
To: City Manager; City Council Members
Fr: Scott Stevenson, Facilities Maintenance Manager
Date: April 28, 2021
Re: May 2021 Monthly Manager's Report

Facilities Management Division – The Facilities staff will continue working a schedule that allows for extra cleaning, and disinfecting, at all City buildings. The Police Department and LARC are receiving two custodial visits daily and are also being cleaned over the weekend. Staff continues to respond to requests from all City operations for sanitizer, sanitizing wipes, and disposable surgical masks. Staff will continue with the installation of touchless toilet/urinal flush valves, touchless faucets and touchless drinking fountain/bottle fillers to replace current drinking fountains throughout City owned buildings as these items become available. The Recreation Center RTU # 7 Design/Build Replacement Project was awarded by City Council to Climate Control, LLC of Cheyenne, Wyoming on April 20th. The RTU is being manufactured specifically for the Recreation Center and it has a lead time of 32 weeks so this project will be completed in fiscal 2022. Facilities staff requested quotes for the Fire Station # 1 Roof Replacement Project and received proposals from three roofing contractors. Big Horn Roofing of Laramie was the low quote, was contracted to complete this project and has completed the project. Staff has contracted with Wyoming Service and Controls to replace the furnace in the Fort Sanders building. Facilities staff has begun the process of de-winterizing the outdoor leisure pool at the Recreation Center, the Washington Park wading pool and the Undine Park splash pad. These aquatic venues are scheduled to be opened to the public on Monday June 7th. The Facilities Work Order System received forty (40) work orders in April, with ten (10) still open and in progress. A total of thirty-five (35) work orders were completed and closed out this month.