

Maintenance Department Report for May 2023

I. MANAGER ACTIVITIES

A. Accomplishments

1. Met with contractors to review plans and specifications
2. Administering Architect and Engineer building surveys for r
3. renovation activities
4. Communicated with the following Contractors/Vendors:

- | | |
|------------|----------------------|
| - DeSantis | - EMSI |
| - UniFirst | - W T Spaeder |
| - Fagan | -D&G |
| - Perry | - Church and Murdock |
| - Scobell | - Meuller Lock |

B. Meetings Attended

1. Biweekly Administrative Team meetings.
2. School Safety and Security Committee
3. Renovation meetings
4. Punch list Walkthroughs
5. Facilities Team Meetings

II. MAINTENANCE

C. Accomplishments

1. Building projects as assigned

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
5. Renovation Moves

II. CUSTODIAL

A. Accomplishments

1. Daily cleaning in all occupied spaces

IV. SAFETY

1. Safety and Security
2. Limited access to the facility controlled by Staff