Welcome Building Coordinators!

Monthly Building Coordinator Meeting

October 20, 2021
Agenda

→ Welcome and Announcements/Updates

• **Seasonal Switchover**: Tom Moore - FM BLS Senior Maintenance Manager - 10 minutes

• **Design and Construction Updates**: Steve Otto – Associate Director, Construction Management-FM Design & Construction - 10 minutes

• **Campus Enhancement Program – Signage**: Kirk Banks – Associate Director, Facilities Information Services – 5 minutes

→ **SIMS and Mapping Overview Refresher**: Kirk Banks- Associate Director, Facilities Information Services - 30 minutes

→ Question and Answer
Building Cooling/Heating Switchover: What Should I Expect this Fall?

TOM MOORE
SENIOR AREA MANAGER, FACILITIES MANAGEMENT
WELCOME TO IOWA

WINTER IS AT 6AM
SPRING STARTS AT 10AM
SUMMER IS AT 2PM
FALL STARTS AROUND 4:30ISH

DRESS ACCORDINGLY
Why Do We Switchover From Cooling to Heating?

- Freeze Protection for AHU coils
- Some buildings cannot provide heating and cooling at the same time due to age of the systems
Two-Pipe HVAC Systems

A two-pipe system uses half the hydronic piping required by a four-pipe system, which results in a lower cost and a shorter installation time. The system is also more compact, reducing the space requirements of mechanical rooms. Maintenance is also simpler in a two-pipe system, thanks to the reduced number of piping fixtures and valves.

The main limitation of a two-pipe HVAC system is lack of operating flexibility. The hydronic piping circuit that runs through the building connects to either the boiler or the chiller depending on overall needs, and all building areas must operate in the same mode: heating some areas while cooling others is not possible with this system configuration.

*These buildings do not typically have air handling units, but rather fan coils or radiant heat.
2-Pipe Buildings

- Halsey Hall
- Van Allen
- Phillips Hall
- English-Philosophy Building
- Iowa Memorial Union
- Engineering Research Facility
- North Pharmacy
- Field House
- Wendell Johnson Speech and Hearing
- Art Building
- Medical Education Building
- Westlawn
- Medical Research Facility
- Medical Research Center
4-Pipe Systems

Four-Pipe HVAC System

This system configuration uses twice as much piping as a two-pipe HVAC system, and thus it is more expensive and takes longer to install. In addition, a four-pipe system requires more space to accommodate two hydronic piping circuits that run through the building. The increased number of fixtures, valves and connection points also results in a more demanding system in terms of maintenance.

*These buildings typically have air handling units that supply conditioned air to the entire building*
Chilled Water Coil Draining

Purpose:
• Offers freeze protection of chilled water coils should we have an event occur

High-Level Procedure:
• Shut coil, drain water
• Flush with glycol to provide freeze protection should any water remain
Historically we have transitioned to heating around mid-October, but are moving to a more data-driven approach based on weather conditions.

Principles for Initiating a Switchover from Cooling to Heating:
• Overnight temperatures are consistently near freezing
• Daytime temperature highs are consistently below 60F - 65F
• Critical spaces will be given higher priority and evaluated on a case-by-case basis
What Should I Expect?

Until buildings have been transitioned to heating mode,
• Cool temperatures in the morning
• Slightly humid air

Once buildings have been transitioned to heating mode,
• Warmer temperatures and drier air in buildings
• Slightly reduced airflow within a 24 hour window while units are off for the switchover
What Can Building Coordinators Do This Fall?

• Remind occupants to please plan to dress in layers during the Fall season to help with comfort!
• Remind occupants to please be patient during the Fall
• Consider asking that temperature portal requests flow through a single point of contact during the Fall to reduce duplication of effort

Thank you for your partnership!
New Tool This Fall to Help With Occupant Communication:

Dear Building Coordinator:

As discussed in the October Building Coordinator meeting, we will soon begin the rollout of our new tool designed to help with occupant communication. This tool will allow us to send messages to building residents through email or text, ensuring that important information is delivered in a timely manner.

Please review the following guidelines for using the new tool:

1. **Sign-Up Process**: All building coordinators will receive an email invitation to sign up for the new tool. Please ensure that your email address is up to date and that you have access to the necessary technology to receive and respond to messages.

2. **Message Creation**: When you receive a message, you will have the option to forward it to your building’s residents. Please consider the timing and content of your messages to ensure they are received at a convenient time and are relevant to the audience.

3. **Response Handling**: In cases where urgency is required, please respond directly to the message. This will allow for a faster resolution of issues and ensure that residents are informed in a timely manner.

4. **Confidentiality**: Please handle messages with the same level of confidentiality as you would with any other communications related to building management.

If you have any questions or concerns, please contact your Building Coordinator or the Facilities Management team.

Thank you for your assistance and cooperation.

Best regards,

[Signature]

Senior Manager of Operations and Maintenance

Facilities Management
Design and Construction Updates
Interim Design and Construction Leadership

Steve Thweatt - Interim Director Design and Construction

Steve brings 41 years of experience as a practicing architectural consultant, campus architect and higher education administrator. Higher education experience in design and construction as well as university leadership at Duke, Emory, and University of Colorado Boulder, make Steve uniquely qualified to assist Facilities Management with DC leadership needs at this time. This is a special temporary appointment that is expected to continue for six months or less. Steve is leading the DC team, providing continuity for projects and acting as Facilities Management lead for the DC Peer Review currently underway.

Michael Kearns - Interim Associate Director Design Management

Michael has 8 years experience with D&C, functioning both as a Senior Construction Project Manager and Assistant Director Quantity Management.
Design and Construction Peer Review

University of Iowa Facilities Management is conducting an assessment of Design and Construction. The assessment to examine the current project management capabilities and needs through an evaluation will involve employees, key customers, and stakeholders led by a team of external professional peer experts, The Knowledge Collaborative.

The assessment will focus on the following areas:
- Overall Organizational Structure
- Leadership Competences and Organizational Culture
- Work Processes for Project Delivery
- Client/Customer Experiences (Internal and External)

The project is underway, beginning with information gathering and preparation of survey and interview tools. We anticipate conducting interviews during the last week of October and first week of November.
Current Challenges

- COVID Impacts
- Supply Chain Issues
- Contractor Staffing and Availability
- Inflation
- Design and Construction Staffing
Art in State Buildings Program to Campus Enhancement Program

- From 1979 to 2017, buildings on campus were required by the UI Art in State Buildings Program to spend 0.5% of the project’s total cost on associated public art. This requirement was repealed by the Iowa Legislature in July 2017.

- In 2018 Campus Leadership, Campus Planning Committee (CPC) and Campus Development Team (CDT), determined that the former Art in State Buildings Program allocation should be applied more broadly and implemented the Campus Enhancement Program.
Campus Enhancement Program

The Program was created to continually advance the campus landscape, public art, or other visible surface improvements that will “enhance the experience of campus community members and visitors.”

All capital projects contribute to the Campus Enhancement Program fund, when the estimate for construction equals or exceeds $100,000, except for the following:

- Projects located on campuses outside of the Iowa City, Coralville, North Liberty area.
- Projects resulting from a disaster (flood, tornado, fire, etc.).
Campus Enhancement Program

Exterior signage, such as the Building Monument signs, are included in the Campus Enhancement Program which now provides a funding source for the replacement of building signs that had previously not had one.

Phase 1 of the replacement of the 1977 building identification signs completed in 2020 was the first of an ongoing University initiative to replace old building signage. Phase 2 is currently being developed.

Seventeen 1977 era signs were removed and replaced with 14 new monument signs and 2 wall-mounted signs. Phase 1 included Calvin Hall, Gilmore Hall, Trowbridge Hall, Pomerantz Center, Chemistry Building, Blank Honors, North Hall, IATL, IMU, Danforth, Adler Journalism, Becker Communications, Halsey Hall, and Biology Building.
Campus Enhancement Program
Facilities Information Services (FIS)

SIMS and Mapping Overview - Refresher

Kirk Banks, Associate Director
October 20, 2021
About FIS

- Supports the University as the steward of information on all university facilities, lands, and infrastructure.

- The **Single Source of Truth** for all university building and room inventory data, and space and land reporting to the BOR.

- Works with Campus Planning and Development providing support for university long-range master planning and the annual on-going use of campus space.

- In partnership with University Administration and the University Space Committee provides recommendations to improve space management and utilization for academic, research and administrative units.
What We Do

→ **Geographic Information Services (GIS)** provides mapping and data services including campus base mapping, utilities mapping, property mapping, master plan mapping and other related mapping projects.

→ **Campus Land Surveyor** provides Global Positioning System (GPS) and land surveying services for the collection, field verification, and maintenance of utilities, civil infrastructure, topographic, construction, and land boundary mapping and data, and other various types of surveys.

→ **SIMS Staff** creates and maintains building floor plans and corresponding space data and the campus building inventory for all owned and leased facilities.

→ **FIS** administers University building names, addresses, room numbering, and assists with interior and exterior signs.
The Campus Land Surveyor verifies and maintains university land records.

The Campus Land Surveyor is responsible for the collection, field verification, and CAD management of utilities, equipment, civil, topographic features and infrastructure spatial data and attributes.

The Campus Land Surveyor works with the GIS team to develop and maintain interactive GIS maps which provide survey-grade data to university and ENGIE staff as well as project design professionals.
Utility and Mapping Services (GPS) - Collection and Verification
Mapping - Geographic Information System (GIS) – Data Visualization

- A great deal of university assets contain geographic components that are best visualized by combining their spatial (location data) with their critical attributes (descriptive data). The GIS team creates and maintains university web-based maps and printable campus maps.

- GIS web-based maps are a blend of database management and digital mapping which allow users to view university infrastructure and site data with their critical attributes by way of interactive web-based maps.

- The GIS database includes aerial photos, buildings, rooms, parcels, proposed master planning scenarios, easements, contour (elevation) lines, FEMA floodplain extents, signs, exterior furniture and structures, land cover, parking, roads, sidewalks, trees, utilities and countless others.
Campus 2D Map
Building Search and Aerials
Pictometry – Birdseye Image
Campus 3D Map

Navigate Tool
Space Information Management System (SIMS)

SIMS houses building information, building floor plans, and corresponding space data for all university buildings, owned and leased.

Floor plans are available to authorized users via the cloud-based UI Active Visual System operated by the Advanced Technologies Group (ATG).

SIMS Staff conducts building space surveys to verify accuracy of floor plans, room use, department occupancy, and other associated data.

Building and room inventory data is “pushed” to the university Data Warehouse (DWPROD) and integrated into other applications.
Request Access to ATG

Facilities Information Services (FIS) is responsible for the development, infrastructure, and physical development for the university across 2,500 acres. This includes, but is not limited to, land, buildings, infrastructure assets and other real property data.

To access the system as a new user, university employee, or outside contractor, please follow the links below:

- New User Login Request
- University Employees
- Design Professionals and Contractors
Access Floor Plans

About Us

Facilities Information Services (FIS) is responsible for the design, construction, and physical development for the university across 2,500 acres. This includes, but not limited to, land, buildings, and infrastructure assets and other real property data. FIS is comprised of the Space Information Management System (SIMS) and the Access Floor Plans System.

Space Information Management System

SIMS is the university’s facility information system that tracks all university owned and leased space. University building floor plans are available to view via the SIMS ATG/AVS website.

To access the system as a new user, university employee, or outside contractor, please follow the links below:

- New User Login Request
- University Employees
- Design Professionals and Contractors

University of Iowa Login

Access your facility information now. Please click on the Log In button below.

By clicking Log in, you acknowledge agreement with the latest Terms and Conditions (click here to view).

- Not registered?
Access the AVS by setting up a new user account. Register

- Need someone else to register?
Send registration information to others via email. Email

- Need technical assistance?
Call the ATG Technical Support line at: 630-829-8950

HawkID Login for www.atginc.com

You will be logged in to this service securely. Information which will allow you to access the site you requested will be transmitted to the site. This information will be encrypted before it is sent. Please see the ITS Help Desk Shibboleth support pages for additional information.

Please contact the ITS Help Desk for assistance, questions, or concerns.
Navigating to get Floor Plans
Floor Plans - ATG

Architectural Floor Plan

Space Floor Plan
Floor Plans - ATG

Room Data

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<td>Responsibility Center Description</td>
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<td>Department Description</td>
<td>REGISTRAR</td>
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<tr>
<td>Room Description</td>
<td>ASSIGNABLE</td>
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<td>Space Definition</td>
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<tr>
<td>Use Description</td>
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SVG Hatch Query

Hatched Floor Plan
Data Query and Charts
# Space Dashboard

**Facilities Information Services (FIS)**

The Space Dashboard is an interactive tool provided by the University of Iowa, offering detailed information on facility spaces. This dashboard allows users to drill through data and hover on bars to see more details. The web interface provides data on various aspects such as rooms, total space, and departments associated with different spaces.

The image captures data as of 10/18/2021 2:03:23 AM CST. It includes metrics on total space, square footage, and departmental affiliations. The dashboard is designed to be user-friendly, with features that enhance data exploration and analysis.
Chart Query

Create Chart Options

1. Select field to chart on: 
   - Department Description

2. Select floor to chart: 
   - G

3. Select chart type: 
   - Bar
   - Column
   - Pie
   - Stacked

4. Group items less than: 

5. Show labels: 
   - Outside

6. Select display size: 
   - Small (8 x 11)
   - Large (11 x 17)
   - To Scale

Submit
SIMS Update

Facilities Information Services

ABOUT US

Facilities Information Services (FIS) is responsible for the design, construction, and physical development for the university’s infrastructure across 2,500 acres. This includes, but is not limited to, land use and infrastructure assets and other real property data.

FIS is comprised of the Space Information Management System (SIMS).

SPACE INFORMATION MANAGEMENT SYSTEM

SIMS is the university’s facility information system that tracks all university-owned and leased space. University building floor plans are available to view via the SIMS at UIOWA website.

For quick facts on campus acreage, number of buildings and square footage, etc., visit SIMS Facts.

Request an update to a room use, assignment, or occupying.

SIMS Update

Contact Information:

Name: Kim A. Banks
Email: kimbanks@uiowa.edu

Contact same as Requestor? Yes

Enter Hawkeye: Enter Hawkeye

Search for Hawkeye in UI Directory

Location: Please choose a building

Building: IOE2 - Schaeffer Hall

Related Attachment: Please attach related files or photos.

Add Attachment
## SIMS Update

**Description:** Please select floor and room for your request.

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<table>
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<th><strong>Current</strong></th>
<th><strong>New</strong></th>
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<tbody>
<tr>
<td><strong>Use Code &amp; Description</strong></td>
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<td>CLASSROOM - LECTURE 110003</td>
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**Capacity:** 56

**Change Status**
- [ ] Permanent
- [x] Temporary

**Comments:** (500 characters max):

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**Submit**

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IOWA

Facilities Information Services (FIS)
Facilities Information Services (FIS)

Questions?
Questions?
Next Meeting:

Wednesday, November 17, 2021 11:00 – Noon

Proposed Agenda:

• Fire and Life Safety and General Safety updates – Brent Anderson-FM Occupational Safety Manager

• Design Standards- Michael Kearns- FM Design and Construction Assistant Director, Capital Projects Quality Management
Thank you!