April 20, 2015

TO: Father Allan Johnson/Mr. Brandon Gallas

FR: Merrit Drucker

RE: Weekly Facility Report, week of April 13 to 17

This is a summary of actions that took place during the week of April 13, to 17, with an updated status as of April 20.

1. Cemetery water system (upright spigot system):
   1. Leaks at five locations identified.
   2. Diaz Construction scheduled to repair on Wednesday,
   3. Aspen Hill Plumbing has surveyed and will provide us an estimate.
      1. One leak may need Aspen Hill to repair.
   4. Team can repair broken spigots and has parts.
   5. Insulating cover needed for large valve box at Buchanan Street side.
      1. One shut off valve handle is too long and may be preventing full closure.
2. PEPCO Meter replaced.
   1. PEPCO replaced the electrical meter in SPC basement as they were getting no reading – they have been providing estimated bills.
   2. Still no reading; they will install a relay or “repeater” so they can get a signal.
   3. No cost to us.
3. Trouble on burglar alarm for SPC resolved.
   1. COMM Failure Code appeared on panel.
   2. Innovative traced the fault and corrected.
   3. NOTE: Our telephone line # 202 726 4509 – Line # 3 on the four part Router – has a defect of break somewhere in the line. It is attached OK at the phone block.
4. Repainting of bollard:
   1. Scheduled as soon as we have 2 dry days in a row.
5. Two linear cracks in wall in CFMS long hallway.
   1. Probably due to expansion and contraction.
   2. No structural damage.
   3. CFMS plans to install an expansion joint over summer.
      1. I will review prior to project start.
6. Inspection of water lines (incoming domestic water.
   1. Some sediment in backflow preventer.
   2. DC WASA will flush incoming lines this week.
   3. Will have internal lines inspected if needed.