BUILDING MANAGER MEETING
April 25, 2024
AGENDA

• Opening-Jane Harris

• Facilities Updates
  ➢ ABM Contract and Building Manager Role – Gil Hanzlik
  ➢ Steam Plant Shutdown – Gil Hanzlik
  ➢ Environmental – David Weddle
  ➢ Maintenance Updates – Rodney Winfield, ABM
  ➢ Custodial Updates – Honoria Jackson
  ➢ Campus Grounds/Athletic Fields – Will Bowles

• Capital Outlay Updates – Jonathan Taylor

• Debate – Jane Harris

• Round Table
Facilities Updates
Steam Plant Shutdown

May 13 – June 17 (* 4 weeks duration pending finalization of Summer Camp Schedule)

Work that Planned to be done during 2024 shutdown

1- Replace steam transmitters at tunnel entrance and support hangers
2- Repack steam valves in tunnel
3- Replace condensate pump head in Harris Hall steam vault
4- Replace main steam PRV in MT. Carter mechanical room
5- Remove old condensate in Heating Plant.
6- Replace bad steam traps (90psi) in various mechanical rooms
7- Open up clean boilers for inspection.
Facilities Contract – What’s In/What’s Not

Fixed budget does not include:
• Tenant driven work requests
• Corrective work due to vandalism or Acts of God
• Maintenance of Lifesafety Systems (Sprinkler, Fire Alarm, Fire extinguishers, etc. - DPPS)
• Keys
• Task Orders – Corrective work with a value greater than $1000
• Non-University Event Support

Emergency service call:
• Poses imminent danger to health, life, or property
• 1 Hour response

Urgent service call:
• No immediate threat to personnel or property
• Might affect the health of personnel, lead to property damage or lead to disruptions in University operations
• Stabilize within 2 hours of notification during normal work hours or within one hour of next work day shift if called outside of normal working hours. (Repair may be later)

Routine service call:
• Examples are loose baseboard trim, burned out light, dripping faucets, broken floor and ceiling tiles, damaged dry wall
• Respond to customer within 48 hours of notification received. Work to be complete within 10 calendar days
Major Task Orders (Not in Base Contract)

• Special Cleaning/Disinfecting
• PPE
• Special Projects/Cosmetic Upgrades
• Tents/Toilet Trailers
• Signage/Graphics
• Additional Support
  • Furniture Repairs/Assembly/Moving
  • Discretionary Requests
  • Window Treatments
  • Painting
• Dedicated Custodial or Maintenance Staff
• Trash Removal and Litter Patrol
• Service and Special Event support (Beyond the 16 specified in the contract)
• Arborist Services
• Landscaping
Role of Building Managers:

- Act as a primary contact with Facilities Management
- Attend Building Manager Meetings
- Initiate non-emergency work requests in Maximo® system for maintenance in their building
  - Uncomfortable A/C or heat, a light burned out, trash not picked up, etc
- Call in emergency and urgent maintenance requests directly to Facilities Management
  - Burning smells, loss of electrical service, sewage backups, broken glass, a broken water pipe, toilet flooding, icy conditions, fallen trees, etc.
- Work closely with Facilities Management to ensure buildings are kept in a good state of repair
- Inform building occupants of maintenance activities that may impact building operations (i.e. electrical power outage)
- Provide Key Control/Coordinate access of locked areas in their building as directed by the Dept. of Police
- List of Building Managers is on the Facilities webpage at the address below:
  [https://www.vsu.edu/facilities/building-managers.php](https://www.vsu.edu/facilities/building-managers.php)
Workorder System – Maximo

Service Requests

Emergency Requests for Maintenance (i.e.: burning smells, loss of electrical service, sewage backups, broken glass, a broken water pipe, toilet flooding, icy conditions, fallen trees, etc.) are to be placed directly to the Facilities Call Center at: 524-5451 for prompt service.

Non-emergency Facilities Service Requests (i.e.: uncomfortable A/C or heat, a light burned out, trash not picked up, etc.) are to be submitted by the designated Building Manager through the Maximo® system.

Maximo Login:

2. Log in using your VSU account login
Environmental Updates

• Annual Air Permit and VEEP Data submitted in early April
  • Virginia Environmental Excellence Program member since 2016
  • Air Permit Emissions under regulatory caps since 2012

• Hazardous Waste Pick-ups
  • Coordinate with facilities
  • Facilities must have a copy of waste manifests (EPA/DEQ requirement)

• It’s Spring…
  • Unfortunately, outdoor mold peaks in April-June
  • Finding and eliminating water/humidity source is more critical than testing

• Contact: David Weddle, dweddle@vsu.edu
Campus Grounds

Current Work:

- Planting seasonal flowers, ornamental grasses, trees etc. around campus
- Applying pre/post emergent chemicals to minimize the growth of weeds
- Weekly Mowing of the entire campus
- Trimming hedges and trees as needed around the entire campus
Athletic Fields

Current Work:

- Keeping the athletic fields in game ready shape.
- Weekly mowing and dragging of athletic fields.
- Applied granular pre-emergent to help prevent the growth of weeds
- Sweep/Groom the artificial turf football field about every 40 hours of use or once a month if there isn’t much use on the field.
Campus Grounds

Future Work:

- Continue planting the seasonal flowers for Spring/Summer and will do the same for the Fall/Winter.
- Continue with weekly mowing of the entire campus.
- Trim Bushes, hedges and trees as needed throughout the summer and fall months.
Athletics Fields

**Future Work:**

- Keep all athletic fields in game ready shape and irrigated in preparation for Fall sports (Football, Soccer etc.)
- Apply granular and liquid herbicides/fertilizers to ensure the athletic fields have clean turf
- Removing painted lines from the spring sports that were played on it and stay on schedule with grooming the turf field.
Custodial:

- We continue to provide sanitizing for potential exposed areas of Covid as requested.
- Performing room turns for all residence halls, University Apartments of Ettrick, and modular units. (Camps and Upcoming Semester)
- Shampoo carpets and strip floors Academic Buildings.
- Preparing for President’s Retreat in Gateway Residence Hall.
- Stripping/waxing and shampooing carpet in all Residence Halls and Annex.
- All residence halls will be treated for pest control in preparation for student move in.
Maintenance Update

• Install (13) fan coil motors at Engineering Building.
• Changed out AC units at University Apartments of Ettrick.
• MT Carter replace duct work.
• Quad II replace (4) damper actuator motor ERVs
• Daniel Gym (Golf Room) changed out 18k BTU AC Unit.
• Support to Robert Fitts of removing line of chiller in Douglas Wilder Building.
• Replaced several sequencers in University Apartments of Ettrick.
• Repaired wood bridge between Douglas Wilder and Gateway.
• Replaced water heaters and toilets on campus (Moore Hall) and UAE.
• Install new windows in UAE, Quad I, Quad II, and Moore Hall.
• Currently replacing and updating the outside pole lights to LED lights.
• Currently replacing ballast lights to LED lights in residence halls.
• Install new appliances and repair broken furniture in University Apartments of Ettrick as needed.
Capital Outlay Updates
Academic Commons - Demolish/Replace Daniel Gym and Harris Hall

Target Completion – September, 2025
Construct Admissions Building
Target Construction Start Summer, 2024
New Student Union
Target Construction Start Summer, 2025
Improve Campus Drainage
Target Construction Start - Summer, 2024

Ex. Area A

Ex. Area B
Renovate Summerseat for Urban Agriculture Center

Awaiting new funding target and approval to advance to construction (FY24 Budget Bill Item)
Improve Access and Accessibility

Multiple Locations
- Entrance and restroom modifications
- Elevators
  - Replacement of elevators beyond useful life
  - Elevator Tower/Stairwell Additions
## Infrastructure Projects

### Waterproofing 10 locations
1. Virginia Hall
2. Colson Hall
3. Davis Hall
4. Gandy Hall
5. Singleton Hall
6. The President’s House
7. Lindsay Montague
8. Johnnella Jackson Hall
9. Institutional Effectiveness
10. Jackson Place 3 & 4

### Roof Repairs, Partial or Full replacements at 12 campus buildings
1. Summerseat
2. Jesse Bolling
3. Engineering Technology
4. Hunter McDaniel
5. MT Carter
6. Owens
7. Singleton
8. Wilder
9. Gandy
10. Colson
11. Lindsay Montague

### Improve and Replace Technology Infrastructure
1. Data Underground Utility Improvement
2. Correct security, safety, and environmental issues in Network Rooms
3. Replace teaching technology in classrooms

### Improve Infrastructure for Safety, Security & Energy
- Physical Security
- Electronic Security
- Exterior LED lighting
- Steam System
- Boiler Replacement
Approved in FY23 – Construct BOLT Leadership Center

- Performance stage and amphitheater in the oval—able to accommodate various types and sizes of events.
- Future Academic Building and Library Addition will frame this transformational campus space.
2024 Budget Bill - Construct New Student Housing
Virginia State University was selected to host a 2024 presidential debate following a comprehensive review process by the Commission on Presidential Debates. The committee found that VSU was an ideal candidate with the necessary facilities and accommodations to be a debate host site. Furthermore, the university firmly believes that its history, commitment to academic excellence, diversity, and shaping future leaders factored into the decision. VSU is honored to be a debate host site and welcomes the opportunity to solidify further its reputation as a premier institution of higher education.

The debate will be held in the VSU Multipurpose Center (MPC). Built in 2016, the MPC is a state-of-the-art venue located on the VSU campus with the necessary amenities to accommodate high-profile events.

The exact cost has yet to be determined. However, VSU sees the debate as an investment that will have both short-term and long-term benefits for the university, our students, and the surrounding community.

The benefits and the learning experience from the debate will be worth the minimal disruptions that may happen.

Security will continue to be a top priority as the debate approaches.

Distribution of tickets is handled entirely by the Commission on Presidential Debates. Traditionally, tickets for presidential debates are not made available to the public. The debate will be broadcast on all major television networks.

There will be opportunities for volunteers leading up to the debate. Please continue to check our VSU Debate website for more information.
Round Table and Questions