



Date: September 4, 2025

To: BDD Board

From: Bradley Prada, BDD Facilities Manager

Re: BDD Facilities Manager Monthly Update to the BDD Board

This report outlines our progress on key facility projects, procurement, and staffing for August 2025. We've made more progress on the Design/Build project, and our Major Repair and Replacement (MR&R) projects are advancing well. We also have a detailed update on our ongoing hiring efforts to fill several key positions.

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

The Front-end Loader has a delivery date of October 31st.

We are processing PO's for the PLC cyclical replacement project, a new fleet vehicle, rebuild on a pump for the RW system, and VFD replacement.

- **Design/Build Project**

We held another preparatory meeting with BDD staff, AECOM, WWE, and Board legal to align our strategies before meeting with the design/build team. We held a meeting last week with the design/build team to start the negotiation process for the rebuild project.

- **Current Job Vacancy Updates**

BDD personnel continue working diligently with City staff to address existing vacancies. To strengthen our team and improve our ability to attract, retain, and promote talent, we have launched two key initiatives:

- A new pilot Retention Incentive program for Certified Operators.
- A new strategic pay plan to raise pay bands by consolidating the classifications of employees in operator and maintenance positions.

These moves reflect a shared commitment from BDD and the City to attract, retain, and promote internal growth.

<u>Title</u>	<u>Status</u>
Administrative Assistant	Started August 18th
Water Operator Ladder	Pending repost
Equipment Repairman Ladder	Pending repost
Chemist	Pending posting
Journeyman Electrician	Pending repost
Contracts Administrator	Pending reclass

