ABC 2016 Fall Summit

Facilities Management & Development

What’s New & Did You Know?! September 7, 2016

Why this session?

- What’s New?
  - We are changing!
    - Cal Poly
    - CSU
    - Facilities Management & Development

- Did You Know?
  - There’s things even we don’t know that we know…. You know?
Did You Know?

- Maintenance Painting - The 10 Year “Guideline”
  - Condition of Paint
  - Original to Building
  - Other Options for Paint

Did You Know?

- Hallway Display Cases
  - Department Owned
  - Chart-field Required
    - Email
    - Portal
  - Wide Variety
    - Keys
    - Lightbulbs
Did You Know?

- **Window Coverings**
  - Facilities Maintains
    - Classrooms
    - Public Spaces
  - Department Chargeback
    - Private Offices
    - Department Offices

- **Lactation Rooms**
  - [http://maps.calpoly.edu/flashmap/CalPolyMapLactation.html](http://maps.calpoly.edu/flashmap/CalPolyMapLactation.html)
  - Shelley Giesmann – Human Resources Specialist
  - sgiesman@calpoly.edu
  - 756-5395
Did You Know?

- All Gender Restrooms
  - [http://maps.calpoly.edu/flashmap/CalPolyMapGender.html](http://maps.calpoly.edu/flashmap/CalPolyMapGender.html)
  - Printer Friendly Version: [http://maps.calpoly.edu/more.html](http://maps.calpoly.edu/more.html)

Did You Know?

- Sustainability Initiatives - Fixture Upgrades
  - Low-Flow Plumbing Fixtures
    - Aging Infrastructure
  - HVAC Control Systems
    - Multi-Year Project
    - CSU Standard 68-78 degrees
  - Lights
    - Occupancy Sensors
    - Off Switches

Please...

Don't Flush The Following:
- Paper Towels, Sanitary Napkins,
- Old Phone Bills, Goldfish, Or
- Your Hopes & Dreams
Down the Toilet - Thanks!
Did You Know?

- Occupying a New Space?
  - What to Do? Inspect ASAP!
    - Has This Space Been Vacant?
    - Is This a Change in Use?
      - Paint?
      - Furniture?
      - HVAC?
      - Custodial?
  - Notify Facilities Help Center
    - facilities-cbs@calpoly.edu
    - Portal Request
    - Chargeback

  *We’re here to help!*

Did You Know?

- EVENTS… Let’s Have A Party!
  - Canopy or Tent Greater than 20x20? Permit Required!
  - Need Power? Most Outdoor Locations Do Not Have Electrical Outlets
  - Grass is NOT Accessibility Compliant
  - Serving Food? Additional Waste Receptacles Must be Rented
  - Signage Must Comply with CAP
  - Submit Your Service Requests as Early as Possible
  - Restroom or Custodial Services Needed?
Did You Know?

Unlock Requests

- Events
  - Department Space
    - Bldg/Dept Keys Access
    - Service Request
    - May Be Chargeback
    - Restroom Service

- University Space
  - Reserved via Univ. Scheduling
  - Unlocks Scheduled

Other Unlock Requests

- Business Hours 7:30 a.m. – 5 p.m.
  - 756-5555
- After Hours University Police Dispatch
  - 756-2281
- Campus Holidays – No Unlocks

Facilities Warehouse

- Location: Building 70A (Truckee Rd. between Safety Way E. and Village Drive)

- Custodial, Electrical, Plumbing, Landscape, Irrigation, Carpentry, HVAC, Safety and First Aid Supplies.

- https://afd.calpoly.edu/facilities/facilitiesmanagement.asp
Did You Know?

- Research & Grant Activity
- **Protect Your Resources**
  - Space
  - Utility Services
    - Electrical
    - HVAC
    - Compressed Air
    - Water/Plumbing
    - Data/IT
  - *Have a Back-Up Plan!*

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Did You Know?

- **Who Do I Contact?**
  - *Work Orders vs. Projects vs. Other?*
  - Customer Service Specialist
  - Facilities Help Center
    - *Single Point of Contact!*
    - Any Facilities Matter
    - 756-5555
    - facilities-cbs@calpoly.edu
  - Project Manager Contact Info
    - Project Notification Emails
    - Project Portlet
    - Help Center!

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What’s New

- Leadership Changes

  - University President
    - Armstrong

  - Administration & Finance Division
    - Cynthia Vicario Villa
    - Senior Vice President

  - Facilities Management & Development
    - Juanita Hofer
    - Associate Vice President

  - Facilities Planning & Capital Projects
    - Joel Neal, Director

  - Facilities Customer & Business Services
    - Alisa Parnell, Director

  - Energy, Utilities, & Sustainability
    - Dennis Ellis, Director

  - Facilities Operations
    - Sarah Habermann, Interim Director

  - Environmental Health & Safety
    - David Korpan, Director

What’s New?

- Building Engineering Services
  - Curtailments

- Ventilation
  - Ventilation Outages
    - Fan Check-Out

- Heating
  - Convector Hand-outs

  - Heating Outages
    - Scheduled Summer Outages
    - Heater Check-Out

- Summer 2016 Plan
  - Night Flush
  - Approved Fans
  - System Upgrades
What’s New

- Process Improvement Initiatives
  - Minor Projects
  - Estimates
  - Keys
  - Portlets
  - Mobile Devices

- Communication!
  Communication!
  Communication!
  - Closed Work Orders
  - Cancelled Work Orders
  - Phone Calls

What’s New?

- Social Media
  - Facebook
    - fb.me/CALPOLYFMD
  - Twitter
    - https://twitter.com/CPFacilities
  - YikYak
  - Whisper
  - Others?
What’s Next?

- **The Future Looks Bright!**
  - *New Facilities Management Software*
  - *Fleet Management*
  - *Communication Strategies*
  - *Campus Collaboration*

- **Things To Watch For**
  - *Utilidor Maintenance*
  - *Event Rental Price Structure*
  - *Lost & Found Online Services*
  - *Signage & Nameplate Prices & Options*

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Facilities Management & Development

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