

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, August 17, 2020

Meeting not held this week

Kevin Cloos

- Wise Painting will paint several doors at Mason Hall
- All Paint will paint the dock doors at Dods Hall
- S.E.G. will remove the asbestos containment at Jewett Hall loading dock on Monday
- Lot 9 back section along the soccer stadium and fields is closed off for Residence Hall move in
- Lake Way Drive (Ring Road to Brigham Road) will be closed to all traffic 8 am to 5 pm for move-in on Monday, 8/17, Tuesday, 8/18 and Saturday, 8/22
- Reminder that all exterior doors at the Residence Halls must be closed 24/7 and not propped open
- All fire doors in the buildings must remain closed and not be propped open
- Residence Hall Move-In 8/15/2020 to 8/22/2020
 - The office will be open 8:00 a.m. to 5:00 p.m. on Monday, 8/17 and Tuesday, 8/18
 - The office will be open 8:00 a.m. to 4:00 p.m. on 8/19, 8/20, 8/21
 - The office will be open on Saturday, 8/22 from 10:00 a.m. to 3:00 p.m.
 - There will be limited Custodial and Trades staff working on the weekend

Mark Delcamp

- Staff continues working in buildings to set spaces up for social distancing
- Staff will be working to add additional hand sanitizers into academic spaces
- Blinds have started arriving for Residence Halls. Staff will be swapping them out as they are received
- Buildings are being detailed as we continue preparing for move in
- We will have limited staffing scheduled for this weekend's move in

Orion Purslow

- Finished the pipe and wire from the storage building to the Butler building. All set for JCI and the new panel installation
- Outside wireless was completed
- Working move in for any electrical needs
- Repairing lighting circuits where solar project damaged wiring
- Working on work orders and PM's

Tim Bentham

- Continue working on issues with the Campus Energy Metering project
- Working with Facilities Planning on Fuel Tank Replacement Project, Mason AHU Phase 5 Project, Houghton Fit Out, Solar Array, I.T. Emergency Power and UPS Replacement and Reed Library Exterior Rehab
- JCI/Simplex will install the new fire alarm panel in the Butler Building as soon as it arrives. Scheduled to arrive sometime in August

- JCI/Simplex is scheduled to update the Mass Notification computer on Aug. 18th
- Continue working with National Fuel Gas to locate underground gas lines. They plan to be on campus sporadically locating underground gas lines
- Working with All State Fire and Sprinkler on repairing the sprinkler system fire department connection repairs
- Working on repairs to the TEKWORX automation system in RAC Addition

Tim Lillie

- Staff continues to go through the buildings sanitizing high touch areas
- We are mostly done with the resetting and storing of classroom furniture. We still need to do more work in Mason, RAC, Reed, and SC
- Compiling a list of new hand sanitizer locations by building
- Completing many work orders for the new students that moved in. Mostly bunking beds

Rich Newton

- This week the Grounds crew will be working on the usual maintenance items of mowing, weed eating, weeding in perennial beds, and trash collection around campus
- We will also be working on installing engraved pavers into the walkway at the Williams Center patio and replacing more damaged Detection Tiles at crosswalks by Mason
- The crew will be assisting with move-in requests for cones, barricades, and signs as they come up, as well as assisting with the disposal of excess packing materials at Res Halls

Nelson White

- Working with contractor to address storm drain issues behind Mason Hall and Lot 7
- Science Center-Room 321 – trying to find source of leak in ceiling
- Rockefeller- Domestic hot water back on line-all control boards replaced
- Grissom Hall- still have 1 drinking fountain to finish installing
- Working on PM work and work orders as they come in
- Science Center-Room 242-waiting on parts to fix D.I water supply line that was leaking

Jim Kuras

- Working on various Res Hall work orders
- Installing partition walls in Carnahan Jackson
- Will be installing plexiglass sneeze guards throughout the campus this week
- Will be installing banners on light poles throughout the campus
- Touching up paint in the main lobby of University Commons

Gary Hardy

- Working with Feed Water Treatment Systems on cooling towers
- Continue cleaning refrigeration equipment for FSA Have ice machines left to do
- Staff are now covering the heating plant 24-7 again
- PM's and work orders

Campus Calendar	
8/24	First Day of Classes
9/7	Labor Day – Classes in session
11/20	Last day Face-to-Face instruction

Heating Services Schedule for 8/17-8/23							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis	G. Hardy H. Farner K. Watrous S. Carutis	H. Farner K. Watrous	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas M. Hill	D. Halas M. Hill	D. Halas M. Hill	M. Hill	M. Hill	D. Halas
3rd 11 pm-7:30 am	K. Szklenski A. Jagow	A. Jagow K. Szklenski	A. Jagow K. Szklenski	K. Szklenski	K. Szklenski	A. Jagow	A. Jagow

Custodial Supervisor Schedule for 8/17-8/23								
	#	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Tim Lillie	65	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	Off	Off
Darlene Miller	51	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	Off	Off
Art Franklin	43	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	Off	Off
Nick Valentine	32	Off	Off	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	Off	Off
Rich Logan	62	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	Off	Off

Trades Coverage for Move In Saturday, 8/22				
Office	Saturday	10 am-3 pm	Shannon McKoon	3452
Electricians	Saturday	10 am-3 pm	Chip Riewaldt	66
			Rodney Hayes	64
Grounds	Saturday	9 am-1 pm	Jim Foringer	92
			Phil DiFrancisco	97
Lockshop	Saturday	10 am-3 pm	Pete Cortes	54
			Nick Polvino	25
Plumbers	Saturday	10 am-3 pm	Nelson White	71
			Steve Kosierb	79
Structural	Saturday	10 am-3 pm	Don Dillenburg	67
			Jim Kuras	49

Custodial Coverage for Move-In (Residential) Saturday, 8/22-Sunday, 8/23				
Saturday	Supervisor	9 am-5 pm	Rich Logan	62
	Andrews	9 am-1 pm 1 pm-5 pm	Julie Echevarria Josh Roman	08-01 33-01
	Kirkland	9 am- 1pm 1 pm-5 pm	Linda Nixon Elizabeth Goblirsch	08-02 74-01
	Corridor	9 am- 1 pm 1 pm-5 pm	Jeff Deering Phil Collier	83-02 35-01
	UC, Gregory, Townhouses & Float	9 am-1 pm 1 pm-5 pm	Juliana Krauter Jorge Rosa	33-01 24-01
	UC, Gregory & Float	3:30 pm-12 am	Dan Schrader	74-03
Sunday	Alumni	7 am-3:30 pm	Jessica Brown	21-02
	Disney	7 am-3:30 pm	Elly Irizarry	24-02
	Eisenhower	7 am-3:30 pm	Carmen Vazquez-Ruiz	24-02
	Nixon	7 am-3:30 pm	Brooks Glapa	20-02

Custodial Coverage for Move-In (Academic) Saturday, 8/22			
Supervisor	9 am-5 pm	Rich Logan	62
Athletics & RAC	6 am-2:30 pm 6 pm-2:30 am	Andrea Markham Hannah Cleland	16-06 16-03
University Commons, Gregory & Science Center	8 am-12 pm 12 pm-4 pm	Iris Rosa Barb Barreca	05-01 12-02
Williams Center, Mason & McEwen	8 am-12 pm 12 pm-4 pm	Wayne Seabolt Jeff Deering	13-01 83-02

Residence Director Staff— Fall 2020				
Residence Hall	Area	RD	Apt.	Office
Alumni	A	Tracy Halloran	3262	3261
Chautauqua	A	Anissa Scharborough	3412	3411
Disney	B	Leanna Hess	3516	3515
Eisenhower	B	Christopher Shirley-Brown	3518	3517
Gregory	A	Patrick Toscano	N/A	3491
Grissom	B	Richard Sanders	3512	3511
Hemingway	B	Adrian Vega Bautista	3566	3565
Igoe	B	Megan Hanrahan	3562	3561
Kasling	B	Alyssa Stephens	3514	3513
McGinnies	A	Ally Sievers	3352	3351
Nixon	A	Fatihath Assani	3432	3431
Schulz	B	Terron Brown	3564	3563
University Commons	A	Patrick Toscano	3679	3678
University Village	A	Dan Goodwin	4981	4982

Residence Hall Coverage Schedule		
Monday, 8/17 from 9 am through Monday, 8/24 at 9 am	Areas A & B: Pat Toscano	679-8524

Anniversaries—Thank you and Happy Anniversary!!	
Susan Lucas will be starting her 11 th year	Scott Pagano will be starting his 5 th year

cc:
Facilities Services Staff
Judy Langworthy
Katharine Bixby
Kevin Kearns
Brent Isaacson

Geoffrey Braun
Kathy Forster
Eric Hadley
Scott Martin
Brian Studley

Cedric Howard
Markus Kessler
Marc Levy
Jerry Fisk
Dan Goodwin

Sarah Laurie
Denise Szalkowski
Betty Gossett
Ben Miller
Don Scott

Stephen Rieks
Aaron Parkhurst
Kevin Hahn
Michael Metzger
Mark Suida