

# BOCC Meeting

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

March 2020

1128 Work Requests Issued. 1240 Work Orders Completed.

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### Complete projects this reporting period.

- ✓ Hilliard Community Center – Generator Installation
- ✓ Hilliard Ball Park - Safety Netting replaced.

### Projects assigned and/or in progress.

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

- **Fernandina Beach Health Clinic:** HVAC – PO issued 3 weeks to start project.
- **James S. Page Gov. Bldg- Chambers:** HVAC Replacement - PO issued 3 weeks to start project.
- **Historic Courthouse:** Replace 2 HVAC Units - PO issued 3 weeks to start project.
- **Justice Center: Records Center:** HVAC Unit – Equipment on site, starting 3/29/2020
- **Emergency Operations Center:**
  1. War Room HVAC Unit – PO Requisition pending
  2. War Room -Addressing HVAC Deficiency VRV System. PO Requisition pending

#### Generator Installation:

- **Multi-Use Facilities – 15 % Completed: To be scheduled.**
- **Detention Center- Generator Replacement-Mike Edwards:**
  - Scope of work changed – One Large Generator
  - **Engineering Survey PO Issued scheduled to be on site 3/29/20**

#### Animal Control:

- Cattery Expansion - HVAC System- **Bid Awarded, pending permitting.**
- Total Air Quality: Working with engineering firm on corrective action.
  - Reviewing report, will advise of a recommendation.
- K-9 Play Yard: Site planning for K9- walk & play yard.
  - **Staked out area, to be cleared, Solid Waste as schedule allows.**

#### Beach Front Parks

- **Beach Front Security Guard Stations-**
  - **Guard Shacks- PO Issued**
  - **Electrical Service ran**

### Burney Park Walkover:

- ✓ **Rebuild/Replace the Board Walk-**
  - **1<sup>st</sup> Phase Deck Walking Surface Material Ordered. 100% Complete**
  - **2<sup>nd</sup> Phase Top Portion and Side Decking and Railing 15% Materials ordered, delivery date to be determined.**
  - **3<sup>rd</sup> Phase ADA Handrails –**
- ✓ **Burney Park - Lighting** – Materials on order 35%
  - Bollard Bases installed 100% Complete
  - Conduit in Parking lot 100% Complete
  - Pending Parking Lot Poles -**All Wall Packs and Lighting fixtures are on site.**

### Callahan Ball Park:

- Drainage –
  - 1<sup>st</sup> Phase-Engineering - Design Engineering Underway
  - Drainage: working with Road & Bridge on opening ditches.
    - **Tentative plans with the Road Dept pending Equipment availability.**

### Detention Center:

- Outside Security Upgrades – Tony is working on the purchasing for the Security Projects
  - Fence and Sally Port Locking. **PO requisition submitted.**
  - Exterior Security Gates-Upgrade Locks Main Gate/Housing Pods, Fence Gates.
- Cell Lighting Upgrade - (To Deter Vandalism). In House
  - **PO issued, materials ordered, pending delivery date.**
- Replace Kitchen Equipment –
  - **PO Issued, pending delivery and installation date.**
- Security Control Upgrade to Existing System -MTS
  - **PO Issued, MTS Project Manager on site next week, materials to be on site.**
- Lights-Replace Lighting Controls Panel Upgrade
  - **PO Issued, gathering materials for project to schedule**
- Bio-Cleaning Heavy Shower Facility- Quarterly Service to be initiated.
  - **Contract Management to be sent out for Bid**
- Climate Control Ceiling -Attic Roof –
  - NCPA Documents pending, once received a requisition will be submitted.
    - **Walls to be constructed- Pending**
    - **Insulation of the Attic – Out for Bid- Pre- Bid meeting schedule pending.**
    - **HVAC Installation - Pending**
- Plumbing Chase- In House Project **Out for Contract Management for Bid**
  - Access Upgrade -
  - Re-Piping Copper Pipes -Plumbing
- Ventilation Controls Upgrade – Louvers Drives and Controls-Exterior
  - **Obtaining quotes for Louver controls**

### Emergency Operations Center:

- Large Wall Monitors in War Room. **Pending Director Foster's recommendations.**
- Electrical Power / Data has been established for the Elevated Floor project.

### Fire Rescue Headquarters

- Storage Building/ Scope being developed-getting ready to quote.
  - **Bid Package sent to Contract Management.**

### Goffinsville Park:

- Park Lighting – Materials onsite, Pending Bulbs and Poles.

### Hilliard Road Dept.

- Roof Replacement to preserve the Historical elements of the building. –
  - PO issued –Scheduled in 30 days **20%**

### Health Clinic

- Fernandina Health Clinic Nectarine Clinic – Vital Statistics Renovations.
  - Work order issued, pending scheduling.

### James S. Page Gov. Building:

- LED Re-lamping Fixtures – **On Going. 90 % Completed**
- Office of Management and Budget Area. – Revised scope of work.
- Front Entrance Concrete Repairs – **Bids due April 22, 2020**

### Justice Center:

- Towers and Windows – Annual Cleaning – **PO Issued, scheduled for the end of June.**

### 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**
- Survey-**Scheduled to be complete.**
- Curbs- **Layout**
- Elevation- Road Dept setting elevations. **Elevation Building up in process.**
- **Retention Pond and First Elevation Grade Completed.**

### Parking Lots Coating and Stripping:

- County Facilities and Parks/Walkover. **Jeff is evaluating location list for scheduling. Received Stencils for ADA Parking. No Change.**

### Parks/ Walkover:

- Picnic Tables-Upgrade to Composite Tables-**Reviewing request.**
- Bleachers-Replace Non-Compliant Bleachers with shade structures at Sports Fields.
- Parks & Boat Ramp- Repaint Asphalt Handicap Parking Spaces-**In process.**
- Deck and Walk Over- Preservation for all Parks-**Ongoing. 75% Complete.**
- Fencing and Safety Netting replaces as needed. – **Yulee fence & netting /Hilliard Fence**
- Replace SD Cameras to HD Cameras and Recorders – **Ongoing as needed.**

- Board Walk-Handrails repair and upgrade. **Fabricator position filled, will review, get a schedule of maintenance.**

#### **Maintenance Office:**

- Garage-Equipment Cover (16 ft x 70 ft) **Will re-bid project.**
- Facilities/Services Operations Managers Area Build out. **Underway 30%**
- Ice Machine Replacement -Facilities Maintenance – **On Hold**

#### **Sheriff's Office Admin Buildings:**

- Facility Drainage-Correct drainage from gutters to divert from sidewalks-Out for Bid
- Working with Sheriff's Office on Storage Building - Obtaining Permits
  - Site Clearing - Obtaining Purchase Order

#### **Yulee Road Dept:**

- Tool Room Conditioning and Lighting. Road Dept. **Materials on site.**
- Relocate the Baily Road Recycling Center – **Permit in place. Pending Scheduling**

#### **Yulee Sports Complex:**

- Basketball Court upgrade and lighting: Repaint and Stripping (In House)
- **Court Play Surface Upgrades**
- **Lighting recommended to be put on a timer. Lighting currently on Hold.**

#### **Beach Front Related Items:**

- 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.
  - Facilities Services Specialist Positions. **On hold.**
- Dude Solutions:
  - Actively working on building Asset Essentials Data Base.
  - Asset Essentials - Work Order Program/Preventative Maintenance for workflow.
  - Asset Essentials - Event Manager Program for County Rental Scheduling.
  - Actively Working establishing a "Real Time Budget" to track expenses.
  - On-Site Training for Facilities, Road Dept, Solid Waste Department. **Pending Scheduling.**

- Department personnel are performing facility inspections to schedule preventive maintenance instead of reactive maintenance. This is an ongoing project throughout this fiscal year.