

Maintenance Report July 2019*

Goodwood Main Library

Performed Lighting Preventative Maintenance
Repaired Ice Maker in Staff Breakroom
Installed New Flush Valve on Toilet in Staff Restroom & Women's Restroom
Repaired Leaking Sink in Teen Programming Room
Installed New Irrigation Controller Panel & Repaired System on Grounds
Repaired Cabinet Doors in Children's Svc. Workroom
Installed New Toilet Paper Dispenser in Children's Restroom
Received Est. for Repairs to Chemical Auto. Equip. for Fountains/Splash Pad
Made Repairs to Security Alarm System
Working with C/P on Additional A/C in Server Room
Working with C/P on Ventilation System in Special Collections Work Room
Working with C/P on Doors for Staff Lounge

Baker Branch Library

Performed Lighting Preventative Maintenance
Installed New Pump & Repaired Water Fountain in Courtyard
Delivered Sandbags in Preparation for Tropical Storm Barry
Painted Meeting Rooms & Installed Chair Rail

Bluebonnet Regional Branch Library

Repaired Roof Leaks
Performed Lighting Preventative Maintenance
Pest Control Inspected & Treated for Termites
Repaired Ceiling Grid & Replaced Stained & Soiled Ceiling Tiles due to Roof Leaks
Installed New Toilet Paper Dispenser in Women's Restroom
Repaired Switch on Display Case
Re-glued Carpet Tiles

Carver Branch Library

Repaired Roof Leaks
Performed Lighting Preventative Maintenance
Repaired Air Handler Units & Unclogged Drains in Air Handler Units
Installed New Faucet in Women's Restroom & Unclogged Janitor's Mop Sink

Central Branch Library

Repaired Roof Leaks
Performed Lighting Preventative Maintenance
Delivered Sandbags in Preparation for Tropical Storm Barry

Delmont Gardens Branch Library

Repaired Roof Leaks
Performed Duct Cleaning on Air Handler Units
Delivered Sandbags in Preparation for Tropical Storm Barry
Painted Meeting Room & Staff Breakroom & Installed Chair Rail
Repaired Security Alarm Keypad
Received Quote for Replacement of Boiler & Chiller

Eden Park Branch Library

Performed Lighting Preventative Maintenance
Installed New A/C Compressor on Chiller
Repaired Wooden Fence surrounding Trash Dumpsters
Repaired Wood Fences from Road to Side of Building
Repaired Security Alarm Keypad
Received Quote for Replacement of Chiller

Fairwood Branch Library

Performed Lighting Preventative Maintenance
Cleaned Chiller Coils & Oiled Pumps & Motors

Greenwell Springs Road Regional Branch Library

Repaired Light Fixtures in Circulation
Installed New Fuse in New Chiller due to Power Surge
Installed New Door Strike to Repair Staff Entrance Door Card Reader
Cleared Storage Room for Contractor to Complete Work

Jones Creek Regional Branch Library

Repaired Roof Leaks
Repaired Air Handler Units & Unclogged Drains in Air Handler Units
Repaired Toilet in Staff Restroom
Adjusted VAV Air Boxes in Various in Various Areas of Building
Removed Dead Bradford Pear Tree on Northeast Side of Building

Pride-Chaneyville Branch Library

Performed Lighting Preventive Maintenance
Installed New Drinking Water Fountain
Cleared Trouble Signals on Fire Alarm Panel

Recycled Reads

Repaired A/C Unit, Replaced Circuit Breaker, Transformer & Capacitor
Removed Cabinets & Desk to Make Room for New Compact Shelving Units
Rec. Est. for Removing Sprinkler Heads & Electrical Work in Compact Shelving Area
Received Quote for Replacement of A/C & Roof

Scotlandville Branch Library

Adjusted Dampers on All A/C Ducts
Installed New Slat Walls

Zachary Branch Library

Performed Lighting Preventive Maintenance
Repaired Roof Leaks
Replaced Belts & Air Filters on Air Handler Units
Repaired Leaking Sink in Staff Breakroom
Replaced Deficient & Outdated Sprinkler Heads
Installed New Toilet Paper Dispenser in Women's Restroom

- * Repaired Exit & Emergency Light Fixtures at All Locations
- * Hurricane Supplies Delivered to All Branches & Checked Buildings after Tropical Storm Barry
- * Completed Interior & Exterior Window Washing at All Locations
- * Working with Vendor on Replacement of All Leased Copiers with New Devices at All Locations