

Maintenance Department Report for April 2006

I. MANAGER ACTIVITIES

A. Accomplishments

1. Moving and gathering surplus equipment for sale in May.
2. Communicated with the following Contractors/Vendors:

- | | |
|---------------------|-----------------------|
| - Hite Co. | - Sofco |
| - Welders Supply Co | - Janitors Supply Co. |
| - Muller Locksmith | - Ingersoll-Rand |
| - Johnson Controls | - Doritex |
| - Lowe's | - Simplex |
| - General Welding | |

B. Meetings Attended

1. Weekly Administrative meetings.
2. Attend the PASBO Conference March 7-10 in Hershey, PA.

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. Make ready the equipment for mowing and trimming of grounds at the High School/ Skill Center.
4. Working on surplus equipment making ready for sale in May
5. Completed routine Maintenance request at our High School

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.

III. Goals

1. Sale of surplus equipment at Skill Center.
2. Painting of ceiling and floor in Metal Fabrication Lab.