

Work Orders

ID	Origin ID	Asset ID	Department	Work Order Type	Work Order Subtype	Asset Name	Asset Location	Status	Hours	All Notes	Completed Date	Cost
WO-2371			Civic Centre	General Maintenance - Civic Centre	Carpentry			Completed	1	Replace the reserved sign in the parking lot with a FFPC sign	2019-01-02	\$29.29
WO-1875	PM-1784	15214	Civic Centre	Inspection - Civic Centre	Humidifier Monthly Inspection	OPP Humidifier	Mechanical Room 2	Completed	2	Unit was cold, empty and clean. Only had 134 hrs on since last reset. Display indicated no demand. I reset the unit to 0 hrs.	2019-01-08	\$58.58
WO-2392	SR-0024		Com Serv - Children's Complex	General Maintenance-Children's Complex	Lighting Maintenance			Completed	2	All light bulbs, including best start hub side, need to be changed out in the daycare shed/garage area., Replaced 9 light bulbs	2019-01-07	\$76.58
WO-2416			Com Serv - Children's Complex	General Maintenance-Children's Complex	Carpentry			Completed	1	Remove door and hinge on the daycare change table	2019-01-09	\$29.29
WO-2411			Com Serv - Children's Complex	General Maintenance-Children's Complex	Carpentry			Completed	0.5	Daycare main entrance inside door needs to be fix. Contact Elaine for more details., Inspected door, it was working normally when I checked it. Left instructions to call me if it becomes an issue again.	2019-01-10	\$14.65
WO-2489			Com Serv - Children's Complex	General Maintenance-Children's Complex	Snow Removal			Completed	2	Clear snow from solar panels	2019-01-30	\$58.58
WO-2375			Com Serv - East End Hall	Daily Inspection				Completed	19.5	Inspect East End Hall, Weight Scale, Marina, Tourist Information Building, Old Library, Old Nursing Station.	2019-01-31	\$571.16
WO-2472			Com Serv - Library	General Maintenance - Library	HVAC Maintenance			Completed	11.5	Glycol system is leaking. Jim will check for further actions. Location: Hallway Mechanical Room, Pipe union closest to the filter drain valve was a bit loose. Tightened and leak stopped. Will monitor for the next day and then the pipe needs to be re-insulated., Fixed 4 more slight leaks. Will check again Monday for leaks.	2019-01-21	\$336.84
WO-2488		22698	Com Serv - Library	General Maintenance - Library		Glycol+Water Mixture Tank	Closet Mechanical Room	Completed	1	Glycol volume is too low.	2019-01-31	\$143.34
WO-2461	PM-2488	21061	Com Serv - Library	Inspection - Library	Boiler Monthly Inspection	Boiler #1	Closet Mechanical Room	Completed	0.5	Visual inspection..everything looked OK	2019-01-16	\$7.32
WO-2460	PM-2487	21062	Com Serv - Library	Inspection - Library	Boiler Monthly Inspection	Boiler #2	Closet Mechanical Room	Completed	0.5	Visual inspection..everything looked OK	2019-01-16	\$7.32
WO-2464	PM-2598	21081	Com Serv - Library	Preventative Maintenance - Library	Circ Pump Filter Replacement	Pump Filter	Hallway Mechanical Room	Completed	1	Replaced filter & noticed a puddle of glycol on the floor near the drain valve. There was also some in the container under the drain valve.	2019-01-16	\$30.01
WO-2458	PM-2295	21064	Com Serv - Library	Preventative Maintenance - Library	Circ Pump Check	Circ Pump #2	Hallway Mechanical Room	Completed	0.2	All OK	2019-01-16	\$2.93
WO-2457	PM-2294	21063	Com Serv - Library	Preventative Maintenance - Library	Circ Pump Check	Circ Pump #1	Hallway Mechanical Room	Completed	0.2	All OK	2019-01-16	\$2.93

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WO-2475		21120	Com Serv - Museum	General Maintenance-Museum	HVAC Maintenance	HVAC #2	Museum Rooftop	Completed	1	Rooftop unit kicks out., Cleaned ice from exhaust stack and reset unit. Waited and watched a few cycles and seems ok.	2019-01-23	\$29.29
WO-2486	SR-0028		Com Serv - Museum	General Maintenance-Museum	Carpentry			Completed	1	Emergency exit door on second floor is frozen closed due to icing up.	2019-01-30	\$39.28
WO-2410	PM-2361	21120	Com Serv - Museum	Preventative Maintenance-Museum	HVAC Unit Filter Check/Replace	HVAC #2	Museum Rooftop	Completed		Inspected filters and they are still clean. Reschedule in a couple months	2019-01-14	
WO-2391	PM-2506	21122	Com Serv - Museum	Preventative Maintenance-Museum	HVAC Unit Filter Check/Replace	HVAC #3	Museum Rooftop	Completed	0.5	Inspected and the filters are still clean. Reschedule in a couple months.	2019-01-14	\$14.65
WO-2235	PM-2311	22677	Com Serv - Sister Kennedy	Preventative Maintenance-Sister Kennedy	HRV Filter Wash	HRV	Mechanical Room	Completed	1		2019-01-21	\$29.29
WO-2370			Com Serv-Marina	General Maintenance-Sorting Gap Marina	Lighting Maintenance			Completed	3	Repair the broken light fixture. Had to replace 3 bulb sockets	2019-01-02	\$87.87
WO-2305			Com Serv-Marina	General Maintenance-Sorting Gap Marina	Lighting Maintenance			Completed	11	Light covers are missing. New LED Light bulb requires, 11 fixtures, 4ft, 4 lightbulbs . In washroom, 6 fixture, 2 lightbulbs, 4 ft In washroom, 2 fixture, 2 bulbs, 6 ft 2 covers missing. Jim picked up 2 boxes of bulbs from Civic Center and coded to Marina., Replaced the last 6 bulbs, Installed light cover	2019-01-17	\$322.85
WO-2359		21847	Ops & Fac - Fort Frances Muni Airport	General Maintenance-Airport	HVAC Maintenance	Furnace 2	Terminal Mechanical Room	Completed	1	check furnace #2 kick out and has to be reset to run again., Removed plugged air filter. Will monitor to see if this was the problem., Contractor was called, and had to replace a solenoid	2019-01-25	\$29.29
WO-2357			Ops & Fac - Fort Frances Muni Airport	General Maintenance-Airport	Carpentry			Completed	6	MAKE REPAIRS TO SOUTH WINDOW OF THE GARAGE IN THE UPSTAIRS BOARDROOM .WINDOW IS FALLING OUT. Please contact Mike or Tom for more info., Sealed window with spray foam and used metal straps to hold the window in until new windows can be installed.	2019-01-25	\$188.52
WO-2308			Ops & Fac - Parks Board	General Maintenance-Park	Carpentry			Completed	18.5	1. Plugged sewer inlet in McIrvine Rink Building. 2. Take the internal wall 3. Block the front door	2019-01-07	\$700.99
WO-2418			Ops & Fac - Public Works	General Maintenance-PW	HVAC Maintenance			Completed	4	Please Fix the Men's Washroom Vent.	2019-01-10	\$117.16
WO-2160	PM-2227	22604	Ops & Fac - Public Works	Preventative Maintenance	Furnace Filter Change	Furnaces	Furnace Room	Completed	0.5	Replaced filter	2019-01-29	\$57.77