

Maintenance Report August 2019*

Goodwood Main Library

Performed Lighting Preventative Maintenance
Replaced Wireless Router for A/C Controls & Metasys System
Performed Annual Boiler Preventive Maintenance, Passed Fire Marshall Inspect.
Performed Quarterly Chiller Maintenance
Installed New Flush Valves on Toilets
Repaired Carpet Tiles in Reference Department
Repaired Table for AWE Computers
Performed Annual Preventive Maintenance on Generator & Added Coolant
Repaired Chemical Pumping System for Fountains
Ordered Parts to Repair Leaks in Lines Leading to Splash Pad
Working with C/P on Ventilation System in Special Collections Work Room
Working with C/P on Doors for Staff Lounge

Baker Branch Library

Repaired Emergency Lights
Installed New Bulbs & Ballasts in Non-Fiction Stacks & Staff Restroom
Performed Quarterly Chiller Maintenance
Repaired Red Stools in Teen Services
Replaced Batteries on Staff Breakroom Door

Bluebonnet Regional Branch Library

Repaired Roof Leaks
Performed Lighting Preventative Maintenance
Installed New Batteries in Emergency Lights
Checked Control System & Made Repairs to Restore Air Flow
Performed Quarterly Chiller Maintenance

Carver Branch Library

Repaired Roof Leaks
Repaired Light Fixtures in Reference Department
Checked Control System & Made Repairs to Restore Air Flow
Replaced Fuses in Air Handlers Due to Brown Out & Reset Boiler
Performed Quarterly Chiller Maintenance
Unclogged Toilets & Installed New Wax Rings
Installed Bookcases in Children's Story Time Room
Repaired Weather Stripping Seal around Window in Reference Department
Installed New Ground Fault Circuit Interrupter Outlet outside Front Door

Central Branch Library

Performed Lighting Preventative Maintenance
Reset A/C Chiller & Air Handlers Due to Brown Out from Tropical Storm Barry
Performed Quarterly Chiller Maintenance
Installed New Flush Valves on Toilets
Installed New Electrical Receptacle for Staff Time Clock
Installed New Wall Clock in Children's Story Time Room
Repaired Wall in Staff Breakroom
Repaired Toilet Seat in Children's Services Restroom
Repaired Electrical Receptacle in Children's Services
Installed New Toilet Paper Dispenser in Men's Restroom

Delmont Gardens Branch Library

Installed New Batteries in Emergency Lights
Performed Quarterly Chiller Maintenance
Called City-Parish DPW to Address Sewer Alarm
Installed New Exhaust Fan in Men's Restroom
Repaired Security Alarm System
Installed New Flags on Flag Pole
Metropolitan Council Approved Replacement of Boiler and Chiller

Eden Park Branch Library

Performed Lighting Preventative Maintenance
Reset Circuit Breaker to Light Fixtures
Reset Boiler & Cleaned the Chiller Coils

Fairwood Branch Library

Performed Lighting Preventative Maintenance
Installed New Batteries in Emergency Lights
Performed Preventive Maintenance on A/C Air Handler Units
Checked A/C In Children's Svc. & Adjusted VAV Boxes
Performed Quarterly Chiller Maintenance

Greenwell Springs Road Regional Branch Library

Reset A/C Chiller & Air Handlers Due to Brown Out from Tropical Storm Barry
Performed Quarterly Chiller Maintenance
Moved Books from Storage to Branch

Jones Creek Regional Branch Library

Repaired Roof Leaks
Installed New Batteries in Emergency Lights
Performed Quarterly Maintenance on Energy Mgt. System
Performed Quarterly Chiller Maintenance
Unclogged Toilets
Called for Service on Security Alarm
Installed New Carpet Tiles after Moving Shelves for Renovation
Purchased Moving Carts, Dollies & Boxes to Move Equipment & Furniture

Pride-Chaneyville Branch Library

Installed New Bulbs & Ballasts in Light Fixtures in Front of Bld.
Unclogged Air Handler Pan which Caused Leak in Children's Svc. Office
Performed Quarterly Chiller Maintenance

Recycled Reads

Repaired A/C Unit
Ordered Dumpster to Clean Storage Area for Installation of New Compact Shelving
Generator Tested, Maintenance Performed & All Systems Connected to It

Scotlandville Branch Library

Installed New Batteries in Emergency Lights
Performed Quarterly Chiller Maintenance
Adjusted Pressure on Drinking Water Fountain
Repaired Staff Breakroom Door

Zachary Branch Library

Repaired Roof Leaks
Performed Preventive Maintenance on A/C Air Handler Units
Replaced Sensors & Cleaned Coils on Chiller
Repaired Exterior Sliding Doors

- * Working with Vendor on Replacement of All Leased Copiers with New Devices at All Locations
- * Inspected and Repaired All Fire Extinguishers at All Facilities
- * Replaced Air Fresheners in All Restrooms at All Branches