

Maintenance Department Report for October 2008

I. MANAGER ACTIVITIES

A. Accomplishments

1. Completed the Erie County Health Dept. Inspections of the cafeteria and buildings.
2. Working with Ingersoll Rand for the replacement of the Air Compressor for the High School.
3. Working with Chris Coughlin from HRLC Architects on the Transition Center at the Skill Center.
4. Working with the staff on the Transition Center.
5. Communicated with the following Contractors/Vendors:

- | | |
|--------------------|-----------------------|
| - Hite Co. | - R.E North Co. |
| - Grainger | - Janitors Supply Co. |
| - Muller Locksmith | - W. T. Spader |
| - Verizon wireless | - Doritex |
| - Lowe's | - Simplex |
| - General Welding | |

B. Meetings Attended

1. Weekly Administrative meetings.
2. Safety Committee and Wellness Committee Meeting.
3. Pelco- new security camera system for school.

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Performed preventive maintenance on selected HVAC system.
2. Completed the repairs to boiler at the high school.
3. Working on the Industrial Maintenance Lab to change it into the Transition Center at the 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. CFC Test in the Cafeteria for the RCTC class- Saturday, November 22, 2008 8:00 AM-12:00 PM.

IV. SAFETY

1. Working on our Safe School Plan with Joe Tarasovitch and the Safety Committee.