

FACILITIES NEWS

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Safety demonstration



A NOTE OF THANKS

This edition of Facilities News highlights staff recognition and training of Facilities' staff.

What a great way to start the year, more than 75 Facilities Management employees were recognized in January at B.E.A.R. Day for milestone years of service ranging from 5 years to 30+ years. Joel Arnold, Fred Barra, Manny DaRosa, Nick Golato, Verna Johnson, and Pat Mooney have a combined 120 years of service to the University! Congratulations to this year's Excellence Award recipients for their Service and Citizenship—Ebenezer, Louis, John and Gary. Congratulations to Custodian Mario Fernandes, who was selected as the recipient of the 2007 Gaspar/Arzoomanian Outstanding Union Employee Award. Thank

you all for your dedication, handwork, and commitment to the University and to Facilities Management. See Page 6 for a complete list of Service Award and Excellence Award recipients.

For the fourth year in a row, the Safety Fair was well attended by trades and custodial staff, who were educated on topics relating to workplace safety. By all accounts the Fair was considered a success.

While staff are busier than ever managing the many campus renovation and construction projects, staff remain focused on increasing operational efficiencies. Under the leadership of Monty Combs, our email accounts were successfully migrated to the University's Computer & Information Ser-

vices (CIS) department, which not only streamlined our communication with others throughout the University, it eliminated the need to duplicate services already being performed by CIS. The Business Support staff is readying for the close of the fiscal year and is working to streamline our sold service process. If you have ideas for other ways we can streamline our business operations, please bring them to your supervisor's attention or utilize the suggestion boxes.

Stay warm in these last weeks of winter.

Sincerely,

Vice President
Facilities Management

SAFETY FAIR 2008

The annual Safety Fair took place in Alumnae Hall on January 8th and 9th and focused on safety issues affecting the trades and custodial staff. "We had a good amount of participation this year," said Jack Wilcox, FM Human Resources Manager. "Attendance was much higher this year compared to last year and the staff seemed eager to learn about the latest

in safety equipment."

Participating vendors and staff from Brown's Environmental Health and Safety office and Emergency Medical Services presented on such topics as lead and asbestos hazard awareness, electrical/arc flash safety, and ladder safety. Vendors, including Rubbermaid and DeWalt, were on hand to display their new personal protec-

tive equipment and power and hand tools.

Breakout session topics included the Laboratory Safety Protocol, Bloodborne Pathogens, and Ground's Equipment Safety. "One of the highlights of this year's Fair was a crime awareness and prevention presentation from the Department of Public Safety," explains

continued on back page...

EMAIL MIGRATION—AN OPEN LETTER FROM MONTY COMBS



The email migration of Facilities Management's 125 mailbox accounts, including over 60 Blackberry devices, to Computing and Information Services (CIS) was performed on January 7th. Through the combined efforts of the FM Systems & Services group and staff members from CIS, we were able to complete the vast majority of the project in one day.

The reason for embarking on the project was to consolidate email services from FM to CIS to eliminate redundancies in systems, maintenance costs, and support services. The project benefits the Brown community by unifying

FM staff into the university global address list. We now have the ability to share calendaring and other resources, such as conference rooms, between FM and other departments. In addition, web based access to email is available to all FM staff and bargaining unit staff may now set up an email account. One of the overriding goals of the project was to minimize disruption to FM staff during the email migration. In order to meet our defined goals considerable effort went into the project plan.

A great deal of planning and communication was essential to the success of this project. Early on in the project we explored many different possible solutions and approaches. Among the options investigated was to utilize software based tools and to perform the migration in an

automated fashion over a weekend period. Ultimately, we determined the best option was to perform the migration in a manual fashion, one employee at a time, in order to address the many variables this project presented.

Once the plan was developed, testing began and involved FM staff to uncover possible impacts of the migration. The plan was refined as we discovered new technical issues to address. The plan was detailed, shared with stake holders and communicated to everyone involved. Communications included email, Morning Mail, meetings, information sessions, website postings, handouts and diagrams, and lots of discussions. In addition, it should be pointed out that all of our staff members assisted by maintaining an open mind and a willingness

to accept some changes and to address issues as they were discovered.

I would like to thank everyone directly involved in the project for their efforts and commitment and also to acknowledge all FM staff for helping to make this project go smoothly.



Email migration team

BUSINESS SUPPORT UPDATE

The department's URC presentation on the budget was made last November and the corporation has made its decisions regarding the budget for FY09. We are now detailing the FM spending plan for next fiscal year.

Currently, at the halfway mark for FY08, we are making the necessary adjustments to the current year plan to ensure that we manage within our means and

bring this year's budget in on target.

On the Continuous Improvement front, the Sold Service Improvement initiative is in full swing; and the team is conducting meetings with FM's customers to identify the areas on which to focus for improvement. We are reaching out to our customers to hear their concerns and welcome suggestions from FM staff as we strive to make this a better process

for all. Please forward comments or questions to David Woodward, Director of Finance and team leader of the Sold Service Improvement project.

Business Support has also completed its recent reorganization and is operating more efficiently than ever, stop by the 3rd floor of 295 Lloyd any time to conduct your business or just to say hello, our doors are always open!

Congratulations workspace sign design contest winners Janice Day (Most Creative), Claudette Xavier (Best Reflection of Employee), and Trish Duff (Most Likely to surface on YouTube). Thanks to all who participated!



REAL ESTATE OFFICE JOINS THE FACILITIES TEAM

The Real Estate office joined the Facilities Management team during the summer of 2007, where it continues to manage all aspects of the University's commercial real estate operations as guided by the University Master Plan. This includes the acquisition, lease, sublease, and divestment of real estate as well as the oversight of property management vendors in the Jewelry District and at the 121 South Main Street properties.

The office has aided and will continue to aid in the expansion of Brown's campus both on and off of College Hill, most notably with recent

acquisitions in the Jewelry District and on South Main Street and Waterman Street in January, 2007, October, 2005 and January, 2008, respectively. The office also supports both the leasing and purchasing of remote facilities, such as the pending new Advancement office on 5th Avenue in New York City.

Divestment of the University's excess real estate and real estate donated to the University is currently a very active part of the Real Estate office's responsibilities. The property at 1140 North Main Street was recently sold after a previous ground lease to a developer for construction of

a Walgreen's. Ground leasing the property prior to the sale enhanced the value by over \$1 million. Other current disposition projects include a 63 acre equine estate in Pennsylvania horse country as well as local property on North and South Main streets.

The Real Estate office is staffed by John Luipold, Director of Real Estate and Jana Cram, Administrative Assistant. John has been with Brown for nearly eight months. Jana has been with Brown for two years.



Brown property in Pennsylvania



222 Richmond



10 Davol Square

GUIDELINES FOR ENERGY AND ENVIRONMENT

Chris Powell, Director of Sustainable Energy & Environmental Initiatives, has outlined design guidelines to reduce environmental impacts and life-cycle costs of campus buildings, and to improve employee environments, efficiency and operations. This effort is being fueled by a desire for greater environmental stewardship on the part of the university, and increasing costs due to campus expansion, aging infrastructure, and increasing energy rates. Reducing carbon emissions to 42 percent below 2007 levels for existing buildings is a long term goal defined in the guidelines.

The guidelines set a high bar

for new construction to improve energy efficiency; all new construction must be designed to reduce energy consumption to between 25 and 50 percent below the level currently required by code. Additionally, all newly constructed facilities will follow the Leadership in Energy and Environmental Design (LEED) process and with a minimum target of LEED silver; among these are the Creative Arts Center, the Mind Brain Behavior Building, and the Nelson Fitness Center.

For acquired buildings, the target is to reduce greenhouse gas emissions by between 15 and 30 percent. Brown can further reduce

greenhouse gas emissions by switching to cleaner natural gas at the Central Heat Plant, improving the generation of electricity, and by revamping existing buildings with more energy-efficient technologies.

Brown's energy and environmental mission is to minimize its energy use, reduce negative environmental impacts and promote environmental stewardship. The university invests considerable resources each year upgrading and updating existing facilities. We can use the opportunities created by these actions to further Brown's education, research and service missions.



Blood Drive:

Thanks to Trish Duff, FM Project Coordinator, who helped to organize a blood drive at 295 Lloyd on February 7th. Special thanks to everyone who participated. By donating, Facilities has helped up to 27 patients and also helped to push Brown's overall collections during the drive past the 300 mark! (301 to be exact).

We would also like to extend our gratitude to everyone who took the time to bake cookies for the drive. Great job!!

WHAT'S THE BUZZ?

The next few months will be an exciting time as many projects complete construction and become occupied. So long to our old friend, **Smith Swim Center**, which was demolished in February. Just across the street, a renewed **Pembroke Field** will open. The recently renovated field will take pressure off the event scheduling of the historic quads by providing an inviting open space with a field for intramural sports, volleyball courts and space for other activities.

The renovation of **Pembroke Hall** will be completed by

ing renovation for Brown and is another positive step forward in Brown's energy strategy. The landscape improvements, around Pembroke Hall, will include a new seating area with a granite tribute to The Pembroke Campus. The new entrance will include paths leading pedestrians to The Walk, crossing Meeting Street and continuing under the bridge created by the Sidney E. Frank Hall for Life Sciences.

With warmer weather, **The Walk** will spring to life. Extending all the way to Waterman Street, new trees and

The renovation of **J. Walter Wilson** is scheduled to be completed before the start of the new academic year. This is an excellent example of the adaptive reuse of an existing building. Once filled with labs, the building will be modified to include space for Financial Aid, advising and other student services with the mail room relocated from Faunce House to the ground level. A new entranceway on Waterman Street will welcome students into the building.

This spring the **Campus Utility and Upgrade project** will cross Waterman Street. During this phase, installation of new HTHW stream pipes to the Main Green and central campus will begin. By September the new lines will be in the ground and the Main Green will have new landscaping around University Hall.

These are just a few of the projects scheduled to be completed this year. As you walk the campus over the next few months, take pride in the efforts of Facilities Management staff. This will be a positive transformation of the campus and an exciting time to be at Brown!



Pembroke Hall

August and when the scaffolding is lowered a completely re-pointed brick facade will be exposed. The old iron fire escapes will be gone and the chimneys completely rebuilt. The modernization of this building includes a restoration of the historic seminar room and the old library on the fourth floor. This project is planned to be the first LEED certified existing build-

grass will line the entire path. This open space with its inviting benches and lighting was made possible in part by the relocation of the **Peter Green House** to Brown Street. This historic house was completely renovated and includes a new walk-out basement with office space. The building was occupied in February.



Demolition of Smith Swim Center

TECH TIP

Occasionally check your archive folder's size to make sure it is less than 2 gigabytes (GB). If it gets any bigger than that, the archive file can become corrupted and you can lose data permanently.

To check the size of your archive, right-click on your archive folder and choose 'Properties.' Then click the 'Folder Size' button. Outlook expresses file size in kilobytes (KB), so the number should be less than 2,000,000 KB to be under 2 GB. If the archive file is larger than 2,000,000 KB, you will need to start a new archive file and move some of those e-mails from the oversized file to the newly created one.

Whenever you archive, always check the size of your archive folder. If the archive file is larger than 2 GB, contact FM IT Help Desk for assistance in reducing the file size.

GROUNDS CREW LOOKS FORWARD TO SPRING

The first snowfall of the year happened on December 7th, with two more quickly following on the 10th and 13th. Thanks in part to fleet mechanic George Bell, there were few issues removing snow and deicing. While December and its early snow and below normal temperature was difficult, Pat Vetere, Grounds Superintendent, says it's been a very productive winter for the Grounds staff.

In January, the staff removed all debris and leaves from beds and lawns, the moats, window wells, and outdoor drains. They cut down perennials and planted numerous daffodil bulbs. Pruning work on trees and shrubs has been ongoing throughout the

winter.

Grounds athletic crew has been busy as well. "Winter sports are wrapping up - the last hockey game was March 1st. and the ice will be coming out around the 26th. Grounds provides coverage in the rink up to 19 hours per day. Meehan is one of the busiest buildings on campus. It's not just Brown students in the rink either; students from Providence Country Day, Moses Brown, RISD, Pawtucket youth hockey and numerous other groups also use our ice; so we need to make sure the rink looks good for them too," Pat explains.

Simultaneously, the Spring sports season has started, and Grounds will be busy

preparing for lacrosse, baseball, softball, track, tennis, rugby and out of season sports football and soccer. Lacrosse games are being held on the artificial fields now but will return to grass come April 1st. In late February, Grounds had to plow the artificial fields and stripe them for the team.

Spring break is a big week for Grounds. A good week means they are off running both functionally and agronomically. Good weather is crucial to their success. Besides tree work, they are scheduled to start turning on irrigation systems; apply 11 tons of lime; apply preventative chemicals in beds; sweep sidewalks; redo the clay in fields; rebuild base paths and

mounds; put up wind screens; move all the track equipment from inside to outside; take out the ice in Meehan; and make the winter to spring equipment switch over. The switch from plows to mowers is always a welcome sign!



Plowing snow



Trimming trees

ELECTRICAL UPGRADES OVER WINTER BREAK

Winter break 2007 was an exceptionally busy time for both FM staff and the contractors working on the various site utilities projects. In addition to the repair work on the Main Green HTHW lines, major accomplishments were made in upgrading the campus electrical utilities, which began during the Thanksgiving break when a reduced campus population made it easier to coordinate required building outages. Low winter-time electrical demand made it easier to shift campus power loads to other electrical distribution circuits.

Building upgrades included

the replacement of the 4.16 KV distribution switchgear in the Sharpe Refectory substation and the replacement of 11 KV distribution cables and building switchgear for a number of buildings in the southern portion of the campus. Notable upgraded buildings included Geo-Chem, MacMillan Hall, the Watson Institute, Vartan Gregorian Quad, the Graduate Center, Barbour Hall, TF Green Hall, Young Orchard, 180 and 182 George Street, and the Faculty Club.

The work required power outages to each of the affected buildings, and in a few

instances, multiple outages were required in order to minimize disruptions to the overall campus. For some of the buildings, outages required considerable advanced planning and coordination with building staff to assure that critical work within the buildings could continue.

Due to winter weather and the desire to minimize power outages, the electrical work often required that FM's two portable generators be used to provide temporary power to the building while the distribution system components were being upgraded. As the

building electrical mains are typically located underground, finding suitable parking spaces for the generators adjacent to the buildings proved difficult. Sometimes parking spaces or sidewalks adjacent to a building would suffice; other times more creative ideas were required.



Generator on Brook Street outside 180 George

PUT YOUR HANDS TOGETHER: RECOGNITION FOR YEARS OF SERVICE !

The university's Service Awards recognize dedicated staff members who have completed milestone years of service to Brown university.

30+ : Joel Arnold, Alfred Barra, Manuel DaRosa, Nicholas Golato, Verna Johnson, Patrick Mooney

25 : Peter Barchi, Angelo Barresi, William Bell, Arminda Fernandes, Kenneth Harris, John Osei, Robert Sowah

20 : Antonio Alves, Orlando DaCruz, Manuel DaSilva, Jose Ferreira, Robert Fiorito, Jose Fortes, Maria Francisco, Todd French, Robert Gainey Jr, Christopher Janicki, Albertino

Lopes, Antonio Lopes, Acrisio Marques, Jose Monteiro, Jacqueline Phillips, John Prisco

15 : Michael DiPaola, Frances Fortes, Donald Hartsfield, Robert LaPorte, Jose Paniagua, Karen Rapoza, Claudette Santos, Richard Wade

10 : Maria Araujo, Donna Caprio, Armando Carvalho, Mary Darby, Cherrie DeAngelis, Joao DeLima, Mark Delomba, Robert Escoto, Ana Fortes, Frank Frattarelli, Ghazwan Jomaa, Julito Labor, Vicencia Leite, Deborah Lister, Alcina Lopes, Lissett Lopez, Sahadeo Maraj, Paulo Miranda, Luminada Montero,

Norman Morse, Lois Passawe, Maria Periera, John Shepherd, Luis Silva, Romeo Villanueva

5 : Luis Botelho, Antonio Caldeira, Julio Dasilva, Patrick Donahue, Aquarius Gooding, Manuel Goulart, Gary Johnson, David LaPlante, Bernard Larrivee Jr., Mark Lindenberg, Allyson Meyer, Carlota Monteiro, Jeffrey Parker, Amparito Ramos, Joseph Souza



President Simmons



Louis Piacitelli, Jr., Service Excellence Award Winner



EB Sowah, Service Excellence Award Winner



John Colarusso & Gary Martins, Rebuilding Together Team - Citizenship Excellence Award Winners

EXCELLENCE AWARD WINNERS - EXCERPTS FROM THE NOMINATION FORMS

Below are excerpts from the nomination forms submitted for this year's Excellence Awards. Excellence Award winners are nominated and selected by their peers in seven categories.

Louis Piacitelli, Jr., Lead Electrician - SERVICE

"...always on time, always professional, and always ready to help. His customer service skills are unsurpassed: patience, courtesy, good listening, and understanding the customer's needs – service is what Louie does best."

Ebenezer "EB" Sowah, Head Building Custodian -SERVICE

"EB goes out of his way to always make the (Engineering) department look good! They are accustomed to the exemplary service he provides; if he is out, they look forward to his return. When he is in, the department is confident that the building is well taken care of."

John Colarusso, Supervisor, Structural Trades & Gary Martins, Manager of Operations Projects, Rebuilding Together Team - CITIZENSHIP

"John Colarusso and Gary

Martins led this year's charge to involve Brown University with the Providence Rebuilding Together affiliate...With amazing good humor and professionalism, they patiently directed their unskilled but willing volunteer labor force to transform Bannister House both inside and out. John and Gary made a conscious commitment to public service by encouraging members of the Brown University community to become involved and then leading this group to participate in a meaningful community initiative."

2007 GASPAR/ARZOOMANIAN OUTSTANDING UNION EMPLOYEE AWARD

Custodian Mario Fernandes, recipient of the 2007 Gaspar/Arzoomanian Outstanding Union Employee Award. Mario, a custodian in Keeney Quad, has been a Facilities Management employee since 2000.

In 1997, at the retirement

celebration of two long-time Facilities Management employees, Raul Gaspar, a plumber who worked at Brown for 27 years and the late Lenny Arzoomanian, a steamfitter who worked at Brown for 27 years, then President Vartan Gregorian announced that each year a

Facilities Management union employee would be honored in recognition of excellent service to the University. To that end, annually this award recognizes a Facilities employee by acknowledging his or her outstanding performance, service and contribution to the University.



Mario Fernandes

WAYNE'S BLACK CHOCOLATE STOUT GINGERBREAD, FOR PEOPLE WHO LOVE CAKE AND BEER

Ingredients: 1 -1/2 cups unsalted butter, melted and cooled; 1 cup Brooklyn Black Chocolate Stout; 1 cup dark molasses; 1 tsp. baking soda; 2 tsp. ground cinnamon; 2 tbs. ground ginger; 1 tsp. allspice; 1/2 tsp. salt; 2- 1/2 cups all purpose flour; 1 -1/2 cup finely chopped crystallized ginger; 1 cup firmly packed dark brown sugar; 2 large eggs, lightly beaten; 1 -1/2 tbs. grated lemon zest (from 2 to 3 lemons); powdered sugar for dusting; 1 cup heavy whipping cream; 2 tbs. granulated sugar

Division 9 Controls Mechanic Wayne Pereno has been a Brown employee for 16 years. Wayne is an administrator of our Andover controls system, one of three controls systems run by Facilities. Most recently, Wayne has been focusing his time at the Sidney E. Frank Hall for Life Sciences where he has been meeting with building occupants, design engineers and contractors to work through start up challenges in this mechanically complex building. In 2002, Wayne became the second recipient of Newport Storm's *Beer for Life* competition, which kicked off a deep interest in specialty beers, a hobby that has brought him into a world-wide community of enthusiasts...

"I am a member of a website called BeerAdvocate.com. Last year, while browsing the food forum for a special new holiday recipe, a fellow advocate sent me the following stout gingerbread recipe he had found on the Guinness website. He recommended that I use something a little more special than Guinness. I took his advice and made mine with Brooklyn Brewery's Black Chocolate Stout, which is a Russian Imperial Stout in style. You could also use Old Rasputin Russian Imperial Stout from North Coast Brewery in California or Guinness, which works just fine too. I have made this two years in a row, and it's always a huge hit. Enjoy!"

Steps: Preheat oven to 325 degrees F. Butter two 8 by 8 inch glass or light colored metal baking dishes (I used a single bundt pan successfully). Bring Stout and dark molasses to a boil in a large deep sauce pan. Remove from heat and whisk in baking soda (it will foam dramatically, hence the deep pan). Let cool.

In a bowl, whisk together ground cinnamon, ground ginger, allspice, salt and flour. In a large bowl, combine 1 cup of crystallized ginger, melted butter and dark molasses and stir with a wooden spoon. Add eggs and lemon zest and stir once more. Gradually stir in dry ingredients in four batches, alternating with stout mixture. Pour batter into greased baking dishes, dividing evenly. Bake 30 to 40 minutes, or until a toothpick inserted into centers comes out clean. Cool cakes on a wire rack, then dust with powdered sugar. Cut each cake into four to six squares and arrange on a serving platter. In a small bowl, whip cream and granulated sugar together until cream holds soft peaks. Stir in all but a tablespoon of crystallized ginger and serve in a bowl alongside the cake sprinkled with the last bit of ginger.



Mario is recognized by Steve Maiorisi at a breakfast at the Faculty Club

Do you have an idea for this page? Make it yours by emailing [FM Newsletter](#)

BROWN UNIVERSITY FACILITIES MANAGEMENT

Offices:

- Custodial
- Engineering
- Events Support
- Finance
- Human Resources and Labor Relations
- Maintenance Services
- Planning Design & Construction
- Service Response Center
- Stores Operations
- Systems and Services

Newsletter Team:

Steve Belmore, Donna Butler, Trisha Duff, Marc Elderkin, Peter Fox, Lichen Grewer, Amy Morton, Sue Price, Jay Sisson

Contributors:

David Woodward, Jana Cram, Chris Cherau, Monty Combs, Bill Gaudet, Linda Noble, Jack Wilcox

COMINGS & GOINGS

Welcome New Employees!

- Seth Izzi, Assistant Project Manager
- Scott Lloyd, Database Administrator
- David Park, Stationary Engineer Mechanic
- Steven Phillips, Project Manager
- Marianne Quirk, Project Manager
- Cliff Resnick, Director of Planning

Enjoy Retirement!

- William Bell, Key Control/Tool Clerk
- Jose Ferreira, Master Locksmith
- Len Lague, Carpenter

Open Positions

- Construction Manager
- Custodian II
- Facilities Inventory Manager
- HVAC Refrigeration Mechanic
- Stationary Engineer Mechanic
- Supervisor, Custodial Services
- Truck Driver



Joe Ferreira



Bill Bell

In January, we said goodbye to three friends from Division 1, Joe Ferreira, Bill Bell and Len Lague. Joe retired after 20 years with the University, most recently working as a Master Locksmith. He plans to fish, boat and spend time with his grandson. Bill left Brown after 25 years of service. We will still see Bill around, but not behind the key control desk. He is now working as the Financial Secretary-Treasurer for the USAW-RI. Len had worked at Brown as a carpenter. He left to be closer to his daughter and grandkids in North Carolina. Joe, Bill, Len, good luck in your new endeavors!

SAVE THE DATE

- Stewards' meeting - 1st Wednesday of each month.
- Labor/Management Meetings - 2nd Wednesday of each month.
- Trades Summer Training Program (TSTP)- Look for postings toward the end of April.
- Safety Training - See your Supervisor for details.

Safety Fair 2008 story continued from page 1...

Jack. "The focus of that presentation was on being more aware of suspicious activity around campus and appropriate reporting mechanisms. With many of our union and non-union employees active in multiple locations around campus, we are in a position to help DPS with their mission of keeping the campus safe" Jack explains.

Jack and the Safety Fair planning group hope to expand on the Fair next year. "We can only get better each year," said Jack. "We got a lot of feedback and have a lot of new ideas; so, we're excited to begin planning next year's Fair."