

Maintenance Department Report for June 2015

I. MANAGER ACTIVITIES

A. Accomplishments

1. Reviewed contract for testing of our Simplex Fire Alarm system.
2. Working with vendors on Standby Generator Quotes
3. Working with vendors On Patching and Sealing quotes
4. Working with vendors on Fencing quotes
5. Working with vendors on painting quotes
6. Working with vendors on asbestos abatement quotes
7. Communicated with the following Contractors/Vendors:

- | | |
|--------------------|-----------------------|
| - Doritex | - Janitors Supply Co. |
| - Simplex | - Decorator Services |
| - Verizon wireless | - Miller Bros. |
| - TC Paving | - Yardmasters |
| - Guarino Paving | - Wilkins Security |
| - Microbac | |

B. Meetings Attended

1. Weekly Administrative meetings.
2. Safety Committee Meeting.

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Performed preventive maintenance on selected HVAC system.
2. In the process of repairing walls that were damaged and repainting classrooms.
3. Routine grounds maintenance tasks.
4. Completed routine maintenance request at our High School and Skill Center.
5. Completed chemical application to lawn and garden areas

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of office areas.
2. Started project cleaning of classrooms.
3. Started changing combinations on lockers
4. Started cleaning hallway walls and lockers

III. FACILITY USE REQUESTS

1. BOY SCOUTS OF AMERICA French Creek Council week of June 15th to 19th 2015

IV. SAFETY

1. Held Safety Evacuation drills for the High School and Skill Center with Joe Tarasovitch.