
To: City Manager/City Council Members
Fr: Scott Stevenson, Facilities Maintenance Manager
Date: February 23, 2022
Re: February/March 2022 Staff Report

Facilities Management Division - With the Ice-skating season ending on March 23rd the Facilities staff will begin the ice sheet removal and will complete a deep cleaning of the building in preparation for summer programming. The Recreation Center Outdoor Pool Boiler Replacement Project is scheduled to begin in March. Bids for the City Hall Makeup Air Units 1 & 2 Design/Build Replacement project were solicited in December, opened on December 21st. The two bids that were received were over budget and both were rejected by Council on January 18, 2022. This project was re-bid on February 8th and the bid award along with a budget amendment were approved on March 1st. The Recreation Center RTU #7 Design/Build Replacement Project will be completed in April. This project was awarded by City Council to Climate Control, LLC of Cheyenne, Wyoming on April 20, 2021. The RTU is being manufactured specifically for the Recreation Center. 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 will be replacing the failed compressor in March ahead of the cooling season. A new FTE Maintenance Worker position approved in FY 22 was open for applications in February. Interviews with the top six candidates are scheduled on March 4th and staff hopes to have someone hired and begin working late March/early April ahead of the opening of the new Municipal Operations Center. There will be an FTE Maintenance Worker assigned to the new campus upon opening. 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 disposable surgical masks. The Facilities Work Order System received fifty-two (52) work orders in February, with six (6) still open and in progress. A total of fifty-three (53) work orders were completed and closed out this month.