

Facilities Maintenance Supporting Data

The purpose of the Facilities Maintenance Element is to assess the existing conditions and required improvements of all existing buildings on the University campus.

Florida State University has been designated by the state as the responsible agency for over 1,000 acres of state-owned lands. These lands, consisting of twelve separate sites, range from 1 acre to 545 acres and are located in Leon, Franklin, Bay, Marion and Sarasota Counties. Included on these properties are approximately 6,900,000 gross square feet of facility space. These improvements cover a wide array of building types, such as academic, research, administrative, recreational, and residential space. In addition to these facilities, the University has several long-term leases for property in Leon County and elsewhere in the state to accommodate space needs.

The Florida State University Facilities Department maintains an extensive database of information relating to the qualitative and quantitative characteristics of the University's land holdings and facilities. This information, which is too voluminous for inclusion in the master plan update, is maintained and available for inspection in the Facilities Department, which is located on the Main Campus in the Mendenhall Maintenance Complex.

The Facilities Planning and Space Management Section maintains the University's Space Inventory Management Systems (SIMS) file which tracks all E&G (Education and General), C&G (Contracts and Grants) and auxiliary building names, numbers, location, gross square feet, net square feet, and net assignable square feet, and room use. This database also contains information relating to the condition and suitability of all University space. This information is currently available for inspection in the Facilities Planning and Space Management Section. In addition, site plans for each of the University's land holdings, which depict the general physical characteristics, are available for inspection.

Generally speaking, the Facilities Department provides archival resources on other known physical characteristics of the University's built environment. This information consists primarily of the construction documents of University facilities. These documents provide information relating to building exterior and interior materials, configuration, and systems.

The University has a keen appreciation of the historical significance of each facility and maintains a limited database on these qualities. As directed by the University's "Professional Services Guide, the University or its selected design professional is responsible for petitioning the Florida Department of State, Division of Historical Resources for an assessment of the historical or cultural resources of any site chosen for new construction or any facility scheduled for a major renovation. Information gained through this petitioning process is then considered in

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the project design.

Each year, the Office of the State Fire Marshal conducts an inspection of buildings and facilities to determine compliance with applicable fire code legislation. The University's Department of Environmental Health and Safety maintain reports of these inspections. This Department also prepares and maintains the University's plans for asbestos abatement and other hazardous materials.

During the previous planning period, the former Board of Regents contracted to have an inspection of all University facilities accomplished to determine compliance with the Americans with Disabilities Act (ADA). The results of this study are available for inspection.

Florida State University maintains a database of information relating to desired construction methods, materials and procedures. Each of these documents is made available to the design professional for every major and minor new construction, remodeling and renovation project. Each year Florida State University conducts an annual review of its database, commonly referred to as the "Florida State University Supplemental Cost Containment Guidelines," to insure that the information is current and meets contemporary industry and legislative standards.

A description of the current improvement needs for each facility is as follows:

- General
- Exterior
- Interior
- Systems
- Conformance to State Requirements for Educational Facilities (SREF) standards
- Major problems and possibilities associated with current required improvements.

The projected improvement needs for each facility during the planning period are as follows:

- General
- Exterior
- Interior
- Systems
- Conformance to State Requirements for Educational Facilities (SREF) standards
- Major problems and possibilities associated with current required improvements.

In January 1991, Florida State University commissioned its then Campus Services Engineer to conduct a condition assessment of facilities assigned to the University Housing Department. Later that same year, a second study was commissioned to assess the technical condition of E&G

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facilities. Though certain preconditions did not allow the assessment of all University facilities (for example, facilities assigned to the Athletic Department were not included), these two studies represent the most comprehensive analysis conducted to date on the condition of University facilities. These reports include analysis of a wide variety of factors including life safety and asbestos considerations as well as building envelope and building system reviews. The results of these reports have enabled the University to understand more completely the condition of its facilities and to plan more effectively the required remedial actions. More recently, the University has begun yet another attempt at defining its deferred maintenance needs. In Fall 2006, the Facilities Department issued a “Request for Proposals” to select a consulting firm to assist with a limited facilities condition assessment. The first phase of that assessment will be completed within the next year, if not sooner.

The projected level and frequency of building maintenance by facility includes:

- Exterior
- Interior
- Systems

The Florida State University Facilities Department is responsible for the repair and maintenance of University space as well as all intramural facilities, all sidewalks and roads, all roofs, and all structural, mechanical, electrical, and plumbing components associated with the University’s physical plant. The Department is also responsible for the planning, coordination and design of all renovation and new construction projects as well as the maintenance of grounds, and building services. Maintenance work is divided into two categories defined as General Maintenance and Preventive Maintenance. General Maintenance is defined as the repair and replacement of components to restore equipment, structures, and facilities to their optimum level of operation.

The University conducts a Preventive & Predictive Maintenance (PM) program, which is designed to minimize inconvenience to building occupant and the cost of premature equipment and facility failure. The program encompasses virtually all mechanical/electrical equipment including but not limited to large and small air conditioning units; cooling towers; HVAC control systems (mechanical, electrical, electronic, pneumatic, fire, smoke, and intrusion alarm systems); elevators; steam traps; chillers; emergency generators; and utility meters. All items of equipment specified by the Department of Management Services Preventive Maintenance Inspection system are included in this program.

Appropriate daily, weekly, monthly, quarterly, and semiannual PM schedules detail specific tasks to be accomplished for each item within the program. These tasks include: lubrication, adjustment, belt and filter changes; testing; exercising emergency generators; chemical treatment

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of cooling towers; coil cleaning; roof maintenance; servicing of fire, smoke and intrusion alarm systems; and maintenance and testing of emergency lighting and exit sign systems.

All newly acquired equipment of this type included in the University's PM program is automatically added. Tasks and schedules follow the manufacturer's recommendations and good maintenance practices. Relamping and minor repairs to light fixtures are also included in the PM function.

There are a number of employees assigned directly to this program. These employees are supplemented by the Maintenance Section's shop personnel and outside contractors to assure that equipment is serviced on a timely basis.

Each year as part of its Fixed Capital Outlay Budget Request, the University projects the funding needs to properly support the entire PM program, not just for the Main Campus but satellite properties as well. The funding requirement for this particular program is based upon current needs as well as new facilities that will come on line in the planning period. A copy of this request is available for inspection in the Facilities Department.

Considering the size, age and condition of the University's physical plant as well as current levels of funding, every effort is made to consider adaptive re-use of facilities during the planning of major construction and renovation projects. Additionally, in considering the assignment and use of space within particular buildings, consideration is given to adaptive use especially in cases where costly renovation may be the only alternative. Because of limited resources, the University is forced to operate in a number of facilities, which no longer meet contemporary standards. The periodic Educational Plant Survey process provides testament to this fact by the number of facilities, which are typically recommended for demolition.

Obviously, the most significant problem associated with the replacement, expansion or repair of any existing facilities centers around the issue of funding. Delays in funding major and minor renovation and remodeling projects further aggravate the situation since needed repairs or replacement are not completed in a timely manner.

Beyond funding however there are other factors, which must be considered in planning either new construction or renovation; factors, which involve the fulfillment of specific programmatic, needs. The educational survey process is one means of verifying the institutional need for a particular project. Such a recommendation must be based either upon the statistical space justification or extenuating circumstances.

The timing or phasing of a project is particularly important especially if other projects or

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infrastructure improvements are prerequisite. The University has based its current Fixed Capital Outlay Budget Request in part upon a particular sequence of new construction and renovation activities. If there is an interruption in this sequence, then contingency plans must be implemented. The overriding planning philosophy that must be utilized in preparing such long-range plans is one of flexibility.

As stated earlier, the University has several active programs that address such issues as life safety, asbestos, energy efficiency, roof management, ADA compliance, and the like. The following is a brief discussion of some of these programs:

Life Safety:

The Environmental Health and Safety Department maintains a record of the annual inspection reports produced by the Office of the State Fire Marshal and developing a plan to correct violations. In turn, the Facilities Department utilizes the information contained in these reports when programming or designing facility renovations.

Asbestos:

The University maintains a prioritized list of facilities, which require abatement. The Environmental Health and Safety Department maintains records of information relating to asbestos containing materials and provides lead management to the University community on detection and abatement activities. The University utilizes the services of a professional consulting firm to provide technical assistance on detection, abatement design, abatement, air monitoring and related activities. The Facilities Department works closely with the Environmental Health and Safety Department on scheduling and accomplishing abatement activities.

Energy Efficiency:

The Facilities Department has several current programs and projects which have been implemented to improve energy efficiency including significant capital investment projects, cogeneration studies, and light fixture replacement to name a few. Additionally, the designs of most major projects are required to conduct life cycle and energy analyses (such as "FLEET" programs) and to implement the results of those studies in the project design. Currently there is movement toward using "LEED" (Leadership in Energy and Environmental Design) concepts in all new construction and major renovation design.

Roof Inspections:

The Facilities Department conducts periodic visual and infrared roof inspections of University facilities to determine the condition of roof systems and to plan any necessary corrective actions.

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