

# Facilities Management

## Mission Statement

- Our mission is to provide professional quality, dependable services and highly effective facilities management that will benefit employees and citizens of Davis County.

We strive for long term solutions and promote implementations of trustful and wise stewardship of Davis County's sustainable assets in support of Davis County Government's mission.

Prior Year Inputs/Outputs	Core Functions & Services
<p>FTE Statistical Data 2024:</p> <ul style="list-style-type: none"> <li>• 22.675</li> <li>• 20 Full-time employees</li> <li>• 5 Supervisors</li> <li>• 3 Part-time employees</li> </ul> <p>Facilities Management</p> <ul style="list-style-type: none"> <li>• 24 Buildings:               <ul style="list-style-type: none"> <li>➢ 7 Libraries</li> <li>➢ 2 Golf Courses</li> <li>➢ 2 Event/Conference Centers</li> <li>➢ 3 Senior Centers</li> </ul> </li> </ul> <p>Vehicles &amp; Equipment</p> <ul style="list-style-type: none"> <li>• 14 Vans/Trucks</li> <li>• 3 Utility Trailers</li> <li>• Scissor Lift</li> <li>• 2 Forklifts</li> <li>• 5 ATV's</li> <li>• Mini Excavator</li> </ul>	<p><u>Provide Facility Maintenance for County Facilities:</u></p> <ul style="list-style-type: none"> <li>• Provide corrective and preventative maintenance for all buildings and campuses at 22 locations throughout the County. Maintain buildings and campuses for employees to work in a safe, secure and productive environment.</li> </ul> <p><u>Provide Project Management for New Capital Construction and Maintenance Projects throughout the County</u></p> <p><u>Oversee Custodial Service for County Facilities:</u></p> <ul style="list-style-type: none"> <li>• Oversee custodial contract for 22 locations. Provide carpet cleaning, furniture cleaning and miscellaneous deep cleaning throughout the County. Continuous communication with departments on chemical usage.</li> </ul> <p><u>Provide Mail Services for County Facilities:</u></p> <ul style="list-style-type: none"> <li>• Deliver and pick-up mail for majority of the County and County Facilities including the Justice Complex.</li> </ul> <p>The core function of Facilities Management with regards to citizens of the County is to establish an environment where they are able to conduct their business in safe, secure and well-maintained campuses throughout Davis County.</p>

## Current Year Projected Outcomes

Multiple projects have been brought to completion from the 2025 Budget Year Initiatives including one project in particular that has crossed several years.

- Western Sports Park (Legacy Events Center) redevelopment broke ground early 2023. Facilities Management has been heavily involved in the design and construction in collaboration with the WSP team. This project has spanned multiple budget years and is finishing up summer 2025 with the grand opening scheduled for the fall of 2025.
- The rock façade was removed from the Administration Building and Library Headquarters over the last year and replaced with a more sustainable material. The construction crew is finishing touching up areas on the newly installed material and should be wrapping up in the next little bit.
- The Controller's Office in the Administration Building has been rearranged and remodeled to bring in 2 employees from the Sheriff's Dept. The entrance is now a secure entrance for the employees of that office.
- Finished some security upgrades to Clerks office area.
- The Health Department's parking lot expansion project was completed summer 2025. The project has brought additional parking for the Health Building as well as the North Davis Senior Center with designated parking for employees to help alleviate congestion for visitors. A gate and fence has also been installed for the secure parking of county owned vehicles. New parking lot lights were added during the completion of the project.
- Full landscape upgrade to no a grass campus at the Health Department with a new pergola to was added near the entrance of NDSC/Health Dept. with picnic tables for employees and patrons to use while seated outside. Another pergola was moved and reinstalled at another location at the Health Dept. for employees.
- Facilities Maintenance staff designed/built a shed for storage in the new secure area of the parking lot of the Health Dept.
- Facilities Management has played a major role in getting Animal Care building project moving forward. Design and Contractor RFP's have been completed. The pre-construction process has begun with Consultant Design Reviews scheduled bi-weekly. Construction should start mid-2026.
- The Davis Park Driving Range renovation project was finished leaving the golf course with a beautiful new driving range with easier access for the public.
- The Davis Conference Center has upgraded xeriscaping throughout their parking lot islands and other nonfunctional grass areas. Project has been completed summer 2025.
- RFP for air wall replacement was awarded for multiyear project at the Davis Conference Center.

- LED lighting upgrade is underway at the Davis Conference Center.
- Emissions Building was fitted with more security options so the center was able to be used as a temporary warming shelter throughout the colder months through the new year.
- The front entrance doors of the CJC have been replaced for added security. The doors will remain locked during business hours with a doorbell camera for entrance into the building. The doors leading to the patio of the CJC have also been replaced for security reasons.
- The roof at Davis Park Golf Course was replaced in the Spring of 2025.
- Flooring at Kaysville Library will be replaced under the book stack and remaining areas.
- Bathroom faucets at Centerville Library were replaced with touchless faucets. New drinking fountains with bottle fillers were installed at multiple libraries replacing old drinking fountains at the request of the libraries.
- Layton Library had multiple dark corners. LED lighting was added to brighten up the areas of concern.
- Track lighting was added in the Syracuse Library for added light as well as new ceiling tiles replaced the old dark ones for a brighter children's area.
- South Davis Senior Active Center full bathroom upgrade was completed by Facilities.
- Working with Landscape professionals to provide the County with planting standards for all new construction and maintenance practices.
- Artwork/Way finding for the Memorial Courthouse currently in planning phase

## Next Year Budget Initiatives

- ✓ New library – Bountiful Branch pre-construction. Find a temporary lease location for the library while the new library is under construction.
- ✓ New Animal Care and Control new construction project.
- ✓ New Emission training and admin building construction project.
- ✓ Valley View parking lot re-construction and drainage.
- ✓ Davis Park Bathroom Remodel Project.
- ✓ Public Works engineering design of 3 sided storage building for heavy equipment.
- ✓ Layton Library feasibility study for interior and exterior remodel possibilities.
- ✓ Kaysville fire place replacement.
- ✓ HVAC controls needs to be overhauled at the Health Dept.
- ✓ Replace bollards at west employee entrance for added lighting along sidewalk at Administration Building.
- ✓ Replacement of ice and water machines in the admin building.
- ✓ Landscape professional assistance with Xeriscaping planting maintenance and replacement of aging and missing plantings with a longer term sustainability throughout all County Facilities.

## Additional Requests

**Rank in priority order, with highest priority first.**

					Estimated Cost,
Rank	Org	Object	Short Description	Explanation/Justification	2026
1	4510910	560260	BLDG & GRND MAINT Projects	Replace aging and dead landscaping.	\$ 50,000
2	6310861	540450	UNIFORMS/LINENS	Continued uniform look of the staff with easily recognizable embroidered Davis County logo shirts - each logo now costs \$5.00 per garment which is up from \$0 in previous years. Safety/PPE included in the uniform budget.	\$ 1,900
3	4510910	560260	BLDG & GRND MAINT Projects	ADMIN westside egress lights.	\$10,000
4	4510910	560260	BLDG & GRND MAINT Projects	3 Ice machines admin building.	\$ 18,000
5	6310861	540250	Operating Supplies	Operating supplies (paper prodcts, soap, cleaning chemicals, trash liners) have risen 8%-12% year-over-year.	\$ 5,000
6	6310861	560260	BLDG & GRND MAINT	The Building and Grounds budget must increase in 2026 to cover maintenance needs for the new 120,000 sq. ft. Western Sports Park arena. An additional \$20,000 is required for HVAC, lighntng, and minor repairs, rasing the budget from \$174,003 to \$194,003.	\$ 20,000
7	6310861	562281	COMMUNICATION EXP	Elevator telephone expense w/Century Link is \$204 a month need to increase it to 2450 from 1500.	\$ 950
8	1810172	590939	CONTRACT SERVICES - WSP	3 New elevators. Maintenance and inspections.	\$ 10,000
10	1530311	590939	CONTRACT SERVICES - HEALTH	Talias, Dees, Northern Utah Counseling cleaning, grounds, and garbage removal.	\$20,000
9	1530311	590938	Utilities - Electricity - Health	Last 12 mo actuals are \$71,582   2025 Budget \$46,815. Talia building est \$12,000. Northern Utah Counseling est \$10,000. Dees Service Center est \$3,000.	\$ 49,800
11	6310861	562290	Utilities - Electricity - Admin - MCH -FAC	Last 12 mo actuals are \$159,428   2025 Budget \$114,00.	\$ 45,500
12	1810172	590938	Utilities - Electricity-WSP	Unknow cost due to new building  2025 Budget \$201,000	\$ 30,000
13	2310580	590938	Utilities - Electricity - Library	Last 12 mo actuals are \$156,463   2025 Budget \$130,000	\$ 26,500
14	1810172	590936	Utilities - Water - WSP	Last 12 mo actuals are \$60,826   2025 Budget \$45,000. New building water increase also.	\$ 15,900
15	1530311	590936	Utilities - Water - Health	Last 12 mo actuals are \$17,385   2025 Budget \$9,661. Talia Building est \$4,000. Northern Utah Counseling est \$3,500.	\$ 15,300
16	1530311	590937	Utilities - Gas - Health	Last 12 mo actuals are \$5,934   2025 Budget \$4,445. Talia Building est \$7,500. Northern Utah Counseling est \$6,500.	\$ 12,445
17	1010150	590938	Utilities - Electricity - DMV	Last 12 mo actuals are \$12,367   2025 Budget \$1,660	\$ 11,000
18	1710169	590938	Utilities - Electricity - CJC	Last 12 mo actuals are \$14,729   2025 Budget \$6,630	\$ 8,100
19	1320253	590936	Utilities - Water - AC	Last 12 mo actuals are \$20,137   2025 Budget \$13,800	\$ 6,400
20	5170661	590938	Utilities - Electricity - DPGC	Last 12 mo actuals are \$33,367   2025 Budget \$21,000	\$ 4,800
21	1510235	590936	Utilities - Water - SC	Last 12 mo actuals are \$12,536   2025 Budget \$8,939	\$ 3,600
22	2440410	590938	Utilities - Electricity - PW	Last 12 mo actuals are \$19,451   2025 Budget \$16,000	\$ 3,500
23	5170662	590937	Utilities - Gas - VVGC	Last 12 mo actuals are \$7,029   2025 Budget \$4,500	\$ 2,600
24	1320253	590937	Utilities - Gas - AC	Last 12 mo actuals are \$23464   2025 Budget \$21,000	\$ 2,500
25	5170662	590938	Utilities - Electricity-VVGC	Last 12 mo actuals are \$28,486   2025 Budget \$26,000	\$ 2,500
26	1510325	590938	Utilities - Electircity - SC	Last 12 mo actuals are \$40,403   2025 Budget \$39,085	\$ 1,400
27	1320253	590938	Utilities - Electricity - AC	Last 12 mo actuals are \$16,291   2025 Budget \$15,000	\$ 1,300
28	5170661	590937	Utilities - GAS - DPGC	Last 12 mo actuals are \$7,038   2025 Budget \$5,800	\$ 1,300
29	1710169	590936	Utilities - Water - CJC	Last 12 mo actuals are \$2,340   2025 Budget \$1,333	\$ 1,100
30	5170661	590936	Utilities - Water - DPGC	Last 12 mo actuals are \$15,595   2025 Budget \$14,500	\$ 1,100
31	2440410	590936	Utilities - Water - PW	Last 12 mo actuals are \$7,037   2025 Budget \$6,700	\$ 400
32	1010150	590936	Utilities - Water - DMV	Last 12 mo actuals are \$4,222   2025 Budget \$4,050	\$ 200
33	2440410	590937	Utilities - Gas - PW	Last 12 mo actuals are \$8,399   2025 Budget \$8,300	\$ 100
34	5170662	590936	Utilities - Water-VVGC	Last 12 mo actuals are \$3,117   2025 Budget \$3,100	\$ 100
35	6310861	555266	Software Subscription	This adjustment is directly offset by the <b>reduction</b> of the budget for <b>Account 540691 Software</b> from \$840 to zero.	\$ 840

\$ 384,135