

BOCC Meeting

Facilities Maintenance/Parks & Recreation Department

Monthly Project Update

MAY ACTIVITIES 2020

934 Work Requests Issued. **1098** Work Orders Completed.

Complete projects this reporting period.

- Justice Center: Records Center: HVAC Unit installation.
 - James S. Page Gov. Building: Office of Management and Budget Area Build out.
 - Maintenance Office: Assistant Directors Area Build out.
-

Projects assigned and/or in progress.

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

- **Fernandina Beach Health Clinic:** HVAC – **Permit received, Pending Schedule.**
- **James S. Page Gov. Bldg- Chambers:** HVAC Replacement – **Hold - Pending Schedule**
- **Historic Courthouse:** Replace 2 HVAC Units – **Hold -Pending Schedule**
- **Emergency Operations Center:** - War Room HVAC Unit (proj-19) and Addressing HVAC Deficiency VRV System. (proj-31). **On Order-Equip lead time 4 weeks,**

Generator Installation:

- **Multi-Use Facilities** – **30 % Completed. No change**
- **Detention Center-** Generator Replacement-**Mike Edwards:**
 - Scope of work changed – One Large Generator – **Line locate & Geo Tech**
 - **Engineering: Looking a 1250 KW Generator**

Animal Control:

- Cattery Expansion - HVAC System- **Project started wee of 5/27/20**
- 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 will schedule.**

Beach Front Parks

- **Beach Front Security Guard Stations-**
 - **Guard Shacks-** On Order 4-6 weeks to manufacturing.
 - **Gate Arms and Operators are on site.**
 - **Deck Materials – Delivered, and in process.**
 - **Electrical Service, has been ran, Pending Power Service established**
 - **Established Temporary Drive on Points at Peters Point Park and Lewis Street.**

Burney Park Walkover:

- Rebuild/Replace the Board Walk-
 - 1st Phase Deck Walking Surface Material Ordered. 100% Complete
 - 2nd Phase Top Portion and Side Decking and Railing **25% in process.**
 - 3rd Phase ADA Handrails – **Work being done internally.**
- Burney Park - Lighting – Materials on order **70%**
 - Bollard Bases and Conduit in Parking lot installed 100% Complete
 - Parking Lot Lighting: All Wall Packs and Lighting fixtures are on site. **Poles installed, working on electrical circuits.**

Callahan Ball Park:

- Drainage – **In process**
 - 1st Phase-Engineering - Design Engineering Completed
 - Drainage: working with Road & Bridge on opening ditches.
 - Road Dept. **The Outfall Ditches have been cleared of vegetation, evacuating to be scheduled.**

Detention Center:

- Outside Security Upgrades – Tony is working on the purchasing for the Security Projects
 - Fence and Sally Port Locking. **Sent for keying, approximately 3 weeks lead time.**
 - Exterior Security Gates-Upgrade Locks Main Gate/Housing Pods, Fence Gates.
- Cell Lighting Upgrade - (To Deter Vandalism). In House: **70% Complete** Project is in progress.
- Replace Kitchen Equipment –**Scheduled for installation on June 8th.**
- Security Control Upgrade to Existing System -Services provided by MTS (proj.12) and Lighting Controls Panel Upgrade (proj.12) **To start the 1st of June.**
- Bio-Cleaning Heavy Shower Facility- Quarterly Service. **Bids being review, pending award.**
- Climate Control Ceiling -Attic Roof –
 - NCPA Documents pending, once received a requisition will be submitted.
 - **Walls to be constructed- On Hold**
 - **HVAC Installation - Pending PO**
 - **Insulation of the Attic – Pending an agenda to award bid.**
- Plumbing Chase- In House Project **Out for Contract Management for Bid**
 - Access Upgrade - Project is being done In -House. **In process.**
- Ventilation Controls Upgrade – Louvers Drives and Controls-Exterior **5% Completion**
 - Obtaining quotes for Louver controls- **Gathering list of contact points.**

Emergency Operations Center: On Hold until COVID-19 restrictions are lifted.

- Large Wall Monitors in War Room. **Director Foster has put a HOLD on this project.**
- Electrical Power / Data has been established for the Elevated Floor project.
 - **On Hold until COVID -19 restrictions are lifted.**

Fire Rescue Headquarters

- Storage Building
 - Scope of work completed, project out to bid due June 2nd.
 - Materials for power are on hold.

Goffinsville Park:

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

Health Clinic

- Fernandina Health Clinic Nectarine Clinic – **90% Complete**
- Vital Statistics Renovations. **Work is underway.**

James S. Page Gov. Building:

- Front Entrance Concrete Repairs – **Bids received project funds short, on hold.**

Justice Center:

- Towers and Windows – Annual Cleaning – **Tentative schedule for July 18 & 25.**

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
- Curbs- Layout
- Elevation- Road Dept setting elevations. Elevation Building up in process.
- Retention Pond and First Elevation Grade Completed.
- **Pulled new benchmarks and pond layout.**
- **Second Elevation Grade Pending**

Parking Lots Coating, Stripping and repaint the ADA Parking Space

- County Facilities and Parks/Walkover: this will be an on-going project as needed.
 - **Staff gathering a list of locations to be scheduled.**

Parks/ Walkover:

- Picnic Tables-Upgrade to Composite Tables- On Hold- FY20/21
- Bleachers-Upgrade Non-Compliant Sports field Bleachers with shade structures On Hold- FY20/21
- Deck and Walk Over- Preservation for all Parks-Ongoing. 75% Complete.
- Fencing and Safety Netting replaces as needed. – **Evaluating locations for replacement.**
- Board Walk-Handrails repair and upgrade. **Fabricator position filled, will review, get a schedule of maintenance. South End Walk Over has been evaluated.**

Maintenance Office:

- Assistant Directors Area Build out. Underway 85%
- Garage-Equipment Cover (16 ft x 70 ft) **Rebidding the project, no bids received, will be completing the project inhouse.**
- Ice Machine Replacement -Facilities Maintenance – On Hold reviewing in Aug.

Sheriff's Office Admin Buildings:

- Facility Drainage-Correct drainage from gutters to divert from sidewalks- **To be scheduled with in the next two weeks, should be a week to complete once started.**
- Working with Sheriff's Office on Storage Building - Obtaining Permits and plans for foundation.
 - Site Work Clearing - 10% Pending PO for Materials

Yulee Road Dept:

- Tool Room Conditioning and Lighting. Road Dept. 85% complete.
 - Materials on site, Wall Material is up. Pending Ceiling and AC and moving electrical.
- Relocate the former Baily Road Recycling Center to Yulee – Site Prep underway. Ready to proceed with permits and drawing.

Yulee Sports Complex:

- Outdoor Basketball Court Lighting Upgrade:
 - Recommendation to put Lighting on a timer. Lighting currently On Hold.

Beach Front Related Items: 30% complete.

- Design of New Trash/Dumpster Site Location. Potential of 2 cans.
- **Pad has been poured at Peters Point Park**

Facilities Maintenance Administration:

County Rental Facilities Scheduling moved “In-House” since January 2020. Currently County Rental Activities are On Hold until COVID-19 restrictions are lift.

- During this time the Staff is working on building a website that will provide detailed facility information and potentially be available to Citizens for scheduling rentals. **On-going.**
- Facilities Services Specialist Positions. On Hold until COVID-19 restrictions are lifted.
- Dude Solutions:
 - Actively working on building Asset Essentials Data Base:
 - This consists of inputting asset information into the program, such as updating personnel information, adding recreational locations, adding and removing equipment, establishing more Preventative Maintenance Schedules, this will be an ongoing process.

- Asset Essentials - Event Manager Program for County Rental Scheduling.
 - Actively Working establishing a “Real Time Budget” to track expenses. **Video with Asset Essential about a recommendation to start to obtain “Real Time Budget figures, this is under review to see about compatibility with the reporting we are wanting to maintain.**
 - On-Site Training for Facilities, Road Dept, Solid Waste Department. PO Issued-scheduling is On Hold until COVID-19 restrictions are lifted.
- Department personnel are performing facility inspections to schedule preventive maintenance instead of reactive maintenance. This is an ongoing project throughout this fiscal year.