

Maintenance Department Report for October 2023

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
 - Scobell
 - Janitors Supply Co.
 - Fagan
 - Team Turf
 - WT Spaeder
 - HRLC
 - Consodine

B. Meetings Attended

1. Weekly Administrative Team meetings.
2. Renovation construction meetings attended weekly

II. MAINTENANCE

A. Accomplishments

1. Moving in to areas as completed
2. Transporting furniture and equipment to Labs

B. Ongoing Projects

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

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facilities used by staff.
2. Cleaning, sealing and finishing new floors as installed
3. Daily sanitizing of specific areas upon request

IV. SAFETY

1. Monitoring safety protocols for staff during the renovation