Our Mission: Facilities Management makes UND Exceptional by committing to fiscal responsibility, outstanding customer service and excellent workmanship, and by delivering clean and comfortable buildings and exterior spaces that are aesthetically pleasing.

FAMIS Upgrade — Laura Thoreson

Work is underway to upgrade from our current version of Famis to a cloud version. This upgrade involves work by all NDUS campuses currently working in Famis (BSC, NDSCS, NDSU, UND & VCSU), CTS staff as well as a project manager that works for Accruent (Famis). An on-site visit was held in Grand Forks the middle of March, where representatives of each of these organizations met to discuss current business processes and how will these types of processes work in the new version of Famis. We are now focusing on one category a week, with the anticipation of having a go-live of October 24th. This go-live date will encompass the following modules: work orders, mobile, assets, procedures/schedules, accounting, users/companies/departments, inventory (including shopping cart), requisitions, purchase orders, timecard, space, autocad and security.

There will be a 2nd go-live in January, that will cover the other modules including visual map, space survey, inspections, utilities, keys and project center.

More information will be shared throughout the project.

Energy & Sustainability News — Michael Nord

Earth Day is April 22, 2018. There are so many things we all can do both at work and at home to make a step towards a greener planet. Many of us make a New Year’s resolution why not make an Earth Day resolution? I challenge everyone This April 22nd take a moment and see what you can do to introduce a sustainable action that will make “Earth Day Everyday”.

- If you’re a gardener, create a compost bin.
- Replace incandescent bulbs with LED.
- Donate used clothes instead of placing them in the trash.
- Request recycling bins where bins are lacking
- Make observations and educate others when it is clear they are not aware of what can be recycled.

I encourage you to make suggestions of possible opportunities to your supervisor or contact Michael at 72333 or email to Michael.k.nord@und.edu.

Core Value: Excellent Quality of Service
Human Resources
Update
New Faces Around Facilities

Housing Maint. Specialist
Derek Girodat—3/14/18

Transfers
Som Mishra – Lead Building Services Technician

Donated Leave Requests:
Annual leave donations are sought for Dale Spicer, Lead Building Automation Technician.

Sick and Annual leave donations are sought for Larry Skinner, Building Services Technician.

Please return completed donation of leave forms to Sarah Quanrud, Facilities Management, Stop 9032. Forms can be found at http://und.edu/finance-operations/human-resources-payroll/_files/docs/donated-leave-form.pdf. All donations are kept confidential. Thank you in advance for your generosity.

Safety—Walking on ice/snow

All staff should have or are still working on completing their Safe College training on slips trips and falls. In that training it talked about walking on ice. It may be spring but mother nature sometimes throws some winter in yet. It is very important, when walking on ice try this proven way to avoid a painful fall on the ice: Walk like a penguin. The waddle keeps your center of gravity over your front leg and will help keep you upright. Spread your feet out slightly, to increase your center of gravity, and take small steps.

Also, keep your hands out of your pockets while walking — that decreases your center of gravity and balance, you need your arms for balance. If you feel yourself losing balance, tuck into a ball, make yourself as small as possible and keep your head and face away from the fall, experts say. Don’t put out your hands to catch yourself, or you’ll risk breaking your arms or wrists. Try to land on the fleshy part of your body rather than your knees or spine.

Here are some helpful tips:
- Give yourself plenty of time to get to your destination to avoid carelessness.
- Wear shoes and boots with good traction.
- Walk at a slower pace.
- Stay on designated walkways.
- Use the handrails, if available, when using stairs and entering and exiting buildings.
- Don’t be distracted with any device, stay focused.

Core Value: Excellent Customer Services
Facilities Picnic and Awards Day—Date Set:
The Facilities Annual Picnic and Awards Day have been combined into one event this year and has been set for **Wednesday, June 6th**. It will be located in the Grounds building around lunch. More details will come closer to the event. Nominations for Awards will begin April 30th. Keep an eye out for the flyers and e-mails.

**Training Request Form**
All employees are required to fill out the Training Request Form PRIOR to any training and/or travel and route for Approval. This is to include Learning & Development courses that are offered at no cost, as well as any training/travel that has a fee. Training cannot be tracked if this Form is not received in Admin Office.

Training Request form can be found on Facilities Forms Website under Human Resources Forms (link to Facilities Forms Website is below)

[http://und.edu/finance-operations/facilities-management/facilities-forms.cfm](http://und.edu/finance-operations/facilities-management/facilities-forms.cfm)

**Warehouse News: New Part #’s in March**

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Supervisor review of depleted item is underway and suspense date to be completed is close of business (COB) March 28th.

**UND TAKEOVER**

April 3, 2018 | 4:30—7:00 pm
Tavern United, Canad Inns | 1000 S 42nd St | Grand Forks

The third time’s a charm! Join us along with fellow co-workers and friends for the third Takeover event at Tavern United. Enjoy half-priced fried pickles and other specials. There will be door prizes and a raffle supporting the Seeds for Staff Success program.

Sponsored by UND Staff Senate FUNdraising Committee

Core Value: Excellent Teamwork
Easter Fun Facts

Easter is celebrated on the first Sunday after the first full moon on or after the first day of Spring, which can be anywhere between March 22 and April 25th.

- The 1st chocolate eggs were made in Europe in the early 19th century
- 90 million chocolate eggs are made for Easter each year
- 16 billion jelly beans are made for Easter each year—Red are kids favorites
- 76% of people eat the ears on chocolate bunnies first
- Americans spend $2 Billion on Easter candy and eat 71 billion pounds each year!

April Dates/Events

- Every Friday: Spirit Day
- April 1st: EASTER
- April 3rd: UND Takeover—Tavern United
- April 5th: Employee Committee Meeting
- April 11th: Supervisor Meeting
- April 18th: All Employee Meetings (6:00 or 8:15)
- April 30th: Nominations Open for Awards Day

Habits of Highly Effective People — Spot 1 of 6

Get to work early. Employees who frequently arrive late for their shifts are usually not viewed well within a company. Arrive to work early to show you are enthusiastic and ready to work. Studies indicate that early arrivers are seen as more conscientious compared with latecomers.

Employee Spotlight: Jim Enlow—Carpenter

What is your job at Facilities?
Roofing

What do you like about working at Facilities?
I like working with all the great people.

What is the funniest thing you have seen/experienced at work?
Working with the plumbers—they are always funny.

Before working here, what was the most unusual or interesting job you’ve ever had?
Working at the Grand City Mall—very interesting people came through that place.

Tell us a little about yourself and/or your family.
I have been married for almost 25 years. We are Empty Nesters - Our son is 24 and our daughter is 20. My grown kids still race BMX—they are both top riders in the country. Our daughter is one of the top 5 riders in the world.

Tell us something about yourself that would surprise us.
I am always dieting.

Motto or personal mantra?
Be Kind, Work Hard, Stay Humble.

What do you like to do in your spare time: hobbies/interests, etc.?
Go on Vacations and Travel.
**Academic Building Service**

Hi, Again from the Academic BS world and Don Schaffer.

Wow did spring break go fast. The BST staff worked very hard with some help from our 3M representative to strip and refinish the terrazzo flooring on first floor of O’Kelly. Appreciate everyone that pitched in to accomplish this in a short amount of time. Thank you very much to Greg Meyer, Stephen Murphy, William Sullivan, Jay Kollin, Robert Korfhage and Katie Wallace.

**Steam Plant Update**

The predevelopment agreement has been signed with Johnson Controls (JCI) for the potential new steam plant. The plans are to replace the more than a century old steam plant and relocate it in the area behind the current Facilities building.

The predevelopment phase of planning for a new steam plant will allow us to begin assembling professional partnerships and services related to design and engineering, so that Facilities can gather solid renderings, data and numbers to embed in a final development agreement. Hopes are to wrap up predevelopment by the end of summer, present to the State Board of Higher Education (SBHE) for approval and begin a development plan for bidding, construction and occupancy.

We will support the $75 million project ($50 million for the plant itself and $25 million for mechanical infrastructure in existing buildings) through a public-private partnership – in this case, a long-term capital lease agreement. The steam plant’s UND customers and external customers (including Altru Health, the School for the Blind, Grand Forks Public Schools and Greek housing), will not see a steep rise in billing. It will be business as usual throughout the transition. The project will be paid for within the existing steam rate.

A proposal in the UND Master Plan would place a new steam plant on the south side of the current Facilities building, pulling it away from the landscape of the main quad and allowing a more attractive student environment. In its new position, people would only see the top of a shorter, smaller exhaust stack.

If all goes as expected, plant construction could be completed by late fall or early winter of 2019. The old steam plant would then be shut down in the summer of 2020.

Coinciding with the construction of a plant would be an examination of how the entire system can be made more efficient and environmentally friendly. Facilities will look at energy-conserving improvements in HVAC, plumbing and electrical at the campus building levels.