

Maintenance Department Report for February 2005

I. MANAGER ACTIVITIES

A. Accomplishments

1. Working with Hallgren Restifo Loop & Coughlin on replacing the roof over Auto Tech and HVAC units for area.
2. Completed bid specifications for the repair of the driveways
3. Communicated with the following Contractors/Vendors:

- | | |
|--------------------|-----------------------|
| - Hite Co. | - Sofco |
| - Jordan Supply | - Superior Specialty |
| - Muller Locksmith | - Rabe |
| - R. E. North | - Doritex |
| - Lowe's | - Shiffler's |
| - Johnson Controls | - Janitors Supply Co. |

B. Meetings Attended

1. Weekly Administrative meetings.
2. Meetings with Vendors for the School.

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Performed preventive maintenance on selected HVAC system.
2. Removed snow from drives and walks at the High School/ Skill Center.
3. Working on painting of the Metal Fab. Lab.
4. Completed routine Maintenance request at our High School

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.

III. Goals

1. Work with Hallgren Restifo Loop & Coughlin on the feasible study for the Skill Center.
2. Replacing the South driveway and entrance paving.