

BRIDGE Group Meeting

Date: 11.20.12

Agenda

- 1. Building Safety Plans & Building Roles**
- 2. Maintenance Service Level in Facilities Cost Pool (Berger Report)**
- 3. Budget Presentation**

1. Building Safety Plans & Building Roles

Mike Berthelsen welcomed everyone to the meeting and distributed the “bowtie” contact slide (see attached). He said that the goal was to continue FM and the BRIDGE group’s work to clarify and expedite communication and roles. Mike said ultimately it would be good for the institution to have a building manager(s) to represent the building occupants in each facility. Some buildings already have this and FM is looking for BRIDGE members to help identify potential folks to fulfill this role. Mike then distributed a spreadsheet which listed the building, FM’s Team Manager, Building Manager, Building Contacts, Emergency Response Committee, and the Emergency Plan. As a next step FM will post this as a Google Doc and then ask BRIDGE members to fill in information to the best of their ability. The group will review at the January BRIDGE meeting. In the meantime, FM will gather the roles and responsibilities of each position (e.g. Department Access Coordinators) that has some facilities responsibility so everyone is aware of what they are.

2. Maintenance Service Level in Facilities Cost Pool (Berger Report)

Next Mike introduced Greg Berger who has taken responsibility for reviewing what is covered within the O&M Cost Pool and updating what had been known as the Brenner report. For his efforts, Greg has been rewarded with the rechristening of said report as the “Berger report.” Despite this, Greg accepted the assignment. He reviewed a draft version of the Berger report with BRIDGE members (see attached).

Q&A

So who would pay for a walk-in freezer?

If integral to the building design (e.g. it held up ceiling) FM. If added after the fact, the Department.

Where would supplies for departmental kitchens fall?

They would be part of furnishings.

When do you plan to put this document in place?

Our goal is to have this in place by July 1, 2013. First we need to review with Colleges and Departments. As part of the meeting notes we'll send the draft report and ask that you share it the appropriate personnel. In the meantime, we'll draft a memo spelling out changes that you can also refer to.

Do escalators fall under the elevators in the building-wide systems?

Yes.

Do you plan to review this with the RRC?

We'll check in with Julie Tonneson to see if she'd like to include this as part of a meeting.

3. FM Budget Presentation

Mike went through FM's FY14 budget presentation with the group (see attached) . As part of the presentation he laid out FM's main initiatives which are:

Smart Labs – Create safe and functional labs that are more efficient and reliable. Partner with VP of Research and charge a group that will focus on sample storage (freezers, dehydration, incubators) and air exchange rates.

Combined Heat & Power Plant – Build a plant to generate both steam and electricity, using the same BTU on the “Old Main” site.

Enterprise Asset Management – First standardizing and then documenting FM's business processes and then securing a software package to replace the existing work order system. This will help FM evolve from preventative maintenance into predictive maintenance.

Standardize Maintenance Operations - Standardize and then educate the institution on what maintenance services are supported, centralize so FM is the only organization providing the services and create a new cost pool to pay for them.

Q&A

When will you replace Compass?

We're beginning a visioning exercise in January but fully expect this to be a multiyear process.

Are you trying to move the steam plant off the river?

We'll keep the SE steam plant until at least the debt service is retired. With growth in the Northeast side of campus, it would be logical to put the next plant after the CHP out there. However we don't have land at this point and that project will be more than a decade away.