

Maintenance Department Report for February 2017

I. MANAGER ACTIVITIES

A. Accomplishments

1. Communicated with the following Contractors/Vendors:

- Grainger	- Janitors Supply Co.
- DiSantis	- Fagan
- Rabe	- AIS
- EMSI	

B. Meetings Attended

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

II. MAINTENANCE

A. Accomplishments

1. Performed Snow removal activities the High School/ Skill Center.
2. Performed preventive maintenance on scheduled equipment
3. Installed replacement faucets at the Skill Center
4. Completed routine maintenance request at our High School and Skill Center.
5. Replaced the motor in room 9 Unit ventilator

B. Ongoing Projects

1. Evaluation of electrical requirements for IT server rack.

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facility.
2. Set up for events as scheduled
3. Cleaned carpeted area of folding wall at Eagles Nest
4. Deep cleaned Culinary areas

III. FACILITY USE REQUESTS

1. French Creek Council, Boy Scouts of America , June 19-23 2017
2. Cape Fox Professional Services - PA Motorcycle Safety Program, Sun 2/26/2017, Sat 3/25/2017
3. Erie County 4H Teen Council, Sat 4/22/17

IV. SAFETY

1. Held tornado drills for the Skill Center and High School.
2. Scheduled lab safety inspections