

From the Ground Up

Facilities, Real Estate & Auxiliary Services Newsletter



Welcome Back!

I wanted to take this opportunity to welcome you all back at the beginning of another academic school year. I know that many of you have been busy all summer so it probably feels like you have never been away. Hopefully you did have the opportunity to share some down time this summer with family and friends.

The last couple of months have been very productive for UD as a whole. Our departments were responsible for the delivery of over 776,000 sf of space for learning, sleeping, and recreation. By now hopefully you have had the opportunity to see these new facilities. They are the Interdisciplinary Science & Engineering Building, the Carpenter Sports Building, and the Louis Redding and Eliphalet Gilbert residence halls. These buildings represent a significant contribution to the life and vitality of the campus for our students.

However, we are not quite finished with the delivery of facilities. We have another 414,129 sf of space that will be delivered shortly and over the next two years. These projects which are under renovation/construction; include the Perkins Student Center, which is being readied for move in as I write, Harrington residence hall, the Bob Hannah Sports Stadium, the Delaware Field House, and the Academy Street Dining & Residence Hall. These projects will also add a significant foot print of new and repurposed space to the campus and will require all of our attention in making sure that our students can enjoy them to the fullest.

We have also made significant improvements to our campus's accessibility by converting roadways and parking lots to permeable pathways and walks. We have also added storm-water retention bio-swales near many of these walkways which have contributed to improving our environmental footprint on the campus.

Of course there has also been a change in the leadership of our organization and I am very proud to be back at UD and to be part of the Facilities, Real Estate & Auxiliary team. I believe we have great things in store for us moving forward and I sincerely hope that you feel the same.

Thanks for all of the hard work that you all do on a daily basis and please enjoy the newsletter.

Alan

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KUDOS

Moiscell Robinson

Allison Constable said “We have had an issue with temperature in our suite for quite some time and have always been told there was nothing that could be done. Mr. Robinson worked very hard to identify and fix the issue. Because of his effort, our office (112 Pearson Hall) is a perfect temperature.”

Doug Isakoff

Jim Farmer said “Doug saved the day by getting two exhaust fans back on line within minutes of me contacting him

Tracey Balog

Katie Daisey, a customer at Brown Lab, said that “Miss Tracey has been going above and beyond to get ready for Commencement, including climbing on ladders to hand dust ceilings and walls. She always does a good job but now the place is sparkling.”

Nancy Deputy

Yvonne Simpson said “I just wanted to drop a quick note regarding the service we are provided by Motor Pool; we had two issues this week and Nancy Deputy took care of us immediately (as she always does). We can always count on her assistance.”



PATRICIA PLUMMER WILSON
Vice President and Chief of Staff
Ph: 302/831-2078
E-mail: wilsonp@udel.edu

7/10/2013

Dear Brian,

I was hoping to see you to thank-you
for my very clean office. It's
just beautiful! You've made it
a very pleasurable place to work.
Thanks for all of your efforts
& hard work.

Many thanks,
Patricia

Brian Smith

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KUDOS

I was in the package center (where materials are stored for the NSO resource fair) when a student (Josh) saw one of your drivers (Mary Lou) he said hello and mentioned how he prays in the morning to get her as a driver. Mary Lou asked what it was that made him want her as a driver. Josh explained that he has a nice relaxing ride with her, that she 'treats the bus as if it were her child', with care. He doesn't worry when she is driving. Josh did not know Mary Lou by name but recognized her face, they had a nice conversation and Josh now knows Mary Lou by name. –Darlene Cartwright

Mark Angeline, Joe Almondo, and Terry Ripski

Ken Grablewski said “Great job guys! I know next to nothing about locks, doors, etc. so it is really important to have guys like you to recommend and carry out new systems, new installations, etc. Mark comes to me with a suggestion from you guys and I have total confidence that it will work and is the right thing to do. Thanks again! Mark Golden said “Joe, Terry, and Mark really impressed me this summer. Joe deserves two pats on the back for all that he and his cohorts accomplished this summer. ISEB occupants dragged out the coring of building to the point that we had 4 new, or renovated buildings to core and key in a month and a half. Not to mention sign installation at new buildings and setting up Medeco System for dorms. It was touch and go for a while but they really came through for the University. They are truly dedicated and dependable craftsmen. It is a pleasure to manage a group when all are committed to accomplishing difficult tasks.

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What's New in Facilities Planning & Construction (FP&C)

Along with the completion of four major projects (Alison Hall Renovation, the Interdisciplinary Science and Engineering Laboratory, East Campus Residence Halls and Carpenter Sports Building Addition) this summer, Facilities Planning and Construction has completed or is continuing work on a number of other projects:



44 Kent Way

This historic structure, constructed in 1929 as a private residence, was the former Blue and Gold Club. The renovation will provide space for the Institute for Global Studies, Office of the International Students and Scholars and the Graduate Student Organization. Construction began in spring of 2013 and will be completed in October. Brian Saint is the project manager



Drake Organic Laboratory Renovations

Extensive renovations to three organic chemistry teaching laboratories are underway. One laboratory was completed for fall semester and the two remaining laboratories will be completed by early 2014. The project also included masonry and air handler repairs. Frank Bramante is managing the project.

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Alison North Walk

A project to construct a major pedestrian pathway connecting the ISEB pathway to the Green was completed this summer. The walkway was previously a service drive and parking area. Dave McNamara and Keith Hart managed this project.

Christiana Towers Improvements

Several projects were completed at Christiana Towers this summer – replacement of sanitary risers, fire doors and stair nosings in the West Towers and replacement of underground chilled and heating water piping. Extensive site restoration was also completed. Dave McNamara and Keith Hart managed these projects.



Delaware Field House Renovation and Outdoor Track Renovation

Artificial turf, lobby terrazzo and new doors were installed in the Delaware Field House this summer and early fall. The field house will be used by sixteen varsity athletics teams as an enhanced training facility and practice field during inclement weather. Intramural and club teams will also be able to use the field for recreational purposes. The outdoor track was replaced and will enhance UD's women's track and field program as well as the men's club team, recreation programs, outside groups and the community. Tom Hudson was the project manager.

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Interdisciplinary Science and Engineering Laboratory Tenant Fit-Out

Work is underway to install additional power, ventilation, gas and water connections for principal investigators who will occupy laboratories in the research wing of the ISE Lab. This project also includes move coordination and installation of safety systems for the research laboratories and will be completed by the end of October. Gerry Galgon is managing this project.

Lasher Laboratory Renovation

Design work is nearly completed to renovate the Lasher Laboratory in Georgetown. The existing building, the only poultry diagnostic laboratory in Delaware, serves the \$3.2 billion poultry industry and is 45 years old. The building envelope and mechanical, electrical and plumbing systems will be upgraded as part of the project. Construction will begin later this year and will be completed by the fall of 2014. Larry McGuire is managing this project.

Long overdue renovations were made over the summer to the laundry facilities in Christiana East and West Towers and Sussex Hall. As you can see from the “before and after” photos, the upgrades will be much appreciated by the students who use the facilities!



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UPs shop cooling down after working a long weekend in manholes thanks to UD Creamery ice cream truck. Pictured L to R: Mike Baldwin, Joe LaPalombara, John Aaron and Wayde Naylor

New Employees

Pictured Front Row: L to R: Elizabeth Goodyear, Jennifer Szymanski, Christina Alos, Morena Wilson

Back Row: L to R: Angelo Meloro, Shelley Einbinder, Christopher Dave Jones, Samuel Lopez, Scott Duncan



HMS

The new HMS newsletter just came out.

Featured articles include:

- Handling generational conflict
- The benefits of a multigenerational team
- Managing many generations of workers
- Bringing generations together

To view the newsletter, visit:

http://www.healthadvocate.com/mobile/downloads/communications-pdfs/eapmember/eap_frontline_summer2013_hms_2186.pdf

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Tuition Exchange Program Tuition Exchange Program (TEP) applications for new scholarships for the 2014-15 academic year are now being accepted from University of Delaware faculty and staff through the Educational Benefits web form. The deadline for these applications is Monday, Oct. 21.

A lottery of eligible staff (exempt and non-exempt) employees who have applied for the available TEP slots will be held Friday, Oct. 25, at 12:15 p.m. in Room 261 at 413 Academy St. It is not necessary to attend, but interested employees may do so.

Participating institutions grant the TEP scholarship, not Tuition Exchange Inc., and not the University of Delaware. This means that submitting an application and subsequent acceptance to a participating school does not guarantee that a TEP scholarship will be awarded.

To participate in the TEP program, UD employees must work full-time and have a minimum of two years of eligible University service as of Oct. 31 of the year in which they submit TEP applications. Eligible children are biological or legally adopted children who are financially dependent on their parents in accordance with IRS regulations. Dependent children may apply to one or more participating institutions.

This program may be used in conjunction with UD's Tuition Remission Program and counts toward the maximum requests for that program.

To apply for the Tuition Exchange Program, log into **web forms**. Look under "BEN Education Benefits" in the Blanks tab for the menu choice "Tuition Exchange Program." For additional information about the Tuition Exchange program, visit the Benefits website or contact Human Resources via email at hrhelp@udel.edu.

Employee Education & Development

New classes added include:

- Harassment and Discrimination Training
- ABCs of LGBT
- How to Get Your Kids to Listen
- Writing to Heal
- The Sandwich Generation
- The Emotional Side of Cancer
- Facing Depression

Visit their website to learn about these classes as well as many others:

<http://www.udel.edu/eed/#>

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Family and Benefit Status Change Form

New employees must apply for coverage within thirty days of employment, and the benefit goes into effect the first of the following month. If employees do not enroll during the first thirty days of employment, they must wait for the annual enrollment in the month of May to apply for coverage which will be effective July 1.

Exception: You may change your level of coverage upon a "life event" such as marriage, divorce, birth of child, death of spouse. Employees must notify Human Resources-Benefits by completing a Family Status and Benefits Change Form within 30 days of the family status change event.

Print out a copy of the form:

[http://www.udel.edu/Benefits/PDF Forms/Family Status Change Form.pdf](http://www.udel.edu/Benefits/PDF%20Forms/Family%20Status%20Change%20Form.pdf) and take to HR Benefits, 413 Academy, along with the documentation necessary.

Employee Wellness

Now is the time to enroll in the fall fitness classes:

<http://www.udel.edu/wellness/SubClasses.html>



UD's AFSCME 4272 members took second place in the Solidarity Tournament this past August.

The purpose of the Solidarity Tournament is for the local unions within New Castle County to play in a tournament that benefits various charities.

Go team!

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Rich Rind was appointed Director of Auxiliary Services following the departure of Margot Carroll, who left the University in July for another opportunity. Rich oversees the following departments: Parking Services, Transportation Services, University Printing, Conference Services, Dining Services, Courtyard Newark, and UD Bookstore.

Congratulations to Bill Sullivan, Managing Director of the Courtyard Newark at the University of Delaware, for being honored as the “Rotarian of the Year” by the Newark Morning Rotary Club. The Morning Rotary holds its weekly meetings at the hotel.

Bill is pictured with President Mary Konwinski.



A special thank you to our newsletter committee members! Your contributions have made our newsletter a success! We hope you enjoy our “*New and Improved*” newsletter, and appreciate your feedback. If you have any comments please direct them to cmcginty@udel.edu.

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Parking Services Expands Customer Assistance

Parking Services now offers tire inflation and emergency gasoline assistance in addition to vehicle jump starts and unlocking of vehicles. These services are provided free of charge to customers parked on UD property.

When a tire is low or flat, Parking Services will use a portable air compressor to inflate the tire so the vehicle can be moved to a repair location.



If a vehicle is out of gas, Parking Services will provide a ride to and from a local gas station and supply a gas container. The customer must purchase the fuel.

For assistance, please call Parking Services at 831-1184 between 8 a.m. and 5 p.m., Monday - Friday. Please contact Public Safety at 831-2222 at all other hours.



UD PARKING LOT IMPROVEMENTS

METERS: Have you ever found yourself needing to park at a meter but not having the coins to do so? UD Parking Services has alleviated this problem by converting all meters to SmartMeters to accept credit card payment. Simply swipe your credit card and add time to the meter.

LOT SIGNS: Parking Services has begun a multi-year program of updating all sign designs and pavement markings on campus to be compliant

with the Delaware Manual of Uniform Traffic Control Devices.

PAVING: Parking Services conducted a survey of all parking lots on campus to determine paving needs and has begun a multi-year process of improving the surface of the parking lots on campus.

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Question of the Quarter: What is Your Favorite Place on Campus?

The Creamery! The ice cream is soooooo good and the staff are always very happy to serve us, the customer! *Harry Trout*

The patio at the Marriott Courtyard! *Polly Weir*

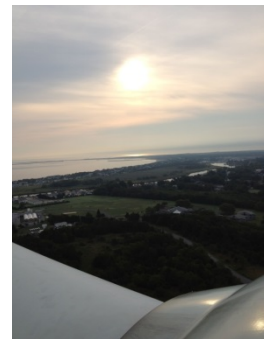


My office on the Sharp Campus in Lewes! It looks out over the inlet; I have a wonderful view of the Delaware Bay and Lewes-Rehoboth Canal. I can watch the Osprey's come and go from their nest, or see the fishing boats come in with their flags flying. *Doris Donahue*

The Beach over by Harrington and Russell.... *Catherine Matthews*

The Scrounge. The employees are friendly and the food is good.... *Denise Tuttle*

Looking out of our turbine when we are working up there..... *Don Smith*



Did you know...

Our residence halls were home to over 9,500 people this summer? We started with the use of Laird Campus & Russell buildings for Alumni weekend; followed by 18 academic sponsored groups, 13 conference services groups and 18 sports camps.

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The University executed several new leases and easement agreements since the last newsletter. A few of our new leases are highlighted below.

An agreement with 132 East Delaware Avenue Associates LLC was negotiated and executed for seven years, effective October 1, 2013, for lease of 4,986 square feet of office space at 132 Delaware Avenue, Newark, Delaware. The space will be used by the Alfred Lerner College of Business and Economics for the [Horn Program in Entrepreneurship](#).

An agreement with Cape Henlopen School District was executed for five years, effective July 1, 2013, for lease of 4,300 square feet of classroom and office space in the Fred Thomas Building in Lewes, Delaware. The space will be used by Professional and Continuing Studies for the Osher Lifelong Learning Institute. The Institute outgrew its former space in the Lewes School.

Two agreements were executed for residences in Newark, Delaware and Harpers Ferry, West Virginia for summer research by Department of Entomology and Wildlife Ecology graduate students.

The lease with Rittenhouse Station LLC was amended to extend the term and increase the number of apartments at 201 Veterans Drive, Newark, Delaware. The English Language Institute is currently renting eleven apartments as part of a Living/Learning Community for ELI students. The addendum extended the lease through August 22, 2014 and increased the number of apartments to nineteen. An agreement with Alpha Delta Pi International Housing, Inc. was executed for three years, effective August 1, 2013, for lease of 303 David Hollowell Drive, Newark, Delaware.

Facilities and Auxiliary Services once again participated in the "1743 Days" activities that welcome the new freshman class to campus and also orient them to the University and the



City. For the third year, Facilities & Auxiliary Services had the "Bean Bag Toss" for prizes like USB storage drives and iTunes gift cards; with the equipment that was designed and created by the Housing Upholstery and Carpenter Shops. Justin and Liz, two of the student dispatchers from the Maintenance Center, handed out refrigerator magnetics and talked to the freshmen about calling 831-1141 or emailing fixit with their repair request.

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The Annual "Get Out Green" Program sponsored by Facilities, Real Estate & Auxiliary Services and Residence Life & Housing once again insured that dorm room carpets that students no longer needed were sent to a recycling plant instead of entering the waste stream in a move out dumpster. In this photo from May, carpets that were removed from Russell D & E Commons are hauled out and loaded onto a truck to be taken to the recycling storage trailer at the UDon't Need It Site off Paper Mill Road.



SAFETY CORNER



If you've never heard of a JHA or Job Hazard Analysis, then you should at least learn the basics of what it means and how it impacts you on the job at UD. The textbook definition of a JHA is that it is a technique to identify the dangers of specific tasks in order to reduce or eliminate the risk of injury to workers. In the Facilities, Real Estate & Auxiliary Services unit, there are JHAs for virtually every task we perform to get the job done around the campus.

The way JHAs are set up is with a table that includes a summary of the "Task," followed by a "Hazard(s)" typically associated with the Task; followed by a "Recommendation" for how to mitigate the hazard or lessen the chances for an accident either through wearing PPE or using special equipment or processes. A few further examples might include machine guards, improved lighting, better ventilation, hearing protection, or just a different way to tackle the job.

This fall, we will be starting the process of reviewing all of our JHAs with the managers and also asking for input from the staff about existing and emerging hazards in their jobs. A couple of ways to think about this process is to examine whether there have been any technological changes that would affect the work, has there been regulatory changes that impact the job or the PPE required, and also what accidents or near misses have occurred at UD since the last review that may prompt a change or addition to the existing JHA.

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A SUCCESSFUL OPEN AND SHUT CASE



One of the many projects that transformed the campus during the summer of 2013 was an initiative for Thompson Hall that required the cooperation and collaboration of three of the Maintenance and Operations shops working together on straight time during the week and overtime at nights and on the weekends. Thompson was opened in the fall of 1952 and still had the original room doors that were quite probably opened and shut a million times during

the past 60 years by several generations of students.

In the initial stages of gearing up for the job, Joe Almondo from the Lock Shop and Chuck Skelley from the Housing Carpentry Shop took the lead in defining the scope of the project (which if not all the doors were to be replaced); the sequence and coordination of the work between the Lock and Carpenter Shops, including an estimate of how much straight time and overtime would be necessary; and other considerations such as who would be asked to bid on the job and also to bring in University Fire Marshall Kevin McSweeney to review the overall plan for fire safety considerations.

One of the challenges that were overcome during the project was that the previous doors did not include door closers, which are now required by code in the event of a fire. The Lock Shop guys had to drill into the frame and concrete behind it in order to be able to install the new door closers in the original frames. Additionally, the work had to be done in time to allow the Custodial Staff adequate opportunity to strip and wax the floors, and for the carpeting to be replaced in the hallway, making the schedule critical.

This project represents a real achievement by the Facilities Staff working together to accomplish a complex assignment relying solely on the leadership and resources of our internal maintenance crew. In addition to Joe and Chuck; Mark Angeline, Bill McGee and Terry Ripski of the Lock Shop took part in the project as well as Geoff Squier, Lester Haynes, Randy Raye, Tom Mackiewicz, Tom Craig, Les Wickwire, Craig Palmer, Dave Kalb, and Andrew Brown of the Housing and Academic Carpenter Shops.

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Fun Fest Features “Carnival” Atmosphere This Year



This past June, Facilities & Auxiliary Services’ annual Fun Fest event at Lums Pond, was magically transformed into a summer carnival complete with balloons, stuffed animals, cotton candy, games, and even a caricature cartoonist to draw keepsakes for the crowd that included folks from every corner of the Facilities organization. In part due to the great weather and tasty food including everything from crabs to ribs, a good time was had by all!

However just like a real carnival, there was an intense period of planning and work behind the scenes to put together this important yearly “party” that serves as a way to show appreciation for all the effort that goes into keeping the campus humming twenty four seven and allows us to seamlessly pull off major events like Athletic Events, Graduation, Alumni Weekend, and the busy Summer Conference Season.

As might be expected, it took a large number of staff to generate the ideas for the Fun Fest Carnival and to make sure all the details were covered to make the day enjoyable for all their colleagues. Beginning with meetings in April, the Carnival “task force” that pulled off this successful program included Barb Freda, Quenna Neal, Theresa DeRose, Tommy Crampton, Jerry Buchanan, Eric Johnson, Jenny Leaberry, Randy Raye, Pat Brock, Theresa Yearwood, Robin Mangione, Joe LaPalambara, and Roger Uhline.



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Getting to know you....

ALAN BRANGMAN

Best Part of the Job:

Being able to work with a very diverse population and having meaningful access to all levels of the University community.

Before UD:

In reverse order,

- VP for Facilities, Auxiliary Services and University Architect at Howard University, Washington DC
- University Architect and Campus Planner at UD
- University Architect at Georgetown University, Washington DC
- Mayor and Councilman City of Falls Church, VA
- Deputy Director, Design Arts Program – National Endowment for the Arts, Washington DC
- Director of Downtown Development – The Oliver T. Carr Company, Washington DC
- Project Architect/Manager at RTKL Associates, Baltimore MD

In His Spare Time:

Golf

Reading

First Job:

Weston's – a fast food hamburger chain in the New York metro area

Songs Playing on iPod:

Any 60's – 80's music, all genres

Things You Want Us to Know:

My door is always open...

