



Daily Tasks | Week of 5/24/21

*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 to continue working in basement hallway
 - Electricians to start Fire Alarm Devices on the 3rd floor & hallway. Offices that are affected will be **City Solicitors Office, Employee Benefits & Personnel Department** WTR will work with personnel inside these offices to accommodate any needs.
 - Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
 - Installing Electric Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
 - Taper to finish skim coating all patches on the 1st & 2nd Floor.
 - WTR Carpenter will continue taking the lead role on the safety & cleanliness.
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- **Tuesday**
 - Electricians to continue pulling wire at basement hallway.
 - Electricians to resume Fire Alarm Devices on the 3rd floor & hallway. Offices that are affected will be **City Solicitors Office, Employee Benefits & Personnel Department** WTR will work with personnel inside these offices to accommodate any needs.
 - Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
 - Installing Electric Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
 - Taper to finish skim coating all patches on the 1st & 2nd Floor.
 - WTR Carpenter will continue taking the lead role on the safety & cleanliness.
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- **Wednesday**
 - Electricians to continue pulling wire at basement hallway.
 - Electricians to continue Fire Alarm Devices on the 3rd floor & hallway. Offices that are affected will be **City Solicitors Office, Employee Benefits & Personnel Department** WTR will work with personnel inside these offices to accommodate any needs.
 - Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
 - Installing Electric Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
 - Taper to finish skim coating all patches on the 1st & 2nd Floor.
 - Carpenter to start laying out offices in the print room.
 - WTR Carpenter will continue taking the lead role on the safety & cleanliness.



Daily Tasks | Week of 5/24/21

Thursday

- Electricians to start Fire Alarm Devices on 2nd floor & hallway. Offices that are affected will be Mayor's office, City councils, Ackerman Room, Conference Room WTR will work with personnel inside these offices to accommodate any needs.
- Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
- Installing Feeders @ Basement Electric room, 2nd Floor Payroll & 3rd Floor Women's Bathroom.
- Carpenter to start framing rooms in print shop area.
- Electricians to continue pulling wire at basement hallway.
- Taper to finish skim coating all patches on the 1st & 2nd Floor.
- WTR Carpenter will continue taking the lead role on the safety & cleanliness.

Friday

- Electricians to continue pulling wire at basement hallway.
- Electricians to start Fire Alarm Devices on 2nd floor & hallway. Offices that are affected will be Mayor's office, City councils, Ackerman Room, Conference Room WTR will work with personnel inside these offices to accommodate any needs.
- Exploring Branch circuits and Identifying circuit breakers as needed throughout building electric panels.
- Carpenter to continue framing in the print shop.
- Taper to finish skim coating all patches on the 1st & 2nd Floor.
- WTR Carpenter to continue closing in pipe penetrations.
- WTR Carpenter will continue taking the lead role on the safety & cleanliness.