

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Alta Vista ECHS									
285726					8/21/2023		23		\$290.00
Medium	Work In Progress	P7 & P5		8/21/2023 11:31:20 AM					
Tellez, Hector	Please replace 3 balusters in P7 & 1 in P5.								
Melanie Beegle									
284365					8/2/2023		42		\$0.00
Medium	Work In Progress	P20		8/2/2023 5:14:00 PM					
Ambriz, Jose	The new AC unit in P20 is not cooling the room adequately.								
Melanie Beegle									
283616					7/24/2023		51		\$0.00
Medium	Work In Progress	P20		7/24/2023 4:57:38 PM					
Ambriz, Jose	P20 is not cooling. Can we please have a portable AC unit until the AC is fixed.								
Melanie Beegle									
284555					8/4/2023		40		\$0.00
Medium	Work In Progress	P19		8/4/2023 4:08:50 PM					
Hernandez, Carlos	Please patch the hole in wall where the door to the connecting classroom punched through the sheetrock. Please place a door stop so that the door does not damage the wall again.								
Melanie Beegle									
286217					8/29/2023		15		\$0.00
Medium	Work In Progress	P7		8/29/2023 1:11:31 PM					
Hernandez, Carlos	Please assemble 3 additional new lunch tables.								
Melanie Beegle									
286395					8/31/2023		13		\$0.00
Medium	Work In Progress	P13		8/31/2023 3:31:23 PM					
Hernandez, Carlos	Please fix the flooring where the rolled linoleum has a bubble in it. The portable has an inner door that catches and scrapes against it making it hard to open.								
Melanie Beegle									
284860					8/7/2023		37		\$0.00
Medium	Work In Progress			8/7/2023 4:33:40 PM					
Villalobos, Margret	Mice in Chemistry lab P11.				EM Gloria 8/8/23				
Melanie Beegle									

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Assigned To		Description				Action Taken			
Requester Name									
Location:		Alta Vista ECHS							
284197					8/1/2023		43		\$0.00
Medium	Work In Progress	P7			8/1/2023 9:48:31 AM				
Lara, Ralph		One of our teacher's keys does not open P7 which is supposed to be a universal lock allowing all teachers access.							
Melanie Beegle									
285168					8/11/2023		33		\$0.00
Medium	Work In Progress	P14			8/11/2023 11:11:23 AM				
Lara, Ralph		Please adjust the door to P14 to automatically close and lock.							
Melanie Beegle									
Count: 9 Work Orders		Avg. Age of WO's		33	Total for Alta Vista ECHS			0	\$290.00

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Anthony - On Track Pre-K (Village)									
284063		Restroom			7/31/2023		44		\$0.00
Medium	Work In Progress	outside restroom			7/31/2023 9:19:48 AM				
Ambriz, Jose		Please install A/C unit in the student's outside restroom. Any questions please contact David Soriano							
Michelle Soto									
285548		Exterior			8/17/2023		27		\$0.00
Medium	Work In Progress	outside water			8/17/2023 10:41:05 AM				
Ontiveros, Joe		Please repair broken shut-off valve next to water fountain							
Michelle Soto									
285478		Classroom			8/16/2023		28		\$0.00
Medium	Work In Progress	108			8/16/2023 11:01:08 AM				
Ontiveros, Joe		The faucet in the classroom is leaking, Rm.108. If you have any questions please contact David Soriano							
Michelle Soto									
Count: 3 Work Orders			Avg. Age of WO's	33		Total for Anthony - On Track Pre-K (Village)	0		\$0.00

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Anthony ES									
286378					8/31/2023		13		\$0.00
Medium	Work In Progress				8/31/2023 1:49:54 PM				
Ontiveros, Joe		Please check boy's urinal it has been out of service for a while, please check							
Jessica Lopez									
286313	Main Building	Office			8/30/2023		14		\$860.98
Medium	Work In Progress	entrance lobby			8/30/2023 4:04:42 PM				
Ambriz, Jose		Need to installed a 1 ton ductless in office entrance lobby.							
Jose Ambriz									
286278					8/30/2023		14		\$0.00
Medium	Work In Progress	front office			8/30/2023 10:15:55 AM				
Hernandez, Carlos		Please assemble and hang parent mailbox by the parent waiting room (see office staff) thank you							
Jessica Lopez									
285952					8/24/2023		20		\$0.00
Medium	Work In Progress				8/24/2023 10:57:54 AM				
Hernandez, Carlos		As per Ms. Lopez-principal please remove planter by kinder area (see Ms. Lopez for more information) thank you							
Jessica Lopez									
285700					8/21/2023		23		\$0.00
Medium	Work In Progress				8/21/2023 9:27:39 AM				
Hernandez, Carlos		Landscaping around the school is needed thank you							
Jessica Lopez									
285960					8/24/2023		20		\$0.00
Medium	Work In Progress				8/24/2023 11:56:04 AM				
Ruiz, Danny		As per Ms. Lopez-principal please re-tint windows in the cafeteria and tint all the windows by the main entrance (please see her for more information) thank you							
Jessica Lopez									
Count: 6 Work Orders			Avg. Age of WO's	17			Total for Anthony ES	0	\$860.98

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Berino ES									
285990	Main Building	Classroom			8/24/2023		20		\$0.00
Medium	Work In Progress	135			8/24/2023 3:44:40 PM				
Lara, Ralph		bathroom classroom door is getting stuck							
Michelle Guerra									
285177	Main Building	Parking Lot			8/11/2023		33		\$206.27
Medium	Work In Progress	Front of school			8/11/2023 12:31:46 PM				
Hernandez, Guillermo		Install mailbox in the front of school				reroute to memo			
Michelle Guerra									
284208	Main Building	Classroom			8/1/2023		43		\$0.00
Medium	Work In Progress	127			8/1/2023 10:31:23 AM				
Ambriz, Jose		One of the panel from the ceiling is broken and needs to be replaced				reroute to hvac missing vent cover			
Michelle Guerra									
284783	Main Building	Classroom			8/7/2023		37		\$0.00
Medium	Work In Progress	134			8/7/2023 9:17:49 AM				
Ontiveros, Joe		the handle to the restroom broke							
Michelle Guerra									
Count: 4 Work Orders				Avg. Age of WO's	33		Total for Berino ES	0	\$206.27

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Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken				
Assigned To	Description									
Requester Name										
Location: Chaparral ES										
285150	Main Building	Classroom			8/11/2023		33		\$0.00	
Medium	Work In Progress	Teachers			8/11/2023 7:31:00 AM					
		Two of the electrical plugs are not working. It is the one connected to the microwave and the ice maker.								
		Thank you!								
		Micaela								
Micaela Paniagua										
283686	Main Building	Restroom (Girls)			7/25/2023		50		\$0.00	
Medium	Work In Progress	bathroom 122			7/25/2023 11:21:52 AM					
Vargas, Juan		Could you please put a latch on the ladies bathroom 122, it sometimes opens when locked								
		Thank you!								
		Micaela								
Micaela Paniagua										
285746					8/21/2023		23		\$49.99	
Medium	Work In Progress	315			8/21/2023 2:17:46 PM					
Vargas, Juan		Please send a technician to CES room 315 The suspension hardware can be purchased through Grainger								
		ITEM NEEDED: Shackle: Bolt /Cotter/Nut Pin, 13,000lb Working load limit in Wd Between Eyes								
		Item #: 54JK45								
		Mfr. Model# 9-W3								
		Please note I have attached a picture of the item that is in question. Same way I attached to the first work order.								
Susie Ramos Lara										
283578	Main Building	Classroom			7/24/2023		51		\$0.00	
Medium	Work In Progress	324			7/24/2023 2:19:23 PM					
Lara, Ralph		We need a key made for the cabinet in room 324. We've never had a key								
Micaela Paniagua										
283783					7/26/2023		49		\$0.00	
Medium	Work In Progress				7/26/2023 10:15:56 AM					
Lara, Ralph		Need two locks for new gates in CE								
Juan Vargas										
Count: 5 Work Orders			Avg. Age of WO's		41		Total for Chaparral ES		0	\$49.99

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date				
Assigned To		Description				Action Taken				
Requester Name										
Location: Chaparral High - Pre-K										
284956					8/8/2023		36		\$0.00	
Medium	Work In Progress				8/8/2023 6:27:09 PM					
Ontiveros, Joe		Prek Playground hose faucet is leaking when closed and custodial room faucets have low water pressure. Thank you!								
Nathalie Urbina										
Count: 1 Work Orders		Avg. Age of WO's	36	Total for Chaparral High - Pre-K			0	\$0.00		

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
284430	C-Wing	Custodial			8/3/2023		41		\$0.00
Medium	Work In Progress				8/3/2023 3:00:54 PM				
Ontiveros, Joe		C wing custodial closet the water comes out of the connection on the water house.				Forward. To plumbing			
Christina Nares									
283462		Lift Station			7/20/2023		55		\$0.00
Medium	Work In Progress				7/20/2023 11:44:09 AM				
Ontiveros, Joe		Install water spigot at the concession stand lift station							
Clarissa De Leon									
283391					7/19/2023		5	2	\$50.00
Medium	Work In Progress				7/19/2023 2:26:21 PM	7/24/2023			
Ontiveros, Joe		G SANDOVAL CONSTRUCTION Michael Hernandez (575) 524-6878				done			
		Installing community portable. See area marked in white paint NW area on W side of large existing structure behind school facility.							
Guillermo Hernandez									
284427	B-Wing	Custodial			8/3/2023		41		\$0.00
Medium	Work In Progress				8/3/2023 2:55:34 PM				
Ontiveros, Joe		If you can please check the water pressure, in the B wing custodial closet, the water splashes out when you close it.				Fowared to plumbing			
Christina Nares									
286115	Field House	Athletic Field			8/28/2023		16		\$13.12
Medium	Work In Progress	Field house			8/28/2023 10:52:31 AM				
Flores, Antonio		Please replace burnt light bulbs around field house and concession stand. Please see Mr. Martinez for the details.							
Eli Barrios									
285368	Field House	Football Field			8/15/2023		29		\$0.00
Medium	Work In Progress	Football field			8/15/2023 9:49:49 AM				
		One of the electrical outlet box is dangling from the school board. Please see Mr. Martinez as it is a safety issue for students.							
Eli Barrios									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
285369	Field House	Gym			8/15/2023		29		\$0.00
Medium	Work In Progress	auxillary gym			8/15/2023 9:53:36 AM				
		Gym lights would not turn off. Remind lite all day. Please see Mr. Martinez for further details.							
Eli Barrios									
284078	Q-Wing	Classroom			7/31/2023		44		\$0.00
Medium	Work In Progress	Q-4			7/31/2023 9:39:43 AM				
		Can we replace the lights in the welding booths to LED'S? (Jose Soria, Q-4)							
Eli Barrios									
283819	C-Wing	Classroom			7/26/2023		6		\$0.00
Medium	Work In Progress	C-7			7/26/2023 2:27:54 PM	8/1/2023			
Vargas, Juan		Rekey filing cabinet due to missing key. (Emily Williams, C-7)				Forward. To lock Smith			
Eli Barrios									
286361					8/31/2023		13		\$0.00
Medium	Work In Progress				8/31/2023 12:07:34 PM				
Vargas, Juan		Need replaced ceiling tiles on main hallway							
Juan Vargas									
285278	A-Wing	Hallway/Corridor			8/14/2023		30		\$0.00
Medium	Work In Progress	Main corridor			8/14/2023 10:49:39 AM				
Ambriz, Jose		Air conditioning is not working. (Ms. Lopez)							
Eli Barrios									
284364	F-Wing	Classroom			8/2/2023		42		\$73.37
Medium	Work In Progress	F-Sped			8/2/2023 3:57:22 PM				
Ambriz, Jose		The classroom is very hot. No air conditioner.(Ms. Lopez, F-Sped)							
Eli Barrios									
284790	R-Wing	Classroom			8/7/2023		37		\$375.00
Medium	Work In Progress	R5			8/7/2023 10:19:47 AM				
Ambriz, Jose		Sercond Cooler/ refrigerator is not working. (Ms. V. Garcia, R5)				Forward. To Joe ambriz			
Mireya Meza									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
284207	B-Wing				8/1/2023		43		\$0.00
Medium	Work In Progress	Nurse			8/1/2023 10:25:05 AM				
Ambriz, Jose		Air conditioner is not working. (Nurse office, Laura Smith)							
Eli Barrios									
285515	Field House	Athletic Field			8/16/2023		28		\$852.00
Medium	Work In Progress	press box			8/16/2023 4:32:44 PM				
Ambriz, Jose		Need two portable fans for press box at football field due to no air conditioner.. will need them for entire football/Soccer season. Please see Mr. Martinez for further details..				Forward. To HVAC department			
Eli Barrios									
284788	Field House	Athletic Field			8/7/2023		37		\$0.00
Medium	Work In Progress	Baseball field			8/7/2023 9:52:49 AM				
Duenas, Jose		Baseball Field needs a flag pole and pitching mound needs dirt. (coach Soria)							
Mireya Meza									
284404	D-Wing	Classroom			8/3/2023		41		\$0.00
Medium	Work In Progress	D-7			8/3/2023 11:23:53 AM				
Ambriz, Jose		Air conditioning not working.(Joel King ,D-7)							
Eli Barrios									
284418	Q-Wing	Office			8/3/2023		41		\$0.00
Medium	Work In Progress	Q-3			8/3/2023 2:17:13 PM				
Ambriz, Jose		Air conditioning is not working. (Ms. Zavala, Q-3)							
Eli Barrios									
282863					7/3/2023		72		\$0.00
Medium	Work In Progress				7/3/2023 10:42:17 AM				
Lara, Ralph		Weight Room - door is not locking properly. Asp Norma Badillo, Custodian she will install a chain/padlock to secure until Rafa gets back.							
Margret Villalobos									
284202	B-Wing	Classroom			8/1/2023		43		\$0.00
Medium	Work In Progress	B storage			8/1/2023 10:04:05 AM				
Lara, Ralph		Please make 2 copies of key #CH2 for new speech therapist and one for lock box. (Mireya Meza)							
Mireya Meza									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
285194	H-Wing	Auditorium			8/11/2023		33		\$0.00
Medium	Work In Progress	Main building &			8/11/2023 2:57:23 PM				
Lara, Ralph		Please make me 5 copies of key CH86. (Mireya Meza)							
Mireya Meza									
286220	R-Wing	Classroom			8/29/2023		15		\$0.00
Medium	Work In Progress	R-4			8/29/2023 1:39:10 PM				
Lara, Ralph		Bathroom door lock in room does not lock/unlock from the outside with the key. (Renne Logsdon)							
Eli Barrios									
286344	B-Wing	Computer Lab			8/31/2023		13		\$0.00
Medium	Work In Progress	B-Computer lab			8/31/2023 8:27:15 AM				
Lara, Ralph		the old nursing file cabinet opened (by the locksmith). And then we want the locksmith to dispose of the file cabinet. Cabinet is located in B computer Lab. (Ms. Lopez)							
Eli Barrios									
285992	B-Wing	Storage			8/24/2023		20		\$0.00
Medium	Work In Progress	B-storage room			8/24/2023 3:50:10 PM				
Lara, Ralph		Please remove core to nurse's file cabinet that is in the B-storage room. (Ms. Lopez)							
Eli Barrios									
286046		Gym			8/25/2023		19		\$0.00
Medium	Work In Progress	auxillary gym			8/25/2023 2:01:37 PM				
Villalobos, Margret		Flying ants infestation. Coming inside the Auxillary Gym. (Christina Nares, auxillary gym.				8/25/23 Approved and EM Gloria			
Eli Barrios									
285378	C-Wing	Hallway/Corridor			8/15/2023		29		\$0.00
Medium	Work In Progress	C-WING / D-			8/15/2023 11:12:09 AM				
,		The following doors are not activated when fire alarm is engaged. Magnetic system is failing. Please see Mr. Martinez for detail information on safety issue.							
Eli Barrios									
285550	B-Wing	Classroom			8/17/2023		27		\$0.00
Medium	Work In Progress	Nurse Room			8/17/2023 10:42:55 AM				
,		The outside and inside door for the nurse room has to push very hard to be able to open.(Lisa Crawford)Nurse room							
Eli Barrios									

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
284209	Q-Wing	Hallway/Corridor			8/1/2023		43		\$0.00
Medium	Work In Progress	Q East Door			8/1/2023 10:39:04 AM				
		East door on Q building is not locking properly. Put key in to unlock and was open. (Jala Zavala, Bldg. Q East Door)							
Eli Barrios									
284500		Gym			8/4/2023		40		\$0.00
Medium	Work In Progress	Locker Room			8/4/2023 10:50:10 AM				
		Need to change the core on the inside of the door. My key does not fit that core. (Gilbet Rojas, Gym Locker Room)							
Eli Barrios									
285027	G-Wing	Classroom			8/9/2023		35		\$0.00
Medium	Work In Progress	Work room			8/9/2023 3:24:24 PM				
	Villalobos, Margret	There are ants all over the microwave in G hall. (Ms. Montelongo, work room at end of G wing)							
Mireya Meza									
286085	Field House	Athletic Field			8/28/2023		16		\$0.00
Medium	Work In Progress	Home side			8/28/2023 8:03:17 AM				
	Villalobos, Margret	Please spray for bees and ants on home side football bleachers. The ants are on the north side of the bleachers and bees are on the south side of the bleachers. (Victoria Lopez)				EM 8/29/23			
Mireya Meza									
Count: 31 Work Orders		Avg. Age of WO's		32	Total for Chaparral HS			2	\$1,363.49

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral MS									
284154	Main Building	Classroom			8/1/2023		43		\$0.00
Medium	Work In Progress	teachers lounge			8/1/2023 7:55:36 AM				
Villalobos, Margret		SPRAY FOR ANTS IN TEACHERS LOUNGE				EM 8/1/23			
Maria Garcia									
286291					8/30/2023		14		\$0.00
Medium	Work In Progress				8/30/2023 12:33:39 PM				
Lara, Ralph		Need tree locks for metal Morgan store							
Juan Vargas									
285731	Main Building	Football Field			8/21/2023		23		\$1,480.00
Medium	Work In Progress	football field			8/21/2023 11:59:46 AM				
Vasquez, Jose		reline football field for game on saturday 8/26/2023							
Maria Garcia									
284904		Classroom			8/8/2023		36		\$6,624.84
Medium	Work In Progress	special lead			8/8/2023 10:27:14 AM				
Ambriz, Jose		Need to installed a 1 1.5 ductless.							
Jose Ambriz									
283839					7/26/2023		49		\$217.44
Medium	Work In Progress				7/26/2023 3:38:44 PM				
Flores, Antonio		Room 205 need check outlets							
Juan Vargas									
Count: 5 Work Orders			Avg. Age of WO's	33		Total for Chaparral MS	0	\$8,322.28	

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Desert Pride HS							
286112		Gym			8/28/2023		16		\$0.00
Medium	Work In Progress				8/28/2023 10:44:13 AM				
Pacheco, Hector		Buenos dias en el GYM el agua huele muy mal en los baños, lavabos y closet podrian ayudarme con esto							
Rocio Gutierrez									
283728		Restroom			7/25/2023		50		\$0.00
Medium	Work In Progress	Staff Restroom			7/25/2023 2:55:52 PM				
Lara, Ralph		Having problems opening the door with the master.							
Maria Carbajal									
Count: 2 Work Orders		Avg. Age of WO's		33	Total for Desert Pride HS			0	\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert Trail ES									
285158		Parking Lot			8/11/2023		33		\$0.00
Medium	Work In Progress				8/11/2023 9:17:18 AM				
Lara, Ralph		Por favor necesito que remplasen 2 candados del gate del parking lot estoy teniendo problemas para abrirlos gracias							
Laura Sandoval									
285209	Main Building	Restroom			8/11/2023		33		\$0.00
Medium	Work In Progress	2nd grade hall			8/11/2023 3:56:33 PM				
Lara, Ralph		2nd grade hall woman's restroom doesn't lock when they unlock to go in but once in won't lock.							
Elizabeth Hernandez									
285210	Main Building	Classroom			8/11/2023		33		\$0.00
Medium	Work In Progress	205			8/11/2023 4:00:23 PM				
Lara, Ralph		In room 205 teacher is having trouble unlocking door.							
Elizabeth Hernandez									
284337	Main Building	Classroom			8/2/2023		42		\$0.00
Medium	Work In Progress	403			8/2/2023 12:01:03 PM				
Lara, Ralph		In portable 403 door is jamming doesn't close all the way.							
Elizabeth Hernandez									
283354					7/19/2023		56		\$0.00
Medium	Work In Progress				7/19/2023 9:07:21 AM				
Lara, Ralph		Key gets stuck when trying to open or lock door.							
Elizabeth Hernandez									
285691	Main Building	Classroom			8/21/2023		23		\$0.00
Medium	Work In Progress	202			8/21/2023 8:59:01 AM				
Lara, Ralph		In room 202 we are having trouble unlocking and locking door with key. It's really hard to turn key.							
Elizabeth Hernandez									
286035	Main Building	Classroom			8/25/2023		19		\$0.00
Medium	Work In Progress	whole building			8/25/2023 12:52:30 PM				
Villalobos, Margret		We need treatment in the whole building due to ants inside all classrooms and hallways.							
Elizabeth Hernandez									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert Trail ES									
286036	Main Building	Classroom			8/25/2023		19		\$0.00
Medium	Work In Progress	204-A, 204-B			8/25/2023 12:56:46 PM				
Villalobos, Margret Treatment needed in rooms 204-A, 204-B, found live snake in classroom.									
Elizabeth Hernandez									
286038	Main Building	Classroom			8/25/2023		19		\$0.00
Medium	Work In Progress	403			8/25/2023 12:58:30 PM				
Villalobos, Margret Treatment needed due to a lot of mosquitos in classroom.									
Elizabeth Hernandez									
284892	Main Building	Athletic Field			8/8/2023		36		\$0.00
Medium	Work In Progress	athletic field			8/8/2023 9:36:57 AM				
Villalobos, Margret Treatment is needed due to mosquitos on field during physical education, recess and when EC students onside.									
Elizabeth Hernandez									
285497	Main Building	Classroom			8/16/2023		28		\$0.00
Medium	Work In Progress	304			8/16/2023 2:07:17 PM				
Villalobos, Margret Treatment needed in room 304 dur to ants everywhere. EM S									
Elizabeth Hernandez									
285498	Main Building	Classroom			8/16/2023		28		\$0.00
Medium	Work In Progress	416			8/16/2023 2:21:01 PM				
Villalobos, Margret In portable their having trouble with ants. EM S									
Elizabeth Hernandez									
285499	Main Building	Classroom			8/16/2023		28		\$0.00
Medium	Work In Progress	109			8/16/2023 2:22:50 PM				
Ontiveros, Joe The top for tank to toilet was broken, needs to be replaced.									
Elizabeth Hernandez									
286090		Kitchen			8/28/2023		16		\$0.00
High	Work In Progress				8/28/2023 8:14:17 AM				
Ontiveros, Joe Hand sink is leaking (rusted water lines)									
Dino Facio									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To	Description		Action Taken						
Requester Name									
Location:		Desert Trail ES							
284920					8/8/2023		36		\$33.64
Medium	Work In Progress				8/8/2023 12:40:14 PM				
Ontiveros, Joe	En el pasillo 100 pusieron fuentes de agua nueva y dejaron un tubo que esta liquiando por favor de revisarla gracias								
Laura Sandoval									
Count: 15 Work Orders		Avg. Age of WO's	30	Total for Desert Trail ES				0	\$33.64

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Desert View ES

286084					8/28/2023		16	\$21.34	
Medium	Work In Progress				8/28/2023 7:55:02 AM				
Pacheco, Hector	Work order for Hector P to remove sink in New portable at DV.								
Guillermo Hernandez									

285647					8/18/2023		26	\$0.00	
Medium	Work In Progress	116			8/18/2023 3:16:54 PM				
Herrera, Marin	Mount the die cuts on wall in teacher workroom. (Segura)								
Guadalupe Gonzalez									

286083					8/28/2023		16	\$0.00	
Medium	Work In Progress				8/28/2023 7:54:17 AM				
Herrera, Marin	Work order for Marin to number the new Portable, need to confirm with Silver how he numbered on the fire alarm panel.								
Guillermo Hernandez									

283671	Main Building	Exterior			7/25/2023		50	\$0.00	
Medium	Work In Progress				7/25/2023 10:22:16 AM				
Lara, Ralph	We need 2 small chains and two locks to secure the lower level playground. The principal ordered some exterior furniture for the students and it needs to be secured with locks in the chain link fence area that's around the lower level playground.								
Israel Ortega									

283307	Main Building	Hallway/Corridor			7/18/2023		57	\$0.00	
Medium	Work In Progress				7/18/2023 9:08:46 AM				
Lara, Ralph	The entrance by the boiler room going into the multi-purpose room one of the doors will not open with my key. The cylinder won't turn.								
Israel Ortega									

283763	Main Building	Classroom			7/26/2023		49	\$0.00	
Medium	Work In Progress				7/26/2023 7:35:08 AM				
Lara, Ralph	We need the new portable to open with our master key								
Israel Ortega									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Desert View ES							
284134					7/31/2023		44		\$0.00
Medium	Work In Progress	Front Office			7/31/2023 3:49:25 PM				
Lara, Ralph		We need keys for the following classrooms: AL 43 (2); AL 41 (1); AL 23 (1); AL 45 (2); AL 35 (1); AL 4 (1); AL 6 (2); AL 7 (1); AL 55 (2); AL 54 (2); AL 2 (3); AL 46 (2). If you have any questions, stop by and speak to Lupe Gonzalez.							
Guadalupe Gonzalez									
Count: 7 Work Orders		Avg. Age of WO's 37		Total for Desert View ES			0	\$21.34	

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		GAC							
284006					7/28/2023		47		\$0.00
Medium	Work In Progress			7/28/2023 3:57:38 PM					
Lara, Ralph	Technology door locked was broken.								
	Rafel came to fix it this morning (done)								
Cora Ramirez									
284406					8/3/2023		41		\$0.00
Medium	Work In Progress			8/3/2023 12:24:33 PM					
Lara, Ralph	Rafa buenas tardes. Tendo una puerta de unos de los baños de hombres que no cierra el seguro. Enseguida de la oficina de Mr. Dempsey.								
Yolanda Martinez									
283243					7/17/2023		58		\$0.00
Medium	Work In Progress			7/17/2023 11:26:07 AM					
Lara, Ralph	There are two locks that need to be cut so we can open the file cabinet drawers. Please see Anne to show the location of the file cabinet. Thank you.								
Anne De Los Santos									
283492					7/20/2023		55		\$0.00
Medium	Work In Progress			7/20/2023 3:58:11 PM					
Lara, Ralph	Need to make copy of key for the cabinet in the board room. See Cora								
Cora Ramirez									
283080	The Pointe	Office			7/11/2023		64		\$2,133.00
Medium	Work In Progress			7/11/2023 11:12:49 AM					
Chavez, Santos	The lights for two offices at Cruua need to be changed because they are not the ones they can see correctly.								
Martha Ortega									
283081	The Pointe	Office			7/11/2023		64		\$0.00
Medium	Work In Progress			7/11/2023 11:15:01 AM					
Chavez, Santos	Cruua has two sections with no covers and the wires are sticking out from the wall. The office that has the glass is the one that has two sections with no covers on the wire.								
Martha Ortega									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: GAC									
285273	The Pointe	Office			8/14/2023		30		\$0.00
Medium	Work In Progress			8/14/2023 9:58:59 AM					
		Room #312 we have an issue with the lights they went off and we need this office to be checked in Finance Department in Priscilla Escobar's room.							
Martha Ortega									
283617	The Pointe	Office			7/24/2023		51		\$0.00
Medium	Work In Progress			7/24/2023 7:52:36 PM					
Lara, Ralph		the connectors switches dont work for refrigerator or for TV on the lobby. Needs to check brakers and coonectors.							
Martha Ortega									
286088					8/28/2023		16		\$0.00
Medium	Work In Progress			8/28/2023 8:10:54 AM					
Chavez, Santos		En la oficina de la Sra. Rosy Villalobos Oficina No.215 No funciona una lampara de el techo. Se le cambiaron los focos pero no prendieron.							
Yolanda Martinez									
286089					8/28/2023		16		\$0.00
Medium	Work In Progress			8/28/2023 8:12:44 AM					
Chavez, Santos		En la Oficina de La Sra. Hernandez Oficina No. 117 se le apaga constantemente sus computadoras. Ella Solicito a checar la electricidad en esa pared.							
Yolanda Martinez									
Count: 10 Work Orders		Avg. Age of WO's 44			Total for GAC			0	\$2,133.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		GAC - Pre-K							
284381		Office			8/3/2023		41		\$0.00
Medium	Work In Progress	All			8/3/2023 8:30:36 AM				
Lara, Ralph		May we please have two more master keys.							
Leslie Chaffman									
Count: 1 Work Orders		Avg. Age of WO's		41	Total for GAC - Pre-K			0	\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Gadsden ES							
286369		Classroom			8/31/2023		13		\$0.00
Medium	Work In Progress	102		8/31/2023 12:56:27 PM					
Lara, Ralph	Our outside classroom door, room 102, is jamming and we have trouble closing it. We really have to pull it to close shut. It actually may seem to be the door knob mechanisms. May I request a work order to have it looked at? Thank you so much.		reroute to locksmith						
Patty Madrid									
285941		Kitchen			8/24/2023		20		\$0.00
High	Work In Progress			8/24/2023 9:27:20 AM					
Ontiveros, Joe	sewer type smell coming from drain in washroom								
Dino Facio									
286221		Restroom			8/29/2023		15		\$0.00
Medium	Work In Progress			8/29/2023 1:58:09 PM					
Ontiveros, Joe	buena tardes,por favor necesito si lo mas pronto posible rebisan el sink del bano de los ninos del pasillo #300 el primer sink sale pura agua caliente y hoy un nino de clase especial se que mo sus manos,gracias bonito dia.								
Maria Davila									
285949		Classroom			8/24/2023		20		\$0.00
Medium	Work In Progress	156		8/24/2023 10:45:13 AM					
Hernandez, Carlos	Cabinet door broke off in the speech room - 156 Needs to be repaired.								
Thank you,									
Patty Madrid									
284918		Office			8/8/2023		36		\$0.00
Medium	Work In Progress	103		8/8/2023 12:05:36 PM					
Ambriz, Jose	Ice machine door in teachers lounge came off, needs to be replaced		reroute hvac						
Patty Madrid									
Count: 5 Work Orders		Avg. Age of WO's		21	Total for Gadsden ES			0	\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Gadsden HS									
284869					8/8/2023		36		\$0.00
Medium	Work In Progress			8/8/2023 7:46:03 AM					
Tellez, Hector	need switch for wrestling room								
Hector Tellez									
283137					7/12/2023		63		\$313.97
Medium	Work In Progress			7/12/2023 11:37:41 AM					
Ambriz, Jose	Requested by Mr. Joe Mora for Football Concession Stand-Ice machine in the Concession Stand needs cleaning, to include filters, ice tray, and ad a full descaling.								
Velia Alarcon									
283138					7/12/2023		63		\$0.00
Medium	Work In Progress			7/12/2023 11:39:17 AM					
Ambriz, Jose	Requested by Mr. Joe Mora Rm. 227 in the North Building-Ice machine in the Athletic Training Room needs cleaning, to include filters, ice tray, and ad a full descaling.								
Velia Alarcon									
283139					7/12/2023		63		\$0.00
Medium	Work In Progress			7/12/2023 11:40:33 AM					
Ambriz, Jose	Requested by Mr. Joe Mora Panther Gym-Ice machine in the Athletic Training Room in the Panther Gym needs cleaning, to include filters, ice tray, and ad a full descaling.								
Velia Alarcon									
284491		Football Field			8/4/2023		40		\$0.00
Medium	Work In Progress			8/4/2023 10:29:38 AM					
Lucero, Michael	Need to remove dirt and grass in front of concession stand, and put crusher fine								
Jose Vasquez									
285428	Panther Gym				8/15/2023		29		\$759.96
Medium	Work In Progress	coach office		8/15/2023 3:22:16 PM					
Ambriz, Jose	Need to replace 2 bad condensation pumps.								
Jose Ambriz									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden HS									
285190					8/11/2023		33		\$0.00
Medium	Work In Progress				8/11/2023 2:35:42 PM				
Hernandez, Carlos		Requested by Mrs. Lilia Melendrez Rm. 119 Old Main Building-There is a broken cabinet door that needs to be fixed. It is the cabinet next to the classroom door, the right hand door.							
Velia Alarcon									
285171					8/11/2023		33		\$0.00
Medium	Work In Progress				8/11/2023 11:33:04 AM				
Hernandez, Carlos		Requested by Ms. Karen Escobedo Rm. 703 in the Cafeteria Computer Lab A-Take off the projector, when projector is taken off. Please patch up the hole left behind.							
Velia Alarcon									
285396					8/15/2023		29		\$0.00
Medium	Work In Progress				8/15/2023 11:53:03 AM				
Hernandez, Carlos		Requested by Mr. Ramon Quiroga Rm. 516 CTE Building-Installation of pull down screen in classroom.							
Velia Alarcon									
285790					8/22/2023		22		\$0.00
Medium	Work In Progress				8/22/2023 9:35:27 AM				
Tellez, Hector		Requested by Mr. Matt Grubaugh for Library-There are several lights in the library that come on only for a few seconds and then flicker out. He believes it is a wiring problem. This is the second request for help with this issue.							
Velia Alarcon									
285388					8/15/2023		29		\$0.00
Medium	Work In Progress				8/15/2023 11:43:55 AM				
Tellez, Hector		Requested by Mr. Emmanuel Burciaga Rm. 340 in the Academic Building-Light switch and wall outlet not working in the classroom.							
Velia Alarcon									
286132		Kitchen			8/28/2023		16		\$0.00
High	Work In Progress				8/28/2023 12:58:25 PM				
Lara, Ralph		Side door that leads to classroom from kitchen area needs deadbolt repaired wont lock							
Dino Facio									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Gadsden HS

284811 8/7/2023 37 \$0.00

Medium Work In Progress 8/7/2023 12:45:48 PM

Flores, Pete need tillers repaired

Carlos Hernandez

286304 8/30/2023 14 \$0.00

Medium Work In Progress 8/30/2023 3:05:21 PM

Flores, Pete need tiller serviced for grounds.

Carlos Hernandez

285789 8/22/2023 22 \$0.00

Medium Work In Progress 8/22/2023 9:31:44 AM

Lara, Ralph Requested by Mr. Matt Grubaugh for Library-One of the doors to the library is crooked. It scratches the floor when it is opened. It would be useful to adjust this door.

Velia Alarcon

285759 8/21/2023 23 \$0.00

Medium Work In Progress 8/21/2023 3:22:14 PM

Lara, Ralph Requested by Velia for Office # 702 in the Admin. Building-The new Data Entry Clerk will start on Tuesday, August 22, 2023. Mrs. Legarreta has moved the Data Entry Clerk's office to room # 708 in the Admin. Building from 702 to 708. PLEASE MOVE THE DOOR CYLINDER FROM OFFICE # 702 AND PLACE IN CYLINDER OF OFFICE # 708. PLACE THE CYLINDER FROM OFFICE # 708 AND PLACE IN CYLINDER # 702. THIS NEEDS TO BE AS SOON AS POSSIBLE SINCE MS. BLANCA RIVERA HAS BEEN ASKED TO MOVE HER ITEMS AND HAS DONE SO ALREADY. MS. LAURA GOMEZ BEGINS HER NEW JOB ASSIGNMENT TOMORROW, TUESDAY, AUGUST 22, 2023.

Velia Alarcon

285377 8/15/2023 29 \$0.00

Medium Work In Progress Old Main 8/15/2023 11:05:58 AM

Lara, Ralph Requested by Mrs. Lilia Melendrez Rm. 119 in the Old Main Building-None of cabinets in her new classroom (119) are able to lock because the plastic pieces inside the cabinets are broken. Please repair piece of locking mechanism.

Velia Alarcon

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Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Gadsden HS

285384					8/15/2023		29		\$0.00
Medium	Work In Progress				8/15/2023 11:32:55 AM				
Lara, Ralph	Requested by Ms. Amanda Holguin for Rm. 228 in the North Building-Teacher's classroom keys can no longer unlock the relocated printing/teacher's lounge (formally Mr. Lugo's office.) Please re-key room # 228 so that teacher's can access and secure this room.								

285802					8/22/2023		22		\$0.00
Medium	Work In Progress				8/22/2023 10:30:01 AM				
Hernandez, Carlos	Requested by Mr. Armando Flores for Ag. Shop in CTE Building-The metal Shear needs to be diagnosed (Bailigh).								

285803					8/22/2023		22		\$0.00
Medium	Work In Progress				8/22/2023 10:33:25 AM				
Hernandez, Carlos	Requested by Mr. Armando Flores for Ag. Shop in CTE Building-The 4 band saws removed, broken and in the way.								

285805					8/22/2023		22		\$0.00
Medium	Work In Progress				8/22/2023 10:35:42 AM				
Hernandez, Carlos	Requested by Mr. Armando Flores for Ag. Shop in the CTE Building-The 6 work station removed. They are in a dangerous spot for the students, 502 shop.								

285170					8/11/2023		33		\$0.00
Medium	Work In Progress				8/11/2023 11:20:18 AM				
Lara, Ralph	Requested by Velia-Three (3) additional HE194 keys are needed for the Girl's Gym in the Old English Building. An I.A. is assigned to the teacher and she will need a key to get into the Girl's Gym. When teacher is absent.								

284243					8/1/2023		43		\$0.00
Medium	Work In Progress				8/1/2023 2:41:23 PM				
Lara, Ralph	Requested by Mrs. Maria Legarreta Rm. 505 CTE Building-Classroom door cylinder does not turn easily, please clean cylinder as quickly as possible. New teacher cannot access his classroom.								

Velia Alarcon

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Gadsden HS

285329 8/14/2023 30 \$0.00

Medium Work In Progress 8/14/2023 3:01:59 PM

Lara, Ralph Requested by Frank Marin for Storage Room # 1001 in the Old English Building-Please re-key storage room # 1001 in the Old English Building to an on master key number. The P.E. equipment is currently stored in this storage and no one seems to have a key to open the storage room.

Velia Alarcon

285172 8/11/2023 33 \$0.00

Medium Work In Progress 8/11/2023 11:40:37 AM

Lara, Ralph Requested by Mrs. Lilia Melendrez for Women's Faculty Restroom in the Main Building-The lock on the Women's Faculty restroom is broken. Teacher's classroom keys are not able to unlock the handle. Please check key cylinder and correct issue.

Velia Alarcon

283458 7/20/2023 55 \$0.00

Medium Work In Progress 7/20/2023 10:26:31 AM

Lara, Ralph nee new key for rudy ramos

Carlos Hernandez

283369 7/19/2023 56 \$0.00

Medium Work In Progress 7/19/2023 11:10:36 AM

Lara, Ralph Requested by Mrs. Maria Legarreta-Need to have the 1st and 2nd floor Staff Restrooms (both the Men's and Women's Restrooms) re-keyed the same and four (4) keys will be needed. As well as the current classroom keys in the building to work in accessing the Staff Restrooms. Extra keys will be issued to Sp.Ed. Teachers who will be co-teaching with the Science Teachers in the building.

Velia Alarcon

283372 7/19/2023 56 \$0.00

Medium Work In Progress 7/19/2023 11:18:25 AM

Lara, Ralph Requested by Ms. Vicky Aranda Rm. 326 in the Academic Building-The locking mechanism in the built-in cabinets need to be repaired to lock/secure teachers items.

Velia Alarcon

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden HS									
283375					7/19/2023		56		\$0.00
Medium	Work In Progress				7/19/2023 11:42:34 AM				
Lara, Ralph		Requested by Mrs. Maria Legarreta-Need three (3) additional HE167 keys for classroom # 331 in the Academic Building. This classroom is the new BSC Unit Classroom and two I.A.'s are assigned to this unit along with the classroom teacher and we need to issue the I.A.'s a classroom key.							
Velia Alarcon									
283376					7/19/2023		56		\$0.00
Medium	Work In Progress				7/19/2023 11:55:26 AM				
Lara, Ralph		Requested by Mrs. Maria Legarreta-Four (4) 8025 to lower or raise Varsity Gym Basketball Rims are need to issued to Basketball Coaches. PLEASE SEE VELIA FOR KEY THAT NEEDS TO BE COPIED.							
Velia Alarcon									
283377					7/19/2023		56		\$0.00
Medium	Work In Progress				7/19/2023 12:01:29 PM				
Lara, Ralph		Requested by Mrs. Maria Legarreta-Three (3) additional HE29 keys for Weight Room are need to be issued to Coaches.							
Velia Alarcon									
283378					7/19/2023		56		\$0.00
Medium	Work In Progress				7/19/2023 12:03:10 PM				
Lara, Ralph		Requested by Mrs. Maria Legarreta-Twelve (12) additional HK15 keys for Weight Room Office are need to be issued to Coaches.							
Velia Alarcon									
283901					7/27/2023		48		\$0.00
Medium	Work In Progress				7/27/2023 10:44:48 AM				
Lara, Ralph		Requested by Ms. Sandra Ramirez Rm. 343 Academic Building-Teacher would like to have the door handle to one of the storage closets in her classroom fixed, one handle is missing. Also need to have the storage closet re-keyed since there is no key to closet. As a teacher she will need to secure items as needed.							
Velia Alarcon									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Gadsden HS							
283826					7/26/2023		49		\$0.00
Medium	Work In Progress				7/26/2023 2:46:27 PM				
Lara, Ralph		Requested by Ms. Karen Escobedo for East Wing of the Cafeteria (Caf. Computer Lab A)-Needs to have two file cabinets re-keyed or a 131E and a 180E extra keys made for Ms. Escobedo.							
Velia Alarcon									
Count: 34 Work Orders		Avg. Age of WO's		38	Total for Gadsden HS			0	\$1,073.93

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden MS									
283233	Annex				7/17/2023		58		\$0.00
Medium	Work In Progress	Annex Entrance			7/17/2023 9:29:05 AM				
Lara, Ralph		Door handle on Annex entrance door is loose. Please reinforce before school starts. Thank you				reroute to locksmith needs new handle			
Hilda Adler									
283444	C-Wing	Portables			7/20/2023		55		\$0.00
Medium	Work In Progress	ATHLETICS			7/20/2023 7:34:49 AM				
Lara, Ralph		FRONT DOOR FROM ATHLETIC OFFICE IS NOT WORKING PROPERLY. HAVING TROUBLE WITH THE LOCKING MECHANISM.							
		THANK YOU, TERRY							
Terry Alvarado									
285301	C-Wing	Office			8/14/2023		30		\$0.00
Medium	Work In Progress	Nursing			8/14/2023 1:02:48 PM				
Lara, Ralph		Need a key for the new Medicaid Specialist for Miriam Pando, to open the Nursing Adm Office. Thank you,							
Priscilla Martinez									
284794		Classroom			8/7/2023		37		\$0.00
Medium	Work In Progress	RM 116 -			8/7/2023 11:02:45 AM				
Lara, Ralph		Classroom door is not latching correctly in RM 116. Reported by Mrs. Camacho on 8/4/23. Safety concern				Re-route to Carlos Hernandez or Rafa Lara, Thank you			
Hilda Adler									
283130					7/12/2023		63		\$0.00
Medium	Work In Progress				7/12/2023 9:09:17 AM				
Lara, Ralph		bathroom door in portable 209. The key core is missing, and we cannot open the door.							
		Computer tech - Juan Garcia							
Cora Ramirez									
285560	Cafeteria	Cafeteria			8/17/2023		27		\$0.00
Medium	Work In Progress	Cafeteria - Mr.			8/17/2023 11:46:09 AM				
Villalobos, Margret		Please fumigate the Cafeteria for Centipedes and scorpions. Requested by Mr. Mora on 8/17/23.				Waiting on approval 8/17/23			
Hilda Adler									
285561		Athletic Field			8/17/2023		27		\$0.00
Medium	Work In Progress	Football Field -			8/17/2023 11:47:33 AM				
Villalobos, Margret		Fumigate Football Field for Mosquitos				Waiting on approval 8/17/23			
Hilda Adler									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden MS									
283684		Athletic Field			7/25/2023		50		\$81.09
Medium	Work In Progress	Football Field -			7/25/2023 11:10:56 AM				
Vasquez, Jose		Need field lining for football				Carlos, I think this would be done by the Groundkeepers.			
Hilda Adler									
285590	C-Wing	Office			8/17/2023		27		\$0.00
Medium	Work In Progress	Nursing Adm			8/17/2023 3:53:24 PM				
Lara, Ralph		Please send Locksmith to check on locking door handle in the Nurses Adm Office. Thank you, Priscilla							
Priscilla Martinez									
286047	C-Wing	Office			8/25/2023		19		\$0.00
Medium	Work In Progress	Nursing Adm			8/25/2023 2:04:18 PM				
Ontiveros, Joe		Please remove sink from the CHS Nurses Office that is located in the RN-desk area. Contact person is RN-Lisa Crawford or Vivica Carlos. Thank you,							
Priscilla Martinez									
284301	C-Wing	Office			8/2/2023		42		\$0.00
Medium	Work In Progress	Nursing Dept			8/2/2023 8:53:29 AM				
Ontiveros, Joe		Please send plumber to change water filter in the fountain/refill station in the CHS Nurses Office. Thank you, Priscilla							
Priscilla Martinez									
283382	Main Building	Custodial			7/19/2023		56		\$0.00
Medium	Work In Progress				7/19/2023 12:22:45 PM				
Pacheco, Hector		water is coming through drainage of both boys and girls restrooms when dumping water down the custodial drainage sink							
David Hinojosa									
285346					8/14/2023		30		\$0.00
Medium	Work In Progress	back of Awing -			8/14/2023 4:37:30 PM				
Hernandez, Carlos		Electrical box lid needs to be replaced (broken).							
Hilda Adler									
285627	Main Building	Hallway/Corridor			8/18/2023		26		\$0.00
Medium	Work In Progress				8/18/2023 1:31:08 PM				
Hernandez, Carlos		water fountain in mid corridor getting to B wing is clogged							
David Hinojosa									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Gadsden MS									
286303					8/30/2023		14		\$0.00
Medium	Work In Progress	Wing water			8/30/2023 3:04:48 PM				
Hernandez, Carlos		The water fountain in B-Wing by office/room 134 does not drain the water, spills onto the floor. Reported by Chris Uribe, Custodian on 8/30/23.							
Hilda Adler									
285122	Gym	Gym			8/10/2023		34		\$0.00
Medium	Work In Progress	GYM			8/10/2023 3:08:13 PM				
Hernandez, Carlos		We need the track banners to be put up in the gym. Can we please start covering the gray wall in the gym with banner instead of hanging them the on the rafters. requested by Mr. Kohl on 8-10-23							
Hilda Adler									
285950	Main Building	Hallway/Corridor			8/24/2023		20		\$0.00
Medium	Work In Progress				8/24/2023 10:53:50 AM				
Hernandez, Carlos		3 leaks in hallway in B wing							
David Hinojosa									
Count: 17 Work Orders			Avg. Age of WO's	36	Total for Gadsden MS			0	\$81.09

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: La Union ES

283731		Kitchen			7/25/2023		50	\$0.00
High	Work In Progress				7/25/2023 3:03:51 PM			
Pacheco, Hector		Three compartment sink leaking from the bottom of sink						
Dino Facio								

286347	Main Building	Classroom			8/31/2023		13	\$0.00
Medium	Work In Progress	310			8/31/2023 8:40:02 AM			
Chavez, Santos		SARAH DAMIAN, 310, THE OUTLETS ARE COVERED WITH PAINT AND NEED TO BE CLEANED				Re-route to electrician thank you		
Joanne Munoz								

284921	Main Building	Classroom			8/8/2023		36	\$0.00
Medium	Work In Progress	111			8/8/2023 12:43:03 PM			
Chavez, Santos		JOANNE MUNOZ, RECPT., NEED TO HAVE AN OUTLET PLACED HIGH ON THE WALL FOR THE ANTENA FOR THE MARQUEE.						
Joanne Munoz								

285623	Main Building	Restroom (Girls)			8/18/2023		26	\$0.00
Medium	Work In Progress				8/18/2023 12:41:19 PM			
Chavez, Santos		The hand dryer in the girls restroom does not work, located at the lower level.						
Joe Munoz								

284353	Main Building	Classroom			8/2/2023		42	\$10.14
Medium	Work In Progress	STAFF			8/2/2023 3:12:29 PM			
Chavez, Santos		JOANNE MUNOZ, RECPT., THE COPY MACHINES IN THE TEACHER LOUNGES NEED GFI PLACED FOR THE COPIERS						
Joanne Munoz								

284396	Main Building	Office			8/3/2023		41	\$0.00
High	Work In Progress	DATA CLERK			8/3/2023 9:36:40 AM			
Chavez, Santos		KRYSTAL MARQUEZ, DATA CLERK, ELECTRICAL OUTLET BY DESK HAS NO POWER. PLUGGED IN A POWER CORD AND IT CORD POPPED AND NOW OUTLET NO LONGER WORKS. CHECKED BREAKERS AND THEY ARE FINE.						
Joanne Munoz								

285418	Main Building				8/15/2023		29	\$0.00
Medium	Work In Progress	LA UNION			8/15/2023 1:16:22 PM			
Lara, Ralph		MASTER KEY REQUEST FOR LUE INSTRUCTIONAL COACH. THANK YOU.						
Virginia Galindo								

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: La Union ES									
285386	2000 Core	Office			8/15/2023		29		\$0.00
Medium	Work In Progress	FRONT			8/15/2023 11:41:15 AM				
Lara, Ralph		PLEASE PUT PRINCIPAL'S OFFICE AND OFFICE CONFERENCE ROOM ON MASTER KEY. THANK YOU.							
Virginia Galindo									
285382	2000 Core	Classroom			8/15/2023		29		\$0.00
Medium	Work In Progress	304/MS. PANDO			8/15/2023 11:31:19 AM				
Lara, Ralph		CLASSROOM DOOR DIFFICULT TO LOCK/UNLOCK. KEY GETS STUCK.							
Virginia Galindo									
286345	Main Building	Classroom			8/31/2023		13		\$0.00
Medium	Work In Progress	310			8/31/2023 8:37:11 AM				
Lara, Ralph		SARAH DAMIAN, 310, BATHROOM DOOR HANDLE IN CLASSROOM IS NOT WORKING REMAINES LOCKED.							
Joanne Munoz									
282851		Exterior			7/3/2023		72		\$0.00
Medium	Work In Progress				7/3/2023 6:33:20 AM				
Vasquez, Jose		Need to troubleshoot panel at LUE							
Jose Vasquez									
285903	Main Building	Classroom			8/23/2023		21		\$0.00
Medium	Work In Progress				8/23/2023 1:09:31 PM				
Pacheco, Hector		Then water fountain inside classroom #304 is leaking.				Can you please re-route to plumbing.			
Joe Munoz									
283945	Main Building	Classroom			7/28/2023		47		\$0.00
Medium	Work In Progress	101			7/28/2023 7:14:29 AM				
Lara, Ralph		ASHLEY VALVERDE, 101, DOOR IS NOT LATCHING TO LOCK. CAN HAVE DOOR LOCKED BUT CAN PULL OPEN							
Joanne Munoz									
Count: 13 Work Orders		Avg. Age of WO's 34		Total for La Union ES		0	\$10.14		

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Loma Linda ES									
283474	Main Building	Classroom			7/20/2023		55		\$0.00
Medium	Work In Progress	215/Pulido			7/20/2023 1:05:49 PM				
Lara, Ralph		Reference to work order# 281170, teacher states that lock has been fixed but secretary does not have the key.							
Crystalee Heredia									
284866	Main Building	Classroom			8/8/2023		36		\$0.00
Medium	Work In Progress	112/Armendariz			8/8/2023 7:25:52 AM				
Lara, Ralph		We need two G39 keys for room 112.							
Crystalee Heredia									
284351	Main Building	Classroom			8/2/2023		42		\$0.00
Medium	Work In Progress	Wauson/222			8/2/2023 2:54:38 PM				
Lara, Ralph		Door handle is completely broken off and needs to be replaced ASAP. Workorder was placed for this door back in February 16, 2023, and shows status complete, workorder#276085.				reroute to locksmith			
Crystalee Heredia									
284389	Main Building	Classroom			8/3/2023		41		\$0.00
Medium	Work In Progress	Diag office			8/3/2023 9:10:56 AM				
Lara, Ralph		The filing cabinet in the diagnosticians office needs a new lock so that she may place confidential student files.							
Crystalee Heredia									
285315	Main Building	Classroom			8/14/2023		30		\$0.00
Medium	Work In Progress	109/Garcia			8/14/2023 1:50:39 PM				
Lara, Ralph		Bathroom door jams.							
Crystalee Heredia									
285316	Main Building	Classroom			8/14/2023		30		\$0.00
Medium	Work In Progress	109/Garcia			8/14/2023 1:51:54 PM				
Lara, Ralph		East classroom door, does not close/latch completely. The door handle stays stuck.							
Crystalee Heredia									
285621	Main Building	Exterior			8/18/2023		26		\$0.00
Medium	Work In Progress	Exterior			8/18/2023 11:56:40 AM				
Ruiz, Danny		Mr. Cardona is requesting for the entire school, windows and doors to be mirror tinted.				reroute to danny			
Crystalee Heredia									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Loma Linda ES									
285770	Main Building	Classroom			8/21/2023		23		\$0.00
Medium	Work In Progress	203/Ortiz			8/21/2023 3:59:54 PM				
Tellez, Hector		Only half of the lights in the classroom turn on. She needs all lights on.							
Crystalee Heredia									
284297	Main Building	Classroom			8/2/2023		42		\$0.00
Medium	Work In Progress	212/Escobedo			8/2/2023 8:27:24 AM				
Tellez, Hector		Lights do not turn off with switch (need them incase of lockdown or shelter in place).							
Crystalee Heredia									
285095		Hallway/Corridor			8/10/2023		34		\$0.00
High	Work In Progress				8/10/2023 11:12:14 AM				
Tellez, Hector		Door bell at back door to kitchen not working wont sound off							
Dino Facio									
Count: 10 Work Orders			Avg. Age of WO's		36	Total for Loma Linda ES		0	\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		North Valley ES							
286095		Office			8/28/2023		16		\$0.00
Medium	Work In Progress	400			8/28/2023 8:58:02 AM				
Lara, Ralph		We need a file cabinet re-keyed or a key made for the cabinet in the Assistant Principal's office.							
Gloria Reyes									
Count: 1 Work Orders		Avg. Age of WO's	16			Total for North Valley ES	0		\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Northern On-Track Pre-K (LM)									
284923					8/8/2023		36		\$0.00
Medium	Work In Progress				8/8/2023 12:58:05 PM				
Lara, Ralph		Door in cafeteria is not locking, door in 108 hard to unlock, door in 105 having trouble locking. Need a key for 106.							
		Thank you							
Sandy Silvas									
285595					8/18/2023		26		\$0.00
Medium	Work In Progress				8/18/2023 7:23:56 AM				
Hernandez, Carlos		Sink clogging up in room #108.							
		Thank you							
Sandy Silvas									
286334					8/31/2023		13		\$0.00
Medium	Work In Progress				8/31/2023 7:32:59 AM				
Ontiveros, Joe		Need water fountain fix outside. Not working.							
Sandy Silvas									
285235					8/14/2023		30		\$0.00
Medium	Work In Progress				8/14/2023 7:19:56 AM				
Ontiveros, Joe		One of our water foundations in the hallway is leaking. Ask for Ms. Lourdes							
Sandy Silvas									
Count: 4 Work Orders			Avg. Age of WO's	26		Total for Northern On-Track Pre-K (LM)	0		\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs	
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date				
Assigned To		Description				Action Taken				
Requester Name										
Location: Physical Plant Complex										
285997					8/24/2023		20		\$0.00	
Medium	Work In Progress	Instructional			8/24/2023 3:59:56 PM					
Hernandez, Carlos		Please install pencil drawer for Rosa's desk at the main warehouse								
Rosa Gamon										
286104					8/28/2023		16		\$272.28	
Medium	Work In Progress	Hvac shop			8/28/2023 9:47:43 AM					
Ambriz, Jose		Replacement on tools for hvac techs.								
Jose Ambriz										
283438		Athletic Field			7/20/2023		55		\$743.00	
Medium	Work In Progress				7/20/2023 6:53:25 AM					
Vasquez, Jose		We need paint for STM, STH, GH, GM, CM, CH								
Jose Vasquez										
Count: 3 Work Orders			Avg. Age of WO's	30	Total for Physical Plant Complex			0	\$1,015.28	

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Riverside ES

283634	Main Building	Classroom			7/25/2023		50		\$0.00
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Medium	Work In Progress				7/25/2023 8:34:29 AM				
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Lara, Ralph checar las chapas del salon # 28, 39 y puerta del pasillo 6TH. tenemos problemas para abrirlas.

Norma Oate

284818	Main Building	Classroom			8/7/2023		37		\$0.00
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Medium	Work In Progress				8/7/2023 1:46:19 PM				
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Lara, Ralph Problemas para abrir la puerta del salon 12. Por favor revisar.

Norma Oate

283575					7/24/2023		51		\$0.00
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Medium	Work In Progress	Room 15			7/24/2023 1:55:49 PM				
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Lara, Ralph Need 3 duplicated keys for room 15 SA-5. (Mrs. Martinez)

Norma Martinez

284384	Main Building	Classroom			8/3/2023		41		\$0.00
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Medium	Work In Progress				8/3/2023 8:50:27 AM				
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Lara, Ralph lchechar la puerta del salon #15 exterior. tienen problemas para abrir y cerrar .

Norma Oate

285187	Main Building	Office			8/11/2023		33		\$0.00
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Medium	Work In Progress	Main office			8/11/2023 1:59:54 PM				
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Lara, Ralph We need 3 keys for the outside doors to come into building, a replacement master key, a key for the SPED portable, and a key for the PE portable storage

Claudia Mendez

284111	Main Building				7/31/2023		44		\$0.00
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Medium	Work In Progress				7/31/2023 1:23:14 PM				
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Lara, Ralph la puerta de salida emergencia esta caída se atora para abrirla necesito se repare lo antes posible por la seguridad de los niños.

Norma Oate

283724					7/25/2023		50		\$0.00
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Medium	Work In Progress	Portable 4 (Ms.			7/25/2023 2:43:37 PM				
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Lara, Ralph Please change Ms. Taylor office door bell to one with a lock portable 4. (Mrs. Mata)

Norma Martinez

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs	
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken				
Assigned To	Description									
Requester Name										
Location: Riverside ES										
283600	Main Building	Classroom			7/24/2023		51		\$0.00	
Medium	Work In Progress	Portable 4			7/24/2023 3:31:18 PM					
Lara, Ralph	Change door bell handle to a handle doorbell with lock. (Aracely Mata)		Can you please re-route to Rafa Lara, Thank you							
Norma Martinez										
283156	Main Building	Classroom			7/12/2023		63		\$195.00	
Medium	Work In Progress				7/12/2023 4:15:44 PM					
Herrera, Marin	reemplazar ceiling tile pasillos y salones									
Norma Onate										
283159	Main Building	Hallway/Corridor			7/12/2023		63		\$0.00	
Medium	Work In Progress				7/12/2023 4:18:54 PM					
Chavez, Santos	instalar outlet en el pasillo de 3th.entre salon 23 y 25.									
Norma Onate										
286163	Main Building	Restroom (Girls)			8/29/2023		15		\$0.00	
Medium	Work In Progress				8/29/2023 7:34:25 AM					
Pacheco, Hector	bano de ninas 2nd. 3rd. Reemplazar sanitario cuadrado de la base.		Re-route to Hector P.							
Norma Onate										
286178	Main Building	Restroom (Girls)			8/29/2023		15		\$0.00	
Medium	Work In Progress	3rd grade			8/29/2023 8:50:03 AM					
Pacheco, Hector	Toilet is cracked from the stand									
Claudia Mendez										
286020	New Wing 1/02	Restroom			8/25/2023		19		\$0.00	
Medium	Work In Progress				8/25/2023 10:17:17 AM					
Chavez, Santos	Checar salon 126 el extractor fan del bano no se puede apagar .		Re-route to Electrician bad switch needs to be replaced. thank you							
Norma Onate										
Count: 13 Work Orders		Avg. Age of WO's 41		Total for Riverside ES				0	\$195.00	

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Santa Teresa ES

285984 8/24/2023 20 \$0.00

Medium Work In Progress Cafeteria 8/24/2023 3:30:25 PM

Chavez, Santos We have an electrical box in the cafeteria that needs to be resecured and reinstalled correctly. (Mrs. Leal)

Norma Martinez

285000 8/9/2023 35 \$0.00

Medium Work In Progress OFFICE 8/9/2023 9:55:50 AM

Chavez, Santos PLEASE INSTALL 3 DOOR BUZZERS FOR STUDENT SAFETY.

LOCATION #1 EXTERIOR DOOR TO GIVE ACCESS TO PE STUDENTS TO COME IN TO USE THE RESTROOM. NEED CAMERAACCESS (PLAN B)

LOCATION #2 EXTERIOR DOOR TO GICE ACCESS TO STUDENTS FROM THE SPED PORTABLES TO COME IN THE BUILDING. NEED CAMERAACCESS (PLAN B)

LOCATION #3 HALLWAY NEXT TO THE OFFICE TO GIVE ACCESS TO STUDENTS AND STAFF TO GO BACK TO CLASS WHEN THEY ARE COMING BACK FROM THE NURSE'S OFFICE/OFFICE.

MRS. WORD WOULD LIKE TO KNOW IF THERE IS A POSSIBILITY TO TRANSFER THE DOOR BUZZERS FROM MEQUITE ELEM.

A WORK ORDER HAS BEEN CREATED FOR TECHNOLOGY AS WELL. (MRS. WORD)

Norma Martinez

285511 8/16/2023 28 \$0.00

Medium Work In Progress Intervention 8/16/2023 3:50:08 PM

Chavez, Santos A light fixture is missing the cover. Please replace the cover. (Ms. Cortez)

Norma Martinez

285392 8/15/2023 29 \$0.00

Medium Work In Progress Intervention 8/15/2023 11:49:34 AM

Chavez, Santos A light fixture is missing the cover. Please replace the cover. (Ms. Cortez)

Norma Martinez

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Santa Teresa ES							
286337					8/31/2023		13		\$0.00
Medium	Work In Progress	OFFICE		8/31/2023 7:41:44 AM					
Herrera, Marin	Need assistance from maintenance to relocate the secretary's office desk to an office next to the vault. Please stop by on a Wednesday afternoon after the students are dismissed. (Mrs. Martinez)								
Norma Martinez									
285123					8/10/2023		34		\$0.00
Medium	Work In Progress	Room 211		8/10/2023 3:09:19 PM					
Lara, Ralph	My back emergency door doesn't close well. I have to shut it hard a few times before it closes. (NAVARRETE, VIOLETA)					Re-route to locksmith thank you			
Norma Martinez									
284996					8/9/2023		35		\$0.00
Medium	Work In Progress			8/9/2023 9:23:52 AM					
Lara, Ralph	The roof hatch is missing a lock and is not closing correctly. Should you have any questions, please contact Mrs. Nancy in the construction office 575-882-6921. Thank You.								
Dominique Esparza									
286031					8/25/2023		19		\$0.00
Medium	Work In Progress	Casa Azul		8/25/2023 11:53:14 AM					
Lara, Ralph	Exit double doors (left door when going out of the building) in Casa Azul hallway by room 108 needs a new cylinder. The current cylinder comes out when teachers are trying to come into the building. (Mrs. Martinez)								
Norma Martinez									
285966					8/24/2023		20		\$0.00
Medium	Work In Progress	SPED Portable		8/24/2023 12:30:32 PM					
Lara, Ralph	SPED Portable furnace room needs a cylinder. (Mrs. Martinez)								
Norma Martinez									
285531					8/17/2023		27		\$0.00
Medium	Work In Progress	Computer Lab		8/17/2023 8:34:05 AM					
Lara, Ralph	Need a new cylinder for the tall storage cabinet located behind teacher desk. (Ms. Saenz)								
Norma Martinez									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Santa Teresa ES							
286103					8/28/2023		16		\$0.00
Medium	Work In Progress	Casa Roja		8/28/2023 9:40:53 AM					
Lara, Ralph	Please check the double doors exit in Casa Roja hallway by room 309 due to the doors not closing automatically. It looks like the doors need to be adjusted to close with a stronger force to close all the way and lock.(Mrs. Word)		Re-route to locksmith thank you						
Norma Martinez									
285729					8/21/2023		23		\$0.00
Medium	Work In Progress	OFFICE		8/21/2023 11:38:28 AM					
Lara, Ralph	Please pick up the old classroom keys. The school was rekeyed due to the foreman losing a Master key of the school. Old keys need to be picked up asap because new keys need to be secure in the vault. (Mrs. Word)		PICKED UP KEYS AT S.T.E.S.						
Norma Martinez									
285397					8/15/2023		29		\$0.00
Medium	Work In Progress	Intervention		8/15/2023 11:54:20 AM					
Ruiz, Danny	The intervention work room is missing the window and door blinds. I currently covered the windows with black paper for student privacy. Please install blinds. (Ms. Cortez)		Re-route to Danny Ruiz thank you						
Norma Martinez									
286107					8/28/2023		16		\$0.00
Medium	Work In Progress	Room 203		8/28/2023 10:34:53 AM					
Villalobos, Margret	Please have Watson Pets Control fumigate room 203 due to infestation of ants. (Mrs. Word)		EM 8/29/23						
Norma Martinez									
286108					8/28/2023		16		\$0.00
Medium	Work In Progress	Room 205		8/28/2023 10:37:42 AM					
Villalobos, Margret	Please have Watson Pets Control fumigate room 205 due to ants infestation. Please fumigate indoors and outdoors preferably on a Wed after 1pm (Mrs. Word)		EM 8/29/23						
Norma Martinez									
Count: 15 Work Orders		Avg. Age of WO's 24			Total for Santa Teresa ES			0	\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa HS									
286052	Main Building	Classroom			8/25/2023		19		\$0.00
Medium	Work In Progress	600			8/25/2023 2:29:14 PM				
Lara, Ralph		We requested a new door to be installed between our classroom and the connecting classroom # 500 and it has not been addressed.							
Ashley Villalobos-Trujillo									
286011	Main Building				8/25/2023		19		\$0.00
Medium	Work In Progress	201			8/25/2023 9:21:51 AM				
Lara, Ralph		door handle unable to lock.							
Ashley Villalobos-Trujillo									
284428	Vocational	Classroom			8/3/2023		41		\$0.00
Medium	Work In Progress	801			8/3/2023 2:58:07 PM				
Lara, Ralph		roll up door rubber seal need to be replaced.							
Ashley Villalobos-Trujillo									
284011		Portables			7/30/2023		45		\$0.00
Medium	Work In Progress	Portable by			7/30/2023 9:19:04 PM				
Lara, Ralph		This portable will be used for new SRO officer. The portable has two doors, only one door can be secured. The second door needs a bolt installed to match the key that is assigned to the first door. Please see Ms. Suggs or Mr. Villagrana							
Gema Suggs									
283695	Main Building	Classroom			7/25/2023		50		\$0.00
Medium	Work In Progress	Room 505			7/25/2023 12:30:45 PM				
Lara, Ralph		Room Door does NOT latch correctly							
Raul Villagrana									
282939	Vocational	Classroom			7/6/2023		69		\$0.00
Medium	Work In Progress	Room 805 and			7/6/2023 2:51:24 PM				
Lara, Ralph		Adjust the back exit door between the 805 and 807. The door does not close appropriately, as per the Fire Marshal							
Raul Villagrana									
285253	Main Building	Kitchen			8/14/2023		30		\$0.00
Medium	Work In Progress	707			8/14/2023 8:13:17 AM				
Ambriz, Jose		Standing Fridges in the Kitchen not working properly still, and Standing fridge in Cafe needs to be checked ASAP please							
Raul Villagrana									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Santa Teresa HS							
283848	Main Building	Classroom			7/26/2023		49		\$0.00
Medium	Work In Progress	Room 204			7/26/2023 5:04:52 PM				
Herrera, Marin		Paint approximately 1-meter square							
Raul Villagrana									
283849	Main Building	Classroom			7/26/2023		49		\$0.00
Medium	Work In Progress	Room 311			7/26/2023 5:08:16 PM				
Herrera, Marin		Replace ceiling tiles							
Raul Villagrana									
283702	Main Building	Classroom			7/25/2023		50		\$0.00
Medium	Work In Progress	Room 202			7/25/2023 12:41:10 PM				
Herrera, Marin		A section of the classroom needs to be painted to match the rest of the classroom.				Can you please re-route to Marin Herrera, Thank you			
Raul Villagrana									
284068		Kitchen			7/31/2023		44		\$0.00
High	Work In Progress				7/31/2023 9:26:41 AM				
Herrera, Marin		Need all ceiling vents and registers clean as per Health Insp.							
Dino Facio									
285648	Main Building				8/18/2023		26		\$0.00
Medium	Work In Progress	215			8/18/2023 3:29:34 PM				
Herrera, Marin		There is a water leak on the roof in Room 215.							
Ashley Villalobos-Trujillo									
286268	GYM (2009)	Hallway/Corridor			8/30/2023		14		\$0.00
Medium	Work In Progress	Varsity Gym			8/30/2023 9:25:36 AM				
Herrera, Marin		Replace a ceiling tile in the main varsity hallway (In front of the coaches offices)- Raul Villagrana							
Ashley Villalobos-Trujillo									
286012	Main Building	Classroom			8/25/2023		19		\$0.00
Medium	Work In Progress	602			8/25/2023 9:23:17 AM				
Ambriz, Jose		Please install exhaust fan. Will need 4" duct and opening to wall. Fan is here but does not include the duct.							
Ashley Villalobos-Trujillo									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa HS									
286255	Main Building	Classroom			8/30/2023		14		\$0.00
Medium	Work In Progress	Athletic Training			8/30/2023 8:45:12 AM				
Ambriz, Jose		HVAC tech came by to adjust the thickness of the ice machine, but it needs to be adjusted to less thickness. The second ice machine next to the sink is not producing ice as indicated on the original work order, Thanks!-Frank Munoz							
Ashley Villalobos-Trujillo									
284957	Concession				8/8/2023		36		\$0.00
Medium	Work In Progress				8/8/2023 6:51:51 PM				
Ambriz, Jose		Need assistance with installing 2 Evap coolers for the concession stand boys and girls restroom due to current ones non-repairable we have two used Evap coolers from the maintenance office that will work there would like to get this set up before the football games thank you very much for your help							
Marin Herrera									
284839	Annex Building	Classroom			8/7/2023		37		\$434.00
Medium	Work In Progress	707			8/7/2023 2:57:54 PM				
Ambriz, Jose		Standing Fridge in Cafe temping to high, Need adjusted please and thank you!							
Ashley Villalobos-Trujillo									
285897	Main Building	Classroom			8/23/2023		21		\$0.00
Medium	Work In Progress	407			8/23/2023 11:30:43 AM				
Herrera, Marin		There is a water leak in my classroom. A small amount of water is dripping from the ceiling.							
Ashley Villalobos-Trujillo									
285352					8/15/2023		29		\$0.00
Medium	Work In Progress	Behind and in			8/15/2023 7:57:54 AM				
Herrera, Marin		Please repair sheetrock behind custodial office due to laundry sink installation also install back splash at floor sink please.							
Hector Pacheco									
283509	Main Building	Classroom			7/21/2023		54		\$35.78
Medium	Work In Progress	Athletic Training			7/21/2023 3:34:48 PM				
Ambriz, Jose		Ice Machine located next to the sink is not producing ice.							
Raul Villagrana									

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Santa Teresa HS

285810 8/22/2023 22 \$0.00

Medium Work In Progress 8/22/2023 11:07:31 AM

Chavez, Santos Need keyed switch keys BB

Santos Chavez

284423 Main Building Classroom 8/3/2023 41 \$0.00

Medium Work In Progress 506 8/3/2023 2:42:36 PM

Chavez, Santos Lights are blinking causing sensory problems to students and teacher. Fixture is covered with black butcher paper and this was reported last May as well. Electrician came by but did not address the problem

Ashley Villalobos-Trujillo

286010 Main Building Classroom 8/25/2023 19 \$0.00

Medium Work In Progress 201 8/25/2023 9:20:19 AM

Chavez, Santos Wall outlet outage where microwave are connected.

Ashley Villalobos-Trujillo

285256 GYM (2009) Gym 8/14/2023 30 \$0.00

Medium Work In Progress Aux Gym 8/14/2023 8:18:39 AM

Chavez, Santos Electrical outlets on the westside of the gym are out also includes the outlets in the hallway on that same wall.

Raul Villagrana

286049 Main Building Classroom 8/25/2023 19 \$0.00

Medium Work In Progress 600 8/25/2023 2:21:00 PM

Chavez, Santos Electrical outlet is flickering on and off and cause new line screen to go off. It needs to be replaced.

Ashley Villalobos-Trujillo

286181 Office 8/29/2023 15 \$0.00

Medium Work In Progress Nurses Office 8/29/2023 8:57:52 AM

Pacheco, Hector There is a hole under the sink that needs to be sealed, please and thank you.

Ashley Villalobos-Trujillo

283976 Main Building Classroom 7/28/2023 47 \$0.00

Medium Work In Progress 510 7/28/2023 10:39:45 AM

Pacheco, Hector The lab sinks are to be fitted with a filtration apparatus. We have the fittings here but need a plumber to put them on. The fittings are HUMBOLDT MFG H-12020 10

Raul Villagrana

287 - Work Orders In Progress (Fiscal Year)

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Santa Teresa HS							
283940	Main Building	Classroom			7/27/2023		48		\$0.00
Medium	Work In Progress	Room 707			7/27/2023 4:02:57 PM				
Pacheco, Hector		"3 Faucet Spouts need to be changed out. The water coming out of the faucet is not streaming properly.				Re-route to Plumber Hector P.			
		2 handsinks (1 next to the dish washing machine) (1 next to the left of a freezer in the corner)							
		1 (3 compartment sink next to the dish washing machine)"							
Raul Villagrana									
283502	Concession	Restroom			7/21/2023		54		\$147.64
Medium	Work In Progress	Men Restroom			7/21/2023 8:04:57 AM				
Pacheco, Hector		Running water in one of the toilets							
Raul Villagrana									
286262		Exterior			8/30/2023		14		\$0.00
Medium	Work In Progress	Football Field			8/30/2023 9:08:15 AM				
Pacheco, Hector		Please ensure that football area water fountains and bathrooms are functioning correctly for football game on Friday, September 1st. Thank you!-Frank Munoz							
Ashley Villalobos-Trujillo									
283925					7/27/2023		48		\$0.00
Medium	Work In Progress				7/27/2023 3:23:19 PM				
Chavez, Santos		Requesting to replace light switch in hallway across the athletic training room please. It feels like it is sunken in and the key doesn't reach to turn on or off.				Re-route to Santos C. thank you			
283981	Main Building	Classroom			7/28/2023		47		\$0.00
Medium	Work In Progress	Room 707			7/28/2023 11:15:56 AM				
Chavez, Santos		Labeled 240 volt drop down cord outlets converted to 120 volt so that we don't have to run extension cords through out the room and create a fire code violation.							
Raul Villagrana									
285102	Main Building	Classroom			8/10/2023		34		\$0.00
Medium	Work In Progress	C-1			8/10/2023 11:27:30 AM				
Chavez, Santos		Requesting outlets to serve as charging stations for chromebooks							
Raul Villagrana									

287 - Work Orders In Progress (Fiscal Year)

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Santa Teresa HS									
283586	Main Building	Exterior			7/24/2023		51		\$0.00
High	Work In Progress	Portable Areas			7/24/2023 2:46:47 PM				
Chavez, Santos		Exposure of Electrical wires/cables							
Raul Villagrana									
285649	Main Building				8/18/2023		26		\$0.00
Medium	Work In Progress	215			8/18/2023 3:30:12 PM				
Pacheco, Hector		toilet handle is stuck and water keeps running after flushed.							
Ashley Villalobos-Trujillo									
Count: 35 Work Orders			Avg. Age of WO's	35		Total for Santa Teresa HS	0	\$617.42	

287 - Work Orders In Progress (Fiscal Year)

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

Location: Santa Teresa MS

285703	North Building				8/21/2023		23		\$0.00
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Medium	Work In Progress			8/21/2023 9:37:55 AM					
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Pacheco, Hector En el edificio norte parte alta cuarto 23 el sink esta tirando bastante agua nesecita revicion y/o reparacion estuvo todo el fin de semana tirando agua y afecto el techo del cuarto de abajo.

Matilde Gonzalez

284997	North Building	Office			8/9/2023		35		\$0.00
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Medium	Work In Progress	MS. GRIEGO		8/9/2023 9:39:12 AM					
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Chavez, Santos NEED SWITCH TO TURN ON EXHAUST FAN IN MS. GRIEGOS OFFICE.

Laura Parra

284312	North Building	Restroom (Girls)			8/2/2023		42		\$139.00
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Medium	Work In Progress			8/2/2023 9:21:06 AM					
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Pacheco, Hector el bano de las mujeres planta alta edificio norte esta tirando agua (bastante agua) gracias

Matilde Gonzalez

283251	South Building	Exterior			7/17/2023		58		\$63.31
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Medium	Work In Progress			7/17/2023 12:56:11 PM					
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Pacheco, Hector porfavor revisar y reparar las conecciones de l manguera de afuera del edificio sur no estan funcionando

Matilde Gonzalez

285372	South Building	Hallway/Corridor			8/15/2023		6		\$0.00
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Medium	Work In Progress			8/15/2023 10:22:16 AM	8/21/2023				
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Pacheco, Hector fuente de agua edificio sur parte alta {final del corredor} esta tapada tira mucha agua gracias. Re-route to HVAC please thank you, Re-route to plumbing, thank you

Matilde Gonzalez

285946	North Building	Portables			8/24/2023		20		\$0.00
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Medium	Work In Progress	2A REYES		8/24/2023 10:01:44 AM					
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Chavez, Santos LIGHTS ARE FLICKERING- CLASSROOM IS VERY DARK.

Laura Parra

285724	Gym (1997)	Dressing Room			8/21/2023		23		\$0.00
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Medium	Work In Progress	BOYS LOCKER		8/21/2023 11:30:22 AM					
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Chavez, Santos PLEASE CHANGE THE LIGHT SWITCHES TO KEYED SWITCHES.

Laura Parra

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Santa Teresa MS

285005 8/9/2023 35 \$0.00

Medium Work In Progress 8/9/2023 10:20:15 AM

Chavez, Santos las luces led 8 no ajustan en las luces de los portables ,
si podrian revisarlas gracias

Matilde Gonzalez

286391 North Building Office 8/31/2023 13 \$534.00

Medium Work In Progress 13 B 8/31/2023 3:04:39 PM

Ambriz, Jose AC MAKING LOUD NOISES

Laura Parra

286387 North Building Classroom 8/31/2023 13 \$0.00

Medium Work In Progress 3- GRIEGO 8/31/2023 2:31:19 PM

Herrera, Marin INSTALL SHELVES FOR STUDENT EQUIPMENT

Laura Parra

285465 South Building Hallway/Corridor 8/16/2023 28 \$0.00

Medium Work In Progress LOWER/UPPER 8/16/2023 9:28:15 AM

Ambriz, Jose HALLWAYS EXTREMELY HOT

Laura Parra

286271 North Building Hallway/Corridor 8/30/2023 14 \$470.50

Medium Work In Progress UPPER LEVEL 8/30/2023 9:57:56 AM

Ambriz, Jose AC NOT WORKING IN THE HALLWAY UPPER LEVEL

Laura Parra

286376 Kitchen 8/31/2023 13 \$0.00

High Work In Progress 8/31/2023 1:46:58 PM

Herrera, Marin Ceiling tiles fall off in kitchen area some are water
damaged need to be replaced

Dino Facio

283614 North Building Classroom 7/24/2023 51 \$0.00

Medium Work In Progress 2 7/24/2023 4:39:46 PM

Lara, Ralph Classroom 2 in the North Building needs the two
classroom exit doors to have the delay mechanism Re-route to Rafa L

Shannon Davis

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

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

Location: Santa Teresa MS

285086	North Building	Classroom			8/10/2023		34		\$0.00
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Medium	Work In Progress	ROOM 2			8/10/2023 10:15:29 AM				
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Lara, Ralph
 The door to room N2 may be locked on the outside, but will not actually attach to the door jam. The door must be pushed in from the outside or pulled by the door handle from inside the classroom to attach it to the door jam.
 I was told that the device attached to the top of the door within the classroom might need to be adjusted to close and latch on its own. It may have a spring inside of it that needs adjusting.

Laura Parra

285705	North Building				8/21/2023		23		\$0.00
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Medium	Work In Progress				8/21/2023 9:43:44 AM				
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Lara, Ralph
 en el edificio Norte la puerta de entrada principal esta averiada de lan parte donde se abre

Matilde Gonzalez

285423	South Building	Library			8/15/2023		29		\$0.00
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Medium	Work In Progress	Back office			8/15/2023 1:59:36 PM				
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Lara, Ralph
 Please replace the door that was removed from the Security office in the library as the safety of equipment and personal items are being taken for lack of door and lock. Please see Sgt A. Watkins at STMS
 Re-route to locksmith thank you

Sylvia Gaeta

285092	Library	Library			8/10/2023		34		\$0.00
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Medium	Work In Progress	LIBRARY			8/10/2023 10:48:28 AM				
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Villalobos, Margret
 PLEASE SPRAY FOR CENTIPEDES AND BLACKWIDOWS

Laura Parra

285756	North Building	Choral			8/21/2023		23		\$0.00
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Medium	Work In Progress	10 ESCOBEDO			8/21/2023 3:14:17 PM				
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Villalobos, Margret
 ISSUES WITH BUGS, ANTS AND MICE- WAIVER HAS BEEN SUBMITTED.

Laura Parra

Count: 19 Work Orders			Avg. Age of WO's 27				Total for Santa Teresa MS	0	\$1,206.81
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287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: SNP Complex									
285631		Portables			8/18/2023		26		\$839.32
High	Work In Progress				8/18/2023 2:09:09 PM				
Ambriz, Jose		AC unit in portable#5 went out							
Dino Facio									
285543		Portables			8/17/2023		27		\$761.59
High	Work In Progress				8/17/2023 9:59:51 AM				
Ambriz, Jose		Portable#4 ac unit not working properly							
Dino Facio									
285791					8/22/2023		22		\$0.00
High	Work In Progress				8/22/2023 9:38:24 AM				
Chavez, Santos		All four lights on the electrical poles on SNP Complex grounds are out							
Dino Facio									
Count: 3 Work Orders			Avg. Age of WO's	25		Total for SNP Complex	0	\$1,600.91	

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Sunland Park ES									
286014					8/25/2023		19		\$0.00
Medium	Work In Progress				8/25/2023 9:34:43 AM				
Chavez, Santos		marquee has no electrical power							
Cora Ramirez									
286168					8/29/2023		15		\$77.47
Medium	Work In Progress				8/29/2023 7:46:07 AM				
Pacheco, Hector		Please generate a work order to close the gas line that was feeding the tenant at SP. Hector if you walk by the marquee and keep going north to the Morgan building you will see the gas line. Please close it from the main. Check to see if we need to remove it.							
Guillermo Hernandez									
284991					8/9/2023		35		\$968.74
Medium	Work In Progress				8/9/2023 8:46:16 AM				
Ambriz, Jose		duct detectors have no power causing fire alarm to go off							
		Please send someone to check asap. If unable to send asap, we need to place school on fire watch							
Cora Ramirez									
284076	Main Building	Parking Lot			7/31/2023		44		\$134.13
Medium	Work In Progress				7/31/2023 9:36:07 AM				
Herrera, Marin		Mesquite on the staff parking lot needs to be cut and shorten branches and please remove debris.				reroute to marin			
Alma Morales									
286032					8/25/2023		19		\$0.00
Medium	Work In Progress				8/25/2023 12:12:38 PM				
Lara, Ralph		Need a new key for Classroom 23-TA64. The one the teacher has now keeps getting stuck. Thank you! :)							
Viola Ramos									
Count: 5 Work Orders			Avg. Age of WO's	26		Total for Sunland Park ES	0	\$1,180.34	

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Sunrise ES							
284900	Main Building	Classroom			8/8/2023		36		\$0.00
Medium	Work In Progress				8/8/2023 10:05:08 AM				
Ruiz, Danny		blinds for the the front windows of the 3 work rooms							
		Thank you!							
Joanna Rodriguez									
284416					8/3/2023		41		\$0.00
Medium	Work In Progress				8/3/2023 1:47:29 PM				
Vasquez, Jose		please check sprinklers see coach scott for further questions							
Joanna Rodriguez									
285417					8/15/2023		29		\$0.00
Medium	Work In Progress				8/15/2023 1:12:51 PM				
Vargas, Juan		Need painting. Play ground equipment							
Juan Vargas									
286402		Mechanical			8/31/2023		13		\$0.00
Medium	Work In Progress	300 wing			8/31/2023 3:52:36 PM				
Ambriz, Jose		Need from Service supply to fix booster pump leaking water.							
Jose Ambriz									
285904					8/23/2023		21		\$0.00
Medium	Work In Progress				8/23/2023 1:13:14 PM				
Ontiveros, Joe		Loose faucet handle please see Joanna for further instructions							
Joanna Rodriguez									
Count: 5 Work Orders		Avg. Age of WO's		28	Total for Sunrise ES			0	\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Support Services							
282859					7/3/2023		72		\$39.33
Medium	Work In Progress				7/3/2023 8:37:19 AM				
Vasquez, Jose		Please have North Crew remove these dead trees from behind Ms. Cadena's office							
Shane Smythe									
Count: 1 Work Orders		Avg. Age of WO's	72			Total for Support Services	0		\$39.33

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Vado ES							
285826	Main Building	Classroom			8/22/2023		22		\$0.00
Medium	Work In Progress	Room #103 Ms.			8/22/2023 2:30:33 PM				
Hernandez, Carlos		I have a string light, projector, spot light and a disco ball that need to be mounted from the ceiling and wall.							
Sylvia Cary									
286125					8/28/2023		16		\$0.00
Medium	Work In Progress				8/28/2023 12:38:32 PM				
Tellez, Hector		In room 101 DSC two lights in the restroom are completely out				reroute to electrician.			
Guadalupe Parada									
Count: 2 Work Orders		Avg. Age of WO's			19	Total for Vado ES		0	\$0.00

287 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 8/31/2023 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs	
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date				
Assigned To		Description				Action Taken				
Requester Name										
Location: Yucca Heights ES										
284510		Classroom			8/4/2023		40	\$10.35		
Medium	Work In Progress				8/4/2023 11:46:59 AM					
Vargas, Juan		Portable 400- SPED They also need the mat on wall in room 219 to be moved to portable next to OT office.								
Rocio Rodriguez										
284512					8/4/2023		40	\$0.00		
Medium	Work In Progress				8/4/2023 11:48:13 AM					
Vargas, Juan		Portable 400- SPED they need 2 of the desk to add the keyboard tray to the desk in room F & D								
Rocio Rodriguez										
285695					8/21/2023		23	\$0.00		
Medium	Work In Progress				8/21/2023 9:13:20 AM					
Lara, Ralph		need extra key for filing cabinet in room 224 W445								
Rocio Rodriguez										
Count: 3 Work Orders		Avg. Age of WO's 34		Total for Yucca Heights ES			0	\$10.35		
Count: 287 Work Orders		Avg. Age of WO's 33		Grand Total			2	\$20,311.59		