

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: March 11, 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.

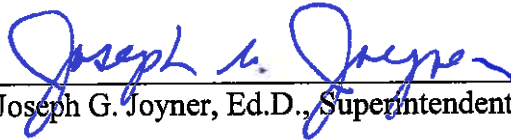
Drafted and submitted for approval by: Shane Walton, Director for Maintenance Services.

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**

JANUARY 2014

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 1/31/14

Work Order Count	Location	Status	Total Costs
18	Administration Building 9721	Closed Work Orders	\$12,747.01
1	Administration Building 9721	New Request	\$0.00
1	Administration Building 9721	Work In Progress	\$3,547.86
45	Bartram Trail High 0411	Closed Work Orders	\$129,706.82
10	Bartram Trail High 0411	Work In Progress	\$97,020.91
69	Creekside High 0493	Closed Work Orders	\$115,965.16
17	Creekside High 0493	Work In Progress	\$63,095.12
49	Crookshank Elementary 0021	Closed Work Orders	\$108,876.75
4	Crookshank Elementary 0021	Work In Progress	\$85,416.33
26	Cunningham Creek Elem. 0381	Closed Work Orders	\$63,502.52
4	Cunningham Creek Elem. 0381	Work In Progress	\$49,882.34
41	Durbin Creek Elementary 0441	Closed Work Orders	\$26,870.83
6	Durbin Creek Elementary 0441	Work In Progress	\$15,096.22
19	Evelyn Hamblen 0032	Closed Work Orders	\$21,437.79
1	Evelyn Hamblen 0032	New Request	\$0.00
8	Evelyn Hamblen 0032	Work In Progress	\$41,090.64
1	First Coast Technical College 0042	Closed Work Orders	\$130.45
38	Fruit Cove Middle 0491	Closed Work Orders	\$232,093.24
1	Fruit Cove Middle 0491	New Request	\$0.00
2	Fruit Cove Middle 0491	Work In Progress	\$80,266.60
17	Fullerwood 9061	Closed Work Orders	\$4,658.74
1	Fullerwood 9061	Work In Progress	\$3,547.86
43	Gamble Rogers Middle 0371	Closed Work Orders	\$42,187.80
1	Gamble Rogers Middle 0371	Work In Progress	\$0.00
45	Hartley Elementary 0261	Closed Work Orders	\$52,097.85
9	Hartley Elementary 0261	Work In Progress	\$44,735.81
33	Hickory Creek Elementary 0501	Closed Work Orders	\$55,682.14
3	Hickory Creek Elementary 0501	Work In Progress	\$45,019.86

49	Julington Creek Elementary 0241	Closed Work Orders	\$42,996.60
6	Julington Creek Elementary 0241	Work In Progress	\$13,416.80
24	Ketterlinus Elementary 0091	Closed Work Orders	\$36,496.56
7	Ketterlinus Elementary 0091	Work In Progress	\$108,291.47
60	Landrum Middle 0311	Closed Work Orders	\$60,926.73
1	Landrum Middle 0311	New Request	\$0.00
3	Landrum Middle 0311	Work In Progress	\$68,120.03
50	Liberty Pines K-8 0472	Closed Work Orders	\$22,441.38
1	Liberty Pines K-8 0472	New Request	\$0.00
5	Liberty Pines K-8 0472	Work In Progress	\$49,471.10
19	Maintenance Department 9810	Closed Work Orders	\$7,870.08
3	Maintenance Department 9810	Work In Progress	\$22,886.36
43	Mason Elementary 0361	Closed Work Orders	\$99,611.82
6	Mason Elementary 0361	Work In Progress	\$27,398.10
45	Mill Creek Elementary 0341	Closed Work Orders	\$48,355.35
3	Mill Creek Elementary 0341	Work In Progress	\$63,737.53
84	Murray Middle 0171	Closed Work Orders	\$63,279.36
2	Murray Middle 0171	New Request	\$0.00
11	Murray Middle 0171	Work In Progress	\$197,863.51
2	Nease Clinic	Closed Work Orders	\$441.23
76	Nease High 0251	Closed Work Orders	\$166,073.31
8	Nease High 0251	Work In Progress	\$112,203.58
30	Ocean Palms Elementary 0391	Closed Work Orders	\$34,172.27
3	Ocean Palms Elementary 0391	Work In Progress	\$24,838.56
5	O'Connell Center	Closed Work Orders	\$364.52
54	Osceola Elementary 0331	Closed Work Orders	\$80,189.39
5	Osceola Elementary 0331	Work In Progress	\$85,674.34
20	Pacetti Bay Middle 0481	Closed Work Orders	\$21,486.06
3	Pacetti Bay Middle 0481	New Request	\$0.00
8	Pacetti Bay Middle 0481	Work In Progress	\$20,099.99

19	Palencia Elementary 0511	Closed Work Orders	\$20,589.84
53	Pedro Menendez High 0401	Closed Work Orders	\$84,625.70
1	Pedro Menendez High 0401	New Request	\$0.00
6	Pedro Menendez High 0401	Work In Progress	\$14,736.04
66	Ponte Vedra High 0492	Closed Work Orders	\$76,089.37
9	Ponte Vedra High 0492	Work In Progress	\$62,682.83
31	Ponte Vedra/Palm Valley Elem 0351	Closed Work Orders	\$97,881.88
3	Ponte Vedra/Palm Valley Elem 0351	Work In Progress	\$12,470.16
31	R. B. Hunt Elementary 0161	Closed Work Orders	\$63,061.63
1	R. B. Hunt Elementary 0161	New Request	\$0.00
5	R. B. Hunt Elementary 0161	Work In Progress	\$32,825.59
18	Rawlings Elementary 0351	Closed Work Orders	\$10,284.05
2	Rawlings Elementary 0351	Work In Progress	\$26,902.55
33	Sebastian Middle 0301	Closed Work Orders	\$86,070.92
1	Sebastian Middle 0301	New Request	\$0.00
7	Sebastian Middle 0301	Work In Progress	\$14,397.69
25	South Woods Elementary 0461	Closed Work Orders	\$23,284.96
9	South Woods Elementary 0461	Work In Progress	\$51,309.18
72	St. Augustine High 0181	Closed Work Orders	\$134,129.52
14	St. Augustine High 0181	Work In Progress	\$92,101.06
41	St. Johns Tech High 0033	Closed Work Orders	\$71,401.52
4	St. Johns Tech High 0033	Work In Progress	\$61,708.60
56	Switzerland Point Middle 0321	Closed Work Orders	\$152,246.24
3	Switzerland Point Middle 0321	New Request	\$233.92
3	Switzerland Point Middle 0321	Work In Progress	\$74,204.31
39	Timberlin Creek Elementary 0451	Closed Work Orders	\$62,643.11
1	Timberlin Creek Elementary 0451	New Request	\$0.00
2	Timberlin Creek Elementary 0451	Work In Progress	\$3,547.86
25	Transportation Department 9780	Closed Work Orders	\$6,965.16
3	Transportation Department 9780	Work In Progress	\$0.00
15	Wards Creek Elementary 0482	Closed Work Orders	\$40,368.55
6	Wards Creek Elementary 0482	Work In Progress	\$24,516.87

57	Webster Elementary 0201	Closed Work Orders	\$79,305.99
3	Webster Elementary 0201	Work In Progress	\$6,451.74
2	Yates Building 9740	Closed Work Orders	\$633.41
2	Yates Building 9740	Work In Progress	\$4,193.67
1817	Year to Date		\$ 4,365,246.59

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

1/1/14 through 1/31/14

Location	WOID	Description	Status	Craft	Assigned To	Manager	Requested	Completed	Labor	Total Costs	Requester
Administration Building 9721	16299	A/C unit coil iced up in Room 250.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/8/2014	1/10/2014	6	\$126.86	Johnny Stratton
Bartram Trail High 0411	16285	Boiler for the Gym area will not reset and light. AHU 1-9 is locked out and will not run.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/8/2014	1/30/2014	7	\$173.03	Jason Lee
Bartram Trail High 0411	16286	Boiler for the Gym area will not reset and light. AHU 1-9 is locked out and will not run. AHU 1-6 heat strips not working.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/8/2014	1/30/2014	10	\$207.10	Jason Lee
Bartram Trail High 0411	16254	AHU 2-2, AHU 2-1, and various heat strips not working in classrooms	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/7/2014	1/29/2014	34	\$1,989.56	Jason Lee
Bartram Trail High 0411	16330	Steamer will not hold pressure, water draining out of overflow.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/10/2014	1/21/2014	4.5	\$99.64	Jason Lee
Bartram Trail High 0411	16331	No power at circulating pump for chilled water line, wire pulled during PM but never completed. Contactor for Fresh air make-up will not reset.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	1/10/2014	1/23/2014		\$0.00	Jason Lee

Bartram Trail High 0411	16414	Kitchen mixing valve letting it hot water to cold side.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	1/22/2014	1/23/2014	5	\$105.73	Jason Lee
Bartram Trail High 0411	16369	400 hall, library, 112,	Work In Progress	Roof	Kite, Tim	<Blank>	1/15/2014			\$0.00	Jason Lee
Bartram Trail High 0411	16411	replace vfd in air handler # 1-3	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/22/2014			\$0.00	Jason Lee
Bartram Trail High 0411	16415	Refrigerator not staying cool. Freezer unit leafing water in freezer.	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	1/22/2014	1/30/2014	7.5	\$1,014.91	Jason Lee
Creekside High 0493	16391	replace toilet in staff restroom	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	1/17/2014	1/30/2014	13.5	\$773.35	Robert Randazzo
Creekside High 0493	16332	Two intercom station A.P. office fault (waiting). Emergency call station in classroom 775 not working.	Closed Work Orders	Intercoms	Contractor, SAFE, Inc.	Joe Lewis	1/10/2014	1/30/2014		\$174.00	Robert Randazzo
Creekside High 0493	16243	lights are out in parking lot	Closed Work Orders	Electrical	Davis, Edward	Joe Lewis	1/6/2014	1/6/2014	12	\$253.74	Robert Randazzo
Creekside High 0493	16269	Main 300 amp breaker tripping.	Closed Work Orders	Electrical	Davis, Edward	Joe Lewis	1/7/2014	1/8/2014	9	\$1,785.31	Robert Randazzo
Creekside High 0493	16320	Need to replace 4 toilet seats. Would like a total of 8 to have couple extra in stock. Seat only will replace in house.	Closed Work Orders	Plumbing	Smith, Wyatt	Joe Lewis	1/10/2014	1/10/2014	2	\$174.96	Robert Randazzo

Creekside High 0493	16321	Water cooler 600 hallway out of order.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	1/10/2014	1/30/2014	2	\$42.29	Robert Randazzo
Creekside High 0493	16421	No heat in A.D. offices	Work In Progress	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/22/2014		6	\$124.26	Robert Randazzo
Creekside High 0493	16491	Roof leaking water in Auditorium. Location front next to IT room. Bucket marks the spot.	Work In Progress	Roof	Kite, Tim	Joe Lewis	1/30/2014			\$0.00	Robert Randazzo
Creekside High 0493	16484	1- 520 common area doors not locking . 2- Hallway 166 doors leading to Auditorium need lock function changed so doors stay locked. 3- 200 hallway lever on outside broke .	Work In Progress	Carpentry	Crutchfield, Red	Joe Lewis	1/29/2014			\$0.00	Robert Randazzo
Crookshank Elementary 0021	16279	portable #10 has no heat	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/7/2014	1/9/2014	1	\$19.87	Ralph Waldrop
Crookshank Elementary 0021	16252	perform preventive maintenance	Work In Progress	General Maintenance	Lewis, Joseph	Joe Lewis	1/6/2014	1/28/2014	688	\$18,407.32	Ralph Waldrop
Cunningham Creek Elem. 0381	16396	Boiler #2 will not fire.	Closed Work Orders	Heating/Ventilation /Air Conditioning	McLean, Derek	Joe Lewis	1/21/2014	1/23/2014	15	\$331.61	Jody Hunter
Cunningham Creek Elem. 0381	16380	Walk in cooler, high temperature.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Joe Lewis	1/17/2014	1/23/2014	16	\$352.02	Jody Hunter

Durbin Creek Elementary 0441	16244	replace oil filters on chiller	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	1/6/2014	1/6/2014		\$0.00	Todd Ponce
Durbin Creek Elementary 0441	16307	Bathroom sink will not drain. We pulled off p trap and it is clean.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	1/9/2014	1/23/2014	4	\$84.58	Todd Ponce
Durbin Creek Elementary 0441	16278	a/c down in coaches office	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/7/2014	1/30/2014	7	\$144.97	Todd Ponce
Durbin Creek Elementary 0441	16485	Heat not working.	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/29/2014		18	\$510.10	Todd Ponce
Durbin Creek Elementary 0441	16493	All of the kitchen floor drains are backed up and will not drain.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	1/30/2014		6	\$126.87	Todd Ponce
Durbin Creek Elementary 0441	16459	The belt for the top oven is making noises.	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	1/27/2014			\$0.00	Todd Ponce
Evelyn Hamblen 0032	16315	We are having a problem with one of the food warmers. It will not heat to the proper temperature	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/10/2014	1/14/2014	4	\$85.75	Troy Wilson
Evelyn Hamblen 0032	16247	Air handler will not shut off when it reaches the set temperature. Thermostat is set in auto setting.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/6/2014	1/21/2014	3	\$62.13	Troy Wilson

Evelyn Hamblen 0032	16357	Ice machine needs serviced. Water runs continuously out overflow.	Closed Work Orders	Ice Machine Service	McLean, Derek	Joe Lewis	1/14/2014	1/30/2014	13.5	\$297.77	Troy Wilson
Evelyn Hamblen 0032	16445	Science lab needs all cabinets, counter tops, ventilation wall fan and sinks removed from science lab. All plumbing will need to be removed and capped off. We need to convert it to a regular classroom. Will need walls patched and painted.	Work In Progress	General Maintenance	Ortagus, Rick	Joe Lewis	1/24/2014			\$0.00	Troy Wilson
Evelyn Hamblen 0032	16446	replace heaters in restrooms	Work In Progress	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/24/2014			\$1,057.02	Troy Wilson
Evelyn Hamblen 0032	16481	Room 025 and 006 have thermostat issues. Air handler keeps running once temp. has reached set point.	Work In Progress	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/29/2014		4.5	\$200.78	Troy Wilson
Evelyn Hamblen 0032	16402	Combi oven will not work. Used for breakfast this morning. Now the burner will not ignite.	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	1/21/2014			\$0.00	Troy Wilson
Fruit Cove Middle 0491	16365	outside unit has bad fan motor	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/15/2014	2/3/2014	2.5	\$380.79	James Strange

Fruit Cove Middle 0491	16290	garbage disposal not working 3 compartment sink has leak in drain pipe freezer drain pipe leaks sink agitator system is bound up	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/8/2014	1/29/2014	11	\$829.77	James Strange
Fruit Cove Middle 0491	16291	no power to outlets turned on breaker it made a loud pop	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	1/8/2014	1/31/2014	2	\$40.76	James Strange
Fruit Cove Middle 0491	16474	Warmer not working.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/28/2014	1/31/2014	9	\$198.51	Edward Ponce
Fruit Cove Middle 0491	16487	Steamer has a leak	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/30/2014	1/31/2014	2	\$43.10	James Strange
Fullerwood 9061	16419	Replace time clock for A/C unit in kitchen and auditorium.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	1/22/2014	1/29/2014	9	\$311.41	Johnny Stratton
Fullerwood 9061	16377	The back lights are not working. To be repaired on Monday, January 27, 2014.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	1/16/2014	1/30/2014	6	\$112.08	Johnny Stratton
Gamble Rogers Middle 0371	16392	water pipe broke in wall	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/21/2014	1/22/2014	8	\$258.30	Mike Ponce
Gamble Rogers Middle 0371	16408	water fountain broke need to replace	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/21/2014	1/22/2014	10	\$817.54	Mike Ponce
Gamble Rogers Middle 0371	16335	Water fountain leaking.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/10/2014	1/30/2014	12	\$231.70	Bruce Taylor
Gamble Rogers Middle 0371	16350	need lift to reach lights in gym	Closed Work Orders	General Maintenance	Shank, Tyson	Bruce Taylor	1/13/2014	1/17/2014	19.5	\$330.01	Mike Ponce

Gamble Rogers Middle 0371	16267	no heat in these rooms	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/7/2014	1/17/2014	9	\$397.40	Mike Ponce
Gamble Rogers Middle 0371	16436	no heat	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/23/2014	1/28/2014	4	\$75.24	Mike Ponce
Gamble Rogers Middle 0371	16461	Need scissor lift to check fire dampers.	Closed Work Orders	General Maintenance	Russ, Eric	Bruce Taylor	1/27/2014	1/30/2014		\$0.00	Mike Ponce
Gamble Rogers Middle 0371	16492	repair roof leak	Work In Progress	Roof	Gibson, Mike	Bruce Taylor	1/30/2014			\$0.00	Mike Ponce
Hartley Elementary 0261	16264	No Heat. Most likely contactor.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Joe Lewis	1/7/2014	1/8/2014		\$0.00	Bill Vaughn
Hartley Elementary 0261	16314	Steamer takes forever to fill with water. See Kitchen manager for specifics.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Joe Lewis	1/10/2014	1/14/2014	8	\$172.30	Bill Vaughn
Hartley Elementary 0261	16346	In door fan bearings making a lot of noise.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/13/2014	1/14/2014	8	\$298.20	Bill Vaughn
Hartley Elementary 0261	16417	Walk-in freezer door (closer) is loose. Needs to be thru-bolted.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/22/2014	1/27/2014	1.5	\$158.20	Bill Vaughn
Hartley Elementary 0261	16486	Leak at joint between original building and yellow hall	Work In Progress	Roof	Kite, Tim	Joe Lewis	1/30/2014			\$0.00	Bill Vaughn

Hartley Elementary 0261	16356	Need to repipe corroded section on hot water loop in boiler room. Looks really bad	Work In Progress	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	1/14/2014				\$0.00	Bill Vaughn
Hartley Elementary 0261	16349	Skylight has 2x3 inch hole.	Work In Progress	Roof	Kite, Tim	Joe Lewis	1/13/2014				\$0.00	Bill Vaughn
Hartley Elementary 0261	16271	Water Fountain needs new valve. (water keeps running). Have shut off water to unit.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	1/7/2014				\$0.00	Bill Vaughn
Hartley Elementary 0261	16301	Toilet wax seal leaking	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	1/9/2014				\$0.00	Bill Vaughn
Hartley Elementary 0261	16302	Drinking fountain drain clogged.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	1/9/2014				\$0.00	Bill Vaughn
Hickory Creek Elementary 0501	16483	Air handler 13 will not start.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/29/2014	1/31/2014	10		\$420.34	Larry Davis
Hickory Creek Elementary 0501	16364	please repair roof leak in left corner of room.	Work In Progress	Roof	Burchfield, Joe		1/14/2014				\$0.00	Larry Davis
Julington Creek Elementary 0241	16499	Steamer had bad electrical smell coming out the back.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/30/2014	2/4/2014	3		\$65.79	Brian Taylor
Julington Creek Elementary 0241	16394	Heat not coming on and it is calling for 100%.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/21/2014	1/31/2014	4		\$89.24	Brian Taylor

Julington Creek Elementary 0241	16379	In need of mechanical parts for toilets/urinals and also faucets for sinks.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	1/17/2014	1/29/2014		\$390.44	Brian Taylor
Julington Creek Elementary 0241	16339	Two sinks automatic water dispensers quit working.	Closed Work Orders	Kitchen Equipment	Kidd, Troy	Eddie Ponce	1/13/2014	1/13/2014	1	\$21.55	Brian Taylor
Julington Creek Elementary 0241	16255	AC unit has no power	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/7/2014	1/13/2014	6	\$126.54	Brian Taylor
Julington Creek Elementary 0241	16355	roof leaking right at the exhaust fan in the bathroom cove area.	Work In Progress	Roof	Burchfield, Joe	Eddie Ponce	1/14/2014			\$0.00	Brian Taylor
Julington Creek Elementary 0241	16282	HVAC is on 100% heat but blowing cold air think it needs Freon.	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/8/2014	1/13/2014	10	\$217.00	Brian Taylor
Julington Creek Elementary 0241	16498	Need a manual free stat or low limit valve on handler 5 and 9. Air handler 9 air flow safety circuit was not hooked up. heater would stay on after fan cut off.	Work In Progress	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/30/2014		3	\$63.27	Brian Taylor
Ketterlinus Elementary 0091	16318	Hoshizaki refrigerator going down	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/10/2014	1/14/2014	4.5	\$247.47	Rick Whittington
Ketterlinus Elementary 0091	16287	Milk box going down	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/8/2014	1/9/2014	3	\$66.17	Rick Whittington

Ketterlinus Elementary 0091	16501	Bad motor on air handler. No heat	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	1/31/2014				\$0.00	Rick Whittington
Landrum Middle 0311	16289	Air handler unit has hot water pouring out of it. I have valve off supply and have unit shut off...AH1	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/8/2014	1/13/2014	11		\$230.77	Brett Butler
Landrum Middle 0311	16342	Dishwasher in ESC room will not run. Unit is not cleaning dishes or draining	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/13/2014	2/3/2014	2.75		\$60.21	Brett Butler
Landrum Middle 0311	16416	Unit is not engaging in heat mode. Set point is 72 and temp is at 63 degrees	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/22/2014	1/31/2014			\$0.00	Brett Butler
Liberty Pines K-8 0472	16378	The control timer knob on top steamer is broken. It will not move once it is set. It works but will not shut off on its own.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/16/2014	1/22/2014	3.5		\$76.95	Robert Sturm
Liberty Pines K-8 0472	16387	The heat strips in air handler in room 713 are not coming on. This is causing the cafeteria to be too cold.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis		1/17/2014	1/21/2014	4		\$83.99	Robert Sturm
Liberty Pines K-8 0472	16388	The faucet in the big sink in the art room is dripping from the spout and will not shut off.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/17/2014	1/24/2014	6		\$113.16	Robert Sturm

Liberty Pines K-8 0472	16351	exhaust fan #59 keeps tripping the breaker. It is located inside mech. room 505.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/13/2014	1/15/2014	2.5	\$47.03	Robert Sturm
Liberty Pines K-8 0472	16420	When it is very cold out the 400 amp main breaker in the panel box outside that contains all of the 20 portable 100 amp breakers, trips because the heat strips all working to heat the classrooms	Work In Progress	Electrical	Davis, Edward	Bruce Taylor	1/22/2014	1/24/2014	19	\$1,940.76	Robert Sturm
Liberty Pines K-8 0472	16464	The faucet in the big sink in the art room is leaking so bad from the spout we had to shut off the water to the faucet. It will not shut off by the handle on the faucet	Work In Progress	Plumbing	Kizer, Brian	Bruce Taylor	1/27/2014			\$0.00	Robert Sturm
Liberty Pines K-8 0472	16452	The cooler on the line with the pull down screen is blowing warm air instead of cold and is registering 70 degrees.	Work In Progress	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/24/2014		12	\$263.92	Robert Sturm
Maintenance Department 9810	16340	Paint men's and women's restrooms.	Closed Work Orders	Painting	Stewart, Patrick	Eddie Ponce	1/13/2014	1/15/2014	15	\$332.89	Edward Ponce
Maintenance Department 9810	16272	Repair urinal.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	1/7/2014	1/8/2014	5	\$127.98	Edward Ponce

Mason Elementary 0361	16280	We have a leak in the wall under the sink in the cafeteria. I believe it is the supply line in the wall. I have the valve shut off in the mezzanine.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/8/2014	1/17/2014	22	\$422.25	Alvez Barkoskie
Mason Elementary 0361	16372	Please relocate water supply pipe and hose bib that was broken off by a bus.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/15/2014	1/24/2014	4	\$88.27	Alvez Barkoskie
Mason Elementary 0361	16393	Fire Hydrant will not flow as per test by Fire Department. Requires replacement/ or repair. assigned to Maximum Fire Protection.	Closed Work Orders	Fire Alarm System	PM, Taylor	Bruce Taylor	1/21/2014	1/28/2014		\$3,325.00	Alvez Barkoskie
Mason Elementary 0361	16248	roof leak in mail room. water is coming down the wall behind the white board.	Work In Progress	Roof	Gibson, Mike	Bruce Taylor	1/6/2014			\$0.00	Alvez Barkoskie
Mason Elementary 0361	16390	Please come and inspect water heater in the mezzanine located over the clinic. it is getting really rusty at the bottom of it and if notice the pan has about a half inch of water in it.	Work In Progress	Plumbing	Kizer, Brian	Bruce Taylor	1/17/2014			\$0.00	Alvez Barkoskie

Mill Creek Elementary 0341	16410	Not getting any power	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	1/22/2014	1/30/2014		\$0.00	Robert Davis
Mill Creek Elementary 0341	16367	Reach in cooler not getting cold & dryer not working	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/15/2014	1/23/2014	13	\$320.33	Robert Davis
Mill Creek Elementary 0341	16303	boiler down	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/9/2014	1/29/2014	8	\$2,426.28	Robert Davis
Mill Creek Elementary 0341	16288	Heat strips will not come on	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/8/2014	1/30/2014	5	\$103.55	Robert Davis
Mill Creek Elementary 0341	16429	Cant get the heat to come on	Closed Work Orders	Heating/Ventilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/23/2014	1/29/2014	2	\$39.74	Robert Davis
Mill Creek Elementary 0341	16425	perform preventive maintenance	Work In Progress	General Maintenance	Lewis, Joseph	Joe Lewis	1/22/2014	1/30/2014	508.5	\$21,162.28	Robert Davis
Murray Middle 0171	16319	admin supply room door lock is jammed	Closed Work Orders	Doors and Hardware	Crutchfield, Red	Joe Lewis	1/10/2014	1/15/2014	2	\$224.71	Paul Pelletier
Murray Middle 0171	16329	door closer/closing issues. have adjusted closer - still slamming	Closed Work Orders	Doors and Hardware	Crutchfield, Red	Joe Lewis	1/10/2014	1/14/2014		\$143.72	Paul Pelletier
Murray Middle 0171	16316	outlet and light switch in kitchen not working, outlet sparking	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	1/10/2014	1/30/2014		\$14.29	Paul Pelletier
Murray Middle 0171	16277	check heat in gym	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/7/2014	1/8/2014		\$0.00	Paul Pelletier

Murray Middle 0171	16250	pour slab for entrance	Closed Work Orders	Masonry	Hagan, Elmer	Joe Lewis	1/6/2014	1/22/2014	41.5	\$1,391.03	Paul Pelletier
Murray Middle 0171	16366	ice machine door is broken and falling apart, health dept. wrote it up. please check it out	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/15/2014	1/27/2014	9.5	\$209.67	Paul Pelletier
Murray Middle 0171	16422	water heater in kitchen is shutting down then working intermittently. I've checked breakers and power source.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/22/2014	1/30/2014	5.5	\$147.22	Paul Pelletier
Murray Middle 0171	16389	repair door locks	Closed Work Orders	Doors and Hardware	Crutchfield, Red	Joe Lewis	1/17/2014	1/30/2014	10	\$189.10	Paul Pelletier
Murray Middle 0171	16354	roof leak in these areas	Work In Progress	Roof	Kite, Tim	Joe Lewis	1/14/2014			\$0.00	Paul Pelletier
Murray Middle 0171	16246	looks like boiler number two will not fire	Work In Progress	Heating/Vent ilation /Air Conditioning	Cunningham, Harold	Joe Lewis	1/6/2014			\$0.00	Paul Pelletier
Murray Middle 0171	16265	please install new locks on new store front doors	Work In Progress	Doors and Hardware	Crutchfield, Red	Joe Lewis	1/7/2014			\$0.00	Paul Pelletier
Murray Middle 0171	16283	these units have a hot water flow issue, I've checked cut off valves and they are on.	Work In Progress	Heating/Vent ilation /Air Conditioning	Contractor, WW Gay	Joe Lewis	1/8/2014			\$0.00	Paul Pelletier
Murray Middle 0171	16427	door lock is not functioning properly	Work In Progress	Doors and Hardware	Crutchfield, Red	Joe Lewis	1/23/2014	1/27/2014	3	\$56.73	Paul Pelletier

Nease Clinic	16292	replace a ballast in the restroom	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	1/8/2014	1/31/2014	1	\$20.38	Bob Wamser
Nease High 0251	16297	boiler 2 is over loading and boiler 1 is not loading up as it is set for.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	1/8/2014	1/31/2014		\$1,590.00	Bob Wamser
Nease High 0251	16251	Add four courses of 8 x 16 concrete block to top of chiller wall. Also plant 28 red cedar trees along fence line for sound buffering.	Closed Work Orders	Masonry	Repult, Bryan	Eddie Ponce	1/6/2014	1/10/2014	74	\$7,754.96	Edward Ponce
Nease High 0251	16360	teacher restroom backing up into the floor drains, also woman toilet lose from floor	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	1/14/2014	1/15/2014	10	\$215.50	Bob Wamser
Nease High 0251	16451	vav coil leaking 12-1-4, 12-1-5	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/24/2014		8	\$168.72	Bob Wamser
Nease High 0251	16472	Upgrade kitchen supply fan.	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	1/28/2014			\$24,684.71	Edward Ponce
Nease High 0251	16403	Re - lamp 28 light fixtures @ tennis courts.	Work In Progress	Electrical	Contractor, Musco Lighting	Eddie Ponce	1/21/2014			\$3,500.00	Edward Ponce
Nease High 0251	16407	hot water mixer valve is not working	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	1/21/2014			\$0.00	Bob Wamser
Ocean Palms Elementary 0391	16505	Breaker panel in need of repair.	Work In Progress	Electrical	Wynn, Al	Bruce Taylor	1/31/2014		41	\$1,028.06	Bruce Taylor

O'Connell Center	16245	Pipes leak when you flush the toilet	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	1/6/2014	1/8/2014	3	\$57.05	Robert Davis
Osceola Elementary 0331	16242	Preventive Maintenance 2014	Closed Work Orders	General Maintenance	PM, Taylor	Bruce Taylor	1/6/2014	1/30/2014	782.5	\$21,318.59	Bruce Taylor
Osceola Elementary 0331	16495	air handler not working ,no heat in classroom this is a head start classroom	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/30/2014	1/30/2014	1	\$18.81	Sterling Cofield
Osceola Elementary 0331	16496	water heater for the kitchen not working	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/30/2014	1/31/2014	4	\$86.20	Sterling Cofield
Osceola Elementary 0331	16476	outside unit freezing up - I have it cut off	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/29/2014	1/29/2014	1.5	\$28.22	Sterling Cofield
Osceola Elementary 0331	16494	outside units are froze on both classrooms	Work In Progress	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/30/2014		1	\$18.81	Sterling Cofield
Osceola Elementary 0331	16497	plumbing is backed up, I think the sewer line that runs between the portables is clogged again	Work In Progress	Plumbing	Kizer, Brian	Bruce Taylor	1/30/2014			\$0.00	Sterling Cofield
Pacetti Bay Middle 0481	16266	roof leaking in classroom around vent fan	Closed Work Orders	Roof	Kite, Tim	Joe Lewis	1/7/2014	1/10/2014	8	\$143.56	Jack Blocker
Pacetti Bay Middle 0481	16284	#2 Steamer: power cord connector off in side unit. Panels on back and sides loose.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/8/2014	1/15/2014	6	\$132.34	Jack Blocker

Pacetti Bay Middle 0481	16449	Front gate post on buss loop needs repair. Twisting in the ground	Work In Progress	Fence Repair	Kite, Tim	Joe Lewis	1/24/2014		1.5	\$33.47	Jack Blocker
Pacetti Bay Middle 0481	16450	Lock/handle on walk-in cooler broken	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	1/24/2014			\$39.96	Jack Blocker
Pacetti Bay Middle 0481	16375	Gaskets on warmer needs replaced. (serving line #1)	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	1/15/2014		3	\$66.17	Jack Blocker
Pedro Menendez High 0401	16313	Leak in Elbow on copper line (Hot Water Side.).	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/9/2014	1/10/2014	5	\$94.30	Joedy Ashton
Pedro Menendez High 0401	16341	Bottom Oven on Main Oven will not come on. Top Steamer will not Shut Off.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/13/2014	1/15/2014	12.5	\$275.84	Joedy Ashton
Pedro Menendez High 0401	16409	Fuses blown in AHU-1-2 Heater.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/21/2014	1/21/2014	4	\$214.24	Joedy Ashton
Pedro Menendez High 0401	16352	Drains Backing up in Front Line. Called McCrary's Plumbing.	Work In Progress	Plumbing	Contractor, McCrary's Plumbing	Bruce Taylor	1/13/2014			\$0.00	Joedy Ashton
Pedro Menendez High 0401	16399	Wire Shorting in light plugin above Ceiling.	Work In Progress	Electrical	Wynn, Al	Bruce Taylor	1/21/2014			\$0.00	Joedy Ashton
Ponte Vedra High 0492	16423	Fryer is not pumping oil back into oil compartment. When you attempt to pump oil, motor makes a loud noise.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/22/2014	1/27/2014	3.5	\$75.43	Nick Athanaseas

Ponte Vedra High 0492	16336	Fryer is working, but grease pump is pulsating. Acts like there is air in line. Only used when filtering grease. Do not want pump to go bad.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/12/2014	1/27/2014	20	\$440.88	Nick Athanaseas
Ponte Vedra High 0492	16337	Ice machine in football concession not making ice. We have soccer games and practices and need ice. Currently using ice machine in gym concession areas, crushed not cubed.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/12/2014	1/13/2014	1	\$21.55	Nick Athanaseas
Ponte Vedra High 0492	16338	VTU heater seems to be not working. Replaced parts maybe heat sensor went out again. Airflow is OK	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/12/2014	1/24/2014	7	\$147.63	Nick Athanaseas
Ponte Vedra High 0492	16442	The heat is not working in this room. We are testing in room, so will have to coordinate a time and day.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/23/2014	1/31/2014	9	\$218.25	Nick Athanaseas
Ponte Vedra High 0492	16454	House lights came on this morning. They are completely off now. Went to electric room found: all breakers in read on DMX, display off.	Work In Progress	Electrical	Penque, Bruce	Eddie Ponce	1/24/2014			\$0.00	Nick Athanaseas

Ponte Vedra High 0492	16433	Ice machine was making loud noise an quit.	Work In Progress	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/23/2014			\$0.00	Nick Athanaseas
Ponte Vedra/Palm Valley Elem 0151	16304	Conduct preventive maintenance.	Closed Work Orders	General Maintenance	PM, Ponce	Eddie Ponce	1/9/2014	2/3/2014	609.5	\$18,407.88	Edward Ponce
R. B. Hunt Elementary 0161	16306	Roof drain leaking in B wing West end outside of room 325	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	1/9/2014	1/22/2014	20.5	\$592.12	Raymond Kledzik
R. B. Hunt Elementary 0161	16310	Unit not heating	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/9/2014	1/24/2014	9	\$189.81	Raymond Kledzik
R. B. Hunt Elementary 0161	16371	Window or sill leaking causing wet area on carpet	Closed Work Orders	Windows	Burchfield, Joe	Eddie Ponce	1/15/2014	1/22/2014	2	\$43.10	Raymond Kledzik
R. B. Hunt Elementary 0161	16478	Three roof drains leaking on B Wing. The one Joe repaired is not leaking.	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	1/29/2014	1/31/2014	7.5	\$186.10	Raymond Kledzik
R. B. Hunt Elementary 0161	16488	Roof flashing leaking at front hall foyer.	Work In Progress	Roof	Burchfield, Joe	Eddie Ponce	1/30/2014			\$0.00	Raymond Kledzik
Rawlings Elementary 0351	16456	Conduct preventive maintenance	Work In Progress	General Maintenance	PM, Ponce	Eddie Ponce	1/24/2014		428	\$10,750.50	Edward Ponce

Sebastian Middle 0301	16431	Pick up 50 tables from Landrum Middle School on Monday 1/27 and take to Sebastian Middle School for the districts regional Science Fair. Once the Fair is over on 1/31 pick up tables and deliver back to Landrum.	Closed Work Orders	General Maintenance	Saucerman, Shawn	Joe Lewis	1/23/2014	1/31/2014	24	\$443.90	Jeff Baldwin
Sebastian Middle 0301	16353	Sump pump is not working and water is building up in the loading/unloading area.	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	1/14/2014	1/14/2014	13.5	\$293.03	Jeff Baldwin
Sebastian Middle 0301	16293	freezer down	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, Taylor Refrigeration	Joe Lewis	1/8/2014	1/9/2014		\$1,009.41	Jeff Baldwin
Sebastian Middle 0301	16263	Freezer not cooling properly.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	1/7/2014	1/10/2014	8.5	\$619.61	Jeff Baldwin
Sebastian Middle 0301	16249	paint locker rooms	Closed Work Orders	Painting	Linskey, Jim	Joe Lewis	1/6/2014	1/8/2014	33	\$648.60	Jeff Baldwin
Sebastian Middle 0301	16439	check heat in media center (check with manager before putting on line)	Work In Progress	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/23/2014		5	\$103.55	Jeff Baldwin
Sebastian Middle 0301	16448	Heat is not coming on.	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, Wilson Heat and Air	Joe Lewis	1/24/2014			\$0.00	Jeff Baldwin

Sebastian Middle 0301	16432	HVAC is not heating properly.	Work In Progress	Heating/Ventilation /Air Conditioning	Contractor, Wilson Heat and Air	Joe Lewis	1/23/2014				\$0.00	Jeff Baldwin
South Woods Elementary 0461	16281	Water fountain in front office and on play ground not working leaking water turned off	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/8/2014	1/17/2014	6		\$170.55	Bennie Witt
South Woods Elementary 0461	16362	Heat not coming on in media center	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/14/2014	1/15/2014	5		\$102.80	Bennie Witt
South Woods Elementary 0461	16374	Drain stopped up under sink - rod out in kitchen	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/15/2014	1/17/2014	3		\$56.58	Bennie Witt
South Woods Elementary 0461	16430	HVAC unit #9 will not run keeps tripping out on overcurrent	Work In Progress	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/23/2014		3		\$56.43	Bennie Witt
South Woods Elementary 0461	16240	Water leaking from kitchen ceiling turned water off	Work In Progress	Plumbing	Contractor, McCrary's Plumbing	Bruce Taylor	1/5/2014				\$0.00	Bennie Witt
South Woods Elementary 0461	16241	Need GFI plug per fire inspection	Work In Progress	Electrical	Wynn, Al	Bruce Taylor	1/5/2014				\$0.00	Bennie Witt
St. Augustine High 0181	16358	Roof leak in dining room, May be A/C Pan.	Closed Work Orders	Roof	Gibson, Mike	Bruce Taylor	1/14/2014	1/17/2014	8.5		\$319.54	Mike Hazel
St. Augustine High 0181	16359	roof leak football concessions over fire alarm panel.	Closed Work Orders	Roof	Gibson, Mike	Bruce Taylor	1/14/2014	1/15/2014	3.5		\$221.91	Mike Hazel
St. Augustine High 0181	16347	Pick up old lighting fixtures from Auditorium and store at Maintenance Warehouse.	Closed Work Orders	General Maintenance	Russ, Eric	Bruce Taylor	1/13/2014	1/13/2014	1.5		\$29.97	Bruce Taylor

St. Augustine High 0181	16413	repair heater in classroom relay chatters	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/22/2014	1/22/2014	7	\$143.92	Mike Hazel
St. Augustine High 0181	16273	Repair a/c unit	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/7/2014	1/9/2014	2.5	\$55.78	Mike Hazel
St. Augustine High 0181	16274	Repair a/c unit	Closed Work Orders	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/7/2014	1/9/2014	3	\$66.93	Mike Hazel
St. Augustine High 0181	16295	trouble shoot lighting controller at baseball field.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	1/8/2014	1/31/2014	2	\$43.10	Mike Hazel
St. Augustine High 0181	16298	repair toilet in portable	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	1/8/2014	1/15/2014	1	\$18.37	Mike Hazel
St. Augustine High 0181	16300	Locate underground wiring before installation of concrete poles at baseball field.	Closed Work Orders	Electrical	Wynn, Al	Bruce Taylor	1/8/2014	1/8/2014	13.5	\$287.69	Mike Hazel
St. Augustine High 0181	16309	Repair hot water heater	Closed Work Orders	Heating/Ventilation /Air Conditioning	Kizer, Brian	Bruce Taylor	1/9/2014	1/15/2014		\$0.00	Mike Hazel
St. Augustine High 0181	16470	To use a lift repair light in gym.	Closed Work Orders	General Maintenance	Ortagus, Rick	Bruce Taylor	1/28/2014	1/29/2014	5	\$111.55	Mike Hazel
St. Augustine High 0181	16275	Repair a/c unit rot	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/7/2014		3.5	\$78.09	Mike Hazel

St. Augustine High 0181	16308	Repair outside air dampers boys locker room	Work In Progress	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/9/2014		15	\$308.40	Mike Hazel
St. Augustine High 0181	16412	Repair a/c units in rooms 740,742	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/22/2014		4	\$82.24	Mike Hazel
St. Augustine High 0181	16426	Repair floor electrical box shorted out.	Work In Progress	Electrical	Wynn, Al	Bruce Taylor	1/22/2014			\$0.00	Mike Hazel
St. Augustine High 0181	16444	Touch up paint in dug outs.	Work In Progress	Painting	Payne, Harold	Bruce Taylor	1/24/2014		18	\$328.58	Mike Hazel
St. Augustine High 0181	16489	A/c unit chatters in office when in heat.	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/30/2014			\$0.00	Mike Hazel
St. Johns Tech High 0033	16443	Tech-Tots classroom at the end of E-bldg. is not getting heat. It is blowing cold air out of one vent and no air out of several other vents.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Anderson, David	Joe Lewis	1/24/2014	1/29/2014	5	\$103.55	Troy Wilson
St. Johns Tech High 0033	16382	IT office needs entry door lock replaced. We do not have a key for this door lock.	Closed Work Orders	Key and Lock	Crutchfield, Red	Joe Lewis	1/17/2014	1/17/2014	3	\$120.31	Troy Wilson
St. Johns Tech High 0033	16482	Roof leak above classroom E-110.	Work In Progress	Roof	Kite, Tim	Joe Lewis	1/29/2014			\$0.00	Troy Wilson

Switzerland Point Middle 0321	16383	Older convection oven...top rear is arching at the switch. Kitchen manager was shocked by it this AM.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/17/2014	1/22/2014	2	\$379.26	Al Pantano
Switzerland Point Middle 0321	16384	Air handler is down. Appears a bar fuse is burned out in the panel box for the handler. Indicator light on panel box works and reads red. NO HVAC in room.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/17/2014	1/24/2014	1	\$19.87	Al Pantano
Switzerland Point Middle 0321	16361	Electrical motor that raises and lowers the screen to sectionalize the gym is bound or burned up. Notable electrical burning smell when unit was actuated. Belt pulley assembly rotates but chain drive to motor is bound tight. Need lift to examine closely.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	1/14/2014	1/28/2014	30	\$1,560.10	Al Pantano
Switzerland Point Middle 0321	16311	Replace circulating pump on boilers.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Contractor, WW Gay	Eddie Ponce	1/9/2014	1/9/2014		\$999.23	Edward Ponce
Switzerland Point Middle 0321	16317	Upgrade condenser unit in room 330.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/10/2014	2/3/2014	7.5	\$1,961.57	Edward Ponce

Switzerland Point Middle 0321	16296	Exterior magnetic lock kitchen door which operates off an exterior key pad and internal release button will not release much of the time. This is a safety issue as it prevents staff from getting in and out.	Closed Work Orders	Doors and Hardware	Contractor, Village Key	Eddie Ponce	1/8/2014	2/3/2014	4	\$88.48	Al Pantano
Switzerland Point Middle 0321	16276	Issues with HVAC Units 3 and 4. Have spoken with Harry and Eldon direct about specific issues.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Blaylock, Eldon	Eddie Ponce	1/7/2014	2/3/2014	9	\$189.81	Al Pantano
Switzerland Point Middle 0321	16502	Propane smell in vicinity of steamer. Turned gas valve off to steamer. Mike is in route.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/31/2014	2/4/2014	4.5	\$99.26	Al Pantano
Switzerland Point Middle 0321	16503	Convection oven: far rear/top will not heat. Sounds as though an igniter is triggering but oven is not firing. Switch was recently repaired.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/31/2014	2/4/2014	4.5	\$99.26	Al Pantano
Switzerland Point Middle 0321	16455	Add quad duplex receptacle for it cabinet.	Work In Progress	Electrical	Davis, Edward	Eddie Ponce	1/24/2014	1/28/2014	12	\$298.62	Edward Ponce
Timberlin Creek Elementary 0451	16463	Clothes Dryer smells like burnt wires. Lint trap is clean, dryer is unplugged.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/27/2014	1/29/2014	7.5	\$260.95	Bill Fowler

Timberlin Creek Elementary 0451	16460	Install new oven	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/27/2014	1/29/2014	12	\$294.66	Bill Fowler
Timberlin Creek Elementary 0451	16435	Oven is not working.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/23/2014	1/24/2014	3	\$64.65	Bill Fowler
Timberlin Creek Elementary 0451	16268	The drive is in alarm, it will not run in auto or hand. Alarm indicates external interlock, when the low temp thermostat is bypassed you get a red light on the Rib. indicating there is no external fault. The unit still won't ramp up.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Argitis, Louis	Bruce Taylor	1/7/2014	1/10/2014	3	\$56.43	Bill Fowler
Timberlin Creek Elementary 0451	16333	The steamer is not working.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	1/10/2014	1/13/2014	3	\$66.17	Bill Fowler
Timberlin Creek Elementary 0451	16490	Heating coil is not working in VAV box.	Work In Progress	Heating/Ventilation /Air Conditioning	Rosenfeld, Randy	Bruce Taylor	1/30/2014			\$0.00	Bill Fowler
Transportation Department 9780	16467	Please check the thermostat for the heater.	Closed Work Orders	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/27/2014	1/31/2014	6	\$162.38	Marlena Repult
Transportation Department 9780	16465	Please repair brush on the bus wash.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	1/27/2014			\$0.00	Marlena Repult

Transportation Department 9780	16466	Please repair the water fountain.	Work In Progress	Plumbing	Kidd, Troy	Eddie Ponce	1/27/2014			\$0.00	Marlena Repult
Transportation Department 9780	16344	Please check water to the bus wash and the islands. It is not working right now.	Work In Progress	Irrigation	Kidd, Troy	Eddie Ponce	1/13/2014			\$0.00	Marlena Repult
Wards Creek Elementary 0482	16457	Scheduled Preventive Maintenance S/Y 2013/14	Work In Progress	General Maintenance	PM, Taylor	Bruce Taylor	1/24/2014		527	\$16,259.00	Bruce Taylor
Webster Elementary 0201	16261	The oven on the auto sham will not shut off	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	1/7/2014	1/10/2014	3	\$66.17	Mike Oliver
Webster Elementary 0201	16469	Resurface outdoor basketball court.	Work In Progress	Painting	Contractor, Mister Paint	Eddie Ponce	1/28/2014			\$6,080.00	Edward Ponce
Webster Elementary 0201	16434	The heat in rooms 306 and 312 will switch from heat to cooling and still showing heat at the thermostat room 202 is blowing cool air	Work In Progress	Heating/Ventilation /Air Conditioning	Johnson, Harry	Eddie Ponce	1/23/2014		15	\$371.74	Mike Oliver
Yates Building 9740	16312	Please fix outside doors to Rooms 16 and 21 to be weather tight.	Closed Work Orders	Carpentry	Bishop, Charlie	Bruce Taylor	1/9/2014	1/13/2014	5	\$118.79	Johnny Stratton

Maintenance Department Capital Improvements Projects									
7/1/13 through 1/31/14									
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
Administration Building 9721	16325	2013/2014 IAQ Baseline Testing	Work In Progress	Contractor, AMEC	Shane Walton	1/10/2014		\$3,547.86	Shane Walton
Bartram Trail High 0411	14443	upgrade weight room flooring	Work In Progress	Lewis, Joseph	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	16398	install fencing on 400 hall entrance	Closed Work Orders	Contractor, Armstrong Fence	Joe Lewis	1/21/2014	1/30/2014	\$14,628.80	Jason Lee
Bartram Trail High 0411	15864	service elevator	Closed Work Orders	Contractor, Schindler Elevator	Joe Lewis	10/29/2013	12/9/2013	\$0.00	Jason Lee
Bartram Trail High 0411	15807	install canopy over gym door	Closed Work Orders	Contractor, Citory Solutions	Joe Lewis	10/22/2013	12/9/2013	\$10,289.50	Jason Lee
Bartram Trail High 0411	15111	install motion detectors	Work In Progress	Contractor, AEC Electric	Joe Lewis	8/20/2013		\$11,961.89	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	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	16513	repair bleachers in gym	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	2/4/2014		\$0.00	Jason Lee
Bartram Trail High 0411	16500	Upgrade access panels	Work In Progress	,	Joe Lewis	1/30/2014		\$1,318.40	Jason Lee
Bartram Trail High 0411	16468	upgrade signage exterior and interior	Work In Progress	Contractor, Sign A Rama	Joe Lewis	1/27/2014		\$0.00	Jason Lee

Bartram Trail High 0411	16114	upgrade stucco in stairwells	Work In Progress	Kite, Tim	Joe Lewis	12/2/2013		\$0.00	Jason Lee
Creekside High 0493	16037	upgrade lighting at stadium	Closed Work Orders	Contractor, AEC Electric	Joe Lewis	11/15/2013	1/30/2014	\$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
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	16438	pressure wash and reseal concrete blocks	Work In Progress	Contractor, Mister Paint	Joe Lewis	1/23/2014		\$14,100.00	Robert Randazzo
Creekside High 0493	16256	refinish gym floor	Work In Progress	Lewis, Joseph	Joe Lewis	1/7/2014		\$0.00	Robert Randazzo
Crookshank Elementary 0021	15802	upgrade hand wash stations	Closed Work Orders	Contractor, McCrary's Plumbing	Joe Lewis	10/22/2013	12/9/2013	\$10,942.00	Ralph Waldrop
Crookshank Elementary 0021	15872	upgrade fencing	Closed Work Orders	Contractor, Armstrong Fence	Joe Lewis	10/29/2013	1/30/2014	\$25,427.11	Ralph Waldrop
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	15969	Upgrade three sets of double storefront doors including electrified hardware.	Closed Work Orders	Contractor, Duval Glass & Mirror	Eddie Ponce	11/7/2013	2/3/2014	\$25,530.00	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
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	15896	install tile in various rooms	Work In Progress	Contractor, Express Tile	Shane Walton	10/31/2013		\$10,602.00	Ralph Waldrop
Cunningham Creek Elem. 0381	16025	upgrade parking lot lights	Closed Work Orders	Contractor, AEC Electric	Joe Lewis	11/14/2013	1/30/2014	\$29,144.24	Jody Hunter
Cunningham Creek Elem. 0381	16209	Upgrade 22 emergency escape windows.	Work In Progress	Contractor, CC Borden	Eddie Ponce	12/16/2013		\$44,850.02	Edward Ponce
Cunningham Creek Elem. 0381	16386	upgrade controls (low voltage)	Work In Progress	Contractor, Brooks Air	Joe Lewis	1/17/2014		\$4,820.00	Jody Hunter
Evelyn Hamblen 0032	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 0032	16120	Upgrade windows.	Closed Work Orders	Contractor, St. Johns Door & Win	Eddie Ponce	12/3/2013	2/3/2014	\$6,975.00	Edward Ponce
Evelyn Hamblen 0032	15901	upgrade restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	11/1/2013		\$16,167.11	Troy Wilson
Evelyn Hamblen 0032	16512	upgrade tile in various classrooms	Work In Progress	Contractor, James Bros. Carpet	Joe Lewis	2/4/2014		\$0.00	Troy Wilson
Evelyn Hamblen 0032	16437	replace carpet in various classrooms	Work In Progress	Contractor, James Bros. Carpet	Joe Lewis	1/23/2014		\$20,050.73	Troy Wilson
Evelyn Hamblen 0032	16385	upgrade alarm system	Work In Progress	Contractor, Village Key	Joe Lewis	1/17/2014		\$1,375.00	Troy Wilson
Evelyn Hamblen 0032	16453	upgrade landscaping	Work In Progress	Contractor, Florida, Landscape & Nursery	Joe Lewis	1/24/2014		\$2,240.00	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	15999	2013/2014 Duct Cleaning	Closed Work Orders	Contractor, Simpson Environmental	Shane Walton	11/12/2013	1/29/2014	\$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
Fruit Cove Middle 0491	16122	Upgrade carpet and vct tile in various locations.	Work In Progress	Contractor, James Bros. Carpet	Eddie Ponce	12/3/2013		\$35,148.60	Edward Ponce
Fullerwood 9061	16328	2013/2014 IAQ Baseline Testing	Work In Progress	Contractor, AMEC	Shane Walton	1/10/2014		\$3,547.86	Shane Walton
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		Eddie Ponce	7/22/2013	10/23/2013	\$16,438.80	Edward Ponce
Hickory Creek Elementary 0501	16322	2013-2014 IAQ Baseline Testing	Work In Progress	Contractor, AMEC	Shane Walton	1/10/2014		\$3,547.86	Shane Walton
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

Julington Creek Elementary 0241	16181	Upgrade floor tile in restrooms.	Work In Progress	Contractor, Express Tile	Eddie Ponce	12/11/2013		\$12,920.83	Edward Ponce
Ketterlinus Elementary 0091	15922	replace shade fabric	Work In Progress	Contractor, BYO Playground, Inc.	Joe Lewis	11/4/2013		\$6,863.68	Rick Whittington
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	16024	upgrade light fixtures	Work In Progress	Contractor, AEC Electric	Joe Lewis	11/14/2013		\$12,267.67	Rick Whittington
Ketterlinus Elementary 0091	15803	upgrade restrooms	Work In Progress	Contractor, McCrary's Plumbing	Joe Lewis	10/22/2013		\$1,162.42	Rick Whittington
Ketterlinus Elementary 0091	16471	Need to remove Sink, Toilet partitions, toilets and urinals so restroom can be re-tiled on the 13 and 14 of March. Then reinstall with new sink, toilets, urinals but not partitions.	Work In Progress	Ponce, Robbie	Joe Lewis	1/28/2014		\$0.00	Rick Whittington
Landrum Middle 0311	15968	Upgrade non lit reader board sign.	Closed Work Orders	Contractor, B&S Signs, Inc.	Eddie Ponce	11/7/2013	2/3/2014	\$3,654.34	Edward Ponce
Landrum Middle 0311	15956	Upgrade three sets of double storefront doors.	Closed Work Orders	Contractor, Duval Glass & Mirror	Eddie Ponce	11/6/2013	2/3/2014	\$11,400.00	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	15983	Seal concrete patio.	Closed Work Orders	Contractor, Rose and Barrett	Eddie Ponce	11/8/2013	12/9/2013	\$5,953.00	Edward Ponce
Landrum Middle 0311	16086	Refinish interior doors.	Closed Work Orders	Contractor, Rose and Barrett	Eddie Ponce	11/25/2013	2/3/2014	\$4,809.60	Edward Ponce
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	16210	Upgrade landscaping.	Work In Progress		Eddie Ponce	12/16/2013		\$5,045.00	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
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
Maintenance Department 9810	16327	2013/2014 IAQ Baseline Testing	Work In Progress	Contractor, AMEC	Shane Walton	1/10/2014		\$3,547.86	Shane Walton
Maintenance Department 9810	16376	2013/2014 District-wide generator service / inspections in January and June	Work In Progress	Contractor, ACF Standby Systems	Shane Walton	1/16/2014		\$19,338.50	Shane Walton
Mason Elementary 0361	15917	Carpet and tile replacement, Capital Project James Bro Quote bid 2010-33 33,451.67	Closed Work Orders	Contractor, James Bros. Carpet	Shane Walton	11/1/2013	1/17/2014	\$33,451.67	Bruce Taylor

Mason Elementary 0361	15915	Upgrade boilers, Replacement of boiler #2 WW gay Quote # per Maintenance Contract 17,571.00	Closed Work Orders	Contractor, WW Gay	Bruce Taylor	11/1/2013	1/9/2014	\$17,571.89	Bruce Taylor
Mason Elementary 0361	14714	2013 HVAC Replacements	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	7/15/2013	\$24,314.00	Alvez Barkoskie
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	15932	Upgrade sound system in Cafeteria	Work In Progress	PM, Taylor	Bruce Taylor	11/4/2013		\$4,801.72	Bruce Taylor
Mason Elementary 0361	16186	Upgrade group restrooms.	Work In Progress	Contractor, Express Tile	Bruce Taylor	12/12/2013		\$7,583.18	Bruce Taylor
Mill Creek Elementary 0341	15861	upgrade exterior lighting	Closed Work Orders	Contractor, AEC Electric	Joe Lewis	10/29/2013	1/30/2014	\$7,562.78	Robert Davis
Mill Creek Elementary 0341	14715	2013 HVAC Replacements	Closed Work Orders	Contractor, B & G Refrigeration	Joe Lewis	7/15/2013	1/30/2014	\$18,127.00	Robert Davis
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	16397	upgrade alarm system	Work In Progress	Contractor, Village Key	Joe Lewis	1/21/2014		\$7,638.29	Robert Davis
Murray Middle 0171	16088	Upgrade five pairs of double storefront doors.	Closed Work Orders	Contractor, Duval Glass & Mirror	Eddie Ponce	11/25/2013	2/3/2014	\$15,900.00	Edward Ponce
Murray Middle 0171	16260	upgrade restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	1/7/2014		\$8,219.98	Paul Pelletier
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	16000	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$44,638.30	Paul Pelletier
Murray Middle 0171	16270	remove and replace canopy	Work In Progress	Contractor, Perfection, Architectural System	Joe Lewis	1/7/2014		\$117,031.00	Paul Pelletier
Nease High 0251	15882	Upgrade safety straps for goals in gym.	Closed Work Orders	Contractor, Hufcor	Eddie Ponce	10/31/2013	12/9/2013	\$3,850.00	Edward Ponce
Nease High 0251	16057	Upgrade site signage.	Closed Work Orders	Contractor, B&S Signs, Inc.	Eddie Ponce	11/19/2013	2/3/2014	\$6,909.00	Edward Ponce
Nease High 0251	14804	Remove underground fuel tank.	Closed Work Orders	Contractor, AMEC	Eddie Ponce	7/29/2013	10/28/2013	\$23,166.06	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	15895	Upgrade electric and network chases.	Closed Work Orders	Contractor, AEC Electric	Eddie Ponce	10/31/2013	2/3/2014	\$24,751.11	Edward Ponce
Nease High 0251	15931	Upgrade electrical and networking drops.	Closed Work Orders	Contractor, AEC Electric		11/4/2013	11/4/2013	\$0.00	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	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	16008	Upgrade lockers.	Work In Progress	Contractor, Storagecraft	Eddie Ponce	11/13/2013		\$9,962.00	Edward Ponce

Nease High 0251	16343	Upgrade landscaping.	Work In Progress	Contractor, Ham's Nursery	Eddie Ponce	1/13/2014		\$4,965.00	Edward Ponce
Nease High 0251	16180	Upgrade (9) 3 ft. x 7 ft. hollow metal doors and all hardware and panic devices.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/11/2013		\$14,719.50	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
Ocean Palms Elementary 0391	16164	Clean/ mow all fence line around school.	Work In Progress	Contractor, Yard Pro	Bruce Taylor	12/10/2013		\$4,998.50	Bruce Taylor
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	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	\$33,390.80	Bruce Taylor
Osceola Elementary 0331	16253	Replace metal Floor joist at Portables, Phase Two.	Closed Work Orders	PM, Taylor	Bruce Taylor	1/7/2014	1/10/2014	\$419.08	Bruce Taylor
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	15997	2013/2014 Duct Cleaning	Work In Progress	Contractor, Simpson Environmental	Shane Walton	11/12/2013		\$34,936.96	Sterling Cofield
Osceola Elementary 0331	15936	Upgrade casework in listed areas.	Work In Progress	Contractor, P Brandon, Inc.	Bruce Taylor	11/4/2013		\$47,028.53	Bruce Taylor

Osceola Elementary 0331	15934	Upgrade sound system in Cafeteria	Work In Progress	PM, Taylor	Bruce Taylor	11/4/2013		\$3,690.05	Bruce Taylor
Pacetti Bay Middle 0481	16257	install sound proofing in band room	Work In Progress	Lewis, Joseph	Joe Lewis	1/7/2014		\$3,464.16	Jack Blocker
Pacetti Bay Middle 0481	16447	add parking lot lights to EMS	Work In Progress	Contractor, Siemens	Joe Lewis	1/24/2014		\$9,077.05	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
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	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	15765	Remove all old VCT tile and reinstall utilizing 13" x13" ceramic tile as per Bid # 2012-02	Closed Work Orders	Contractor, Express Tile	Shane Walton	10/16/2013	1/17/2014	\$38,463.96	Bruce Taylor
Pedro Menendez High 0401	16334	Replace traffic signage as needed.	Closed Work Orders	PM, Taylor	Bruce Taylor	1/10/2014	1/31/2014	\$951.70	Bruce Taylor
Pedro Menendez High 0401	15794	Trim and shape 199 trees as needed.	Closed Work Orders	PM, Taylor	Bruce Taylor	10/22/2013	12/5/2013	\$4,975.00	
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	15841	Upgrade sound system	Work In Progress	PM, Taylor	Bruce Taylor	10/25/2013		\$10,073.30	Bruce Taylor

Ponte Vedra High 0492	15832	Upgrade site signage.	Closed Work Orders	Contractor, B&S Signs, Inc.	Eddie Ponce	10/24/2013	2/3/2014	\$4,930.00	Edward Ponce
Ponte Vedra High 0492	16211	Upgrade drainage in courtyard.	Closed Work Orders	Contractor, McCrary's Plumbing	Eddie Ponce	12/16/2013	2/3/2014	\$29,594.00	Edward Ponce
Ponte Vedra High 0492	15815	Install electrical power and hand dryers in boys and girls locker rooms.	Closed Work Orders	Contractor,, Quality Electrical	Eddie Ponce	10/23/2013	12/9/2013	\$4,837.35	Edward Ponce
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	15942	Upgrade irrigation system.	Work In Progress	Contractor, C & L Landscape	Eddie Ponce	11/5/2013		\$6,004.46	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 High 0492	16477	Upgrade roll up gate.	Work In Progress	Ponce, Edward	Eddie Ponce	1/29/2014		\$0.00	Nick Athanaseas
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	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	16009	Repair divider curtain in gymnasium.	Work In Progress	Contractor, Southeastern Surface	Eddie Ponce	11/13/2013		\$880.00	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	16258	Upgrade back parking area.	Closed Work Orders	Contractor, G and H Underground	Eddie Ponce	1/7/2014	2/3/2014	\$24,240.00	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.	Closed Work Orders	Contractor, Wrights Tree Service	Eddie Ponce	10/22/2013	2/3/2014	\$3,500.00	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	16370	Install 91 ft. of aluminum railing to match existing railing on north side of main entrance.	Work In Progress	contractor, B & B Welding	Eddie Ponce	1/15/2014		\$4,300.00	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	16405	Install card readers on two doors.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	1/21/2014		\$8,094.73	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	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	16067	Upgrade group restroom.	Work In Progress	Contractor, McCrary's Plumbing	Eddie Ponce	11/21/2013		\$21,225.83	Edward Ponce
R. B. Hunt Elementary 0161	16479	Upgrade storefront door section.	Work In Progress	Contractor, Duval Glass & Mirror	Eddie Ponce	1/29/2014		\$7,985.00	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

Rawlings Elementary 0351	16404	Install card readers on four doors.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	1/21/2014		\$16,189.45	Edward Ponce
Sebastian Middle 0301	15984	install hold open devices	Closed Work Orders	Contractor, SAFE, Inc.	Joe Lewis	11/8/2013	12/9/2013	\$2,005.83	Jeff Baldwin
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	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	16324	2013/2014 IAQ Baseline Testing	Work In Progress	Contractor, AMEC	Shane Walton	1/10/2014		\$3,547.86	Shane Walton
South Woods Elementary 0461	16259	Upgrade security doors.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	1/7/2014		\$4,203.38	Edward Ponce
South Woods Elementary 0461	16458	Upgrade classroom doors.	Work In Progress	Preston, Richard	Eddie Ponce	1/27/2014		\$1,094.61	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		\$19,101.29	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		\$18,256.41	Bruce Taylor
St. Augustine High 0181	15769	replace window blinds	Closed Work Orders	Contractor, Window Covers & More	Shane Walton	10/16/2013	1/17/2014	\$18,850.00	Shane Walton
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	\$2,587.57	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	16161	Upgrade landscaping, in courtyards. Capital Project.	Work In Progress	PM, Taylor	Bruce Taylor	12/9/2013		\$2,779.00	Bruce Taylor
St. Augustine High 0181	16215	Upgrade Benches @ Front entrance of school.	Work In Progress	PM, Taylor	Bruce Taylor	12/17/2013		\$4,993.90	Bruce Taylor
St. Augustine High 0181	15021	Upgrade auditorium stage lighting	Work In Progress	Contractor, AEC Electric	Shane Walton	8/14/2013		\$57,964.65	Mike Hazel
St. Augustine High 0181	16119	Repair / Replace roofing and soffit as need at concession and dugouts as needed.	Work In Progress	Bishop, Charlie	<Blank>	12/3/2013		\$3,349.81	Bruce Taylor
St. Augustine High 0181	15770	upgrade intercom system (security)	Work In Progress	Contractor, SAFE, Inc.	Shane Walton	10/16/2013		\$8,087.23	Shane Walton
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		\$11,680.80	Bruce Taylor
St. Augustine High 0181	16381	2013/2014 PM on Elevators	Work In Progress	Contractor, Schindler Elevator	Bruce Taylor	1/17/2014		\$2,448.36	
St. Augustine High 0181	16218	Furnish and install Canopy in Courtyard. Capital Project.	Work In Progress	PM, Taylor	Bruce Taylor	12/17/2013		\$0.00	Bruce Taylor
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	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	15935	Upgrade two windows.	Closed Work Orders	Contractor, Duval Glass & Mirror	Eddie Ponce	11/4/2013	2/3/2014	\$2,262.00	Edward Ponce
St. Johns Tech High 0033	16004	2013/2014 Duct Cleaning	Closed Work Orders		Shane Walton	11/12/2013	1/29/2014	\$41,449.85	Troy Wilson
St. Johns Tech High 0033	16064	UPGRADE LANDSCAPE	Work In Progress	Lewis, Joseph	Joe Lewis	11/20/2013		\$5,910.00	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
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.	Closed Work Orders	Contractor, SAFE, Inc.	Eddie Ponce	10/25/2013	1/31/2014	\$14,115.62	Edward Ponce
Switzerland Point Middle 0321	15933	Upgrade fire alarm system.	Closed Work Orders	Contractor, SAFE, Inc.	Eddie Ponce	11/4/2013	1/31/2014	\$20,463.48	Edward Ponce
Switzerland Point Middle 0321	16262	Upgrade restrooms 855,865,867,866,737, 567,568,466,467,367, 368,305 and 306.	Work In Progress	Contractor, Express Tile	Eddie Ponce	1/7/2014		\$65,192.73	Edward Ponce
Timberlin Creek Elementary 0451	16323	2013/2014 IAQ Baseline Testing	Work In Progress	Contractor, AMEC	Shane Walton	1/10/2014		\$3,547.86	Shane Walton
Wards Creek Elementary 0482	14694	Widen bus loop and extend walkway cover	Closed Work Orders	Contractor, Duval Asphalt	Shane Walton	7/10/2013	12/6/2013	\$26,182.92	Shane Walton

Wards Creek Elementary 0482	16480	Upgrade security doors.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	1/29/2014		\$0.00	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	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	15913	Upgrade Landscape,	Work In Progress	Contractor, Ham's Nursery	Bruce Taylor	11/1/2013		\$4,996.00	Bruce Taylor
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
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
Yates Building 9740	16326	2013/2014 IAQ Baseline Testing	Work In Progress	Contractor, AMEC	Shane Walton	1/10/2014		\$3,547.86	Shane Walton

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 Crookshank, Cunningham Creek, Hickory Creek, Ketterlinus, Mill Creek, Ocean Palms, Osceola, Palencia, Ponte Vedra-Rawlings, Timberlin Creek, Wards Creek and Webster Elementary Schools; Liberty Pines Academy K-8 School; 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, Julington Creek, Mill Creek, Palencia, R. B. Hunt and South Woods Elementary Schools, The Webster School and Fruit Cove, Sebastian and Switzerland Point Middle School.