

# Information Technology & Facilities

## Commissioner Update – 04/21/2016

- 4<sup>th</sup> Floor Status
  - Waiting on Hazel's to complete ductwork, then will remove radiators, paint, complete network cabling, and add a wireless access point.
  - There is some concern about the lack of electrical outlets. We may need to add some when the Appraiser staff moves in, but I think we can move using extension cords for the time being.
  - Need to choose painter from those we know (I have business cards) or possibly have CJ paint. Expect the same color as the other rooms on that floor. If we have it done, would you like the hall painted while we are at it?
- Still waiting on SC Telcom for our new Internet service, but the fiber is actually in the building. It is not all connected and we do not have their equipment in place.
- The annual Civic Plus agreement for web hosting is due, \$5,303.08. This was \$5050.55 last year. I would like to consider other web host options, but it would require other editing capabilities to be looked at as well. This could take some time, so I would recommend we pay for another year, but at least investigate alternatives before next year rolls around.
- Considering getting a white board for the Health Dept basement area. (The old one belonged to someone that decided it was time to take it back.) I am not sure if this should be out of my budget, but as good as any. I am interested in what the commissioners would prefer to see down there, here are several options.
  - Do nothing.
  - White board mounted, probably something like a 96"x48" mounted for projection and marker use. (starting at \$150 online, Dirks starts about \$300)
  - White board on wheels, 72"x48". (\$200-\$1,000 online, same size & brand board-\$550 online, \$1,000 Dirks)
  - Smartboard type, start about \$900 and quickly go to over \$10,000. There are just a very few options under \$2,000.
- New CAD system training will be May 3-6 in the Health Department basement.
  - Needing to purchase backup software at approx. \$700.00
- Flag pole at Harper Senior Center needs replaced.
- Waiting on P1 to turn over ramp heating info, including warranty. Will question them about the floor in Dept of Aging at that time.
- KCJIS Audits are coming up in Dispatch, Sheriff, and County Attorney departments. I will be involved in all three of those.
- I have a new Maintenance Needs spreadsheet I am going to make available for others in the county to update. People will be able to set priorities and add projects. The next page has what I have for a start. I am certain it will need much added to it and it will probably get modified in format as we move forward.

<b>Maintenance Needs</b>				
<b>Description</b>	<b>Location</b>	<b>Priority 1=High</b>	<b>Status</b>	<b>Notes</b>
Wood floor repair and refinish	Deeds	4	Unassigned	Hole by sink and bare wood under desks
Carpet replacement (vault)	Deeds	7	Unassigned	Or some other flooring
Floors (tile?)	Aging	5	Unassigned	Flooded from P1 leaving trench open
Time capsule hole	Aging	8	Unassigned	Patch?
Roof replacement (1993)	Health	10	Unassigned	Commission says one shingle at a time
HVAC replacement (1993)	Health	10	Unassigned	Check with Bob Hazel
Awnings on West side of Health	Health	5	Unassigned	Keep heat down in the afternoons
Southeast door - crash bar for exit	Health	6	Unassigned	Possible emergency exit
South door (Attorney)	Health	3	Unassigned	Wind and Holcomb damage, needs replaced
Camera/doorbell (South & West)	Health	3	Unassigned	IT checking on this
Caulk windows	Health	4	Unassigned	Leaking
Crack repair (earthquake?)	Health	9	Unassigned	By the lobby bathroom, Olivia's desk, and on the wall by Michelle's office
Paint outside Courthouse	Courthouse	4	Unassigned	General maintenance
Paint court recorder office	Courthouse	5	Unassigned	Jo Ann Nelson's office
Paint commission room	Courthouse	5	Unassigned	
Repair courtroom molding	Courthouse	3	Unassigned	Earthquake damage
Refinish 4th floor restroom walls	Courthouse	7	Unassigned	Looking bad
Paint 4th floor old law library	Courthouse	2	Unassigned	Moving Appraiser
Remove radiators from old law library	Courthouse	2	Bob	Will need assistance from Road & Bridge
Remove radiators (not law library)	Courthouse	5	Bob	Will need assistance from Road & Bridge