



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: January 14, 2014

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.

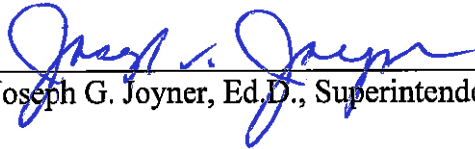
Drafted and submitted for approval by: Shane Walton, Director for Maintenance Services.

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

Respectfully Submitted,



Tim Forson, Deputy Superintendent for Operations



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

ST. JOHNS COUNTY SCHOOL DISTRICT

MAINTENANCE DEPARTMENT

MONTHLY ACTIVITIES REPORT

NOVEMBER 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

7/1/13 through 11/30/13

Work Order Count	Location	Status	Total Costs
13	Administration Building 9721	Closed Work Orders	\$11,233.95
3	Administration Building 9721	Work In Progress	\$89.24
28	Bartram Trail High 0411	Closed Work Orders	\$41,671.09
1	Bartram Trail High 0411	New Request	\$0.00
13	Bartram Trail High 0411	Work In Progress	\$104,577.66
47	Creekside High 0493	Closed Work Orders	\$54,973.55
3	Creekside High 0493	New Request	\$0.00
16	Creekside High 0493	Work In Progress	\$104,393.84
38	Crookshank Elementary 0021	Closed Work Orders	\$41,719.44
11	Crookshank Elementary 0021	Work In Progress	\$130,422.79
19	Cunningham Creek Elem. 0381	Closed Work Orders	\$25,010.56
3	Cunningham Creek Elem. 0381	New Request	\$0.00
2	Cunningham Creek Elem. 0381	Work In Progress	\$29,400.81
28	Durbin Creek Elementary 0441	Closed Work Orders	\$22,229.06
3	Durbin Creek Elementary 0441	New Request	\$0.00
4	Durbin Creek Elementary 0441	Work In Progress	\$2,359.46
8	Evelyn Hamblen 0031	Closed Work Orders	\$10,189.82
6	Evelyn Hamblen 0031	Work In Progress	\$19,366.00
1	First Coast Technical College 0042	Closed Work Orders	\$130.45
27	Fruit Cove Middle 0491	Closed Work Orders	\$41,119.99
7	Fruit Cove Middle 0491	Work In Progress	\$225,550.63
14	Fullerwood 9061	Closed Work Orders	\$2,779.74
1	Fullerwood 9061	Work In Progress	\$1,136.76
32	Gamble Rogers Middle 0371	Closed Work Orders	\$36,424.45
33	Hartley Elementary 0261	Closed Work Orders	\$48,713.59
9	Hartley Elementary 0261	Work In Progress	\$47,152.84
28	Hickory Creek Elementary 0501	Closed Work Orders	\$55,199.87
1	Hickory Creek Elementary 0501	New Request	\$0.00
1	Hickory Creek Elementary 0501	Work In Progress	\$41,472.00
36	Julington Creek Elementary 0241	Closed Work Orders	\$40,130.32

1	Julington Creek Elementary 0241	New Request	\$0.00
1	Julington Creek Elementary 0241	Work In Progress	\$0.00
19	Ketterlinus Elementary 0091	Closed Work Orders	\$32,825.63
6	Ketterlinus Elementary 0091	Work In Progress	\$116,983.95
43	Landrum Middle 0311	Closed Work Orders	\$16,732.71
1	Landrum Middle 0311	New Request	\$0.00
10	Landrum Middle 0311	Work In Progress	\$101,249.41
42	Liberty Pines K-8 0472	Closed Work Orders	\$18,347.25
2	Liberty Pines K-8 0472	Work In Progress	\$44,704.47
14	Maintenance Department 9810	Closed Work Orders	\$3,998.77
3	Maintenance Department 9810	Work In Progress	\$3,187.35
34	Mason Elementary 0361	Closed Work Orders	\$18,503.72
7	Mason Elementary 0361	Work In Progress	\$94,378.57
32	Mill Creek Elementary 0341	Closed Work Orders	\$8,848.33
7	Mill Creek Elementary 0341	Work In Progress	\$70,126.98
65	Murray Middle 0171	Closed Work Orders	\$38,888.18
1	Murray Middle 0171	New Request	\$0.00
7	Murray Middle 0171	Work In Progress	\$91,307.08
1	Nease Clinic	Closed Work Orders	\$420.85
60	Nease High 0251	Closed Work Orders	\$47,087.71
1	Nease High 0251	New Request	\$0.00
14	Nease High 0251	Work In Progress	\$111,677.06
23	Ocean Palms Elementary 0391	Closed Work Orders	\$8,338.35
3	Ocean Palms Elementary 0391	Work In Progress	\$42,696.53
3	O'Connell Center	Closed Work Orders	\$228.00
46	Osceola Elementary 0331	Closed Work Orders	\$42,105.11
4	Osceola Elementary 0331	Work In Progress	\$83,729.82
16	Pacetti Bay Middle 0481	Closed Work Orders	\$19,480.76
3	Pacetti Bay Middle 0481	Work In Progress	\$16,496.23
17	Palencia Elementary 0511	Closed Work Orders	\$19,968.77
2	Palencia Elementary 0511	Work In Progress	\$163.67
41	Pedro Menendez High 0401	Closed Work Orders	\$37,742.30
1	Pedro Menendez High 0401	New Request	\$0.00
7	Pedro Menendez High 0401	Work In Progress	\$56,678.76

47	Ponte Vedra High 0492	Closed Work Orders	\$26,105.90
1	Ponte Vedra High 0492	New Request	\$0.00
15	Ponte Vedra High 0492	Work In Progress	\$74,823.06
26	Ponte Vedra/Palm Valley Elem 0151	Closed Work Orders	\$51,317.08
1	Ponte Vedra/Palm Valley Elem 0151	Work In Progress	\$3,500.00
25	R. B. Hunt Elementary 0161	Closed Work Orders	\$39,315.10
3	R. B. Hunt Elementary 0161	Work In Progress	\$16,444.15
16	Rawlings Elementary 0351	Closed Work Orders	\$9,985.91
21	Sebastian Middle 0301	Closed Work Orders	\$50,226.62
6	Sebastian Middle 0301	Work In Progress	\$43,262.87
21	South Woods Elementary 0461	Closed Work Orders	\$22,911.17
2	South Woods Elementary 0461	Work In Progress	\$22,444.23
55	St. Augustine High 0181	Closed Work Orders	\$63,498.96
8	St. Augustine High 0181	Work In Progress	\$88,935.37
33	St. Johns Tech High 0033	Closed Work Orders	\$25,369.83
6	St. Johns Tech High 0033	Work In Progress	\$99,510.45
34	Switzerland Point Middle 0321	Closed Work Orders	\$109,113.73
5	Switzerland Point Middle 0321	Work In Progress	\$43,323.60
29	Timberlin Creek Elementary 0451	Closed Work Orders	\$59,748.78
2	Timberlin Creek Elementary 0451	Work In Progress	\$451.28
21	Transportation Department 9780	Closed Work Orders	\$6,738.13
1	Transportation Department 9780	Work In Progress	\$0.00
13	Wards Creek Elementary 0482	Closed Work Orders	\$14,185.63
5	Wards Creek Elementary 0482	Work In Progress	\$33,777.92
52	Webster Elementary 0201	Closed Work Orders	\$73,488.09
1	Webster Elementary 0201	Work In Progress	\$3,078.02
1	Yates Building 9740	Closed Work Orders	\$514.62
1	Yates Building 9740	Work In Progress	\$526.57
1424	Year to Date		\$ 3,266,941.27

Maintenance Department Projects Status Report						11/1/13 through 11/30/13					
Location	WOID	Description	Status	Craft	Assigned To	Manager	Requested	Completed	Labor	Total Costs	Requester
Administration Building 9721	15941	Please disconnect two sets of overhead lights (4 lights).	Closed Work Orders	General Maintenance	Wynn, Al	Bruce Taylor	11/5/2013	11/8/2013	11	\$222.74	Johnny Stratton
Administration Building 9721	16047	pick up and deliver toy for the ASSIT Program . requested by Joann Johnson	Work In Progress	Special Projects	Russ, Eric	Shane Walton	11/19/2013			\$0.00	Shane Walton
Administration Building 9721	16043	deliver supplies for tools for school program (Donna Lueders)	Work In Progress	Special Projects	Russ, Eric	Shane Walton	11/18/2013			\$0.00	Shane Walton
Administration Building 9721	15946	Reattach Christmas lights to gutter.	Work In Progress	Electrical	Conley, Ronnie	Bruce Taylor	11/5/2013		4	\$89.24	Johnny Stratton
Bartram Trail High 0411	15950	Propane gas not working in 9th grade center need solenoid gas valve checked.	Work In Progress	Plumbing	McLean, Derek	Joe Lewis	11/5/2013	11/8/2013	8.5	\$187.36	Jason Lee
Bartram Trail High 0411	15924	Girls locker room sewer backed up. Dish room in kitchen backed up after disposal.	Work In Progress	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	11/4/2013			\$0.00	Jason Lee
Bartram Trail High 0411	16082	conduct preventive maintenance	Work In Progress	General Maintenance	Lewis, Joseph	Joe Lewis	11/22/2013		15	\$631.48	Jason Lee
Creekside High 0493	15948	Bathrooms 100 1st floor drains backing up.	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	11/5/2013	11/14/2013		\$80.00	Robert Randazzo
Creekside High 0493	15945	Chiller # 3 very noisy. Chiller #1 not reaching chilled water demand.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	11/5/2013	11/22/2013		\$0.00	Robert Randazzo

Creekside High 0493	15949	Fire inspection fire doors sticking not fully closing latching 201-600A - 720 - 781 -790 -745-770.	Closed Work Orders	Carpentry	Crutchfield, Red	Joe Lewis	11/5/2013	11/22/2013	15	\$307.45	Robert Randazzo
Creekside High 0493	15954	Staff women's 1- toilet not flushing Staff men's staff 1- toilet not flushing Student girls 1- toilet not flushing	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	11/5/2013			\$0.00	Robert Randazzo
Creekside High 0493	16059	Water stain? carpet floor on covered walkway side just left to entrance to classroom. I also am contacting Mobile Modular.	Work In Progress	Carpentry	Saucerman, Shawn	Joe Lewis	11/20/2013			\$0.00	Robert Randazzo
Creekside High 0493	16070	Fire detection system has common trouble 917 BPS 3126	Work In Progress	Fire Alarm System	Contractor, SAFE, Inc.	Joe Lewis	11/21/2013			\$0.00	Robert Randazzo
Crookshank Elementary 0021	16011	HVAC unit not working in heat mode blowing cool air	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	11/13/2013	11/22/2013	19	\$393.49	Ralph Waldrop
Crookshank Elementary 0021	15959	Remove dead palm and maple tree and clean fence line on bus garage fence	Closed Work Orders	Grounds	Lewis, Ricky	Joe Lewis	11/6/2013	11/8/2013	3	\$78.18	Ralph Waldrop
Crookshank Elementary 0021	15972	Fan motor not working on air handler on A/C unit 012	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	11/7/2013	11/22/2013	6	\$512.08	Ralph Waldrop
Durbin Creek Elementary 0441	15991	urinal out of order	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	11/12/2013	11/14/2013		\$195.00	Todd Ponce
Durbin Creek Elementary 0441	15964	Steamer is not working. Pouring water out from the top right side.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	11/6/2013	11/8/2013	1	\$22.31	Todd Ponce

Durbin Creek Elementary 0441	15923	When turning on the bottom oven it trips the breaker.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	11/4/2013	11/4/2013		\$0.00	Todd Ponce
Durbin Creek Elementary 0441	15903	There is a loud vibration coming from the a/c unit and it is disrupting the class.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	11/1/2013	11/8/2013	15	\$310.65	Todd Ponce
Durbin Creek Elementary 0441	15920	The a/c quit working.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	11/1/2013	11/8/2013	4	\$82.84	Todd Ponce
Durbin Creek Elementary 0441	16026	Roof leak on the mate line between rooms 809 and 810.	Work In Progress	Roof	Kite, Tim	Joe Lewis	11/14/2013			\$0.00	Todd Ponce
Durbin Creek Elementary 0441	16063	Mop sink is leaking from underneath and has a terrible odor coming out from under it.	Work In Progress	Plumbing	Hagan, Elmer	Joe Lewis	11/20/2013		13	\$281.88	Todd Ponce
Durbin Creek Elementary 0441	16027	The water temperature for the dish washer is not at the required	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	11/14/2013		7	\$154.65	Todd Ponce
Evelyn Hamblen 0031	15967	Double door reach-in Refrigerator temp. is running high in the mid 40's . Needs to be in the mid 30's.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	11/7/2013	12/2/2013	4	\$88.48	Troy Wilson
Evelyn Hamblen 0031	16022	Thermostats will not heat in heat mode in two classrooms. They are blowing cold air in both classrooms.	Work In Progress	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	11/14/2013		13	\$269.23	Troy Wilson
Fruit Cove Middle 0491	15957	Need new door knob	Closed Work Orders	Carpentry	Kelley, Debbie	Eddie Ponce	11/6/2013	11/7/2013		\$252.79	James Strange

Fruit Cove Middle 0491	16005	Pressure wash paint from side walk and building due to vandalism.	Closed Work Orders	Pressure Washing	Burchfield, Joe	Bruce Taylor	11/12/2013	11/20/2013	13	\$280.15	Bruce Taylor
Fruit Cove Middle 0491	15966	Lights and outlets in cafeteria managers office work intermittently may be loose connection we have no lights at this time	Closed Work Orders	Electrical	Davis, Edward	Eddie Ponce	11/7/2013	11/13/2013	15	\$317.18	James Strange
Fruit Cove Middle 0491	16098	roof leak needs repair leaking on fire alarm box	Closed Work Orders	Roof	Kite, Tim	Eddie Ponce	11/26/2013	12/2/2013	2.5	\$53.88	James Strange
Fruit Cove Middle 0491	15902	Bad fan motor on outside unit	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	11/1/2013	11/4/2013	6	\$915.75	James Strange
Fruit Cove Middle 0491	15926	Trap canister under sink broke off needs to be repaired or replaced	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	11/4/2013			\$67.99	James Strange
Fruit Cove Middle 0491	16097	Flex line leaking needs to be replaced	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	11/26/2013		6.5	\$145.02	James Strange
Fullerwood 9061	16046	Please move an electrical outlet from the Auditorium to the Electrical Room.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	11/18/2013	11/26/2013	2	\$43.10	Johnny Stratton
Fullerwood 9061	16020	Heat not working in auditorium.	Work In Progress	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	11/13/2013		4	\$1,136.76	Johnny Stratton
Gamble Rogers Middle 0371	16071	oven will not heat up	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/21/2013	11/26/2013	6	\$131.58	Mike Ponce

Gamble Rogers Middle 0371	16032	Check on water leakage in room 465 from AHU	Closed Work Orders	General Maintenance	Bishop, Charlie	Bruce Taylor	11/14/2013	11/15/2013	8	\$163.27	Bruce Taylor
Gamble Rogers Middle 0371	16028	milk cooler temp high	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/14/2013	11/15/2013	3.5	\$78.09	Mike Ponce
Gamble Rogers Middle 0371	16044	need dryer vent installed for dryer	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/18/2013	11/26/2013	16	\$391.43	Mike Ponce
Gamble Rogers Middle 0371	16068	Transformer making loud humming noise	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	11/21/2013	11/26/2013	1.5	\$32.33	Mike Ponce
Gamble Rogers Middle 0371	15994	urinal stoppage	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	11/12/2013	11/14/2013	5	\$134.18	Mike Ponce
Hartley Elementary 0261	15916	Sink drains in Clinic and Teacher's lounge are clogged. They share a common wall drain pipe.	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	11/1/2013	11/14/2013		\$80.00	Bill Vaughn
Hartley Elementary 0261	15930	no gas in kitchen	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	11/4/2013	11/8/2013	5	\$110.79	Bill Vaughn
Hartley Elementary 0261	16041	Heat strips only putting out 65 degrees.	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	11/15/2013		6	\$124.26	Bill Vaughn
Hickory Creek Elementary 0501	16055	Walkway light has water damage.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	11/19/2013	11/21/2013	15	\$411.21	Larry Davis
Hickory Creek Elementary 0501	16042	please repair toilet it is leaking at the base.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/15/2013	11/18/2013	5	\$93.18	Larry Davis
Hickory Creek Elementary 0501	15943	Please replace toilet.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/5/2013	11/18/2013	6	\$319.00	Larry Davis

Hickory Creek Elementary 0501	15953	Sink will not shut off.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/5/2013	11/18/2013	6	\$161.70	Larry Davis
Hickory Creek Elementary 0501	15990	please repair refrigerator on second serving line, it was 112 degrees this morning.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Bruce Taylor	11/12/2013	11/20/2013	13	\$752.27	Larry Davis
Hickory Creek Elementary 0501	16069	Milk box temp is warm.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	11/21/2013	11/25/2013	6	\$132.34	Larry Davis
Julington Creek Elementary 0241	16017	Sewer backing up in staff bath in old part of building.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/13/2013	11/15/2013	5	\$107.75	Brian Taylor
Julington Creek Elementary 0241	16052	Steamer in kitchen has major leak.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	11/19/2013	11/21/2013	6	\$132.34	Brian Taylor
Ketterlinus Elementary 0091	16038	Rake leaves and debris from south and east side of building due to tree trimming	Closed Work Orders	Grounds	Ash, David	Joe Lewis	11/15/2013	12/2/2013	16.5	\$299.29	Rick Whittington
Ketterlinus Elementary 0091	15992	drains backing up	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	11/12/2013	11/14/2013		\$80.00	Rick Whittington
Ketterlinus Elementary 0091	15952	Oven and food warmer not working	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	11/5/2013	11/8/2013	6	\$133.86	Rick Whittington
Landrum Middle 0311	16074	Door lock set needs to be replaced	Closed Work Orders	Doors and Hardware	Preston, Richard	Eddie Ponce	11/21/2013	11/26/2013	2	\$39.96	Brett Butler
Landrum Middle 0311	16079	Old water valve leaking	Closed Work Orders	Plumbing	Ponce, Robbie	Eddie Ponce	11/22/2013	12/2/2013	8	\$225.14	Brett Butler

Landrum Middle 0311	15962	water fountain will not drain. Tried suction and plunging but does not free blockage, also second unit coming off wall	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/6/2013	11/8/2013	5	\$91.90	Brett Butler
Landrum Middle 0311	16073	Outlet in room works intermittently.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	11/21/2013	11/26/2013	15	\$270.75	Brett Butler
Landrum Middle 0311	15961	Leak over receptionist desk as well as main hall	Work In Progress	Roof	Burchfield, Joe	Eddie Ponce	11/6/2013			\$0.00	Brett Butler
Landrum Middle 0311	16080	Leak over projector screen.	Work In Progress	Roof	Burchfield, Joe	Eddie Ponce	11/22/2013		3.5	\$75.43	Brett Butler
Landrum Middle 0311	16072	Refrigerated milk case not working.	Work In Progress	Kitchen Equipment	McLean, Derek	Eddie Ponce	11/21/2013		12	\$494.94	Brett Butler
Landrum Middle 0311	16023	Repair gymnasium bleachers per bleacher inspection.	Work In Progress	Bleachers	Contractor, Southeastern Surface	Eddie Ponce	11/14/2013			\$11,660.53	Edward Ponce
Liberty Pines K-8 0472	15986	The front cooler with the juice in it is leaking water.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/8/2013	11/18/2013	2	\$43.86	Robert Sturm
Liberty Pines K-8 0472	16016	the garbage disposal is not working and starting to smell.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/13/2013	11/18/2013	3	\$66.17	Robert Sturm
Liberty Pines K-8 0472	15963	We have most of the lights on the stage not working.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	11/6/2013	11/8/2013	12.5	\$269.38	Robert Sturm
Maintenance Department 9810	16081	repair articulating boom lift	Work In Progress	General Maintenance	Davis, Edward	Joe Lewis	11/22/2013			\$1,760.00	Todd Ponce

Maintenance Department 9810	15929	Repair shop equipment.	Work In Progress	General Maintenance	Ortagus, Rick	Shane Walton	11/4/2013	11/6/2013	23	\$1,159.33	Shane Walton
Mason Elementary 0361	15944	Need assistance in closing off underside of bridge between two structures of playground equipment. the kids are playing underneath the bridge and injuring there heads.	Closed Work Orders	Carpentry	Bishop, Charlie	Bruce Taylor	11/5/2013	11/8/2013	15	\$317.18	Alvez Barkoskie
Mill Creek Elementary 0341	16048	Can not get elevator off 2nd floor	Closed Work Orders	Elevators	Lewis, Joseph	Joe Lewis	11/19/2013	11/22/2013		\$0.00	Robert Davis
Mill Creek Elementary 0341	15938	Cooler in kitchen is not working	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	11/5/2013	11/5/2013	6.5	\$143.12	Robert Davis
Mill Creek Elementary 0341	15975	AC not working fan sound like it is going to come off	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	11/7/2013	11/14/2013	13.5	\$381.55	Robert Davis
Mill Creek Elementary 0341	16066	Steamer not working timer is going off when not suppose to	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	11/21/2013		2	\$43.86	Robert Davis
Murray Middle 0171	15955	it seems that the only water in the boys shower is the hot water, there is no cold	Closed Work Orders	Plumbing	Lewis, Ricky	Joe Lewis	11/6/2013	11/22/2013	9	\$185.65	Paul Pelletier
Murray Middle 0171	15981	we have two classrooms that are receiving 5 new student computer stations	Closed Work Orders	Electrical	Lewis, Joseph	Joe Lewis	11/8/2013	11/8/2013		\$0.00	Paul Pelletier
Murray Middle 0171	16065	INSTALL CIRCUITS FOR COMPUTERS	Work In Progress	Electrical	Contractor, Quality Electrical	Joe Lewis	11/20/2013			\$0.00	Paul Pelletier

Nease High 0251	15905	Fire marshal required door closer	Closed Work Orders	Carpentry	Preston, Richard	Eddie Ponce	11/1/2013	11/6/2013	3	\$204.43	Bob Wamser
Nease High 0251	15906	Needs a new door	Closed Work Orders	Carpentry	Preston, Richard	Eddie Ponce	11/1/2013	11/13/2013	20.5	\$816.70	Bob Wamser
Nease High 0251	15907	needs a new exit sign	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	11/1/2013	11/6/2013	5	\$90.25	Bob Wamser
Nease High 0251	15908	needs a elect. receptacle installed in the office, has none	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	11/1/2013	11/15/2013	5	\$99.55	Bob Wamser
Nease High 0251	16006	one pump is working contactors will not engage. have seed on the field	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	11/13/2013	11/15/2013	10	\$400.50	Bob Wamser
Nease High 0251	15904	Handicap toilet supply is leaking when you flush	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/1/2013	11/7/2013	4	\$86.20	Bob Wamser
Nease High 0251	15921	Install marquee sign.	Closed Work Orders	Signage	Repult, Bryan	Eddie Ponce	11/4/2013	11/19/2013	115	\$4,110.52	Edward Ponce
Nease High 0251	15979	Remove concrete pads in chiller room.	Closed Work Orders	Masonry	Repult, Bryan	Eddie Ponce	11/8/2013	11/26/2013	30	\$1,704.62	Edward Ponce
Nease High 0251	16099	Conduct preventive maintenance.	Work In Progress	General Maintenance	PM, Ponce	Eddie Ponce	11/26/2013			\$73.51	Edward Ponce
Nease High 0251	15912	the hot water mixer in rotc is leaking	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	11/1/2013			\$0.00	Bob Wamser
Nease High 0251	15911	the exhaust fan is frozen and is not working	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	11/1/2013		13	\$1,330.53	Bob Wamser

Ocean Palms Elementary 0391	15989	Pressure regulator not working on dishwasher	Closed Work Orders	Kitchen Equipment	Kizer, Brian	Bruce Taylor	11/12/2013	11/22/2013		\$47.85	Brett Butler
Ocean Palms Elementary 0391	16102	Dishwasher is leaking around main solenoid	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/26/2013			\$0.00	Brett Butler
Ocean Palms Elementary 0391	15939	Preventive Maintenance S/Y 2013-14	Work In Progress	General Maintenance	PM, Taylor	Bruce Taylor	11/5/2013		954	\$23,884.53	Bruce Taylor
Osceola Elementary 0331	16019	need toilet repaired, replaced flush valve still not taking product away.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	11/13/2013	11/14/2013	3	\$75.20	Sterling Cofield
Osceola Elementary 0331	16087	bathroom light out needs ballast	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	11/25/2013	11/26/2013	4	\$86.20	Sterling Cofield
Osceola Elementary 0331	16013	install a emergency exit light for me, I have the light	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	11/13/2013	11/15/2013	2	\$43.10	Sterling Cofield
Osceola Elementary 0331	15909	air handler not as it should, Joe at mc2 tried to help me not sure what the problem is	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	11/1/2013	11/20/2013	2	\$44.62	Sterling Cofield
Osceola Elementary 0331	15978	air handler has no power, we are hosting a workshop in there today.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	11/8/2013	11/8/2013	2	\$131.17	Sterling Cofield
Osceola Elementary 0331	15960	lost power to the air handler replaced fuses still no power	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	11/6/2013	11/8/2013	1.5	\$215.32	Sterling Cofield
Osceola Elementary 0331	15980	Assist Maintenance Manager in building cubbies.	Work In Progress	Special Projects	Ortagus, Rick	Bruce Taylor	11/8/2013			\$61.72	Shane Walton
Pacetti Bay Middle 0481	15974	serving line leaking water. Evap. drain pan full.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	11/7/2013	11/12/2013	2	\$44.62	Jack Blocker

Palencia Elementary 0511	16039	Leaking elbow (solder joint) on copper domestic water makeup line to chiller plant pump deck.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/15/2013	11/25/2013	3	\$142.31	Rick Mitidieri
Palencia Elementary 0511	15970	Conduct preventive maintenance	Closed Work Orders	General Maintenance	PM, Ponce	Eddie Ponce	11/7/2013	11/26/2013	569	\$15,582.60	Edward Ponce
Palencia Elementary 0511	16100	Marquee lights out. electric room feeding marquee one surge protector flashing red "service". Breaker for marquee was tripped.	Work In Progress	Electrical	Penque, Bruce	Eddie Ponce	11/26/2013			\$0.00	Rick Mitidieri
Palencia Elementary 0511	16040	Leaking backflow preventer on domestic water makeup line to chiller room pump deck.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	11/15/2013		4	\$163.67	Rick Mitidieri
Pedro Menendez High 0401	15987	Sewage backed up in Girls Locker Room.	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Bruce Taylor	11/8/2013	11/18/2013		\$0.00	Joedy Ashton
Pedro Menendez High 0401	16089	Urinals Clogged with Something.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	11/25/2013	11/26/2013	11	\$207.46	Joedy Ashton
Pedro Menendez High 0401	16058	Toilet is leaking and broke off the seal underneath.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	11/20/2013	11/26/2013	7	\$151.77	Joedy Ashton
Pedro Menendez High 0401	16093	Heating Element in Warmer on ala Cart Line out. Rod Style.	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/25/2013		4	\$87.72	Joedy Ashton
Pedro Menendez High 0401	16050	Cut in access panels in breezeways to locate fire dampers.	Work In Progress	General Maintenance	PM, Taylor	Bruce Taylor	11/19/2013			\$0.00	Bruce Taylor

Ponte Vedra High 0492	16060	Room 557: Hinge is coming loose from door and screws can not tighten. We filled holes and door seemed to be fixed, then started rubbing again.	Work In Progress	Doors and Hardware	Preston, Richard	Eddie Ponce	11/20/2013		2	\$39.96	Nick Athanaseas
Ponte Vedra High 0492	16010	Bleacher repair per inspection.	Work In Progress	Bleachers	Contractor, Southeastern Surface	Eddie Ponce	11/13/2013			\$3,037.90	Edward Ponce
Ponte Vedra High 0492	16075	Gate in Student Parking Lot is hard to open. This gate is located near Football concessions.	Work In Progress	Fence Repair	Graves, David	Eddie Ponce	11/22/2013			\$0.00	Nick Athanaseas
Ponte Vedra High 0492	16034	gate to main parking lot is sticking when you open and close.	Work In Progress	Fence Repair	Graves, David	Eddie Ponce	11/14/2013			\$0.00	Nick Athanaseas
Ponte Vedra High 0492	16101	AHU B-2 is showing over current alarm 2001	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	11/26/2013		1	\$22.31	Nick Athanaseas
Ponte Vedra High 0492	16084	VTU heater not working. Airflow is OK. Shows heater should be on, but 59 degree air still coming in.	Work In Progress	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	11/25/2013			\$0.00	Nick Athanaseas
Ponte Vedra/Palm Valley Elem 0151	16094	Please core drill a 4" hole in wall.	Closed Work Orders	Masonry	Repult, Bryan	Eddie Ponce	11/25/2013	11/26/2013	15	\$317.18	Brandon Hennessey
Ponte Vedra/Palm Valley Elem 0151	15977	A very strong odor is in these classrooms. Please evaluate and repair as needed.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/7/2013	11/13/2013	5	\$112.54	Brandon Hennessey

R. B. Hunt Elementary 0161	16053	Sewer line clogged	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/19/2013	11/21/2013	6	\$111.81	Raymond Kledzik
Rawlings Elementary 0351	15976	Spray pump for cooling tower is not moving water.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	11/7/2013	11/25/2013		\$4,836.94	Brandon Hennessey
Rawlings Elementary 0351	15899	Please bolt both safes to the floor.	Closed Work Orders	Masonry	Preston, Richard	Eddie Ponce	11/1/2013	11/5/2013	2.5	\$65.39	Brandon Hennessey
Sebastian Middle 0301	15928	A/C EMS is showing no power to unit. I have checked both inside and outside fuses.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	11/4/2013	11/7/2013	4	\$82.84	Jeff Baldwin
South Woods Elementary 0461	15947	Pressure regulator rusted out on water line to dish machine have water turned off	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	11/5/2013	11/8/2013	5	\$266.99	Bennie Witt
St. Augustine High 0181	15897	Repair oven not working.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/1/2013	11/19/2013	9.5	\$239.07	Mike Hazel
St. Augustine High 0181	15988	Need lift at foot ball field to get up to speakers on poles.	Closed Work Orders	Grounds	Conley, Ronnie	Bruce Taylor	11/12/2013	11/20/2013	3.5	\$78.09	Mike Hazel
St. Augustine High 0181	16095	Preventive Maintenance 2013/14	Work In Progress	General Maintenance	PM, Taylor	Bruce Taylor	11/26/2013		81.5	\$2,095.19	Bruce Taylor
St. Augustine High 0181	16049	Repair Doyon top oven not working	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/19/2013	11/20/2013	9	\$198.51	Mike Hazel
St. Augustine High 0181	15898	Repair garbage disposal in dish room	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/1/2013		10	\$273.26	Mike Hazel

St. Johns Tech High 0033	16045	Air handler in classroom will not run. I have checked breakers and resets. There is 24volt to thermostat.	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	11/18/2013				\$0.00	Troy Wilson
Switzerland Point Middle 0321	16076	Possible propane leak in kitchen.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Eddie Ponce	11/22/2013	11/25/2013	4		\$87.72	Edward Ponce
Switzerland Point Middle 0321	16051	Convection oven does not power up at times. Appears to have an issue with the switch. Recurring problem.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	11/19/2013	11/21/2013	4.5		\$99.26	Al Pantano
Switzerland Point Middle 0321	16078	Receptacle arched...smoke residue on outside of receptacle and	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	11/22/2013	11/26/2013	10		\$180.50	Al Pantano
Switzerland Point Middle 0321	16061	Main wash sink drain pipe is leaking.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	11/20/2013		1		\$21.55	Al Pantano
Switzerland Point Middle 0321	16021	Upgrade 162 hvac diffusers throughout facility.	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, Wilson Heat and Air	Eddie Ponce	11/13/2013				\$8,712.96	Edward Ponce
Switzerland Point Middle 0321	16062	Door closer on double exterior doors to cafeteria is binding when it closes and releasing too easily when it opens such that the door impacts the exterior wall.	Work In Progress	Doors and Hardware	Preston, Richard	Eddie Ponce	11/20/2013		0.5		\$9.99	Al Pantano
Timberlin Creek Elementary 0451	15993	Chiller #2 Compressor #1 and #3 are both showing low Current MP-HP. When you reset it just times itself out continually.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	11/12/2013	11/26/2013	13		\$555.03	Bill Fowler

Timberlin Creek Elementary 0451	15958	Service hose area inside kitchen has broken indicator and backflow preventer is rusted out and needs replaced.	Work In Progress	Plumbing	Harrison, Steve	Bruce Taylor	11/6/2013		13	\$451.28	Bill Fowler
Timberlin Creek Elementary	16096	The bottom oven is not working	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/26/2013			\$0.00	Bill Fowler
Transportation Department 9780	16031	Additional mow for Hastings bus Parking.	Closed Work Orders	General Maintenance		Eddie Ponce	11/14/2013	11/14/2013		\$0.00	Edward Ponce
Transportation Department 9780	16030	The foam brush is not working. Please check the wash because it is not working correctly.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/14/2013	11/21/2013	4	\$74.54	Marlena Repult
Wards Creek Elementary 0482	16018	Call button in freezer will not push and call in.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	11/13/2013	11/15/2013	9	\$198.51	Timothy Lundquist
Wards Creek Elementary 0482	15971	Two 2 inch copper pipes leaking. One in front of blue gang bathrooms and the other in cafe.	Work In Progress	Plumbing	Contractor, McCrary's Plumbing	Bruce Taylor	11/7/2013	11/8/2013		\$0.00	Timothy Lundquist
Webster Elementary 0201	16007	Clean sewer line.	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Eddie Ponce	11/13/2013	11/13/2013		\$120.00	Edward Ponce
Webster Elementary 0201	15965	The drain has been knocked loose from the sink	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/6/2013	11/7/2013	4	\$74.54	Mike Oliver
Webster Elementary 0201	15918	The floor drain is backing up when you flush the toilet	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/1/2013	11/6/2013	5	\$107.75	Mike Oliver
Webster Elementary 0201	15919	The faucet at the sink is very loose	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	11/1/2013	11/6/2013	3	\$64.65	Mike Oliver

Maintenance Department Capital Improvements Project 7/1/13 through 11/30/13									
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	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	15111	install motion detectors	Work In Progress	Davis, Edward	Joe Lewis	8/20/2013		\$0.00	Jason Lee
Bartram Trail High 0411	16036	upgrade parking lot lights to solar	Work In Progress	Contractor, AEC Electric	Joe Lewis	11/14/2013		\$23,929.55	Jason Lee
Bartram Trail High 0411	15864	service elevator	Work In Progress	Contractor, Schindler Elevator	Joe Lewis	10/29/2013		\$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	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	14443	upgrade weight room flooring	Work In Progress	Flooring	Lewis, Joseph	5/30/2013			
Creekside High 0493	16035	repair partition walls	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	11/14/2013		\$4,550.51	Robert Randazzo
Creekside High 0493	16037	upgrade lighting at stadium	Work In Progress	Contractor, AEC Electric	Joe Lewis	11/15/2013		\$40,129.30	Robert Randazzo
Creekside High 0493	16001	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$54,203.65	Robert Randazzo
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	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	Shane Walton	10/29/2013		\$21,470.05	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	Shane Walton	10/31/2013		\$10,602.00	Ralph Waldrop
Crookshank Elementary 0021	15969	Upgrade three sets of double storefront doors including electrified hardware.	Work In Progress	Contractor, Duval Glass& Mirror	Eddie Ponce	11/7/2013		\$23,555.00	Edward Ponce
Crookshank Elementary 0021	15995	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$34,936.96	Ralph Waldrop
Cunningham Creek Elem. 0381	16025	upgrade parking lot lights	Work In Progress	Contractor, AEC Electric	Joe Lewis	11/14/2013		\$29,144.24	Jody Hunter
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
Evelyn Hamblen 0031	15901	upgrade restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	11/1/2013		\$16,167.11	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	15999	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$44,638.30	James Strange
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	Shane Walton	10/28/2013		\$32,128.31	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	Contractor, Perfection, Architectural System	Eddie Ponce	7/22/2013	10/23/2013	\$16,438.80	Edward Ponce
Hickory Creek Elementary 0501	15951	Upgrade parent pickup and bus loop walkway cover.	Work In Progress	Contractor, Perfection, Architectural System	Eddie Ponce	11/5/2013		\$41,472.00	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	15940	replace corroded coils	Work In Progress	Contractor, WW Gay	Joe Lewis	11/5/2013		\$86,877.70	Rick Whittington
Ketterlinus Elementary 0091	15803	upgrade restrooms	Work In Progress	Contractor, McCrary's Plumbing	Joe Lewis	10/22/2013		\$7,662.22	Rick Whittington
Ketterlinus Elementary 0091	16024	upgrade light fixtures	Work In Progress	Contractor, AEC Electric	Joe Lewis	11/14/2013		\$12,267.67	Rick Whittington
Ketterlinus Elementary 0091	15922	replace shade fabric	Work In Progress	Contractor, BYO Playground, Inc.	Joe Lewis	11/4/2013		\$6,863.68	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	Repult, Bryan	Eddie Ponce	10/9/2013	11/1/2013	\$281.25	Edward Ponce

Landrum Middle 0311	15968	Upgrade non lit reader board sign.	Work In Progress	Contractor, B&S Signs, Inc.	Eddie Ponce	11/7/2013		\$3,654.34	Edward Ponce
Landrum Middle 0311	15956	Upgrade three sets of double storefront doors.	Work In Progress	Contractor, Duval Glass & Mirror	Eddie Ponce	11/6/2013		\$11,400.00	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
Landrum Middle 0311	16086	Refinish interior doors.	Work In Progress	Contractor, Rose and Barrett	Eddie Ponce	11/25/2013		\$4,809.60	Edward Ponce
Landrum Middle 0311	15983	Seal concrete patio.	Work In Progress	Contractor, Rose and Barrett	Eddie Ponce	11/8/2013		\$5,953.00	Edward Ponce
Liberty Pines K-8 0472	15998	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$44,638.30	Robert Sturm
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
Mason Elementary 0361	15932	Upgrade sound system in Cafetorium	Work In Progress	PM, Taylor	Bruce Taylor	11/4/2013		\$2,339.96	Bruce Taylor
Mason Elementary 0361	15914	Upgrade Fire Panel and partial devices.	Work In Progress	Contractor, SAFE, Inc.	Bruce Taylor	11/1/2013		\$15,013.20	Bruce Taylor
Mason Elementary 0361	15915	Upgrade boilers, Replacement of boiler #2	Work In Progress	Contractor, WW Gay	Bruce Taylor	11/1/2013		\$17,571.89	Bruce Taylor
Mason Elementary 0361	15917	Carpet and tile replacement	Work In Progress	Contractor, James Bros. Carpet	Shane Walton	11/1/2013		\$33,451.67	Bruce Taylor
Mill Creek Elementary 0341	15996	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$34,936.96	Robert Davis

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	15805	upgrade eyewash stations	Work In Progress	Ponce, Robbie	Joe Lewis	10/22/2013		\$2,745.00	Paul Pelletier
Murray Middle 0171	15796	upgrade motor control center	Work In Progress	Lewis, Joseph	Joe Lewis	10/22/2013		\$25,172.50	Paul Pelletier
Murray Middle 0171	16088	Upgrade five pairs of double storefront doors.	Work In Progress	Contractor, Duval Glass & Mirror	Eddie Ponce	11/25/2013		\$15,900.00	Edward Ponce
Murray Middle 0171	16000	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$44,638.30	Paul Pelletier
Nease High 0251	15931	Upgrade electrical and networking drops.	Closed Work Orders	Contractor, AEC Electric	Eddie Ponce	11/4/2013	11/4/2013	\$0.00	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	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	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	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	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	16008	Upgrade lockers.	Work In Progress	Contractor, Storagecraft	Eddie Ponce	11/13/2013		\$0.00	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
Nease High 0251	16057	Upgrade site signage.	Work In Progress	Contractor, B&S Signs, Inc.	Eddie Ponce	11/19/2013		\$6,909.00	Edward Ponce
Nease High 0251	16002	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$54,203.65	Bob Wamser
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	Closed Work Orders	PM, Taylor	Bruce Taylor	7/16/2013	8/13/2013	\$17,279.76	Bruce Taylor
Osceola Elementary 0331	15997	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$34,936.96	Sterling Cofield
Osceola Elementary 0331	15934	Upgrade sound system in Cafetorium	Work In Progress	PM, Taylor	Bruce Taylor	11/4/2013		\$2,339.96	Bruce Taylor
Osceola Elementary 0331	15936	Upgrade casework in listed areas.	Work In Progress	Contractor, P Brandon, Inc.	Bruce Taylor	11/4/2013		\$46,391.18	Bruce Taylor
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
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

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	15814	Repair storm drain in Bus loop drive.	Closed Work Orders	Contractor, G and H Underground	Bruce Taylor	10/23/2013	11/18/2013	\$9,386.38	Bruce Taylor
Pedro Menendez High 0401	15794	Trim and shape 199 trees as needed.	Work In Progress	PM, Taylor	Bruce Taylor	10/22/2013		\$4,975.00	
Pedro Menendez High 0401	15765	Remove all old VCT tile and reinstall utilizing 13" x13" ceramic tile as per	Work In Progress	Contractor, Express Tile	Shane Walton	10/16/2013		\$38,146.78	Bruce Taylor
Pedro Menendez High 0401	15841	Upgrade sound system	Work In Progress	PM, Taylor	Bruce Taylor	10/25/2013		\$9,999.95	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	15832	Upgrade site signage.	Work In Progress	Contractor, B&S Signs, Inc.	Eddie Ponce	10/24/2013		\$4,930.00	Edward Ponce
Ponte Vedra High 0492	16003	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$51,410.80	Nick Athanaseas
Ponte Vedra High 0492	15942	Upgrade irrigation system.	Work In Progress	Contractor, C & L Landscape	Eddie Ponce	11/5/2013		\$5,039.05	Edward Ponce
Ponte Vedra High 0492	15815	Install electrical power and hand dryers in boys and girls Locke rooms.	Work In Progress	Contractor,, Quality Electrical	Eddie Ponce	10/23/2013		\$4,837.35	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	16009	Repair divider curtain in gymnasium.	Work In Progress	Contractor, Southeastern Surface	Eddie Ponce	11/13/2013		\$880.00	Edward Ponce
Ponte Vedra High 0492	16014	upgrade /repair folding walls	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	11/13/2013		\$2,833.65	Nick Athanaseas
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
R. B. Hunt Elementary 0161	16067	Upgrade group restroom.	Work In Progress	Contractor, McCrary's Plumbing	Eddie Ponce	11/21/2013		\$8,235.82	Edward Ponce
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
Sebastian Middle 0301	15984	install hold open devices	Work In Progress	Contractor, SAFE, Inc.	Joe Lewis	11/8/2013		\$2,005.83	Jeff Baldwin
Sebastian Middle 0301	15973	Upgrade four sets of double hollow metal doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	11/7/2013		\$13,084.00	Edward Ponce
South Woods Elementary 0461	14747	Upgrade Water Treatment Plant, 2013/2014 S/Y	Work In Progress	PM, Taylor	Bruce Taylor	7/17/2013		\$12,046.05	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		\$10,398.18	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	15982	Install auto security gate at back of school leading to Kitchen and receiving.	Work In Progress	Contractor, Armstrong Fence	Bruce Taylor	11/8/2013		\$10,846.76	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

St. Johns Tech High 0033	15937	pour basketball court	Closed Work Orders	Hagan, Elmer	Joe Lewis	11/4/2013	11/14/2013	\$5,774.92	Troy Wilson
St. Johns Tech High 0033	16064	Upgrade Landscape	Work In Progress	Lewis, Joseph	Joe Lewis	11/20/2013		\$0.00	Troy Wilson
St. Johns Tech High 0033	15900	upgrade restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	11/1/2013		\$4,225.60	Troy Wilson
St. Johns Tech High 0033	15985	replace air handler building H	Work In Progress	Contractor, WW Gay	Joe Lewis	11/8/2013		\$51,573.00	Troy Wilson
St. Johns Tech High 0033	15935	Upgrade two windows.	Work In Progress	Contractor, Duval Glass& Mirror	Eddie Ponce	11/4/2013		\$2,262.00	Edward Ponce
St. Johns Tech High 0033	16004	2013/2014 Duct Cleaning	Work In Progress		Shane Walton	11/12/2013		\$41,449.85	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
Switzerland Point Middle 0321	15933	Upgrade fire alarm system.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	11/4/2013		\$20,463.48	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	15913	Upgrade Landscape	Work In Progress	Contractor, Ham's Nursery	Bruce Taylor	11/1/2013		\$4,996.00	Bruce Taylor
Wards Creek Elementary 0482	16056	Retrofit common areas yellow, Blue, Green and Orange along with front office area. 352 total light fixtures.	Work In Progress	Contractor, AEC Electric	Bruce Taylor	11/19/2013		\$0.00	Bruce Taylor
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 23rd 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; Gamble Rogers, Murray, Sebastian and Switzerland Point Middle Schools and Bartram, Nease and St. Augustine High 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 Hickory Creek, Palencia and South Woods Elementary Schools, The Webster School and Sebastian and Switzerland Point Middle School.

Special Projects: During the month of November, we assisted both the Tools for Schools and ASSIST Programs by picking up and delivering supplies to schools.