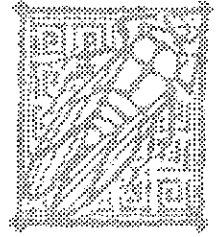


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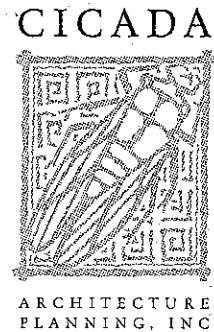
EXISTING CONDITIONS REPORT  
1601 DARBY ROAD, HAVERTOWN, PA  
HAVERFORD TOWNSHIP FREE LIBRARY

MARCH 10, 2003



March 10, 2003

Adeline Ciannella  
Haverford Township Free Library  
1601 Darby Road  
Havertown, PA 19083-3798



Re: Existing Conditions Report – Haverford Free Library, 1601 Darby Road, Havertown, PA

Dear Addie,

Attached is our Existing Conditions Report for the Haverford Township Free Library. This letter will serve as the executive summary for the report and is supported by the attached Property Condition Assessment, Site Photographs, Code Search Checklist and Building Plans.

The Haverford Township Free Library is a two-story building with basement that was built onto an existing bank building at the corner of Darby and Mill roads in 1977. It exceeds current zoning and building code requirements, but is "grand fathered" as an existing condition.

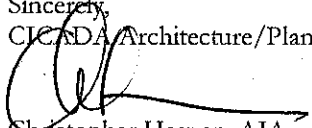
The exterior of the building is generally sound, but the roof needs replacing and there is water penetration along the foundation at two places. The roof and other exterior improvements will cost an estimated \$150,000. Replacing the roof and re-caulking the building perimeter may resolve the foundation leaks. If not, excavation will be required for significant cost.

The interiors of the library are dated and the finishes are worn and tired. Lighting is poor and the library lacks the flexibility to accommodate modern technology in an agile way. Additionally, the library was built before the implementation of the Americans with Disabilities Act, so its toilets and elevator are not accessible. Any major renovations to the building will require that these deficiencies be addressed. Major renovations to the building interiors will cost approximately \$65/square foot for a total cost of \$2.5 million.

The mechanical and electrical systems are generally original to the building and are past their expected useful lives in virtually all cases. The original systems and equipment were of high quality and generally remain functional. As time goes on the cost of maintenance and repair, the likelihood of emergency repairs, and operating difficulties can be predicted to increase. In addition significant opportunities exist to improve the operation of the building and reduce the energy consumption. Based on preliminary assumptions about the scope of work to be undertaken, the construction cost for the mechanical and electrical contractor's work would be in the \$500,000 to \$750,000 range.

With a major investment in a capital campaign, this property can be thoroughly renovated to accommodate the needs of the Haverford Township Library community for another 25 years. However, no renovations will address the current parking deficiency, a public service issue that the Library must consider carefully prior to any major investment in this property.

Sincerely,  
CICADA Architecture/Planning, Inc.

  
Christopher Heaven, AIA  
Principal

Principals:  
Christopher Heaven, AIA  
Mary Holland, AIA  
Kurt Raymond, AIA

EXISTING CONDITIONS REPORT  
Haverford Township Free Library

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# Property Condition Assessment

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**Inspection Address:** 1601 Darby Road  
Havertown, PA 19083

**Inspection Date:** February 19, 2003

**Prepared For:** Haverford Township Free Library

**Report Number:** 202

**Prepared By:** CICADA Architecture/Planning, Inc.  
6122 Greene Street  
Philadelphia, PA 19144  
[www.CicadaArchitecture.com](http://www.CicadaArchitecture.com)  
Tel: (215) 848-7810  
Fax: (215) 848-7815

**Inspector:** Chris Heaven, AIA  
Brad Randall, PE

# 1.0 Summary

## SUMMARY OF REPAIRS

### 1.1 SUMMARY OF NECESSARY REPAIRS

The following table summarizes the recommendations made in this report that are of an immediate, necessary nature.

	Report Reference	Budget Cost (2003 Dollars)
Monitor water infiltration to establish pattern	3.3.1	None
Have structural engineer evaluate deterioration of steel girder at southeast corner in Mechanical Room	3.3.2	\$1,500
Have Terne Metal roof seams inspected	9.3.1	\$5,000
Inspect flashing around clerestory	9.3.2	Included in re-roofing
Repair all roof gutters and downspouts, extend to roof drains	9.3.4	\$2,500
Modify toilets for ADA accessibility	10.3.2	\$12,000

### 1.2 SUMMARY OF SHORT-TERM REPAIRS

The following table summarizes the recommendations made in this report that should be addressed within the next 2 years.

Recommendations	Report Reference	Budget Cost (2003 Dollars)
Strip BUR and replace with membrane	9.3.3	\$120,000
Repair interior finishes relating to water infiltration	10.3.1	\$15,000
Spot re-pointing	11.3.1	\$2,000
Exterior caulking	11.3.2	\$5,000
Metal Panel Repairs	11.3.3	\$7,500
Sidewalk Repairs	11.3.4	\$1,000

### 1.3 SUMMARY OF UNPREDICTABLE REPAIRS

The following table summarizes the recommendations made in this report that are unpredictable by

nature, but may require addressing within the next few years.

Recommendations	Report Reference	Budget Cost (2003 Dollars)
Upgrade insulation when re-roofing	12.3.1	Included in re-roofing
Complete renovation of all interiors	10.3.3	\$2,340,000

\* The timing for replacement of this component is unpredictable. Statistically, it has reached the end of its life expectancy at this time.

## 2.0 Introduction

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As per the request and in the company of Adeline Ciannella of the Haverford Township Free Library, and in accordance with our proposal dated 11/18/02, a visual inspection was performed of the property. Our inspection was limited to identify the existing conditions of the following readily visible building components:

- Structure
- Heating System
- Plumbing System
- Ventilation System
- Insulation
- Fire Protection Systems
- Electrical System
- Air-conditioning System
- Roofing System
- Exterior Components
- Interior Components
- Elevators

This assessment meets or exceeds the ASTM standard E2018-99 for Property Condition Assessments.

This report provides recommendations, preliminary cost estimates and priorities for:

- remedying major deficiencies,
- updating ageing major components, and
- undertaking further detailed investigations.

The recommendations are for remedial actions that are considered to be beyond the normal maintenance of the building. Costs are provided for recommendations expected to exceed \$1,000. The costs are only intended to provide an order of magnitude. Contractors should be contacted for exact quotations.

This report is intended for the exclusive use of our client. Use of the information contained within the report by any other party is not intended and, therefore, we accept no responsibility for such use.

## 3.0 Structure

### 3.1 DESCRIPTION

The building is of steel frame construction.

There is a basement below the building.

The concrete-block and poured concrete foundations support masonry and concrete-block exterior walls.

The concrete foundations support the steel frame structure.

The composite metal pan and concrete floors are supported by steel joists.

The steel roof deck is supported by steel joists.

The roof joists are supported by steel beams and columns.

### 3.2 OBSERVATIONS AND DISCUSSION

3.2.1 Water damage to northwestern and southeastern foundation walls was noted.

### 3.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

Recommendations		Costs	Time Frame
3.3.1	Monitor water infiltration to establish pattern	None	Immediate
3.3.2	Have structural engineer evaluate deterioration of steel girder at southeast corner in Mechanical Room	\$1,500	Immediate

### 3.4 LIMITATIONS

The evaluation of the building's structure was limited because of the interior finishes.



# 4.0 Electrical

## 4.1 DESCRIPTION

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See Appendix B – Analysis of Mechanical and Electrical Systems

## 4.2 OBSERVATIONS AND DISCUSSION

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## 4.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

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Recommendations	Costs	Time Frame
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## 4.4 LIMITATIONS

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# 5.0 Heating

## 5.1 DESCRIPTION

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See Appendix B – Analysis of Mechanical and Electrical Systems

## 5.2 OBSERVATIONS AND DISCUSSION

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## 5.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

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Recommendations	Costs	Time Frame
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## 5.4 LIMITATIONS

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# 6.0 Air Conditioning

## 6.1 DESCRIPTION

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See Appendix B – Analysis of Mechanical and Electrical Systems

## 6.2 OBSERVATIONS AND DISCUSSION

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## 6.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

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Recommendations	Costs	Time Frame
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## 6.4 LIMITATIONS

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# 7.0 Ventilation

## 7.1 DESCRIPTION

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See Appendix B – Analysis of Mechanical and Electrical Systems

## 7.2 OBSERVATIONS AND DISCUSSION

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## 7.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

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Recommendations	Costs	Time Frame
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## 7.4 LIMITATIONS

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# 8.0 Plumbing

## 8.1 DESCRIPTION

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See Appendix B – Analysis of Mechanical and Electrical Systems

## 8.2 OBSERVATIONS AND DISCUSSION

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## 8.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

---

Recommendations	Costs	Time Frame
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## 8.4 LIMITATIONS

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# 9.0 Roofing

## 9.1 DESCRIPTION

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The building is covered by built-up asphalt and gravel membranes on two levels (See Photos).

The membrane is covered by a patio-stone ballast.

The sloped roof is covered with asphalt shingles and the clerestory is covered with terne metal (See Photos).

The library roof drainage is via an interior collection system. There are 5 drains on the roof.

The bank roof drainage is via aluminium gutters and downspouts on sloped roofs.

There is a single masonry chimney above the roof. This chimney is for the boiler.

There is a metal-framed, double-glazed clerestory above the children's reading area.

## 9.2 OBSERVATIONS AND DISCUSSION

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- 9.2.1 The roof covering appears to be in poor condition.
- 9.2.2 Since the roof is covered with gravel (as it should be), the membrane could not be closely examined.
- 9.2.3 This installation is estimated to be over 25 years old.
- 9.2.4 This type of system has an average life expectancy of 20 to 25 years.
- 9.2.5 The flat roof is considered to be in poor condition and, ideally, should be replaced.
- 9.2.6 While one or two years of life may remain, the potential for leakage exists.
- 9.2.7 Existing roofing materials should be removed before adding a new membrane.
- 9.2.8 The terne metal roof appears to be in serviceable condition.
- 9.2.9 This installation is estimated to be 26 years old.
- 9.2.10 This type of system has an average life expectancy of 20 years or more.
- 9.2.11 The majority of problems found with terne metal roofs to date relate to seam failures.
- 9.2.12 The asphalt-shingle roof covering is considered to be in satisfactory condition.
- 9.2.13 The normal life expectancy for this type of roof covering is approximately 15 to 20 years.
- 9.2.14 It is felt that with good maintenance, several years of life remain in these shingles.
- 9.2.15 The shingles on the low sloped section of the roof are not designed for this application. If problems develop, a more suitable material (e.g., modified bitumen, asphalt and gravel roofing, or low slope shingles) could be used.
- 9.2.16 Water ponding on the roof was noted at northwest corner and east media room, indicating poor drainage.

- 9.2.17 This may lead to a shortened life expectancy, but it is probably not cost-effective to rearrange until replacement is necessary.
- 9.2.18 The aluminium gutters and downspouts are in satisfactory condition.
- 9.2.19 Downspouts should discharge water at least six feet from the building, or directly into internal drainage system, where practical.
- 9.2.20 Proper gutter and downspout operation is essential to minimize the potential for basement leakage and protect the exterior cladding.
- 9.2.21 The exterior chimney brickwork is in good condition.
- 9.2.22 Evidence of water penetration was found around the clerestory.

### 9.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

Recommendations		Costs	Time Frame
9.3.1	Have Terne Metal roof seams inspected and repaired.	\$5,000	Immediate
9.3.2	Inspect and repair flashing around clerestory	With roof replacement	Immediate
9.3.3	Strip BUR and replace with membrane, re-flash, and repair roof drains.	\$120,000	Immediate
9.3.4	Repair all roof gutters and downspouts, extend to roof drains	\$2,500	Immediate

### 9.4 LIMITATIONS

# 10.0 Interior

## 10.1 DESCRIPTION

The ceiling finishes consist of acoustical ceiling tile, metal slat ceiling, and gypsum wall board at second floor; metal slat ceiling and gypsum wall board at first floor; and plaster skim coat on wood veneer at basement level.

The wall finishes consist of gypsum wallboard or plaster.

The floor coverings consist of carpet or tile (ceramic and vinyl).

## 10.2 OBSERVATIONS AND DISCUSSION

- 10.2.1 Since interior components are subjective to some degree, our comments here will be general, except where functional concerns are noted.
- 10.2.2 Walls are relatively plumb, doorjambes are square and floors are reasonably level.
- 10.2.3 Some of the walls, ceilings, and floors show cosmetic imperfections.
- 10.2.4 It is not difficult to eliminate these flaws during decorating.
- 10.2.5 Some of the walls and ceilings show cracks and bulges.
- 10.2.6 Water stains were noted at Children's Library, Basement sumps, and at east stairs.
- 10.2.7 Water stains were noted at several locations. The locations of staining and the suspected sources of moisture are as follows:

Location of stain	Suspected source
Children's Library Atrium	Flashing around clerestory
Sumps	Library believed to be located over underground stream
Stairs	Water infiltrating along east wall and from roof of east stair tower

- 10.2.8 All areas of staining were found to be dry at the time of the inspection.
- 10.2.9 Damaged flooring in the first floor toilet and east stair tower would, ideally, be repaired.
- 10.2.10 On the whole, the interior finishes are in fair condition.
- 10.2.11 Evidence of moisture seepage was noted in several areas of the basement, as follows:

Condition	Location
Staining necessitating installation of sump pump	Along north end of the west wall
Damage to stair floor, rusting conduit and electrical service panels	East wall in basement



- 10.2.12 The roof drainage system (discussed earlier in the report) must also perform properly to minimize basement moisture.
- 10.2.13 In some cases, the addition of perimeter foundation drainage tile and damp-proofing of foundation walls are necessary.
- 10.2.14 The cost-effectiveness of further improvements, such as damp-proofing foundations and installing drainage tile, would be questionable.
- 10.2.15 The stairwells are generally in satisfactory condition.

### 10.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

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Recommendations		Costs	Time Frame
10.3.1	Repair interior finishes relating to water infiltration	\$15,000	Immediate
10.3.2	Modify toilets for ADA accessibility	\$12,000	Immediate
10.3.3	Complete renovation of all interiors	\$2,340,000	Discretionary

### 10.4 LIMITATIONS

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Moisture problems in basements can develop as a result of clogged or damaged perimeter foundation drainage tiles. There is, of course, no way to predict this during a visual examination.

# 11.0 Exterior

## 11.1 DESCRIPTION

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The exterior walls are solid masonry.

The exterior walls are clad with aluminum panels.

The front entrance doors are aluminum-framed, single-glazed units.

The exit doors are steel units.

The windows are aluminum-framed, double-glazed units.

There is a poured-concrete retaining wall along the south side of the property.

There is a poured-concrete sidewalk at south and west.

There is asphalt paving on north and east.

There is a five foot, wood fence along the north and east sides of the property.

There is a metal sign on the southwest façade at the previous bank entry.

## 11.2 OBSERVATIONS AND DISCUSSION

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- 11.2.1 The exterior brickwork is in satisfactory condition.
- 11.2.2 Localized re-pointing is required at the east and south façade.
- 11.2.3 This is not considered to be high priority.
- 11.2.4 The caulking in the exterior wall expansion joints is deteriorated and should be renewed.
- 11.2.5 The aluminum panel cladding is in fair repair.
- 11.2.6 The aluminum panel cladding requires attention to improve weather tightness.
- 11.2.7 The exit doors are in serviceable condition.
- 11.2.8 Most doors that were tested operated properly.
- 11.2.9 Some door hardware improvements would be desirable.
- 11.2.10 The aluminum windows are in satisfactory condition.
- 11.2.11 Most windows that were tested operated freely.
- 11.2.12 The caulking around the windows and in the exterior wall expansion joints is deteriorated and should be renewed.
- 11.2.13 The ramp heaters cannot be visually examined.
- 11.2.14 The poured-concrete sidewalk at the entry and west facade is in mild disrepair but considered serviceable.
- 11.2.15 The asphalt paving is in serviceable repair.
- 11.2.16 The wood fence is in satisfactory condition.
- 11.2.17 The sign is damaged and should be repaired.

## 11.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

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Recommendations		Costs	Time Frame
11.3.1	Spot re-pointing	\$2,000	One Year
11.3.2	Exterior caulking	\$5,000	One Year
11.3.3	Metal Panel Repairs	\$10,000	One Year
11.3.4	Sidewalk Repairs	\$1,000	One Year

## 11.4 LIMITATIONS

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# 12.0 Insulation

## 12.1 DESCRIPTION

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The presence of insulation in the exterior walls could not be verified. It is quite possible that little or no insulation is present.

Rigid foam insulation was noted on the roof.

## 12.2 OBSERVATIONS AND DISCUSSION

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- 12.2.1 It is possible that little or no insulation is present.
- 12.2.2 Modern buildings utilize R-8 to R-12 valued insulation in basement walls.
- 12.2.3 There are several methods of retrofitting insulation into basement walls.
- 12.2.4 However, the cost-effectiveness of adding insulation is questionable.
- 12.2.5 The cavity in the exterior masonry walls is typically minimal. It is probably not economically viable to fill this cavity with insulation, since the payback period would be excessive.
- 12.2.6 Modern buildings utilize R-12 to R-20 valued insulation in exterior walls.
- 12.2.7 There are several methods of retrofitting insulation into walls.
- 12.2.8 However, the cost-effectiveness of adding insulation is questionable.
- 12.2.9 The amount of insulation noted on the roof is considered typical for a building of this age.
- 12.2.10 The recommended amount of insulation in flat roofs is R-10 to R-20.
- 12.2.11 This can be checked when re-roofing and upgraded, if necessary.

## 12.3 RECOMMENDATIONS, COSTS, AND PRIORITIES

---

Recommendations	Costs	Time Frame
12.3.1 Upgrade insulation when re-roofing	Included in roofing	Discretionary

## 12.4 LIMITATIONS

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Since access could not be gained to the wall cavity or roof area, no comment can be offered on the presence of insulation here. All comments based on existing drawings.

## 13.0 Closing Comments

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The Haverford Township Free Library is a two story building with basement that was built onto an existing bank building at the corner of Darby and Mill roads in 1977.

The existing bank building is a concrete frame structure with stone cladding of wissahickon schist. It appears that the existing flat roof has been covered with a new low-slope gable roof, clad with asphalt shingles, which are not apparent from sidewalk level. This roof is drained onto the new building's adjacent flat roof by gutters and downspouts.

The new building is a concrete foundation under steel frame construction with brick and block masonry exterior walls, aluminum cladding panels, steel doors and aluminum windows. It has a flat, built-up roof, except for the clerestory over the children's reading area, which is clad in a terne (coated with lead/tin alloy) metal. The clerestory drains into gutters and downspouts that empty onto the flat roof adjacent.

The site is constrained, has limited access and offers limited parking of 17 spaces. This has significant impact on the accessibility and level of service the library can offer its patrons.

The enclosure of the building is in good shape with two notable exceptions. The first is the flat roof on the 1977 addition, which is over 25 years old and needs replacing. When the roof is replaced, the insulation can be upgraded, drains fixed, and flashing replaced. The terne metal clerestory should also be inspected at that time and all seams repaired as necessary. This will be a considerable expense, but is normal as the roof has reached the end of its normal life. The other major concern is the water infiltration at the northwest and southeast corners of the foundation. This is attributed to the existence of an underground stream that is reported to run under the building. The sump at the northwest corner seems to control the water there, but the southwest corner has evidence of continuous water causing flooding of the mechanical room and the east stair tower. The source of the water could be the underground stream. Other sources include leaks along the east wall from the failing roof over the east stair tower, as well as failed sealant joints at the east side of the building at ground level allowing runoff to penetrate the foundation.

Other exterior repairs include repair of the exterior panel seams, spot masonry re-pointing, new sealant along the perimeter of the building, windows and doors, and minor sidewalk repairs. The total for all exterior repairs is estimated to cost \$150,000.

The interior of the building is dated and not functionally appropriate to the operations of a modern library. The finishes are worn and tired, the layout is not ideal, and service spaces are not used effectively. The building is operationally locked into a layout that is twenty-five years old and is not

flexible or technologically up to date. Although designed to capture natural light, the lighting is poor for a library building. The building was also designed prior to the Americans with Disabilities Act, so the toilets and elevator are not accessible. A complete interior renovation to include lights, ceilings, walls and flooring (not mechanical systems) would cost approximately \$2.5 million.

# Appendix A: Summary of Photographs

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- P-1. Broken water line at NW corner of cooling tower. Requires immediate repair.
- P-2. Deteriorated flashing at the SE corner of the clerestory. Short-term repair.
- P-3. Broken drain screen at south side of clerestory. Short-term repair.
- P-4. Broken drain screen and deteriorated flashing. Immediate repair.
- P-5. Ridging and bubbling of built-up roof. Necessary repair.
- P-6. Downspout draining directly on roof. Immediate repair.
- P-7. Debris on roof. Immediate repair.
- P-8. Debris blocking downspout and drain. Immediate repair.
- P-9. Computer lab rooftop unit.
- P-10. Rooftop exhaust fan.
- P-11. Downspout draining onto roof. Immediate repair.
- P-12. Debris on roof blocking drain. Immediate repair.
- P-13. Ponding water on roof. Necessary repair.
- P-14. Roof repair at cooling tower wall.
- P-15. Cooling tower. Serviceable.
- P-16. Roof repair and ridging of built-up roof . Necessary repair.
- P-17. Cover not on electrical panel in second floor mechanical room. Immediate repair.
- P-18. Open ductwork in second floor mechanical room. Necessary repair.
- P-19. Fatigued vibration dampers in second floor mechanical room. Necessary repair.
- P-20. Non-accessible toilet and sink at staff area. Necessary repair.
- P-21. Obsolete kitchen at staff area.
- P-22. Ponding and moss on east stair tower roof. Necessary repair.
- P-23. Unshielded cable above ceiling at second floor by east stair tower. Necessary repair.
- P-24. Electrical box coming off of wall at second floor east janitors closet. Short term repair.
- P-25. Smoke detectors by second floor elevator door.
- P-26. Life safety items at second floor east stair tower. Blue extinguisher identification light missing. Necessary repair.
- P-27. Non-accessible toilet. Necessary repair.

- P-28. Non-accessible sink. Necessary repair.
- P-29. Water damage at north side interior of clerestory. Short-term repair.
- P-30. Water damage at clerestory roof. Necessary repair.
- P-31. Water damage at north side interior of clerestory. Short-term repair.
- P-32. Water damage at southeast interior of clerestory. Short-term repair.
- P-33. Poor circulation and use of space at east end of second floor (Children's group activities).
- P-34. Life safety elements at second floor reading room. Compliant but out of date.
- P-35. Obsolete and inefficient lighting at first floor stacks. Necessary repair.
- P-36. Failing sealant at west façade windows. Short-term repair.
- P-37. Failed sealant at west stair tower. Immediate repair.
- P-38. Corroded doorframe at first floor exterior of west stair tower. Necessary repair.
- P-39. Cracked sidewalk at west façade. Short-term repair.
- P-40. Corroded metal paneling at old bank entrance. Short-term repair.
- P-41. Cracking sidewalk at southeast corner. Short-term repair.
- P-42. Failing panel joints at south façade. Necessary repair.
- P-43. Failing sealant at first floor south windows. Immediate repair.
- P-44. Failing panel joints at south façade. Necessary repair.
- P-45. Damaged and delaminating panels at north façade second floor (outside of board room). Necessary repair.
- P-46. Failing ceramic tile at first floor toilets. Immediate repair.
- P-47. New lighting added to replace original.
- P-48. Poor space planning and utilization adjacent to west stair tower.
- P-49. Grille kicked in and fin-tubes damaged at first floor, adjacent to stair tower. Necessary repair.
- P-50. Damaged thermostat adjacent to first floor west stair tower. Necessary repair.
- P-51. Tape over air supply at first floor reference section.
- P-52. Cluttered appearance and poor circulation at first floor.
- P-53. Poor lighting and signage at first floor reading room.
- P-54. Poor lighting and inefficient use of space at first floor periodical storage room.
- P-55. Water damage at first floor periodical storage room, east wall adjacent to stair tower. Necessary repair.
- P-56. Open cable tray on computer table at first floor reading room.
- P-57. Computer table wiring connections at first floor reading room.
- P-58. Exposed foundation drainage at west basement wall. Necessary repair.



- P-59. Clutter around northwestern sump pump. Immediate repair.
- P-60. Typical Variable Air Volume (VAV) box.
- P-61. Open junction box and unshielded cable in Bank basement. Immediate repair.
- P-62. Temporary duct extension. Immediate repair.
- P-63. Concrete structure at Bank basement.
- P-64. Water damage under front stair, in community room storage closet. Necessary repair.
- P-65. Water damage at bottom of east stair tower. Short term repair.
- P-66. Temporary pipe support above boiler. Necessary repair.
- P-67. Water damage in basement by mechanical room access door. Necessary repair.
- P-68. Water damage at electrical service boxes in SW corner of electrical room. Short-term repair.