Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Tim Symonds, Rob Nielson & Todd Blanchard

Audit date 05/14/2020



Building: Administration Building

Year Built: 2010

Major Remodel/Addition:

Sq. Footage: 72,727 ft.

Address: 61 S. Main St. Farmington, Ut. 84025

Summary

Overall, landscaping and grounds look good. Rock Façade and drippage/drainage issues need to be addressed. Rock falling off west side of building. Drip-drain needs to be installed on east side of building. Flooring issues include wearing carpets in common areas. Tile is also worn in some areas. HVAC has 4-5 yrs. left in life span before needing replaced. Faucets will need to be replaced eventually as the current fixtures are no longer in production. Interior walls and lighting are good.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Stone Wall Drainage Issues.	Tim will contact a Contractor about a drip-edge for east side/west side of building.		
Faucet Update/Replacement	Due to obsolete faucet fixtures, it will be harder in the future get replacements for the bathrooms.		$6,800
HVAC-Heat Pump Carts			
Garage Shelving	Hang shelving in the garage to keep organized and usable for the the guys.		

Department Needs/Requests

Project	Detail	Proposal	Estimate

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Audit date 06/05/2020

Lane Rose, Tom Vervloet, Jason Herre, Brad Arave, Rollin Cook and Ashleigh Young

Building: Animal Care

Year Built: 1985

Major Remodel/Addition:

Sq. Footage: 10,956 ft.

Address: 1422 E. 600 N. Fruit Heights, Ut. 84037



Summary

REVISED: 8.13.2020 Multiply projects need to be followed-up on after clarification as to who is responsible for them i.e landscaping-grounds. Water heaters are old and should be put into next year's budget. many upgrades have been completed by Facilities. Kennels look good but we need to stay on top of air vent cleaning. Freezer has had issues in past. Jason wonders if it has to do with the compressor getting to hot sitting on top of it. Facilities recommends new freezer. Also, will be snow plowing Animal Care and Control this winter.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Parking lot sealant	Seal cracks throughout parking lot.		
Water Heaters	(1) 50 gal. (1) 75 gal. water heaters need replacement.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Sink in back room by cat kennel room.	Per Jason, AC would like a sink installed in the room leading into the cat room for hand washing and filling water bowls.		
AstroTurf	Would like to add AstroTurf to the 2 outdoor play kennels. Jason may have enough Turf from scraps to turf 1 kennel. Existing kennels that have AstroTurf need to be fixed. Pull up AstroTurf and lay a weed barrier down.		
Play yard fencing	Fencing is held together with leashes and rope. Looks like a make shift enclosure. Need to get a proposal on replacing existing fence with something that is more secure for animals.		
Black Hose in Intake Room	Black hose that wraps around intake room floor needs to be rerouted through the laundry room. Used for drainage.		

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Cass Christensen, Mike Williams and Matt Goff

Audit date 08/17/2020



Building: Bountiful Library

Year Built: 1970

Major Remodel/Addition: 2000

Sq. Footage: 23,822 ft.

Address: 725 S. Main St. Bountiful, Ut. 84010

Summary

Library is old but the structure has the appearance of being sound. There are smells that come with old buildings. Cass refinished the wood at the reference desk and check out counter. Looks great and refreshes the area. The ceiling tiles apparently are an issue with replacement. We do not have any extras and they are "special". Mike has offered to check Clearfield Library to see if they have a stockpile of them. Carpet is wearing and when cleaned smells of urine. Overall, building looks good considering the age. Landscaping needs to be attended to. Overgrown trees and shrubs need to be pruned. Call Lawn Butler. Front entrance needs life.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Flower bed at front entrance	We need to put down a weed barrier, plant some perennials and throw in some rock for easy maintenance. Tree may need to come out in front, appears dead.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Flower Bed in Front	Have received comments that the building looks abandoned by patrons. Would like some foliage added to spruce things up. Also, bushes on east side of building need to be trimmed back by stairs and railings.		
Moving book shelves	In the storage room, take shelving out when they have removed all materials from them. Carpet will need to be laid where the shelving units were.		

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Cass Christensen, Mike Williams and Matt Goff

Audit date 08/17/2020

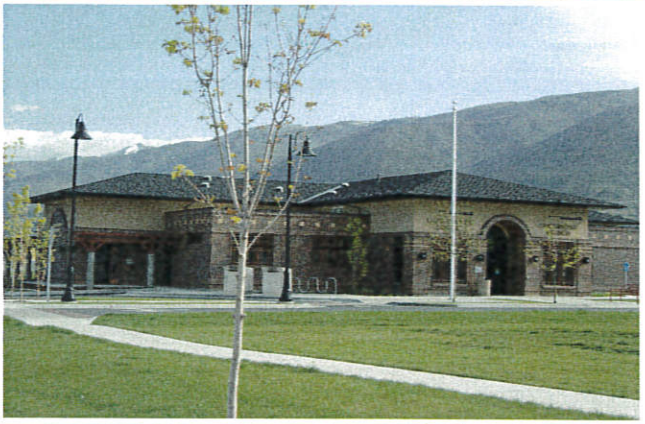
Building: Centerville Library

Year Built: 2006

Major Remodel/Addition:

Sq. Footage: 10,290 ft.

Address: 45 S. 400 W. Centerville, Ut. 84014



Summary

As a whole the Centerville Library looks well maintained. There a couple walls that would benefit from adding stainless steal plates to prevent continuous wear and tear. Front entrance is appealing. Inside everything looks good. Parking lot was slurry sealed recently. Big item that should be budgeted for - There are about 4 windows have fogged due to a sealing issue. Need to have someone come out and look at those for replacement. Also, decorative bars on some windows have come off and need to repaired/replaced.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Windows	Have someone come out for an estimate on replacing windows that are not sealed properly.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Painting	The south wall in the children's area near tree needs to be painted. Multiple scuff marks from small children playing with toys in that area.		
North accent wall	Was told Director would like this wall repainted a different color.		
Retrofit shelving	Need to have metal shelves cut down and welded to fit existing shelving units in library.		

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Audit date 07/10/2020

Lane Rose, Tom Vervloet, Scott Ewing, Landis Allen, Debbie Draper and Kristy Cottrell



Building: Central Davis Senior Center

Year Built: 1988

Major Remodel/Addition:

Sq. Footage: 11,000 ft.

Address: 81 East Center St. Kaysville, Ut. 84037

Summary

It was mentioned by Kristy Cottrell - Health Senior Services, that more money from the budget would benefit the South Davis Senior Center more so than Central Davis. Also, we need to give Central Davis staff a 2 day heads up when the parkings lots will be closed for sealant so they can adjust their pickup for the senior grab 'n' go lunches.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Concept Design Study/Visibility Study	Hire out a Concept Design Team to come in and provide a budgeted plan to take to Budget Meeting.		
Front Counter/Reception Desk	There are rough edges along the desk that are sharp and have cut employees. This is a safety hazard. Needs a new desk top. Install a new hard surface counter top on existing desk.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Office space for Staff.	Would like to see more office space added for staff members.		
Update sound system.	Update sound system. Install acoustic panels.		
Metal Plates on front entrance tiles.	Would like to have metal plates attached to the tiles at the front entrance as a paint project for the seniors.		
Pickle Ball Courts.	Get rid of the grass at the rear of the building to add pickle ball courts.		

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Lane Rose, Tom Vervloet, Tim Symonds, Rob Nielson & Todd Blanchard

Audit date 05/15/2020

Building: Children's Justice Center

Year Built: 2011

Major Remodel/Addition:

Sq. Footage: 9,800 ft.

Address: 125 S. Main St. Farmington, Ut. 84025



Summary

Facade is being replaced Summer-2020. Stone falling off exterior walls. Landscaping needs to be pulled back from walls. Insulation in ceiling is minuscule according to Building Maintenance. Trim corners with wood in high traffic areas. Seal exterior beams in courtyard for continued preventative maintenance.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Insulation	Batting in ceiling throughout building is sporadic. Building maintenance recommends taking batting out and having insulation blown in.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Concerned with wall cracking in the corner near ceiling in office.	There is a crack near ceiling from settling that needs to be patched and painted. Has been repaired multiple times.		

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Mike Williams and Matt Goff

Audit date

08/24/2020

Building: Clearfield Library

Year Built: 1973

Major Remodel/Addition:

Sq. Footage: 23,244 ft.

Address: 562 S 1000 E. Clearfield, Ut. 84015



Summary

BUILDING WILL BE TORN DOWN 2021. Building in working order and will be maintained until new building is complete in Summer 2021.

Facility Recommended Projects

Project	Detail	Proposal	Estimate

Department Needs/Requests

Project	Detail	Proposal	Estimate

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Lane Rose, Tom Vervolet, Enrique Yescas, Karolina S. and Andrew H.

Audit date 07/23/2020



Building: Davis Conference Center

Year Built: 2004

Major Remodel/Addition: 2007

Sq. Footage: 114,282 ft.

Address: 800 West Heritage Park Blvd. Layton Ut, 84041

Summary

Wi-Fi recently installed July/2020. Sound system currently in progress of installation(end date July/2020) Need to speak with Kent Anderson about lighting projects and generator (may be left over budget for these projects). Building overall is in good shape. No major system problems. Multiple events have been canceled at this Facility due to Covid. Projects may be put on hold due to future Covid issues.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Parking Lot	Upper Lot crack seal &/or main lot seal coat		$5,000 / $20,000
HVAC	2-5 years recommended start phased replacement.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Parking lot lighting	Would like to update to LEDs. Multiple lights are out. Talked about just going with the corn cob still retro bulbs(Could be budget from this year?)		
Hall lighting	Get rid of giant light fixtures in the main hall and replace with a LED fixture that similar to the Legacy Event fixtures		$20,000
Generator	On sight generator vs. hub for rental generator. On sight would mean they are able to be an Emergency		$30,000/$150,000

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Lane Rose, Tom Vervloet, Jason Herre, Brad Arave and Tyler Wardle

Audit date 07/22/2020



Building: Davis Park Golf Course

Year Built: 1968

Major Remodel/Addition:

Sq. Footage: 18,266 ft.

Address: 1074 Nichols Rd. Fruit Heights, Ut. 84037

Summary

Will have another meeting with Brad Stone and Zach Johnson to get more detailed information for Budget Meeting. Had Go To Meeting with Brad Stone 7/27/2020. He was forwarded the Building Audit Form and will fill out as best he can. Add Davis Park to Covid order of touchless drinking fountain/bottle filler.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Heaters	Add heaters to the old shop and newer shop. Talk to Rocky Mountain Power about upgrading old meter with a new one.		
Garage Doors	Expand the one garage door up 8 to 12 in. in the shop and replace rolling garage doors with new insulated ones.		
Lighting in Garage	Update lighting the garage to the new LED lights.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Garage Doors	Replace old garage doors with new insulated doors. Expand opening of one garage door to accommodate larger vehicles.		
Windows in shop	Replace old single pane windows with double pane.		
Heaters	Add new (natural gas) heater to old shop. Talk to Rocky Mountain about replacing meter. Heater in storage shop too.		$5,000 for everything

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Lane Rose, Rob Nielson, Tim Symonds & Todd Blanchard

Audit date 05/26/2020

Building: Department of Motor Vehicles

Year Built: 2006

Major Remodel/Addition:

Sq. Footage: 5,687 ft.

Address: 969 West Clark Lane Farmington Ut. 84025



Summary

Landscaping needs to be renovated. Budget to rip planters out and replace with river rock. Exterior of building has no issues. Inside building has no major issues either. Touch up paint. A window that needs to be sealed in employee break room. Would like a budget to replace carpet down hall from employee entrance to break room.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Landscape Renovation	Pull out planters, replace with river rocks and new plants. Received estimate. Lane has budget figures.		$20,000
Walk-off carpet/Employee Entrance	Replace west entrance hall/employee entrance with walk off carpeting. FINISHED		

Department Needs/Requests

Project	Detail	Proposal	Estimate

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Tim Symonds, Matt Goff, Chris Sanford, Lynnette Mills and Shirleen Wiscombe

Audit date 08/19/2020

Building: Library Headquarters

Year Built: 2012

Major Remodel/Addition:

Sq. Footage: 20,073 ft.

Address: 133 S. Main St. Farmington, Ut. 84025



Summary

HVAC has 4-5 yrs left on life span before needing to be replaced. Tile is worn in spots in the break room. Interior walls and lighting overall is good. Carpet wearing in high traffic areas. Staff would like to replace some areas with the wood grain carpeting that was recently laid beneath the public computers.

Facility Recommended Projects

Project	Detail	Proposal	Estimate

Department Needs/Requests

Project	Detail	Proposal	Estimate
Revamp children's area	Would like to bring in more color to the children's area. Add some color accents to benches, light fixtures and range finders.		
Carpeting behind Reference/Circulation desks	Replace worn carpet with the wood grain carpeting that was recently laid by the computers.		
Worn carpet	Replace worn carpeting that runs down the hall outside of the children's area with carpet tiles.		

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Landis Allen, Scott Ewing, Dave Spence and Todd Blanchard

Audit date 07/28/2020



Building: Health Department

Year Built: 2009

Major Remodel/Addition:

Sq. Footage: 48,417 ft.

Address: 22 S. State St. Clearfield, Ut. 84015

Summary

Concerned with parking lot slurry seal. Have company come out in Fall if needed for repairs. Having multiple issues with HVAC system not cooling offices equally. Would like to have HVAC system on same program(Allerton) for easy reference for Facilities Maintenance.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Hallway refresh	Bring contractor in for a bid to refresh halls paint corners and door jams.		
HVAC	Hire engineer for a visibility study on system. Regulate, control, reset controls and identify problem areas.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Hallway touch up/door jams	Knicks and dings on corners and door jams.		
HVAC	Hard to regulate offices.		
Picnic tables	Add new picnic tables to front courtyard between North Davis and Health Buildings.		

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Heather Beever

Audit date

Building: I/M Tech Building

Year Built: Diesel 1992 Tech 1996

Major Remodel/Addition: 1998

Sq. Footage: 17,527 ft.

Address: 520 W. Old Mill Lane Kaysville, Ut. 84037



Summary

Diesel Building is sustainable - needs new roof, flooring, HVAC and parking lot repairs. Tech Building needs major remodel or renovation for long term inhabitance.

Facility Recommended Projects

Project	Detail	Proposal	Estimate

Department Needs/Requests

Project	Detail	Proposal	Estimate

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervolet, Cass Christensen, Mike Williams, Matt Goff

Audit date 08/18/2020

Building: Kaysville Library

Year Built: 2015

Major Remodel/Addition:

Sq. Footage: 15,245 ft.

Address: 215 N. 100 E. Kaysville, Ut. 84037



Summary

Mostly cosmetic changes. Parking lot was slurry sealed July 2020. Cold in staff break room. Want a broom.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Concrete approach.	Need to add a concrete approach to the east side exit from parking lot.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Restroom Sign	Would like a bathroom sign on the wall or hung from the ceiling to announce where bathrooms are located.		
Circulation/Reference Signs	Would like to have the circulation and reference signs turned sideways so they can be read more easily.		
Children's Benches	Benches in the children's area have holes and are worn. Would like to have those reupholstered.		
Broom and Space Heater	Can we get these ladies a broom? Also, would like a space heater in the staff break room.		

Facilities Management

Building Audit and Budget Information

Attendees

Tom Vervloet, Mike Williams, Cass Christensen, Matt Goff

Audit date 08/18/2020

Building: Layton Library

Year Built: 1988

Major Remodel/Addition: 2002

Sq. Footage: 16,356 ft.

Address: 155 Wasatch Dr. Layton, Ut. 84015



Summary

A lot of money has been put into this building in the last couple years. Not a lot to do here. Seems like the most pressing item that needs to be addressed is the parking lot lights. Staff does not feel safe walking out at night.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Concrete stairs	Need to replace or fix concrete steps at employee entrance.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Parking lot lights	Lights need to be replaced. Tom looking into putting new LED lights in.		
Skylight coverings	Bids were put in for window coverings for skylights in conference rooms.		
Cork board	The cork board at the entrance of the building needs to be replaced with new cork.		

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Lane Rose, Tom Vervloet, David Hansen and Brad Arave

Audit date 05/21/2020

Building: Legacy Events Center

Year Built: 1996

Major Remodel/Addition:

Sq. Footage: 100,115 ft.

Address: 151 S. 1100 W. Farmington, Ut. 84025



Summary

Multiply buildings at the LEC are in need of new roofs. Major projects include replacing bleachers and doors in the Arena, painting main corridor and office, sealing concrete floors in Arena to prevent more staining and splitting the air conditioner in the Electrical Room. Continued preventative maintenance is required.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Split-Air Conditioner/Mechanical Room	2 Copper lines out to courtyard/Electrical condenser under stairs?		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Paint walls in Front office	The paint in the front office has faded. When moving pictures you can see the difference in paint discoloration.		
Stain/Seal Flooring throughout LEC	The cement through office, halls and arena need to be sealed. Stains have saturated down into cement and always look dirty.		
Rain floor-Front Entrance	Carpet in main entrance near box office is worn. Would like to replace with some sort of rain flooring.		
Bleachers	The bleachers in arena do not work properly. Takes multiple people to push bleachers back. They do not retract on their own.		

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Landis Allen, Scott Ewing and Debbie Draper

Audit date 07/28/2020

Building: North Davis Senior Center

Year Built: 2009

Major Remodel/Addition:

Sq. Footage: 14,831 ft.

Address: 42 S. State St. Clearfield, Ut. 84015



Summary

Not many issues to address with this building. Roof has no known issues and is still under warranty. Now would be a good time to get paint touched up while the building is closed to seniors. A mural of a tree was mentioned.. to be painted on wall in the lobby across from reception desk.

Facility Recommended Projects

Project	Detail	Proposal	Estimate

Department Needs/Requests

Project	Detail	Proposal	Estimate
Companion Bathroom	More often older seniors are coming into the senior center with a companion to help them use restroom. They would like to have a bathroom added to accommodate this. There is a breakroom that has plumbing. Need to check building plans for sewer lines.		
Combine classrooms	Debbie Draper would like to combine a couple classrooms by adding double-wide entrances between walls for easy access to both rooms. Rms. 127-128 and Rms. 129-130. These are not load bearing walls.		
Bathroom Doors	Replace current doors with automatic doors for easy senior access.		
Cubicles	Add cubicles to area right of front door for privacy during intake information.		

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Lane Rose, Tom Vervloet, Jason Herre and Brad Arave

Audit date 06/18/2020

Building: Public Works

Year Built: 2001

Major Remodel/Addition:

Sq. Footage: 28,808 ft.

Address: 1500 E. 650 N. Fruit Heights, Ut. 84037



Summary

Schedule meeting for Tom and Guy to figure out how to fix the metal track over pit in John's shop. Lane would like a meeting scheduled with John, Jason Fielding and Tom to discuss waiting and parts rooms in shop. Overall, Public Works is doing well. There are projects they would like to see accomplished. Landscaping needs to be worked on. Ask Lawn Butler how much trimming shrubs/bushes would be. Adam Wright - budgeting landscaping overhaul.

Facility Recommended Projects

Project	Detail	Proposal	Estimate

Department Needs/Requests

Project	Detail	Proposal	Estimate
Landscaping	Bushes/shrubs need to be trimmed and maintained.		
Solar lights	Jason Fielding would like lights put up. Solar lights? Can Tom line a line for power out to lower lot?		
Shop Project	Parts/Waiting room. Reconfigure shop?		
3 Sided Lean to Shed	Would like to find a place on the lower lot where they can add another 3 sided lean. A place to store heavy equipment.		

Facilities Management

Building Audit and Budget Information

Attendees

Lane Rose, Tom Vervloet, Jason Herre and Mike Williams

Audit date 06/23/2020

Building: South Davis Senior Center

Year Built: 1976

Major Remodel/Addition:

Sq. Footage: 10,680 ft.

Address: 726 S. 100 E. Bountiful, Ut. 84010



Summary

Need clarification on future of the building. Is it advantageous to put money into the building for updates. HVAC is newer. Needs new signage after name was changed. Figure out a better ventilation system for kitchen. For the time being, fans may do the trick.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Bathrooms	Refresh and update paint, fixtures and wallpaper where applicable.		
Exercise Room	Refresh and update paint, fixtures and wallpaper.		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Building Sign	Replace sign with new name - SDSC. Also replace metal letters on outside of front entrance.		
Ventilation in Kitchen	Kitchen staff get very hot while running dishwasher. Would like an exhaust hood over dishwasher.		

Facilities Management

Building Audit and Budget Information

Attendees

LAne Rose, Tom Vervloet, Mike Williams and Cass Christensen

Audit date 08/24/2020

Building: Syracuse Library

Year Built: 2003

Major Remodel/Addition: 2019

Sq. Footage: 15,971 ft.

Address: 1875 S. 2000 W. Syracuse, Ut. 84075



Summary

Need to follow up with contractor about expansion joints. Also, need to have contractor have concrete guys come out and finish chamfering corners on retaining wall around Children's Area. Still waiting on a cylinder lock for gate into Children's Area. Building was remodeled with addition added 1 year ago. Major systems all new. Concerns with lighting on exterior of building at entrance. Looks like Library is closed during operating hours. No major projects suggested by staff.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Entrance lighting	Need to add lighting to the entrance of the building. Very dim for patrons.		
New shields on front bollards.	Tom mentioned getting new shields		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Outside furniture for fireplace seating.	Bring outdoor seating to the the fireplace area for the patrons to enjoy the fireplace outside.		

Facilities Management

Building Audit and Budget Information

Davis COUNTY

Attendees

Lane Rose, Tom Vervloet, Jason Herre, Brad Arave and Dustin Volk

Audit date 07/21/2020

Building: Valley View Golf Course

Year Built: 1974

Major Remodel/Addition: 2008

Sq. Footage:18,043 ft.

Address: 2501 E. Gentile Layton, Ut. 84040



Summary

Covid Funds for touch less sinks, towel dispensers, soap dispensers, toilets and drinking fountains with bottle fillers. Long term goal - maintenance shop needs an overhaul (A/C, Furnace and Windows). Remove portable and add man door to shop. Roof is about 10 yrs old. Has another 10-15 yrs. Would like to replace carpet and update/paint pro shop at same time in near future. Parking lot is need of a "mill and seal". New doors in banquet room. In need of a few stucco repairs on exterior of building. Downstairs bathrooms need updated. Men's is worse then women's and should be renovated first. Use Covid funds for touch less fixtures.

Facility Recommended Projects

Project	Detail	Proposal	Estimate
Parking lot	Bring contractor in for an estimate to take to Budget Meeting. Needs to be "milled and sealed"		

Department Needs/Requests

Project	Detail	Proposal	Estimate
Downstairs Bathrooms	Men's is in worse shape then women's and should be updated first. Facilities to put together an estimate for Dustin Volk.		
Hard water	Hard water throughout building. Need a water softener.		