

## BOE Infrastructure Study Maintenance Matrix

ITEM	PRIORITY	SCHEDULED MAINTENANCE
<b>Division 7 Thermal and Moisture Protection</b>		
<b>Curtainwall</b>		
Bi-annual maintenance inspection of exterior gaskets and sealants	2	Bi-annually
Replace gaskets and sealants at alternating levels of spandrel panels at south and west facades	3	Y2014
Replace gaskets and sealants at all framing/glazing joints on all facades	3	Y2019
<b>Roof</b>		
Bi-annual maintenance inspection of tower roof membrane and parapet coating	2	Bi-annually
<b>Division 14 Conveying Equipment</b>		
Inspect and test elevator control equipment	1	Monthly
Clean elevator hoistways, pits, car tops, controller interiors, and machine rooms	1	Quarterly
<b>Division 21 Fire Suppression</b>		
Fire sprinkler system inspection	2	Annually
Fire sprinkler certification test	3	Every 5 years
Fire pump inspection	2	Annually
Clean fire storage tank and apply sodium hypochlorite solution	1	Monthly
Inspect stairwell pressurization fans	2	Every 6 months
Test the fire/smoke dampers	2	Annually
<b>Division 22 Plumbing</b>		
Inspect hot water heaters	2	Annually
Inspect emergency eye wash stations	2	Monthly

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Clean and inspect floor drains at garage	2	Monthly
<b>Division 23 HVAC</b>		
Inspect centrifugal chillers and pumps	2	Annually
Lab test chiller oil	2	Annually
Inspect chilled water coils	2	Quarterly
Inspect reciprocating chiller and pumps	2	Annually
Inspect cooling towers	2	Monthly
Monitor water quality of cooling towers	1	Monthly
Monitor water quality of condensers at floor 12	1	Monthly
Inspect hot water boilers and pumps	2	Every 6 months
Inspect central mechanical supply and return fans	2	Every 6 months
Inspect core exhaust fans	2	Every 6 months
Monitor water quality of hydronic loop system at floor 1	1	Monthly
Inspect water source heat pump system	2	Every 6 months
Inspect fluid cooler	2	Every 6 months
Inspect computer room cooling system	2	Every 6 months
Inspect elevator equipment room cooling system	2	Every 6 months
Inspect main kitchen HVAC system	2	Monthly
<b>Division 26 Electrical</b>		
Inspect electrical rooms and equipment	2	Annually
Inspect generator equipment	2	Annually
<b>Division 28 Security</b>		
Inspect card readers	1	Quarterly
Inspect security cameras	1	Quarterly
Test the security system	1	Quarterly

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<b>Fire Alarm</b>		
Inspect fire alarm system	2	Annually