

Maintenance Department Report for September 2005

I. MANAGER ACTIVITIES

A. Accomplishments

1. Received the 20 year warranty for the Autotech roof from Versico Roofing System.
2. Completed the Safety Inspection by Utica Insurance Company.
3. Completed the Boiler Inspection.
4. Completed the work on the Eagles nest.
5. Working on the sidewalk repair for the High School.
6. Communicated with the following Contractors/Vendors:

- | | |
|--------------------|-----------------------|
| - Hite Co. | - Sofco |
| - Jordan Supply | - Rockford Systems |
| - Muller Locksmith | - Versico roofing |
| - 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. Working on Skill Center needs for the Alt. Ed. Program
3. Mowing and trimming of grounds at the High School/ Skill Center.
4. Removed the fence outside of the Welding area.
5. 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.