

Maintenance Department Report for May 2005

I. MANAGER ACTIVITIES

A. Accomplishments

1. Working on sidewalk repair bids.
2. Gathering prices for new carpet and chairs in Eagles nest.
3. Working with a interior decorator on our 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.
2. Safety Committee Meeting for the school.

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. 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. Paving of driveways.
3. Reroof of Auto Tech Lab.