

March 2020

MAINTENANCE
MANAGEMENT
REPORT



April 2018

Anniversaries- J. Oliver 4/26 (38 yrs '20) P Johnson 4/1 (10 yrs '20)

Asbestos Program annual air monitoring yearly in April.

Underway

Building Locator Signs- sealed/touched-up/painted

Underway

Car Wash On

Completed

Carpentry Replacements Ward 5

Underway

Curbs & parking strips painted

Underway

Employee of the Quarter

Gas Odorant Inspection

Completed

Fire Extinguisher- Test and recharge May 2020

Fire Extinguisher- test and hydrostatic (Annually)

Scheduled for May

Heat Pump Filters cleaned & algaecide tablets; ice machine filter cleaned

Underway

Laundry Rooms & 401 Heat Off

Underway

Management Report

Completed

Monument & Focal Signs- sealed/touched-up/painted

Underway

Newsletter

Completed

Painting Ward 5

Underway

Sanitary sewers- crawlspaces jetted

Ongoing weekly

Sidewalks- clear sand left from the winter storms

Underway

Sill Cocks Replacements- freezeless wall hydrants

Underway

Storm Sewer Program Resume

Ongoing

Clear area beside carpenters shop of weeds and trees

Underway

Swimming Pools pre-opening

Underway

Swimming Pool Structural Inspections,

Underway

Swimming Pools Water On

Completed

Tennis Courts Water On

Completed

Tennis Courts pressure washed (as needed)

Underway

Pool decks pressure washed

Underway

Tennis Court Windscreens Installed

Completed

Tot Lot Equipment- Cleaned (mold, etc.) inspected / work orders

Underway

Volleyball nets Installed

Completed

Monthly Contractor Work Calendar AA

February 2020

NORTHERN VA. ROOFING

965 / 1578 Mount Eagle Place - replaced rotten plywood, 923 / 3507 Martha Custis Drive - removed tiles at front of building and replaced rotten plywood, 226 - 3202 Martha Custis Drive – replaced stack pipe collar, 959 - 1534 Eagle Mount Place - glued down Membrane on front corner of porch roof, 826 - 3101 Martha Custis Drive - installed snowbirds above the HVAC split system, 701 - 3409 Valley Drive - replaced two broken tiles by stack pipe, 923 - 3513 Martha Custis Drive -replaced step flashing on rear of building, 967 - 1604 Mount Eagle Place - installed new piece of copper flashing over gutter, 726 - 3266 Gunston Road - re-secured flashing as needed over miter, 202 - 3102 Valley Drive - replaced miter and eave front left side of building, 928 - 3626 Gunston Road - replaced sheeting where needed and stack collar, 849 - 3229 Martha Custis Drive -replaced rotten plywood front middle of building, replaced cracked tiles and sheeting rear side of building, 114 - 1117 Martha Custis Drive -repaired flashing corner of bedroom, 940 - 3504 Valley Drive - removed 10x10 tiles repair roofing, 939 - 3534 Gunston Road - replaced cracked roof tile rear of building, 940 - 3504 Valley Drive - removed tiles and replace damaged plywood, 715 - 1605 Mount Eagle Place - replaced broken roof tiles rear of building in valley, 939 - 1603 Mount Eagle Place - replaced cracked roof tiles rear of building, 967 - 1610 Mount Eagle Place - Broken roof tiles front side of building, 849 - 3233 Martha Custis Drive – replaced cracked roof tiles rear of building, 842 -3224 Ravensworth Place – replaced broken roof tiles front side of building, 520 - 3626 Valley Drive - replaced stack collar, 115 - 1005 Beverley Drive - patched hole in rake board rear of building, 733 - 3416 Gunston Road Inspect roof for repairs, 934 - 3536 Valley Drive - replaced broken roof tiles and rotten plywood, 959 - 1534 Mount Eagle Place - replaced porch roof, 718 - 3214 Gunston Road - replaced missing roof tile left rear side of building.

INDUSTRIAL DISPOSAL SERVICE Maint. Yard

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

E & G LLC

Building 903/3569: Waterproof, Building 734: Sewer Line Replacement

CAPITOL TRASH SERVICE

Ongoing: Property wide residential door to door trash removal.

ALMO CONSTRUCTION

Building 726: Tuck point, Building 835/1629, Building 919/1666, Building 716: Sika patch, Building 220/3109: Step replacement, Building 837/1609, Building 738/3360: Infill

WASTE MANAGEMENT

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

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. 1 new employee
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 awareness, weekly inspections being performed. Also cleaning storage areas and checking lig
Supply	Fully staffed, tracking and procurement of inventory and tools.
Other	Continued property wide limb pickup and drain checks as needed. Attic inspections
Building	Site wide settlement survey has identified critical and priority buildings which are being prioritized. Several building being on watch list, approved work con
Contractors	Contractors continue to work on property as needs are identified and work is authorized.
Emergency Duty	Fully staffed.
March, 2020 mgt	

4/16/2020