

Maintenance Report October 2016

Baker Branch Library

Performed Lighting Preventive Maintenance

Replaced Broken Flag Pole Light

Metropolitan Council Awarded Exterior Lighting Project to Allrite Electric on 9/14

Bluebonnet Regional Branch Library

Performed Preventive Maintenance on Air Handlers

Worked on Plumbing Issues

Final Acceptance of Renovation Approved by Metropolitan Council on 10/12

Carver Branch Library

Performed Chiller Preventive Maintenance

Adjusted Temperature Control for Fall Mode

Purchase Order Issued for Exterior Bld. Project by Purchasing

DPW Scheduling Pre-Construction Meeting for Exterior Bld. Project for November

Central Branch Library

Performed Chiller Preventive Maintenance

Adjusted Temperature Control for Fall Mode

Purchase Order Issued for Exterior Bld. Project by Purchasing

DPW Scheduling Pre-Construction Meeting for Exterior Bld. Project for November

Meeting Room Flooring Project Specifications Sent to Purchasing to Request Bids

Delmont Gardens Branch Library

Performed Exterior Maintenance on Pole Lights

Performed Boiler Preventive Maintenance

Metropolitan Council Awarded Exterior Lighting Project to Allrite Electric on 9/14

Purchase Order Issued for Exterior Bld. Project by Purchasing

DPW Scheduling Pre-Construction Meeting for Exterior Bld. Project for November

Eden Park Branch Library

Performed Lighting Preventive Maintenance

Performed Exterior Maintenance on Pole Lights

Metropolitan Council Awarded Exterior Lighting Project to Allrite Electric on 9/14

Purchase Order Issued for Exterior Bld. Project by Purchasing

DPW Scheduling Pre-Construction Meeting for Exterior Bld. Project for November

Fairwood Branch Library

Performed Chiller Preventive Maintenance

Repaired Front Door

Greenwell Springs Road Regional Branch Library

Streamlined Children's & Teen Collections in Preparation for Renovation/Restoration

Moved Items to Reference Area to Clear Spaces for Restoration Process

To facilitate Restoration Work Quality Group Moved 43 Gondolas of Books to Storage

Cleaned Floor of Adhesive in Defined Service Areas

Facilities Staff Tested Floor Boxes to Ensure They Are Operational

Awaiting Bids for Installation of Walls

Purchase Order Issued for Exterior Bld. Project by Purchasing

DPW Scheduling Pre-Construction Meeting for Exterior Bld. Project for November

Jones Creek Regional Branch Library

Performed Lighting Preventive Maintenance

Performed Boiler Preventive Maintenance

Outreach Center at 3434 North Boulevard

Cleared Blocked Sewer Line

Pride-Chaneyville Branch Library

Performed Lighting Preventive Maintenance

Performed Preventive Maintenance on Air Handlers

Worked on Energy Management Controls

Meeting Room Flooring Project Specifications Sent to Purchasing to Request Bids

Scotlandville Branch Library

Performed Exterior Maintenance on Pole Lights

Metropolitan Council Awarded Exterior Lighting Project to Allrite Electric on 9/14

Purchase Order Issued for Exterior Bld. Project by Purchasing

DPW Scheduling Pre-Construction Meeting for Exterior Bld. Project for November

Zachary Branch Library

Worked on Plumbing Issues

Metropolitan Council Awarded Exterior Lighting Project to Allrite Electric on 9/14

Energy Management Controls Project Complete

Purchase Order Issued for Exterior Bld. Project by Purchasing

DPW Scheduling Pre-Construction Meeting for Exterior Bld. Project for November

Library Facilities Mgr. Submitted Quote & Specs to Purchasing for Flooring Project.