

Maintenance Department Report for May 2018

I. MANAGER ACTIVITIES

A. Accomplishments

1. Working with vendor for maintenance staff uniforms
2. Variable speed drive for boiler room exhaust system replaced by Scobel
3. Operational checks and adjustments complete for the new Power Shear in MTF
4. Received Plyler Overhead Doors quote to repair outside door to IT work room
5. Communicated with the following Contractors/Vendors:
 - DeSantis
 - UniFirst
 - Penelec
 - Plyler
 - HHSDR
 - Fagan
 - Scobel

B. Meetings Attended

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

II. MAINTENANCE

A. Accomplishments

1. Repaired HVAC Systems as needed
2. Repaired doors to IT work room

B. Ongoing Projects

1. Completed work requests at High School and Skill Center.
2. Performed Preventive Maintenance on Scheduled Equipment
3. Maintained lawn maintenance equipment

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facilities.
2. Set up for events as scheduled

IV. SAFETY

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