

Maintenance Department Report for May 2007

I. MANAGER ACTIVITIES

A. Accomplishments

1. Completed our AHERA reinspection of our High school and Skill Center buildings.
2. Acquiring quotes on the floor refinishing of the Tool & Die and Auto Tech Labs.
3. Communicated with the following Contractors/Vendors:

- | | |
|----------------------|-----------------------|
| - Hite Co. | - Sofco |
| - Rabe Environmental | - Janitors Supply Co. |
| - Muller Locksmith | - Ingersoll-Rand |
| - Home Depot | - Doritex |
| - Lowe's | - Simplex |
| - General Welding | |

B. Meetings Attended

1. Weekly Administrative meetings.
2. PABSO Plant managers meeting.
3. JS Wilson Middle School LEED school tour.
4. Safety Committee.

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Performed preventive maintenance on selected HVAC system.
2. Moving out the Tool and Die equipment.
3. Mowing and trimming of grounds at the High School/ Skill Center.
4. Completed routine Maintenance request at our High School

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.

III. FACILITY USE REQUESTS

1. None

IV. SAFETY

1. Working on fire safety training for staff.