



Daily Tasks | Week of 5/03/21

*Activities grouped by area. Work may occur in adjacent floors simultaneously due to the nature of chase/riser work. Locations in **BOLD** are an estimate of how the work progresses, pending productivity and unforeseen conditions or conflicts.*

- **Monday**
 - Electricians pulling wire at basement hallway.
 - Electricians taking down Electric chases in room 102 Payroll & City Council Admin office.
 - Electricians to continue Fire Alarm ceiling holes on all floors that have a devices, in offices that are occupied on all floors. High traffic areas will be done 5am-8:30, work will continue till 1:30pm, from top-down. **3rd Floor, 2nd Floor primarily. Time per space to vary.**
 - Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
 - Installing Electric Panels & Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
 - Hammer drilling penetrations in Corridors on all floors.
 - HVAC to start tie ins to main boiler in the janitor's room.
 - WTR Carpenter to continue to close in pipe penetrations.
 - WTR Carpenter to plywood any open gaps in attic floor.
- **Tuesday**
 - Electricians pulling wire at basement hallway.
 - Electricians taking down Electric chases in room 102 Payroll & City Council Admin office.
 - Electricians to continue Fire Alarm ceiling holes on all floors that have a devices, in offices that are occupied on all floors. High traffic areas will be done 5am-8:30, work will continue till 1:30pm, from top-down. **3rd Floor, 2nd Floor primarily. Time per space to vary.**
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 - Installing Electric Panels & Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
 - Hammer drilling penetrations in Corridors on all floors.
 - Close in pipe penetrations.
 - HVAC to resume tie ins to main boiler in janitor's room.
 - WTR Carpenter to layout offices in the print room.
 - WTR Carpenter to resume plywood at any open gaps in attic floor.
- **Wednesday**
 - Electricians pulling wire at basement hallway.
 - Electricians taking down Electric chases in room 102 Payroll & City Council Admin office.
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- Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
- Installing Electric Panels & Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
- Hammer drilling penetrations in Corridors on all floors.
- HVAC to start insulating EAST Chase, from bottom-up (**2nd Floor Mayor's Closet. 3rd Floor Law Office – early mornings.**)
- HVAC to start insulating pipes through WEST Chase, working in two adjacent floors at any **2nd Floor Men's Bathroom Vestibule, 3rd Floor Employee Benefits & Attic.**
- WTR Carpenter to continue closing in pipe penetrations.
- **Thursday**
 - Electricians pulling wire at basement hallway.
 - Electricians taking down Electric chases in room 102 Payroll & City Council Admin office.
 - Electricians to continue Fire Alarm ceiling holes on all floors that have a devices, in offices that are occupied on all floors. High traffic areas will be done 5am-8:30, work will continue till 1:30pm, from top-down. **3rd Floor, 2nd Floor primarily. Time per space to vary.**
 - HVAC to resume insulating EAST Chase, from bottom-up (**2nd Floor Mayor's Closet. 3rd Floor Law Office – early mornings.**)
 - HVAC to resume insulating pipes through WEST Chase, working in two adjacent floors at any **2nd Floor Men's Bathroom Vestibule, 3rd Floor Employee Benefits & Attic.**
 - Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
 - Installing Electric Panels & Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
 - Hammer drilling penetrations in Corridors on all floors.
 - WTR Carpenter to continue closing in pipe penetrations.
- **Friday**
 - Electricians pulling wire at basement hallway.
 - Electricians taking down Electric chases in room 102 Payroll & City Council Admin office.
 - Electricians to continue Fire Alarm ceiling holes on all floors that have a devices, in offices that are occupied on all floors. High traffic areas will be done 5am-8:30, work will continue till 1:30pm, from top-down. **3rd Floor, 2nd Floor primarily. Time per space to vary.**
 - Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
 - Installing Electric Panels & Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
 - Hammer drilling penetrations in Corridors on all floors.
 - HVAC to finish insulating EAST Chase, from bottom-up (**2nd Floor Mayor's Closet. 3rd Floor Law Office – early mornings, and 1st Floor City Manager's Vault.**)



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- HVAC to resume insulating pipes through WEST Chase, working in two adjacent floors at any **2nd Floor Men's Bathroom Vestibule, 3rd Floor Employee Benefits & Attic**).
- WTR Carpenter to continue to close in pipe penetrations.