Welcome Building Coordinators!
July 19, 2017
Welcome Building Coordinators!

Agenda:

• Welcome
• Introductions
• Building Coordinator Updates – Dave Jackson
• Building & Landscape Services Updates – Lynne Finn
• Meet Andy Bruckner & Custodial Updates – Andy Bruckner
• Design Standards - Chet Wieland
• Utilities Updates – Ben Fish
• Outdoor Space Reservations – Dave Jackson
• Q & A
2017 Building Coordinator Meetings

- **NEXT MEETING**: August 30, 2017
- **10:00 – 11:30 AM**
- **Location**: Old Capitol Senate Chamber
- **Topic**: Important Information on Utilities Infrastructure
  - What About Utility Distribution Systems?
  - Rick Ney, Associate Director – Utilities Distribution
Introductions...

Attendees:

Please introduce yourself, department, building and any interests or expectations......
Building Coordinator Updates
Dave Jackson - Assistant Director Facilities Management

Building Coordinators Network

FIND A BUILDING COORDINATOR
Over 100 coordinators have committed to excellence in communication between building users and facilities service providers.
It’s Time Again: Checking the List!

- Check the Building Coordinator List at: http://www.facilities.uiowa.edu/BldgCoord/directory.asp

- Let us know if changes need to be made.
# Building Coordinator Updates

[Image: Building Coordinators Site]

## Building Coordinators Contact Information

- **Click a column heading to sort**

<table>
<thead>
<tr>
<th>Building Number</th>
<th>Building Abbrev</th>
<th>Building Name</th>
<th>Main Contact</th>
<th>Phone</th>
<th>Alternate Contact</th>
<th>Phone</th>
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<tbody>
<tr>
<td>0055</td>
<td>CHST</td>
<td>111 Church Street</td>
<td>Hackathorn, Erin</td>
<td>+1 319 335 4034</td>
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<tr>
<td>0101</td>
<td>WRAC</td>
<td>130 North Madison</td>
<td>Koon, Linda</td>
<td>+1 319 335 1486</td>
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<tr>
<td>0059</td>
<td>JSL</td>
<td>2421 James Street</td>
<td>Millsap, John</td>
<td>+1 319 335 5773</td>
<td>Barquist, Brandon</td>
<td>+1 319 384 3273</td>
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<tr>
<td>0057</td>
<td>MTP1</td>
<td>2600 Crosspark, Oakdale (Myriad Technology Plaza)</td>
<td>Pavelka, Diann</td>
<td>+1 319 335 4067</td>
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<tr>
<td>0037</td>
<td>ABW</td>
<td>Art Building West</td>
<td>Fitzpatrick, Troy</td>
<td>+1 319 335 1770</td>
<td>Kosier, Betsy</td>
<td>+1 319 335 1376</td>
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<td>0096</td>
<td>BBH</td>
<td>Beckwith Boathouse</td>
<td>Simcox, Damian</td>
<td>+1 319 335 9410</td>
<td>Garner, Quintin</td>
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<td>0401</td>
<td>ELL</td>
<td>Bedell Entrepreneurship Learning Laboratory</td>
<td></td>
<td></td>
<td>Whidby, Patricia</td>
<td>+1 319 335 1022</td>
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<tr>
<td>0019</td>
<td>BSL</td>
<td>Biological Sciences</td>
<td>Weatherman, Kai</td>
<td>+1 319 335 1176</td>
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</table>
QUESTIONS?
Building and Landscape Services Updates
FM News and Updates

- Three Year Budget Plan
- Services Guide
- Buildings and Grounds Review Committee
Central Review Team

- Sara Gardial – Tippie College of Business
- Alec Scranton – College of Engineering and Science
- Don Letendre – College of Pharmacy
- Terry Johnson – Finance and Operations
- Cheryl Reardon – Human Resources
- Don Guckert – Facilities Management
- Erin Herting – College of Liberal Arts and Sciences
- Scott Turner – UIHC Hospital Administration
- Craig Just – Civil Engineering
- Jason Haddy – UI Health Care
- Joe Kearney – College of Liberal Arts and Sciences
FM News and Updates

- Three Year Budget Plan
- Services Guide
- Buildings and Grounds Review Committee

- Director of Building Landscape Services - Search update
- Associate Director of Building Operations and Maintenance - Julie Sychra
Custodial Services Updates
Standardization

Green Cleaning Statement
Training Manual Updates
Equipment Audit & Inventory Update
Chemical Standard Verified
Automation of equipment repair records

Strategic Operational Leadership

Assistant Managers Assignments
Tiger (Duane) Lown and Jeff Rajtora
Manager Assignment
Bill Ciha
Training Specialist and Program Development
Leadership Development for all Custodial Leaders

Operational Challenges for Facility Coordinators

Replaced inefficient safety process
Evaluate paperwork process
Directly involve FSC in new building turn over
Quality Assurance Program
Custodian II Floor Audit Project

Organizational Structure

Match shifts/schedules and work to be done
Every vacancy is an opportunity to refine current staffing
Area/Building “Check-Up”

Partnership with SupplyWorks

Upcoming TIER project in partnership with UI Purchasing TBD

Customer Focus

Development of Service Agreements based on customer needs
Shared Governance Process to define Service Levels
Small Group Building Coordinator Meetings

Data Definition, Collection and Analysis

Rebalanced FSC Assignments
Setting the Foundation for Change
QUESTIONS?
Custodial Services Updates
Leadership Team

Andy Bruckner, Associate Director

Jeff Rajtora, Assistant Manager

Duane (Tiger) Lown, Assistant Manager
<table>
<thead>
<tr>
<th>Custodial Services Updates</th>
<th>Custodial by the Numbers</th>
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</thead>
<tbody>
<tr>
<td><strong>124</strong> buildings</td>
<td><strong>265</strong> Custodial Team Members</td>
</tr>
<tr>
<td><strong>17,964</strong> rooms</td>
<td><strong>220</strong> C-I’s <strong>33</strong> C-II’s</td>
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<tr>
<td><strong>3,014</strong> pieces of equipment **</td>
<td>** 1 Equipment Repair Mac III</td>
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<tr>
<td><strong>6,352,517</strong> cleanable sq ft</td>
<td><strong>8</strong> FSC’s/Supervisors</td>
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Custodial Services Updates
Innovation, Satisfaction & Morale
Custodial Services Updates
Innovation, Satisfaction & Morale
QUESTIONS?
What Are Design Standards & Procedures?
What Are Design Standards & Procedures?????
Why Do We Need Design Standards & Procedures?????
Establish Minimum Requirements
Establish Minimum Requirements

Consistency
Establish Minimum Requirements

Consistency

Stewardship/Sustainability
Design Standards
Chet Wieland - Associate Director

Deviation Requests & Yearly Updates
Utilities Updates

Chilled Water Capacity
Steam Capacity
Water Quality
QUESTIONS?
Task Force recommended:

• Where approval & scheduling of outdoor events resides
• Which spaces are scheduled
• How it works
• Make process easier for users
Outdoor Spaces Reservations

Six Primary Scheduled Spaces:

- Hubbard Park
- Pentacrest
- Gibson Square
- Kautz Plaza (on T. Anne Cleary Walkway)
- T. Anne Cleary Walkway
- Library North Plaza
Outdoor Spaces Reservations

1: Move all outdoor campus space reservations from the Office of the Vice President for Student Life to IMU Event Services.

2: Create a Campus Events Committee to assist IMU Event Services with outdoor campus space reservations.

3: Conduct an internal review of IMU Event Services to determine if additional staff are needed.

4: Evaluate staffing

5: Utilize EMS System (Event Management) for scheduling and reports.

6: Campus Events Committee to evaluate use of spaces and physical needs.

7: Campus Planning to review design and use of Hubbard Park.
QUESTIONS?
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