



# Facilities Management News

Vol 3 Issue 2

May 1, 2007

*Summer is about here as we watch the school year come to a close. The school year has been good to Facilities Management as we delivered good work in a timely way. Thanks for all that you have done. The summer promises to be very busy with the many camps and conferences commingled with summer school, Institute for Priestly Formation and other long term programs using the campus. It is very interesting to watch IPF, Pharmacy and CSP grow each year and ask for more services to meet the demands of the constituents. The Residence Halls are very well occupied in the summer giving us little time to do the deep maintenance and cleaning we desire. Through it all, we must work in a coordinated and efficient effort. Communication amongst us is very important.*

*While the work this summer puts demands on us, we will add seasonal workers. Please welcome the help and make their summer be a safe work experience. These people want to work hard and do a good job. Listen to them because they may have good ideas about how we can be more efficient. Remember that these people haven't had the opportunity to receive the safety training we have and it is incumbent upon each of us to make sure work is done safely. They need your guidance to be efficient and safe. The acronym TEAM again applies ..... Together, Everyone Accomplishes More.*

*In February, I wrote about service delivery not being as good as it could be. Since that time, Maria Jerrell, Deb McAtee and Lindsay Lewis have been enhancing the Facility Focus e-mail capabilities so requesting parties can get an e-mail update when a given phase in a work order changes status. Dave McAtee has asked you to expand the use of the forms indicating you have done work in a space when the occupant was away so the occupant can know what you have done and when you will be finishing the task. If you need these forms, please contact Dave. Further, Facilities Management staff is giving concerns about the efficiency of the department suggesting how we could do better by changing our work methods. It is gratifying to see the desire to improve service delivery.*

*Allow me to editorialize a bit. Facilities Management is a growing and changing organization. New employees start each week, it seems. Efforts to bring the group into a cohesive unit are attempted with events like the Information Sharing Sessions; Fun Day, and Christmas luncheon. Participating in work groups like the Innovative Team, Safety Committee, and Vehicle Use Committee are other ways to unite and share thoughts and ideas. But there is a sad part of team building because we see and know of others in the organization that are not doing so well. People loose family members; miss work for injury; have a family that demands a bit extra possibly because of an illness or a financial difficulty. Please take time to help out and to support our teammates through their time of trouble.*

*Once again, thanks for all that you do. There is never a time when we can be idle. BE SAFE!!!  
Lennis*

## WELCOME

to our new employee ~

### Custodial Services:

- **Richard Brown** started working as a custodian in the Humanities and Hitchcock buildings on March 26. He has 2 children and 5 grandchildren and enjoys basketball, football, and fishing.



## Gardening tips from Jessica Heller:

### The cold snap is over! Hooray!

The early April cold snap didn't just throw people into a tailspin, it confused and stressed many of our landscape plants as well. You may have noticed that ornamental trees like crabs and redbuds have done little (if anything) this spring, and that some of your other ornamental plants have struggled as well. For the most part, this is nothing to worry about.

- Trees that are truly hardy in our area may have lost their flowers and that first flush of leaves but will leaf out just fine with a little sun and warmer temps. Trees that are marginally hardy in our area, such as dogwoods, may not fare as well and may need to be replaced.
- Perennials for the most part should bounce back just fine. If you'd like to give them a jump start, apply a quick-release, balanced fertilizer to help them recover.
- Roses may be a little trickier. Many hybrid roses (like tea roses and grandifloras) are only marginally hardy may be a loss. Shrub roses, however, are typically more cold hardy. Look at the canes on your roses-if they're still green, you've got a fighting chance. Apply a quick-release, balanced fertilizer as insurance.

### Time to get excited (if you have the energy)!

This is the time of year when the grounds department (at least some of us) gets excited about the season's upcoming landscape projects. This season's list includes some long overdue "makeovers" to be completed before the Fall 2007 semester begins:

- St. John's
- South side of the Administration building
- Linn and Labaj buildings
- And of course, renovation of the California Mall from 20<sup>th</sup> Street to Morrison Soccer Stadium

Watch for some big changes in these areas!



## *Congratulations*

*Jessica Heller..... She completed all the requirements of the Nebraska Arborists Association and is now a "Certified Arborist"*

*Paul Starr..... He successfully completed all the requirements for a "3<sup>rd</sup> Grade Engineers License".*

# News from Environmental Health and Safety: John Baxter

## Waste Reduction Grant

The Environmental Health and Safety department has been able to start working on the Waste Reduction Grant that was issued to us by the Nebraska Department of Environmental Quality (DEQ). This grant for \$33,000 will be used to evaluate a package of software from Stanford University that will be used to track what chemicals come onto campus. With new Homeland Security Laws recently passed this will be required for several hundred different chemicals. In addition this grant will be used to set up an exchange program among the smaller private universities and colleges here in eastern Nebraska and western Iowa.

In this part of the grant program Creighton University will provide an information service to the other smaller schools to sell, exchange or give excess chemicals and equipment to each other. Hopefully, this will help each member get what they need while spending less money.

The grant will pay for two years use of the Stanford software, part of Mary Duda's and John Baxter's salary for two years and will allow us to hire several students to enter and check data from each of the researchers that use chemicals here on campus. At the end of the Grant we will provide a written report to the NDEQ about what was accomplished during the grant period.

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## Workplace English Class

The Spring semester of Workplace English classes are well under way with four employees participating:

- Marcela Barrera
- Eleuteria Narvaez
- Maria Sanchez
- Enrique Barrera

We congratulate these students on their commitment to the program and wish them success. Keep up the good work!



## Baby Hinners has arrived ♥

Congratulations to Gary Hinners and his wife on the birth of a beautiful baby girl! Katherine Elaine arrived on Friday, March 30 at 10:33 p.m. weighing 8lbs. 4 oz and 21" long. Proud papa, Gary, works in Moving/Delivery.



## **News from Planning and Design: Fran Angeroth**

Planning and Design continues working on numerous projects across the campus as well as developing projects for work to be done over the summer. A few of those known and some still to be determined are as follows:

- Administration building second floor suite 235 is working on new carpeting the first part of June.
- Boyne building is considering putting in a laundry facility instead of sending their lab coats out.
- Criss building Animal Quarters has several large projects pending
- Kiewit Fitness Center replace hot tub.
- Kiewit Fitness Center is pricing projects to replace the flooring in the fitness forum, remodel the security desk and entry, and new flooring at entry desk.
- Kiewit Hall will remove all the built in desks and shelves, remove the old metal bunk beds and purchase new loft units for the entire building.
- Kiewit Hall laundry room remodel is back in discussion for this summer.
- Old Market Clinic is pursuing doubling its current size.
- Residence Hall roofs for summer Brandeis, Deglman and Kiewit Hall.
- Rigge Science work continues on several areas of removing existing cold rooms and installing new.

Work in the Boyne building on the data rewire project continues to provide many challenges. The upgrade is vital to the support of the mission of the School of Dentistry. Your continued patience is greatly appreciated.

On a personal note I am out of the office right now recovering from a total left knee replacement surgery which took place at the end of March. I hope to return to work sometime in May. I have appreciated the notes, flowers and calls of support during this time. To my outstanding staff they continue to carry the load so I can have this to get back up on two legs – Thanks Guys!



## **Summer Remolding Projects: Dan Josoff**

Wareham/O'Keefe building: Construction has begun with repairs being done to the outside of the structure and demolishing the inside of the building. The architect is busy finishing the prints and the project is moving forward. The completion of the project is scheduled for the end of December or first week in January.

California Mall Project Phase 4 & 5: Construction will start May 20 and will begin at the entrance of the soccer field and continue west to 20<sup>th</sup> street. The design for the Mall enhancement will be similar to the Mall work completed near Gallagher Hall. When construction begins, the entire construction area will be fenced off. Access into OPUS Hall will be at the south west corner of the residence hall. Access to the lower level of Campion House will be from 19<sup>th</sup> street. Pedestrians walk ways to the soccer field will also be re-routed and signs will be posted indicating the new routes. Completion of the California Mall project is scheduled for August 13, 2007.

St. Johns Church: Remodeling is in progress and will include painting the inside of the church, installing new lighting, new flooring, and new seating. Completion of this project is targeted for July 1, 2007.



# CU Wellness Program Tips:

Dawn Obermiller

## Fiscal Fitness:

### Cutbacks that can save you money and reduce your waistline!

Want to keep more money in your pockets this year? The next time you're on your way out to lunch or at the snack machine, think about how it all adds up. Over a 12 month period here's how much you could be putting away instead:

#### Soft drinks:

2 soft drinks at \$.75 each for 5 days = \$390 a year

Reduce to 1 soft drink at \$.75 each for 5 days = \$195 a year

**SAVINGS = \$195 a year**

#### Eating out:

Lunch for 5 days at \$4 = \$1040 a year

Lunch for 3 days at \$4 = \$624 a year

**SAVINGS = \$416 a year**

#### Chips or Candy:

1 a day at \$.60 for 5 days = \$156 a year

1 a day at \$.60 for 3 days = \$93.60 a year

**SAVINGS = \$62.40 a year**

**BOTTOM LINE:** Changing your habits just a little can add up to big savings and might just give your health a boost too!

**Financial Wellness** is important to our health. How many of you are stressed when it comes to money? When it comes to looking for additional ways to cut spending and build up savings, take a peek at your food bill. You can save thousands of dollars and improve your health by making a few simple changes.

1. Eliminating one \$2 bag of potato chips from your grocery list each week will save you \$104 a year!
2. By forgoing the gourmet coffee at \$2.50 a cup, five days a week, you can save \$50 a month, or \$600 a year!
3. Ordering one less \$20 delivered pizza a month can lead to \$240 in savings over the year.
4. Eating out at work 5 days a week at \$5 per meal costs you \$25 weekly, or \$100 a month or \$1200 a year!!

Source: TopDollar Newsletter



## Energy Management

Facilities Controls and Engineering departments have begun to change the HVAC systems over to cooling. This is a long process and is not like switching from heating to air conditioning at home. Temperatures may vary 10 to 15 deg. F. during this time depending on the weather. Again this year we ask for your patience and understanding during this transition. Remember, we are also changing to our summer temperature set points across campus. These set points are **74 deg. F. Summer**. We will make every effort to maintain these temperatures to conserve energy.

The Earth Day celebration was held at the Student Center on April 20. Two representatives from each the Landscape Crew and Moving Crew along with several Energy Awareness Committee members helped out with the setup and talked to the people on topics from trash pickup and landscape watering to temperature settings and electrical usage. Hand outs were also available as well as a large display explaining the City's plan on separating the sewer systems. Duane Baker, from ECHO Electric, was there to tell everyone how to save energy by switching from incandescent bulbs to compact fluorescents. He also donated and distributed 200 compact fluorescent bulbs. Keep Omaha Beautiful donated 500 packages of perennial flower seeds. The Student Center donated several dozen cookies and the Energy Awareness Committee provided popcorn for the event.



The Innovative Team is always looking for ideas that can improve our jobs and workplace. Please contact an Innovative Team member with your suggestions:

### **Innovative Team Members**

Mary Duda	Mariah Starling
Dave Feder	Jessica Heller
Dave Jackson	Mary Comstock
Dennis Graskowiak	

## **HELPFUL HINTS FOR CELL PHONE USE**

Ways to keep your Facilities Management cell phone minutes to a minimum:

- Use your 2-way radio whenever possible.
- When receiving a lengthy business call on your cell phone, call the person back to finish your conversation on a land-line.
- Limit your personal calls from your cell phone to emergency situations only.
- Use a land-line whenever possible.
- And remember....there is a charge on **incoming** as well as outgoing text-messages.