

Maintenance Department Report for October 2015

I. MANAGER ACTIVITIES

A. Accomplishments

1. Approved quotes for standby generator site work Worked with
2. Scheduled repairs for selected HVAC systems
3. Scheduled maintenance on Torit exhaust systems in the high school and skill center welding areas.
4. Scheduled start up in conjunction with new Entevex exhaust system room temperature sensor
5. Communicated with the following Contractors/Vendors:
 - Hite Co.
 - Grainger
 - Rabe
 - W.T.Spaeder
 - DiSantis
 - Fagan
 - Grainger
 - Electrical & Mechanical Systems.
 - Janitors Supply Co.
 - GrayBar
 - McCarls
 - Scobell
 - Scott Electric

B. Meetings Attended

1. OAC Meeting for Facility Maintenance Class
2. Job meeting for stack demolition
3. Job meeting for standby generator installation
4. Weekly Administrative Team meetings.
5. Safety Committee Meeting.

II. MAINTENANCE

A. Accomplishments & Ongoing Projects

1. Replaced hot water circulating pump at the Skill Center
2. Performed preventive maintenance on Torit exhaust systems at the high school and skill center.
3. Performed scheduled maintenance on snow removal equipment
4. Performed mowing and trimming of grounds at the High School/ Skill Center.
5. Completed routine Maintenance request at our High School and Skill Center.

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.

III. FACILITY USE REQUESTS

None

IV. SAFETY

1. Held fire drills for the Skill Center and High School.