

Maintenance Department Report for August 2021

I. MANAGER ACTIVITIES

A. Accomplishments

1. Building Preventive maintenance
2. Met with contractors to review and get quotes for projects
Summer project management
3. Communicated with the following Contractors/Vendors:

- | | |
|------------------|----------------------|
| - DeSantis | - EMSI |
| - UniFirst | - W T Spaeder |
| - Ambrose Const. | - A Anthony concrete |
| - Fagan | - Vavala Concrete |

B. Meetings Attended

1. Weekly Administrative Team meetings.

II. MAINTENANCE

C. Accomplishments

1. Building projects;
Installed new equipment in Precision Machining, Metal Fabrication, Early
Childhood Education

D. Ongoing Projects

1. Completed work requests at High School and Skill Center.
2. Performed Preventive Maintenance on Scheduled Equipment
3. Maintained lawn mowing equipment
4. Lawn mowing and grounds care

II. CUSTODIAL

A. Accomplishments

1. Summer cleaning of the facilities.
2. Set up for events as scheduled
3. Daily sanitizing all touchable surfaces in all occupied spaces

IV. SAFETY

1. Following Safety and Department of health and CDC guidelines
2. Limited access to the facility controlled by Staff