

Maintenance Department Report for June 2013

I. MANAGER ACTIVITIES

A. Accomplishments

1. Reviewed Contract for testing of our Simplex Fire Alarm system.
2. Communicated with the following Contractors/Vendors:
 - PRO Waste Services Inc.
 - Janitors Supply Co.
 - Verizon wireless
 - Lowe's
 - A Anthony and Sons
 - Larry Showman
 - Fiske and Son's Inc
 - Yardmasters
 - Vavala Concrete Co.
 - Rabe
 - Guarino Paving
 - Doritex
 - Simplex
 - TirPak
 - TC Paving
 - Ehrlich
 - Kosienski Trucking
 - Jeff Young and Sons
 - Dinacola and Sons
 - Copeland Lumber Company
 - Tim Rocco, Auctioneer
 - Patch and Seal

B. Meetings Attended

1. Weekly Administrative meetings.
2. Safety Committee Meeting.
3. Staff Retreat

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Performed preventive maintenance on selected HVAC system.
2. Servicing of the exhaust fans on the roofs of our High school and Skill Center buildings.
3. In the process of repairing walls that were damaged and repainting classrooms.
4. Performed trimming of our bushes.
5. Completed routine Maintenance request at our High School and Skill Center.
6. Electrical & Mechanical System Inc. completed installation of the Electrical portion of the welding Lab Equipment Installation
7. Welders Supply Finished the installation and training on the New equipment installed in the Welding Lab
8. Moved Equipment taken from Welding Lab to Skill Center for Mini Auction

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.
2. Completed the project cleaning of C wing.
3. Started changing combinations on lockers

III. FACILITY USE REQUESTS

- 1. BOY SCOUTS OF AMERICA French Creek Council week of June 24th to 28th**
- 2. Pa State Police to use the Skill Center June 19th**
- 3. IU5 Office Space at the Skill Center – Now through the 2013/14 School Year**

IV. SAFETY

- 1. Held Safety Evacuation drills for the High School and Skill Center with Joe Tarasovitch.**
- 2. Completed Safety Walk through of the High School for the placement of Not an Exit/Exit sign placement, deficiencies were noted and quotes for appropriate signage are being obtained from Vendors**