

## FACILITIES NEWS

Spring 2005



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## A NOTE OF THANKS

**To All Staff,**

As we concentrate our efforts on completing summer projects on time and preparing for school opening, which soon will be upon us, take a few moments to review this issue of Facilities News. This issue focuses on the work that we hope to accomplish this summer as well as the capital projects that are underway. It also highlights the work that has been accom-

plished in the past month or so including Commencement support and re-organization of staff. Thank you all for the tremendous job that was done preparing for and supporting the various Commencement activities. Your efforts were noted by many.

As you are aware, a search committee has been formed to conduct a national search for a Vice President of Facilities Man-

agement. The list of applicants has been screened and the first round of interviews have been scheduled for mid-July. As we move forward with the many tasks ahead of us, particularly during this transition, your continued support is appreciated.

Sincerely,

Stephen M. Maiorisi  
Acting VP Facilities

## IMPROVING FACILITIES—RESTRUCTURING

Several areas within Facilities Management have been restructured, which will allow for continuous change and improvement to continue and will consolidate some areas to allow for a more cohesive and efficient department as well as create some additional resources within existing staff to take on important tasks.

Restructuring reduces the large number of direct reports to the VP from 10 to 7; allows for a more attractive position to recruit potential candidates; and it assists the Acting VP by allowing him to focus on critical areas.

Design & Construction

Paul Dietel, Project Manager, has assumed the role of Acting Assistant Director, thereby re-

ducing the number of direct reports to the D&C Director and will allow the entire office to be more flexible given the almost \$350 million of capital program that we are embarking on.

Administrative and Business Services

As a result of internal analysis, working with Brown HR and looking at peer institutions, a new role was established—Director of Administrative and Business Services. John Wilson will manage this area and will be responsible for overseeing the Manager of HR, Manager of Stores, the Director of Finance, and the Director of IT. This will consolidate all like services into one area and will allow for a more efficient, focused and integrated operation.

Physical Plant

In order to backfill for John Wilson in the Custodial Office, Donna Butler will serve as Acting Director of Custodial Services and John Guglielmetti will serve as an Acting Manager. As noted above, Stores (Dan Murphy) will move to the new Administrative and Business Services unit.

Initiatives that have been on the “to-do” list for improvement include the building audit program, explanation of services costs, customer focus group work and project liaison between Physical Plant and the other offices. As Associate Director of the Physical Plant, Bob LaVigne will assume these responsibilities as well as others that are critical to moving the FMD to the next level.

**FACILITIES NEWS:**

This edition of *Facilities News* includes information regarding many of the efforts underway. It has been written to provide all FM employees with information regarding Department activities across the various Offices.

If you have any suggestions for articles or would like to contribute to *Facilities News* please contact FM Administration.



Haffenreffer Museum Display Project, Manning Hall

## PLANNING

The planning office is busy working on several campus-wide initiatives and preparing the way for capital projects.

This spring we conducted a series of public meetings to review our Institutional Master Plan, which will be submitted in the Fall. Two issues we heard a lot about are parking and traffic. Consequently, we are spending the summer and early fall exploring options for parking garages and doing a campus-

wide traffic study—the first of its kind. Approval of the Institutional Master Plan is a requirement before we can move forward with any of our major projects.

We are also working on several planning efforts that will improve the appearance of the campus. We are working with the University architect/consultant to finish up Preservation Guidelines (this is being funded by a grant from the Getty Foundation).

We are working with Pentagram to develop better signage standards and we will be choosing a consultant to help us develop exterior lighting standards. Look for training sessions as these studies are completed.

As we all know, it is not just the appearance of the campus that is important. We also need to improve how it works. Many of you have talked with or seen SEA Consultants this spring working

on a Materials Handling Plan. This will be a critical aspect of our growth, as we do away with “dumpster alley.” Thanks for your help with this important study.



Pembroke Center rendering



Jonathan Nelson Fitness Center model

**Do you have a suggestion for Improving Facilities?**

## ENGINEERING & ENERGY

The implementation of the Site Utilities Master Planning began in February after selecting WM Group Engineers, P.C., a mechanical firm from New York, and Frank R. Holtaway & Sons, Inc, an electrical firm from New Jersey, consultants to assist with infrastructure upgrades. Presently we are focusing on:

- Central Heat Plant (CHP) upgrades with work scheduled for this summer to re-tube the low pressure boiler

and re-casing work, upgrade of the High Temperature Hot Water (HTHW) pumps to allow operation with variable frequency drives, and installation of instrumentation to allow higher capacity from the plant as new buildings are added to the HTHW loop.

- Design for the replacement of the HTHW piping to address the piping from the CHP to Bio Med.
- Schematic design for a pro-

totype satellite chiller plant to be incorporated in strategic locations such as Sidney Frank Hall and the Jonathan Nelson Fitness Center.

- Upgrades to the Alumnae Hall electrical substation with work tentatively scheduled for the fall.
- Schematic design of the electrical distribution system.

Ongoing projects include the

design and construction standards website. Additional standards will be added throughout the year. The next batch will focus on building envelopes.

The Central Utility Metering System software installation is at a point where information is now available at the following web link: <http://fm-meter-sql/ion/>. Training will be held this summer for various offices within Facilities that have a need to utilize the data.

## PROJECTS—BUILDING, LANDSCAPE, INFRASTRUCTURE

It has been a very productive season for the Design and Construction office.

Several new projects, including the renovation in CIT for the Computer Science Department, Manning Hall first floor renovations to house Haffenreffer Museum collection displays (see photo on Page 2), and the Library Storage Facility at 10 Park Lane, have been completed.

The Life Science Building is moving along with approximately 110 workers onsite every day, by early August,

the white tarps will be removed and we all will get a glimpse of the masonry and glass curtain wall that is being constructed behind it.

This summer, we will be working on many projects including the work in 48 dormitories upgrading sprinkler and fire alarms, an exterior renovation of Nicholson House, a new roof for the Rockefeller Library, and renovations in Maxcy Hall.

Architects have been selected for several upcoming projects: Skidmore Owings

and Merrill (SOM) for the Sidney Frank Hall project. We are currently working with them on programming and design; schematic designs are scheduled to be reviewed in the fall. Architect Toshiko Mori for the addition and renovation of the historic Pembroke Hall building; see rendering on Page 2. ShoP Architecture was selected, after a design competition, for the Jonathan Nelson Fitness Center; see photograph of model on Page 2. ARO was selected for the Study Center in Sciences Library.



The RI Historical Preservation & Heritage Commission presented a Preservation Project Award to the University for the restoration of the Computing Laboratory.

## FACILITIES EFFORTS UNDERWAY

IT staff will begin replacing WinTerms with PC's.

Windows XP with Office 2003 has been installed for all PC users.

For faster and better performance, the Citrix servers were recently upgraded. If you are interested in con-

necting remotely from home, contact the IT Helpdesk at: [FM\\_IT\\_HELPDESK@brown.edu](mailto:FM_IT_HELPDESK@brown.edu).

The latest module of FAMIS has been installed (FAMIS8i). New modules—Utility Management, Inventory Control, and Capital Projects—will be implemented next.

Coming soon, *Brown Bag Training Session*:

- Computer basics 101
- Navigating the Facilities Management Network
- Outlook

## PHYSICAL PLANT & SERVICE OPERATIONS

The **Electrical Division** began inspecting and making necessary repairs to all outdoor lighting at athletic venues, installing smoke/CO2 detectors in all rental properties, inspecting and replacing smoke detectors in many of the residence halls and replacing light ballasts in the auditorium in Barus Holley and hallways in Thayer Street Quad.

The **Plumbing Division** began replacing water meters throughout the campus, shower valves in Minden and storage tanks in Caswell Hall.

The **HVAC/Controls Division**

has been busy repairing underground steam lines at Miller Hall and Andrews House, reconfiguring heating controls at 163 George Street, installing automated "shoulder season" controls in Bio Med, JW Wilson, MRL and Geo Chem. In addition, they will be cleaning, replacing and repairing equipment throughout the campus.

The **Structural Division** has been busy re-keying Miller, Metcalf, Plantations, Barbour, 11 Brown, and Barus Holley. They plan to install privacy locks at the Grad Center, replace toilet partitions at Hope College, and

update the emergency escape plan egress charts in all residence halls.

The **Grounds Division** has been busy re-turfing, seeding, and putting all athletic fields into pristine shape. In addition, they are hard at work planting, pruning, cutting and taking care of the 155 acre campus.

The **Physical Plant Project Coordinator** has many projects on the agenda for the summer including roof repairs, carpeting, painting and exterior touch-ups throughout the campus.

### Facility Facts

*Did you know that*

46,000 light bulbs are replaced on an annual basis.

The annual usage for paper towels totals 1,200,000.

Annually we issue and retrieve approximately 24,000 keys and access cards.

More than 3,000 gallons of anti-freeze is used in HVAC systems annually throughout the campus.

During the month of May, Grounds removed 28 tons of student debris, 10 tons of building debris and 5 tons of yard waste.

3,300 dormitory rooms are inspected and cleaned in the four days prior to Commencement.

Events Support staff set up for more than 5,000 events each year, with more than 500 the week of Commencement alone.

The Service Response Center process over 40,000 work orders each year.

Grounds planted 4,040 plants and flowers in preparation for Commencement.

Check Out The Facilities Web Site

[www.Brown.edu/Facilities/Facilities\\_Management](http://www.Brown.edu/Facilities/Facilities_Management)

Brown University

Name label



**Brown Facilities**

**BUILDING AND MAINTAINING THE CAMPUS**

## EMPLOYEE CORNER

### Welcome New Employees

- Antonio Aceto, HVAC Refrigeration Mechanic
- Tracie Caron, Business Analyst
- Vincent Carvalho, Custodian II
- Michael Connolly, Oil Burner Worker
- Patrick Giordano, Custodian
- Lichen Grewer, CAD Technician
- Eric Halpern, Grounds-keeper
- Will Tibbs, Planner/Estimator

### Recently Retired

- Mary Dupont, Business Assistant, 15 years

- Richie Baron, Grounds Worker, 16 Years

### Position Vacancies

We are recruiting for the following positions:

- Vice President
- Manager, Mechanical/Electrical
- Plumber
- HVAC Refrigeration Mechanic
- HVAC Refrigeration Mechanic, 2<sup>nd</sup> Shift

### Gaspar/Arzooonian Award

In honor of the outstanding contributions of two retired Facilities

Management employees, Raul Gaspar and the late Leonard Arzooonian, Facilities Custodian since 1997, Donna Caprio was selected as the 2004 Outstanding Union Employee Award recipient. Congratulations Donna. In addition, Dan Baron, a plumber since 1994, and Hermano Fortes, a grounds crew leader assigned to Meehan, received Citations for Excellence for their outstanding efforts. Congratulations Dan and Hermano.



Donna Caprio



Dan Baron



Hermano Fortes

## Mission Statement

The mission of Facilities Management is to support the University, by enhancing the quality of physical facilities. We do this through planning, designing, constructing, and maintaining in a responsive, service-oriented, effective, and environmentally conscious manner.

### Offices:

- Service Response
- Physical Plant
- Stores
- Events Support
- Planning
- Design & Construction
- Engineering
- Resource Management
- IT
- Business Support
- Administration



New Life Sciences Building under construction

## Reminders

**Employee Picnic**, Friday, July 15th, 12:00 PM to 4:00 PM, at Haffenreffer Park (in Bristol).

July 25 – August 6, 2005, **Meeting Street will be closed** to vehicular traffic on weekdays between 7:00 AM and 4:30 PM. After 4:30 PM the street will re-open to traffic.