

Maintenance Department Report for July 2005

I. MANAGER ACTIVITIES

A. Accomplishments

1. Working with Joe Restifo on replacement of Autotech roof.
2. Completed driveway paving repairs by Russell Standard.
3. Completed the seal coat and relining of the parking lots and driveways.
4. Working with a interior decorator on the Eagles nest.
5. 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 the electric service move for the Plastics lab.
4. Completed painting of the Metal Fab. Lab.
5. Completed painting of the Facilities Eng. Lab.
6. Completed painting of the door frames in the Kitchen.
7. Completed painting of Room 9 old computer lab
8. Started painting of the south end of Tool and Die lab
9. Painting of door frames in hallways.
10. Removed the fence outside of the Auto Tech area.
11. Completed routine Maintenance request at our High School

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.
2. Completed project cleaning of the south side of the building.

III. Goals

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