Welcome Building Coordinators!

Monthly Building Coordinator Meeting

January 19, 2022
Agenda

- Welcome and Announcements/Updates

- Cold Weather Protocol—Tom Moore, Facility Management Senior Manager Operations and Maintenance –10 minutes

- Start of Spring Semester Update—Lynne Finn, FM-AVP & Andy Bruckner, FM Associate Director, Custodial Services—20 minutes

- Cambus-50 years of Service—Mia Brunelli, Cambus Operations Manager – 20 minutes

- Landscape Services: "New" Snow Maps Available

- Question and Answer
Building Cold Weather Preparation

- FM will be monitoring weather throughout the winter and will trigger Cold Weather Protocol if/when the forecast reaches 24 hours or more below 0F.
  - Evaluation of additional on-call staff
  - Increased BAS monitoring for faults/alarms
  - Evaluation of building schedules
  - Inspection of known risk-points
Building Cold Weather Preparation

- 2018:

- Multiple Buildings Impacted: MRF, MERF, FH, BB, CB, BCSB, DSB
2019: Cold Weather Protocol Established

- Cold Weather Protocol Leveraged 4 times throughout the winter, with a Thaw Protocol put into place coming out of the Polar Vortex
- Building walks caught 20 open windows in 2 buildings alone
- 1 Building Impacted: ML
• 2020:

- Cold Weather Protocol Leveraged 2 times, No significant Building Impact
Building Cold Weather Preparation

• 2021:

12 day period with a high of 10F, 108 consecutive sub-zero hours, and only 1 damage event requiring external support (FH)

This process works...thank you for your partnership!
• How Building Coordinators can help:
  • If you see something, say something: FM@YourService 335-5071
  • Ensure all windows/exterior doors are closed
  • Make sure overhead dock doors are locked down
  • Leave interior doors open where possible to allow for better circulation
  • AC window units should be turned off when temperatures are below 50F

• We also encourage energy saving measures:
  • Power down electrical devices
  • Unplug coffee makers, microwaves, portable heaters, etc.
  • Make sure gas, vacuum, air spigots are turned off
Summary:

No changes planned for Building Practices for Spring 2022 semester. All the same as Fall 2021 semester.

- Water Monitoring – schedule tbd
- Health Stations at building entrances and classrooms (with addition of KN95 masks)
- Building Attendant Program
- Although routine office cleaning remains suspended, all offices will be cleaned over winter break
- Higher filtration in buildings such as MERV13
- Maximize classroom airflow
- Preoccupancy purge
Spring 2022 guided by:

Board of Regents End Emergency Declaration – May 20, 2021
Confirmed by Iowa BOR President - January 12, 2022

Classes resume January 18, 2022

Iowa Board of Regents President Mike Richards has confirmed that campus operations at the three public universities will continue to follow the guidance provided by the board on May 20, 2021. The University of Iowa will start the spring semester as planned with in-person classes and activities held as scheduled. Find the full spring 2022 semester guidelines at coronavirus.uiowa.edu.
Suspend Risk Mitigation Strategies May 20, 2021

- Mask requirement
- Social distancing
- Room/space capacity limitations
- Building traffic patterns
- Space recommendations based on building ventilation capacity
- Barriers (plexiglass)

Additional Notes:
- Water Monitoring in Residential Life
- Health Stations at building entrances and classrooms (as courtesy)
- Building Attendant Program (to support health stations)
- Customer Service (standard FM@YourService)
- Higher filtration in buildings such as MERV13 (continues for spring 2022 – sunset date tbd)
- Maximize classroom airflow Preoccupancy purge (continues for spring 2022 – sunset date tbd)
Details on Custodial Services

• Building Attendant Program continues for Spring 2022, reevaluated for Fall 2022

• Routine office cleaning remains suspended for Spring 2022, reevaluated for Fall 2022

• Custodial Services have done a one time cleaning of private offices during winter break

• FM Custodial methods and materials met CDC guidelines prior to COVID

• For any special cleaning services, please contact FM@YourService via the FM@YourService portal-COVID button
Health Stations

Cover Your Cough Stations

- For entrances - 2 per building
- Includes sanitizer, face masks, KN95 masks, and tissues
- FM Custodial to restock
Classroom PE

- For Level 1 Classrooms
- Rolling screen, wet wipe bucket, hand sanitizer and KN95 masks
- FM Custodial to restock classrooms
- Available for purchase: Supplies available through Shared Services
Contact information sticker with QR code that links you to the FM home page

For Assistance Contact FM@YourService at 335-5071
IOWA
Parking and Transportation - CAMBUS

CAMBUS

Student Operated Since 1972

Jan. 12, 2022
CAMBUS formed in 1972

- Started by Associated Residence Halls and Student Senate in spring semester
- Reduce traffic and parking on campus
- Hancher auditorium was offered as free parking in coordination with the shuttles
- Shuttles operated 7 a.m. – 5:30 p.m.

Spring '72 funding

- $13,000, 30%
- $7,000, 16%
- $23,000, 54%

- ARH and Senate
- UI contribution
- Fed. Work Study
Started with 6 leased buses from Ottumwa, IA

1954 models with capacity for 51 riders
CAMBUS today

3 TYPES OF SERVICE

- **Fixed-Route**
- **Bionic**
- **On-Demand**

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**3 MILLION +**
Annual rides

**8,600**
Annual bionic rides

**14**
Fixed-routes

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16 vehicles at midday
23 vehicles at peaks
160 student employees
CAMBUS today - employees

Employees

- 153 Total Employees
- 4 Management
- 3 Maintenance - full-time
- 153 Student Employees

Student Employees

- 106 Total Student Employees
- 10 01 - Full-time bionic
- 7 01 - Drivers
- 10 02 - Dispatchers
- 12 02 - Trainers
- 6 02 - Student Mechanics
- 2 02 - Assistants
- 10 03 - Supervisors

Parking and Transportation - CAMBUS
Training Process: 4 – 8 weeks

**Pre-employment (2-6 weeks):**
- Obtain CDL permit
- Pre-employment drug testing

**Orientation (3 hours):**
First day of work - classroom

**Initial Training (10 hours):**
Learning to drive a bus

**Driving Sessions (10 hours):**
Driving practice and learning the routes

**CDL Training (4 hours):**
- Pre-trip inspection
- Skills course
- On-road driving

**CDL Test (2 hours):**
At the DOT
Receive full Class B CDL with Passenger and Airbrakes endorsements

**On-routes (20 hours):**
- Drive 1-2 shifts of each route
- Classroom training

**Final Drive (3 hours):**
Final test of driving skills with Training or Safety Supervisor
Final classroom work

**Ready to drive on their own!**
01 Drivers

- Everyone starts as a driver
- May become bionic-qualified after 4 months and a clean work record
- Also includes On-Demand services
Bionic service

Provides door-to-door service to persons with a temporary or physical disability
- Rides can be for any purpose – class, work, appointments, shopping, etc.
- Fully compliant with ADA regulations, plus goes above and beyond minimum requirements

“I have been using Bionic Bus for about 4 years. It has made my life better by allowing me to attend church, events, doctors appointments, shopping and eating out. The drivers are very nice and helpful. Thank you Bionic Bus and University of Iowa.” – Rick F.

Tristan Brown
CAMBUS Bionic Driver

Logan Barr
CAMBUS Bionic Driver

Aurora Navarro
CAMBUS Bionic Driver
Bionic service

“I have been a rider since 2012 and bionic bus has been a true lifeline. Without that very humane and reliable service, my life would have been very difficult to make it productive in my UI teaching and creativity.

The student staff have been truly great – everyone goes out of their way to assist, accommodate, and make sure I always feel supported. It is amazing that this service is so accommodating to so many people – and always so humanely, and with a smile, and strong willingness to help. The bionic bus service has been a major factor in my ability to continue to work effectively at the UI despite my on-going challenges.” – Uriel T
“After surgery, Mar went from student-athlete to scooter/wheelchair for 6-12 weeks. She did not want to withdraw from the university and return home to Michigan, but my husband and I could not imagine any other option. How would she get to class? To doctors? And back? In February in Iowa!

We are incredibly grateful for all the service offered to Mar through bionic bus. Your entire process was reassuring – your ramps worked and your drivers knew how to sensitively assist, and in our opinion, went beyond just doing a job. For example, a driver saw our daughter stuck in a snowdrift in her scooter and stopped to help. Another driver brought donuts one day just to say, ‘have a great day.’ These are extraordinary acts of service and kindness which my daughter needed, but also helped reassure us that we made the right decision to keep her at the university during her injury and recovery. You helped her come to believe that she could rise up through this challenge. We are grateful.” – Parents of student bionic rider, June 2018
02 - Support

→ Dispatchers
  • Ensures employees show up on time and problem-solve anything that happens during service
  • Typical shifts might include:
    • Responding to an accident or other safety event
    • Responding to mechanical failures and relaying information to the technicians
    • Creating sudden detours due to unexpected road closures
    • Answering driver questions about routes or detours
    • Answering phone calls from public and employees
    • Monitoring open shifts
    • Taking requests for and scheduling bionic rides
    • Recording information in various logs
02 - Support

Trainers

- Teach new hires:
  - How to operate a bus
  - Our polices and procedures
  - Customer service
  - How to handle difficult situations
  - How to handle emergencies
  - The routes and schedules
- Also provide on-going training and evaluations for drivers out of the training program
  - Trainers evaluate a driver’s safety and customer service skills every 6 months
  - Provide re-training and refresher training
02 - Support

Student Mechanics

• Assist full-time technicians with preventative maintenance on the fleet

• Supervise the clean-up process
  • Nightly cleaning and maintenance on the fleet
  • Team of 7 drivers and 2 student mechanics

• Respond to mechanical failures and accidents to keep service going and mitigate delays
02 - Support

-Assistants
- Assist with paperwork and data collection
- Assist with training new bionic drivers
03 - Supervisors

- Scheduling Supervisor
- Dispatch and Bionic Supervisor
- Maintenance Supervisor
- Training Supervisor
- Safety Supervisor
- Personnel Supervisor
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<tr>
<th>Testimonial</th>
<th>Role</th>
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<td>“Easiest and best decision I made during my undergrad. My time as a student mechanic taught me more life skills than I knew I needed, and I have the full-time mechanics to thank for that.”</td>
<td>Jordan, student mechanic</td>
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<td>“CAMBUS was my greatest college decision. I gained leadership experience and met my best friends.”</td>
<td>Heelah, student mechanic</td>
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<td>“Working at CAMBUS during the pandemic made me feel like I’ve been able to do something to help the community. I’m really proud of my coworkers for working during these difficult times.”</td>
<td>Collen, scheduling supervisor</td>
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<td>“CAMBUS has made my experience at Iowa better. I enjoy work and feeling like what I do has a purpose in the university. I take pride in doing something that matters.”</td>
<td>Colin, driver</td>
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<td>“Working at CAMBUS helped me improve my communication and leadership skills while making lasting relationships.”</td>
<td>Maddy, training supervisor</td>
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<td>“CAMBUS is an endless source of opportunity. I don’t think there could be another job on campus that can teach as much about life as CAMBUS. A great place to improve your professional skills and create life-long friends.”</td>
<td>Austin, dispatch and bionic assistant</td>
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Questions?
Landscape Services: Snow Maps

www.facilities.uiowa.edu/campus-spaces/maps

SNOW MAPS

- Campus Snow Removal Map
- East Side Snow Priority Routes
- West Side Snow Priority Routes
Next Meeting:

Wednesday, February 16, 2022 11:00 – Noon

Poll - FM@YourService Portal Refresher—Let’s vote!
Thank you!