

Timestamp	Observation:	Room Number or Location/Name:	Comments for this room:	ADMINISTRATION	CUSTODIAL	FACILITIES WORK ORDERS	IEQ WORK ORDERS	ASSIGNED DATE	COMPLETION DATE	30-DAY REVISIT	CLOSED
3/15/2017 12:58:01	01B. TEMPERATURE: Uncomfortable	B12			X		26498	4/4/17	4/7/17		X
3/15/2017 13:11:42	01B. TEMPERATURE: Uncomfortable	B05	Warm room,		X		26498	4/4/17	4/4/17		X
3/15/2017 13:06:40	02. AIR FRESHENERS	Restroom	Air fresheners	X				4/5/17	4/7/17		
3/15/2017 12:58:58	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B12	Secure vent (fcu) covering		X		26498	4/4/17	4/7/17		X
3/15/2017 13:02:10	04: VENTS: Dirty, obstructed (Wall, Ceiling)	306	Hallway return vent		X		26505	4/4/17			
3/15/2017 13:17:04	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B05	Vents HVAC clean, inside		X		26505	4/4/17			
3/15/2017 13:42:23	04: VENTS: Dirty, obstructed (Wall, Ceiling)	104	CUH1 dirty filter		X	26505		4/4/17			
3/15/2017 13:52:28	04: VENTS: Dirty, obstructed (Wall, Ceiling)	110	Internal louvers dusty		X	26505		4/4/17			
3/15/2017 14:00:07	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A56	Exhaust vent closed and packed with dust		X	25605		4/4/17			
3/15/2017 14:00:53	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A57	Exhaust vent dirty		X	25605		4/4/17			
3/16/2017 11:23:26	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Front gym hallway	Painted vent		X	26507		4/4/17			
	04: VENTS: Dirty, obstructed (Wall, Ceiling)	311 Custodial office	Dusty vent		X			4/4/17			
	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B15 and B17	wall heater covers falling off. Duct tape failing.								
3/15/2017 13:01:58	06: CLEANLINESS: Dust, trash	B12	Clutter and cleanliness, fabric cushions, storage from ceilings, paint on floor	X				4/7/17	4/18/17		X
3/15/2017 13:09:24	06: CLEANLINESS: Dust, trash	309 storage	Needs to be cleaned and organized	X				4/5/17			
3/15/2017 13:13:37	06: CLEANLINESS: Dust, trash	B05	Clutteriness	X				4/5/17			
3/15/2017 13:21:46	06: CLEANLINESS: Dust, trash	Kitchen	Old rusty mouse traps, electrical tri, wiring on floor and dirty		X			4/5/17	4/5/17		X
3/15/2017 13:32:35	06: CLEANLINESS: Dust, trash	Gym storage	Dusty		X			4/5/17	4/6/17		X
3/15/2017 13:34:17	06: CLEANLINESS: Dust, trash	Gym ceiling	High crew needed		X	26559		4/4/17			
3/15/2017 13:34:55	06: CLEANLINESS: Dust, trash	Gym wall	Paint peeling.		X	26562		4/4/17			
3/15/2017 13:47:31	06: CLEANLINESS: Dust, trash	107	Clutter	X				4/7/17	4/7/17		
3/15/2017 14:02:05	06: CLEANLINESS: Dust, trash	Storage A58	Dusty	X				4/7/17	4/7/17		X
3/15/2017 13:00:26	08: CEILING TILES: Stained, broken, holes, painted	305	Closet escutcheon		X			3/28/17			
3/15/2017 13:01:52	08: CEILING TILES: Stained, broken, holes, painted	Healthroom A87	Back private room		X			3/28/17			
3/15/2017 13:04:29	08: CEILING TILES: Stained, broken, holes, painted	Staff lounge	Window grid rusted		X			4/4/17	4/5/17		X
3/15/2017 13:06:33	08: CEILING TILES: Stained, broken, holes, painted	Bathroom in staff lounge	Two stained tiles-no pins		X	26569		3/28/17	4/4/17		X
3/15/2017 13:07:55	08: CEILING TILES: Stained, broken, holes, painted	A101	Poster near fire alarm, ceiling tile (screen)	X	X			4/4/17	4/4/17		X

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3/16/2017 11:13:36	08: CEILING TILES: Stained, broken, holes, painted	1st grade project	Escutcheon missing								
3/16/2017 11:18:56	08: CEILING TILES: Stained, broken, holes, painted	1st grade pod	Holes in tile								
3/15/2017 13:18:38	08: CEILING TILES: Stained, broken, holes, painted	Cafe storage	3ft clear	X				4/7/17	4/18/17		X
	08: CEILING TILES: Stained, broken, holes, painted	113	Painted tiles		X	26569		4/4/17	4/7/17		X
3/15/2017 14:09:14	08: CEILING TILES: Stained, broken, holes, painted	113	Stained and painted			26569		4/4/17	4/7/17		X
	08: CEILING TILES: Stained, broken, holes, painted	313	Painted and stained tiles, Missing Escutcheon.		X	24472		3/16/17	3/20/17		X
	08: CEILING TILES: Stained, broken, holes, painted	101	stained tiles and missing eschutcheon		X	26569		4/4/17	4/5/17		X
	08: CEILING TILES: Stained, broken, holes, painted	102	stained tiles, missing escutcheon and dirty vent		X	26569		4/4/17	4/5/17		X
	09. WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Hallway K	Wall has extremely sharp points from having not been ground down. Needs to be ground, sanded and repainted.		X	26575		4/4/17	4/12/17		X
3/15/2017 12:56:46	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	301	Lamp	X				4/7/17	4/18/17		X
3/15/2017 13:05:37	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Staff lounge	Toaster oven	X				4/7/17	4/18/17		X
3/15/2017 13:05:38	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	B12	Easle unsafe	X				4/7/17	4/18/17		X
3/15/2017 13:12:16	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A108	Fan	X				4/7/17	4/18/17		X
3/15/2017 13:18:08	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A106	Chairs / fabric	X				4/7/17	4/18/17		X
3/15/2017 13:20:32	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A67	Fan	X				4/7/17	4/18/17		X
3/15/2017 13:44:52	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	105	Cloth chairs	X				4/7/17	4/18/17		X
3/15/2017 13:47:13	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	C08	Chairs	X				4/7/17	4/18/17		X
3/15/2017 13:58:51	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A73	Lamp - ceiling decorations	X				4/7/17	4/18/17		X
3/16/2017 11:07:23	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	1st Project Room	Shelves								
3/16/2017 11:25:50	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Gym Office	Fabric chair	X				4/7/17	4/18/17		X

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3/15/2017 13:09:30	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Art room	Hanging tissue paper flowers	X				4/7/17	4/18/17		X
3/15/2017 13:50:32	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	110	Non HCPSS rug	X				4/7/17	4/18/17		X
3/15/2017 13:58:11	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	112	Excess paper on walls	X				4/7/17	4/18/17		X
3/15/2017 14:05:56	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Storage C18	Non HCPSS issued rug	X				4/7/17	4/18/17		X
3/15/2017 13:33:13	13. AIR GAPS: Structural or physical gaps around exit doors	Gym	Daylight								
3/15/2017 13:44:22	13. AIR GAPS: Structural or physical gaps around exit doors	105	Weather stripping		X		26702	4/5/17			
3/15/2017 13:55:35	13. AIR GAPS: Structural or physical gaps around exit doors	111and112	Common door does not close		X		24466	3/16/17	3/17/17		X
3/16/2017 11:25:14	13. AIR GAPS: Structural or physical gaps around exit doors	Gym	Weather stripping		X		26702	4/5/17			
3/15/2017 13:18:56	14. MATERIALS/CHEMICALS: Improperly stored or marked	B03	Alcohol	X				3/16/17	3/26/17		X
3/15/2017 13:53:45	15. FLOORS: Floor coverings not level or secure (tile, carpets, wood board, etc.)	212	Flooring is splitting		X		26707	4/5/17			
3/15/2017 13:57:15	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	111	ADA cover under sink		X		26715	4/5/17			
3/15/2017 13:20:26	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	112	ADA cover under sink		X		26715	26715			
3/15/2017 13:06:20	20. STANDING WATER: Sinks, fountains, on counter	Kitchen	Water leaking from pipe on to floor		X						
3/15/2017 13:08:25	21. CARPET: Wet near sinks, fountains	A109	Math carpet	X				4/7/17	4/18/17		X
3/15/2017 13:08:39	21. CARPET: Wet near sinks, fountains	Art room 309	No label/ dirty underneath	X				4/7/17	4/18/17		X
3/15/2017 13:09:21	21. CARPET: Wet near sinks, fountains	A109	Carpet squares	X				4/7/17	4/18/17		X
3/15/2017 13:12:49	21. CARPET: Wet near sinks, fountains	B09	Closet clutter, cleanliness, posters on external walls	X				4/7/17	4/18/17		X
3/15/2017 13:16:51	21. CARPET: Wet near sinks, fountains	B05	Worn carpets	X				4/7/17	4/18/17		X
3/15/2017 13:16:51	21. CARPET: Wet near sinks, fountains	A106	Carpet squares	X				4/7/17	4/18/17		X

