

Maintenance Department Report for July/August 2009

I. MANAGER ACTIVITIES

A. Accomplishments

1. Final Labor and Industry inspection for the Transition Center.
2. We received the Certificate of Occupancy & Use for the Transition Center.
3. Completed the reinspection of the Skill Center building and High School for AHERA.
4. Completed the inspections of the ansul and fire extinguishers.
5. Completed crack filling and repairs to the parking lots.
6. Communicated with the following Contractors/Vendors:

- Hite Co.	- R.E North Co.
- Grainger	- Janitors Supply Co.
- Muller Locksmith	- GrayBar
- Verizon wireless	- Doritex
- Lowe's	- Simplex
- General Welding	

B. Meetings Attended

1. Attended lighting seminar put on by the Hite Co.

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Performed preventive maintenance on selected HVAC system.
2. Completed painting of the Student Services office.
3. Installed new hangers for projectors in Auto Body, Room 18 Tourism & Hospitality.
4. Relamped Facilities Maintenance Lab.
5. Serviced of the exfans on the roofs.
6. Working on the Industrial Maintenance Lab to change it into the Transition Center at the Skill Center.
7. Completed routine Maintenance request at our High School.

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.
2. Completed the project cleaning of Cosmetology, Graphic Arts and Health Assistants.
3. Completed the summer cleaning of the High School Offices.
4. Completed summer cleaning at the Skill Center.

III. FACILITY USE REQUESTS

1. Learning Lab for beginning teachers, every Tuesday and Wednesday in room 6 effective 9/2/2009 until 12/22/2009 from 3:30 PM to 8:30 PM.
2. PHEAA Middle School counselor's Workshop, in the Eagle's nest Tuesday, October 06, 2009 8:30 AM-11:30 AM.
3. Thermal-G RC Club, to use rear parking lot, field and rest rooms Saturday, August 08, 2009 10:00 AM-4:00 PM.
4. Board of Director NWPA Society of Plastics Engineering, the first Tuesday of every 2 months effective 9/1/2009 until 5/4/2010 from 5:30 PM to 8:30 PM in the HS Conference Room.