

Erie County Facilities/Fleet Department

Allen R. Jackson, CPMM
Facilities/Fleet Manager

The **Erie County Facilities/Fleet Department** is charged with the operation and maintenance of all County facilities and Fleet operations. This includes building repairs, housekeeping, maintenance, grounds renovation, construction, and snow/ice control. The department manages contractors during construction, oversees service contracts, architects, and engineers. We insure inventory levels and maintenance of County vehicles. The Facilities/Fleet Manager is responsible to the County Administrator.

The **facilities maintenance section** is comprised of 6.5 employees possessing extensive technical and maintenance skills, enabling them to maintain 571,500 square feet of County space. This section offers maintenance services in such areas as heating and air conditioning, computer cabling, electrical skills, plumbing, painting, and lawn care. In addition to the many maintenance repairs and grounds keeping requests, other responsibilities include long-term capital improvement projects, facility alterations, renovations, demolition, new construction, and courier service.

The **custodial services section** employs a team of 9 staff who perform general housekeeping services at 12 County facilities and assist with the County's recycling/shredding programs.

The **vehicle maintenance section** is managed and operated by a two-person team that is responsible for the maintenance, repairs and safe operation for a fleet of 180 County-owned vehicles/special equipment and assist with the County vehicle replacement/disposition program.

Capital Projects-2010

- Rebuild wall in Common Pleas jury room to be sound proof
- Install several walls in Common Pleas to give additional court space
- Extend electrical contract with commercial supplier to stabilize rates through May 2014
- Remodel cluster#2 at the Care Facility to enhance the space for alzihmer patients
- Upgrade HVAC controls at JFS site to improve energy efficiency and central control
- Add additional work stations in Jail dispatch to accommodate regional shared services
- Overlay the parking lot for the Health Department and stripe all areas
- Start to remodel Service Center 1st floor north to accommodate changes of office spaces
- Move Facility/Fleet department to stand alone building to centralize services
- Add additional security cameras in Common Pleas small court



Remodeled Cluster #2 space
 at the Care Facility