

# Facilities Management Facilities Management News News

Vol 3 Issue 4

November 2007

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2008 Benefit On-line Enrollment

October 30 – November 12

[www.cuontheweb.essbenefits.com](http://www.cuontheweb.essbenefits.com)



Re-enrollment is mandatory  
for health, dental, vision and flexible spending accounts.

**Benefit Fair** - Wednesday, November 7 (Student Center) and Thursday, November 8 (CUMC- Becic Room) from 9 a.m. to 3:30 p.m.

- You can receive a flu shot **free of charge** by showing your Creighton Medical Insurance card.
  - The cost is **\$15.00** for anyone that does not have Creighton Medical Insurance.
  - On-line enrollment assistance available at the fair.
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***Some Campus News from Father Schlegel:***

### **Tobacco-Free Campus**

At Father Schlegel's request, Dr. Syed Mohiuddin, Chair of Internal Medicine in the School of Medicine, is chairing a strategy workgroup to address the myriad issues associated with the implementation of a tobacco-free policy at Creighton University. Dr. Mohiuddin oversaw the implementation of a successful tobacco-free pilot at the Cardiac Center. Working with Dr. Mohiuddin on the workgroup are representatives from multiple areas, including Human Resources, the Wellness Council, Creighton Student Union, Facilities Management and the Staff Advisory Council. The President's Cabinet will receive regular updates on the progress of the workgroup and will review and approve the proposal before implementation. The target date for policy implementation is 7/1/08. This is an extremely important issue for the Creighton community, and I encourage you to provide suggestions and comments to the workgroup to assist them in their deliberations.

### **Emergency Situations**

The ability to communicate in an emergency or crisis situation is important for any college or university campus. To assist us in our communication efforts, Creighton University is offering a new emergency broadcast system (EBS) using cell phone text messaging. At the same time, the University is looking at additional enhancements. Already, we have over 3,000 students, faculty and staff registered, but we need to try and get everyone registered! Once you are registered, the EBS will send out a brief text message that will inform you about any emergency or crisis situation. Again, I encourage all members of the campus community to subscribe to this service. To receive EBS communications, you must register your text-capable phone device. Please go to: <https://www2.creighton.edu/ebs/>

# EXCITING TIMES AT CREIGHTON UNIVERSITY

*It is difficult not to get excited about working with Facilities Management at Creighton University as we look into the very near future. I will ramble through some of the highlights:*

- Soon the contractor will be selected for building the new Athletics Center. The Center will be primarily for Women's basketball and volleyball. It is anticipated that the building will be completed in Jan' ,09. You can see the progress with the site work now happening with the demolition of KB Kar Kare. Steve King and Daryl Baker moved their recycle center into a warehouse formerly owned by O'Keefe Elevator so K B Kar Kare could be demolished. Funding for the Athletics Center is available from gifts to the University.
- A big factory building is being built near the airport. When done, Modern Equipment will trade Creighton its property for the new building and they will be moving from their site along Cuming Street. Sometime in the fall of 2008, the former Modern Equipment buildings will be demolished. Lou Marcuccio is studying how the two newer metal buildings along Burt Street could be used by the University for storage or other functions. Funding for the new Modern Equipment Building is from an anonymous donor.
- A study recently completed about how North Omaha can be redeveloped indicates the rebuilding of Cuming Street around 16<sup>th</sup> to 27<sup>th</sup> Street. The north side of Cuming could be developed into storefronts with housing on the upper levels. This will create some nice opportunities for students to move near campus. The plan also calls for a new look at 24<sup>th</sup> and Cuming.
- Creighton has been awarded funds from the Federal Government for construction of a facility that will house the University shuttle system and the MAT bus transfer station. This endeavor to meet the expanding numbers of bus riders will also house the Public Safety offices. Construction of the facility could easily start in 2008. If you are keeping track, this is two new buildings under construction at the same time.
- Omaha sewer separation will impact Creighton. It is planned to install large sewer pipes in Webster from 15<sup>th</sup> to 20<sup>th</sup> Street going north on 20<sup>th</sup> to Cuming during 2008. The sewer separation gives us reason to think that Webster can go away as a street and become the pedestrian mall it is slated to become in the master plan. This will make driving pathway vehicles much easier. The parking on Webster Street will go away. Construction season 2009 will be complicated further when the big sewer lines are installed from 20<sup>th</sup> Street to 27<sup>th</sup> Street in Cuming. While this work is happening, early planning is that Cuming Street will be closed. Stay tuned for more information about Cuming.
- The Harper Center is scheduled to be opened in July, 2008. Lou is working on plans to move people into the space. Maria Jerrell has developed an operating budget for Facilities Management in the facility. Basically, we will provide routine cleaning and maintenance while events support is provided by the Student Services staff.
- The franchise to operate a Radiation Therapy Center is nearly put together. When the agreement is reached, a new building will be constructed west of 30<sup>th</sup> Street. The building will house state of the art cancer surgery technology and be a huge asset to Creighton and the City regarding cancer surgery. The building will not be large but it will require significant mechanical and electrical systems to support the computer technology. This is the third building that could be in construction in 2008.
- In addition to the work on sewer lines, Cuming Street will soon be a construction site for new bridges for Hi-Way 75. The last two bridges over Cuming Street will be replaced as will the last two bridges over Burt Street. The work will happen in 2008 and 2009. The State will also replace the two I-480 bridges over 24<sup>th</sup> Street. The southern bridge will be demolished in a couple of weeks. The northern bridge is scheduled to be demolished when the southern bridge can be reopened. Traveling around and through campus will be a challenge until about Christmas 2009.
- Creighton also has been awarded Federal funds to enhance the appearance of Burt Street and Cuming Street. The project is developing slowly because it needs to be coordinated around the bridge replacement project and the sewer separation project. It is fair to expect the work to happen in 2009 and could start late 2008. The Federal funding can also be used to build a pedestrian overpass over 24<sup>th</sup> Street just south of the Old Gym connecting to the parking garage. The overpass can easily be started in 2008 but may be better delayed a year because of all the other activity on the bridges over 24<sup>th</sup> Street.
- Through all this excitement, good work is going on. The Landscape Maintenance shop was recognized by the Nebraska master gardeners for the exquisite appearance of the campus. Kudos for the effort. They did this even with Jessica Heller carrying her yet to be born son. Congratulations Jessica and welcome to the world, William.
- Other good work includes the efforts to re-pipe Swanson Hall heating and air conditioning. The management of chemicals by EH&S is no small task as waste disposal is reduced. The University is looking at practices that sustain the environment including cleaning with new products to save the ozone layer. Facilities Management is reviewing documents that can find us a partner in energy conservation giving us an outcome of reduced energy consumption while freeing up part of the utility budget over time. The list can grow from here.

*As I said, these are exciting times. Through it all you continue to provide clean and well maintained spaces for educating future leaders. You are to be commended for the efforts you give and the safe way you perform your work.*

*Thank you for all you do and STAY SAFE!*

*Lennis*

How many times has someone stopped you to tell you about something that needed to be repaired, painted, or done, but you were on your way to do something else and couldn't do what the requestor asked right away?

As a reminder, we have cards for Facilities Management employees to hand out to our "customers" on campus. Simply hand the card to the person requesting service and remind them to fill out the work order online. This ensures that the proper procedure is followed and the work gets done in a timely manner. Get your cards at the front desk, behind Beth.

Additionally, the Innovative Team has been busy lately, working on planning on supporting Facilities Management in pandemic planning, among other things. We're looking for new members, so if you're interested in coming up with new, interesting, more efficient ways of doing things around Facilities let one of us or Lennis know.

### Innovative Team Members

Mary Duda  
Dave Feder

Dennis Graskowiak  
Jessica Heller

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## WELCOME

To our new employees that joined us during August, September, and October.

### Custodial Services:

- **Howard Russell** retired as a MAT bus driver and becoming bored with retirement, joined the Creighton family on September 4. He is a custodian working on the Kiewit/Gallagher crew.
- **Stanley Jones** started at Creighton on October 10 and is working as a custodian in the Residence Halls. He has 2 children and 3 grandchildren and enjoys swimming.
- **Carolina Cortes** joined us on September 10 and is a custodian in Kiewit/Gallagher. She has 1 child and enjoys working out.
- **Ida Vaughn** is working as a part-time custodian cleaning the women's locker room in KFC. She has been married to her husband, Clyde, for 44 years and has 2 children and 5 grandchildren. She loves to take walks and work in her garden.

### Mechanical Engineering:

- **Daniel Schneckpeper** is the new Maintenance Engineer in KFC taking care of the pool and exercise equipment. He has 2 daughters and 7 grandchildren and loves taking fishing trips on the Ocean at Myrtle Beach.

### Central Receiving:

- **Larry Henderson** joined us on October 29 as the new Mover/Delivery Worker in Central Receiving. Larry is retired from the Military, has been married for 23 years, and has 1 daughter. His hobbies include fishing, bicycling, reading, and gardening.



### END OF DAYLIGHT SAVING TIME

November 3 is the end of Daylight Saving Time.

Don't forget to turn your clocks **BACK** 1 hour.



# Employee Wellness Program

Get started 10/30/07

## SimplyWell Health Management 10,000 Point Banking Incentive Program

**Full Program (includes screening + \$250 into HSA)**

CU employees enrolled in CCAP Benefit Plan  
Deadline to Enroll: 11/30/07

**Online Program Only (no screening)**

CU employees enrolled in PPO I & II Benefit Plan  
Deadline to Enroll: 2/28/07

## ALL CU Employees Receive These Program Benefits!

*\*Individual Risk Report with Online Action Plan*

*\*Health Information Resources*

*\*Annual Point Banking with Incentives*

Healthy Lifestyle Programs	Wellness Challenges	Wellness Seminars & Special Events
Weight Management	Best of 'Braska	CU Sponsored Seminars, i.e. Healthy Luncheon Series or CU 1st Luncheons
Tobacco Cessation or Tobacco Free	CU on the Scale	
Final to be announced in 2008	Walk 100	CPR/First Aid Class or Blood Donation
Final to be announced in 2008	Final to be announced in 2008	Community Event, i.e. Corporate Cup, Heart Walk

Earn 3500 points to earn a CU Wellness Umbrella

**Lots of Great Prizes to Win!**

Earn 7500 points for a chance to win a \$25 value Gift Card

Earn 5000 points & earn a chance to win a Recipe Card Kit or a Movie Rental Card



Earn 10,000 points to receive a chance to win a \$30 Value Gift Card

*The journey to great health begins with a single step.*

**To Enroll in SimplyWell (Starting 10/30/2007)**  
Go to [www.simplywell.com](http://www.simplywell.com)

**Current Participants:** Log in on the left-hand side using your User ID and password you created previously.

**New Participants:** On the right hand side of screen under "New Participant," enter your Participant ID number, date of birth and gender.

For Participant ID, please use CU (case sensitive) followed by your Employee number (the same number on your pay stub). This ID must be 9 characters. You will add zeros after CU and before your employee number to result in 9 characters. See examples: (If Employee # is 1234 then your Participant ID is CU0001234 and if your # is 77, then your Participant ID is CU0000077)

### **Step 1**

CURRENT Participants Update your Contact and Security Information

NEW Participants Enter your Contact and Security Information

This will enable you to create your personal User ID and Password.

### **Step 2**

Both CURRENT and NEW Participants

Accept the Agreement and Policy Information

### **Step 3**

View and Order Lab Work CCAP Participants you will now be able to view the lab panels being offered as part of your program and also purchase additional lab prior to your health screening date. PPO I or PPO II Participants you are not eligible for the health screening and should scroll down and select NEXT to go to the next step.



## **WAY TO GO LANDSCAPEING TEAM!!**

UNL Extension Master Gardeners of Douglas/Sarpy County awarded Creighton University's Facilities/Landscaping Department with the "*Recognition of Community Beautification*" certificate. The Master Gardeners recognized the outstanding plantings and ongoing hard work and maintenance of the gardens on campus by the employees in the Facilities/Landscaping Department. I think all of us enjoy the gardens and appreciate the efforts of our colleagues in keeping the "bloom" on the Creighton campus.

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### Workplace English Class:

Level 2, Workplace English class has begun. This 9-week class will conclude at the end of November. Five Facilities Management Employees are participating:

- Ana Juarez
- Enrique Barrera
- Marcella Barrera
- Elvia Reyes



## Winter Weather

As winter approaches here in the mid-west, we need to be prepared **for snow and ice.**

During severe weather employees are advised to listen to newscasts on the mornings when severe weather conditions may force the closing or delayed opening of the University. You may also call the University Weather Hotline (402) 280-5800. The recording will indicate whether the University is operating under normal conditions, closed, a delayed start or curtailment of operations. If the decision is made to close, delay opening or curtail operations, charge the hours not worked to "excused time" on your timesheet.

In the event the University does not close, employees who may be concerned about safety in traveling to and from work may use their own judgment to stay home or leave work early (after consulting with your supervisor of course). However, you will be expected to charge the time off to vacation or leave without pay. **Sick time MAY NOT be used for this purpose.**

*Note: Please remember that if you have been identified as "Emergency Personnel", it is absolutely necessary you report for your normal shift schedule*



## It's a Boy!!

William Joseph Heller was born Friday, October 19 at 6:30pm, weighing 7 lbs. 15 oz. and 21-1/2 inches long. Congratulations Jessica and Jason Heller!

## POWER OUTAGE: Friday, October 19

### Dave McAtee

Power throughout the main campus went off around 5:30 p.m. on Friday, October 19<sup>th</sup> due to an OPPD switch that got wet and consequently blew up. Power was restored around 10:30 p.m. By Saturday afternoon the switch was rebuilt which resulted in the power off for another hour. The Criss emergency generators worked as designed to protect areas with sensitive research equipment although an additional generator was brought in to power the rest of the building. Some areas were scrambling due to some equipment that had been moved away from emergency power outlets, missing adaptors for extension cords, etc. Problems in the Data Center were experienced. A wedding and debate competition on campus were affected as well. Many employees worked over the weekend to restore power and IT systems.

A big THANK YOU to everyone that worked on the outage: Creighton employees; OPPD; Electric Company of Omaha; Sapp Bros Petroleum; Kriz Davis; Cat Diesel; and Cummings Great Plains Diesel. THANK YOU FOR ALL YOUR HARD WORK!!



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

Planning and Design continues working on many projects across the campus both inside and out that will impact some but not all. To name just a few:

- California Mall phase 4 and 5 that is developing the pedestrian walk ways from the soccer stadium up to the Harper Center is taking shape and still on track to complete in early August.
- Creighton Hall (formerly the Administration Building) south exterior is getting a full restoration by cleaning, re-grouting, stone work and sealing. We are 4 weeks in to an 8 to 10 week schedule depending on the weather.
- Creighton Hall is also getting new exterior east, west and center stairs. The first floor lobby will have new paint, lights and two sets of front doors.
- Creighton Hall the Jesuit kitchen work to put in a new hood and kitchen equipment is due to start in late October.
- The Dundee Clinic will be moving from 50<sup>th</sup> and Dodge to 51<sup>st</sup> and Underwood to the old hardware store hopefully by April 1<sup>st</sup>.
- Gallagher Hall elevator cab is receiving a new interior both walls and floor.
- KB Car Care was demolished to make way for the new athletic facility the Ryan Athletic Center.
- Kiewit Fitness Center replace hot tub – HooRay!!! The second tub is on order and should arrive in 4 to 5 weeks.
- The Old Gym Data Center is at 95% complete construction drawings to update mechanical, electrical, UPS, emergency generator and layout of the center.
- Wareham Building (formerly O'Keefe building on 16<sup>th</sup> Street) renovation is picking up speed with interior walls going up.

Planning and Design is missing one of its employees. Chris Casey has once again been called to active duty for the National Guard. The good news is, he is serving at the armory in Council Bluffs to prepare other soldiers before they ship out to the Middle East. He left the end of August and is not expected back for thirteen months.

We wish you, your family and friends a joyful holiday season and may we all reach out to others so that they too may share in our good fortune.



## **Energy Management**

### **Seasonal Change Over**

We are starting to change over from summer cooling, to winter heating. This will be a slow process again this year due to the many buildings and different systems.

Again this year we want to remind everyone to be patient with all of us during this changeover time. It is difficult to determine the exact switchover date for each building. We have to consider weather patterns, the buildings HVAC systems, the buildings control system, and the building usage. We then try to coordinate with the building personnel to reach a mutually agreeable date for the switchover. However, since spring and fall temperatures can be extremely variable, even as much as 15<sup>o</sup> to 20<sup>o</sup> so it can put even the most sophisticated system to the test.

Most buildings have designed occupied hours of operation. To help save energy the building temperatures may be changed from normal operating set points during expected unoccupied hours. If you plan to work during a designated unoccupied period, you may encounter temperatures that are different than during occupied hours. Please dress accordingly.



## Fall gardening tips from Brian Nelson

As summer season comes to an end here are some tips that could keep your landscape looking beautiful through the fall. Since the weather has cooled it is safe to lower the mower blades for a shorter cut to make it easier to rake the leaves. Aerating the lawn helps break up the hard soils which will allow easier air, water and nutrients to the roots. Applying the last round of fertilizer will help establish the root system of the grass.

For the annual plants that are in your landscapes you might want to cover them with a bed sheet for protection on the nights that are close to freezing. For the perennial plants and ornamental grasses, fall is a good time to cut them down to the ground. Fall is also the time to cut back your roses.

Working on trees in the fall is very important. Before the first freeze you can cover the base of the trunk with drainage pipe for protection from sun scald. After the trees go dormant you can cut the suckers, water sprouts, and dead branches from the tree. I recommend calling a local arborist to cut branches that can't be reached when you're standing on the ground. For large shrubs in the landscape, Fall is a perfect time to remove the dead branches from the inside of the plant. When removing any branches or trimming on shrubs, remember to only cut to one-third of the size of the plant.

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## Environmental Health & Safety

### TOP 11 REASONS TO BUCKLE UP

11. It is an Official Creighton Policy that everyone uses a seat belt.
10. It is state law in both Nebraska and Iowa.
9. Your car doesn't have an automatic ejection seat.
8. Lying in a hospital for months is not a vacation.
7. Steering wheels don't make good pillows.
6. I faint at the sight of blood, especially my own.
5. I never aspired to be a hood ornament.
4. Tombstones are not good ways to get in the last word.
3. I always hated statistics. The last thing I'd want is to be one.
2. I always wanted to fly, but not through a windshield into a tree.
1. My family needs me.

(Traffic Safety humor courtesy of the AAA Foundation for Traffic Safety.)

As we enter the heating season please make sure you have a working carbon monoxide detector in your house if you have a combustion furnace or hot water heater of any type (natural gas, wood, propane). Smoke detectors should be placed at least on each level.

Make it a habit to change your smoke alarm and carbon monoxide detector batteries when you change your clocks. It's a habit that just might save your life!!



## *Dates to Remember:*



Thanksgiving Break:  
November 22 & 23



Annual President's Christmas Luncheon  
Friday, December 21




Christmas Break  
Monday – December 24 thru Tuesday, January 1  
(Return to work, Wednesday, January 2)


# Stressed out? Ways to Lighten up...


Don't take yourself so seriously. 

 Thank God for the little things.


Look for an opportunity to help other people 


 Choose joy.

Look for the silver lining in every grey cloud. 

 Add humor to conflicts and difficulties.

Don't base happiness on outward circumstances. 

 Don't try to be perfect.

Don't be easily offended. 

 LAUGH every change you get.