

To: City Manager/City Council Members
Fr: Scott Stevenson, Facilities Maintenance Manager
Date: April 27, 2022
Re: April 2022 Staff Report

Facilities Management Division - The Facilities Crew Leaders, Glen Zwieg and Zane Webber have switched Campuses with Glen now working at the Main Campus, PD Campus and LaBonte Campus and Zane moving to the Recreation Campus. Glen will be setting up the infrastructure necessary for Facilities operations at the new North Campus and supervising two FTE employees and four part time provisional employees. Zane will be supervising Facilities operations at the Recreation Center and Ice Arena as well as supervising four FTE employees and eight provisional employees. The Recreation Center Outdoor Pool Boiler Replacement Project has been completed and the contractor is scheduled to complete the unit startup and commissioning on May 30th when the pool is filled and circulating water through the boiler. De-winterization, cleaning and startup of the Recreation Center outdoor pool, Washington Park wading pool and the Undine Park splashpad is ongoing with the pools scheduled for opening to the public on June 6th. The City Hall Makeup Air Units 1 & 2 Design/Build Replacement project bid award was approved by City Council on March 1st. The project design is under way and staff expects project completion sometime in 2022. The Recreation Center RTU #7 Design/Build Replacement Project will be completed in May of 2022. This project was awarded by City Council to Climate Control, LLC of Cheyenne, Wyoming on April 20, 2021. The RTU is now on site at the Recreation Center after being manufactured specifically for the Recreation Center. A change order was issued to extend the contract completion date. The Main Campus chiller, which serves to cool the City Hall and City Hall Annex buildings in the summer, had one of its compressors freeze up and fail in November 2021. Haynes Mechanical Systems has replaced the failed compressor however another of the six compressors was found to be nonfunctional and is scheduled to be replaced in May, ahead of the summer cooling season. The Chiller is functioning and able to cool the buildings through the Spring but without the identified failed compressor will not be able to keep up as the temperatures rise this summer. 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 they are also being cleaned over the weekend. Staff continues to respond to requests from all departments for sanitizer, sanitizing wipes, and other related items. The Facilities Work Order System received thirty-nine (39) work orders in April, with four (4) still open and in progress. A total of forty-three (43) work orders were completed and closed out this month.