

Highlands Industrial Park Insul – Tech

Exterior:

1. Provide exterior Van Accessible H/C parking sign. Locate as indicated by Fire Marshall.
2. Provide missing handrails at each side on Entry Porch if required by Fire Marshall.
3. Complete installation of all exterior cleanout and valve boxes.
4. Clean up or re-finish "splatter" on exterior porch columns and elsewhere at building front.
5. Provide proper drainage for area in-between sidewalk and front of building.
6. Seal gaps where front entrance canopy attaches to building façade.
7. Complete cleaning of exterior brick.

Interior:

8. Provide min. two fire extinguishers in Administrative area. Coordinate location with Owner.
9. Provide Toilet Rm. Signage as appropriate to meet code including Braille type.
10. Replace and properly finish Communications Closet door to include hardware, mutes, doorstop, strike, etc.
11. Complete installation of cabinet shelves, pulls, and any other hardware.
12. Seal around overhead roll-up doors to include gaps where they attach to steel angle framing, and gaps at floor.
13. Properly grout in recesses around rigid frame columns in warehouse area, to be level with finish floor.
14. Correct visible defects in gyp. bd. wall finish in several locations in Administration area.
15. Provide missing door stops at several locations in Administrative area.
16. Complete installation of kitchen sink and faucet.
17. Provide grommets and routing for power to kitchen appliances provided by Owner.
18. Correct "rough" and unevenly cut door bottoms in Administrative area.
19. Attach ceiling A/C return air grilles to eliminate gaps, etc.
20. Correct carpet seams, "lifted" areas that need to be re-glued, and any gaps at doorstops, door frames, etc.

Lobby

21. Clean front door, inside and out.
22. Replace battery for Alarm Panel.

Steve's Office

23. Sheetrock appears to have a crack starting at upper most left corner of doorframe going to ceiling, sand, patch, prime, and paint at least 3 coats entire wall.
24. Wall is waving at tape joints, sand, patch, prime, paint at least 3 coats entire wall.
25. Corner near window the tape seam is showing, sand, patch, prime, and paint at least 3 coats entire wall.
26. Baseboards bulging, other areas missing sheetrock support.
27. Carpet is rising up at seam.
28. Paint is not finished properly, paint at least 3 coats entire wall.

Joy's Office

29. Joint around doorframe is not finished properly, sand, patch, prime, and paint at least 3 coats entire wall.
30. Carpet is rising up at seam.
31. Change ceiling grid 'T', bent, and replace ceiling tile.
32. Under cut door to $\frac{3}{4}$ " when door is closed.
33. Baseboards bulging, other areas missing sheetrock support.

Hallway

34. Tape seams around doorjamb not finished properly, sand, patch, prime, and paint at least 3 coats entire wall.
35. Ceiling grid, mid-length, has a rivet hole with no rivet. Patch hole, paint to match ceiling grid color.
36. Office end of hall not finished properly, sand, patch, prime, paint at least 3 coats entire wall.

Receptionist

37. Ceiling tile not large enough for space. Replace ceiling tile.

Mona's Office

38. The tape seam is showing, sand, patch, prime, paint at least 3 coats entire wall.
39. Under cut door to $\frac{3}{4}$ " when door is closed.

Filing Room

40. Paint is not finished properly, repair and paint at least 3 coats entire wall.
41. Baseboards bulging, other areas missing sheetrock support.

42. Carpet need to be replaced, the carpet has a raised look and looks like it has a seam in the middle of the room.

Ken's Office

- 42. Carpet missing threads at door.
- 43. Ceiling grid
- 44. Paint at column is not finished properly, paint at least 3 coats entire wall.
- 45. Under cut door to $\frac{3}{4}$ " when door is closed.
- 46. Tape seams around doorjamb not finished properly, sand, patch, prime, and paint at least 3 coats entire wall.

Conference Room

- 47. Paint at column is not finished properly, paint at least 3 coats entire wall.

Foyer to Ken's Office and Conference Room

- 48. Baseboards bulging, other areas missing sheetrock support.

Nathan's Office

- 49. Under cut door to $\frac{3}{4}$ " when door is closed.
- 50. Wall not finished properly, sand, patch, prime, and paint at least 3 coats entire wall.
- 51. Trim carpet around doorframe on the Filing Room side.

Barry's Office

- 52. Replace door and under cut door to $\frac{3}{4}$ " when closed.
- 53. Wall not finished properly, sand, patch, prime, and paint at least 3 coats entire wall.

Men's Restroom

- 54. Door was closed before drying, sand, patch, prime, and paint at least 3 coats. Doorframe also needs to be sanded, primed, and painted at least 3 coats.
- 55. Clean entire restroom, especially the toilet.
- 56. Under cut door to $\frac{3}{4}$ " when door is closed.

Women's Restroom

- 57. Door was closed before drying, sand, patch, prime, and paint at least 3 coats. Doorframe also needs to be sanded, primed, and painted at least 3 coats.
- 58. Square off the ceiling fan and insure the ceiling tiles cover any open areas.
- 59. Under cut door to $\frac{3}{4}$ " when door is closed.

Jeff's Office

- 60. Computer closet strike plate missing.
- 61. Clean, refinish, repaint door to warehouse.
- 62. Carpet missing threads at doorstep.

63. Wall not finished properly, sand, patch, prime, and paint at least 3 coats entire wall.

Warehouse Restroom

- 64. Square off the ceiling fan and insure the ceiling tiles cover any open areas.
- 65. Shower stall has been chipped. Repair to match color of insert.
- 66. Wall not finished properly, sand, patch, prime, and paint at least 3 coats entire wall.

Warehouse

- 67. Repair concrete around house panel going on the west wall with non-shrinking grout.
- 68. Caulk, both inside and outside, around the conduit leading outside near house panel using non-shrinking weatherproof sealant.
- 69. Insulation is drooping in the center of the warehouse.
- 70. General cleaning of all walls, doors, and floors.
- 71. Replace batteries in emergency lights.

Exterior

- 72. Setup proper drainage in encapsulated areas to drain to the drive.
- 73. The caulk between stucco column and metal building does not match either color. Stucco over caulk to match the column.
- 74. Remove the blue plastic liner around windows seal.
- 75. Brick grout at window frame is cracking.
- 76. Brick mortar is cracking at lintels.
- 77. Stucco columns at corner of porch has been splashed with concrete. Refinish stucco columns to match.
- 78. Sand all handrails to metal, patch, provide 2 coats of primer that is rust resistant, and paint at least 3 coats.
- 79. Power wash the entire brick façade after grout has been replaced and dried.
- 80. Paint the sensor over the porch to match brick color.
- 81. Cut clean out down to natural ground level. Install an access cover.
- 82. Attach the raised water line to the building foundation with uni-strut and pipe hangers. Insulate water pipes above ground with R-30 insulation; cover insulation with a armored jacket cover.
- 83. Repair the seam on the rain gutter above the air conditioning compressors.
- 84. Stucco column at corner is separating. Clean, repair, re-apply stucco to match existing color.
- 85. Repair trim around left rollup door that opens to main parking lot.
- 86. Replace screws on outside of building that do not make a proper seal.
- 87. Erase all pencil markings on exterior of metal building.
- 88. Install splash guards at all open downspouts.

Construction Documentation

89. Contractor to provide a clean lien from the bank on the building to Owner.
90. Contractor to provide all final Parish inspections and final acceptances to Owner.
91. Contractor to provide all warranties, operation and maintenance manuals with parts lists to Owner.
92. Provide all keys including electrical panels.
93. Correct all items noted from the Fire Marshal inspection, including final inspection and occupancy.