Welcome Building Coordinators!

Monthly Building Coordinator Meeting

January 19, 2022
Agenda

- Welcome and Announcements/Updates

- Cold Weather Protocol—Tom Moore, Facility Management Senior Manager Operations and Maintenance – 10 minutes

- Start of Spring Semester Update—Lynne Finn, FM-AVP & Andy Bruckner, FM Associate Director, Custodial Services—20 minutes

- Cambus-50 years of Service—Mia Brunelli, Cambus Operations Manager – 20 minutes

- Landscape Services: "New" Snow Maps Available

- Question and Answer
Building Cold Weather Preparation

• FM will be monitoring weather throughout the winter and will trigger Cold Weather Protocol if/when the forecast reaches 24 hours or more below 0°F.
  • Evaluation of additional on-call staff
  • Increased BAS monitoring for faults/alarms
  • Evaluation of building schedules
  • Inspection of known risk-points
2018:

- Multiple Buildings Impacted: MRF, MERF, FH, BB, CB, BCSB, DSB
• 2019: Cold Weather Protocol Established

• Cold Weather Protocol Leveraged 4 times throughout the winter, with a Thaw Protocol put into place coming out of the Polar Vortex
• Building walks caught 20 open windows in 2 buildings alone
• 1 Building Impacted: ML
2020:

- Cold Weather Protocol Leveraged 2 times, No significant Building Impact
• 2021:

12 day period with a high of 10°F, 108 consecutive sub-zero hours, and only 1 damage event requiring external support (FH)

This process works...thank you for your partnership!
Building Cold Weather Preparation

- How Building Coordinators can help:
  - If you see something, say something: FM@YourService 335-5071
  - Ensure all windows/exterior doors are closed
  - Make sure overhead dock doors are locked down
  - Leave interior doors open where possible to allow for better circulation
  - AC window units should be turned off when temperatures are below 50F

- We also encourage energy saving measures:
  - Power down electrical devices
  - Unplug coffee makers, microwaves, portable heaters, etc.
  - Make sure gas, vacuum, air spigots are turned off
Spring 2022 Guidance:
Facilities, Buildings and Grounds

Revised
January 12, 2022

Summary:

No changes planned for Building Practices for Spring 2022 semester. All the same as Fall 2021 semester.

• Water Monitoring – schedule tbd
• Health Stations at building entrances and classrooms (with addition of KN95 masks)
• Building Attendant Program
• Although routine office cleaning remains suspended, all offices will be cleaned over winter break
• Higher filtration in buildings such as MERV13
• Maximize classroom airflow
• Preoccupancy purge
Spring 2022 guided by:

Board of Regents End Emergency Declaration – May 20, 2021
Confirmed by Iowa BOR President - January 12, 2022

Classes resume January 18, 2022

Iowa Board of Regents President Mike Richards has confirmed that campus operations at the three public universities will continue to follow the guidance provided by the board on May 20, 2021. The University of Iowa will start the spring semester as planned with in-person classes and activities held as scheduled. Find the full spring 2022 semester guidelines at coronavirus.uiowa.edu.
Board of Regents End Emergency Declaration

Suspend Risk Mitigation Strategies May 20, 2021

Mask requirement
Social distancing
Room/space capacity limitations
Building traffic patterns
Space recommendations based on building ventilation capacity
Barriers (plexiglass)

Additional Notes:
Water Monitoring in Residential Life
Health Stations at building entrances and classrooms (as courtesy)
Building Attendant Program (to support health stations)
Customer Service (standard FM@YourService)
Higher filtration in buildings such as MERV13 (continues for spring 2022 – sunset date tbd)
Maximize classroom airflow Preoccupancy purge (continues for spring 2022 – sunset date tbd)
Details on Custodial Services

- Building Attendant Program continues for Spring 2022, reevaluated for Fall 2022
- Routine office cleaning remains suspended for Spring 2022, reevaluated for Fall 2022
- Custodial Services have done a one time cleaning of private offices during winter break
- FM Custodial methods and materials met CDC guidelines prior to COVID
- For any special cleaning services, please contact FM@YourService via the FM@YourService portal-COVID button
Health Stations

Cover Your Cough Stations

- For entrances-2 per building
- Includes sanitizer, face masks, KN95 masks and tissues
- FM Custodial to restock
Classroom PE

- For Level 1 Classrooms
- Rolling screen, wet wipe bucket, hand sanitizer and KN95 masks
- FM Custodial to restock classrooms
- Available for purchase: Supplies available through Shared Services
Contact information sticker with QR code that links you to the FM home page

For Assistance Contact FM@YourService at 335-5071
IOWA
CAMBUS formed in 1972

→ Started by Associated Residence Halls and Student Senate in spring semester
→ Reduce traffic and parking on campus
→ Hancher auditorium was offered as free parking in coordination with the shuttles
→ Shuttles operated 7 a.m. – 5:30 p.m.

Spring '72 funding

- $23,000, 54%
- $13,000, 30%
- $7,000, 16%

- ARH and Senate
- UI contribution
- Fed. Work Study
Started with 6 leased buses from Ottumwa, IA

→ 1954 models with capacity for 51 riders
CAMBUS today

3 TYPES OF SERVICE

- Fixed-Route
- Bionic
- On-Demand

3 MILLION +
Annual rides

8,600
Annual bionic rides

14
Fixed-routes

16 vehicles at midday
23 vehicles at peaks
160 student employees
CAMBUS today - employees

Employees

- Management
- Maintenance - full-time
- Student Employees

Student Employees

- 01 - Drivers
- 02 - Trainers
- 02 - Student Mechanics
- 02 - Assistants
- 01 - Full-time bionic
- 02 - Dispatchers

Total: 153 employees
- Management: 4
- Maintenance - full-time: 3
- Student Employees: 146

Total: 106 student employees
- 01 - Drivers: 2
- 02 - Trainers: 12
- 02 - Student Mechanics: 10
- 02 - Assistants: 6
- 01 - Full-time bionic: 10
- 02 - Dispatchers: 7
Training Process: 4 – 8 weeks

- **Pre-employment (2-6 weeks):**
  - Obtain CDL permit
  - Pre-employment drug testing

- **Orientation (3 hours):**
  - First day of work - classroom

- **Initial Training (10 hours):**
  - Learning to drive a bus

- **Driving Sessions (10 hours):**
  - Driving practice and learning the routes

- **CDL Training (4 hours):**
  - Pre-trip inspection
  - Skills course
  - On-road driving

- **CDL Test (2 hours):**
  - At the DOT
  - Receive full Class B CDL with Passenger and Airbrakes endorsements

- **On-routes (20 hours):**
  - Drive 1-2 shifts of each route
  - Classroom training

- **Final Drive (3 hours):**
  - Final test of driving skills with Training or Safety Supervisor
  - Final classroom work

- **Ready to drive on their own!**
01 Drivers

- Everyone starts as a driver
- May become bionic-qualified after 4 months and a clean work record
- Also includes On-Demand services
Bionic service

→ Provides door-to-door service to persons with a temporary or physical disability
  • Rides can be for any purpose – class, work, appointments, shopping, etc.
  • Fully compliant with ADA regulations, plus goes above and beyond minimum requirements

“I have been using Bionic Bus for about 4 years. It has made my life better by allowing me to attend church, events, doctors appointments, shopping and eating out. The drivers are very nice and helpful. Thank you Bionic Bus and University of Iowa.” – Rick F.
Bionic service

“I have been a rider since 2012 and bionic bus has been a true lifeline. Without that very humane and reliable service, my life would have been very difficult to make it productive in my UI teaching and creativity.

The student staff have been truly great – everyone goes out of their way to assist, accommodate, and make sure I always feel supported. It is amazing that this service is so accommodating to so many people – and always so humanely, and with a smile, and strong willingness to help. The bionic bus service has been a major factor in my ability to continue to work effectively at the UI despite my on-going challenges.” – Uriel T
“After surgery, Mar went from student-athlete to scooter/wheelchair for 6-12 weeks. She did not want to withdraw from the university and return home to Michigan, but my husband and I could not imagine any other option. How would she get to class? To doctors? And back? In February in Iowa!

We are incredibly grateful for all the service offered to Mar through bionic bus. Your entire process was reassuring – your ramps worked and your drivers knew how to sensitively assist, and in our opinion, went beyond just doing a job. For example, a driver saw our daughter stuck in a snowdrift in her scooter and stopped to help. Another driver brought donuts one day just to say, ‘have a great day.’ These are extraordinary acts of service and kindness which my daughter needed, but also helped reassure us that we made the right decision to keep her at the university during her injury and recovery. You helped her come to believe that she could rise up through this challenge. We are grateful.” – Parents of student bionic rider, June 2018
02 - Support

派遣员

- 确保员工准时上班，并在服务过程中解决任何问题
- 典型轮班可能包括：
  - 响应交通事故或其他安全事件
  - 响应机械故障并转达信息给技术人员
  - 因意外道路封闭而突然改道
  - 回答驾驶员关于路线或改道的问题
  - 回答公众和员工的电话
  - 监控空缺班次
  - 接受和调度仿生车的请求
  - 在各种日志中记录信息
02 - Support

→ Trainers

• Teach new hires:
  • How to operate a bus
  • Our polices and procedures
  • Customer service
  • How to handle difficult situations
  • How to handle emergencies
  • The routes and schedules

• Also provide on-going training and evaluations for drivers out of the training program
  • Trainers evaluate a driver’s safety and customer service skills every 6 months
  • Provide re-training and refresher training
02 - Support

Student Mechanics

• Assist full-time technicians with preventative maintenance on the fleet
• Supervise the clean-up process
  • Nightly cleaning and maintenance on the fleet
  • Team of 7 drivers and 2 student mechanics
• Respond to mechanical failures and accidents to keep service going and mitigate delays
02 - Support

→ Assistants
  • Assist with paperwork and data collection
  • Assist with training new bionic drivers
03 - Supervisors

- Scheduling Supervisor
- Dispatch and Bionic Supervisor
- Maintenance Supervisor
- Training Supervisor
- Safety Supervisor
- Personnel Supervisor
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<tr>
<th>Testimonial</th>
<th>Name</th>
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<tr>
<td>“Easiest and best decision I made during my undergrad. My time as a student mechanic taught me more life skills than I knew I needed, and I have the full-time mechanics to thank for that.”</td>
<td>Jordan, student mechanic</td>
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<td>“CAMBUS was my greatest college decision. I gained leadership experience and met my best friends.”</td>
<td>Heelah, student mechanic</td>
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<td>“Working at CAMBUS during the pandemic made me feel like I’ve been able to do something to help the community. I’m really proud of my coworkers for working during these difficult times.”</td>
<td>Collen, scheduling supervisor</td>
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<td>“CAMBUS has made my experience at Iowa better. I enjoy work and feeling like what I do has a purpose in the university. I take pride in doing something that matters.”</td>
<td>Colin, driver</td>
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<td>“Working at CAMBUS helped me improve my communication and leadership skills while making lasting relationships.”</td>
<td>Maddy, training supervisor</td>
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<td>“CAMBUS is an endless source of opportunity. I don’t think there could be another job on campus that can teach us as much about life as CAMBUS. A great place to improve your professional skills and create life-long friends.”</td>
<td>Austin, dispatch and bionic assistant</td>
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Questions?
Landscape Services: Snow Maps

www.facilities.uiowa.edu/campus-spaces/maps
Next Meeting:

Wednesday, February 16, 2022 11:00 – Noon

Poll - FM@YourService Portal Refresher—Let’s vote!
Thank you!