

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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: Alta Vista ECHS									
286725					9/6/2023		42		\$348.71
Medium	Work In Progress	P18			9/6/2023 12:04:46 PM				
Tellez, Hector		Please replace 3 light balusters with the new LED lights in P18.							
Melanie Beegle									
285168					8/11/2023		68		\$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									
284197					8/1/2023		78		\$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									
Count: 3 Work Orders			Avg. Age of WO's 63		Total for Alta Vista ECHS			0	\$348.71

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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)										
287736		Exterior			9/26/2023		22		\$0.00	
Medium	Work In Progress	westside of the			9/26/2023 2:40:24 PM					
Avila, Jesus		Solar Light needs to be repaired. GROUNDWORKERS damaged Solar Light Pole								
Michelle Soto										
285548		Exterior			8/17/2023		62		\$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										
Count: 2 Work Orders			Avg. Age of WO's	42	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	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Anthony ES							
285700					8/21/2023		58		\$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									
Count: 1 Work Orders		Avg. Age of WO's	58	Total for Anthony ES			0	\$0.00	

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Berino ES									
285177	Main Building	Parking Lot			8/11/2023		68	\$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									
284783	Main Building	Classroom			8/7/2023		72	\$0.00	
Medium	Work In Progress	134			8/7/2023 9:17:49 AM				
Ontiveros, Joe		the handle to the restroom broke							
Michelle Guerra									
287912		Classroom			9/29/2023		19	\$0.00	
Medium	Work In Progress	127			9/29/2023 1:21:02 PM				
Ambriz, Jose		Need to order a exhaust cover 14X24.							
Jose Ambriz									
Count: 3 Work Orders			Avg. Age of WO's	53		Total for Berino ES	0	\$206.27	

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Chaparral ES							
283578	Main Building	Classroom			7/24/2023		86		\$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									
Count: 1 Work Orders		Avg. Age of WO's	86			Total for Chaparral ES	0		\$0.00

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
287298	R-Wing	Classroom			9/18/2023		30		\$0.00
Medium	Work In Progress	R-5			9/18/2023 2:10:53 PM				
Villalobos, Margret		Need pest spray services- Killed a centipede and scorpion today in class. Still have lots of small black beetle like bugs. (Veronica Garcia)				Approved EM 9/19/23 mkv			
Eli Barrios									
287279	Q-Wing	Classroom			9/18/2023		30		\$0.00
Medium	Work In Progress	Q-4			9/18/2023 10:51:12 AM				
Villalobos, Margret		Mice in Classroom. (Jose Luis Soria, Q-4)				Approved EM 9/19/23			
Eli Barrios									
287280		Exterior			9/18/2023		30		\$0.00
Medium	Work In Progress	Outdoor			9/18/2023 10:56:48 AM				
Villalobos, Margret		Please set traps for mice or fumigate in Outdoor concession stand. (Mrs. Mireya)				Approved EM 9/19/23			
Eli Barrios									
284788	Field House	Athletic Field			8/7/2023		72		\$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									
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									
287437		Exterior			9/20/2023		28		\$12.70
Medium	Work In Progress	Outside the			9/20/2023 10:13:45 AM				
Vargas, Juan		Hazard in front of Band Room door. (Eric Short, Band Room)							
Eli Barrios									
286361					8/31/2023		48		\$0.00
Medium	Work In Progress				8/31/2023 12:07:34 PM				
Vargas, Juan		Need replaced ceiling tiles on main hallway							
Juan Vargas									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
287360		Gym			9/19/2023		29		\$0.00
Medium	Work In Progress	auxillary gym			9/19/2023 10:10:38 AM				
Montoya, Federico There are 2 cabinets in the storage room that I have my wrestling Singlets, cannot find my keys to those cabinets. The Keys are for the cabinets W647 W634 Thank you Coach Yturralde									
Eli Barrios									
284078	Q-Wing	Classroom			7/31/2023		79		\$0.00
Medium	Work In Progress	Q-4			7/31/2023 9:39:43 AM				
Flores, Antonio Can we replace the lights in the welding booths to LED'S? (Jose Soria, Q-4)									
Eli Barrios									
287877					9/28/2023		20		\$0.00
Medium	Work In Progress				9/28/2023 3:57:09 PM				
Flores, Antonio Many Recessed lights are out throughout the hallways.									
Antonio Flores									
287906					9/29/2023		19		\$0.00
Medium	Work In Progress	all wings			9/29/2023 11:01:29 AM				
Flores, Antonio 40 small round lights not working threw out the inside building. D wing D 7 back door entrance needs a cover to the lamp.									
Christina Nares									
284427	B-Wing	Custodial			8/3/2023		76		\$309.90
Medium	Work In Progress				8/3/2023 2:55:34 PM				
Pacheco, Hector If you can please check the water pressure, in the B wing custodial closet, the water splashes out when you close it.									
Christina Nares									
284430	C-Wing	Custodial			8/3/2023		76		\$0.00
Medium	Work In Progress				8/3/2023 3:00:54 PM				
Pacheco, Hector C wing custodial closet the water comes out of the connection on the water house.									
Christina Nares									
Count: 13 Work Orders			Avg. Age of WO's 42		Total for Chaparral HS			0	\$322.60

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral MS									
287902	Main Building	Exterior			9/29/2023		19		\$34.54
Medium	Work In Progress	baseball/softball			9/29/2023 9:38:34 AM				
Vargas, Juan		Paint dugouts at soft/baseball fields							
Maria Garcia									
287341	Main Building	Classroom			9/19/2023		29		\$0.00
Medium	Work In Progress	208			9/19/2023 7:41:19 AM				
Vargas, Juan		A/C doesn't seem to be working				Forward. To HVAC			
Maria Garcia									
287778	Main Building	Classroom			9/27/2023		21		\$519.92
Medium	Work In Progress	450			9/27/2023 9:07:25 AM				
Vargas, Juan		Could I get the walls painted white? I have holes, scratches and broken pieces on the walls. Thank you!							
Maria Garcia									
Count: 3 Work Orders			Avg. Age of WO's	23		Total for Chaparral MS	0	\$554.46	

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert Trail ES									
287460	Main Building				9/20/2023		28		\$34.30
Medium	Work In Progress	nurse office			9/20/2023 2:51:42 PM				
Vargas, Juan		We need a sign indication nurse office.							
Elizabeth Hernandez									
284920					8/8/2023		71		\$33.64
Medium	Work In Progress				8/8/2023 12:40:14 PM				
Pacheco, Hector		En el pasillo 100 pusieron fuentes de agua nueva y dejaron un tubo que esta liquiando por favor de revisarla gracias							
Laura Sandoval									
287789	Main Building	Foyer			9/27/2023		21		\$0.00
Medium	Work In Progress	bus lobby,			9/27/2023 12:00:45 PM				
Pacheco, Hector		There is a foul odor coming out of the water fountain located in front of kinder hall, custodial room in cafeteria, as well as buss lobby restrooms.							
Elizabeth Hernandez									
Count: 3 Work Orders		Avg. Age of WO's		40	Total for Desert Trail ES			0	\$67.94

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert View ES									
286083					8/28/2023		51		\$18.37
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									
283307	Main Building	Hallway/Corridor			7/18/2023		92		\$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									
283671	Main Building	Exterior			7/25/2023		85		\$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									
Count: 3 Work Orders			Avg. Age of WO's	76		Total for Desert View ES	0		\$18.37

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: GAC									
284006					7/28/2023		82		\$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									
283243					7/17/2023		93		\$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		90		\$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									
285273	The Pointe	Office			8/14/2023		65		\$0.00
Medium	Work In Progress				8/14/2023 9:58:59 AM				
Chavez, Santos		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									
Count: 4 Work Orders			Avg. Age of WO's	83			Total for GAC	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:		GAC - Pre-K							
286648					9/5/2023		43		\$0.00
Medium	Work In Progress				9/5/2023 2:22:12 PM				
Lara, Ralph	2ND request for 2 master keys for GAC OnTrack PreK Center. We also have new administrator who will need a master key asap.								
Leslie Chaffman									
Count: 1 Work Orders		Avg. Age of WO's	43	Total for GAC - 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:		Gadsden ES							
287758		Office			9/26/2023		22		\$0.00
Medium	Work In Progress	Office			9/26/2023 4:15:54 PM				
Tellez, Hector		Requesting blue light cover for Data Clerk, florescent light is affecting her.							
Patty Madrid									
Count: 1 Work Orders		Avg. Age of WO's	22			Total for Gadsden ES	0		\$0.00

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Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Gadsden HS									
287785		Kitchen			9/27/2023		21		\$0.00
High	Work In Progress			9/27/2023 10:03:15 AM					
Tellez, Hector	Electrical outlet at serving area #4 is not working								
Dino Facio									
285790					8/22/2023		57		\$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									
286225	Cafeteria (1998)	Foyer			8/29/2023		50	2	\$50.00
Medium	Work In Progress			8/29/2023 2:18:51 PM					
Ambriz, Jose	In Cafeteria water fountain in little foyer next to boys restroom water is leaking from corner of water fountain we put a mop bucket under it.		Need to replace water fountain please reroute to HVAC- H. Pacheco						
Frank Marin									
287201	Academic Bldg	Classroom			9/15/2023		33		\$0.00
Medium	Work In Progress			9/15/2023 10:35:59 AM					
Vasquez, Jose	Requested per Mr. Quintero, Baseball Field maintenance. Need sprinklers for the small practice field behind the 1st base dugout, and for it to be reseeded. Thank you.								
Laura Gomez									
286934	Panther Gym	Athletic Field			9/11/2023		37		\$0.00
Medium	Work In Progress			9/11/2023 2:21:59 PM					
Vasquez, Jose	Requested per Coach Facio he would like the grass practice fields checked to make sure they are in good condition and paint is visible. He will be utilizing them for practice.								
Laura Gomez									
287893	Vocational	Classroom			9/29/2023		19		\$0.00
Medium	Work In Progress	502		9/29/2023 8:59:34 AM					
Ontiveros, Joe	Requested per Mr. Flores, the eye washing station in the CTE/VOCATIONAL BLDG RM #502 has a leak and needs to be looked at as soon as possible. Valve has been shut off to avoid any further damage. Thank you.								
Laura Gomez									

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Assigned To		Description				Action Taken			
Requester Name									

Location: Gadsden HS

287324	Concession	Football Field			9/18/2023		30		\$0.00
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Medium	Work In Progress				9/18/2023 3:53:00 PM				
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Lara, Ralph Requested per Mrs. Ortega, she would like to request that a new lock be installed in the BACK ROOM of the FOOTBALL CONCESSION STAND so that they may use it for storage of sale items.

Laura Gomez

284243					8/1/2023		78		\$0.00
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Medium	Work In Progress				8/1/2023 2:41:23 PM				
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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

283901					7/27/2023		83		\$0.00
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Medium	Work In Progress				7/27/2023 10:44:48 AM				
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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

283826					7/26/2023		84		\$0.00
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Medium	Work In Progress				7/26/2023 2:46:27 PM				
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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

283369					7/19/2023		91		\$0.00
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Medium	Work In Progress				7/19/2023 11:10:36 AM				
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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

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Requester Name									

Location: Gadsden HS

283372 7/19/2023 91 \$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

283375 7/19/2023 91 \$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 91 \$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 91 \$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 91 \$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

285172 8/11/2023 68 \$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

10/18/2023 11:22:51 AM

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Assigned To		Description				Action Taken			
Requester Name									
Location:		Gadsden HS							
284491		Football Field			8/4/2023		75		\$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									
284811					8/7/2023		72		\$0.00
Medium	Work In Progress				8/7/2023 12:45:48 PM				
Flores, Pete		need tillers repaired							
Carlos Hernandez									
285377					8/15/2023		64		\$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									
Count: 20 Work Orders		Avg. Age of WO's		66	Total for Gadsden HS			2	\$50.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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 MS									
287141	Annex	Classroom			9/14/2023		34		\$0.00
Medium	Work In Progress	RM 410 -		9/14/2023 10:19:49 AM					
Villalobos, Margret		There's ants in my classroom. Reported on 9-14-23 by Ms. Corona							
Hilda Adler									
287922	C-Wing	Office			9/29/2023		19		\$0.00
Medium	Work In Progress	Nursing		9/29/2023 2:18:31 PM					
Ontiveros, Joe		Please install a water dispenser fountain in the Nurses Office at GHS. Contact person is RN-Kelsey Tucke. Thank you, Priscilla							
Priscilla Martinez									
286047	C-Wing	Office			8/25/2023		54		\$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		77		\$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		91		\$0.00
Medium	Work In Progress			7/19/2023 12:22:45 PM					
Ontiveros, Joe		water is coming through drainage of both boys and girls restrooms when dumping water down the custodial drainage sink							
David Hinojosa									
287918		Classroom			9/29/2023		19		\$0.00
Medium	Work In Progress	RM 404 -		9/29/2023 1:53:33 PM					
Tellez, Hector		Light bulbs out, need them replaced. Light by window Light in front of Newline Screen Light between vent and fire alarm				reroute electrician.			
Hilda Adler									

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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 MS							
287810		Classroom			9/27/2023		21		\$0.00
Medium	Work In Progress	RM 163 -Mr.		9/27/2023 3:26:53 PM					
Hernandez, Guillemo	The wall that has the smartboard in front of it is showing signs of water intrusion. This is concerning from the standpoint that within the last week students have been commenting about a smell in the room. It could be related to this water intrusion. I am revising this order also to include browned tiles on the ceiling. There may be water intrusion that is making the insulation and other materials above the ceiling rot and mold. I have ran the air filter machine all last night, and have it on full blast this morning, but the kids have been complaining about the smell, and I am not sure if what we are breathing in is safe or the product of mold above the ceiling tiles. Pictures of the wall and ceiling tiles are submitted below. Reported on 9/27/23				9/27/23	Contacted Carlos to check out this area and to inform Memo of findings - mkv			
Hilda Adler									
285122	Gym	Gym			8/10/2023		69		\$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									
286633					9/5/2023		43		\$0.00
Medium	Work In Progress	room 157		9/5/2023 9:57:02 AM					
Hernandez, Carlos	Please send a technician to set up a sensory room that is located in GMS in room 157. The technician will need drills and wood to set up the sensory area. It is a platform with plastic mirrors. If you have any questions feel free to contact Edna Herrera in room 157. Thank you.								
Susie Ramos Lara									
Count: 9 Work Orders		Avg. Age of WO's 47			Total for Gadsden MS			0	\$0.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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: La Union ES									
285903	Main Building	Classroom			8/23/2023		56		\$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									
282851		Exterior			7/3/2023		107		\$0.00
Medium	Work In Progress			7/3/2023 6:33:20 AM					
Vasquez, Jose		Need to troubleshoot panel at LUE							
Jose Vasquez									
286412					9/1/2023		47		\$0.00
Medium	Work In Progress			9/1/2023 7:55:43 AM					
Villalobos, Margret		URGENT! WASPS IN THE HALLWAY UP IN THE CEILING TILES AND HALLWAY LIGHTS IN THE UPPER GRADE HALLWAY ALONG ROOMS 107, 108, 109 110 & 111.			I called Bug out to address the issue GH 9/1/23				
Virginia Galindo									
286347	Main Building	Classroom			8/31/2023		48		\$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									
284396	Main Building	Office			8/3/2023		76		\$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									
284353	Main Building	Classroom			8/2/2023		77		\$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									
285623	Main Building	Restroom (Girls)			8/18/2023		61		\$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									

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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							
284921	Main Building	Classroom			8/8/2023		71		\$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									
Count: 8 Work Orders		Avg. Age of WO's		68	Total for La Union ES			0	\$10.14

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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: Loma Linda ES										
287577	Main Building	Classroom			9/22/2023		26		\$0.00	
Medium	Work In Progress	212/Escobedo		9/22/2023 10:56:48 AM						
Villalobos, Margret	Mr. Cardona is requesting for this classroom to be sprayed for roaches.		Approved EM Gloria 9/25/23							
Crystalee Heredia										
284389	Main Building	Classroom			8/3/2023		76		\$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										
284866	Main Building	Classroom			8/8/2023		71		\$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										
284297	Main Building	Classroom			8/2/2023		77		\$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		69		\$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										
285770	Main Building	Classroom			8/21/2023		58		\$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										
Count: 6 Work Orders		Avg. Age of WO's 63		Total for Loma Linda ES			0	\$0.00		

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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		51		\$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	51			Total for North Valley ES	0		\$0.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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)										
286821					9/8/2023		40		\$0.00	
Medium	Work In Progress				9/8/2023 9:24:40 AM					
Ontiveros, Joe		Please check drainage in girls bathroom. Water not going down stay clogged up. Ask Ms. Lourdes.								
Sandy Silvas										
285235					8/14/2023		65		\$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: 2 Work Orders			Avg. Age of WO's	53	Total for Northern On-Track Pre-K (LM)			0	\$0.00	

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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									
287047	Motor Vehicle				9/13/2023		35		\$18.45
Medium	Work In Progress				9/13/2023 8:59:30 AM				
Ontiveros, Joe		Need to replace broken PVC water line behind welding shop by a/c unit.							
Jose Villalobos									
287823		Exterior			9/27/2023		21		\$0.00
Medium	Work In Progress				9/27/2023 3:59:36 PM				
Vasquez, Jose		Need to trim the cotton wood tree in front of the entrance to the PPD, by the hot box.							
Jose Vasquez									
287782					9/27/2023		21		\$0.00
Medium	Work In Progress	Hvac shop			9/27/2023 9:41:23 AM				
Ambriz, Jose		Will fabricate a 1 ton ductless display refrigeration portable for district wide.							
Jose Ambriz									
283438		Athletic Field			7/20/2023		90		\$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: 4 Work Orders			Avg. Age of WO's	42		Total for Physical Plant Complex	0		\$761.45

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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									
286178	Main Building	Restroom (Girls)			8/29/2023		50		\$116.59
Medium	Work In Progress	3rd grade			8/29/2023 8:50:03 AM				
Pacheco, Hector		Toilet is cracked from the stand							
Claudia Mendez									
286163	Main Building	Restroom (Girls)			8/29/2023		50		\$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									
287297	Main Building	Restroom			9/18/2023		30		\$95.70
Medium	Work In Progress				9/18/2023 2:09:29 PM				
Pacheco, Hector		tengo una pequena fuga en el bano de afuera un lado ,de 6th. porfavor mandar a alguien a checar . parece que es en la pared.				9/20/23 Checked need to Re-route to Hector P. thank you			
Norma Onate									
287909	Main Building	Restroom (Girls)			9/29/2023		19		\$121.83
Medium	Work In Progress				9/29/2023 11:36:12 AM				
Pacheco, Hector		CHECAR EL BANO TIRAAGUA CUANDO FLASHEA SE SALE DE LA MANIVELA							
Norma Onate									
283724					7/25/2023		85		\$0.00
Medium	Work In Progress	Portable 4 (Ms.			7/25/2023 2:43:37 PM				
Lara, Ralph		Please change Ms. Taylor office door bell to one with a lock portable 4. (Mrs. Mata)							
Norma Martinez									
283600	Main Building	Classroom			7/24/2023		86		\$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									
287272	Main Building	Classroom			9/18/2023		3		\$1.44
Medium	Work In Progress				9/18/2023 9:44:35 AM	9/21/2023			
Chavez, Santos		Reemplazar focos en el portable #1 y 2 de Musica 22 , focos , ya se habian reemplazado en verano y se volvieron a fundir.							
Norma Onate									

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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									
286020	New Wing 1/02	Restroom			8/25/2023		54		\$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									
286990	Main Building	Portables			9/12/2023		36		\$0.00
Medium	Work In Progress	Portable 4			9/12/2023 10:27:20 AM				
Lara, Ralph		Bathroom Door lock not working in Portable 4							
Claudia Mendez									
284818	Main Building	Classroom			8/7/2023		72		\$0.00
Medium	Work In Progress				8/7/2023 1:46:19 PM				
Lara, Ralph		Problemas para abrir la puerta del salon 12.Por favor revisar.							
Norma Onate									
Count: 10 Work Orders		Avg. Age of WO's 49		Total for Riverside ES		0	\$335.56		

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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 ES									
285397					8/15/2023		64		\$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									
286920					9/11/2023		37		\$0.00
Medium	Work In Progress	Potable E (Ms.			9/11/2023 11:17:08 AM				
Herrera, Marin		Please install a fiber optic corner shower in portable E with Ms. Diaz. Ms. Diaz has the optic just needs assistance to install it. (Ms. Diaz)				Waiting on approval spoke with Memo 9/12/23			
Norma Martinez									
285511					8/16/2023		63		\$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									
Count: 3 Work Orders			Avg. Age of WO's	55		Total for Santa Teresa ES	0		\$0.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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 HS							
285102	Main Building	Classroom			8/10/2023		69		\$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									
287396					9/19/2023		0	1	\$25.00
Medium	Work In Progress			9/19/2023 3:54:31 PM	9/19/2023				
Lara, Ralph		WORKED ON AUTOMATIC DOOR CLOSERS AT S.T. H.S. ALL DAY			WORKED ON UTOMATIC DOOR CLOSERS AT S.T.H.S.				
Ralph Lara									
283586	Main Building	Exterior			7/24/2023		86		\$0.00
High	Work In Progress	Portable Areas		7/24/2023 2:46:47 PM					
Chavez, Santos		Exposure of Electrical wires/cables							
Raul Villagrana									
287343		Mechanical			9/19/2023		29		\$0.00
Medium	Work In Progress	chiller		9/19/2023 7:43:01 AM					
Ambriz, Jose		Need to check condenser inverter.			Order 2 condenser inverters for chiller as per parts trane will take 6 to 8 weeks for delivery				
Jose Ambriz									
286684					9/6/2023		42		\$18.78
Medium	Work In Progress			9/6/2023 7:51:53 AM					
Avila, Jesus		Installation of (2) Knox Boxes by Metro Fire & Security			09/22 Will close this WO when 2nd box is installed by Contr. --Per Memo.				
Guillermo Hernandez									
287024	Vocational	Classroom			9/12/2023		36		\$309.90
Medium	Work In Progress	Choir Room		9/12/2023 3:26:24 PM					
Pacheco, Hector		Mop sinks Faucet on the cold water does not shut off completely. Is leaking through the backflow							
Ashley Villalobos-Trujillo									
287286	Annex Building	Classroom			9/18/2023		30		\$0.00
Medium	Work In Progress	707		9/18/2023 11:29:55 AM					
Pacheco, Hector		Need the water temperature looked at. All the cold water faucets have hot water coming out constantly. So i have no cold water coming out.- Nishimoto Please and thank you !							
Ashley Villalobos-Trujillo									

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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									
287516	Annex Building	Classroom			9/21/2023		27		\$0.00
Medium	Work In Progress	707			9/21/2023 11:02:38 AM				
Pacheco, Hector									
Need someone to come look at my Dish Machine to see if it receiving hot water!!-Nishimoto									
Ashley Villalobos-Trujillo									
287520	Annex Building				9/21/2023		27		\$0.00
Medium	Work In Progress	707			9/21/2023 11:17:06 AM				
Pacheco, Hector									
Need the Bathrooms checked, sewer smell inside and outside of the building.-Nishimoto									
Ashley Villalobos-Trujillo									
287015	Vocational	Classroom			9/12/2023		36		\$0.00
Medium	Work In Progress	707			9/12/2023 3:13:00 PM				
Pacheco, Hector									
Water coming out of faucets are coming out hot in kitchen and water fountain, no cold water coming out									
Ashley Villalobos-Trujillo									
283502	Concession	Restroom			7/21/2023		89		\$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		49		\$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									
282945					7/6/2023		104		\$0.00
Medium	Work In Progress	Football field			7/6/2023 3:24:10 PM				
Lucero, Michael									
Need track mats stored under shelters. Currently, the mats are out and there is a shelter resting on one of the mats.									
Aida Gentzler									
284428	Vocational	Classroom			8/3/2023		76		\$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									

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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

286180	Vocational	Exterior			8/29/2023		50		\$0.00
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Medium	Work In Progress	803			8/29/2023 8:56:06 AM				
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Lucero, Michael We need to have trailer brought out to the shop for Garbage. We have a large amount of garbage stacking up outside the building and it needs to be removed. This is making for a perfect place for snakes and mice to hideout in.

Re- route to Heavy equipment to bring Dump trailer please

Ashley Villalobos-Trujillo

287748					9/26/2023		22		\$0.00
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Medium	Work In Progress				9/26/2023 3:36:13 PM				
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Herrera, Marin Need small electric water heater for maintenance office sink thank you

Reroute to Marin asp Memo - 9/29/23

Marin Herrera

287628	Vocational	Classroom			9/25/2023		23		\$0.00
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Medium	Work In Progress	801			9/25/2023 9:02:43 AM				
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Herrera, Marin Refill with silicone the aluminum curtains in room 801

Ashley Villalobos-Trujillo

283702	Main Building	Classroom			7/25/2023		85		\$0.00
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Medium	Work In Progress	Room 202			7/25/2023 12:41:10 PM				
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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

283848	Main Building	Classroom			7/26/2023		84		\$0.00
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Medium	Work In Progress	Room 204			7/26/2023 5:04:52 PM				
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Herrera, Marin Paint approximately 1-meter square

Raul Villagrana

285352					8/15/2023		64		\$0.00
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Medium	Work In Progress	Behind and in			8/15/2023 7:57:54 AM				
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Herrera, Marin Please repair sheetrock behind custodial office due to laundry sink installation also install back splash at floor sink please.

Hector Pacheco

284068		Kitchen			7/31/2023		79		\$0.00
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High	Work In Progress				7/31/2023 9:26:41 AM				
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Ruiz, Maria E Need all ceiling vents and registers clean as per Health Insp.

Re-route to Custodians thank you

Dino Facio

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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 HS							
286049	Main Building	Classroom			8/25/2023		54		\$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									
283925					7/27/2023		83		\$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		82		\$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									
287019	Vocational	Classroom			9/12/2023		36		\$0.00
Medium	Work In Progress	702		9/12/2023 3:21:55 PM					
Lara, Ralph		Locking mechanism of interior door not working, unable to lock door with key.-Ricardo Rodriguez							
Ashley Villalobos-Trujillo									
287623	Vocational	Classroom			9/25/2023		23		\$0.00
Medium	Work In Progress	801		9/25/2023 8:56:43 AM					
Lara, Ralph		Removal of the existing rollup door bottom sealant and replace it with a new flexible sealant strip, to avoid dust to enter room 801 and damage the computer equipment							
Ashley Villalobos-Trujillo									
287627	GYM (2009)				9/25/2023		23		\$0.00
Medium	Work In Progress	Girls Coaches		9/25/2023 9:01:22 AM					
Lara, Ralph		I was wondering if we can get someone to change the Lock on the office door because we are having problems opening it. It will open with the master key but our keys will not open the door.							
Ashley Villalobos-Trujillo									
287629	Concession				9/25/2023		23		\$0.00
Medium	Work In Progress	Foot Ball		9/25/2023 9:04:24 AM					
Lara, Ralph		Rolling aluminum curtains door does not close.							
Ashley Villalobos-Trujillo									

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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										
284011		Portables			7/30/2023		80		\$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		85		\$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										
286052	Main Building	Classroom			8/25/2023		54		\$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		54		\$0.00	
Medium	Work In Progress	201			8/25/2023 9:21:51 AM					
Lara, Ralph		door handle unable to lock.								
Ashley Villalobos-Trujillo										
Count: 32 Work Orders		Avg. Age of WO's 53			Total for Santa Teresa HS			1	\$501.32	

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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									
283614	North Building	Classroom			7/24/2023		86		\$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									
285705	North Building				8/21/2023		58		\$0.00
Medium	Work In Progress				8/21/2023 9:43:44 AM				
Lara, Ralph		en el edificio Norte la puerta de entrada principal esta averiada de lan parte donde se abre							
Matilde Gonzalez									
287684	South Building	Exterior			9/25/2023		23		\$0.00
Medium	Work In Progress				9/25/2023 4:05:42 PM				
Lara, Ralph		En el edificio sur parte baja la puerta del mechanical room esta dscompuesta no sierra (emergencia) no se puede quedar abierta por la noche nesecita reparacion .							
Matilde Gonzalez									
287580	North Building	Hallway/Corridor			9/22/2023		26		\$0.00
Medium	Work In Progress				9/22/2023 11:28:36 AM				
Lara, Ralph		En el edificio norte planta alta(al subir la rampa) el door clouser esta descompuesto y la puerta queda abierta							
Matilde Gonzalez									
287735	South Building	Classroom			9/26/2023		22		\$0.00
Medium	Work In Progress	33 FELHABER			9/26/2023 2:39:05 PM				
Herrera, Marin		PLEASE INSTALL A 4X6 WHITEBOARD							
Laura Parra									
287462	North Building	Classroom			9/20/2023		28		\$0.00
Medium	Work In Progress	21 URIBE			9/20/2023 2:55:01 PM				
Herrera, Marin		INSTALL ONE 6X4 DRY ERASE BOARD							
Laura Parra									
287489	North Building	Classroom			9/21/2023		27		\$0.00
Medium	Work In Progress	15- GONZALEZ			9/21/2023 7:49:40 AM				
Herrera, Marin		INSTALL NEW WHITE BOARD. PLEASE SEE MS GONZALEZ FOR LOCATION							
Laura Parra									

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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

287457	North Building	Classroom			9/20/2023		28		\$0.00
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Medium	Work In Progress	22 STOUT			9/20/2023 2:01:18 PM				
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Herrera, Marin
REPLACE 2 WHITE BOARDS WITH ONE 4X8 WHITEBOARD. PLEASE SEE MR STOUT FOR LOCATION.

Laura Parra

286409	Library	Library			9/1/2023		47		\$0.00
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Medium	Work In Progress	LIBRARY			9/1/2023 7:29:31 AM				
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Villalobos, Margret
MICE DROPPINGS INSIDE CEILING TILES.

Laura Parra

286387	North Building	Classroom			8/31/2023		48		\$0.00
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Medium	Work In Progress	3- GRIEGO			8/31/2023 2:31:19 PM				
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Herrera, Marin
INSTALL SHELVES FOR STUDENT EQUIPMENT

Laura Parra

285086	North Building	Classroom			8/10/2023		69		\$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

287809	North Building	Restroom (Girls)			9/27/2023		21		\$0.00
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Medium	Work In Progress				9/27/2023 3:24:10 PM				
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Pacheco, Hector
El bano de ninas en el edificio norte planta baja esta quebrado de la tapa nesecita ser cambiada
Re-route to Hector P thank you

Matilde Gonzalez

287812	South Building	Restroom (Girls)			9/27/2023		21		\$0.00
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Medium	Work In Progress				9/27/2023 3:28:47 PM				
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Pacheco, Hector
En el edificio sur parte alta (al subir la rampa) el bano de ninas esta quebrada la tapa y completamente oxidados los tornillos nesecita ser reparado
Re-route to Hector P thank you

Matilde Gonzalez

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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									
287816	North Building	Restroom (Girls)			9/27/2023		21		\$0.00
Medium	Work In Progress				9/27/2023 3:39:30 PM				
Pacheco, Hector		El bano de las mujeres (handicap) en el edificio nortye parte alta esta tapado (nuevamente) y tira el agua				checked 10/10/23 please re-route to plumber thank you			
Matilde Gonzalez									
287012	North Building				9/12/2023		36		\$0.00
Medium	Work In Progress				9/12/2023 3:00:54 PM				
Herrera, Marin		en el edificio norte parte alta mitad del pasillo despues de los banos hay un olor muy fuerte que no se distingue si es gas o drenaje solicita la revicion de esta, el olor corre desde lamitad del pasillo y hasta dentro de algunos cuartos.							
Matilde Gonzalez									
Count: 15 Work Orders		Avg. Age of WO's 37			Total for Santa Teresa MS			0	\$0.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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									
286753					9/7/2023		41		\$0.00
High	Work In Progress				9/7/2023 6:34:27 AM				
Lara, Ralph		Back door to Admin Building not closing completely							
Dino Facio									
287885					9/29/2023		19		\$0.00
High	Work In Progress				9/29/2023 6:53:02 AM				
Chavez, Santos		As per Santos need a solar light wall mount in front of main entrance							
Dino Facio									
287886					9/29/2023		19		\$0.00
High	Work In Progress				9/29/2023 6:54:33 AM				
Chavez, Santos		As per Santos need a solar light for front of SNP building							
Dino Facio									
Count: 3 Work Orders			Avg. Age of WO's	26		Total for SNP Complex	0		\$0.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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:		Sunland Park ES							
287347					9/19/2023		29		\$0.00
Medium	Work In Progress			9/19/2023 7:50:28 AM					
Lara, Ralph	NEED TO REPLACD ENTERANCE DOOR AT PORTABLE-C								
Ralph Lara									
286032					8/25/2023		54		\$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									
286166					8/29/2023		50		\$7.92
Medium	Work In Progress			8/29/2023 7:43:46 AM					
Lucero, Michael	SP need unclog the storm drainpipe by the marquee and clean the passage. While you are at SP level the front area and cover the exposed gas line by the Morgan building.								
Guillermo Hernandez									
287901					9/29/2023		19		\$0.00
Medium	Work In Progress			9/29/2023 9:38:28 AM					
Herrera, Marin	Please glue the baseboards in our office, they are coming off. The are located in our office hallway. We are missing blue board from our 3rd office. Thank you								
Alma Morales									
287742		Athletic Field			9/26/2023		22		\$0.00
Medium	Work In Progress			9/26/2023 3:19:19 PM					
Vasquez, Jose	There are a few sprinklers that need to be replaced in front of the school, also there are two broken irrig. boxes.								
Jose Vasquez									
286168					8/29/2023		50		\$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									
Count: 6 Work Orders			Avg. Age of WO's	37		Total for Sunland Park ES	0		\$85.39

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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		71		\$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									
287292	Main Building	Classroom			9/18/2023		30		\$0.00
Medium	Work In Progress				9/18/2023 1:15:48 PM				
Vargas, Juan		Classroom #204 teacher say at A/C turn on then off & heater turn on please check				Forward to HVAC			
Adrian Flores									
284416					8/3/2023		76		\$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									
Count: 3 Work Orders		Avg. Age of WO's 59			Total for Sunrise ES			0	\$0.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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		107		\$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	107	Total for Support Services				0	\$39.33

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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							
286125					8/28/2023		51		\$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: 1 Work Orders		Avg. Age of WO's	51			Total for Vado ES	0		\$0.00

164 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2023 - 9/30/2023 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										
285695					8/21/2023		58		\$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										
286447					9/1/2023		47		\$0.00	
Medium	Work In Progress				9/1/2023 11:53:22 AM					
Lara, Ralph		Need a panel key for Portable 402								
Rocio Rodriguez										
Count: 2 Work Orders			Avg. Age of WO's	53	Total for Yucca Heights ES			0	\$0.00	
Count: 164 Work Orders			Avg. Age of WO's	52	Grand Total			3	\$3,301.54	