

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
247108		Exterior			7/7/2021		69		\$6.99
Medium	Work In Progress			7/7/2021 10:40:43 AM					
Vasquez, Jose	Please pick up pine needles and level the area behind portables 10-20. Also, please fill in any holes under portables.								
Isaac Grijalva									
250283					8/26/2021		19		\$0.00
Medium	Work In Progress			8/26/2021 7:50:51 AM					
Hernandez, Guillermo	Kitchen - water coming in from the hood, due to storm.								
Guillermo Hernandez									
249460					8/13/2021		32		\$0.00
Medium	Work In Progress	various		8/13/2021 2:01:56 PM					
Hernandez, Carlos	Please replace the following ceiling tiles. Portable 6: 1 tile and inside light fixture; wires are exposed Portable 10: 5 tiles and bathroom wall along the mirror and soap dispenser Portable 12: 1 tile Portable 16: 11 tiles Portable 18: inside light fixture; wires are exposed and wall along the door and windows next to door is lifting and peeling Portable 19: 1 tile								
Melanie Beegle									
248279					7/30/2021		46		\$0.00
Medium	Work In Progress	Conf Room -		7/30/2021 4:32:42 PM					
Hernandez, Carlos	Please replace the small venetian blinds.				Received material, Maintenance will Install Blinds.				
Melanie Beegle									
250232					8/25/2021		20		\$0.00
Medium	Work In Progress			8/25/2021 1:00:47 PM					
Marquez, Gerardo	buenas tardes!! necesito por favor que venga a rebisar la puerta del #6 no esta cerrando por si sola, gracias.								
Maria Davila									
248249					7/30/2021		46		\$0.00
Medium	Work In Progress	15		7/30/2021 12:51:27 PM					
Marquez, Gerardo	Filing cabinet key has been lost. Please open cabinet and if possible rekey. The 3 drawer furniture cabinet is located in the secretary's office under the desk and next to the tall black metal filing cabinet.								
Melanie Beegle									

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Assigned To		Description				Action Taken			
Requester Name									
Location: Alta Vista ECHS									
248446					8/1/2021		44		\$0.00
Medium	Work In Progress	conference			8/1/2021 6:50:41 PM				
Marquez, Gerardo		Please make an entry door key for the SPED room in the front brown portable (right hand side of the portable). Thank you! :)							
Melanie Beegle									
249782					8/18/2021		27		\$0.00
Medium	Work In Progress	22			8/18/2021 12:36:32 PM				
Marquez, Gerardo		Please fix the door on P22. Door does not close and cannot be locked. Thank you!							
Melanie Beegle									
249375					8/12/2021		33		\$0.00
Medium	Work In Progress	11			8/12/2021 1:08:31 PM				
Marquez, Gerardo		P11 door is hard to unlock and open.							
Melanie Beegle									
249235					8/10/2021		35		\$18.34
Medium	Work In Progress				8/10/2021 4:20:39 PM				
Marquez, Gerardo		Please fix the door handle to P11; it is hard to unlock and open. Thank you! :)							
Melanie Beegle									
Count: 10 Work Orders			Avg. Age of WO's	37		Total for Alta Vista ECHS	0		\$25.33

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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)										
247372		Exterior			7/13/2021		63		\$0.00	
Medium	Work In Progress	gates			7/13/2021 2:47:41 PM					
Marquez, Gerardo		Pre-k needs 5 H1 gate keys								
Michelle Soto										
247548		Computer Lab			7/19/2021		57		\$0.00	
Medium	Work In Progress	107			7/19/2021 9:01:00 AM					
Marquez, Gerardo		please switch out the core from room 107 to the room next door(yellow door)								
Michelle Soto										
247218		Exterior			7/9/2021		67		\$7.29	
Medium	Work In Progress	shed in the back			7/9/2021 2:49:30 PM					
Gonzalez, Salvador		Place metal ramp for the wooden ramp.								
Michelle Soto										
250201					8/25/2021		20		\$0.00	
Medium	Work In Progress				8/25/2021 10:34:21 AM					
Hernandez, Guillermo		Family Services Portable - Roof Leak due to storm.								
Guillermo Hernandez										
246750		Office			7/1/2021		6	7	\$190.33	
Medium	Work In Progress	104			7/1/2021 11:14:21 AM	7/7/2021				
Tellez, Hector		electrical outlet needed by clerk's desk				Done				
Michelle Soto										
Count: 5 Work Orders			Avg. Age of WO's	43	Total for Anthony - On Track Pre-K (Village)			7	\$197.62	

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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									
249625					8/17/2021		28		\$0.00
Medium	Work In Progress	115			8/17/2021 9:11:41 AM				
Ambriz, Jose		Please check data clerk's office, room gets very hot in the afternoons thank you							
Jessica Lopez									
249795					8/18/2021		27		\$0.00
Medium	Work In Progress	262			8/18/2021 2:12:32 PM				
Ambriz, Jose		Teacher is saying that room is very hot, please adjust temperature room# 262							
Jessica Lopez									
249338					8/12/2021		33		\$0.00
Medium	Work In Progress				8/12/2021 8:16:38 AM				
Hernandez, Carlos		As per Mrs. Alvarez please remove goat-heads on the playground. Please see Mrs. Alvarez for more information thank you							
Jessica Lopez									
248655					8/3/2021		42		\$0.00
Medium	Work In Progress				8/3/2021 12:38:44 PM				
Avila, Jesus		Please install new basketball goal. thank you							
Jessica Lopez									
247626					7/20/2021		56		\$0.00
Medium	Work In Progress	243			7/20/2021 1:41:34 PM				
Marquez, Gerardo		Please check backdoor, teacher is saying that it doesn't lock/close properly. thank you Mrs. Solis room # 243							
Jessica Lopez									
248619					8/3/2021		42		\$0.00
Medium	Work In Progress	Nurse's office			8/3/2021 9:52:18 AM				
Marquez, Gerardo		Nurse needs some cabinets keys please. (see nurse Perez for more information) thank you							
Jessica Lopez									

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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									
248654					8/3/2021		42		\$0.00
Medium	Work In Progress				8/3/2021 12:17:49 PM				
Marquez, Gerardo		Can you please have KD18 open the doors that lead to the cafeteria next to the nurse's office? (please see Jessica for more information) thank you							
Jessica Lopez									
247851					7/23/2021		53		\$0.00
Medium	Work In Progress				7/23/2021 10:56:29 AM				
Marquez, Gerardo		We would like to request 2 additional KD18 keys. thank you							
Jessica Lopez									
246782					7/2/2021		74		\$0.00
Medium	Work In Progress				7/2/2021 11:41:01 AM				
Marquez, Gerardo		The middle bar in between the doors is loose, in the 6th grade area.							
Anselmo Varela									
249523					8/16/2021		29		\$0.00
Medium	Work In Progress				8/16/2021 9:19:11 AM				
Marquez, Gerardo		Mrs. Sanchez, is requesting a key that opens the doors next to room # 305 and 262. (see Jessica for more information) thank you							
Jessica Lopez									
Count: 10 Work Orders			Avg. Age of WO's	43		Total for Anthony ES	0		\$0.00

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Berino ES									
248109	Main Building	Classroom			7/28/2021		48		\$0.00
Medium	Work In Progress	101			7/28/2021 11:20:16 AM				
Marquez, Gerardo		classroom key for room 101 B22 does not open class room							
Michelle Guerra									
248232	Main Building	Classroom			7/30/2021		46		\$0.00
Medium	Work In Progress	142			7/30/2021 8:16:48 AM				
Marquez, Gerardo		rekey filing cabinets they need to be locked							
Michelle Guerra									
248089	Main Building	Office			7/28/2021		48		\$0.00
Medium	Work In Progress	Principal Office			7/28/2021 8:54:46 AM				
Marquez, Gerardo		one of the desk cabinets does not open							
Michelle Guerra									
249439	Main Building	Office			8/13/2021		32		\$0.00
Medium	Work In Progress	Front Door			8/13/2021 11:14:49 AM				
Marquez, Gerardo		Requesting for 3 hex keys For the Principal, Assistant Principal, and an extra for the head custodian							
Michelle Guerra									
247083	Main Building	Mechanical			7/6/2021		70		\$0.00
Medium	Work In Progress				7/6/2021 2:07:04 PM				
Marquez, Gerardo		i'm having problems with the mechanical room door knob key gets stuck can not remove it. thank you							
Mario Apodaca									
247661	Main Building	Office			7/21/2021		55		\$0.00
Medium	Work In Progress	Front office			7/21/2021 7:58:56 AM				
Marquez, Gerardo		Per Principal wants to change the combination to the vault in the front office							
Michelle Guerra									
250463	Main Building	Exterior			8/30/2021		15		\$0.00
Medium	Work In Progress	back doors			8/30/2021 4:04:10 PM				
Marquez, Gerardo		all teachers to have access to open back door for their hallway							
Michelle Guerra									
250345		Office			8/27/2021		18		\$0.00
Medium	Work In Progress	front office			8/27/2021 8:20:22 AM				
Marquez, Gerardo		requesting for 12 hex keys for the safety team							
Michelle Guerra									

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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									
249292	Main Building	Classroom			8/11/2021		34		\$0.00
Medium	Work In Progress	137			8/11/2021 12:32:43 PM				
Ambriz, Jose		Classroom is very hot							
Michelle Guerra									
250130					8/24/2021		21		\$7.96
Medium	Work In Progress				8/24/2021 10:14:24 AM				
Vasquez, Jose		Please trim & remove tree branches from the roof, and trim & remove tree branches from fence. Pease refer to e-mail with pictures. Should you have any questions please see Mr. Gallegos in the Construction Office (575) 882-6921.Thank You							
Dominique Esparza									
250489	Main Building	Classroom			8/31/2021		14		\$0.00
Medium	Work In Progress	102			8/31/2021 7:51:13 AM				
Ambriz, Jose		The heater in the classroom turned on							
Michelle Guerra									
249932		Kitchen			8/20/2021		25		\$8.34
High	Work In Progress				8/20/2021 7:49:54 AM				
Appelzoller, Fred		Hand sink faucets still running plumber stated to hit the foot pedals in order to stop water flow thats not justifiable to correct the problem							
Dino Facio									
Count: 12 Work Orders			Avg. Age of WO's	36			Total for Berino ES	0	\$16.30

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral ES									
250527	Main Building				8/31/2021		14		\$0.00
Medium	Work In Progress	207			8/31/2021 11:24:31 AM				
Ambriz, Jose		second request for room. Room is hot teacher says they worked on it last week and it was fine and this week it's not working anymore. See Saldana							
Jennifer Corral									
249812		Mechanical			8/18/2021		27		\$1,963.00
Medium	Work In Progress				8/18/2021 3:48:03 PM				
Ambriz, Jose		need to replace a vfd in mechanical.							
Jose Ambriz									
250262					8/25/2021		20		\$0.00
Medium	Work In Progress				8/25/2021 3:44:57 PM				
Vasquez, Jose		Need assistance to scrape with tractor large areas in front and back of school.							
Johnny Acuna									
249178	Main Building	Classroom			8/10/2021		35		\$0.00
Medium	Work In Progress	101			8/10/2021 11:58:06 AM				
Ambriz, Jose		Nurse office is hot. See Priscilla or Violeta							
Jennifer Corral									
249040		Mechanical			8/9/2021		36		\$1,963.00
Medium	Work In Progress				8/9/2021 10:04:57 AM				
Ambriz, Jose		Need to replace a VFD to pump 3.							
Jose Ambriz									
247533					7/19/2021		57		\$379.12
Medium	Work In Progress				7/19/2021 8:05:09 AM				
Acuna, Johnny		Need to paint parking lot at Chaparral Elementary.							
Johnny Acuna									
250436		Office			8/30/2021		15		\$0.00
Medium	Work In Progress	Nurse office			8/30/2021 12:54:47 PM				
Marquez, Gerardo		Can you please put a work order for them to take a look at our restroom door in nurse's office? It is difficult to close and seems like it scrapes against the floor now. See Nurse Zapata							
Jennifer Corral									

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral ES									
247570	Main Building	Custodial			7/19/2021		57		\$0.00
Medium	Work In Progress				7/19/2021 1:33:20 PM				
Marquez, Gerardo		need four new master key for new school year please				Transfer to Locksmith			
Adrian Flores									
249413					8/12/2021		33		\$0.00
Medium	Work In Progress				8/12/2021 6:33:14 PM				
Hernandez, Guillermo		(Chaparral Elementary) Rm. #217 Fire Sprinkler Head is bent. It is located next to Teacher's Desk.							
Johnny Acuna									
248940	Main Building	Foyer			8/6/2021		39		\$0.00
Medium	Work In Progress	office area			8/6/2021 12:31:42 PM				
Marquez, Gerardo		Not sure if Jerry would take care of the front entrance doors but they do not open. When we push the button to open it does not. See front office							
Jennifer Corral									
248731	Main Building	Classroom			8/4/2021		41		\$0.00
Medium	Work In Progress	P-3, 212			8/4/2021 9:11:57 AM				
Marquez, Gerardo		need keys for room P-3 and room 212. See Jennifer							
Jennifer Corral									
248833	Main Building	Cafeteria			8/5/2021		40		\$0.00
Medium	Work In Progress				8/5/2021 11:31:37 AM				
Marquez, Gerardo		cafeteria double door one side came loose foyer enter from door closer on top				Transfer to Locksmith			
Adrian Flores									
248837	Main Building	Classroom			8/5/2021		40		\$0.00
Medium	Work In Progress				8/5/2021 11:40:13 AM				
Marquez, Gerardo		room # 323 is not closing				Transfer to Locksmith			
Adrian Flores									
248044	Main Building				7/27/2021		49		\$0.00
Medium	Work In Progress	325			7/27/2021 3:11:07 PM				
Marquez, Gerardo		our door is very noisy. See Ms. Baltierrez							
Jennifer Corral									
248737		Office			8/4/2021		41		\$0.00
Medium	Work In Progress	office			8/4/2021 9:27:01 AM				
Marquez, Gerardo		need cabinet keys for counselor W418 and TS138 see Ms. Rodriguez							
Jennifer Corral									

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral ES									
248094	Main Building	Office			7/28/2021		48		\$0.00
Medium	Work In Progress	office			7/28/2021 9:35:45 AM				
Marquez, Gerardo		front door not latching see office				Transfer to Locksmith			
Jennifer Corral									
248096	Main Building	Office			7/28/2021		48		\$0.00
Medium	Work In Progress	office			7/28/2021 9:46:18 AM				
Marquez, Gerardo		need extra keys for Lead Teacher							
Jennifer Corral									
248097		Classroom			7/28/2021		48		\$0.00
Medium	Work In Progress	office			7/28/2021 9:48:06 AM				
Marquez, Gerardo		need keys for room see Front office							
Jennifer Corral									
249630	Main Building	Classroom			8/17/2021		28		\$0.00
Medium	Work In Progress				8/17/2021 9:47:03 AM				
Marquez, Gerardo		room 331 need core for closet door				Transfer to Locksmith			
Adrian Flores									
Count: 19 Work Orders		Avg. Age of WO's		38	Total for Chaparral ES			0	\$4,305.12

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Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral High - Pre-K									
248117		Classroom			7/28/2021		48		\$0.00
Medium	Work In Progress	Prek room 101			7/28/2021 1:07:55 PM				
Marquez, Gerardo		Requesting 2 Access Keys to Room 101 for two IEP teachers. Key hole reads CH200.							
Nathalie Urbina									
248936		Classroom			8/6/2021		39		\$0.00
Medium	Work In Progress	prek			8/6/2021 12:20:43 PM				
Marquez, Gerardo		Requesting 4- CH200 Keys for IA's.							
Nathalie Urbina									
250384		Classroom			8/27/2021		18		\$0.00
Medium	Work In Progress	Preschool			8/27/2021 12:18:41 PM				
Villalobos, Margret		Requesting spraying for Pets in the Preschool Building. Focus on Four Classrooms and restrooms. We have found small scorpions and centipedes.				Waiting on Waiver Form			
Nathalie Urbina									
247701					7/21/2021		55		\$0.00
Medium	Work In Progress	Prek			7/21/2021 3:19:44 PM				
Marquez, Gerardo		New Custodian for Prek needs Keys to access Prek Campus, gates and access to HS Custodial Equipment.							
Nathalie Urbina									
250269					8/25/2021		20		\$0.00
Medium	Work In Progress				8/25/2021 3:47:31 PM				
Vasquez, Jose		Need assistance with tractor to scrape weeds in front and back of school.							
Johnny Acuna									
Count: 5 Work Orders			Avg. Age of WO's	36		Total for Chaparral High - Pre-K	0		\$0.00

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Requester Name									

Location: Chaparral HS

249323 A-Wing Classroom 8/11/2021 34 \$0.00

Medium Work In Progress A108 8/11/2021 4:24:21 PM

Ambriz, Jose AC not working in A108. (Ms. Blanchette, A108) Transfer to Hvac Dept.

Mireya Meza

247759 7/22/2021 54 \$0.00

Medium Work In Progress Front outside 7/22/2021 9:22:01 AM

Vasquez, Jose
 * Trim trees along the front drive
 * Clean area in front of marquee
 * Remove mulberry trees
 * Remove dead shrubs
 * Kill weeds in all planters
 * Kill weeds in all drainage areas
 * Rake rock by landscape auxiliary gym area
 Please do before August 2 (Victoria Lopez, principal)

Mireya Meza

247694 Pre-K Classroom 7/21/2021 55 \$0.00

Medium Work In Progress 7/21/2021 11:51:35 AM

Acuna, Johnny PRE-K building- has four holes need to be patched up. Waiting on Sherwin Williams for color match.
 main large classroom towards the back next to whiteboard

Liliana Acosta

247506 Exterior 7/16/2021 60 \$0.00

Medium Work In Progress 7/16/2021 1:32:57 PM

Hernandez, Guillermo BAND BUILDING- front entrance top right side molding 8/2/21 Transfer to Guillermo Hernandez.
 flew off

Liliana Acosta

250534 Mechanical 8/31/2021 14 \$0.00

Medium Work In Progress 8/31/2021 12:33:32 PM

Ambriz, Jose Need to repair armstrong pump in mechanical.

Jose Ambriz

250151 G-Wing Foyer 8/24/2021 21 \$0.00

Medium Work In Progress Entrance to G 8/24/2021 1:07:06 PM

Acuna, Johnny Please paint double doors to entrance of G wing. Waiting on Sherwin Williams for color match.
 (Mireya Meza)

Mireya Meza

249265 B-Wing Hallway/Corridor 8/11/2021 34 \$0.00

Medium Work In Progress 8/11/2021 10:04:05 AM

Ontiveros, Joe Boiler in Hallway B is leaking water

Liliana Acosta

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Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
249281		Hallway/Corridor			8/11/2021		34		\$0.00
Medium	Work In Progress				8/11/2021 11:27:20 AM				
Moreno, Mario		Main building corridor hallway U shape lights out and have been out for several years							
Liliana Acosta									
249193	A-Wing	Cafeteria			8/10/2021		35		\$0.00
Medium	Work In Progress	Cafeteria			8/10/2021 1:20:22 PM				
Moreno, Mario		Light bulbs in cafeteria need to be replaced. (Mr. Martinez, AP)				Transfer to Electrician Dept.			
Mireya Meza									
249694	F-Wing	Foyer			8/17/2021		28		\$0.00
Medium	Work In Progress	Main hallway by			8/17/2021 3:03:28 PM				
Moreno, Mario		Light needs to be fixed in-between "F wing" main hallway and counselors. Poor lighting in that area in case of a fight its to dark to see faces.							
Mireya Meza									
247503	F-Wing	Restroom			7/16/2021		60		\$0.00
Medium	Work In Progress				7/16/2021 1:00:40 PM				
Moreno, Mario		F hallways Boys Restroom (HAND DRYER) not working - one to last stall							
Liliana Acosta									
247437	C-Wing	Restroom			7/14/2021		62		\$0.00
Medium	Work In Progress				7/14/2021 12:28:42 PM				
Moreno, Mario		Boys restroom C- hand dryer not working- lone next to last stall in restroom							
Liliana Acosta									
250561	B-Wing	Classroom			8/31/2021		14		\$10.58
Medium	Work In Progress	B2			8/31/2021 4:19:22 PM				
Marquez, Gerardo		Please replace doorstep to restroom in B2. (Mr. Perez, B2)							
Mireya Meza									
247692	Pre-K				7/21/2021		55		\$0.00
Medium	Work In Progress				7/21/2021 11:47:51 AM				
Marquez, Gerardo		All doors at PRE-K the cylinders are getting jammed keys are getting stuck							
Liliana Acosta									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
250131	G-Wing				8/24/2021		21		\$0.00
Medium	Work In Progress	Staff restroom			8/24/2021 10:25:32 AM				
Marquez, Gerardo		Please fix door to staff restroom in G wing. The door is lopsided. (Mireya Meza)							
Mireya Meza									
250434	A-Wing	Foyer			8/30/2021		15		\$0.00
Medium	Work In Progress	Awing outside			8/30/2021 12:23:09 PM				
Marquez, Gerardo		The key is not opening the door. Core just turns also the handle is falling off. (Snyder, security)							
Mireya Meza									
247604	Field House	Athletic Field			7/20/2021		56		\$0.00
Medium	Work In Progress	Softball field			7/20/2021 8:35:48 AM				
Marquez, Gerardo		The softball shed by the dugout isn't aligned on the door frame. The screws in the t-strike plate caught on the door and the screw needed to be removed from the plate in order to open the door. Johnny suggested a longer screw for the plate in the door frame. (coach Soltero)							
Mireya Meza									
247559	E-Wing	Classroom			7/19/2021		57		\$0.00
Medium	Work In Progress	E sped			7/19/2021 11:05:33 AM				
Marquez, Gerardo		Please fix core or handle to room E sped. When opening the door the handle has to be pulled up in order for me to open. (Robert Seanez)							
Mireya Meza									
247560	A-Wing	Office			7/19/2021		57		\$0.00
Medium	Work In Progress	Counseling area			7/19/2021 11:22:43 AM				
Marquez, Gerardo		The side drawers in counselors office won't open even when unlocked. Please fix as counselor has files that she needs to remove from drawers. (Mireya Meza)							
Mireya Meza									
250046	D-Wing	Restroom			8/23/2021		22		\$0.00
Medium	Work In Progress	teacher			8/23/2021 10:16:20 AM				
Marquez, Gerardo		Please rekey the staff restroom in D wing so that only key #CH97, CH96 and master keys can open it. (Vicki Lopez, principal)							
Mireya Meza									

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
250098	A-Wing	Foyer			8/23/2021		22		\$0.00
Medium	Work In Progress	Front Lobby			8/23/2021 4:26:49 PM				
Marquez, Gerardo									
The bar of the double doors on the east side of the front lobby stays pushed in when someone leaves thru that door. Which leaves the doors unlocked a the end of the day. (security Zuniga)									
Mireya Meza									
250099	E-Wing	Foyer			8/23/2021		22		\$0.00
Medium	Work In Progress	West side at end			8/23/2021 4:43:31 PM				
Marquez, Gerardo									
Unable to lock or open west side double doors at end of E wing. (Security, Quinones)									
Mireya Meza									
250100	G-Wing	Office			8/23/2021		22		\$0.00
Medium	Work In Progress	Work room			8/23/2021 5:08:01 PM				
Marquez, Gerardo									
The latch on the door frame in G work room is missing. (Security, Quinones)									
Mireya Meza									
247074	H-Wing	Auditorium			7/6/2021		70		\$0.00
Medium	Work In Progress	Auxiliary Gym			7/6/2021 1:03:06 PM				
Marquez, Gerardo									
Wrong cores were installed in the boys locker room. Please switch exterior boys locker room door core #CH1 to southeast exterior gym door #CH211. Please see Mireya Meza or Nick Uribe. (Mireya Meza)									
Mireya Meza									
247904					7/26/2021		50		\$0.00
Medium	Work In Progress				7/26/2021 9:15:13 AM				
Marquez, Gerardo									
Please make me 2 keys of CH97. (Mireya Meza)									
Mireya Meza									
247762	R-Wing	Foyer			7/22/2021		54		\$0.00
Medium	Work In Progress	Front doors to Q			7/22/2021 9:38:38 AM				
Marquez, Gerardo									
The lock to the front door of the Q & R buildings are stuck and the key wont unlock. Mireya Meza									
Mireya Meza									
248265	D-Wing	Classroom			7/30/2021		46		\$0.00
Medium	Work In Progress	D3			7/30/2021 3:04:19 PM				
Marquez, Gerardo									
Door is coming loose from the frame. (Mr. Mata)									
Mireya Meza									

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
248612	G-Wing	Foyer			8/3/2021		42		\$0.00
Medium	Work In Progress	G wing			8/3/2021 9:22:22 AM				
Marquez, Gerardo		"G hallway door to main hallway handle is broken Security and Mr. Martinez couldn't open it after lunch. (security Quinones)							
Mireya Meza									
247435	H-Wing	Auditorium			7/14/2021		62		\$0.00
Medium	Work In Progress	Main gym			7/14/2021 12:26:05 PM				
Marquez, Gerardo		Please change core that goes from gym into coach Y's locker room. (Mireya Meza)							
Mireya Meza									
247294		Dressing Room			7/12/2021		64		\$0.00
Medium	Work In Progress				7/12/2021 11:59:28 AM				
Marquez, Gerardo		Coach White- boys locker room- door handle lock loose							
Liliana Acosta									
250278	A-Wing	Classroom			8/25/2021		20		\$0.00
Medium	Work In Progress	Indoor			8/25/2021 5:19:05 PM				
Marquez, Gerardo		Please make new key for indoor concession. And make me 10 new copies. (Mireya Meza)							
Mireya Meza									
247386		Athletic Field			7/13/2021		63		\$0.00
Medium	Work In Progress				7/13/2021 9:45:35 PM				
Gonzalez, Salvador		Please check and fix Boy's Baseball Scoreboard. With the past High Wind/Storm, Scoreboard foundation (Footing) is loose from the ground and is tilting forward. (To prevent any accidents if it falls, the area has been taped off with Caution Tape).							
Johnny Acuna									
248977	A-Wing	Foyer			8/6/2021		39		\$0.00
Medium	Work In Progress	All doors to			8/6/2021 5:09:47 PM				
Marquez, Gerardo		We had trouble with G wing, and E wing not opening during fire drill this morning. I would like for Jerry to check all our doors at the entrance of each wing but specially those two. (Mr. Martinez, AP)							
Mireya Meza									
249204	R-Wing	Restroom			8/10/2021		35		\$0.00
Medium	Work In Progress				8/10/2021 2:28:24 PM				
Marquez, Gerardo		Classroom R-4/ Teacher restroom door lock cylinder has been removed unable to clean restroom							
Liliana Acosta									

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral HS									
249205	R-Wing	Exterior			8/10/2021		35		\$0.00
Medium	Work In Progress				8/10/2021 2:31:01 PM				
Marquez, Gerardo		Building R second set of exit doors right door hard to open / handicap door							
Liliana Acosta									
248767	H-Wing	Classroom			8/4/2021		41		\$0.00
Medium	Work In Progress	Gym boys locker			8/4/2021 2:40:51 PM				
Marquez, Gerardo		Door handle to office is getting stuck in the boys locker room main gym. (Coach Y)							
Mireya Meza									
249363	B-Wing	Exterior			8/12/2021		33		\$0.00
Medium	Work In Progress				8/12/2021 11:04:39 AM				
Marquez, Gerardo		B Hallway entrance doors are jammed unable to open							
Liliana Acosta									
249972	F-Wing	Classroom			8/20/2021		25		\$0.00
Medium	Work In Progress	F work room at			8/20/2021 10:37:36 AM				
Marquez, Gerardo		The door to the workroom in F wing at the end of the hall does not close unless you pull the handle. Please fix. (Custodian, Nares)							
Mireya Meza									
249974	B-Wing	Foyer			8/20/2021		25		\$0.00
Medium	Work In Progress	double door by b			8/20/2021 10:42:38 AM				
Marquez, Gerardo		The latch on the double doors going into the main hallway does not stay open properly and although it's unlocked it's hard to pull open the outside. (Christina, Nares)							
Mireya Meza									
248701	G-Wing	Custodial			8/3/2021		42		\$0.00
Medium	Work In Progress	G custodial			8/3/2021 4:02:48 PM				
Marquez, Gerardo		The master key does not open the small storage custodial room. Please set to master key. (Mireya Meza)							
Mireya Meza									
250503	D-Wing	Restroom			8/31/2021		14		\$0.00
Medium	Work In Progress	Staff restroom			8/31/2021 9:18:24 AM				
Lara, Ralph		Need to have the safety fastener removed from the staff restroom located in Hall D. This restroom will now be used for SCC students. (Ms. Acosta, sped teacher)							
Mireya Meza									
Count: 41 Work Orders			Avg. Age of WO's	39		Total for Chaparral HS	0	\$10.58	

9/14/2021 4:35:49 PM

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Chaparral MS									
248747	Main Building	Gym			8/4/2021		41		\$0.00
Medium	Work In Progress	girls locker room			8/4/2021 10:41:10 AM				
Marquez, Gerardo		Change lock to the girls back locker room							
Maria Garcia									
249697	Main Building	Office			8/17/2021		28		\$0.00
Medium	Work In Progress	front office			8/17/2021 3:12:45 PM				
Marquez, Gerardo		Need 2 Replacement Master Akeys							
Maria Garcia									
247209	Main Building	Exterior			7/9/2021		67		\$0.00
Medium	Work In Progress	front office			7/9/2021 10:04:53 AM				
Gonzalez, Salvador		put up outside bulletin board see maria				Transfer to Welding Dept.			
Maria Garcia									
247211	Main Building	Classroom			7/9/2021		67		\$2.19
Medium	Work In Progress	locker room			7/9/2021 11:23:39 AM				
Moreno, Mario		please change light switch to a switch from key							
Maria Garcia									
246752	Main Building				7/1/2021		75		\$8.76
Medium	Work In Progress	P-14			7/1/2021 11:53:28 AM				
Moreno, Mario		Outlets in portable not working/ PLEASE CANCEL 7/2/2021							
Maria Garcia									
248251	Main Building	Gym			7/30/2021		46		\$0.00
Medium	Work In Progress	Gym			7/30/2021 1:02:41 PM				
Acuna, Johnny		Cover box is broken by gym trip hazard.				On Order			
Maria Garcia									
250129	Main Building	Portables			8/24/2021		21		\$0.00
Medium	Work In Progress	Portables			8/24/2021 10:10:27 AM				
Acuna, Johnny		Ramps on portables get slippery							
Maria Garcia									
249192	Main Building	Exterior			8/10/2021		35		\$0.00
Medium	Work In Progress	between 200 &			8/10/2021 1:14:45 PM				
Vasquez, Jose		clear weeds in courtyard between 200 & 300							
Maria Garcia									

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To	Description		Action Taken						
Requester Name									
Location: Chaparral MS									
249052	Main Building	Exterior			8/9/2021		36		\$0.00
Medium	Work In Progress	Various			8/9/2021 10:59:31 AM				
Vasquez, Jose	CUT GRASS, CUT WEEDS ON FIELDS ALONG FENCE LINE OF SCHOOL, CUT WEEDS ALONG FENCE LINE OF BASEBALL AND SOFTBALL FIELDS. PULL WEEDS ALONG SIDEWALKS, SPRAY WEEDS ON FIELDS. PLEASE SEE MARIA IN OFFICE								
Maria Garcia									
Count: 9 Work Orders		Avg. Age of WO's 46			Total for Chaparral MS			0	\$10.95

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
249783		Classroom			8/18/2021		27		\$0.00
Medium	Work In Progress				8/18/2021 12:42:23 PM				
Hernandez, Carlos		Room 114 and 105 have leaks.Thank you							
Miguel Sonora									
247210		Exterior			7/9/2021		67		\$0.00
Medium	Work In Progress	GYM AREA			7/9/2021 10:48:10 AM				
Vasquez, Jose		Would like some trees planted around the Gym area for students to have shade at lunch time.							
Maria Carbajal									
247131		Office			7/7/2021		69		\$0.00
Medium	Work In Progress	Office area			7/7/2021 11:44:23 AM				
Marquez, Gerardo		Need 10 key cards							
Maria Carbajal									
250428		Office			8/30/2021		15		\$0.00
Medium	Work In Progress	Parent Outreach			8/30/2021 11:10:12 AM				
Marquez, Gerardo		Need a key made for the Parent Outreach Office (Orlando's old office)							
Maria Carbajal									
248171		Exterior			7/29/2021		47		\$0.00
Medium	Work In Progress	Exterior door			7/29/2021 8:54:53 AM				
Marquez, Gerardo		Exterior left door opens when pulled, when it is locked.							
Maria Carbajal									
248176		Office			7/29/2021		47		\$0.00
Medium	Work In Progress	Attendance			7/29/2021 9:17:14 AM				
Marquez, Gerardo		Need a key made for Attendance Office							
Maria Carbajal									
Count: 6 Work Orders		Avg. Age of WO's		45	Total for Desert Pride HS			0	\$0.00

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
248139	Main Building	Classroom			7/28/2021		48		\$0.00
Medium	Work In Progress	421		7/28/2021 3:34:54 PM					
Marquez, Gerardo		Ms. Berry has a cabinet in her room that has been there but has never had a key for. She needs a key made for that cabinet.							
Elizabeth Hernandez									
248140	Main Building	Classroom			7/28/2021		48		\$0.00
Medium	Work In Progress	410		7/28/2021 3:36:01 PM					
Marquez, Gerardo		Portable 410 door handle keeps getting stuck.							
Elizabeth Hernandez									
248207	Main Building	Restroom			7/29/2021		47		\$0.00
Medium	Work In Progress	bus lobby		7/29/2021 3:43:40 PM					
Marquez, Gerardo		Boys bathroom at bus lobby door handle cylinder core not working properly.							
Elizabeth Hernandez									
249698	Main Building	Portables			8/17/2021		28		\$0.00
Medium	Work In Progress			8/17/2021 3:13:09 PM					
Marquez, Gerardo		as per teacher, Ms. Ruiz in portable 417: "The door to enter my portable is very difficult to open/close and the stairs leading into/out of the back door of my portable are broken"							
Elizabeth Hernandez									
249586	Main Building	Classroom			8/16/2021		29		\$0.00
Medium	Work In Progress	417		8/16/2021 3:24:38 PM					
Marquez, Gerardo		The door frame in portable 417 it's damaged.				Need to re-route to Jerry. thank you			
Elizabeth Hernandez									
249947		Custodial			8/20/2021		25		\$0.00
Medium	Work In Progress			8/20/2021 9:39:23 AM					
Marquez, Gerardo		Buenos dias la puerta de el edificio salida a los portables esta muy pesada para abrir por favor de revisarla gracias							
Laura Sandoval									
249888		Portables			8/19/2021		26		\$0.00
Medium	Work In Progress			8/19/2021 11:53:09 AM					
Marquez, Gerardo		Buenas taedes el portable 409 la maestra tiene problemas para abrirlo por favor de revisarlo gracias				Transfer to Locksmith			
Laura Sandoval									

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
249889		Classroom			8/19/2021		26		\$0.00
Medium	Work In Progress				8/19/2021 11:55:53 AM				
Marquez, Gerardo		la clase 107 la puerta se atora por favor de revisarla gracias				Transfer to Locksmith			
Laura Sandoval									
249368		Portables			8/12/2021		33		\$0.00
Medium	Work In Progress				8/12/2021 11:41:31 AM				
Marquez, Gerardo		El portable 417 el candado de la puerta no habre bien por favor de revisarla gracias				Transfer to Locksmith			
Laura Sandoval									
249358					8/12/2021		33		\$0.00
Medium	Work In Progress				8/12/2021 10:47:24 AM				
Marquez, Gerardo		Buenos dias la puerta del bus lobby no abre por fuera por favor de revisarla gracias				Transfer to Locksmith			
Laura Sandoval									
249359		Custodial			8/12/2021		33		\$0.00
Medium	Work In Progress				8/12/2021 10:55:31 AM				
Marquez, Gerardo		La Puerta de la clase 208 el candado no esta abriendo por favor de revisarla				Transfer to Locksmith			
Laura Sandoval									
248782	Main Building	Classroom			8/4/2021		41		\$0.00
Medium	Work In Progress				8/4/2021 3:54:35 PM				
Marquez, Gerardo		In room 103 Mrs. Soto is requesting locks to be installed on the 3 metal storage cabinets.				Reroute to Locksmith			
Elizabeth Hernandez									
248943	Main Building	Classroom			8/6/2021		39		\$0.00
Medium	Work In Progress	407			8/6/2021 1:06:42 PM				
Marquez, Gerardo		Need two cabinets keys made.							
Elizabeth Hernandez									
249021		Kitchen			8/9/2021		36		\$0.00
High	Work In Progress				8/9/2021 7:25:56 AM				
Marquez, Gerardo		Gate key is stuck in lock							
Dino Facio									

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
248923		Custodial			8/6/2021		39		\$0.00
Medium	Work In Progress				8/6/2021 10:03:31 AM				
Marquez, Gerardo		Buenos dias el candado del gate donde entran los camiones tengo problema para abrirlo en las mananas por favor de revisarlo gracias				Transfer to Locksmith			
Laura Sandoval									
249991	Main Building	Hallway/Corridor			8/20/2021		25		\$0.00
Medium	Work In Progress				8/20/2021 1:52:13 PM				
Marquez, Gerardo		Door that opens to the portable area it's really hard to push open. Feels really heavy.							
Elizabeth Hernandez									
249992	Main Building	Portables			8/20/2021		25		\$0.00
Medium	Work In Progress				8/20/2021 1:54:40 PM				
Marquez, Gerardo		Need keys made for 2 cabinets.							
Elizabeth Hernandez									
250000					8/20/2021		25		\$0.00
Medium	Work In Progress	elihernandez@g			8/20/2021 3:19:31 PM				
Marquez, Gerardo		Back door in portable 417 gets stuck when trying to open it.							
Elizabeth Hernandez									
250367		Portables			8/27/2021		18		\$0.00
Medium	Work In Progress				8/27/2021 11:00:20 AM				
Marquez, Gerardo		La puerta del portable 400 la maestra tiene problemas para abrirla por favor de revisarla gracias							
Laura Sandoval									
250420	Main Building	Classroom			8/30/2021		15		\$0.00
Medium	Work In Progress				8/30/2021 10:09:18 AM				
Marquez, Gerardo		The restroom door in Ms. Castillo's classroom is too heavy for kinder students, SAFETY concern							
Elizabeth Hernandez									
248532	Main Building	Classroom			8/2/2021		43		\$0.00
Medium	Work In Progress	416			8/2/2021 1:16:44 PM				
Marquez, Gerardo		Door handle keeps getting stuck.							
Elizabeth Hernandez									

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Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
250460	Main Building	Classroom			8/30/2021		15		\$22.46
Medium	Work In Progress	417		8/30/2021 3:55:40 PM					
Marquez, Gerardo		the door for portable 417 keeps getting stuck. It is really hard to open. It's the door itself that is getting stuck.			Transfer to Locksmith				
Elizabeth Hernandez									
248476					8/2/2021		43		\$0.00
Medium	Work In Progress			8/2/2021 8:57:32 AM					
Acuna, Johnny		Need 6 pull station box kits with tamper alarm for portables area.			On order through technology Dept.				
Johnny Acuna									
249817	Main Building	Classroom			8/18/2021		27		\$0.00
Medium	Work In Progress	417		8/18/2021 4:04:03 PM					
Gonzalez, Salvador		The stairs leading into/out of the back door of her portable are broken. Students use these stairs.			Transfer to Welding Dept.				
Elizabeth Hernandez									
250265					8/25/2021		20		\$0.00
Medium	Work In Progress			8/25/2021 3:46:29 PM					
Vasquez, Jose		Need assistance to scrape weeds with tractor to front and back of school.							
Johnny Acuna									
250203					8/25/2021		20		\$0.00
Medium	Work In Progress			8/25/2021 10:36:43 AM					
Hernandez, Guillermo		Portables 400,401,405,408,410,409,413 and rooms 311 and 204 - Roof Leaks due to storm.							
Guillermo Hernandez									
250421	Main Building	Library			8/30/2021		15		\$0.00
Medium	Work In Progress			8/30/2021 10:10:11 AM					
Moreno, Mario		the light in the library continuously flickers, damaging to eyes SAFETY concern							
Elizabeth Hernandez									
250502		Classroom			8/31/2021		14		\$0.00
Medium	Work In Progress			8/31/2021 9:15:49 AM					
Moreno, Mario		La luz de la clase num.314 esta blinking por favor de revisarla gracias							
Laura Sandoval									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
248141					7/28/2021		48		\$0.00
Medium	Work In Progress				7/28/2021 3:37:27 PM				
Tellez, Hector		In room 102 the ceiling light keeps flickering.							
Elizabeth Hernandez									
246742		Custodial			7/1/2021		75		\$0.00
Medium	Work In Progress				7/1/2021 10:01:34 AM				
Moreno, Mario		Buenos dias el cuarto private la luz esta Blinking por favor de revisarla gracias							
Laura Sandoval									
250162					8/24/2021		21		\$0.00
Medium	Work In Progress				8/24/2021 2:15:22 PM				
Ontiveros, Joe		Need to fix or replace sink faucet to men's staff restroom in front of main teacher's lounge. Leaking when in use.							
Johnny Acuna									
Count: 31 Work Orders			Avg. Age of WO's	32		Total for Desert Trail ES	0		\$22.46

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
249948	Main Building	Classroom			8/20/2021		25		\$0.00
Medium	Work In Progress				8/20/2021 9:39:24 AM				
Ambriz, Jose		Classroom 217 the AC is not working properly							
Israel Ortega									
249473		Classroom			8/13/2021		32		\$0.00
Medium	Work In Progress	139			8/13/2021 7:56:54 PM				
Guardado, Sergio		Remove small whiteboard in the room. (Hope)							
Guadalupe Gonzalez									
249474		Library			8/13/2021		32		\$0.00
Medium	Work In Progress	122			8/13/2021 7:58:42 PM				
Guardado, Sergio		Assemble 10 tabletop shelves. (Segura)							
Guadalupe Gonzalez									
249475					8/13/2021		32		\$0.00
Medium	Work In Progress	Upper			8/13/2021 8:03:32 PM				
Guardado, Sergio		Reinstall swings, remoce graffiti from cabana areas, powerwash cabana area to remoce bird droppings, spray insecticide to remoce ants, remove weeds along basketball court area and playground area, fill holes with dirt all over the field, trim grass around the sprinklers. (Reade)							
Guadalupe Gonzalez									
250135		Office			8/24/2021		21		\$0.00
Medium	Work In Progress	Front Office			8/24/2021 11:02:33 AM				
Guardado, Sergio		Install two calendar boards in office. (V. Gonzalez)							
Guadalupe Gonzalez									
Count: 5 Work Orders			Avg. Age of WO's	28		Total for Desert View ES	0		\$0.00

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
247932					7/26/2021		50		\$220.16
Medium	Work In Progress				7/26/2021 12:20:22 PM				
Ramos, Rudy		Please order door window blinds and install them on office doors #309 and #318. Thank you.				Received Material, Maintenance Will Install Blinds			
Anne De Los Santos									
250447					8/30/2021		15		\$0.00
Medium	Work In Progress	SUPERINTEND			8/30/2021 2:23:38 PM				
Guardado, Sergio		Zia symbol fell off from the board room wall. requesting for someone to put back on the wall.							
Abby Oliva									
249509		Office			8/16/2021		29		\$0.00
Medium	Work In Progress	BILINGUAL			8/16/2021 8:48:03 AM				
Guardado, Sergio		PLEASE CHECK CEILING TILES IN THE BILINGUAL CENTER OFFICE OVER YVONNE MARTINEZ'S WORK AREA. TILES SEEM BULGY AND MIGHT BE SATURATED WITH WATER AS SOME WATER HAD LEAKED ON TO THE FLOOR. THANK YOU!							
Karla Quesada									
247281					7/12/2021		64		\$0.00
Medium	Work In Progress	Superintendent			7/12/2021 9:46:25 AM				
Marquez, Gerardo		copy of a storage room key.							
Abby Oliva									
247316					7/12/2021		64		\$0.00
Medium	Work In Progress	SUPERINTEND			7/12/2021 2:36:54 PM				
Marquez, Gerardo		Change a door cylinder. Please see Abby for more information.							
Abby Oliva									
247214					7/9/2021		67		\$0.00
Medium	Work In Progress				7/9/2021 2:08:32 PM				
Marquez, Gerardo		CRUAA having issues with door.							
Margret Villalobos									
250230					8/25/2021		20		\$0.00
Medium	Work In Progress	Room #310			8/25/2021 12:38:40 PM				
Ambriz, Jose		Please come check the cooling system in Room #310. The room is warm. Thank you.							
Anne De Los Santos									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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								
250374					8/27/2021		18	\$33.98		
Medium	Work In Progress	Media Center			8/27/2021 11:22:08 AM					
Chavez, Santos		Need an additional plug for Printer in Media Center. Any questions contact Hector Morena (575) 882-6761.								
Genevieve Melendez										
250300					8/26/2021		19	\$0.00		
Medium	Work In Progress	HR			8/26/2021 9:51:02 AM					
Guardado, Sergio		Paint new HR door frame (brown).								
Abby Oliva										
249983					8/20/2021		25	\$0.00		
Medium	Work In Progress	Ladies			8/20/2021 11:53:44 AM					
Chavez, Santos		Replace light bulb in the Ladies restroom. Please see Yolanda Custodian for details.								
Abby Oliva										
249984					8/20/2021		25	\$0.00		
Medium	Work In Progress	Office 204			8/20/2021 11:57:57 AM					
Chavez, Santos		Lights are flickering .								
Abby Oliva										
250256					8/25/2021		20	\$0.00		
Medium	Work In Progress	outside GAC			8/25/2021 3:16:07 PM					
Vasquez, Jose		clean patio area. please see Yolanda (head custodian) for more details.								
Abby Oliva										
Count: 12 Work Orders		Avg. Age of WO's		35	Total for GAC			0	\$254.14	

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
250546		Classroom			8/31/2021		14		\$0.00
Medium	Work In Progress	103			8/31/2021 3:20:22 PM				
Pacheco, Hector									
The faucet in room 103 isn't turning on but the hot water is. Please help!									
thank you!									
Micaela									
Micaela Paniagua									
247277					7/12/2021		64		\$0.00
Medium	Work In Progress				7/12/2021 8:22:44 AM				
Guardado, Sergio									
Need ramps rails painted from main entrance from On track PreK GAC									
Sandy Silvas									
247896					7/26/2021		50		\$0.00
Medium	Work In Progress				7/26/2021 8:19:03 AM				
Guardado, Sergio									
Ned to paint hand rails GAC Pre-K.									
7/28/21 - Route to Sergio asp Memo									
Guillermo Hernandez									
247137		Storage			7/7/2021		69		\$0.00
Medium	Work In Progress				7/7/2021 2:08:38 PM				
Marquez, Gerardo									
Need new lock or rekey for outdoor shed lock. Cannot open with master key.									
Sandy Silvas									
Count: 4 Work Orders			Avg. Age of WO's	49		Total for GAC - Pre-K	0		\$0.00

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
250019		Classroom			8/23/2021		22		\$0.00
Medium	Work In Progress	305			8/23/2021 8:13:28 AM				
Marquez, Gerardo		GES- Room 305 Outside door cannot open with key.							
Patty Madrid									
248195		Classroom			7/29/2021		47		\$0.00
Medium	Work In Progress				7/29/2021 1:55:22 PM				
Hernandez, Carlos		GES- we have some sections of wall that are extremely filthy. Areas are by the entrance door and over the sink area. Mrs. Marquez is requesting for the area to be painted.				7/30/21 - as per Joe (HC), not cleanable; walls are scratch & has rust on certain areas. Needs to be painted			
Thank you,									
Patty Madrid									
249789		Computer Lab			8/18/2021		27		\$0.00
Medium	Work In Progress	pamadrid			8/18/2021 1:35:26 PM				
Ambriz, Jose		GES-Please check temperature in Computer Lab Room 404 its extremely warm.							
Thank you,									
Patty Madrid									
249746		Classroom			8/18/2021		27		\$0.00
Medium	Work In Progress	pamadrid			8/18/2021 10:26:52 AM				
Hernandez, Carlos		GES- May I have a work order my door keeps on closing and it just hit a student. Room 105				order parts			
Patty Madrid									
248168		Classroom			7/29/2021		47		\$0.00
Medium	Work In Progress				7/29/2021 8:26:52 AM				
Marquez, Gerardo		GES- I need a D21 key for an IA.							
Thank you,									
Patty Madrid									
Count: 5 Work Orders		Avg. Age of WO's 34			Total for Gadsden ES			0	\$0.00

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
248123					7/28/2021		48		\$0.00
Medium	Work In Progress				7/28/2021 1:53:35 PM				
Lara, Ralph		Requested by Velia for Rm. 236 in the Varsity Gym-The new Girl's Basketball Locker Room does not have a room # plate on the wall, please create one and place it on the wall.							
Velia Alarcon									
248124					7/28/2021		48		\$0.00
Medium	Work In Progress				7/28/2021 1:55:03 PM				
Lara, Ralph		Requested by Velia for Rm. 233 in the Varsity Gym-The open Boy's Locker Room does not have a room # plate on the wall, please create one and place it on the wall.							
Velia Alarcon									
248535					8/2/2021		43		\$0.00
Medium	Work In Progress				8/2/2021 1:28:56 PM				
Lara, Ralph		Requested by Velia-Six keys to Rm. 205W (Women's Faculty Restroom) in the North Building are needed. The Custodial Staff has been instructed to keep restroom locked and I will need to issue keys to women who will need access to the restroom.							
Velia Alarcon									
248538					8/2/2021		43		\$0.00
Medium	Work In Progress				8/2/2021 1:38:10 PM				
Lara, Ralph		Requested by Mr. Antonio Ontiveros Rm. 619 Science Building-Broke key and needs it to be replaced # 111, to storage.							
Velia Alarcon									
249787					8/18/2021		27		\$43.20
Medium	Work In Progress				8/18/2021 1:12:17 PM				
Hernandez, Carlos		Requested by Ms. Debbie Hartmann Rm. 331 Academic Building-There is a leak in the classroom, please check on and repair.							
Velia Alarcon									
250140					8/24/2021		21		\$0.00
Medium	Work In Progress				8/24/2021 11:32:06 AM				
Hernandez, Carlos		Requested by Mr. David Martinez for Science Building-Please place tack strips in the hallway and classrooms to allow teachers to post items.							
Velia Alarcon									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

249038 8/9/2021 36 \$0.00

Medium Work In Progress 8/9/2021 9:54:02 AM

Hernandez, Carlos Requested by Mr. David Martinez for Student Restrooms in the Cafeteria-Please add signs to the Boy's and Girl's Restrooms located at the G.H.S. Cafeteria. ordered signs

Velia Alarcon

249472 8/13/2021 32 \$493.00

Medium Work In Progress 8/13/2021 4:12:48 PM

Hernandez, Carlos Requested by Campus Security for GHS Football Stadium-Replacement of "NO Chewing Gum" signs for new signs (due to letters). Replacement of missing lettering to restroom facilities at Football Stadium area. Replacement of handicap signs for new signs (faded). 8-17-21 ordered signs

Velia Alarcon

250221 8/25/2021 20 \$0.00

Medium Work In Progress 8/25/2021 11:53:28 AM

Hernandez, Guillermo Weight Room - baseball office and storage, softball locker and storage, girls soccer/track and storage roof leaks due to storm. No warranties found asp Ms. Vela

Velia Alarcon

250222 8/25/2021 20 \$0.00

Medium Work In Progress 8/25/2021 11:54:45 AM

Hernandez, Guillermo Varsity Gym - Roof leaks due to storm No warranties found asp Ms. Vela

Velia Alarcon

250223 8/25/2021 20 \$0.00

Medium Work In Progress 8/25/2021 11:55:35 AM

Hernandez, Guillermo North Bldg - Roof leaks due to storm No warranties found asp Ms. Vela

Velia Alarcon

250225 8/25/2021 20 \$0.00

Medium Work In Progress 8/25/2021 12:04:46 PM

Hernandez, Guillermo Old Main - Roof leaks due to storm No warranties found asp Ms. Vela

Velia Alarcon

248062 Grounds Shop Athletic Field 7/27/2021 49 \$0.00

Medium Work In Progress 7/27/2021 3:48:19 PM

Vasquez, Jose Need to cut weeds around softball field, JV softball field and baseball.

Jose Vasquez

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

248751 8/4/2021 41 \$0.00

Medium Work In Progress 8/4/2021 11:32:00 AM

Vasquez, Jose
Requested by Mr. David Martinez for Football Field-
Please fix the seams on the Football field. There was
information provided by Hellas Construction
Maintenance Summary Report. The report is attached to
this work order and it does states "Seams are coming
loose in several places of field. Base appears to be
rough on outside edge by track and some spots in play
area/d-zone."

Velia Alarcon

247149 7/8/2021 68 \$0.00

Medium Work In Progress 7/8/2021 8:29:31 AM

Romero, Joaquin
Requested by Admin. Team-Please create a little soccer
field north of the Pre-K playground. The dimensions are
up to Mr. Llanez. As per Rick The markings on the field will
not be made till school starts.

Assign to Rick

Velia Alarcon

248046 7/27/2021 49 \$0.00

Medium Work In Progress 7/27/2021 3:12:24 PM

Romero, Joaquin
Requested by Ms. Dolores Millan Rm. 509 CTE Building
-Paint wall, during the summer graffiti appeared on the
wall.

Velia Alarcon

250178 8/24/2021 21 \$370.50

Medium Work In Progress 8/24/2021 3:51:20 PM

Ambriz, Jose
Requested by Ms. Margarita Miller for Football
Concession Stand-The ice maker is not making ice,
please check and get working again.

Velia Alarcon

249531 8/16/2021 29 \$0.00

Medium Work In Progress 8/16/2021 9:35:24 AM

Hernandez, Carlos
Requested by Mr. David Martinez for Football Field-
There are areas on the Football Field that appear to be
damages. The Football turf has lifted at the location near
the scoreboard and may be a result of water damage.
There is an area near the Football locker room door/gate
entrance where some wood last lifted and the turf is
raised. grounds department

Velia Alarcon

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
248000					7/27/2021		49		\$0.00
Medium	Work In Progress			7/27/2021 10:01:50 AM					
Romero, Joaquin	Requested by Mr. Ramon Quiroga Rm. 516 CTE Building-Requesting for Gadsden Banners to be placed on light polls in between the Academic and North Buildings. Including the three light polls in between the Admin. and Science Buildings. SEE MR. RAMON QUIROGA FOR BANNERS & BRACES FOR SET UP.								
Velia Alarcon									
247291	North Building	Custodial			7/12/2021		64		\$0.00
Medium	Work In Progress			7/12/2021 10:45:52 AM					
Romero, Joaquin	Varsity gym foyer leaking from ceiling, Annex leaking from ceiling in hall way, panther gym boys soccer locker room leaking from ceiling panther gym girls soccer locker room leaking from ceiling								
Frank Marin									
247509					7/16/2021		60		\$0.00
Medium	Work In Progress			7/16/2021 1:44:36 PM					
Romero, Joaquin	Requested by Mr. David Martinez-Please place spray painted letters on the bottom of the 25 white tables purchased by the campus.								
Velia Alarcon									
248033					7/27/2021		49		\$0.00
Medium	Work In Progress			7/27/2021 12:02:13 PM					
Solis, Aaron	Requested by Coach Ana Valtierra for New Girls Basketball Coaches Office in the Varsity Gym-Would like to have blinds be put up on the windows of the office in the New Girls Basketball Coaches Office. They have male Coaches and it would help to have blinds and close them between the office and locker room area where girl athletes are getting ready.					Took Measurement. Waiting on Material..			
Velia Alarcon									
Count: 22 Work Orders		Avg. Age of WO's 39		Total for Gadsden HS			0	\$906.70	

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
250289		Restroom (Girls)			8/26/2021		19		\$0.00
Medium	Work In Progress	A-Wing Girls			8/26/2021 8:46:06 AM				
Marquez, Gerardo The girls restroom stalls do not lock. The latches are not aligned.									
Hilda Adler									
249648		Storage			8/17/2021		28		\$0.00
Medium	Work In Progress	Sports equip			8/17/2021 11:21:04 AM				
Villalobos, Margret fumigate the two sports equipment sheds outside of the portables by the basketball courts...coaches reported spiders									
Approved EM Bennie 8/17/21									
Hilda Adler									
248167	Vocational	Classroom			7/29/2021		47		\$0.00
Medium	Work In Progress				7/29/2021 8:17:56 AM				
Romero, Joaquin there's a leak in room 307.									
Martin Soria									
250413		Kitchen			8/30/2021		15		\$0.00
High	Work In Progress				8/30/2021 9:47:34 AM				
Marquez, Gerardo Back door to kitchen hard to open and close									
Dino Facio									
250307					8/26/2021		19		\$0.00
Medium	Work In Progress	boiler Room /			8/26/2021 11:22:09 AM				
Marquez, Gerardo Need key 56 for broiler room. Thank you Mrs. Quinonez									
Hilda Adler									
250310		Office			8/26/2021		19		\$0.00
Medium	Work In Progress	Terry Urbina			8/26/2021 12:04:37 PM				
Marquez, Gerardo Door to her office is off the hinges. Please adjust, its messing up the floor. Thank you, Mr. Mora									
Hilda Adler									
250448		Office			8/30/2021		15		\$0.00
Medium	Work In Progress	Office in RM			8/30/2021 2:26:33 PM				
Marquez, Gerardo Left hand drawer will not unlock. The lock just spins around. My desk is the one closest to the printer.									
Hilda Adler									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To		Description							
Requester Name									
Location: Gadsden MS									
248085					7/28/2021		48		\$0.00
Medium	Work In Progress	Gardens		7/28/2021 8:44:56 AM					
Vasquez, Jose		Cut grass and weeds from both gardens by the canopy and by the annex. Please dispose of weeds and grass. thank you.							
Hilda Adler									
249524	Annex	Classroom			8/16/2021		29		\$13.47
Medium	Work In Progress	RM#409/Norris		8/16/2021 9:22:51 AM					
Hernandez, Carlos		2 leaks in the roof. 1 leak from green house into the classroom							
Hilda Adler									
249028		Classroom			8/9/2021		36		\$0.00
Medium	Work In Progress	RM#148/Valenz		8/9/2021 8:57:04 AM					
Hernandez, Carlos		I would like several ballast lights replaced. Thank you							
Hilda Adler									
249964		Classroom			8/20/2021		25		\$0.00
Medium	Work In Progress	RM #164 /		8/20/2021 10:05:31 AM					
Hernandez, Carlos		I have a light flicker from time to time that is located in the middle closest to the door.							
Hilda Adler									
248516	Annex	Classroom			8/2/2021		43		\$6.79
Medium	Work In Progress	RM# 407/ Durr		8/2/2021 11:41:14 AM					
Lara, Ralph		Green Room, inside door seal is broken and sand/dirt gets into the classroom. Please fix, thank you Mr. Mora							
Hilda Adler									
249078		Classroom			8/9/2021		36		\$0.00
Medium	Work In Progress	RM#117 /		8/9/2021 11:58:37 AM					
Marquez, Gerardo		Door lock is not working. Door will lock but it does not latch. If the doorknob is locked you can pull and the door still opens.							
Hilda Adler									
250422	Main Building	Hallway/Corridor			8/30/2021		15		\$17.97
Medium	Work In Progress			8/30/2021 10:10:17 AM					
Lara, Ralph		Broken door latch in the a wing hall way.							
Martin Soria									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
249802	Gymnasium	Gym			8/18/2021		27		\$0.00
Medium	Work In Progress	GYM			8/18/2021 3:00:34 PM				
Marquez, Gerardo		2 keys of J-2 for concession stand for coaches. Approved by Mrs. Qui#65533;onez							
Hilda Adler									
Count: 15 Work Orders		Avg. Age of WO's	28			Total for Gadsden MS	0		\$38.23

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

249680 8/17/2021 28 \$0.00

Medium Work In Progress 8/17/2021 1:55:24 PM

Hernandez, Guillermo
Leaks at La Union Elem are not under roofing warranty. Please see e-mail for pictures of areas where roof leaks are in the boys restroom in the 100 wing, and hallway starting in front of room 108 to the west doors. Should you have any questions please see Mrs. Nancy in the Construction office (575) 882-6425. Thank You due to storm

Dominique Esparza

249254 8/11/2021 34 \$0.00

Medium Work In Progress 8/11/2021 9:31:42 AM

Vasquez, Jose
As per Watson Pest Control - there is a problem on the grass area in the rear of the school with a leak in causing a large standing water swampy area which is a breeding site for the mosquitoes. This needs to be repaired as soon as possible.

Margret Villalobos

250142 Main Building Office 8/24/2021 21 0.5 \$12.50

Medium Work In Progress FRONT OFFICE 8/24/2021 11:35:28 AM

Gallegos, Rafael
JOANNE MUNOZ, RECEPTIONIST, CHECK TEMP IN OFFICE STILL VERY WARM. PLEASE CHECK THE ACTUAL TEMP IN MAIN OFFICE. Re-Route to Mr. Gallegos - New units construction. -Jose Ambriz

Joanne Munoz

248656 Main Building Exterior 8/3/2021 42 \$0.00

Medium Work In Progress OUTSIDE 8/3/2021 12:42:29 PM

Villalobos, Margret
JOANNE MUNOZ, RECPT., NEED TO HAVE THE EXTERIOR SPRAYED FOR MOSQUITO CONTROL. Em Bennie Approved by Mr. Shane

Joanne Munoz

Count: 4 Work Orders Avg. Age of WO's 31 Total for La Union ES 0.5 \$12.50

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
250125	Main Building	Parking Lot			8/24/2021		21		\$4.99
Medium	Work In Progress	Parking lot			8/24/2021 9:40:50 AM				
Gonzalez, Salvador		A parent it a pole in the chain link in the parking lot. Police report number 2021-00548.							
Crystalee Heredia									
249538	Main Building	Exterior			8/16/2021		29		\$0.00
Medium	Work In Progress	Fence			8/16/2021 10:34:52 AM				
Hernandez, Carlos		Fabric on eastside of the school, the fabric needs to be replaced, as per Mr. Cardona. It is all torn up.				reroute grounds department			
Crystalee Heredia									
249250	Main Building	Office			8/11/2021		34		\$0.00
Medium	Work In Progress	Front Office			8/11/2021 9:10:22 AM				
Solis, Aaron		Blinds in office need to be repaired.				Waiting on PO			
Crystalee Heredia									
249778	Main Building	Restroom			8/18/2021		27		\$0.00
Medium	Work In Progress	6th grade			8/18/2021 11:55:42 AM				
Ontiveros, Joe		Sink is leaking. Custodian shut water off and it is still leaking.							
Crystalee Heredia									
250196		Kitchen			8/25/2021		20		\$0.00
High	Work In Progress				8/25/2021 10:07:50 AM				
Hernandez, Guillermo		Water spots on ceiling tiles in kitchen possible roof leak							
Dino Facio									
249979	Main Building	Office			8/20/2021		25		\$0.00
Medium	Work In Progress	Front Office			8/20/2021 11:30:31 AM				
Hernandez, Carlos		Ms. Perry is requesting for the bulletin board that is in the front office to be removed and placed on her office wall.							
Crystalee Heredia									
249284	Main Building	Athletic Field			8/11/2021		34		\$0.00
Medium	Work In Progress	Playground			8/11/2021 11:46:15 AM				
Hernandez, Carlos		Swings broke. We had two students fall. As per Mr. Cardona he would like the playground inspected.				ordered parts			
Crystalee Heredia									
249394	Main Building	Classroom			8/12/2021		33		\$0.00
Medium	Work In Progress	Portable/Ortiz			8/12/2021 3:13:09 PM				
Marquez, Gerardo		It is hard to lock the door.							
Crystalee Heredia									
9/14/2021 4:35:50 PM									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

Count: 8 Work Orders Avg. Age of WO's 28 Total for Loma Linda ES 0 \$4.99

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Mesquite ES							
249856	Main Building	Office			8/19/2021		26		\$0.00
Medium	Work In Progress	Nurse Office		8/19/2021 9:55:54 AM					
Marquez, Gerardo		Lori Lawrence/Nurse her front door is really heavy can something be done kids can't open it.. please and thank you.							
Sandra Mora									
249853	Main Building				8/19/2021		26		\$0.00
Medium	Work In Progress	Room # 405		8/19/2021 9:51:14 AM					
Marquez, Gerardo		Servando Bustillos/Sped Teacher, his bathroom door is having issues please help and thank you.							
Sandra Mora									
249309	Army Building				8/11/2021		34		\$0.00
Medium	Work In Progress	Portable # 609		8/11/2021 2:33:31 PM					
Marquez, Gerardo		Inside door in portable # 609 door needs closer replacement please and thank you.							
Sandra Mora									
248208	Main Building	Classroom			7/29/2021		47		\$0.00
Medium	Work In Progress	304		7/29/2021 3:43:46 PM					
Marquez, Gerardo		Has a filing cabinet in classroom that needs to be re keyed please help and thank you.							
Sandra Mora									
248744					8/4/2021		41		\$0.00
Medium	Work In Progress			8/4/2021 10:12:16 AM					
Marquez, Gerardo		We need a key made for room # 302 for Rosa Mata please and thank you.							
Sandra Mora									
249049	Army Building				8/9/2021		36		\$0.00
High	Work In Progress	Portable # 609		8/9/2021 10:47:13 AM					
Lara, Ralph		Socorro Lerma/PE Teacher, needs classroom door hinge and stopper put on asap teacher had accident on finger.. please and thank you.							
Sandra Mora									
250216					8/25/2021		20		\$0.00
High	Work In Progress			8/25/2021 11:07:36 AM					
Hernandez, Guillermo		A, B, C Wings - Roof leaks in several rooms due to storm.							
Guillermo Hernandez									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

249890	Main Building				8/19/2021		26		\$0.00
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Medium	Work In Progress	Room # 111			8/19/2021 12:01:49 PM				
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Tellez, Hector
 Laura Griego/3rd Grade Teacher, need a outlet plug next to her desk she is using extention cords to connect computer and anything else please and thank you.

Sandra Mora

250053	Main Building				8/23/2021		22		\$0.00
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Medium	Work In Progress	Outside Storm			8/23/2021 11:26:10 AM				
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Hernandez, Guillermo
 As per Michael Reyes/Assistant Principal, storm drain outside next to main building the cement looks like it is caving in can someone come look at it please and thank you.

Sandra Mora

247794	Main Building	Classroom			7/22/2021		54		\$0.00
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Medium	Work In Progress	Rooms			7/22/2021 12:51:19 PM				
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Marquez, Gerardo
 The following teachers have name plaque on there old classroom doors, plaque need to be put on new classroom door, here's the following teachers: Andra Alvarado (old room # 204 to be moved to # 403/Cristina Sanchez old room # 408 to be moved to #110/Veronica Munz old room # 110 to be moved to # 204/Jun jun Wang old room # 405 to be moved to # 302/Servando Bustillos old room # 302 to be moved to # 405) I Sandy Mora have Mr. Bustillos name plaque and Veronica Lopez room # 30 name plaques. These name plaques have been put up we special glue that we don't have

Sandra Mora

247807	Main Building	Classroom			7/22/2021		54		\$0.00
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Medium	Work In Progress	Room # 114/304			7/22/2021 1:57:23 PM				
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Marquez, Gerardo
 We need the following old name Arrola plaque removed for room door # 114 and a new name made and replace with V. Pando to replace Arrola plaque. We also need B. Pena-Rodriguez name plaque removed from # 304, a new plaque made and replaced with L Jaquemi for door. please and thank you.

Sandra Mora

248480					8/2/2021		43		\$0.00
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Medium	Work In Progress				8/2/2021 9:19:28 AM				
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Marquez, Gerardo
 Lorraine Jaquemi/1st Grade Teacher needs 2 file cabinets re key in her classroom please and thank you.

Sandra Mora

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
248666	Main Building	Classroom			8/3/2021		42		\$0.00
Medium	Work In Progress	Room #			8/3/2021 1:21:13 PM				
Marquez, Gerardo		Victoria Pando/Diag., needs a door plaque made for her door. And Lorraine Jaquemaï needs a door plaque also made for her door please and thank you.							
Sandra Mora									
248668	Main Building	Classroom			8/3/2021		42		\$0.00
Medium	Work In Progress	Room # 304			8/3/2021 1:30:52 PM				
Marquez, Gerardo		Lorraine Jaquemaï/1st Grade Teacher and students are having trouble opening classroom door its stuck.. she is also having problems with it locking please help and thank you.							
Sandra Mora									
248639	Main Building				8/3/2021		42		\$0.00
Medium	Work In Progress	Hallway passed			8/3/2021 11:17:36 AM				
Marquez, Gerardo		Lizzette Gonzalez/Sped IA, needs a key for room located, C Wing hallway turn left and it will be across room # 113, please and thank you.							
Sandra Mora									
Count: 15 Work Orders		Avg. Age of WO's		37	Total for Mesquite ES			0	\$0.00

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		North Valley ES							
247933		Custodial			7/26/2021		50		\$0.00
Medium	Work In Progress				7/26/2021 12:21:29 PM				
Romero, Joaquin		We have several ceiling tiles that need replacement before Friday, July 30. Please see Gustavo							
Gloria Reyes									
247536					7/19/2021		57		\$0.00
Medium	Work In Progress				7/19/2021 8:16:00 AM				
Romero, Joaquin		We need the weeds to be cut down							
Gloria Reyes									
248974		Exterior			8/6/2021		39		\$0.00
Medium	Work In Progress				8/6/2021 4:11:09 PM				
Vasquez, Jose		We have 2 sprinklers that are leaking							
Gloria Reyes									
Count: 3 Work Orders		Avg. Age of WO's 49		Total for North Valley ES				0	\$0.00

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

248255					7/30/2021		46		\$0.00
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High	Work In Progress				7/30/2021 1:12:09 PM				
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Ambriz, Jose		AC at old SNP warehouse not working							
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Dino Facio									
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250279	Maintenance				8/26/2021		19		\$0.00
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Medium	Work In Progress				8/26/2021 7:28:40 AM				
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Marquez, Gerardo		Lunch room double doors hard to open							
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Ramiro Holguin									
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249613					8/17/2021		28		\$0.00
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Medium	Work In Progress				8/17/2021 8:02:49 AM				
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Gonzalez, Salvador		8-17 -2021 Requesting replacement tool stolen in Borman dealer							
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Salvador Gonzalez									
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249139					8/10/2021		35		\$0.00
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Medium	Work In Progress				8/10/2021 8:02:21 AM				
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Gonzalez, Salvador		8-10-2021 Need to replace some stock material I have been using for different work orders							
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Salvador Gonzalez									
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250241					8/25/2021		20		\$0.00
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Medium	Work In Progress				8/25/2021 1:27:55 PM				
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Avila, Jesus		Requesting tools/sign for welding shop use.							
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Jesus Avila									
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247890					7/26/2021		50		\$0.00
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Medium	Work In Progress				7/26/2021 7:51:10 AM				
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Marquez, Gerardo		AS PER GUILLERMO, NEED A GM-6, GM-7 AND A CAFETERIA MASTER KEY. THIS WILL BE SET #8							
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Gerardo Marquez									
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250298					8/26/2021		19		\$0.00
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Medium	Work In Progress				8/26/2021 9:43:45 AM				
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Marquez, Gerardo		Lounge (in-between door) - rekey lock							
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Margret Villalobos									
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249927					8/20/2021		25		\$0.00
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Medium	Work In Progress				8/20/2021 7:33:18 AM				
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Lara, Ralph		NEED TO ORDER ENTRY LOCKSET FOR DIST. WIDE.							
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Ralph Lara									
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406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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										
247738					7/22/2021		54		\$0.00	
Medium	Work In Progress				7/22/2021 7:34:11 AM					
Lara, Ralph		Need to order key blanks for Dist. Wide. Raael								
Ralph Lara										
249508					8/16/2021		29		\$0.00	
Medium	Work In Progress				8/16/2021 8:35:52 AM					
Marquez, Gerardo		AS PER MEMO HERNANDEZ, NEED TO ISSUE SET OF KEYS THAT WERE RETURNED BY MATT MORENO, TO MARIO MORENO, NEW ELECTRICIAN.								
Gerardo Marquez										
249936					8/20/2021		25		\$0.00	
Medium	Work In Progress				8/20/2021 8:16:53 AM					
Marquez, Gerardo		NEED TO ORDER LOCKSETS FOR DISTRICT-WIDE USE.								
Gerardo Marquez										
249242	Motor Vehicle				8/11/2021		34		\$0.00	
Medium	Work In Progress				8/11/2021 8:12:03 AM					
Marquez, Gerardo		door handle for office is broken								
Maria Ruiz										
Count: 12 Work Orders			Avg. Age of WO's	32	Total for Physical Plant Complex			0	\$0.00	

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
248585		Kitchen			8/3/2021		42		\$0.00
High	Work In Progress				8/3/2021 7:30:56 AM				
Lara, Ralph		Main door to kitchen hard to open and close door is unlevelled							
Dino Facio									
249684					8/17/2021		28		\$0.00
Medium	Work In Progress				8/17/2021 2:15:36 PM				
Lara, Ralph		Double doors by the gym/cafeteria that take you to the parking lot behind school need doors stoppers reinstalled. Two door stoppers need to be installed for two different doors. (Mrs. Martinez)							
Norma Martinez									
250419					8/30/2021		15		\$0.00
Medium	Work In Progress	Room 144			8/30/2021 10:08:06 AM				
Solis, Aaron		Emergency door in classroom is missing window blind. Please add blind to window. (Ms. De Los Santos)							
Norma Martinez									
249683					8/17/2021		28		\$0.00
Medium	Work In Progress	Principals Office			8/17/2021 2:13:59 PM				
Guardado, Sergio		Desk drawer falling off needs to be secure with screws. (Mrs. Martinez)							
Norma Martinez									
247311					7/12/2021		64		\$0.00
Medium	Work In Progress				7/12/2021 1:34:40 PM				
Guardado, Sergio		Please restripe basketball courts (2 courts in total). (Mr. Damian)				Mr. Memo is going to take care of this. I gave the work order to memo 7/14/21. Thank u			
Norma Martinez									
247682					7/21/2021		55		\$0.00
Medium	Work In Progress	Gym			7/21/2021 9:59:47 AM				
Guardado, Sergio		Please adjust ac temperature, gym is very hot. (Mrs. Martinez)				Need to re route to Joe Ambriz. Thank u 7/21/21 S.G.			
Norma Martinez									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Riverside ES									
249350					8/12/2021		33		\$148.58
Medium	Work In Progress			8/12/2021 9:46:05 AM					
Guardado, Sergio	Chains that block the front school round-about keeps getting run over by parents. I guess the chain is thin and not very visible. Can you please replace the chain with a neon color robber chain that is more thick and visible to avoid this issue and constant replacements? (Mrs. Martinez)								
Norma Martinez									
248803					8/5/2021		40		\$0.00
Medium	Work In Progress	Room 76		8/5/2021 8:23:16 AM					
Guardado, Sergio	Please paint computer lab in room 76 maroon to match schools classroom doors. (Mrs. Navarro)								
Norma Martinez									
248811					8/5/2021		40		\$0.00
Medium	Work In Progress	Room 49		8/5/2021 9:00:36 AM					
Guardado, Sergio	Please paint door in office room 49 next to the office (MAROON) to match the schools classroom doors. (Mrs. Martine)								
Norma Martinez									
250548					8/31/2021		14		\$0.00
Medium	Work In Progress	North Parking		8/31/2021 3:26:58 PM					
Guardado, Sergio	White traffic arrow painted on pavement on north parking lot (big parking lot) needs to repainted to face the opposite direction to better direct traffic during student drop off and pick up time. (Mr. Damian)								
Norma Martinez									
249710					8/17/2021		28		\$0.00
Medium	Work In Progress			8/17/2021 3:45:44 PM					
Chavez, Santos	Diagnose marquee message board is flickering, need to replace led modules.								
Santos Chavez									
250075					8/23/2021		22		\$0.00
Medium	Work In Progress	Nurses office		8/23/2021 1:56:04 PM					
Pacheco, Hector	Toilet tank chain is very rusted and needs to be replaced. When students flush the toilet the chain gets stuck and it will not expand completely due to rustiness. (Mrs. Perez)								
Norma Martinez									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
250170					8/24/2021		21		\$0.00
Medium	Work In Progress	Soccer Field			8/24/2021 3:24:42 PM				
Vasquez, Jose	Please add topsoil to the soccer field to level out the field.(Mr. Zapata)								
Norma Martinez									
Count: 13 Work Orders		Avg. Age of WO's	33	Total for Riverside ES				0	\$148.58

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
247446					7/14/2021		62		\$21.74
Medium	Work In Progress				7/14/2021 2:57:48 PM				
Vasquez, Jose		need our campus clean before students start on Aug 2,2021							
Gloria Delgado									
Count: 1 Work Orders		Avg. Age of WO's	62			Total for RTC - Alliance	0		\$21.74

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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:		San Miguel Special Services							
247757					7/22/2021		54		\$20.81
Medium	Work In Progress			7/22/2021 9:19:39 AM					
Vasquez, Jose	Please trim all dead branches from all trees. Should you have any questions please see Mr. Gallegos in the Construction Office. Thank You.								
Dominique Esparza									
248548					8/2/2021		7	32	\$840.08
Medium	Work In Progress			8/2/2021 2:29:41 PM		8/9/2021			
Vasquez, Jose	Please send a crew to install 3 poles with cables to the gravel area so that people will stop parking in there. Thank you.				installed ballards				
Susie Ramos Lara									
249653	Main Building	Hallway/Corridor			8/17/2021		28		\$0.00
Medium	Work In Progress			8/17/2021 11:36:26 AM					
Tellez, Hector	Plug in east end of hallway does not work								
Delilah Appelzoller									
247742					7/22/2021		54		\$0.00
Medium	Work In Progress			7/22/2021 7:57:13 AM					
Marquez, Gerardo	AS PER DELILAH APPLEZHOLLER, NEED TO CHANGE OUT NON-DISTRICT PADLOCK AT NORTH FENCE WALK-IN GATE.								
Gerardo Marquez									
247743					7/22/2021		54		\$0.00
Medium	Work In Progress			7/22/2021 8:03:07 AM					
Marquez, Gerardo	AS PER DELILAH APPLEZHOLLER, NEED TO CHECK LOCK AND CORE TO CUSTODIAL CLOSET LOCATED IN MENS RESTROOM. MASTER KEY DOES NOT WORK ON THIS DOOR.								
Gerardo Marquez									
247279					7/12/2021		64		\$0.00
Medium	Work In Progress			7/12/2021 8:39:48 AM					
Marquez, Gerardo	Please install core on door to room 124. Please see Mr. Gallegos in the construction office if you have any questions. Thank You.								
Dominique Esparza									
248492					8/2/2021		43		\$0.00
Medium	Work In Progress			8/2/2021 10:08:23 AM					
Marquez, Gerardo	Please send a technician to rekey the lock in the lounge restroom. Thank you.								
Susie Ramos Lara									
9/14/2021 4:35:50 PM									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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 Special Services									
248517					8/2/2021		43		\$0.00
Medium	Work In Progress				8/2/2021 11:43:09 AM				
Marquez, Gerardo		Please send a technician to make 2 more master keys for San Miguel Special Services. Thank you.							
Susie Ramos Lara									
249855					8/19/2021		26		\$0.00
Medium	Work In Progress				8/19/2021 9:52:36 AM				
Marquez, Gerardo		Please send the locksmith to open outside building to analyze for storage. Thank you.							
Susie Ramos Lara									
249871					8/19/2021		26		\$0.00
Medium	Work In Progress				8/19/2021 10:35:31 AM				
Marquez, Gerardo		Please send the locksmith to fix the padlocks to make sure we lock the padlock in order to get your key out. This way we can make sure the padlock is not left unlocked at the gate. Thank you.							
Susie Ramos Lara									
249652	Main Building	Hallway/Corridor			8/17/2021		28		\$0.00
Medium	Work In Progress				8/17/2021 11:35:07 AM				
Marquez, Gerardo		Doors for rooms 102, 103, 105, 106, 120 are stuck and either do not open or get jammed when opening and closing Door to room 108, handle is hard to open from inside							
Delilah Appelzoller									
249656	Main Building	Hallway/Corridor			8/17/2021		28		\$0.00
Medium	Work In Progress				8/17/2021 11:42:12 AM				
Marquez, Gerardo		Doors in Mens restroom need to be adjusted, they do not close properly.							
Delilah Appelzoller									
247961	Main Building	Hallway/Corridor			7/26/2021		50		\$10.17
Medium	Work In Progress				7/26/2021 3:54:05 PM				
Marquez, Gerardo		Doors are not opening and are stuck, need to be shaved or re-adjusted, in rooms 102, 104, 105, 106, 118, 120. Door handle gets stuck from inside room 108 Door latch on doors for room 114 needs re-adjusting.							
Delilah Appelzoller									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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 Special Services										
248133					7/28/2021		48		\$0.00	
Medium	Work In Progress				7/28/2021 3:11:36 PM					
Marquez, Gerardo		Please send a technician to San Miguel Special Services to re key some doors having issues with keys not working.								
Susie Ramos Lara										
Count: 14 Work Orders		Avg. Age of WO's	40	Total for San Miguel Special Services				32	\$871.06	

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location:		Santa Teresa ES							
248252	Main Building	Portables			7/30/2021		46		\$0.00
Medium	Work In Progress	portable F Mrs.			7/30/2021 1:07:17 PM				
Lara, Ralph		Door to portable F unable to be opened-bottom part gets stuck. Please check. Thank you.							
Rita Mendez									
250426		Custodial			8/30/2021		15		\$0.00
Medium	Work In Progress				8/30/2021 10:19:43 AM				
Ramos, Rudy		A/C UNIT in the cafeteria needs to be check looks like only one its working..				re-route Rudy crew ac swamp			
		thank you..							
Maria Gabaldon									
250303	Main Building	Athletic Field			8/26/2021		19		\$0.00
Medium	Work In Progress	Back field			8/26/2021 10:19:06 AM				
Guardado, Sergio		The PE coaches need 4 tether ball poles and 2 volley ball poles. They would also need the poles to be installed permanently (with cement). Thank you.							
Rita Mendez									
250437	Main Building	Athletic Field			8/30/2021		15		\$0.00
Medium	Work In Progress	Back field			8/30/2021 12:58:25 PM				
Guardado, Sergio		We have weeds in the back field that are producing quite a bit of stickers. The stickers are getting on the student's socks and pants while they are at PE and recess. Field needs to be cleaned. Thank you.							
Rita Mendez									
250504					8/31/2021		14		\$0.00
Medium	Work In Progress				8/31/2021 9:49:30 AM				
Pacheco, Hector		all water fountains at Santa Teresa Elem. including the outside are still on and the kids are drinking from them the water needs to be shut off to all units as per PPD mandate.							
Maria Gabaldon									
Count: 5 Work Orders		Avg. Age of WO's 22			Total for Santa Teresa ES			0	\$0.00

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

248718	Dressing Rooms	Dressing Room			8/4/2021		41		\$0.00
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Medium	Work In Progress	Gym Locker			8/4/2021 8:07:39 AM				
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Pacheco, Hector
Only 2 of the 4 shower heads in the non-football boys locker rooms work properly. Please prioritize as we have soccer practice starting next week and students will need to use the showers prior to the school day. Thank you!

Aida Gentzler

250376	Vocational	Classroom			8/27/2021		18		\$0.00
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Medium	Work In Progress	707			8/27/2021 11:24:39 AM				
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Pacheco, Hector
one hand washing sink does not have water, soap or towels
-water from cold side of the faucet is coming out very hot

Aida Gentzler

247328	GYM (2009)				7/13/2021		63		\$0.00
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Medium	Work In Progress				7/13/2021 8:13:23 AM				
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Guardado, Sergio
Clothes dryer in new gym needs to be connected to the gas line for operation. Need to re route to plumbing hector pacheco thank u

Aida Gentzler

248443	Vocational	Classroom			8/1/2021		44		\$0.00
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Medium	Work In Progress	805			8/1/2021 6:14:10 PM				
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Chavez, Santos
Need all electric Drops switched to standard 110V/15A receptacles

Aida Gentzler

248440	Main Building	Classroom			8/1/2021		44		\$0.00
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Medium	Work In Progress	C-3			8/1/2021 6:08:29 PM				
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Chavez, Santos
Fluorescent lights look dim in classroom. Is there other fluorescent light covers that distribute light better?

Aida Gentzler

250257	Main Building	Classroom			8/25/2021		20		\$0.00
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Medium	Work In Progress	705			8/25/2021 3:20:21 PM				
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Chavez, Santos
Electrical outs do not have power.

Raul Villagrana

250377	Vocational	Classroom			8/27/2021		18		\$0.00
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Medium	Work In Progress	707			8/27/2021 11:25:56 AM				
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Chavez, Santos
need two light bulbs in Rm. 707; and to replace light covers

Aida Gentzler

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
250375		Classroom			8/27/2021		18		\$0.00
Medium	Work In Progress	c-3			8/27/2021 11:23:09 AM				
Chavez, Santos		Light filters need to be changed. Too dim in areas of room and very bright on others.							
Aida Gentzler									
250082	Cafeteria (2005)	Parking Lot			8/23/2021		22		\$0.00
Medium	Work In Progress	Outside Band			8/23/2021 3:37:23 PM				
Chavez, Santos		Light bulb in light post outside band room is out. Area is extremely dark when students are putting their instruments away after a late game. Thank you							
Aida Gentzler									
250451		Classroom			8/30/2021		15		\$0.00
Medium	Work In Progress	205			8/30/2021 3:13:16 PM				
Ambriz, Jose		Air conditioner was fixed but then it broke or something. Hot air is still coming out. It only worked for a few hours.							
Aida Gentzler									
248442					8/1/2021		44		\$0.00
Medium	Work In Progress	JTP Portable			8/1/2021 6:13:08 PM				
Ambriz, Jose		AC Unit is not Cooling							
Aida Gentzler									
248003	Main Building	Classroom			7/27/2021		49		\$18.53
Medium	Work In Progress	506			7/27/2021 10:10:25 AM				
Ambriz, Jose		fume hood on wheels is not working, need fan to work to be functional							
Aida Gentzler									
248028	Vocational	Classroom			7/27/2021		49		\$0.00
High	Work In Progress	707			7/27/2021 11:13:37 AM				
Ambriz, Jose		Fix air conditioning							
Aida Gentzler						need to re-route to Sergio Guardado swamp a/c. Theres no swamp a/c need to re route to joe ambriz. Thank u by sergio guardado			
247207		Kitchen			7/9/2021		67		\$0.00
Medium	Work In Progress				7/9/2021 9:46:16 AM				
Ambriz, Jose		Need to replace freezer board temp controller in culinary kitchen.							
Jose Ambriz									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
249650	GYM (2009)	Gym			8/17/2021		28		\$0.00
Medium	Work In Progress	Main Gym			8/17/2021 11:31:50 AM				
Ambriz, Jose Ice machine in the main gym concession stand needs to be fixed for athletic season.									
Aida Gentzler									
249651		Athletic Field			8/17/2021		28		\$150.99
Medium	Work In Progress	Football			8/17/2021 11:32:45 AM				
Ambriz, Jose Ice machine in football concession stand needs to be fixed for this week's football game on Friday night. Thank you									
Aida Gentzler									
249325	Main Building	Portables			8/11/2021		34		\$262.05
Medium	Work In Progress	Nurse Portable			8/11/2021 5:43:58 PM				
Ambriz, Jose The nurse portable is waiting on a replacement unit. Could we have a portable AC?									
Gema Suggs									
249535	Locker Room	Football Field			8/16/2021		29		\$0.00
Medium	Work In Progress	Side by Airport			8/16/2021 10:03:37 AM				
Vasquez, Jose The drainage system is not working properly therefore all water enters the school grounds									
Gema Suggs									
250219					8/25/2021		20		\$0.00
High	Work In Progress				8/25/2021 11:20:34 AM				
Hernandez, Guillermo 200 Wing - Roof Leaks due to storm.									
Guillermo Hernandez									
248005	Main Building	Classroom			7/27/2021		49		\$0.00
Medium	Work In Progress	404			7/27/2021 10:16:08 AM				
Guardado, Sergio ceiling leaking									
Aida Gentzler									
248025	Vocational	Classroom			7/27/2021		49		\$0.00
Medium	Work In Progress	707			7/27/2021 11:12:59 AM				
Guardado, Sergio Install door stop on dining room door									
Aida Gentzler									
248927		Football Field			8/6/2021		39		\$0.00
Medium	Work In Progress	Football			8/6/2021 10:57:27 AM				
Guardado, Sergio Stair railings and dream catcher poles need painting. Thank you!									
Aida Gentzler									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
248893					8/5/2021		40		\$0.00
Medium	Work In Progress	Reception Office			8/5/2021 5:14:20 PM				
Guardado, Sergio									
NEED TO INSTALL FILE BASKET OUTSIDE DOOR AND INSIDE THE OFFICE									
Aida Gentzler									
249433	Main Building	Classroom			8/13/2021		32		\$0.00
Medium	Work In Progress	Different Areas			8/13/2021 10:00:37 AM				
Guardado, Sergio									
8/12 due to all the rain there are several areas in the school that have water damage. Ceiling tiles need to be replaced around the school. This includes classrooms in the 500, main back hallway, classrooms in the 400									
Gema Suggs									
249388		Classroom			8/12/2021		33		\$0.00
Medium	Work In Progress	707 Dining			8/12/2021 2:48:57 PM				
Guardado, Sergio									
The plug-ins by the sink in the dining room don't work. Please check all. Thanks									
Aida Gentzler									
249392	Main Building	Classroom			8/12/2021		33		\$0.00
Medium	Work In Progress	406			8/12/2021 2:53:49 PM				
Guardado, Sergio									
I have a leak in my classroom that has not been fixed									
Aida Gentzler									
249393	Vocational	Classroom			8/12/2021		33		\$0.00
Medium	Work In Progress	Band Room			8/12/2021 2:55:00 PM				
Guardado, Sergio									
Replace a fallen ceiling tile.									
Aida Gentzler									
250085	Main Building	Classroom			8/23/2021		22		\$0.00
Medium	Work In Progress	311			8/23/2021 3:41:45 PM				
Guardado, Sergio									
Need: 2 White Boards & 2 Bulletin Boards									
Aida Gentzler									
249168	Vocational	Classroom			8/10/2021		35		\$0.00
Medium	Work In Progress	803			8/10/2021 10:53:58 AM				
Guardado, Sergio									
I need to have a trailer brought out to the welding shop so that I can load up scrap steel to send to recycling. The trailer will probably be loaded up 3 or 4 times, so it will need to be brought back several times.									
Aida Gentzler									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
250045	Main Building	Classroom			8/23/2021		22		\$0.00
Medium	Work In Progress	500 Hallway			8/23/2021 10:09:01 AM				
Guardado, Sergio		Water leakage and damage in different areas of the 500 Hallway							
Raul Villagrana									
250049	Main Building	Classroom			8/23/2021		22		\$0.00
Medium	Work In Progress	Football			8/23/2021 11:17:36 AM				
Guardado, Sergio		The (garage) windows don't open with the automatic switch and they get stuck half way when done manually							
Raul Villagrana									
249993	Main Building	Hallway/Corridor			8/20/2021		25		\$0.00
Medium	Work In Progress	300			8/20/2021 2:07:52 PM				
Guardado, Sergio		300 hallway restroom not working							
Raul Villagrana									
250027	Main Building	Classroom			8/23/2021		22		\$0.00
Medium	Work In Progress	Prep RM. 507			8/23/2021 9:06:28 AM				
Guardado, Sergio		Water leakage on the ceiling near the refrigerator and shelf							
Raul Villagrana									
247307					7/12/2021		64		\$0.00
Medium	Work In Progress				7/12/2021 1:21:34 PM				
Guardado, Sergio		Discard old medal signs and install new ones, for more details please contact school Administrative assistant Claudia Mendez.							
Gema Suggs									
247103	Main Building	Hallway/Corridor			7/7/2021		69		\$0.00
Medium	Work In Progress	ramp at the end			7/7/2021 10:08:18 AM				
Guardado, Sergio		Ramp walls need to be painted							
Raul Villagrana									
247105	Main Building	Office			7/7/2021		69		\$0.00
Medium	Work In Progress	Counseling			7/7/2021 10:10:36 AM				
Guardado, Sergio		Lights in counseling area need to be fixed							
Raul Villagrana									
247106	Main Building	Office			7/7/2021		69		\$0.00
Medium	Work In Progress	nurses office			7/7/2021 10:11:51 AM				
Guardado, Sergio		Air conditioning not functioning in the nurses portable				Need to re-route to Joe Ambriz , Rudy did everything but is not working we need a tech. thank u 7/19/21			
Raul Villagrana									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
249702	Main Building	Classroom			8/17/2021		28		\$0.00
Medium	Work In Progress	509			8/17/2021 3:30:45 PM				
Guardado, Sergio Ceiling tile leak near AC vent.									
Raul Villagrana									
249825	Main Building	Classroom			8/18/2021		27		\$0.00
Medium	Work In Progress	506			8/18/2021 5:09:42 PM				
Guardado, Sergio we need coat hangers set up in the lab to hang chemical aprons. We need 6 double hooks to mount on side of cabinets, in the back of the room where the short book shelves are.									
Raul Villagrana									
249822	Main Building	Classroom			8/18/2021		27		\$0.00
Medium	Work In Progress	309			8/18/2021 4:54:46 PM				
Guardado, Sergio My room got mud from the rain so it needs to be swept- PLEASE!									
Raul Villagrana									
249869	GYM (2009)	Classroom			8/19/2021		26		\$0.00
Medium	Work In Progress	Athletic Room			8/19/2021 10:31:21 AM				
Guardado, Sergio Two leaks and need ceiling tiles									
Gema Suggs									
249507					8/16/2021		29		\$0.00
Medium	Work In Progress	Counseling			8/16/2021 8:34:55 AM				
Guardado, Sergio Ceiling Tile wet and ready to collapse. Please replace as soon as possible.									
Aida Gentzler									
250452		Library			8/30/2021		15		\$0.00
Medium	Work In Progress	Library			8/30/2021 3:14:03 PM				
Lara, Ralph Turn on alarms for library emergency doors.									
Aida Gentzler									
249633	Cafeteria (2005)	Cafeteria			8/17/2021		28		\$0.00
Medium	Work In Progress				8/17/2021 9:58:43 AM				
Lara, Ralph Handicap "Push to Open" button destroyed									
Raul Villagrana									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
249819	Main Building	Classroom			8/18/2021		27		\$0.00
Medium	Work In Progress	610			8/18/2021 4:45:41 PM				
Lara, Ralph		The lock from the door came off completely and needs to be put back or replaced. As of now the door can not be opened due to this happening.							
Raul Villagrana									
249823	Locker Room	Gym			8/18/2021		27		\$0.00
Medium	Work In Progress	P.E Office			8/18/2021 5:04:46 PM				
Lara, Ralph		Change key cylinder and storage room							
Raul Villagrana									
249913	Main Building	Storage			8/19/2021		26		\$0.00
Medium	Work In Progress	803			8/19/2021 3:48:43 PM				
Lara, Ralph		Three security locks							
Raul Villagrana									
249170	Main Building	Hallway/Corridor			8/10/2021		35		\$0.00
Medium	Work In Progress	Front Door			8/10/2021 10:55:44 AM				
Lara, Ralph		Main Entrance "Push to Open" button for disability not working							
Aida Gentzler									
248723	Main Building	Classroom			8/4/2021		41		\$0.00
Medium	Work In Progress	311			8/4/2021 8:20:53 AM				
Lara, Ralph		New Keys for filing cabinets (2)							
Aida Gentzler									
Count: 49 Work Orders		Avg. Age of WO's		35	Total for Santa Teresa HS			0	\$431.57

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

248131	South Building	Classroom			7/28/2021		48		\$0.00
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Medium	Work In Progress	44 JARRY			7/28/2021 2:40:28 PM				
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Lara, Ralph
 LOST KEYS
 P49
 P12
 P70
 PLEASE REPLACE KEYS AND CHARGE TODD JARRY FOR EXPENSE.

Laura Parra

249463	Gym (1997)	Gym			8/13/2021		32		\$0.00
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Medium	Work In Progress	GIRLS LOCKER			8/13/2021 3:10:21 PM				
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Lara, Ralph
 BACK DOOR TO THE PE LOCKER ROOM DOES NOT LATCH.

Laura Parra

249356	North Building	Classroom			8/12/2021		33		\$0.00
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Medium	Work In Progress	12- GARCIA M			8/12/2021 10:27:45 AM				
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Lara, Ralph
 NEED EXTRA KEY FOR IA

Laura Parra

250386	South Building	Classroom			8/27/2021		18		\$0.00
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Medium	Work In Progress	35 B DOZAL			8/27/2021 2:07:12 PM				
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Lara, Ralph
 KEY GETS JAMMED. UNABLE TO LOCK OR UNLOCK ROOM

Laura Parra

250508	North Building	Classroom			8/31/2021		14		\$0.00
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Medium	Work In Progress	23 ESCOBEDO			8/31/2021 10:02:38 AM				
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Lara, Ralph
 NEW EXIT DOOR- HANDLE BROKE

Laura Parra

250510	North Building	Classroom			8/31/2021		14		\$0.00
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Medium	Work In Progress	49 CASAS			8/31/2021 10:07:26 AM				
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Lara, Ralph
 REKEY ROOM 49 TO CLASSROOM KEY ONLY. OTHER TEACHERS ARE ABLE TO UNLOCK CLASSROOM W THEIR KEYS

Laura Parra

249982	South Building	Classroom			8/20/2021		25		\$0.00
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Medium	Work In Progress	53- DE LA			8/20/2021 11:37:03 AM				
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Guardado, Sergio
 AC DOES NOT WORK. WHEN IT TURNS ON THERE IS A LOUD NOISE.

Laura Parra

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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									
247201	South Building	Classroom			7/9/2021		67		\$0.00
Medium	Work In Progress	55			7/9/2021 9:38:38 AM				
Guardado, Sergio		ROOK LEAKING REPLACE STAINED/DAMAGED TILES							
Laura Parra									
247202	South Building	Restroom			7/9/2021		67		\$0.00
Medium	Work In Progress	RESTROOM			7/9/2021 9:39:37 AM				
Guardado, Sergio		ROOF LEAK REPLACE DAMAGED/STAINED TILES							
Laura Parra									
249752	South Building	Classroom			8/18/2021		27		\$0.00
Medium	Work In Progress	33-FELHABER			8/18/2021 10:57:59 AM				
Guardado, Sergio		1- AIR PURIFIER IS LEAKING 2- REPLACE 3 CEILING TILES. WET AND MOLDY							
Laura Parra									
250202	Gym (1997)	Classroom			8/25/2021		20		\$0.00
Medium	Work In Progress	GYM			8/25/2021 10:34:59 AM				
Ambriz, Jose		1- AC UNIT IN GYM LOBBY NOT WORKING 2- NEED DUCTWORK FOR RESTROOMS AC 3- PLEASE TURN ON AC DURING THE GAMES ON SATURDAYS AND FOR AFTERSCHOOL PRACTICE							
Laura Parra									
249195	South Building				8/10/2021		35		\$0.00
Medium	Work In Progress				8/10/2021 1:29:06 PM				
Guardado, Sergio		PORFAVOR DE REVISAR UNA FUGA DE AGUA DE UN A/C DEL CLASSROOM 33 SOUHT BUILDING							
Cristian Martinez									
249037	Library	Library			8/9/2021		36		\$0.00
Medium	Work In Progress	LIBRARY-			8/9/2021 9:33:38 AM				
Guardado, Sergio		1- MISSING CEILING PANELS. REPAIRS HAVE BEEN MADE DUE TO SOME LEAKS DURING THE SUMMER BUT PANELS WERE NOT REPLACED. 2- MIDDLE PART OF THE DOOR WAS REMOVED TO BRING LIFT IN. PLEASE RE-INSTALL, DOOR WILL NOT LOCK WITH OUT IT.							
Laura Parra									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location: Santa Teresa MS									
249261	Gym (1997)	Gym			8/11/2021		34		\$0.00
Medium	Work In Progress	BOYS LOCKER			8/11/2021 9:52:12 AM				
Ambriz, Jose	LEAVE AC ON UNTIL 6 PM DAILY. STUDENTS ARE STAYING AFTER SCHOOL TO PRACTICE AND LOCKER ROOMS GET TOO HOT IN THE AFTERNOONS								
Laura Parra									
249731	Gym (1997)	Gym			8/18/2021		27		\$0.00
Medium	Work In Progress	CONCESSION			8/18/2021 8:51:30 AM				
Ambriz, Jose	ICE MACHINE NOT WORKING								
Laura Parra									
247431	North Building	Office			7/14/2021		62		\$718.79
Medium	Work In Progress				7/14/2021 11:09:59 AM				
Ambriz, Jose	Need to installed a 1 ton ductless unit in pricipal office.								
Jose Ambriz									
247178	South Building	Classroom			7/8/2021		0	6	\$150.00
Medium	Work In Progress				7/8/2021 1:34:26 PM	7/8/2021			
Ambriz, Jose	Need to check office unit and room 21 .				problems with the condensation line, relocated				
Jose Ambriz									
250290	Gym (1997)	Football Field			8/26/2021		19		\$0.00
Medium	Work In Progress	SCOREBOARD			8/26/2021 8:46:35 AM				
Chavez, Santos	FUSE BOX TO THE SCORE BOARD IS CORREDED, NEEDS TO BE REPLACED.								
Laura Parra									
248733	North Building	Classroom			8/4/2021		41		\$0.00
Medium	Work In Progress	20- JOSH			8/4/2021 9:20:21 AM				
Tellez, Hector	OUTLET NEXT TO SCREEN DOES NOT WORK								
Laura Parra									
248802		Kitchen			8/5/2021		40		\$0.00
High	Work In Progress				8/5/2021 8:22:17 AM				
Tellez, Hector	Electrical breaker going off in kitchen turning everything off								
Dino Facio									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
248539		Kitchen			8/2/2021		43		\$0.00
Medium	Work In Progress				8/2/2021 1:43:52 PM				
Pacheco, Hector		Bathoon toilet and floor drains in kitchen overflowing with water							
Dino Facio									
Count: 21 Work Orders		Avg. Age of WO's	33			Total for Santa Teresa MS	6	\$868.79	

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: SNP Complex									
249023		Kitchen			8/9/2021		36		\$0.00
High	Work In Progress				8/9/2021 7:57:28 AM				
Ambriz, Jose		AC in training room kitchen area not working. Hot							
Dino Facio									
250206					8/25/2021		20		\$0.00
Medium	Work In Progress				8/25/2021 10:42:00 AM				
Hernandez, Guillermo		Portables 1 & 4 - Roof Leaks due to storm.							
Guillermo Hernandez									
247084					7/6/2021		70		\$37.99
Medium	Work In Progress				7/6/2021 2:10:52 PM				
Diaz, David		Sliding gate wheels northside need to be replaced							
David Diaz									
Count: 3 Work Orders			Avg. Age of WO's	42		Total for SNP Complex	0		\$37.99

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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

247947 Classroom 7/26/2021 50 0.5 \$12.50

Medium Work In Progress 26 7/26/2021 1:45:08 PM

Guardado, Sergio window broken

Checked window and spoke with teacher. Window Glass Not Broken. Frame need to be re-enforced. Route to Maintenance.

Ivette Rios

248513 Main Building 8/2/2021 43 \$0.00

Medium Work In Progress ALL SCHOOL 8/2/2021 11:28:52 AM

Guardado, Sergio PLEASE PUT BACK ALL TILES AROUND SCHOOL.

Ivette Rios

247903 Exterior 7/26/2021 50 \$0.00

Medium Work In Progress 7/26/2021 9:14:33 AM

Vasquez, Jose please trim tree branches in teachers parking lot.

Ivette Rios

250047 Main Building Football Field 8/23/2021 22 \$0.00

Medium Work In Progress Playground 8/23/2021 10:42:53 AM

Guardado, Sergio Please remove the weeds from the playground area, all around the playgrounds, swing area and all play area

Maria Barraza

248181 7/29/2021 47 \$0.00

Medium Work In Progress 40 7/29/2021 9:57:59 AM

Ambriz, Jose A/C NOT WORKING

Ivette Rios

250237 8/25/2021 20 \$0.00

Medium Work In Progress 8/25/2021 1:18:38 PM

Chavez, Santos Need surge protection for power for new marquee for SPE and other Southern region marquees.

Santos Chavez

248533 8/2/2021 43 \$0.00

Medium Work In Progress PORTABLE A 8/2/2021 1:21:27 PM

Pacheco, Hector portable stinks

Ivette Rios

249878 8/19/2021 26 \$0.00

Medium Work In Progress 8/19/2021 10:48:39 AM

Chavez, Santos Portable A by the playground has a bad ballast in the storage room already replaced lights and it still does not work

Carlos Montes

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason	Created Date/Time	Actual Comp Date	Action Taken			
Assigned To	Description								
Requester Name									
Location:		Sunland Park ES							
250034	Main Building	Hallway/Corridor			8/23/2021		22		\$0.00
Medium	Work In Progress	Hallway Doors			8/23/2021 9:34:24 AM				
Guardado, Sergio		Please provide a key for PE coach that opens the side doors to the playground the side door to the portables, the storage room in the gym and Portable E.							
Maria Barraza									
249879					8/19/2021		26		\$0.00
Medium	Work In Progress				8/19/2021 10:49:42 AM				
Guardado, Sergio		Portable A there are some tiles in the front entrance that have come unglued and are creating a trip hazard							
Carlos Montes									
249502	Main Building	Gym			8/16/2021		29		\$0.00
Medium	Work In Progress	various			8/16/2021 8:18:55 AM				
Guardado, Sergio		Leaks :hallway outside room #29, Room #41, inside and outside computer lab, ramp to the gym, gym closet major leak							
Maria Barraza									
249987	Main Building	Classroom			8/20/2021		25		\$0.00
Medium	Work In Progress	Portable C			8/20/2021 12:25:11 PM				
Lara, Ralph		2 keys for portable C- 1 for Ms. Talamantes, 1 extra							
Maria Barraza									
249928	Main Building	Classroom			8/20/2021		25		\$0.00
Medium	Work In Progress	35			8/20/2021 7:33:25 AM				
Lara, Ralph		Key hole in file cabinet got damaged and key is not opening the lock.							
Maria Barraza									
249877					8/19/2021		26		\$0.00
Medium	Work In Progress				8/19/2021 10:47:17 AM				
Lara, Ralph		Portable D needs a front door the door is damaged at the bottom and it gets stuck.							
Carlos Montes									
Count: 14 Work Orders		Avg. Age of WO's		32	Total for Sunland Park ES			0.5	\$12.50

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
249129	Main Building	Office			8/10/2021		35		\$0.00
Medium	Work In Progress				8/10/2021 7:26:13 AM				
Marquez, Gerardo		We need 2 extra keys one main Key and one for the storage were we have all supplies. Key #M1C & 1C7							
Joanna Rodriguez									
248739	Main Building	Hallway/Corridor			8/4/2021		41		\$0.00
Medium	Work In Progress				8/4/2021 9:42:03 AM				
Marquez, Gerardo		As per Mrs. Williams we need an automatic door opener.							
Joanna Rodriguez									
249462					8/13/2021		32		\$0.00
Medium	Work In Progress				8/13/2021 3:03:08 PM				
Marquez, Gerardo		Sol hallway right hand side door does not automaticay close when emergency drill goes off.							
Joanna Rodriguez									
249445	Main Building	Classroom			8/13/2021		32		\$0.00
Medium	Work In Progress	204			8/13/2021 11:40:19 AM				
Marquez, Gerardo		Teacher is having touble unlocking room 204 it is real hard.							
Joanna Rodriguez									
249333	Main Building	Hallway/Corridor			8/12/2021		33		\$0.00
Medium	Work In Progress	Luna, estrellita			8/12/2021 7:50:52 AM				
Villalobos, Margret		Scorpions have been found in luna and estrellita hallway 8/25/21 - Approved by Shane - mkv							
Joanna Rodriguez									
250392	Main Building	Hallway/Corridor			8/27/2021		18		\$0.00
Medium	Work In Progress	Luna,			8/27/2021 3:30:52 PM				
Marquez, Gerardo		Please make sure there is wether stripping on all outside doors because a baby snake entered our campus							
Joanna Rodriguez									
247849	Main Building	Classroom			7/23/2021		53		\$0.00
Medium	Work In Progress	101			7/23/2021 10:27:18 AM				
Marquez, Gerardo		Classroom 101 is having dificulties opening the room the key sticks but it is real hard to get it to ulocked.							
Joanna Rodriguez									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
249776	Main Building	Restroom			8/18/2021		27		\$0.00
Medium	Work In Progress			8/18/2021 11:51:57 AM					
Ontiveros, Joe	En el bano salida basas el urinal esta tapado podria venir a darle mantenimiento por favor y a ponerle ácido tambien para el sarro por favor.		Transfer to plumbing						
Maritxa Vasquez									
249777	Main Building				8/18/2021		27		\$0.00
Medium	Work In Progress			8/18/2021 11:55:20 AM					
Ontiveros, Joe	En la llave de agua que se encuentra afuera del pasillo sol hay una pequena fuga de agua podria venir a revisarla por favor, gracias que tenga un buen dia.		Transfer to plumbing						
Maritxa Vasquez									
247887	Main Building	Exterior			7/24/2021		52		\$25.27
Medium	Work In Progress			7/24/2021 10:28:34 AM					
Vasquez, Jose	As per Mrs. Williams please trim trees and bushes.								
Joanna Rodriguez									
249227					8/10/2021		35		\$545.02
Medium	Work In Progress			8/10/2021 3:47:40 PM					
Ambriz, Jose	200 Hall. End of the wing (Teacher's Lounge). Need to replace leaking housing circulating pump. Valves were shut off.								
Johnny Acuna									
250204					8/25/2021		20		\$0.00
Medium	Work In Progress			8/25/2021 10:38:48 AM					
Hernandez, Guillermo	Portable 4- Roof Leaks due to storm.								
Guillermo Hernandez									
247845	Main Building	Classroom			7/23/2021		53		\$0.00
Medium	Work In Progress			7/23/2021 9:11:43 AM					
Acuna, Johnny	As per Mrs. Williams she would like to change the room number that is currently labled as Resource to room 300		On Order						
Joanna Rodriguez									
247795	Main Building	Classroom			7/22/2021		54		\$0.00
Medium	Work In Progress			7/22/2021 1:07:57 PM					
Acuna, Johnny	As per Mrs. Williams please patch all holes from the removal of smart boards in every class room		Waiting on Sherwin Williams for color match						
Joanna Rodriguez									
Count: 14 Work Orders		Avg. Age of WO's 37			Total for Sunrise ES			0	\$570.29

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Support Services									
248241		Office			7/30/2021		46		\$0.00
Medium	Work In Progress				7/30/2021 9:49:35 AM				
Tellez, Hector		Good morning, would like to request LED light fixtures in my office greatly appreciate your assistance in this matter....							
Loraine Gandara									
248091		Office			7/28/2021		48		\$0.00
Medium	Work In Progress				7/28/2021 8:58:32 AM				
Ambriz, Jose		good morning, there is an like oily substance coming out of my ac unit on the wall....would greatly appreciate assistance in this matter... thank you....							
Loraine Gandara									
248138					7/28/2021		48		\$0.00
Medium	Work In Progress	East Side Drive			7/28/2021 3:34:38 PM				
Marquez, Gerardo		The lock on the east side drive thru gate is getting stuck and is very hard to unlock. Any questions please contact Mrs. Cadena or Cynthia							
Cynthia Maes									
Count: 3 Work Orders			Avg. Age of WO's	47		Total for Support Services	0		\$0.00

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 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							
248952	Main Building	Classroom			8/6/2021		39		\$205.58
Medium	Work In Progress	Room# 305 Ms.			8/6/2021 2:59:38 PM				
Appelzoller, Fred		water faucet in classroom leaks out of cold water handle.							
Sylvia Cary									
Count: 1 Work Orders		Avg. Age of WO's	39			Total for Vado ES	0	\$205.58	

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Yucca Heights ES									
248926					8/6/2021		39		\$0.00
Medium	Work In Progress	Penthouse C/			8/6/2021 10:53:58 AM				
Tellez, Hector Please fix lighting to Penthouse C section. LED Lighting. Some do not turn on.									
Johnny Acuna									
248071		Restroom (Girls)			7/28/2021		48		\$0.00
Medium	Work In Progress				7/28/2021 6:40:39 AM				
Acuna, Johnny We need some screws for the restroom stalls for the door latches. Johnny Acuna has sample. On order									
Ernesto Diaz									
248125		Exterior			7/28/2021		48		\$0.00
Medium	Work In Progress				7/28/2021 2:04:56 PM				
Vasquez, Jose Asper Mrs. Pargas, we need wood chips in the play ground, please Transfer to Grounds Dept.									
Ernesto Diaz									
248126		Exterior			7/28/2021		48		\$0.00
Medium	Work In Progress				7/28/2021 2:09:04 PM				
Vasquez, Jose As per Mrs. Pargas, we need more rock for land scaping. Transfer to Grounds Dept.									
Ernesto Diaz									
250272					8/25/2021		20		\$0.00
Medium	Work In Progress				8/25/2021 3:51:52 PM				
Vasquez, Jose Need assistance in scraping weeds with tractor to front and back of school.									
Johnny Acuna									
247913					7/26/2021		50		\$0.00
Medium	Work In Progress				7/26/2021 10:04:16 AM				
Marquez, Gerardo Teachers keys are able to open side doors we would need keys not to let them open the door anymore. Remove access to those doors.									
Rocio Rodriguez									
250312		Kitchen			8/26/2021		19		\$0.00
High	Work In Progress				8/26/2021 1:43:57 PM				
Marquez, Gerardo Latch bolt on back door to kitchen getting stuck wont engage									
Dino Facio									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

WOID	Building	Area	Deferred By	Until	Request Date	Target Comp Date	Days Aged	Labor Hours	Total Costs
Priority	Status	Area Number	Reason		Created Date/Time	Actual Comp Date			
Assigned To		Description				Action Taken			
Requester Name									
Location: Yucca Heights ES									
247562		Computer Lab			7/19/2021		57		\$0.00
Medium	Work In Progress				7/19/2021 11:49:26 AM				
Marquez, Gerardo		Room #131, Need to fix or replace barrel for key on door knob							
Ernesto Diaz									
247681					7/21/2021		55		\$0.00
Medium	Work In Progress				7/21/2021 9:59:07 AM				
Marquez, Gerardo		Teachers keys are able to open side doors we would need keys not to let them open the door anymore. Remove access to those doors.							
Rocio Rodriguez									
250433		Exterior			8/30/2021		15		\$0.00
Medium	Work In Progress				8/30/2021 12:21:33 PM				
Acuna, Johnny		Kids seesaw broke off from the spring that's attached to the ground.				Reported. Waiting on Contractor.			
Ernesto Diaz									
248234					7/30/2021		46		\$0.00
Medium	Work In Progress				7/30/2021 8:46:07 AM				
Marquez, Gerardo		Need 6 keys to open the outside doors for teachers in the portables and coaches.							
Rocio Rodriguez									
249426		Hallway/Corridor			8/13/2021		32		\$0.00
Medium	Work In Progress				8/13/2021 9:21:51 AM				
Marquez, Gerardo		Roof access door in upper grade level is stuck and hard to open.							
Ernesto Diaz									
249836		Kitchen			8/19/2021		26		\$0.00
High	Work In Progress				8/19/2021 8:14:41 AM				
Marquez, Gerardo		Metal curtain in front of kitchen is not working properly when opening and closing struggles to go up and down							
Dino Facio									
249045					8/9/2021		36		\$0.00
Medium	Work In Progress	Office			8/9/2021 10:22:36 AM				
Marquez, Gerardo		Need 5 extra keys to open all cabinets							
Rocio Rodriguez									

406 - Work Orders In Progress (Fiscal Year)

Selected Date Range for Request Dates: 7/1/2021 - 8/31/2021 Order By Location, Status

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

Location:		Yucca Heights ES							
249146					8/10/2021		35		\$0.00
Medium	Work In Progress	Office			8/10/2021 8:51:29 AM				
Marquez, Gerardo		The entrance doors are not closing right.							
Rocio Rodriguez									
Count: 15 Work Orders		Avg. Age of WO's		38	Total for Yucca Heights ES			0	\$0.00
Count: 406 Work Orders		Avg. Age of WO's		36	Grand Total			46	\$8,973.02