



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: May 14, 2013

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

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

Strategic Plan Impact: Monthly Report.

Educational Impact: Monthly report.

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

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

Action Required: Approval of the Superintendent's recommendation.

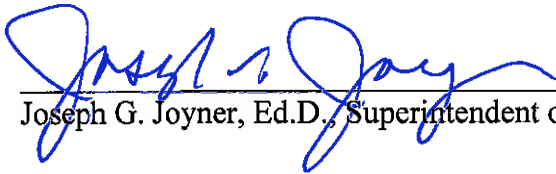
Drafted and submitted for approval by: Shane Walton, Director for Maintenance Services.

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

Respectfully Submitted,



Tim Forson, Deputy Superintendent for Operations



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

ST. JOHNS COUNTY SCHOOL DISTRICT

MAINTENANCE DEPARTMENT
MONTHLY ACTIVITIES REPORT

MARCH 2013

Maintenance Department Activity Reports

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

a. Requests Status Report:

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

b. Projects Status Report:

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

c. Maintenance Department Capital Improvement Projects Construction Status Report:

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

d. Administrative Report:

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

Requests Status Report		7/1/12 through 3/31/13	
Work Order Count	Location	Status	Total Costs
25	Administration Building 9721	Closed Work Orders	\$26,424.41
49	Bartram Trail High 0411	Closed Work Orders	\$105,330.86
3	Bartram Trail High 0411	New Request	\$0.00
23	Bartram Trail High 0411	Work In Progress	\$78,709.12
90	Creekside High 0493	Closed Work Orders	\$80,773.07
7	Creekside High 0493	Work In Progress	\$35,322.44
34	Crookshank Elementary 0021	Closed Work Orders	\$30,401.11
3	Crookshank Elementary 0021	Work In Progress	\$4,944.36
31	Cunningham Creek Elem. 0381	Closed Work Orders	\$17,155.46
35	Durbin Creek Elementary 0441	Closed Work Orders	\$96,788.59
1	Durbin Creek Elementary 0441	New Request	\$0.00
7	Durbin Creek Elementary 0441	Work In Progress	\$21,915.36
23	Evelyn Hamblen 0031	Closed Work Orders	\$7,135.21
5	Evelyn Hamblen 0031	Work In Progress	\$26,826.15
37	Fruit Cove Middle 0491	Closed Work Orders	\$19,438.13
5	Fruit Cove Middle 0491	Work In Progress	\$21,164.54
24	Fullerwood 9061	Closed Work Orders	\$4,554.64
49	Gamble Rogers Middle 0371	Closed Work Orders	\$46,007.33
1	Gamble Rogers Middle 0371	Work In Progress	\$1,997.55
42	Hartley Elementary 0261	Closed Work Orders	\$45,093.06
9	Hartley Elementary 0261	Work In Progress	\$58,205.97
37	Hickory Creek Elementary 0501	Closed Work Orders	\$48,411.42
1	Hickory Creek Elementary 0501	Work In Progress	\$0.00
1	J Building / Purchasing Whse. 9754	New Request	\$0.00
1	J Building / Purchasing Whse. 9754	Work In Progress	\$970.38
55	Julington Creek Elementary 0241	Closed Work Orders	\$21,374.38
2	Julington Creek Elementary 0241	New Request	\$0.00
4	Julington Creek Elementary 0241	Work In Progress	\$29,203.74

37	Ketterlinus Elementary 0091	Closed Work Orders	\$32,744.29
5	Ketterlinus Elementary 0091	New Request	\$0.00
5	Ketterlinus Elementary 0091	Work In Progress	\$19,919.37
91	Landrum Middle 0311	Closed Work Orders	\$97,897.47
4	Landrum Middle 0311	Work In Progress	\$10,298.07
26	Liberty Pines K-8 0472	Closed Work Orders	\$7,381.58
1	Liberty Pines K-8 0472	New Request	\$0.00
3	Liberty Pines K-8 0472	Work In Progress	\$3,612.77
28	Maintenance Department 9810	Closed Work Orders	\$13,683.51
4	Maintenance Department 9810	Work In Progress	\$4,786.91
29	Mason Elementary 0361	Closed Work Orders	\$38,713.84
1	Mason Elementary 0361	Work In Progress	\$1,150.00
55	Mill Creek Elementary 0341	Closed Work Orders	\$53,825.28
1	Mill Creek Elementary 0341	New Request	\$0.00
7	Mill Creek Elementary 0341	Work In Progress	\$41,293.89
83	Murray Middle 0171	Closed Work Orders	\$70,334.59
8	Murray Middle 0171	New Request	\$0.00
13	Murray Middle 0171	Work In Progress	\$103,973.41
1	Nease Clinic	Closed Work Orders	\$246.88
73	Nease High 0251	Closed Work Orders	\$178,297.44
10	Nease High 0251	Work In Progress	\$32,320.13
33	Ocean Palms Elementary 0391	Closed Work Orders	\$46,556.68
7	O'Connell Center	Closed Work Orders	\$1,540.86
65	Osceola Elementary 0331	Closed Work Orders	\$46,844.63
3	Osceola Elementary 0331	Work In Progress	\$6,713.13
27	Pacetti Bay Middle 0481	Closed Work Orders	\$32,654.33
2	Pacetti Bay Middle 0481	New Request	\$0.00
6	Pacetti Bay Middle 0481	Work In Progress	\$36,810.17
14	Palencia Elementary 0511	Closed Work Orders	\$17,015.90
1	Palencia Elementary 0511	Work In Progress	\$71.33
3	Pedro Menendez Clinic	Closed Work Orders	\$361.03
85	Pedro Menendez High 0401	Closed Work Orders	\$98,870.00
12	Pedro Menendez High 0401	Work In Progress	\$207,113.19

74	Ponte Vedra High 0492	Closed Work Orders	\$73,453.09
1	Ponte Vedra High 0492	New Request	\$0.00
6	Ponte Vedra High 0492	Work In Progress	\$42,635.28
35	Ponte Vedra/Palm Valley Elem 0151	Closed Work Orders	\$48,228.72
5	Ponte Vedra/Palm Valley Elem 0151	Work In Progress	\$25,223.38
29	R. B. Hunt Elementary 0161	Closed Work Orders	\$43,334.90
3	R. B. Hunt Elementary 0161	Work In Progress	\$6,219.93
22	Rawlings Elementary 0351	Closed Work Orders	\$8,019.69
6	Rawlings Elementary 0351	Work In Progress	\$40,214.88
49	Sebastian Middle 0301	Closed Work Orders	\$84,497.04
1	Sebastian Middle 0301	New Request	\$0.00
4	Sebastian Middle 0301	Work In Progress	\$16,686.94
36	South Woods Elementary 0461	Closed Work Orders	\$39,674.80
3	South Woods Elementary 0461	Work In Progress	\$55,240.12
109	St. Augustine High 0181	Closed Work Orders	\$110,900.19
1	St. Augustine High 0181	New Request	\$0.00
7	St. Augustine High 0181	Work In Progress	\$27,004.72
31	St. Johns Tech High 0033	Closed Work Orders	\$35,299.58
7	St. Johns Tech High 0033	Work In Progress	\$54,037.50
80	Switzerland Point Middle 0321	Closed Work Orders	\$51,356.73
6	Switzerland Point Middle 0321	Work In Progress	\$53,754.56
39	Timberlin Creek Elementary 0451	Closed Work Orders	\$38,931.45
1	Timberlin Creek Elementary 0451	Work In Progress	\$756.47
30	Transportation Department 9780	Closed Work Orders	\$13,114.94
1	Transportation Department 9780	Work In Progress	\$0.00
35	Wards Creek Elementary 0482	Closed Work Orders	\$35,009.39
3	Wards Creek Elementary 0482	Work In Progress	\$13,999.24
67	Webster Elementary 0201	Closed Work Orders	\$34,904.46
5	Webster Elementary 0201	Work In Progress	\$20,397.78
7	Yates Building 9740	Closed Work Orders	\$4,883.42
2050	Year to Date		\$ 3,010,957.10

Maintenance Department Projects Status Report
(Routine and Preventive Maintenance)

3/1/13 through 3/31/13

Location	WO ID	Description	Status	Craft	Assigned To	Manager	Requested	Completed	Labor	Total Costs	Requester
Administration Building 9721	13925	No power to thermostat in Room 327	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/20/2013	3/21/2013	1.5	\$28.22	Johnny Stratton
Administration Building 9721	13814	No power to thermostat in auditorium (A/C Unit #8).	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/5/2013	3/5/2013	1.5	\$28.22	Johnny Stratton
Administration Building 9721	13917	Please refasten the cross tie back into its proper place.	Closed Work Orders	Grounds	Payne, Harold	Bruce Taylor	3/19/2013	3/21/2013	2	\$34.07	Johnny Stratton
Bartram Trail High 0411	13840	Disconnect power for cubicles and breakdown units.	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	3/6/2013	4/1/2013	26	\$575.18	Jason Lee
Bartram Trail High 0411	13913	Chiller 2 and 3 down	Closed Work Orders	Heating/Ventilation/Air Conditioning	Contractor, WW Gay	Joe Lewis	3/18/2013	4/1/2013		\$1,167.42	Jason Lee
Bartram Trail High 0411	13891	Need surveying instruments for student project.	Closed Work Orders	Special Projects	Lewis, Joseph	Joe Lewis	3/15/2013	3/22/2013		\$0.00	Jason Lee

Bartram Trail High 0411	13922	Locate electric lines for replacing fire hydrant.	Closed Work Orders	Electrical	Davis, Edward	Joe Lewis	3/19/2013	3/22/2013	5.5	\$122.71	Jason Lee
Bartram Trail High 0411	13890	Tall scissor lift for changing bulbs and cleaning interior windows of 9th grade.	Work In Progress	Special Projects	Saucerman, Shawn	Joe Lewis	3/15/2013			\$0.00	Jason Lee
Bartram Trail High 0411	13932	Pump out art lab catch basins. leaking on floor	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	3/21/2013			\$0.00	Jason Lee
Bartram Trail High 0411	13837	Drain leaking into mechanical room Below. Also Valve leaking on faucet.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	3/6/2013		23	\$608.63	Jason Lee
Bartram Trail High 0411	13806	770 Heat and tempo sensor not working 730, 720, 745, 750, 760 heat not working 750, 755 dampers not working	Work In Progress	Heating/Ventilation/Air Conditioning	Cunningham, Harold	Joe Lewis	3/4/2013			\$0.00	Jason Lee

Bartram Trail High 0411	13934	N219/N220-wall switch not working N154- relay not working Exterior lights not working in Auto mode with energy management system	Work In Progress	Electrical	Davis, Edward	Joe Lewis	3/21/2013				\$0.00	Jason Lee
Creekside High 0493	13815	P-11 portable bathroom boy and girl sinks and toilets are not draining	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	3/5/2013	3/6/2013	4		\$84.58	Robert Randazzo
Creekside High 0493	13942	break at practice field	Closed Work Orders	Irrigation	Lewis, Joseph	Joe Lewis	3/25/2013	3/26/2013			\$442.19	Robert Randazzo
Creekside High 0493	13898	conduct preventive maintenance	Work In Progress	General Maintenance	Lewis, Joseph	Joe Lewis	3/15/2013		513		\$19,555.44	Robert Randazzo
Creekside High 0493	13875	#1 chiller not communicating	Work In Progress	Heating/Ventilation/Air Conditioning	Contractor, Brooks Air	Joe Lewis	3/13/2013				\$276.00	Robert Randazzo
Crookshank Elementary 0021	13793	Floor drains backing up in kitchen	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	3/1/2013	3/4/2013	5		\$105.73	Ralph Waldrop
Crookshank Elementary 0021	13903	a/c unit down (room # 55)	Closed Work Orders	Heating/Ventilation/Air Conditioning	Contractor, Wilson Heat and Air	Joe Lewis	3/18/2013	4/1/2013			\$0.00	Ralph Waldrop

Crookshank Elementary 0021	13927	Need safety boxes built for playground stations 4 each	Work In Progress	Carpentry	Ortagus, Rick	Joe Lewis	3/20/2013				\$0.00	Ralph Waldrop
Cunningham Creek Elem. 0381	13868	Replace heating element in dishwasher.	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	3/12/2013	3/21/2013	10.5		\$634.47	Jody Hunter
Cunningham Creek Elem. 0381	13867	Remove brick bench in front hallway, for installation of security wall.	Closed Work Orders	Masonry	Hagan, Elmer	Joe Lewis	3/12/2013	3/18/2013	12		\$248.64	Jody Hunter
Cunningham Creek Elem. 0381	13825	Spread out remainder of millings and dirt.	Closed Work Orders	Heavy Equipment Operation	Saucerman, Shawn	Joe Lewis	3/5/2013	3/7/2013	15		\$634.43	Jody Hunter
Durbin Creek Elementary 0441	13818	The heat is not working properly.	Work In Progress	Heating/Ventilation/Air Conditioning	Contractor, Wilson Heat and Air	Joe Lewis	3/5/2013				\$0.00	Todd Ponce
Durbin Creek Elementary 0441	13902	Milk box is not maintaining proper temp.	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	3/18/2013		2		\$44.62	Todd Ponce
Durbin Creek Elementary 0441	13955	Walk in cooler temperature reads good but the alarm keeps going off.	Work In Progress	Kitchen Equipment	Harrison, Steve	Joe Lewis	3/28/2013		6.5		\$230.59	Todd Ponce
Fruit Cove Middle 0491	13883	freezer is down temp at 21 and rising	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/14/2013	3/15/2013	12.5		\$416.84	James Strange

Fruit Cove Middle 0491	13823	Need lights replaced for event on March 14	Work In Progress	Electrical	Penque, Bruce	Eddie Ponce	3/5/2013		23	\$537.55	James Strange
Fruit Cove Middle 0491	13831	Install fencing with self closing panic hardware and gates at north and south ends of portable area.	Work In Progress	Fence Repair		Eddie Ponce	3/6/2013			\$4,119.48	Edward Ponce
Fullerwood 9061	13884	RSVP building has no heat.	Closed Work Orders	Heating/Ventilation/Air Conditioning	Rosenfeld, Randy	Bruce Taylor	3/14/2013	3/14/2013	1	\$22.31	Johnny Stratton
Fullerwood 9061	13952	HVAC problems.	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/27/2013	3/28/2013	2	\$37.62	Edward Ponce
Gamble Rogers Middle 0371	13827	no AC or heat in classroom	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/5/2013	3/15/2013	4	\$75.24	Mike Ponce
Gamble Rogers Middle 0371	13906	pick up 2 refrigerators no good take to dump	Closed Work Orders	Kitchen Equipment	Russ, Eric	Bruce Taylor	3/18/2013	3/20/2013	1.5	\$29.97	Mike Ponce
Gamble Rogers Middle 0371	13804	no heat in classroom	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/4/2013	3/5/2013	1.5	\$28.22	Mike Ponce
Gamble Rogers Middle 0371	13870	AC unit not cooling	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/12/2013	3/15/2013	2	\$37.62	Mike Ponce

Hartley Elementary 0261	13828	Heat actuators not working.	Closed Work Orders	Heating/Ventilation/Air Conditioning	Cunningham, Harold	Joe Lewis	3/6/2013	3/7/2013	4	\$82.84	Bill Vaughn
Hartley Elementary 0261	13889	2" PVC connecting to pump cracked.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	3/15/2013			\$100.28	Bill Vaughn
Hartley Elementary 0261	13892	Hand washing sinks in cafeteria backing up (very slow drain).	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	3/15/2013			\$0.00	Bill Vaughn
Hartley Elementary 0261	13951	Occupancy sensors in two bathrooms not turning off lights. Lights stay on 24/7.	Work In Progress	Electrical	Bradbury, Ted	Joe Lewis	3/27/2013			\$0.00	Bill Vaughn
Hickory Creek Elementary 0501	13869	Please replace seal on warmer.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/12/2013	3/14/2013	0.5	\$11.16	Larry Davis
Hickory Creek Elementary 0501	13905	Please repair fan motor for air handler 5.	Work In Progress	Heating/Ventilation/Air Conditioning	Johnson, Harry	Eddie Ponce	3/18/2013			\$0.00	Larry Davis
Julington Creek Elementary 0241	13808	air handler in ceiling is making a loud noise	Closed Work Orders	Heating/Ventilation/Air Conditioning	Blaylock, Eldon	Eddie Ponce	3/4/2013	3/8/2013		\$0.00	Brian Taylor

Julington Creek Elementary 0241	13854	Contact in electrical panel RM. 442 for the lights in RM. 435 is bad.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	3/8/2013	3/21/2013	3.5	\$71.33	Brian Taylor
Julington Creek Elementary 0241	13928	Need dirt transferred from back field to front of school and feathered out for sod.	Closed Work Orders	Landscaping	Graves, David	Eddie Ponce	3/21/2013	3/27/2013	30	\$914.35	Brian Taylor
Julington Creek Elementary 0241	13833	steamer closest next to office not working	Work In Progress	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/6/2013		11.5	\$256.57	Brian Taylor
Julington Creek Elementary 0241	13896	Three out of the four electrical supplies to the fuses are completely burned up. power is turned off.	Work In Progress	Heating/Ventilation/Air Conditioning	Penque, Bruce	Eddie Ponce	3/15/2013		8.5	\$181.92	Brian Taylor

Ketterlinus Elementary 0091	13911	Request the dump truck and back hoe for the Ketterlinus Careers on Wheels field day. On 3-20-13 from 8:45 to 10:45.	Closed Work Orders	Grounds	Conley, Ronnie	Joe Lewis	3/18/2013	3/20/2013	10	\$211.45	Rick Whittington
Ketterlinus Elementary 0091	13949	Need two boxes of 2 lamp ballast	Closed Work Orders	Electrical	Kelley, Debbie	Joe Lewis	3/26/2013	3/26/2013		\$270.00	Rick Whittington
Ketterlinus Elementary 0091	13858	Burned out light bulbs on parking light poles in rear parking lot	Work In Progress	Electrical	Bradbury, Ted	Joe Lewis	3/11/2013			\$0.00	Rick Whittington
Ketterlinus Elementary 0091	13794	Recover padded walls in time out room	Work In Progress	Carpentry	Ortagus, Rick	Joe Lewis	3/1/2013		4.5	\$100.40	Rick Whittington
Landrum Middle 0311	13878	Pass through cooler not staying cool. Temp at 50 degrees	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/13/2013	3/18/2013	7	\$963.84	Brett Butler
Landrum Middle 0311	13945	ESC class created garden area with rain barrel. Connect rain barrel to gutter downspout	Closed Work Orders	Roof	Burchfield, Joe	Eddie Ponce	3/25/2013	3/27/2013	6	\$206.66	Brett Butler

Landrum Middle 0311	13943	Room originally set as a shop with electrical shunt contactor. Currently set as computer lab. Please disconnect shunt contactor	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	3/25/2013	3/27/2013	3.5	\$71.33	Brett Butler
Landrum Middle 0311	13933	Lavatory valve broken toilet supply pulled from wall	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	3/21/2013	4/1/2013		\$0.00	Brett Butler
Landrum Middle 0311	13944	drain leaking on upper roof. Leak drains to mezzanine level	Work In Progress	Roof	Burchfield, Joe	Eddie Ponce	3/25/2013			\$0.00	Brett Butler
Liberty Pines K-8 0472	13796	I need someone to come out and look at changing our double door frame in the main hallway around so doors can be locked.	Work In Progress	Carpentry	Ortagus, Rick	Bruce Taylor	3/1/2013		3.5	\$78.09	Robert Sturm
Maintenance Department 9810	13795	Reorganize various areas in shop.	Closed Work Orders	General Maintenance	Ortagus, Rick	Shane Walton	3/1/2013	3/8/2013	19	\$542.89	Shane Walton

Maintenance Department 9810	13822	pick up exercise bike and deliver to maintenance.	Closed Work Orders	General Maintenance	Cothron, Joe	Shane Walton	3/5/2013	3/5/2013	1	\$22.31	Shane Walton
Maintenance Department 9810	13852	Ice machine leaking.	Closed Work Orders	Ice Machine Service	Houghton, Mike	Eddie Ponce	3/7/2013	3/8/2013	1.5	\$33.47	Edward Ponce
Maintenance Department 9810	13920	Install rack system in warehouse for pvc pipe.	Work In Progress	General Maintenance	Ortagus, Rick	Shane Walton	3/19/2013		41	\$923.19	Shane Walton
Maintenance Department 9810	13931	Lift training	Work In Progress	<Blank>	Walton, Shane	Shane Walton	3/21/2013		47.5	\$2,345.32	Shane Walton
Mill Creek Elementary 0341	13914	pipe leaking in mezzanine	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	3/18/2013	4/2/2013	30	\$711.72	Robert Davis
Mill Creek Elementary 0341	13915	drains backing up in kitchen	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	3/18/2013	3/19/2013	6	\$473.95	Robert Davis
Mill Creek Elementary 0341	13918	Provide one toilet seat.	Closed Work Orders	Plumbing	Kelley, Debbie	Joe Lewis	3/19/2013	3/19/2013		\$17.88	Robert Davis
Mill Creek Elementary 0341	13821	GFI outlet not working	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	3/5/2013	3/7/2013	2	\$44.62	Robert Davis
Mill Creek Elementary 0341	13947	repair pole lights	Closed Work Orders	Electrical	Bradbury, Ted	Joe Lewis	3/25/2013	4/1/2013	27.5	\$1,311.18	Robert Davis
Mill Creek Elementary 0341	13894	Leek in wall need to be fixed	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	3/15/2013			\$0.00	Robert Davis

Mill Creek Elementary 0341	13820	Water pipe leaking	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	3/5/2013	3/6/2013	6	\$120.48	Robert Davis
Mill Creek Elementary 0341	13893	Milk cooler not cooling	Work In Progress	Kitchen Equipment	McLean, Derek	Joe Lewis	3/15/2013		2	\$44.62	Robert Davis
Mill Creek Elementary 0341	13843	Sliding doors will not stay in place	Work In Progress	Doors and Hardware	Crutchfield, Red	Joe Lewis	3/7/2013			\$0.00	Robert Davis
Murray Middle 0171	13935	three classrooms blockage.	Closed Work Orders	Plumbing	Contractor, McCrary's Plumbing	Joe Lewis	3/22/2013	3/26/2013		\$0.00	Paul Pelletier
Murray Middle 0171	13873	walk in refrigerator not cooling	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	3/13/2013	4/1/2013	13	\$402.15	Paul Pelletier
Murray Middle 0171	13871	still have odor in kitchen plumbing.	Work In Progress	Plumbing	Ponce, Robbie	Joe Lewis	3/12/2013			\$0.00	Paul Pelletier
Nease High 0251	13850	ice machine not working	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/7/2013	3/8/2013	3	\$66.93	Bob Wamser
Nease High 0251	13909	ice marker not working, has power, water	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/18/2013	3/25/2013	14	\$501.34	Bob Wamser
Nease High 0251	13879	main gas valve has no power	Closed Work Orders	Electrical	Davis, Edward	Eddie Ponce	3/13/2013	3/18/2013	12.5	\$266.06	Bob Wamser
Nease High 0251	13908	No electric to light over walkway between baseball and softball fields	Work In Progress	Electrical	Penque, Bruce	Eddie Ponce	3/18/2013		6.5	\$138.26	Bob Wamser

Nease High 0251	13907	# 2 hot water pump is making alot of noise	Work In Progress	Heating/Ventilation/Air Conditioning	Contractor, WW Gay	Eddie Ponce	3/18/2013			\$0.00	Bob Wamser
Nease High 0251	13895	Emergency shut off gas valves are not working in H-POD	Work In Progress	Electrical	Davis, Edward	Eddie Ponce	3/15/2013		24.5	\$2,484.26	Bob Wamser
Ocean Palms Elementary 0391	13853	the fence that goes along the retention pond has been vandalize and is in need of repair kids are cutting across the dam and its dangerous.	Closed Work Orders	Fence Repair	Conley, Ronnie	Bruce Taylor	3/8/2013	3/11/2013	3	\$78.84	Gio Morales
Ocean Palms Elementary 0391	13855	the Lid to the lift station is broken the pieces fell into the lift station. the lid needs to be replaced.	Closed Work Orders	Plumbing	Conley, Ronnie	Bruce Taylor	3/8/2013	3/11/2013	2.5	\$55.78	Gio Morales
O'Connell Center	13826	drains backing up	Closed Work Orders	Plumbing	Ponce, Robbie	Joe Lewis	3/5/2013	3/6/2013	3	\$63.44	Robert Davis
Osceola Elementary 0331	13805	Toilet 308 supply line leaking, Port toilet 310 not flushing.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	3/4/2013	3/4/2013	4	\$82.70	Bruce Taylor

Osceola Elementary 0331	13830	need 2 trucks and drivers on 3/15/13 for transportation day from 8:45 till 10:15	Closed Work Orders	General Maintenance	Quarterman, Bobby	Bruce Taylor	3/6/2013	3/19/2013		\$0.00	Shane Walton
Osceola Elementary 0331	13838	Install new Basket ball goal. See PE Coach (Mike Thomas)	Closed Work Orders	General Maintenance	Ortagus, Rick	Bruce Taylor	3/6/2013	3/8/2013	5	\$111.55	Bruce Taylor
Osceola Elementary 0331	13901	Bring trucks to Transportation day event,	Closed Work Orders	General Maintenance	Conley, Ronnie	Bruce Taylor	3/15/2013	3/15/2013	8	\$169.16	Shane Walton
Osceola Elementary 0331	13844	control panel box in ceiling needs to be replaced or repaired randy I aware of the problem. room 520	Work In Progress	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/7/2013			\$0.00	Sterling Cofield
Pacetti Bay Middle 0481	13923	cooler down on serving line	Closed Work Orders	Kitchen Equipment	McLean, Derek	Joe Lewis	3/19/2013	3/26/2013	1.5	\$33.47	Jack Blocker
Palencia Elementary 0511	13824	Repair school zone flashing light system.	Closed Work Orders	Electrical	Davis, Edward	Eddie Ponce	3/5/2013	3/6/2013	74.75	\$1,609.87	Edward Ponce
Palencia Elementary 0511	13864	delivery roto tiller from PV Rawlings	Closed Work Orders	Landscaping	Repult, Bryan	Eddie Ponce	3/11/2013	3/15/2013	6	\$133.86	Andy Knight

Palencia Elementary 0511	13865	install 120 volt receptacle	Work In Progress	Electrical	Penque, Bruce	Eddie Ponce	3/11/2013		3.5	\$71.33	Andy Knight
Pedro Menendez Clinic	13885	Bathroom floor sagging and vct popping up, Called in by Mr. Ashton	Closed Work Orders	Carpentry	Bishop, Charlie	Bruce Taylor	3/14/2013	3/21/2013	10	\$197.34	Bruce Taylor
Pedro Menendez High 0401	13856	Training for door card reader system.	Closed Work Orders	Training	Crutchfield, Red	Eddie Ponce	3/8/2013	3/13/2013	27.5	\$584.93	Edward Ponce
Pedro Menendez High 0401	13886	PRVENTIVE MAINTENANCE, S/Y 2012-2013	Work In Progress	General Maintenance	PM, Taylor	Bruce Taylor	3/14/2013		921	\$22,600.30	Bruce Taylor
Ponte Vedra High 0492	13842	Door Jam loose on bottom left side of double door. Doors rubbing together hard to open	Closed Work Orders	Doors and Hardware	Cothron, Joe	Eddie Ponce	3/7/2013	3/7/2013	5	\$111.55	Nick Athanaseas
Ponte Vedra High 0492	13929	Need to generators for Relay for Life April 6th. Last year Edward came out and setup and ran minimal electric.	Work In Progress	Electrical	Davis, Edward	Eddie Ponce	3/21/2013			\$0.00	Nick Athanaseas

Ponte Vedra High 0492	13882	Conduct preventive maintenance.	Work In Progress	General Maintenance	PM, Ponce	Eddie Ponce	3/14/2013		412.5	\$11,819.08	Edward Ponce
Ponte Vedra/Palm Valley Elem 0151	13897	Disconnect irrigation system from potable water supply and connect to irrigation well.	Work In Progress	Irrigation	Contractor, C & L Landscape	Eddie Ponce	3/15/2013			\$0.00	Edward Ponce
R. B. Hunt Elementary 0161	13860	Hot water heater tank rusted and leaking	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	3/11/2013	3/27/2013	19	\$841.18	Raymond Kledzik
R. B. Hunt Elementary 0161	13872	door hardware malfunctioning, unable to lock hall way exit door.	Closed Work Orders	Key and Lock	Cothron, Joe	Eddie Ponce	3/12/2013	3/14/2013	2	\$44.62	Raymond Kledzik
R. B. Hunt Elementary 0161	13832	Install lock cylinders in 3 push bars	Work In Progress	Key and Lock	Cothron, Joe	Eddie Ponce	3/6/2013		3	\$66.93	Raymond Kledzik
Rawlings Elementary 0351	13916	Please remove brick bench in front hallway outside of admin area.	Closed Work Orders	Masonry	Repult, Bryan	Eddie Ponce	3/18/2013	3/19/2013	7	\$156.17	Brandon Hennessey
Rawlings Elementary 0351	13807	Walk in freezer not holding temp. Please evaluate and repair	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/4/2013	3/5/2013	6	\$694.05	Brandon Hennessey

Rawlings Elementary 0351	13924	Backflow relief is dumping water and will not stop. Please evaluate and repair as needed.	Work In Progress	Backflow	Contractor, WW Gay	Eddie Ponce	3/19/2013				\$0.00	Brandon Hennessey
Sebastian Middle 0301	13861	bat exclusion at school	Work In Progress	Special Projects	Contractor, Florida Pest Control	Joe Lewis	3/11/2013	4/1/2013	48		\$7,765.00	Jeff Baldwin
South Woods Elementary 0461	13953	Install roof cover for mower.	Closed Work Orders	General Maintenance	Payne, Harold	Bruce Taylor	3/28/2013	3/28/2013	15		\$328.49	Bennie Witt
South Woods Elementary 0461	13954	Plant trees around retention pond.	Work In Progress	Grounds	Conley, Ronnie	Bruce Taylor	3/28/2013		10.5		\$234.26	Bennie Witt
St. Augustine High 0181	13880	No heat in classroom. Freon leak	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/14/2013	3/15/2013	2.5		\$47.03	Mike Hazel
St. Augustine High 0181	13799	Repair ice machine does not work.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	3/4/2013	3/13/2013	3.5		\$75.43	Mike Hazel
St. Augustine High 0181	13841	Repair reach-in cooler not getting cold. And a oven not getting hot.	Closed Work Orders	Kitchen Equipment	Harrison, Steve	Bruce Taylor	3/7/2013	3/13/2013	7.5		\$654.16	Mike Hazel
St. Augustine High 0181	13839	Floor drain backing up.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	3/6/2013	3/6/2013	4		\$78.61	Mike Hazel

St. Augustine High 0181	13857	Water main for f-build leaking water	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	3/11/2013	3/11/2013	2	\$37.72	Mike Hazel
St. Augustine High 0181	13912	Toilet backing up.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	3/18/2013	3/19/2013	8	\$150.88	Mike Hazel
St. Augustine High 0181	13812	no heat in classroom	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/5/2013	3/15/2013	8	\$192.66	Mike Hazel
St. Augustine High 0181	13813	no heat in classroom	Closed Work Orders	Heating/Ventilation/Air Conditioning	Argitis, Louis	Bruce Taylor	3/5/2013	3/5/2013	2	\$41.12	Mike Hazel
St. Augustine High 0181	13900	Restroom backed-up sewer line.	Work In Progress	Plumbing	Contractor, McCrary's Plumbing	Bruce Taylor	3/15/2013		0.5	\$7.71	Mike Hazel
St. Johns Tech High 0033	13800	Fuel pump on boiler is leaking fuel. Thanks	Closed Work Orders	Heating/Ventilation/Air Conditioning	Cunningham, Harold	Joe Lewis	3/4/2013	3/6/2013	22.5	\$921.56	Troy Wilson
St. Johns Tech High 0033	13948	Need 2 gate shut off valves replaced. Both leaking water. One valve stem is broken and is stuck in the closed position.	Closed Work Orders	Heating/Ventilation/Air Conditioning	Anderson, David	Joe Lewis	3/26/2013	4/1/2013	7.5	\$258.85	Troy Wilson

St. Johns Tech High 0033	13801	Water leaking inside classroom from fresh air intake. Water leak is inside of metal duct.	Closed Work Orders	Roof	Anderson, David	Joe Lewis	3/4/2013	4/1/2013	9	\$263.79	Troy Wilson
St. Johns Tech High 0033	13835	Air/ liquid bypass valve broken on air compressor. Needs to be repaired.	Work In Progress	Heating/Ventilation/Air Conditioning	Cunningham, Harold	Joe Lewis	3/6/2013			\$69.19	Troy Wilson
Switzerland Point Middle 0321	13797	Conduct preventive maintenance.	Closed Work Orders	General Maintenance	PM, Ponce	Eddie Ponce	3/1/2013	4/1/2013	699.5	\$21,594.09	Edward Ponce
Switzerland Point Middle 0321	13792	Repair parking lot lights timer.	Closed Work Orders	Electrical	Penque, Bruce	Eddie Ponce	3/1/2013	3/1/2013	8	\$144.40	Edward Ponce
Switzerland Point Middle 0321	13881	remove cabinets from room 725	Work In Progress	General Maintenance	Cothron, Joe	Eddie Ponce	3/14/2013		78	\$1,892.44	Euclid Cooper
Switzerland Point Middle 0321	13919	cut the A/C off in room 740 its at 80 and the blower motor is hot and not running	Work In Progress	Heating/Ventilation/Air Conditioning	Blaylock, Eldon	Eddie Ponce	3/19/2013			\$0.00	Euclid Cooper
Timberlin Creek Elementary 0451	13930	Breaker for air burned	Closed Work Orders	Heating/Ventilation/Air Conditioning	Rosenfeld, Randy	Bruce Taylor	3/21/2013	3/21/2013	2	\$44.62	Bill Fowler

Timberlin Creek Elementary 0451	13876	2 handle gooseneck faucet leaking needs repair or replace.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	3/13/2013	3/14/2013	4	\$137.46	Bill Fowler
Wards Creek Elementary 0482	13791	Scheduled Preventive Maintenance for S/Y 2012/2013	Closed Work Orders	General Maintenance	PM, Taylor	Bruce Taylor	3/1/2013	3/25/2013	908.5	\$24,383.99	Bruce Taylor
Wards Creek Elementary 0482	13926	Toilet leaking from wax seal at bottom.	Closed Work Orders	Plumbing	Kizer, Brian	Bruce Taylor	3/20/2013	3/21/2013	1.5	\$38.91	Timothy Lundquist
Wards Creek Elementary 0482	13834	need a lift to reach lights in cafe	Closed Work Orders	Electrical	Conley, Ronnie	Bruce Taylor	3/6/2013	3/25/2013		\$0.00	Timothy Lundquist
Wards Creek Elementary 0482	13811	Pump on chiller line making loud noise	Work In Progress	Heating/Ventilation/Air Conditioning	Contractor, WW Gay	Bruce Taylor	3/4/2013			\$5,031.08	Timothy Lundquist
Webster Elementary 0201	13847	The A C unit in the room is not heating	Closed Work Orders	Heating/Ventilation/Air Conditioning	Blaylock, Eldon	Eddie Ponce	3/7/2013	3/8/2013	2	\$42.18	Mike Oliver
Webster Elementary 0201	13802	The A C unit is icing up and not warming	Closed Work Orders	Heating/Ventilation/Air Conditioning	Contractor, Taylor Refrigeration	Eddie Ponce	3/4/2013	3/6/2013		\$0.00	Mike Oliver

Webster Elementary 0201	13899	The bolts that hold the toilet to the floor are rusted and the toilet is loose on the floor and needs to be reset.	Closed Work Orders	Plumbing	Kidd, Troy	Eddie Ponce	3/15/2013	3/27/2013	5	\$123.37	Mike Oliver
Webster Elementary 0201	13941	The big toy on the playground has some of the planks coming loose as well as screws sticking up in some places.	Closed Work Orders	Carpentry	Cothron, Joe	Eddie Ponce	3/25/2013	4/1/2013	10	\$269.84	Mike Oliver
Webster Elementary 0201	13845	The two milk coolers are not cooling as well as they were.	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/7/2013	3/11/2013	1	\$22.31	Mike Oliver
Webster Elementary 0201	13848	The knob on the steamer is very loose and not letting them shut the steamer off	Closed Work Orders	Kitchen Equipment	Houghton, Mike	Eddie Ponce	3/7/2013	3/8/2013	2	\$44.62	Mike Oliver

Maintenance Department Capital Improvements Projects									
7/1/12 through 3/31/13									
Location	WOID	Description	Status	Assigned To	Project Manager	Requested	Completed	Total Costs	Requester
Bartram Trail High 0411	11886	pressure wash facility	Closed Work Orders	Contractor Krystal, Klean	Joe Lewis	7/9/2012	9/12/2012	\$11,720.05	Jason Lee
Bartram Trail High 0411	12323	Preventive Maintenance on Elevators for 2012/2013	Closed Work Orders	Contractor, Schindler Elevator	Joe Lewis	8/24/2012	8/24/2012	\$6,285.66	Jason Lee
Bartram Trail High 0411	13784	make needed repairs (a/c)	Closed Work Orders	Contractor, Siemens	Joe Lewis	2/28/2013	3/21/2013	\$4,179.00	Jason Lee
Bartram Trail High 0411	13520	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Bartram Trail High 0411	13540	Replace ceiling Tiles and Grid in above mentioned areas.	Work In Progress	Contractor, Jim's Drywall	Bruce Taylor	1/29/2013		\$10,400.12	Bruce Taylor
Bartram Trail High 0411	12837	Install door access system to seven entry points.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	10/10/2012		\$20,182.77	Edward Ponce
Bartram Trail High 0411	13176	Replace six sets of double exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$19,626.00	Edward Ponce
Bartram Trail High 0411	13866	replace tile in elevators	Work In Progress	Contractor, James Bros. Carpet	Joe Lewis	3/11/2013		\$1,042.00	Jason Lee
Bartram Trail High 0411	13874	replace courtyard seating	Work In Progress	Lewis, Joseph	Joe Lewis	3/13/2013		\$0.00	Jason Lee
Bartram Trail High 0411	13904	sand and finish stage and gym floor	Work In Progress	Contractor, CEL Enterprises	Joe Lewis	3/18/2013		\$0.00	Jason Lee
Bartram Trail High 0411	13511	restripe track	Work In Progress	Contractor, Papico	Joe Lewis	1/25/2013	1/25/2013	\$4,200.00	Jason Lee

Bartram Trail High 0411	13512	Repair Running Track Surface As Needed.	Work In Progress	Contractor, Papico	Joe Lewis	1/25/2013		\$1,315.00	Jason Lee
Creekside High 0493	12957	Preventive Maintenance on elevators for 2012/2013	Closed Work Orders	Contractor, Schindler Elevator	Joe Lewis	10/29/2012	1/31/2013	\$7,503.37	Robert Randazzo
Creekside High 0493	13509	resurface tennis courts and basketball courts	Work In Progress	Contractor, Papico	Joe Lewis	1/25/2013		\$4,470.00	Robert Randazzo
Creekside High 0493	13163	install locking equipment for gates	Work In Progress	Contractor, Duval Glass& Mirror	Joe Lewis	12/5/2012		\$6,551.00	Robert Randazzo
Creekside High 0493	13223	seal (patch) tennis and basketball courts	Work In Progress	Contractor, Papico	Joe Lewis	12/10/2012		\$4,470.00	Robert Randazzo
Durbin Creek Elementary 0441	13157	Install 2x2 T-8 lighting fixtures in 4 locations.	Closed Work Orders	Contractor, AEC Electric	Bruce Taylor	12/5/2012	2/1/2013	\$27,214.74	Bruce Taylor
Durbin Creek Elementary 0441	13162	install carpet in eight classrooms	Work In Progress	Lewis, Joseph	Joe Lewis	12/5/2012		\$16,206.20	Todd Ponce
Evelyn Hamblen 0031	13618	Install new master key system.	Work In Progress	Contractor, Village Key	Eddie Ponce	2/6/2013		\$3,375.00	Edward Ponce
Evelyn Hamblen 0031	13518	Remove and Replace Ceiling Tile and Grid as needed. Retrofit all t-12 lighting to t-8 lighting through-out Building.	Work In Progress	Contractor, AEC Electric	Bruce Taylor	1/25/2013		\$16,547.39	Bruce Taylor
Evelyn Hamblen 0031	13473	install relocatable classroom	Work In Progress	Contractor, Mobile Modular	Joe Lewis	1/18/2013		\$6,903.76	Troy Wilson

Fruit Cove Middle 0491	13394	Upgrade four sets of double storefront doors.	Work In Progress		Eddie Ponce	1/9/2013		\$11,940.00	
Fruit Cove Middle 0491	13519	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Gamble Rogers Middle 0371	13285	Change out 32 wall pac fixtures utilizing 42 watt CFL Fixtures.	Closed Work Orders	Contractor, AEC Electric	Bruce Taylor	12/17/2012	2/26/2013	\$5,989.86	Bruce Taylor
Gamble Rogers Middle 0371	13284	Install 26 updated thermostats. Microtouch Models 1050.	Work In Progress	Rosenfeld, Randy	Bruce Taylor	12/17/2012		\$1,997.55	Bruce Taylor
Hartley Elementary 0261	13200	build wall around chiller	Closed Work Orders	Hagan, Elmer	Joe Lewis	12/10/2012	1/22/2013	\$6,221.81	Bill Vaughn
Hartley Elementary 0261	13680	Replace various door locks and cylinders.	Work In Progress		Eddie Ponce	2/14/2013		\$19,777.96	Edward Ponce
Hartley Elementary 0261	13849	Replace vanities in classrooms	Work In Progress	Contractor, P Brandon, Inc.	Joe Lewis	3/7/2013		\$35,998.49	Bill Vaughn
Hartley Elementary 0261	13887	Repair metal door jams in cafeteria.	Work In Progress	contractor, B & B Welding	Eddie Ponce	3/15/2013		\$1,800.00	Edward Ponce
Hickory Creek Elementary 0501	13371	Replace vct in hallways @ expansion joints.	Closed Work Orders	Contractor, James Bros. Carpet	Eddie Ponce	1/8/2013	4/1/2013	\$2,038.08	Edward Ponce
Ketterlinus Elementary 0091	11909	upgrade windows in music room	Closed Work Orders	Hagan, Elmer	Joe Lewis	7/12/2012	7/30/2012	\$1,465.44	Rick Whittington
Ketterlinus Elementary 0091	11924	Replace carpet in room 131 due to sewer back up	Closed Work Orders	Contractor, James Bros. Carpet	Joe Lewis	7/23/2012	8/9/2012	\$2,227.92	Rick Whittington
Ketterlinus Elementary 0091	13859	replace case work	Work In Progress	Contractor, P Brandon, Inc.	Joe Lewis	3/11/2013		\$16,305.84	Rick Whittington

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

Murray Middle 0171	13164	upgrade restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	12/5/2012		\$11,680.02	Paul Pelletier
Murray Middle 0171	13459	Remove six fax coil units and replace with single air handler	Work In Progress	Contractor, WW Gay	Joe Lewis	1/17/2013		\$36,549.28	Paul Pelletier
Murray Middle 0171	13204	upgrade folding wall	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	12/10/2012		\$28,396.29	Paul Pelletier
Murray Middle 0171	13174	Replace seven pairs of double exterior doors and one single exterior door.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$24,532.50	Edward Ponce
Nease High 0251	12600	Repair Running Track Surface As Needed.	Closed Work Orders	Contractor, Papico	Bruce Taylor	9/13/2012	2/26/2013	\$61,820.02	Bruce Taylor
Nease High 0251	12164	Raise existing storm drain, Install three foot wide flume from lime rock parking lot to bottom of slope ditch.	Closed Work Orders	Contractor, G and H Underground	Eddie Ponce	8/15/2012	9/13/2012	\$4,885.00	Edward Ponce
Nease High 0251	11986	Conduct FPL Feasibility Study	Closed Work Orders	Contractor, Matern Engineering	Shane Walton	7/31/2012	8/16/2012	\$2,500.00	Shane Walton
Nease High 0251	13182	Replace handrails at stadium.	Closed Work Orders	Contractor, B & B Welding	Eddie Ponce	12/6/2012	2/4/2013	\$3,940.00	Edward Ponce
Nease High 0251	13277	Remove and trim trees and underbrush between football and baseball areas.	Closed Work Orders	Contractor, Wrights Tree Service	Eddie Ponce	12/14/2012	2/4/2013	\$4,800.00	Edward Ponce

Nease High 0251	13180	Replace one set of double exterior doors and four single exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$9,813.00	Edward Ponce
Nease High 0251	13373	Upgrade lighting in girls and boys lockerooms.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	1/8/2013		\$12,973.87	Edward Ponce
Nease High 0251	7271	Upgrade Courtyard Dining Area	Work In Progress	Contractor, CC Borden	Shane Walton	11/17/2010		\$388,637.92	Shane Walton
Nease High 0251	10339	Upgrade HVAC - Phase 3	Work In Progress	Contractor, WW Gay	Shane Walton	11/29/2011		\$4,021,815.71	Shane Walton
Osceola Elementary 0331	11896	Upgrade seven exterior doors.	Closed Work Orders	Cothron, Joe	Eddie Ponce	7/10/2012	8/31/2012	\$4,284.17	Edward Ponce
Osceola Elementary 0331	13460	replace 5 ton a/c unit	Work In Progress	Contractor, Wilson Heat and Air	Joe Lewis	1/17/2013		\$3,200.00	Sterling Cofield
Osceola Elementary 0331	13517	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Pacetti Bay Middle 0481	13946	upgrade sidewalk at bus pick-up	Closed Work Orders	Hagan, Elmer	Joe Lewis	3/25/2013	3/26/2013	\$277.24	Jack Blocker
Pacetti Bay Middle 0481	13201	upgrade sidewalk	Work In Progress	Hagan, Elmer	Joe Lewis	12/10/2012	4/1/2013	\$1,934.49	Jack Blocker
Pacetti Bay Middle 0481	13169	upgrade folding wall	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	12/5/2012		\$6,750.00	Ted Bradbury
Pacetti Bay Middle 0481	11586	Install double exit doors in exterior hall wall.	Work In Progress	Contractor, Duval Glass& Mirror	Eddie Ponce	5/30/2012	9/12/2012	\$22,892.05	Edward Ponce
Pedro Menendez High 0401	13416	Upgrade fencing at baseball field,	Closed Work Orders	Contractor, Armstrong Fence	Bruce Taylor	1/11/2013	2/26/2013	\$4,230.00	Bruce Taylor

Pedro Menendez High 0401	13637	Classroom conversion from standard to computer lab.	Work In Progress	Contractor, P Brandon, Inc.	Bruce Taylor	2/8/2013		\$5,438.88	Bruce Taylor
Pedro Menendez High 0401	13305	Replace Boiler	Work In Progress	Contractor, WW Gay	Bruce Taylor	12/18/2012		\$30,514.64	Bruce Taylor
Pedro Menendez High 0401	13306	Replace Mixing valves and piping as needed.	Work In Progress	Contractor, WW Gay	Bruce Taylor	12/18/2012		\$17,005.38	Bruce Taylor
Pedro Menendez High 0401	13225	Resurface Tennis Courts	Work In Progress	Contractor, Papico	Bruce Taylor	12/10/2012		\$41,280.00	Bruce Taylor
Pedro Menendez High 0401	12589	Install access door system.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	9/13/2012		\$32,885.39	Edward Ponce
Pedro Menendez High 0401	12325	Preventive Maintenance on Elevators for 2012/2013	Work In Progress	Contractor, Schindler Elevator	Bruce Taylor	8/24/2012		\$3,710.67	Joedy Ashton
Pedro Menendez High 0401	13521	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Pedro Menendez High 0401	13415	Upgrade flooring, Media Center, Auditorium and Room 960.	Work In Progress	Contractor, James Bros. Carpet	Bruce Taylor	1/11/2013		\$28,348.41	Bruce Taylor
Ponte Vedra High 0492	12014	Had Inspection on Elevators. Elevator #1 failed due to water in elevator shaft.	Closed Work Orders	Contractor, Schindler Elevator	Eddie Ponce	8/2/2012	10/2/2012	\$2,675.00	Nick Athanaseas
Ponte Vedra High 0492	13173	Upgrade high jump track area.	Closed Work Orders	Contractor, Papico	Eddie Ponce	12/6/2012	1/23/2013	\$18,324.45	Edward Ponce
Ponte Vedra High 0492	13181	Repair gates and fencing at various locations on site.	Closed Work Orders	Contractor, Armstrong Fence	Eddie Ponce	12/6/2012	2/4/2013	\$11,900.47	Edward Ponce

Ponte Vedra High 0492	12807	Repair elevator shaft.	Closed Work Orders	Contractor, Schindler Elevator	Eddie Ponce	10/8/2012	1/23/2013	\$7,116.00	Edward Ponce
Ponte Vedra High 0492	13480	Upgrade science casework in rooms 575 and 580.	Work In Progress	Contractor, P Brandon, Inc.	Eddie Ponce	1/23/2013	2/19/2013	\$25,781.56	Edward Ponce
Ponte Vedra High 0492	13836	Upgrade door security system.	Work In Progress	Contractor, SAFE, Inc.	Eddie Ponce	3/6/2013		\$4,573.12	Edward Ponce
Ponte Vedra/ Palm Valley Elem 0151	11950	Upgrade lighting in restrooms.	Closed Work Orders	Contractor, AEC Electric	Eddie Ponce	7/25/2012	10/2/2012	\$4,582.63	Edward Ponce
Ponte Vedra/ Palm Valley Elem 0151	13810	Install two hybrid portable classrooms with restrooms.	Work In Progress	Contractor, Mobile Modular	Eddie Ponce	3/4/2013		\$2,459.84	Edward Ponce
Ponte Vedra/ Palm Valley Elem 0151	13370	Upgrade site lighting.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	1/8/2013		\$19,126.05	Edward Ponce
Ponte Vedra/ Palm Valley Elem 0151	13515	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
R. B. Hunt Elementary 0161	13625	Upgrade casework in rooms 107,108,109 and 111.	Work In Progress	Contractor, P Brandon, Inc.	Eddie Ponce	2/7/2013		\$6,153.00	Edward Ponce
R. B. Hunt Elementary 0161	13936	Remove and dispose of exterior signage and install new signage.	Work In Progress	Contractor, B&S Signs, Inc.	Eddie Ponce	3/25/2013		\$0.00	Edward Ponce
Rawlings Elementary 0351	13516	2012-2013 Baseline IAQ Assessment	Work In Progress	Contractor, AMEC	Shane Walton	1/25/2013		\$3,513.13	Shane Walton
Rawlings Elementary 0351	13175	Replace three sets of double exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$9,813.00	Edward Ponce
Rawlings Elementary 0351	13183	Upgrade site lighting.	Work In Progress	Contractor, AEC Electric	Eddie Ponce	12/6/2012		\$20,698.99	Edward Ponce

Sebastian Middle 0301	13166	install shade structure	Closed Work Orders	Lewis, Joseph	Joe Lewis	12/5/2012	4/2/2013	\$29,975.00	Jeff Baldwin
Sebastian Middle 0301	13224	upgrade exterior courts	Work In Progress	Contractor, Papico	Joe Lewis	12/10/2012		\$6,740.75	Jeff Baldwin
Sebastian Middle 0301	13442	Upgrade scoreboard	Work In Progress	Lewis, Joseph	Joe Lewis	1/15/2013		\$2,181.19	Jeff Baldwin
Sebastian Middle 0301	11739	Replace HVAC Units	Work In Progress	Contractor, Wilson Heat and Air	Joe Lewis	6/13/2012		\$64,361.00	Jeff Baldwin
Sebastian Middle 0301	10674	upgrade gang restrooms	Work In Progress	Contractor, Express Tile	Joe Lewis	1/26/2012		\$45,796.33	Jeff Baldwin
Sebastian Middle 0301	10760	remove strobes for tile replacement	Work In Progress	Contractor, SAFE, Inc.	Joe Lewis	2/6/2012		\$0.00	Jeff Baldwin
South Woods Elementary 0461	12157	upgrade water plant	Work In Progress	Contractor, US Water	Bruce Taylor	8/15/2012		\$26,859.12	Bennie Witt
South Woods Elementary 0461	12158	upgrade Wastewater plant	Work In Progress	Contractor, US Water	Bruce Taylor	8/15/2012		\$28,146.74	Bennie Witt
St. Augustine High 0181	13178	Replace three sets of double smoke doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$9,813.00	Edward Ponce
St. Augustine High 0181	13179	Replace two sets of double exterior doors.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	12/6/2012		\$6,542.00	Edward Ponce
St. Augustine High 0181	13877	Upgrade court yards.	Work In Progress	PM, Taylor	Bruce Taylor	3/13/2013		\$4,750.00	Bruce Taylor
St. Johns Tech High 0033	13779	provide panels for pavilion at tech high	Closed Work Orders	Contractor, All Bright Custom	Joe Lewis	2/27/2013	3/1/2013	\$3,114.34	Troy Wilson
St. Johns Tech High 0033	12966	repair lights in parking lot	Closed Work Orders	Contractor, AEC Electric	Joe Lewis	10/29/2012	4/1/2013	\$9,665.62	Troy Wilson
St. Johns Tech High 0033	13851	upgrade fencing	Work In Progress	Contractor, Armstrong Fence	Joe Lewis	3/7/2013		\$12,735.52	Troy Wilson

St. Johns Tech High 0033	13803	Install new master key system.	Work In Progress	Contractor, Village Key	Eddie Ponce	3/4/2013		\$0.00	Edward Ponce
St. Johns Tech High 0033	13522	Remove and Replace ceiling tiles and Grid as needed. Retrofit ALL T-12 Lighting To T-8 lighting Throughout Building.	Work In Progress	Contractor, AEC Electric	Bruce Taylor	1/25/2013		\$25,777.29	Bruce Taylor
St. Johns Tech High 0033	13441	Replace four sets of double exterior doors and one single door.	Work In Progress	Contractor, Door Solutions	Eddie Ponce	1/15/2013		\$15,159.50	Edward Ponce
Switzerland Point Middle 0321	13286	upgrade science lab sinks	Closed Work Orders	Contractor, McCrary's Plumbing	Eddie Ponce	12/17/2012	2/4/2013	\$9,602.40	Edward Ponce
Switzerland Point Middle 0321	13379	Renovate restrooms 761,762,421,422,521,522,and administration restroom.	Work In Progress	Contractor, Express Tile	Eddie Ponce	1/8/2013		\$36,741.31	Edward Ponce
Switzerland Point Middle 0321	13781	Install 142 lockers.	Work In Progress	Contractor, Storagecraft	Eddie Ponce	2/28/2013		\$13,546.00	Edward Ponce
Timberlin Creek Elementary 0451	12131	Repair cracked and broken stucco as needed at chiller walls.	Closed Work Orders	Payne, Harold	Bruce Taylor	8/13/2012	8/28/2012	\$1,789.29	Bruce Taylor
Wards Creek Elementary 0482	13458	Retrofit exterior wall pack Lighting.	Work In Progress	Contractor, AEC Electric	Bruce Taylor	1/17/2013		\$2,808.00	Bruce Taylor

Wards Creek Elementary 0482	13816	Furnish 1 model 382-408 adult wheel chair swing. Furnish and install 425ft of pour in place rubber surfacing along with all excavating and sub base material.	Work In Progress	PM, Taylor	Bruce Taylor	3/5/2013		\$6,160.16	Bruce Taylor
Webster Elementary 0201	12638	Replace existing gates to front entrance.	Closed Work Orders	Contractor, Armstrong Fence	Eddie Ponce	9/18/2012	11/19/2012	\$6,111.64	Edward Ponce
Webster Elementary 0201	12850	Install 18 speakers to intercom system in various areas of school.	Closed Work Orders	Contractor, SAFE, Inc.	Eddie Ponce	10/12/2012	2/11/2013	\$8,328.83	Edward Ponce
Webster Elementary 0201	13206	upgrade folding wall	Work In Progress	Contractor, Southeastern Surface	Joe Lewis	12/10/2012		\$16,549.65	Mike Oliver

Administrative Report

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

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

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

Creekside High School – the tennis and basketball courts were patched and sealed.

Evelyn Hamblen Center – a relocatable classroom was recently installed at the Evelyn Hamblen Center for the Tools for Schools program. Installation work includes site preparation, electric, plumbing, sidewalks, skirting and fire alarm.

Hickory Creek Elementary – VCT tile was replaced at the expansion joints.

Murray Middle School – the folding wall in the multi-purpose room was replaced.

Pacetti Bay Middle School – the sidewalk area at the bus loop was upgraded.

Sebastian Middle School – a shade structure was installed on the field.

St. Johns Technical High School – repaired and upgraded parking lot lighting.

Other Projects:

Maintenance Department Ceiling and Lighting Upgrades – during the 2007 school year as part of the Maintenance Department's capital outlay budget, we began a ceiling and lighting replacement program designed to replace inefficient lights and fixtures with the more energy efficient T-8 lights at schools and facilities. A schedule was developed and replacements were completed at three to four schools each year for the past six years. To date, we have replaced lights in twenty four facilities recently completing work at the St. Johns Technical High School.