



GENERAL SERVICES AGENCY

MONTHLY OPERATIONAL UPDATE – MARCH 2024

INTRODUCTION

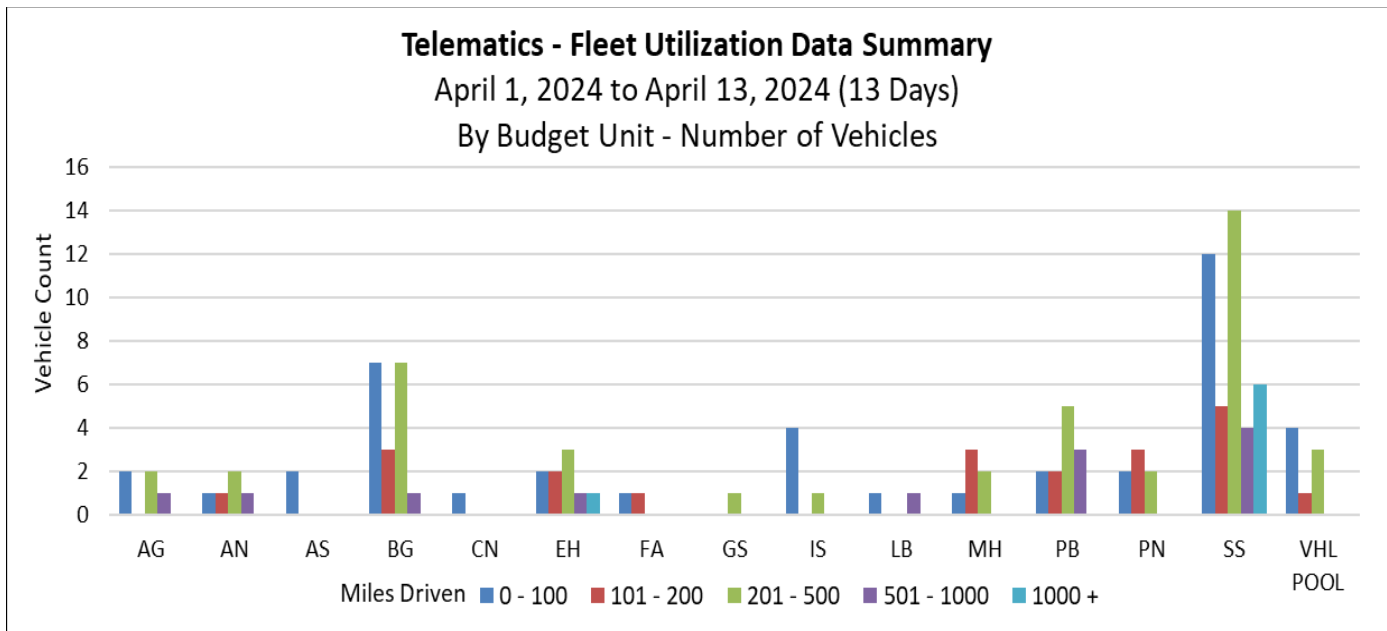
The General Services Agency maintains vital infrastructure and related services that enable County employees to serve the citizens of Mendocino County. In their support role, the General Services Agency focuses on Mendocino County’s Facilities Management, Fleet Management, Capital Project Management, Real Property Administration, purchasing of goods and services, energy management, and sustainability practices.

The General Services Agency has seen a significant reduction in county wide utility consumption. Updates on telematics, County fleet and fuel consumption, capital improvement projects, surplus sales, disaster/emergency preparedness activities and facilities statistics can be found here.

EFFECTIVE COUNTY GOVERNMENT

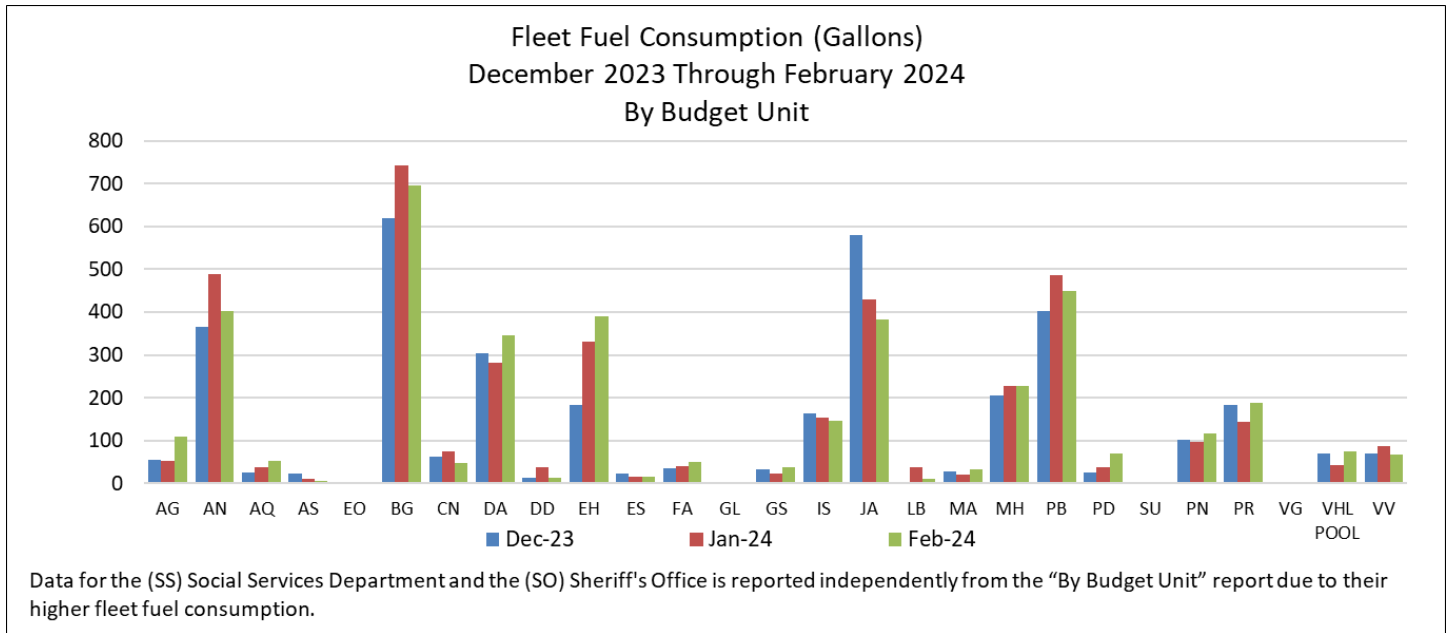
Telematics

Fleet has installed the 125 telematics devices purchased. Fleet is verifying the number of remaining qualified County vehicles to be monitored by telematics and plan to order of the remaining devices by the end of April to have the devices installed before the end of Fiscal Year (FY) 23-24.

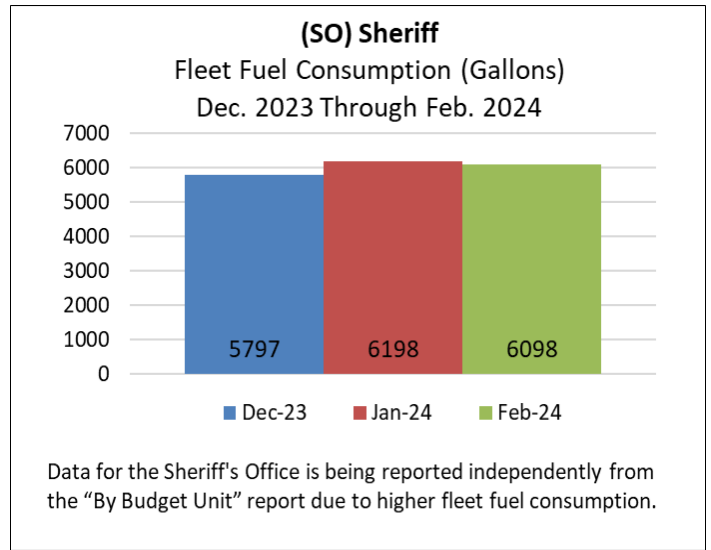
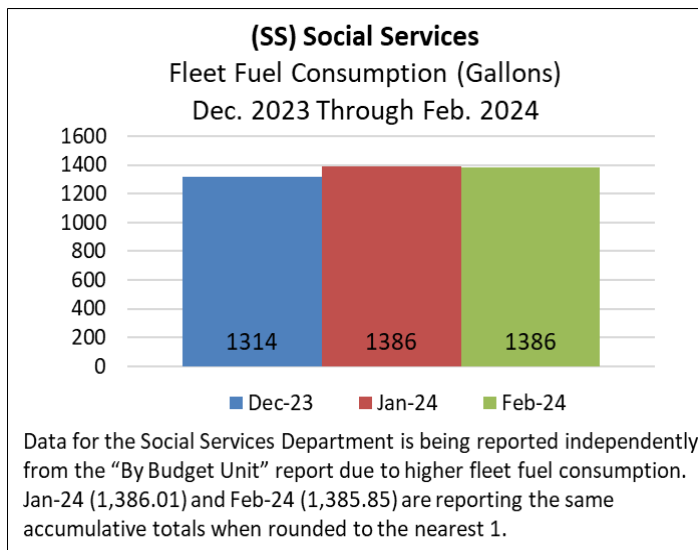


(AG) Agriculture, (AN) Animal Care & Control, (AS) Assessor, (BG) Facilities, (CN) Cannabis Management, (EH) Environmental Health, (FA) Farm Advisor, (GS) Central Services, (IS) Information Services, (LB) Library, (MH) Behavioral Health, (PB) Planning & Building, (PN) Public Health Nursing, (SS) Social Services, (VHL POOL) Vehicle Pool

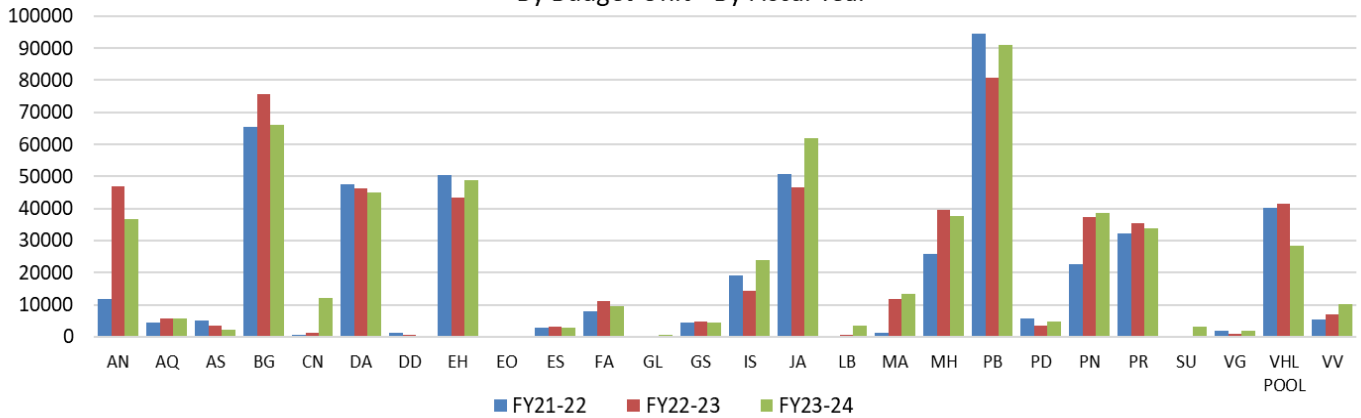
Fleet: Fuel Consumption/Distance Driven



(AG) Agriculture, (AN) Animal Care & Control, (AQ) Air Quality, (AS) Assessor, (EO) County Executive Office, (BG) Facilities, (CN) Cannabis Management, (DA) District Attorney, (DD) AODP, (EH) Environmental Health, (ES) Emergency Services, (FA) Farm Advisor, (GL) General Liability Insurance IS, (GS) Central Services, (IS) Information Services, (JA) Jail, (LB) Library, (MA) MHS, (MH) Behavioral Health, (PB) Planning & Building, (PD) Public Defender, (PN) Public Health Nursing, (PR) Probation, (VG) Underserved Victim Advocacy, (VHL POOL) Vehicle Pool, (VV) Victim Witness Assistance.



Fleet Distance Driven (Miles)
July Through February
By Budget Unit - By Fiscal Year

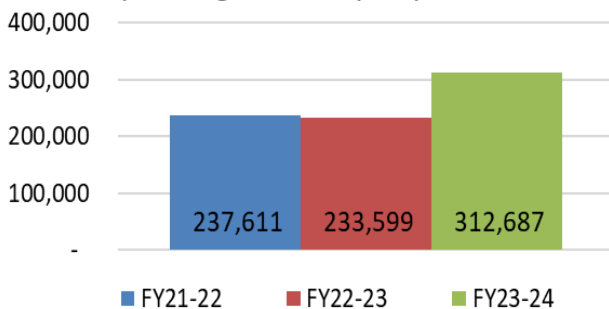


Data for the (SS) Social Services Department and the (SO) Sheriff's Office is reported independently from the "By Budget Unit" report due to their high miles driven.

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(SS) Social Services

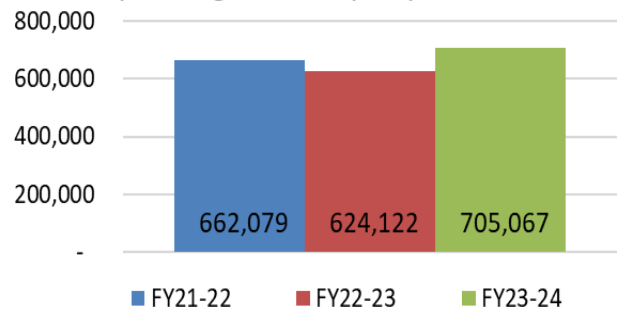
Fleet Distance Driven (Miles)
July Through February - By Fiscal Year



Data for the Sheriff's Office is being reported independently from the "By Budget Unit" report due to high miles driven.

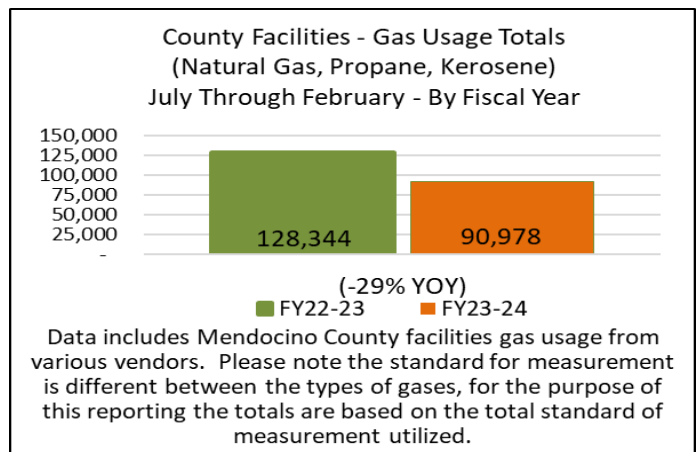
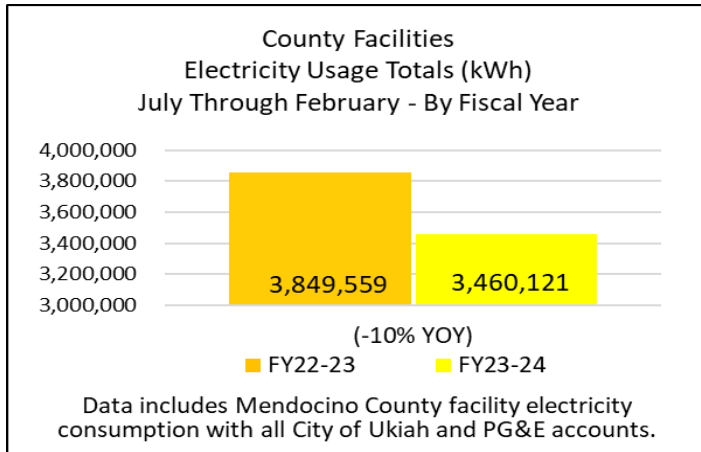
(SO) Sheriff

Fleet Distance Driven (Miles)
July Through February - By Fiscal Year



Data for the Sheriff's Office is being reported independently from the "By Budget Unit" report due to high miles driven.

Facilities: Utility Consumption



County wide utility consumption is on the decline compared to this time last year; electric utility consumption is showing a decline of 10% and gas consumption (natural gas, propane, and kerosene) is showing a decline of 29%.

Facilities has implemented utility saving measures including the adjustment of County building temperatures on weekends and non-working days. The savings on both electric and gas utility usage is believed to be largely due to the measures put in place by the division and relatively mild weather.

SAFE AND HEALTHY COUNTY

Capital Improvement Plan and Projects

SB844 Jail Project

The Contractor has completed mobilization, including temporary fencing, and has begun site preparation and grading work including the storm drain, sewer, and other underground utilities. Completion is currently projected for October 2025.

Psychiatric Health Facility

Permit and construction drawings for the new Psychiatric Health Facility are complete and out for agency approvals. The design team and staff are completing the final specifications and bidding documents for bidding in May of 2024. Current projections show completion before the end of 2025.

911 Bunker

The bunker building structure, generator, and electrical equipment have been on order for many months with most items set to be delivered and installed in June and July of 2024. The facility is expected to be ready for the transition of the communications systems and equipment beginning September 2024.

Bower Park Improvements

Bids for the hazardous tree removal portion of the project are due April 16, 2024. The tree removal work will begin in June, to accommodate Coast Youth Little League’s use of the field and will be complete by the end of this summer.

An online public survey was conducted in March with over 500 participants informing staff and the architect of the desired priorities for this project. A public meeting to review the survey results and receive additional public input is scheduled for April 6, 2024, at the Gualala Arts Center. Once the public input is evaluated by the designers, they will proceed through the design process to be ready for bidding in the Spring of 2025.

For more information on the Bower Park Restoration and Improvement Grant Project, please visit: <https://www.mendocinocounty.gov/departments/general-services/parks/bower-park-restoration-grant>

The Bower Park Restoration and Improvement Grant Project Survey Responses report can be found here:
<https://www.mendocinocounty.gov/home/showpublisheddocument/64058/638483372477337574>

Electric Vehicle Charging Project

Design work for the California Energy Commission (CEC) Electric Vehicle Charging Station Grant is well under way. This project will provide publicly available electric vehicle charging stations at both the Low Gap Administration Center and the Yokayo Social Services Center in Ukiah. Design work is expected to continue through 2024 with the installations being completed in 2025.

Energy Saving Performance Contracting (ESCO)

The County is progressing with the top two (2) finalists in the competitive bidding process. The initial area of focus will be completing a solar + battery back-up system along with a new roof at the Willits Library while they assess other County facilities for cost effective projects with high return on investment.

Agriculture Building Porch Repairs

With temporary shoring in place, facilities staff has prepared a contract to complete the engineering analysis and design for the permanent repairs.

Facilities Statistics

(Fiscal Year to Date as of March 31, 2024)

- Work Orders Received: 2340
- Work Orders Completed: 2337
- Work Orders Open: 218
- After Hours Calls: four (4) Call Outs for a combined total of 16.5 hours of overtime.

THRIVING ECONOMY

Surplus Sales

The County has received \$85,483.28 from surplus sales in FY 23-24.

County surplus auctions sales can be viewed on PublicSurplus.com.

<https://m.publicsurplus.com/sms/mendocinoco,ca/list/current?orgid=86882>.

New users will need to create an account with Public Surplus before full listings may be viewed.

Central Services

(Fiscal Year to Date as of March 31, 2024)

- Purchase Orders processed: 243

PREPARED AND RESILIENT COUNTY

Disaster/Emergency Preparedness Activities

Facilities Staff has trained on and prepared several ready to respond mobile generators to ensure rapid response in the event of an extended loss of power to any of the County's vital facilities.

Facilities has implemented daily checks and weekly fueling and maintenance on one of the County's remotely located, vital generators to ensure electrical power is maintained to a radio repeater following a loss of the private electrical power line supplying that site. Additionally, a temporary mobile generator has been staged to install in the event the permanent generator at that location fails. Facilities is working with PG&E, other site tenants, and an electrical repair contractor to establish a corrective action plan for this site.

In the event of a County emergency, the General Services Agency, as the Logistics section of the Emergency Operations Center (EOC), works closely with the Office of Emergency Services. Ensuring the County's commitment to public preparedness, General Services Agency has supplies staged and ready for an EOC activation.

OTHER/ADDITIONAL INFORMATION

Parks

Peak park use season is upon us and the General Services Agency is seeing a seasonal increase in group picnic area and large gathering reservations. Staff will provide updates on usage statistics as information becomes available.

Indian Creek Park was prepared for the summer camping season and opened the first week in April.

For information on how to reserve a County park visit: <https://www.mendocinocounty.gov/departments/general-services/parks/group-picnic-area-reservations> or call 707-234-2875.

The General Services Agency is available for department or individual trainings. Trainings may include, Purchasing and Purchase Orders, the Bank of America credit card use program (P-Card), Requisition Entry into MUNIS, and Competitive Bidding. Trainings are available in person or via Teams. To schedule training send a request to generalservices@mendocinocounty.gov or contact Central Services Staff at 707-234-6050.



Facilities Staff at Faulkner Park