Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Tim Symonds, Rob Nielsen, Peter Mason and Lynnette Mills

Audit date

06/08/2023



Building: Library Headquarters

Year Built: 2012

Major Remodel/Addition:

Sq. Footage: 20,173 ft.

Address: 133 S. Main St. Farmington, Ut. 84025

Summary

HVAC has 2-3 yrs left on life span before needing to be replaced. Interior walls and lighting overall is good. Carpet wearing in high traffic areas. Staff would like to replace some areas/reference/circulation desks with the wood grain carpeting that was recently laid beneath the public computers or walk off carpet.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Outside Rock	The rock around building is falling off. There is a plan to redo the whole building with a new material. Carry over from 2023 to 2024.		
Parking Lot	Seal coat parking lot. 2023 fall		
Lighting	Replace lighting above reference/circulation desk.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Carpeting behind Reference/Circulation desks	Replace worn carpet with the wood grain carpeting that was recently laid by the computers or walk off carpet.		
Worn carpet	Replace worn carpeting that runs down the hall outside of the children's area with carpet tiles.		$40,000
Concrete by Trash Can	Parking lot sinking near trash dumpsters where trucks are driving in and out for trash pickup.		

Major Systems Report

Roof:	Roof is 11-12 yrs. old.
HVAC:	2-3 yr. life left on HVAC units.
Parking Lot:	Seal coat Spring 2019.
Flooring:	Worn carpet behind reference/circulation desks. Worn carpet down hall leading to Admin. Building.
Landscape:	Overall, landscaping is okay. Continue preventative weed control in Courtyard.
Façade:	Rock Facade is loose in multiple areas and falling off in other spots. Needs to be replaced when Admin. Building is being replaced for same reasons.
Lighting/Electrical:	Good condition.
Interior Wall Finishes:	Continued preventative maintenance. Touch-up paint and scuffs as needed.
Plumbing:	Good Condition.
Exterior Concrete:	No issues. Good Condition.
Doors:	Front/Main doors have been replaced in the last 5-6 years.

Routine Maintenance Observations

	Need	Action
1.	Tile in break room.	Replace tiles in the break room that are worn.
2.	Work areas in back area.	The work areas behind the computers in the back room continue to get dings and need to be touched up. Look into a back splash for preventative maintenance.
3.	Corner protectors.	Need to come up with a material that will protect the counter top corners in the back area from the book carts.
4.	Raised counter top.	A leak or something has raised a piece of the counter top around the sink in the back area.
5.	Floor tiles in women's bathroom.	There are a couple floor tiles in the women's bathroom that have divots. If we have extra tiles, they should be replaced.
6.	Repaint curb/parking stall.	The parking stall designated for pick-up needs to be repainted. Faded.
7.	Hornet nests.	Walk the perimeter of the building looking for wasps nests. There is one on the east side of building.
8.	Flower beds.	The lavender in the front flower beds needs to be trimmed back. Research when the best time to do this is before cutting.
9.	Entrance Door.	The sensor on the front entrance door looks like it is falling. Please address before it completely falls.
10.	Lighting.	There is a light out in the front entrance area. Please replace bulbs as needed throughout.

Additional Recommended Projects

	Need	Action
1.	Landscaping.	Bark needs to be added and refreshed.
2.		
3.		
4.		
5.		
6.		
7.		
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10.		