Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Mike W., Landis Allen and Lynnette Mills

Audit date 07/12/2024

Building: Clearfield Library

Year Built: 2021

Major Remodel/Addition:

Sq. Footage: 13890 ft.

Address: 1 N. Main St. Clearfield, Ut. 84015



Summary

Newer building. Interior/Exterior holding up. No known issues. Landscaping is filling in. Some dead trees that need to be replaced. Parking is still an issue especially with the new apartment complex finished.

Facility Recommended Projects

Project	Detail	Proposal	Estimate

Department Needs/Requests

Project	Detail	Proposal	Estimate
Chair Rail	Put up chair rail in Pod Rooms. Desks are hitting walls and people are putting their feet on walls under desk. Also, add chair rail to Auditorium walls.		

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Major Systems Report

Roof:	New 2021. No known issues.
HVAC:	New 2021. HVAC issues upstairs. Hard to regulate certain areas.
Parking Lot:	New 2021. No known issues.
Flooring:	New 2021. No known issues.
Landscape:	Filling in in most areas. Dry bushes in planters at entrance. Dead trees need to be replaced.
Façade:	New 2021. No known issues.
Lighting/Electrical:	New 2021. Upstairs lights above printer need to be changed out. They are purple. Need to remove some of the lighting on cables above stairs . not enough power to run them all.
Interior Wall Finishes:	New 2021. Continue to fill, paint and maintain walls throughout. Ceiling leak in Children's Area - Ceiling tile damage.
Plumbing:	New 2021. No known issues.
Exterior Concrete:	New 2021. Bricks in concrete on the east side of building near sidewalk have lifted due to the City using a backhoe.
Doors:	New 2021. No known issues.

Routine Maintenance Observations

	Need	Action
1.	Stairs.	Tighten cable wires leading up stairs.
2.	Audio Cabinet.	The audio cabinet in the Auditorium is bowing/bending.
3.	Book stand upstairs.	The book stand upstairs near the reference desk has white scuff marks on corner. Will a magic eraser get rid of these marks?
4.	Upstairs lighting.	Remove some of the pendants on wires above stairs to add power elsewhere. also, lighting above printers upstairs - some bulbs are purple. Please replace.
5.	Pod rooms.	Go through each pod room. Walls are settling/cracking. Fill and paint. Also, scuff marks from people putting their feet on walls under desks.
6.	Upstairs Conference Room.	The floor vents in the Conference Room are sharp. Figure out a way to inlay them into the carpeting. Weld vents together lengthwise.
7.	Stairs.	Continued maintenance on stairs. Keep wires tight. Bolts on stairs.
8.	Wasps.	Wasp nests on south end of building up in window seals.
9.	Dead trees.	Multiply dead trees in children's area. Tree by employee entrance very dead. Don't think water will bring it back..
10.	Bricks by sidewalk.	Follow up with the City. Their backhoe work has pulled the bricks up on the east side of the building sidewalk. Broken bricks.

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Additional Recommended Projects

	Need	Action
1.	Ceiling Tiles.	Damaged ceiling tiles in Children's Area. Need to replace them and make sure leak is taken care of.
2.	Book Return Area.	The trim under the book return counter top is chipping near book drop.
3.	Stairwell.	The trim on the wall running down the stairs needs to be glued back into the grooves. It is loose and can be pulled out.
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