

November 2019

MAINTENANCE MANAGEMENT REPORT



PROJECT STATUS REPORT
Management

BB

Plumbing Crew	Upgrading water heaters, pulling DHW lines, cleaning sewer lines/storm drains, replacing exterior faucets, repairing/replacing broken water lines, doing crawlspace inspections, sealing plumbing chases, sump pump checks, boiler room inspections, drainage work and follow up repairs from ongoing inspections.
Landscape Crew	Re-landscaping for drainage correction, etc. Inspecting and cleaning of grounds, cutting, cleaning pruning, planting.
Painting Crew	Performing plaster repairs/painting, attic inspections for separated ceilings, paint failure, water intrusion, settlement issues and etc.
Exterior Crew	Fully staffed, doing attic inspections as needed, squirrel tickets, masonry repointing, concrete and exterior repairs.
Carpenter Crew	Fully staffed, doing repairs throughout the property as identified and authorized. attic inspections ongoing
Cleaning Crew	Fully staffed. Working toward higher quality of cleanliness and awariness, weekly inspections being performed. Also cleaning storage areas and checking lighting.
Supply	Fully staffed, tracking and procurement of inventory and tools.
Other	Continued property wide limb pickup and drain checks as needed. Attic inspections
Building Settlement	Site wide settlement survey has identified critical and priority buildings which are being prioritized. Several building being on watch list, approved work continues.
Contractors	Contractors continue to work on property as needs are identified and work is authorized.
Emergency Duty	Fully staffed.
November, 2019 mgt	

12/12/2019

Monthly Contractor Work Calendar AA

November 2019

INDUSTRIAL DISPOSAL SERVICE Maint. Yard

Ongoing: Trash and brush dumpster removal services continue at the Maintenance Yard

E & G LLC

Building 904: Waterproofing, Building 942/1611: Sewer line replacement, Building 705:

CAPITOL TRASH SERVICE

Ongoing: Property wide residential door to door trash removal.

ALMO CONSTRUCTION

Building 918/3750: Tuck Point, Building 112/3101: Sika Patch, Building 835/1621: Sika Patch: Building 312/3448: Sika Patch

WASTE MANAGEMENT

Ongoing: Recycle collections continue to be very successful...currently dumping 8 yd. containers twice weekly, brush and metal on as needed basis.

Rhino Guard Install

November 12, 2019

Building	Front	Rear	Left side	Right side
101	x	x		
102	x	x		
103	x	x		
104	x	x		
105	x	x		
106	x	x		
107	x	x		
108	x	x		
109	x	x		
110	x	x		
111	x	x		
112	x	x		
113	x	x		
114	x	x		
115	x	x		
116	x	x		
117	x	x		
201	x	x		
202	x	x		
203	x	x		
204	x	x		
205	x	x		
206	x	x		
207	x	x		
208	x	x		
209	x	x		
210	x	x		
211	x	x		
212	x	x		
213	x	x		
214	x	x		
215	x	x		
216	x	x		
217	x	x		

Rhino Guard Install

November 12, 2019

218	x	x		
219	x	x		
220	x	x		
221	x	x		
222	x	x		
223	x	x		
224	x	x		

Rhino Guard Install

November 12, 2019

225	x	x		
226	x	x		
227	x	x		
228	x	x		
229	x	x		
230	x	x		
302	x	x		
303	x	x		
304	x	x		
305	x	x		
306	x	x		
307	x	x		
308	x	x		
309	x	x		
310	x	x		
311	x	x		
312	x	x		
313	x	x		
314	x	x		
315	x	x		
316	x	x		
317	x	x		
401	x	x		
402	x	x		
403	x	x		
404	x	x		
405	x	x		
502	x	x		
504	x	x		
508	x	x		
510	x	x		
511	x	x		
512	x	x		
602	x	x		
603	x	x		
604	x	x		
605	x	x		
606	x	x		
607	x	x		
701	x	x		

Rhino Guard Install

November 12, 2019

712	x	x		
715	x	x		
716	x	x		
718	x	x		
723	x	x		
725	x	x		
726	x	x		
727	x	x		
731	x	x		
735	x	x		
738	x	x		
739	x	x		
805	x	x		
813	x	x		
814	x	x		
817	x	x		
819	x	x		
822	x	x		
824	x	x		
826	x	x		
828	x	x		
830	x	x		
831	x	x		
832	x	x		
833	x	x		
835	x	x		
840	x	x		
842	x	x		
845	x	x		
847	x	x		
848	x	x		
849	x	x		
850	x	x		
934	x	x		
937	x	x		
946	x	x		
947	x	x		
948	x	x		
949	x	x		
950	x	x		
951	x	x		
952	x	x		
961	x	x		
964	x	x		
966	x	x		

December 2019

Anniversaries- None

Calendar of Events 2020

Ongoing

Emergency Duty Plan updated for 2020

Underway

Gas Odorant Inspection

Completed

Gutter Cleaning

Underway

Holiday tree lighting final prep & ceremony

Underway

Management Report

Completed

Newsletter 12th (snow removal/heat/USP Specials/P/U Xmas Trees

Completed

Sanitary sewer lines

Ongoing

Storage Rooms cleaned

Completed

Tennis Court Lighting On Year Round

Tennis Courts- surface inspection

Completed

Tot Lot Mulching and Repairs

Underway

Trash compacting schedule Updated for 2020

Underway

USP Monthly Specials Revised for 2020

Underway

[illegible]

SUMP PUMP INSPECTIONS

Updated: 11/29/2019

New			Inspection		Notes	
Bldg#	Last Insp.	Notes				
114	11/2/2019	Sump pump working	Pump Works			
	</					

Parkfairfax Weekly Update 12.13.19

Annual Chili Cook off: Will be held on Saturday, February 8th.

And a big thank you to the Activities Committee for another successful “Jingle Mingle”!!

VDOT CONSTRUCTION UPDATE:

VDot and TransUrban have begun the construction process for the new sound wall. The steel uprights for the wall are currently being installed. The good news is that much of the drilling is being done during the daytime. We are still awaiting an update as to when the fencing will be removed, and tree work will be performed.

Holiday Safety Tips: See attached flyer from the Alexandria Police Department

- **Recycling Update:** As we had reported prior to the community regarding glass recycling, and although our trash hauler will take it in daily trash, the following recycling update is from the City of Alexandria providing locations where residents can take their glass:
 - Those who would care to direct recycle glass can bring it to one of 25 regional “purple bin” drop-off locations — five of which are in Alexandria — and the glass must be clean.
 - Here are the glass recycling locations in Alexandria:
 - S. Whiting Street (at the end of S. Whiting Street, intersecting at Tower Court)
 - 3224 Colvin St.
 - 4251 Eisenhower Ave.
 - Jones Point Park (at the end of S. Royal Street) MOM’s Organic Market (3831 Mt. Vernon Ave.). (Recycling will be available January 2020)
- **Laundry Room Etiquette:** We have been receiving several complaints regarding machine conditions.
 - There are two issues that have come up, first the use of laundry pods:
 - The number one rule to successful use is that the pods must be added to the empty washer drum BEFORE adding clothes and water. If the pod is placed on top of a load of clothes, it may not dissolve properly. This can result in streaks and spotting from deposits of detergent left on the wet clothes. Streaking can also happen if the washer is overloaded with clothes and the pod isn't exposed to enough water to dissolve. The pods and packs work well in standard top load washers and high-efficiency (HE) top-loading and front-loading washers. If the washer has an automatic detergent or fabric softener dispenser, skip them. The pod must be placed directly in the drum; **NEVER** in a dispenser drawer.
 - Secondly, pet hair, please be courteous and clean the tub and drums from the machines when washing a pet bed or blanket. Please do not leave it for the next user.
- **Dog Waste:** CLS is still reporting that during the leave blowing operations their staff has encountered numerous presents throughout the site, especially in rear areas. The same sentiments have been passed on by our gutter cleaning crews. We again cannot stress that not only is it a Parkfairfax rule but a City of Alexandria Ordinance that you scoop your pets waste. Do not toss your pet waste into the sand barrels, we have pet cans throughout the site and all it takes is a few more steps to dispose of it properly. See attached location map.
- **Exterior Lighting:** As the days grow shorter, we ask that residents be sure to make sure their exterior lights are in working condition. We offer photocell bulbs through our USP program. Please contact Guy Andrew gandrew@parkfairfax.info for more information. Also please alert us to any building lights that are out.

- **Dog leads:** Please do not attach your leads or leashes to any portico supporting columns or posts. Tie outs must be placed in the ground per covenants. We have now had 2 instances where this has caused damages to the bases and in one case where the column was pulled away from the stoop causing the need for emergency repairs. These columns do function as support and this can the portico roof structure. Unit owners will be held liable for any repairs. For those offsite owners, please convey this to your tenants.
- **Gutter Cleaning:** Staff began the annual gutter clearing and cleaning last week. The work will continue to Friday Dec. 20th (weather permitting). Staff will remove any debris that may be on or around your units and we do whenever possible try to coordinate with the CLS leave crews.
- **Landscaping:**
 - CLS is now fully engaged with the second round of full leaf removal with 6 crews now onsite. The second cycle is slated for completion by Friday December the 20th. If you see any missed areas, please alert the office and of course remember that any “yellow staked” areas will not be done. We have run into several issues regarding patio areas as many residents have a great deal of furniture and other items stored there. CLS takes pre-cautions on moving personal belongings and in most cases for liability issues will not move furniture. We do ask that residents move their items to one side of their patios to help facilitate the leaf clearing and if you prefer, you can rake the leaves off into the adjacent open areas for removal.
 - CLS has completed the fall planned tree replacement plantings. Please remember that not all locations where a tree has been removed will have a new tree planted, most noted directly adjacent to building foundations. We do plan additional plantings in early spring.
 - Parkfairfax staff, weather permitting will addresses several backlogged erosion tasks in the coming weeks.
- **Fall Work Cycle:** Notices to all affected buildings that will have work done in December have been delivered. With the cycle now winding down during the winter months we anticipate only settlement work, roofing and fascia repairs weather permitting to continue.
- Dynasty Community Service is almost complete with the cycle for the upper trim and gable replacements on additional buildings in the 300's.
- Settlement Work: Avon Corporation is continuing with the stabilization work on building 845 and this will continue into January. The corner wall façade replacement began this week with shoring installed. Brick removal has been completed and now the replacement has begun. Building 929 is now also underway with foundation exposure and utility re-routing. Additional work here will commence after the completion of building 845. Management is providing bi-weekly updates to affected residents. All landscaping will be restored after completion.

**Please remember to alert us to any issues you may see or are concerned about.
Use the buildium app or simply call the office at 703-998-6315.**

For any after hour emergencies please call the service number at: 866-370-2977