

**North Carolina Department of Administration
Facility Management Division**

Organization

Facility Management Division is organized into the following functional areas reporting to S. Tony Jordan Jr., Facility Management Director.

1. Administration/Operations: Director's Office, Cabinet Shop, Carpentry Shop, Elevator Inspection, Engineering Services, Fire Inspection, In-house Janitorial Staff and Janitorial Contract Administration, Roof Maintenance Section, Safety Office, Sign Shop, Warehouse Operations, and Work Control.

- Jennifer Norton, Administrative Officer III, Office Manager, and Permit Coordinator

Ricky Edwards, Safety Officer II

Kenneth Grissom, Housekeeping Services Manager, Building Services Manager

Stan Edwards, Contract Administration

Michael Guilford, Housekeeping Supervisor III, Housekeeping Inspections, Night Crew

Wanda Merritt, Housekeeping Supervisor II, Inspections

Clarence McLeod, Housekeeping Supervisor, Inspections

Darryl Mitchell, Housekeeping Supervisor I

Joyce McCoy, Housekeeping Supervisor II, New Revenue building

Felix Lett, Housekeeping Supervisor II, Archives & History building, State Records Center

Rebecca Squires, Processing Assistant V

Ashley Parson, Processing Assistant IV

- Greg Gittins, Administrative Officer III, Facility Systems Manager

Melvin Plummer, Warehouse Manager II, Warehouse Manager

Richard Limehouse, Warehouse Storeroom Manager

Gloria Jones, Processing Assistant IV

Eugene Scarboro, Construction Services Manager

Patrick Lennon, Carpentry Supervisor I, Cabinet Shop Supervisor

Gary White, Carpentry Supervisor I, Construction and Renovation Section Supervisor

Kevin Soltwedel, Carpentry Supervisor I, Carpentry and Roof Maintenance Section Supervisor

Lewis Morris, Electronics Technician III, Security Systems

Work Control

Lisa Lyons, Processing Assistant IV

Rebecca Swain, Processing Assistant IV

Engineering Services

Jorge Aviles, Construction & Renovation Design Technician 1

Rhonda Lee, Processing Assistant V

Jim Broadwell, Maintenance Mechanic IV, Elevator Inspector

2. Building Systems: Central Chiller Plants 1 and 2, Central Heat Plant, Electrical Shop, Filter Shop, HVAC Shop, Plumbing Shop, Preventive Maintenance Shop, and Security Systems. Zonal maintenance shops located at Blue Ridge Road and Garner Road.

- Ricky Taylor, Plant Maintenance Supervisor III

Damon Norton, Plant Maintenance Supervisor II, Blue Ridge and Garner Road Shop

Chris Carter, Plant Maintenance Supervisor, Blue Ridge Road Shop

Brian Lancaster, Plant Maintenance Supervisor, Garner Road Shop

Nick Daunais, Plant Maintenance Supervisor II, Public Health Lab

Todd Thomas, Plant Maintenance Supervisor II, Preventive Maintenance, Electrical Shop, and Security Systems
Bill Kerns, Electrical Supervisor II, Electrical Shop

- Andy Parker, Plant Maintenance Supervisor III

Larry Smith, Plant Maintenance Supervisor II, Plumbing Shop and Central Steam Plant
Ronald Hyatt, Steam Plant Supervisor II, Central Heat Plant Supervisor
David Brewer, Plumbing Shop Supervisor, Plumbing Shop

David Matthews, HVAC Supervisor II, Filter and HVAC Shops Supervisor
Tim Ferrell, HVAC Supervisor I, Preventive Maintenance

Ginnie Pham, Processing Assistant IV

3. Landscape Services: 850 acres of landscaped grounds, greenhouses, and 8,821 parking spaces

- Ricky Terry, Grounds Superintendent II, Landscape Services Manager

Gerald Adams, Grounds Supervisor, Governor's Mansion

Charles Dixon, Grounds Supervisor II, General Services
Duncan Cameron, Building Environment Services Grounds Supervisor I, Public Health Lab & Art Museum
Jeff Bolton, Building Environment Services Grounds Supervisor I, Green Square

Matt Miller, Grounds Supervisor II, General Services
Paula Harrison, Labor Crew Leader, State Capitol

Vacant, Greenhouse Manager I and Pest Inspector
Teresa Earp, Processing Assistant IV