Pierce County Facilities Management Performance Report 2012 - 2013

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Meet the Facilities Management Leadership Team

Bret Carlstad
Director

Ann Hibbert
Assistant Director

Mike Poier
Construction Division Manager

Bob Carr
Maintenance & Operations Division Manager
The Principles That Guide Our Efforts

| OUR PURPOSE | **What the ultimate outcome of our work must be.** Facilities Management staff provides attractive, well-maintained, secure, clean, accessible safe, well-planned and managed environments for Pierce County. |
| OUR VISION | **What we want to be.** Facilities Management staff strive each day to practice good stewardship of County resources for the betterment of the County employees and public we serve. In our relationships with internal and external customers, we reflect the highest level of service oriented communication and ethical standards. |
| OUR ESSENCE | **What we want our clients to feel and experience.** Our commitment to upholding excellence, respect, honesty and integrity in all aspects of our operations and professional conduct is evident in all of our actions. County facilities will be clean, well cared for and attractive places to conduct County business. The environment will feel and be safe, and will openly convey Pierce County’s enduring service to its citizens. |
| OUR MISSION | **What we must do.** To positively enhance and facilitate the activities of Pierce County government for the public and employees we serve. By understanding how our thoughts, words and deeds impact our team members. By treating our departmental coworkers as experts in their fields, because they are. By continually enhancing our knowledge and skill in our specific areas of expertise. By learning and knowing the business of our department and its divisions. By communicating honestly, and listening with respect to our departmental coworkers, other County employees and members of the public we serve. By providing our customers knowledgeable and respectful service with the highest degree of professionalism. By understanding the internal and external operations and relationships of our client departments with consideration of their future needs and plans. By designing, maintaining and managing facility services with innovation and creativity. |
Pierce County Facilities Management Overview

Facilities Management creates, maintains and secures environments “from the ground up” for conducting County business.

The Administration/Fiscal Division touches the activities of the entire department, providing budget development and monitoring; accounts payable and receivable functions; timekeeping; fiscal oversight of contracts, personal services agreements, and other legal documents; fiscal status of projects; database management related to fiscal and work ticket activities; scheduling; and special projects.

The Construction Division manages new construction, remodel and renovation projects, future project planning and design, planning and utilization studies, as well as major building system upgrades and remodels. The Resource Conservation Program also resides in this division.

The Maintenance and Operations Division ensures facilities and grounds are clean, well-functioning and well-maintained.

Our Real Property Division negotiates the acquisition and disposition of property and leases on behalf of other County departments as well as providing property management services.

Security Management enhances the delivery of County services by providing security programs and systems designed to reduce vulnerabilities and mitigate real world threats to the safety of the public, County staff and County property.

At a Glance

In 2013, Facilities Management maintained 1,481,950 sq ft of County occupied buildings.

Maintenance and Operations responded to 14,537 service calls in over 22 facilities.

Facilities Management has generated revenue for the County from energy saving rebates, materials recycling, and real property sales.
Construction Management Division

The Construction Division manages the building of new facilities as well as major upgrades to existing facilities and systems.

Services range from initial needs assessments to warranty issue resolution, including managing related contracts with architects, engineers and construction companies.

The Construction Division provides expert services to other Pierce County departments which include:

- Design consultant selection and contracting
- Specifications development and bidding
- Complete construction project management
- Space planning
- Resource conservation assessments and measures

“All of us in the Construction Division are first and foremost problem solvers. By being great communicators, we strive to ascertain the root cause or issue that precipitates the need for a project.

As professionals, we utilize innovation and creativity to find the correct solution; not always the easy or obvious solution. We depend on relationships to do our work, both within the Department and with our clients. This reliance is requisite to our delivery of quality, on-budget, on-schedule projects.”

- Mike Poier
  Construction Division Manager
Resource Conservation Program

The Resource Conservation Program focuses on resource optimization regarding energy and water conservation, waste reduction, site sustainability and indoor environmental quality in County facilities.

In addition to cost savings, resource optimization brings the County closer to its sustainability goals, which contribute to a cleaner, healthier environment for everyone. Facilities Management strives for continuous improvement of resource conservation and efficiency in County facilities.

“Resource conservation is unique in that it is a highly integrated program that touches many different facets of the work we do in Facilities Management. This inevitably makes my job very diverse and fun because I get to collaborate with so many others to find innovative solutions that curb our use of resources and improve sustainability at our sites.”

- Jessica Ludwig
Resource Conservation Program Coordinator
“My favorite part of my CECOP internship with Facilities Management was watching a project be completed from scope, to design, to hiring a contractor and then being able to touch a physical, completed project.”

- Josh Pronozuk
Facilities Management CECOP Intern

Construction Management Staff

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Timothy Chan, Construction Project Manager
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Deborah Anderson, Construction Project Manager
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Brian Lyman, Construction Project Manager
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Jessica Ludwig, Resource Conservation Program Coordinator, jludwig@co.pierce.wa.us
“Building maintenance and operations is never dull. We are the stage hands who work in the background ensuring the stage is set for County employees to have comfortable and productive work areas. We manage and take care of systems behind the scenes and also do repairs, maintenance and projects that bring us into offices and public areas. I have to say how proud I am of the Maintenance crew we have. They are some of the most professional trades people I have worked with and are truly talented and creative.”

- Bob Carr
Maintenance & Operations Division Manager

**Maintenance & Operations Division**

The Maintenance & Operations Division takes pride in providing clean, attractive, well cared for places to conduct County business.

We dispatch high quality service, skills and expertise when and where needed in addition to on-going preventive maintenance.

**Stewardship**

A good taxpayer investment, proper maintenance and timely repairs extend the useful life and functionality of County facilities.

We are committed to using environmentally responsible practices and products to maintain the properties in our care for generations to come.
Maintenance & Operations dispatches and tracks service response and delivery through a Management and Maintenance (MNM) work order system. This system will soon be replaced with a more efficient software.

Maintenance Shop
• Performs emergency and routine repairs
• Provides regularly scheduled inspection and maintenance of facilities and components
• Manages all aspects of the built environment
• Selectively fabricates custom components
• Completes remodels to improve energy efficiency, safety, accessibility and productivity
• Develops and manages preventive maintenance database
• Manages preventive maintenance crew and operations
• Performs scheduled maintenance of emergency power generators and power distribution
• Vendor contract management

Custodial Shop
• Performs cleaning services
• Manages inventory and supplies
• Maintains custodial equipment
• Manages workplace recycling program
• Develops and utilizes green cleaning methods
• Vendor contract management

Grounds Shop
• Maintains, upgrades and repairs landscape
• Maintains sidewalks and driveways
• Develops and utilizes cost efficient irrigation and grounds maintenance systems
• Performs / supervises Tax Title property clean ups
• Assists Public Works & Utilities with maintenance of Right-of-Way properties

“In my job there’s a new challenge every day and when we work together to overcome those challenges we achieve success. That’s what I enjoy the most.”
- Eddie Parker
Maintenance Supervisor
Maintenance Staff

Bob Carr       Maintenance and Operations Division Manager
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Custodial Shop
Robin McKinney    Facilities Services Coordinator
rmckinn@co.pierce.wa.us
Tim Kappert          Custodian I
Janette Simmons     Custodian I
Wilbur Cromartie    Custodian II
Joe Drosak          Custodian II

Grounds Shop
Steve Reynolds      Grounds Supervisor
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Marc Langvad        Gardener I
Patricia Olsen       Gardener I
John Schaefer       Gardener I
Jason Stenger       Gardener I
Vacant              Gardener I
Maintenance Staff

Maintenance Shop
Eddie Parker                     Maintenance Supervisor II
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Wes Redlin                      Maintenance Supervisor II
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Dave Emry                       Maintenance Foreman
Steve Smith                     Maintenance Foreman
Ric David                       Facilities Engineer
Laurie Billeck                  Mechanic
Brian Holloway                  Mechanic/Painter
Mark Johnson                    Mechanic
Nigel Karlson                   Mechanic/HVAC
Tom O’Brien                     Mechanic
Rick Pardur                     Mechanic
Steve White                     Mechanic
Eric Wise                       Mechanic
Ike (Charlton) Franco           Mechanic/HVAC
Roy Nansel                      Mechanic
Miko Allred                     Mechanic/Electrician
R.C. Baggett                   Technician
( Jon ) Scott Jones             Technician
James Lehmann                   Technician
Thay Phok                       Technician
Jaysen Render                   Technician
James Horton                    Technician
An organization can’t live without administrative and fiscal support, and Facilities Management Department is no different.

Five full time employees, with periodic assistance from extra hires, support the administrative and fiscal functions of the department. For 2013, these functions encompassed:

- Administering a $13.7 million operating budget in support of 22 facilities maintained by our Maintenance & Operations Division
- Administering capital budgets in the Real Estate Excise Tax fund (302), the Corrections fund (310) and two new capital funds--Parkland-Spanaway Precinct (326) and Administration Building lease fund (327) totaling over $12.7 million
- Timekeeping for a $5 million payroll
- Processing of L&I claims, family leave applications, etc. for 52 FTE plus extra hires
- Supporting the Real Property Division’s property management for 160,343 square feet of leased space
- Tracking work tickets in the Management & Maintenance database
- Scheduling appointments as needed for department staff
- Reception at two sites: the Administrative Offices in the Columbia Bank Building, and Maintenance & Operations at the County-City Building
- Support for Director and Assistant Director

And as always, “other duties as assigned”!

“Administration touches each division on a daily basis, processing and addressing everything from opening mail and filing, to budget development and capital project monitoring. The quality of the admin staff work is consistent and timely. I appreciate most of all, the dedication and commitment of each employee. Their high personal and professional standards make the admin division a highly functioning team. And we have fun getting the job done (almost always!”

- Ann Hibbert
  Assistant Director
Facilities Management Administration Fiscal Division

In our relationships with internal and external customers, we reflect the highest level of service oriented communication and ethical standards.

Administration Staff

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Cuc Thach, Accounting Assistant 2
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Carol Olesen, Office Assistant 2
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Colleen Champaco, Office Assistant 2
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Administrative / Fiscal Statistics

In 2013, Facilities Management administrative staff processed 9,486 fiscal related documents.

The breakdown follows:

• 202 accounts receivable invoice adjustments
• 52 accounts receivable receipt adjustments
• 279 contracts
• 189 expense claims
• 302 inter-fund transfers
• 322 journal entries
• 102 purchase orders
• 429 requisitions
• 7,609 vouchers

“Part of my job is to present the physical work of our department in numbers. I work hard to make sure that the picture presented is accurate and understandable.”

- Donna Ellis-Arola
Accounting Assistant

“I enjoy my job because I know what is expected of me.”

- Cuc Thach
Accounting Assistant
The Real Property Management (RPM) Division handles the acquisition, disposition and leasing of property to meet Pierce County needs and sustainability goals. The staff also provides a full range of real property services to other County departments.

Careful planning and administration ensures that property is managed for the most efficient use of County resources and responsible use of taxpayer dollars. Through strategic partnerships, the team generates cost effective solutions to property-related issues.

Real Property Management Staff

Rick Tackett, Real Property Specialist
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Michael Gonzales, Real Property Specialist
mgonzal@co.pierce.wa.us

“Real Property is a division of two highly knowledgeable staff. The expertise of these two employees combined, provides a full menu of real property services for Pierce County departments.”

- Ann Hibbert
Assistant Director
Administration
• Space Management
• Securing Reports/Appraisals
• Document Processing
• Executive Approval Coordination
• Legal Review by Pierce County Prosecutor’s Office

Property & Lease Management
• Lease Administration
• Coordinating repairs & issues with Landlords
• Parking
• Interdepartmental Services

Real Estate Transaction Services
• Sale of Real Property (Disposition)
• Acquisition of Real Property
• Negotiating Leases for Real Property:
  Office Space, Commercial, Industrial, Land

Tax Title Properties
• Surplus
• Private Negotiation
• Tax Title Auction
• Records
• Inquiries

Valuation Resource
• Market Analysis
• Space Availability
• Lease Information

“I like that my job varies on a daily basis and that I’m in a position where I get to work with staff from all of the different departments.”

- Michael Gonzales
Real Property Specialist
Effective security is based on a clear understanding of the actual risks faced by the organization it seeks to protect.

The Security Management program enhances the delivery of County services by providing security programs and systems designed to reduce vulnerabilities and mitigate real world threats to the safety of the public, County staff and County property.

Security Management:

- Oversees contract Security services
- Oversees Lenel System
- Develops badging procedures for employees, contractors, vendors and non-employees
- Manages Courthouse security in partnership with the Pierce County Sheriff’s Department
- Develops and implements Security policies and procedures based on best practices and ASIS International guidelines, and Crime Prevention Through Design (CPTED) principles
- Performs security assessments including Lenel planning and deployment

Security Management Division Staff

Mike Dorman, Security Manager
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“I enjoy what I do because the work makes a difference, and that is what matters to me.”
- Mike Dorman
Security Manager
Working together

The nature of Facilities Management projects is such that they typically require the collaborative efforts of several FM divisions. In the following project highlights, the full depth and breadth of Facilities Management services are evident. Each project is supported with the in-house professional expertise unique to its requirements. At any time throughout the life span of a project, FM resources are available to the project leads and managers.

Each project, on the following pages, highlights the divisions within Facilities Management that provided their support and expertise. Be sure to look for the check box to see the divisions involved.
Cast your vote!

The quest to provide Pierce County voters easier access for casting their votes continued in 2013 as Facilities Management’s Real Property, Construction Division and Maintenance Division teamed up to assist the Auditor’s Elections Division in installing a new drop-box at the Tacoma Housing Authority. Additional drop-boxes are set to be installed at the Orting Public Safety Building, Graham Fire Station and Tacoma Area Coalition of Individuals with Disabilities by June 2014.

**Fact!**
Over the past three years, 24 ballot boxes have been installed throughout Pierce County.

Problem solved!

In 2013, DAC renewed their lease at the Tacoma Rhodes Building. However, there was a problem with their space. They had a security issue and it needed to be addressed. Instead of incurring a large relocation expense, Facilities Management renovated the lobby and office space. Prior to the renovation, the public side of the lobby was separated from the Assigned Counsel staff with an insufficient barrier allowing public to easily enter into the back office. A physical wall and transaction window barrier were installed with a locking door between the waiting area and back office. In addition, the lobby was decreased in size allowing additional office space for DAC staff.
Charge it!

To further support alternative transportation options at Pierce County sites, a sixth electric vehicle charging station was installed at the Pierce County Annex. This station was installed to charge one of the County’s electric fleet vehicles and is available for all employees to use who work at the Annex Campus.

This additional charging station is the second one to be installed at the Annex, following the charging station that was installed in 2011 and is available for public use.

Four additional electric vehicle charging stations are located near the County-City Building and serve the County’s downtown campus. One charging station is located in the Jail surface parking lot and is available for public use. The other three charging stations are near the County-City Building’s second floor entrance and serve Pierce County’s electric fleet vehicles.

Plugging in one of the County’s Nissan Leaf fleet vehicles

Signage at Annex pointing towards charging stations

Working together:
- Administration
- Construction
- Maintenance & Operations
- Security
- Real Property
- Resource Conservation
**Location, location, location**

The Community Connections/WSU Soundview Consolidation project was initiated to get all of the Community Connection staff and WSU staff co-located onto a single floor to allow for a better workflow. Facilities Management made some tenant improvements to allow space for all of the staff to fit onto the second floor. This also made way for Phase 2 of the Soundview Project work to move some of the Sheriff’s Department to Soundview.

“It’s a double edged sword as a Project Manager. We get a lot of physical exercise getting out in the field going from project to project, office to office, building to building. Unfortunately, that also means we know where all the candy dishes in the County are at.”

- Deborah Anderson
Project Manager

Second floor Community Connections Reception at Soundview

Working together:
✓ Administration
✓ Construction
✓ Maintenance & Operations
✓ Security
✓ Real Property
✓ Resource Conservation
A record move

The 911 Building suffered water damage which necessitated the move of stored medical records.

Facilities Management coordinated with Community Connections to find a suitable storage site for the medical records that would provide confidentiality and was located near the Community Connections office at the 1305 building. After exploring a number of sites, the 950 building was selected.

“What I like about my job is the communication between myself and the tenants. Conversing day-to-day ensures all needs are met concerning cleanliness of the facility. This can become very challenging at times but we must step up to the challenge, keeping in mind that this is our job and we’re here for just that. Receiving positive and negative feedback from the tenant is the driver for me and sets the tone for the day’s start.”

- Wil Cromartie
Custodian
Vintage or old and outdated?

The Council Office, located on the 10th floor of the County-City Building, was one of the remaining 1950’s vintage office spaces in the building. But let’s be honest, it wasn’t just vintage, it was old and outdated. Asbestos containing materials were still present and being contained in building finishes and building systems. The office suite lacked up-to-date fire alarm systems including adequate exit signage. Computer network systems and electrical panels were in need of an upgrade. Lighting was provided by an over abundant number of old fluorescent fixtures and the layout of the office space provided no security between the office suite and the general public.

We could go on and on but I’m sure you get the picture. This space was in dire need of a renovation!

The “domino” effect
You can’t just show up and renovate an entire office suite without developing a plan to temporarily relocate the tenants. The County Council Renovation Project seized upon an opportunity that allowed the council office to move from the 10th floor temporarily in conjunction with another renovation project and a domino of departmental moves and relocations.

This project was coordinated with the relocation of the Sheriff’s Department into the Soundview Building and a temporary relocation of District Court operations into the CCB Basement which allowed this domino of moves and created a temporary Council Office on the 6th floor of the CCB. The careful orchestration of these projects and temporary moves allowed for a relatively short time period for displacement of the Council. They moved out of the 10th floor a day before construction activity began and back onto the 10th floor the day after construction was complete.

Fact!
The Grandmother Clock, thought to have transferred to the CCB from the old court house built in 1892, was specifically placed on the new wall in the Council Lobby. The clock was moved, serviced and reinstalled by a grandfather clock expert, hired to preserve and protect this delicate item.

Working together:
✓ Administration
✓ Construction
✓ Maintenance & Operations
✓ Security
   Real Property
✓ Resource Conservation
Council office upgrades:

- Improved elevator lobby and entrance procession to both the Council Chambers and the Council Office front lobby.

- The new curved wall of the Council Chambers was accentuated by extending it into the new main lobby. The curved wall was also exposed to the elevator lobby providing a place for new entry doors leading into the Chambers.

- Glass demountable walls were constructed separating the new Council lobby and Tahoma conference room. The Tahoma conference room is a new conference room for the building.

- Glass demountable walls were also constructed on the office side of the new lobby/conference room which allows natural light to shine through to the elevator lobby.

- Lenel controls and fire alarm systems were extended to the suite.

- The old ceiling system was removed to allow the replacement of HVAC components, lights and asbestos abatement.

- Upgraded HVAC supply and return air ducts were upgraded, electrical distribution was brought up to code and new energy saving, high efficiency LED lighting was installed.

- The new lighting was tied to existing computer control systems in the CCB allowing for maximum control and efficiency.

- An ADA accessible ramp was created for access to the raised platform in the Council Chambers.

- Carpet covered window sills were upgraded to plastic laminate sills and new carpet and sheet vinyl were installed.

“I found our project team highly functional as we operated with a philosophy of needs over wants. As a result, we were able to decrease the footprint of the office.”

- Brian Lyman
  Project Manager
Sold!

Real Property, working without the use of a selling real estate broker, marketed, negotiated the sale terms and closed on the sale of the former District Court Hosmer property at a sales price of $1.3 million. The sale occurred during a slow real estate market and provided Pierce County much needed funds on a property that was no longer needed for County operations.

Working together:
✓ Administration
✓ Construction
✓ Maintenance & Operations
✓ Security
✓ Real Property
✓ Resource Conservation

“There is a lot of uncertainty involved in most real estate transactions and I like being able to negotiate a successful transaction that works for both the County and the Buyer and seeing properties put into productive use.”

- Rick Tackett
Real Property Management Specialist
Be alarmed!

Be very alarmed! The fire alarm system at Remann Hall received a system upgrade. The existing Autocall fire alarm system was installed in 1994 which relied on proprietary Autocall microprocessor and fire alarm components. The manufacturer stopped making the alarm system and replacement parts a few years ago and with limited technical support and spare parts, system maintenance was difficult.

The new fire alarm system isn’t just any alarm system, it’s an intelligent addressable system where each fire detecting device is electronically coded with a unique address and the control panel has two way communications with each sensor. (This is similar to a telephone number enabling communication between specific telephones.) The panel can pinpoint and identify precisely which device triggered the alarm condition telling emergency responders exactly where the fire is. Pretty hot technology!

“Working for Facilities Management is very rewarding. I work with respectful and knowledgeable people and the assortment of projects are challenging and interesting.”

-Tim Chan
Project Manager
Because it’s the law...library

Two departments, Superior Court and Community Connections, were affected by water damage at the 911 Building which necessitated the need to move the Law Library Storage.

Facilities went through a search process with the Law Library for low-cost solutions that would meet their service needs for a new storage location and the books were ultimately relocated into an unused area of the fourth floor of the 2002 Jail.

Working together:
  - Administration
  - Construction
  - Maintenance & Operations
  - Security
  - Real Property
  - Resource Conservation

“Our job is very unique in the amount of administrative duties it requires. We address the tenant’s needs, schedule the work, complete the job and post to our database. Most people think we just finish floors.”

- Joe Drosak
  Custodian

Moving the Law Library to the fourth floor of the 2002 Jail
Tower power

In 2011, the Department of Emergency Management (DEM) was challenged with updating existing communication sites... sites needing radio communications towers up to 300 feet tall, some located on steep slopes, others in rural areas. A recently awarded grant coupled with a County-wide initiative to significantly improve 911 communications between citizens and first responders in Pierce County gave this project high priority.

This would be a series of complex projects, lasting many years. So who did DEM call? The County’s very own Facilities Management Department. Soon, the first new radio communication tower was constructed west of the old tower at the Annex location. This was the first of many towers to be constructed in this initiative and served as a test for FM and its project managers to once again apply its diverse skill set. Did FM have the right stuff to manage multi-million dollar projects of this magnitude? You betcha!

Communication sites included:
- Eatonville – Buildings, tower, power, generators
- Dupont – Building, tower, power, generators
- Vaughn – Building, power, security
- Home – Building, power, security
- Tacoma Narrows Bridge – Power, generator
- Sparpole - Building
- DEM – Electrical, HVAC

“`The partnership between Facilities Management and DEM has proved time and time again that success through collaboration works. Without this partnership, the success of this project would have experienced higher risks, as well as higher costs.”`

– Tim Lenk
Department of Emergency Management

Did you know?
The 125’ DuPont tower weighs 68,710 pounds and is held up by piers that consist of 104 cubic yards of concrete and 15,614 pounds of steel.

Working together:
✓ Administration
✓ Construction
✓ Maintenance & Operations
✓ Security
✓ Real Property
✓ Resource Conservation
Doing what we do best

Real Property and the Construction division assisted PCTV in relocating to Bates Technical College. But before PCTV could move, the space at Bates needed renovation and isn’t that one of the things we do best? The renovation included wall demolition, installing interior walls and doors, relocating light fixtures, installing electrical switches and receptacles and installing an HVAC unit in the IT room.

“In the Maintenance Division, we are faced with challenges every day. Some jobs are as easy as changing a light bulb but others can be more complex like an underground leak. We have to be on our A game at all times and lean on each other to get all of these jobs done.”

- Laurie Billeck
Mechanic
Facilities Management - CECOP Intern

In 2013, Facilities Management gained the knowledge and expertise of another awesome intern from the Civil Engineering Cooperative Program (CECOP). Josh Pronozuk from Oregon State University, joined the Facilities Management team in May and worked diligently, completing a huge list of projects. Josh performed above and beyond his years of experience and left his mark on Facilities Management and Pierce County.

Lending a helping hand

Josh spent six months leading, assisting and researching various construction projects including:

- CCB Sidewalk Repair
- CCB Staircase Upgrade
- CCB Trench Drain
- County-Council Office Improvement
- Lenel Device Mapping Project
- RH Asphalt Project
- RH Dryvit Wall Repair
- RH Flow Restrictor Valve Repair
- RH Gutter Repair
- Rifle Range Research
- Soundview Remodel
- CCB Boiler Analysis
- Dupont Communications Tower Install
- Jail Plumbing Research
- Law Library Move
- McKenna Tower Upgrade
- Medical Examiner’s Redundant Refrigeration Project
- Medical Files Move
- Parkland Spanaway Remodel
- Sparpole Tower Upgrade

(Whew, he was busy!)

MECOP / CECOP

The Multiple Engineering Cooperative Program and the Civil Engineering Cooperative Program in collaboration with Portland State University, Oregon Institute of Technology and Oregon State University highlights the power of effective business/education partnerships.

The program gives undergraduate engineering students hands-on experience in the business environment.

During a six-month immersion, the technically savvy undergraduates work side-by-side with Facilities Management professionals to solve real world problems in diverse projects.
Step on it!

The two main staircases running from the basement to the 11th floor in building B of the County-City Building were upgraded with photo luminescent anti-slip strips and markers. These strips and markers absorb light--and in the case of a lighting outage, glow in the dark, providing clear direction to exits.

The installation of these strips and markers have improved employee and citizen safety and put Pierce County ahead of an upcoming mandatory safety requirement.

“My biggest challenge is educating tenants on what the custodial function actually does. Erasing the stigma that custodial requires no knowledge, skill or ability has been ongoing.”

- Robin McKinney
Facilities Contract Coordinator
Looking at Tacoma through rose colored glasses
Well, new windows at least!

In November 2012, Facilities Management began upgrading the windows in the County-City Building, replacing 1,962 single-pane windows with energy and cost efficient models. The new thermal glass reduces drafts, glare and outside noise, making work spaces more comfortable.

Besides making work spaces more comfortable for employees, the window upgrade project has significantly improved energy efficiency in the County-City Building by enhancing the insulating capabilities of the building. The double-paned glass and window sealant creates a barrier for the building, which reduces the amount of conditioned air that would previously leak out of the windows. This allows the heating and cooling in the building to be reduced significantly which results in improved energy efficiency and occupancy comfort.

In turn, the new windows also reduce heat gain caused by direct sunlight on the building. The outward facing glass panes have been covered with an energy efficient coating that deflects the sun’s rays away from the building rather than absorbing them. This helps keep the building cooler in the summer, reducing the energy used for air conditioning.

So what does all of this mean? Let’s look at the numbers. The energy efficient window upgrade, along with many other efficiency projects, has led to big savings for the County-City Building. Since the windows were installed in February 2013, the building is using 12 percent less energy than previous years. Reducing energy use means we are also offsetting harmful greenhouse gas emissions that are caused by generating energy.

Did you know?
The energy savings from just the first 6 months after the project was completed resulted in 356 Metric Tons of offset greenhouse gas emissions (EPA). That’s equivalent to the emissions generated from burning 40,000 gallons of gasoline. That’s a remarkable savings!
We are the champions, my friend

Pierce County battled it out with Kitsap County to see which could reduce energy use the most for the month of May 2013. Both counties pitted their courthouses against each other in a friendly challenge to raise awareness about energy conservation, save taxpayer dollars and reduce greenhouse gas emissions associated with energy generation. Although the competition was tough, Pierce County came out ahead reducing the County-City Building’s energy use by 676,344 kBtu in May. This accounted for a significant energy savings of 31 percent, which helped save more than $3,700 that month.

How did we do this? Pierce County employees removed personal appliances, turned off lights, unplugged electronics, kept windows closed and turned off computer monitors. Behind the scenes, facilities maintenance staff optimized building equipment, ensuring that nothing was running when it wasn’t needed. The boilers that heat the building account for a large portion of the building’s energy use, so scaling them back when they weren’t needed significantly contributed to the building’s improved energy performance.

Working together:
✓ Administration
✓ Construction
✓ Maintenance & Operations
✓ Security
✓ Real Property
✓ Resource Conservation

County employees unplug to win Energy Challenge
A new set of pumps

A new energy efficient fresh water pump was installed in the basement of the County-City Building that is used to increase the water pressure supply to the 7th-11th floors for sinks, drinking fountains and toilets.

The new pump replaces an old pump that was installed in 1985. The old pump is considered an energy hog according to today’s industry standards and was designed to run 24 hours a day, regardless of the demand for water. The old pump was not efficient or cost effective so it was replaced with a highly efficient pump that runs only when water is needed. Because the new pump doesn’t run 24 hours a day, the County will save approximately $1,488 per year in utilities and 40,213 kWh of energy. That accounts for a 94% reduction in energy use compared to the older, less efficient pumps.

Fact!
The new fresh water pumps decrease the County’s CO2 emissions by 28.4 metric tons. That is equal to the emissions from burning 3,181 gallons of gasoline.

Working together:
✓ Administration
✓ Construction
✓ Maintenance & Operations
✓ Security
✓ Real Property
✓ Resource Conservation

New fresh water pumps installed in the basement of the County-City Building
Stepping it up a notch

The Merit Company, owner of the Merit Building, chose to update its old and failing elevator to provide safer, accessible and consistent operations to building tenants which includes the County’s Budget and Finance, Human Resources and Information Technology departments. The upgrade to the building included the addition of an exterior stairwell, the installation of a new elevator in an old interior stairwell and the removal of the old elevator. In the process of this upgrade, Facilities Management added Lenel Card access readers, re-located the Information Technology training room, and temporarily relocated some personnel and the Budget and Finance customer service counter during construction. The project was a coordinated effort between The Merit Company and Pierce County.

Did you know?

The alarms in Budget and Finance really do work!
Within minutes of starting to move the Budget and Finance counter, an alarm was accidently triggered and the police showed up. Whoops!

Working together:
- Administration
- Construction
- Maintenance & Operations
- Security
- Real Property
- Resource Conservation
Facilities Management - Real Property

Going once…going twice...

In 2013, Tax Title conducted a sealed bid auction in order to save expenses and staff time. More than 80 properties were posted online in addition to providing the required notice in the paper. All interested parties were given a period of three weeks to respond. The auction was a tremendous success and more than 35 properties were sold, compared to the 5 sold in 2011. The auction also increased awareness of these types of properties, boosting sales after the auction.

Did you know?
Facilities Management hopes to join forces with the Assessor Treasurer’s office and place tax title properties online using a national auction site in spring 2014.

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✓ Security
✓ Real Property
✓ Resource Conservation

Facilities Management - Resource Conservation

Fact!
The carpet selected for the 901 building training room is 50% post production (recycled materials), the new lighting is dimmable and more efficient and the paint is low VOC (Volatile Organic Compounds).

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✓ Security
✓ Real Property
✓ Resource Conservation

Lookin’ spiffy

The existing carpet in the 901 building training room had deteriorated from heavy traffic over the years and was in need of replacement. The construction division had performed preliminary testing and selected the new carpet before the project was assigned to maintenance. In addition to replacing the carpet, the entire room was refurbished including replacing the ceiling tiles, adding new lighting and re-painting the space. The project has improved the overall atmosphere of the space, and hopefully made it more comfortable to those who attend training there.
Let there be (energy efficient) light!

Many of Pierce County’s buildings underwent energy efficient lighting upgrades that reduce energy use and operational costs. The 901 (Hess) Building, Remann Hall, Annex, Medical Examiner and 950 Building all received lighting upgrades that replaced the old fluorescent technology with new energy efficient, high performance fluorescent technology. The upgrade reduced the energy use of the lighting by over 50% in most cases and significantly improved the quality of light in the space. All of these projects received rebate funding from the utility, which covered the majority of the total project cost.

The Sheriff’s reception area also underwent a lighting upgrade. The inefficient halogen lighting was retrofitted with LED lighting that use a fraction of the energy and last up to 4 times longer.

LED lighting was also installed as part of the Pierce County Council office’s remodel project. The project incorporated advanced lighting controls, in addition to the energy efficient LED fixtures, that allow us to automatically dim the lights when natural daylight is coming in the space, saving even more energy.
Fueled by the sun

In an ongoing effort to support sustainability and resource conservation, Facilities Management has installed solar-powered trash compactors and recycling units at two Pierce County facilities.

The units are powered by a solar panel, which utilizes a renewable energy source to run a compactor inside the container. Compacting the waste in the units allows custodial staff to reduce the number of garbage pickups, which saves time and resources for Pierce County. The compactors also enable the consolidation and reduction of existing trash cans at each site, which decreases the high number of trash bags used on a daily basis. In addition to increasing operational efficiencies, the units will reduce landfill waste by increasing accessibility to recycling.

The units are located at both the first- and second-floor entrances of the County-City Building and at the south entrance of the Annex.

Fact!
The compacting units have the ability to communicate to custodial staff through an online interface. The units provide real-time information on how full they are, and allow staff to track and benchmark the volume of waste and recycling collected.

Working together:
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✓ Resource Conservation

Solar-powered trash compactors in front of the County-City Building
More air, less water

Faucet aerators were installed throughout the Remann Hall Juvenile Detention Center and Annex West buildings. The aerators were provided and installed as part of a utility rebate program through Puget Sound Energy. The aerators successfully reduced the amount of water use from the sinks by 30-50%, which in turn saves on water, energy and sewer costs.

“A team is more than a collection of people, it is a process of give and take. Regardless of differences, we strive to do the best we can as a team.”

- Janette Simmons
Custodian
Say cheese

New cameras and an infrared illuminator were installed at the County-City Building. These cameras provide the Security Operations Center (SOC) with the ability to view the County-City Building plaza entrance and surrounding areas on the Tacoma Avenue side of the building where no surveillance capability existed prior to the project. The new equipment allows the SOC to conduct surveillance detection and incident investigative work and increases facility security situational awareness in real time. Cameras were also upgraded at the loading dock and at the 2nd floor entry.

On guard!

The Medical Examiner building was upgraded with an intrusion detection system featuring glass break detectors, on-site visual and audible alarm notification 24/7 and a Lenel-integrated alarm system.

Did you know?

Within weeks of upgrading the security at the Medical Examiner building, the system performance met expectations when an individual broke the exterior ground level windows in what may have been an attempted burglary during the night. The system detected the glass break and transmitted an alarm signal to the monitoring station which then dispatched police. An investigator was present in the building at the time, meaning the system not only protected the facility but the employee inside as well.
Facilities Management - Security

Calling the shots

In a partnership with maintenance, ballistic wall panels were designed and installed at the Foothills Precinct separating the public lobby from the secured areas. This improvement will better protect sheriff’s deputies and staff from incoming rounds during a shooting incident.

Foothills Precinct

Working together:
- Administration
- Construction
- Maintenance & Operations
- Security
- Real Property
- Resource Conservation

Parks & Recreation

Baby, it’s cold inside

Thanks to the new cooling tower at Sprinker Recreation Center, visitors can enjoy a comfortable climate while partaking in their recreational activities. The new cooling tower provides additional cooling capacity for hot summer days or large capacity demands.

Cooling tower at Sprinker Recreation Center

Working together:
- Administration
- Construction
- Maintenance & Operations
- Security
- Real Property
- Resource Conservation
On the move

In August 2013, the Mountain Detachment moved from their leased location on the Eatonville Cutoff Road to the Eatonville Town Hall as a way to save money and consolidate resources. Facilities Management coordinated the move and installed new permanent fixtures and necessary equipment. In addition, Facilities Management helped coordinate the information technology and radio equipment installations necessary for the Sheriff’s operations.

Bringing everyone together

The Sheriff’s consolidation was the second phase of the project at Soundview which moved staff from the third floor of the 901 (Hess) Building and County-City Building to the first floor of Soundview. A full tenant improvement project on the first floor of the Soundview Building was completed prior to the Sheriff’s occupancy of this floor after the area was vacated by Community Connections under Phase 1. The Sheriff’s vacancy of space in the County-City Building upon move-out also played a critical role in the domino step in the County-City Building County Council Project.

Fact!
The County’s zero emission electric vehicle’s really do need a full charge. We found this out the hard way on the way back from Eatonville. Oops!

Working together:
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- Construction
- Maintenance & Operations
- Security
- Real Property
- Resource Conservation

Construction and maintenance staff discuss the construction at Soundview

Eatonville Town Hall
Taking a bite out of crime

Bad guys beware! In January 2013, Real Property assisted the Sheriff’s department in locating a property to be used as the new Sheriff precinct in the Parkland-Spanaway area. A purchase price of $900,000 was negotiated for property at the crossroads of Pacific Avenue South and 141st Street. This price was just for the main property that included the land and improvements on a bank-owned property. The price paid was much less than either the assessed or appraised value. Once the main property was secured, the adjoining parcel consisting of 0.50 acre vacant land was purchased for $135,000 to provide additional parking or other needs in the future.

Currently, both buildings that were purchased are undergoing interior renovations. Heating ventilation and air conditioning systems will be upgraded and modern communications systems will be installed. The building’s structural systems will be strengthened and changes will be made to the buildings’ facades to provide a uniform appearance. Construction is expected to be complete by summer 2014.

Fact!
The Parkland Spanaway area has been identified as having the highest crime rate in unincorporated Pierce County. Locating a precinct here will reduce response time to emergency calls and will provide a law enforcement presence in the community to deter crime.
Go with the flow

Inmates in the Jail 2002 Addition have flushed various items into the sewer system including blankets, sheets, shoes and towels. Really? Unfortunately, yes. These items eventually find their way to the trash racks at the sewage treatment plant where they are retrieved by city personnel and returned to the jail. To remedy this, a grinder was installed in the sewer line at the 2002 Jail to effectively reduce flushed items to small particles that can be handled by the sewer treatment plant. In addition, an overflow bypass on the Main Jail sewer line was installed to reduce the chance of flooding at the manhole upstream of the grinder.

Did you know?
Over the years the City of Tacoma has retrieved several articles of clothing from the head-works of the sewer treatment plant. It is hard to deny the clothing came from being flushed through the jails sewer system since each item was dyed pink. Pierce County Jail dyes clothing pink to lessen it desirability and deter theft.

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✓ Resource Conservation
New County Administration Building

Rome wasn’t built in a day and the same can be said for the new County administration building. The process of studying, planning and constructing a building of such magnitude takes years and the efforts of many people.

For Pierce County, developing the idea for the new admin building began several years ago. This early development phase included wading through various scenarios, conducting studies and reviewing plans.

In 2009, Pierce County Facilities Management began a two year process leading the analysis of service delivery in all facilities – owned and leased (The Annex Project). Then Executive Pat McCarthy brought together eleven County department directors and commissioned them to investigate the feasibility of improving service delivery and saving money by consolidating and co-locating most general-government offices into a one-stop shop of County services for citizens.

In July 2013, this committee issued a report recommending a new general government building via a 63-20 financing and construction delivery method which was presented to the County Council. The County Council then ratified the selection of the National Development Council as the non-profit entity.

Since that time, Pierce County has issued an RFQ and RFP for development teams, and has selected the Wright Runstad Group. They will engage with the County and complete the pre-development phase of the project. The culmination of this effort will be a guaranteed maximum price (GMP) for the project. The work and GMP is projected to be completed in the fall of 2014 at which time it will be presented to Council for review and subsequent approval to enter into the final agreements for the project and construction of a general government building.
901 building 1st floor carpeting (Pg. 36)
945 building - replace 2 IT AC units in basement IT room
945 building replace one HVAC rooftop unit
950 building - chilled water pump replacement
2002 Jail flooring replacement in control room
Annex - replace 780 sprinkler heads in fire suppression system
Annex lighting upgrade
Annex PALS counter
Annex use for presidential election
Annex West - install three bollards at pedestrian EOC entrance
Annex West- install new electrical panel
Assigned Counsel lobby renovation-Rhodes (Pg. 19)
Auditor’s Election ballot boxes (Pg. 19)
Auditor’s Election center ADA accommodation
CCB 11th floor break room
CCB 1st floor trench drain-east entry
CCB 9th floor Prosecuting Attorney reception and other PA offices
CCB A-wing South exit modification
CCB Domestic booster pump replacement (Pg. 34)
CCB enlarge 9th floor Prosecuting Attorney IT room
CCB entry door lock upgrade
CCB install of Electric Vehicle key box
CCB installation of wrought iron fence in place of temporary fencing
CCB landscape master plan update
CCB Nollmeyer striping
CCB replace A-wing pump
CCB replace existing windows with new energy efficient windows (Pg. 32)
CCB sidewalk repair
CCB stairwell upgrade (Pg. 31)
CCB Tacoma Avenue cameras installation (Pg. 40)
Closeout of Mt. Detachment/Barney’s Corner lease and relocation for Sheriff (Pg. 42)
Community Connections medical records storage relocation (Pg. 22)
Community Connections/WSU consolidation into Soundview (Pg. 21)
Corrections – 2002 addition sewage grinder and main jail overflow pipe (Pg. 44)
Council office improvement (Pg. 23)
DEM conference room wall
DEM Eatonville communications site (Pg. 28)
District Court Hosmer closure and sale (Pg. 25)
East Precinct hallway rubber flooring
Fleet 2nd EV charging station at Annex (Pg. 20)
Foothills deck replacement
Foothills security upgrade—ballistic panels; bullet proof glass (Pg.41)
Lease negotiations with Eatonville City Hall and remodel implementation for Sheriff’s Mt Detachment (Pg. 42)
Main jail elastomeric coating in exercise yard
Medical Examiner flooring replacement
Medical Examiner lighting upgrade
Medical Examiner security upgrade (Pg.40)
Medical Examiner Sensaphone temporary monitoring system
Merit elevator/stairwell renovation (Pg. 35)
PCTV relocation (Pg. 29)
Relocation of Sheriff’s Mt Detachment from Barney’s corner to Eatonville City Hall (Pg. 42)
Remann Hall air handler replacement administration area
Remann Hall asphalt repair
Remann Hall Dri-vit wall repair
Remann Hall Fire alarm system upgrade (Pg. 26)
Remann Hall gutter and cistern repair
Remann Hall IT enclosure C building basement/IT equipment room
Remann Hall Lenel installation
Remann Hall lighting retrofit
Remann Hall lighting upgrade, Phase 1 & 2
Remann Hall UPS replacement
Sheriff consolidation of staff into Soundview (Pg. 42)
Sheriff Parkland-Spanaway Precinct (Pg. 43)
Sprinkler fluid cooler installation (Pg. 41)
Superior Court Law Library book storage move to Corrections (Pg. 27)
Training Range sprinkler system