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 implementation of trustful and wise stewardship of Davis County's sustainable assets in support of Davis County Government's mission.

Prior Year Inputs/Outputs

FTE Statistical Data 2020:
- 19.08 FTE

Facilities Management:
- 22 Buildings

Work Orders (12 month period):
- 3,300 Work Orders
- 8,300 Man Hours

Fleet Vehicles:
- 14 Vans/Trucks
- 3 Utility Trailers
- Scissor Lift
- 2 Forklifts
- 4 ATVs

COVID Data 2020:
- 3 Disinfectant Filling Stations
- 83 Sneeze Guards.. and counting
- Over 1,200 Bottles Refilled

Core Functions & Services

Provide Facility Maintenance for County Facilities:
- 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.

Oversee Custodial Service for County Facilities:
- 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.

Provide Mail Services for County Facilities:
- Deliver and pick-up mail for the majority of the County and County Facilities including the Sheriff's Campus and Justice Complex. Safely social distance and use precaution while interacting with multiple departments within the county.

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.

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Current Year Projected Outcomes

Multiple projects have been started in the 2020 Budget Year with one major project finishing early for our Davis County Community to enjoy.

- Syracuse Library Renovation and Expansion Project finished before projected date. The community throughout Syracuse is better able to use the new Library to its fullest potential.
- Memorial Courthouse Remediation of Asbestos started summer of 2020. A contractor was brought in to safely remove all asbestos and lead based paints throughout the Courthouse. Projected finish date is September, 2020. This fall will lead us into an exciting time for changes to the Old Courthouse. After the all clear is given on the Remediation Project, the demolition of the Courthouse Addition Remodel will be started. The Memorial Courthouse Renovation Project will expand into 2021 and have a projected completion date of October, 2021.
- Another large project expanding the 2020-2021 years is the new Clearfield Library. Moving to a new site within Clearfield, the Clearfield Library Project has started from the ground up. This State of the Art Facility will have a huge positive impact on the Clearfield Community and throughout Davis County. This campus will give families the opportunity to get hands on experience with tools and technology that will promote the importance of STEM. This project's projected completion date is June, 2021.
- Legacy Events Center Flooring Project is underway starting September, 2020. This Project involves removing dirt from the Arena flooring, adding an infrastructure, road base and finally finishing with a beautiful new concrete floor to attract existing and new business opportunities and revenue to Davis County.
- CJC Exterior Facade Project started mid-summer 2020. The removal of all tile is complete and stucco has begun to multiply walls. New tile will be added to assigned walls.
- Electric Vehicle Stations are being added to the Health Department as well as Valley View Golf Course. Something to look forward to as we shift our thinking to a technology driven future.
- Along the Electric Vehicle Stations, The Health Department is getting a generator installed on campus. The projected end date will be within the next 1-2 months.
- The front entrance doors at the North Davis Senior Center are being replaced with automatic doors that will be more welcoming and easier for senior citizens to enter the Center. In these times of COVID, having another touchless point of contact will help ensure we are doing all we can to stop the spread of Coronavirus. The doors should be completed by end of year 2020.

This year has been a learning experience for all of Davis County. The entrance of COVID threw us all for a loop. The Facilities Maintenance Staff have been working tirelessly to maintain a safe environment for County Employees and Patrons alike. Building "sneeze guards", implementing new cleaning and sanitizing procedures, researching products to maintain a high level of sanitization to large areas and safely social distant while communicating with all departments throughout the County.

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Next Year Budget Initiatives

- ✓ The MCH Renovation Project will be ongoing through the New Year. Between the demolition, renovation, outdoor space and landscaping, the project is slated to be completed near the end of 2021. The renovation of the Old Courthouse will bring office space to multiple departments spread throughout the County. It will also give the community somewhere to gather, remember and celebrate our War Heroes and Veterans.
- ✓ Clearfield Library has a projected end date into summer 2021. We will continue to oversee the daily progress of the new building; maintain communication with contractor with regards to deadlines and manage job site as a safe environment. When the new Library is complete, we are responsible for demolishing the old Clearfield Library and returning that site to level ground before relinquishing it back to Clearfield City.
- ✓ Davis County Facilities has multiple smaller projects at work at each of our buildings to update and maintain the standard to which our Davis County Community expects including:
    - Recycling boiler from the old Clearfield Library to its new home at the Layton Library.
    - Phased Renovations at the Legacy Events Center.
    - Concrete repairs that are currently trip hazards at multiple buildings.
    - Landscaping renovations and updates.
    - Upgrading lighting as needed to LEDs for better efficiency.
    - Worn carpet replacement.
    - And most importantly, continued preventative maintenance at all Davis County Buildings.
- ✓ Facilities Maintenance Staff has stepped up to help with grounds work/landscaping. Having only 1 full time employee in our landscaping department, each of our men has added grounds work to their daily agendas. With the continuous fear of an outbreak of COVD, the jail has pulled the plug on any programs allowing inmates to work with our Grounds Foreman to maintain the landscaping at our Davis County Buildings.
- ✓ Davis County Facilities Department will monitor the progression of the COVID outbreak. Our Custodial Staff will continue to deep clean and sanitize high use areas. Sanitization Stations will be maintained and available at all Davis County Buildings. We are in the process of using the Cares Act Fund to upgrade drinking fountains, bathroom faucets, toilets and paper towel holders to automatic and touchless at multiple buildings throughout the County.