

To: City Manager; City Council Members
Fr: Scott Stevenson, Facilities Maintenance Manager
Date: January 29, 2020
Re: February 2020 Monthly Manager's Report

Facilities Management Division – A contract has been negotiated, with Associated Pool Builders of Bismarck, North Dakota, for the design, provision and installation of the Recreation Center 8-lane Pool Gutter Grates and it is scheduled for City Council consideration on February 4th. Staff hopes to have this project completed in August of 2020. During a preventive maintenance check in October it was discovered that the outdoor pool boiler at the Recreation Center has internal damage caused by excessive condensation. Facilities staff has made repairs and pressure tested this boiler and it is ready for the summer season opening date in May 2020. A Request for Quotes for an enclosed trailer for the Facilities Division to use for transporting special event equipment was issued in December 2019 and Maxey Trailer Sales of Fort Collins Colorado provided the lowest price. This trailer was ordered in January and delivery is expected in March. The Facilities staff has been working with lighting and building envelope auditing contractors in all of the general fund buildings throughout the City in order to determine viable energy saving projects for the Honeywell Investment Grade Audit project. The Facilities Work Order System received seventy-one (71) work orders in January, with seven (7) still open and in progress. A total of fifty-six (56) work orders were completed and closed out this month.