

Appendix I

Maintenance Management System (MMS) Project List

The Maintenance Management System (MMS) was established in 1982 to enhance Service-wide efforts in planning and budgeting for maintenance activities. The MMS database deals specifically with maintenance planning and budgeting. It serves to facilitate and standardize the documentation of backlogged maintenance needs - maintenance deficiencies which have gone uncorrected for 12 or more months since the deficiency arose due to lack of funding. Backlogged maintenance needs can include:

Repair and Rehabilitation - Work needed as a result of physical deterioration or functional obsolescence of buildings, other structures, facilities, or equipment. This category of maintenance may include projects that are to modify facilities for new functions, or to make improvements or additions (limited to 10% of GSF) to existing facilities to enhance their purpose or utility.

Facility and Equipment Replacement - Sometimes the most cost effective "repair" of a building, other facility, or equipment item is the replacement of it. To be eligible for listing in this MMS database, the proposed replacements must be of generally similar size and purpose. An ATV cannot be replaced with a pickup truck. A dilapidated barn cannot be replaced with a new pole shed if the pole shed's size exceeds the barn's size by more than 110%.

Backlogged maintenance needs do not include:

New buildings, other facilities, or equipment - except when they are replacing dilapidated or obsolete items of similar size and kind. New items and major capital improvements are documented in Refuge Operations Needs (RONS) database.

Unfunded custodial maintenance needs - Routine or minor maintenance activities of a custodial nature. Examples include grass mowing, snow removal, grounds maintenance, janitorial services, minor plumbing, and light bulb or window glass replacement.

Habitat restoration, rehabilitation, or maintenance - MMS maintenance needs are restricted to facilities, structures, and equipment.

Projects or items under \$5,000 - Items under \$5000 are covered by the stations annual maintenance allocation.

Attached is a table of the current project backlog for the Cape May National Wildlife Refuge. The listing includes a project description and estimated cost.¹

¹ The hard copy published in June 2004 lists the same items. Their sorting sequence and some of their estimated costs had changed by June 2005, when this Web document was published.

Refuge Maintenance Management System

STATION Cape May NWR **Orgcode** 52515 **Project** 98503 **Element** **Amount** \$28,000.00
SAMMS WO 98104469

Title Rehabilitate Headquarters driveway and parking lot **Plan Yr.**
DOIRANK **REGIONAL RANK** **STATION RANK** **PropNumber** **DMorEQ** **BACKLOG** 28 K\$
 350 500 1 10022105 TEA21 **FYCOMPLETED**

Rehabilitate deteriorating concrete driveway apron, visitor walkway, twelve-space parking lot, and seventy foot-long gravel entrance road to the refuge office and visitor contact station facility. Driveway apron requires replacement so that vehicles do not scrape on over-sloped apron. Project would pave the driveway and parking lot and expand the lot size to accommodate 16 vehicles.

STATION Cape May NWR **Orgcode** 52515 **Project** 02003 **Element** **Amount** \$330,000.00
SAMMS WO 02121335

Title Rehabilitate Two Mile Beach Unit Maintenance Shop **Plan Yr.** 2008
DOIRANK **REGIONAL RANK** **STATION RANK** **PropNumber** **DMorEQ** **BACKLOG** 330 K\$
 250 174 4 10022119 Deferred **FYCOMPLETED**

Rehabilitate the 1360 sq. ft. maintenance shop building at the Two Mile Beach Unit. This military building is being used as a maintenance shop. Project includes repair and painting the stucco exterior, replace the flat roof with a sloped roof; replace rusty doors, repair the fire alarm system and repair the electrical, heating/cooling/ventilation, and plumbing systems. All of these repairs are necessary to provide safe working conditions and to properly maintain and store government property. Replacement needs to be considered since rehabilitation is the same cost as replacement.

STATION Cape May NWR **Orgcode** 52515 **Project** 02001 **Element** **Amount** \$427,000.00
SAMMS WO 02121359

Title Rehabilitate Office Building - Two Mile Beach Unit - Phase 1 **Plan Yr.** 2005 dm
DOIRANK **REGIONAL RANK** **STATION RANK** **PropNumber** **DMorEQ** **BACKLOG** 427 K\$
 640 888 99 10022114 Deferred **FYCOMPLETED**

Rehabilitate sub office facility transferred by the U.S. Coast Guard to the refuge. This 5,300 sq. ft. facility is presently the sub-headquarters. Project would involve rehabilitation and repair unsafe electrical (no GFI), heating/ventilation/air conditioning system that has leaks, plumbing, fire/security alarm, and remove walls for conference room space. There is presently a mold problem. Utility company has stated that the powering system has water damage, moisture and corrosion problems in the powering unit. Transformers has been replaced due to failure of the existing transformers. Project will provide a safe secure facility for staff at a location where the greatest number of public contacts are anticipated.

STATION Cape May NWR **Orgcode** 52515 **Project** 02002 **Element** **Amount** \$427,000.00
SAMMS WO 02121360

Title Rehabilitate Visitor Contact Building - Two Mile Beach Unit - Phase 2 **Plan Yr.** 2005 dm
DOIRANK **REGIONAL RANK** **STATION RANK** **PropNumber** **DMorEQ** **BACKLOG** 427 K\$
 390 888 99 10022114 Deferred **FYCOMPLETED**

Rehabilitate sub-office/visitor contact facility (A14) transferred by the U.S. Coast Guard in 1999. Rehabilitate the visitor contact half of this facility for unsafe ADA access structures, visitor entrance facilities, and rehabilitate for sprinkler system required by code. Project will facilitate resource protection and habitat enhancement for endangered species, shorebirds, and other migratory birds. Project will provide a safe secure facility for visitor contacts and environmental education programs.

STATION Cape May NWR **Orgcode** 52515 **Project** 01006 **Element** **Amount** \$104,000.00
SAMMS WO 01

Title Construct Platforms, Kiosks and Signs at Two Mile Beach Unit **Plan Yr.** 2005vfe1261
DOIRANK **REGIONAL RANK** **STATION RANK** **PropNumber** **DMorEQ** **BACKLOG** 96 K\$
 100 888 99 10022107 Small Construction **FYCOMPLETED**

Construct two viewing platforms, gates, fencing and regulatory signs at the Two Mile Beach unit to provide new public use opportunities. Project provides refuge access and wildlife dependent recreational opportunities. Issues regarding visitor access to this refuge beach have been controversial. Project will fulfill promises made to the public in June 2001, with first phases of public access beginning in April 2002.

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STATION	Cape May NWR	Orgcode	52515	Project	03002	Element		Amount	\$501,000.00
				SAMMS WO	03126223				
Title	Resurface entrance road and parking lots - TMBU							Plan Yr.	
DOIRANK	REGIONAL RANK	STATION RANK	PropNumber	DMorEQ	BACKLOG	501 K\$			
460	999	8	10022130	TEA21	FYCOMPLETED				
Rehabilitate one mile of asphalt road and five parking lots at the Two Mile Beach Unit. Roads and parking lots are cracked and potholes have formed. These facilities are used by increasingly numbers of visitors and require rehabilitation. New paint striping will be necessary on the entrance road and public use parking lots.									

STATION	Cape May NWR	Orgcode	52515	Project	03003	Element		Amount	\$444,000.00
				SAMMS WO	03126261				
Title	Replace Two Sewer Lift Stations							Plan Yr.	2010
DOIRANK	REGIONAL RANK	STATION RANK	PropNumber	DMorEQ	BACKLOG	444 K\$			
500	113	3	10022126	Deferred	FYCOMPLETED				
Replace two aging and worn-out sewer lift stations. The lift stations are old and require frequent repairs and maintenance. The lift stations are necessary for the operation of Refuge facilities, including the Visitor Contact Station, and also the adjacent Coast Guard Base. The Refuge has certain responsibilities for the infrastructure shared with the Coast Guard. Nonfunctioning lift station is a health hazard and the facility has to be shut down until repairs are completed.									

STATION	Cape May NWR	Orgcode	52515	Project	03004	Element		Amount	\$43,000.00
				SAMMS WO	03126275				
Title	Rehabilitate Exterior and Interior of 946 Hand Avenue Residence/Quarters							Plan Yr.	
DOIRANK	REGIONAL RANK	STATION RANK	PropNumber	DMorEQ	BACKLOG	43 K\$			
635	282	11	10042837	Deferred	FYCOMPLETED				
Rehabilitate exterior and interior of government quarters at 946 Hand Avenue. Residence is used by law enforcement staff. The house was built in 1975 and no maintenance has been done for over 30 years. On the exterior, repair/repoint chimney for fire safety, replace well pump and repaint the exterior, replace asphalt shingle roof, replace broken windows/screens and rotted sills. On the interior replace old mildew stained carpet, repair fireplace, install hard-wired smoke alarms to meet fire safety requirements. Replace broken old warped kitchen cabinets.									

STATION	Cape May NWR	Orgcode	52515	Project	03005	Element		Amount	\$181,000.00
				SAMMS WO	03126286				
Title	Rehabilitate Refuge Headquarters Office Building							Plan Yr.	
DOIRANK	REGIONAL RANK	STATION RANK	PropNumber	DMorEQ	BACKLOG	181 K\$			
490	800	13	10022104	Deferred	FYCOMPLETED				
Rehabilitate the aging headquarters office building. The headquarters requires extensive rehabilitation to correct maintenance deficiencies. Without rehabilitation the facility will further degrade and become substandard. Project includes: replacement of wood shingle roof with asphalt shingles, exterior painting, replacement of water damaged subfloor, replacement of worn out carpeting, replacement of air conditioning units, replacement of broken interior doors, replacement of subfloor insulation, and making the visitor contact area accessible to all visitors. The headquarters office is the primary location for visitor contacts and currently provides office space for three staff.									

STATION	Cape May NWR	Orgcode	52515	Project	03006	Element		Amount	\$313,000.00
				SAMMS WO	03126387				
Title	Rehabilitate saltmarsh trail							Plan Yr.	
DOIRANK	REGIONAL RANK	STATION RANK	PropNumber	DMorEQ	BACKLOG	313 K\$			
400	280	10	10036186	Deferred	FYCOMPLETED				
Rehabilitate the degraded trail into the salt marsh at the Two Mile Beach Unit. The existing trails are overgrown with vegetation and eroding. They are substandard, unsafe, and unusable. The existing blind is rotted and old. All trail sections will require clearing of the brush, reestablishment of the trail with gravel base and stone dust surface for accessible use. Eroded sections require additional fill and gravel surfacing material. The project would include a section of a boardwalk for accessibility and viewing platform.									
The project would provide visitors a renewed opportunity to view the saltmarsh habitat and abundant migratory birds.									

Refuge Maintenance Management System

STATION Cape May NWR Orgcode 52515 Project 03007 Element Amount \$47,000.00
 SAMMS WO 03130612

Title Replace Canoe/Kayak Ramp at Tract 942, Great Cedar Swamp Div. Plan Yr.
 DOIRANK REGIONAL RANK STATION RANK PropNumber DMorEQ BACKLOG 47 K\$
 440 284 12 10050001 Deferred FYCOMPLETED

Replace washed out dirt canoe/kayak ramp with a low profile wooden stationary deck, approximately 8 feet wide and 20 feet long located at the high tide line. Rehabilitate dirt access road and six vehicle parking area by placing fill dirt to meet grade of adjacent highway surface and placing crushed stone on access road and parking area. Rehabilitate existing dirt trail by grading and placing crush stone. Replace existing broken and rusted gate with metal pole gate. Place bollards at start of access trail to prevent vehicles from driving down to the launching deck. Replacement and rehabilitation of this ramp will provide public use access for fishing, canoeing and kayaking and will prevent access to motorized watercraft.

Total Amount of Found Set \$2,845.00
Running Back Log of Found Set \$2,837.00