

SERVICE CALL REPORT FOR THE PERIOD: 11/1/2012 TO 11/30/2012

12/4/2012

WO No	Occupant	WO	Class	Call In Date	SC No	Service Date	Bldg #	Labor Costs	Matls Costs	Labor + Matls	Sub Costs	Misc Costs	Grand Total
6635	Washington Village		Light Bulbs	1/28/2010	6575		Bldg 111	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Replaced light fixture.													
8018	Washington Village		Elevator	7/20/2010	12741		Bldg 110	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Repair ceiling tiles and grid													
8492	Winegar, Marston & Eileen		Courtesy Calls	9/20/2010	12737		Bldg 108	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Replaced battery													
8818	Burns, Mary Helen (Estate Of)		Directory Board	10/26/2010	8527		Bldg 110	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Programmed new resident information in the intercom system and changed directory and mailbox boards.													
9979	Hupprich, Fred & Sylvia		Directory Board	3/28/2011	12740		Bldg 110	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Directory board update													
10699	Haase, Larry & Judy		Mailboxes	7/14/2011	12739		Bldg 110	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Replace mailbox keys													
11316	McHenry, Dave & Fran		Courtesy Calls	10/21/2011	12742		Bldg 111	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Replace light bulb tube													
11661	Meade, Gayle		Smoke Detector	12/29/2011	12738		Bldg 110	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Replace smoke detector													
11784	Washington - Rainer		Light Bulbs	1/26/2012	11402		Bldg 111	6.25	3.05	9.30	0.00	0.00	9.30
SC Description: Replaced light from stock. **Matl-\$3.05**.													

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12060	Meade, Gayle		Water Leak	3/30/2012	12763		Bldg 110	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Water damage in kitchen - inspected owner insurance issue													
12481	Washington - Pacific		Fire Alarm	6/22/2012	12744		Bldg 112	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Check fire system panel in trouble mode													
12506	Irish, Paul E.		Door Plaque	6/27/2012	12115		Bldg 110	6.25	0.00	6.25	0.00	0.00	6.25
SC Description: Installed new door plaque.													
12684	Washington - Olympia		Fire Alarm	8/6/2012	12353		Bldg 108	12.50	37.05	49.55	0.00	0.00	49.55
SC Description: Check fire alarm - replace battery – Material \$37.05													
12877	Uomoto, Fumiko		Painting	9/20/2012	12761		Bldg 108	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Duplicate work order													
12892	Grove, Joe		Deck Repair	9/24/2012	12743		Bldg 112	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Check slice in deck and re-sealed with caulking - Temp Repair ONLY													
12946	Washington - Rainer		Light Bulbs	10/3/2012	12736		bldg 111	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Light replaced													
13013	Washington - Winthrop		Street Lights	10/18/2012	12773		Bldg 54	50.00	0.00	50.00	0.00	0.00	50.00
SC Description: Check building for low water pressure! Investigate each unit to verify problem, attempt to adjust PRV adjusting bolt													
13033	Washington - Olympia		Door	10/18/2012	12811		Bldg 108	62.50	0.00	62.50	0.00	0.00	62.50
SC Description: Bldg 108. Removed & replaced carpet at 1st floor fire escape lobby & installed one door sweep. Carpet & door sweep provided by village.													
13115	Chapel-Hardy, Jacqueline		Directory Board	11/1/2012	12810		Bldg 54	12.50	0.00	12.50	0.00	0.00	12.50
SC Description: Changed mailbox & directory boards & reprogrammed intercom system for new resident.													

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13116	Gerber, Karl & Jeanette		Directory Board	11/1/2012	12830		Bldg 108	12.50	0.00	12.50	0.00	0.00	12.50
SC Description: Changed mailbox & directory boards and updated information in intercom system.													
13120	Washington - Olympia		Door	11/1/2012	12794		Bldg 108	50.00	41.80	91.80	0.00	0.00	91.80
SC Description: Fire escape handle broken - purchased and installed new handle - Material \$41.80													
13121	Washington - Winthrop		Light Fixture	11/1/2012	12800		Bldg 108	25.00	6.68	31.68	0.00	0.00	31.68
SC Description: Light fixtures 2nd floor front of 202 and 205 need repair - removed and repaired fixture - re-installed - Material \$6.68													
13131	Barber, Irene		Directory Board	11/2/2012	12857		Bldg 110	25.00	0.00	25.00	0.00	0.00	25.00
SC Description: Updated mailbox & phone directory boards & re-programmed intercom for new resident.													
13135	Fish, Margaret "Peggy"		Plumbing	11/5/2012	12807		Bldg 108	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Water to bldg did not need to be shut off. HD Services did the repair for the owner. No in-house charges.													
13136	Cinderella, Stacy		Directory Board	11/5/2012	12831		Bldg 108	12.50	0.00	12.50	0.00	0.00	12.50
SC Description: Changed mailbox & directory boards and reprogrammed intercom system for new resident.													
13141	Washington Village		Light Bulbs	11/6/2012	12869		Bldg111	12.50	109.50	122.00	0.00	0.00	122.00
SC Description: Labor to order 2 boxes of CF13DS bulbs for delivery to WV. Matl purchased to stock. **Matl-\$100.00+\$9.50tax=\$109.50**.													
13143	Chapel-Hardy, Jacqueline		Courtesy Calls	11/6/2012	12827		Bldg 54	75.00	0.00	75.00	0.00	0.00	75.00
SC Description: Maintenance responded at night to emergency call. Sewer back up unclogged by Roto-Rooter. Cleaning company & Gus to do repairs through resident's insurance company.													
13145	Washington - Pacific		Light Bulbs	11/6/2012	12823		Bldg 112	25.00	20.54	45.54	0.00	0.00	45.54
SC Description: Bldg 112. Replaced 9 lights, 5 provided by bldg & 4 from stock. **Matl-\$18.76+\$1.78tax=#20.54**.													
13161	Jennings, Pauline		Windows	11/7/2012	12841		Bldg 111	75.00	72.66	147.66	0.00	0.00	147.66
SC Description: Kitchen window caulking failed - p/u material, prime drywall around window after caulking removal, applied caulking and touch-up painted - Material \$66.36 Tax \$6.30 - total \$72.66													

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13162	Washington - Cascade		Door Plaque	11/7/2012	12834		Bldg 110	12.50	0.00	12.50	0.00	0.00	12.50
SC Description: Installed three door plaques Units 108, 207, 213 - B110													
13168	Washington - Winthrop		Light Bulbs	11/8/2012	12818		Bldg 54	12.50	18.58	31.08	0.00	0.00	31.08
SC Description: 3 lights out/ replace - Material \$16.97 Tax \$1.61 - Total \$18.58													
13169	Washington - Pacific		Light Fixture	11/8/2012	12882		Bldg 112	0.00	0.00	0.00	0.00	0.00	0.00
SC Description: Bldg 112. Ceiling light fixture by stairs needs replacing. Work deferred. No charges.													
13186	Washington Village		Door Plaque	11/15/2012	12861		Bldg 108 and 110	12.50	0.00	12.50	0.00	0.00	12.50
SC Description: Bldgs 108 and 111. Installed new resident door plaques.													
13207	Washington - Pacific		Gutters	11/20/2012	12928		Bldg 112	37.50	0.00	37.50	0.00	0.00	37.50
SC Description: Bldg 112. Reinstalled loose downspouts at back of bldg.													
13209	Washington Village		Courtesy Calls	11/20/2012	12875		Bldgs 54, 108, 110,	12.50	51.96	64.46	0.00	0.00	64.46
SC Description: Placed ice melt bins at front entrances of all 5 bldgs. **Matl-\$47.45+\$4.51tax=\$51.96**.													
13216	Washington - Winthrop		Light Bulbs	11/20/2012	12888		Bldg 54	12.50	3.45	15.95	0.00	0.00	15.95
SC Description: Bldg 54. Replaced 3 sidewalk lights from stock. **Matl-\$3.15+\$0.30tax=\$3.45**.													
13217	Washington - Winthrop		Door	11/20/2012	12907		Bldg 54	25.00	0.00	25.00	0.00	0.00	25.00
SC Description: Bldg 54. Adjusted hallway double doors between 106 & 107													
13218	Carroll, Molly "Joan"		Courtesy Calls	11/20/2012	12914		Bldg 54	75.00	31.09	106.09	0.00	0.00	106.09
SC Description: Bldg 54. Hung wreath & placed garlands & tree lights. **Matl-\$28.39+\$2.70tax=\$31.09**.													
13220	Gile, Patricia M.		Windows	11/20/2012	12886		Bldg 111	25.00	0.00	25.00	0.00	0.00	25.00
SC Description: Window determined not to be leaking. Window down hole was covered.													

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Subtotal:	565					687.50	396.36	1,083.86	0.00	0.00	1,083.86