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# **Scheduled and Deferred Maintenance Updates**

Office of Business Services  
Maintenance and Operations  
February 2010



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**ANTELOPE VALLEY COLLEGE**

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**Scheduled and Deferred Maintenance Update**

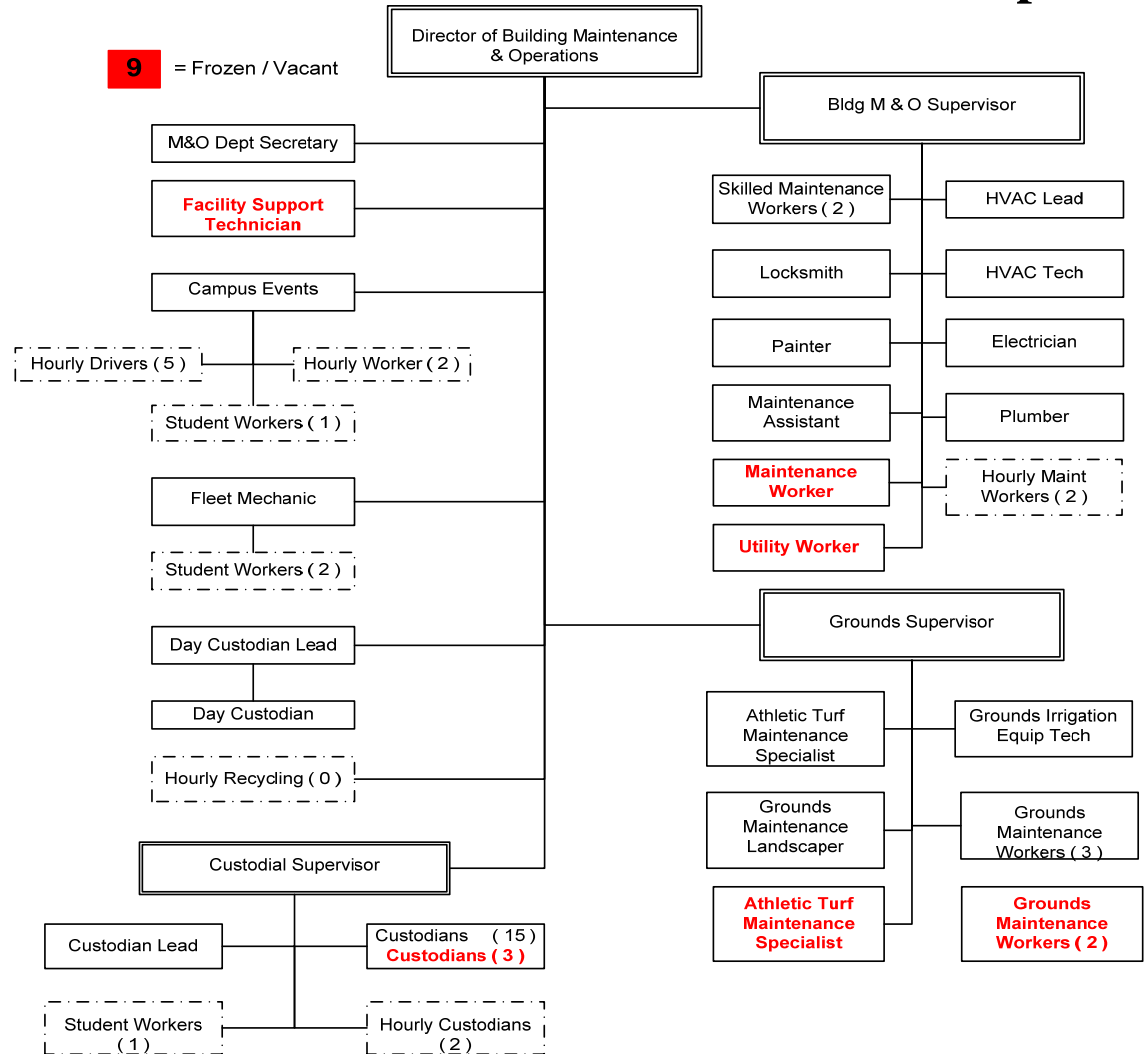
**AGENDA**

- **Who We Are**
- **What We Do**
- **Scheduled and Deferred Maintenance Listing (Handout)**
- **Trouble Call Status Listing (Handout)**
  - **SWOT Analysis**



Scheduled and Deferred Maintenance Update

1. Who We Are:



Scheduled and Deferred Maintenance Update

**WHAT WE DO**

1. 135 acres of land, 58 buildings, 17 Parking Lots, 79 Vehicle Fleet

a) **Administrative Operations**

- o **Oversee two (2) Energy Management Systems**
- o **Oversee two (2) Fire Alarm Systems**
- o **Oversee Hazardous Material Reporting and Handling**
- o **Oversee Trouble Call Work Order Program**
- o **Oversee Electronic Door System and Programming**
- o **Oversee District Recycling Program**
- o **FWR Program (Campus Projects)**
- o **Maintenance and Facilities Reception**



**Scheduled and Deferred Maintenance Update**

**b) Maintenance**

- o **Plumbing, Electrical, Heating Ventilation and Air Conditioning, Painting, Locksmith, General Maintenance, Masonry, Sheet metal, Swimming Pool Maintenance**

**c) Grounds**

- o **Maintain Athletic fields, District grounds and lawns, Tree and Shrubbery trimming, Irrigation systems and plumbing, Landscaping, Equipment repairs and maintenance**

**d) Custodial**

- o **Clean all classrooms, restrooms, Faculty and Staff Offices, Trash removal**

**e) Motor Pool**

- o **Inspect and maintain all District vehicles, diesel powered equipment and generators, electric utility and passenger carts**

**f) Campus Events**

- o **Schedule set up / tear down for District Events and Facilities, Coordinate District Vehicle assignments, Coordinate and Perform District furniture moves**



# **SCHEDULED AND DEFERRED MAINTENANCE**

- **Budget Constraints**
- **Timelines**
- **Operational Learning Outcomes (OLO's)**



## TROUBLE CALL WORK ORDERS

- **Budget Constraints**
- **Timelines**
- **Operational Learning Outcomes (OLO's)**



Scheduled and Deferred Maintenance Update

SWOT

STRENGTHS

Dedication of Staff

Staff High Skill Level

New Infrastructure

OPPORTUNITIES

Future Buildings Coming Online

Green Technology

Hire Additional Staff

Enrollment Growth

WEAKNESSES

Insufficient Manpower

Insufficient Budget

Restricted Access to Class / Offices

THREATS

Budget Constraints

Enrollment Growth

Future Buildings Coming Online

California State Regulations

Attrition



Scheduled and Deferred Maintenance Update

QUESTIONS

