



Date: November 6, 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 as of November 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 an update on our ongoing hiring efforts to fill several vacancies.

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

Currently processing quotes for vehicle replacement. Loader delivery got pushed back to December 6th due to supply chain issues. We've been working with the City team to process an RFP for PLC replacement and it's expected to be posted shortly.

- **FY 25 BDD Audit**

BDD staff have been working with CLA/CRI on the 2025 audit. We're on track to have this completed before Dec 15th.

- **Current Job Vacancy Updates**

BDD personnel continue working with City staff to address existing vacancies.

<u>Title</u>	<u>Status</u>
Chemist	Closed 11/5
Contracts Administrator	Reclass effective 11/8
Equipment Repairman Ladder	Pending repost
Water Operator Ladder	Pending repost
Journeyman Electrician	Pending repost
Accounting Supervisor	Pending posting

