

## Maintenance Report February 2018

### Goodwood Main Library

Performed Lighting Preventive Maintenance  
Repaired Air Handler in Meeting Room  
Replaced Batteries in Two Sinks  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns  
Movers Delivering RFID Equipment

### Baker Branch Library

Performed Lighting Preventive Maintenance  
Reset Chiller  
Repaired a Broken Pipe  
Completed Repairs to a Camera  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Bluebonnet Regional Branch Library

Performed Lighting Preventive Maintenance  
Worked with City-Parish Animal Control to Remove a Raccoon  
Replaced Ceiling Tile & Cleaned Up Damage Caused by Raccoon  
Preparing to Request Bids for Shelving End Panels in Adult & Children's  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns  
Movers Delivering RFID Equipment

### Carver Branch Library

Performed Lighting Preventive Maintenance  
Repaired Front Door

### Central Branch Library

Performed Lighting Preventive Maintenance  
Repaired Air Handler Coils  
Reset VAV Controls  
Repaired Toilet in Staff Restroom & a Urinal in Men's Restroom  
Repaired Ceiling Leak & Cleaned Up Water Caused by Leak  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Delmont Gardens Branch Library

Repaired VAV Box  
Performed Preventive Maintenance on Air Handlers  
Worked Overnight to Clean Up Water from Broken Sprinkler Head  
Worked with Vendor the Next Day to Finish Water Removal  
Worked with Vendor to Repair Sprinkler System  
Cleaned Up Water Damage from Hard Freeze in January  
Worked with Vendor to Repair Broken Water Line  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Eden Park Branch Library

Performed Lighting Preventive Maintenance  
Reset Chiller  
Repaired Air Handler Coils  
Thawed Out Main Water Line  
Fixed a Sewer Backup  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Fairwood Branch Library

Performed Lighting Preventive Maintenance  
Repaired Air Handler Coils  
Completed Toilet Repairs & Repaired Broken Water Line  
Repaired Door at Staff Entrance  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Greenwell Springs Road Regional Branch Library

Reset Chiller  
Coordinated Repairs to Fire and Security Alarm Systems  
Repaired One of the Front Entrance Doors  
Replaced Some Cardboard Floor Covering in Non-Public Reference Area  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Jones Creek Regional Branch Library

Performed Lighting Preventive Maintenance  
Cleaned Debris from Roof  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Pride-Chaneyville Branch Library

Performed Lighting Preventive Maintenance  
Reset Chiller  
Replaced Tile in Men's Restroom  
Replaced Photocell  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns

### Recycled Reads

Repaired Heater

### Scotlandville Branch Library

Performed Lighting Preventive Maintenance  
Replaced Light Switch  
Repaired Boiler and Boiler Starter  
Repaired Ceiling Leak

### Zachary Branch Library

Performed Lighting Preventive Maintenance  
Reset Boiler and Checked Air Handler Units  
Removed Cabinets in Preparation for RFID Equipment Installation  
Ensuring Power and Data Connections Are Available for RFID System  
Library Facilities Mgt. & DPW Prepared Openings for RFID Exterior Returns