

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
233356					7/15/2020		36	11	\$649.38
Medium	Work In Progress			7/15/2020 11:35:35 AM	8/20/2020				
Tellez, Hector	Replaced bulbs in girls restrooms and 2 fixtures did not work needs ballast		Light fixtures need to be replaced with modern fixtures. T-12 light bulbs are no longer ordered or carried by warehouse. Please forwarded to Electrician						
Maria Davila									
237631					10/27/2020		34		\$14.57
High	Work In Progress	15		10/27/2020 10:04:56					
Ambriz, Jose	The heater in Portable 15 is not working.								
Melanie Beegle									
237972					11/6/2020		24		\$0.00
Medium	Work In Progress	12 & 14		11/6/2020 8:50:55 AM					
Marquez, Gerardo	Teacher & Administration keys do not work on the entry door lock in P12. In P14 the locking mechanism gets jammed inside the handle and won't release to securely lock the door.								
Melanie Beegle									
233863					7/28/2020		125		\$0.00
Medium	Work In Progress	11 & 13		7/28/2020 2:05:26 PM					
Marquez, Gerardo	Classroom doors for portables 11 & 13 are hard to close.								
Melanie Beegle									
238220					11/19/2020		11		\$0.00
Medium	Work In Progress	2		11/19/2020 11:14:15					
Marquez, Gerardo	Part of the door mechanism fell out the door handle in P2; please reinstall. The pieces have been placed on the table in P2.								
Melanie Beegle									
Count: 5 Work Orders			Avg. Age of WO's	46	Total for Alta Vista ECHS		11	\$663.95	

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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)										
237179					10/9/2020		52		\$0.00	
Medium	Work In Progress				10/9/2020 9:17:47 AM					
Marquez, Gerardo		Please order door louver for Pump Rm at Anthony Pre-K. Village.								
Gerardo Marquez										
237633		Office			10/27/2020		34		\$0.00	
Medium	Work In Progress	104			10/27/2020 12:02:39					
Marquez, Gerardo		Entrance door is not closing properly.								
Michelle Soto										
237649		Pump House			10/28/2020		33		\$0.00	
Medium	Work In Progress	outside pre-k			10/28/2020 2:24:40 PM					
Marquez, Gerardo		Pumps house needs to be locked. Custodians do not have key to lock or open								
Michelle Soto										
Count: 3 Work Orders			Avg. Age of WO's	40	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									
234460					8/5/2020		117		\$4,950.00
Medium	Work In Progress				8/5/2020 3:51:19 PM				
Tellez, Hector		replace light fixtures with 2x4 flat panels in classrooms							
Hector Tellez									
236271					9/15/2020		76		\$0.00
Medium	Work In Progress				9/15/2020 3:50:03 PM				
Appelzoller, Fred		need faucets to replace the last of the old office							
Fred Appelzoller									
235946		Kitchen			9/8/2020		83		\$0.00
High	Work In Progress				9/8/2020 9:20:29 AM				
Appelzoller, Fred		Need the three compartment sink faucet replaced (corroded)							
Dino Facio									
233082					7/7/2020		146		\$0.00
High	Work In Progress				7/7/2020 3:03:09 PM				
Ontiveros, Guadalupe		irrigation system needs to be rewire and replace control to be able to water soccer field.							
Guadalupe Ontiveros									
238052					11/9/2020		21		\$0.00
Medium	Work In Progress				11/9/2020 1:09:32 PM				
Ontiveros, Guadalupe		LANDSCAPE & DESIGN CENTER (575) 527-9867 Main Contact: ROBERT MACIAS							
		EVERYTHING ON SOCCER FIELDS IN BACK TO PRE K BUILDING TO THE S -Area Marked in White (WORK STARTS 600 FOURTH ST AND ENDS AT 609 CHURCH ST							
Jessica Herrera									
237615					10/26/2020		35		\$0.00
High	Work In Progress				10/26/2020 3:10:21 PM				
Ontiveros, Guadalupe		irrigation system needs to be rewire and electric valves replaced.							
Guadalupe Ontiveros									
Count: 6 Work Orders		Avg. Age of WO's 80		Total for Anthony ES				0	\$4,950.00

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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									
233539					7/21/2020		132		\$0.00
Medium	Work In Progress				7/21/2020 2:49:16 PM				
Marquez, Gerardo		LOCK SETS AT FACULTY RESTROOMS ARE LOOSE AND HARD TO OPEN. PLEASE FIX.							
Gerardo Marquez									
238112	Main Building	Restroom			11/13/2020		17		\$0.00
Medium	Work In Progress	Front of school			11/13/2020 1:28:46 PM				
Marquez, Gerardo		both door locks are to the boys/girls restroom are broken							
Michelle Guerra									
Count: 2 Work Orders			Avg. Age of WO's	75		Total for Berino ES	0		\$0.00

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral ES									
233165	Main Building	Office			7/9/2020		144		\$0.00
Medium	Work In Progress	Vault and extra			7/9/2020 3:41:05 PM				
Marquez, Gerardo Administration would like locks to be redone and keyed with different key for vault and extra utility room located in the front office. Please see Jennifer or Duque/Davis									
Jennifer Corral									
233526	Main Building	Office			7/21/2020		132		\$0.00
Medium	Work In Progress	office			7/21/2020 1:13:12 PM				
Marquez, Gerardo need room across from vault to have same key as vault (rekey) See front office.									
Jennifer Corral									
234544	Main Building	Classroom			8/7/2020		115		\$0.00
Medium	Work In Progress				8/7/2020 9:25:14 AM				
Acuna, Johnny Room #326 doesn't have window blinds Reassign to Memo - 8/12/20									
Adrian Flores									
237561	Main Building	Classroom			10/22/2020		39		\$0.00
Medium	Work In Progress				10/22/2020 12:11:30				
Acuna, Johnny Conference table panels need to be installed. They have fallen off of table.									
Angelica Duque									
235319		Kitchen			8/25/2020		97		\$143.75
High	Work In Progress				8/25/2020 9:40:53 AM				
Chavez, Santos Light out in bathroom									
Dino Facio									
235082					8/19/2020		103		\$0.00
Medium	Work In Progress				8/19/2020 10:15:11 AM				
Chavez, Santos Need doorbells upgraded									
Jimmy Carbajal									
237497	Main Building	Library			10/19/2020		42		\$319.00
Medium	Work In Progress	123			10/19/2020 3:29:58 PM				
Ortiz, Alfredo Library is very cold. We have subs teaching in there and it is too cold.									
Angelica Duque									
237938					11/4/2020		26		\$0.00
Medium	Work In Progress				11/4/2020 9:45:03 AM				
Acuna, Johnny Need to replace fire extinguisher in kitchen (red) 10 lbs.									
Johnny Acuna									

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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: Chaparral ES

Count: 8 Work Orders Avg. Age of WO's 87 Total for Chaparral ES 0 \$462.75

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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: Chaparral High - Pre-K									
237941					11/4/2020		26		\$0.00
Medium	Work In Progress				11/4/2020 10:13:04 AM				
Acuna, Johnny		Need Replacement Fire Extinguishers							
Johnny Acuna									
Count: 1 Work Orders			Avg. Age of WO's	26		Total for Chaparral High - Pre-K	0		\$0.00

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WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
237940					11/4/2020		26		\$0.00
Medium	Work In Progress				11/4/2020 10:10:35 AM				
Acuna, Johnny		Need Replacement Fire Extinguishers							
Johnny Acuna									
236473					9/21/2020		70		\$719.40
Medium	Work In Progress				9/21/2020 4:22:48 PM				
Acuna, Johnny		Need to paint outer beam under roof to main building in Front Courtyard.							
Johnny Acuna									
235196					8/21/2020		101		\$2.25
Medium	Work In Progress				8/21/2020 10:36:18 AM				
Chavez, Santos		Fluorescent light cover missing main hallway in front of old gym.							
Jesus Urquidi									
233076	E-Wing	Classroom			7/7/2020		146		\$0.00
Medium	Work In Progress	E4			7/7/2020 2:00:39 PM				
Chavez, Santos		Please fix outlets. Only the one by the front of class works. All the others don't. This has been an on going problem in my room. This is not the first time I ask for them to be fixed. (Ms. Gonzalez, E4)							
Mireya Meza									
238239	Q-Wing	Restroom			11/20/2020		10		\$0.00
Medium	Work In Progress	Q building			11/20/2020 4:22:13 PM				
Ontiveros, Joe		One of the boys stalls keeps flushing and wont stop. (Custodian)							
Mireya Meza									
236324	B-Wing	Classroom			9/17/2020		74		\$0.00
Medium	Work In Progress				9/17/2020 9:04:31 AM				
Ontiveros, Joe		B-wing eye wash shower part is leaking on top B-3 science room.							
Jesus Urquidi									
235131	Q-Wing	Restroom			8/20/2020		102		\$14.97
Medium	Work In Progress				8/20/2020 12:24:05 PM				
Ontiveros, Joe		2nd urinal leaking from bottom.							
Jesus Urquidi									

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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									
235931	B-Wing	Classroom			9/8/2020		83		\$6.99
Medium	Work In Progress				9/8/2020 7:57:40 AM				
Ontiveros, Joe		sink in B science classroom by the window shoots water from on top of water faucet.							
Jesus Urquidi									
236012	B-Wing	Restroom			9/9/2020		82		\$2.19
Medium	Work In Progress				9/9/2020 10:51:44 AM				
Ontiveros, Joe		staff restroom leaks down the shaft when flushed.							
Jesus Urquidi									
236044		Gym			9/10/2020		81		\$0.00
Medium	Work In Progress				9/10/2020 7:59:56 AM				
Ontiveros, Joe		new gym custodial closet sink faucet leaking.							
Jesus Urquidi									
237412	F-Wing	Restroom			10/15/2020		46		\$0.00
Medium	Work In Progress	Boys restroom			10/15/2020 9:59:10 AM				
Ontiveros, Joe		There is a crack in the F wing boys restroom. It's the first restroom stall as you walk in. (custodial)				Route to J. Ontiveros 11/6/20			
Mireya Meza									
238149					11/16/2020		14		\$175.87
Medium	Work In Progress				11/16/2020 10:41:00				
Acuna, Johnny		Need to insulate water lines to geo thermal heating system.							
Johnny Acuna									
237206					10/9/2020		52		\$0.00
Medium	Work In Progress				10/9/2020 3:49:12 PM				
Acuna, Johnny		At the front entrance of Q building under the fire extinguisher there is a hole in the wall that need to be repaired. (Vicki Lopez)							
Mireya Meza									
237207	Q-Wing	Classroom			10/9/2020		52		\$0.00
Medium	Work In Progress	Q building			10/9/2020 3:50:33 PM				
Acuna, Johnny		Please install all ceiling tiles that are missing in Q building. (Vicki Lopez)							
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									
233093					7/7/2020		146		\$39.80
Medium	Work In Progress	AUX. GYM			7/7/2020 5:19:51 PM				
Acuna, Johnny		Need (8) Emergency light batteries for New Aux. Gym. (Hubbell: Part #93012372)							
Johnny Acuna									
237387	Field House	Athletic Field			10/14/2020		47		\$0.00
Medium	Work In Progress	Practice Football			10/14/2020 11:48:39				
Ontiveros, Guadalupe		When we are ready to go back with students. May we get the practice field painted for the band and pe classes? We would only need a fifty yard field. This is for when we are ready to go back. (Mr. Rios, band director)				11/6/20 Transfer to Grounds			
Mireya Meza									
237987	A-Wing	Office			11/6/2020		24		\$0.00
Medium	Work In Progress	Lobby			11/6/2020 12:45:58 PM				
Acuna, Johnny		Johnny 2 lecterns arrived and we need them put together. The boxes are from Uline and they are in the front lobby. (Mireya Meza)							
Mireya Meza									
236459					9/21/2020		70		\$0.00
Medium	Work In Progress				9/21/2020 3:37:49 PM				
Carrasco, Danny		Need tools for Juan Carlos Vargas.							
Johnny Acuna									
233107					7/8/2020		145		\$0.00
Medium	Work In Progress				7/8/2020 10:15:04 AM				
Ontiveros, Joe		check water faucets in all restroom sinks alot of them are loose.							
Jesus Urquidi									
233275	G-Wing	Classroom			7/13/2020		140		\$0.00
Medium	Work In Progress	G1			7/13/2020 3:18:20 PM				
Marquez, Gerardo		Wall cabinet on the right side does not lock. (Ms. Montelongo, G1)							
Mireya Meza									
233569	A-Wing	Office			7/22/2020		131		\$0.00
Medium	Work In Progress	Counselor area			7/22/2020 9:33:59 AM				
Marquez, Gerardo		Please make me 2 copies of key CH21 & 1 of CH17. (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									
233347	G-Wing	Classroom			7/15/2020		138		\$0.00
Medium	Work In Progress	G4			7/15/2020 10:23:27 AM				
Marquez, Gerardo		Lock on this door is hard to open and close. When you insert key it turns several times and key gets stuck. (Mireya Meza0							
Mireya Meza									
233348	F-Wing	Classroom			7/15/2020		138		\$0.00
Medium	Work In Progress	F5			7/15/2020 10:26:19 AM				
Marquez, Gerardo		We do not have a key number for wall cabinet in F5. The core is blank. We don't know if it works. (Mireya Meza)							
Mireya Meza									
233504	A-Wing	Office			7/21/2020		132		\$0.00
Medium	Work In Progress	Mireya's office			7/21/2020 11:04:37 AM				
Marquez, Gerardo		Need copy of key to Mireya's office. (Victoria Lopez, principal)							
Mireya Meza									
233512	B-Wing	Classroom			7/21/2020		132		\$0.00
Medium	Work In Progress	B4			7/21/2020 11:40:34 AM				
Marquez, Gerardo		Please make me 2 copies of key CH37. (Mireya Meza)							
Mireya Meza									
234391		Kitchen			8/4/2020		118		\$0.00
High	Work In Progress				8/4/2020 3:13:23 PM				
Marquez, Gerardo		North side door that leads from the kitchen to the dining area will open with master key							
Dino Facio									
234549	A-Wing	Classroom			8/7/2020		115		\$0.00
Medium	Work In Progress	A110			8/7/2020 10:01:39 AM				
Marquez, Gerardo		May I have 3 copies of key 194E. (Mireya Meza)							
Mireya Meza									
234505	B-Wing	Classroom			8/6/2020		116		\$0.00
Medium	Work In Progress	B3			8/6/2020 1:53:35 PM				
Marquez, Gerardo		Door is off balance and will not close all the way. (custodian, B3)							
Mireya Meza									

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
234506	B-Wing	Restroom (Girls)			8/6/2020		116		\$0.00
Medium	Work In Progress	Girls restroom			8/6/2020 1:55:20 PM				
Marquez, Gerardo		The 5th stall in the girls bathroom in B hall is missing part of the locking latch. (custodian, B wing girls bathroom)							
Mireya Meza									
234672					8/10/2020		112		\$0.00
Medium	Work In Progress				8/10/2020 12:14:59 PM				
Marquez, Gerardo		Please replace missing lock cylinder to lock on back of football bleachers gate.							
Johnny Acuna									
233734					7/24/2020		129		\$0.00
Medium	Work In Progress				7/27/2020 8:48:32 AM				
Flores, Pete		JD Gator # 0500 needs to be service.							
Guadalupe Ontiveros									
238285	A-Wing	Office			11/30/2020		0		\$0.00
Medium	Work In Progress	Front Lobby			11/30/2020 9:13:50 AM				
Marquez, Gerardo		The main door on the left side of the main entrance (lobby) is not working properly to open. (security Zuniga)							
Mireya Meza									
Count: 32 Work Orders			Avg. Age of WO's	90		Total for Chaparral HS	0	\$961.47	

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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									
237874	Main Building	Classroom			11/2/2020		28		\$0.00
Medium	Work In Progress	teachers lounge			11/2/2020 8:25:40 AM				
Lara, Ralph		Replace door latch							
Maria Garcia									
233344	Main Building	Classroom			7/15/2020		138		\$0.00
Medium	Work In Progress	102			7/15/2020 9:04:07 AM				
Marquez, Gerardo		Door will not open							
Maria Garcia									
237959	Main Building	Classroom			11/5/2020		25		\$0.00
Medium	Work In Progress	402 & 406			11/5/2020 11:34:59 AM				
Acuna, Johnny		Replace ceiling tiles in rooms 402 & 402 due to leak							
Maria Garcia									
235004		Custodial			8/18/2020		104		\$0.00
Medium	Work In Progress				8/18/2020 9:16:20 AM				
Acuna, Johnny		I needs windo screens throughouth the whoule school							
Gracias									
M. Carmen Perez									
237672					10/29/2020		32		\$0.00
Medium	Work In Progress				10/29/2020 9:54:50 AM				
Acuna, Johnny		Light switch at west end of main hallway on the right							
side is broken needs to be replaced.									
M. Carmen Perez									
238194		Kitchen			11/18/2020		12		\$0.00
High	Work In Progress				11/18/2020 12:10:10				
Ontiveros, Joe		New sink faucet leaking							
Dino Facio									
235667					9/2/2020		89		\$0.00
Medium	Work In Progress				9/2/2020 4:15:24 PM				
Chavez, Santos		Need to replace burned out light ballasts to light fixtures							
in portable #6									
Johnny Acuna									
235034					8/18/2020		104		\$1,037.95
Medium	Work In Progress				8/18/2020 1:12:12 PM				
Chavez, Santos		Need to repair Emergency lighting and Exit lighting.							
Please see Johnny Acuña for list. ThankYou.....									
Johnny Acuna									

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Assigned To	Description								
Requester Name									
Location:		Chaparral MS							
235039					8/18/2020		104		\$0.00
Medium	Work In Progress			8/18/2020 1:24:17 PM					
Chavez, Santos	Band Room Lobby: Need to replace missing light cover w/frame to light fixture.								
Johnny Acuna									
237551					10/22/2020		39		\$3.47
Medium	Work In Progress			10/22/2020 7:04:09 AM					
Chavez, Santos	Need cement patch kit for wall holes.								
Santos Chavez									
235405	Main Building	Classroom			8/27/2020		95		\$0.00
Medium	Work In Progress	Entire building		8/27/2020 9:33:14 AM					
Acuna, Johnny	Need touch up of paint on all walls and door frames from inside classrooms and outside classrooms					9/29/20 - Route back to Johnny asp Memo -mkv			
Maria Garcia									
238197					11/18/2020		12		\$0.00
Medium	Work In Progress			11/18/2020 12:37:40					
Ambriz, Jose	Please check settings to boiler heating system. Unit trips limit								
Johnny Acuna									
237191		Kitchen			10/9/2020		52		\$10.35
High	Work In Progress			10/9/2020 12:58:50 PM					
Marquez, Gerardo	Back door to kitchen hard to open and closed gets stuck need to pry open								
Dino Facio									
237937					11/4/2020		26		\$0.00
Medium	Work In Progress			11/4/2020 9:39:15 AM					
Acuna, Johnny	Need Replacement Fire Extinguishers for CMS. (3) 10 lbs. and (1) 5 lbs.								
Johnny Acuna									
234364	Main Building	Classroom			8/4/2020		118		\$0.00
Medium	Work In Progress	203		8/4/2020 10:33:00 AM					
Ontiveros, Joe	sink clogged								
Maria Garcia									
Count: 15 Work Orders		Avg. Age of WO's 65		Total for Chaparral MS			0	\$1,051.77	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Desert Pride HS									
238178		Office			11/17/2020		13		\$0.00
Medium	Work In Progress	Teachers lounge			11/17/2020 12:09:21				
Ontiveros, Joe		There is no hot water running in the teachers lounge nor in the office restrooms.							
Maria Carbajal									
234998					8/18/2020		104		\$0.00
Medium	Work In Progress				8/18/2020 8:10:21 AM				
Appelzoller, Fred		Need to replace circulating pump for new boiler at DP.							
Guillermo Hernandez									
236151		Kitchen			9/11/2020		80		\$0.00
High	Work In Progress				9/11/2020 2:27:27 PM				
Appelzoller, Fred		Hand sink at front serving line not reaching 100° temp as per Health Insp.							
Dino Facio									
237417		Office			10/15/2020		46		\$0.00
Medium	Work In Progress	nurse's office			10/15/2020 10:40:07				
Marquez, Gerardo		Need two sets of keys made for two offices in nurse's area.							
Maria Carbajal									
238093		Exterior			11/12/2020		18		\$20.97
Medium	Work In Progress	students			11/12/2020 9:01:57 AM				
Ontiveros, Guadalupe		Palm trees need to be trimmed. Also, as per request from Mrs. Ludwig, she wants 4 trees planted in the students courtyard, to provide shade for them during their lunch break.							
Maria Carbajal									
Count: 5 Work Orders		Avg. Age of WO's 52		Total for Desert Pride HS		0		\$20.97	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
234106	Main Building	Office			7/31/2020		122		\$0.00
Medium	Work In Progress	front office			7/31/2020 2:48:55 PM				
Marquez, Gerardo Secretary office door is hard to unlock and lock.									
Elizabeth Hernandez									
238110	Main Building	Office			11/13/2020		17		\$0.00
Medium	Work In Progress	front office			11/13/2020 11:57:33				
Acuna, Johnny Exhaust fan in office lounge not working.									
Elizabeth Hernandez									
236483	Main Building	Classroom			9/22/2020		69		\$0.00
Medium	Work In Progress				9/22/2020 9:04:34 AM				
Acuna, Johnny Put up the white dry erase board in classrooms, see Ms. Barajas upon arrival									
Elizabeth Hernandez									
237485	Main Building	Parking Lot			10/19/2020		42		\$0.00
Medium	Work In Progress				10/19/2020 10:39:01				
Ontiveros, Guadalupe Ms. Barajas needs a tree replaced in front of school where previous tree was at.									
Elizabeth Hernandez									
233009		Custodial			7/6/2020		147		\$0.00
Medium	Work In Progress				7/6/2020 11:30:33 AM				
, WALK IN GATE AT BUS TURN AROUND NEEDS TO BE FIXED.									
Laura Sandoval									
238196					11/18/2020		12		\$0.00
Medium	Work In Progress				11/18/2020 12:23:45				
Ontiveros, Joe Please fix leaking hose bib faucet to main building in the portables section side. (outdoors)									
Johnny Acuna									
235741	Main Building	Classroom			9/4/2020		87		\$0.00
Medium	Work In Progress	308			9/4/2020 10:24:03 AM				
Chavez, Santos there is a constant flashing\blinking of a ceiling light (emergency light) possibly under warranty Attention: Gallegos									
Elizabeth Hernandez									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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:		Desert Trail ES								
236628		Portables			9/24/2020		67	\$618.75		
Medium	Work In Progress			9/24/2020 10:42:07 AM						
Chavez, Santos	Buenos dias el portable num.413 le puse focos nuevos y no prenden por favor de revisarlo gracias									
Laura Sandoval										
236804		Portables			9/30/2020		61	\$0.00		
Medium	Work In Progress			9/30/2020 9:45:42 AM						
Chavez, Santos	Buenos dias .La luz del portable 401 de afuera no prende por favor de revisarla gracias									
Laura Sandoval										
237646		Classroom			10/28/2020		33	\$0.00		
Medium	Work In Progress			10/28/2020 11:16:59						
,	Hola el cuarto num. 101 el marco de la puerta se mueve al cerrar por favor de revisarlo gracias									
Laura Sandoval										
237687	Main Building	Classroom			10/29/2020		32	\$0.00		
Medium	Work In Progress	417		10/29/2020 4:03:48 PM						
Hernandez, Guillermo	The portable that had the ramp recently painted is peeling already peeling. (Attn. Jessica)									
Elizabeth Hernandez										
234470		Kitchen			8/6/2020		116	\$0.00		
High	Work In Progress			8/6/2020 7:57:46 AM						
Ambriz, Jose	AC unit not working in kitchen area (hot)									
Dino Facio										
237939					11/4/2020		26	\$0.00		
Medium	Work In Progress			11/4/2020 9:56:28 AM						
Acuna, Johnny	Need Replacement fire extinguishers.									
Johnny Acuna										
Count: 13 Work Orders		Avg. Age of WO's 64		Total for Desert Trail ES			0	\$618.75		

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

236247	Main Building	Hallway/Corridor			9/15/2020		76		\$116.91
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Medium	Work In Progress				9/15/2020 1:16:34 PM				
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Guardado, Sergio
The hallway wall by the Multi-Purpose room needs to be repainted because the paint that was used for touch-up did not match. I did the touch-up because there was a lot of staples that left a lot of white mark but the paint is off and didn't match.

Israel Ortega

238048	Main Building	Restroom (Girls)			11/9/2020		21		\$0.00
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Medium	Work In Progress				11/9/2020 12:00:41 PM				
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Guardado, Sergio
Girls restroom in the kinder area on the last stall the toilet seat is loose

Israel Ortega

237692	Main Building	Gym			10/30/2020		31		\$0.00
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Medium	Work In Progress				10/30/2020 8:52:26 AM				
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Guardado, Sergio
We need the scissor lift to do some cleaning in the Multi-Purpose room. If we can have it here after election day which November 3rd that would be awesome. Thank you

Israel Ortega

234756					8/11/2020		111		\$0.00
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Medium	Work In Progress				8/11/2020 9:08:19 PM				
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Gonzalez, Salvador
please need homemade drags

Luis Saucedo

236383					9/18/2020		73		\$0.00
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Medium	Work In Progress	Front of the			9/18/2020 10:20:20 AM				
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Guardado, Sergio
Paint the blue rails from the front of the school.

Guadalupe Gonzalez

238047	Main Building	Custodial			11/9/2020		21		\$0.00
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Medium	Work In Progress				11/9/2020 11:52:11 AM				
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Castillo, Carlos
Custodial closet 209 the GFCI in the there is not working.

Israel Ortega

238049	Main Building	Classroom			11/9/2020		21		\$0.00
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Medium	Work In Progress				11/9/2020 12:03:30 PM				
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Pacheco, Hector
In room 326 in the restroom inside that classroom the drain pipes have a leak .

Israel Ortega

11/30/2020 1:50:25 PM

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
237148	Main Building	Hallway/Corridor			10/8/2020		53		\$41.37
Medium	Work In Progress				10/8/2020 1:14:45 PM				
Guardado, Sergio		As per the principal he wants a mobile safety barrier wall that will divide the SPED area from the rest of the hallway. There will be access to the exterior and to restrooms. It will be located at the far end of the hallway.							
Israel Ortega									
Count: 8 Work Orders		Avg. Age of WO's 51			Total for Desert View ES			0	\$158.28

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
238045					11/9/2020		21		\$0.00
Medium	Work In Progress			11/9/2020 11:40:26 AM					
Lara, Ralph	Need a lock for the dumpsters so I can secure the lids because the public is using the dumpsters for their personnel trash.		El Paso Disposal will be replacing the dumpster with an auto lock bar that self locks but do need a master lock for the Recycle Bin						
Felipa Cortez									
236424					9/21/2020		70		\$0.00
Medium	Work In Progress			9/21/2020 10:29:31 AM					
Pacheco, Hector	Need to go check water line on the ceiling that is it leaking thru the ceiling tile see felipa for more info. Thank u								
Sergio Guardado									
237175					10/9/2020		52		\$0.00
Medium	Work In Progress			10/9/2020 8:18:00 AM					
Castillo, Carlos	Felipa asked me to place a work order to have one of the ceiling lights in the little kitchen replaced because it does not light up. Thank you.								
Anne De Los Santos									
237291					10/12/2020		49		\$0.00
Medium	Work In Progress			10/12/2020 9:12:06 AM					
Castillo, Carlos	Our little kitchen area has no electricity. The power probably needs to be reset. Thank you.								
Anne De Los Santos									
237935					11/4/2020		26		\$0.00
Medium	Work In Progress			11/4/2020 9:13:10 AM					
Guardado, Sergio	empaque de las bentanas d tecnologia esta entrando mucha tierra								
Felipa Cortez									
236644					9/24/2020		67		\$9.65
Medium	Work In Progress			9/24/2020 12:24:20 PM					
Guardado, Sergio	AT GAC, MICHAEL VEGA OFFICE (TECHNOLOGY DEPT) VENT HAS NO COVERING. PLEASE CHECK AND FIX THANK YOU								
Cora Ramirez									
236601					9/24/2020		67		\$0.00
Medium	Work In Progress			9/24/2020 7:04:51 AM					
Carbajal, Jimmy	Need the asphalt planner for today and friday. Ill go and get it. Thank u								
Sergio Guardado									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

Count: 7 Work Orders Avg. Age of WO's 50 Total for GAC 0 \$9.65

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
237173		Classroom			10/9/2020		52		\$0.00
Medium	Work In Progress	202			10/9/2020 7:53:42 AM				
Lara, Ralph		We need a key made for room 202.							
		Thank you!							
Micaela Paniagua									
Count: 1 Work Orders		Avg. Age of WO's		52	Total for GAC - Pre-K			0	\$0.00

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 Order By Location, Status

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

Location: Gadsden ES

236439		Office			9/21/2020		70		\$0.00
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Medium	Work In Progress				9/21/2020 11:19:32 AM				
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Ontiveros, Guadalupe
 GES-Requesting for stepping stones to be placed in the front of the school, plus complete stepping stones in the back of the school. GES has purchased stepping stones and are on campus.

Patty Madrid

235523		Office			8/31/2020		91		\$0.00
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Medium	Work In Progress	101			8/31/2020 7:55:10 AM				
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 GES-Classroom 101 Temperature in the classroom is very hot

Patty Madrid

237410		Cafeteria			10/15/2020		46		\$0.00
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Medium	Work In Progress				10/15/2020 9:30:12 AM				
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Romero, Joaquin
 GES-Aseat of one of the cafeteria table is broken off needs to be fixed or replaced.

Patty Madrid

236683		Parking Lot			9/25/2020		66		\$0.00
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Medium	Work In Progress				9/25/2020 8:14:29 AM				
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Tellez, Hector
 GES-Requesting lightbulbs that have burnt out in the parking light and the perimeter of the school to be replaced. Thank you

Patty Madrid

237323					10/13/2020		48		\$175.21
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Medium	Work In Progress				10/13/2020 6:40:56 AM				
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Tellez, Hector
 Need power for equipment in custodial rooms hallway 100 and 200

Hector Tellez

238199		Kitchen			11/18/2020		12		\$18.17
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High	Work In Progress				11/18/2020 1:37:28 PM				
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Ontiveros, Joe
 Kitchrn toilet clogged

Dino Facio

235682		Restroom			9/3/2020		88		\$0.00
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Medium	Work In Progress				9/3/2020 9:22:57 AM				
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Chavez, Santos
 boys restroom emergency lights not working hallway Washington 100

Jose Pinon

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Gadsden ES							
238284		Classroom			11/30/2020		0		\$0.00
Medium	Work In Progress	108			11/30/2020 8:28:42 AM				
Romero, Joaquin		GES-Classroom 108 is cold please higher the temperature. Thank you							
Patty Madrid									
Count: 8 Work Orders		Avg. Age of WO's 53			Total for Gadsden ES			0	\$193.38

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

235947					9/8/2020		83		\$0.00
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Medium	Work In Progress				9/8/2020 9:32:03 AM				
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Flores, Pete M-GHS-0436 mower needs blade bearing replaced and belt.this mower is being used at ghs-gms-.

Guadalupe Ontiveros

238173					11/17/2020		13		\$0.00
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Medium	Work In Progress				11/17/2020 10:37:16				
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Romero, Joaquin The storage room 102 in the main building has boxes stored on a shelf that is to close to the fire sprinkler head which could cause the fire sprinkler head not to operate correctly. Boxes shall be removed by others.

Guillermo Hernandez

237465					10/16/2020		45		\$0.00
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Medium	Work In Progress				10/16/2020 3:11:36 PM				
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Tellez, Hector Requested by Mr. Ramon Quiroga for Old English Building-Outside light for entrance to stairs is not working. PLEASE SEE MR. QUIROGA FOR LOCATION OF LIGHT.

Velia Alarcon

234122					7/31/2020		122		\$82.81
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Medium	Work In Progress				7/31/2020 4:04:55 PM				
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Tellez, Hector Requested by Chef Anthony Sapien Rm. 515/517 CTE Building-Replace silver receptacles outlets located in the kitchen with purchases Electrical Rooftop Cord Reels (total of 3). FOR FURTHER INFORMATION OR INSTRUCTION PLEASE CHEF SAPIEN. HE HAS CHOSEN THE OPTION OF ONLY BEING ON THE SCHOOL CAMPUS ON MONDAYS AND TUESDAY, PLEASE SEE HIM THEN.

Velia Alarcon

233845	Academic Bldg				7/28/2020		125		\$0.00
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Medium	Work In Progress				7/28/2020 11:22:50 AM				
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Tellez, Hector 2 light fixtures in hallways Balast out in both. first light fixture outside classroom 330 the other by room 322

Liliana Acosta

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
234924					8/14/2020		108		\$0.00
Medium	Work In Progress			8/14/2020 3:53:18 PM					
Tellez, Hector	Requested by Mr. Ramon Quiroga Rm. 516 CTE Building Flower Shop-Wants to see if an electrical outlet can be placed in the flower shop where teacher has no electricity. MR. QUIROGA IS ON CAMPUS ON MONDAY, TUESDAY, THURSDAY AND FRIDAY. IF MAINTENANCE HAVE ANY QUESTIONS.		8/19/20 - asp Joaquin, outlets need to be moved						
Velia Alarcon									
237664		Kitchen			10/29/2020		32		\$0.00
High	Work In Progress			10/29/2020 7:46:13 AM					
Pacheco, Hector	No hot water in kitchen area								
Dino Facio									
237026	New Admin Bldg				10/5/2020		56		\$0.00
Medium	Work In Progress			10/5/2020 9:55:57 AM					
Appelzoller, Fred	The sink by admin building is clogged.								
Karen Reyes									
238100		Cafeteria			11/12/2020		18		\$0.00
Medium	Work In Progress			11/12/2020 2:36:01 PM					
Appelzoller, Fred	pump on water heater went out								
Fred Appelzoller									
238287	Main Building	Restroom			11/30/2020		0		\$0.00
Medium	Work In Progress			11/30/2020 10:02:25					
Appelzoller, Fred	OLD MAIN restroom in room 102 not flushing and toilet keeps running when flushed								
Liliana Acosta									
238288	Main Building	Custodial			11/30/2020		0		\$0.00
Medium	Work In Progress			11/30/2020 10:05:05					
Appelzoller, Fred	OLD MAIN- Water heater in custodial closet in OLD MAIN has a WATER LEAK								
Liliana Acosta									
237612					10/26/2020		35		\$0.00
Medium	Work In Progress			10/26/2020 12:52:45					
Tellez, Hector	Requested by Chef Anthony Sapien-Installation of (8) ceiling pull down cord reels for the kitchen lab. He will mark placement for each cord reel in the kitchen for the maintenance worker. If he needs to be present for installation or concerns/questions about placement. Please feel free to contact him at (575) 993-9195.		Forward to electrician - J Romero						
Velia Alarcon									
11/30/2020 1:50:25 PM									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
238150	Boys Gym	Portables			11/16/2020		14		\$934.94
Medium	Work In Progress	Athletics			11/16/2020 11:02:50				
Ambriz, Jose		PLEASE INSTALL NEW HEATING/AIR CONDITIONER FOR GHS TICKET BOOTH LOCATED CLOSE TO BOYS GYM AND PORTABLES. AT YOUR CONVENIENCE.				237984			
		THE UNIT IS AT THE WAREHOUSE - PO# 202101751 JOHSTONE SUPPLY.							
		THANK YOU!							
Terry Alvarado									
237469					10/16/2020		45		\$0.00
Medium	Work In Progress				10/16/2020 3:18:54 PM				
Romero, Joaquin		Requested by Mr. Ramon Quiroga for CTE Building- Touch up pain by entrance to Mr. Quiroga classroom, please use the matching color.							
Velia Alarcon									
237475					10/16/2020		45		\$0.00
Medium	Work In Progress				10/16/2020 3:52:15 PM				
Romero, Joaquin		Requested by Mrs. Danielle Rodriguez-The black line around Admin./Library needs to be touched up, paint is faded.							
Velia Alarcon									
237408	Old English Bldg	Roof			10/15/2020		46		\$478.65
Medium	Work In Progress				10/15/2020 8:53:47 AM				
Ambriz, Jose		Old Main Building- LOUD BANGING noise coming from vents facing theatre building							
Liliana Acosta									
237639					10/27/2020		34		\$11.75
Medium	Work In Progress				10/27/2020 3:52:50 PM				
Ambriz, Jose		please check Computer tech portable, one side heater not working							
		THANK YOU							
Cora Ramirez									
236231					9/15/2020		76		\$2,418.99
Medium	Work In Progress				9/15/2020 8:20:00 AM				
Escobar, David		replace AC system at portable 10 GHS.							
David Escobar									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
234773					8/12/2020		110		\$393.41
Medium	Work In Progress				8/12/2020 12:14:04 PM				
Escobar, David		Portable 150 computer tech room unit is not working. trouble shoot unit and it might be the contractor need to order parts							
Joaquin Romero									
237466					10/16/2020		45		\$0.00
Medium	Work In Progress				10/16/2020 3:14:36 PM				
Romero, Joaquin		Requested by Mr. Ramon Quiroga for Old English Building-Plaster on guard rails to entrance to the Old English Building is cracking and falling off. It's by entrance close to the parking lot.							
Velia Alarcon									
237468					10/16/2020		45		\$0.00
Medium	Work In Progress				10/16/2020 3:16:09 PM				
Romero, Joaquin		Requested by Mr. Ramon Quiroga for CTE Building-Install storage shelves in outside shed.							
Velia Alarcon									
237479					10/19/2020		42		\$0.00
Medium	Work In Progress				10/19/2020 9:21:04 AM				
Romero, Joaquin		Requested by Mrs. Danielle Rodriguez for Rm. 504 CTE Building-Air compression in the shop is off or maybe broken. Please send someone to take a tool at it.							
Velia Alarcon									
237620					10/26/2020		35		\$0.00
Medium	Work In Progress				10/26/2020 3:34:37 PM				
Romero, Joaquin		Requested by Ms. Crystal Villar for Portable # 13 & 14- Replace damaged ceiling tiles and light panels. PLEASE CONTACT MS. VILLAR AT (915) 261-4739 or (915) 600-0073							
Velia Alarcon									
237621					10/26/2020		35		\$0.00
Medium	Work In Progress				10/26/2020 3:35:17 PM				
Romero, Joaquin		Requested by Ms. Crystal Villar for Portable # 13 & 14- Replace restroom sink and light. PLEASE CONTACT MS. VILLAR AT (915) 261-4739 or (915) 600-0073							
Velia Alarcon									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
237673	Varsity Gym				10/29/2020		32		\$0.00
Medium	Work In Progress			10/29/2020 10:14:23					
Romero, Joaquin	Lobby of varsity gym (facing academic building) please replace all the ceiling tiles with less textured ceiling tiles. Take down louvers so custodians can clean them. Thanks!								
237617					10/26/2020		35		\$0.00
Medium	Work In Progress			10/26/2020 3:29:54 PM					
Romero, Joaquin	Requested by Ms. Crystal Villar for Portable # 13 & 14- Remove smartboard, please ask Campus Tech. Person where to store smartboard. PLEASE CONTACT MS. VILLAR AT (915) 261-4739 or (915) 600-0073		11/2/20 Please contact Ms. Villar at # above, to let you know which smartboard to remove - Thank you mkv						
Velia Alarcon									
237618					10/26/2020		35		\$0.00
Medium	Work In Progress			10/26/2020 3:31:27 PM					
Romero, Joaquin	Requested by Ms. Crystal Villar for Portable # 13 & 14- Relocate white boards and bulletin boards. PLEASE CONTACT MS. VILLAR AT (915) 261-4739 or (915) 600-0073								
Velia Alarcon									
237021		Kitchen			10/5/2020		56		\$0.00
High	Work In Progress			10/5/2020 9:28:32 AM					
Appelzoller, Fred	Install Chemsearch Smell Control System for the grease trap (plumbing/electrical)		Forwarded to memo 10-7-20						
Dino Facio									
237622					10/26/2020		35		\$0.00
Medium	Work In Progress			10/26/2020 3:36:30 PM					
Hernandez, Guillermo	Requested by Ms. Crystal Villar for Portable # 13 & 14- Install shelves in closets for additional storage space Pre-K teacher does not have shelves, but would like shelves to be created and installed. PLEASE CONTACT MS. VILLAR AT (915) 261-4739 or (915) 600-0073								
Velia Alarcon									
238163					11/16/2020		14		\$0.00
Medium	Work In Progress			11/16/2020 3:16:05 PM					
Romero, Joaquin	Requested by Mr. David Martinez for Weight Room-The restroom stalls in the Boys Locker Room need to be repaired.								
Velia Alarcon									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
238165					11/16/2020		14		\$0.00
Medium	Work In Progress			11/16/2020 3:24:09 PM					
Romero, Joaquin	Requested by Mr. David Martinez for Weight Room- There is a section of the ceiling in the Girl's Locker Room that needs to be patched up and painted.								
Velia Alarcon									
238157					11/16/2020		14		\$0.00
Medium	Work In Progress			11/16/2020 2:52:19 PM					
Romero, Joaquin	Requested Mr. David Martinez for Weight Room-Please replace ceiling tiles and floor tiles (mats) in the the Weight Room.								
Velia Alarcon									
235603		Restroom			9/1/2020		90		\$0.00
Medium	Work In Progress			9/1/2020 10:55:46 AM					
Romero, Joaquin	OLD MAIN BOYS RESTROOMS STALLS- restroom stalls need to be sanded they have GRAFFITI carved on all the stalls, they were not sanded during the summer								
Liliana Acosta									
237616					10/26/2020		35		\$0.00
High	Work In Progress			10/26/2020 3:13:59 PM					
Ontiveros, Guadalupe	irrigation system needs to be up graded.								
Guadalupe Ontiveros									
233070					7/7/2020		146		\$0.00
Medium	Work In Progress			7/7/2020 1:24:36 PM					
Ontiveros, Guadalupe	Requested by Mrs. Danielle Rodriguez for Landscape Outside of the Science Building on the South Side-Rock needs to be added to the landscape outside of the Science Building on the south side.								
Velia Alarcon									
233071					7/7/2020		146		\$0.00
Medium	Work In Progress			7/7/2020 1:26:06 PM					
Ontiveros, Guadalupe	Requested by Mrs. Danielle Rodriguez Landscape Outside of the Cafeteria-Rock needs to be added to the landscape outside of the Cafeteria.								
Velia Alarcon									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

237619 10/26/2020 35 \$0.00

Medium Work In Progress 10/26/2020 3:32:54 PM

Lara, Ralph Requested by Ms. Crystal Villar for Portable # 13 & 14- Replace door handle. PLEASE CONTACT MS. VILLAR AT (915) 261-4739 or (915) 600-0073

Velia Alarcon

237585 10/23/2020 38 \$0.00

Medium Work In Progress 10/23/2020 10:10:38

Lara, Ralph Requested by Campus Security for Portable # 13- Portable # 13 door is uneven and difficult to open and close. You have to tug on door to open and push hard to remain closed and locked. CAMPUS SECURITY IS ON CAMPUS ON MONDAY, TUESDAY, THURSDAY, AND FRIDAYS.

Velia Alarcon

237623 10/26/2020 35 \$0.00

Medium Work In Progress 10/26/2020 3:41:49 PM

Lara, Ralph Requested by Ms. Villar for Portable #'s 13 & 14-Re-key closet door cylinders to match portable door, key # J32.

Velia Alarcon

236695 9/25/2020 66 \$0.00

Medium Work In Progress 9/25/2020 10:07:01 AM

Lara, Ralph Requested by Mr. David Martinez for Varsity Gym- Please check the Varsity Gym doors that lead to the basketball court. These doors are difficult to secure and appear to be out of alignment.

Velia Alarcon

235122 8/20/2020 102 \$0.00

Medium Work In Progress 8/20/2020 11:07:00 AM

Lara, Ralph Requested by Mr. David Martinez-Please provide a key that will open the Varsity Gym entrance doors only, 8 keys will be needed.

Velia Alarcon

233708 7/24/2020 129 \$0.00

Medium Work In Progress 7/24/2020 11:09:30 AM

Lara, Ralph Requested by the Admin. Team-Three keys are need to open the storage room # 208S in the North Building.

Velia Alarcon

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
233493					7/21/2020		132		\$0.00
Medium	Work In Progress			7/21/2020 9:10:58 AM					
Lara, Ralph	Requested by Frank Marin for Rm. 504 CTE Building- Bay door is not working and needs to be re-set, bay door does not go up.								
Velia Alarcon									
233252					7/13/2020		140		\$0.00
Medium	Work In Progress			7/13/2020 8:05:02 AM					
Lara, Ralph	The boys gym is going to get the gym floor re-done and need to change the locks so no one may enter except the the company that is doing the gym floor.								
Velia Alarcon									
237881					11/2/2020		28		\$0.00
Medium	Work In Progress			11/2/2020 9:50:03 AM					
Lara, Ralph	Requested by Mr. David Martinez for Portables-Please review the keys for Portables #'s 1, 4, 13, 14 and place them on a Building Master Key. This will give custodians access to clean the Portables.								
Velia Alarcon									
238156	Pool Pump	Pump House			11/16/2020		14		\$0.00
Medium	Work In Progress			11/16/2020 2:37:58 PM					
Marquez, Gerardo	Pool pump room door the key cylinder not working good need to remove and put a new cylinder .								
Mario Apodaca									
235711					9/3/2020		88		\$0.00
Medium	Work In Progress			9/3/2020 2:27:51 PM					
Lara, Ralph	Requested by Mr. David Martinez for Varsity Gym-The Varsity Gym doors that lead to the basketball court need to be repaired or replaced because they are not working properly when trying to secure the Varsity Gym.								
Velia Alarcon									
235359					8/25/2020		97		\$0.00
Medium	Work In Progress			8/25/2020 3:47:17 PM					
Lara, Ralph	Requested by Ms. Juana Santamaria Rm. 805 Annex Building-Need door knob to lock the door from inside of the classroom restroom.								
Velia Alarcon									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
236484					9/22/2020		69		\$0.00
Medium	Work In Progress				9/22/2020 9:08:04 AM				
Lara, Ralph		Requested by Velia for New Panther Gym (Boys Gym)- Six (6) additional HE200 keys are needed for the entrance doors into the New Panther Gym (Boys Gym).							
Velia Alarcon									
Count: 49 Work Orders		Avg. Age of WO's		58	Total for Gadsden HS			0	\$4,320.55

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
233006					7/6/2020		147		\$0.00
Medium	Work In Progress	Garden by			7/6/2020 10:41:01 AM				
Ontiveros, Guadalupe		Please remove weeds from garden ground as per Mrs. Quinonez. Thank you							
Hilda Adler									
237100		Classroom			10/6/2020		55		\$0.00
Medium	Work In Progress	RM#169/ Sped			10/6/2020 3:52:21 PM				
Marquez, Gerardo		* Fix main door to classroom - alarm-push bar is not working properly. (Safety issue). * Check key lock on push bar.							
Hilda Adler									
237134		Library			10/8/2020		53		\$0.00
Medium	Work In Progress	Library			10/8/2020 9:40:27 AM				
Marquez, Gerardo		Library exit door alarm needs to be checked. (Not working properly) Thank you							
Hilda Adler									
234594	Cafeteria	Cafeteria			8/7/2020		115		\$4.68
Medium	Work In Progress	Cafeteria / Mr.			8/7/2020 3:41:35 PM				
Escobar, David		One AC unit in the cafeteria is not working.							
Hilda Adler									
237929	West				11/4/2020		26		\$43.00
Medium	Work In Progress				11/4/2020 7:37:41 AM				
Ambriz, Jose		Need to replace relief valve not working properly. Thank you							
Jose Ambriz									
236641	Main Building	Restroom			9/24/2020		67		\$54.51
Medium	Work In Progress				9/24/2020 12:07:50 PM				
Appelzoller, Fred		Clogged urinal in the boys restroom. on the mid corridor. Thank you							
Martin Soria									
233184					7/10/2020		143		\$0.00
Medium	Work In Progress	Mrs. Quinonez			7/10/2020 1:29:55 PM				
Villalobos, Jose		Please fix Pallet Jack, we need it. Its not working, leaking hydraulic oil. Thank you Mrs. Quinonez				Please forward to Joe - J. Romero 8/4/20			
Hilda Adler									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
237856					11/1/2020		29		\$17.50
Medium	Work In Progress				11/1/2020 2:38:20 PM				
Gonzalez, Salvador		Need to repair broken sign by the bus turn around gate on the street.							
Guillermo Hernandez									
237020					10/5/2020		0		\$0.00
Medium	Work In Progress	entire campus /			10/5/2020 9:27:53 AM	10/5/2020			
Villalobos, Margret		Spiders on the outside, upper areas of the buildings. This has been added to the log.				PC will check issue on next monthly service - mkv			
Hilda Adler									
Count: 9 Work Orders			Avg. Age of WO's 71		Total for Gadsden MS			0	\$119.69

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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:		GSAC - Alamo							
238097					11/12/2020		18		\$8.55
Medium	Work In Progress				11/12/2020 1:53:04 PM				
Marquez, Gerardo		Please send a technician to fix the door knob it might need to be rekeyed when we try to open it the key just turns and is unable to open. Also we need 3 additional keys to room 119. Thank you							
Susie Ramos Lara									
Count: 1 Work Orders		Avg. Age of WO's		18	Total for GSAC - Alamo			0	\$8.55

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
237007		Kitchen			10/5/2020		56		\$0.00
High	Work In Progress				10/5/2020 7:31:31 AM				
Pacheco, Hector		Three compartment sink still leaking wont hold water							
Dino Facio									
238072		Hallway/Corridor			11/10/2020		20		\$0.00
High	Work In Progress				11/10/2020 10:39:10				
Pacheco, Hector		Floor drain in kitchen area clogged							
Dino Facio									
237667					10/29/2020		32		\$0.00
Medium	Work In Progress				10/29/2020 8:19:30 AM				
Pacheco, Hector		In the woman's staff restroom next to the main office one of the toilets seems to be leaking.							
Guadalupe Parada									
237985		Parking Lot			11/6/2020		24		\$70.94
Medium	Work In Progress				11/6/2020 11:34:19 AM				
Ambriz, Jose		Need to replace relay rib from uc600 controlling lights and a contactor 277 coil 2 pole.							
Jose Ambriz									
237876					11/2/2020		28		\$0.00
Medium	Work In Progress				11/2/2020 8:59:31 AM				
Castillo, Carlos		The ufc cord is broken in the left side door.							
Guadalupe Parada									
236323					9/17/2020		74		\$0.00
Medium	Work In Progress				9/17/2020 8:44:21 AM				
Lara, Ralph		As per Mr. Sanchez to installed door sweeps in all the inside school doors.				This work order was reroute to locksmith. Thank u			
Guadalupe Parada									
236498					9/22/2020		69		\$0.00
Medium	Work In Progress				9/22/2020 9:59:41 AM				
Lara, Ralph		As per Mr. Sanchez requesting door stoppers to be installed in all classrooms doors including offices and library.							
Guadalupe Parada									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
235190	Main Building	Athletic Field			8/21/2020		101		\$0.00
Medium	Work In Progress				8/21/2020 9:33:50 AM				
Ontiveros, Guadalupe		Poor drainage near PreK playground. Rain water flows toward building instead of drain. Need to re-slope area so that water will run towards drain. Discussed with Mr. Ontiveros last school year. Also, look into installing gutters on middle wing roof that will empty into drain.							
Arthur Moreno									
Count: 8 Work Orders		Avg. Age of WO's 51			Total for La Union ES			0	\$70.94

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
235446					8/28/2020		94		\$0.00
Medium	Work In Progress			8/28/2020 6:13:57 AM					
Carrasco, Danny	need plasti-coat paint that turns into a rubber to repair broken cafeteria tables the rubber on the sides of the seats are being peeled off.		8/28/20 - as per Danny, this needs to be routed to maintenance.						
237908					11/3/2020		27		\$0.00
Medium	Work In Progress			11/3/2020 7:23:01 AM					
Romero, Joaquin	patch dry wall ceiling at LL elem caff kitchen. recommend an access door be installed for future services or repairs to exhaust fan.								
David Escobar									
235182	Main Building	Restroom			8/21/2020		101		\$0.00
Medium	Work In Progress	All boy/girl		8/21/2020 8:43:34 AM					
Romero, Joaquin	Mr. Cardona is requesting for all bathroom partitions to be painted.		Ordered paint on 9-20-20						
Crystalee Heredia									
237514		Electrical Room			10/20/2020		41		\$130.84
Medium	Work In Progress			10/20/2020 12:41:14					
Ortiz, Alfredo	Exhaust fan for Electrical room not working.								
Alfredo Ortiz									
236509		Kitchen			9/22/2020		69		\$0.00
High	Work In Progress			9/22/2020 12:05:26 PM					
Ontiveros, Joe	Need water source to Skillet open no water comes out from sprayer								
Dino Facio									
237327		Kitchen			10/13/2020		48		\$0.00
High	Work In Progress			10/13/2020 10:00:27					
Tellez, Hector	Door bell on back door not functioning properly not loud enough								
Dino Facio									
238055		Kitchen			11/9/2020		21		\$0.00
High	Work In Progress			11/9/2020 2:59:46 PM					
Tellez, Hector	Light cover to back door light still coming off does not close properly								
Dino Facio									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
236486		Kitchen			9/22/2020		69		\$0.00
High	Work In Progress				9/22/2020 9:21:34 AM				
Romero, Joaquin		Exhaust fan not working in kitchen restroom				Ordered exhaust fan on 9-24-20			
Dino Facio									
236150		Kitchen			9/11/2020		80		\$262.00
High	Work In Progress				9/11/2020 2:07:29 PM				
Romero, Joaquin		Exhaust fan in kitchen restroom not working				duplicate			
Dino Facio									
Count: 9 Work Orders		Avg. Age of WO's	61			Total for Loma Linda ES	0	\$392.84	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Mesquite ES									
236089	Main Building	Office			9/10/2020		81		\$737.46
Medium	Work In Progress	Lobby			9/10/2020 2:30:25 PM				
Tellez, Hector Noise in main office due to light fixture ballast.. please help and thank you.									
Sandra Mora									
235330	Main Building				8/25/2020		97		\$0.00
Medium	Work In Progress	Room # 107			8/25/2020 11:33:33 AM				
Tellez, Hector Lina Flores requesting electrical work done in book room plugs installed please and thank you.									
Sandra Mora									
233715		Kitchen			7/24/2020		129		\$0.00
High	Work In Progress				7/24/2020 1:34:13 PM				
Tellez, Hector Need new electrical plug for new cutter/mixture									
Dino Facio									
233763	Army Building	Portables			7/27/2020		126	0.5	\$43.10
Medium	Work In Progress	Portable # 505			7/27/2020 1:36:14 PM				
Escobar, David Portable A/C is not working we have staff in it please Troubleshoot unit. Compressor did not start Forward to Hvac 7-28-20									
Sandra Mora									
234967	Main Building	Office			8/17/2020		105		\$0.00
Medium	Work In Progress	Room # 203/205			8/17/2020 12:44:01 PM				
Escobar, David In room 203/205 A/C not working please fix. Thank you.									
Sandra Mora									
Count: 5 Work Orders			Avg. Age of WO's 108		Total for Mesquite ES			0.5	\$780.56

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Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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:		North Valley ES							
237405		Custodial			10/15/2020		46		\$0.00
Medium	Work In Progress			10/15/2020 8:01:01 AM					
Marquez, Gerardo	the 105 room is lock from the outside and the inside it is stock.								
Marco Fattorini									
237607		Custodial			10/26/2020		35		\$0.00
Medium	Work In Progress			10/26/2020 12:31:42					
Marquez, Gerardo	need to fix the door knob it is lose room 205								
Marco Fattorini									
237611		Custodial			10/26/2020		35		\$0.00
Medium	Work In Progress			10/26/2020 12:42:12					
Marquez, Gerardo	room 304 need to be fix it will not close took a plate								
Marco Fattorini									
237652		Custodial			10/28/2020		33		\$0.00
Medium	Work In Progress			10/28/2020 3:25:59 PM					
Pacheco, Hector	The outside faucet is liken water it has a crack in the line. is on the west side of the building .								
Marco Fattorini									
233648		Kitchen			7/23/2020		130		\$2,616.18
High	Work In Progress			7/23/2020 8:59:27 AM					
Appelzoller, Fred	No hot water in kitchen area								
Dino Facio									
Count: 5 Work Orders		Avg. Age of WO's		56	Total for North Valley ES			0	\$2,616.18

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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)										
235450					8/28/2020		94		\$0.00	
Medium	Work In Progress				8/28/2020 8:05:26 AM					
		The door handle in classroom 108 is loose and not locking correctly. Please check it out. Thanks!								
Viola Ramos										
237583					10/23/2020		38		\$0.00	
Medium	Work In Progress				10/23/2020 9:17:20 AM					
Ontiveros, Guadalupe		Please fix sprinklers in the front yard of school. They were damaged after the landscaping crew came in yesterday.								
Viola Ramos										
Count: 2 Work Orders			Avg. Age of WO's	66	Total for Northern On-Track Pre-K (LM)			0	\$0.00	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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: Physical Plant Complex									
236651					9/24/2020		67		\$0.00
Medium	Work In Progress			9/24/2020 12:49:23 PM					
Appelzoller, Fred	needing bay drains cleaned out please								
Pete Flores									
236713	Main Warehouse				9/25/2020		66		\$0.00
Medium	Work In Progress			9/25/2020 1:22:29 PM					
Carrasco, Danny	REQUESTING 2" STRAPS FOR TRUCK # 64								
Danny Carrasco									
238231					11/20/2020		10		\$0.00
Medium	Work In Progress			11/20/2020 8:36:37 AM					
Marquez, Gerardo	Please make cut GM 6 & 7 set label #5 for contractor.								
Guillermo Hernandez									
238176					11/17/2020		13		\$0.00
Medium	Work In Progress			11/17/2020 11:12:06					
Marquez, Gerardo	AS PER MEMO PLEASE REMOVE EXTERIOR DR. TO INSTRUCTIONAL MATERIALS OFFICE, AND REPLACE WITH EXTERIOR DR. THAT WAS REMOVED FROM STUDENT RECORDS ENTRANCE.								
Gerardo Marquez									
237181					10/9/2020		52		\$0.00
Medium	Work In Progress			10/9/2020 9:30:14 AM					
Marquez, Gerardo	AS PER MEMO, NEED TO ORDER DOOR, FRAME, AND HARDWARE FOR NEW HVAC OFFICE.								
Gerardo Marquez									
233310					7/14/2020		139		\$0.00
Medium	Work In Progress			7/14/2020 11:54:17 AM					
Marquez, Gerardo	Needed in the construction office preferably by Friday afternoon or Monday Morning at the latest one (1) GM #6 and one (1) GM #7. Keys will be check out to Aliene O'Bryne. Should you have any questions please seemr. Gallegos in the Construction Office.								
Dominique Esparza									
236566		Electrical Room			9/23/2020		68		\$0.00
Medium	Work In Progress			9/23/2020 1:29:25 PM					
Castillo, Carlos	Check ,service,clean,lubricate all S.District electrical equipment								
Carlos Castillo									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
236737					9/28/2020		63		\$0.00
Medium	Work In Progress	Instructional			9/28/2020 10:10:22 AM				
Marquez, Gerardo		Install small window on door to Instructional Materials main entrance.							
Ray Lara									
236126					9/11/2020		80		\$0.00
Medium	Work In Progress				9/11/2020 9:35:37 AM				
Marquez, Gerardo		PLEASE ORDER UNIVERSAL PINNING KITS AND NEEDED LOCKSMITHING TOOLS AND SUPPLIES FROM CLK COMPANY.							
Gerardo Marquez									
237392					10/14/2020		47		\$0.00
Medium	Work In Progress	Instructional			10/14/2020 1:09:18 PM				
Ambriz, Jose		Please check air conditioning unit not cooling at office of IM warehouse.							
Rosa Gamon									
237645					10/28/2020		33		\$0.00
Medium	Work In Progress				10/28/2020 11:09:59				
Carrasco, Danny		requesting a box on latex gloves, can of sanitizer spray, hand sanitizer, and deposable masks for truck #194.							
Danny Carrasco									
237642					10/28/2020		33		\$2.52
Medium	Work In Progress				10/28/2020 10:15:48				
Ambriz, Jose		PLEASE CHECK HVAC IN LOCKSMITH/WASTEWATER TREATMENT AREA. OFFICES GET EXTREMELY HOT, YET LOBBY IS COLD. THANKS.							
Gerardo Marquez									
237135	Maintenance				10/8/2020		53		\$1,281.95
Medium	Work In Progress				10/8/2020 9:50:23 AM				
Solis, Aaron		Doors, frames, and Canopy in Physical Plant need to be painted.							
238228					11/20/2020		10		\$0.00
Medium	Work In Progress				11/20/2020 7:23:34 AM				
Ambriz, Jose		Need to replace V-belts and starting ERVS on .							
Jose Ambriz									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
237946					11/4/2020		26		\$37.75
Medium	Work In Progress				11/4/2020 3:12:14 PM				
Ambriz, Jose		Student records need to order return air 24X24 with 2 throw away filters.							
Jose Ambriz									
237855					11/1/2020		29		\$0.00
Medium	Work In Progress				11/1/2020 1:42:27 PM				
Ambriz, Jose		Need to order Display covers for STH, DV and GHS chillers.							
Guillermo Hernandez									
237920					11/3/2020		27		\$1,066.52
Medium	Work In Progress	Instructional			11/3/2020 3:20:32 PM				
Ambriz, Jose		Please check AC conditioner from IM offices, not cooling.							
Rosa Gamon									
237954					11/5/2020		25		\$15.86
Medium	Work In Progress				11/5/2020 6:35:15 AM				
Castillo, Carlos		Request safety glasses and gloves							
Carlos Castillo									
236739					9/28/2020		63		\$0.00
Medium	Work In Progress				9/28/2020 10:42:25 AM				
Guardado, Sergio		Need to order material and order a pre hung solid wood door with window for the Hvac office/shop. Thank you							
Sergio Guardado									
236608					9/24/2020		67		\$0.00
Medium	Work In Progress				9/24/2020 8:19:22 AM				
Avila, Jesus		we need to be replaced damaged ac motor in welding shop, not working properly.							
Jesus Avila									
236448					9/21/2020		70		\$0.00
Medium	Work In Progress				9/21/2020 1:45:06 PM				
Avila, Jesus		Requesting tools for welding shop.							
Jesus Avila									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
237882					11/2/2020		28		\$0.00
Medium	Work In Progress				11/2/2020 9:58:13 AM				
Gonzalez, Salvador		Requesting 6011 1/8 50# welding rods.							
Salvador Gonzalez									
237167					10/8/2020		53		\$0.00
Medium	Work In Progress				10/8/2020 4:11:12 PM				
Flores, Pete		Silver is requesting the Bucket Truck to rich into the marquee radio tomorrow(Friday) or Monday. He will need it all day							
		Please let him know.							
Cora Ramirez									
236229					9/15/2020		76		\$0.00
Medium	Work In Progress	Truck #246			9/15/2020 8:00:36 AM				
Gonzalez, Salvador		As per conversation with Pete and Memo in need to weld side hooks on truck rack for ladders..							
Hector Pacheco									
237995	Motor Vehicle	Parking Lot			11/6/2020		24		\$0.00
Medium	Work In Progress				11/6/2020 2:49:15 PM				
Gonzalez, Salvador		Need to weld a bracket on the trailer that broke off. Trailer # TR-PPD-0788 It holes the trailer ramp up.							
Alfredo Ortiz									
Count: 25 Work Orders		Avg. Age of WO's 49			Total for Physical Plant Complex			0	\$2,404.60

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
234757					8/11/2020		111		\$0.00
Medium	Work In Progress				8/11/2020 9:11:09 PM				
Gonzalez, Salvador		please need homemade drags							
Luis Saucedo									
237398	Main Building	Exterior			10/14/2020		47		\$0.00
Medium	Work In Progress				10/14/2020 3:48:49 PM				
Avila, Jesus		water pump box needs to be secured to avoid vandalism.							
Jesus Avila									
236121					9/11/2020		80		\$1,073.02
Medium	Work In Progress	Outside			9/11/2020 8:54:39 AM				
Guardado, Sergio		Please paint all three portables to remove the turquoise color. Paint portable trim and ramp brown to match the trim color of the school building. (Mrs. Martinez)							
Norma Martinez									
234035					7/30/2020		123		\$0.00
Medium	Work In Progress				7/30/2020 2:48:42 PM				
Hernandez, Guillermo		Re-stencil parking lot located behind the school. Principal, Assistant Principal, Secretary, Nurse, and SNP Manager. (Mrs. Martinez)							
Norma Martinez									
233704					7/24/2020		129		\$140.57
Medium	Work In Progress	Exit doors			7/24/2020 10:26:52 AM				
Guardado, Sergio		Bird spikes need to be re-secure. Pigeons moved bird spikes. (Mrs. Martinez)				Asp report 8/3/20 - pending supplies have been ordered - R. Ortiz			
Norma Martinez									
235707					9/3/2020		88		\$0.00
Medium	Work In Progress	Main Hallway			9/3/2020 2:01:26 PM				
Ambriz, Jose		Main hallway is very hot please adjust temperature. ((Mrs. Martinez)							
Norma Martinez									
237566					10/22/2020		39		\$43.72
Medium	Work In Progress				10/22/2020 2:28:39 PM				
Chavez, Santos		Need to paint over graffiti in electrical room equipment							
Santos Chavez									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

238168 11/17/2020 13 \$0.00

Medium Work In Progress office 11/17/2020 9:53:52 AM

Marquez, Gerardo Maintenance to adjust the hardware in Assistant Principals office door so it won't slam when it closes. (Mr. Damian)

Norma Martinez

237885 Main Building Classroom 11/2/2020 28 \$0.00

Medium Work In Progress 11/2/2020 11:56:50 AM

Lara, Ralph PORTABLE FROM THE OUTSIDE FROM NEW WING ON THE BACK. THE DOOR TO THE LEFT SIDE OF THE ENTRANCE BOOK ROOM NEED TO BE CHANGE DOOR KNOB IT HAS BEING FORCE TO BE OPEN. NEEDS TO BE REPLACED.

Lilia Mondragon

237886 Main Building Parking Lot 11/2/2020 28 \$0.00

Medium Work In Progress 11/2/2020 12:11:31 PM

Lara, Ralph NEED 8 LOCKS FOR THE BLACK GATES AND ALL GATES CONNECTED TO THE SCHOOL PROPERTY.

Lilia Mondragon

237887 Main Building Office 11/2/2020 28 \$0.00

Medium Work In Progress 11/2/2020 12:17:22 PM

Lara, Ralph OFFICE ADMINISTRATION MAIN DOOR UPPER LOCK KNOB DOES NOT WORK. NEEDS TO BE REPLACE.

Lilia Mondragon

238169 11/17/2020 13 \$0.00

Medium Work In Progress Front of School 11/17/2020 9:55:06 AM

Guardado, Sergio Please pick up the white wooden barriers that Mr. Cano built in the entrance of school to be disposed of. (Mr. Damian)

Norma Martinez

235942 9/8/2020 83 56 \$1,502.96

High Work In Progress 9/8/2020 9:07:23 AM

Vasquez, Jose need to check irrigation . replace broken sprinklers and fix leaks around school site.

Guadalupe Ontiveros

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
235708					9/3/2020		88	\$1,205.77	
Medium	Work In Progress				9/3/2020 2:02:30 PM				
Guardado, Sergio		Please paint playground canopy's poles brown to match school building. (Mr. Damian)							
Norma Martinez									
Count: 14 Work Orders		Avg. Age of WO's	64			Total for Riverside ES	56	\$3,966.04	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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:		RTC - Alliance							
236605		Portables			9/24/2020		67		\$382.43
Medium	Work In Progress				9/24/2020 8:01:32 AM				
Guardado, Sergio		If possible need window rails and doors painted. Haven't been painted since about 10 yrs.							
Gloria Delgado									
Count: 1 Work Orders		Avg. Age of WO's	67			Total for RTC - Alliance	0	\$382.43	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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:		San Miguel ES							
236526					9/22/2020		2	4.5	\$112.50
Medium	Work In Progress				9/22/2020 3:33:35 PM	9/24/2020			
Appelzoller, Fred	shut off gas for the whole school and disconnect gas line from kitchen					undid gas line, went back to close all the gas at school			
Fred Appelzoller									
Count: 1 Work Orders		Avg. Age of WO's 2		Total for San Miguel ES			4.5	\$112.50	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
236630	Main Building	Custodial			9/24/2020		67		\$97.58
Medium	Work In Progress			9/24/2020 11:02:58 AM					
Pacheco, Hector		Can you replace broken faucet from restroom sink on portable (K).							
		thank you ..							
Maria Gabaldon									
237199	Main Building	Portables			10/9/2020		52		\$0.00
Medium	Work In Progress	Portables J and		10/9/2020 3:05:22 PM					
Guardado, Sergio		The doors to portables J and K need painting. Thank you							
Rita Mendez									
237200	Main Building	Portables			10/9/2020		52		\$0.00
Medium	Work In Progress	Portables A and		10/9/2020 3:07:18 PM					
Guardado, Sergio		Doors, ramps and skirting need painting in portables A and B. Thank you.							
Rita Mendez									
237202	Main Building	Portables			10/9/2020		52		\$0.00
Medium	Work In Progress	Portables J, K, A		10/9/2020 3:38:53 PM					
Guardado, Sergio		Please paint hand rails in portables J, K, A and B. Thank you.							
Rita Mendez									
236161					9/11/2020		80		\$27.60
Medium	Work In Progress			9/11/2020 4:06:07 PM					
Castillo, Carlos		Need to change light bulbs on two light poles. First is west pole located in the student pick up area. Second is the north west pole furthest in the parking lot. Should you have any questions please see Mr. Gallegos in the Construction office. Thank You							
Dominique Esparza									
237345	Main Building	Foyer			10/13/2020		48		\$0.00
Medium	Work In Progress	Please see Rita-		10/13/2020 12:59:54					
Castillo, Carlos		As soon as you enter the front of the school, there is a buzzing sound on the ceiling. Not sure where it is coming from-could be electrical or lighting. It needs to be checked-Please. Thank you.							
Rita Mendez									

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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 ES									
237386		Kitchen			10/14/2020		47		\$0.00
High	Work In Progress				10/14/2020 11:04:25				
Castillo, Carlos		light bulbs in freezer keep burning out electrical issues of sort							
Dino Facio									
237138	Main Building	Portables			10/8/2020		53		\$235.85
Medium	Work In Progress	Portables J and			10/8/2020 10:33:40 AM				
Guardado, Sergio		The stairs and ramp need to be painted. Thank you.							
Rita Mendez									
238175	Main Building	Portables			11/17/2020		13		\$0.00
Medium	Work In Progress	All Portables			11/17/2020 11:00:36				
Guardado, Sergio		All portable doors need door strips. We need a total of 8. Thank you.							
Rita Mendez									
237982	Main Building	Athletic Field			11/6/2020		24		\$0.00
Medium	Work In Progress	Back field close			11/6/2020 10:29:41 AM				
Lara, Ralph		Hinges on back doors in back of field close to housing are missing. Children are coming in to the field to play. Please replace as soon as possible. Thank you.							
Rita Mendez									
236360	Main Building	Exterior			9/17/2020		74		\$0.00
Medium	Work In Progress	Area under the			9/17/2020 3:41:20 PM				
Ontiveros, Guadalupe		The area under the marquee needs landscape rock and stepping stones. This would eliminate the abundance of thorny weeds in that area. Also, we need to walk under the marquee to input information manually in the marquee. Thank you.							
Rita Mendez									
Count: 11 Work Orders			Avg. Age of WO's 51		Total for Santa Teresa ES			0	\$361.03

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Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
233109	Main Building	Athletic Field			7/8/2020		145		\$130.00
Medium	Work In Progress	Outdoor fields			7/8/2020 11:07:23 AM				
Ontiveros, Guadalupe		Grounds is in need of tractor with scraper as well as round up for weeds							
Lorraine Dominguez									
234735	Main Building	Hallway/Corridor			8/11/2020		111		\$0.00
Medium	Work In Progress	corridor in			8/11/2020 2:15:31 PM				
Ontiveros, Guadalupe		Please clear up all weeds, grass and debris from corridors right outside admin offices							
Lorraine Dominguez									
235032					8/18/2020		104		\$0.00
Medium	Work In Progress				8/18/2020 1:08:17 PM				
Ontiveros, Guadalupe		enclosed courtyard area - remove trash including pieces of walk mats blown of roof							
Alfredo Holguin									
234422	Main Building	Athletic Field			8/5/2020		117		\$0.00
Medium	Work In Progress	all outdoor			8/5/2020 9:53:02 AM				
Ontiveros, Guadalupe		Need more round up to clear up weeds around all athletic fields Round up sprayer one on campus broke In need a Kubota tractor with scraper							
Lorraine Dominguez									
238221	Main Building	Athletic Field			11/19/2020		11		\$0.00
Medium	Work In Progress	outside areas			11/19/2020 11:26:58				
Ontiveros, Guadalupe		There is a lot of debris, weeds and pine needles all along the gate surrounding the school starting from baseball field to parking lot area. Behind the concession area by football field there is weeds as well as debris							
Lorraine Dominguez									
237701					10/30/2020		31		\$0.00
Medium	Work In Progress				10/30/2020 12:45:56				
Lara, Ralph		Need door for new custodial office it doesn't have one							
Maria E Ruiz									
237884					11/2/2020		28		\$0.00
High	Work In Progress				11/2/2020 11:34:26 AM				
Lara, Ralph		Need a lock put on the gate going into the electrical yard at STHS. Please see e-mail with picture of location. Should you have any questions please see Mr. Gallegos in the Construction Office. Thank You							
Dominique Esparza									

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Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
233985	Annex Building	Classroom			7/30/2020		123		\$0.00
Medium	Work In Progress	Dinning Room			7/30/2020 7:56:52 AM				
Lara, Ralph		Install Door Top on Dinning rooms door							
Gema Suggs									
234664	Main Building	Classroom			8/10/2020		112		\$0.00
Medium	Work In Progress	509			8/10/2020 10:55:25 AM				
Lara, Ralph		Teacher classroom is accessible to all teachers, please make her key for classroom only for her key.							
Lorraine Dominguez									
238208		Kitchen			11/19/2020		11		\$0.00
High	Work In Progress				11/19/2020 7:52:07 AM				
Marquez, Gerardo		Back door to kitchen starting to drag on the floor when you open and close							
Dino Facio									
235148	Main Building	Gym			8/20/2020		102		\$0.00
Medium	Work In Progress	Varsity gym area			8/20/2020 3:06:51 PM				
Lara, Ralph		Door is missing screws							
Lorraine Dominguez									
235149	Main Building	Classroom			8/20/2020		102		\$0.00
Medium	Work In Progress	610			8/20/2020 3:07:46 PM				
Lara, Ralph		Classroom door does not open with master key							
Lorraine Dominguez									
236234					9/15/2020		76		\$0.00
Medium	Work In Progress				9/15/2020 8:34:48 AM				
Lara, Ralph		Need to do spare keys of each bldg mechanic trucks. Juan Ambris # 138, Luis Saucedo # 153, Manuel Prospero # 191, Ruben Ortiz # 107. Thank u							
Sergio Guardado									
236200	Main Building	Classroom			9/14/2020		77		\$3.59
Medium	Work In Progress				9/14/2020 10:55:35 AM				
Lara, Ralph		Teacher in C2 misplaced her key, can we have another key for teacher							
Lorraine Dominguez									
238207		Kitchen			11/19/2020		11		\$0.00
High	Work In Progress				11/19/2020 7:48:40 AM				
Guardado, Sergio		No light in laundry room electrical issues							
Dino Facio									

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Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

237606	Main Building	Football Field			10/26/2020		35		\$0.00
Medium	Work In Progress	football area			10/26/2020 12:30:51				
Ontiveros, Guadalupe		Area needs to be cleared of weeds and any debris in the area							

Lorraine Dominguez

237634	Main Building	Parking Lot			10/27/2020		34		\$29.76
Medium	Work In Progress	parking lot			10/27/2020 12:20:09				
Ontiveros, Guadalupe		Cut dead trees from parking area (pointed out the trees to Lauro for further clarification)							

Lorraine Dominguez

237608	Main Building	Athletic Field			10/26/2020		35		\$0.00
Medium	Work In Progress	baseball/softball			10/26/2020 12:32:06				
Ontiveros, Guadalupe		Please clean all area of fields of weeds and debris							

Lorraine Dominguez

237610	Main Building	Athletic Field			10/26/2020		35		\$0.00
Medium	Work In Progress	football area			10/26/2020 12:34:20				
Ontiveros, Guadalupe		Please put all track equipment away on the football field							

Lorraine Dominguez

235044	Main Building	Classroom			8/18/2020		104		\$0.00
Medium	Work In Progress	801			8/18/2020 1:28:06 PM				
Ramos, Rudy		Ceiling tiles need replacement							

Lorraine Dominguez

235046	Vocational	Classroom			8/18/2020		104		\$0.00
Medium	Work In Progress	803			8/18/2020 1:28:50 PM				
Ramos, Rudy		Ceiling tiles need replacing							

Lorraine Dominguez

235047	Vocational	Classroom			8/18/2020		104		\$4,320.00
Medium	Work In Progress	805			8/18/2020 1:29:27 PM				
Ramos, Rudy		Ceiling tiles need replacing							

Lorraine Dominguez

235048	Vocational	Restroom			8/18/2020		104		\$0.00
Medium	Work In Progress	restroom			8/18/2020 1:30:19 PM				
Ramos, Rudy		Lights need to be looked at not sure if its light bulbs or not functioning							

Lorraine Dominguez

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

235051	Main Building	Hallway/Corridor			8/18/2020		104		\$0.00
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Medium	Work In Progress	500 hallway			8/18/2020 1:32:58 PM				
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Ramos, Rudy
Need lights in the hallway replaced as there is about 6 out.

Lorraine Dominguez

234814	Main Building	Portables			8/13/2020		109		\$0.00
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Medium	Work In Progress	Nurse Portable			8/13/2020 9:32:13 AM				
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Ramos, Rudy
Nurse has reported that both AC's in her portable are not working. 8/13/2020 at 9:31am

Gema Suggs

235615	Main Building	Hallway/Corridor			9/1/2020		90		\$0.00
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Medium	Work In Progress	Hallway by			9/1/2020 2:38:53 PM				
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Ramos, Rudy
Ceiling tile in hallway needs to be replaced

Lorraine Dominguez

232735					7/1/2020		152		\$0.00
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Medium	Work In Progress	Tech Portable			7/1/2020 10:03:00 AM				
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AC not working. Please check and service ASAP.

Nicholas Wohlgemuth

234642					8/10/2020		112		\$573.26
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Medium	Work In Progress				8/10/2020 7:30:21 AM				
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Ambriz, Jose
Unit in culinary kitchen not cooling.

Jose Ambriz

237350	Main Building	Office			10/13/2020		48		\$0.00
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Medium	Work In Progress	printer room			10/13/2020 2:27:03 PM				
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Castillo, Carlos
please install proper printer outlets in room

Lorraine Dominguez

235606	Main Building	Gym			9/1/2020		90		\$0.00
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Medium	Work In Progress	hallway by gym			9/1/2020 12:29:28 PM				
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Castillo, Carlos
Broken light fixture in hallway in gym area. Please see Maria for further direction

Lorraine Dominguez

235612	Main Building	Hallway/Corridor			9/1/2020		90		\$0.00
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Medium	Work In Progress				9/1/2020 2:13:35 PM				
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Castillo, Carlos
As per blog.mech. need assistance w/500 hallway lighting

Carlos Castillo

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

235613	Main Building	Dressing Room			9/1/2020		90		\$0.00
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Medium	Work In Progress	locker room			9/1/2020 2:36:12 PM				
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Castillo, Carlos Light fixture in locker room is broken

Lorraine Dominguez

235614	Main Building	Dressing Room			9/1/2020		90		\$0.00
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Medium	Work In Progress	girls locker			9/1/2020 2:37:37 PM				
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Castillo, Carlos Light fixtures in girls locker room needs to be replaced

Lorraine Dominguez

236349	Main Building	Classroom			9/17/2020		74		\$0.00
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Medium	Work In Progress	Workroom/printe			9/17/2020 2:23:22 PM				
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Castillo, Carlos If a power strip can be added to room in order to have the ability to plug in all copiers (please see Margie Computer Tech)

Lorraine Dominguez

236350	Main Building	Office			9/17/2020		74		\$0.00
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Medium	Work In Progress	Technician office			9/17/2020 2:24:52 PM				
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Castillo, Carlos An power strip is needed for Margie to use in her office (please see Margie for further direction)

Lorraine Dominguez

233350	Vocational				7/15/2020		138		\$0.00
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Medium	Work In Progress				7/15/2020 10:36:26 AM				
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Escobar, David In the Culinary Arts Kitchen, roof top unit showing alarm. Temperature is showing 90.4°. No other information is showing on diagnostic. Please have HVAC look into this. Thank You

Dominique Esparza

237440		Custodial			10/16/2020		45		\$0.00
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Medium	Work In Progress				10/16/2020 8:17:10 AM				
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Pacheco, Hector BUEN DIA:
EL ALIMETADOR DE EL PRIMER LAVAMANOS, EN EL
BAÑO DE LAS MUJERES, (AREA 803) ESTA TIRANDO
AGUA.
GRACIAS.

Maria E Ruiz

237604	Main Building	Portables			10/26/2020		35		\$0.00
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Medium	Work In Progress	NURSING			10/26/2020 12:05:53				
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Pacheco, Hector Sink is clogged

Gema Suggs

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

233305	Main Building	Hallway/Corridor			7/14/2020		139		\$143.91
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Medium	Work In Progress	main hallway			7/14/2020 10:52:37 AM				
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Pacheco, Hector		Issue with restroom in main hallway please see below En el baño de los hombres, de el pasillo principal, (enfrente de la oficina de Emma) uno de los uriniales no flachea.				10/6/20m - Reroute to H. Pacheco waiting on sensors asp report 8/3/20 - R. Ramos			
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Lorraine Dominguez

233335	Concession	Restroom			7/14/2020		72	15	\$961.16
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Medium	Work In Progress				7/14/2020 3:49:47 PM	9/24/2020			
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Pacheco, Hector		s per conversation with Head Custodian to replace 4 toilet flush valves and also 3 urinal flush valves.				troubleshoot main water shut off to replace 3 urinal flush valves and 3 toilet flush valves			
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Hector Pacheco

236655		Electrical Room			9/24/2020		67		\$0.00
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Medium	Work In Progress				9/24/2020 1:12:31 PM				
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Castillo, Carlos		Install power logger.							
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Carlos Castillo

236102	Vocational	Classroom			9/10/2020		81		\$0.00
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Medium	Work In Progress	803			9/10/2020 3:48:11 PM				
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Guardado, Sergio		Remove all equipment and desks from top storage area of the classroom							
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Lorraine Dominguez

237348	Main Building	Library			10/13/2020		48		\$0.00
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Medium	Work In Progress	library			10/13/2020 2:20:53 PM				
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Guardado, Sergio		please remove and relocate door in Ms Allen area please see Claudia for direction							
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Lorraine Dominguez

237349	Main Building	Office			10/13/2020		48		\$0.00
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Medium	Work In Progress	office			10/13/2020 2:21:46 PM				
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Guardado, Sergio		Need to assemble storage cabinets please see Claudia for further direction							
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Lorraine Dominguez

237035	Main Building	Storage			10/5/2020		56		\$198.35
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Medium	Work In Progress	ticket booth			10/5/2020 12:21:45 PM				
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Guardado, Sergio		Ticket booth needs painting, please paint the booth brown the color used on school building with black trim. Please see me for further direction							
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Lorraine Dominguez

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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										
237703					10/30/2020		31		\$0.00	
Medium	Work In Progress				10/30/2020 1:04:08 PM					
Guardado, Sergio		Need transitions on the entry doorways where the new custodial offices are it has new flooring and it will lift up if no transitions are installed								
Maria E Ruiz										
237712	Main Building	Office			10/30/2020		31		\$0.00	
Medium	Work In Progress	Nurses office			10/30/2020 3:39:24 PM					
Guardado, Sergio		Nurse's office needs some ceiling tiles replaced								
Lorraine Dominguez										
237696	Main Building	Exterior			10/30/2020		31		\$0.00	
Medium	Work In Progress	Exterior area			10/30/2020 10:38:48					
Guardado, Sergio		Please install signs outside the nurse area, art studio, 800's, preschool classroom, and room 700/702. Please see Claudia for further directions								
Lorraine Dominguez										
235383					8/26/2020		96		\$13.98	
Medium	Work In Progress				8/26/2020 3:23:54 PM					
Gonzalez, Salvador		Need to fabricate ladders for culinary building in STHS								
Salvador Gonzalez										
Count: 49 Work Orders		Avg. Age of WO's 77		Total for Santa Teresa HS				15	\$6,374.01	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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

234449		Hallway/Corridor			8/5/2020		117	\$1,072.80
Medium	Work In Progress				8/5/2020 3:22:18 PM			
Guardado, Sergio		I NEED to change the ceiling tiles (not lights) in rooms 13, 14, 16, 23, 22, 21, 20, 18, 17, and teacher lounge 19, and hallways of the north building please				8/28/20 - work order will be re-routed to maintenance; this is for ceiling tiles to be replaced not lights. Danny will be picking up bulbs from STM and adjusting them back into inventory.		
Cristian Martinez								
238158	South Building	Restroom			11/16/2020		14	\$0.00
Medium	Work In Progress	COUNSELOR			11/16/2020 3:06:48 PM			
Ontiveros, Joe		NO HOT WATER IN BATHROOM SINK						
Laura Parra								
237369		Kitchen			10/14/2020		47	\$11.88
High	Work In Progress				10/14/2020 7:09:42 AM			
Pacheco, Hector		Three compartment sink leaking						
Dino Facio								
237454		Classroom			10/16/2020		45	\$36.34
Medium	Work In Progress				10/16/2020 1:36:16 PM			
Pacheco, Hector		IN ROOM NUMBER 10 THE KITCHEN SINC IS THE SLOW DRAINAGE PLEASE CHECK						
Cristian Martinez								
237986		Kitchen			11/6/2020		24	\$41.61
Medium	Work In Progress				11/6/2020 11:41:16 AM			
Ambriz, Jose		Need to replace a/c to make air vent from 4800 to 6800 a/c.						
Jose Ambriz								
235415	North Building	Office			8/27/2020		95	\$23.33
Medium	Work In Progress	SECURITY			8/27/2020 10:33:51 AM			
Ambriz, Jose		HEATING/COOLING NEEDS TO BE REPAIRED. AS PER BUILDING MECHANIC OFFICE NEEDS NEW DUCT WORK						
Laura Parra								
237394		Kitchen			10/14/2020		47	\$0.00
High	Work In Progress				10/14/2020 2:36:40 PM			
Guardado, Sergio		Several broken floor tiles in the kitchen, storage, walk in areas need replacing						
Dino Facio								

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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										
237146	Gym (1997)	Gym			10/8/2020		53		\$0.00	
Medium	Work In Progress				10/8/2020 1:08:25 PM					
Guardado, Sergio		gym girls locker room toilet valve leaking								
Cristian Martinez										
235524	North Building				8/31/2020		91		\$0.00	
Medium	Work In Progress				8/31/2020 7:59:05 AM					
Guardado, Sergio		Need ceiling tiles in rooms #13-14-16-23-22-21-20-18-17 and in hallways on the north building as well.								
Cristian Martinez										
238159	South Building	Restroom			11/16/2020		14		\$0.00	
Medium	Work In Progress	COUNSELOR			11/16/2020 3:08:01 PM					
Guardado, Sergio		REPLACE LIGHTBULBS IN RESTROOM AND IN OFFICE								
Laura Parra										
Count: 10 Work Orders		Avg. Age of WO's 55		Total for Santa Teresa MS				0	\$1,185.96	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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										
238076		Office			11/10/2020		20		\$0.00	
Medium	Work In Progress				11/10/2020 12:35:32					
Guardado, Sergio		REPLACE BLUE VINYL IN MAIN OFFICE								
Ivette Rios										
233309		Kitchen			7/14/2020		139		\$0.00	
High	Work In Progress				7/14/2020 11:44:02 AM					
Escobar, David		AC Unit not cooling in kitchen (Hot)								
Dino Facio										
236691					9/25/2020		66		\$0.00	
Medium	Work In Progress				9/25/2020 9:54:50 AM					
Castillo, Carlos		NO LIGHTING IN THE OFFICE LOUNGE RESTROOM								
Ivette Rios										
237030	Main Building	Restroom			10/5/2020		56		\$191.80	
Medium	Work In Progress	office LOUNGE			10/5/2020 10:18:08 AM					
Guardado, Sergio		BLUE STRIP IN OFFICE LOUNGE NEEDS TO BE GLUED BACK.								
Ivette Rios										
234676					8/10/2020		112		\$0.00	
Medium	Work In Progress				8/10/2020 12:40:48 PM					
Gonzalez, Salvador		please need homemade drags please ask luis								
Luis Saucedo										
Count: 5 Work Orders		Avg. Age of WO's 79		Total for Sunland Park ES				0	\$191.80	

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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: Sunrise ES									
236762					9/29/2020		62		\$2,985.18
Medium	Work In Progress			9/29/2020 10:36:38 AM					
Chavez, Santos	Install two 40A 3 pole circuits for two new 12 ton refrigeration units for multi purpose room.								
Santos Chavez									
237156					10/8/2020		53		\$0.00
Medium	Work In Progress			10/8/2020 2:35:06 PM					
Chavez, Santos	Cathie Williams, Office, Light Dimmer Switches for the front office to include, main office area, principal, AP, Data clerk office, and conference room								
Monica Narez									
233266					7/13/2020		140		\$0.00
Medium	Work In Progress			7/13/2020 1:45:19 PM					
Chavez, Santos	Entrada de escuela 2 balastras estan descompuestas y necesitan focos gracias buen dia.								
Maritxa Vasquez									
238190		Kitchen			11/18/2020		12	1	\$25.00
High	Work In Progress			11/18/2020 6:25:59 AM					
Chavez, Santos	Electrical issues kitchen light out and hood lights out					Lights are in hood (Equipment)			
Dino Facio						Lights are attached to equipment (SNP)			
						Change lamps (Custodial)			
						Send back to SNP - S.C.			
236046	Main Building	Office			9/10/2020		81		\$0.00
Medium	Work In Progress			9/10/2020 8:14:15 AM					
Marquez, Gerardo	Cathie Williams, Office, Need 7 dogging keys (L & Wrenches?								
Monica Narez									
235270	Main Building				8/24/2020		98		\$0.00
Medium	Work In Progress			8/24/2020 2:06:20 PM					
Marquez, Gerardo	Need new pad loock west bus turn around gate.								
Monica Narez									
238088	Main Building	Classroom			11/11/2020		19		\$0.00
Medium	Work In Progress			11/11/2020 7:22:40 AM					
Acuna, Johnny	As per Mrs. Williams, Office, Ms. Tapia, Counselor, POA, will need to adjust her lights as well. Light Dimmer Switch								
Monica Narez									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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:		Sunrise ES							
233826	Main Building	Classroom			7/28/2020		125		\$0.00
Medium	Work In Progress				7/28/2020 8:53:37 AM				
Acuna, Johnny	Rocio Nieto, Classroom 103, Needs blinds on her windows and side window.								
Monica Narez									
238062		Office			11/10/2020		20		\$0.00
Medium	Work In Progress				11/10/2020 7:13:39 AM				
Acuna, Johnny	Elizabeth Leal, Office, Need to hang up 2 Whiteboards Calendars on her office wall.								
Monica Narez									
237023		Kitchen			10/5/2020		56		\$0.00
High	Work In Progress				10/5/2020 9:31:42 AM				
Acuna, Johnny	Install Chemsearch Smell Control System for grease trap								
Dino Facio									
237084	Main Building	Classroom			10/6/2020		55		\$0.00
Medium	Work In Progress				10/6/2020 12:53:26 PM				
Acuna, Johnny	Angelica Palma, Classroom 102, Need a white board installed.								
Monica Narez									
236436	Main Building	Office			9/21/2020		70		\$0.00
Medium	Work In Progress				9/21/2020 11:03:08 AM				
Acuna, Johnny	As per Mrs. Williams, Office, The bats moved to the front entrance of the office and bats came back to nest. Will need to put covering in the front and through the back right side corner by the cafeteria.								
Monica Narez									
238222					11/19/2020		11		\$0.00
Medium	Work In Progress				11/19/2020 12:08:27				
Marquez, Gerardo	Need to replace lost padlock to storage shed at Sunrise Elementary. (I have placed a lock on there to secure door, but custodial don't have key to open up for their blowers, etc.)								
Johnny Acuna									
238184					11/17/2020		13		\$0.00
Medium	Work In Progress				11/17/2020 2:14:30 PM				
Ontiveros, Guadalupe	Need to repair busted main irrigation water line. Location is in the front parking lot entrance between the pump and the Fence line.								
Johnny Acuna									

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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							
233288					7/13/2020		140		\$0.00
Medium	Work In Progress	playground			7/13/2020 5:24:35 PM				
Ontiveros, Guadalupe		please repair stuck irrigation valve solenoid to grass irrigation sprinkler system. water is constantly on. Thank You...							
Johnny Acuna									
Count: 15 Work Orders		Avg. Age of WO's		64	Total for Sunrise ES			1	\$3,010.18

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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									
235661					9/2/2020		89		\$0.00
Medium	Work In Progress				9/2/2020 3:42:11 PM				
Escobar, David		trouble at Vado kitchen.							
David Escobar									
235671		Gym			9/3/2020		88		\$0.00
Medium	Work In Progress	Cafeteria/Gym			9/3/2020 7:40:20 AM				
Escobar, David		Gymnasium is very hot. Mr. Armando Diaz (Head Custodian) already tried to change temperature manually and it didn't work.							
Sylvia Cary									
234333		Kitchen			8/4/2020		118		\$0.00
High	Work In Progress				8/4/2020 7:58:13 AM				
Escobar, David		AC units not working very hot in kitchen area							
Dino Facio									
Count: 3 Work Orders			Avg. Age of WO's	98		Total for Vado ES	0		\$0.00

340 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2020 - 11/30/2020 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: Yucca Heights ES									
237032		Custodial			10/5/2020		56		\$5.97
Medium	Work In Progress			10/5/2020 11:31:08 AM					
Ontiveros, Joe	We have no hot water in the lounge, restrooms or custodial closet								
Ernesto Diaz									
236198					9/14/2020		77		\$0.00
Medium	Work In Progress			9/14/2020 9:58:59 AM					
Ontiveros, Guadalupe	Put rock under fence to avoid coyotes coming in. They have been digging.								
Rocio Rodriguez									
238167		Parking Lot			11/17/2020		13		\$20.56
Medium	Work In Progress			11/17/2020 5:44:06 AM					
Avila, Jesus	Front fence by the east gate needs to be repaired at YHES.								
Ernesto Diaz									
236411					9/21/2020		70		\$0.00
Medium	Work In Progress	Playground area		9/21/2020 8:40:06 AM					
Hernandez, Guillermo	Circle area needs to be filled with concrete.								
Rocio Rodriguez									
Count: 4 Work Orders		Avg. Age of WO's	54	Total for Yucca Heights ES			0	\$26.53	
Count: 340 Work Orders		Avg. Age of WO's	65	Grand Total			88	\$35,415.36	