

Maintenance Department Report for March 2022

I. MANAGER ACTIVITIES

A. Accomplishments

1. Renovation Activities coordinating Maintenance staff and contractors
2. Communicated with the following Contractors/Vendors:
 - Grainger
 - DiSantis
 - Church and Murdock
 - Thyssenkrupp Elevator
 - Perry Construction
 - Rob Estok
 - Janitors Supply Co.
 - Fagan
 - Team Turf
 - WT Spaeder
 - HRLC

B. Meetings Attended

1. Weekly Administrative Team meetings.
2. Renovation construction meetings attended
3. Building and renovation meetings Tuesday and Thursday each week

II. MAINTENANCE

A. Accomplishments

1. Snow removal equipment repaired and serviced
2. Moving out of areas to facilitate renovation crews

B. Ongoing Projects

1. Completed work requests at High School and Skill Center.
2. Snow removal, Lawn cleanup
3. Performed preventive maintenance on scheduled equipment
4. Renovation support/furniture moving

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facilities.
2. Daily building sanitizing
3. Set up for events as scheduled
4. Daily sanitizing of specific areas upon request

IV. SAFETY

1. Completed Fire drills for the Skill Center and High School.
2. Evacuation drills for the High School and Skill Center
3. Following up on safety protocols for students and staff during the renovation