

## Facilities Department Work Orders - Past 30 Days

### Work Orders Completed

Asset ID	Assigned	Purpose	Status	Completed	Created
LANDSCAPING x 13 sites	AAA Landscape	Monthly Landscaping	COMPLETED	2/29/2024	2/29/2024
PEST CONTROL x 19 sites	Bill's Home Service	Monthly Pest Control Service	COMPLETED	3/7/2024	3/6/2024
ADMIN BLDG	Cintas	Admin mat service	COMPLETED	2/26/2024	3/1/2024
ST339 PLUMB	Facilities Staff	Check all toilets for proper operation	COMPLETED	3/4/2024	2/27/2024
ST335 GROUNDS	Facilities Staff	Need rolling magnet	COMPLETED	2/23/2024	2/23/2024
ST335 FRIDGE A	Facilities Staff	Refrigerator door not staying closed	COMPLETED	2/23/2024	2/23/2024
ST336 PLUMB	Facilities Staff	Restroom faucet dripping	COMPLETED	2/23/2024	2/21/2024
ST333 WATER HTR 1	Facilities Staff	Water leak above laundry HWH	COMPLETED	2/22/2024	2/22/2024
ST338 PLUMB	Facilities Staff	Kitchen faucet handle won't tighten	COMPLETED	2/21/2024	2/20/2024
ST330 BLDG	Facilities Staff	H&S replace missing baseboard	COMPLETED	2/19/2024	2/13/2024
ST331 PLUMB	Facilities Staff	H&S Mop sink faucet dripping	COMPLETED	2/16/2024	2/16/2024
ADMIN PLUMB	Facilities Staff	Breakroom faucet drips	COMPLETED	2/15/2024	2/7/2024
ST339 HVAC EC01	Facilities Staff	Clean and coat Evap Basin	COMPLETED	3/8/2024	1/18/2024
TRNG.A HVAC HP09	Facilities Staff	STAINED CEILING TILES UNDER UNIT DUCTWORK	COMPLETED	3/6/2024	3/7/2024
ST332 HVAC EC02	Facilities Staff	Clean and coat Evap Basin	COMPLETED	3/5/2024	1/18/2024
ST332 HVAC EC01	Facilities Staff	Clean and coat Evap Basin	COMPLETED	3/4/2024	1/18/2024
ST330 HVAC EC01	Facilities Staff	COOLER MAIN SHAFT BEARING REPLACEMENT	COMPLETED	2/29/2024	2/27/2024
ST330 HVAC EC01	Facilities Staff	Clean and coat Evap Basin	COMPLETED	2/29/2024	1/18/2024
FLEET HVAC AH05	Facilities Staff	AC-5 NOT COOLING	COMPLETED	2/28/2024	2/29/2024
ST332 HVAC FC08	Facilities Staff	Tstat showing error	COMPLETED	2/28/2024	2/28/2024
TRNG.B HVAC EC01	Facilities Staff	CHECK COOLER FOR REPAIRS NEEDED	COMPLETED	2/28/2024	2/28/2024
FLEET HVAC EC01	Facilities Staff	CHECK COOLER FOR ANY NEEDED REPAIRS	COMPLETED	2/27/2024	2/20/2024
ST339 BLDG	Facilities Staff	Check ducting vents	COMPLETED	2/26/2024	2/26/2024
ST337 ICE	Facilities Staff	ICE MACHINE HARVEST CYCLE INTERMITTENT	COMPLETED	2/22/2024	2/26/2024
ST337 ICE	Facilities Staff	CLEAN AND SANITIZE ICE MACHINE	COMPLETED	2/22/2024	1/31/2024
FLEET HVAC EC02	Facilities Staff	CHECK COOLER FOR ANY NEEDED REPAIRS	COMPLETED	2/21/2024	2/20/2024
ST330 HVAC EC02	Facilities Staff	Clean and coat Evap Basin	COMPLETED	2/21/2024	1/18/2024
ST341 ICE	Facilities Staff	CLEAN AND SANITIZE ICE MACHINE	COMPLETED	2/15/2024	1/31/2024
ST336 ICE	Facilities Staff	CLEAN AND SANITIZE ICE MACHINE	COMPLETED	2/15/2024	1/31/2024
ST335 GROUNDS	Facilities Staff	Weed killer	COMPLETED	3/4/2024	3/4/2024
ST338 RECLINER	Facilities Staff	Repair or replace recliner	COMPLETED	3/4/2024	3/1/2024
TRNG.B BLDG	Facilities Staff	H&S Replace stained ceiling tile	COMPLETED	2/27/2024	12/21/2023
ST330 ROOF	Facilities Staff	Roof leak	COMPLETED	2/21/2024	2/13/2024
ST332 BLDG	Facilities Staff	represent Facilities for inspection	COMPLETED	3/12/2024	3/13/2024
ESC ELEC	Facilities Staff	Secures Review & update breaker lists	COMPLETED	3/11/2024	10/12/2023
ST331 GATE EAST FRONT	Facilities Staff	North gate stuck open	COMPLETED	3/10/2024	3/11/2024
ST337 ELEC	Facilities Staff	GFCI tripping on the rescue and light squad	COMPLETED	3/9/2024	3/11/2024
FLEET ELEC	Facilities Staff	Bay 1 light repair	COMPLETED	3/8/2024	2/29/2024
TRNG.A BLDG	Facilities Staff	removal of High Density Storage	COMPLETED	3/8/2024	3/7/2024
TRNG.A FACP	Facilities Staff	Remove FACP devices	COMPLETED	3/5/2024	8/17/2023
ST331 ELEC	Facilities Staff	H&S Remove wiring and repair light	COMPLETED	3/1/2024	2/16/2024
ST331 ELEC	Facilities Staff	H&S Light out in foyer	COMPLETED	3/1/2024	2/16/2024
ST331 ELEC	Facilities Staff	H&S Light out in Gym	COMPLETED	2/29/2024	2/16/2024
ST331 ELEC	Facilities Staff	H&S Repair junction box connection	COMPLETED	2/29/2024	2/16/2024
ST331 ELEC	Facilities Staff	H&S Replace 2 single pole breakers w/2 pole breaker	COMPLETED	2/29/2024	2/16/2024
LOGS BLDG	Facilities Staff	clean and retrieve parts from shed	COMPLETED	2/28/2024	2/29/2024
ST339 ELEC	Facilities Staff	Check all day room lights for burned out lights	COMPLETED	2/28/2024	2/27/2024
ST332 ELEC	Facilities Staff	6 various bay lights are out	COMPLETED	2/27/2024	2/28/2024
ST332 ELEC	Facilities Staff	Bay 1 & 3 cord reels	COMPLETED	2/27/2024	2/27/2024
ST336 FLAG POLE	Facilities Staff	Flag pole not operational	COMPLETED	2/26/2024	2/26/2024
ST336 ELEC	Facilities Staff	Cord reel in-op	COMPLETED	2/26/2024	2/26/2024
ST330 ELEC	Facilities Staff	H&S Bay lights out	COMPLETED	2/26/2024	2/13/2024
ST338 ELEC	Facilities Staff	H&S repairS. stairwell lights	COMPLETED	2/21/2024	9/21/2023
ST338 ELEC	Facilities Staff	H&S repair N. stairwell light/Ceiling tiles	COMPLETED	2/20/2024	9/21/2023
ST330 BLDG	Facilities Staff	troubleshoot lock	COMPLETED	2/19/2024	2/20/2024
ST339 BLDG	Facilities Staff	remove old alert system	ACTIVE	2/16/2024	12/13/2023

### 56 Work Orders Completed by Staff

Asset ID	Assigned	Purpose	Status	Completed	Created
LANDSCAPING x 13 sites	AAA Landscape	Monthly Landscaping	COMPLETED	2/29/2024	2/29/2024
PEST CONTROL x 19 sites	Bill's Home Service	Monthly Pest Control Service	COMPLETED	3/7/2024	3/6/2024
ADMIN BLDG	Cintas	Admin mat service	COMPLETED	2/26/2024	3/1/2024
LOGS FIT TREAD	GYM TECH LLC	Annual fitness equipment inspection	COMPLETED	3/6/2024	12/18/2023
JANITORIAL x 4 sites	Jan Pro Janitorial Service	Monthly cleaning services	COMPLETED	2/29/2024	2/29/2024
ST332 BLDG	Kittle Design & Construction	Patch and repaint W half of building	COMPLETED	2/16/2024	1/30/2024
LOGS BAY DR 1	Miner Southwest	Bay door not closing	COMPLETED	3/15/2024	3/15/2024
TRNG GATE FRONT 1	Miner Southwest	Gate repair	COMPLETED	3/8/2024	3/8/2024
ST335 BAY DOOR PM1	Miner Southwest	Bay Door and Gate Pm's	COMPLETED	2/29/2024	2/29/2024
ST334 GATE FRONT	Miner Southwest	Gate very noisy	COMPLETED	2/23/2024	2/23/2024
ST333 BAY DR R4	Miner Southwest	Bay Door 4r repair	COMPLETED	2/21/2024	2/22/2024

ST333 BAY DR R1	Miner Southwest	Bay Door 1r repair	COMPLETED	2/21/2024	2/22/2024
ST331 GATE SOUTH	Miner Southwest	South gate not closing	COMPLETED	2/19/2024	2/20/2024
ST332 BAY DR R1	Miner Southwest	Bay Door Repair	COMPLETED	2/19/2024	2/29/2024
ST330 HVAC FC05	Pueblo Mechanical	Ac blower replacement	COMPLETED	2/23/2024	1/5/2024
HVAC PM x 15 sites	Tolin Mechanical	AC PMs	COMPLETED	2/29/2024	3/5/2024
ADMIN BLDG	Vangaurd cleaning systems	Monthly Cleaning service	COMPLETED	2/29/2024	2/29/2024

**62 Work Orders Completed by Contractors**

**Work Orders Pending**

Asset ID	Assigned	Purpose	Status	Created
ST339 WASTE WATER	Facilities Staff	Concrete around separator tank rings	ACTIVE	3/14/2024
ST336 PLUMB	Facilities Staff	fix sink	ACTIVE	3/11/2024
ST338 PLUMB	Facilities Staff	re-install ue pipes for water heater	ACTIVE	3/8/2024
ST339 BLDG	Facilities Staff	rear door leak	ACTIVE	3/8/2024
ST338 PLUMB	Facilities Staff	check p-trap primers	ACTIVE	2/27/2024
ST339 BLDG	Facilities Staff	Paint drywall repairs made	ACTIVE	2/27/2024
ST330 BLDG	Facilities Staff	Paint drywall repairs	ACTIVE	2/20/2024
ST331 BAY DR 5	Facilities Staff	H&S check bay door 5	ACTIVE	2/16/2024
ST331 ROOF	Facilities Staff	H&S check bay roof for leaks	ACTIVE	2/16/2024
EVAP INSPECTION x 7	Facilities Staff	CLEAN COOLER AND CHECK FOR NEEDED REPAIRS	ACTIVE	3/13/2024
ST339 GROUNDS	Facilities Staff	Remove two bushes closest to separator tanks	ACTIVE	3/14/2024
ST341 BLDG	Facilities Staff	Install white board	ACTIVE	3/4/2024
TRNG.A BLDG	Facilities Staff	prep training A for floor grinding	ACTIVE	3/13/2024
LOGS BLDG	Facilities Staff	get a material list and cost for moving ESC to LOGS	ACTIVE	2/29/2024
ST339 ELEC	Facilities Staff	Bay lights out	ACTIVE	3/14/2024
ESC ELEC	Facilities Staff	outside light timer is no longer working	ACTIVE	3/12/2024

**22 Work Orders Pending for Facilities Staff**

Asset ID	Assigned	Purpose	Status	Created
PEST CONTROL x 14 sites	Bill's Home Service	Monthly Pest Control Service	ACTIVE	3/6/2024
ADMIN BLDG	Cintas	Admin mat service	ACTIVE	3/13/2024
ESC INTRUSION ALARM	Connect Security	common room motion sensor has corrosion	ACTIVE	3/12/2024

**16 Work Orders Pending for Contractors**

**Calendar Items**

Safety Committee Meeting x 2  
Station 331 Annual Inspection  
Training Drive RFP 24-05-C28 Evaluation Meeting  
General Staff Meeting  
ESC Relocation Evaluation Meeting  
Division Chiefs/Managers Meeting  
Labor Management Meeting  
Station 332 Annual Inspection  
Pima County Wastewater renewal Meeting Sta 339