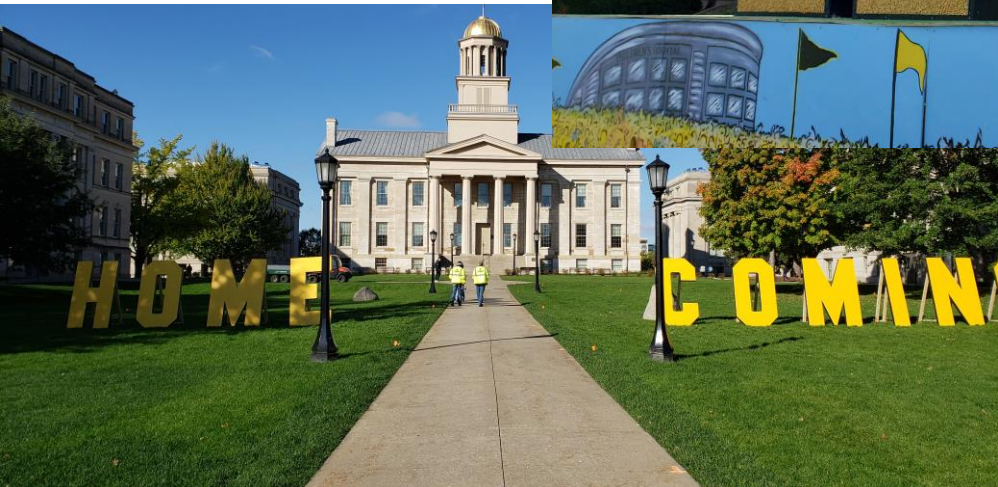


# Welcome Building Coordinators!

October 17, 2018



# Welcome Building Coordinators!

## Agenda:

- Welcome & Introductions
- Announcements – Updates: Cooling to Heating
- *FM@YOUR SERVICE – The Portal and Beyond* - Updates - Steph Rourke
- *FEATURE: Utilities Plant Expansions* - Ben Fish, Associate Director – Utility Operations
- Question & Answer

# ***2018 Building Coordinator Meetings***

- ▶ NEXT MEETING: November 21, 2018
- ▶ 10:00 – 11:30 AM
- ▶ Location:

# *Annual Cooling to Heating Transition*

- ▶ *Occurring over the next month*
- ▶ Area Maintenance making preparations
- ▶ General messaging will go out to Building Coordinators
- ▶ *Concerns: Contact **FM@YOUR SERVICE***

# Preparing Your Building for Winter Freeze

Last year we experienced early, prolonged sub-zero weather and costly building damage.

- ▶ Prepare a departmental plan for ensuring that your building and contents are protected.
- ▶ Communicate to students, staff and faculty that opening windows is highly discouraged and can be costly to your department and the University.
- ▶ Evaluate the highly prone or susceptible areas such as docks, storage, heated and non-heated entrances, hallways near outside walls, and exposed water pipes and fire protection systems.
- ▶ Determine if there are abnormally cold areas and that your HVAC system is heating the building consistently and evenly.
- ▶ Call the *FM@YOUR Service* to set up any requests for routine or corrective maintenance, or heating concerns.
- ▶ Perform regular walkthroughs, especially early morning and before leaving at end of the day in susceptible areas.
  
- ▶ **Concerns: Contact *FM@YOUR SERVICE***

# QUESTIONS?



# CAN I RECYCLE MY CANDY WRAPPERS?



**NO!**

RECYCLE  
LIKE A HAWK



# QUESTIONS?






# FM@YOUR SERVICE - The Portal and Beyond

## - Steph Rourke

Welcome **Stephanie!** How may we assist you? I want to...

[Click here for site instructions](#)

For Maintenance Emergencies, please call 319-335-5071



**Clean / Repair / Maintain**

- Building Maintenance
- Custodial
- Landscape
- Nuisance
- Safety

Routed to the Work Control Center



**Departmental / Keys / Moving**

- Install / Hang Items
- Moving Services
- Get Keys
- Environmental Services
- Utility Requests


Routed to the Work Control Center via FMReqs for funding approval



**Plan / Build / Renovate**

- New Building
- Request New or Additional Space
- Renovate Space
- SIMS Room Update Request

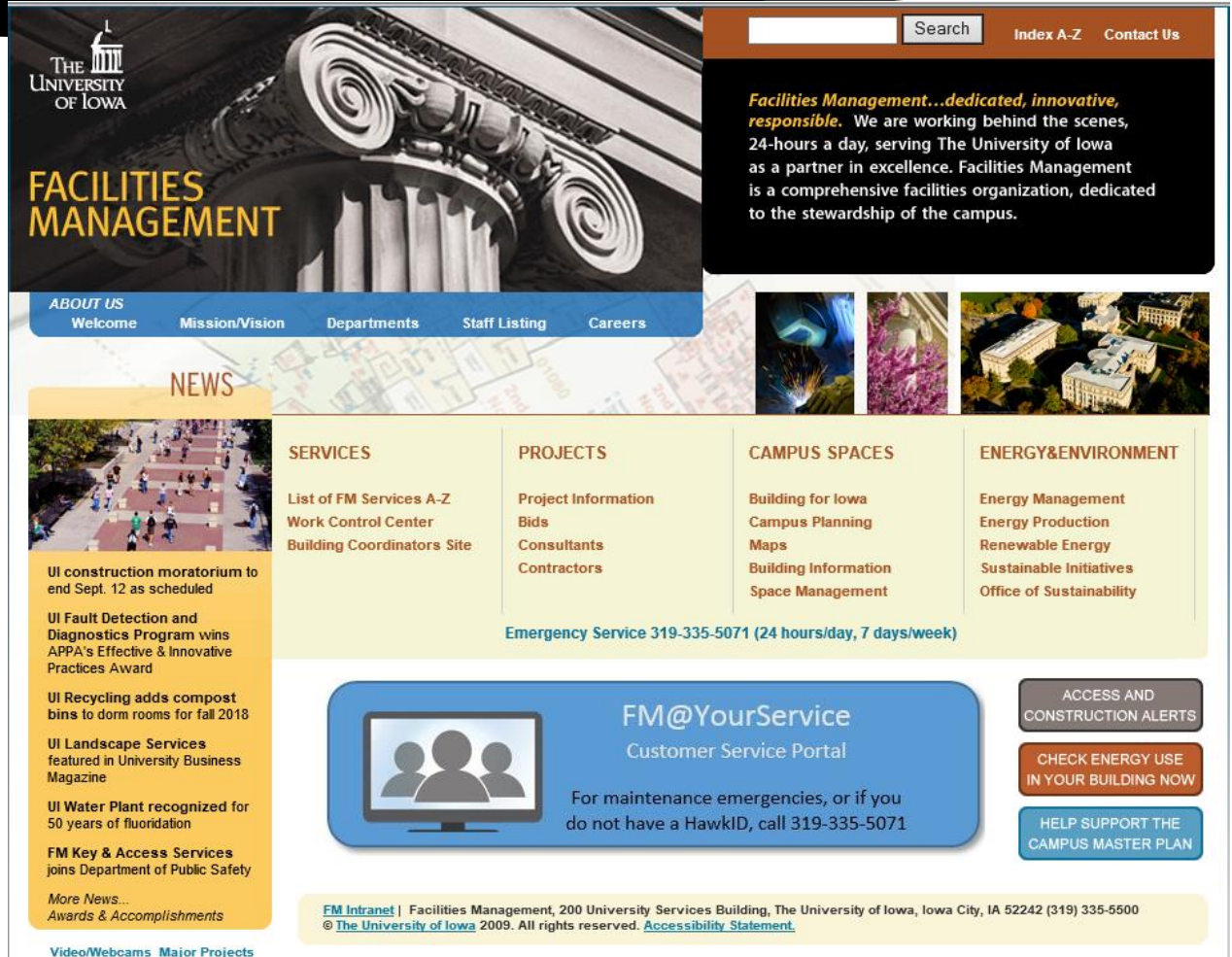
Routed to Campus Planning or Design & Construction



**Search Answers / Contact Us**

- FAQs
- Resources
- Contact Information
- Request Maintenance Estimate

Routed to Work Control Center



The screenshot shows the website's header with the University of Iowa logo and 'FACILITIES MANAGEMENT' text. A navigation menu includes 'ABOUT US', 'Welcome', 'Mission/Vision', 'Departments', 'Staff Listing', and 'Careers'. A search bar and 'Index A-Z' and 'Contact Us' links are also present. A main content area features a 'NEWS' section with several articles, a 'SERVICES' section with a list of services, 'PROJECTS', 'CAMPUS SPACES', and 'ENERGY&ENVIRONMENT' sections. A prominent blue box at the bottom right contains the 'FM@YourService Customer Service Portal' logo and contact information for maintenance emergencies. A footer contains copyright information and an accessibility statement.



### FACILITIES MANAGEMENT

- ABOUT US
- Welcome
- Mission/Vision
- Departments
- Staff Listing
- Careers

Search Index A-Z Contact Us

*Facilities Management...dedicated, innovative, responsible.* We are working behind the scenes, 24-hours a day, serving The University of Iowa as a partner in excellence. Facilities Management is a comprehensive facilities organization, dedicated to the stewardship of the campus.

### NEWS

- UI construction moratorium to end Sept. 12 as scheduled**
  - UI Fault Detection and Diagnostics Program wins APPA's Effective & Innovative Practices Award**
  - UI Recycling adds compost bins to dorm rooms for fall 2018**
  - UI Landscape Services featured in University Business Magazine**
  - UI Water Plant recognized for 50 years of fluoridation**
  - FM Key & Access Services joins Department of Public Safety**
- More News...  
Awards & Accomplishments

- |   |  |  |  |
|---|--|--|--|
| <p><b>SERVICES</b></p> <ul style="list-style-type: none"> <li>List of FM Services A-Z</li> <li>Work Control Center</li> <li>Building Coordinators Site</li> </ul> | <p><b>PROJECTS</b></p> <ul style="list-style-type: none"> <li>Project Information</li> <li>Bids</li> <li>Consultants</li> <li>Contractors</li> </ul> | <p><b>CAMPUS SPACES</b></p> <ul style="list-style-type: none"> <li>Building for Iowa</li> <li>Campus Planning</li> <li>Maps</li> <li>Building Information</li> <li>Space Management</li> </ul> | <p><b>ENERGY&amp;ENVIRONMENT</b></p> <ul style="list-style-type: none"> <li>Energy Management</li> <li>Energy Production</li> <li>Renewable Energy</li> <li>Sustainable Initiatives</li> <li>Office of Sustainability</li> </ul> |
|---|--|--|--|
- Emergency Service 319-335-5071 (24 hours/day, 7 days/week)



**FM@YourService**  
Customer Service Portal

For maintenance emergencies, or if you do not have a HawkID, call 319-335-5071

- ACCESS AND CONSTRUCTION ALERTS
- CHECK ENERGY USE IN YOUR BUILDING NOW
- HELP SUPPORT THE CAMPUS MASTER PLAN

# QUESTIONS?



# Utilities Plant Expansions – Ben Fish, Associate Director Utility Operations



# QUESTIONS?



# ***2018 Building Coordinator Meetings***

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