

Facilities Operations Maint. "Work Not Done" Report 9/1/15 through 9/30/15

Total per Trade			Emergency 1 day		High 3 <= days		Medium <=14 days		Low <=30 days		Routine
Engineering	10 of 10	100%	0 of 0	#Num!	6 of 6	100%	2 of 2	100%	2 of 2	100%	0
E - Area 1 Engineer	1 of 1	100%	0 of 0	#Num!	1 of 1	100%	0 of 0	#Num!	0 of 0	#Num!	0
2 FO-327690 Maint. Work Order	9/22/2015	9/22/2015	0 High	4th floor Ladies and Mens restrooms have bad sewer odor coming from drains. Odor is now affecting the hallways.			Dry floor drain requires water poured down it once a week. Referred to housekeeping.				
E - North	1 of 1	100%	0 of 0	#Num!	1 of 1	100%	0 of 0	#Num!	0 of 0	#Num!	0
2 FO-326323 Maint. Work Order	9/3/2015	9/3/2015	0 High	HR office Purdy rm.122; complaints regarding temperature (too hot), adjustments needed			checked room 122 the A/C unit which is not working properly. the stat seems to be working but the area is over heating. sent in request for A/C shop to take a look at the system. the unit I believe is in the basement hallway. the A/c unit is the only unit in the basement marked room-122.				
E - Northeast	1 of 1	100%	0 of 0	#Num!	0 of 0	#Num!	0 of 0	#Num!	1 of 1	100%	0
4 FO-326299 Maint. Work Order	9/3/2015	9/3/2015	0 Low	Purdy Library 1st Floor, Check Out Desk			checked area over wet ceiling tile behind photocopier on first floor at main office desk.				
				Ceiling tile over photocopier behind Check Out desk is wet and beginning to sag.			no pipes leaking.no way to tell what is causing the very shall off and on leak which was not leaking when I checked it. P S will leave building Engineer note about condition of wet ceiling tile. Could be a problem with the roof off the second floor or flashing. whatever the case the leak is so shall you can not see where the water is coming from at this time.				
				Please repair water leak and replace ceiling tile.							
				Thank you.							
E - Preventative Maintenance	6 of 6	100%	0 of 0	#Num!	3 of 3	100%	2 of 2	100%	1 of 1	100%	0
2 FO-326262 Maint. Work Order	9/2/2015	9/3/2015	1 High	TOO HOT. ROOM 230.							
2 FO-327153 Maint. Work Order	9/17/2015	9/18/2015	1 High	RM 265 AC UNIT NOT WORKING							
2 FO-328332 Maint. Work Order	9/29/2015	9/29/2015	0 High	CEILING LEAK. ROOM 3215.			referred to plumbers.				
3 FO-326694 Maint. Work Order	9/9/2015	9/10/2015	1 Medium	AC unit in room 114 needs service. Condensate is being blown into the room and is dripping from the pan. This is the division's server room so this needs to be addressed ASAP!							
3 FO-327094 Maint. Work Order	9/16/2015	9/16/2015	0 Medium	95 W. Hancock Exhaust fan in ceiling is not working.							
4 FO-326454 Maint. Work Order	9/4/2015	9/5/2015	1 Low	3RD FLR/men's RRE HALLWAY NEAR STE 3100 1ST URINAL IS PLUGGED & OVERFLOWING							
E - South	1 of 1	100%	0 of 0	#Num!	1 of 1	100%	0 of 0	#Num!	0 of 0	#Num!	0
2 FO-327052 Maint. Work Order	9/16/2015	9/16/2015	0 High	TOO HOT. ROOM 216.			sent request for boilers and controls to replace or repair stat or reheat air valve diaphragm.				
Total:	10 of 10	100%	0 of 0	#Num!	6 of 6	100%	2 of 2	100%	2 of 2	100%	0