

FACILITIES NEWS

FALL 2004

INSIDE THIS ISSUE:

PHYSICAL PLANT	2
PLANNING	2
ENGINEERING & ENERGY	2
PROJECTS	3
EFFORTS UNDERWAY	3
CUSTOMER SERVICE	3
EMPLOYEE CORNER	4

FACILITIES NEWS:

Facilities News will be published quarterly throughout the year. It has been developed to provide all FM employees with information regarding Department activities across the various functional areas.

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

A NOTE OF THANKS

To All Staff,

Great Work ! - As the summer winds down, I would like to take this opportunity to thank you for your support, during this year's school opening, and to thank you for helping to achieve a tremendous amount of work much of which has come to fruition this past summer. As I am, you should be proud of the level and amount of work that has been accomplished by Facilities Management staff in an effort to support the University's Academic Enrichment goals. Thank you for your hard work. I applaud your efforts in making our department stand out for its many successful accomplishments.

During a National Conference of University Architects, hosted by our Planning Office in June, several compliments were received on the condition of the University grounds. The landscape has never before looked so good; this I believe is

symbolic of our department as a whole. We are all working harder; it shows; and it is recognized by many including students, faculty, staff, trustees and visitors.

In recent years, we have made tremendous progress on keeping up with the many needs of the campus facilities. Recently announced new faculty and the space and operations required for them, as well as new and renovated facilities to be undertaken in the upcoming years, will continue to push us to provide great service. The announcements by President Simmons of two new buildings, Sidney Frank Hall for Cognitive and Linguistic Sciences and the Brain Science Program and the Nelson Fitness Center are a clear indication of the many exciting opportunities and challenges that face our department.

Again, thank you for all of your hard work and dedication to the



The Brown Coat of Arms at Wayland Tower.

Department of Facilities Management and Brown University.

Sincerely,

John Noonan, VP Facilities

HOW CAN WE IMPROVE FACILITIES ?

As we gear up, whether it's for the return of students or the many projects on the horizon, I ask that you take time to reflect on what it is we, as a department, need to do to reach the next level of service. Given the initiatives of the University's Academic Enrichment Plan, in order for this success to continue, we must all do our part to continue to excel. Recently, I have been discussing, with

directors and managers as well as some staff, what it is we need to do as a department to reach the next level in order to have continued success in what we do. Each Director and Manager has been asked to review with each staff person what was discussed at our most recent meeting and to get your input.

We began to outline some of the problems and issues that we face as a department and whether or not they are real or perceived. Please take time to consider these items. As this information is reviewed in your staff meetings, I ask that you share your thoughts, comments, and concerns. We are very interested in hearing your feedback and working on improvements.

PHYSICAL PLANT & SERVICE OPERATIONS

Once again, in an effort to reduce the number of service calls each year during school opening, all dorm and classrooms were inspected prior to school opening by Operations staff.

Custodial staff are to be commended for their ability to prepare 600 rooms, within a 24-hour time frame, for the arrival of summer students.

The carpentry shop renovated 2 bathrooms in Plantations and fabricated case-work and installed finish details in 295 Lloyd Ave.

University glaziers provided summer-long support for the five dorms that were renovated. Locksmiths re-keyed 11 dormitories as part of the ongoing dormitory plan.

Our grounds staff, renovated and maintained the Brown campus grounds and athletic fields throughout the summer growing season and completed a street tree inventory project.

The Plumbing division completed phase one of a three-phase program to change out all bathroom fixtures in Keeney Quad. The Electrical division retrofitted T12 lighting fixtures with T8 lamps and electronic ballasts in Pizzitola and Gregorian Quad.

The HVAC/Controls division made major changes in the operating system at Meehan Auditorium and refurbished one of the chillers, which resulted in a fog free summer of enjoyable skating.



New Student Fitness Centers in Emory Hall and Keeney Quad

PLANNING

In our Planning area we have moved from a "Strategic Framework" to a very specific set of projects that taken together will change the face of the campus. This work required the definition of several significant individual projects, planning for major utilities work, and tying them together with a common vision (evident in design guidelines, preservation guidelines, and landscaping plans).

Over the last year we have made significant gains in our ability to produce maps.

What was a hodge-podge of individual maps is now a centralized map with layer upon layer of information including information well beyond our boundaries and information gathered from external parties. Many of these maps are available via the website. Custom maps - simply combining existing data - can also be developed relatively quickly.

Working with the Provost's Space Committee and the Corporation Committee for Facilities and Design, as well

as internal University groups, we have made a big step in creating a more consistent project delivery method. Most importantly we can now determine, almost at conception, how much oversight a project should receive, a perennial problem before.

Look for the new Communications Boards to be installed on all floors of the FM building. They will be a good source of information for FM employees.

ENGINEERING & ENERGY

We continue to work toward upgrading the campus utilities including the district-chiller system installed at the Rockefeller Library and the fourth campus electric feeder. We have also implemented the first phase of a central utility metering system.

There has been a coordinated effort across Facilities to control energy and contain energy budgeting including

establishing cost controls, seeking out rebates, and competitively bidding for the purchase of oil, gas, and electricity. This can be evidenced in the Life Sciences Building project comprehensive design approach which, in cooperation with Narragansett Electric, will result in a 30 percent reduction in electrical energy consumption compared to base code design, according to the current energy model. The coopera-

tion of Facilities' Engineering, Design and Construction, and Operations areas has been critical in this effort.

Facilities Management, with Narragansett Electric and the Brown Bookstore, was able to establish a pilot program that provides rebates for incoming students to purchase energy-efficient, compact fluorescent light bulbs at the Brown Bookstore.



Upgrades to fleet (including new energy efficient electric vehicles) are underway.

PROJECTS—BUILDING, LANDSCAPE, INFRASTRUCTURE

This summer more than 47 projects were worked on in approximately 70 buildings. Various offices including Physical Plant, IT, Design and Construction, Engineering, and Planning staff worked either directly or indirectly in making them a success. Many, such as the following, exhibit how Facilities staff have worked together to accomplish this major feat.

Under the direction of our Design and Construction group the 70 Ship Street project was completed. This 100,000 square foot, fast-

track, lab space project, which was completed on schedule in nine months, could not have been done without the involvement and support from a range of staff across Facilities Management. The building is currently occupied by 16 research teams.

Also representative of the many projects was another fast-track project to complete fire system upgrades in 22 dormitory buildings, which started in June and was completed prior to students returning to campus. This was

a project that could not have been successful without the coordinated effort of many across all areas within Facilities Management.

In addition to the dormitory renovation projects this summer, construction was completed for two 2,400 square feet, satellite fitness centers in Emery and Bigelow Lounges.



Ship Street Laboratory, completed this summer.

FACILITIES EFFORTS UNDERWAY

Several efforts and goals are currently underway for the current year. These include:

Projects—Successful completion of several major projects.

Facility Renewal—Completion of report.

Project Delivery Process Document—Complete the Project Delivery Process Guidelines document.

University Storage—Complete the work necessary to actively manage 10 Park Lane.

Building Automation Systems—Develop a plan for monitoring the various buildings on campus.

Design Guidelines—Work with Facilities and Design Committee, the Campus Planning Advisory Board, and the Environmental Task Force to develop guidelines for the campus.

University Construction Standards—Complete final sections and rollout the construction standards.

Environmental Task Force—Work with the task force to develop strategies / policies / projects to identify and realize energy and cost saving measures throughout campus.

Support University efforts in Crisis Management & Transportation Management.

Training—Develop an improved training program for employees in all functional areas.

Facility Fact

Did you know that the Brown Campus consists of 234 buildings with over 6 million square feet of floor area?

CUSTOMER SERVICE

As we seek ways to continually improve customer satisfaction, we have implemented electronic programs and software to enhance support. The department's online, web-based service request system (Facilities Self Service—FSS) was successfully rolled-out to the University community. Our customers can now enter and track their own service requests.

We continue to put into operation phases of the electronic work order and management tracking system (FAMIS); the most recent module to be implemented, this summer, was the payroll module. Software has been implemented for Facilities staff that use electronic mail, to block the majority of "spam" and "junk" mail that we receive on a daily basis.

There has been an ongoing effort to streamline our Stores Operations; the University purchasing card (similar to a credit card) is now being used which has eliminated a tremendous amount of paperwork and tracking on the part of many across the department.



Elmo's replacements at the Watson Institute were planted this summer.

Check Out The Facilities Web Site

www.Brown.edu/Facilities/Facilities_Management

BROWN UNIVERSITY

Name label



Brown Facilities

B U I L D I N G & M A I N T A I N I N G T H E C A M P U S

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

EMPLOYEE CORNER

Employee Picnic—

Facilities Management had a great day of weather to hold its annual picnic at the outing facility at Haffenreffer. The picnic was well attended by staff. Thanks to the picnic committee for their work.

Welcome to New Employees—

- Jose Andrade, Custodian
- Bill Gaudet, Project Manager
- Mark Howard, Custodian
- Courtney McCracken, Project Manager
- Henry Rose, Custodian
- Emanuel Simas, Custodian

FAMIS—

Several members of the department have been working on the implementation of the new CMMS system. Thus far, space inventory, FSS, and the Preventive Maintenance modules are up and running. Special thanks to the FAMIS core team for a great effort in getting the initial modules up and running. We know it wasn't easy.

- Bob LaVigne
- Panethip Soukamneuth
- Allyson Meyer
- Lisa Betcher
- Sanny Bour
- Sith Keovanpheng
- Monty Combs

Recycling—

Brown's recycling effort is off to a fast start under the direction of Kurt Teichert, Tony Batista and two Brown students, Nadia Diamond-Smith and Christopher Bennett.

Central Heat Plant—

Central Heat Plant staff are working hard to prepare the plant for the upcoming heating season. Chief Engineer Dick Wade and lead man Webster Payne have been overseeing the summer plant maintenance work. The plant, which provides heat to approximately 70% of the campus, is scheduled to fire up in late September.



New Life Sciences Building. Steel construction began in September.