2018	Running	201503	Heating/Ventilation /A/	12/3/2018	HVAC Equip. & Systems	Monthly
Sunrise ES A16 (Fan Exh.)(S. Annual)	9/30/2018	Running	203215	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Sunrise ES A2 (H/C Unit)(Yearly)	5/31/2018	Running	195950	Heating/Ventilation /A/	6/1/2019	HVAC Equip. & Systems	Yearly
Sunrise ES A-6 Quarterly PUG	9/30/2018	Running	201507	Heating/Ventilation /A/	12/3/2018	HVAC Equip. & Systems	Monthly
Sunrise ES A9 (A/C Condsr)(Yearly)	8/13/2018	Running	200064	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
Sunrise ES Backflow Inspection	3/4/2018	Running	190667	Plumbing	3/4/2019	Plumbing Systems	Yearly
Sunrise ES C-11 (Evap. Cooler)(Yearly)	2/28/2018	Running	190337	Heating/Ventilation /A/	3/1/2019	HVAC Equip. & Systems	Yearly
Sunrise ES C-4 Quarterly SS	9/30/2018	Running	201506	Heating/Ventilation /A/	12/3/2018	HVAC Equip. & Systems	Monthly
Sunrise ES C-6 Quarterly HP	9/30/2018	Running	201504	Heating/Ventilation /A/	12/3/2018	HVAC Equip. & Systems	Monthly
Sunrise ES Emer. Light Test: Annual	7/3/2018	Running	197557	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Sunrise ES Emer. Light Test: Monthly	9/30/2018	Running	203343	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Sunrise ES Exit Sign Insp: Monthly	9/30/2018	Running	203351	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Sunrise ES Exit Sign Test: Annual	7/3/2018	Running	197578	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Sunrise ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199412	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Sunrise ES Fire Suppression Insp.	5/6/2018	Running	194341	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Sunrise ES H6 (Furnace)(Yearly)	9/30/2018	Running	203191	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Sunrise ES Monthly FE Inspection	9/30/2018	Running	203303	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Sunrise ES Playground Insp	10/8/2018	Running	203621	Playground	11/13/2018	Site Improvements	Monthly
Sunrise ES Range Hood Cleaning	5/6/2018	Running	194368	Food Services	11/5/2018	Equipment	Monthly
Sunrise ES Roof Inspection	9/30/2018	Running	203256	Roof	1/7/2019	Roofing	Monthly
Sunrise ES U2 (Gas Heater)(Yearly)	9/30/2018	Running	203192	Heating/Ventilation /A/	10/7/2019	HVAC Equip. & Systems	Yearly
Support Services - Fire Ext Insp	7/31/2018	Running	198965	Fire Extinguishers	8/1/2019	Fire & Safety Systems	Yearly
Vado ES - Clothes Dryer (Monthly)	9/30/2018	Running	203373	General Maintenance	11/5/2018	Equipment	Monthly
Vado ES - Grease Trap	11/5/2017	Running	184875	Food Services	11/5/2018	Plumbing Systems	Yearly
Vado ES A-10 Heat Pump Yearly	3/4/2018	Running	190701	Heating/Ventilation /A/	3/4/2019	HVAC Equip. & Systems	Yearly
Vado ES A-16 - Fan Exhaust Semiannual	9/30/2018	Running	203214	Heating/Ventilation /A/	4/1/2019	HVAC Equip. & Systems	Monthly
Vado ES A-2 Package Unit Elec Yearly	5/31/2018	Running	195926	Heating/Ventilation /A/	6/1/2019	HVAC Equip. & Systems	Yearly
Vado ES A-9 Air Cooled Cond Yearly	8/13/2018	Running	200063	Heating/Ventilation /A/	8/12/2019	HVAC Equip. & Systems	Yearly
Vado ES Emer. Light Test: Annual	7/3/2018	Running	197558	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Vado ES Emer. Light Test: Monthly	9/30/2018	Running	203344	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly
Vado ES Exit Sign Insp: Monthly	9/30/2018	Running	203352	General Maintenance	11/5/2018	Fire & Safety Systems	Monthly

651 - PM Schedule Listing

PM Schedule Title	Date Generated	Status	Last W/O ID	Craft	Next PM W/O On	Classification	Recurrence Pattern
Vado ES Exit Sign Test: Annual	7/3/2018	Running	197576	Fire Protection	7/1/2019	Fire & Safety Systems	Yearly
Vado ES Fire Ext. Insp. (Yearly)	8/6/2018	Running	199413	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly
Vado ES Fire Suppression Insp.	5/6/2018	Running	194342	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Vado ES Monthly FE Inspection	9/30/2018	Running	203320	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Vado ES Playground Insp	10/8/2018	Running	203617	Playground	11/13/2018	Site Improvements	Monthly
Vado ES R-3 Ref. Unit Yearly	3/4/2018	Running	190702	Heating/Ventilation /A	3/4/2019	HVAC Equip. & Systems	Yearly
Vado ES Range Hood Cleaning	5/6/2018	Running	194369	Food Services	11/5/2018	Equipment	Monthly
Vado ES Roof Inspection	9/30/2018	Running	203257	Roof	1/7/2019	Roofing	Monthly
Yucca Heights ES - Clothes Dryer (M)	9/30/2018	Running	203410	General Maintenance	11/5/2018	Equipment	Monthly
Yucca Heights ES - Emer. Light (M)	9/30/2018	Running	203413	Fire Protection	11/5/2018	Fire & Safety Systems	Monthly
Yucca Heights ES - Exit Sign Insp Mly	9/30/2018	Running	203411	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Yucca Heights ES - FE Inspection (M)	9/30/2018	Running	203414	Fire Extinguishers	11/5/2018	Fire & Safety Systems	Monthly
Yucca Heights ES - Fire Pump Inspection	2/28/2018	Running	190368	Fire Protection	4/1/2019	Fire & Safety Systems	Yearly
Yucca Heights ES - Fire Sprinkler Insp.	9/30/2018	Running	203285	Fire Sprinkler System	1/7/2019	Fire & Safety Systems	Monthly
Yucca Heights ES - Fire Suppression Insp	5/6/2018	Running	194469	Food Services	11/5/2018	Fire & Safety Systems	Monthly
Yucca Heights ES - Grease Trap	11/5/2017	Running	184910	Food Services	11/5/2018	Plumbing Systems	Yearly
Yucca Heights ES - Playground Insp	10/8/2018	Running	203619	Playground	11/12/2018	Site Improvements	Monthly
Yucca Heights ES - Range Hood Cleaning	5/6/2018	Running	194471	Food Services	11/5/2018	Equipment	Monthly
Yucca Heights ES Roof Inspection	9/30/2018	Running	203286	Roof	1/7/2019	Roofing	Monthly
Yucca Heights ES- WW Recirculating Plant	9/30/2018	Running	203412	Sewage/Water Treatm	11/5/2018	Plumbing Systems	Monthly
Yucca Heights ES-Fire Ext. Insp (Yearly)	8/6/2018	Running	199470	Fire Extinguishers	8/5/2019	Fire & Safety Systems	Yearly



Track PM Cost by
Contracted Services

Attachment to
#6

PM Work Order ID 197488			Craft Fire Sprinkler System			Completion Date		
Description		Monthly - Berino ES Fire Sprinkler Insp. - Refer to PM schedule details.						
Location		Berino ES			Request Date		7/3/2018	
Building					Status		Work In Progress	
Area					Priority		Medium	
Area Number					Purpose Code		Preventive Maintenance	
Equip Item No.					Budget Code			
Equip. Desc					Requester		Margret Villalobos	
Assigned To		Vallejo, Albert			Requester Phone		575-882-6913	
Notes								
Labor		To Date:	h	Purchases			To Date:	\$0.00
Date	Name	Hrs	Date	PO	Description	Supplier	Qty	Cost Each
7-3	A. Vallejo	1		1819	01753	DIMAR		300 ⁰⁰
9-27	"	1						
			Inventory			To Date:	\$0.00	
			Date	Item No	Description		Qty	Pool
Action Taken		Complete						

Technician/Supervisor

9-27-18
Date

Confirmation/Accepted By

Date _____

1	<input type="checkbox"/>	Task: Contact Contractor to conduct Fire Sprinkler Inspection Procedures: Comments:
2	<input type="checkbox"/>	Task: Ensure that the inspections were conducted. Procedures: Comments:
3	<input type="checkbox"/>	Task: Enter cost of inspection against PM WO for this location once completed. Procedures: Comments:

PM Work Order ID 199412			Craft Fire Extinguishers			Completion Date					
Description		Yearly - Sunrise ES Fire Ext. Insp. (Yearly) - Refer to PM schedule details.									
Location		Sunrise ES		Request Date		8/6/2018					
Building				Status		Pending					
Area				Priority		Medium					
Area Number				Purpose Code		Preventive Maintenance					
Equip Item No.				Budget Code							
Equip. Desc				Requester		Margret Villalobos					
Assigned To		Vallejo, Albert		Requester Phone		575-882-6913					
Notes											
Labor		To Date:		h		Purchases		To Date:		\$0.00	
Date	Name	Hrs		Date	PO	Description	Supplier	Qty	Cost Each		
8-6	A. Vallejo	1			181900308	ASSURANCE (21)		1	\$ 5.00		
10-19	A. Vallejo	1									

Technician/Supervisor

www.schoolde.com MaintenanceDirect

10-19-18

Date _____

Felipe Gallegos

Confirmation/Acceptance

Confirmation/Accepted By

10-16-58

Date _____

Printed by Margret Villalobos

Equipment			
ID Description	Model # Serial #	Area Area # Building	Notes
FXS-SE-001 Fire Extinguishing System Dry		Kitchen Hood	NONE
FXT-SE-001 Fire Extinguisher	10#ABC AM505X	Main Entrance	INSP
FXT-SE-002 Fire Extinguisher	10#ABC AM505X	By Resource Room	INSP
FXT-SE-003 Fire Extinguisher	10#ABC AM505X	Exit By Room 310	INSP
FXT-SE-004 Fire Extinguisher	10#ABC AM505X	Exit By Room 309	INSP
FXT-SE-005 Fire Extinguisher	10#ABC AM505X	By Class Room 202	INSP
FXT-SE-006 Fire Extinguisher	10#ABC AM505X	Exit By Room 211	INSP
FXT-SE-007 Fire Extinguisher	10#ABC AM505X	Exit By Room 212	INSP
FXT-SE-008 Fire Extinguisher	10#ABC AM505X	By Testing Rm 100 Hall	INSP
FXT-SE-009 Fire Extinguisher	10#ABC AM505X	Exit By Room 108	INSP
FXT-SE-010 Fire Extinguisher	10#ABC AM505X	Exit By Room 107	INSP

10

FXT-SE-011 Fire Extinguisher	10# ABC Amoroso	Exit By Boys & Girls Rr	IWSP
FXT-SE-012 Fire Extinguisher	10# ABC Amoroso	Kitchen Exit	IWSP
FXT-SE-013 Fire Extinguisher	10# ABC Amoroso	Mgr Wall In Kitchen	IWSP
FXT-SE-014 Fire Extinguisher		Portable 10	NONE
FXT-SE-015 Fire Extinguisher		Portable 9	NONE
FXT-SE-016 Fire Extinguisher	10# ABC Amoroso	Portable 8	IWSP
FXT-SE-017 Fire Extinguisher	10# ABC KIDDE	Portable 7	IWSP
FXT-SE-018 Fire Extinguisher	10# ABC KIDDE	Portable 6	IWSP
FXT-SE-019 Fire Extinguisher	10# ABC KIDDE	Portable 5	IWSP
FXT-SE-020 Fire Extinguisher	10# ABC KIDDE	Portable 4	IWSP
FXT-SE-021 Fire Extinguisher	10# ABC KIDDE	Portable 3	IWSP
FXT-SE-022 Fire Extinguisher	10# ABC KIDDE	Portable 2	IWSP
FXT-SE-023 Fire Extinguisher	10# ABC KIDDE	Portable 1	IWSP

**Start-up
Procedures**

1. Hydrostatic testing of extinguishers requires experienced personnel and suitable testing equipment. It is recommended that this service be performed by a fire equipment company specializing in this type of service.
2. If the hydrostatic testing is to be accomplished on the premises, it should be limited only to non compressed gas type extinguishers (water base, dry-chemical, and dry-powder). Compressed gas extinguishers (Halon 1211 and 1301 and carbon dioxide) require special internal inspections and high test pressures.
3. Wheeled extinguisher testing is beyond the scope of this maintenance task. Utilize a fire equipment company if wheeled extinguishers are on the premises.
4. Discharge and discard extinguishers when the cost of new extinguishers is cheaper than the cost of extinguishing agent and a hydrostatic test.
5. Refer to National Fire Protection Association Standard No. 10, 'Portable Fire Extinguishers' for additional detailed information about hydrostatically testing extinguishers.
6. Fire extinguishers are to be hydrostatically tested in accordance with the following test interval (years):
 - Stored Pressure Water, Loaded Stream, or Antifreeze 5 Years
 - AFFF (Aqueous Film Forming Foam) 5 Years
 - FFFP (Film Forming Fluoroprotein Foam) 5 Years
 - Dry Chemical with stainless steel shells 5 Years
 - Carbon Dioxide 5 Years
 - Dry Chemical, Stored Pressure with mild steel shells, brazed brass shells, or aluminum shells 12 Years
 - Halon 1211 and 1301 12 Years
 - Dry Powder, Stored Pressure, Cartridge-or Cylinder-Operated, with mild steel shells 12 YearsIn addition, anytime an extinguisher shows evidence of physical injury or corrosion, and extinguishers with aluminum cylinders or shells are suspected of being exposed to temperatures in excess of 350°F., they are to be immediately discharged and hydrostatically tested.
7. Halon extinguishers requiring hydrostatic testing are to be returned to a fire equipment company so that the agent can be recovered.
8. Extinguishers that are required to be returned to the manufacturer for recharging, are to be hydrostatically tested by the manufacturer.

1	<input type="checkbox"/>	<p>Task: Destroy any cylinders or shells when: they have been repaired by soldering, welding, or brazing; the cylinder or shell threads are damaged; corrosion exists that has caused pitting; when burned in a fire; or a calcium chloride type of extinguishing agent was used in a stainless steel extinguisher.</p> <p>Procedures:</p> <p>Comments:</p>
2	<input type="checkbox"/>	<p>Task: Operate stored pressure and cartridge type extinguishers and check performance.</p> <p>Procedures:</p> <p>Comments:</p>
3	<input type="checkbox"/>	<p>Task: For dry chemical and dry powder extinguishers, dismantle and remove all traces of extinguishing agent from inside of shell and hose assembly.</p> <p>Procedures:</p> <p>Comments:</p>
4	<input type="checkbox"/>	<p>Task: For cartridge operated extinguishers, remove the cartridge and insert a suitable plug into shell opening.</p> <p>Procedures:</p> <p>Comments:</p>
5	<input type="checkbox"/>	<p>Task: Fill with water and connect to the test pump.</p> <p>Procedures:</p> <p>Comments:</p>
6	<input type="checkbox"/>	<p>Task: Secure shell in protective cage and apply proper test pressure. Pressure to be applied at a rate so that test pressure is reached within 30 seconds. Required test pressures are:</p> <p>Procedures:</p> <p>Type of Extinguisher Hydrostatic Test Pressure</p> <p>Carbon dioxide 5/3 the service pressure</p> <p>Stored pressure type Original factory test pressure, not to exceed three times the operating pressure</p> <p>Cartridge operated type Original factory test pressure</p> <p>Comments:</p>
7	<input type="checkbox"/>	<p>Task: Maintain test pressure for at least 30 seconds.</p> <p>Procedures:</p> <p>Comments:</p>

8	<input type="checkbox"/>	<p>Task: Observe shell and gauge for any distortion, leakage, or if the test pressure has dropped. Destroy shells that fail the test.</p> <p>Procedures:</p> <p>Comments:</p>
9	<input type="checkbox"/>	<p>Task: All dry chemical and dry powder extinguishers must have all traces of water removed from the shell.</p> <p>Procedures:</p> <p>Comments:</p>
10	<input type="checkbox"/>	<p>Task: For cartridge operated extinguishers, weigh the replacement cartridge to insure that it is the correct weight. Replace if less than correct weight.</p> <p>Procedures:</p> <p>Comments:</p>
11	<input type="checkbox"/>	<p>Task: Hose assemblies for non compressed gas type extinguishers are to be hydrostatically tested as follows:</p> <p>Procedures:</p> <ul style="list-style-type: none"> a. Remove discharge nozzle from the hose assembly without removal of any hose couplings. b. For dry chemical and dry powder types, remove all traces of extinguishing agent. c. Fill with water and connect to the test pump. d. Secure hose assembly in protective cage and apply proper test pressure of 300 psi or at service pressure whichever is higher. Pressure to be applied at a rate so that test pressure is reached within one minute. e. Maintain test pressure for at least one full minute. f. Observe hose for distortion or leakage, or if the test pressure has dropped, or if the couplings have moved. Destroy hose assemblies that fail the test. g. All dry chemical and dry powder extinguisher hose assemblies must have all traces of water removed from the hose. <p>Comments:</p>
12	<input type="checkbox"/>	<p>Task: Recharge extinguisher according to manufacturer's instructions. See tasks F-22 and F-22A.</p> <p>Procedures:</p> <p>Comments:</p>
13	<input type="checkbox"/>	<p>Task: Affix a label to the extinguisher shell by means of a heatless process that is self-destructive when removal is attempted. The label shall include the following information:</p> <p>Procedures:</p> <ul style="list-style-type: none"> a. Month and year the test performed, indicated by a perforation, such as by a hand punch. b. Name or Initials of person performing the test, or name of agency performing the test.

		Comments:
14	<input type="checkbox"/>	Task: Clean up and remove all debris from work area. Procedures: Comments:



Custodial Duties and Responsibilities

Policy 7.0

POLICY

It is the policy of the Gadsden Independent School District to establish custodial duties and responsibilities, aligned with the job description, in an effort to assist in the timely coordination and completion of the routine preventive maintenance necessary for a clean, sanitary and well-kept facility. The following duties and responsibilities for the district have been developed as a guideline to assist in the effective management of custodial staff. Due to special needs and requests of staff, special projects, it will be necessary to deviate from normal work schedules.

Note: This is an outline to assist in the timely coordination and completion of the routine preventive maintenance necessary for a clean, sanitary and well-kept work area. Due to special needs and requests of patients and staff, special projects, new admissions, discharges and terminal cleaning assignments of rooms, it will be necessary to deviate from normal work schedules.

PROCEDURES - GENERAL MAINTENANCE

DAILY

1. Unlock facility main entrance doors
2. Raise flag at 8:00 a.m. lower at sunset (If not lighted)
3. Remove snow and ice accumulations from sidewalks and entry areas
4. Sweep sidewalks and entryways.
5. Remove trash from lawn, shrubs, bushes, sidewalks, stairway & parking lots
6. Clean and mop restrooms and replenish supplies
7. Remove trash and sweep classrooms and other assigned areas inside facilities
8. Review work orders, prioritize, schedule and work
9. Ensure entry doors, windows and roof accesses are locked (Nightly)

WEEKLY

1. Ensure that all rubbish is removed from property
2. Sweep sidewalks, steps and gutters

MONTHLY

1. Verify that there is one spare month cleaning supplies on hand
2. Inspect all restroom, showers rooms and water closets



District Facilities and Equipment

Policy 8.0

POLICY

The Gadsden Independent School District shall maintain a current & accurate listing of all schools within the district.

PROCEDURE

The district shall maintain a current and accurate listing of all schools within the district and includes the following:

1. School Name and classification (elementary, junior, high etc.)
2. Site Location and address
3. Square footage and/or acreage of sites
4. Roof Systems and type identifying roof type and date of installation
5. Other
6. Other

Attachment:

Current Staffing 18-19

SITE	Total Sq.Ft	Total Acrg.	Cust.FTE	Cust/Work Load	Grnds FTE	Bldg Mech FTE	BM/Work Load
Alta Vista Early College	17,224		1	17,224			152,741*
Anthony Elementary	112,376	24.8	4	28,094		1	112,376
Berino Elementary	72,854	16	3	24,285		1	152,741*
Chaparral Elementary	71,379	29.33	3	23,793			150,057*
Chaparral High	237,706	77.144	8	39,618		1	153,340*
Chaparral Middle	85,704	20	4	21,426		1	150,057*
Desert Pride High	62,663	2.85	2	31,332			152,741*
Desert Trail Elementary	72,488	20	3	24,163			150,057*
Desert View Elementary	69,210	25	3	23,070		1	122,324*
G.A.C.	50,863	1	2	25,432			122,324*
Gadsden Elementary	62,045	15	3	20,682		1	62,045
Gadsden Middle	151,997	20.5	5	30,399		1	220,204*
Gadsden High	355,076	64.8	9	39,453		2	177,538
La Union Elementary	56,395	8.4	2.5	22,558			125,256*
Loma Linda Elementary	59,348	20	2.5	23,739		1	295,574*
Mesquite Elementary	68,012	13.38	2.5	27,205		1	68,012
North Valley Elementary	61,565	13	2.5	24,626		1	114,684*
Northern Pre-K (LM)	19,149	5.04	1	19,149			114,684*
PPD Support	0	0	6	0			
PPD Warehouse Complex	68,207		0	68,207			220,204*
Riverside Elementary	68,787	25	3	22,929		1	68,787
RTC	3,072	0					122,324*
San Miguel Elementary	33,970	9.9	0				114,684*
Santa Teresa Elementary	68,861	12.04	3	22,954		1	125,256*
Santa Teresa High	252,787	55.3	7	36,112		2	126,394
Santa Teresa Middle	121,503	43.24	4	30,376		1	122,324*
Sunland Park Elementary	57,355	25	2.5	22,942		1	57,355
Sunrise Elementary	68,973	19.98	3	22,991		1	153,340*
Vado Elementary	61,805	13.5	3	20,602		1	61,805
Yucca Heights Elementary	70,542		2	35,271		1	150,057*
Total	2,561,916	580	92.5	27,696		21	734,312
SNP Complex	15,202						

Grand total 2,577,118

1 Bldg Mechanic AVEC, BE, & DP

2 Bldg Mechanic (1) CMS (1) YHE

2 Bldg Mechanic (1) CHS (1) SRE

2 Bldg Mechanic (1) DVE (1) STM

1 Bldg Mechanic GMS, PPD

1 Bldg Mechanic LU, STE

1 Bldg Mechanic Northern Pre-K, NVE & SME

References:

PSFA:

NM State Statute

Original Date MM/YY
Review/Revision Date 10/16/2018
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	Planned Maintenance and Repair Projects	Policy 9.0
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POLICY

It is the policy of the Gadsden Independent School District to develop criteria, based upon the results of inventories and evaluation of their severity through the work order data collection and evaluation system and routine safety inspections, to implement a plan to develop and meet the needs of the districts planned maintenance and repair projects through the *Facility Information Management System (FIMS)*.

PROCEDURE

Through the maintenance departments data collection processes within the facility information management system, a list of major capital repair projects (structural or equipment) will be collected on an ongoing basis. The list will be reported to the district leadership for review no less than quarterly for the purposes of the development of a plan of correction to the identified variances.

As necessary, this list shall be integrated with the 5 Year Facility Master Plan

2 Attachments

**Construction Project Update
October 1, 2018**

Project Name:	Cost to date	% Comp.	Est. Comp. Date	Comments
<u>Anthony Pre-K Student / Parent Drop Off</u>		5%	November 2018	Work In Progress
100% District Contribution				
Bohannon Huston, Inc.	\$18,856.25			
Total	\$18,856.25			
<u>Chaparral High School Envelope Project</u>		81%	September 2018	Work in Progress
100% District Contribution				
AKS Architecture	\$45,923.41			
CES (ESA Construction)	\$536,181.36			
Plan b Nertworks, Inc	\$1,016.45			
Total	\$583,121.22			
<u>Desert Trail HVAC Systems Upgrade 2017</u>		5%	February 2019	Work In Progress
15% + 100% AA District Contribution/85% PSFA				
Las Cruces Sun News	\$80.31			
AKS Architecture	\$64,010.11			
BG BuildingWorks, Inc	\$11,228.04			
ESA Construction	\$727,127.63	Pending Signed Contract		
Total	\$802,446.09			
<u>Gadsden High School Boys Gym 2018-19</u>		5%	July 2019	Work In Progress
100% District Contribution				
AKS Architecture	\$187,922.19			
Sun City Analytical	\$6,164.82			
Total	\$194,087.01			
<u>La Mesa Pre-K Re-Roof 2017-18</u>		95%	May 2018	Work in Progress
100% District Contribution				
Nine Degrees Architecture & Design	\$29,228.24			
Sun City Analytical	\$2,497.95			

References:

PSFA:
NM State Statute

Original Date MM/YY
Review/Revision Date 10/25/2018
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**Construction Project Update
October 1, 2018**

*Southwest Hazard Control	\$8,753.51			
Smith Roofing	\$184,280.04			
Total	\$224,759.74			
Project Name:	Cost to date	% Comp.	Est. Comp. Date	Comments
<u>La Mesa Pre-K Renovation 2018-19</u>		1%	September 2019	Work In Progress
15% District Contribution/ 85% PSFA				
Total				
<u>Loma Linda HVAC Systems Upgrade 2017</u>		1%	February 2020	Work In Progress
15% + 100% AA District Contribution/85% PSFA				
ASA Architecture		Pending Signed Contract		
Total				
<u>On Track Pre-K Renovation 2018-19</u>		1%	September 2019	Work In Progress
15% District Contribution/ 85% PSFA				
Total				
<u>PPD Parking Lot Improvements 2017-18</u>		2%	June 2019	Work In Progress
100% District Contribution				
Bohannon Huston, Inc.	\$57,647.44			
Bohannon Huston, Inc.	\$2,707.82			
Caliper Construction	\$698,974.45			
Total	\$759,329.71			
<u>RS Original Bldg Metal Roof Replacement 2018-19</u>		1%		Work In Progress
100% District Contribution				
Total				

References:

PSFA:
NM State Statute

Original Date MM/YY
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**Construction Project Update
October 1, 2018**

<u>Santa Teresa Elem Re-Piping 2018-19</u>		1%		Work In Progress
100% District Contribution				
Project Name:	Cost to date	% Comp.	Est. Comp. Date	Comments
<u>STMS / Parent Drop Off</u>		1%	September 2019	Work In Progress
100% District Contribution				
Bohannon Huston, Inc.	<i>Pending Quote</i>			
Total				
<u>STHS Door & Hardware Upgrades 2017-18</u>		80%	September 2018	Work In Progress
100% District Contribution				
Nine Degrees	\$48,471.56			
GenCon General Contractors	\$377,649.94			
Total	\$426,121.50			
<u>STHS Science Labs 2017-18</u>		10%	July 2019	Work In Progress
100% District Contribution				
AK Architecture	\$140,809.47			
Sun City Analytical	\$10,735.32			
South West Hazard Control	\$27,964.71			
ESA Con	\$1,656,760.00			
CES (Team 1st Technology, LLC)	\$58,345.56			
Total	\$1,894,615.06			
<u>STHS Phase II HVAC</u>		91%	March 2018	Work In Progress
100% District Contribution				
AK Architecture	\$308,870.43			
Enoch Mechanical Construction	\$4,016,804.04			
*Sun City Analytical	\$700.00			
Azar VCR & TV Service	\$2,007.97			
Total	\$4,328,382.44			

References:

PSFA:
NM State Statute

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**Construction Project Update
October 1, 2018**

Project Name:	Cost to date	% Comp.	Est. Comp. Date	Comments
Alta Vista Early High School Remodeling		99%	October 2018	Need 11 Month Walk Through
AVECHS Wall Ball 2017-18		99%	June 2019	Need 11 Month Walk Through
GAC CRAC Project 2017-18		99%	November 2018	Need 11 Month Walk Through
Gadsden Middle School-SPED Classroom Reno		99%	October 2018	Need 11 Month Walk Through
Gadsden Middle School-HVAC Upgrade 2017-18		99%	July 2019	Need 11 Month Walk Through
Gadsden High School Field Replacement		99%	October 2018	Need 11 Month Walk Through
Gadsden High School Phase III Part IIII		99%	October 2018	Need 11 Month Walk Through
GHS Kitchen Warming 2017-18		99%	July 2019	Need 11 Month Walk Through
GHS Pathway Lighting Project 2017-18		99%	April 2019	Need 11 Month Walk Through
Old English at Gadsden High School		99%	June 2019	Need 11 Month Walk Through
New Gym at Chaparral High School		99%	April 2019	Need 11 Month Walk Through
Student Nutrition Program		99%	February 2019	Need 11 Month Walk Through
STMS Drainage/Arroyo Project 2017-18		99%	July 2019	Need 11 Month Walk Through
STHS ADA Parking Improvements 2017-18		99%	July 2019	Need 11 Month Walk Through
Support Services Building		99%	July 2019	Need 11 Month Walk Through
PPD Projects w/ Construction Funds (Status can be found on PPD Bond Report)				
Project Name:	Cost to date	% Comp.	Est. Comp. Date	Comments
<u>Prescott Road</u>		50%	TBD	Work In Progress
100% District Contribution				
Triple J Excavation	\$2,114.20			
Moe Surveying	\$478.41			
Total	\$2,114.20			

References:

PSFA:
NM State Statute

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<input type="checkbox"/> Supersedes all Previous	
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	Maintenance Staff Development	Policy 10.0
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POLICY

It is the policy of The Gadsden Independent School District to encourage the development of continued education and staff development for maintenance and custodial staff.

Building maintenance has become a sophisticated process with new equipment, advancement in technologies, automated controls, computer maintenance management software, improvements in products and materials and many others. As a result maintenance and custodial personnel are required to have advanced technical skills to maintain the electrical, mechanical and special systems in operation. To accomplish tasks associated with these building components a formal staff development path and training methods must be presented and selected individuals must attend courses for required continued education on the latest and evolving technical skills and trades.

PROCEDURE

Maintenance Staff Development

1. Maintenance and custodial staff will be required to attend courses and trainings that can enhance their skill sets.
2. Employees who are sent to training are expected to complete course work and integrate the information into their work routines and provide training to others.
3. At a minimum, all required safety training should be kept up to date (i.e. PPE, Asbestos, MSDS, and Blood borne pathogens...).
4. The Director of Physical Plant will be responsible for creating an annual calendar of events for general training and continued education and create a plan to meet the needs of the required training for skilled staff.
5. Records of training will be kept in an employee file.

Maintenance Staff Meetings

The district requires staff meetings for maintenance, grounds and custodial personnel to improve communication functions establish training and share best practice opportunities. Meetings will be coordinated by the maintenance director or designee on a monthly basis but no less than quarterly to provide updates on maintenance and operations functions to appropriate school sites.

An agenda and sign-in sheets will be provided at monthly meetings for appropriate documentation of attendees. Maintenance staff meeting locations should be alternated to allow for staff in rural areas to attend at least 2 meetings per year as appropriate. All meeting notes/minutes will be maintained in an annual data collection binder for review. Meeting results will be forwarded to the district's superintendent to for review.



Maintenance Safety Plan

Policy 11.0

Supervisor provides new employees orientation on safe work practices including:

- Blood Borne Pathogens
- Fire Safety Procedures
- Forklift Safety/Certification
- Lock Out / Tag Out
- Ladder Safety
- Personal Protective Equipment
- Right to Know / MSDS practices
- Specific Equipment Safety
- Other

Additional training specific to work practices or specific equipment is provided as needed.

All attendance to training is documented.

External Training	Date	Attendees	Location
NMWWA	Jan 22 - 25, 2018	Mario Apodaca Santos Chavez	Las Cruces, NM
Construction Seminars Journeymen	February 8-9, 2018	Jose Ontiveros	Las Cruces, NM
2018 NM Pipeline Safety Program	February 15, 2018	Carlos Castillo	Las Cruces, NM
PPD Yearly Training	July 23-25, 2018	PPD Personnel	Anthony, NM
Mandatory Security Training	August 3, 2018	PPD Personnel	District Wide STH & GHS
NM Environment Department	September 1, 2018	Mario Apodaca Lupe Ontiveros	Silver City, NM
PPD Yearly Make-up Training	October 1, 2018	PPD Personnel	Anthony, NM

References:

PSFA:
NM State Statute

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External Training	Date	Attendees	Location
Forklift Certification Training	October 10, 2018	Enrique Briones Danny Ruiz Danny Carrasco David Miranda Camilo Gonzalez Mark Rios Larry Martinez Rudy Castro	PPD Warehouse
Arc Flash NFPA 70E Electrical Safety	November 28-29, 2018	Santos Chavez Carlos Castillo Hector Tellez	El Paso, TX

References:

PSFA:
NM State Statute

Original Date	MM/YY
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<input type="checkbox"/> Supersedes all Previous	
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	Service Contract and Vendor Oversight	Policy 12.0
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POLICY

The Gadsden Independent School Districts may need to utilize an outside service vendor(s) to accomplish and/or supplement maintenance tasks or projects outside the scope of the maintenance & custodial staff qualifications. These include but are not limited to HVAC, Life Safety, Project Management (project, construction and architectural vendors).

OVERSIGHT OF CONTRACT SERVICES

Oversight for the Gadsden Independent School District Physical Plant Operations contract services is the responsibility of the Director of the Physical Plant and designated Supervisors. This task is dependent upon the assignment and attention required. At times consultants are hired to assist with installation of equipment or to provide an added level of professional integrity to a project.

ACCESS TO DISTRICT PROPERTY BY CONTRACT SERVICES

1. Gadsden Independent School District Physical Plant Operations Department is responsible for making arrangements with outside Maintenance Contractors/Service Providers requiring building access, and shall coordinate all work through the Department.
2. If necessary, the Physical Plant Operations Department Director or designee will assign keys or electronic access to areas that work is required.
3. All Contractors/Service Providers are to make contact with Maintenance Department prior to reporting to work at an assigned site. (Exceptions; ongoing services providers as determined by the Coordinator of Maintenance)
4. When service is required on a school day as a school site, the Contractor/Service Provider must sign in at the school office making their presence known to the principal and staff. Unless accompanied by Maintenance staff personnel.
5. Contractors providing contracted material will complete PM Work Order as necessary.
6. Contractors/Service Providers are not to smoke on school property
7. Contractors/Service Providers are not to eat in buildings
8. Contractor/Service Providers are to use adult only (not student) designated restrooms.



Track Work Order Cost by
Contracted Services

Attachment to
#12

Work Order ID		197854		Craft Concrete		Completion Date	
Description		Install concrete pad over filled pond at CMS					
Location		Chaparral MS		Request Date		7/10/2018	
Building				Status		Work In Progress	
Area				Priority		Medium	
Area Number				Purpose Code		Contract Services	
Equip Item No.				Budget Code			
Equip. Desc				Requester		Albert Vallejo	
Assigned To		Vallejo, Albert		Requester Phone		575-882-6907	
Notes							
Labor		To Date:		Purchases		To Date:	\$0.00
Date	Name	Hrs	Date	PO	Description	Supplier	Qty Cost Each
7-10	A. Vallejo	1		181900314	J & M		3067 ⁰⁰
7-11	"	1					
8-15	A. Vallejo	1					
8-16	"	1					
			Inventory		To Date: \$0.00		
			Date	Item No	Description	Qty	Pool
Action Taken		POND IS NOW A PATIO.					

	Facility Master Plan	Policy 13.0
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PURPOSE

New Mexico state law requires all school districts to have a current five-year facilities master plan as a prerequisite for eligibility to receive state capital outlay assistance (Section 22-24-5 NMSA 1978). The Facility Master Plan provides the district with a road map on how to address their facilities needs in order to best utilize their resources and the necessary funding and timetables for completing necessary projects. The FMP identifies the necessary projects needed to provide their students with a healthy learning environment. In addition, districts need to secure the approval of the director of the Public School Facilities Authority (PSFA) prior to the construction or letting of contracts for construction of any school facility or related school structure requiring a building permit (Senate Bill 450, 2006).

POLICY

The Gadsden Independent School District preventive maintenance plan shall be incorporated into the districts Facility Master Plan (FMP). The district's capital funding strategy includes major planned maintenance and repair projects. GISD shall develop both a comprehensive Facility Master Plan and a Preventive Maintenance Plan in order to be eligible for a capital outlay award.

PROCEDURE

1. The maintenance supervisor will maintain a detailed and prioritized list of capital replacement items and system components related to the facilities.
2. On a monthly / quarterly basis, the maintenance supervisor will submit a report of repair items exceeding the routine expenditure cap for repair and determine a capital cost for replacement.
3. This capital list will be reviewed, assigned a priority, approved, and integrated into the Facility Master Plan.

Methods of determining capital projects:

There are 2 recommended methods of determining projects as follows:

1. FIMS method
2. Physical Building Audits and data collection – Sample attached

Priorities 2016-2017	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2016/17 PSFA Rank	Notes
1	Chaparral HS Varsity Gym	\$ 5,000,000	\$ -	652	UC
2	Desert Pride Parking Lot	\$ 201,000	\$ -		UC
3	SpEd Restroom Upgrades	\$ 148,000	\$ -		UC
4	Gadsden HS Field Replacement	\$ 350,000	\$ -	352	UC
5	Santa Teresa HS Phase 2 HVAC	\$ 375,000	\$ -	292	UC
6	Roofing Projects	\$ 375,000	\$ -		UC
7	Gadsden HS Asbestos Abatement	\$ 43,000	\$ 287,770	352	UC
8	Alta Vista EC HS Remodeling	\$ 684,000	\$ -	722	UC
9	Portable Moving (Yucca)	\$ 375,000	\$ -		
10	Playground Upgrades	\$ 450,000	\$ -		
11	Security Systems, Electrical and HVAC Upgrades	\$ -	\$ -		
12	Mesquite Lift Station	\$ 500,000	\$ -		
13	Contingency	\$ 1,000,000	\$ -		
Subtotal		\$ 8,488,000	\$ 287,770		

Priorities 2017-2018	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2016/17 PSFA Rank	Notes
1	District Minor Construction Fund	\$ 1,750,000	\$ -		
2	Santa Teresa HS Phase 2 HVAC	\$ 4,000,000	\$ -	352	UC
3	District Accessibility Fund	\$ 500,000	\$ -		
4	Well and Wastewater Improvements	\$ 1,125,000	\$ -		
5	Roofing Projects - District Wide	\$ 2,125,000	\$ -		
6	Portable Contingency Fund	\$ -	\$ -		
7	Contingency	\$ -	\$ -		
Subtotal		\$ 9,500,000	\$ -		

Priorities 2018-2019	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2016/17 PSFA Rank	Notes
1	District Minor Construction Fund		\$ -		
2	Desert Trail ES HVAC Systems and Controls		\$ -	124	*2
3	Loma Linda ES HVAC Systems and Controls		\$ -	203	*2
4	District Accessibility Fund		\$ -		
5	Well and Wastewater Improvements		\$ -		
6	Roofing Projects - District Wide		\$ -		
7	Portable Contingency Fund		\$ -		
8	Security Systems, Electrical and HVAC Upgrades		\$ -		
9	Contingency		\$ -		
Estimated Subtotal		\$ 10,500,000	\$ -		

Priorities 2019-2020	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2016/17 PSFA Rank	Notes
1	District Minor Construction Fund		\$ -		
2	Chaparral MS HVAC Systems and Controls		\$ -	44	*2
3	La Union ES HVAC Systems and Controls		\$ -	189	*2
4	District Accessibility Fund		\$ -		
5	Well and Wastewater Improvements		\$ -		
6	Roofing Projects - District Wide		\$ -		
7	Portable Contingency Fund		\$ -		
8	Security Systems, Electrical and HVAC Upgrades		\$ -		
9	Contingency		\$ -		
Estimated Subtotal		\$ 10,500,000	\$ -		


Need Based*4	Projects for Facility Capital Program	Estimated ADF *1	State Matching	2016 PSFA Rank	Notes
Annual	District minor construction fund	\$ 1,895,000	\$ -	N/A	
Annual	District accessibility fund	\$ 4,350,000	\$ -	N/A	
Annual	Portable contingency fund	\$ 875,000	\$ -	N/A	
Highest Need	Roofing projects- district wide	\$ 1,500,000	\$ -	N/A	*2
Highest Need	Well and wastewater improvements	\$ 2,168,000	\$ -	N/A	
Highest Need	Security systems upgrades, electrical upgrades and HVAC upgrades. Package with consideration for cause and effect issues and most efficient use of funds	\$ 684,000	\$ -	N/A	*2
As Needed	Contingency = 5% of program	\$ 450,000	\$ -		
Subtotal		\$ 500,000	\$ -		
Total relating to GDS 2014		\$ 850,000	\$ -		

References:

PSFA: Components and Guidance Document
NM State Statute: Section 22-24-5 NMSA 1978


Original Date MM/YY
Review/Revision Date 10/19/2018
☐ Supersedes all Previous

Approved: _____ Date __/__/__

	Facility Safety Assessments	Policy 14.0
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Inspection of schools for environmental on safety hazards are conducted on a daily basis by Custodial and Maintenance Staff at site.

- Any hazards identified are immediately corrected if within the area of expertise
Or request is forwarded to appropriate individual and addressed using defined priorities.
- All work will be documented in the Facility Information Management System.
- Some monthly inspections are on PM schedules.
 - Emergency Light Inspection
 - Exit Light Inspection
 - Fire Extinguisher Inspection
 - Playground Inspection

	Maintaining Equipment Records	Policy 15.0
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PURPOSE

Equipment records are a vital component in the development of and the continued operation of the districts preventive maintenance program. Developing and maintaining accurate records informs maintenance personnel of the equipment within their facilities, what areas they serve and the required preventive maintenance tasks necessary to maintain them in a reliable and quality manner. In addition it informs them of the importance of the attached individual components that may need maintenance and developing strategies for replacement parts and preventive maintenance tasks.

It can also provide data that may lead to the detection of significant trends; for example, if a number of items in the same building suffer similar electrical problems, there may be an associated problem with the building electrical distribution system.

Accurate Equipment records are necessary to begin any preventive maintenance program.

Accurate equipment records simplify making cost benefit analysis of maintenance activities. Through effective record keeping on equipment preventive maintenance tasks the districts can determine costs on preventive maintenance, equipment parts and the useful life replacement time periods and effectively budget for replacement through the capital process as needed.

POLICY

It is the policy of the Gadsden Independent School District that all facility equipment (HVAC, Playground equipment, life safety systems, etc.) that is to be maintained by the districts personnel or their designees will be re-inventoried and documented in the Facility Information Management System on an annual basis or as equipment is replaced or added to the facilities resulting from projects and/or emergency replacements. This process should include documenting equipment specifications to include but not limited to the following items: make, model, serial numbers, warranties, service contracts, recommended preventive maintenance tasks, spare parts needed to maintain the equipment, initial and replacement cost projections. The FIMS administrator and the facilities director/manager are responsible for executing this policy.

PROCEDURE:

The following is a procedure for updating records and replacement of equipment utilizing the FIMS / School Dude data base.

Procedures for updating records and replacement of equipment:

When an equipment item is installed or replaced it should be documented in the district's FIMS account. This can occur in either the Maintenance Direct (MD) or Preventative Maintenance Direct (PMD) modules of the *SchoolDude* software. The specifics of the new piece of equipment should be entered and the records of any removed items should be documented as "*removed from service*". A basic outline of record keeping policy is as follows:

- The equipment manufacturer's O&M Manuals should be obtained and filed by the district rep and provided to the FIMS Administrator for data entry
- An equipment number is assigned in FIMS using the following format:
 - Description-Location-integer
 - PSSS-EPES-007 translates to:
 - PSSS = Play Structure Swing Set
 - EPES = Eastern Plains Elementary School
 - 007 = Unit number 7

If an equipment item is replaced with the same type, the same number can be re-used but the letter "R" which stands for Replacement should be added to the end of the Equipment Record number (PSSS-EPES-007-R) in the FIMS system.

For added equipment, the same description and location code should be used, but the number should be changed with no two numbers alike for the same type and location of equipment. Each equipment number must be unique.

- Enter as much information in FIMS about the installed item as possible; i.e., location, model and serial number, installation date, warranty information, life expectancy, etc. When available and as applicable, replacement part details can be added, such as filter and belt sizes, etc.
- Written manufacturer's information about the equipment should be filed
- Existing PM schedules can continue to be used for replaced equipment of the same type, but new PM schedules should be developed for new types of equipment.
- PM Schedules should be developed and activated for the new equipment
- Replaced equipment should be removed from service in the FIMS Equipment Record, and any PM Schedules deactivated. In the equipment records of MD or PMD follow this outline to deactivate equipment:
 - Click On Equipment under Information and Analysis
 - Find Equipment record to be deactivated
 - In the Add/Update Page for that equipment record type a date in the Date removed box.
- Failed equipment should be disposed of properly in accordance to school policy.

Note: Please provide a form for each piece of equipment removed.

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	MM/YY
<input type="checkbox"/> Supersedes all Previous	

Approved: _____ Date ____/____/____

Data Sheet
New Equipment Installation Form

Note: Please provide a form for each piece of equipment removed.

New Equipment Installation:

Tag#: _____

Site: _____

Bldg Name: _____

Room #: _____

Date: _____

Work Order #: _____

Technician: _____

New Equipment Type: _____

Model #: _____

Serial #: _____

Energy Source: Gas (BTU Input): _____

Electrical: Volts: _____ Amps: _____

Water: _____ (GPM)

Removed Equipment:

Tag#: _____

Equipment Type: _____

Model #: _____

Serial #: _____

Energy Source: Gas (BTU Input): _____

Electrical: Volts: _____ Amps: _____

Water: _____ (GPM)

Comments: _____

References:

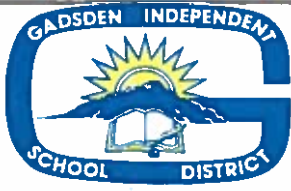
PSFA:
NM State Statute

Original Date MM/YY

Review/Revision Date MM/YY

☐ Supersedes all Previous

Approved: _____ Date ____/____/____



Maintaining Equipment Records

Attachment to
#15

#15 Maintaining Equipment Records

GADSDEN INDEPENDENT SCHOOLS

Date Created: 7/25/2018 10:13AM

Page 1 of 1
Printed on: 7/25/2018

Work Order ID 198651		Craft Heating/Ventilation /Air		Completion Date	
Description		a/c to trainers office not working			
Location		Santa Teresa HS		Request Date 7/25/2018	
Building				Status Work In Progress	
Area				Priority Medium	
Area Number				Purpose Code HVAC/Indoor Air Quality	
Equip Item No.				Budget Code	
Equip. Desc				Requester Carlos Hernandez	
Assigned To		Hernandez, Guillermo		Requester Phone	
Notes					

Labor	To Date:	h	Purchases	To Date:	\$0.00
--------------	-----------------	----------	------------------	-----------------	---------------

Date	Name	Hrs	Date	PO	Description	Supplier	Qty	Cost Each
7/30/18	Guillermo	1.5			HC-00757		1	✓
8/8/18	Guillermo	2.5			HC-00758		1	✓
8/9/18	Guillermo	1			EL-00053		1	✓
8/11/18	Guillermo	5.5			EL-00064		1	✓
9/11/18	Carlos H.	4.5			HC-00276		1	✓
9/11/18	Marin H.	4.5			EL-00037		1	✓
9/12/18	Guillermo	7			EL-00083		1	✓
9/12/18	Carlos H.	6			BS-00041		1	✓

Inventory	To Date:	\$0.00
------------------	-----------------	---------------

Date	Item No	Description	Qty	Pool
9/13/18	Guillermo	1.5		
	EL-00003		8	TS
	EL-00004		8	TS
	BL-00009		1	TS
	BL-00011		1	TS
	EL-00037		1	TS
	HC-00275		1	TS
	PO	181900764 Weather's welding	1	467.00

Action Taken	Checked A/C, ordered and replaced with a new A/C.
---------------------	---

 9/13/18
 Technician/Supervisor Date

Confirmation/Accepted By

Date

✓ mkl
9/17/18

Data Sheet
New Equipment Installation Form

Note: Please provide a form for each piece of equipment removed.

New Equipment Installation

Tag#: AERO-STHS-049

Site: STH

Bldg Name: Gym

Room #: Training Room

Date: 9/14/18

Work Order #: 198651

Technician: Guillermo

New Equipment Type: Aerocool

Model #: 1S500

Serial #: 2669696

Energy Source:

Gas (BTU Input): _____

Electrical: Volts: 120 Amps: _____

Water: _____ (GPM)

Removed Equipment

Tag#: MCS-STHS-028

Equipment Type: Master Cool

Model #: SAS-100

Serial #: SC68302

Energy Source:

Gas (BTU Input): _____

Electrical: Volts: 120 Amps: _____

Water: _____ (GPM)

Comments:

Removed master cool and
replaced it with a Aerocool

STH - New Equipment Installation

Item Number	Model Number	Date Placed in Service	Warranty Date	Notes
Description	Serial Number	Removed from Service	Days until Expiration	
Location	Manufacturer	Supplier	Last Reading	
Tag Number	Area Description	Area Number	Reading Measureme	
AERO-STHS-049	IS500	9/14/2018		Removed MCS-STHS-028 and replaced with Aerocool
Evaporative Cooler Side	2669696		0.0000	
Santa Teresa HS	Aerocool	Gym Dressing Room Roof		

9/17/2018 1:26:13 PM

Page 1 of 1

9/17/18

Memo.

Please tag & return when complete.

Thank
MayaCompleted
Bullard

9/20/18

PM Work Order Schedule - Quarterly Round Table Meeting

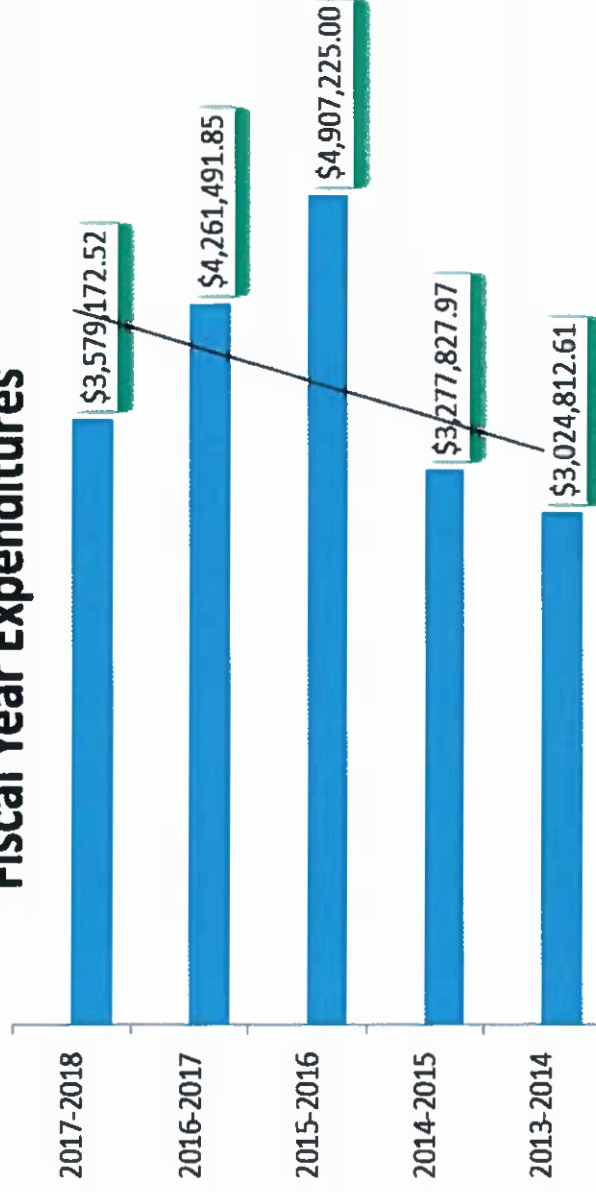
Monthly - PPD - Quarterly Meeting - Refer to PM schedule details.				
199400	Complete	8/6/2018	Margret Villalobos	Villalobos, Margret
	Review and discuss 4th Qtr. costs and FY End Totals.	8/16/2018	General Maintenance	Physical Plant Complex
	J. Herrera J. Carbajal A. Vallejo M. Villalobos	Medium		

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	10/19/2018
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Approved: _____	Date ____/____/____

Gadsden ISD Fiscal Year Expenditures



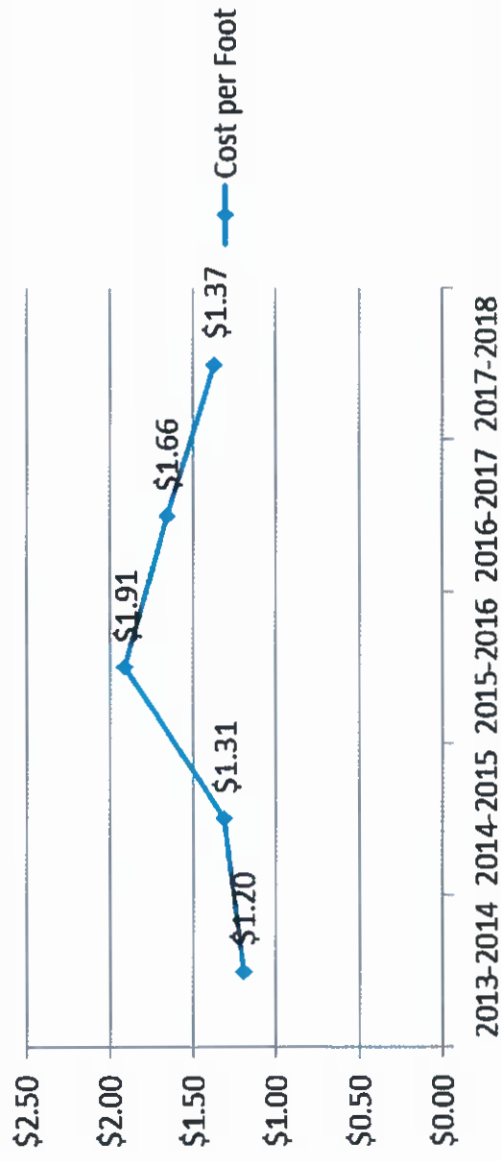
References:

PSFA:
NM State Statute

Original Date MM/YY
Review/Revision Date 10/19/2018
☐ Supersedes all Previous

Approved: _____ Date: ____/____/____

Gadsden ISD Fiscal Year Cost per Sq Foot



References:
PSFA:
NM State Statute

Original Date MM/YY
Review/Revision Date 10/19/2018
☐ Supersedes all Previous

Approved: _____ Date ____/____/____



Document Labor & Material Cost
On Completed Work Orders

Attachment to
#16

Action Taken	Replaced faucet and water supplies, Also caulked around sink.
--------------	---

10-18-18
Date

Date _____



Track Work Order Backlog

Attachment to
#16

INTER-DEPARTMENT MEMO

✓ 8/20/18

To: All Maintenance Personnel

From: Albert A. Vallejo, Coordinator of Physical Plant/mkv

Date: July 26, 2018

Re: Work Orders In Progress Report (older than 60days)

Attached is a report on Work Orders In Progress. Please review the report and identify work orders as **Complete** (if complete indicate hours and date on report), if work orders are **Pending** or **Void**, provide an explanation for either. It is very important that you turn in your work orders as soon as they are completed to avoid backlog.

Please return this report by **August 15, 2018** to update the Schooldude database. If you should have any questions, please call the Maintenance Office.

cc: Margret K. Villalobos, Maintenance Specialist

Work Orders Older (60days) Report

All Dates Selected. Order By Assigned Employee, Status, Location

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

Assigned Employee: Romero, Joaquin

194946	Work In Progress				5/15/2018		72		\$0.00
--------	------------------	--	--	--	-----------	--	----	--	--------

Romero, Joaquin

5/15/2018 9:44:39 AM

North Valley ES

Need to replace exhaust fan motor in class room 201. replacing it with a used one that works from inventory.

DONE 5-15-2018
1.5 Hours

Joaquin Romero

172168 Work In Progress

4/5/2017

477

\$196.76

Romero, Joaquin

4/5/2017 9:49:35 AM

Northern On-Track Pre-K (LM)

request to paint our playground structure with UV Paint please. Please contact Albert For details.

Asp report 2/13/18, pending summer project

Brian Pacheco

WAITING FOR MATERIAL
(PENDING)

184016 Work In Progress Exterior

10/24/2017

275

\$570.16

Romero, Joaquin

10/24/2017 11:50:12

Northern On-Track Pre-K (LM)

Main Building

Request Maintenance by Joaquin Romero @ NVERepaint front entrance and trim blue. Paint is chipping away and faded.

Asp report 2/13/18, pending summer project

Viola Ramos


DONE 8-9-18-19.5 Hours

Count: 3 Work Orders

Avg. Age of WO's 275

Total for Romero, Joaquin

0 \$766.92

	Energy Management Plan	Policy 17.0
--	------------------------	-------------

Detailed Energy Policy and Implementation Plan for GISD.

This program is designed to reduce energy and natural resource consumption by a minimum of 10%. Implementation and success of this Resource Conservation Plan is a joint responsibility of administrators, teachers, students, and the community. Cooperation of each of us is essential for success. This plan calls for a people-oriented approach to resource management based on the following considerations:

- Every employee and student is expected to contribute to the District's efforts to conserve energy and natural resources. Every person will be expected to be an "energy saver" as well as an "energy consumer."
- All unnecessary lighting in unoccupied areas must be turned off. Teachers and Custodians are asked to turn on lights only in the areas in which they are working. All lights will be turned off when teachers and students leave school. Custodians will turn on lights only in the immediate area in which they are working. Safety lighting will be held to the minimum level necessary for safe passage.
- Computers, copy machines, and all other office equipment are expected to be used at their most efficient level.
- The Custodian at each school or building will be responsible for complete and total shutdown of the facility when students are not present. A checklist of items to consider will be available.
- A school closure of two or more days will be viewed as an "energy conservation opportunity". The Custodian will be responsible for the complete and total shutdown of the school building when closed for weekends, and during extended vacation (winter break and spring break). A checklist of items to consider will be available.
- Heating and cooling levels guidelines are established as listed below.

Guidelines for Operating Lighting Equipment

- 1) Lights in classrooms should not be turned on unless definitely needed. In classrooms with lighting levels, the light can be adjusted to the task. Teachers are asked to make certain that lights are off when leaving the classroom, **even for a short period of time.**
- 2) Gymnasiums and multi-purpose rooms and cafeteria lights should not be left on unless they are being utilized, or going to be used within 15 minutes. High intensity discharge lighting (HID) will have to be considered on a per school basis.
- 3) All outside lights should be turned off during daylight hours. (Adjust time clocks and check dusk dawn sensors).
- 4) Hallway and "commons" lighting should be turned off at the end of the instructional day.
- 5) Night Custodians should turn lights on only in their work area.

Guidelines for Operation of Heating, Ventilating and Air Conditioning (HVAC) Systems

General Guidelines:

- 1) HVAC systems should always be operated in the most economical and efficient way possible and only for the amount time required to provide the required climate for a specific activity. In the Fall, heating equipment will be ready to be turned on by October 1st. All air conditioning will be turned off by November 1st. In the Spring, cooling equipment will be serviced and ready to be turned on April 1st. All heating equipment will be turned off by May 1st.
- 2) Custodians and the energy management systems technician should monitor weather reports. It is their responsibility to make adjustments to the HVAC control system time clocks and the district energy management system to compensate for changes in the weather, i.e., boilers and fans should start later when weather is warmer and earlier when weather is cold and windy. This adjustment is not required in buildings that have automatic optimization time control systems.
- 3) When the temperature is expected to change significantly over a weekend, clocks and the EMS should be adjusted to provide proper temperatures on Monday morning. This adjustment is not required in buildings that have automatic optimization time control systems.
- 4) Every opportunity to decrease HVAC system operating times should be considered by the Custodian and the systems technician. For example, the heating system requirements should be reduced on days of early dismissal, cancelled school, inclement weather days, and cancelled games and activities.
- 5) If below-freezing weather is predicted or occurs over a weekend, holiday or vacation period, the Custodian and the energy systems technician are responsible to verify that adequate minimal night low limit heating is being maintained to protect the building and contents.

School Days:

- 1) On regular school days, the HVAC system time clocks should be adjusted to provide the following temperatures from the time of teaching staff occupancy to the time of last class dismissal in the majority of classrooms in the buildings. Temperatures are measured four feet above floor level on either the wall opposite the heating unit or in the center of the room.

Classrooms (grades 4-12) 70-73 degrees F.
Classrooms (grades K-3) 70-73 degrees F.
Gymnasiums & Locker Rooms 70-73 degrees F.
Offices 70-73 degrees F.
School Shops 70-73 degrees F.
Halls 70-73 degrees F.
Kitchens & Cafeterias 68-72 degrees F.

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	10/25/2018
<input type="checkbox"/> Supersedes all Previous	

Approved: _____ Date ____/____/____

- 2) Acceptable temperature deviation from set point is plus or minus 2 degrees F.
- 3) It is understood that Schools that were built before the year 2000 cannot control the balance of heat as well as the newer facilities. The temperatures stated shall be used as a guide.
- 4) Air-conditioned spaces shall not be cooled below 75 degrees.
- 5) After class or activity hours, all areas should be set back to a target night low limit setting of 60 degrees F. Outside night low limit sensors should be set so as to provide an inside night low limit temperature of not more than 60 degrees F.
- 6) Close doors and windows during the winter and summer months.
- 7) Window blinds/drapes are to be closed at the end of each day.

School Vacation Days (Winter, Spring, Summer), Weekends and Holidays:

- 1) On vacation days, weekends and holidays when school is not in session, the entire building shall be operated on a target night low limit setting of 60 degrees F.
- 2) On workdays when school is not in session, the entire building shall be operated on a target night low limit setting of 60 degrees F. Outside night low limits sensors should be set so as to provide an inside night low limit temperature of not more than 60 degrees F. Variations for working staff comfort can be made via over-ride controls for specific zones and lengths of time, with temperature not to exceed 64 degrees F.
- 3) If offices are occupied by regularly assigned staff, zoning shall be used in lieu of operating the central heat plant. Maximum thermostat settings for zoned areas shall be the same as school day operation.
- 4) Normal heat and ventilation may be provided for scheduled activities and athletic contests. If possible, only the area of the activity should be heated and ventilated, and temperature maximums shall be the same as a regular school day.
- 5) All other energy uses must be approved in advance by the school administration in coordination with the Executive Director for Energy Management and Construction.

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	10/25/2018
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Approved: _____	Date ____/____/____

Guidelines for the Operation of Domestic Hot Water Heaters

School Days:

- 1) Thermostats for hot water heaters will be set so water temperature at all sinks will not exceed 110 degrees F.
- 2) Thermostats for hot water heaters that service kitchens will be set at 180 degrees F.
- 3) When available, time clocks will be set to provide for maximum efficiency.

Weekends and School Vacation Days:

- 1) Hot water heaters will be set on vacation setback.

Personal Equipment:

Personal equipment such as refrigerators, microwaves, space heaters ext. should be kept to a minimum. Understandably staff need to keep lunch cold and or heat up lunches. Thus schools have teachers lounges for this to occur. Due to the fact that not every staff member has easy access to the lounge for a variety of reasons, the following is the plan. In coordination with administration at each site staff will minimize the number of personal refrigerators and microwaves at each campus. As a rule of thumb the maximum number of personal refrigerators and microwaves at each campus should be one per grade level or one or two per building in the larger schools. Administration has the authority to make adjustments for student and staff health needs.

Reviewed and updated October 17, 2018

References:

PSFA:
NM State Statute

Original Date	MM/YY
Review/Revision Date	10/25/2018
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Approved: _____ Date ____/____/____

	Grounds Keeping Maintenance Plan	Policy 18.0
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POLICY

It is the policy of the Gadsden Independent School District to establish duties and responsibilities aligned with the Groundsmen job description. In effort to assist in the timely coordination and completion of routine preventive maintenance necessary for well kept facility. The following duties and responsibilities have been developed as a guideline to assist in the effective management of the Grounds Department.

Note: Due to special needs and request from staff and special projects, it will be necessary to deviate from normal work schedules.

PROCEDURES – GENERAL MAINTENANCE

DAILY

1. Check equipment (blowers, weed eater, mower, etc.) fluid levels and perform PM necessary before operating
2. Check areas watered over-night for proper operation and signs of leaks
3. Remove trash from landscape area including- shrubs, bushes, sidewalks and parking lots

WEEKLY

1. Cut grass (in Winter Season this is bi-weekly)
2. Use weed eater or apply herbicide in areas inaccessible to mower
3. Line or groom Athletic Fields for sport in season
4. Check supply inventory and place order for necessary items

MONTHLY

1. Check irrigation system and timers

21504.1810

 Architectural Research Consultants, Incorporated