



Facilities Management Newsletter

July 2013



Changes in ARM

Did you hear that a new operating unit is being established by the Chancellor? The creation of this new unit will change the way that Administrative and Resource Management (ARM) is organized. The new operating unit will include the units currently in ARM that are responsible for budget, finance, human resources, organizational excellence and shared services. It will also include a relationship with the UC Davis Health System. The remaining ARM units will continue their focus on campus planning, facilities and safety under a new name that better describes their functions. Among

this group's primary tasks will be the development of a new and comprehensive campus master plan. So what does this all actually mean to us? Here's a look at the changed structure and who will lead the new operating units.

Finance and Resource Management

This group includes Accounting and Financial Services, Budget and Institutional Analysis, Human Resources, Organizational Excellence and the Shared Services Center. It will be under the direction of a new Vice Chancellor for Finance and Resource Management/ Chief Financial Officer (CFO). The CFO

of the Health System will have a dotted-line relationship to this position.

Campus Planning, Facilities and Safety

This group includes Campus Planning and Community Resources, Capital and Space Planning, Design and Construction Management, Environmental Stewardship and Sustainability, Facilities Management, the Fire Department, Safety Services and Utilities as well as Police Department administration. John Meyer will serve as the head of this group, and the Executive Director of the Health System's Facilities Services Division will have a dotted-line relationship to him.

Admin Review Update

Our review of administrative functions continues and we are making decisions on some areas of our administrative staffing based on the review. Here is an update on our most recent progress:

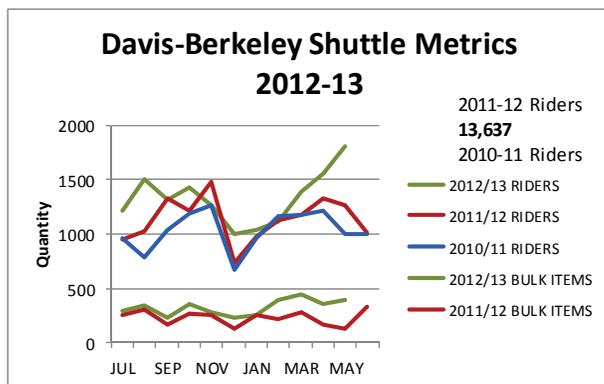
In the Finance Office, we plan to recruit for two financial analysts to work alongside Beth Loesch, who will be continuing in that role. In the Business Office, we completed the recruitment for the business services manager. The successful candidate, Chris Lumm, joined the team on June 25.

So far, we have determined that the staffing of the Business Office will need a business analyst for each operating unit for a total of three analysts, one of whom will be Allyson Crabbe in this new role for BMS and the other two will be new recruitments, preferably from within FM.

We have not yet determined the level of AA staffing required for the Business Office, because there are many upcoming changes in technology and processes that would have an effect on that decision. To be specific, some upcoming changes are: the replacement of the Maximo system due within the next fiscal year, the switch from DaFIS Purchasing to Quali Purchasing due by the end of the calendar year, and results from Organizational Excellence's (OE) process improvement project with the SSC due within the next few months. As we learn more, we will be in a better position to make further decisions.

Fleet Accomplishments

Richard Battersby, Fleet Services director, received the 2013 Public Sector Fleet Manager of the Year Award from *Government Fleet* magazine. He accepted his award on June 12 at the Government Fleet Expo & Conference (GFX). Some of Richard's accomplishments include achieving a three year goal to stabilize Fleet Services operations, introducing efficiency improvements and correcting an operating deficit of \$800,000 annually. He attributed his success to his colleagues and thanked them for their efforts and teamwork. In addition to Richard's award, UC Davis Fleet Services was recognized as one of the top 20 fleets in the nation by the same magazine.



In other great news from Fleet Services, the Davis Berkeley Shuttle ridership is at an all-time high. The addition of weekend service, a choice made based on feedback from a ridership survey in late 2012, has been very well-received by the UC Davis and UC Berkeley campuses. The graphic on the left shows just how well received it has been. Congrats Richard and all of Fleet Services, your hard work has paid off!



Update on AMS Process

The next step in the process to replace our current asset management system (Maximo) has been completed! All submissions from vendors resulting from the RFP are under revision. The next step will be to choose vendors to invite to demonstrate the functionality of their products. Stay tuned for more progress to come!

Renovations for Hickey Gym

We want to recognize Custodial Services employees Xavier Robles, Marcos Escobado and Om Jai Sharma for refinishing the Hickey Gym floors. Here are some pictures showing off their hard work.



What Service!

Recently, Mark A. Nicolas was praised by the Chancellor for overseeing many of the University's energy conservation projects. These projects are able to upgrade building infrastructure while helping the campus generate revenue. One recent project that we highlighted in the April newsletter was the team that completed a retrofit and re-commission of the HVAC systems in Briggs Hall. This resulted in an efficiency increase in Briggs Hall, resulting in a savings of \$500,000 a year in energy costs. On top of all of this, this project was eligible for a \$1.1 million dollar incentive from PG&E. Great job, Mark (and team). We're glad it's not just us at Facilities Management that realizes how great the work you guys are doing really is.

Summer Safety Travel Tips



Check Your Tires

Under-inflated, over-inflated, worn down, or misaligned tires can be extremely dangerous, particularly in hot summer weather. In order to prevent these things follow these tips:

- first make sure to check your tire pressure to see if it is in regulation
- under-inflated tires bulge outwards and put pressure on the sidewalls of the tires so make sure to keep your tires inflated
- use the penny trick to see if you still have enough tread on your tires. Stick a penny in the tread, and if Lincoln's head disappears, you're good
- don't forget to always have a spare

Change Oil and Oil Filter

Open the hood and locate the oil dipstick. You're looking for two things: the level of oil and how the oil looks. If you're low on oil, you can either add another quart or change the oil completely. The oil should look brownish yellow and clean on the stick.

Check Hoses and Belts

The hoses connected to the radiator help pump coolant to and from the engine block, and the belts run the fan that helps cool the system further. If the hoses crack or the belts snap, the radiator will quickly over-heat, leaving you stranded.

Change the Air Filter

The recommended interval is every 12,000 miles, but that can be affected by the particular road and air conditions in which you drive. If you do a lot of driving on dirt or gravel roads, then your air filter is going to clog up much faster than an air filter in a vehicle that's used strictly for highway driving.

Replace Windshield Wipers

When replacing a wiper blade, it's better to replace the whole blade, not just the rubber part.

Check Your Brakes

Brakes need to be replaced when the lining on your brake pad or brake shoe is worn down past the minimum thickness specified by the car manufacturer or state law. You can have your brake linings checked at any normal service shop or at a brake specialist.

Check Coolant & Radiator

Check under the hood and make sure that your coolant levels are fine. The general rule is to flush your radiator and add new cool-

ant at least every two years. Flushing the radiator is done with a special chemical that cleans debris and build-up on the inside of the radiator. For summer driving, coolant should be added as a 50/50 mixture of anti-freeze and water. You can even buy pre-mixed coolant so you don't have to bother with the measurements.

Clean Your Battery

Summer heat can speed up the chemical reaction inside a battery, causing the battery to be overcharged. This can dramatically shorten the lifespan of your battery. Heat can also damage the battery by evaporating internal battery fluid. The best way to keep your battery running smoothly is to keep it clean. Regularly detach the battery cables and wipe off the terminals. Make sure the battery is strapped down tightly and that all connections are secure.

Maintain Air-Conditioning

The most common cause of a malfunctioning air conditioning unit is a low level of refrigerant. This could be caused by a leak somewhere in the system. Since modern air conditioning systems are complicated creatures, it's best to have a professional check out the problem.

Make sure to follow these tips and stay safe this summer!

Employment News

Justin Lewis (right) is the new Senior energy project manager in the Energy Conservation Office (ECO). He previously worked at SynapSense as a Project Manager and helped them save "boatloads" of energy. He hopes that he can do the same thing here. Justin is pretty energy efficient himself, as he commutes to work by bike from West Davis. Another interesting fact about Justin is that he attended UC Davis, so he is full of Aggie pride. Welcome aboard, Justin!



Chris Lumm (left) started on June 25 as the new business services manager in the Resource Planning and Administration office. She has been managing business operations at UC Davis since 2004, most recently in the Office of the Provost with University Communications, Government and Community Relations, and Ceremonies and Special Events. Having cultivated a strong working relationship with the Shared Services Center (SSC) in her previous role, she will assume the role of SSC liaison for Facilities Management. Her knowledge and talents are a welcome addition to our operations!



Bill Rumley (right), previously of Support Services fame, has assumed the role of interim director with Custodial Services, effective June 17. Bill has been with Facilities Management for 13 years, providing leadership to the Structural Group and various other assignments within Facilities Management. As a result of Bill's new assignment, Location 3 and Receiving will now report to Cynthia Kranc in Building Maintenance Services. Elizabeth Vaziri will take responsibility of the Customer Service Center and Allen Tollefson will manage Safety Services.



William Lonsdale (left), although not new to FM, has just been promoted to Lock Shop lead. Congratulations on your new responsibilities, William!

Last but not least (not pictured), Ashok Krishna is the newest addition in Custodial Services. He joined the team on June 12. Welcome, Ashok!