

Maintenance Department Report for June 2005

I. MANAGER ACTIVITIES

A. Accomplishments

1. Working with Joe Restifo on replacement of Autotech roof.
2. Working with Russell Standard on driveway paving.
3. Working with a interior decorator on the Eagles nest.
4. Communicated with the following Contractors/Vendors:

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

B. Meetings Attended

1. Weekly Administrative meetings.

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Performed preventive maintenance on selected HVAC system.
2. Mowing and trimming of grounds at the High School/ Skill Center.
3. Working on painting of the Metal Fab. Lab.
4. Painting of Facilities Eng. Lab.
5. Painting of door frames in the Kitchen.
6. Painting of door frames in hallways.
7. Completed routine Maintenance request at our High School

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.
2. Completed the project cleaning of the hallways- walls and lockers.
3. Completed project cleaning of Construction Trades theory and office, Facility Engineering theory and office area.

III. Goals

1. Work with Hallgren Restifo Loop & Coughlin on the feasible study for the Skill Center.
2. Sidewalk repair.
3. Parking lot resurfacing.