

Item Number	Date Entered	Entered By	Location	Location Type	Owner's Reported issue	Issue Type	Action Plan	Main Subcontractor (who caused the issue)	Type of Issue	Target Completion Date	Status Update	Date Completed
1	9/29/2022	JF	1200	Main Entrance	Access control	Warranty	Replace defective card reader	JC Bros	Security	10/10/2022	10/6/22 - Pad replaced	10/6/2022
2	9/29/2022	RN	1217	MER Closet	Non-functional doors	Warranty	Electrician will be on-site 10/4 to address	ABC Power & Electric	Electrical	10/8/2022	10/6/22 - Wire disconnected from access panel.	10/7/2022
3	9/29/2022	JF	1201	Lobby	Replace three broken ceiling tile above reception desk	Warranty	Replace tile	MDC	Ceiling	10/2/2022	10/2/22 - Tiles Replaced	10/2/2022
4	10/3/2022	RN	1240	MDF Closet	IT Cable Plan	Missing	Provide IT Cable Plan	JC Bros	Technology	10/10/2022	Provide as part of closeout package	
5	10/3/2022	JF	1200	Lobby	Fire Panel constantly alarming/not functioning	Warranty	Check programming	TC Fire	Fire Protection	10/5/2022	Vendor to be on site 10/4 to test	10/5/2022
6	10/4/2022	RN	1206	Conference Room 1	Door lock is sticking	Warranty	Adjust lock	Shephard	Doors	10/19/2022	Door lock is broken. Replacement on order	
7	10/10/2011	JF	1206-A	Hallway	LED 2x2 Lamp not functioning	Warranty	Replace lamp	ABC Power & Electric	Electrical	10/20/2022	Replaced	10/18/2022
8	9/20/2022	RG	1206	Mail Room	Stone trim/finishes	Warranty	Edging is rough	M&Q	Stone	10/23/2022	Vendor to grind out imperfections	10/23/2022
9	10/4/2022	TR	1205	Pantry	Leak in sink faucet	Warranty	Plumber to check	Ace Plumbing	Plumbing	10/6/2022	10/2/22 - Cold water pipe replaced and tightened	10/6/2022
10	10/8/2022	JF	1207	Office	Thermostat loose	Warranty	Contractor to reseal on wall	AB Air Conditioning	Mechanical	10/6/2022	10/2/22 - Unit reseated on wall	10/6/2022