

# Update on Portable for Vaccine Clinic

Prepared by

## Facilities Management Office

February 17, 2009

- Contacted Schools and requested extra portable classroom be given for project.
- Made site visit for potential portable and selected unit.
- Selected site for portable to be placed.



- Had Virginia Power approve site since placement was close to overhead lines.
- Contracted with Schools vendor to relocate unit.
- Had two trees and one stump removed from site.



- Placed Heat Ticket in for voice and data to building (170544). Waiting for quote and PO to be issued. 7-10 days for work after NTP.
- Had Address assigned to new site (2664 Leroy Dr.).
- Sent letter to Virginia Power requesting new service. Usually takes 6-8 weeks.
- Had portable unit delivered and dried in 2/16/09 (hurricane straps to be installed once Miss Utilities clears).



- PW Bldg. Maintenance meeting with potential vendors for improvements 2/17/09 requesting quotes returned with in one week. Work projected to be completed by March 18, 2009.



- Working with Public Utilities to have water and sewer taps installed (tentatively scheduled for February 24, 2009). Will be installed with in-house Public Utilities staff.

End Status Report 2/17/09