



**Date:** February 1, 2025

**To:** BDD Board

**From:** Bradley Prada, BDD Facilities Manager

**Re:** BDD Facilities Manager Monthly Update to the BDD Board

Below is the monthly update from the BDD Facilities Manager for the February 2025 Board meeting:

- **Major Repair and Replacement (MR&R) Fund.**

There were no Major Repair & Replacement items for January 2025, although talks have started on the membrane module and GAC replacement projects.

- **BDD Re-Build Project Progress.**

BDD staff are continuing to work with City of Santa Fe Procurement to further the progress in selecting a design/build firm. The Design-Build RFP has now moved to Phase 2 where design solutions will be proposed along with a schedule, a cost proposal, a budget, and a phasing plan, among other items.

The procurement for the Owner's Representative was unsuccessful. We are now investigating whether any of the engineering firms on contract with the City might be suitable and willing to serve as our Owner's Representative. This would avoid the necessity of going back out for proposals if successful.

- **Current Job Vacancy Updates**

BDD staff continues to work diligently with City staff to get BDD vacancies filled.

<u>Title</u>	<u>Status</u>
Equipment Repairman Intermediate	Accepted, waiting on start date
Equipment Repair Ladder	Closed, interviews pending
Water Operator Advanced	Candidate selected, Pending Dept.
Contracts Administrator	Posted 1/17/25-2/17/25
Journeyman Electrician	Closed, reposted 1/24/25-2/23/25
Accounting Supervisor	Closed waiting on LOE
Water Operator Ladder	Closed, waiting on LOE

