



### Administration

- Facilities Management has been approved by the Board as a department and staff has been working with the director on developing an updated mission statement, vision, FY15 goals, and strategic plan
- Staff, working with Purchasing, has finalized a work scope for janitorial services at the following buildings: Criminal Courthouse, Civil Courthouse, Administration Building, State Attorney, Public Defender, Public Works, and the 515 North Main location

### Capital Improvement Program

#### Completed Projects

- **Agricultural Center security entrance**
- **Wilson Building IT first floor and staircase carpeting installed**

#### Ongoing Projects

- **Jail Building Envelope Improvements**  
Under bid evaluation
- **Sweetwater Branch Pedestrian Bridge**  
The design of the bridge is 100% complete and this project is scheduled to be bid out in October 2014.



Agricultural Center Security Entrance



Hawthorne Fire Station floor grinding

- **Fire Station #23 (Waldo) A/E Services**  
Brame Heck Architects, Inc. will deliver 50% design drawings on October 21, 2014

- **Administration Building Critical Mechanical Assets Replacement**  
Bid awarded to Comfort Temp and the project is currently in design and engineering phase

- **Hawthorne Fire Station Repairs**  
At 95% HVAC completion; Floor grinding is at 95%. The electrical service is being removed by FPL and currently on temporary power pole; New service being installed by contractor.



Hawthorne Fire Station HVAC installation

- **SWAG Community Health Clinic**  
Guaranteed maximum price (GMP) with Charles Perry Partners, Inc. was approved by the BoCC and demolition will begin October 6<sup>th</sup>
- **Electric Motor Replacement at the Sheriff Headquarters and Health Department/Community Support**  
Creative Industrial Solutions has provided the scope of services and project requirements for bidding. Facilities Management is currently working with Purchasing to bid out this project.



## Energy Reduction and Water Conservation

### Completed Projects

- **Administration Building**  
West sidewalk Photovoltaic lights converted from CFL to LED  
East handicap entrance lighting
- **Civil Courthouse**  
Chiller barrel re-insulated complete  
Basement exhaust supply fan motors installed  
Boiler issue resolved  
Domestic water pump replaced
- **Health Department**  
LED flagpole lights complete
- **Leveda Brown**  
CFL Sportlites installed in Fleet's high bay building

### Ongoing Projects

- Solar Assessment walk-through with Energy Conservation Services, Inc. underway
- Administration Building South security lighting partially installed
- Health Department LED parking lot lights on order and should be installed in October
- Jail Admin solar screen quote installation after Oct 1 pending
- High efficiency electric motors will be installed at the Health Department. Continuing to work with Purchasing to complete this project.

## Life Safety, Maintenance & Repairs/Special Projects

- Carpeting installed at Metamorphosis (Court Services)
- Cabinets installed in restrooms on all three (3) floors at the Administration Annex Building
- Fencing installed around GRU transformers and air conditioning units that surround the Administration Building
- Servpro, Inc. has been contracted to provide bio-hazardous cleanups at the Administration and Wilson Building exterior as needed
- Annual Jail Fire Alarm inspection completed
- Preventative maintenance on all Fire Station roll up doors to prevent excessive wear & door failures completed
- Fire Rescue H/Q electrical panel upgraded and Fire Station 20 well connected up to emergency generator



## Space Needs

- **Supervisor of Elections/Property Appraiser**

Individual meetings with the Property Appraiser and Supervisor of Elections took place to discuss the needs and connections to the generator for the 515 North Main building in case of emergency.

- **New Public Defenders Building**

The architect (Brame Heck Architects) and construction manager (Charles Perry Partners, Inc.) have been selected for this proposed 20,000 sf facility. Contracts have been negotiated and are set to be presented to the Board for approval in mid-October. The new facility is to be located behind the existing Criminal Courthouse at the corner of SW 2<sup>nd</sup> Street and SW 2<sup>nd</sup> Avenue.

- **Renovation of Tax Collectors Space – Administration Building**

The Tax Collectors space at the Administration Building will be expanded to include the adjacent space currently occupied by the Supervisor of Elections (SOE) when the SOE moves to new facilities at 515 Main Street. Paul Stressing Associates has been retained to plan the renovations and improvements to this space.

## Training and Process Improvement

Monthly in-service trainings have been implemented to include customer service, vehicle inspections and safety trainings for all Facilities personnel.

Supervisory Staff attended mandatory supervisory training on September 11.

Staff is planning to present at Leadership in FY15 on Facilities Process Improvements.