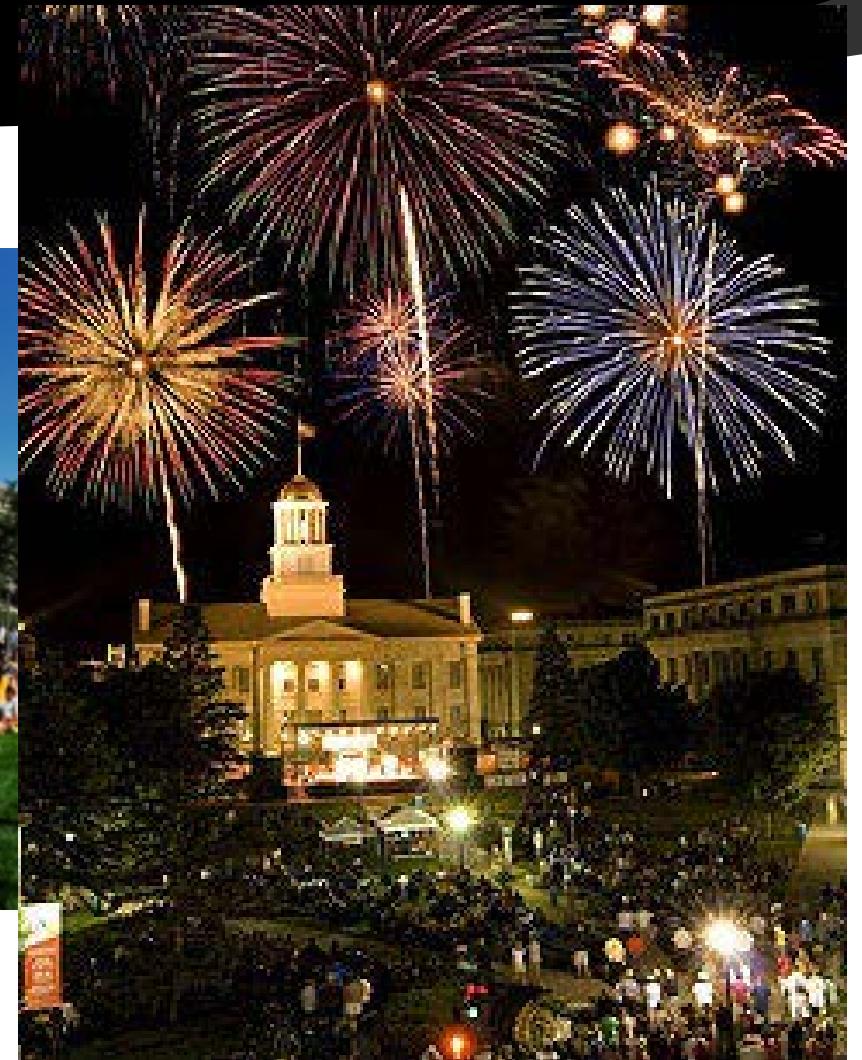


Welcome Building Coordinators!

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: 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

[About Us](#)

[Services](#)

[Projects](#)

[Campus Spaces](#)

[Energy & Environment](#)



Adler Building, School of Journalism

Building Coordinators Network

FIND A BUILDING COORDINATOR

Over 100 coordinators have committed to excellence in communication between building users and facilities service providers.

Building Coordinator Updates

Dave Jackson – Assistant Director Facilities Management

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



Building Coordinators Site

Building Coordinators Contact Information

*click a column heading to sort



[Printable version](#)

Building Number	Building Abbrev	Building Name	Main Contact	Phone	Alternate Contact	Phone
0055	CHST	111 Church Street	Hackathorn, Erin	+1 319 335 4034		
0101	WRAC	130 North Madison	Kroon, Linda	+1 319 335 1486		
0059	JSL	2421 James Street	Millsap, John	+1 319 335 5773	Barquist, Brandon	+1 319 384 3273
0057	MTP1	2660 Crosspark, Oakdale (Myriad Technology Plaza)	Pavelka, Diann	+1 319 335 4067		
0037	ABW	Art Building West	Fitzpatrick, Troy	+1 319 335 1770	Kosier, Betsey	+1 319 335 1376
0396	BBH	Beckwith Boathouse	Simcox, Damian	+1 319 335 9410	Garner, Quintin	+1 319 335 9410
0461	ELL	Bedell Entrepreneurship Learning Laboratory			Whidby, Patricia	+1 319 335 1022
0019	BSL	Biological Sciences	Weatherman, Kai	+1 319 335 1176		

QUESTIONS?



FM News and Updates Lynne Finn – Interim Director Business & Financial Services

- 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

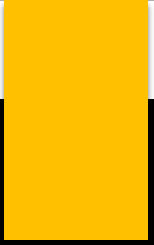
FM News and Updates

- ▶ 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

Rebalanced FSC Assignments

Data Definition, Collection and Analysis



Setting the Foundation for Change

QUESTIONS?





Custodial Services Updates Leadership Team

Andy Bruckner, Associate Director

Jeff Rajtora, Assistant Manager

Duane (Tiger) Lown, Assistant Manager

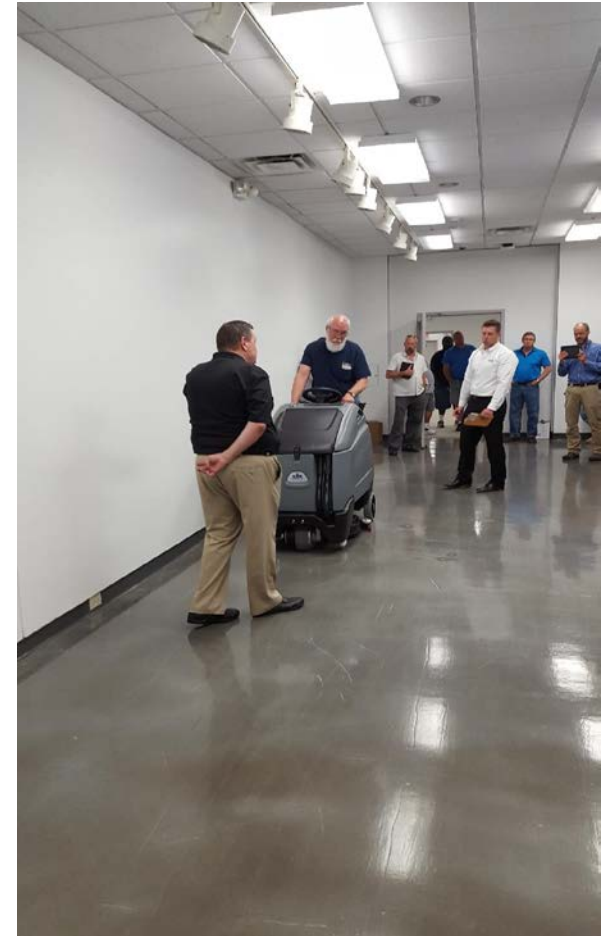


Custodial Services Updates

Custodial by the Numbers

- 124 buildings
- 17,964 rooms
- 3,014 pieces of equipment **
- 6,352,517 cleanable sq ft
- 265 Custodial Team Members
- 220 C-I's 33 C-II's
- 1 Equipment Repair Mac III
- 8 FSC's/Supervisors

Custodial Services Updates Innovation, Satisfaction & Morale



Custodial Services Updates Innovation, Satisfaction & Morale



QUESTIONS?



Design Standards

Chet Wieland - Associate Director

THE UNIVERSITY OF IOWA
DESIGN STANDARDS & PROCEDURES

07-01-2017 EDITION



Design Standards

Chet Wieland - Associate Director



Latest Edition - Issued July 1, 2017

Design Standards

Chet Wieland - Associate Director

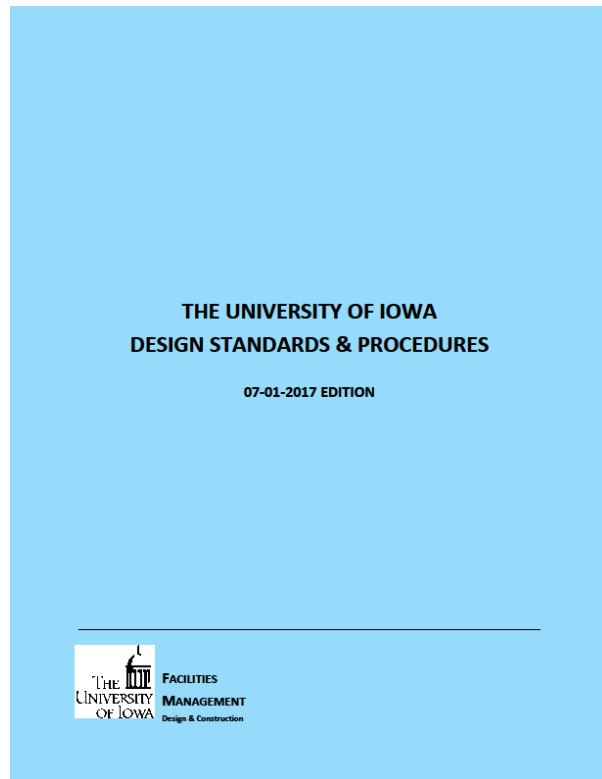


Latest Edition - Issued July 1, 2017

What Are Design Standards & Procedures?????

Design Standards

Chet Wieland - Associate Director



Latest Edition - Issued July 1, 2017

What Are Design Standards & Procedures?????

Why Do We Need Design Standards & Procedures?????

Design Standards

Chet Wieland - Associate Director

THE FUTURE OF MEASUREMENT

BASELINE
| | | | | | | | | |

Establish Minimum Requirements

Design Standards

Chet Wieland - Associate Director

THE FUTURE OF MEASUREMENT

BASELINE

Establish Minimum Requirements

Consistency



Design Standards

Chet Wieland - Associate Director

THE FUTURE OF MEASUREMENT

BASELINE

Establish Minimum Requirements

Consistency

Stewardship/Sustainability



Design Standards

Chet Wieland - Associate Director

Deviation Requests & Yearly Updates



Deviation Request Number: _____

DEVIATION REQUEST FORM

This form shall be used by Design Professional to request a deviation from the Design Standards & Procedures and must be completed prior to bid document phase. Please complete and return via email to the UI Project Manager in .pdf format.

Date: _____ Project Phase: _____ (SD, DD, CD)
 UI Project Name: _____
 UI Project Number: _____ Design & Construction Project Manager: _____
 Design Professional: _____
 Design Professional Representative: _____
 Email Address: _____ (first and last name) Phone: () _____
 Design Standards Edition: _____ Section Number: _____ Page Number: _____

Description of Deviation: (attach additional page(s) as needed)

Justification for Deviation Request: (attach additional page(s) as needed)

Attachment List: _____ Total number of pages attached: _____

Approvals:

Building & Landscape Services	Utilities & Energy Management	Space Information	(Department Name)
____ Recommended	____ Recommended	____ Recommended	____ Recommended
____ Recommended as Noted	____ Recommended as Noted	____ Recommended as Noted	____ Recommended as Noted
____ Not Recommended	____ Not Recommended	____ Not Recommended	____ Not Recommended
____ N/A	____ N/A	____ N/A	____ N/A
____ (Signature)	____ (Signature)	____ (Signature)	____ (Signature)
____ (Printed Name)	____ (Printed Name)	____ (Printed Name)	____ (Printed Name)
Date: _____	Date: _____	Date: _____	Date: _____

Design & Construction approval: _____ Date: _____
 Director / Associate Director



CHANGE REQUEST FORM

This form shall be used to request a change to the UI Design Standards & Procedures manual. Please complete and return via e-mail for further consideration:

Facilities Management – Design Standards & Procedures
 Attn: Mary Rue
 200 USB
 Iowa City, IA 52242
 mary-rue@uiowa.edu

First and Last Name: _____ Date: _____

Company Name: _____

Email address: _____ Phone: _____

Section and Page #: _____

Change suggested:
 Please use additional paper or the back of this form in order to provide as much detail as possible.

Justification:

Utilities Updates

Ben Fish – Associate Director – Utilities Operations

Utilities Updates:

Chilled Water Capacity

Steam Capacity

Water Quality

QUESTIONS?



Outdoor Spaces Reservations

Dave Jackson – Assistant Director Facilities Management



FINAL REPORT

Summer 2017

Task Force on the Management of Use of UI Outdoor Spaces

Outdoor Spaces Reservations

Dave Jackson – Assistant Director Facilities Management

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?



QUESTIONS?



2017 Building Coordinator Meetings

- ▶ NEXT MEETING: August 30, 2017
- ▶ *10:00 – 11:30 AM*
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