

Maintenance Department Report for July/August 2015

I. MANAGER ACTIVITIES

A. Accomplishments

1. Completed testing of our Fire Alarm system.
2. Working with Chris Coughlin on Standby Generator Specs for Bid
3. Parking Lot Patching and Sealing complete
4. Working with vendors on Fencing
5. Working with vendor on painting exterior facade
6. Asbestos abatement completed
7. Kitchen Ansul Systems upgraded to UL 300 standards
8. Advertising for quotes on snow removal services
9. Stack removed down to foundation level.
10. Boiler and hot water vent system demo completed, temporary system in place
11. 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 | - Fagan |
| - Disantis | - Sudarth Paving |
| - Alex Roofing | - McCreary Roofing |
| - Roof Craft | |

B. Meetings Attended

1. Weekly Administrative meetings.
2. Weekly Construction Meetings.

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 Spring /summer chemical application to lawn and garden areas
6. Painted Cosmetology lab and classroom
7. Moved Equipment in Auto Tech tire area, installed new airlines/filters and electrical circuits to new locations
8. Re-arranged Drafting and Design classroom, moved data and electrical service drops to new locations
9. Scheduled generator pad installation and concrete repair to garage area at skill center.

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of office areas.
2. Project cleaning of classrooms complete.
3. Changing combinations on lockers complete
4. Kitchen and Cafeteria cleaning complete
5. Hallway walls and lockers cleaning complete

III. FACILITY USE REQUESTS

1. BOY SCOUTS OF AMERICA French Creek Council week of June 15th to 19th 2015
2. NS Tri-County Intermediate Unit "ConstrX" July 23rd to 31st
3. Angelo's July 26th to 28th
4. Thermal GR/C club August 8th

IV. SAFETY