



FROM RON'S OFFICE



As the Directors and I were discussing the content for this newsletter, I suggested that we provide a greater emphasis on our employees. It's nice to read about the projects that we're doing, but articles about our staff are even better. So this issue is the beginning of more space and more articles devoted to people in FM. People are truly our most important asset in FM and I want to thank all of you for the great work that you do each day.

I know that much of the work that many of you do is "behind the scenes" and not often recognized by our customers. I do receive letters and e-mails from our customers praising the work of FM staff. I pass that thanks along to the people involved but I think we should all celebrate our accomplishments whether they're seen by our customers or not.

Our plan is that we will be able to provide more in-depth articles in the next newsletter about more of our employees and that we will continue to improve the newsletter to make it more interesting for you. If you have any suggestions for what you'd like to see in future newsletters, please send an e-mail to fmnewsletter@northwestern.edu.

Ron Naylor,
Associate Vice President for Facilities Management

BIRTHDAYS

FEBRUARY

- Javier Juarez, 2
- Robert Whittier, 2
- Ann Ziegelmaier, 3
- Erick Chavarria, 3
- Glen Turenne, 3
- Norbert Jasiak, 4
- Christopher Piehl, 5
- Hilary Draper, 6
- John Hawkins, 7
- Casey Godfrey, 10
- George Rocha Francis Degan, 11
- Timothy Lukasik, 12
- Stephen Camburn, 14
- Charles Flodin, 16
- Robert Hopkins, 16
- Alejandro Rodriguez, 19
- Nathan Garrett, 19
- Robert Gross, 19
- Thomas Bulleri, 19
- Jarvis Houston, 20
- Pedro Eloisa, 23
- Joseph Maher, 24
- Abby Lerner, 25
- Katherine Deitch, 26
- Michael Mason, 26

MARCH

- Wellbe Bartsma, 1
- Alfred Harris, 2
- Eric Trepanier, 2
- Bruce Jaime, 3
- Julia Winter, 3
- Kevin Holm, 4
- Megan Weiland, 7

MARCH (continued)

- Theodore Karling, 7
- Timothy Peterson, 7
- Timothy Roland, 8
- Michael Czarnecki, 9
- Michael Donatelli, 9
- Ryan Malec, 10
- Tina Dace, 10
- Jerry Hefner Jr., 11
- Freddie Gates, 12
- Rickey Jarrell, 12
- Michael Miller, 15
- Vanessa Niedzwiedz, 15
- Michael Bochenek, 16
- Karl Wolff, 18
- Salvador Montoya, 19
- Ernesto Arreguin, 20
- Michael Swan, 20
- Jorge Encarnacion, 21
- Steven Lovejoy, 21
- Spencer Godfrey, 26
- Daniel Cunningham, 28
- Franklin Anderson, 28
- Randy Nimsgern, 28
- Robert Buckman, 30
- Steven Hopper, 30

APRIL

- Edward Sepkowski, 2
- Justin Witt, 2
- David McElroy, 3
- Luke Smith, 3
- Vince Imburgia, 3
- Nick Newton, 5
- Wilton Bennett, 5

APRIL (continued)

- John Brzezinski, 6
- Manuel Rubio, 6
- Philipose Koshy, 7
- Jeffrey Hearne, 9
- Thomas Walsh, 9
- Richard Balkcom, 10
- Mary Pat Pyles, 13
- Anthony Tokich, 14
- Jay Baehr, 15
- John Moore, 15
- John Gonsior, 19
- Richard Nemece, 19
- Stephen Burke, 19
- Michael Shine, 20
- Vincent Geraci, 20
- Susan Budinsky, 21
- Keith Barr, 23
- Joseph Sak, 25
- Karen Willoughby, 25
- Michael Majesty, 25
- Martin Lazare, 26
- Marzena Policht, 26
- Charles Lerman, 27
- Kevin Murray, 27
- Timothy Toerber III, 27
- Jessica Abrams, 29
- Phi Trung Quach, 29
- Benjamin Vinzons, 30
- David Newton, 30
- Harry Myatt, 30
- Jessica Frank, 30
- Lucy Friedman, 30

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WELCOME TO OUR NEW STAFF

Vince Imburgia
Maintenance Engineer A (Chicago)

Robert Gross
Mgr Construction Projects (Evanston)

DAVE CASWELL RETIRES



Gary Wojtowicz (L) with Dave (R).

After 32 years of service with FM, Dave Caswell retired on December 7, 2012. He was the Chief Operating Engineer for the Chicago Heating Plant, responsible for ensuring high quality and reliable steam supply to all of NU's downtown campus, as well as neighboring facilities including the Rehabilitation Institute of Chicago (RIC), Prentice Hospital, and NMH.



We're happy to report a new NU campaign record of **\$331,105** in total pledges and contributions...a 14.91% increase over last year's total of \$288,232.

- The participation rate winners are:
- 1st place** (\$1500): Controller 1 - 100%
 - 2nd place** (\$1,000): MED-Institute for Healthcare Studies - 64.62%
 - 3rd place (\$750): Facilities Mgt-D&C/Planning - 40.98%**
 - 4th place** (\$500): University Relations - 38.10%

Prizes can be spent as determined by departments.

Thanks to all who contributed.

ALIDADE MER

At the last All Hands Meeting, we learned that FM Operations would be working with Alidade MER to help improve the way it does its work. Here are answers to questions you may have about the Alidade MER program.



First, what is Alidade MER?

Alidade MER is a consulting firm that helps maintenance organizations improve their work, save time, and save money. Their services cover maintenance management, reliability engineering, leadership, and management.

How will they help FM Operations?

Alidade MER's focus is on planning, scheduling, and coaching. They will teach us to do better planning and management. They will help FMO provide better service to our customers and because we'll be more efficient, we can take better care of the University's facilities.

What's been done so far?

Last October, Alidade MER visited Northwestern and collected information about our existing processes. Their analysis has been used to plan the next steps in this program.



According to Wiki: An alidade or a turning board is a device that allows one to sight a distant object and use the line of sight to perform a task.

Where do we start?

The first area we'll focus on is preventive and predictive maintenance. Initially a small group of FM employees will be trained on specific methods of analysis and improved business processes. Alidade will help us get more out of the FAMIS system. The first shops to participate will be the HVAC, DDC, Plumbing and Electrical shops. Later the refined approach will be rolled out to the other shops and the entire staff.

Next Steps?

FM has received agreement from senior management to proceed with Alidade and is now reviewing the business process changes with the NU community to get buy in. Once there is agreement, there will be an announcement and a kickoff meeting to start the project. We will continue to update everyone via the newsletter and All Hands Meeting.

STAFF HIGHLIGHTS

Kim Buchanan - FM Customer Service (Chicago)



Kim has worked in the Chicago FM office for almost six years. Some of her duties include entering and dispatching service calls, processing service purchase orders and maintaining the Chicago FM office for Brian Kittle and the Project Managers. She loves her job and the people she works with. On a personal note, Kim loves to read so much that she married a librarian.

John Rodriguez - FMFA, Warehouse (Chicago)

John worked in Evanston customer service from 2004 until June 2012. With his recent move to the Chicago warehouse, John is excited to learn new tasks, other parts of FM, and the university's business processes. Along with the lakefront scenery, John also enjoys a shorter commute, and meeting new people.

Carrie Jo West - Senior Facilities Planner (Evanston)



Led by her passion for interior spaces and Design, Carrie moved to Chicagoland in October 2012 from the Champaign area to join the FM Office of Planning. Carrie is currently working on the Kresge Renovation. And as the Chicago winter finally kicks in, Carrie's thoughts will occasionally wander to her favorite pastime...hiking the Lost Dutchman trail in Mesa, Arizona with her husband and 15-month old daughter.

PUZZLE CORNER

Guess which NU building this is.



Know the answer?

Send it in an email to fmnewsletter@northwestern.edu.

The **first** correct answer will win an AWESOME NU t-shirt and, of course, the admiration of all your co-workers.

(Winner/answer will be posted on the FM website.)



Norris Ice Rink open!

Hours for the rink are 12:30 – 9:00 PM everyday and FREE with your own skates. For more info visit...

<http://www.norris.northwestern.edu/recreation/norrisoutdoors/norris-ice-rink/>



FROM THE OFFICE OF SUSTAINABILITY

GREEN CUP - February 2013

When residence halls seem particularly dark and creepy, you know Green Cup is upon us. Since 2006, Green Cup has challenged students to reduce energy and water use in our residence halls and Greek houses.

FM staff support this effort via weekly electric and water meter readings which are used to calculate consumption. If a student happens to ask if you can cut power to their building, you'll know why! And yes, that would be unsafe and cheating so please do not comply.



Students do get creative though so don't be surprised if you enter a residence hall to find many lights turned off and appliances unplugged. Not to mention quick calls about any water leaks.

Learn more at <http://bit.ly/nugreencup>.



SAVE THE DATE
 Next **ALL-HANDS MEETING:**
May 1, 2013 (Wednesday)

Green Tips

1. Recycle.
2. Don't print unless necessary. Read documents and emails on your computer; share documents when possible; and if you must print- make sure it's double sided and in black and white.
3. Donate or recycle electronics properly.

If you are unsure of what to recycle on NU's campus, need bins, or want more information, on staying Green visit <http://bit.ly/NUrecycling>

TOOL FOR: FM STAFF | CONTRACTORS

Northwestern University
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REQUEST SERVICES

- Online requests
- (847) 491-5291 (912) 503-8000
- Email Us

Emergency requests

During non-business hours:
Call 496 from any campus phone (847) 491-5291 (Evanston) (912) 503-2466 (Chicago)

During business hours:
(847) 491-5291 (Evanston) (912) 503-8000 (Chicago)

QUICK LINKS

- Customer Service
- Campus Construction Map & Project Updates
- Recycling
- Green Cup CCN Dashboard
- Paying for Services
- Facilities Management Mission
- Current Facilities Information

FM LINKS

[Login/Password required]

- FM Document Review (Sharepoint)
- FM Internal Website
- Kronos
- NU Portal
- NU Directory
- Outlook Web Access
- SIMS

ANNOUNCEMENTS

11-26-2012 **1926** A look back Northwestern University in Chicago... A graphic presentation of how Northwestern's Chicago Campus shaped the city's landscape and skyline. Photos from the 1920s through 2012 depict the physical development of NU and the Second City. Click here to see the presentation.

11-26-2012 **NU-Q** Northwestern brings all the history and distinction of the Evanston-based university to Doha, the capital city of Qatar. It offers students the opportunity to study media and earn a bachelor of science degree in journalism or communication. Read more...

11-20-2012 **"Pardon Our Dust"** Improvements in the Norris University Center range from an upgraded selection of dining options to additional bike racks to expanded printing and copying services. But is it enough? Read more...

11-16-2012 Starting Monday (Nov. 19, 2012) through Tuesday (Nov. 27, 2012) supply ventilation for A, F, G, H and N wings at the Technological Institute will be compromised. Fume hood users are advised to close sashes and cover containers of fume-generating substances before leaving the building on Monday. Every effort will be made to return the system to normal operation as quickly as possible. If you have any questions please contact Jim McKinney at 847-491-5291. Click here for specific closure schedule.

11-07-2012 **Ride on!** Five months after completing construction on a new protected bike lane on Ash Street, Evanston was named a "Bicycle Friendly Community" by the League of American Bicyclists. The award represents more than just a commendation for living and gas reduction. Read more...

11-06-2012 **Visitors center to reflect community suggestions** After lengthy negotiations and collaborative planning between Evanston and Northwestern, the approved visitors center construction plan now reflects the needs of both while following city codes and regulations. Read more...

11-02-2012 **New NU medical research building to replace old Prentice Hospital** Northwestern will now move forward with its plans to build a new, state-of-the-art biomedical research facility on the site of the old Prentice Hospital. Doing so will create approximately 2,000 full-time jobs and have an annual economic impact of nearly \$400 million on the area. Read more...

FMIT has added a new feature to the FM home page to make your work life a little bit easier. On the lower right-hand side of the page there is a box of **FM Links** to help you get to the programs and web pages you use most.

If you make the FM website your home page, then as soon as you start your browser these links will be available to you!

And you'll get to see the latest facilities-related news and announcements.



ON CAMPUS

Norris University Center has received new bike racks on the east and north sides of the building. The project was part of a larger program in cooperation with Associated Student Government (ASG) to improve bike parking facilities throughout campus. To date we have installed over 500 new bike racks on Campus with more racks to come.



Norris bike racks

The reconstruction of University Place from Sherman Avenue to Sheridan Road was completed this fall. The project featured a number of major infrastructure renewals. Included were new water service to major buildings (in cooperation with the City of Evanston), improved storm water drainage, complete replacement of the roadway and sidewalks, new street lighting; new green space at Scott Hall, and updated landscaping throughout.



FM has been working on creating expansions of green space throughout the campus. Most recently, the **landscape space north of Allison Hall** has been reorganized. New sidewalks and bike racks provide a more useable, aesthetically pleasing space.

Allison Hall is on south campus and houses 363 students.

A PDF version of this newsletter is available online at www.northwestern.edu/fm-staff/newsletters.html

For questions or comments, please contact: fmnewsletter@northwestern.edu