

Maintenance Report January 2019

Goodwood Main Library

Installed Ballasts and Replaced Light Bulbs
Reset Chillers, Boilers & Air Handling Units & Checked Gas Pressure on Boilers
Replaced Display Module on Pulse Boiler #2
Reset Air Handling Units after Power Outage
Repaired Toilets in Children's Services
Repaired Faucet in Third Floor Restroom, Repaired Auto-Sensor in 1st Floor Restroom Sink
Unclogged Water Fountain on 3rd Floor & Replaced Batteries in Auto Faucet in Outreach Rm.
Coordinated Stripping & Waxing Floors
Installed Toilet Paper/Paper Towel Dispensers in 2nd Floor Women's Restroom
Repaired South Entrance Door
Replaced Valve on Gas Meter
Repaired Carpet Tiles in Teen Svc.
Received Estimates to Replace Granite Tiles in Reflecting Pools
Replaced Broken Glass on North Side on 2nd Floor

Baker Branch Library

Performed Quarterly Chiller Maintenance and Reset Chillers
Assisted Vendor with Chiller Preventive Maintenance
Received Estimates to Repair Exterior Monumental Sign
Repaired Security Cameras, & a Plug for Table Outlet
Replaced Current Transformer for a Motor

Bluebonnet Regional Branch Library

Performed Quarterly Chiller Maintenance & Repaired Float Valve on Cooling Tower
Coordinated Repairs to Roof Leaks
Repaired Clocks
Met w/ Architect to Review End Panel Mockups and Awaiting their Response

Carver Branch Library

Installed Light Bulbs and Ballasts
Diagnosed Problem w/Chilled Water Pump Malfunctioning
Unclogged Toilets in Staff & Children's Restrooms
Coordinated Repairs to Roof Leaks
Repaired Toilet Paper Holders
Replaced Batteries in Fire Alarm Panel
Rebuilt and Replaced Hot Water Pumps & Motors

Central Branch Library

Performed Lighting Preventive Maintenance
Installed Ballasts and Replaced Light Bulbs
Performed Quarterly Chiller Maintenance, Installed New Fan Motor & Reset Boilers
Replaced Batteries in Fire Alarm Panel
Received Quote & Replaced Hot Water Bypass Actuator
Met with Vendor to Assess Performance of Hot Water Valve
Vacuumed Water Caused by Outside Water Leak from Rain

Delmont Gardens Branch Library

Performed Quarterly Chiller Maintenance
Replaced Hot Water Pump & Motor
Unclogged Toilets in Women's Restroom
Vacuumed Wet Carpet after Water Seeped into Bld. during Heavy Rain
Repaired Meeting Room Doors, Security Cameras & Front TV Monitor
Coordinated Installation of New Fire Alarm Panel & Coordinated Repairs to Roof Leaks
Installed Cap over a Clean Out

Eden Park Branch Library

Installed Light Bulbs and Ballasts
Repaired Light Fixtures on Tabletop Lamps
Cleared Line & Replaced Flush Valve in Children's Restroom
Repaired Exterior Sliding Doors
Coordinated Repairs to Roof Leaks
Re-glued Multiple Carpet Squares throughout the Bld.

Fairwood Branch Library

Performed Lighting Preventive Maintenance
Repaired Toilets in Children's Services
Repaired Patio Door
Cleaned Up Water from Leak in Restroom

Greenwell Springs Road Regional Branch Library

Performed Quarterly Chiller Maintenance
Adjusted Hot & Cold Water Valves
Repaired Accordion Doors

Jones Creek Regional Branch Library

Performed Quarterly Chiller Maintenance & Cleaned & Repaired Boiler
Repaired Energy Mgt. System Controls
Coordinated Repairs to Roof Leaks above Story Time Room #2
Repaired Back Entrance Door

Pride-Chaneyville Branch Library

Assisted Vendor with Chiller Preventive Maintenance & Cleaned Chiller Plant
Repaired Heating System & Front Sliding Doors

Scotlandville Branch Library

Performed Quarterly Chiller Maintenance
Obtained Quotes to Repair AC Controls System
Located Origin of Roof Leak over Women's Restroom

Zachary Branch Library

Repaired Toilets in Children's Services
Coordinated Repairs to Roof Leaks
Replaced Battery in UPS System that Powers the DVR