

BOCC Meeting

Facilities Maintenance/Parks & Recreation Department **Monthly Project Update**

January 2020

1062 Work Requests Issued. **1117** Work Orders Completed.

Complete projects this reporting period.

- ✓ Board Room Chambers Change Audio-Visual Upgrades and added lighting.

Projects assigned and/or in progress.

Air Conditioning FY 19/20 Replacement Program - Other County Facilities/Parks:

- **Fernandina Beach Health Clinic:** HVAC – Scope of Work being developed.
- **James S. Page Gov. Building- Chambers:** HVAC Replacement - Scope of Work.
- **Historic Courthouse:** Replace 2 HVAC Units -Bill H. reviewing Scope of Work.
- **Justice Center: Records Center:** HVAC Unit - Scope of Work – PO Issued.
- **Emergency Operations Center:** War Room HVAC Unit – In Process
- **Emergency Operations Center:** War Room -Addressing HVAC Deficiency VRV System.

Generator Installation:

- **Multi-Use Facilities - 10% Completed: No Change**
- **Hilliard Community Center -50% Completing and Programing. No Change**
- **Detention Center- Generator Replacement-Mike Edwards to advise.**

Animal Control:

- **Cattery Expansion - HVAC System- Going to the Board for Approval on 2/1/2020**
- **Total Air Quality: Working with engineering firm on corrective action. PO Issued.**
- **K-9 Play Yard: Site planning for K9- walk & play yard. Staked out area. To be cleared.**

Burney Park Walkover:

- ✓ **Rebuild/Replace the Board Walk-**
 - **1st Phase Deck Walking Surface Material Ordered.**
 - **2nd Phase Top Portion and Side Decking and Railing**
 - **3rd Phase ADA Handrails**
- ✓ **Park Lighting – Installation of Conduit complete, waiting for poles and fixtures.**

Callahan Ball Park:

- Drainage –
 - 1st Phase-Engineering - Design Engineering Underway
 - Drainage: working with Road & Bridge on opening ditches. Scheduled for starting in 30 days.

Detention Center:

- Outside Security Upgrades –Fence and Sally Port Locking.
 - **Received quotes will submit for requisition.**
- Cell Lighting Upgrade - (To Deter Vandalism). In House
 - **(Obtaining Quotes)**
- Replace Kitchen Equipment – **Evaluating Kitchen Equipment.**
- Security Control Upgrade to Existing System -MTS
 - **Design and Bid (single source).**
- Lights-Replace Lighting Controls Panel Upgrade
 - **Engineering, Design and Bid. (single source)**
- Bio-Cleaning Heavy Shower Facility- Quarterly Service to be initiated.
 - **RFP reviewed for publishing.**
- Climate Control Ceiling -Attic Roof –
 - **RFP reviewed for publishing.**
- Plumbing Chase Access Upgrade-
 - **Design (In House)**
- Exterior Security Gates-Upgrade Locks
 - **Main Gate/Housing Pods, Fence Gates. Obtaining quotes.**
- Ventilation Controls Upgrade –
 - **Louvers Drives and Controls-Out for quote.**

Emergency Operations Center:

- Large Wall Monitors in War Room. **Pending Director Foster's recommendations.**

Fire Rescue Headquarters

- Storage Building/ Scope being developed-getting ready to quote.

Goffinsville Park:

- Park Lighting – **Materials Ordered**

Hilliard Road Dept.

- Roof Replacement to preserve the Historical elements of the building. – **Gov Contract with Garland. Pending Purchase Order.**

James S. Page Gov. Building:

- LED Re-lamping Fixtures – **On Going 85% Completed**
- Office of Management and Budget Area. - **Renovation Planning**
- Front Entrance Concrete Repairs – **Specification and Scope of Work Doug Reviewing.**

Justice Center:

- Towers and Windows – Annual Cleaning –**Scope of Work to be completed, and out for Bid.**

Minor Road -County Extension Office & Training Center:

- Researching Site Built Structure vs. modular.
- Site Plans for Utilities – **Scheduling Site Layout for Base Prep.**
- Started Utility Piping – In Design
- Grubbing- **Completed**
- Elevation
- Survey-**Scheduled to be completed in 14 days.**
- Curbs

Parking Lots Coating and Stripping:

- County Facilities and Parks/Walkover. **Jeff is evaluating location list for scheduling. Received Stencils for ADA Parking.**

Parks/ Walkover:

- Picnic Tables-Upgrade to Composite Tables-**Jeff obtaining quotes.**
- Bleachers-Replace Non-Compliant Bleachers at Sports Fields. **Jeff**
- Parks & Boat Ramp- Repaint Asphalt Handicap Parking Spaces-**To be Scheduled**
- Deck and Walk Over- Preservation for all Parks-**Evaluating To be schedule March/April**
- Fencing and Safety Netting replaces as needed. – **Yulee/Hilliard Materials Ordered.**
- Replace SD Cameras to HD Cameras and Recorders – **Dave will replace as needed.**
- Board Walk-Handrails repair and upgrade. **Will evaluate and schedule as needed.**

Peters Point Park:

- Outside Shower Stations – **90% Complete**
 - **New Concrete Pads are in place.**
 - **Equipment Received and Installed.**

Maintenance Office:

- Garage-Equipment Cover (16 ft x 70 ft) **Working on Scope of Work.**
- Ice Machine Replacement -Facilities Maintenance -**On Hold.**

Sheriff's Office Admin Buildings:

- Facility Drainage Correction-Correct drainage from gutters to divert from sidewalks-**Design scope of work – Developing Scope of Work**
- Working with Sheriff's Office on Storage Building.
- Waiting for Site Clearing Quotes – **Pending Quotations**

Yulee Road Dept:

- Tool Room Conditioning and Lighting. Road Dept. **WO for Walls & Drop Ceiling**
- Relocate the Baily Road Recycling Center – **Scope of work completed. Permit in place.**
 - **Waiting on reply from Mr. Healan for Cost Estimate.**

Yulee Sports Complex:

- Basketball Court upgrade and lighting: Repaint and Stripping (In House)- **Engineering Phase. Lighting recommended to be put on a timer. Will gather a material list. Quoting Lights, Perp Surface, scheduling top coating.**

Beach Cleaning Bids: 0% Complete

- Beach Cleaning Service:
 - **Schedule to Award Bid on Feb 2 BOCC Meeting.**
- Beach & Park Restroom/Shower Cleaning:
 - **Schedule to Award Bid on Feb 2 BOCC Meeting.**
- Design of New Trash/Dumpster Site Location.
 - **Doug and Jeff in planning stage and Scope of Work-Potential of 2 cans.**

Facilities Maintenance Administration:

- County Rental Facilities Scheduling was moved “In-House” Jan 13, 2020.
 - Working to merge the Six (6) Calendar Schedules into One (1) master calendar, contacting potential renters and fee exemption renters to confirm schedules, complete rental paperwork, deposits, key pick up and return, and accountability of the condition of the facilities, etc.
 - Dude Solutions:
 - Actively working on building Asset Essentials Data Base.
 - Asset Essentials Work Order Program/Preventative Maintenance for workflow.
 - Actively Working establishing a “Real Time Budget” to track expenses.
 - **On-Site Training for Facilities, Road Dept, Solid Waste Department schedule for the next 60 days.**
- Department personnel are performing facility inspections to schedule preventive maintenance instead of reactive maintenance. This is an ongoing project throughout this fiscal year.