

Joseph G. Joyner, Ed.D.  
Superintendent



## 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:** December 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 Maintenance Department Monthly Activities Report.

**Action Required:** Approval of the Superintendent's recommendation.

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

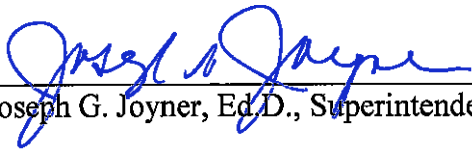
**Reviewed and submitted for approval by:** Paul Rose, Executive Director for Facilities & New Construction.

Respectfully Submitted,



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Tim Forson, Deputy Superintendent for Operations



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

**ST. JOHNS COUNTY SCHOOL DISTRICT**

**MAINTENANCE DEPARTMENT  
MONTHLY ACTIVITIES REPORT**

**OCTOBER 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.

<b>Requests Status Report</b>		<b>7/1/13 through 10/31/13</b>	
<b>Work Order Count</b>	<b>Location</b>	<b>Status</b>	<b>Total Costs</b>
11	Administration Building 9721	Closed Work Orders	\$10,877.35
1	Administration Building 9721	Work In Progress	\$44.62
28	Bartram Trail High 0411	Closed Work Orders	\$41,671.09
1	Bartram Trail High 0411	New Request	\$0.00
9	Bartram Trail High 0411	Work In Progress	\$79,829.28
43	Creekside High 0493	Closed Work Orders	\$54,441.97
2	Creekside High 0493	New Request	\$0.00
11	Creekside High 0493	Work In Progress	\$3,544.14
35	Crookshank Elementary 0021	Closed Work Orders	\$40,735.69
9	Crookshank Elementary 0021	Work In Progress	\$70,859.15
19	Cunningham Creek Elem. 0381	Closed Work Orders	\$25,010.56
1	Cunningham Creek Elem. 0381	New Request	\$0.00
1	Cunningham Creek Elem. 0381	Work In Progress	\$256.57
23	Durbin Creek Elementary 0441	Closed Work Orders	\$21,618.26
1	Durbin Creek Elementary 0441	New Request	\$0.00
1	Durbin Creek Elementary 0441	Work In Progress	\$1,922.93
7	Evelyn Hamblen 0031	Closed Work Orders	\$10,101.34
4	Evelyn Hamblen 0031	Work In Progress	\$1,631.73
1	First Coast Technical College 0042	Closed Work Orders	\$130.45
23	Fruit Cove Middle 0491	Closed Work Orders	\$39,182.25
3	Fruit Cove Middle 0491	Work In Progress	\$180,008.15
13	Fullerwood 9061	Closed Work Orders	\$2,736.64
24	Gamble Rogers Middle 0371	Closed Work Orders	\$10,720.03
2	Gamble Rogers Middle 0371	Work In Progress	\$23,971.02
29	Hartley Elementary 0261	Closed Work Orders	\$47,420.62
10	Hartley Elementary 0261	Work In Progress	\$33,587.76
21	Hickory Creek Elementary 0501	Closed Work Orders	\$52,314.88

31	Julington Creek Elementary 0241	Closed Work Orders	\$34,600.87
4	Julington Creek Elementary 0241	Work In Progress	\$4,175.65
15	Ketterlinus Elementary 0091	Closed Work Orders	\$7,760.47
4	Ketterlinus Elementary 0091	Work In Progress	\$35,526.91
38	Landrum Middle 0311	Closed Work Orders	\$14,796.38
3	Landrum Middle 0311	Work In Progress	\$64,019.90
36	Liberty Pines K-8 0472	Closed Work Orders	\$15,836.45
3	Liberty Pines K-8 0472	Work In Progress	\$1,689.37
13	Maintenance Department 9810	Closed Work Orders	\$3,915.20
2	Maintenance Department 9810	Work In Progress	\$351.59
32	Mason Elementary 0361	Closed Work Orders	\$18,089.57
3	Mason Elementary 0361	Work In Progress	\$25,979.92
29	Mill Creek Elementary 0341	Closed Work Orders	\$8,323.67
5	Mill Creek Elementary 0341	Work In Progress	\$35,146.16
62	Murray Middle 0171	Closed Work Orders	\$19,234.50
5	Murray Middle 0171	Work In Progress	\$48,946.72
1	Nease Clinic	Closed Work Orders	\$420.85
48	Nease High 0251	Closed Work Orders	\$39,186.72
9	Nease High 0251	Work In Progress	\$44,347.87
22	Ocean Palms Elementary 0391	Closed Work Orders	\$8,290.50
1	Ocean Palms Elementary 0391	Work In Progress	\$18,812.00
3	O'Connell Center	Closed Work Orders	\$228.00
37	Osceola Elementary 0331	Closed Work Orders	\$39,721.32
3	Osceola Elementary 0331	Work In Progress	\$1,788.18
15	Pacetti Bay Middle 0481	Closed Work Orders	\$19,436.14
3	Pacetti Bay Middle 0481	Work In Progress	\$16,273.13
15	Palencia Elementary 0511	Closed Work Orders	\$4,260.42
1	Palencia Elementary 0511	New Request	\$0.00
35	Pedro Menendez High 0401	Closed Work Orders	\$27,996.69
1	Pedro Menendez High 0401	New Request	

7	Pedro Menendez High 0401	Work In Progress	\$27,711.39
44	Ponte Vedra High 0492	Closed Work Orders	\$23,426.36
1	Ponte Vedra High 0492	New Request	\$0.00
8	Ponte Vedra High 0492	Work In Progress	\$10,582.21
23	Ponte Vedra/Palm Valley Elem 0151	Closed Work Orders	\$49,923.21
2	Ponte Vedra/Palm Valley Elem 0151	Work In Progress	\$3,500.00
23	R. B. Hunt Elementary 0161	Closed Work Orders	\$39,163.55
2	R. B. Hunt Elementary 0161	Work In Progress	\$1,593.07
14	Rawlings Elementary 0351	Closed Work Orders	\$5,083.58
20	Sebastian Middle 0301	Closed Work Orders	\$50,143.78
4	Sebastian Middle 0301	Work In Progress	\$3,340.85
19	South Woods Elementary 0461	Closed Work Orders	\$21,778.17
3	South Woods Elementary 0461	Work In Progress	\$20,751.11
52	St. Augustine High 0181	Closed Work Orders	\$63,181.81
5	St. Augustine High 0181	Work In Progress	\$75,521.65
30	St. Johns Tech High 0033	Closed Work Orders	\$17,629.18
2	St. Johns Tech High 0033	Work In Progress	\$1,623.14
29	Switzerland Point Middle 0321	Closed Work Orders	\$77,174.17
2	Switzerland Point Middle 0321	Work In Progress	\$41,395.15
24	Timberlin Creek Elementary 0451	Closed Work Orders	\$57,060.62
4	Timberlin Creek Elementary 0451	Work In Progress	\$1,295.16
18	Transportation Department 9780	Closed Work Orders	\$6,663.59
2	Transportation Department 9780	Work In Progress	\$0.00
11	Wards Creek Elementary 0482	Closed Work Orders	\$12,318.36
3	Wards Creek Elementary 0482	Work In Progress	\$30,450.68
46	Webster Elementary 0201	Closed Work Orders	\$72,787.08
3	Webster Elementary 0201	Work In Progress	\$3,078.02
2	Yates Building 9740	Closed Work Orders	\$637.33
<b>1215</b>	<b>Total Year to Date</b>		<b>\$ 2,029,584.85</b>

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

**10/1/13 through 10/31/13**

Location	WOID	Description	Status	Craft	Assigned To	Manager	Requested	Completed	Labor	Total Costs	Requester
Administration Building 9721	15731	The door closers are leaking on two doors (Rooms 115/150A). Please replace.	Closed Work Orders	Carpentry	Bishop, Charlie	Bruce Taylor	10/10/2013	10/14/2013	7	\$481.38	Johnny Stratton
Administration Building 9721	15754	deliver Tools For Schools supplies For Education Foundation (Donna Lueders)	Closed Work Orders	Special Projects	Russ, Eric	Shane Walton	10/14/2013	10/16/2013	7	\$139.86	Shane Walton
Bartram Trail High 0411	15687	Run conduit from main electrical room to 400 hallway electrical room for the FPL Solar project dashboard.	Closed Work Orders	Electrical	Davis, Edward	Joe Lewis	10/4/2013	10/10/2013	55	\$1,295.81	Jason Lee
Bartram Trail High 0411	15663	roof leak in office area	Closed Work Orders	Roof	Kite, Tim	Joe Lewis	10/2/2013	11/7/2013	22	\$474.92	Jason Lee
Bartram Trail High 0411	15711	Water leaking into N222 and N132	Closed Work	Roof	Kite, Tim	Joe Lewis	10/8/2013	11/7/2013	6	\$111.81	Jason Lee
Bartram Trail High 0411	15688	8 recycling station boards for Slipstream recycling.	Work In Progress	Carpentry	Ortagus, Rick	Joe Lewis	10/4/2013			\$0.00	Jason Lee
Bartram Trail High 0411	15804	upgrade restrooms	Work In Progress	Ceramic Tile	Contractor, Express Tile	Joe Lewis	10/22/2013			\$0.00	Jason Lee
Bartram Trail High 0411	15887	repair chiller	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	10/31/2013			\$6,546.01	Jason Lee



Creekside High 0493	15757	cover door entrance to restroom	Closed Work Orders	Roof	Kite, Tim	Joe Lewis	10/15/2013	10/25/2013	18	\$335.43	Robert Randazzo
Creekside High 0493	15778	Covered Walkway where portables meet sidewalk	Closed Work Orders	Portables	Kite, Tim	Joe Lewis	10/17/2013	11/8/2013	6	\$334.41	Robert Randazzo
Creekside High 0493	15732	Stand alone fridge not working. Freezer needs door sweep.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	10/10/2013	10/16/2013	8	\$204.78	Robert Randazzo
Creekside High 0493	15678	Separate flag pole lighting form courtyard lighting.	Closed Work Orders	Electrical	Davis, Edward	Joe Lewis	10/3/2013	10/16/2013	22	\$1,083.24	Robert Randazzo
Creekside High 0493	15777	Door closer leaking oil door closing hard causing issue with users.	Closed Work Orders	Carpentry	Crutchfield, Red	Joe Lewis	10/17/2013	10/22/2013	3.5	\$78.09	Robert Randazzo
Creekside High 0493	15810	Urinal plugged x2 boys bathroom 606 2nd floor. Also have slow draining toilet in girls portable .	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	10/22/2013	10/24/2013	12	\$258.40	Robert Randazzo
Creekside High 0493	15697	Can we please have 8 - recycling stations sized for 3- 44 gal container.	Work In Progress	Carpentry	Ortagus, Rick	Joe Lewis	10/7/2013			\$0.00	Robert Randazzo
Creekside High 0493	15776	Bladder air tank flush valve leaking air causing pressure reduction in flush.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	10/17/2013			\$0.00	Robert Randazzo

Creekside High 0493	15722	Need two dishwashers plumbing hooked up.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	10/9/2013				\$0.00	Robert Randazzo
Creekside High 0493	15667	Install filter system on chilled water loop system.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	10/2/2013		15		\$448.86	Edward Ponce
Creekside High 0493	15723	Many lighting lamps are not working 20' ceilings.	Work In Progress	Electrical	Davis, Edward	Joe Lewis	10/9/2013				\$0.00	Robert Randazzo
Creekside High 0493	15712	14 lamps in house lighting are out	Work In Progress	Electrical	Davis, Edward	Joe Lewis	10/8/2013				\$0.00	Robert Randazzo
Crookshank Elementary 0021	15645	Remove slide from playground	Closed Work Orders	Grounds	Saucerman, Shawn	Joe Lewis	10/1/2013	11/4/2013	8.5		\$223.75	Ralph Waldrop
Crookshank Elementary 0021	15690	freezer down	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Joe Lewis	10/7/2013	10/8/2013			\$90.00	Ralph Waldrop
Crookshank Elementary 0021	15775	HVAC unit down supply temp will not get below 80 degrees	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	10/17/2013	10/22/2013	8		\$178.03	Ralph Waldrop
Crookshank Elementary 0021	15753	a/c down	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/14/2013	10/16/2013	26		\$1,691.25	Ralph Waldrop
Crookshank Elementary 0021	15856	HVAC unit down in classroom 016	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/28/2013	11/8/2013			\$0.00	Ralph Waldrop
Crookshank Elementary 0021	15824	Remove walk-in cooler from kitchen	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	10/24/2013	11/5/2013	19.5		\$430.11	Ralph Waldrop

Crookshank Elementary 0021	15674	Repair/Replace back door in music room	Work In Progress	Carpentry	Crutchfield, Red	Joe Lewis	10/3/2013				\$0.00	Ralph Waldrop
Crookshank Elementary 0021	15825	Cut stainless steel counter top to remove dishwasher	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	10/24/2013		3		\$66.17	Ralph Waldrop
Crookshank Elementary 0021	15649	Repair urinal in gang restroom 020	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	10/1/2013				\$0.00	Ralph Waldrop
Crookshank Elementary 0021	15715	Pipe that supplies the Sloan valve needs to be replaced	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	10/9/2013		19		\$528.28	Ralph Waldrop
Cunningham Creek Elem. 0381	15812	a/h leaking water	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/23/2013	10/24/2013	4		\$82.84	Jody Hunter
Cunningham Creek Elem. 0381	15733	AC3 #32 (new unit) not cooling.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	10/10/2013	10/10/2013	2		\$43.10	Jody Hunter
Cunningham Creek Elem. 0381	15668	Milk box not working. Freezer door will not close tight. Refrigerator door will not close tight.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	10/2/2013	10/7/2013	3		\$66.17	Jody Hunter
Cunningham Creek Elem. 0381	15779	toilet broken in classroom	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	10/17/2013		8		\$256.57	Jody Hunter

Durbin Creek Elementary 0441	15734	The rain has washed the dirt from under the brick pavers and the concrete sidewalk creating a big void under the sidewalk. And the pavers are starting to fall apart.	Closed Work Orders	Landscaping	Saucerman, Shawn	Joe Lewis	10/10/2013	11/1/2013	11	\$258.22	Todd Ponce
Durbin Creek Elementary 0441	15836	steamer is down	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	10/24/2013	10/28/2013	2	\$44.62	Todd Ponce
Durbin Creek Elementary 0441	15885	replace filter and change oil in chiller	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	10/31/2013			\$1,922.93	Todd Ponce
Evelyn Hamblen 0031	15728	Walk-in freezer temp. reading 36 degrees. Need unit looked at.	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	10/10/2013		2	\$44.62	Troy Wilson
Evelyn Hamblen 0031	15809	Two roof leaks in admin. office. Ceiling tiles are wet and water running down wall corner	Work In Progress	Roof	Kite, Tim	Joe Lewis	10/22/2013			\$0.00	Troy Wilson
Fruit Cove Middle 0491	15696	No water to labs	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/7/2013	11/8/2013	4	\$73.52	James Strange
Fruit Cove Middle 0491	15666	AC not cooling may be low on coolant	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	10/2/2013	10/4/2013		\$0.00	James Strange
Fruit Cove Middle 0491	15744	AC has a leak in coil	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Eddie Ponce	10/14/2013	10/28/2013		\$1,410.00	James Strange

Fruit Cove Middle 0491	15694	AC not cooling may be low on coolant	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Eddie Ponce	10/7/2013	10/28/2013		\$0.00	James Strange
Fruit Cove Middle 0491	15695	No power to thermostat	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Eddie Ponce	10/7/2013	10/28/2013		\$0.00	James Strange
Fruit Cove Middle 0491	15830	Need water fountain attached back to wall with support board	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	10/24/2013			\$0.00	James Strange
Fullerwood 9061	15767	Please switch out a 2-plug outlet with a 4-plug outlet at workstation.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	10/16/2013	11/5/2013	3	\$120.15	Johnny Stratton
Fullerwood 9061	15669	Air conditioning unit not working.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	10/2/2013	10/2/2013	4	\$82.24	Johnny Stratton
Fullerwood 9061	15758	Air conditioning is leaking in Men's restroom.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	10/15/2013	10/21/2013	1.5	\$28.22	Johnny Stratton
Fullerwood 9061	15759	A/C Not Cooling	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	10/16/2013	10/16/2013	3	\$61.68	Johnny Stratton
Gamble Rogers Middle 0371	15742	Electrical short in light switches, hear sparking in conduit.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	10/11/2013	10/14/2013	12	\$222.48	Mike Ponce
Gamble Rogers Middle 0371	15783	Scheduled Preventive Maintenance 2013/2014 S/Y	Work In Progress	General Maintenance	PM, Taylor	Bruce Taylor	10/18/2013		889	\$23,937.93	Bruce Taylor
Hartley Elementary 0261	15829	Site lighting at NE side of blue hall not working and it is not the bulb.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	10/24/2013	10/24/2013	2	\$229.75	Bill Vaughn

Hartley Elementary 0261	15740	Conduit holding electrical 110v service broken.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	10/11/2013	10/17/2013	3.5	\$82.96	Bill Vaughn
Hartley Elementary 0261	15842	Heat actuator not working.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/25/2013	10/29/2013	5	\$103.55	Bill Vaughn
Hartley Elementary 0261	15843	Heat actuator not working properly.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/25/2013	10/29/2013	6	\$124.26	Bill Vaughn
Hartley Elementary 0261	15857	Heat actuators not working in rooms 432, 414 and 423. I have one on site.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	10/29/2013	11/7/2013	15	\$659.49	Bill Vaughn
Hartley Elementary 0261	15705	Two roof leaks at center cap.	Work In Progress	Roof	Kite, Tim	Joe Lewis	10/8/2013		5	\$93.18	Bill Vaughn
Hartley Elementary 0261	15858	Request install dish sprayer in sink determined by Kitchen Manager.	Work In Progress	Plumbing	McLean, Derek	Joe Lewis	10/29/2013		1.5	\$11.16	Bill Vaughn
Hartley Elementary 0261	15739	Request paint cross walk in designated area.	Work In Progress	Painting	Linskey, Jim	Joe Lewis	10/11/2013			\$0.00	Bill Vaughn
Hartley Elementary 0261	15646	repair intercom and switch	Work In Progress	Intercoms	Lewis, Joseph	Joe Lewis	10/1/2013			\$982.14	Bill Vaughn
Hartley Elementary 0261	15844	Heating hot water pump #2 becoming noisy and very rusty.	Work In Progress	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	10/25/2013		7	\$2,042.47	Bill Vaughn
Hickory Creek Elementary 0501	15787	Steamer is not working	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	10/21/2013	10/28/2013	2	\$209.94	Larry Davis

Hickory Creek Elementary 0501	15686	Conduct Preventive Maintenance	Closed Work Orders	General Maintenance	PM, Ponce	Eddie Ponce	10/4/2013	10/28/2013	736	\$21,862.74	Edward Ponce
Julington Creek Elementary 0241	15719	Milk coolers need to be reseal.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	10/9/2013	10/28/2013	2	\$338.50	Brian Taylor
Julington Creek Elementary 0241	15718	Second toilet in girls restroom has no water flow.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/9/2013	11/5/2013		\$0.00	Brian Taylor
Julington Creek Elementary 0241	15860	Bottom seal of toilet needs to be replaced.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/29/2013	11/5/2013	9	\$379.39	Brian Taylor
Julington Creek Elementary 0241	15850	Main sewer line is backed up into staff restroom.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/28/2013	10/29/2013	6	\$129.30	Brian Taylor
Julington Creek Elementary 0241	15894	Portable dump station in alarm and backing up on ground.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/31/2013	11/1/2013	6	\$787.58	Brian Taylor
Julington Creek Elementary 0241	15710	Repair gas valve switch.	Closed Work Orders	Electrical	Davis, Edward	Eddie Ponce	10/8/2013	10/10/2013	15	\$317.18	Edward Ponce
Julington Creek Elementary 0241	15653	Projector needs to be moved electric wire needs to be extended.	Closed Work Orders	Electrical	Davis, Edward	Eddie Ponce	10/1/2013	10/8/2013	11	\$232.60	Brian Taylor
Julington Creek Elementary 0241	15784	AC. in permanent portable is cutting off and will not stay running.	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	10/18/2013		4.5	\$100.40	Brian Taylor

Ketterlinus Elementary 0091	15865	Mount for disconnect for irrigation pump is rusted off at ground level.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	10/29/2013	10/31/2013	5.5	\$155.56	Rick Whittington
Ketterlinus Elementary 0091	15834	water pressure low	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	10/24/2013	10/25/2013	14.5	\$264.34	Rick Whittington
Ketterlinus Elementary 0091	15651	re-insulate expansion tank in boiler room	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	10/1/2013	10/2/2013		\$2,861.94	Rick Whittington
Ketterlinus Elementary 0091	15859	replace leaking coil	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/29/2013		8	\$3,312.68	Rick Whittington
Landrum Middle 0311	15884	GFI outlet not working Fire marshal inspection report	Closed Work Orders	Electrical	Taylor, Dennis	Eddie Ponce	10/31/2013	11/5/2013	4.5	\$70.74	Brett Butler
Landrum Middle 0311	15886	Stage fire vent hatches need to be tested	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	10/31/2013	11/8/2013	2	\$43.10	Brett Butler
Landrum Middle 0311	15760	Toilet leaking. Replaced Sloan valve however toilet continues to leak at flush stem.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/16/2013	11/8/2013	4	\$152.99	Brett Butler
Landrum Middle 0311	15761	Fresh air unit in ceiling leaking through hard ceiling	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	10/16/2013	10/21/2013		\$0.00	Brett Butler



Landrum Middle 0311	15820	HPE 04 air handler blower motor locked up and unit has burning smell unit is turned off	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	10/23/2013	10/29/2013	4	\$190.31	Brett Butler
Liberty Pines K-8 0472	15831	The outside condensing unit for the walk in cooler/freezer in the kitchen is making a loud noise	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Bruce Taylor	10/24/2013	10/29/2013	9	\$200.03	Robert Sturm
Liberty Pines K-8 0472	15735	I have two sinks leaking in art room.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	10/10/2013	10/18/2013	10.5	\$210.11	Robert Sturm
Liberty Pines K-8 0472	15685	We have a leak in the ground. There is not an irrigation valve box there, but the leak is getting worse.	Closed Work Orders	Irrigation	Conley, Ronnie	Bruce Taylor	10/4/2013	10/9/2013	8	\$216.47	Robert Sturm
Liberty Pines K-8 0472	15684	two doors that are rubbing the door jamb and will not shut.	Closed Work Orders	Carpentry	Bishop, Charlie	Bruce Taylor	10/4/2013	10/10/2013	3	\$63.44	Robert Sturm
Liberty Pines K-8 0472	15720	The dishwasher is making the same loud noise that it was making before.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/9/2013	10/15/2013	3	\$66.17	Robert Sturm
Liberty Pines K-8 0472	15881	garbage disposal not working	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/30/2013	11/5/2013	2	\$44.62	Robert Sturm

Liberty Pines K-8 0472	15873	The knob is broken off on the warmer table in line A.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/29/2013	11/4/2013	3	\$66.93	Robert Sturm
Liberty Pines K-8 0472	15819	Need an exit light removed in main hallway and a cover plate installed in its place.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	10/23/2013	11/5/2013	3.5	\$75.43	Robert Sturm
Liberty Pines K-8 0472	15768	The exit light by the entry door, the battery backup is not working.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	10/16/2013	11/5/2013	3.5	\$102.24	Robert Sturm
Liberty Pines K-8 0472	15786	Create positive drainage on adjoining property driveway, utilizing asphalt millings and equipment.	Work In Progress	Heavy Equipment Operation	PM, Taylor	Bruce Taylor	10/21/2013		6.5	\$108.07	Shane Walton
Maintenance Department 9810	15827	Replace mini split system for main electrical room.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	10/24/2013	10/28/2013	13	\$1,075.92	Edward Ponce
Maintenance Department 9810	15747	Repair floor board of Truck	Work In Progress	General Maintenance	Ortagus, Rick	Bruce Taylor	10/14/2013	10/15/2013	2	\$83.57	Bruce Taylor
Maintenance Department 9810	15826	Repair tables in breakroom.	Work In Progress	Carpentry	Ortagus, Rick	Eddie Ponce	10/24/2013	10/28/2013	7.5	\$268.02	Edward Ponce
Mason Elementary 0361	15892	Prime and paint new section of 6 inch cooling tower piping.	Closed Work Orders	Painting	Barnes, Danny	Bruce Taylor	10/31/2013	11/8/2013	41.5	\$1,031.22	Bruce Taylor

Mason Elementary 0361	15724	on Tuesday 10 / 08 we had a pretty bad leak on the 2nd grade wing at the double doors entering the hallway	Closed Work Orders	Roof	Gibson, Mike	Bruce Taylor	10/9/2013	11/8/2013	15	\$423.32	Alvez Barkoskie
Mason Elementary 0361	15647	the dishwasher pressure relief valve has started sticking. it is now making a unusual noise and water is coming out of the bottom of the machine.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/1/2013	10/2/2013	3	\$63.81	Alvez Barkoskie
Mason Elementary 0361	15657	The float on the tower continues to stick.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	10/1/2013	10/3/2013	11	\$226.16	Alvez Barkoskie
Mason Elementary 0361	15701	replace the pressure relief valve for the tower.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	10/7/2013	10/10/2013	9	\$395.61	Alvez Barkoskie
Mason Elementary 0361	15813	Sink disposal in the dish pit is make loud grinding noise and vibrating.	Work In Progress	Kitchen Equipment	Houghton, Mike	Bruce Taylor	10/23/2013		3	\$66.93	Alvez Barkoskie
Mill Creek Elementary 0341	15866	AC not cooling have to turn unit off and back on to reset	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/29/2013	11/8/2013	3	\$62.13	Robert Davis
Mill Creek Elementary 0341	15893	Bathroom light will not come on has new bulbs in it	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	10/31/2013	11/7/2013	7	\$206.30	Robert Davis

Mill Creek Elementary 0341	15890	a/c down	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Wilson Heat and Air	Joe Lewis	10/31/2013	11/1/2013		\$425.00	Robert Davis
Mill Creek Elementary 0341	15785	Water fountain is leaking can not get water to cut off	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	10/21/2013	10/22/2013	4	\$204.98	Robert Davis
Mill Creek Elementary 0341	15853	Steamer in not working the way it should coming on when it is off	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	10/28/2013		3.5	\$77.33	Robert Davis
Murray Middle 0171	15780	students have broken the sink off its mounting hardware again in nurses office restroom again.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	10/18/2013	10/21/2013		\$0.00	Paul Pelletier
Murray Middle 0171	15658	sink pulled off wall in nurses office	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	10/2/2013	10/2/2013	5	\$105.73	Paul Pelletier
Murray Middle 0171	15661	450W is not cooling	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	10/2/2013	10/22/2013	3	\$62.97	Paul Pelletier
Murray Middle 0171	15662	restroom partition is broken off at the floor and the doors will not lock because of it.	Closed Work Orders	Doors and Hardware	Crutchfield, Red	Joe Lewis	10/2/2013	10/7/2013	7	\$132.37	Paul Pelletier
Murray Middle 0171	15656	install locks on air handlers	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/1/2013	10/1/2013		\$139.28	Paul Pelletier

Murray Middle 0171	15692	a/c down valve broken (supply valve)	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/7/2013	10/9/2013	2	\$39.74	Paul Pelletier
Murray Middle 0171	15693	unit is leaking water from cold valve	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/7/2013	10/8/2013		\$0.00	Paul Pelletier
Murray Middle 0171	15774	room is not cooling	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/17/2013	10/22/2013	2	\$41.42	Paul Pelletier
Murray Middle 0171	15703	perform preventive maintenance	Work In Progress	General Maintenance	Lewis, Joseph	Joe Lewis	10/8/2013		617	\$18,177.94	Paul Pelletier
Nease Clinic	15736	Ref. is not cooling, has power	Closed Work Orders	Heating/Ventilation /Air Conditioning	Houghton, Mike	Eddie Ponce	10/10/2013	10/21/2013	19	\$420.85	Bob Wamser
Nease High 0251	15713	Two door closures and one four way switch.	Closed Work Orders	General Maintenance	Kelley, Debbie	Eddie Ponce	10/9/2013	10/9/2013		\$288.97	Bob Wamser
Nease High 0251	15863	Ice machine not working, and alto-sham oven not working	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	10/29/2013	11/1/2013	6	\$524.64	Bob Wamser
Nease High 0251	15708	Refer on main dish line not staying cool enough	Closed Work Orders	Heating/Ventilation /Air Conditioning	Houghton, Mike	Eddie Ponce	10/8/2013	10/17/2013	19.5	\$554.25	Bob Wamser
Nease High 0251	15799	Repair gymnasium bleachers due to inspection report.	Work In Progress	Bleachers	Contractor, Hufcor	Eddie Ponce	10/22/2013			\$2,890.00	Edward Ponce
Nease High 0251	15716	Repair outdoor bleachers per inspection.	Work In Progress	Bleachers	Contractor, Hufcor	Eddie Ponce	10/9/2013			\$3,935.00	Edward Ponce

Nease High 0251	15828	need to borrow the elect jack hammer	Work In Progress	General Maintenance	Kelley, Debbie	Eddie Ponce	10/24/2013				\$0.00	Bob Wamser
Nease High 0251	15709	sink leaking on the hot water side	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	10/8/2013				\$0.00	Bob Wamser
Nease High 0251	15691	Perform kitchen air test.	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	10/7/2013				\$1,129.00	Edward Ponce
Ocean Palms Elementary 0391	15704	The temperature setting for the dish machine won't go higher than 110 Degrees	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/8/2013	10/10/2013	2		\$43.86	Gio Morales
Ocean Palms Elementary 0391	15818	the gasket to the milk cooler is broken.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/23/2013	11/5/2013	1		\$22.31	Gio Morales
Ocean Palms Elementary 0391	15743	Fire marshal found a bad exit light in the portable the exit light is on but the battery backup does not work.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	10/11/2013	10/16/2013	2.5		\$72.00	Gio Morales
O'Connell Center	15677	Door will not close all the way	Closed Work Orders	Doors and Hardware	Crutchfield, Red	Joe Lewis	10/3/2013	10/10/2013	1.5		\$33.47	Robert Davis
Osceola Elementary 0331	15721	dish machine is leaking out of the bottom.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/9/2013	10/10/2013	2		\$43.86	Sterling Cofield
Osceola Elementary 0331	15823	check portable 313 bard unit	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	10/23/2013	10/24/2013	2		\$37.62	Sterling Cofield

Osceola Elementary 0331	15681	section of wall tile broken in boys bathroom	Closed Work Orders	Masonry	Payne, Harold	Bruce Taylor	10/3/2013	10/16/2013	19	\$340.43	Sterling Cofield
Osceola Elementary 0331	15817	both grinder pumps have stopped working at the lift station	Work In Progress	Plumbing	Kizer, Brian	Bruce Taylor	10/23/2013			\$1,499.63	Sterling Cofield
Osceola Elementary 0331	15854	water heater not working that supplies the kitchen	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/28/2013	10/31/2013	12	\$288.55	Sterling Cofield
Osceola Elementary 0331	15847	need a hinge repaired on the green metal gate at the rear of the kitchen	Work In Progress	Fence Repair	Conley, Ronnie	Bruce Taylor	10/28/2013			\$0.00	Sterling Cofield
Pacetti Bay Middle 0481	15795	AHU-3 keeps eating belts. Tried adjusting pulley.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	10/22/2013	11/4/2013	15	\$631.72	Jack Blocker
Palencia Elementary 0511	15782	A/H in room 202 VFD will not come on display not lighting up.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	10/18/2013	10/21/2013		\$0.00	Rick Mitidieri
Palencia Elementary 0511	15845	Remove temporary bike racks. Permanent racks have been installed.	Closed Work Orders	General Maintenance	Preston, Richard	Eddie Ponce	10/25/2013	10/29/2013	2	\$39.96	Rick Mitidieri
Palencia Elementary 0511	15745	Chiller down.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	10/14/2013	10/14/2013		\$424.00	Rick Mitidieri

Pedro Menendez High 0401	15707	Chiller 3 Compressor 3 Locked out on Low Motor Current	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Bruce Taylor	10/8/2013	10/31/2013	2	\$1,919.21	Joedy Ashton
Pedro Menendez High 0401	15741	Exhaust Fan over Hood will not run.	Closed Work Orders	Kitchen Equipment	Wynn, Al	Bruce Taylor	10/11/2013	10/15/2013	5	\$103.64	Joedy Ashton
Pedro Menendez High 0401	15772	Walk-in Cooler door Starting to separate on the Inside.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/17/2013	10/31/2013	2	\$90.37	Joedy Ashton
Pedro Menendez High 0401	15659	Urinal is stopped up.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	10/2/2013	10/7/2013	6	\$111.90	Joedy Ashton
Pedro Menendez High 0401	15766	Elevator PM Maintenance service contract.	Work In Progress	Elevators	Contractor, Schindler Elevator	Bruce Taylor	10/16/2013			\$1,457.55	Joedy Ashton
Ponte Vedra High 0492	15877	700 Boys main bathroom sink faucet has a crack in throat, which is leaking	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/30/2013	11/7/2013	2	\$226.08	Nick Athanaseas
Ponte Vedra High 0492	15889	Heat not working in Room 870, 320. Fusible link has gone bad in VTU	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	10/31/2013	11/6/2013	11.5	\$248.49	Nick Athanaseas
Ponte Vedra High 0492	15762	Toilet in handicap stall is leaking at base.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/16/2013	10/16/2013	5.5	\$467.80	Nick Athanaseas
Ponte Vedra High 0492	15752	Girls main hallway bathroom, handicap toilet is clogged we can not unclog.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/14/2013	10/17/2013		\$0.00	Nick Athanaseas



Ponte Vedra High 0492	15876	(3) light are completely out. Replaced bulbs still not working.	Closed Work Orders	Electrical	Taylor, Dennis	Eddie Ponce	10/30/2013	11/5/2013	2.5	\$39.30	Nick Athanaseas
Ponte Vedra High 0492	15879	Girls Coach office - Drywall has water damaged needs repair or replace	Work In Progress	General Maintenance	Preston, Richard	Eddie Ponce	10/30/2013		12.5	\$249.75	Nick Athanaseas
Ponte Vedra High 0492	15875	(3) parking lights are out (2) in main parking lot and (1) on Davis park road. Will have marked with tape.	Work In Progress	Electrical	Penque, Bruce	Eddie Ponce	10/30/2013			\$0.00	Nick Athanaseas
Ponte Vedra High 0492	15878	RM 530 coaches Office still leaking. RM# 582 leaking down wall where white board is.	Work In Progress	Roof	Burchfield, Joe	Eddie Ponce	10/30/2013			\$0.00	Nick Athanaseas
Ponte Vedra High 0492	15888	One of the units that cool the Green House is cycling. Currently shut off so not to damage unit	Work In Progress	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	10/31/2013		7	\$156.71	Nick Athanaseas
Ponte Vedra/Palm Valley Elem 0151	15781	Air Handler is having issues draining properly.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Eddie Ponce	10/18/2013	10/28/2013		\$240.00	Brandon Hennessey
Ponte Vedra/Palm Valley Elem 0151	15756	Walk in freezer has issues.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	10/15/2013	10/18/2013	10	\$220.82	Edward Ponce

Ponte Vedra/Palm Valley Elem 0151	15846	Please pull toilet, check flooring under it and reset toilet.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	10/27/2013				\$0.00	Brandon Hennessey
R. B. Hunt Elementary 0161	15725	Ice machine not making ice	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	10/9/2013	10/21/2013	21		\$1,080.96	Raymond Kledzik
R. B. Hunt Elementary 0161	15763	AHU 27 drive belt slipping	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	10/16/2013	10/28/2013	1		\$19.93	Raymond Kledzik
R. B. Hunt Elementary 0161	15773	Air handler fan motor not running	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	10/17/2013	10/21/2013	9		\$755.86	Raymond Kledzik
R. B. Hunt Elementary 0161	15797	Indoor air quality survey.	Work In Progress	Indoor Air Quality	Contractor, AMEC	Eddie Ponce	10/22/2013		8		\$1,553.33	Edward Ponce
R. B. Hunt Elementary 0161	15867	AC blower motor not running	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	10/29/2013		2		\$39.74	Raymond Kledzik
Rawlings Elementary 0351	15750	Please provide me with a sergeant bathroom assembly so I can fix an inoperable one.	Closed Work Orders	Doors and Hardware	Kelley, Debbie	Eddie Ponce	10/14/2013	10/15/2013			\$193.66	Brandon Hennessey
Rawlings Elementary 0351	15751	Please provide me a box of ballast T-8 ballast.	Closed Work Orders	Electrical	Kelley, Debbie	Eddie Ponce	10/14/2013	10/15/2013			\$154.17	Brandon Hennessey
Rawlings Elementary 0351	15650	The cooling tower pumps will not come on. It seems they have no power.	Closed Work Orders	Electrical	Contractor, WW Gay	Eddie Ponce	10/1/2013	10/7/2013			\$318.00	Brandon Hennessey

Sebastian Middle 0301	15648	A/C unit is not cooling properly.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	10/1/2013	10/24/2013	2	\$41.42	Jeff Baldwin
Sebastian Middle 0301	15862	perform preventive maintenance	Work In Progress	General Maintenance	Lewis, Joseph	Joe Lewis	10/29/2013		14.5	\$2,914.69	Jeff Baldwin
Sebastian Middle 0301	15755	Install lockers in classroom.	Work In Progress	Carpentry	Crutchfield, Red	Joe Lewis	10/15/2013		8	\$151.28	Jeff Baldwin
Sebastian Middle 0301	15771	Generator is shutting. The alarm is saying low voltage.	Work In Progress	Generators	Davis, Edward	Joe Lewis	10/16/2013			\$0.00	Jeff Baldwin
South Woods Elementary 0461	15822	Steamer not working, breaker tripped every morning on kitchen equipment, freezer fan not working	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Bruce Taylor	10/23/2013	10/28/2013	6	\$380.50	Bennie Witt
South Woods Elementary 0461	15833	Chiller not working (flow switch)	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Bruce Taylor	10/24/2013			\$0.00	Bennie Witt
St. Augustine High 0181	15746	provide 2 pvc fittings to repair a small water leak	Closed Work Orders	Plumbing	Kelley, Debbie	Bruce Taylor	10/14/2013	10/14/2013		\$1.13	Mike Hazel
St. Augustine High 0181	15792	Repair a/c in dining room not getting cool	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	10/22/2013	10/23/2013	17.5	\$880.69	Mike Hazel
St. Augustine High 0181	15791	Repair dryer does not get hot	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/22/2013	11/6/2013	4.5	\$99.26	Mike Hazel
St. Augustine High 0181	15700	Repair ceiling in room 128	Closed Work Orders	Carpentry	Bishop, Charlie	Bruce Taylor	10/7/2013	10/10/2013	6	\$133.57	Mike Hazel

St. Augustine High 0181	15672	repair doors in hallways. and install door closers on doors. (fire inspection)	Closed Work Orders	Carpentry	Bishop, Charlie	Bruce Taylor	10/3/2013	10/10/2013	6	\$126.87	Mike Hazel
St. Augustine High 0181	15849	Water leak under sidewalk	Closed Work Orders	Irrigation	Conley, Ronnie	Bruce Taylor	10/28/2013	10/28/2013	7	\$216.34	Mike Hazel
St. Augustine High 0181	15671	Install electrical outlets in this room. (fire inspection)	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	10/3/2013	10/16/2013	7.5	\$161.63	Mike Hazel
St. Augustine High 0181	15891	Please deliver small one man lift to auditorium on Friday morning.	Work In Progress	Special Projects	Russ, Eric	Bruce Taylor	10/31/2013		1	\$19.98	Shane Walton
St. Johns Tech High 0033	15737	chiller down E BUILDING	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Wilson Heat and Air	Joe Lewis	10/10/2013	10/30/2013		\$285.00	Troy Wilson
St. Johns Tech High 0033	15717	Pick up Butchers table, repair and return.	Closed Work Orders	Carpentry	Ortagus, Rick	Bruce Taylor	10/9/2013	10/31/2013	30	\$693.04	Bruce Taylor
St. Johns Tech High 0033	15682	Boys/Girls restroom each have a toilet clogged.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	10/3/2013	10/7/2013	4.5	\$90.20	Troy Wilson
St. Johns Tech High 0033	15808	E-bldg. girls restroom backing up. Main drain line needs to be cleared.	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	10/22/2013	10/28/2013		\$240.00	Troy Wilson

St. Johns Tech High 0033	15821	Custodial closet wall and hallway wall has water damage. Needs to be repaired.	Work In Progress	General Maintenance	Crutchfield, Red	Joe Lewis	10/23/2013		71	\$1,623.14	Troy Wilson
St. Johns Tech High 0033	15729	Water leaks in roof and windows in cafeteria and culinary.	Work In Progress	Roof	Kite, Tim	Joe Lewis	10/10/2013			\$0.00	Troy Wilson
Switzerland Point Middle 0321	15665	Sink not anchored to wall in handicap stall. Sink pulled away.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/2/2013	10/28/2013		\$0.00	Al Pantano
Switzerland Point Middle 0321	15652	Unit HPE06: Air handler was running rough.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	10/1/2013	10/28/2013	4.5	\$100.40	Al Pantano
Switzerland Point Middle 0321	15660	Issues with two Blodgett convection ovens: one will not heat, other is sparking at switch.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	10/2/2013	10/4/2013	1.5	\$33.47	Al Pantano
Switzerland Point Middle 0321	15738	Conduct preventive maintenance.	Work In Progress	General Maintenance	PM, Ponce	Eddie Ponce	10/11/2013		694.5	\$27,279.53	Edward Ponce
Timberlin Creek Elementary 0451	15643	The knob on the combi oven is broken off.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/1/2013	10/4/2013	3.5	\$76.19	Bill Fowler
Timberlin Creek Elementary 0451	15644	Pipe from wall to toilet is leaking.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	10/1/2013	10/3/2013	5	\$94.30	Bill Fowler

Timberlin Creek Elementary 0451	15664	Parking lot in rear of school has large area washed out under asphalt	Closed Work Orders	General Maintenance	PM, Taylor	Bruce Taylor	10/2/2013	10/16/2013	11	\$192.71	Bill Fowler
Timberlin Creek Elementary 0451	15816	Pick up 14 skids and wood paneling {school stage props}behind dumpster. You will need a trailer.	Closed Work Orders	Grounds	Shank, Tyson	Bruce Taylor	10/23/2013	11/5/2013	2	\$30.52	Bill Fowler
Timberlin Creek Elementary 0451	15801	emergency Ballast is bad	Work In Progress	Electrical	Wynn, Al	Bruce Taylor	10/22/2013		10.5	\$477.86	Bill Fowler
Timberlin Creek Elementary 0451	15789	Replace broken light fixture	Work In Progress	Electrical	Wynn, Al	Bruce Taylor	10/21/2013			\$0.00	Bill Fowler
Timberlin Creek Elementary 0451	15788	2 ovens are not holding constant heat.	Work In Progress	Kitchen Equipment	Houghton, Mike	Bruce Taylor	10/21/2013		23.5	\$715.85	Bill Fowler
Timberlin Creek Elementary 0451	15855	Wells are leaking in hot food server.	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	10/28/2013		4.5	\$101.44	Bill Fowler
Transportation Department 9780	15793	Repair breakers for gas pumps.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	10/22/2013	11/6/2013	15	\$546.75	Edward Ponce
Transportation Department 9780	15727	Please fix water fountain.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/9/2013	10/14/2013	2.5	\$95.64	Marlena Repult

Transportation Department 9780	15790	The lights are staying on all the time.	Closed Work Orders	Electrical	Contractor, AEC Electric	Eddie Ponce	10/21/2013	10/28/2013		\$299.39	Marlena Repult
Transportation Department 9780	15726	Please move hose bib at Nease Garage.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	10/9/2013			\$0.00	Marlena Repult
Wards Creek Elementary 0482	15798	Front door handle broke spring . The handle will not come up.	Closed Work Orders	Doors and Hardware	Bishop, Charlie	Bruce Taylor	10/22/2013	10/31/2013		\$0.00	Timothy Lundquist
Wards Creek Elementary 0482	15654	Sink will not shut off. The valve below sink will not shut off either. It is steady running.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	10/1/2013	10/3/2013	10	\$250.45	Timothy Lundquist
Wards Creek Elementary 0482	15676	The actuator for ahu 1 is not working.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	10/3/2013	10/10/2013	2.5	\$55.78	Timothy Lundquist
Wards Creek Elementary 0482	15702	Cooler not working.	Closed Work Orders	Kitchen Equipment	Contractor, Taylor Refrigeration	Bruce Taylor	10/7/2013	10/29/2013		\$238.00	Timothy Lundquist
Wards Creek Elementary 0482	15730	Replace complete internal parts on 8" backflow preventer.	Work In Progress	Backflow	Contractor, Cintas	Bruce Taylor	10/10/2013			\$1,668.76	Bruce Taylor
Webster Elementary 0201	15749	The A C unit is blowing 80 + degree air	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Eddie Ponce	10/14/2013	10/28/2013		\$402.82	Mike Oliver
Webster Elementary 0201	15706	The A C is not cooling and the unit is icing up	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Eddie Ponce	10/8/2013	10/28/2013		\$0.00	Mike Oliver

Webster Elementary 0201	15748	The door closer arm is broken	Closed Work Orders	Doors and Hardware	Preston, Richard	Eddie Ponce	10/14/2013	10/17/2013	4	\$229.07	Mike Oliver
Webster Elementary 0201	15683	The drain lines are starting to back up at peak use and smell a bit.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	10/4/2013	10/28/2013	2.5	\$53.88	Mike Oliver
Webster Elementary 0201	15868	Repair hole in refrigerant line set.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, B & G Refrigeration	Eddie Ponce	10/29/2013	10/29/2013		\$300.00	Edward Ponce
Webster Elementary 0201	15679	The A C unit in the room is not cooling the room as needed	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	10/3/2013	10/16/2013		\$0.00	Mike Oliver
Webster Elementary 0201	15880	The ground drops off about 5 inches from the top of the concrete and is a tripping hazard.	Closed Work Orders	Grounds	Graves, David	Eddie Ponce	10/30/2013	11/7/2013	30	\$774.35	Mike Oliver
Webster Elementary 0201	15680	The water heater in the attic of the portable is leaking	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	10/3/2013			\$0.00	Mike Oliver
Yates Building 9740	15670	Sprinkler system pump is leaking inside the storage building	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	10/2/2013	11/4/2013	20	\$514.62	Johnny Stratton



Maintenance Department Capital Improvements Projects									
7/1/13 through 10/31/13									
Location	WOID	Description	Status	Assigned To	Project Manager	Requested	Completed	Total Costs	Requester
Administration Building 9721	14696	repair generator	Closed Work Orders	Contractor, Ring Power	Shane Walton	7/10/2013	8/14/2013	\$5,933.00	Shane Walton
Bartram Trail High 0411	14443	upgrade weight room flooring	Work In Progress		Joe Lewis	5/30/2013		\$0.00	Jason Lee
Bartram Trail High 0411	15004	install motion sensors in hallways	Closed Work Orders	Davis, Edward	Joe Lewis	8/13/2013	9/25/2013	\$0.00	Jason Lee
Bartram Trail High 0411	15807	install canopy over gym door	Work In Progress	Contractor, Citory Solutions	Joe Lewis	10/22/2013		\$10,289.50	Jason Lee
Bartram Trail High 0411	15111	install motion detectors	Work In Progress	Davis, Edward	Joe Lewis	8/20/2013		\$0.00	Jason Lee
Bartram Trail High 0411	15852	2013/2014 Carpet and tile replacement	Work In Progress	Contractor, Express Tile	Shane Walton	10/28/2013		\$58,796.16	Jason Lee
Bartram Trail High 0411	15864	service elevator	Work In Progress	Contractor, Schindler Elevator	Joe Lewis	10/29/2013		\$0.00	Jason Lee
Crookshank Elementary 0021	14710	2013 HVAC Replacements Wilson, Taylor, WW Gay	Closed Work Orders	Contractor, Wilson Heat and Air	Joe Lewis	7/15/2013	9/6/2013	\$19,910.00	Ralph Waldrop
Crookshank Elementary 0021	15802	upgrade hand wash stations	Work In Progress	Contractor, McCrary's Plumbing	Joe Lewis	10/22/2013		\$10,942.00	Ralph Waldrop

Crookshank Elementary 0021	15896	install tile in various rooms	Work In Progress	Contractor, Express Tile	Joe Lewis	10/31/2013		\$10,602.00	Ralph Waldrop
Crookshank Elementary 0021	15872	upgrade fencing	Work In Progress	Contractor, Armstrong Fence	Joe Lewis	10/29/2013		\$25,427.11	Ralph Waldrop
Crookshank Elementary 0021	15871	replace carpet in various rooms	Work In Progress	Contractor, James Bros. Carpet	Joe Lewis	10/29/2013		\$21,470.05	Ralph Waldrop
Evelyn Hamblen 0031	14725	2013 HVAC Replacements	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	9/25/2013	\$8,284.00	Troy Wilson
Fruit Cove Middle 0491	14896	Install sidewalk canopy.	Closed Work Orders	Contractor, Citory Solutions	Eddie Ponce	8/6/2013	10/28/2013	\$26,334.00	Edward Ponce
Fruit Cove Middle 0491	14720	2013 HVAC Replacements WW Gay, Wilson Heat & Air	Work In Progress	Contractor, WW Gay	Joe Lewis	7/15/2013		\$45,118.00	James Strange
Hartley Elementary 0261	14711	2013 HVAC Replacements Wilson, Taylor	Closed Work Orders	Contractor, Wilson Heat and Air	Joe Lewis	7/15/2013	9/25/2013	\$40,721.00	Bill Vaughn
Hartley Elementary 0261	15851	replace carpet in various areas	Work In Progress	Contractor, James Bros. Carpet	Joe Lewis	10/28/2013		\$17,694.20	Bill Vaughn
Hartley Elementary 0261	15848	upgrade restrooms	Work In Progress	Contractor, McCrary's Plumbing	Joe Lewis	10/28/2013		\$12,607.50	Bill Vaughn

Hickory Creek Elementary 0501	14763	Install walkway cover from sidewalk to P.E. pavilion.	Closed Work Orders		Eddie Ponce	7/22/2013	10/23/2013	\$16,438.80	Edward Ponce
Julington Creek Elementary 0241	14713	2013 HVAC Replacements	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	8/15/2013	\$17,870.84	Brian Taylor
Ketterlinus Elementary 0091	15803	upgrade restrooms	Work In Progress	Contractor, McCrary's Plumbing	Joe Lewis	10/22/2013		\$7,662.22	Rick Whittington
Landrum Middle 0311	15119	Insulate ceiling deck between band room and classroom.	Closed Work Orders	Acousti Engineering	Eddie Ponce	8/20/2013	8/20/2013	\$0.00	Edward Ponce
Landrum Middle 0311	15714	Replace expansion plate in main hallway.	Closed Work Orders	Reput, Bryan	Eddie Ponce	10/9/2013	11/1/2013	\$281.25	Edward Ponce
Landrum Middle 0311	14721	2013 HVAC Replacements Wilson Heat & Air, B & G Refrigeration, Taylor Refrigeration	Work In Progress	Contractor, Wilson Heat and Air	Joe Lewis	7/15/2013		\$63,075.03	Brett Butler
Mason Elementary 0361	14714	2013 HVAC Replacements	Work In Progress	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	7/15/2013	\$24,314.00	Alvez Barkoskie
Mill Creek Elementary 0341	14715	2013 HVAC Replacements	Work In Progress	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013		\$18,127.00	Robert Davis

Mill Creek Elementary 0341	15861	upgrade exterior lighting	Work In Progress	Contractor, AEC Electric	Joe Lewis	10/29/2013		\$7,562.78	Robert Davis
Murray Middle 0171	15796	upgrade motor control center	Work In Progress		Joe Lewis	10/22/2013		\$25,172.50	Paul Pelletier
Murray Middle 0171	15805	upgrade eyewash stations	Work In Progress	Ponce, Robbie	Joe Lewis	10/22/2013		\$2,745.00	Paul Pelletier
Nease High 0251	14987	Repair ceiling replace door and attach letters to press box.	Closed Work Orders	Preston, Richard	Eddie Ponce	8/13/2013	9/4/2013	\$2,154.44	Edward Ponce
Nease High 0251	14783	Install gutters and flashing in various areas.	Closed Work Orders	Burchfield, Joe	Eddie Ponce	7/24/2013	9/4/2013	\$6,061.35	Edward Ponce
Nease High 0251	14733	remove 4 pine trees and stumps repair asphalt	Closed Work Orders	Contractor, Wrights Tree Service	Eddie Ponce	7/16/2013	8/29/2013	\$6,500.00	Bob Wamser
Nease High 0251	14804	Remove underground fuel tank.	Work In Progress	Contractor, AMEC	Eddie Ponce	7/29/2013	10/28/2013	\$13,028.96	Edward Ponce
Nease High 0251	15882	Upgrade safety straps for goals in gym.	Work In Progress	Contractor, Hufcor	Eddie Ponce	10/31/2013		\$3,850.00	Edward Ponce
Nease High 0251	15895	Upgrade electric and network chases.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	10/31/2013		\$19,514.91	Edward Ponce
Ocean Palms Elementary 0391	14717	2013 HVAC Replacements	Work In Progress	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013		\$18,812.00	Gio Morales

Osceola Elementary 0331	14716	2013 HVAC Replacements	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	9/25/2013	\$10,892.00	Sterling Cofield
Osceola Elementary 0331	14803	Replace Metal floor joist as needed.	Closed Work Orders	PM, Taylor	Bruce Taylor	7/25/2013	8/13/2013	\$3,011.94	Bruce Taylor
Osceola Elementary 0331	14737	Foundation repair to Two concrete relocatable classrooms, as per quote 2013-6-2	Closed Work Orders	PM, Taylor	Bruce Taylor	7/16/2013	8/13/2013	\$17,279.76	Bruce Taylor
Pacetti Bay Middle 0481	15811	repair/replace drain pipe and repair parking lot	Work In Progress	Contractor, Duval Asphalt	Joe Lewis	10/22/2013		\$10,628.00	Jack Blocker
Pacetti Bay Middle 0481	15806	cut doorway in wall in classroom	Work In Progress	Lewis, Joseph	Joe Lewis	10/22/2013		\$5,230.00	Jack Blocker
Pedro Menendez High 0401	14742	Change out damaged ceiling tile and grid as needed as part of renovation from wood shop to classroom.	Closed Work Orders	Contractor, Jim's Drywall	Bruce Taylor	7/16/2013	8/14/2013	\$4,847.04	Bruce Taylor
Pedro Menendez High 0401	15794	Trim and shape 199 trees as needed. Capital Project	Work In Progress	PM, Taylor	Bruce Taylor	10/22/2013		\$4,975.00	
Pedro Menendez High 0401	15841	Upgrade sound system, Capital project	Work In Progress	PM, Taylor	Bruce Taylor	10/25/2013		\$9,999.95	Bruce Taylor

Pedro Menendez High 0401	15814	Repair storm drain in Bus loop drive.	Work In Progress	Contractor, G and H Underground	Bruce Taylor	10/23/2013		\$9,267.14	Bruce Taylor
Pedro Menendez High 0401	15765	Remove all old VCT tile and reinstall utilizing 13" x13" ceramic tile as per Bid # 2012-02	Work In Progress	Contractor, Express Tile	Bruce Taylor	10/16/2013		\$38,146.78	Bruce Taylor
Ponte Vedra High 0492	14684	Maintenance on elevators.	Closed Work Orders	Contractor, Schindler Elevator	Eddie Ponce	7/9/2013	8/15/2013	\$6,343.80	Edward Ponce
Ponte Vedra High 0492	15840	Upgrade door holder room # 520.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	10/25/2013		\$1,384.76	Edward Ponce
Ponte Vedra High 0492	15815	Install electrical power and hand dryers in boys and girls lockerrooms.	Work In Progress	Contractor, Quality Electrical	Eddie Ponce	10/23/2013		\$3,539.91	Edward Ponce
Ponte Vedra High 0492	15832	Upgrade site signage.	Work In Progress	Contractor, B&S Signs, Inc.	Eddie Ponce	10/24/2013		\$4,930.00	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	14664	Replace grease trap for kitchen.	Closed Work Orders		Eddie Ponce	7/8/2013	8/15/2013	\$3,400.00	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	14718	2013 HVAC Replacements B & G Refrigeration, Taylor	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	9/25/2013	\$38,981.00	Brandon Hennessey

Ponte Vedra/Palm Valley Elem 0151	15800	Install additional parking to back of school.	Work In Progress	Contractor, Wrights Tree Service	Eddie Ponce	10/22/2013		\$3,500.00	Edward Ponce
R. B. Hunt Elementary 0161	15200	Pressure wash prep and paint underside of walkway.	Closed Work Orders	Contractor, A to Z Custom Homes	Eddie Ponce	8/23/2013	10/23/2013	\$3,498.00	Edward Ponce
R. B. Hunt Elementary 0161	15442	Pressure wash front of school.	Closed Work Orders	Contractor Krystal, Klean	Eddie Ponce	9/13/2013	10/8/2013	\$1,831.12	Edward Ponce
R. B. Hunt Elementary 0161	14712	2013 HVAC Replacement	Closed Work Orders	Contractor, Taylor Refrigeration	Joe Lewis	7/15/2013	9/25/2013	\$1,850.00	Raymond Kledzik
Rawlings Elementary 0351	15673	A/C for the Art room is not cooling. Please evaluate and repair as needed.	Closed Work Orders	Contractor, B & G Refrigeration	Eddie Ponce	10/3/2013	10/28/2013	\$3,117.25	Brandon Hennessey
Sebastian Middle 0301	14886	upgrade classroom (art room)	Closed Work Orders	Contractor, Express Tile	Joe Lewis	8/6/2013	9/6/2013	\$11,740.29	Jeff Baldwin
Sebastian Middle 0301	14722	2013 HVAC Replacements	Closed Work Orders	Contractor, Wilson Heat and Air	Joe Lewis	7/15/2013	9/6/2013	\$23,793.00	Jeff Baldwin
South Woods Elementary 0461	14747	Upgrade Water Treatment Plant, 2013/2014 S/Y	Work In Progress	PM, Taylor	Bruce Taylor	7/17/2013		\$10,820.11	Bruce Taylor
South Woods Elementary 0461	14748	Upgrade Waste Water treatment Plant 2013/2014 S/Y	Work In Progress	PM, Taylor	Bruce Taylor	7/17/2013		\$9,931.00	Bruce Taylor

St. Augustine High 0181	14724	2013 HVAC Replacements Taylor Refrigeration, B & G Refrigeration, WW Gay	Closed Work Orders	Contractor, Taylor Refrigeration	Joe Lewis	7/15/2013	8/15/2013	\$39,854.00	Mike Hazel
St. Augustine High 0181	14743	Change out damaged 2x4 ceiling tiles and replace with 2x2 tiles.	Closed Work Orders	Contractor, Jim's Drywall	Bruce Taylor	7/16/2013	9/6/2013	\$2,211.18	Bruce Taylor
St. Augustine High 0181	15769	replace window blinds	Work In Progress	Walton, Shane	Shane Walton	10/16/2013		\$18,850.00	Shane Walton
St. Augustine High 0181	15770	upgrade intercom system (security)	Work In Progress	Walton, Shane	Shane Walton	10/16/2013		\$8,087.23	Shane Walton
St. Augustine High 0181	15021	Upgrade auditorium stage lighting	Work In Progress	Contractor, AEC Electric	Shane Walton	8/14/2013		\$48,564.44	Mike Hazel
St. Johns Tech High 0033	15018	upgrade fire alarm	Closed Work Orders	Contractor, SAFE, Inc.	Joe Lewis	8/14/2013	9/6/2013	\$0.00	Troy Wilson
Switzerland Point Middle 0321	14723	2013 HVAC Replacements	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	9/25/2013	\$30,357.00	Joseph Lewis
Switzerland Point Middle 0321	15839	Upgrade intercom system.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	10/25/2013		\$14,115.62	Edward Ponce
Wards Creek Elementary 0482	15883	upgrade folding walls	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	10/31/2013		\$2,599.00	Timothy Lundquist
Wards Creek Elementary 0482	14694	Widen bus loop and extend walkway cover	Work In Progress	Contractor, Duval Asphalt	Shane Walton	7/10/2013		\$26,182.92	Shane Walton



Webster Elementary 0201	14719	2013 HVAC Replacements B & G Refrigeration, Wilson Heat & Air	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	9/6/2013	\$15,948.00	Mike Oliver
Webster Elementary 0201	14687	Retrofit T-12 lighting to T-8 Lighting as needed throughout school.	Closed Work Orders	Contractor, AEC Electric	Bruce Taylor	7/9/2013	8/15/2013	\$39,132.74	Bruce Taylor

## Administrative Report

**Preventive Maintenance Teams:** The three preventive maintenance (PM) teams continue their annual visits to schools and facilities for the 2013-2014 school year. The three individual PM teams are assigned to perform detailed preventive maintenance work at fourteen (14) facilities each for a period of two weeks at elementary schools, middle schools and administrative facilities and three weeks at the high schools. This year's preventive maintenance schedule began on September 23<sup>rd</sup> at R. B. Hunt Elementary School. The teams will rotate from school to school and conclude their visits on May 23, 2014. In addition to the foregoing, visits have also been completed at Hickory Creek, Ketterlinus, Ocean Palms, Palencia and Timberlin Creek Elementary Schools and Gamble Rogers, Murray, Sebastian and Switzerland Point Middle Schools.

**Peer Review Committee:** This committee consists of school maintenance managers, district maintenance supervisors and Shane Walton, Director of Maintenance Services, who visit and inspect schools on a rotating basis. The peer review program provides an opportunity to share ideas and provide mutual support and assistance to maintenance managers in all areas of school maintenance. Approximately eighteen (18) schools are evaluated annually. The Peer Review visits began on September 12, 2013 at Wards Creek Elementary and will conclude on May 29, 2014 at Pacetti Bay Middle School. In addition to the foregoing, the committee has also completed reviews of Palencia and South Woods Elementary Schools, The Webster School and Sebastian and Switzerland Point Middle School.

**Capital Outlay Projects:** Work has begun on several of the more than two hundred capital projects scheduled for completion during the 2013-2014 school year.