



Project Management FY2021 Performance Indicators

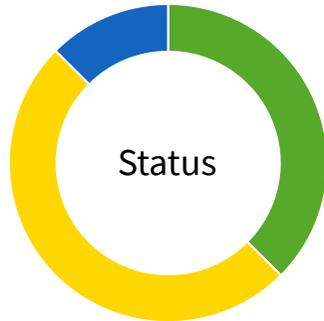
Date not set

Report Created On: Aug 23, 2021

8

Goal

Overall Summary



	%
On Track	37.5
Some Disruption	50.0
Completed	12.5

13%
Progress

Report Legend

 No Update

 Overdue

 **Priority**

Goal 2.1.4

Ongoing - Ongoing

On Track

Prioritize Projects Through a Capital Improvement Plan

Owner: Brad Blackwelder

Update provided by Brad Blackwelder on Jul 19, 2021 15:31:11

Update this period: Next steps: Disruptions (if necessary):

Collaborated with Technology Solutions to create a new LaserFiche form to track and manage Capital / Project Mgmt. projects from start to finish. This form will generate a unique numbered ID that will be used to track the project through its several stages of progression.

Still in testing phase and PM use only at this time. Will be reviewed for expansion.

Goal 2.1.4 > Metric

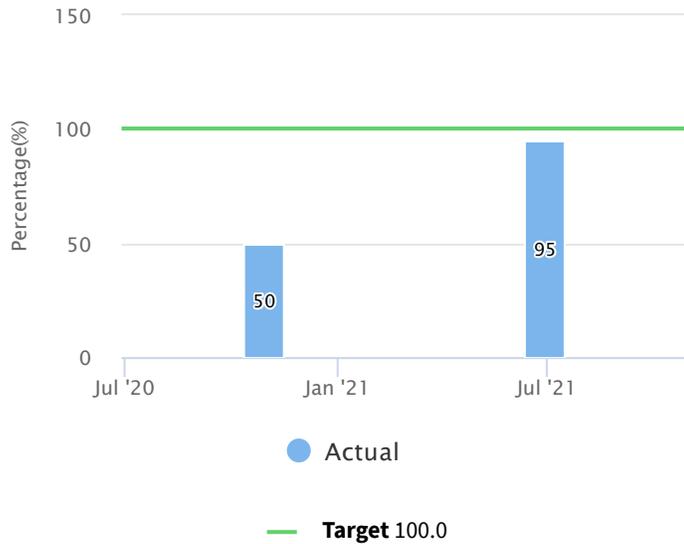
Develop County wide tracking system for all bids

Develop County wide tracking system for all bids by June 2021 (Goal: 100% complete by June 30, 2021)

Goal 2.1.4 Prioritize Projects Through a Capital Improvement Plan

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:30:58



Comment

Still working toward the development of a universal tracking system platform.

4.21: No Change

7.21: Creation of Laserfiche form and testing

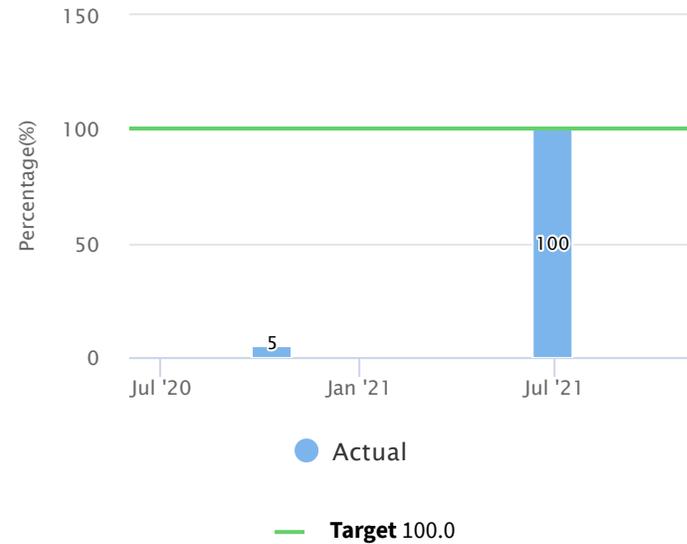
Prioritize Capital Projects through Scoring Matrix

Prioritize Capital Projects through Scoring Matrix each fiscal year (Goal: 100% complete by June 30)

Goal 2.1.4 Prioritize Projects Through a Capital Improvement Plan

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:37:19



Comment

Utilizing the developed Scoring Matrix as a tool to assist in the development and implementation of project in our CIP. Review Mosley Space Study V2 and begin to review and meet with individual Department Heads to discuss potential and ongoing projects. CIP Projects presented at 4.5.21 BOC Meeting, vote approval will take place at the June.21 BOC meeting

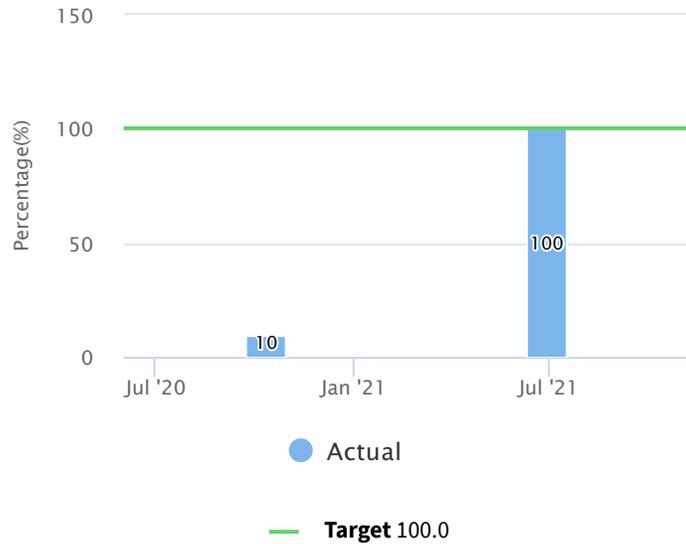
Update and monitor Capital Projects

Update and monitor Capital Projects and Facilities Space Needs assessment each fiscal year along with 10 year horizon (Goal: 100% complete by June 30)

Goal 2.1.4 Prioritize Projects Through a Capital Improvement Plan

Owner: Brad Blackwelder

Last Update: Jul 30, 2021 12:38:27



Comment

Working toward our CIP layout with a revised report from Mosley's (Space Study V2) to update the next fiscal year and the five year horizon. Mosley's report and presentation was given at the November 2020 BOC meeting.

Presented CIP Outlook at 4.5.21 BOC Meeting

Goal 2.1.5

Ongoing - Ongoing

Completed

Develop a Plan for County-Wide Pedestrian / Greenway / Trailway / Bicycle Master Plan

Owner: Brad Blackwelder

Update this period: Next steps: Disruptions (if necessary):

Goal 2.1.5 > Metric

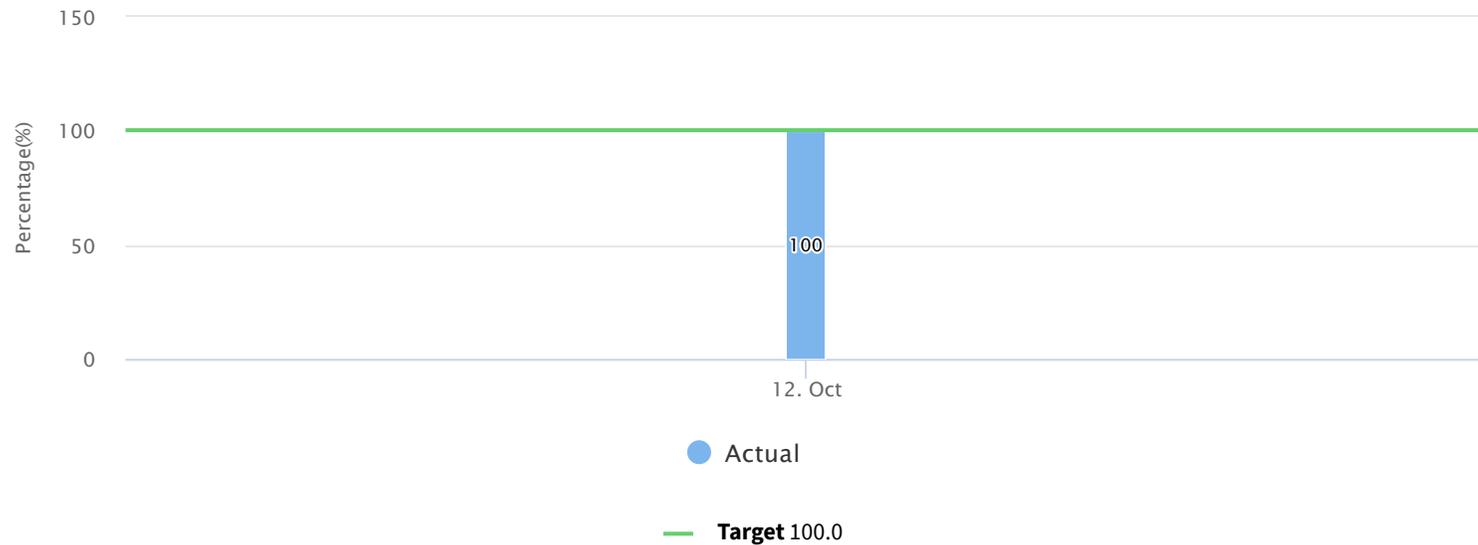
Document & Display County/Town possible connections

Document and Display County/Town possible connections by June 2021 (Goal: 100% complete)

Goal 2.1.5 Develop a Plan for County-Wide Pedestrian / Greenway / Trailway / Bicycle Master Plan

Owner: Brad Blackwelder

Last Update: Apr 12, 2021 16:35:27



Comment
Completed.

Goal 2.1.6 Ongoing - Ongoing On Track

Management of County Construction projects

Owner: Brad Blackwelder

Update provided by Brad Blackwelder on Jul 19, 2021 15:36:09

Update this period: DC Community Park is complete, DC HHS and Public Safety Complex is complete, DC Stadium Turf Project is complete, DC Public Utilities : East Davie Sewer, Peoples Creek Rd and Farmington Rd Extension are all on track and moving toward completion.

DC Hospital Demo Completed, Brock Gym renovation (SS) is completed(Vending Area and Bathroom refresh)

Next steps: Courthouse Phase I is under contract and to begin work July 21 / Annex Building Remodel is in design phase and on track to bid for construction fall 2021 / DCCP Rebranding at the Stadium is under way July 21 / Pre-Trial Building review underway

Disruptions (if necessary):

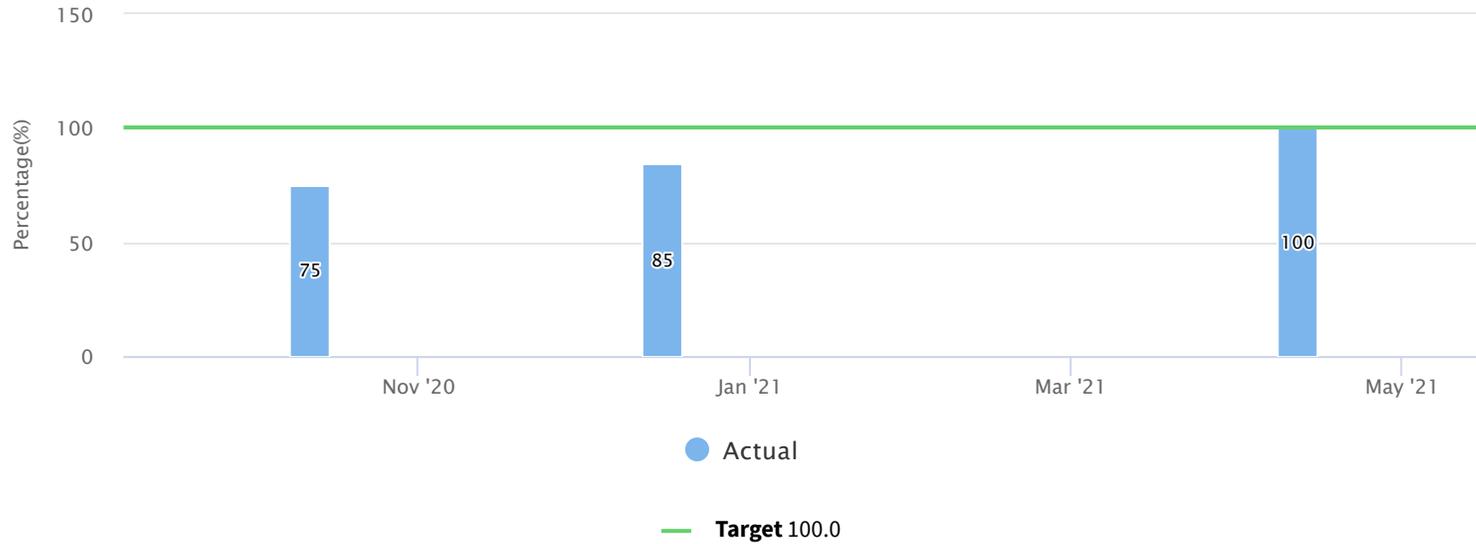
Completion of new Governmental Center

Completion and 2021 opening of new Governmental Center on Farmington Road (Goal: 100 complete by June 30, 2021)

Goal 2.1.6 Management of County Construction projects

Owner: Brad Blackwelder

Last Update: Apr 12, 2021 16:37:09



Comment

This project is on track to have the building completed by February 28, 2021.

There have been a few supply chain delays due to Covid-19.

Complete

Goal 2.1.7

Ongoing - Ongoing

Some Disruption

Maintain updated County Policies and Contracts

Owner: Brad Blackwelder

Update this period: Next steps: :Laserfiche metadata has been created to help with tracking and added fields to be checked prior to submitting. Current or existing leases in LF review has been delayed by other CIP priorities to this point.

Goal 2.1.7 > Metric

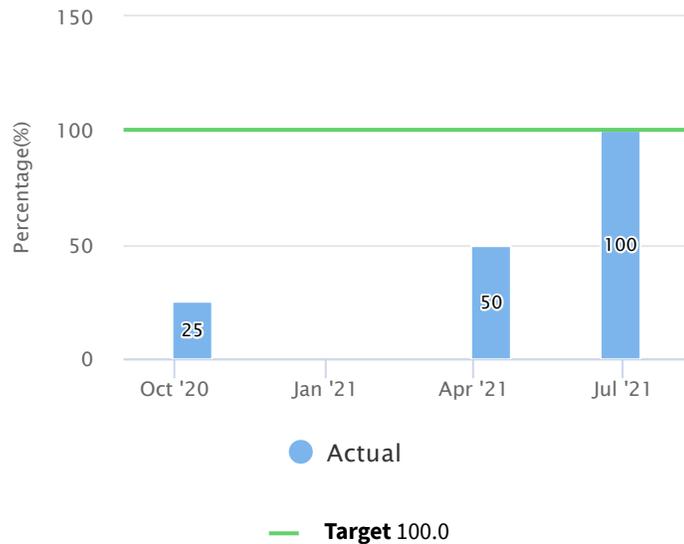
Percentage of leases that are current and invoiced

Percentage of leases that are current and invoiced each fiscal year (Goal: 100% by June 30)

Goal 2.1.7 Maintain updated County Policies and Contracts

Owner: Brad Blackwelder

Last Update: Jul 30, 2021 12:48:47



Comment

These duties have been delegated to other staff members and this is an ongoing process to reach 100% completion. Laserfiche metadata is being corrected to help with tracking and added fields to be checked prior to submitting.

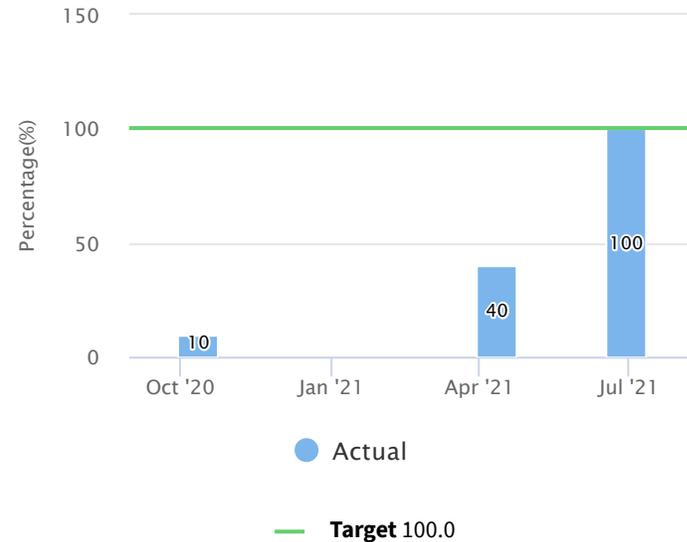
Interlocal Agreements that are current and invoiced

Percentage of Interlocal Agreements that are current and invoiced each fiscal year (Goal: 100% by June 30)

Goal 2.1.7 Maintain updated County Policies and Contracts

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:40:27



Comment

Review, renew to keep all items up to date and current. Continue to update and correct metadata in Laserfiche to track these items.

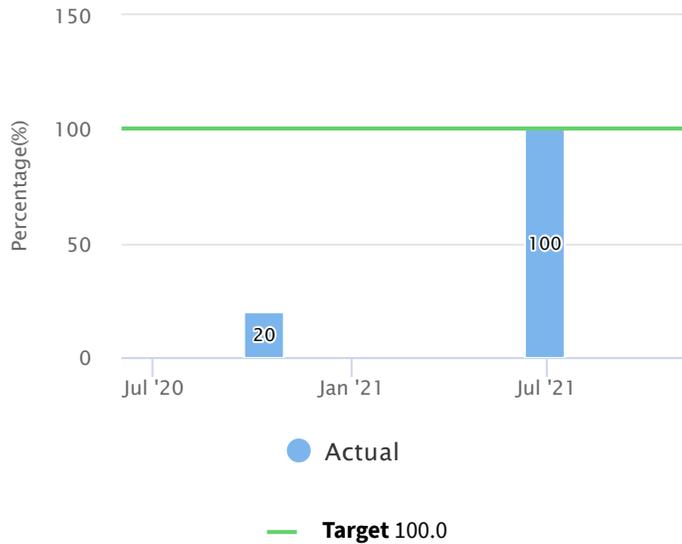
Percentage of Recycling Policies Reviewed Annually

Percentage of Recycling Policies Reviewed each fiscal year (Goal: 100% by June 30)

Goal 2.1.7 Maintain updated County Policies and Contracts

Owner: Brad Blackwelder

Last Update: Jul 30, 2021 12:48:32



Comment

Still an ongoing review of surrounding county policies and procedures to help develop a draft for Davie County.

Items have been handled under the direction of the Public Utilities Director

Goal 2.1.8

Ongoing - Ongoing

On Track

Develop and Maintain County Wide Fleet Management System

Owner: Brad Blackwelder

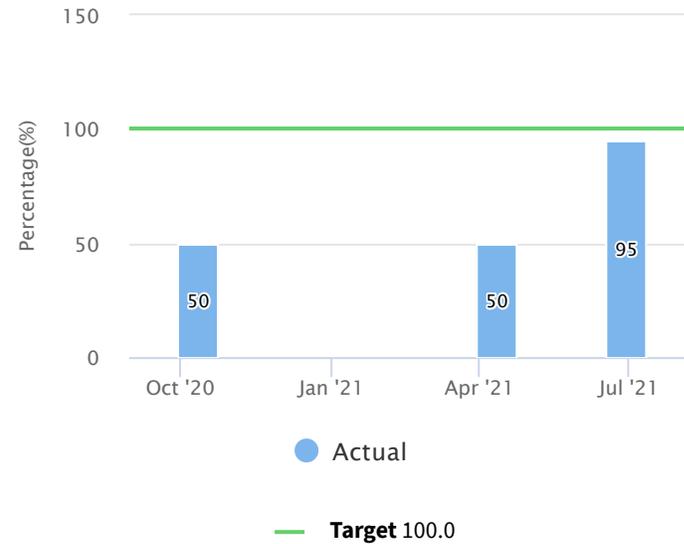
Develop a new RFP / RFQ Policy

Develop a new Request for Proposal (RFP) / Request for Qualifications (RFQ) Policy by June 30, 2021 (Goal: 100% compete by June 30, 2021)

Goal 2.1.7 Maintain updated County Policies and Contracts

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:42:56



Comment

Currently reviewing a draft that Mrs. Chapman has completed. I will continue to review and add additional language to meet NC Statute and County Policy along with items we have learned through past solicitations.

Update this period: Next steps: Disruptions (if necessary):HHS Fleet system is under PO and looking to be operational by September 2021

Goal 2.1.8 > Metric

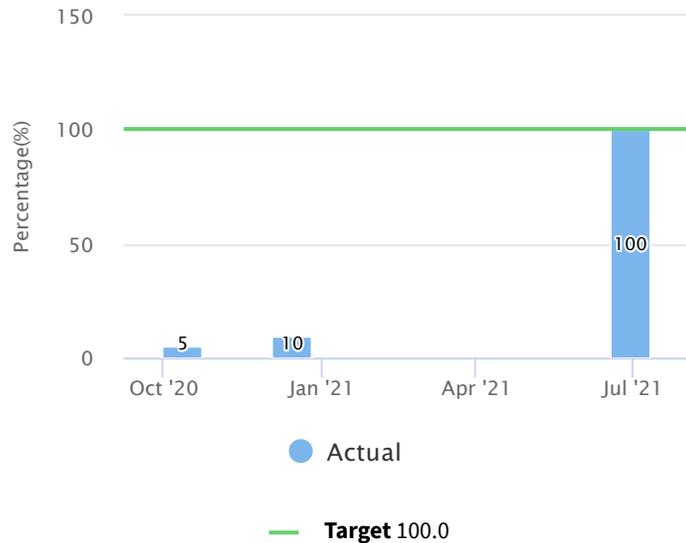
Review possible options for County wide Fleet system

Review possible options for County wide Fleet system/pool by June 2021
(Goal: 100% complete by June 30, 2021)

Goal 2.1.8 Develop and Maintain County Wide Fleet Management System

Owner: Brad Blackwelder

Last Update: Jul 30, 2021 12:55:24



Comment

Once we have moved Departments around to new facilities and different locations, we will begin to implement county-wide system.

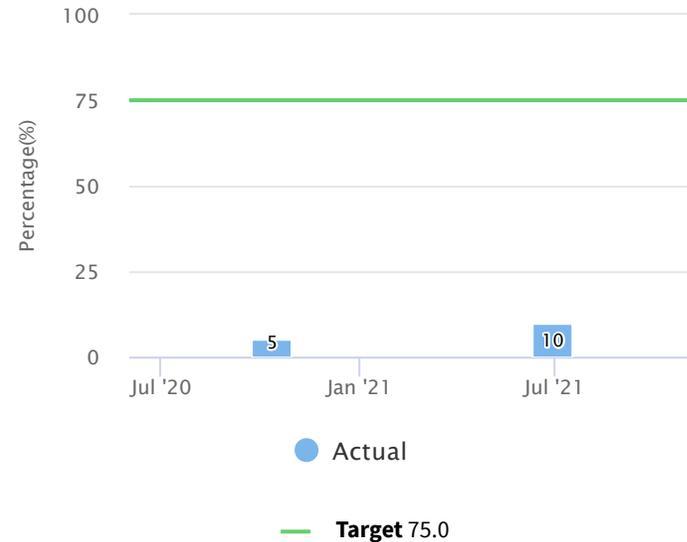
Preventive Maintenance on county wide fleet

Percentage of all Preventive Maintenance scheduled, diagnosed, or repaired within 3 business days of system notification (Goal 75% by June 2021)

Goal 2.1.8 Develop and Maintain County Wide Fleet Management System

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:44:24



Comment

Will begin with DC HHS and their fleet.

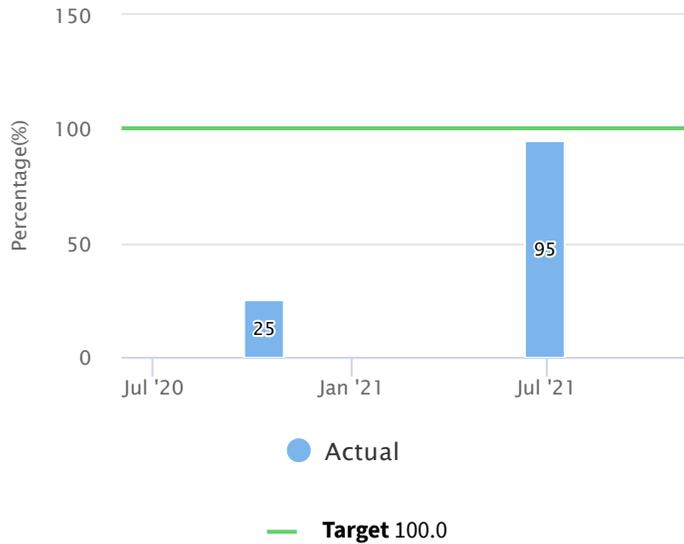
Cost Benefit Analysis for Fleet Management System

Review Cost Benefit Analysis for Fleet Management System for county wide fleet and report Return On Investment (Goal 100% complete by June 2021)

Goal 2.1.8 Develop and Maintain County Wide Fleet Management System

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:44:46



Comment

Start over with CBA as some items and available services will change upon moving Departments

Goal 2.1.16

Ongoing - Ongoing

Some Disruption

Increase County Surplus Revenue

Owner: Brad Blackwelder

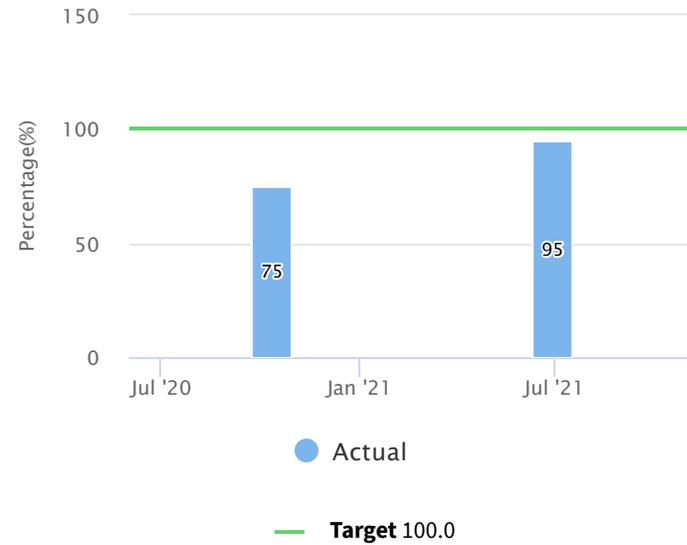
Implement Fleet Management System for HHS

Implement Fleet Management System for Health & Human Services (Goal: 100% by June 2021)

Goal 2.1.8 Develop and Maintain County Wide Fleet Management System

Owner: Brad Blackwelder

Last Update: Jul 30, 2021 12:56:14



Comment

This project is in process and had to occur after HHS departments moved to new Government Center. Implementation will occur early in FY2022.

Update provided by Brad Blackwelder on Jul 19, 2021 15:46:55

Update this period: Successful surplus vehicle auction and the ability to sale county surplus items under \$30k has increased revenue.

Increase of GOV Deal sales with the large move of (2) departments

Summer 2021: Vehicle Surplus Sale

Starting August 2021: HHS and DCSO Surplus FFE Listing

Disruptions (if necessary):

Goal 2.1.16 > Metric

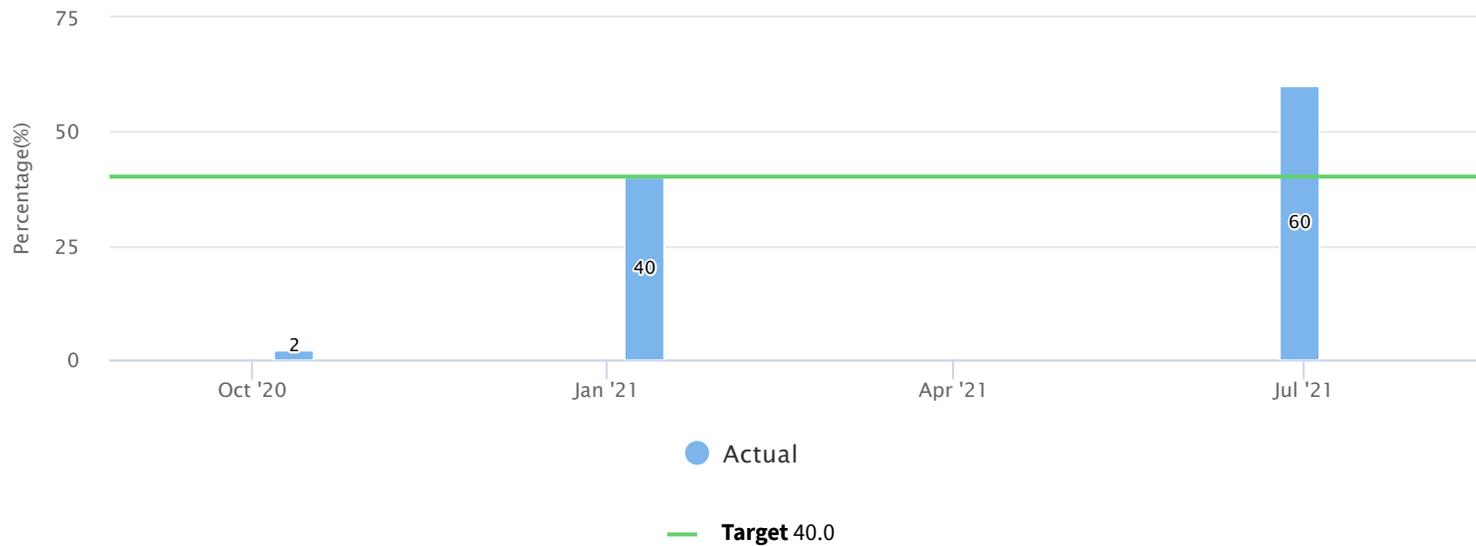
Increase Government deals listings for surplus items

Increase Government deals listings for surplus items annually (Goal: 15% or greater)

Goal 2.1.16 Increase County Surplus Revenue

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:46:50



Comment

There have been (2) items listed this quarter by PM. This only looks to increase, along with the county items for sale on the website. We have completed our Surplus Vehicle Sale along with numerous surplus computers and lockers being sold this quarter. 2nd quarter vehicle auction generated \$94,000 in surplus revenue.

Goal 2.1.17 Ongoing - Ongoing Some Disruption

Enhance procurement advertisement, solicitations, and surplus processes

Owner: Brad Blackwelder

Update provided by Brad Blackwelder on Jul 19, 2021 15:51:10

Update this period: Creation of new Laserfiche forms to provide uniformity and trackability. FFE Sales from HHS/DCSO to begin Aug 21.

Goal 2.1.17 > Metric

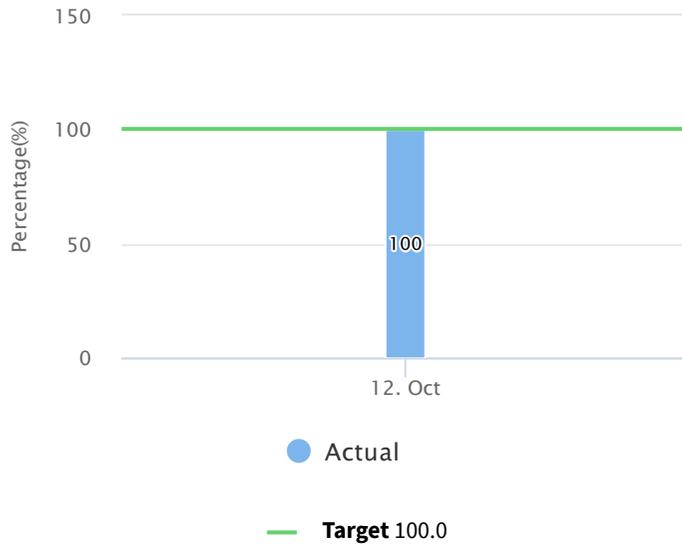
EMS Hazmat Response List

Maintain current EMS Hazmat response list (Goal: 100% complete by June 30, 2021)

Goal 2.1.17 Enhance procurement advertisement, solicitations, and surplus processes

Owner: Brad Blackwelder

Last Update: Oct 12, 2020 19:44:14



Comment

List has been developed and has the ability to expand with the proper paperwork and certifications from requesting vendors.

Mechanic Service – EMS Fleet

Mechanic Service – EMS Fleet (Goal: 75% by June 30, 2021)

Goal 2.1.17 Enhance procurement advertisement, solicitations, and surplus processes

Owner: Brad Blackwelder

Last Update: Oct 12, 2020 19:42:56

Comment

No data to report at this time

Park Grounds and Landscaping

Park Grounds and Landscaping (Goal: 100% complete by June 30, 2021)

Goal 2.1.17 Enhance procurement advertisement, solicitations, and surplus processes

Owner: Brad Blackwelder

Last Update: Oct 12, 2020 19:42:38

Comment

No data to report at this time

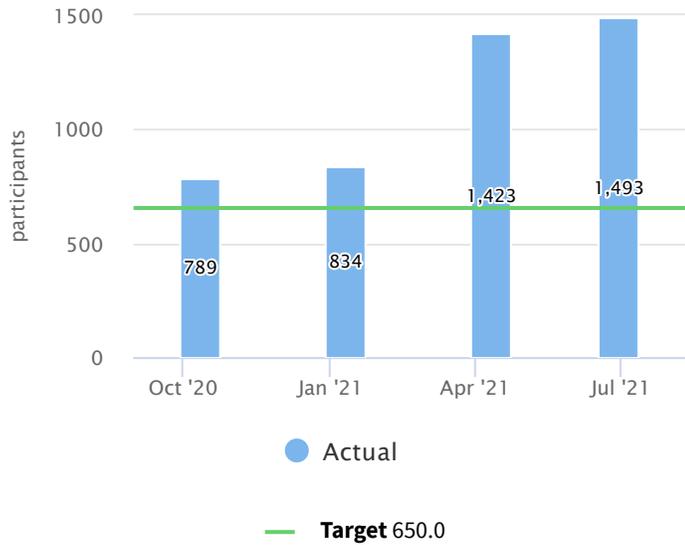
Number of Vendor Registry participants

Increase the number of Vendor Registry participants yearly (Goal: 5% or greater - total 650)

Goal 2.1.17 Enhance procurement advertisement, solicitations, and surplus processes

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:49:58



Comment

Continue to drive all vendors or interested vendors to sign up.

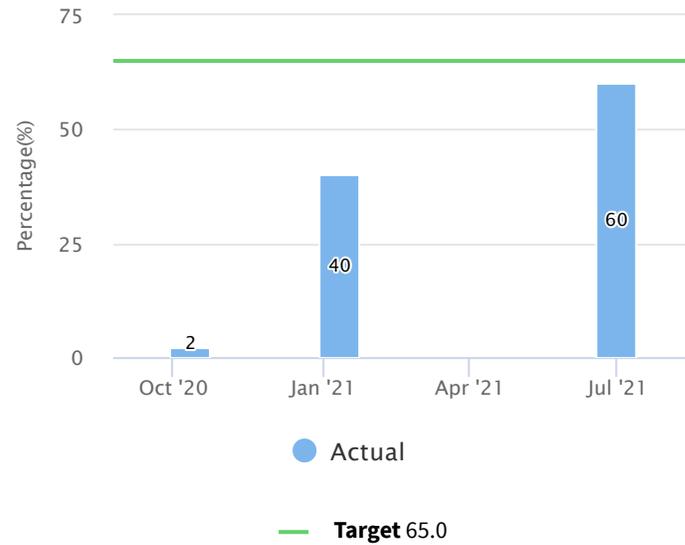
Increase Gov Deals listings

Increase Government Deals (Gov Deals) listings for surplus items each fiscal year (Goal: 15% or greater)

Goal 2.1.17 Enhance procurement advertisement, solicitations, and surplus processes

Owner: Brad Blackwelder

Last Update: Jul 19, 2021 15:50:28



Increase Fleet Vehicle Sales

Increase fleet vehicle sales / auction revenues (Goal: 50% or \$10,000 by June 30, 2021)

Goal 2.1.17 Enhance procurement advertisement, solicitations, and surplus processes

Owner: Brad Blackwelder

Last Update: Jan 11, 2021 14:02:48



Comment

No change or data to enter at this time, but we will be conducting a surplus sale in the late fall/winter of 2020.

Goal 4.1.18

Ongoing - Ongoing

Some Disruption

Strengthen the County's green and energy-efficiency initiatives

Owner: Brad Blackwelder

Update this period: No Current Data at this time

Next steps: Continued review of surrounding counties policies and procedures.

Other items within CIP have been priority. This is still on the radar and will be moving forward in the future

Disruptions (if necessary): Covid Restrictions

Goal 4.1.18 > Metric

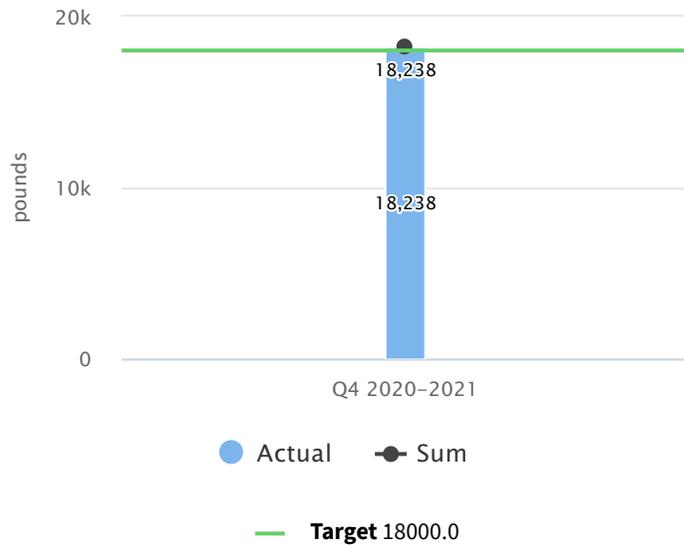
Recycled waste diverted from landfill

Pounds of Recycled Waste Diverted each fiscal year (Goal: 18,000 pounds or more)

Goal 4.1.18 Strengthen the County's green and energy-efficiency initiatives

Owner: Brad Blackwelder and Johnny Lambert

Last Update: Aug 02, 2021 13:13:35



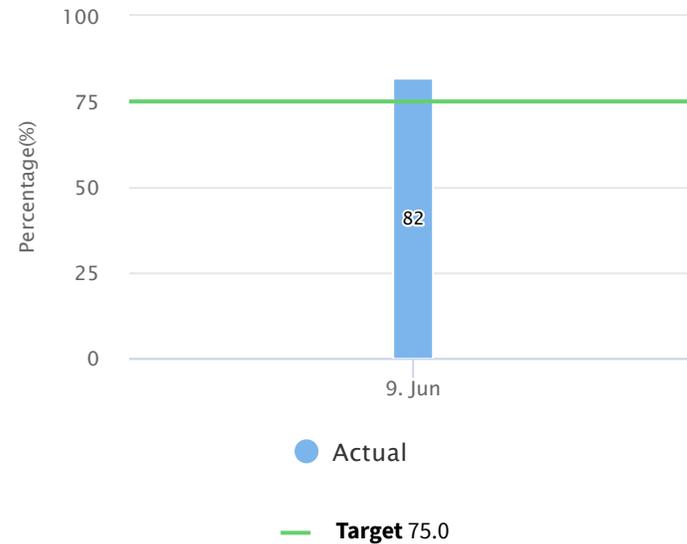
Participants in curbside recycling events

Participation rate for Curbside Recycling (Goal: 75% or more by June 30, 2021)

Goal 4.1.18 Strengthen the County's green and energy-efficiency initiatives

Owner: Brad Blackwelder and Johnny Lambert

Last Update: Aug 02, 2021 13:10:55



Comment
Covid-19 Impact

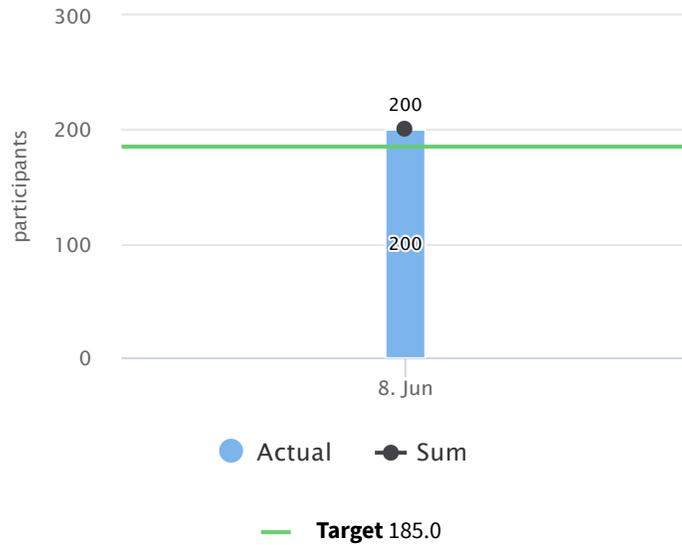
Participants in recycle events

Participants in recycling events (Goal: 185 or more by June 30, 2021)

Goal 4.1.18 Strengthen the County's green and energy-efficiency initiatives

Owner: Brad Blackwelder and Johnny Lambert

Last Update: Aug 02, 2021 13:11:21



Comment
Covid-19 Impact

Electronic Recycling Events

Hold at least four electronics recycling events annually EXEMPTED Metric due to COVID-19

Goal 4.1.18 Strengthen the County's green and energy-efficiency initiatives

Owner: Brad Blackwelder and Johnny Lambert

Last Update: Jul 30, 2021 15:35:33



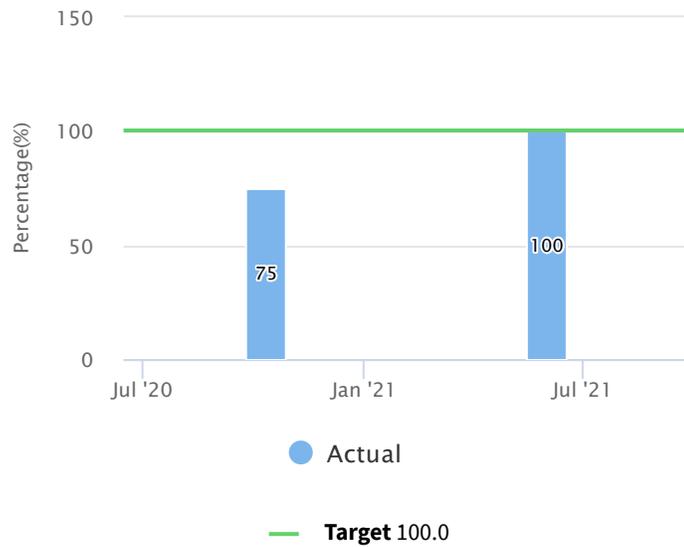
Develop transition plan for curbside service

Develop a sustainability and transition plan for curbside service (Goal: 100 completed by June 30, 2021)

Goal 4.1.18 Strengthen the County's green and energy-efficiency initiatives

Owner: Brad Blackwelder

Last Update: Jul 30, 2021 13:06:24



Comment

Curbside recycling has been transitioned to the towns and rural patrons.