

# **BOCC Meeting**

## **Facilities Maintenance/Parks & Recreation Department**

### **Monthly Project Update**

**JULY 2020**

1073 Work Requests Issued. 1063 Work Orders Completed.

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### **Complete projects this reporting period.**

- Justice Center - Towers and Windows – Annual Cleaning
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### **Projects assigned and/or in progress.**

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

- James S. Page Gov. Bldg- Chambers: HVAC Replacement – **On Scheduled 7/29-7/31**
- Historic Courthouse: Replace 2 HVAC Units – **Scheduling after hours. After Aug 1st**
- Emergency Operations Center: - War Room HVAC Unit (proj-19) and addressing HVAC Deficiency VRV System. (proj-31). **Equipment on order, work on the pad and the air handler early July. Condensers to be shipped July 23. Pending to start in the next few weeks.**

#### **Generator Installation:**

- Multi-Use Facilities – 30 % Completed. No change.
- Public Service – Generator 15% Prep work in progress, Equipment lead time 15 Weeks.
- Detention Center- Generator **Upgrade previous list of equipment and reviewing generator specs. Project is moving in a different direction to obtain the Generator for this location.**
  - Engineering:
  - Design process is ongoing.

#### **Animal Control:**

- Cattery Expansion-HVAC System-**60% Project is in process.**
- K-9 Play Yard: Site planning for K9- walk & play yard. **Still Pending.**
  - Staked out area, to be cleared, Solid Waste will schedule.
- Total Air Quality
  - Recommend a DX outside Air Unit for Kennel Area. This information was given to the department. **Revisiting Budget.**

### **Beach Front Parks**

- **Beach Front Security Guard Stations-**
  - **Guard Shacks- Shacks are on sight, pending permits and installation date.**
    - Gate Arms and Operators on sight.
    - Deck Materials – Delivered, and in process.
    - **ATV for Beach Security have been delivered.**

### **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 **100% Complete**
  - 3<sup>rd</sup> Phase ADA Handrails – **Materials on Order, project at 30%. Project underway.**

### **Callahan Ball Park:**

- Drainage – **In process** Drainage: worked with Road & Bridge on opening ditches.
- Outfall Ditches Completed **100%**,
- Department to reestablish old ditch to match drainage. **20%**

### **Detention Center:**

- Outside Security Upgrades – Tony is working on the purchasing for the Security Projects
  - Exterior Security Gates-Upgrade Locks Main Gate/Housing Pods, Fence Gates
    - Fence and Sally Port Locks: Sent for keying, approximately 3 weeks lead time. Will schedule Fabricator to mount them to gates. **Staff following up on date.**
- Cell Lighting Upgrade - (To Deter Vandalism). In House: **75% Complete. Electric in July 31<sup>st</sup>.**
- Replace Kitchen Equipment –**Equipment wrong handles, pending correct equipment delivery.**
- Bio-Cleaning Heavy Shower Facility- Quarterly Service. **Agenda to award, to start 10/1/2020**
- Climate Control Ceiling -Attic Roof –
  - **HVAC Installation – Equipment on order, expected to ship 7/27, electric work to start in the next 2 weeks.**
  - **Insulation of the Attic – Awarded bid, pending Insurance Documents.**
  - **Walls to be constructed- In process.**
- Plumbing Chase- In-House Project:
  - Access Upgrade. In process – **In process started week of 7/27/2020.**
- Ventilation Controls Upgrade – Louvers Drives and Controls-Exterior **5% Completion**
  - Obtaining quotes for Louver controls- **Obtaining list of motors and ordering.**

### **Fire Rescue Headquarters**

- Storage Building: **Bids to high, revised Scope of Work, pending to be rebid.**
- Materials for power are on hold.

### **Goffinsville Park:**

- Park Lighting –**40% Complete. Project is underway, Poles are installed.**
- **Water Flow Study of the Boat Ramp- Surveying water flow and gathering boaters information.**

#### **James S. Page Gov. Building:**

- **Public Board Meetings: Continue working on modifications and upgrades.**
- Front Entrance Concrete Repairs – **Agenda Request submitted for Award of Project.**
- **Office Area Modification: 20% Complete; Provide Temporary Administration Office workspace. In Progress.**

#### **Minor Road -County Extension Office & Training Center:**

- **Building Shell quotes have been received pending a purchase order requisition.**
- Site Plans for Utilities – Scheduling Site Layout for Base Prep.
- Started Utility Piping – In Design -Site Plan revisited.
- Curbs- Layout
- Retention Pond and First Elevation Grade Completed. Second Elevation Grade Pending
- **Pulling Permits and modifying with Asa Gillette.**

#### **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:**

- Fencing and Safety Netting replaces as needed. – Evaluating locations for replacement.
- Board Walk-Handrails repair and upgrade. Schedule of maintenance in process.
- Items Pending on Hold FY20/21
  - Picnic Tables-Upgrade to Composite Tables- On Hold-
  - Upgrade Non-Compliant Sports Field Bleachers with shade structures-On Hold

#### **Maintenance Office:**

- Garage-Equipment Cover (16 ft x 70 ft). **In-House Project: Work order issued to get materials.**
- 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- **80% Complete** on front entrance.
- Sheriff's Office Storage Building - Permits and plans for foundation.
  - Site Work Clearing - 100%
  - Foundation work started.
  - **Waiting for Building.**

### **Yulee Road Dept:**

- Recycle Center Relocate the former Baily Road Recycling Center to Yulee – Site Prep underway. Ready to proceed with permits and drawing. **Ready to move forward.**

### **Yulee Sports Complex:**

- **Yulee Gym HVAC DDC Controls: 75%** complete; Wiring done. **Vendor will come to the site and complete and startup on equipment.**
- Outdoor Basketball Court Lighting Upgrade, with Lighting on a timer. 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
- Staff has meeting set up for discussion.

### **Facilities Maintenance Administration:**

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

- Staff is working on Civic Plus: Pending Presentation to review the Citizens County Rental Schedule Website.
- Facilities Services Specialist Positions. On Hold until COVID-19 restrictions are lifted.
- Dude Solutions:
  - Actively working on building Asset Essentials Data Base:
  - “Real Time Budget” Working establishing a “Real Time Budget” to track expenses. Reviewing a Financial Tracking application to get closer to a “Real Time Budget”
  - 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.