

New Administration Offices for Hidalgo County Pct. 2 & Other County Offices
Pharr, Texas

PUNCHLIST FOR BUILDING A: PCT. 2 ADMINISTRATION OFFICES, BUILDING D: TAX OFFICE; & BUILDING E: OFFICES FOR JUSTICES OF THE PEACE & CONSTABLE, EXCLUDING THE EXTERIOR IS INCLUDED HEREWITH.

Prepared by: Reynaldo Vargas, Architect, and Tomás René Canul , Project Manager

Date(s): November 19, November 22, and November 23

NOTE: FAILURE TO INCLUDE AN ITEM ON THE PUNCH LIST DOES NOT ALTER THE RESPONSIBILITY OF THE CONTRACTOR TO COMPLETE ALL WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

- I. It is the responsibility of the General Contractor to incorporate all defective items noted on the TDLR Inspection Report (to be issued at a later time) by the Registered Accessibility Specialist in order be in compliance with the Texas Accessibility Standards.**

01700 CONTRACT CLOSEOUT

PART 1 - GENERAL

- 1.01 **DESCRIPTION** : In anticipation of the completion of construction operations, the contractor shall, in compliance with project specification preparation, coordination, assembly and subsequent transmittal of project documents and records to the Architect for review as on of the prerequisites for certification of substantial completion and final payment.
- 1.02 **PROJECT RECORDS AND DOCUMENT REQUIRED PRIOR TO SUBSTANTIAL COMPLETION** : The required project records and documents for submittal prior to achievement of substantial completion shall include, but not necessarily be limited, to the following list of items (4) copies of each (unless otherwise noted) bound in (3) three ring binders, with the Project name, Owner's name, Architect's name, and Contractor's name.
1. Provide a list of all sub-contractors and the major suppliers of materials for the project including their business address and telephone numbers, and contract person(s) for Warranty work.
 2. Obtain and deliver to Architect, for delivery to Owner, all special tools necessary for maintenance, operation, or monitoring of equipment apparatus.
 3. Obtain and deliver to Architect, all printed information regarding special treatment such as tile, glass, wall coverings, floor coverings, cabinets, countertops, woodwork, plastic/fiberglass/acrylic surfaces, hardware, plumbing fixtures, HVAC filter/equipment, and light fixtures.
 4. Typewritten record of all tests made of materials, equipment and systems. All

such records shall state the date tests were conducted, and the names of all persons making and witnessing the tests, and citing unusual conditions relevant to the test. Documented tests shall include, but not be limited to the following:

- a. HVAC systems flow balancing charts, records and test reports.
 - b. Hot and cold water systems balancing and sterilizing charts, records and test reports including water heaters and element.
 - c. Complete electrical system test charts and reports.
 1. Power circuits
 - All power outlets
 - All GFI circuits
 - All circuit breakers
 - All equipment connections
 - All grounding systems
 2. Lighting Circuits
 - All interior lighting circuits and controls
 - All exterior lighting circuits and controls
 - All fixture mounting and connections
 - All emergency lighting
 3. Appliance and Equipment Circuits
 - Verify proper voltages
 - Verify proper operation
 - Test all equipment and appliances
 4. Fire alarm system tests
 5. Communication system tests
 - d. Doors, Hardware and Weather-stripping/operation test reports.
5. Manufacturer's printed instruction manuals describing operating, servicing, maintenance and repair of each item of equipment and apparatus, including a complete description of each item with all ratings, capacities, and characteristics along with full detailed parts lists including all numbered parts of each item.
 6. Written documentation indicating that the Owner has received all of the prescribed sessions of in-service training associated with systems, materials, equipment, maintenance, and procedures, including, but not limited to the following:
 - a. Plumbing Systems
 - b. Heating, Ventilating and Air Conditioning Systems
 - c. Electrical Systems
 1. Power

2. Lighting
 3. Fire Alarm
 4. Communication
7. Keys and key identification and written certification that all locks have been changed immediately prior to transmitting keys. All keys shall be transmitted to Owner at Substantial Completion. Owner shall disperse key(s) to Contractor to complete punch list.
 8. Warranties, Bonds, Guarantees, and Certifications.
 - a. General Contractor's 1 year Warranty
 - b. Termite Protection 5 year Guarantee
 - c. Roofing Contractor's 10 year Guarantee
 - d. Door Manufacturer's Guarantee(s)
 - e. Hardware Manufacturer's Guarantee(s)
 - f. Plumbing Contractor's Guarantee(s)
 1. General Guarantee
 2. Water Heater Guarantee(s)
 3. Fixtures and trim Guarantee(s)
 4. Special Equipment Guarantee(s)
 - g. HVAC Contractor's Guarantee(s)
 1. General Guarantee
 - h. Electrical Contractor's Guarantee(s)
 1. General Guarantee
 2. Panel and Equipment Guarantees
 3. Lighting Fixtures and Equipment Guarantee(s)
 4. Special Equipment Guarantee(s)
 - i. Hollow Metal Guarantee(s)
 - j. Toilet Partitions Guarantee
 - k. Specialties guarantee(s)
 - l. Kitchen Equipment, etc. Guarantee(s)
 9. Record / As built Drawings and Specifications (TWO SETS)
 10. Documents required by the General and Supplementary General conditions.
 11. Fire Chief/Marshall's inspection certificate
 12. Occupancy Permit
 13. Labels from all labeled doors, frames, assemblies, etc.
 14. Contractor's "punch list" of items to be completed
 15. Include Table of Contents with tabbed, rigid dividers between sections. Three

ring binders shall be white with clear plastic cover to receive front and side title information.

16. Such materials shall be included, by General Contractor, in a section entitled "**MAINTENANCE**".
17. Such test data shall be included within the 3-ring binder and within a section entitled "**TEST DATA**".
18. Such instruction manuals shall be included in the 3-ring binder and shall be entitled "**MANUALS**".
19. Such documentation shall be included within the 3-ring binder and within a section entitled "**IN-SERVICE TRAINING**".
20. Such key identification and documentation shall be included within the 3-ring binder and in a section entitled "**KEYS**".
21. Such warranties, Bonds, Guarantees and Certifications shall be included within separate sections within the 3-ring binder and shall be entitled "**BONDS**", "**CERTIFICATES**", "**GUARANTEES**".
22. Drawings shall be reduced to an 11" high height with width folded-in.
23. Sections shall each be tabbed and entitled with rigid dividers.

All above information is to be transmitted to Architect at one time prior to requesting substantial completion inspection.

1.03 **PROJECT RECORDS AND DOCUMENTS REQUIRED PRIOR TO FINAL PAYMENT**

The following project records and documents for submittal prior to final payment shall include, but not necessarily be limited to, the following list of items (4 copies of each):

1. General Contractor's written certification that all punch list items have been completed.
2. Certification of Contractor's affidavit of payment of debts and claims, AIA G706A.
3. Certification of Contractor's affidavit of release of Liens, AIA G706A.
4. Certificate of consent of surety company to final payment, AIA G707.
5. Documents required by the General and Supplementary General conditions.
6. Documents required by the General and Supplementary General Conditions.
7. Contractor's request for final payment.
8. Resolution of all allowances.

CLEANING UP: Leave all area in clean condition; remove from site all waste material, lumber, debris, etc. Glass windows to be thoroughly cleaned and washed, replace all broken glass.

BUILDING A: PCT. 2 ADMINISTRATION

102 - Lobby

North Wall

1. Remove excess paint from hollow metal door frame.
2. Properly clean return air grille.

East Wall

3. Install blank face plates at junction boxes.
4. Clean clerestory windows and frames.
5. Install fire extinguisher.
6. Remove scratches from Lexan pass through windows.
7. Caulk gaps around junction boxes.
8. Clean air diffuser grilles.
9. Apply final coat of paint to entire wall.

South wall

10. Clean clerestory windows and frames.
11. Clean hollow metal frame.
12. Install lite kit in solid core door.
13. Caulk gaps around junction box at light fixture.
14. Complete installation of glass in the hollow metal frame.
15. Repair bulge in the wall.

West wall

16. Remove paint from aluminum transom window.
17. Adjust closer at entrance doors to comply with Section 4.13.11 Door Opening Force 5 lbs/ft. of Texas Accessibility Standards.
18. Adjust trim at transom window.
19. Clean entire aluminum storefront.
20. Apply final coat of paint to entire wall.
21. Complete installation of drinking fountains.
22. Repair damage at wall.
23. Caulk j-box at light.

103 -Conference Room

North wall

24. Remove scuff marks from wall.
25. Repair corner of window opening.

East wall

26. Remove scuff marks from wall.
27. Complete installation of projector (electrical).

South wall

28. Install lite kit @ solid wood door.
29. Repair damage at wall adjacent to hall frame.
30. Remove all dirt and debris from top of millwork cabinet.
31. Install missing panels from under sink cabinet.
32. Water faucet for sink does not function.

West wall

33. Clean windows.

Ceiling

34. Install sections of missing grid.

Floor

35. Adjust floor box covers. Complete installation of face plate.

104 Corridor

North wall

36. Remove excess texture from exit sign.

East wall

37. Install missing ceiling tile.

South wall

38. Repair crack at corner of wall (top).

39. Correct top of wall which is out of plumb.

40. Faceplate at junction box is missing.

West wall

41. Install section of ceiling grid that is missing.

105 - Staff

North wall

42. Adjust ceiling grid; it's not plumb with wall.

East wall

43. Replace damaged ceiling grid at R/A grille.

44. Remove scuff marks from vinyl base.

South wall

45. Repair damage at top of corner of cased opening.

46. Adjust ceiling tiles to be flush with grid.

West wall

47. Reinstall moved ceiling tiles.

48. Remove scuff marks from vinyl base.

Floor

49. Remove scuff marks from floor.

106 - Commissioner's Office

North wall

50. Clean face plates at junction boxes.

51. Adjust face plate at network j-box.

52. Remove stain at sill of window.

East wall

53. Clean face plates.
54. Adjust face plate at blank j-box.
55. Remove scratches from hollow metal door.
56. Repair damage at hollow metal frame.
57. Install weatherstrip kit around entire door.
58. Clean exit sign.
59. Remove scuff marks from wall.

South wall

60. Clean hollow metal frame.
61. Clean marks on wall.
62. Clean thermostat housing.

West wall.

63. Install lite kit at wood door.
64. Install "on" label at light switch.
65. Caulk gaps at junction boxes.

Ceiling

66. Adjust grill @ air diffuser.
67. Adjust faceplate at light switch.

107 - Covered Patio

68. Remove all debris within area

108 - Storage

North wall

69. Install weatherstrip kit at exterior door.

East wall

South wall

70. Install door hardware. (Knob and strike are missing.)

West wall

West pipe chase

71. Install door hardware. (Knob and strike are missing.)
72. Install light fixture
73. Remove all debris from floor.
74. Remove excess material from pipes.
75. Adjust door; frame is out of plumb.

East pipe chase

76. Install door hardware. (Knob and strike are missing.)
77. Install light fixture
78. Remove all debris from floor.
79. Remove excess material from pipes.
80. Adjust door; frame is out of plumb.

109 - Restroom

North wall

81. Clean door and frame.
82. Adjust door closer.
83. Install correct light switch.

East wall

84. Clean toilet paper dispenser.

South Wall

85. Install mirror at sink.
86. Clean out all fixtures.
87. Install water line under sink or cap off.

West wall

88. Clean paper towel dispenser.

Floor

89. Clean all ceramic tile floor.

110 - Office

North wall

East wall

90. Adjust height of network j-box.

South wall

West wall

91. Clean & complete installation of windows.
92. Install lite kit @ door.
93. Remove excess paint from wall.
94. Adjust door closer to comply.

111 - Corridor

North wall

East wall

95. Clean all hollow metal frames & doors.

South wall

West wall

- 96. Clean thermostat housing.
- 97. Install fire extinguisher.
- 98. Install ceiling tile.

112 - Closet

- 99. Fix light switch which does not function.

113 - Receptionist

North wall

- 100. Clean countertop and excess debris in cabinet.

East wall

South wall

- 101. Adjust face plates at j-boxes.
- 102. Clean counter tops and excess debris in cabinets.

West wall

- 103. Finish painting wall around window frame
- 104. Clean Lexan at window.
- 105. Clean countertop & excess debris in cabinets.

Ceiling

- 106. Remove tape & paper from ceiling.
- 107. Complete installation of trim at windows.
- 108. Grommet cover is missing.

114 - Office

North wall

- 109. Sections of ceiling grid need to be installed.

East wall

- 110. Complete painting wall at corner.
- 111. Remove excess paint at vinyl/base.

South wall

- 112. Sections of ceiling grid need to be installed.
- 113. Clean face plates at j-boxes.

West wall

- 114. Clean window & frame.
- 115. Clean glass at door lite.

115 - Corridor

North wall

- 116. Clean doors & frames.

116 - Janitor

North wall

- 117. Clean out mop sink.
- 118. Clean all fixtures & lines.

South wall

- 119. Clean door & frame.

117 - Office

North wall

- 120. Adjust ceiling tiles.
- 121. Clean door and frame.

East wall

- 122. Remove scuff marks on wall.

South wall

- 123. Paint bottom corner of wall.

West wall

- 124. Install face plate and associated fixture at j-boxes.
- 125. Remove marking adjacent to outlet.

118 - Restroom

- 126. Clean all sanitary fixtures.

East wall

- 127. Clean toilet paper dispenser.
- 128. Clean grout throughout all ceramic tile .

South wall

- 129. Clean door and frame.
- 130. Remove tape from ceramic tile.

West wall

- 131. Clean paper towel dispenser.

Floor

- 132. Clean ceramic tile floor.

119 - Restroom

North wall

- 133. Clean door & frame.
- 134. Install label "on" at light switch.

East wall

- 135. Clean all sanitary fixtures.

South wall

- 136. Clean all sanitary fixtures.

West wall

- 137. Clean paper towel dispenser.

Floor

- 138. Clean ceramic tile floor

120 - Pipe chase

- 139. Clean floor
- 140. Remove excess materials from pipes
- 141. Install light fixture
- 142. Seal wall penetrations.

121 - Electrical

North wall

- 143. Repair wall at light switch.
- 144. Remove markings at vinyl base.
- 145. Label all circuits.

East wall

- 146. Repair wall adjacent to pipe chase door.
- 147. Clean door and frame to pipe chase.

South wall

- 148. Clean excess materials from electrical components.

122 - Breakroom

North wall

East wall

South wall

- 149. Clean countertop and clear cabinets of excess debris.
- 150. Verify panels under sink per submittal.
- 151. Adjust cabinet door to be flush.

123 - Office

North wall

- 152. Clean window and frame.
- 153. Repair door frame at strikes.

East wall

- 154. Reinstall vinyl base flush with wall.

South wall

- 155. Clean window frame.
- 156. Adjust gasket at window sill.

West wall

157. Clean vinyl base.

124 - TEI/NET

158. Ceiling tile is missing.

159. Readjust vinyl tile which is loose.

160. Seal all floor penetrations.

161. Install door hardware.

125 - Staff

North wall

162. Clean door lites.

163. Clean windows and frames.

East wall

South wall

164. Adjust window frame at head.

165. Clean windows and frames.

West wall

166. Repair damage at wall outlet.

126 Corridor

North wall

167. Repair scratches at frame to lobby.

168. Install fire extinguisher.

169. Complete installation at empty j-box.

East wall

South wall

170. Clean wall above door to office 127

West wall

171. Repair wall above pipe chase door.

127 - Office

North wall

172. Clean door frame.

East wall

South wall

173. Clean window and frame.

West wall

174. Clean windows and frames.

128 Pipe chase

- 175. Clean floor
- 176. Remove excess materials from pipes
- 177. Install light fixture
- 178. Seal wall penetrations.

129 - Restroom

- 179. Adjust closer
- 180. Clean all ceramic tile surfaces.
- 181. Clean all sanitary fixtures.
- 182. Install mirror over sink.

130 - Office

- 183. Clean door and frame.
- 184. Install faceplate at j-box.
- 185. Clean excess paint at ceiling.

BUILDING D: Tax Office

102 - Vestibule

186. Install face plate at empty j-box.
187. Remove scratches and paint from Lexan window.
188. Remove paint from shelf.
189. Repair wall at top of hollow metal frame.
190. Caulk all gaps where hollow metal frame meets with countertop shelf.

East wall

191. Install blank plates behind door closers.
192. Remove scratches from aluminum door and frame.
193. Caulk all exposed joints at aluminum frame.

South wall

194. Clean vinyl base.

West wall

195. Caulk all gaps around aluminum frame.
196. Complete installation of all window gaskets.
197. Remove and reinstall all trims at aluminum transom window.
198. Remove all tape and paint from aluminum door and frame.
199. Adjust weatherstrip kits to provide weatherproof conditions.
200. Complete installation of threshold and weatherstrip kit.
201. Adjust length of aluminum subsill to be flush strip kit with edge of frame.

103 - Alcove

202. Clean entire drinking fountain fixture.
203. Clean vinyl base.
204. Complete installation of light fixture.
205. Clean doors and frames.

104 - Men's Restroom

206. Complete installation of light switch. (Power is set to "on" but no switch exists.)
207. Install mirror.
208. Clean all sanitary fixtures.
209. Clean all ceramic tile surfaces.
210. Adjust cleanout at drain. (Water is leaking through.)
211. Install tabs at exhaust grille to conceal screws.

105 - Chase

212. Remove debris and extra supplies stored.
213. Clean floor.
214. Reverse "on"/"off" switch for light.

106 - Women's Restroom

215. Remove excess materials from light lens.
216. Clean all ceramic tile surfaces.
217. Clean all sanitary fixtures.
218. Install mirror.

107 - Motor Vehicles

East wall

- 219. Remove all scratches and excess materials from Lexan windows and frames.
- 220. Remove paint and dirt from panels beneath transaction windows.
- 221. Caulk all gaps where hollow metal frame meets with countertop shelf.
- 222. Remove paint from face plate.
- 223. Remove debris from all light fixtures.
- 224. Repair wall at edge of each air diffuser.
- 225. Clean vinyl base.
- 226. Caulk corners of wood trim and walls of panels beneath countertop shelf.

South wall

- 227. Remove all scratches and excess materials from Lexan windows and frames.
- 228. Remove paint and dirt from panels beneath transaction windows.
- 229. Caulk all gaps where hollow metal frame meets with countertop shelf.
- 230. Remove debris from all light fixtures.
- 231. Clean vinyl base.
- 232. Caulk corners of wood trim and walls of panels beneath countertop shelf.
- 233. At HCP transaction shelf, repair laminate joint to be flush and continuous.

West wall

- 234. Install face plate at j-box.
- 235. Remove all debris from light fixtures.
- 236. Remove paint from aluminum doors and frames.
- 237. Adjust northern most door to eliminate gap at bottom.
- 238. Clean all clerestory windows.

108 - Property Taxes

North wall

- 239. Remove all scratches and excess materials from Lexan windows and frames.
- 240. Remove paint and dirt from panels beneath transaction windows.
- 241. Caulk all gaps where hollow metal frame meets with countertop shelf.
- 242. Remove debris from all light fixtures.
- 243. Clean vinyl base.
- 244. Caulk corners of wood trim and walls of panels beneath countertop shelf.

East wall

- 245. Install face plate at empty j-box.
- 246. Install fire extinguisher in cabinet.
- 247. Repair scratches in wall above outlets.
- 248. Clean door and frame.
- 249. Clean vinyl base.

West wall

- 250. Remove film from Lexan windows.
- 251. Remove scratches and paint from Lexan windows.
- 252. Remove paint from vinyl base.
- 253. Remove debris from all light fixtures.

109 - Reception/Security

North wall

254. Remove stain from wall.

East wall

255. Clean door, door lite, and hollow metal frame.

256. Remove scratches and paint from Lexan windows.

257. Repair base at cabinet.

South wall

258. Caulk gaps where frames and counter meet.

259. Remove scratches and paint from Lexan windows.

260. Clean all millwork surfaces.

110 - Storage

261. Clean ceramic tile surfaces.

262. Repair damage at ceiling.

263. Clean light lens.

264. Remove debris from mop sink.

111 - Work room

265. Apply correct finish to front panel at knee space.

266. Remove dirt and debris from top of cabinet.

267. Clean all millwork surfaces.

268. Remove excess materials from water entrance enclosure for refrigerator.

269. Clean vinyl base.

270. Reinstall light fixture.

271. Remove stain from ceiling grid.

272. Clean all aluminum window frames and glass.

112 - Women's Restroom

273. Repair ceiling at exhaust grille.

274. Remove paint from floor and wall at door.

275. Clean all ceramic tile surfaces.

276. Clean all sanitary fixtures.

277. Install mirror.

113 - Chase

278. Remove debris and extra supplies stored.

279. Clean floor.

280. Reverse "on"/"off" switch for light.

114 - Men's Restroom

281. Remove trash from floor.

282. Clean all ceramic tile surfaces.

283. Clean all sanitary fixtures.

284. Install mirror.

115 - Alcove

- 285. Clean all doors and frames.
- 286. Clean all vinyl base.
- 287. Repair wall partition adjacent to men's restroom. Wall is out of plumb.

116 - Tax tellers

North wall

- 288. Install fire extinguisher in cabinet.
- 289. Clean vinyl base.
- 290. Clean all doors and frames.

East wall

- 291. Remove tape from wall under countertop.

South wall

- 292. Remove all scratches and paint from Lexan windows.
- 293. Clean all millwork surfaces.
- 294. Caulk gaps where hollow metal frame meets countertop shelf.
- 295. Infill gap at wall beneath HCP transaction countertop.
- 296. Clean all vinyl base.

West wall

- 297. Clean all doors and frames.
- 298. Remove paint from wall.

117 - Electrical

- 299. Remove temporary filter from R/A grille.
- 300. Remove excess materials from electrical components.
- 301. Repair damage at wall below panel.
- 302. Finish painting wall below panels.
- 303. Clean all vinyl base.

118 Network

- 304. Cap off conduits flush with floor and seal penetrations.
- 305. Clean vinyl base.

119 - Work area

- 306. Install face plate at empty j-box.
- 307. Replace damaged light lens.

120 Tax Storage

- 308. Clean vinyl base.
- 309. Install emergency battery pack as required.
- 310. Remove paint from wall.
- 311. Clean door and frame both sides.

121 - Vestibule

- 312. Install face plates at empty j-boxes.
- 313. Clean all millwork surfaces.

314. Install weatherstrip kit at exterior door.

123 - Supervisor

North wall

315. Clean all vinyl base.

316. Adjust R/A grille to eliminate gaps.

East wall

317. Clean aluminum window frame.

318. Install emergency battery pack as required.

South wall

319. Clean ceiling grid.

West wall

320. Remove paint from face plate.

124 - Tax/Auto Asst. Supervisor

321. Adjust R/A grille to eliminate gaps.

322. Clean all aluminum window frames.

323. Clean all vinyl/base.

324. Install emergency battery pack as required.

125 - Head Cashier

325. Install all screws at door lite kit.

326. Clean all aluminum window frames.

327. Clean all vinyl base.

328. Adjust R/A grille to eliminate gaps.

329. Install emergency battery pack as required.

126 - Vault

330. Clean door and frame on both sides.

331. Repair ceiling at R/A grille.

332. Install V.C.T. as required.

333. Complete installation of door hardware. (Heavy duty hinge is missing.)

127 - Auto Tellers

East wall

334. Remove paint from wall.

335. Install fire extinguisher in cabinet.

336. Clean vinyl base.

337. Replace damaged light lens.

West wall

338. Remove scratches and paint from Lexan windows.

339. Caulk gaps where hollow metal frame meets countertop shelf.

340. Clean all millwork surfaces.

341. Repair wall at southern most j-boxes.

342. Clean all vinyl base.

128 - Work Station

- 343. Clean vinyl base.
- 344. Install face plate at empty j-box.
- 345. Install weatherstrip kit at exterior door.

130 - Auto Tellers

North wall

- 346. Remove all scratches and paint from Lexan windows.
- 347. Caulk gaps where hollow metal frame meets countertop shelf.
- 348. Infill gap at wall beneath HCP transaction countertop.
- 349. Clean all millwork surfaces.
- 350. Clean all vinyl base.
- 351. Reinstall network face plate.

South wall

- 352. Clean all millwork surfaces.
- 353. Clean all aluminum window frames.
- 354. Clean all vinyl base.

West wall

- 355. Repair damage at wall by door.
- 356. Clean door and frame.

131 - Motor Vehicle Storage

- 357. Clean all vinyl base.
- 358. Replace light switch sensor.
- 359. Paint wall above door.
- 360. Remove paint from ceiling grid.

BUILDING E: J.P. 1 & 2 AND CONSTABLE'S OFFICE

102 - Lobby

North wall

- 361. head of aluminum door frame to eliminate gap.
- 362. Remove excess materials from aluminum door and frame.
- 363. Install blank face plate at open j-box.
- 364. Install missing ceiling tile and R/A grille.

East wall

- 365. Install missing face plate at j-box.
- 366. Clean vinyl base.

South wall

- 367. Remove film from Lexan windows.
- 368. Remove scratches and clean window.
- 369. Repaint areas of wall that were repaired.

West wall

- 370. Repaint areas of wall that were repaired.
- 371. Clean aluminum windows and frames.

103 - Administrative Support Area

North wall

- 372. Remove film from Lexan window.
- 373. Install "on" label on light switch.
- 374. Install grommet at reception desk.
- 375. Repaint wall beneath reception desk.
- 376. Replace damaged drawer at reception desk.
- 377. Clean top of reception desk.

East wall

- 378. Remove dirt and debris from the top of wall mounted cabinets.
- 379. Repaint wall around face plates.

South wall

- 380. Install missing V.C.T.
- 381. Remove suff marks from vinyl base.
- 382. Remove dirt and debris from top of cabinets.

West wall

- 383. Remove paint from vinyl base.
- 384. Remove excess materials from aluminum window frames.

104 - Storage

North wall

- 385. Remove paint from vinyl base.
- 386. Replace light switch; lights do not turn off.

East wall

- 387. Clean vinyl base.
- 388. Repair damaged air diffuser.

South wall

- 389. Install missing ceiling grid.
- 390. Remove stains at ceiling grid.

West wall

- 391. Install R/A grille
- 392. Clean vinyl base.
- 393. Remove stains at ceiling grid.

105 - Corridor

- 394. Install R/A grille.
- 395. Clean vinyl base.
- 396. Clean doors and frames.
- 397. Install missing ceiling grid.

106 - Restroom

- 398. Repair top of corner of hollow metal frame.
- 399. Clean all sanitary fixtures.
- 400. Clean all ceramic tile surfaces.
- 401. Install mirror.

107 - Chase

- 402. Repair wall around light fixture.

Corridor

- 403. Remove excess paint from exterior door frame.
- 404. Repaint section of wall adjacent to light switch.

109 - Break Room

North wall

- 405. Install R/A grille.

East wall

- 406. Remove dirt and debris from top of cabinet.

South wall

- 407. Clean ceiling grid around air diffuser.

West wall

- 408. Remove excess paint from vinyl base and outlet.

110 - Electrical

- 409. Adjust door hardware. (Door does not latch.)
- 410. Install gypsum board at hinge side of pipe chase door.
- 411. Remove paint from wall outlet and vinyl base.
- 412. Install "on" label on light switch.
- 413. Label all circuits.

111 - Chase

- 414. Clean floor.
- 415. Remove excess materials from pipes.
- 416. Install light fixture.
- 417. Seal wall penetrations.

112 - Restroom

- 418. Adjust sensor at light switch.
- 419. Clean all sanitary fixtures.
- 420. Clean all ceramic tile surfaces.

113 - Chambers

- 421. Install vinyl tile.
- 422. Install missing face plate at j-box.
- 423. Install missing R/A grille
- 424. Clean hollow metal frame.
- 425. Install missing ceiling grid.
- 426. Remove excess paint from vinyl base.
- 427. Install vinyl base and flooring at platform leading to judge's bench.
- 428. Fix emergency light fixture that does not turn on completely.

114 - Closet

- 429. Clean vinyl base.
- 430. Reinstall light switch; it does not function.
- 431. Repair damage at bottom of door frame.

115 - Jury

- 432. Replace damaged light fixture above door.
- 433. Remove paint from counter top and face panel at sink.
- 434. Remove all dirt and debris from top of cabinet.
- 435. Clean vinyl base.
- 436. Door frame does not have latch.
- 437. Adjust door closer; door does not close.

116 - Storage

- 438. Install R/A grille.
- 439. Install missing ceiling grid.
- 440. Clean vinyl base.
- 441. Battery pack light fixture is missing.

117 - Janitor

- 442. Clean floor.
- 443. Remove excess materials from pipes.
- 444. Install light fixture.
- 445. Seal wall penetrations.

118 - Pipe Chase

- 446. Clean floor.
- 447. Remove excess materials from pipes.
- 448. Install light fixture.
- 449. Seal wall penetrations.

119- Chase

- 450. Remove extra pieces of millwork.
- 451. Install light fixture.
- 452. Remove excess debris from room.

120 - Men's Restroom

- 453. Clean all ceramic tile.
- 454. Clean all sanitary fixtures.
- 455. Remove piece of millwork stored.
- 456. Install mirror.

121 - Women's Restroom

- 457. Install missing ceramic tiles
- 458. Install mirror.
- 459. Clean all sanitary fixtures.
- 460. Remove piece of stored millwork.

122 - Lobby

North wall

- 461. Remove excess paint from drinking fountains.
- 462. Install face plate at j-box.
- 463. Clean clerestory windows.
- 464. Clean vinyl base.
- 465. Remove debris from light fixture.

East wall

- 466. Repaint portion of wall at hollow metal frame.
- 467. Remove debris from light fixtures.
- 468. Clean vinyl base.

South wall

- 469. Remove debris from light fixtures.
- 470. Clean vinyl base.

West wall

- 471. Clean all windows and frames.
- 472. Remove debris from light fixtures.

123 Chase

473. Remove debris from floor.

124 - Justice of the Peace Place Two

- 474. Reinstall thermostat.
- 475. Install face plate at empty j-box.
- 476. Clean vinyl base.
- 477. Light above exit door does not function.

East wall

- 478. Install face plate at empty j-box.
- 479. Install weatherstrip kit at exterior door.
- 480. Install scheduled floor finish at judge's bench.
- 481. Install vinyl base at judge's bench.
- 482. Repair wall at south side of judge's bench.

South wall

483. Clean vinyl base.

West wall

- 484. Install fire extinguisher in cabinet.
- 485. Repair wall at fire extinguisher cabinet.
- 486. Complete installation of trim at windows.

Ceiling

487. Light fixture at center of room does not function.

126 - Network room

- 488. Install scheduled door and hardware.
- 489. Battery pack light fixture is not installed.

127 - Corridor

- 490. Install R/A grille/
- 491. Clean floors.
- 492. Clean vinyl base.
- 493. Repair damage at east wall by exit.
- 494. Install weatherstrip kit at exterior door.

128 - Constable Office

North wall

- 495. Reinstall network face plate.
- 496. Clean vinyl base.
- 497. Install R/A grille.

East wall

498. Remove paint from outlet.

South wall

- 499. Clean vinyl base.
- 500. Remove paint from ceiling grid.
- 501. Clean lite at door.

West wall

502. Remove paint from face plate.

129 - Corridor

503. Remove tape from hinges at door to courtroom.

504. Remove paint from door.

505. Adjust closer at door to courtroom; door does not close completely.

506. Install R/A grille

507. Clean floors.

508. Install face plate at j-box outside constable's office.

130 - Closet

509. Clean door and frame.

510. Install gypsum board ceiling.

511. Install door silencers.

131 - Restroom

512. Lights and exhaust do not turn off automatically.

513. Clean all ceramic tile

514. Clean all sanitary fixtures.

515. Install mirror.

516. Remove tape from floor drain.

132 - Chase

517. Remove excess materials from room.

133 - Secured Storage

518. Fix the light that does not function.

519. Install all door closers.

134- Chief Deputy

North wall

520. Clean vinyl base.

East Wall

521. Clean vinyl base.

522. Remove paint from outlet.

South wall

523. Repaint wall around j-box face plate.

West wall

524. Battery pack at light fixture is not installed.

135 - Corridor

North wall

525. Install missing ceiling tile.

South wall

- 526. Remove paint from ceiling grid.
- 527. Install fire extinguisher.

136 - Staff

North wall

- 528. Install R/A grille.

South wall

- 529. Remove paint from face of millwork.
- 530. Remove dirt and debris from top of cabinet.

West wall

- 531. Clean door and frames
- 532. Repair wall at top of pipe chase door.

137 - Chase

- 533. Remove debris from chase.

138 - Restroom

- 534. Clean all ceramic tile.
- 535. Clean all sanitary fixtures.
- 536. Install mirror.
- 537. Light switch does not work properly. (After first "on" and "off," the unit begins to turn on and off several times.)

139 - Work Area Receptionist

North wall

- 538. Remove dirt and debris from top of cabinets.
- 539. Remove excess dirt from drawers and cabinets.
- 540. Install R/A grille.

East wall

- 541. Clean and remove scratches from Lexan window.
- 542. Install all window kit at Lexan window.
- 543. Remove excess dirt from within drawers and cabinets.

South wall

- 544. Install fire extinguisher in cabinet.

Wet wall

- 545. Remove excess dirt from within drawers and cabinets.
- 546. Remove paint from vinyl base.

140 - Lobby

North wall

- 547. Clean aluminum door and frame
- 548. Install face plate at j-box.

East wall
N/A

South wall
549. Remove paint from door and frame.

West wall
550. Remove scratches and paint from Lexan window.

166 - Conference Room

North wall
551. Clean vinyl base.

East wall
552. Remove tape from door frame.

South wall
553. Install missing ceiling tiles.
554. Complete installation of projection screen.
555. Repair damage at wall.

West wall
556. Clean vinyl base.
557. Clean windows and frames.

142 - Lobby

North wall
558. Remove paint from door frame.
559. Remove film from Lexan window.
560. Clean counter top.

East wall
561. Install face plate at empty j-box.

South wall
562. Clean aluminum door and frame.
563. Adjust head of aluminum door (There is a gap at the top of the door.)
564. Clean vinyl base.

West wall
565. Clean aluminum windows.

143 - Administrative Support Area

North wall
566. Remove dirt and debris from top of cabinet.
567. Remove paint from face of cabinets.
568. Remove and reinstall select V.C.T. that is not properly adhered.
569. Install R/A grille.

South wall

- 570. Fix the broken light switch sensor. (Light does not automatically turn on.)
- 571. Clean millwork tops.

West wall

- 572. Clean windows and frames.
- 573. Clean millwork tops.

144 - Storage

- 574. Clean floor.
- 575. Remove excess materials from pipes.
- 576. Install light fixture.
- 577. Seal wall penetrations.

145 - Corridor

- 578. Remove plastic from pipe chase door.
- 579. Clean exterior door and frame.
- 580. Install weatherstrip kit at exterior door.
- 581. Clean vinyl base.

149 - Storage

- 582. Remove paint from ceiling grid.
- 583. Install missing ceiling tile.
- 584. Paint roof access ladder.

150- Break Room

- 585. Clean millwork countertop.
- 586. Remove all dirt and debris from top of cabinets.
- 587. Clean vinyl base.

151 - Electrical

- 588. Clean all electrical components.
- 589. Remove plastic from doors.
- 590. Replace damaged ceiling tile.
- 591. Clean vinyl base.

152 - Chase

- 592. Remove plastic from door.
- 593. Remove extra equipment.
- 594. Remove dirt and debris from floor.
- 595. Install light fixture.
- 596. Adjust door and frame. (The door does not close).

153 - Restroom

- 597. Light fixture does not function.
- 598. Clean ceramic tile.
- 599. Clean sanitary fixtures.
- 600. Install mirror.
- 601. Remove tape from floor drain.

156 - Jury Room

- 602. Adjust door closer.
- 603. Remove dirt and debris from top of cabinets.
- 604. Clean sink.
- 605. Clean vinyl base.
- 606. Caulk gaps at backsplash and countertop.

158 - Justice of the Peace Place One

North wall

- 607. Remove paint from vinyl base.
- 608. Adjust vinyl base.
- 609. Light switches do not function currently.

East wall

- 610. Clean vinyl base.
- 611. Install face plate at empty j-box.
- 612. Install finished floor at judge's bench.
- 613. Install vinyl base at judge's bench.
- 614. Install weather strip kit at exterior door.
- 615. Remove excess metal studs stored at judge's bench.

South wall

- 616. Reinstall thermostat.
- 617. Install face plate at empty j-box.

West wall

- 618. Clean door, window, and frame; install trim at windows.
- 619. Install fire extinguisher in cabinet.

159 - Chase -

- 620. Clean floor.
- 621. Remove excess materials from pipes.
- 622. Install light fixture.
- 623. Seal wall penetrations.

160 - Janitor

- 624. Clean floor.
- 625. Remove excess materials from pipes.
- 626. Install light fixture.
- 627. Seal wall penetrations.

161 - Men's Restroom

- 628. Install mirror.
- 629. Clean all ceramic tile.
- 630. Clean all sanitary fixtures.
- 631. Adjust light lens.
- 632. Remove excess paint from bottom of door frame and floor.

162 - Chase

- 633. Remove debris from floor.

163 - Women's Restroom

- 634. Clean all ceramic tile.
- 635. Clean all sanitary fixtures.
- 636. Install mirror.

164 - Lobby

North wall

- 637. Repair joint at furrdown.

East wall

- 638. Remove scuff marks from wall.
- 639. Repair wall around air diffusers.
- 640. Clean door and frame.

South wall

- 641. Install face plate at empty j-box.
- 642. Complete installation of drinking fountain.

West wall

- 643. Clean windows and frames.

165 - Chase

- 644. Remove dirt and debris from floor.
- 645. Fill in wall at structural steel column.
- 646. Clean door and frame.

Punch List

Project: New Pct. #2 Administration Offices
Bldg. A, D & E. **Date:** 11.30.10
Architect: V.A. Architecture **Time:** 10:00 AM

Contractor:
D. Wilson Construction - (Casimiro)

The following is a list of items to be completed or corrected by the contractor. The failure to include any item on this list does not relieve the contractor of his responsibilities to complete all work in accordance with the contract documents. Mechanical, Electrical, and Plumbing items requiring attention are as follows:

Mechanical:

1. Provide missing opposed blade damper at all ceiling mount supply air diffusers per air device schedule.
2. Return air device at Building 'D', room #131 does not match others; provide the equivalent 50-F model per air device schedule.
3. Remove all air filters from return air devices prior to substantial completion.
4. Return air devices in Building 'D', rooms 123, 124 & 126 require better installation finish-out.
5. Verify duct connection exists onto return air device at Building 'E', room #149.
6. Replace damaged access panel at RTU-2D.
7. As per fan coil unit schedule, all Fan Coil Condensing Units are to be mounted on a roof curb. Provide and install curbs to mount Fan Coil Condensing Units. Also, furnish aluminum jacket elbows and refrigerant line roof supports as required.
8. Provide test and balance report.
9. Provide owner with operation and maintenance manuals.
10. Provide training session for owners operation personnel.
11. Provide owner with extra set of filter(s).

Electrical:

1. Replace all malfunctioning Occupancy Sensors. Several sensors were not functioning properly.
2. Verify all receptacles and data outlets are furnished at ceiling for projectors at conference rooms.
3. Verify all light fixtures are working properly and replace all broken lenses.
4. Furnish and install GFCI receptacles at all locations noted on plan. Several GFCI receptacles were standard receptacles with no GFI protection.

5. Furnish and install 3-Way Occupancy Sensors at Commissioner 106, Justice of the Peace Place One 158, Chamber 154, Justice of the Peace One 124, Chamber 113, Judge 157, and Judge 125.
6. Replace broken circuit breaker at Panel RE.
7. Solar Array shall be cleaned prior to substantial completion.

Plumbing:

1. Provide pipe insulation and aluminum jacket for main water line entering the buildings.
2. Provide cleanout plug in Building "A", Chase 120. Please verify.
3. Restroom at Building "D", Men's 114 faucet's cold water was not functioning properly. Please verify.
4. Wall hydrant located on Building "E", east side exterior wall was not provided. Please verify.
5. All Restroom floor drains shall be primed from water closet in lieu to lavatory tail piece connection.
6. Provide pipe insulation and aluminum jacket on all condensate drain lines serving rooftop units. Please verify.
7. 4" Floor cleanout located in Building "E", Storage Room 103 was not provided. Please verify.
8. 2-way Yard cleanout located on South East of Building "E" was not placed in a cast-in concrete. Please verify.
9. In general, verify Water Heater on Building "D" and "E" are working properly. No hot water is currently available.
10. Flush water piping system until dirty water does not appear at outlets.
11. Drinking fountains: adjust fixture flow regulators for proper flow and stream height.
12. Provide owner with operation and maintenance manuals.
13. Provide training session for owners operation personnel.

Signed: Luis Javier Pena, PE; Abram L. Dominguez, PE

D. Wilson Construction Punchlist

November 24, 2010

Hidalgo County Pct. 2

Building "A"

General

Final Cleanup

Seal all exposed concrete floors

Clean / touchup all HM frames

Remove plastic from all doors

Portico #101

1 Clean CMU

2 Clean Stucco

3 Repair Concrete Floor

Lobby #102

4 Remove all marks on storefront doors & frames

5 Install/repair storefront frame at transom

6 Repair patch below exit sign at door #1

7 Repair patch on upper left corner of window frame between 102 & 103

8 Clean A/C grill on north wall

9 Install cover plate above fire extinguisher cabinet

10 Install fire extinguisher

11 Adjust cover plate at indirect lighting on east & west walls

12 Clean / replace base @ southeast corner between doors 6 & 29

Conference #103

13 Touchup HM frame between rooms 102 & 103

14 Touchup / repair column at west wall near sink / cabinet

15 Install missing ceiling grid "T's" at center row

16 Install bronze floor box

Corridor #104

17 Install cover plate on south wall

18 Install missing ceiling grid "T" above door 6

19 Missing ceiling tile above door 7

Staff #105

20 Reinstall ceiling tiles at north & west walls

21 Clean base

Commissioner #106

22 Repair upper left corner of HM frame at door 8

Covered Patio #107

23 Touchup / repair HM doors & frames

24 Repair concrete floor

25 Repair brick ledge at door 3

26 Remove tar from concrete

Storage #108

27 Missing locksets at doors 14A & 14B

28 Clean chases

29 Clean floor

30 Touchup / paint conduits behind roof access ladder

Restroom #109

- 31 Clean floor
- 32 Clean upper left corner of door frame
- 33 Regrout tile at right side of door frame and throughout
- 34 Install Mirror

Office #110

- 35 Install window stops
- 36 Remove blue paint on west wall above door
- 37 Remove paint on lower left of east wall
- 38 Clean / touchup HM frame

Corridor #111

- 39 Install missing ceiling grid "T's" above door 9
- 40 Clean / touchup window frame @ Office 114

Closet #112

- 41 Light does not work

Reception #113

- 42 Install missing window stops @ window C
- 43 Clean counters
- 44 Clean / replace base @ southeast niche

Office #114

- 45 Missing ceiling grid "T's" @ north & south walls
- 46 Clean / touchup HM frame

Corridor #115

- 47 Install missing fire extinguisher
- 48 Clean / touchup door / frame 5

Janitor #116

- 49 Clean / touchup door frame & hinges
- 50 Replace VCT @ southwest corner - right side of door
- 51 Clean mop sink
- 52 Replace defective tile at mop sink

Storage #117

- 53 Install cover plate on west wall
- 54 Repair around plug on west wall

Restroom #118

- 55 Clean floor
- 56 Install mirror
- 57 Clean / touchup door frame

Restroom #119

- 58 Clean floor
- 59 Install mirror
- 60 Clean / touchup door frame

Chase #120

- 61 Remove exposed metal studs
- 62 Patch all voids
- 63 Touchup all walls

Electrical #121

- 64 Clean / touchup door frames
- 65 Tape, float, texture & paint right side of door to Chase 120

Break Room #122

- 66 Clean / touchup door frames
- 67 Clean counter

Office #123

- 68 Adjust base at east wall below plug
- 69 Clean base
- 70 Repair frame (no electric strike required)

Telephone / Network #124

- 71 Clean / touchup frame
- 72 Touchup all walls
- 73 Replace VCT on north wall @ northwest & northeast corners
- 74 Missing ceiling tile A northeast corner

Staff #125

- 75 Repair / repaint door frames
- 76 Repair sheetrock on west wall below outlet

Corridor #126

- 77 Install window stops @ window between 126 & 102
- 78 Repair / repaint HM frames 102 & 126
- 79 Install cover plate next to door 21
- 80 Install fire extinguisher
- 81 Repair / patch around HM frames
- 82 Adjust ceiling tile above door 23

Office #127

- 83 Repair / repaint door frame

Pipe chase #128

- 84 Remove exposed metal studs
- 85 Install pipe insulation
- 86 Patch all voids
- 87 Install light bulb
- 88 Patch behind light fixture
- 89 Tape, float, texture & paint around door frame
- 90 Touchup all walls

Restroom #129

- 91 Clean floor
- 92 Install mirror
- 93 Clean grout
- 94 Remove paint on tile walls

Office #130

- 95 Install cover plate on west wall
- 96 Clean ceiling grid & tile on west wall - mid room

End of Punchlist for Building "A"

D. Wilson Construction Punchlist
November 30, 2010
Hidalgo County Pct. 2
Building "D"

General

Final Cleanup
Seal all exposed concrete floors
Clean / touchup all HM frames
Remove plastic from all doors

Portico #101

- 1 Clean CMU
- 2 Clean Stucco

Lobby #102

- 3 Install door #1 correctly
- 4 Trim missing on north door #1 @ panic
- 5 Door #1 needs adjusting towards center
- 6 Install threshold
- 7 Adjust window gaskets
- 8 Clean aluminum doors & frames
- 9 Install cover plate on north wall left of pass thru window
- 10 Remove film from pass thru window & clean
- 11 Clean floor

Alcove #103

- 12 Clean water fountain
- 13 Clean / replace base
- 14 Patch / repaint door frames and around frames

Men #104

- 15 Light switch missing
- 16 Install mirror
- 17 Clean floor

Chase #105

- 18 Remove exposed metal studs
- 19 Install pipe insulation
- 20 Patch all voids
- 21 Touchup all walls

Women #106

- 22 Install mirror
- 23 Clean floor

Motor Vehicle #107

- 24 Clean storefront doors & frames
- 25 Install cover plate @ closers
- 26 Install cover plate on south side of west wall
- 27 Clean base
- 28 Adjust right door #7
- 29 Remove film from pass thru windows

Property Taxes #108

- 30 Clean storefront doors & frames
- 31 Install cover plate @ closers
- 32 Install cover plate on west wall above fire extinguisher
- 33 Clean base
- 34 Adjust right door #7
- 35 Remove film from pass thru windows

Reception / Security #109

- 36 Remove film from pass thru windows
- 37 Touchup frames & around frames
- 38 Clean base

Storage #110

- 39 Touchup walls
- 40 Repair VCT behind door @ north wall
- 41 Clean sink & tile

Work Room #111

- 42 Touchup frame & around frame
- 43 Clean base
- 44 Patch / repaint @ upper left of door
- 45 Clean window frames

Women #112

- 46 Clean wall & floor tile @ lower left side of door frame
- 47 Clean floor
- 48 Install mirror

Chase #113

- 49 Electrical switch upside down
- 50 Remove exposed metal studs
- 51 Install pipe insulation
- 52 Patch all voids
- 53 Touchup all walls

Men #114

- 54 Clean floor
- 55 Install mirror
- 56 Remove paint on grout on right side of frame

Alcove #115

- 57 Clean base
- 58 Touchup walls

Tax Teller #116

- 59 Remove stain on lower left of door #14
- 60 Touchup frame & around frame
- 61 Clean base
- 62 Clean windows

Electrical #117

- 63 Remove filter from R/A
- 64 Clean base
- 65 Patch / paint behind conduits

Network #118

- 66 Clean base
- 67 Replace VCT on south wall
- 68 Install cover plate on west wall
- 69 Replace ceiling tile on east wall & above A/C

Work Area #119

- 70 Replace VCT on south wall
- 71 Install cover plate on west wall

Tax Storage #120

- 72 Clean / replace ceiling grid above door
- 73 Clean base
- 74 Patch / touchup around J-Box & walls @ roof access area

Vestibule #121

- 75 Install cover plate on north wall
- 76 Clean counters
- 77 Repair / touchup @ right side of door #2
- 78 Touchup / repair door & frame @ door #2

Alcove #122

- 79 Clean CMU
- 80 Clean Stucco
- 81 Clean concrete
- 82 Touchup / repaint door & frame
- 83 Patch brick ledge @ left side of door

Supervisor #123

- 84 Adjust ceiling grid / ceiling tile @ R/A
- 85 Patch / touchup left side of door
- 86 Clean / replace ceiling grid above door
- 87 Clean base
- 88 Clean window frames

Tax / Auto Assistant Supervisor #124

- 89 Touchup frame & around frame
- 90 Clean base
- 91 Clean / replace ceiling grid above door
- 92 Clean window frames
- 93 Missing ceiling grid "T's" @ R/A

Head Cashier #125

- 94 Touchup frame & around frame
- 95 Missing screws @ lite kit
- 96 Clean base
- 97 Clean window frames
- 98 Adjust ceiling grid / ceiling tile @ R/A

Vault #126

- 99 Clean / touchup stucco & CMU
- 100 Base?
- 101 Touchup / repaint door & frame
- 102 Patch stucco around R/A

Auto Tellers #127

- 103 Clean base
- 104 Remove film from pass thru windows
- 105 Touchup frame & around frame
- 106 Clean / replace ceiling grid above door #18
- 107 Adjust base @ right of door #18

Work Station #128

- 108 Clean base
- 109 Install cover plate @ right of door #3
- 110 Touchup door / frame @ door #3 & door #21

Alcove #129

- 111 Caulk @ stucco to CMU connection
- 112 Clean CMU
- 113 Clean Stucco
- 114 Clean concrete
- 115 Touchup frame & around frame
- 116 Patch brick ledge @ left side of door

Auto Tellers #130

- 117 Remove film from pass thru windows
- 118 Clean base
- 119 Clean window frames
- 120 Touchup frame & around frame
- 121 Clean counters
- 122 Patch lower left @ door #22
- 123 Recaulk counter splash

Motor Vehicle Storage #131

- 124 Clean base
- 124 Touchup frame & around frame
- 126 Touchup walls

End of Punchlist for Building "D"

D. Wilson Construction Punchlist
November 24, 2010
Hidalgo County Pct. 2
Building "E"

General

Final Cleanup
Seal all exposed concrete floors
Clean / touchup all HM frames
Remove plastic from all doors

Porch #101

- 1 Clean CMU
- 2 Clean Stucco

Lobby #102

- 3 Clean aluminum door
- 4 Install cover plate between doors 1 & 9
- 5 Install cover plate on east wall
- 6 Install ceiling tile above door 9
- 7 Remove film from pass thru window
- 8 Touchup window frames & west wall

Administrative Support Area #103

- 9 Missing VCT
- 10 Remove film from pass thru window
- 11 Clean counter

Storage #104

- 12 Touchup door frame & on rightside
- 13 Missing ceiling grid "T's" @ south wall
- 14 Remove filter from R/A
- 15 Clean base

Corridor #105

- 16 Remove filter from R/A
- 17 Touchup frames & around
- 18 Install fire extinguisher
- 19 Clean base

Restroom #106

- 20 Clean floor
- 21 Install mirror
- 22 Touchup frame

Chase #107

- 23 Remove exposed metal studs
- 24 Install pipe insulation
- 25 Patch all voids
- 26 Touchup all walls

Corridor #108

- 27 Clean / touchup frames & around frames
- 28 Clean base
- 29 Touchup door #8

Break Room #109

- 30 Clean / touchup frames & around frames
- 31 Clean base
- 32 Remove filter from R/A
- 33 Remove scratches on VCT

Electrical #110

- 34 Patch / repair sheetrock on right side of door #120

Chase #111

- 35 Remove exposed metal studs
- 36 Install pipe insulation
- 37 Patch all voids
- 38 Touchup all walls

Restroom #112

- 39 Clean floor
- 40 Install mirror
- 41 Touchup frame & around frame

Chamber #113

- 42 Remove filter from R/A
- 43 Clean / touchup frames & around frames
- 44 Clean base
- 45 Install flooring & base @ raised area
- 46 Install cover plate on east wall
- 47 Touchup column @ east wall
- 48 VCT in front of door #21

Closet #114

- 49 Light not working

Jury Room #115

- 50 Damage above door
- 51 Replace VCT on right side of door
- 52 Clean base
- 53 Clean counter

Storage #116

- 54 Missing ceiling grid "T's" @ northwest corner
- 55 Remove filter from R/A
- 56 Clean / repair base

Janitor #117

- 57 Seal penetrations @ ceiling
- 58 Clean / touchup frames & around frames

Chase #118

- 59 Remove exposed metal studs
- 60 Install pipe insulation
- 61 Patch all voids
- 62 Touchup all walls

Chase #119

- 63 Install light bulb
- 64 Remove exposed metal studs
- 65 Install pipe insulation
- 66 Patch all voids
- 67 Touchup all walls

Men #120

- 68 Clean floor
- 69 Install mirror
- 70 Touchup door frame

Women's #121

- 71 Clean floor
- 72 Install mirror
- 73 Touchup door frame

Lobby #122

- 74 Touchup / repaint door frame 28
- 75 Clean base
- 76 Install cover plate on north wall
- 77 Touchup frames & around doors 26 & 27
- 78 Clean base

Pipe chase #123

- 79 Remove exposed metal studs
- 80 Install pipe insulation
- 81 Patch all voids
- 82 Touchup all walls

Justice of the Peace Place 2 #124

- 83 Install thermostat on north wall
- 84 Touchup around HM frames
- 85 Install windows stops @ door 28
- 86 Install fire extinguisher
- 87 Repair sheetrock at right side of judge & behind witness stand

Judge #125

- 88 Touchup door & frame 7
- 89 Install flooring & base @ raised area
- 90 Install cover plate on east wall, right side of door 7 & under judge's bench
- 91 Install cover plate next to door 43

Network #126

- 92 Touchup frames & around frames
- 93 Replace damaged ceiling tile above A/C grill & 1st light
- 94 Repaint around outlet around A/C grill

Corridor #127

- 95 Touchup frames & around frames
- 96 Remove stain from door
- 97 Remove tape
- 98 Remove filter from R/A

Constable #128

- 99 Touchup frames & around frames
- 100 Clean / replace stained ceiling grid
- 101 Clean / touchup doors
- 102 Remove filter from R/A
- 103 Install data cover plate on north wall
- 104 Adjust door - not closing properly

Corridor #129

- 105 Remove tape from hinges @ door #43
- 106 Repair sheetrock on left side of door #6
- 107 Missing door #42
- 108 Clean base
- 109 Remove filter from R/A

Closet #130

- 110 No ceiling
- 111 Repair door frame on upper left
- 112 Touchup walls

Restroom #131

- 113 Clean floor
- 114 Install mirror
- 115 Clean tile on right side of door
- 116 Touchup frame & around frame

Chase #132

- 117 Remove exposed metal studs
- 118 Install pipe insulation
- 119 Patch all voids
- 120 Touchup all walls

Secured Storage #133

- 121 Light not working
- 122 Touchup frame & around frame

Chief Deputy #134

- 123 Repair / repaint right side of door
- 124 Clean base

Hall #135

- 125 Install fire extinguisher
- 126 Install cover plate next to door #38
- 127 Clean / replace ceiling grid above door #36
- 128 Missing ceiling tile above door #34

Staff #136

- 129 Remove filter from R/A
- 130 Touchup frame & around frame

Chase #137

- 131 Remove exposed metal studs
- 132 Install pipe insulation
- 133 Patch all voids
- 134 Touchup all walls

Restroom #138

- 135 Light doesn't work
- 136 Install mirror
- 137 Clean floor

Work Area / Receptionist #139

- 138 Touchup around door frame #64
- 139 Install fire extinguisher
- 140 Remove filter from R/A
- 141 Clean base
- 142 Clean dirty ceiling grid

Lobby #140

- 143 Clean aluminum door & frame
- 144 Install cover plate on north wall, left side of door
- 145 Touchup frame & around frame
- 146 Remove film from pass thru window

Porch #141

- 147 Clean CMU
- 148 Clean stucco
- 149 Clean all windows
- 150 Clean concrete

Lobby #142

- 151 Touchup frames & around frames
- 152 Install cover plate @ closer
- 153 Install cover plate @ east wall
- 154 Install ceiling tile above door #46
- 155 Remove film from pass thru window

Administrative Support Area #143

- 156 Touchup frames & around frames
- 157 Install R/A grill
- 158 Clean counter
- 159 Adjust ceiling grid @ column between #143 & #144

Storage #144

- 160 OK

Corridor #145

- 161 Install fire extinguisher

Restroom #146

- 162 Touchup frames & around frames
- 163 Clean floor
- 164 Install mirror
- 165 Remove stain on lower right by door frame

Chase #147

- 166 Remove plastic from door
- 167 Remove exposed metal studs
- 168 Install pipe insulation
- 169 Patch all voids
- 170 Touchup all walls

Corridor #148

171 OK

Storage #149

172 Repair Cmu @ roof access

173 Install missing ceiling tile

174 Clean / replace ceiling grid @ upper left of door

Break Room #150

175 Touchup frames & around frames

176 Clean counter

177 Paint right side of door #54

178 Remove tape from base @ right side of door #54

179 Remove plastic from door #54

Electrical #151

180 Remove plastic from door

181 Touchup frames & around frames

182 Patch / repair sheetrock behind panels

183 Replace damaged ceiling tile next to R/A

184 Adjust ceiling tile next to light @ middle & north side of room

185 Clean base

Chase #152

186 Remove plastic from door

187 Remove exposed metal studs

188 Install pipe insulation

189 Patch all voids

190 Touchup all walls

Restroom #153

191 Light not working

192 Install mirror

193 Clean floor

194 Regrout / grout on upper right side of door

Chambers #154

195 Touchup frames & around frames

196 Remove stain on upper right of door #51

197 Install cover plate @ east wall

198 Remove filter from R/A

199 Install flooring & base at raised area

200 Adjust ceiling tile / grid above door #49

201 Repair upper left corner of door frame #50

Closet #155

202 Touchup frames & around frames

203 Repair / repaint all walls

204 Clean / replace stained ceiling grid

Jury Room #156

205 Touchup frames & around frames

206 Remove paint from hinges

207 Clean base

Judge #157

- 208 Install flooring & base at raised floor
- 209 Install cover plate @ east wall and under judge's bench
- 210 Touchup / repair door #5
- 211 Repair / repaint door frame and left side of door #49

Justice of the Peace Place 1 #158

- 212 Install thermostat @ south wall next to door #43
- 213 Install cover plate on right side of door #43
- 214 Clean base
- 215 Touchup frames & around frames
- 216 Install window stops @ door #45
- 217 Install fire extinguisher
- 218 Patch sheetrock @ left side of judge behind witness stand

Chase #159

- 219 Remove plastic from door
- 220 Remove exposed metal studs
- 221 Install pipe insulation
- 222 Patch all voids
- 223 Touchup all walls

Janitor #160

- 224 Repair sheetrock ceiling @ water heater & above door #59
- 225 Repair sheetrock ceiling around exhaust fan
- 226 Touchup frames & around frames

Men #161

- 227 Clean floor
- 228 Regrout walls as necessary
- 229 Install mirror
- 230 Remove stain from door & floor
- 231 Repair / regrout around door frame

Chase #162

- 232 Remove exposed metal studs
- 233 Install pipe insulation
- 234 Patch all voids
- 235 Touchup all walls

Women #163

- 236 Touchup frames & around frames
- 237 Clean floor
- 238 Install mirror

Lobby #164

- 239 Repair damaged sheetrock on east wall @ A/C grills & below light @ northeast corner
- 240 Install cover plate on south wall
- 241 Remove stain above exit sign

Chase #165

- 242 Install CMU faces
- 243 Remove exposed metal studs
- 244 Install pipe insulation
- 245 Patch all voids
- 246 Touchup all walls
- 247 Remove tape

Conference #166

- 248** Install ceiling tile @ projection screen
- 249** Repair sheetrock on left side of projection screen
- 250** Touchup frame & around frame

End of Punchlist for Building "E"