Facility Manager and Building Personnel Meetings Recap

The Fall Semester 2013 Facilities & Services Facility Manager and Building Personnel Meetings took place November 19-21 with four sessions presented across campus. Two were held at the Physical Plant Service Building, one at the Digital Computer Laboratory, and one at Spurlock Museum. More than thirty campus customers attended the meetings with various representatives available from F&S during the sessions.

Revolving Loan Fund

Sustainability Coordinator Morgan Johnston began the program with a brief description of the Revolving Loan Fund (RLF). Johnston said RLF information is available online in the Illinois Climate Action Plan (iCAP) Portal (http://go.illinois.edu/rlf) and explained how conservation project ideas can be submitted using the “Project Suggestion” link located on that page. Johnston said steam traps, chillers, building envelopes, LEDs, and outdated control systems are just some of the examples of potential projects for the RLF. The submission deadline for RLF projects is December 31, 2013.

F&S will begin the process of vetting all submissions, including evaluating if requests may be addressed through other energy conservation initiatives, before taking viable ideas to the Academic Facilities Maintenance Fund Assessment committee for selection. Johnston expects the selection process to be complete by February and for funding to be available in March.

This will be the second round of RLF projects. Johnston said future calls for projects will take place when there is more than $1M in the fund to allocate. Johnston said that right now due to the number of submittals and fund size, no project suggestion is too small and units can submit as many entries as they wish.

The calculated savings for these utility conservation projects with less than 10 year payback period are paid back annually to the RLF from the campus utility fund. Auxiliaries interested in submitting RLF projects for departmentally funded facilities would need to sign a Memorandum of Understanding (MOU) to establish repayment terms. Johnston said the RLF, much like the newly announced Energy Conservation Incentive Program (http://go.illinois.edu/ecip), is a method for keeping campus engaged in energy and water conservation. Over time, the RLF can grow through additional allocations or grant money received.

Environmental Compliance

Coordinator of Special Programs Betsy J. Liggett Boehm emphasized the ongoing efforts by Safety and Compliance to work with campus units to highlight environmental compliance in facilities and help raise awareness with building occupants. Liggett Boehm said self-audit checklists covering such areas as pesticides, stormwater, and lead paint are available on the F&S website (http://www.fs.illinois.edu/services/safety-and-compliance/forms) and Safety and Compliance can help answer any questions pertaining to those documents. At this time, Safety and Compliance is not performing full scale audits, but will make site visits to answer specific questions from departments. Liggett Boehm said Safety and Compliance can work with plumbers to possibly arrange drain dye testing
in certain buildings that suspect a cross connection that may discharge to the Boneyard Creek. The Boneyard Creek Community Cleanup Day and storm drain murals project are examples of efforts to protect local waterways. Posters are also available from Safety and Compliance to hang next to drains to outline proper disposal procedures. Other items mentioned included battery recycling locations on campus (http://www.fs.illinois.edu/services/safety-and-compliance/waste-management/battery-recycling) and updated recycling labels (http://www.fs.illinois.edu/docs/default-source/waste-management/binrecyclingflyerslabels.pdf?sfvrsn=2).

Integrating Multiple Work Orders Into Projects

Service Office Supervisor Jerry Dinnin said customers will soon have the capability to view multiple work orders in a single project. This enhanced functionality will be added to my.FS Portal options around the start of 2014. This rollout for the Portal was first mentioned during a breakout session at the F&S Customer Forum in October featuring Dinnin and F&S Data Services Coordinator Rod Schaefer. Dinnin gave specific examples of when multiple work orders could be combined and how this enhanced functionality will make it easier to track work. As a result of this new feature, customers will be able to search work by project number in addition to the current individual work order query function.

Engineering Design Zones

Associate Director for Engineering Services Robert Halverson provided an overview of recent updates to the structure of Engineering & Transportation Services, as well as changes made to work flow processes in Engineering Design, highlighting the move to Engineering Zones. The zones are aligned with the zones used by Construction Services (http://www.fs.illinois.edu/docs/default-source/Resources/management-engineers-zone-portfolio-map.pdf?sfvrsn=0). Management engineers, Damon McFall (North), Brad Ellison (Central), and John Summers (South) oversee the different zones.

Halverson said that once an engineering design request is submitted the response time is typically two days and that the department would be able to provide a timeline as to when that work would begin. Halverson said that the earlier engineering design requests are submitted the better for work such as architectural, HVAC, and exhaust, plumbing, or electrical systems. If Construction Services is involved, a project number will be created in AIm and a Construction Superintendent notified. Construction Services can also create a work order in AIm for use by Engineering Design. Halverson said although it is in engineers’ DNA to want to help solve problems and provide answers, the only estimate that counts is the one from Construction Services. Some of the chronic concerns that Engineering Design continues to address on campus includes fume hoods, inadequate electrical power, temperature complaints, and egress concerns.

Maintenance/DoR

Superintendent of Building Maintenance Dean Henson, and Assistant Superintendents Mark Barcus and Ken Buenting provided updates during the sessions. The campus allocated $750K, non-recurring for FY2014, for additional Preventative Maintenance (PM) work relating to energy conservation: air
handling units, pumps, and steam traps. Checking older electrical panels is also one of the priorities for PM work.

The transition toward integrating all work through a Work Control Center, target date for the start of FY15, is ongoing. Two additional maintenance planners have been added, there are now four planner positions. Three of the planners will be responsible for scheduling work across specific maintenance zones, each overseeing two of the zones. Major points of emphasis of the control center will be to execute and close all work orders within 30-60 days and schedule a full week’s worth of work for employees.

Charge out work less than 16 hours will begin to be assigned to the maintenance zones, deemphasizing the funding source as a factor in scheduling. For example, the same person assigned to replace light fixtures in a building could also be assigned to address any departmental requests for similar work. Shops, previously separated between maintenance and construction, have been restructured as part of this transition. Reimbursable dispatch work orders will also go to the zones since they are on-site and can respond in a timely fashion.

Division of Responsibility Coordinator Mike Stilger said that he is continuing to update DoR-related documents in the Campus Administrative Manual in order to provide more details for customers about what are F&S and departmental responsibilities, providing documents for new buildings, and trying to provide DoR comments for customers during design phases of project reviews. He said that access to DoR documents through the my.FS Portal is available on an authorization basis by contacting him mstilger@illinois.edu.

The next Facility Managers and Building Personnel Meetings will be held in the spring. Please feel free to leave feedback for these meetings or suggest future topics at http://go.illinois.edu/fandsfeedback.