

BOCC Meeting

Facilities Maintenance/Parks & Recreation Department

Monthly Project Update

AUGUST 2020

1003 Work Requests Assigned. **1051** Work Orders Completed.

Complete projects this reporting period.

- Sheriff's Office Admin Buildings: Correct Facility Drainage
 - Yulee Sports Complex: Yulee Gymnasium HVAC DDC Controls
 - Bio-Cleaning Heavy Shower Facility- Project Awarded and will start 10/1/2020
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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 – **Schedule set for 9/2-9/4.**
- Historic Courthouse: **65%** Replace 2 HVAC Units – **Schedule set for 9/14-9/18.**
- Emergency Operations Center: - **In process: 50%.**
 - War Room HVAC Unit (proj-19) & HVAC Deficiency VRV System. (proj-31).

Generator Installation:

- Multi-Use Facilities – **30 %** Completed. **No change.**
- Public Service - Generator **40%** Prep work in progress, **Pad poured pending equipment.**
- Detention Center- Generator **Purchasing through CAREs program.**
 - Engineering: **Working on the piping and wire switch gear design.**
 - Design process is ongoing.

Animal Control:

- Cattery Expansion-HVAC System- **80% 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. **No Change**
- Total Air Quality **No Change**
 - 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- Permitting and DRC view.**
 - **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-
 - 1st Phase Deck Walking Surface Material Ordered. 100% Complete
 - 2nd Phase Top Portion and Side Decking and Railing 100% Complete
 - 3rd 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.
- Department to reestablish old ditch to match drainage. **20%**

Detention Center:

- Outside Security Upgrades – **35 %**
 - Exterior Security Gates-Upgrade Locks Main Gate/Housing Pods, Fence Gates
 - Fence and Sally Port Locks: Locks are on-site, Fabricator to mount them to gates.
Pending scheduling.
- Cell Lighting Upgrade - (To Deter Vandalism). In House: **77%. No Change**
- Replace Kitchen Equipment –**90% Installation almost complete.**
- Climate Control Ceiling -Attic Roof- **45%**
 - **HVAC Installation – Installed and finishing controls.**
 - **Insulation of the Attic – Project to start 9/14/20**
 - **Walls to be constructed- Completed**
- Plumbing Chase- In-House Project: **60%**
 - Access Upgrade. In process – **Footers in place, pending Fabricator schedule.**
- Ventilation Controls Upgrade – Louvers Drives and Controls-Exterior **10%**
 - Obtaining quotes for Louver controls- **Sent out for quotes.**

Fire Rescue Headquarters

- Storage Building: Bids to high, revised Scope of Work, pending to be rebid.
- (Materials for power are on hold.)
 - **8/27/20 Emailed Contracts Management for a follow-up on the procedure.**

Goffinsville Park:

- Park Lighting –**55%.** Project is underway, **Poles and Conduit installed.**
- **Water Flow Study of the Boat Ramp-** Surveying water flow and gathering boater's information. **Pending Water Flow Study**

Fernandina Beach – Nectarine Clinic

- Installation of Generator Transfer Switch.

James S. Page Gov. Building:

- Public Board Meetings: Continue working on modifications and upgrades.
- Front Entrance Concrete Repairs – **Work is Scheduled for the week of 9/2-9/4**
- **Office Area Modification: 20%** Provide Temporary Administration Office workspace. In Progress. **Work to be completed the end of October 2020.**

Minor Road -County Extension Office & Training Center:

- Building Shell -**Purchase order issued.**
- Site Plans for Foundation - **Pending Permit**
- Parking site- **Area prep.**
- Curbs- Layout
- Site Plans for Utilities – Scheduling Site Layout for Base Prep.
 - Utilities, Sewer and Water
- Started Utility Piping – In Design -Site Plan revisited.
- Retention Pond and First Elevation Grade Completed. Second Elevation Grade Pending

Parking Lots Coating, Stripping and repaint the ADA Parking Space

- County Facilities and Parks/Walkover: on-going project as needed
 - **Staff gathering list of locations to be scheduled. Adding Sheriff's Office to list.**

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 to gather materials.
- Ice Machine Replacement -Facilities Maintenance - **On Hold will evaluated mid Sept.**

Sheriff's Office Admin Buildings:

- Sheriff's Office Storage Building - Permits and plans for foundation.
 - Site Work Clearing - 100%
 - Foundation work - 100%
 - Waiting for Building.

Yulee Road Dept:

- Recycle Center Relocate the former Baily Road Recycling Center to Yulee – Site Prep underway. **Permit received, ready to move forward.**

Yulee Sports Complex:

- Outdoor Basketball Court Lighting Upgrade, Lighting on a timer. **Review in Mid Sept.**

Beach Front Related Items: 30% complete. **No Change**

- Design of New Trash/Dumpster Site Location. Potential of 2 cans.
- Pad has been poured at Peters Point Park
- **Staff will get information on Dumpster and Toppers.**

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.
- **Citizens County Rental Schedule Website:**
 - Pending: Presentation to approve moving forward the Citizens County Rental Schedule Website.
- **Vacant Positions:**
 - Journeyman Electrician – Position Posted: Pending applications review and interviews.
 - Custodian – Posting on Hold: due to potential other union personnel to fill vacancy.
 - Facilities Service Operation Manager- Position on Hold -re-evaluating position.
 - Facilities Services Specialist Positions. (2) 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” . Received a list of questions relating to chargebacks for cost centers staff will address these and move forward.
 - 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.