**Building Maintenance Inspection Report**

horizontal line

**Building Maintenance Inspection Report  
Property Address:** 123 Maple Street, Anytown, USA  
**Date of Inspection:** November 1, 2024  
**Inspector:** Anne Johnson, Certified Building Inspector  
**Client:** City Real Estate Management

### **1. Introduction**

* **Purpose of the Inspection:** To assess the maintenance needs of the building.
* **Scope of Inspection:** Detailed examination of all major building systems including structural, HVAC, electrical, and plumbing.

### **2. Methodology**

* **Inspection Methods:** Visual inspections, functional testing, and the use of specialized diagnostic tools.
* **Tools Employed:** Infrared cameras, moisture meters, electrical testers, and air quality monitors.

### **3. Executive Summary**

* **Overall Condition:** The building is generally in good condition but requires attention to the HVAC system and roof maintenance.

### **4. Structural Assessment**

* **Foundations:** No significant issues detected; minor cracking in the west wall foundation.
* **Roof:** Signs of wear on roof materials; gutters need cleaning and minor repairs.
* **Floors:** All floors are stable; carpeting in common areas is worn and needs replacement.
* **Ceilings and Walls:** No leaks or water damage; paint in good condition with minor touch-ups needed in high-traffic areas.

### **5. Mechanical Systems**

#### **5.1 HVAC**

* **Heating System:** Boiler functioning within normal parameters; recommend servicing.
* **Cooling System:** Several air conditioning units showing reduced efficiency; potential refrigerant leak.
* **Ventilation:** Adequate ventilation throughout; filters replaced during inspection.

#### **5.2 Plumbing**

* **Water Supply:** All faucets and fixtures are functioning; no leaks detected.
* **Drainage Systems:** Inspected and cleared minor blockages in public bathroom drains.

#### **5.3 Electrical**

* **Main Electrical Panel:** All circuits labeled and functioning; no signs of overheating or damage.
* **Lighting:** Several bulbs out in the stairwell and lobby areas; fixtures in good working order.

### **6. Fire Safety Systems**

* **Smoke Detectors:** All tested and working; batteries replaced as necessary.
* **Fire Extinguishers:** Inspected and in date; located in accessible areas.
* **Sprinkler System:** Fully operational with no issues detected during testing.

### **7. Additional Areas**

* **Elevators:** Passed recent state inspection; no maintenance required at this time.
* **Parking Garage:** Inspection revealed some sections need resealing; lighting is adequate.

### **8. Urgent Maintenance Issues**

* **Roof Repairs:** Immediate attention recommended to prevent potential leaks.
* **HVAC Repairs:** Addressing the efficiency issues and potential refrigerant leak in the AC units.

### **9. Long-term Maintenance Plan**

* **Roof:** Plan for replacement within the next 5-7 years.
* **Carpet Replacement:** Schedule for high-traffic areas within the next year.
* **HVAC System Upgrades:** Evaluate potential system upgrades or replacements within 3 years to improve energy efficiency.

### **10. Photographs and Supporting Documents**

* **Photographs:** Attached to document areas needing immediate repair and areas inspected.
* **Maintenance Records:** Review of past maintenance records attached.

### **11. Conclusion and Recommendations**

* **Summary of Maintenance Needs:** Immediate repairs needed for roof and HVAC systems; other systems in good functional condition.
* **Recommendations:** Follow the urgent maintenance issues as outlined and continue regular inspections to prevent major repairs.