This issue of Facilities News focuses on staff and projects. You all have done a tremendous amount of work over the past few months, with preparing for and getting through Commencement, getting ready for summer camps and conferences, wrapping up and beginning new projects, and more; and yet many of you have found time to provide service to the Brown community. I applaud all that you have done. Cheers to our dedicated staff who celebrated milestone years of service this year, to those who strive for excellence in their job, volunteer for university programs, and find time on off hours to create artwork! You can learn more about some of these endeavors in this issue. Look for the gold banners to learn more about the University’s Staff Advisory Council and Ambassador Program, Facilities’ University Excellence Award winners and Gaspar/Arzoomanian Award winner, and see a photo of Jan Day’s artwork that won first place in the Staff Development Day competition. Keep up the great work! Also, in this issue is news of Facilities’ recently implemented Meridian Document Management system and the FAMIS mobile solution, to be added soon. This promises to be an exciting tool once the Meridian Document Management system is integrated with our FAMIS system. To learn more, read the article on Page 3.

As we are kept busy this summer with the many summer projects on deck, I hope you all take time out to attend the Facilities staff lecture by Brown University Professor John Stein, whose lecture promises to teach us “101 Things You Didn’t Know About Your Brain, but Should” and to attend our annual staff cookout on Friday, July 25th; see Page 2 for details. I look forward to seeing you all at these events.

Sincerely,

Vice President Facilities Management

Have questions concerning SAC? Looking for a forum to share your ideas and or concerns? See one of Facilities’ Staff Advisory Council (SAC) representatives (from left to right) Diana Richardson, University Scheduler; Gary Martins, Special Projects & Programs Manager; and Jan Hebert, Executive Assistant to the Director of Project Management.
The design build team, of Gilbane/Toshiko Mori/Todd Rader, has completed the transformative work of converting a straightforward 1950’s building into one worthy of both the important research conducted within it and its location on The Walk.

The project is expected to easily achieve LEED Gold status with innovative features such as a rainwater recapture system, chilled beams, and LED lighting. A Maya Lin sculpture in the green space on the north side of the building is planned for installation this fall.

**STAFF SEMINAR AND PICNIC**

**YOU’RE INVITED**

**Who** All Facilities Management staff are invited to attend a presentation and ask questions of a professor here on campus.

**What** Dr. Stein, a senior lecturer in the Neuroscience Department, will present, “101 Things You Didn’t Know About Your Brain, but Should.” He teaches a range of courses within the fields of Neuroscience, Physiology, General Biology and Visual Arts. Outside of teaching and administrative duties at Brown, he is active in science outreach activities in the local community.

**When** On Friday, July 25th, at 10:00 AM, prior to the staff picnic.

**Where** Metcalf Auditorium

**Then** Join staff for our department cookout on the Berylson Family Field behind 295 Lloyd Avenue.

**UNIVERSITY EXCELLENCE AWARD WINNERS**

From Left to Right: Sarah Vitale, Wes Warren, Deb Dunphy, and Greenhouse Gas Team—John King, Courtney McCracken, and Dave Larson
In late June, we officially unveiled a new software system titled “Meridian Document Management.” Document management software stores digital documents in a central database and allows staff to “describe” each document in the system, allowing for easy retrieval at a later time by utilizing a web browser. Although Facilities has just “gone live” with its Meridian Document Management system, there is much excitement about the benefits of having easy access to documents that, until now, have been largely buried either in flat files or deep within folders on our shared network drives.

Our initial roll-out includes legacy construction as-built plans, called “record drawings”, and Operations and Maintenance (O&M) manuals for twenty of our most equipment-intensive buildings. In addition, already loaded are master floor plans for all buildings as well as campus maps, which include utility and infrastructure maps for the entire campus.

The completed integration, between the Meridian Document Management system and our FAMIS system, will largely benefit the Operations group in their daily maintenance activities. Documents loaded into the Meridian Document Management system can be retrieved directly from within FAMIS. Additionally, we can more easily provide required documentation to consultants on projects initiated by our Planning Design & Construction (PD&C) group.

Nearly 9000 documents have been scanned and will be added to the system as documents are “described.” There are many plans for continued development of the system, which include loading the documentation for the remaining buildings and providing training to Facilities Management staff on how to access and utilize the new system. A newly installed 75” touch-screen monitor, in the CAD/Plan Room, will be utilized to review large format drawings held in the system. This new monitor has been installed on a movable cart so that it can be utilized in our conference rooms as well.

The documents in the system will also be accessible via mobile devices and will integrate into our FAMIS Mobile Solution. That project is slated to begin this fall. Additionally, we will be working towards piloting an “active” PD&C project which will include not only the plans and O&M manuals but all related project documentation. Ultimately, we plan to have all active projects in the system so that, when a project is finished, the archival process is automatically complete and documentation required by our Operations group is readily available.

You are encouraged to provide feedback regarding the new system to the Systems & Services group. Your input is invaluable to ensure that the continued development of the system best meets the needs of all our staff.

2013 Gaspar/Arzoomanian Award Recipient

June 24th Award Ceremony, Left to Right: VP Stephen Maiorisi, Lead Grounds Worker Steve Lavoie, and Grounds Superintendent Pat Vetere
Curbs are being dropped and the roads repaved, but wait, there are more changes to come... beautification, enhanced pedestrian safety, metered parking, and calmer traffic flow are all goals of a collaborative project to improve our favorite lunch and coffee spot, Thayer Street. Driven by the desire to improve a resource that benefits us all, a diverse team that included the city, Brown, the College Hill Neighborhood Association, and the Thayer Street District Management Authority supported an extensive planning effort on Thayer Street that wrapped up last year. The study, led by the city’s planning consultant NBBJ, is available here:


Look online to see the study action items or keep your eyes open as you walk Thayer. Coming later this summer are wider sidewalks in front of City Sports and Blue State Coffee, and a mini park or parklet (a small structure with bench seating and planters) “parked” in a space in front of the Brown Office Building. More traditional improvements will include restriping the roadway, planting trees, installing new signs, and adding outdoor furniture and trash receptacles. For those driving to Thayer, block parking meters will encourage turnover and improve parking prospects for patrons.

**Related Work:** Top of the Tunnel Improvements*

RIPTA has secured funding to renovate the interior infrastructure of the existing bus tunnel, which terminates on Thayer Street, to accommodate a future streetcar. Part of this funding will be used to enhance the bus stop on Thayer Street to better serve as a transit hub for pedestrians and cyclists.

*From the Thayer Street Planning Study, NBBJ

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**First Place Winner**

Planning Design & Construction’s Financial Coordinator Janice Day won first place for her “Wanderlust” work of art at this year’s Staff Development Day contest. Congratulations Jan!

**Other works by Jan.**
NEW BUILDING FOR SCHOOL OF ENGINEERING

Design will soon commence for a new School of Engineering building. The building will house high tech research labs and many core research facilities such as clean rooms, electron microscopes, and a nano-tools facility in approximately 80,000 sf. The project will include a bridge connection to Barus & Holley and the creation of a major green space at the end of the primary east/west axis of campus.

ORGANIZATIONAL STRUCTURE IN WORKDAY

We have welcomed 13 new staff members to Facilities Management since the beginning of the year. If you’re finding it difficult to remember the reporting structure, let Workday do the work for you in three easy steps.

Here’s how:

In Workday (from your Home Landing Page) type in the employee name you are searching for in the search bar.

On the next screen click on the “View Team” icon.

You can now view and/or click on each icon in the “swirl” to explore the reporting structure.

For Workday Screencasts and Job Aids, paste the following address into your web browser:


Conceptual rendering, credit Sasaki Associates
SUMMER PROJECTS AROUND CAMPUS

1. Bio-Med Center
2. Granoff CAC
3. Pizzitola
4. Pembroke Field House
5. 94 Waterman St.
6. Sciences Library
7. Minden Hall
8. Lyman Hall
9. 155 George St.
10. Watson Institute for International Studies
11. Orwig Music Hall
12. Vartan Gregorian Quad
13. Wriston Quad
14. Andrews House
15. Alumnae Hall
16. Wilson Hall
17. Rockefeller Library
18. Robinson Hall
19. Mencoff Hall
20. 70 Brown St.
21. Thayer St.

Improvements
## SUMMER PROJECTS

<table>
<thead>
<tr>
<th>FACILITY NAME</th>
<th>PROJECT TITLE</th>
<th>COMPLETION</th>
<th>PM/OPERATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alumniae Hall</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Alumniae Hall</td>
<td>Heating hub repairs</td>
<td>8/30/14</td>
<td>Tom Demanche</td>
</tr>
<tr>
<td>Andrews House</td>
<td>Phase III Renovations</td>
<td>8/15/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Andrews House</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Angell Street 195</td>
<td>Exterior paint FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Ann Mary Brown</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Bionus &amp; Holley</td>
<td>Oren exhaust Installation-Room 061 (Vailles lab)</td>
<td>6/23/14</td>
<td>Tom Cousineau</td>
</tr>
<tr>
<td>Benevolent Street 070-072</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Benevolent Street 088</td>
<td>WBRU - Fire Life Safety &amp; HVAC Scope</td>
<td>8/22/14</td>
<td>Tom Cousineau</td>
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<td>Benevolent Street 095</td>
<td>Brown to Brown renovation</td>
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<td>Benevolent Street 099</td>
<td>Brown to Brown renovation</td>
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<td>6/30/14</td>
<td>Courtney McCaeken</td>
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<td>Furnace hood repairs</td>
<td>9/30/14</td>
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<td>Biltstein House</td>
<td>Office renovation-Room 332 (Dr)</td>
<td>6/15/14</td>
<td>Gary Martins</td>
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<tr>
<td>Biltstein House</td>
<td>Heating system repairs</td>
<td>8/30/14</td>
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<td>Brown Street 070</td>
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<td>Brown Street 111</td>
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<td>7/15/14</td>
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<tr>
<td>Campus</td>
<td>Masonry minor repairs</td>
<td>8/30/14</td>
<td>Chris Grimes</td>
</tr>
<tr>
<td>Campus</td>
<td>Dry sprinkler valve inspections &amp; testing</td>
<td>8/30/14</td>
<td>Paul Amatila</td>
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<td>Campus</td>
<td>Workplace Strategies Study (Programming only)</td>
<td>6/27/14</td>
<td>Steve Phillips</td>
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<td>Campus</td>
<td>Transformer repairs</td>
<td>8/30/14</td>
<td>Victor Rebelo</td>
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<td>Boiler repairs</td>
<td>8/30/14</td>
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<td>Anode installation hot water tanks</td>
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<td>Bike racks FY14</td>
<td>8/1/14</td>
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<td>Campus</td>
<td>CCTV Phase 3</td>
<td>8/30/14</td>
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<td>Campus-Off-Site</td>
<td>Thayer Street improvements</td>
<td>8/15/14</td>
<td>John Cooke</td>
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<td>Central Heat Plant</td>
<td>Roof &amp; Lower replacement</td>
<td>6/30/14</td>
<td>David Larson</td>
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<tr>
<td>Central Heat Plant</td>
<td>SCADA software upgrade</td>
<td>7/15/14</td>
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<td>Plumbing riser remediation &amp; cosmetic upgrades</td>
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<td>Dormitories</td>
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<td>Faculty Club</td>
<td>Roof repairs &amp; replacement</td>
<td>6/30/14</td>
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</tbody>
</table>
## SUMMER PROJECTS

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Faunce Hall</td>
<td>Retro-commissioning Phase 4</td>
<td>7/24/14</td>
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<td>Faunce House</td>
<td>Kasper Multipurpose Room AV installation</td>
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<td>Geo-Chem Building</td>
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<td>Graduate Center</td>
<td>Install ADA curb cut</td>
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<td>Entry canopy installation</td>
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<td>Water softener installation</td>
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<td>Hegeman Hall</td>
<td>Replace skylight &amp; associated roof repairs</td>
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<td>John Hay Library</td>
<td>First Floor Reading Room renovation</td>
<td>7/25/14</td>
<td>David LaPlante</td>
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<td>Kasser-Gould</td>
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<td>Kasser-Gould</td>
<td>Kasser Common Room</td>
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<td>Keeney Quad</td>
<td>Installation main drain test header</td>
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<td>Paul Armandi</td>
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<td>Keeney Quad</td>
<td>Replacement of low pressure control valves</td>
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<td>Ladd Observatory</td>
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<td>Gary Martins</td>
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<td>Life Sciences Building</td>
<td>Repair electric manifold 1242 – high voltage switch</td>
<td>8/29/14</td>
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<td>MacMillan Hall</td>
<td>Renovation</td>
<td>8/30/14</td>
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<td>7/11/14</td>
<td>Wes Warren</td>
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<td>Marston Boathouse</td>
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<td>7/24/14</td>
<td>Courtney McCracken</td>
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<tr>
<td>Meehan Auditorium</td>
<td>Chiller replacement &amp; electrical distribution (Ice)</td>
<td>8/31/14</td>
<td>Courtney McCracken</td>
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<tr>
<td>Meehan Auditorium</td>
<td>Fire alarm panel upgrade</td>
<td>8/15/14</td>
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<td>Mercoff Hall</td>
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<td>8/30/14</td>
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<tr>
<td>Minden Hall</td>
<td>Exterior envelope study &amp; repair</td>
<td>8/29/14</td>
<td>John Cooke</td>
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<tr>
<td>Multiple</td>
<td>General roof upgrades FY14</td>
<td>6/30/14</td>
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<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
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<td>Pembroke Field House</td>
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<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Peter Green House</td>
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<td>8/30/14</td>
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<td>Pizzitola Sports Center</td>
<td>Locker rooms renovations</td>
<td>9/1/14</td>
<td>Mike Kenney</td>
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<tr>
<td>Prince Engineering Lab</td>
<td>Lab 103/104 renovations</td>
<td>5/23/14</td>
<td>Tom Cusinean</td>
</tr>
</tbody>
</table>
### SUMMER PROJECTS

<table>
<thead>
<tr>
<th>FACILITY NAME</th>
<th>PROJECT TITLE</th>
<th>COMPLETION</th>
<th>PM/OPERATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prospect House</td>
<td>Cosmetic upgrades-room 102/ Blinstein stairwell lighting</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Rentals</td>
<td>Rental facilities FY15 allowance</td>
<td>6/30/14</td>
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<tr>
<td>Residence Halls</td>
<td>Appliance replacements</td>
<td>8/30/14</td>
<td>Victor Rebello</td>
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<td>Summer paint FY15</td>
<td>8/30/14</td>
<td>Gary Martins</td>
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<tr>
<td>Residence Halls</td>
<td>Shower renovations &amp; repairs</td>
<td>8/20/14</td>
<td>Chris Grimes</td>
</tr>
<tr>
<td>Robinson Hall</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Rockefeller Library</td>
<td>First Floor Central Reading Room</td>
<td>9/5/14</td>
<td>Joanna Salomonstall</td>
</tr>
<tr>
<td>Rockefeller Library</td>
<td>Fire protection Phase 2</td>
<td>8/29/14</td>
<td>Bill Gaudet</td>
</tr>
<tr>
<td>Salomon Hall</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Ship Street 070</td>
<td>Replace two boilers - HW reheats</td>
<td>5/28/14</td>
<td>Courtney McCauley</td>
</tr>
<tr>
<td>Ship Street 070</td>
<td>Roof access</td>
<td>5/30/14</td>
<td>Steve Phillips</td>
</tr>
<tr>
<td>Shirly Miller House</td>
<td>New Hire Office Renovation-Room 306</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Site &amp; Landscape</td>
<td>Sidewalk FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Site &amp; Landscape</td>
<td>Install street trees</td>
<td>9/1/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Slater Hall</td>
<td>Retro-commissioning</td>
<td>8/15/14</td>
<td>David Larson</td>
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<tr>
<td>South Main Street 121</td>
<td>Signage package</td>
<td>8/21/14</td>
<td>Bill Gaudet</td>
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<tr>
<td>Stadium Press Box</td>
<td>Window replacement &amp; repairs</td>
<td>7/1/14</td>
<td>Wes Warren</td>
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<tr>
<td>Stimson Ave 002</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
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<tr>
<td>T. F. Green Hall</td>
<td>Exterior paint FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
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<tr>
<td>University Hall</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
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<tr>
<td>Vartan Gregorian Quad</td>
<td>Room lighting upgrades &amp; wireless update</td>
<td>8/29/14</td>
<td>David Larson</td>
</tr>
<tr>
<td>Vartan Gregorian Quad</td>
<td>Energy subsidiary retro-commissioning implementation</td>
<td>8/31/14</td>
<td>David Larson</td>
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<tr>
<td>Waterman Street 070</td>
<td>Exterior paint touch-ups FY15 allowance</td>
<td>8/30/14</td>
<td>Gary Martins</td>
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<tr>
<td>Waterman Street 094</td>
<td>Center for the Study of Slavery &amp; Justice</td>
<td>8/6/14</td>
<td>Bill Gaudet</td>
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<tr>
<td>Watson C1F</td>
<td>Robotics demonstration area &amp; lobby improvements</td>
<td>8/25/14</td>
<td>Joanna Salomonstall</td>
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<tr>
<td>Watson C1F</td>
<td>Flexible classroom - Room 219</td>
<td>8/15/14</td>
<td>Bill Gaudet</td>
</tr>
<tr>
<td>Watson C1F</td>
<td>Classroom 368 modifications</td>
<td>8/20/14</td>
<td>Bill Gaudet</td>
</tr>
<tr>
<td>Watson Institute for International Studies</td>
<td>Renovations- Rooms 106, 214, 256, 328 (Koo)</td>
<td>6/30/14</td>
<td>Gary Martins</td>
</tr>
<tr>
<td>Wilson Hall</td>
<td>Replacement of low pressure control valves</td>
<td>8/30/14</td>
<td>Tom Demandeche</td>
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<tr>
<td>Wriston Quad</td>
<td>Wriston Quad Phase One-Gouldard, Mercy, Olney &amp; Diman</td>
<td>8/8/14</td>
<td>Steve Phillips</td>
</tr>
</tbody>
</table>

PREPARING FOR SCHOOL OPENING

NEW DORMITORY INSPECTION FORM

In August, 2014, Facilities’ Custodial Supervisors will begin using a condensed version of the current dorm inspection checklist to submit work orders to the Service Response Center.

This form, coupled with the posting of the planned room painting schedule in each custodial key station, will allow for better reporting in preparation of school opening.

JOHN HAY READING ROOM

Rehabilitation of this historic space includes new windows, light fixtures. With this renovation, the John Hay Reading Room will clearly become one of the most dramatic spaces on campus. In addition, the building will be accessible, secure, and its infrastructure will be much more robust. Most construction activities are complete allowing time for the collections and furniture to be loaded into the library for the re-opening in September.

NEW CUSTODIAL EQUIPMENT

Scrubber reduces cleaning agent use

Sweeper at Pizzitola

Scrubber at Barus & Holley, strips floors

Vacuum used in Rentals where there are no outlets

Light fixtures in the Reading Room

New Special Collections Reading Room
PHASE III, BROWN TO BROWN HOME OWNERSHIP

The Brown to Brown Home Ownership Program, which has been a part of the Facilities Management Real Estate Department since 2009, is in the 3rd phase of updating and repairing underutilized residential properties to be purchased by a faculty or staff member. The Brown to Brown program continues to benefit buyers by providing housing close to campus. The City of Providence benefits, as well as the University’s College Hill neighbors, as the restored homes enhance the neighborhood and add to the tax base as privately-owned residential properties. Pictures of the current homes being restored are in the column to the right.

The University sold Brown to Brown program homes at 93 Brown Street in December, 2013, and 109 Brown Street in June, 2014. Additionally, 89 Benevolent Street was recently razed due to disrepair and structural deterioration. The demolition of this property will make room for future parking or landscaping. To learn more about the Brown to Brown Home Ownership Program please go to http://www.brown.edu/Facilities/browntobrown/.

UNIVERSITY AMBASSADOR PROGRAM

Have you wondered what it takes to make Brown University operate? Well, CAD Supervisor Chad Cavanaugh and Real Estate Manager Tracy Mansour have been finding out as participants in the University’s Ambassador Program. The 12-month program provides an opportunity to learn about functional purposes of academic and non-academic areas in an interesting and enjoyable format, while also providing an opportunity for professional development activities.

On June 17th, Facilities Management hosted the Ambassadors for an introduction to our operation, which included presentations by Vice President Maiorisi and AVP of Planning Design & Construction Mike McCormick. Equipment Mechanic Ed Znosko and Master Locksmith Manny Darosa provided demonstrations in Division 1 and HVAC & Controls Manager Larry Hicks demoed the controls system in Division 9. Chief Engineer Tom Demanche led a tour through the Central Heat Plant and Director of Project Management Mike Guglielmo joined Mike McCormick to provide a tour of recently completed projects on campus.

SERVICE! UNIVERSITY AMBASSADOR PROGRAM REPRESENTATIVES
CAD Supervisor Chad Cavanaugh and Real Estate Manager Tracy Mansour will complete the year-long Ambassador program in August. Congratulations Chad and Tracy. To learn more, visit the program website at: http://brown.edu/about/administration/human-resources/employee-resources/professional-development/ambassador-program
REMEMBERS

Have a question about your uniforms or safety goggles? Contact Stores Operations at x3-2734.
Continue to submit your Facilities Management suggestions.

SAVE THE DATE

FM Picnic — Friday, July 25
Stewards’ Meeting — 1st Wednesday of each month
Labor/Management Meetings — 2nd Wednesday of each month

HOLIDAYS

August 11th - Victory Day
September 1st - Labor Day
October 13th - Fall Weekend
November 11th - Veteran’s Day (bargaining staff only)
November 27th - Thanksgiving Day
November 28th - Day after Thanksgiving
December 24th - Christmas Eve Day
December 25th - Christmas Day
December 26th through December 31st - Winter Break
January 1st - New Year’s Day

Promotions

Joel Carinha, Controls Mechanic
John Luipold, Assistant VP, Real Estate
Chris Powell, Assistant VP, Sustainable Energy & Environmental Initiatives
Meggie Patton, Academic & Student Engagement Coordinator
Sarah Vitale, Real Estate Coordinator

Retirements

Barry Cooks, Custodian II
Joe Marshall, Custodian II

New Hires

Andrade, Baquilda S
Antaya, Tracey-Jo
Avdalyan, Araksia L
Badessa, Stephen
Battersby, William A
Clarke, Henry
Corona, Maria M
DiTusa, David L
Fay, Peter R
Ferri, Frederick A
Flint, Michael E
Greene, Dillon L
Jamme, Dallas T
Johnson, Colin D
Jordan, Michael S
Madara, Kennedy O
Musa, Talat A
Petrarca, John A
Ramsey, Derek S
Sowah, Joel A

Have a favorite recipe?
Fork it over! For the FM Cookbook
Email your recipe to Leah McCue
@ leah_mccue@brown.edu

Newsletter Team: Donna Butler, Lichen Grewer, Tracy Mansour, Leah McCue, Amy Morton, Paula Penelton

Contributors: Monty Combs, Deb Dunphy, and Jack Wilcox

This edition of Facilities News includes information regarding many of our efforts underway. It has been written to provide all Facilities Management employees with information regarding Department activities across the various offices. If you have any suggestions for articles or would like to contribute to Facilities News please contact FM_Newsletter@Brown.edu.