

YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 1 06/12/2019

Work Request Code:
Date Work Requested:
Date Work Completed:

Date Work Completed: Maintenance Dept:

Shop ID:

20244572 07/31/2013

12/05/2013 LAND **Actual Labor Hours:**

Cost of Labor: Other Costs: Total Cost: 12.00 \$300.00 \$0.00

\$300.00

Work Description:

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

Work Description:

20244768 Actual Labor Hours: 17.00 07/31/2013 Cost of Labor: \$425.00 12/04/2013 Other Costs: \$0.00 **BLDG OPS DWNTWI Total Cost:** \$425.00

Procedure Code

Procedure Instuction

FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper operation of doors and hardware monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 3 Exits visible. unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

Procedure

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Wall

penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated

exit signs operational monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 Test

emergency lighting for at least 30 seconds monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS

FPP-3 Fire Protection Equipment Fire Alarm,

Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire

extinguishers and sign card monthlyDBS **DMS** FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment 18" clear

space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment 6 Sprinkler riser and FD connection free of obstructions monthly DMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS **DMS** FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cords monthly DMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device. junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept: Shop ID:

20250022 08/30/2013 12/05/2013 LAND

 Actual Labor Hours:
 6.00

 Cost of Labor:
 \$150.00

 Other Costs:
 \$0.00

 Total Cost:
 \$150.00

Work Description:

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

Shop ID:

Work Description:

20250219 **Actual Labor Hours:** 17.00 08/30/2013 Cost of Labor: \$425.00 01/03/2014 Other Costs: \$0,00 **BLDG OPS DWNTWI Total Cost:** \$425.00

Procedure Code Procedure Procedure Instuction FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper operation of doors and hardware monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible. unobstructed, and ready for use monthly DBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors

operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) Wall penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 Emergency

lighting installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS DM\$ FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or

monthlyDMS DMS placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated

exit signs operational monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS

FPP-3 Fire Protection Equipment Fire Alarm.

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment 2 Fire Alarm, Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire 3

monthlyDBS extinguishers and sign card DMS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment 18" clear 5

space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDB\$ DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

20253296 09/13/2013 01/06/2014 MECH OPS 2 Actual Labor Hours: Cost of Labor:

Other Costs:

Total Cost:

161.50 \$4,112.50 \$10,790.12 \$14,902.62

Work Description:

Shop ID:

CPT - Repair YMCA Parking Garage Lights.

		Parts
Reference Code	Freetype Part Code	Cost
stock	100W HP Sodium ballis	\$509.08
stock	100W HP Sodium bulb I	\$8,237.84
Stock	Grainger light fixtures	\$2,043.20



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Work Request Code:	20254340	Actual Labor Hours:	2.00
Date Work Requested:	09/24/2013	Cost of Labor:	\$50.00
Date Work Completed:	10/04/2013	Other Costs:	\$5.02
Maintenance Dept:	CONST1	Total Cost:	\$55.02

Shop ID:

Work Description: CPT - Fix damaged conduit at Parking Garage Entrance next

to YMCA...Steve Jones knows location.

Reference Code co-140875	Freetype Part Code Kentucky Lighting & Sur	Total Parts Cost \$5.02	
Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept: Shop ID:	20254342 09/24/2013 01/08/2014 CONST3 CON 1	Actual Labor Hours: Cost of Labor: Other Costs: Total Cost:	14.00 \$350.00 \$0.00 \$350.00
Work Description:	cleaned and barrier repa	o YMCA parking garage n ired. e barrier to open stairwell	
Work Request Code:	20255363	Actual Labor Hours	7.00

Work Request Code: 20255363 Actual Labor Hours: 7.00 Date Work Requested: 09/30/2013 Cost of Labor: \$175.00 **Date Work Completed:** 12/05/2013 Other Costs: \$0.00 Maintenance Dept: LAND **Total Cost:** \$175.00 Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed: 20255560 09/30/2013 Actual Labor Hours:

13.00

01/03/2014

Cost of Labor: Other Costs:

\$325.00 \$0.00

Maintenance Dept: Shop ID:

BLDG OPS DWNTWI

Total Cost: \$325.00

Work Description:

Procedure Code Procedure FREQ TENANT SPACE

Procedure Instuction MECH SPACE

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware

Proper monthlyDBS **DMS**

FPP-1 Exits and Doors (Fire Safety) manual hold open devices monthlyDBS

2 No use of **DMS**

FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for usemonthly DBS

Exits visible, **DMS**

FPP-1 Exits and Doors (Fire Safety) 4 operable without key, tool, or special knowledge (from inside)

Exit doors

monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety)

10 foot clear monthlyDBS Maintain

appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety) devices installed where required

monthlyDBS Self-closing monthlyDBS **DMS**

FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

Wall

FPP-2 Signs and Lighting (Fire Safety) 1

Adequate

lighting installedmonthlyDMS

Emergency

FPP-2 Signs and Lighting (Fire Safety) 2 monthlyDMS lighting installed as required

DMS Exit lights or

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

DMS Exit lights or monthlyDMS DMS

placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS

Illuminated

DMS FPP-2 Signs and Lighting (Fire Safety) 6

Not an Exit,

or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS DMS

Test

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

monthlyDMS Test

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours

annual DMS

FPP-3 Fire Protection Equipment

Fire Alarm,

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment

Fire Alarm, Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment extinguishers and sign card monthlyDBS

Inspect fire

FPP-3 Fire Protection Equipment

DMS Fire

extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment

18" clear

space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 8 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents 10 clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:** Maintenance Dept: Shop ID:

20267179 10/30/2013 **Actual Labor Hours:** 0.00 Cost of Labor: \$0.00 Other Costs:

Total Cost:

\$0.00

CONST1

\$0.00

Work Description:

Cancelled due to paver replacement by C&C Construction. YMCA and other locations...start a concrete leveling project to

correct fallen slabs. This is a safety issue.

Slab at YMCA parking garage exit is in immediate need.



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Work Request Code: Date Work Requested: **Date Work Completed:**

Maintenance Dept:

Shop ID:

20269431 10/31/2013

12/05/2013 LAND

Actual Labor Hours: Cost of Labor:

Other Costs: **Total Cost:**

3.00 \$75.00 \$0.00

\$75.00

Work Description: LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept: Shop ID:

Work Description:

20269503 **Actual Labor Hours:** 9.00 10/31/2013 Cost of Labor: \$225.00 02/12/2014 Other Costs: \$0.00 **BLDG OPS DWNTWI Total Cost:** \$225.00

Procedure Code Procedure **Procedure Instuction** FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) 1 Proper operation of doors and hardware monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 2 No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) 3 Exits visible, unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) 8 Wall penetrations sealed to rating of wall, ceiling, or floor

FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS DMS Test

monthlyDMS

Test

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours

annual DMS FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment Fire Alarm,

Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card monthlyDBS DMS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthly DMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of monthlyDBS grease, inspection current FPP-4 General (Fire Safety) 4 Boiler inspection current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS Inside storage neat FPP-4 General (Fire Safety) 7 and orderly (2' from ceiling monthlyDBS DMS FPP-4 General (Fire Safety) Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents 10 clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device. junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

20272452 11/30/2013 05/20/2014 LAND

Actual Labor Hours: Cost of Labor: \$25.00 Other Costs: **Total Cost:** \$25.00

1.00

\$0.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

20272538 11/30/2013

04/14/2014 **BLDG OPS DWNTWI** Actual Labor Hours:

Cost of Labor: Other Costs: **Total Cost:**

9.00 \$225.00 \$0,00

\$225.00

Work Description:

Procedure Code

Procedure FREQ TENANT SPACE

Procedure Instuction MECH SPACE

FPP-1 Exits and Doors (Fire Safety) Proper operation of doors and hardware monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) 3

Exits visible, unobstructed, and ready for use monthly DBS DMS FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) Wall penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS FPP-2 Signs and Lighting (Fire Safety) 2

Emergency monthlyDMS DMS

lighting installed as required FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS **DMS**

FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated

exit signs operational monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment Fire Alarm,

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment Fire Alarm,

Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire **DMS** extinguishers and sign card monthlyDBS

FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions 18" clear FPP-3 Fire Protection Equipment

space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS **DMS** FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking monthlyDBS refuse containers supplied DMS FPP-4 General (Fire Safety) Inside storage neat 7 and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or monthlyDBS broken ceiling tiles DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:** Maintenance Dept:

20282382 12/31/2013 05/20/2014 LAND

Actual Labor Hours: Cost of Labor: \$25.00 **Other Costs:** \$0.00 **Total Cost:** \$25.00

1.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

Work Description:

20282458 Actual Labor Hours: 11.00 12/31/2013 Cost of Labor: \$275.00 04/23/2014 Other Costs: \$0.00 \$275.00

BLDG OPS DWNTWI Total Cost:

Procedure Code Procedure Procedure Instuction FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper

operation of doors and hardware monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 2 No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible,

unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS **DMS**

FPP-1 Exits and Doors (Fire Safety) Wall penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1

Adequate lighting installedmonthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or

placards installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or

placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS

Fire Alarm, FPP-3 Fire Protection Equipment

Detection, and Suppression Systems Operational Fire Alarm, FPP-3 Fire Protection Equipment

Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire **DMS**

extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General - 1 housekeeping/removal of combustible materials monthlyDBS FPP-4 General (Fire Safety) 2 36" space around monthlyDMS heating equipment **DMS** FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) **Boiler inspection** current monthlyDMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) R Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cords monthly DMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Actual Labor Hours:

Work Request Code: **Date Work Requested: Date Work Completed: Maintenance Dept:**

Shop ID:

20288528 01/31/2014

Cost of Labor: 05/20/2014 Other Costs: LAND **Total Cost:**

1.00 \$25.00 \$0.00 \$25.00

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 16 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

Work Description:

20288604 01/31/2014

04/23/2014 **BLDG OPS DWNTW!** Actual Labor Hours: Cost of Labor:

Other Costs: **Total Cost:**

\$275.00 \$0.00 \$275.00

11.00

Procedure Instuction

Test

Procedure Code Procedure FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper monthlyDBS operation of doors and hardware DMS FPP-1 Exits and Doors (Fire Safety) 2 No use of manual hold open devices **DMS** monthlyDBS FPP-1 Exits and Doors (Fire Safety) Exits visible. 3 unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Wall

penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 2 **Emergency** lighting installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS

DMS FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated

exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test monthlyDMS

emergency lighting for at least 30 seconds FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours

annual DMS FPP-3 Fire Protection Equipment Fire Alarm. Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire **DMS**

extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 17 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of monthlyDBS grease, inspection current FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling monthlyDBS **DMS** FPP-4 General (Fire Safety) Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents 10 clear of lint **DMS** monthlyDBS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthly DMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

20291521 02/28/2014 05/20/2014 LAND Actual Labor Hours: Cost of Labor: Other Costs:

Total Cost:

1.00 \$25.00 \$0.00

\$25.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 18 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

02/28/2014 07/08/2014

20291616

Actual Labor Hours: Cost of Labor:

11.00 \$275.00

Maintenance Dept:

BLDG OPS DWNTWI

Other Costs: **Total Cost:**

\$0.00 \$275.00

Shop ID:

Work Description:

Procedure Code Procedure FREQ TENANT SPACE

Procedure Instuction MECH SPACE

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety)

Proper monthlyDBS **DMS** No use of

manual hold open devices monthlyDBS FPP-1 Exits and Doors (Fire Safety) 3

DMS Exits visible,

unobstructed, and ready for use monthly DBS FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside)

DMS Exit doors

monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS Maintain

FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety)

monthlyDBS Self-closing monthlyDBS **DMS**

devices installed where required FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

Wall

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS

Adequate

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS

Emergency **DMS**

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS

Exit lights or **DMS**

FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed

Exit lights or monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS

Illuminated

FPP-2 Signs and Lighting (Fire Safety) 6 or appropriate signage on doors that may be confused with an

Not an Exit.

exit in an emergency monthlyDMS

Test monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds FPP-2 Signs and Lighting (Fire Safety) 8

Test

emergency lighting for at least 1.5 hours

annual DMS Fire Alarm,

FPP-3 Fire Protection Equipment Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm. Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire **DMS** extinguishers and sign card monthlyDBS

FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 19 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthly DMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 Boiler inspection current monthlyDMS DMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS 7 FPP-4 General (Fire Safety) Inside storage neat and orderly (2' from ceiling monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents 10 **DMS** clear of lint monthlyDBS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

Shop ID:

20292969 03/10/2014 Actual Labor Hours: Cost of Labor:

0.00 \$0.00 \$0.00

CONST3

Other Costs: Total Cost:

\$0.00

OUTSIDE CONTR

Work Description:

CPT, YMCA...Provide estimate for paving area in front of YMCA and repair flat area in front. DECA is taking care of steps. . See Paul for additional information. Add on Planter

Capstone repair.

Each task listed separately at a WR.



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 20 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed: 20295321 03/31/2014 05/20/2014 Actual Labor Hours: Cost of Labor:

1.00 \$25.00

Date Work Complete Maintenance Dept: 05/20/2014 LAND Other Costs: \$0,00 Total Cost: \$25.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



Page 21 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed: 20295511 03/31/2014 07/08/2014 **Actual Labor Hours:** Cost of Labor:

10,00 \$250.00

Maintenance Dept:

BLDG OPS DWNTW!

Other Costs: **Total Cost:**

\$0.00 \$250.00

Shop ID:

Work Description:

Procedure Code Procedure Procedure Instuction **MECH SPACE**

FREQ TENANT SPACE FPP-1 Exits and Doors (Fire Safety)

Proper monthlyDBS DMS

operation of doors and hardware FPP-1 Exits and Doors (Fire Safety) manual hold open devices

2 No use of monthlyDBS **DMS**

FPP-1 Exits and Doors (Fire Safety) 3 unobstructed, and ready for usemonthly DBS

Exits visible, **DMS**

FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside)

Exit doors

monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety)

10 foot clear monthlyDBS Maintain monthly DBS

appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety) devices installed where required

Self-closing monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS DMS

Adequate

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required

Emergency monthlyDMS **DMS** Exit lights or

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

DMS Exit lights or monthlyDMS DMS

placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5

Illuminated

exit signs operational monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 6

Not an Exit,

or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7

Test

emergency lighting for at least 30 seconds

monthlyDMS Test

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours

annual DMS Fire Alarm,

FPP-3 Fire Protection Equipment Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire **DMS** extinguishers and sign card monthlyDBS

FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 22 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) 1 General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 Boiler inspection current monthlyDMS DMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling monthlyDBS **DMS** FPP-4 General (Fire Safety) Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDB\$ **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept: Shop ID: 20295681 03/31/2014 02/02/2016 CONSTRUCTION Actual Labor Hours: Cost of Labor: Other Costs:

30.00 \$750.00 \$175.52

\$925.52

Work Description:

YG-DBS...replace 10'x10' sections of supported concrete. Covington won the bid.

Total Cost:

Added to work order was painting of an office in th fountain area.

Total Parts
Freetype Part Code Cost
Iyons lumber \$175.52

Reference Code 20295681

ARCHIBUS



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 23 06/12/2019

Work Request Code: Date Work Requested:

Date Work Completed: Maintenance Dept:

Shop ID:

Work Description:

20299142

04/02/2014 06/03/2014 MECH OPS 2 **Actual Labor Hours:** Cost of Labor:

Other Costs: **Total Cost:**

42.00 \$1,050.00 \$45.00

\$1,095.00

YMCA- FRONT PARKING LOT LIGHTING.

Total **Parts** Cost

Reference Code Freetype Part Code MO-142809 **CLARKS WELDING SE**

20300869 04/16/2014 10/06/2014 CONST3 CON 1

Actual Labor Hours:

\$45.00

Cost of Labor: Other Costs: **Total Cost:**

155.00 \$3,875.00

\$7,113.43 \$10,988.43

Work Description:

Shop ID:

Maintenance Dept:

Work Request Code:

Date Work Requested:

Date Work Completed:

c-Replace the planter cap stones/concrete repairs

		Total
		Parts
Reference Code	Freetype Part Code	Cost
co-142897	hieb concrete	\$6,510.00
Stock	100' 1/2" Backer Rod /ft	\$22.00
Stock	Dow Corning 790 bldg. :	\$145.68
co-150294	Lyons	\$118.48
Stock	Dow Corning 790 bldg. :	\$72.84
Stock	3/8" Backer Rod /ft.	\$1.80
Stock	3/4" Backer Rod/ft.	\$2.30
Stock	ARDEX CP / 40lb.	\$37.59
co-150176	Lowes	\$202.74



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 24 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

20303626

04/30/2014 07/08/2014

BLDG OPS DWNTWI

Actual Labor Hours:

Cost of Labor: Other Costs:

\$300.00

Total Cost:

8

\$0.00 \$300.00

12.00

Work Description:

Procedure Code

Procedure FREQ TENANT SPACE

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety)

manual hold open devices monthlyDBS FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for use monthly DBS

FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety)

area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety) devices installed where required

FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1

lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2

lighting installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5

exit signs operational monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 6

or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds FPP-2 Signs and Lighting (Fire Safety) 8

emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment

Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment extinguishers and sign card

FPP-3 Fire Protection Equipment extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment

Fire

monthlyDBS

Procedure Instuction

MECH SPACE Proper monthlyDBS

DMS No use of **DMS**

Exits visible, **DMS**

Exit doors

10 foot clear monthlyDBS

Maintain monthlyDBS Self-closing

monthlyDBS DMS Wall

Adequate

Emergency **DMS** Exit lights or

DMS Exit lights or monthlyDMS DMS

Illuminated

Not an Exit,

Test monthlyDMS Test

annual DMS Fire Alarm.

Fire Alarm,

Inspect fire DMS

18" clear

space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General - 1 housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS **DMS** FPP-4 General (Fire Safety) Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) Appropriate smoking 6 refuse containers supplied monthlyDBS **DMS** FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthly DMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint DMS monthlyDBS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:**

Maintenance Dept:

04/30/2014 06/03/2014

20303657

Actual Labor Hours: Cost of Labor:

12.00 \$300.00

LAND

Other Costs: **Total Cost:**

\$0.00 \$300.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 26 06/12/2019

Work Request Code: Date Work Requested: 20308094 05/14/2014 09/02/2014 Actual Labor Hours: Cost of Labor:

30.00 \$750.00

Date Work Completed: Maintenance Dept:

CONST3

Other Costs: **Total Cost:**

\$14,440.22 \$15,190.22

Shop ID:

OUTSIDE CONTR

Work Description:

b-YMCA--resurface parking lot

Total Parts

Reference Code

Freetype Part Code

Cost

CO-143105

colston

\$14,440.22

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

20310606 05/30/2014 06/30/2014 LAND

Actual Labor Hours: Cost of Labor: Other Costs: **Total Cost:**

20.00 \$500.00 \$0.00 \$500.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 27 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Work Description:

Shop ID:

20310805 05/30/2014

11/12/2014 **BLDG OPS DWNTW!**

Actual Labor Hours: 21,00 Cost of Labor: \$525.00 Other Costs: \$0.00 **Total Cost:** \$525.00

Procedure Code Procedure FREQ TENANT SPACE FPP-1 Exits and Doors (Fire Safety)

operation of doors and hardware FPP-1 Exits and Doors (Fire Safety) manual hold open devices monthlyDBS

FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for use monthly DBS FPP-1 Exits and Doors (Fire Safety)

operable without key, tool, or special knowledge (from inside) monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety)

area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety) 7 devices installed where required

FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1

lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2

lighting installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed

FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6

exit in an emergency monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment

extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment

Procedure Instuction MECH SPACE

Proper monthlyDBS DMS

No use of **DMS**

Exits visible, **DMS** Exit doors

10 foot clear monthlyDBS Maintain monthlyDBS

Self-closing monthlyDBS DMS

Wall Adequate

8

Emergency **DMS**

Exit lights or **DMS** Exit lights or

monthlyDMS DMS Illuminated

Not an Exit. or appropriate signage on doors that may be confused with an

> Test monthlyDMS

Test

annual DMS Fire Alarm,

Fire Alarm. Inspect fire

DMS Fire

18" clear

space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 28 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) 1 General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling monthlyDBS **DMS** FPP-4 General (Fire Safety) Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

Shop ID: Work Description: 20318445 06/30/2014

08/11/2014 LAND Actual Labor Hours:

Cost of Labor: Other Costs: Total Cost: 28.00 \$700.00

\$0.00 \$700.00

MAINTAIN LANDSCAPE TO HIGH STANDARDS

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 29 06/12/2019

Work Request Code: Date Work Requested: **Date Work Completed:** 20318477 06/30/2014 11/12/2014 Actual Labor Hours: Cost of Labor:

18.00 \$450.00

Maintenance Dept:

Work Description:

BLDG OPS DWNTWI

monthlyDBS

Other Costs: **Total Cost:**

\$0.00 \$450.00

Shop ID:

Procedure Code Procedure

Procedure Instuction MECH SPACE Proper

FREQ TENANT SPACE FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety)

monthlyDBS **DMS** No use of monthlyDBS DMS

manual hold open devices FPP-1 Exits and Doors (Fire Safety)

DMS

Exits visible. DMS

unobstructed, and ready for usemonthly DBS FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside)

Exit doors

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors

monthlyDBS Maintain monthly DBS

10 foot clear

FPP-1 Exits and Doors (Fire Safety) devices installed where required

Self-closing monthlyDBS DMS Wall

FPP-1 Exits and Doors (Fire Safety) 8 penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1

Adequate

lighting installedmonthlyDMS DMS

Emergency

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS

DMS Exit lights or

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

DMS Exit lights or

placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5

monthlyDMS DMS Illuminated

exit signs operational monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 6

Not an Exit.

or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

monthlyDMS Test

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

annual DMS Fire Alarm,

Detection, and Suppression Systems Operational

Fire Alarm, FPP-3 Fire Protection Equipment Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card monthlyDBS **DMS** FPP-3 Fire Protection Equipment Fire

extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 30 06/12/2019

FPP-3 Fire Protection Equipment 6 Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around 2 heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 Boiler inspection current monthlyDMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from monthlyDMS **DMS** service equipment FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device. junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

d: 07/31/2014 d: 09/09/2014 LAND

20323203

Actual Labor Hours: Cost of Labor: Other Costs:

Total Cost:

21.00 \$525.00 \$0.00

\$525.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 31 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

07/31/2014 02/09/2015 **BLDG OPS DWNTW!**

20323243

Actual Labor Hours: Cost of Labor:

22.00 \$550.00

Maintenance Dept:

Other Costs: **Total Cost:**

\$0.00 \$550.00

Shop ID:

Work Description:

Procedure Code Procedure FREQ TENANT SPACE

Procedure Instuction MECH SPACE Proper

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety) manual hold open devices

monthlyDBS DMS No use of 2 monthlyDBS **DMS**

FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for usemonthly DBS FPP-1 Exits and Doors (Fire Safety)

Exits visible, **DMS** Exit doors

operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety)

monthlyDBS Maintain monthlyDBS Self-closing

10 foot clear

devices installed where required FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

monthlyDBS DMS Wall

8

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS DMS

Adequate

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS

Emergency DMS Exit lights or

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

DMS Exit lights or monthlyDMS DMS

placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS

Illuminated

FPP-2 Signs and Lighting (Fire Safety) 6 or appropriate signage on doors that may be confused with an

Not an Exit.

exit in an emergency monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

Test monthlyDMS Test

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

annual DMS Fire Alarm,

Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire DMS extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment Fire

extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 32 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS **DMS** FPP-4 General (Fire Safety) Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 Boiler inspection current monthlyDMS DMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthly DBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cords monthly DMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

02/09/2015 BLDG OPS DWNTWI

20327511

08/29/2014

Actual Labor Hours: Cost of Labor:

Other Costs: Total Cost:

8

Procedure Instuction

Proper

DMS

DMS

No use of

Exit doors

Exits visible.

10 foot clear

monthlyDBS

monthlyDBS

Self-closing

Adequate

Emergency

Exit lights or

Exit lights or

Illuminated

monthlyDMS

annual DMS

Fire Alarm.

Fire Alarm,

Inspect fire

DMS

DMS

Maintain

Wall

DMS

DMS

Test

Test

MECH SPACE

\$275.00 \$0,00 \$275.00

DMS

11.00

Work Description:

Procedure Code

FREQ TENANT SPACE FPP-1 Exits and Doors (Fire Safety)

Procedure

operation of doors and hardware monthlyDBS FPP-1 Exits and Doors (Fire Safety) manual hold open devices monthlyDBS FPP-1 Exits and Doors (Fire Safety)

unobstructed, and ready for usemonthly DBS FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside)

monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety) devices installed where required monthly DBS

FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1

lighting installedmonthlyDMS FPP-2 Signs and Lighting (Fire Safety) 2

lighting installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 3

placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours

FPP-3 Fire Protection Equipment Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment extinguishers and sign card monthlyDBS

DMS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 34 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) - 1 General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around **DMS** heating equipment monthlyDMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) Appropriate smoking 6 refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from **DMS** service equipment monthlyDMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:** Maintenance Dept:

Shop ID:

Work Description:

20327541 08/29/2014

10/07/2014 LAND

LANDSCAPE MAINTENANCE

Actual Labor Hours: Cost of Labor:

Other Costs: **Total Cost:**

20.00

\$500,00 \$0.00 \$500.00



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 35 06/12/2019

Work Request Code:
Date Work Requested:

Date Work Requested:
Date Work Completed:
Maintenance Dept:

Shop ID:

20335739

09/30/2014 11/12/2014 LAND Actual Labor Hours:

Cost of Labor: Other Costs:

Total Cost:

20.00 \$512.50

\$0.00 \$512.50

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 36 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

02/09/2015

Procedure Code

20335933

09/30/2014

Actual Labor Hours: 21.00 Cost of Labor: \$525.00 Other Costs: \$0.00

Maintenance Dept:

Shop ID:

BLDG OPS DWNTW

Total Cost: \$525.00

Procedure Instuction

Work Description:

FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper monthlyDBS operation of doors and hardware **DMS** FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible. unobstructed, and ready for use monthly DBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

Procedure

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS Wall FPP-1 Exits and Doors (Fire Safety) 8 penetrations sealed to rating of wall, ceiling, or floor

penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or

placards installed as required monthlyDMS DMS
FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or
placards visible and unobstructed monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS
FPP-2 Signs and Lighting (Fire Safety) 7 Test

emergency lighting for at least 30 seconds monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 8 Test

emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment 1 Fire Alarm,

Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment 2 Fire Alarm,
Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment 3 Inspect fire extinguishers and sign card monthlyDBS DMS FPP-3 Fire Protection Equipment 4 Fire

extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 5 18" clear space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 37 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General - 1 housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS FPP-4 General (Fire Safety) No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) Я Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from **DMS** service equipment monthlyDMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved monthlyDMS multi-outlet devices DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: **Date Work Completed:**

Maintenance Dept:

Shop ID:

Work Description:

20351478 10/31/2014

12/10/2014 LAND

Actual Labor Hours:

Cost of Labor: Other Costs: **Total Cost:**

8.00 \$200.00 \$0.00 \$200.00

MAINTAIN LANDSCAPE TO HIGH STANDARDS

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 38 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

Work Description:

20351511 10/31/2014

03/31/2015 BLDG OPS DWNTWI **Actual Labor Hours:** Cost of Labor:

Other Costs: **Total Cost:**

17.00 \$425.00 \$0.00

\$425.00

Procedure Code	Procedure	Proced	ure Instuction		
FREQ TENANT SPACE		MECH SPACE			
FPP-1 Exits and Do	oors (Fire Safety)	1	Proper		
operation of doors a	nd hardware	monthl	yDBS DMS		
FPP-1 Exits and De	oors (Fire Safety)	2	No use of		
manual hold open d		lyDBS	DMS		
FPP-1 Exits and Do	oors (Fire Safety)	3	Exits visible,		
unobstructed, and re			DMS		
FPP-1 Exits and Do			Exit doors		
operable without key, tool, or special knowledge (from inside)					
monthlyDBS DMS		-			
EDD 4 Followed D		F	40 6		

FPP-1 Exits and Doors (Fire Safety) 5 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 8 Wall penetrations sealed to rating of wall, ceiling, or floor

FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 **Emergency**

lighting installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or

placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment Fire Alarm.

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire monthlyDBS extinguishers and sign card DMS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 39 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS Inside storage neat FPP-4 General (Fire Safety) 7 and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS Compressed gas FPP-4 General (Fire Safety) 9 cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr



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Work Request Code: Date Work Requested: Date Work Completed:

11/30/2014 03/31/2015

20356615

Actual Labor Hours: Cost of Labor: Other Costs:

22.00 \$550,00 \$0.00

Maintenance Dept:

BLDG OPS DWNTWI

Total Cost:

\$550.00

Shop ID:

Work Description:

Procedure Code Procedure Procedure Instuction FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper operation of doors and hardware monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible, unobstructed, and ready for use monthly DBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain

appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS Wall FPP-1 Exits and Doors (Fire Safety) 8 penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS

Emergency DMS Exit lights or DMS

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated

exit signs operational monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS

DMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthly DMS FPP-2 Signs and Lighting (Fire Safety) 8 Test

emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm. Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire DMS extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment Fire

extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 41 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthlyDBS FPP-4 General (Fire Safety) 36" space around 2 heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** 36" clear space from FPP-5 Electrical (Fire Safety) 1 service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved DMS extension cordsmonthlyDMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:**

LAND

20356642

Actual Labor Hours:

3.00 \$75.00

\$0.00

Maintenance Dept:

11/30/2014 01/26/2015 Cost of Labor: Other Costs: **Total Cost:** \$75.00

Shop ID:

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 42 06/12/2019

Work Request Code: Date Work Requested: **Date Work Completed:**

Maintenance Dept:

Shop ID:

20365623 12/31/2014

07/06/2017 LAND

Actual Labor Hours:

Cost of Labor: Other Costs: **Total Cost:**

0.00 \$0.00

\$0.00

\$0.00

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 43 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

12/31/2014 04/20/2015

Procedure Code

20365812

Actual Labor Hours: Cost of Labor: 17.00 \$425.00 \$0.00

Maintenance Dept:

Shop ID:

BLDG OPS DWNTWI

Other Costs: Total Cost:

\$425.00

Procedure Instuction

Work Description:

FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper monthlyDBS **DMS** operation of doors and hardware FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exits visible, unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside)

Procedure

operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 5 10 foot clear

area on outside of exit doors (ground level) monthlyDBS
FPP-1 Exits and Doors (Fire Safety) 6 Maintain
appropriate exit width in aisle and corridors monthlyDBS
FPP-1 Exits and Doors (Fire Safety) 7 Self-closing
devices installed where required monthlyDBS DMS
FPP-1 Exits and Doors (Fire Safety) 8 Wall

penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated

exit signs operational monthlyDMS DMS
FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit,
or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment 1 Fire Alarm,

Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment 2 Fire Alarm,
Detection, and Suppression Systems inspection current
FPP-3 Fire Protection Equipment 3 Inspect fire

FPP-3 Fire Protection Equipment 3 Inspect file extinguishers and sign card monthlyDBS DMS FPP-3 Fire Protection Equipment 4 Fire

extinguishers and standpipes free of obstructions
FPP-3 Fire Protection Equipment 5 18" clear

space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 44 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS **Boiler inspection** FPP-4 General (Fire Safety) 4 current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents 10 clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS 36" clear space from FPP-5 Electrical (Fire Safety) 1 service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 45 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

01/30/2015 04/20/2015

20371979

Actual Labor Hours: Cost of Labor:

20.00 \$500.00

Maintenance Dept:

Work Description:

BLDG OPS DWNTWI

Other Costs: **Total Cost:**

\$0.00 \$500.00

Shop ID:

Procedure Code Procedure FREQ TENANT SPACE FPP-1 Exits and Doors (Fire Safety) Procedure Instuction MECH SPACE Proper DMS

operation of doors and hardware monthlyDBS FPP-1 Exits and Doors (Fire Safety) manual hold open devices monthlyDBS FPP-1 Exits and Doors (Fire Safety)

No use of **DMS** Exits visible,

DMS

unobstructed, and ready for usemonthlyDBS FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

Exit doors

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety)

monthlyDBS Maintain monthlyDBS Self-closing

10 foot clear

devices installed where required FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

monthlyDBS DMS Wall

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS DMS

Adequate

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS

Emergency DMS Exit lights or

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

DMS Exit lights or monthlyDMS DMS

placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS

Illuminated

FPP-2 Signs and Lighting (Fire Safety) 6 or appropriate signage on doors that may be confused with an

Not an Exit.

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

Test monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours

Test annual DMS

FPP-3 Fire Protection Equipment Detection, and Suppression Systems Operational

Fire Alarm.

FPP-3 Fire Protection Equipment Fire Alarm. Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card monthlyDBS **DMS** FPP-3 Fire Protection Equipment Fire

extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 46 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 monthlyDBS grease, inspection current FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthly DBS **DMS** 36" clear space from FPP-5 Electrical (Fire Safety) 1 service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

Shop ID:
Work Description:

20372004 01/30/2015 07/06/2017

LAND

Actual Labor Hours: 0.00
Cost of Labor: \$0.00
Other Costs: \$0.00
Total Cost: \$0.00

LANDSCAPE MAINTENANCE



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Work Request Code:
Date Work Requested:
Date Work Completed:

Date Work Completed: Maintenance Dept:

Shop ID:

20376135 02/27/2015

07/06/2017 LAND Actual Labor Hours:

Cost of Labor: Other Costs: Total Cost: 0.00 \$0.00

\$0.00

\$0.00

Work Description:

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: **Date Work Completed:**

Maintenance Dept:

Shop ID:

Work Description:

20376184 02/27/2015

07/02/2015 **BLDG OPS DWNTW** **Actual Labor Hours:** Cost of Labor:

Other Costs: **Total Cost:**

17,00 \$425.00

\$0.00 \$425.00

Procedure Code Procedure Procedure Instuction FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper monthlyDBS **DMS** operation of doors and hardware FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exits visible. unobstructed, and ready for usemonthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside)

monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS Maintain FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Wall

penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or

placards installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or monthlyDMS DMS placards visible and unobstructed

FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

Test monthlyDMS Test

Illuminated

annual DMS Fire Alarm,

Detection, and Suppression Systems Operational 2 FPP-3 Fire Protection Equipment Fire Alarm,

Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment 3 Inspect fire monthlyDBS **DMS** extinguishers and sign card FPP-3 Fire Protection Equipment 4 Fire

extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 49 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS **DMS** FPP-4 General (Fire Safety) Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) Appropriate smoking 6 refuse containers supplied monthlyDBS **DMS** FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint **DMS** monthlyDBS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from **DMS** service equipment monthlyDMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved **DMS** extension cordsmonthlyDMS Approved extension FPP-5 Electrical (Fire Safety) 4 cords protected from damage monthlyDBS **DMS** Electrical device, FPP-5 Electrical (Fire Safety) 5 junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept: Shop ID:

Work Description:

20382212 03/31/2015

07/06/2017 LAND Actual Labor Hours: Cost of Labor: Other Costs:

Other Costs: Total Cost: 0.00

\$0.00 \$0.00 \$0.00

MAINTAIN LANDSCAPE TO HIGH STANDARDS

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

20382403 03/31/2015

07/22/2015 **BLDG OPS DWNTWI** **Actual Labor Hours:** Cost of Labor:

20.00 \$500.00 \$0.00

Other Costs: **Total Cost:**

\$500.00

Work Description:

Procedure Code Procedure FREQ TENANT SPACE

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware

FPP-1 Exits and Doors (Fire Safety) manual hold open devices monthlyDBS FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for usemonthlyDBS

FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety)

devices installed where required FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2

lighting installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5

exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6 or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment

extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)

Procedure Instuction MECH SPACE

Proper monthlyDBS DMS No use of

DMS Exits visible, **DMS**

Exit doors

10 foot clear monthlyDBS Maintain

monthlyDBS Self-closing monthlyDBS DMS Wall

Adequate

Emergency **DMS**

Exit lights or DMS Exit lights or monthlyDMS DMS

Illuminated

Not an Exit.

Test monthly DMS

Test annual DMS Fire Alarm,

Fire Alarm. Inspect fire

DMS Fire

18" clear

2



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 51 06/12/2019

Sprinkler riser FPP-3 Fire Protection Equipment and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS Inside storage neat FPP-4 General (Fire Safety) 7 and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint **DMS** monthlyDBS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code:
Date Work Requested:
Date Work Completed:

Maintenance Dept: Shop ID:

Work Description:

20392855

04/30/2015 07/06/2017 LAND Actual Labor Hours: Cost of Labor:

Total Cost:

Other Costs:

\$0.00 \$0.00 \$0.00

0.00

MAINTAIN LANDSCAPE TO HIGH STANDARDS

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

20392892 04/30/2015

07/22/2015 **BLDG OPS DWNTW** **Actual Labor Hours:** Cost of Labor:

20,00 \$500.00 \$0.00

Other Costs: **Total Cost:** \$500.00

Work Description:

Procedure Code Procedure FREQ TENANT SPACE

FPP-1 Exits and Doors (Fire Safety)

Procedure Instuction MECH SPACE Proper

operation of doors and hardware monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible, unobstructed, and ready for usemonthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exit doors

operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

10 foot clear monthlyDBS Maintain

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety) devices installed where required

monthlyDBS Self-closing monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) Wall penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS

Emergency

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 3

DMS Exit lights or

placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed

DMS Exit lights or monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS Illuminated

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

Test monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

Test annual DMS Fire Alarm,

Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm,

Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card monthlyDBS DMS FPP-3 Fire Protection Equipment Fire

extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General 1 housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 Boiler inspection current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) Inside storage neat 7 and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthly DBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from monthlyDMS service equipment **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:**

Maintenance Dept:

Shop ID:

Work Description:

20396485 05/28/2015

07/06/2017 LAND

LANDSCAPE MAINTENANCE

Actual Labor Hours: Cost of Labor: Other Costs: **Total Cost:**

\$0.00 \$0.00 \$0.00

0.00



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Work Request Code: Date Work Requested: Date Work Completed: 20396576 05/28/2015 09/03/2015 Actual Labor Hours: Cost of Labor: Other Costs:

Procedure

8.00 \$200.00 \$0.00

Maintenance Dept:

BLDG OPS DWNTW!

Procedure Code

Total Cost: \$200.00

Procedure Instuction

Shop ID:

Work Description:

FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper operation of doors and hardware monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exits visible, unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Wall penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS DMS Exit lights or FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment 2 Fire Alarm. Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card monthlyDBS **DMS** FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions 18" clear FPP-3 Fire Protection Equipment

space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 55 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) Appropriate smoking 6 refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 3 Remove unapproved DMS extension cordsmonthlyDMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:** Maintenance Dept:

Shop ID:

Work Description:

20402575 06/30/2015

07/06/2017 LAND

Actual Labor Hours: Cost of Labor:

Other Costs: **Total Cost:**

0.00 \$0.00

\$0.00 \$0.00

MAINTAIN LANDSCAPE TO HIGH STANDARDS

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 56 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

20402768 06/30/2015 09/03/2015 Actual Labor Hours: Cost of Labor:

19.00 \$475.00 \$0.00

DMS

Maintenance Dept: Shop ID:

BLDG OPS DWNTW!

Procedure Code

Other Costs: **Total Cost:** \$475.00

Work Description:

FREQ TENANT SPACE FPP-1 Exits and Doors (Fire Safety) Procedure Instuction MECH SPACE Proper

operation of doors and hardware monthlyDBS FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible. unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors

Procedure

operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing

devices installed where required monthlyDBS DMS Wall FPP-1 Exits and Doors (Fire Safety) 8 penetrations sealed to rating of wall, ceiling, or floor

FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required DMS monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS Illuminated

FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

Test annual DMS Fire Alarm,

Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire DMS extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment Fire

extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 57 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthly DMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) Appropriate smoking 6 refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthly DMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved DMS extension cordsmonthlyDMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code:
Date Work Requested:
Date Work Completed:
Maintenance Dent:

Maintenance Dept: Shop ID:

Work Description:

anop ib.

20409325 07/31/2015

07/06/2017 LAND Actual Labor Hours: Cost of Labor: Other Costs:

Other Costs: Total Cost: \$0.00 \$0.00 \$0.00

0.00

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 58 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

20409405 07/31/2015

09/03/2015 **BLDG OPS DWNTW!**

Actual Labor Hours: Cost of Labor: Other Costs:

Total Cost:

17.00 \$425.00 \$0.00 \$425.00

Work Description:

Procedure Code Procedure FREQ TENANT SPACE

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety) manual hold open devices

2 monthlyDBS FPP-1 Exits and Doors (Fire Safety)

unobstructed, and ready for usemonthlyDBS FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside) monthlyDB\$ DMS

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors

FPP-1 Exits and Doors (Fire Safety) devices installed where required FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 3

placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed

FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6

exit in an emergency monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 7

emergency lighting for at least 30 seconds FPP-2 Signs and Lighting (Fire Safety) 8

emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment

extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment

Procedure Instuction MECH SPACE

Proper monthlyDBS DMS

No use of DMS Exits visible,

DMS Exit doors

10 foot clear monthlyDBS Maintain

monthlyDBS Self-closing monthlyDBS DMS

Wall

Adequate Emergency

DMS

Exit lights or DMS

Exit lights or monthlyDMS DMS Illuminated

Not an Exit, or appropriate signage on doors that may be confused with an

> Test monthlyDMS

Test annual DMS Fire Alarm.

Fire Alarm, Inspect fire

DMS Fire

18" clear



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 59 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthly DMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 Boiler inspection current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking monthlyDBS refuse containers supplied DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

Maintenance Dept: Shop ID:

Work Description:

20415615 08/31/2015

07/06/2017 LAND Actual Labor Hours: Cost of Labor:

Other Costs: Total Cost: 0.00 \$0.00

\$0.00 \$0.00

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

20415888 08/31/2015

12/01/2015 BLDG OPS DWNTWI **Actual Labor Hours:** Cost of Labor:

Other Costs: **Total Cost:**

14.00 \$350.00

\$0.00 \$350.00

DMS

Exits visible.

10 foot clear

monthlyDBS

Exit lights or

DMS

Maintain

Work Description:

Procedure Code Procedure FREQ TENANT SPACE

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety)

Proper monthlyDBS No use of **DMS**

MECH SPACE

Procedure Instuction

DMS

manual hold open devices monthlyDBS FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for use monthly DBS FPP-1 Exits and Doors (Fire Safety)

Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors

monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Wall

penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 2 Emergency monthlyDMS DMS

lighting installed as required FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated

exit signs operational monthly DMS DMS FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds

monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment Fire Alarm.

Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems inspection current

FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card DMS monthlyDBS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 61 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents 10 clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or monthlyDBS broken ceiling tiles **DMS** 36" clear space from FPP-5 Electrical (Fire Safety) 1 service equipment monthly DMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

ipleted: 10/0 ept: CON

Shop ID: Work Description:

 20420054
 Actual Labor Hours:
 2.50

 09/21/2015
 Cost of Labor:
 \$62.50

 10/01/2015
 Other Costs:
 \$0.00

 CONST3
 Total Cost:
 \$62.50

c-YG-DBS...GARAGE-CNST; PULL PAVERS around the YMCA to look for a leak. See Carl Durham for details



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Work Request Code:
Date Work Requested:
Date Work Completed:

Date Work Requested:
Date Work Completed:
Maintenance Dept:

Shop ID:

20423875 09/30/2015

07/06/2017 LAND Actual Labor Hours:

Cost of Labor: Other Costs: Total Cost: 0.00

\$0.00 \$0.00 \$0.00

Ψυ

Work Description:

LANDSCAPE MAINTENANCE



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 63 06/12/2019

Work Request Code: Date Work Requested: Date Work Completed:

Maintenance Dept:

Shop ID:

BLDG OPS DWNTWI

20423925 Actual Labor Hours: 09/30/2015 Cost of Labor: 02/01/2016

Other Costs: **Total Cost:**

18.00 \$450.00 \$0.00

\$450.00

Emergency

Exit lights or

DMS

DMS

Work Description:

Procedure Code Procedure Procedure Instuction MECH SPACE FREQ TENANT SPACE FPP-1 Exits and Doors (Fire Safety) Proper monthlyDBS DMS operation of doors and hardware FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible, unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS Self-closing

FPP-1 Exits and Doors (Fire Safety) devices installed where required monthlyDBS DMS Wall FPP-1 Exits and Doors (Fire Safety) 8 penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate

lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 3

placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 8 Test

emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment Fire Alarm, Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment Fire Alarm. Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire

DMS extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 64 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser DMS and FD connection free of obstructions monthlyDMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 monthlyDBS grease, inspection current FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: Date Work Requested: Date Work Completed: Maintenance Dept:

Shop ID:

Work Description:

20432468 10/29/2015

07/06/2017 LAND Actual Labor Hours: Cost of Labor:

Cost of Labor: Other Costs: Total Cost: 0.00

\$0.00 \$0.00 \$0.00

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

10/29/2015 02/17/2016

20432666

Actual Labor Hours: Cost of Labor:

11.00 \$275.00

Maintenance Dept:

Work Description:

BLDG OPS DWNTWI

Other Costs: **Total Cost:**

\$0.00 \$275.00

Shop ID:

Procedure Code

Procedure FREQ TENANT SPACE

Procedure Instuction MECH SPACE

Proper

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety)

monthlyDBS DMS No use of **DMS**

manual hold open devices monthlyDBS FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for use monthly DBS

Exits visible. **DMS**

FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside) monthlyDB\$ DMS

Exit doors

10 foot clear

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety)

monthlyDBS Maintain monthlyDBS Self-closing

devices installed where required FPP-1 Exits and Doors (Fire Safety) 8 penetrations sealed to rating of wall, ceiling, or floor

monthlyDBS DMS Wall

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS

Adequate

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS

Emergency DMS

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS

Exit lights or DMS Exit lights or

FPP-2 Signs and Lighting (Fire Safety) 4 placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5

monthlyDMS DMS Illuminated

exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6

Not an Exit.

or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

Test monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours

Test annual DMS

FPP-3 Fire Protection Equipment Detection, and Suppression Systems Operational

Fire Alarm,

FPP-3 Fire Protection Equipment Detection, and Suppression Systems inspection current

Fire Alarm, Inspect fire

FPP-3 Fire Protection Equipment extinguishers and sign card monthlyDBS FPP-3 Fire Protection Equipment

DMS Fire

extinguishers and standpipes free of obstructions

18" clear

FPP-3 Fire Protection Equipment

space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS **DMS** Kitchen hoods free of FPP-4 General (Fire Safety) 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) Flammable and 8 combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) Clothes dryer vents 10 clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested:** Date Work Completed:

Maintenance Dept:

Shop ID:

Work Description:

20437082 11/30/2015

07/06/2017 LAND

Actual Labor Hours:

Cost of Labor: Other Costs: **Total Cost:**

0.00 \$0,00

\$0.00 \$0.00

MAINTAIN LANDSCAPE TO HIGH STANDARDS

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

11/30/2015 04/06/2016 BOPS 3

20437346

Actual Labor Hours: Cost of Labor:

Other Costs:

Total Cost:

12.00 \$300.00 \$0.00

\$300.00

Maintenance Dept:

Work Description:

Shop ID:

Procedure Code

Procedure FREQ TENANT SPACE

Procedure Instuction MECH SPACE Proper

FPP-1 Exits and Doors (Fire Safety) operation of doors and hardware FPP-1 Exits and Doors (Fire Safety)

monthlyDBS DMS No use of monthlyDBS **DMS**

manual hold open devices FPP-1 Exits and Doors (Fire Safety) unobstructed, and ready for usemonthlyDBS

Exits visible, **DMS** Exit doors

FPP-1 Exits and Doors (Fire Safety) operable without key, tool, or special knowledge (from inside) monthlyDBS DMS

10 foot clear

FPP-1 Exits and Doors (Fire Safety) area on outside of exit doors (ground level) FPP-1 Exits and Doors (Fire Safety) appropriate exit width in aisle and corridors FPP-1 Exits and Doors (Fire Safety)

monthlyDBS Maintain monthlyDBS Self-closing

devices installed where required FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor

monthlyDBS DMS Wall

FPP-2 Signs and Lighting (Fire Safety) 1 lighting installedmonthlyDMS DMS

Adequate

FPP-2 Signs and Lighting (Fire Safety) 2 lighting installed as required monthlyDMS

Emergency DMS Exit lights or

FPP-2 Signs and Lighting (Fire Safety) 3 placards installed as required monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 4

DMS Exit lights or monthlyDMS DMS

placards visible and unobstructed FPP-2 Signs and Lighting (Fire Safety) 5 exit signs operational monthlyDMS DMS

Illuminated

FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS Test

FPP-2 Signs and Lighting (Fire Safety) 7 emergency lighting for at least 30 seconds

monthlyDMS Test

FPP-2 Signs and Lighting (Fire Safety) 8 emergency lighting for at least 1.5 hours FPP-3 Fire Protection Equipment

annual DMS Fire Alarm,

Detection, and Suppression Systems Operational

FPP-3 Fire Protection Equipment 2 Fire Alarm. Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire

extinguishers and sign card monthlyDBS DMS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions

18" clear FPP-3 Fire Protection Equipment space from storage materials (36" if not sprinklered)



YMCA/YMCA PARKING GARAGE FY14 - FY19 (July 1, 2013 - June 30, 2019) Page 68 06/12/2019

FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDB\$ DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code:
Date Work Requested:
Date Work Completed:
Maintenance Dept:

Maintenance Dept: Shop ID:

Work Description:

20440245 12/23/2015 07/06/2017

07/06/2017 LAND Actual Labor Hours: Cost of Labor:

Other Costs: Total Cost: 0.00 \$0.00

\$0.00 \$0.00

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: Date Work Completed:

12/23/2015 05/11/2016 BOPS 3

20440372

Actual Labor Hours: Cost of Labor: Other Costs:

Total Cost:

11.00 \$275.00 \$0.00 \$275.00

Maintenance Dept: Shop ID:

Shop ID:

Work Description:

Procedure Code Procedure Procedure Instuction FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper monthlyDBS operation of doors and hardware **DMS** FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exits visible. unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthly DBS DMS FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS

FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS Wall FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required DMS monthlyDMS

FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit. or appropriate signage on doors that may be confused with an

exit in an emergency monthlyDMS DMS

FPP-2 Signs and Lighting (Fire Safety) 7 Test
emergency lighting for at least 30 seconds monthlyDMS

emergency lighting for at least 30 seconds
FPP-2 Signs and Lighting (Fire Safety) 8
emergency lighting for at least 1.5 hours
FPP-3 Fire Protection Equipment
Detection, and Suppression Systems Operational

monthlyDMS
Test
annual DMS
Fire Alarm,

FPP-3 Fire Protection Equipment 2 Fire Alarm,
Detection, and Suppression Systems inspection current
FPP-3 Fire Protection Equipment 3 Inspect fire
extinguishers and sign card monthlyDBS DMS

FPP-3 Fire Protection Equipment 4 Fire extinguishers and standpipes free of obstructions

FPP-3 Fire Protection Equipment 5 18" clear space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 2 36" space around heating equipment monthlyDMS **DMS** FPP-4 General (Fire Safety) 3 Kitchen hoods free of grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) Flammable and 8 combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS DMS FPP-5 Electrical (Fire Safety) 2 Remove unapproved monthlyDMS multi-outlet devices DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cords monthly DMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr



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Work Request Code: Date Work Requested: Date Work Completed: **Maintenance Dept:**

12/23/2015 05/11/2016

20440373

Actual Labor Hours: Cost of Labor: Other Costs:

11.00 \$275.00 \$0.00

BOPS 3

Total Cost: \$275.00

Shop ID:

Work Description:

P	rocedure Code FREQ TENAN	Procedure	Proced:	ure Instuction
F	PP-1 Exits and Door		1	Proper
	peration of doors and		monthly	
F	PP-1 Exits and Door	s (Fire Safety)	2	No use of
	nanual hold open devi			DMS
	PP-1 Exits and Door		3	Exits visible,
u	nobstructed, and read	v for usemonthly		DMS
	PP-1 Exits and Door		4	Exit doors
	perable without key, to		owledge	
	ionthlyDBS DMS		Ū	,
F	PP-1 Exits and Door	s (Fire Safety)	5	10 foot clear
а	rea on outside of exit	doors (ground le	vel)	monthlyDBS
F	PP-1 Exits and Door	s (Fire Safety)	6	Maintain
	ppropriate exit width in		ors	monthlyDBS
	PP-1 Exits and Door		7	Self-closing
	evices installed where		monthly	DBS DMS
	PP-1 Exits and Door		8	Wall
	enetrations sealed to			
	PP-2 Signs and Light		1	Adequate
	phting installedmonthly			
F	PP-2 Signs and Ligh	ting (Fire Safety)	2	Emergency
	phting installed as req			DMS
	PP-2 Signs and Ligh			Exit lights or
	lacards installed as re			DMS
F	PP-2 Signs and Ligh	ting (Fire Safety)		Exit lights or
	acards visible and un			DMS DMS
-	PP-2 Signs and Light	ting (Fire Safety)		Illuminated
e	xit signs operational	monthlyDMS =	DMS	A1 4 5 3
	PP-2 Signs and Light			Not an Exit,
0	r appropriate signage xit in an emergency	on doors that ma	ay de coi DMS	niusea with an
	PP-2 Signs and Light			Test
	mergency lighting for a			monthlyDMS
	PP-2 Signs and Light			Test
e	mergency lighting for a	at least 1.5 hours		annual DMS
	PP-3 Fire Protection		1	Fire Alarm,
	etection, and Suppres		*	
	PP-3 Fire Protection		2	Fire Alarm,
	etection, and Suppres		_	current
F	PP-3 Fire Protection	Equipment	3	Inspect fire
e	ktinguishers and sign	card monthly	DBS	DMS
	PP-3 Fire Protection		4	Fire
	ktinguishers and stand		struction	
	PP-3 Fire Protection		5	18" clear



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthlyDMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS DMS FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS **DMS** FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS DMS FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved **DMS** extension cordsmonthlyDMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr

Work Request Code: **Date Work Requested: Date Work Completed:** Maintenance Dept:

Shop ID:

20446208 01/31/2016

10/09/2017 LAND

Actual Labor Hours: Cost of Labor:

0.00 \$0.00

Other Costs: **Total Cost:**

\$0.00 \$0.00

Work Description:

LANDSCAPE MAINTENANCE



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Work Request Code: Date Work Requested: **Date Work Completed:** Maintenance Dept:

01/31/2016 05/11/2016 **Actual Labor Hours:** Cost of Labor:

8.00 \$200.00

BOPS 3

20446296

Other Costs: **Total Cost:**

\$0.00 \$200.00

Shop ID:

Work Description:

Procedure Code Procedure Procedure Instuction FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper operation of doors and hardware monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exits visible, unobstructed, and ready for usemonthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing devices installed where required monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Wall penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit, or appropriate signage on doors that may be confused with an exit in an emergency monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 7 Test emergency lighting for at least 30 seconds monthlyDMS FPP-2 Signs and Lighting (Fire Safety) 8 Test emergency lighting for at least 1.5 hours annual DMS FPP-3 Fire Protection Equipment Fire Alarm. Detection, and Suppression Systems Operational FPP-3 Fire Protection Equipment Fire Alarm. Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card DMS monthlyDBS FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment 18" clear space from storage materials (36" if not sprinklered)



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FPP-3 Fire Protection Equipment Sprinkler riser and FD connection free of obstructions monthly DMS DMS FPP-4 General (Fire Safety) General housekeeping/removal of combustible materials monthly DBS FPP-4 General (Fire Safety) 36" space around heating equipment monthlyDMS DMS FPP-4 General (Fire Safety) Kitchen hoods free of 3 grease, inspection current monthlyDBS FPP-4 General (Fire Safety) 4 **Boiler inspection** current monthlyDMS DMS FPP-4 General (Fire Safety) 5 No storage of personal clothing or effects in corridors of assembly areas FPP-4 General (Fire Safety) 6 Appropriate smoking refuse containers supplied monthlyDBS DMS FPP-4 General (Fire Safety) 7 Inside storage neat and orderly (2' from ceiling_ monthlyDBS **DMS** FPP-4 General (Fire Safety) 8 Flammable and combustible liquids stored in approved cabinet, gasoline powered equipment in approved storage area monthlyDBS FPP-4 General (Fire Safety) 9 Compressed gas cylinders secured with chain or other device monthlyDMS FPP-4 General (Fire Safety) 10 Clothes dryer vents clear of lint monthlyDBS DMS FPP-4 General (Fire Safety) 11 Replace missing or broken ceiling tiles monthlyDBS **DMS** FPP-5 Electrical (Fire Safety) 1 36" clear space from service equipment monthlyDMS **DMS** FPP-5 Electrical (Fire Safety) 2 Remove unapproved multi-outlet devices monthlyDMS DMS FPP-5 Electrical (Fire Safety) 3 Remove unapproved extension cordsmonthlyDMS DMS FPP-5 Electrical (Fire Safety) 4 Approved extension cords protected from damage monthlyDBS DMS FPP-5 Electrical (Fire Safety) 5 Electrical device, junction, and service covers installed and unbr



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Work Request Code: Date Work Requested: Date Work Completed:

02/29/2016 05/11/2016 BOPS 3

20451072

Actual Labor Hours: Cost of Labor: Other Costs:

20.00 \$500.00 \$0.00

Maintenance Dept:

Shop ID:

Total Cost:

\$500.00

Work Description:

Procedure Code Procedure Procedure Instuction FREQ TENANT SPACE MECH SPACE FPP-1 Exits and Doors (Fire Safety) Proper operation of doors and hardware monthlyDBS **DMS** FPP-1 Exits and Doors (Fire Safety) No use of manual hold open devices monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exits visible, unobstructed, and ready for usemonthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) Exit doors operable without key, tool, or special knowledge (from inside) monthlyDBS DMS FPP-1 Exits and Doors (Fire Safety) 10 foot clear area on outside of exit doors (ground level) monthlyDBS FPP-1 Exits and Doors (Fire Safety) Maintain appropriate exit width in aisle and corridors monthlyDBS FPP-1 Exits and Doors (Fire Safety) Self-closing monthlyDBS DMS Wall

devices installed where required FPP-1 Exits and Doors (Fire Safety) penetrations sealed to rating of wall, ceiling, or floor FPP-2 Signs and Lighting (Fire Safety) 1 Adequate lighting installedmonthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 2 Emergency lighting installed as required monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 3 Exit lights or placards installed as required monthlyDMS **DMS** FPP-2 Signs and Lighting (Fire Safety) 4 Exit lights or placards visible and unobstructed monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 5 Illuminated exit signs operational monthlyDMS DMS FPP-2 Signs and Lighting (Fire Safety) 6 Not an Exit,

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Detection, and Suppression Systems inspection current FPP-3 Fire Protection Equipment Inspect fire extinguishers and sign card monthlyDBS **DMS** FPP-3 Fire Protection Equipment Fire extinguishers and standpipes free of obstructions FPP-3 Fire Protection Equipment 18" clear

space from storage materials (36" if not sprinklered)