



MENDOCINO COUNTY – GENERAL SERVICES AGENCY

MONTHLY OPERATIONAL UPDATE

GENERAL SERVICES AGENCY

Other

As staff continues to make progress in evaluation and updates of all of County leases, licenses, rental agreements, space and conditional analysis results, and memorandums of understanding (MOU) within the County system, we have been meeting with numerous property tenants of various County-owned facilities to forge relationships and gain understanding of the programs and services run out of the facilities. This effort may result in reducing the County's real property footprint and is in keeping with utilizing all County owned space efficiently and effectively.

Staff have been partnering with the Cultural Services Agency on multiple real property related projects. Staff has been asked to develop a workslof/checklist for a possible property acquisition/merger on the coast. This project is ongoing.

Staff hosted a meeting with the Anderson Valley Senior Citizen's Center and the American Legion Post #385 regarding their MOU for the premises located at 14470 Highway 128, Boonville, also known as the Boonville Veterans Memorial Building. Negotiations for an updated agreement are ongoing.

Staff have worked with various departments this month in drafting several amendments, extensions, and new agreements for real property.

The Central Services Division supports with the auditing and processing of invoices and payments to ensure accurate and timely payments to our vendors.

March Payments:

Purchase Order Batches. Processed- 7 batches, 52 purchase orders for payment.

Accounts Payable Batches. Processed- 5 batches, 44 invoices for payment.

The Central Services Division was able to coordinate the leasing, delivery, and set up of two new Toshiba Copiers. These new machines have been heavily anticipated by the Elections division of the Assessor-Clerk-Recorder's office and by the Cannabis department.

Facilities answered three (3) after hours emergencies this month for a total of six and one half (6.5) hours of overtime.

Building Maintenance Work Orders: Year to Date

- Work Orders Received: 2,048
 - Work Orders Completed: 2,008
 - Work Orders Open: 235
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- During FY 21-22: Fleet totaled 314 Vehicles (Excluding Department of Transportation)
 - County Yearly Standard for Optimal Utilization is 10,000 Miles per year
 - Analysis continues on all fleet in order to determine the most effective use of fleet. Potential streamlining and shared use of fleet is also in progress.

- Fleet Statistics: Year to Date
 - Work Orders: 861 Scheduled, 834 Completed (97%)
 - Vehicles Maintenance Reporting: Thirty-Three (33) vehicles are currently not delivered but overdue for maintenance. Please see below for a reporting by budget unit (BU).
 - Twenty-One (21) in BU 2310, Five (5) in BU 2070, One (1) in BU 4051, One (1) in BU 4050, One (1) in BU 9999 (Currently in use in Fort Bragg), One (1) in BU 4011, One (1) in BU 4013, One (1) in BU 2560, and One (1) in BU 5010.

Attachments

Attachment 1 - Project Summaries March 2023

AGENCY WIDE ACTIVITIES

Internal Service Fund (ISF)/Cost Allocation Development- Facilities, Fleet and Central Services

General Services Agency education, outreach, and resource availability

Mendocino County - General Services Agency/Facilities and Fleet Capital Project Tracking (BU 1710) PROJECT SUMMARY							
Project No.	Project Name	Department	Budget	Final Cost	Year to Date	Source of Funds	Notes
COMPLETED IN 2022-23							
973	Priority Roof Ukiah Veterans Hall Roof Coating	Facilities and Fleet	30,000	\$ 6,714	\$ 6,714	General Fund	Completed July 2022
046	Priority Roof Point Arena Air Force Base	Facilities and Fleet	\$ 125,000	\$ 123,640	\$ 15,758	General Fund	Completed July 2022
040	Demolish Fire Damaged Modular	Facilities and Fleet	\$ 85,000	\$ 63,279	\$ 46,192	Risk	Completed July 2022
951	Point Arena Microwave Upgrade - Communications	Information Technology	\$ 650,000	\$ 650,028	\$ 101,450	ITMP	Completed, IT Managed Project
039	Jail Building II HVAC unit 3 Replacement	Facilities and Fleet	\$ 40,000	\$ 63,876	\$ 61,241	General Fund	Completed November 2022
970	Off Site Parking Improvements prior to Jail Expansion Project	Facilities and Fleet	\$ 575,000	\$ 533,919	\$ 414,119	General Fund	Completed November 2022
048	DOT HVAC Replacement	Facilities and Fleet	\$ 35,000	\$ 58,593	\$ 57,571	General Fund	Completed December 2022
044	Campus West Fiber Optic Extensions to Sheriff's Office and GSA	Information Technology	\$ 537,275	\$ 424,484	\$ 46,000	General Fund	Completed February 2023
045	Public Health Rooms 189, 192 & 193 Water Damage Repairs	Public Health	\$ 90,000	\$ 79,568	\$ 35,000	Risk	Completed February 2023
054	Sheriff's Office Steps & walk	Sheriff	\$ 40,000	\$ 21,565	\$ 7,140	General Fund	Completed January 2023
047	Round Valley Airport Security Fencing	Department of Transportation	\$ 175,000	\$ 149,443	\$ 130,000	Transportation	Completed February 2023
017	Underground Storage Tank Wells & Monitoring Covelo & Willits Road Yards	Department of Transportation	\$ 32,757	\$ 19,894	\$ 19,894	GF + Waterboard UST	Received No Further Action for Covelo & Willits - Annual Costs
038	County Facility Condition, Space Needs Assessment & ADA Transition Plan	General Services Agency	\$ 200,000	\$ 175,725	\$ 53,310	General Fund	Completed March 2023
057	Yokayo Center Fencing & Children's Patio Enclosure	Social Services	\$ 100,000	\$ 47,515	\$ 47,515	Social Services	Completed March 2023
023	Redwood Valley Substation Water Damage Repairs	Facilities and Fleet	\$ 56,000	\$ 51,184	\$ 35,000	Risk & ARPA	Completed March 2023
056	Avila 7B HVAC Replacement	Social Services	\$ 100,000	\$ 38,895	\$ 38,895	Social Services	Completed March 2023
Total:			\$ 2,871,032	\$ 2,508,322	\$ 1,115,800		
Project No.	Project Name	Department	Budget	Cost Estimate	Remaining	Source of Funds	Notes
IN PROGRESS							
025	Admin Center Server Room Cooling and Fire Suppression	Information Technology	\$ 215,000	\$ 303,042	\$ 255,129	General Fund	In progress -Final Completion by April 2023
049	Fort Bragg Justice Center HVAC Replacement	Facilities and Fleet	\$ 400,000	\$ 1,706,374	\$ 1,575,000	GF + Bond Finance + Court	In progress -Final Completion by October 2023
998	New Shelter to Relocate 911 & MCSO Communications & Servers	Information Technology	\$ 4,102,597	\$ 4,102,597	\$ 3,862,194	CDBG + GF	In Progress - Contractor's Schedule pending
043	Sanhedrin Underground Power Line Evaluation and Testing	Facilities and Fleet	\$ 163,000	\$ 163,000	\$ 163,000	PG&E	In Design
034	Sanhedrin Repeater Site Tower & Shelter Replacement	Information Technology	\$ 554,087	\$ 554,087	\$ 550,000	CDBG + GF + PG&E	Planning - CDBG Funding approved
050	Pre-Trial Release Program Facility	Probation	\$ 335,000	\$ 550,000	\$ 494,525	Probation Grants	In Design - Bid opening expected May 2023
055	Fort Bragg Veterans Hall Electrical & HVAC System Replacement	Facilities and Fleet	\$ 90,000	\$ 90,000	\$ 84,622	General Fund	HVAC Completed January 2023 - Electrical in Design
063	Sheriff's Office Fallen Officer Memorial	Sheriff	\$ 62,000	\$ 125,000	\$ 74,859	ARPA	In Design - Bid opening expected April 2023
064	Remove abandoned Modular at Sheriff's	Sheriff	\$ 25,000	\$ 25,000	\$ 25,000	General Fund	In Design - Bid opening expected May 2023
058	Juvenile Hall Secure Track Changes & Facilities Grant projects	Juvenile Hall	\$ 25,000	\$ 25,000	\$ 25,000	Probation Grants	Approved - Evaluation and Planning
065	Probation & Juvenile Hall Proximity Card Readers	Probation	\$ 40,000	\$ 70,000	\$ 63,946	ARPA	In progress -Final Completion by April 2023
067	DOT Video Security Ft. Bragg Yard - Building 9 *CF	Department of Transportation	\$ 30,000	\$ 30,000	\$ 30,000	Transportation	Approved - Evaluation and Planning
068	DOT Video Security Boonville Yard - Building 1 *CF	Department of Transportation	\$ 30,000	\$ 30,000	\$ 30,000	Transportation	Approved - Evaluation and Planning
066	Children's Services Roof Recoating	Social Services	\$ 80,000	\$ 90,000	\$ 86,406	Social Services	In Progress - Final Completion by June 2023
069	Public Health Emergency Preparedness Trailer	Public Health	\$ 124,000	\$ 124,000	\$ 124,000	Public Health	Demolition in Design
076	Agriculture-Farm Advisor Roof Replacement	Agriculture	\$ 300,000	\$ 300,000	\$ 300,000	COP Bond Financing	In Design - Bid opening expected May 2023
078	Willits Library Roof, Solar and Back-up Power Project	Library	\$ 494,080	\$ 494,080	\$ 494,080	Library Grant	Approved - Evaluation and Planning
060	Parks Fire Fuel Hazard Mitigation - Mill Creek and Low Gap	Facilities and Fleet	\$ 97,000	\$ 97,000	\$ 97,000	PG&E	In Design - Bid opening expected April 2023
041	Sanel Mountain Microwave Site Hardening	Facilities and Fleet	\$ 160,000	\$ 335,620	\$ 335,620	CDBG + PG&E	Planning - PG&E and CDBG Grant Funded
073	HGMP Generators for Critical Facilities	Executive Office	\$ 830,000	\$ 830,000	\$ 830,000	HGMP Grant	Planning - Phase 1 Grant Approved for Design phase
071	Electric Vehicle Charging Stations Administration Center & Yokayo	Executive Office	\$ 820,000	\$ 820,000	\$ 820,000	CEC Grant + GF?	Planning - CEC Grant approved
072	Mill Creek Park Vault Toilets - Parks Grant	General Services-Parks	\$ 496,892	\$ 496,892	\$ 496,892	Per Capita Parks Grant	Planning - Parks Grant approved
Total:			\$ 9,473,656	\$ 11,361,692	\$ 10,817,273		
CAPITAL PROJECTS - SB 844 & MEASURE B							
915	SB 844 Jail Expansion Project	Sheriff	\$ 35,100,000	\$ 36,900,000	\$ 35,573,953	SB 844 + GF	Completing State Approvals - Prequalifying Contractors
004	Psychiatric Health Facility at Whitmore Lane	Measure B	\$ 20,000,000	\$ 20,000,000	\$ 19,276,842	Measure B	Design Development - Demolition in 2023
Total:			\$ 55,100,000	\$ 56,900,000	\$ 54,850,795		

Mendocino County - General Services Agency/Facilities and Fleet Capital Project Tracking (BU 1710) PROJECT SUMMARY							
PENDING							
052	Admin Center Roof Replacement Project Southeast Phase 3	Facilities and Fleet	\$ 142,941	\$ 2,650,000		General Fund	Pending bond financing
825	Avila Center Electric Strikes at Interview Booths	Social Services	\$ 26,000	\$ 26,000		Social Services	Approved
	Fiber Cable from Fort Bragg Justice Center to Avila Data Room	Social Services	\$ 20,000	\$ 20,000		Social Services	IS Network
	Children's Services Painting Rooms C-1, C-2 & C-3	Social Services	\$ 15,000	\$ 15,000		Social Services	Approved
	WISC Shower and Laundry Room	Social Services	\$ 90,000	\$ 90,000		Social Services	Approved
079	Bower Park Improvements	General Services-Parks	\$ 2,200,000	\$ 2,200,000	\$ 2,200,000	Parks Grant	Finalizing grant agreement
Total:			\$ 2,493,941	\$ 5,001,000	\$ 2,200,000		
ON HOLD							
070	OES/EOC Relocation to Building 35	Executive Office	\$ 558,000	\$ 558,000	\$ 558,000	PG&E	Evaluation and Planning - On Hold - pending appropriation
944	Museum Water Damage Repairs (Museum Mold Remediation)	Museum	\$ 40,000	\$ 40,000	\$ 40,000	General Fund	Pending 2022-23 Evaluation & Planning
995	Seal and Paint Jail Building II Exterior Block	Sheriff	\$ 200,000	\$ 200,000	\$ 200,000	General Fund	Pending 2022-23 Evaluation & Planning
996	Museum ADA Entry and Restrooms	Museum	\$ 175,000	\$ 175,000	\$ 175,000	General Fund	Evaluate priority with ADA transition plan process
	Hirsch Card Readers for Avila Gates	Social Services	\$ 30,000	\$ 30,000		Social Services	Approved
	Information Technology Conference Room Door	Information Technology	\$ 15,000	\$ 15,000	\$ -	General Fund	Approved - Request withdrawn by Department
	Drought Tolerant Landscaping at Veteran's Services	Social Services	\$ 30,000	\$ 30,000	\$ 30,000	Social Services	Approved - Request withdrawn by Department
Total:			\$ 1,048,000	\$ 1,048,000	\$ 1,003,000		
GSA Fiscal Year 22/23 projects:			\$ 70,986,629	\$ 76,819,014	\$ 69,986,868		
ON THE HORIZON							
	Fort Bragg Library Expansion/Property acquisition	Library	\$ -	\$ -	\$ -	Measure ?	Evaluation and Planning
	Ukiah Library Expansion feasibility study	Library	\$ -	\$ -	\$ -	Measure ?	Evaluation & Planning
	Ukiah Courthouse/Public Safety Space Feasibility study	Sheriff & District Attorney	\$ 325,000	\$ 175,000	\$ 175,000	General Fund	Pending Funding Commitment
	Yokayo Perimeter Fencing	Social Services	\$ 217,000	\$ 217,000	\$ 217,000	General Fund	Pending Funding Commitment

Mendocino County - General Services Agency/Facilities and Fleet
Capital Project Tracking (BU 1710) PROJECT SUMMARY-SCHEDULE

Project No.	Project Name	Department	Design Start	Bid Date	Construction	Project	Source of Funds	Notes
					Start	Complete		
IN PROGRESS								
025	Admin Center Server Room Cooling and Fire Suppression	Information Technology	3/1/2021	10/11/2022	2/14/2023	3/31/2023	General Fund	In progress -Final Completion by April 2023
049	Fort Bragg Justice Center HVAC Replacement	Facilities and Fleet	4/15/2022	2/2/2023	5/1/2023	10/15/2023	GF + Bond Finance + Cour	In progress -Final Completion by October 2023
998	New Shelter to Relocate 911 & MCSO Communications & Servers	Information Technology	2/15/2021	2/23/2023	4/1/2023	6/1/2024	CDBG + GF	In Progress - Contractor's Schedule pending
043	Sanhedrin Underground Power Line Evaluation and Testing	Facilities and Fleet	2/1/2022	7/1/2023	8/15/2023	10/1/2023	PG&E	In Design
034	Sanhedrin Repeater Site Tower & Shelter Replacement	Information Technology	3/1/2021	3/15/2025	5/1/2025	11/30/2025	CDBG + GF + PG&E	Planning - CDBG Funding approved
050	Pre-Trial Release Program Facility	Probation	1/15/2022	5/1/2023	6/15/2023	12/31/2023	Probation Grants	In Design - Bid opening expected May 2023
055	Fort Bragg Veterans Hall Electrical & HVAC System Replacement	Facilities and Fleet	8/15/2022	6/1/2023	7/31/2023	10/1/2023	General Fund	HVAC Completed January 2023 - Electrical in Design
063	Sheriff's Office Fallen Officer Memorial	Sheriff	12/15/2022	4/27/2023	5/15/2023	6/30/2023	ARPA	In Design - Bid opening expected April 2023
064	Remove abandoned Modular at Sheriff's	Sheriff	12/1/2022	5/15/2023	7/1/2023	8/31/2023	General Fund	In Design - Bid opening expected May 2023
058	Juvenile Hall Secure Track Changes & Facilities Grant projects	Juvenile Hall	6/1/2023	10/31/2023	12/1/2023	4/1/2024	Probation Grants	Approved - Evaluation and Planning
065	Probation & Juvenile Hall Proximity Card Readers	Probation	10/1/2022	2/28/2023	4/1/2023	6/1/2023	ARPA	In progress -Final Completion by April 2023
067	DOT Video Security Ft. Bragg Yard - Building 9 *CF	Department of Transportation	5/15/2023	12/1/2023	2/1/2024	5/1/2024	Transportation	Approved - Evaluation and Planning
068	DOT Video Security Boonville Yard - Building 1 *CF	Department of Transportation	5/15/2023	12/1/2023	2/1/2024	5/1/2024	Transportation	Approved - Evaluation and Planning
066	Children's Services Roof Recoating	Social Services	1/4/2023	3/9/2023	4/15/2023	6/30/2023	Social Services	In Progress - Final Completion by June 2023
069	Public Health Emergency Preparedness Trailer	Public Health	10/15/2022	5/15/2023	7/1/2023	9/1/2023	Public Health	Demolition in Design
076	Agriculture-Farm Advisor Roof Replacement	Agriculture	3/14/2023	5/1/2023	8/31/2023	10/15/2023	COP Bond Financing	In Design - Bid opening expected May 2023
078	Willits Library Roof, Solar and Back-up Power Project	Library	9/15/2023	11/1/2024	5/1/2025	10/15/2025	Library Grant	Approved - Evaluation and Planning
060	Parks Fire Fuel Hazard Mitigation - Mill Creek and Low Gap	Facilities and Fleet	3/1/2023	5/1/2023	7/1/2023	7/31/2023	PG&E	In Design - Bid opening expected April 2023
041	Sanel Mountain Microwave Site Hardening	Facilities and Fleet	6/1/2023	9/30/2024	12/1/2024	9/30/2025	CDBG + PG&E	Planning - PG&E and CDBG Grant Funded
073	HGMP Generators for Critical Facilities	Executive Office	4/1/2023	6/30/2024	8/1/2024	9/30/2025	HGMP Grant	Planning - Phase 1 Grant Approved for Design phase
071	Electric Vehicle Charging Stations Administration Center & Yokayo	Executive Office	7/1/2023	1/31/2024	5/31/2024	6/30/2025	CEC Grant + GF?	Planning - CEC Grant approved
072	Mill Creek Park Vault Toilets - Parks Grant	General Services-Parks	7/1/2023	11/15/2023	2/15/2024	9/30/2024	Per Capita Parks Grant	Planning - Parks Grant approved
CAPITAL PROJECTS - SB 844 & MEASURE B								
915	SB 844 Jail Expansion Project	Sheriff	3/17/2017	6/5/2023	7/25/2023	6/25/2025	SB 844 + GF	Completing State Approvals - Prequalifying Contractors
004	Psychiatric Health Facility at Whitmore Lane	Measure B	3/21/2022	4/30/2024	6/15/2024	10/15/2025	Measure B	Design Development - Demolition in 2023
PENDING								
052	Admin Center Roof Replacement Project Southeast Phase 3	Facilities and Fleet	8/1/2023	11/1/2023	2/1/2024	10/1/2024	General Fund	Pending bond financing
825	Avila Center Electric Strikes at Interview Booths	Social Services	9/15/2023	2/1/2024	4/1/2024	6/30/2024	Social Services	Approved
	Fiber Cable from Fort Bragg Justice Center to Avila Data Room	Social Services	8/1/2023	10/1/2023	11/15/2023	1/31/2024	Social Services	IS Network
	Children's Services Painting Rooms C-1, C-2 & C-3	Social Services	8/1/2024	10/1/2024	11/15/2024	1/31/2025	Social Services	Approved
	WISC Shower and Laundry Room	Social Services	9/1/2024	2/1/2025	3/15/2025	6/30/2025	Social Services	Approved
079	Bower Park Improvements	General Services-Parks	12/1/2023	2/1/2025	5/1/2025	12/31/2025	Parks Grant	Finalizing grant agreement
ON HOLD								
070	OES/EOC Relocation to Building 35	Executive Office					PG&E	Evaluation and Planning - On Hold - pending appropriation
944	Museum Water Damage Repairs (Museum Mold Remediation)	Museum					General Fund	Pending 2022-23 Evaluation & Planning
995	Seal and Paint Jail Building II Exterior Block	Sheriff					General Fund	Pending 2022-23 Evaluation & Planning
996	Museum ADA Entry and Restrooms	Museum					General Fund	Evaluate priority with ADA transition plan process
	Hirsch Card Readers for Avila Gates	Social Services					Social Services	Approved
	Information Technology Conference Room Door	Information Technology					General Fund	Approved - Request withdrawn by Department
	Drought Tolerant Landscaping at Veteran's Services	Social Services					Social Services	Approved - Request withdrawn by Department
ON THE HORIZON								
	Yokayo Perimeter Fencing	Social Services					General Fund	Pending Funding Commitment
	Ukiah Courthouse/Public Safety Space Feasibility study	Sheriff & District Attorney					General Fund	Pending Funding Commitment
	Fort Bragg Library Expansion/Property acquisition	Library					Measure ?	Evaluation and Planning
	Ukiah Library Expansion feasibility study	Library					Measure ?	Evaluation & Planning

General Services Agency - Central Services Projects

Project	Milestones	Start Date	Estimated completion Date	Completed Date	Status	Notes
BPO Tracking	BPO - In Cobblestone	2/2023	3/2023	3/2023	Completed	
	Work with Auditor for MUNIS Tracking	3/2023	5/2023		In Progress	track spend in MUNIS
	Develop Procedure	2/2023	6/2023		In Progress	
	Educate County staff on Procedure	6/2023	6/2023		Not started	Educate County Departments on process for tracking BPO's
Parks	Parks Credit Card Payments	2/2023	3/2023	3/2023	Completed	
	Parks Marketing/Outreach Plan	4/2024	5/2023		In Progress	Met with Visit Mendocino
	Parks On-line Reservations	2/2023	9/2023		In Progress	Met with several Reservations software companies. Completing Cost Benefit prior to implementation
County wide GSA - Education and Training Program	GSA Purchasing 101 Training	10/2022	4/2023		In Progress	Reviewed and updated Purchasing Guide and Power Point. Next to schedule training with Departments
	Work Order Training	2022	5/2023		In Progress	
	MUNIS Receiving and Issuing Reqs	4/2023	4/2023		In Progress	Developing PPT and guide.
	Pcard, Credit Card Training		5/2023		In Progress	
Planet Bids	Post RFP's on Planet Bids - GSA	2/2023	4/2023	4/2023	Completed	
	Post Competitive Bids for CI Projects on Planet Bids	2/2023	4/2023		In Progress	Ready to post. Next bid will be posted.
	Review Competitive Bidding on Planet Bids - GSA only	7/01/2023	7/01/2023		Not started	Test the process
	Analysis of Benefit of Implementation of Planet Bids County Wide	6/2023	10/2023		Not Started	If benefit to the County, Move forward.
	Meet with stakeholders regarding Cost for implementation of Planet Bids	1/24	2/24		Not Started	
	Develop Procedure for Planet Bids Utilization	5/2024	7/2024		Not started	
	Develop Training to County Staff	8/2024	10/2024		Not started	Review training materials two weeks prior to training.

General Services Agency - Central Services Projects

	Train County Staff on Planet Bids	5/2025	6/2025		Not started	Start Training close to implementation and after budget cycle.
	Implementation of Planet Bids County Wide	2/2022	7/2025		In Progress	
CAMS	IT Working with CAMS for Data being moved from MUNIS to CAMS	2022	12/2023		In Progress	IT timeline for completion is 12/2023
	Ensure all team Members have Access	4/2023	4/2023		In Progress	
	Meet with CAMS Representative for Training.	4/2023	4/2023		In Progress	Meeting Scheduled
	Data Entry in CAMS - Building List	4/2023	4/2023		Not Started	
	Data Entry in CAMS - Properties	4/2023	4/2023		Not Started	
	CAMS Implementation	2022	1/2024		In Progress	
ISF Development	Data Collection - Purchasing, Buildings, Fleet	2022	7/2023		In Progress	2.5 years data
	Analyze data to determine cost per service	8/2023	12/2023		Not started	Add data
	Develop Cost Recovery formula	12/2023	12/2024		Not started	Develop initial cost recovery formula, allow time to refine formula
	Meet with Stakeholders	1/2024	12/2024		Not started	Need to have time to refine formula and address stakeholder questions.
	Implementation for ISF	2022	7/1/25		In Progress	
GSA - Recentralization	Review and Update GSA Task Lists	12/2023	4/2023		In Progress	
	Update Onboarding Process	10/2022	5/2023		On Going	Continuous improvement and updating.
	Review and Update GSA Desk Guides	11/2022	6/2023		On Going	
	Annual Operational Calendar	3/2023	5/2023		In Progress	Due for FY 23-24
	Cost Allocation - Review	10/2022	5/2023		On Going	Continuous updating
	Review GSA Emergency Plan	4/2023	5/2023		Not Started	

General Services Agency - Central Services Projects

Grant Administration	Bower Park Restoration	12/13/2023	1/31/2026		In Progress	Project to be completed by 12/31/2025. Final reports due 1/31/2026. Grant performance 7/1/2021 to 6/30/2026. Total Project - \$2,200,000
	CEC - Electrical Vehicle	11/16/2022	2/1/2027		In Progress	Project to be completed by 3/31/2028. Final report due 2/1/2027. Grant performance 11/16/2022 - 05/03/2027 Total Project - \$824,982
	Mill Creek - Per Capital Grant	12/13/2023	1/31/2026		In Progress	Project to be completed by 12/31/2025. Final reports due 1/31/2026. Grant performance 7/1/2021 to 6/30/2026. Total Project - \$497,000
Surplus	Whitmore Surplus	2022	5/2023		In Progress	
EOC	Review and Update EOC Vendor Lists	12/2022	7/2023		In Progress	