

PUBLIC BUILDINGS AND PROPERTY COMMITTEE

Library (General Services) Building 160 Placerville

Reason for the Report

The Grand Jury selected the Library (General Services) Building 160 as one of its general reviews for 2002/2003.

Scope of the Investigation

The members of the Grand Jury:

- Made an unannounced visit to the Library and General Services Complex on January 16, 2003;
- Were guided on an extensive tour of the facilities by the Administrative Technician, Store Keeper II, Assistant Coordinator, and Library Director;
- Inspected the facilities for cleanliness, neatness, and compliance to safety regulations;
- Reviewed previous Grand Jury reports for year's 1999/2000, 2000/2001 and 2001/2002 and found no findings or recommendations pertaining to this building.

Background

The Library (General Services) Building appears to be adequately designed. Located in the building are the County Main Library and its Technical Services, General Services Warehouse, Print Shop, Purchasing Department, Mail Room, Archival Record Storage, and General Services Administration. The building is currently adequate, clean, neat, and well utilized.

Overall, the Library appears to be functional, attractive, and adequately lighted. Use of the computers accessed by the public has outpaced availability resulting in increased waiting time. The carpet in the Library is original to the Building (1976) and is showing wear. The carpet has areas of rippling and disintegration that pose a safety hazard to the users and a potential liability to the County. Funds are budgeted this year to replace the carpet, however, no plans for replacement have been made.

The Print Shop appears adequate for usage. It appeared neat, clean and well organized. However, the fire extinguisher was partially blocked and the exit sign was not illuminated.

Findings

- F1. The Library carpet is old, rippling, and disintegrating, thus posing a safety hazard to users and a potential liability to the County.

- F2. The Print Shop exit sign is not illuminated.
- F3. The Print Shop fire extinguisher is partially blocked.
- F4. The wall in the southwest corner of the Archival Record Storage area shows evidence of prior water leakage.

Recommendations

- R1. The carpet should be replaced.
- R2. The exit sign should be repaired.
- R3. The print shop fire extinguisher should be unblocked for easier emergency use.
- R4. The possible leakage in the southwest corner of the Archival Record Storage Area should be monitored.

Responses Required for Findings

F1 through F4
El Dorado County Board of Supervisors
El Dorado County Department of General Services
El Dorado County Library Director

Responses Required for Recommendations

R1 through R4
El Dorado County Board of Supervisors
El Dorado County Department of General Services
El Dorado County Library Director