



MEMORANDUM

TO: Members of the School Board

FROM: Joseph G. Joyner, Ed.D., Superintendent of Schools

SUBJECT: Request for Acceptance of Maintenance Department Monthly Activities Report

DATE: April 10, 2013

Background Information: The Maintenance Department provides a monthly activities report for School Board review. The report consists of four (4) sections:

- a. The Requests Status Report provides statistical information regarding the total number of work orders issued for each facility, the number of work orders completed and the number in progress for the year to date time period specified. Also included are a total of costs expended.
- b. The Maintenance Department Projects Status Report describes work completed monthly at each facility based on requests for maintenance received, emergencies and projects planned to be completed during the stated month. In addition to the routine maintenance items completed, preventive maintenance projects and work orders are also noted. Also noted is the number of hours spent and total costs associated with the work orders through the last day of the month.
- c. The Maintenance Department Monthly Capital Improvement Projects Construction Status Report provides a monthly update of ongoing and completed work on capital projects.
- d. The Administrative Report provides a description of other significant activities performed by the Maintenance Department on behalf of the entire district that are not included in the other reports.

Strategic Plan Impact: Monthly report.

Educational Impact: Monthly report.

Fiscal Impact: Projects are funded by the Maintenance Department's operating and capital outlay budgets.

Recommendation: Acceptance of the Maintenance Department's Monthly Activity Report.

Action Required: Approval of the Superintendent's recommendation.

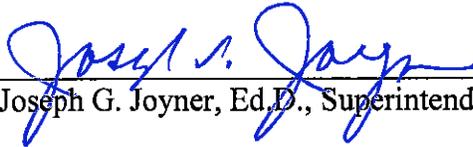
Drafted and submitted for approval by: Shane Walton, Director for Maintenance Services.

Reviewed and submitted for approval by: Paul Rose, Executive Director for Facilities & New Construction.

Respectfully Submitted,



Tim Forson, Deputy Superintendent for Operations



Joseph G. Joyner, Ed.D., Superintendent of Schools

ST. JOHNS COUNTY SCHOOL DISTRICT

**MAINTENANCE DEPARTMENT
MONTHLY ACTIVITIES REPORT**

FEBRUARY 2013

Maintenance Department Activity Reports

Attached is a monthly activities report consisting of the following four sections:

a. Requests Status Report:

This report provides statistical information regarding number of Requests for Maintenance received from each facility, number of work orders in progress and completed at each facility for the year to date time period specified.

b. Projects Status Report:

This report describes work completed monthly at each facility based on requests for maintenance received, emergencies, and projects planned to be completed during the specified time period. Also included are items completed during the preventive maintenance teams' visit to each facility. Additionally, the report indicates the number of hours expended by Maintenance Department personnel and costs incurred for the work through the last day of the month.

c. Maintenance Department Capital Improvement Projects Construction Status Report:

This report provides an update of ongoing and completed work on all capital improvement projects. These projects are scheduled as a result of existing conditions and life cycle inspections conducted annually at each facility. Additionally, the Maintenance Department has established a program by which all facilities are placed on rotation to receive carpet and tile, painting, pavement rehabilitation, HVAC duct cleaning and indoor air quality assessments every three to four years.

d. Administrative Report:

This report provides a description of other significant activities performed by the Maintenance Department on behalf of the entire district that are not included in the above-mentioned reports.

Requests Status Report

7/1/12 through 2/28/13

Order Count	Location	Status	Total Costs
21	Administration Building 9721	Closed Work Orders	\$25,408.81
1	Administration Building 9721	Work In Progress	\$734.79
41	Bartram Trail High 0411	Closed Work Orders	\$92,286.60
3	Bartram Trail High 0411	New Request	\$0.00
18	Bartram Trail High 0411	Work In Progress	\$69,067.32
79	Creeside High 0493	Closed Work Orders	\$75,881.24
1	Creeside High 0493	New Request	\$0.00
11	Creeside High 0493	Work In Progress	\$18,743.04
32	Crookshank Elementary 0021	Closed Work Orders	\$30,295.39
2	Crookshank Elementary 0021	Work In Progress	\$4,752.11
28	Cunningham Creek Elem. 0381	Closed Work Orders	\$14,018.93
35	Durbin Creek Elementary 0441	Closed Work Orders	\$97,552.65
1	Durbin Creek Elementary 0441	New Request	\$0.00
4	Durbin Creek Elementary 0441	Work In Progress	\$20,563.10
23	Evelyn Hamblen 0031	Closed Work Orders	\$7,135.21
5	Evelyn Hamblen 0031	Work In Progress	\$25,695.43
35	Fruit Cove Middle 0491	Closed Work Orders	\$18,226.90
4	Fruit Cove Middle 0491	Work In Progress	\$17,228.70
22	Fullerwood 9061	Closed Work Orders	\$4,494.71
44	Gamble Rogers Middle 0371	Closed Work Orders	\$44,271.74
2	Gamble Rogers Middle 0371	Work In Progress	\$3,495.59
41	Hartley Elementary 0261	Closed Work Orders	\$44,221.39
4	Hartley Elementary 0261	Work In Progress	\$20,307.20
35	Hickory Creek Elementary 0501	Closed Work Orders	\$46,362.19
1	Hickory Creek Elementary 0501	Work In Progress	\$2,038.08
1	J Building / Purchasing Whse. 9754	New Request	\$0.00
1	J Building / Purchasing Whse. 9754	Work In Progress	\$970.38
52	Julington Creek Elementary 0241	Closed Work Orders	\$20,388.70
2	Julington Creek Elementary 0241	Work In Progress	\$27,637.85

33	Ketterlinus Elementary 0091	Closed Work Orders	\$31,803.52
3	Ketterlinus Elementary 0091	New Request	\$0.00
3	Ketterlinus Elementary 0091	Work In Progress	\$3,718.24
85	Landrum Middle 0311	Closed Work Orders	\$95,317.86
5	Landrum Middle 0311	Work In Progress	\$11,373.00
26	Liberty Pines K-8 0472	Closed Work Orders	\$7,381.58
2	Liberty Pines K-8 0472	Work In Progress	\$3,534.68
25	Maintenance Department 9810	Closed Work Orders	\$13,084.85
1	Maintenance Department 9810	Work In Progress	\$0.00
29	Mason Elementary 0361	Closed Work Orders	\$38,713.84
1	Mason Elementary 0361	Work In Progress	\$1,150.00
48	Mill Creek Elementary 0341	Closed Work Orders	\$24,554.97
1	Mill Creek Elementary 0341	New Request	\$0.00
5	Mill Creek Elementary 0341	Work In Progress	\$66,284.75
78	Murray Middle 0171	Closed Work Orders	\$69,189.07
7	Murray Middle 0171	New Request	\$0.00
15	Murray Middle 0171	Work In Progress	\$101,588.17
1	Nease Clinic	Closed Work Orders	\$246.88
69	Nease High 0251	Closed Work Orders	\$175,902.43
8	Nease High 0251	Work In Progress	\$24,103.14
29	Ocean Palms Elementary 0391	Closed Work Orders	\$43,664.00
2	Ocean Palms Elementary 0391	Work In Progress	\$2,315.15
6	O'Connell Center	Closed Work Orders	\$1,477.43
60	Osceola Elementary 0331	Closed Work Orders	\$44,329.03
3	Osceola Elementary 0331	Work In Progress	\$8,753.77
24	Pacetti Bay Middle 0481	Closed Work Orders	\$32,147.84
2	Pacetti Bay Middle 0481	New Request	\$0.00
7	Pacetti Bay Middle 0481	Work In Progress	\$11,224.81
12	Palencia Elementary 0511	Closed Work Orders	\$15,272.17
2	Pedro Menendez Clinic	Closed Work Orders	\$163.69

83	Pedro Menendez High 0401	Closed Work Orders	\$88,989.17
1	Pedro Menendez High 0401	New Request	\$0.00
12	Pedro Menendez High 0401	Work In Progress	\$185,153.84
71	Ponte Vedra High 0492	Closed Work Orders	\$72,377.34
5	Ponte Vedra High 0492	Work In Progress	\$26,723.45
35	Ponte Vedra/Palm Valley Elem 0151	Closed Work Orders	\$48,228.72
3	Ponte Vedra/Palm Valley Elem 0151	Work In Progress	\$22,763.54
27	R. B. Hunt Elementary 0161	Closed Work Orders	\$42,449.10
1	R. B. Hunt Elementary 0161	Work In Progress	\$6,153.00
20	Rawlings Elementary 0351	Closed Work Orders	\$7,169.47
5	Rawlings Elementary 0351	Work In Progress	\$40,214.88
45	Sebastian Middle 0301	Closed Work Orders	\$52,254.17
1	Sebastian Middle 0301	New Request	\$0.00
7	Sebastian Middle 0301	Work In Progress	\$40,663.79
35	South Woods Elementary 0461	Closed Work Orders	\$38,199.22
2	South Woods Elementary 0461	Work In Progress	\$49,297.11
100	St. Augustine High 0181	Closed Work Orders	\$109,404.40
2	St. Augustine High 0181	New Request	\$0.00
4	St. Augustine High 0181	Work In Progress	\$22,191.24
25	St. Johns Tech High 0033	Closed Work Orders	\$22,358.75
7	St. Johns Tech High 0033	Work In Progress	\$52,557.00
75	Switzerland Point Middle 0321	Closed Work Orders	\$29,618.24
2	Switzerland Point Middle 0321	New Request	\$0.00
5	Switzerland Point Middle 0321	Work In Progress	\$51,862.12
37	Timberlin Creek Elementary 0451	Closed Work Orders	\$38,129.97
1	Timberlin Creek Elementary 0451	Work In Progress	\$756.47
28	Transportation Department 9780	Closed Work Orders	\$10,526.66
3	Transportation Department 9780	Work In Progress	\$720.88
32	Wards Creek Elementary 0482	Closed Work Orders	\$10,586.48
1	Wards Creek Elementary 0482	Work In Progress	\$2,808.00
60	Webster Elementary 0201	Closed Work Orders	\$33,348.65
6	Webster Elementary 0201	Work In Progress	\$17,974.15
7	Yates Building 9740	Closed Work Orders	\$4,883.42
1889	Total Year to Date		\$ 2,687,436.11

**Maintenance Department Projects Status Report
(Routine and Preventive Maintenance Items)**

2/1/13 through 2/28/13

Location	WOID	Description	Status	Craft	Assigned To	Project Manager	Requested	Completed	Labor	Total Costs	Requester Name
Administration Building 9721	13607	Please pick up motorized scooter from PV/Rawlings and bring to Administrative Building. Have already talked with Shane Walton about this.	Closed Work Orders	General Maintenance	Conley, Ronnie	Bruce Taylor	2/5/2013	2/8/2013	3	\$66.93	Johnny Stratton
Administration Building 9721	13609	AHU for server room not cooling	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	2/5/2013	2/26/2013	4	\$174.00	Johnny Stratton
Administration Building 9721	13682	Please move electrical plug from floor to wall. Request that this be done on February 21st or 22nd.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	2/14/2013	2/22/2013	5.5	\$137.69	Johnny Stratton
Bartram Trail High 0411	13679	Drains backed up in girls locker room.	Closed Work Orders	Plumbing	Ponce, Robbie	Eddie Ponce	2/14/2013	2/26/2013	8	\$166.12	Jason Lee
Bartram Trail High 0411	13770	Girls locker room sewer backed up.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/26/2013	2/28/2013	3	\$57.05	Jason Lee
Bartram Trail High 0411	13616	Repair Fire Alarm (lightning strike)	Closed Work Orders	Fire Alarm System	Contractor, SAFE, Inc.	Joe Lewis	2/6/2013	2/6/2013		\$4,756.90	Jason Lee
Bartram Trail High 0411	13661	Boiler will not relight.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/12/2013	2/21/2013	23.5	\$808.54	Jason Lee
Bartram Trail High 0411	13654	gas leak	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/11/2013	2/19/2013	3.5	\$75.43	Jason Lee
Bartram Trail High 0411	13688	Replace basket ball hoop cable and pulley.	Work In Progress	Special Projects	Contractor, Hufcor	Joe Lewis	2/15/2013			\$0.00	Jason Lee
Bartram Trail High 0411	13667	repair fence and gate at front entrance	Work In Progress	Fence Repair	Contractor, Armstrong Fence	Joe Lewis	2/13/2013			\$4,449.60	Jason Lee

Bartram Trail High 0411	13743	repair fencing for security purpose	Work In Progress	Fence Repair	Contractor, Armstrong Fence	Joe Lewis	2/25/2013			\$0.00	Jason Lee
Bartram Trail High 0411	13782	drains backing up	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/28/2013		6	\$114.09	Jason Lee
Bartram Trail High 0411	13638	(2) exterior mullion bar and cafeteria mullions bars need repair and replace footings.	Work In Progress	Carpentry	Crutchfield, Red	Joe Lewis	2/8/2013		7	\$148.02	Jason Lee
Bartram Trail High 0411	13639	Lights not shutting off.	Work In Progress	Electrical	Davis, Edward	Joe Lewis	2/8/2013		7.06	\$149.35	Jason Lee
Bartram Trail High 0411	13694	replace fire hydrant	Work In Progress	Plumbing	Contractor, WW Gay	Joe Lewis	2/19/2013			\$4,345.21	Jason Lee
Bartram Trail High 0411	13697	N238 fan rattling disturbing classroom 815, 825 heat not working	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	2/19/2013		9	\$181.13	Jason Lee
Bartram Trail High 0411	13777	chiller problems (not communicating)	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	2/27/2013		10	\$207.10	Jason Lee
Creekside High 0493	13601	Toilet men's no water . Cleaned out supply line but there is still no water.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/5/2013	2/28/2013	4	\$76.06	Robert Randazzo
Creekside High 0493	13602	Lighting is out on baseball press box exterior.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	2/5/2013	2/19/2013	15	\$434.45	Robert Randazzo
Creekside High 0493	13675	AHU 1-8 Ground Fault 16 reset bypass heard a short sounded like it came from the drive.	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	2/13/2013		7	\$140.88	Robert Randazzo
Creekside High 0493	13604	Toilet porcelain broken cracked. Need replacement.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/5/2013			\$0.00	Robert Randazzo
Creekside High 0493	13767	Defective pull station main entrance .	Work In Progress	Fire Alarm System	Contractor, SAFE, Inc.	Joe Lewis	2/26/2013			\$0.00	Robert Randazzo
Creekside High 0493	13745	Program B zone 31 not working Program A Zone 7 not working	Work In Progress	Irrigation	Lewis, Joseph	Joe Lewis	2/25/2013			\$0.00	Robert Randazzo
Crookshank Elementary 0021	13690	HVAC unit is stuck in A/C	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Wilson Heat and Air	Joe Lewis	2/19/2013	2/20/2013		\$480.00	Ralph Waldrop

Crookshank Elementary 0021	13599	install track on playground	Work In Progress	Masonry	Hagan, Elmer	Joe Lewis	2/5/2013	2/19/2013	203	\$4,752.11	Ralph Waldrop
Cunningham Creek Elem. 0381	13622	Water leaking from toilet shut off valve.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/6/2013	2/28/2013	9	\$261.69	Jody Hunter
Cunningham Creek Elem. 0381	13708	Bottom oven not working properly. Stove pilot light not staying on.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/20/2013	2/28/2013	4.5	\$95.22	Jody Hunter
Durbin Creek Elementary 0441	13772	repair chiller pump	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	2/26/2013	3/1/2013		\$3,454.53	Todd Ponce
Durbin Creek Elementary 0441	13608	exhaust fan down in gang restroom	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	2/5/2013	3/1/2013	15.5	\$346.16	Todd Ponce
Durbin Creek Elementary 0441	13695	fire alarm down	Closed Work Orders	Fire Alarm System	Contractor, SAFE, Inc.	Joe Lewis	2/19/2013	2/21/2013		\$2,999.77	Todd Ponce
Durbin Creek Elementary 0441	13765	Rebuild lift station pump.	Work In Progress	General Maintenance	Contractor, St Augustine Elec.	Bruce Taylor	2/26/2013			\$2,070.00	Bruce Taylor
Durbin Creek Elementary 0441	13588	The new oven that was installed is not working.	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	2/4/2013		4.5	\$95.81	Todd Ponce
Evelyn Hamblen 0031	13677	Milk cooler needs new seal around door. Temp. gauge is not working.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/14/2013	2/28/2013	4.5	\$572.22	Troy Wilson
Evelyn Hamblen 0031	13610	Need plumber to verify if broken drain line needs to be repaired , or if it is an abandoned line out by portables	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/6/2013			\$0.00	Troy Wilson
Fruit Cove Middle 0491	13665	The freezer fan is frozen	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	2/13/2013	2/26/2013	37	\$794.39	James Strange
Fruit Cove Middle 0491	13750	Bad blower wheel needs to be replaced	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	2/25/2013	2/26/2013	7	\$144.33	James Strange

Fruit Cove Middle 0491	13664	AC not cooling my be low on coolant	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/13/2013		36	\$1,014.64	James Strange
Fullerwood 9061	13683	One of the urinals in the Men's restroom is leaking (possibly behind the wall).	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/14/2013	2/21/2013		\$11.46	Johnny Stratton
Fullerwood 9061	13673	NO A/C room temp up to 85 degrees	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/13/2013	2/14/2013	2.5	\$53.88	Johnny Stratton
Gamble Rogers Middle 0371	13619	floor drain stoppage	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/6/2013	2/12/2013	10	\$188.35	Mike Ponce
Gamble Rogers Middle 0371	13669	AC unit not working	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/13/2013	2/26/2013	7	\$153.51	Mike Ponce
Gamble Rogers Middle 0371	13731	AC unit not working blowing fuse	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/25/2013	2/26/2013	25.5	\$1,498.04	Mike Ponce
Hartley Elementary 0261	13615	Timer needs to be replaced on Cleveland steamer.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/6/2013	2/7/2013	7.5	\$158.70	Bill Vaughn
Hartley Elementary 0261	13787	Fan on west wall water fountain runs 24/7. Compressor not coming on.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/28/2013			\$0.00	Bill Vaughn
Hickory Creek Elementary 0501	13672	Chiller for spirit house is in alarm and will not reset.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/13/2013	2/26/2013	17	\$766.74	Larry Davis
Hickory Creek Elementary 0501	13634	water pressure valve is leaking.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Kidd, Troy	Eddie Ponce	2/8/2013	2/11/2013	7.5	\$157.05	Larry Davis
Hickory Creek Elementary 0501	13775	Ceiling tile is wet near teachers desk.	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	2/26/2013	3/1/2013	3	\$62.30	Larry Davis
Hickory Creek Elementary 0501	13749	sink is leaking.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/25/2013	2/28/2013	2	\$43.10	Larry Davis
Hickory Creek Elementary 0501	13748	water fountain stopped up.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/25/2013	2/28/2013	2	\$59.07	Larry Davis

Hickory Creek Elementary 0501	13617	Low water pressure in hand washing sink in kitchen.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/6/2013	2/8/2013	6	\$125.64	Larry Davis
Hickory Creek Elementary 0501	13712	please repair handle on cafeteria door net to the yellow house .	Closed Work Orders	Carpentry	Cothron, Joe	Eddie Ponce	2/21/2013	2/26/2013	4	\$89.24	Larry Davis
Julington Creek Elementary 0241	13595	Upgrade lights in common area of room 333.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	2/4/2013	2/8/2013	5	\$534.09	Edward Ponce
Julington Creek Elementary 0241	13578	Hall way door has problem locking needs new hardware	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/1/2013	2/1/2013	1.5	\$33.47	Brian Taylor
Julington Creek Elementary 0241	13632	Conduct preventive maintenance.	Work In Progress	General Maintenance	PM, Ponce	Eddie Ponce	2/8/2013	3/4/2013	749.25	\$24,260.40	Edward Ponce
Julington Creek Elementary 0241	13764	Back up replacement pump for lift station.	Work In Progress	Plumbing	Kizer, Brian	Eddie Ponce	2/26/2013			\$3,975.00	Edward Ponce
Ketterlinus Elementary 0091	13640	Toilets in kindergarten wing clogged	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/8/2013	2/11/2013	8	\$213.57	Rick Whittington
Ketterlinus Elementary 0091	13645	Backed up sewer line	Closed Work Orders	Plumbing	Ponce, Robbie	Bruce Taylor	2/8/2013	2/26/2013	2	\$44.62	Bruce Taylor
Ketterlinus Elementary 0091	13783	Dryer not working	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/28/2013	3/4/2013	3	\$86.88	Rick Whittington
Landrum Middle 0311	13761	Roof leaking in main entrance hall. Damaged ceiling tile marks the location of problem	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	2/26/2013	3/1/2013	17	\$797.71	Brett Butler
Landrum Middle 0311	13721	Wall sink is pulling away from wall	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/22/2013	2/26/2013	8	\$194.25	Brett Butler
Landrum Middle 0311	13762	Push bar mechanism on water fountain continually getting stuck in the run position	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/26/2013	2/26/2013	7	\$160.52	Brett Butler

Landrum Middle 0311	13650	Toilet in girls locker room leaking at the valve. Water has been turned off to toilet	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/11/2013	2/26/2013	5	\$257.25	Brett Butler
Landrum Middle 0311	13614	grout underneath dishwasher has deteriorated. Water does not drain properly and collects underneath the floor mats.	Closed Work Orders	Flooring	Reput, Bryan	Eddie Ponce	2/6/2013	2/19/2013		\$0.00	Brett Butler
Landrum Middle 0311	13720	Please put Radio repeater located in locker room mezzanine on a generator circuit. The radios do not operate during a power outage	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	2/22/2013	2/26/2013	17	\$309.55	Brett Butler
Landrum Middle 0311	13759	Water leaking through light fixture onto teachers desk	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	2/26/2013	2/28/2013	6	\$136.08	Brett Butler
Landrum Middle 0311	13760	Water leaking down wall onto desks in room	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	2/26/2013	2/28/2013	16	\$343.73	Brett Butler
Landrum Middle 0311	13780	Reach in cooler not cooling. Temp at 60 degrees. Keeps going in and out of defrost mode	Work In Progress	Kitchen Equipment	Houghton, Mike	Eddie Ponce	2/28/2013		18.5	\$939.84	Brett Butler
Landrum Middle 0311	13746	AH3 unit is short cycling turned unit off	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/25/2013		23	\$485.07	Brett Butler
Liberty Pines K-8 0472	13621	The heat in vav box is not coming on in front office. The vav box is above the ceiling in 102 area in front lobby.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	2/6/2013	2/20/2013		\$0.00	Robert Sturm
Liberty Pines K-8 0472	13581	The rooms that Randy and Joe Olaf looked at last week have started doing the same thing again. They have no air flow in the vav and not allowing the heat strips to come on.	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/1/2013		1	\$21.55	Robert Sturm

Maintenance Department 9810	13766	build recycle table for trash can out old bathroom partitions for the recycle program	Work In Progress	Carpentry	Ortagus, Rick	Shane Walton	2/26/2013		67.5	\$1,518.40	Shane Walton
Maintenance Department 9810	13647	repair fenders and paint trailer	Closed Work Orders	General Maintenance	Kite, Tim	Joe Lewis	2/11/2013	2/25/2013	7.5	\$172.29	Joseph Lewis
Maintenance Department 9810	13644	Go to new school site located on Green Leaf rd. And dig soil samples for facility dept.	Closed Work Orders	Heavy Equipment Operation	Conley, Ronnie	Bruce Taylor	2/8/2013	2/12/2013	15	\$285.23	Bruce Taylor
Mason Elementary 0361	13660	all bathroom lights are off in all rooms. we have power from electrical panel to the relay.it maybe a bad relay.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	2/12/2013	2/25/2013	2	\$41.88	Alvez Barkoskie
Mill Creek Elementary 0341	13674	leak in ceiling	Closed Work Orders	Plumbing	Kite, Tim	Joe Lewis	2/13/2013	2/21/2013	5	\$104.70	Robert Davis
Mill Creek Elementary 0341	13651	Leak in class room on back wall coming out of ceiling	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/11/2013	2/28/2013	2	\$38.03	Robert Davis
Mill Creek Elementary 0341	13636	Install new AHU for Dry Storage area.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Bruce Taylor	2/8/2013	2/25/2013	39	\$3,769.47	Robert Davis
Mill Creek Elementary 0341	13627	storeroom unit down needs replacing	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	2/7/2013	2/25/2013	15	\$261.90	Robert Davis
Mill Creek Elementary 0341	13739	remove cabinets from kitchen managers office and paint same	Work In Progress	Carpentry	Crutchfield, Red	Joe Lewis	2/25/2013		49	\$1,077.23	Robert Davis
Mill Creek Elementary 0341	13769	Low water pressure from sinks in common area	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/26/2013			\$0.00	Robert Davis
Murray Middle 0171	13573	reach in freezer is building up ice, leaking water	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/1/2013	2/1/2013	1	\$21.55	Paul Pelletier
Murray Middle 0171	13703	outlets in kitchen lab need gfi outlet installed, per fire insp.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	2/20/2013	2/21/2013	7.5	\$207.37	Paul Pelletier

Murray Middle 0171	13641	chiller #2 down, I think the cooling tower is the cause. Not circulating water as it should.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	2/8/2013	2/11/2013	4	\$551.68	Paul Pelletier
Murray Middle 0171	13705	Remove broken sink disposal, replace with standard drain line.	Closed Work Orders	Plumbing	McLean, Derek	Joe Lewis	2/20/2013	2/28/2013	7.5	\$178.71	Paul Pelletier
Murray Middle 0171	13785	bad sewer smell in teacher lounge. Joe told me about a cut pipe seen in ceiling	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/28/2013	3/4/2013	6	\$147.22	Paul Pelletier
Murray Middle 0171	13626	two sinks in kitchen slow to drain , over flowing out of drain when staff lets the water out of sink.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/7/2013	2/28/2013	4	\$76.06	Paul Pelletier
Murray Middle 0171	13642	trigger plate on water fountain has been broken inside unit	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/8/2013			\$0.00	Paul Pelletier
Murray Middle 0171	13757	water fountain broken on 200 hall. push bar has been removed from unit	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/26/2013			\$0.00	Paul Pelletier
Murray Middle 0171	13738	replace coupling on condenser water pump	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	2/25/2013		11.5	\$274.73	Paul Pelletier
Murray Middle 0171	13594	covered walkway is leaking water on wall and sidewalk, causing paint to peel	Work In Progress	Roof	Kite, Tim	Joe Lewis	2/4/2013			\$0.00	Paul Pelletier
Murray Middle 0171	13786	need two speed bumps installed in front driveway	Work In Progress	Masonry	Contractor, Duval Asphalt	Joe Lewis	2/28/2013			\$0.00	Paul Pelletier
Nease High 0251	13591	need to replace door lock men & woman restroom in gym lobby, with a key one side and a lever on the other side, as per fire marshal	Closed Work Orders	Carpentry	Cothron, Joe	Eddie Ponce	2/4/2013	2/5/2013	15	\$506.39	Bob Wamser
Nease High 0251	13726	replace door locks	Closed Work Orders	Carpentry	Cothron, Joe	Eddie Ponce	2/22/2013	2/26/2013	5	\$489.98	Bob Wamser

Nease High 0251	13735	roof leaking, north gym lobby	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	2/25/2013	3/1/2013	18	\$373.77	Bob Wamser
Nease High 0251	13691	Install emergency shut off switch for boiler.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	2/19/2013	2/21/2013		\$1,832.85	Edward Ponce
Nease High 0251	13693	need to replace the DP sensor in c-pod	Work In Progress	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	2/19/2013		6	\$122.58	Bob Wamser
Nease High 0251	13727	replace hot / cold actuators on vav-12-1-1 need a 10ft ladder	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/22/2013			\$0.00	Bob Wamser
Nease High 0251	13725	install power to water heaters	Work In Progress	Electrical	Penque, Bruce	Eddie Ponce	2/22/2013	3/1/2013	30	\$583.43	Bob Wamser
Nease High 0251	13715	Replace 2- 6 inch flanged balancing valves.	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	2/21/2013			\$5,729.88	Edward Ponce
Nease High 0251	13768	Delfield double cooler not working properly	Work In Progress	Kitchen Equipment	Houghton, Mike	Eddie Ponce	2/26/2013		11.5	\$254.29	Bob Wamser
Ocean Palms Elementary 0391	13789	Build and install gate at front Play Ground Area.	Closed Work Orders	General Maintenance	Conley, Ronnie	Bruce Taylor	2/28/2013	2/28/2013	15	\$358.12	Gio Morales
Ocean Palms Elementary 0391	13681	One of the compressor to A/C 18 has burnt out and we had to shut the unit down in the media center.	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/14/2013		16.5	\$800.68	Gio Morales
Ocean Palms Elementary 0391	13773	Repair skirting as needed around portables.	Work In Progress	General Maintenance	Shank, Tyson	Bruce Taylor	2/26/2013		46.5	\$1,514.47	Bruce Taylor
Osceola Elementary 0331	13643	Need a/c filters for portables (8) They think they are 14 x 30 x 1	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	2/8/2013	2/20/2013		\$69.36	Bruce Taylor
Osceola Elementary 0331	13659	Check front office area Ms. Waldrop call at 4:20 said room temp was 79 degrees Jose said cooling tower was not running? I was there at 12.00 and tower was running at that time	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/12/2013	2/14/2013	4	\$86.20	Bruce Taylor

Osceola Elementary 0331	13582	No Heat P- 307-308	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/1/2013	2/4/2013	1.5	\$32.33	Bruce Taylor
Osceola Elementary 0331	13732	AHU in room 146 appears to be stuck in heat mode ?? Also Front office area seems hot as per Melvin	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/25/2013	2/26/2013	4	\$86.20	Bruce Taylor
Osceola Elementary 0331	13704	Thermostat blank in room 520 new building.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/20/2013	2/26/2013	4	\$89.24	Bruce Taylor
Osceola Elementary 0331	13598	Remove and dispose of risers in back corner of media center . As per Mrs. Waldrop.	Closed Work Orders	General Maintenance	Payne, Harold	Bruce Taylor	2/5/2013	2/6/2013	7.5	\$128.48	Bruce Taylor
Osceola Elementary 0331	13718	Install temporary lighting outside Cafe for night time event.	Closed Work Orders	Electrical	Davis, Edward	Bruce Taylor	2/22/2013	2/26/2013	42	\$1,185.44	Shane Walton
Osceola Elementary 0331	13729	Portable 303 supply tube leaking at toilet	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/22/2013	2/22/2013	2	\$53.83	Bruce Taylor
Osceola Elementary 0331	13737	Cut partition wall in media center to approx 30 to 36 " as requested by Mrs. Waldrop.	Work In Progress	Carpentry	Bishop, Charlie	Bruce Taylor	2/25/2013		80.5	\$2,040.64	Bruce Taylor
Pacetti Bay Middle 0481	13620	Disposal tripping breaker.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/6/2013	2/11/2013	15	\$326.03	Jack Blocker
Pacetti Bay Middle 0481	13671	Roof leaking in room 498, Water running down wall into electrical outlet	Work In Progress	Roof	Kite, Tim	Joe Lewis	2/13/2013			\$0.00	Jack Blocker
Pacetti Bay Middle 0481	13631	Sink coming off the wall. Also P-trap leaking. (solder joint)	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	2/8/2013		2	\$111.20	Jack Blocker
Pacetti Bay Middle 0481	13776	conduct preventive maint	Work In Progress	General Maintenance	Lewis, Joseph	Joe Lewis	2/27/2013		87	\$2,587.28	Jack Blocker
Pedro Menendez High 0401	13597	Ice Machine need replacement solenoid valve	Closed Work Orders	Heating/Ventilation /Air Conditioning	Harrison, Steve	Bruce Taylor	2/4/2013	2/8/2013	4	\$215.26	Joedy Ashton
Pedro Menendez High 0401	13633	Short in wiring to softball score board	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	2/8/2013	2/8/2013	15	\$624.89	Joedy Ashton

Pedro Menendez High 0401	13612	Heat strips not working.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/6/2013	2/20/2013	18.5	\$368.54	Joedy Ashton
Pedro Menendez High 0401	13707	Urinal backing up when you flush one it fills up the other one.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/20/2013	3/1/2013	37	\$715.74	Joedy Ashton
Pedro Menendez High 0401	13710	Valve at Back Flow Preventor is cracked.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/21/2013	2/26/2013	5	\$253.30	Joedy Ashton
Pedro Menendez High 0401	13655	Walk-in Cooler temp. starting to stay around 40 should be under 38.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	2/12/2013	2/14/2013	6	\$129.30	Joedy Ashton
Pedro Menendez High 0401	13577	Door will not open on 2nd Floor. Called Schindler	Closed Work Orders	Elevators	Contractor, Schindler Elevator	Bruce Taylor	2/1/2013	2/26/2013		\$0.00	Joedy Ashton
Pedro Menendez High 0401	13734	Ahu 1-1 Supply temp. will not come down even when the CHW Valve is closed. Showing 0 CFM's with outside air flow.	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/25/2013		4.5	\$100.40	Joedy Ashton
Ponte Vedra High 0492	13587	Need to remove electric pole. changed configuration of classroom and it is no longer needed.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	2/4/2013	2/8/2013	5	\$88.83	Nick Athanaseas
Ponte Vedra High 0492	13585	AHU C-3 Belt came off pulley and damaged grease lines. may have to replace grease lines. The unit is used for reconditioning air.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	2/4/2013	2/11/2013	15	\$343.73	Nick Athanaseas
Ponte Vedra High 0492	13574	VTU and heater not working properly. Appears to be in some type of heat mode. Also airflow maybe issue. Check airflow tube that monitor air flow and appears to be OK	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/1/2013	2/11/2013	2.5	\$53.88	Nick Athanaseas
Ponte Vedra High 0492	13752	Light fixture in refrigerator may need replacing. Light cover is cracked. replaced bulb still not working. Ballast may be bad.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	2/25/2013	3/5/2013	6	\$132.72	Nick Athanaseas

Ponte Vedra High 0492	13751	Door closure screws have come loose. Holes need to be tapped and threaded. Hinges screws also.	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/25/2013	2/28/2013	1.5	\$188.28	Nick Athanaseas
Ponte Vedra High 0492	13576	555: Adjusted door closure and hinges, door still not closing completely and rub against door frame. Door frame a little loose. outside glass doors need to be adjusted. 560: Adjusted can not get to close properly	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/1/2013	2/7/2013		\$0.00	Nick Athanaseas
Ponte Vedra High 0492	13702	Outer Glass Door in concession is missing locking piece (allen wrench) from panic bar. Can not lock down panic bar if need.	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/19/2013	2/28/2013	1	\$22.31	Nick Athanaseas
Ponte Vedra High 0492	13701	Glass doors are not locking/closing all the time. Pins and top latch sticks	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/19/2013	2/28/2013	1.5	\$33.47	Nick Athanaseas
Ponte Vedra High 0492	13700	Sink Faucet needs to be replaced, has a hole in the side. Water currently shut off	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/19/2013	2/26/2013	6	\$191.60	Nick Athanaseas
Ponte Vedra High 0492	13728	We are moving our security monitor to the front wall. Electric receptacle is there, we need receptacle higher up.	Work In Progress	Electrical	Davis, Edward	Eddie Ponce	2/22/2013			\$0.00	Nick Athanaseas
Ponte Vedra High 0492	13699	Need to move (2) projectors data lines long enough, electric line is not. Room 309: Move 1 tile forward Room 345: Move 4 tile to left	Work In Progress	Electrical	Davis, Edward	Eddie Ponce	2/19/2013			\$0.00	Nick Athanaseas

Ponte Vedra High 0492	13575	Tree fell on fence in the following areas: Pond between gym and football stadium. Top rail and a portion of fencing needs replacing. Pond between track and baseball area. Top rail and caps.	Work In Progress	Fence Repair	Clark, Charles	Eddie Ponce	2/1/2013		19	\$831.48	Nick Athanaseas
R. B. Hunt Elementary 0161	13723	Toilet requires several flushes to remove waste, flush volume very low	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/22/2013	3/1/2013	5	\$241.50	Raymond Kledzik
R. B. Hunt Elementary 0161	13724	Replace sink faucet	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/22/2013	2/28/2013	1.5	\$150.59	Raymond Kledzik
R. B. Hunt Elementary 0161	13722	replace tank fill valve	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/22/2013	2/28/2013	2	\$43.10	Raymond Kledzik
Rawlings Elementary 0351	13774	Water leaks from the screws in the top of the window frame and into the office. Please evaluate and repair as needed.	Closed Work Orders	Windows	Burchfield, Joe	Eddie Ponce	2/26/2013	2/28/2013		\$0.00	Brandon Hennessey
Rawlings Elementary 0351	13613	Replace float valve assembly in cooling tower.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	2/6/2013	2/6/2013		\$0.00	Edward Ponce
Rawlings Elementary 0351	13696	Replace carpet due to trip hazards in rooms 103,105,115 and 129.	Work In Progress	Flooring	Contractor, James Bros. Carpet	Eddie Ponce	2/19/2013			\$2,354.53	Edward Ponce
Sebastian Middle 0301	13649	I need to have the hand dryers installed in boys and girls bathrooms.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	2/11/2013	2/12/2013		\$30.03	Jeff Baldwin
Sebastian Middle 0301	13685	Garbage disposal will not work.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	2/14/2013	2/21/2013	3	\$64.65	Jeff Baldwin
Sebastian Middle 0301	13592	The exit door will not close properly.	Closed Work Orders	Carpentry	Crutchfield, Red	Joe Lewis	2/4/2013	2/5/2013	3.5	\$219.23	Jeff Baldwin
Sebastian Middle 0301	13686	The door bells to both kitchen and receiving do not work.	Closed Work Orders	Carpentry	Bradbury, Ted	Joe Lewis	2/14/2013	2/28/2013	11	\$390.38	Jeff Baldwin

Sebastian Middle 0301	13657	All bathrooms on E-Hall are backed up. We had a student flush trash down the toilet and now all bathrooms are stopped up.	Closed Work Orders	Plumbing	Kizer, Brian	Joe Lewis	2/12/2013	2/14/2013	7	\$131.85	Jeff Baldwin
Sebastian Middle 0301	13684	Toilet will not stop running.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/14/2013	2/19/2013	6	\$139.87	Jeff Baldwin
Sebastian Middle 0301	13687	The breaker for serving line 1 and the milk box keeps tripping.	Closed Work Orders	Electrical	McLean, Derek	Joe Lewis	2/15/2013	2/21/2013	2.5	\$80.98	Jeff Baldwin
Sebastian Middle 0301	13692	Install T-stat on water heater	Closed Work Orders	Plumbing	Contractor, WW Gay	Joe Lewis	2/19/2013	2/20/2013		\$417.15	Jeff Baldwin
Sebastian Middle 0301	13658	Girls softball field needs two loads of dirt to fill in ruts.	Closed Work Orders	Grounds	Lewis, Joseph	Joe Lewis	2/12/2013	2/20/2013		\$288.00	Jeff Baldwin
Sebastian Middle 0301	13603	Please add down spouts and drains to front walkway covered area.	Work In Progress	Roof	Kite, Tim	Joe Lewis	2/5/2013	2/28/2013	34	\$1,159.63	Jeff Baldwin
Sebastian Middle 0301	13593	Replace electrical plate in floor.	Work In Progress	Electrical	Thompson, Matt	Joe Lewis	2/4/2013		2	\$134.93	Jeff Baldwin
Sebastian Middle 0301	13719	Freezer is not cooling enough. It is above 0 to many times.	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	2/22/2013		15	\$472.30	Jeff Baldwin
St. Augustine High 0181	13656	Repair a/c unit will not cool down.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/12/2013	2/20/2013		\$0.00	Mike Hazel
St. Augustine High 0181	13754	Repair roof leak	Closed Work Orders	Roof	Gibson, Mike	Bruce Taylor	2/26/2013	3/1/2013	7	\$146.85	Mike Hazel
St. Augustine High 0181	13663	The a/c unit does not work. room c-311	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/13/2013	2/20/2013	10	\$786.90	Mike Hazel
St. Augustine High 0181	13790	Replace kitchen wall Pac, replace photo cell @ F build, repair wall Pac at F build.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	2/28/2013	3/1/2013	6.5	\$170.90	Mike Hazel
St. Augustine High 0181	13755	repair backed up line in sink.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/26/2013	2/26/2013	6.5	\$120.87	Mike Hazel

St. Augustine High 0181	13689	Sink has a busted pipe. In cafeteria	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/19/2013	2/21/2013	4.5	\$79.55	Mike Hazel
St. Johns Tech High 0033	13678	Cafeteria sink faucet needs new hot and cold shut off valves replaced. Hot water side makes a banging sound when turned on.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/14/2013	2/25/2013	5	\$103.83	Troy Wilson
St. Johns Tech High 0033	13716	Foul odor from floor drain in classroom. Floor drain possibly backed up.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	2/21/2013	2/25/2013	4	\$83.06	Troy Wilson
St. Johns Tech High 0033	13741	Install wall in principal's office.	Work In Progress	Carpentry	Crutchfield, Red	Joe Lewis	2/25/2013		45.5	\$1,492.34	Joseph Lewis
Switzerland Point Middle 0321	13648	light in main office bath room stop working changed bulb no joy I think its the balance that's bad	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	2/11/2013	2/26/2013	6	\$108.30	Euclid Cooper
Switzerland Point Middle 0321	13635	projector screen on stage will not go back up I think the up and down switch is bad	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	2/8/2013	2/12/2013	9	\$159.89	Euclid Cooper
Switzerland Point Middle 0321	13586	can't get heat in zone (A) area	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/4/2013	2/11/2013	3	\$64.65	Euclid Cooper
Switzerland Point Middle 0321	13771	A/C will not cool low in gas need service	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	2/26/2013	3/1/2013		\$0.00	Euclid Cooper
Switzerland Point Middle 0321	13662	A/C in room 415 fan inside runs but compressor outside will not come on all breakers checked good	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/13/2013	2/19/2013		\$0.00	Euclid Cooper
Switzerland Point Middle 0321	13666	A/C will not cool need servicing	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/13/2013	2/19/2013	2	\$105.34	Euclid Cooper
Switzerland Point Middle 0321	13606	fan in bath room runs 24/7	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	2/5/2013	2/11/2013	5	\$88.83	Euclid Cooper
Switzerland Point Middle 0321	13730	A/C units has no power all fuses are good	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/25/2013	2/26/2013	4	\$84.36	Euclid Cooper

Switzerland Point Middle 0321	13670	cafeteria a/c compressor not working fan inside runs but not the compressor	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	2/13/2013	2/26/2013	3	\$63.27	Euclid Cooper
Switzerland Point Middle 0321	13628	wall panel came off track and can't be moved between auditorium & multi-purpose room	Closed Work Orders	General Maintenance	Cothron, Joe	Eddie Ponce	2/8/2013	2/11/2013	5	\$105.73	Euclid Cooper
Switzerland Point Middle 0321	13653	outer school door will not lock going into gym area	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/11/2013	2/14/2013	4	\$87.72	Euclid Cooper
Switzerland Point Middle 0321	13744	school entrust door has to be manually close and will not lock	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/25/2013	2/26/2013	6	\$133.86	Euclid Cooper
Switzerland Point Middle 0321	13630	school door that comes into gym lock broken and will not lock	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	2/8/2013	2/11/2013	6	\$126.87	Euclid Cooper
Switzerland Point Middle 0321	13629	water fountain push button broken and fountain not working across from gym	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	2/8/2013			\$0.00	Euclid Cooper
Timberlin Creek Elementary 0451	13624	Washing machine keeps overflowing and flooding the utility room.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	2/7/2013	2/20/2013	19	\$864.70	Bill Fowler
Timberlin Creek Elementary 0451	13646	Kitchen drains are backing up from grease traps.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/11/2013	2/12/2013	8	\$150.68	Bill Fowler
Timberlin Creek Elementary 0451	13605	Breaker keeps kicking on air unit on P-11	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/5/2013	2/8/2013	7	\$141.26	Bill Fowler
Timberlin Creek Elementary 0451	13579	Odor in portable when heat is running.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	2/1/2013	2/4/2013	2	\$43.10	Bill Fowler
Transportation Department 9780	13740	repair lights at garage	Work In Progress	Electrical	Davis, Edward	Joe Lewis	2/25/2013		24	\$720.88	Joe Purvis
Transportation Department 9780	13763	Toilet is not working.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	2/26/2013			\$0.00	Marlena Reput

Webster Elementary 0201	13596	Record video of plumbing stacks.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	2/4/2013	2/26/2013	5	\$137.69	Edward Ponce
Webster Elementary 0201	13589	The Bard unit for the portable is blowing 60 degree air in heat mode	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	2/4/2013	2/11/2013	7.5	\$144.83	Mike Oliver
Webster Elementary 0201	13590	The door on Auto Sham will not seal and is leaking steam.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	2/4/2013	2/11/2013	5	\$104.83	Mike Oliver
Webster Elementary 0201	13652	The gasket on the steamer is leaking	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	2/11/2013	2/19/2013	5	\$104.83	Mike Oliver
Webster Elementary 0201	13611	Repair gates.	Closed Work Orders	Fence Repair	Graves, David	Eddie Ponce	2/6/2013	2/7/2013		\$32.61	Edward Ponce
Webster Elementary 0201	13623	The A C unit in the room is not cooling	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	2/7/2013		7	\$147.63	Mike Oliver
Webster Elementary 0201	13676	We need the plumbing caped off where a cabinet was and the electrical outlet mounted in the floor	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	2/13/2013		2.5	\$75.32	Mike Oliver
Yates Building 9740	13736	Broken hot water pipe - please fix.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	2/25/2013	2/26/2013	7	\$149.73	Johnny Stratton
Yates Building 9740	13709	Exterior light fell from building. Please reinstall.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	2/20/2013	2/28/2013	2.5	\$197.78	Johnny Stratton

Maintenance Department Capital Improvements Projects									
7/1/12 through 2/28/13									
Location	WOID	Description	Status	Assigned To	Project Manager	Requested	Completed	Total Costs	Requester
Bartram Trail High 0411	11886	pressure wash facility	Closed Work Orders	Contractor Krystal, Klean	Joe Lewis	7/9/2012	9/12/2012	\$11,720.05	Jason Lee
Bartram Trail High 0411	12323	Preventive Maintenance on Elevators for 2012/2013	Closed Work Orders	Contractor, Schindler Elevator	Joe Lewis	8/24/2012	8/24/2012	\$4,188.30	Jason Lee
Bartram Trail High 0411	12837	Install door access system to seven entry points.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	10/10/2012		\$20,182.77	Edward Ponce
Bartram Trail High 0411	13176	Replace six sets of double exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$19,626.00	Edward Ponce
Bartram Trail High 0411	13784	make needed repairs (a/c)	Work In Progress	Contractor, Siemens	Joe Lewis	2/28/2013		\$4,179.00	Jason Lee
Bartram Trail High 0411	13511	re-stripe track	Work In Progress	Contractor, Papico	Joe Lewis	1/25/2013	1/25/2013	\$4,200.00	Jason Lee
Bartram Trail High 0411	13512	Repair Running Track Surface As Needed.	Work In Progress	Contractor, Papico	Joe Lewis	1/25/2013		\$1,315.00	Jason Lee
Bartram Trail High 0411	13520	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Bartram Trail High 0411	13540	Replace ceiling Tiles and Grid in above mentioned areas.	Work In Progress	Contractor, Jim's Drywall	Bruce Taylor	1/29/2013		\$10,400.12	Bruce Taylor
Creekside High 0493	12957	Preventive Maintenance on elevators for 2012/2013	Closed Work Orders	Contractor, Schindler Elevator	Joe Lewis	10/29/2012	1/31/2013	\$7,503.37	Robert Randazzo
Creekside High 0493	13509	resurface tennis courts and basketball courts	Work In Progress	Contractor, Papico	Joe Lewis	1/25/2013		\$4,470.00	Robert Randazzo
Creekside High 0493	13223	seal (patch)tennis and basketball courts	Work In Progress	Contractor, Papico	Joe Lewis	12/10/2012		\$4,470.00	Robert Randazzo
Creekside High 0493	13163	install locking equipment for gates	Work In Progress	Contractor, Duval Glass& Mirror	Joe Lewis	12/5/2012		\$6,551.00	Robert Randazzo
Durbin Creek Elementary 0441	13157	Install 2x2 T-8 lighting fixtures in 4 locations.	Closed Work Orders	Contractor, AEC Electric	Bruce Taylor	12/5/2012	2/1/2013	\$27,214.74	Bruce Taylor

Durbin Creek Elementary 0441	13162	install carpet in eight classrooms	Work In Progress	Lewis, Joseph	Joe Lewis	12/5/2012		\$16,206.20	Todd Ponce
Evelyn Hamblen 0031	13473	install relocatable classroom	Work In Progress	Contractor, Mobile Modular	Joe Lewis	1/18/2013		\$5,773.04	Troy Wilson
Evelyn Hamblen 0031	13618	Install new master key system.	Work In Progress	Contractor, Village Key	Eddie Ponce	2/6/2013		\$3,375.00	Edward Ponce
Evelyn Hamblen 0031	13518	Remove and Replace Ceiling Tile and Grid as needed. Retrofit all t-12 lighting to t-8 lighting through-out Building.	Work In Progress	Contractor, AEC Electric	Bruce Taylor	1/25/2013		\$16,547.39	Bruce Taylor
Fruit Cove Middle 0491	13519	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Fruit Cove Middle 0491	13394	Upgrade four sets of double storefront doors.	Work In Progress		Eddie Ponce	1/9/2013		\$11,940.00	James Strange
Gamble Rogers Middle 0371	13285	Change out 32 wall pac fixtures utilizing 42 watt CFL Fixtures.	Closed Work Orders	Contractor, AEC Electric	Bruce Taylor	12/17/2012	2/26/2013	\$5,989.86	Bruce Taylor
Gamble Rogers Middle 0371	13284	Install 26 updated thermostats. Microtouch Model ts1050.	Work In Progress	Rosenfeld, Randy	Bruce Taylor	12/17/2012		\$1,997.55	Bruce Taylor
Hartley Elementary 0261	13200	build wall around chiller	Closed Work Orders	Hagan, Elmer	Joe Lewis	12/10/2012	1/22/2013	\$6,221.81	Bill Vaughn
Hartley Elementary 0261	13680	Replace various door locks and cylinders.	Work In Progress		Eddie Ponce	2/14/2013		\$19,777.96	Edward Ponce
Hickory Creek Elementary 0501	13371	Replace vct in hallways @ expansion joints.	Work In Progress	Contractor, James Bros. Carpet	Eddie Ponce	1/8/2013		\$2,038.08	Edward Ponce
Ketterlinus Elementary 0091	11909	upgrade windows in music room	Closed Work Orders	Hagan, Elmer	Joe Lewis	7/12/2012	7/30/2012	\$1,465.44	Rick Whittington
Ketterlinus Elementary 0091	11924	Replace carpet in room 131 due to sewer back up	Closed Work Orders	Contractor, James Bros. Carpet	Joe Lewis	7/23/2012	8/9/2012	\$2,227.92	Rick Whittington

Ketterlinus Elementary 0091	13513	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Landrum Middle 0311	11895	Replace doors in gym and multi purpose room.	Closed Work Orders	Cothron, Joe	Eddie Ponce	7/10/2012	11/2/2012	\$7,809.81	Edward Ponce
Landrum Middle 0311	12423	Replace hvac system for cafeteria.	Closed Work Orders	Contractor, WW Gay	Eddie Ponce	8/30/2012	1/29/2013	\$33,557.47	Edward Ponce
Landrum Middle 0311	13481	Upgrade gates and fencing.	Closed Work Orders	Contractor, Armstrong Fence	Eddie Ponce	1/23/2013	2/4/2013	\$7,003.48	Edward Ponce
Landrum Middle 0311	13551	Replace three pairs of double entry doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	1/30/2013		\$9,813.00	Edward Ponce
Liberty Pines K-8 0472	13514	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Mason Elementary 0361	13168	repair folding wall	Closed Work Orders	Contractor, Southeastern Surface	Joe Lewis	12/5/2012	1/31/2013	\$990.00	Alvez Barkoskie
Mason Elementary 0361	13465	Indoor Air Quality Evaluation of Classrooms 317 and 318	Work In Progress	Contractor, AMEC	Shane Walton	1/17/2013		\$1,150.00	Alvez Barkoskie
Mill Creek Elementary 0341	13254	upgrade electrical in classrooms for projectors	Work In Progress	Lewis, Joseph	Shane Walton	12/12/2012		\$17,820.00	Shane Walton
Mill Creek Elementary 0341	13165	upgrade shade structures	Work In Progress		Joe Lewis	12/5/2012		\$21,350.00	Robert Davis
Murray Middle 0171	11884	Locker rooms have been tiled, can the remaining exposed walls be painted, also principals small office painted as well.	Closed Work Orders	Ash, David	Joe Lewis	7/9/2012	7/23/2012	\$1,476.49	Paul Pelletier
Murray Middle 0171	13164	upgrade restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	12/5/2012		\$11,680.02	Paul Pelletier
Murray Middle 0171	13174	Replace seven pairs of double exterior doors and one single exterior door.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$24,532.50	Edward Ponce

Murray Middle 0171	13204	upgrade folding wall	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	12/10/2012		\$28,396.29	Paul Pelletier
Murray Middle 0171	13459	remove six fan coil units and replace with single air handler	Work In Progress	Contractor, WW Gay	Joe Lewis	1/17/2013		\$36,549.28	Paul Pelletier
Nease High 0251	12164	Raise existing storm drain, Install three foot wide flume from lime rock parking lot to bottom of slope ditch.	Closed Work Orders	Contractor, G and H Underground	Eddie Ponce	8/15/2012	9/13/2012	\$4,885.00	Edward Ponce
Nease High 0251	12600	Repair Running Track Surface As Needed.	Closed Work Orders	Contractor, Papico	Bruce Taylor	9/13/2012	2/26/2013	\$61,820.02	Bruce Taylor
Nease High 0251	11986	Conduct FPL Feasibility Study	Closed Work Orders	Contractor, Matern Engineering	Shane Walton	7/31/2012	8/16/2012	\$2,500.00	Shane Walton
Nease High 0251	13182	Replace handrails at stadium.	Closed Work Orders		Eddie Ponce	12/6/2012	2/4/2013	\$3,940.00	Edward Ponce
Nease High 0251	13277	Remove and trim trees and underbrush between football and baseball areas.	Closed Work Orders	Contractor, Wrights Tree Service	Eddie Ponce	12/14/2012	2/4/2013	\$4,800.00	Edward Ponce
Nease High 0251	13373	Upgrade lighting in girls and boys lockerooms.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	1/8/2013		\$12,973.87	Edward Ponce
Nease High 0251	13180	Replace one set of double exterior doors and four single exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$9,813.00	Edward Ponce
Nease High 0251	7271	Upgrade Courtyard Dining Area	Work In Progress	Contractor, CC Borden	Shane Walton	11/17/2010		\$388,637.92	Shane Walton
Nease High 0251	10339	Upgrade HVAC - Phase 3	Work In Progress	Contractor, WW Gay	Shane Walton	11/29/2011		\$4,021,815.71	Shane Walton
Osceola Elementary 0331	11896	Upgrade seven exterior doors.	Closed Work Orders	Cothron, Joe	Eddie Ponce	7/10/2012	8/31/2012	\$4,284.17	Edward Ponce
Osceola Elementary 0331	13460	replace 5 ton a/c unit	Work In Progress	Contractor, Wilson Heat and Air	Joe Lewis	1/17/2013		\$3,200.00	Sterling Cofield
Osceola Elementary 0331	13517	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton

Pacetti Bay Middle 0481	13201	upgrade sidewalk	Work In Progress	Hagan, Elmer	Joe Lewis	12/10/2012		\$62.30	Jack Blocker
Pacetti Bay Middle 0481	13169	upgrade folding wall	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	12/5/2012		\$6,750.00	Ted Bradbury
Pacetti Bay Middle 0481	11586	Install double exit doors in exterior hall wall.	Work In Progress	Contractor, Duval Glass& Mirror	Eddie Ponce	5/30/2012	9/12/2012	\$22,892.05	Edward Ponce
Pedro Menendez High 0401	13416	Upgrade fencing at baseball field	Closed Work Orders	Contractor, Armstrong Fence	Bruce Taylor	1/11/2013	2/26/2013	\$4,230.00	Bruce Taylor
Pedro Menendez High 0401	12589	Install access door system.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	9/13/2012		\$32,885.39	Edward Ponce
Pedro Menendez High 0401	12325	Preventive Maintenance on Elevators for 2012/2013	Work In Progress	Contractor, Schindler Elevator	Bruce Taylor	8/24/2012		\$3,710.67	Joedy Ashton
Pedro Menendez High 0401	13225	Resurface Tennis Courts	Work In Progress	Contractor, Papico	Bruce Taylor	12/10/2012		\$41,280.00	Bruce Taylor
Pedro Menendez High 0401	13415	Upgrade flooring, Media Center, Auditorium and Room 960.	Work In Progress	Contractor, James Bros. Carpet	Bruce Taylor	1/11/2013		\$28,348.41	Bruce Taylor
Pedro Menendez High 0401	13305	Replace Boiler, WW Gay	Work In Progress	Contractor, WW Gay	Bruce Taylor	12/18/2012		\$30,514.64	Bruce Taylor
Pedro Menendez High 0401	13306	Replace Mixing valves and piping as needed. WW Gay	Work In Progress	Contractor, WW Gay	Bruce Taylor	12/18/2012		\$17,005.38	Bruce Taylor
Pedro Menendez High 0401	13521	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Pedro Menendez High 0401	13637	Classroom conversion from standard to computer lab.	Work In Progress	Contractor, P Brandon, Inc.	Bruce Taylor	2/8/2013		\$5,438.88	Bruce Taylor
Ponte Vedra High 0492	13181	Repair gates and fencing at various locations on site.	Closed Work Orders	Contractor, Armstrong Fence	Eddie Ponce	12/6/2012	2/4/2013	\$11,900.47	Edward Ponce

Ponte Vedra High 0492	12014	Had Inspection on Elevators. Elevator #1 failed due to water in elevator shaft.	Closed Work Orders	Contractor, Schindler Elevator	Eddie Ponce	8/2/2012	10/2/2012	\$2,675.00	Nick Athanaseas
Ponte Vedra High 0492	13173	Upgrade high jump track area.	Closed Work Orders	Contractor, Papico	Eddie Ponce	12/6/2012	1/23/2013	\$18,324.45	Edward Ponce
Ponte Vedra High 0492	12807	Repair elevator shaft.	Closed Work Orders	Contractor, Schindler Elevator	Eddie Ponce	10/8/2012	1/23/2013	\$7,116.00	Edward Ponce
Ponte Vedra High 0492	13480	Upgrade science casework in rooms 575 and 580.	Work In Progress	Contractor, P Brandon, Inc.	Eddie Ponce	1/23/2013	2/19/2013	\$25,781.56	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	11950	Upgrade lighting in restrooms.	Closed Work Orders	Contractor, AEC Electric	Eddie Ponce	7/25/2012	10/2/2012	\$4,582.63	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	13370	Upgrade site lighting.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	1/8/2013		\$19,126.05	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	13515	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
R. B. Hunt Elementary 0161	13625	Upgrade casework in rooms 107,108,109 and 111.	Work In Progress	Contractor, P Brandon, Inc.	Eddie Ponce	2/7/2013		\$6,153.00	Edward Ponce
Rawlings Elementary 0351	13516	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Rawlings Elementary 0351	13183	Upgrade site lighting.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	12/6/2012		\$20,698.99	Edward Ponce
Rawlings Elementary 0351	13175	Replace three sets of double exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$9,813.00	Edward Ponce
Sebastian Middle 0301	13166	install shade structure	Work In Progress	Lewis, Joseph	Joe Lewis	12/5/2012		\$29,975.00	Jeff Baldwin
Sebastian Middle 0301	13224	upgrade exterior courts	Work In Progress	Contractor, Papico	Joe Lewis	12/10/2012		\$6,740.75	Jeff Baldwin
Sebastian Middle 0301	13442	upgrade scoreboard	Work In Progress	Lewis, Joseph	Joe Lewis	1/15/2013		\$2,181.19	Jeff Baldwin

Sebastian Middle 0301	10674	upgrade gang restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	1/26/2012		\$44,751.30	Jeff Baldwin
Sebastian Middle 0301	10760	remove strobes for tile replacement	Work In Progress	Contractor, SAFE, Inc.	Joe Lewis	2/6/2012		\$0.00	Jeff Baldwin
Sebastian Middle 0301	11739	Replace HVAC Units	Work In Progress	Contractor, Wilson Heat and Air	Joe Lewis	6/13/2012		\$64,361.00	Jeff Baldwin
South Woods Elementary 0461	12157	upgrade water plant	Closed Work Orders	Contractor, US Water	Bruce Taylor	8/15/2012	3/5/2013	\$23,961.25	Bennie Witt
South Woods Elementary 0461	12158	upgrade Wastewater plant	Work In Progress	Contractor, US Water	Bruce Taylor	8/15/2012		\$25,395.35	Bennie Witt
St. Augustine High 0181	13178	Replace three sets of double smoke doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$9,813.00	Edward Ponce
St. Augustine High 0181	13179	Replace two sets of double exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$6,542.00	Edward Ponce
St. Johns Tech High 0033	13779	provide panels for pavilion at tech high	Closed Work Orders	Contractor, All Bright Custom	Joe Lewis	2/27/2013	3/1/2013	\$3,114.34	Troy Wilson
St. Johns Tech High 0033	13441	Replace four sets of double exterior doors and one single door.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	1/15/2013		\$15,159.50	Edward Ponce
St. Johns Tech High 0033	12966	repair lights in parking lot	Work In Progress	Contractor, AEC Electric	Joe Lewis	10/29/2012		\$9,665.62	Troy Wilson
St. Johns Tech High 0033	13522	Remove and Replace ceiling tiles and Grid as needed. Retrofit ALL T-12 Lighting To T-8 lighting Through-out Building.	Work In Progress	Contractor, AEC Electric	Bruce Taylor	1/25/2013		\$25,777.29	Bruce Taylor
Switzerland Point Middle 0321	13286	upgrade science lab sinks	Closed Work Orders	Contractor, McCrary's Plumbing	Eddie Ponce	12/17/2012	2/4/2013	\$9,602.40	Edward Ponce
Switzerland Point Middle 0321	13781	Install 142 lockers.	Work In Progress	Contractor, Storagecraft	Eddie Ponce	2/28/2013		\$13,546.00	Edward Ponce

Switzerland Point Middle 0321	13379	Renovate restrooms 761,762,421,422,521,522, and administration restroom.	Work In Progress	Contractor, Express Tile	Eddie Ponce	1/8/2013		\$36,741.31	Edward Ponce
Timberlin Creek Elementary 0451	12131	Repair cracked and broken stucco as needed at chiller walls.	Closed Work Orders	Payne, Harold	Bruce Taylor	8/13/2012	8/28/2012	\$1,789.29	Bruce Taylor
Wards Creek Elementary 0482	13458	Retrofit exterior wall pack Lighting.	Work In Progress	Contractor, AEC Electric	Bruce Taylor	1/17/2013		\$2,808.00	Bruce Taylor
Webster Elementary 0201	12638	Replace existing gates to front entrance.	Closed Work Orders	Contractor, Armstrong Fence	Eddie Ponce	9/18/2012	11/19/2012	\$6,111.64	Edward Ponce
Webster Elementary 0201	12850	Install 18 speakers to intercom system in various areas of school.	Closed Work Orders	Contractor, SAFE, Inc.	Eddie Ponce	10/12/2012	2/11/2013	\$8,328.83	Edward Ponce
Webster Elementary 0201	13206	upgrade folding wall	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	12/10/2012		\$16,549.65	Mike Oliver

Administrative Report

Preventive Maintenance Teams: The three PM Teams continue their annual visits to schools and facilities for the 2012-2013 school year. Each team is assigned to perform preventive maintenance work at fourteen (14) facilities for a period of two weeks at elementary schools, middle schools and administrative facilities and three weeks at high schools. This year's preventive maintenance schedule began on October 1, 2012 with Ketterlinus, R. B. Hunt and Timberlin Creek Elementary Schools. They will rotate from school to school and conclude the visits on May 24, 2013. In addition to the foregoing, visits have also been completed at Crookshank, Hartley, Hickory Creek, Julington Creek, Mason, Mill Creek, Osceola, Ocean Palms, Palencia, PV-Rawlings, South Woods and Wards Creek Elementary Schools; Gamble Rogers, Landrum, Murray, Pacetti Bay, Sebastian and Switzerland Point Middle Schools; and Bartram, Nease and St. Augustine High Schools.

Peer Review Committee: This committee is comprised of maintenance managers, maintenance supervisors and Shane Walton, Director of Maintenance Services, who inspect schools on a rotating basis, share ideas and provide support and assistance to other maintenance managers in all areas of school maintenance. Approximately eighteen (18) schools are evaluated annually. The Peer Review visits began on September 13, 2012 at Osceola Elementary and will conclude on May 23, 2013 at St. Johns Technical High School. In addition to the foregoing, the committee has also completed reviews of Crookshank, Cunningham, Durbin Creek, Hartley and Ketterlinus Elementary Schools; Liberty Pines Academy, Gamble Rogers Middle Schools; Bartram, Creekside and Pedro Menendez High Schools and The Evelyn Hamblen Center.

Capital Outlay Projects: Several capital projects were recently completed. A sampling of the completed work includes:

Durbin Creek Elementary School – replaced lighting with more energy efficient lighting fixtures.

Mason Elementary School – repaired the folding wall.

Webster Elementary School – installed an additional eighteen (18) speakers to the intercom system in various areas of the school.

Landrum Middle School – replaced HVAC system in cafeteria and upgraded fencing and gates.

Switzerland Point Middle School – upgraded sinks in science labs.

Bartram Trail High School – repaired and restriped the running track.

Nease High School – repaired the running track, replaced the handrails at the football stadium and removed trees and underbrush between the football and baseball areas.

Pedro Menendez High School – upgraded the fencing at the baseball field.

Ponte Vedra High School – upgraded the casework in two science classrooms.

Other Projects:

Maintenance Department Recycling - engineered and constructed a recycling system for use at our district schools, consisting of two trash cans and a liquid waste container on wheels. At the present, ten (10) units have been built and are in use in the cafeterias at several schools. Additional units will be built on an as needed basis. The materials used to construct the systems are from restroom partitions that have been discarded due to renovations completed at several schools.