

12.0 Facilities Maintenance

This Element will be deleted as it is not required by the Florida Board of Governors regulations. Most policies addressed in this Element are addressed elsewhere in university policy, UF Design and Construction Standards, or Florida Building Code.

GOAL 1: TO MAINTAIN AND IMPROVE A PHYSICAL ENVIRONMENT CONDUCIVE TO TEACHING, LEARNING, AND RESEARCH IN A WAY THAT IS SUSTAINABLE, EFFICIENT, AND PROTECTS THE UNIVERSITY'S CAPITAL INVESTMENTS

Objective 1.1: Maintain the level of performance for the exterior, interior and building systems as described in the standards for construction. - Delete

Policies	Status	Benchmarks	Recommendations
Policy 1.1.1: The Physical Plant Division shall be responsible for the operation, maintenance, grounds and utilities of all Education and General (E&G) and Health Science Center (HSC) buildings including certain UF Health clinics. The Physical Plant Division shall be responsible for all site utilities for E&G, IFAS, Housing, Shands and University Athletic Association buildings on the main campus and the Eastside Campus.	Ongoing	The Facilities Services Division (formerly Physical Plant Division) continues to provide these services.	Element and Policy not required by BOG. Delete
Policy 1.1.2: The IFAS Facilities Operations shall be responsible for the operation, maintenance, and minor renovation of the buildings, building utilities, and grounds of the IFAS portion of the campus.	Ongoing	The IFAS Facilities Operations continues to provide these services.	Element and Policy not required by BOG. Delete
Policy 1.1.3: The Planning, Design and Construction Division shall be responsible for minor construction projects for all Health Science Center and E&G buildings.	Ongoing	The Planning, Design and Construction Division continues to provide these services.	Element and Policy not required by BOG. Delete
Policy 1.1.4: The Department of Housing and Residence Education Facilities Management shall be responsible for the operation, maintenance, and minor renovation of the buildings and interior building utilities for all housing facilities.	Ongoing	The Dept. of Housing and Residence Education continues to provide these services	Element and Policy not required by BOG. Delete

Policies	Status	Benchmarks	Recommendations
Policy 1.1.5: The J. Wayne Reitz Union Division shall be responsible for the operation, maintenance, and minor renovation of the buildings and interior building utilities for all facilities associated with the J. Wayne Reitz Union. The Planning, Design and Construction Division shall be responsible for managing certain minor renovations on behalf of the J. Wayne Reitz Union.	Ongoing	The J. Wayne Reitz Union continues to operate and maintain the Union buildings with assistance from the Planning, Design and Construction Division for minor projects.	Element and Policy not required by BOG. Delete
Policy 1.1.6: Facilities of Shands Teaching Hospitals and Clinics, Inc. shall be responsible for the operation, maintenance, and minor renovation of the buildings and interior building utilities for all of their facilities located on lands in the jurisdiction of the campus master plan.	Ongoing	UF Health Teaching Hospitals and Clinics, Inc. continues to provide these services.	Element and Policy not required by BOG. Delete
Policy 1.1.7: The University shall assure that facilities renovated, remodeled or constructed meet or exceed the criteria set forth in the most recent edition of the <u>University of Florida Design and Construction Standards</u> .	Ongoing	The university divisions responsible for project management ensure these standards are followed.	Move to Capital Improvements Element

Objective 1.2: Maintain an inventory of the condition, use type, and capacity in each facility. - Delete

Policies	Status	Benchmark Data	Recommendations
Policy 1.2.1: The Planning, Design and Construction Division shall maintain the University space inventory with documentation on use and capacity of all facilities in the Physical Facilities Space Files at The University of Florida. This inventory shall include data required for the State University System by the Florida Board of Governors. The Physical Plant Division shall assist in the E&G facility inventory and assessment, and IFAS Facilities Operations shall assist in the IFAS facility inventory and assessment necessary for the database.	Ongoing	The Business Affairs Technical Services office maintains the space inventory in coordination with the Planning, Design and Construction Division, IFAS, and Facilities Services Division. Conditions assessment information is also incorporated into the space data as available.	Move to Capital Improvements Element combined with 1.2.6

Policies	Status	Benchmark Data	Recommendations
Policy 1.2.2: The Physical Plant Division shall provide for ongoing inspections of E&G buildings by department supervisory staff in conjunction with scheduled preventive maintenance and inspection of the various building components.	Ongoing	The Physical Plant Division continues to provide this service	Element and Policy not required by BOG. Delete
Policy 1.2.3: The Physical Plant Division shall be responsible for conducting continuous facilities condition assessments for E&G and Health Science Center facilities, and will provide a comprehensive assessment by 2020 with assistance from the Planning, Design and Construction Division.	Ongoing	The Facilities Services Division continues to provide this service. The facility condition assessment has been completed for 10.5 million GSF of E&G space with another 1 million underway. Additional assessments are being completed. This data is being incorporated, along with IFAS facility data into a comprehensive Academic Regeneration study as recommended by the Campus Framework Plan.	Incorporate in a Capital Improvements Element policy about deferred maintenance and the Campus Framework Plan's academic core regeneration strategy combining Policies, 1.2.3 and 1.2.8 of this Element.
Policy 1.2.4: The IFAS Facilities Operations shall provide for ongoing inspections of buildings by department supervisory staff in conjunction with scheduled preventive maintenance and inspection of the various building components. Facilities Operations shall also provide for annual unit surveys and maintain its facilities condition audit data.	Ongoing	The IFAS Facilities Operations continues to provide this service.	Element and Policy not required by BOG. Delete
Policy 1.2.5: The Department of Housing and Residence Education shall conduct annual and ongoing inspections of buildings in concert with supervisory staff and preventive maintenance schedules for individual building components. These inspections shall be recorded in the computerized maintenance work order system.	Ongoing	The Department of Housing and Residence Life continues to provide this service.	Element and Policy not required by BOG. Delete

Policies	Status	Benchmark Data	Recommendations
<p>Policy 1.2.6: The Planning, Design and Construction Division shall continuously review documentation of space use and capacity in each building, and provide this information to university administrators for evaluation of the most effective and efficient use of space.</p>	<p>Ongoing</p>	<p>The Planning, Design and Construction Division continues to provide this service on a continuous basis.</p>	<p>Move to Capital Improvements Element combined with 1.2.1</p>
<p>Policy 1.2.7: The University of Florida Physical Facilities Space Files data, maintained by the Planning, Design and Construction Division, shall be integrated with the work order systems of the Physical Plant Division and IFAS Facilities Operations.</p>	<p>Complete</p>	<p>The Facilities Space Files maintained by Business Affairs Technical Services integrate with the work order system of PPD’s Maintenance and Management System. Integration with IFAS maintenance has not occurred.</p>	<p>Element and Policy not required by BOG. Delete</p>
<p>Policy 1.2.8: The University shall assess spaces in its inventory of classrooms, libraries and teaching and research laboratories and identify barriers to efficient and effective use. Facility deficiencies that inhibit efficient use shall be addressed by colleges, departments and other units through capital maintenance projects implemented through the Planning, Design and Construction Division. Obsolete facilities shall be recommended for demolition in coordination with the Offices of the Vice President for Business Affairs, Senior Vice President for Health Affairs, Senior Vice President for Academic Affairs, and Senior Vice President for the Institute of Food and Agricultural Sciences.</p>	<p>Ongoing</p>	<p>Identification of facility maintenance activities are more decentralized with colleges and departments funding and requesting maintenance activities. The Facilities Services Division maintains facility condition audits and capital maintenance priorities in coordination with the Planning, Design and Construction Division. These activities are being coordinated through an Academic Regeneration Study.</p>	<p>Incorporate in a Capital Improvements Element policy about deferred maintenance and the Campus Framework Plan’s academic core regeneration strategy combining Policies, 1.2.3, and 1.2.8 of this Element.</p>

Objective 3.0: Identify and prioritize maintenance and improvement projects with a schedule for eliminating deficiencies to ensure that facilities meet University standards. - Delete

Policies	Status	Benchmark Data	Recommendations
<p>Policy 1.3.1: The Physical Plant Division shall be responsible for establishing and maintaining a priorities system for programming maintenance and improvement projects for E&G, and Health Science Center buildings and campuswide utilities with input on fire and life safety issues from the Environmental Health and Safety Office. Projects receiving a high priority generally address health, fire and life safety issues, classroom condition, building envelope, building and facilities systems operation and reliability, maintenance cost reduction, energy conservation and campus/building appearance. These priorities shall be incorporated into the annual Fixed Capital Outlay Critical Deferred Maintenance Request submitted to the Florida Board of Governors by the Planning, Design and Construction Division upon approval from the Vice President for Business Affairs.</p>	Ongoing	<p>The Facility Services Division continues to provide this service for E&G and HSC facilities and campuswide utilities with input from Environmental Health and Safety on fire and life safety issues. Funding requests and projects are coordinated through the Planning, Design and Construction Division.</p>	Incorporate into Capital Improvements Element
<p>Policy 1.3.2: The IFAS Facilities Operations shall be responsible for establishing and maintaining a priorities system for programming maintenance and improvement projects for IFAS buildings with input on fire and life safety issues from the Environmental Health and Safety Office. Projects receiving a high priority generally deal with health and safety issues, building envelope including roofing, mechanical systems operation and reliability, operating and maintenance cost reduction and building appearance. These priorities shall be incorporated into the annual Fixed Capital Outlay Critical Deferred Maintenance Request submitted to the Florida Board of Governors by the Planning, Design and Construction Division for IFAS Statewide facilities upon approval from the Vice President for Business Affairs.</p>	Ongoing	<p>IFAS Facilities Operations continues to provide this service with input from Environmental Health and Safety on fire and life safety issues. Funding requests and projects are coordinated through the Planning, Design and Construction Division.</p>	Incorporate into Capital Improvements Element

Policies	Status	Benchmark Data	Recommendations
<p>Policy 1.3.3: The Associate Vice President for Student Affairs, Auxiliary Operations shall be responsible for establishing and maintaining the annual review of deferred maintenance and capital improvements projects utilizing the most recent Housing Master Plan and input on fire and life safety issues from the Environmental Health and Safety Office. Maintenance projects shall be included in the annual budget approved by the Associate Vice President for Student Affairs, Auxiliary Operations. Projects receiving a high priority generally deal with early detection and warning systems, emergency egress, personal security, health and safety, mechanical systems operation and reliability, operating and maintenance cost reduction and building appearance. In conjunction with development of the Capital Improvements Program, all key management personnel, the Family Housing Mayor's Council, and the Inter-Residence Hall Association provide input to the Associate Vice President for Student Affairs, Auxiliary Operations.</p>	<p>Ongoing</p>	<p>The Department of Housing and Residence Life continues to provide this service with input from Environmental Health and Safety on fire and life safety issues. The Department updates its Housing Master Plan regularly having completed a significant update in 2018.</p>	<p>Incorporate into Capital Improvements Element</p>
<p>Policy 1.3.4: The University shall refer to Policies 1.1.13 and 1.1.14, and the future building sites identified on Figures 13-1, 13-1.a, 13-1.b, 13-1.c and 13-2 of the Capital Improvements Element when identifying maintenance priorities in order to reduce investments in relatively short-term structures. Removal and replacement of buildings that are temporary or in serious disrepair shall be considered as a viable means to reduce deferred maintenance except in the case of historic properties as defined in Policy 1.5.4 of this Element.</p>	<p>Ongoing</p>	<p>The university has undertaken a significant Academic Regeneration Study that will address and coordinate these elements to develop a coordinated facility reinvestment strategy.</p>	<p>Move to Capital Improvements Element with updated references</p>

Policies	Status	Benchmark Data	Recommendations
Policy 1.3.5: The University’s ADA Compliance Office shall continue to assess existing facilities for ADA accessibility, and initiate special projects to correct any deficiencies.	Ongoing	The ADA Compliance Office continues to provide this service. The responsibility for this university function is assigned outside of the Campus Master Plan process.	Element and Policy not required by BOG. Delete See also Urban Design Element, Policies 1.1.1 and 1.1.7 for ADA design requirements.
Policy 1.3.6: Maintenance and other facility improvement projects shall incorporate sustainable building concepts and energy efficiency, such as low water usage fixtures, window glazing, proper insulation, and new technologies that conform to the principles of the Leadership in Energy and Environmental Design (LEED) program of the U.S. Green Building Council or similar green building certification programs including certifications that may be developed specific to the University of Florida and/or Florida State University System.	Ongoing	Maintenance projects include sustainable principles as found LEED Existing Building certifications. Facility renovations received LEED certifications including the O’Connell Center (v4 Silver) and Norman Hall (v3 Gold).	Incorporate into Capital Improvements Element policies

Objective 1.4: Maintain a scheduled preventive maintenance program - Delete

Policies	Status	Benchmark Data	Recommendations
Policy 1.4.1: The Physical Plant Division will continue to utilize a comprehensive computerized maintenance management system. This system will provide for scheduled service, maintenance, and inspection of mechanical systems, life safety systems, motor pool, building envelope, equipment and building components, and site utility infrastructure on an ongoing basis.	Ongoing	The Facilities Services Division continues to provide this service.	Element and Policy not required by BOG. Delete

Policies	Status	Benchmark Data	Recommendations
<p>Policy 1.4.2: The IFAS Facilities Operations preventive maintenance program will continue to provide scheduled service, maintenance, and inspection of mechanical systems, life safety systems, motor pool, building envelope, equipment and building components under its jurisdiction on an ongoing basis.</p>	<p>Ongoing</p>	<p>IFAS Facilities Operations continues to provide this service.</p>	<p>Element and Policy not required by BOG. Delete</p>
<p>Policy 1.4.3: The Department of Housing and Residence Education Facilities Management will continue to coordinate the computerized maintenance work order system for the Department to provide scheduled service, maintenance, and inspection of mechanical systems, life safety systems, motor pool, building envelope, equipment and building components under its jurisdiction on an ongoing basis.</p>	<p>Ongoing</p>	<p>The Dept. of Housing and Residence Education continues to provide this service.</p>	<p>Element and Policy not required by BOG. Delete</p>

Objective 1.5: Identify, designate and protect historic and archaeological resources.

Move this objective and its policies to the Urban Design Element, new/renumbered Objective 1.1.6 if not redundant.

Policies	Status	Benchmark Data	Recommendations
<p>Policy 1.5.1: Continue to identify, designate and protect the university’s historic and archaeological resources by complying with the provisions set forth in the programmatic memorandum of agreement with the State Division of Historic Resources pursuant to Section 267.061(2) Florida Statutes regarding maintenance, rehabilitation, remodeling, renovation and demolition activities.</p>	Ongoing	<p>Provisions of the memorandum of agreement are met in the university’s maintenance, rehabilitation, remodeling, renovation and demolition activities. Monitoring and maintenance activities are ongoing for these resources.</p>	<p>Move all polices under this objective to Urban Design Element, new/renumbered Objective 1.1.6 if not redundant</p>
<p>Policy 1.5.2: Continue to maintain an inventory and evaluation of all archaeological and historic properties under University ownership that are included on the <u>National Register of Historic Places</u>.</p>	Ongoing	<p>Inventories exist and are maintained, including digital mapping and archival document storage.</p>	<p>Move all polices under this objective to Urban Design Element, new/renumbered Objective 1.1.6 if not redundant</p>
<p>Policy 1.5.3: Continue to maintain an inventory and evaluation of all archaeological and historic properties under University ownership that are potentially eligible for inclusion on the <u>National Register of Historic Places</u>, and update the programmatic memorandum of agreement with the State Division of Historic Resources pursuant to Section 267.061(2) Florida Statutes as needed when or if additional properties are added to the Register. The Preservation of Historic Buildings and Sites Committee and the Land Use and Facilities Planning Committee shall be consulted prior to the addition of any new university properties on the <u>National Register of Historic Places</u>.</p>	Not Complete	<p>Analysis of buildings approaching the 50yr age was prepared and reviewed by a subcommittee of the PHBSC in 2012. A draft report was transmitted to the FDHR in 2013; however the report has not been finalized. The programmatic memorandum of agreement has not been updated although UF and FDHR staffs have discussed the need and continue to coordinate reviews of registered and potentially eligible buildings.</p>	<p>Move all polices under this objective to Urban Design Element, new/renumbered Objective 1.1.6 if not redundant</p>

Policies	Status	Benchmark Data	Recommendations
<p>Policy 1.5.4: Prior to an historic property being demolished, rehabilitated or substantially altered in a way that may adversely affects its character, form, integrity or archaeological or historical value, the University shall consult with the Preservation of Historic Buildings and Sites Committee and the Land Use and Facilities Planning Committee, in addition to any other committee reviews called for through the standard project review process defined in the Implementation Element. For the purpose of this campus master plan, “historic property” shall be any property on the <u>National Register of Historic Places</u>, any building identified on Figure 1-2, or any property deemed eligible for inclusion on the <u>National Register of Historic Places</u> based on its being at least 50-years of age and having received a review from the State Division of Historical Resources documenting its historical significance. For property that is on the <u>National Register of Historic Places</u>, the University shall also consult the Florida Department of State's Division of Historical Resources to avoid or mitigate adverse impacts, and undertake any appropriate salvage or recovery action as required by the programmatic memorandum of agreement.</p>	<p>Ongoing</p>	<p>Construction projects comply with this policy including new construction, renovations, additions, and demolitions.</p>	<p>Move all polices under this objective to Urban Design Element, new/renumbered Objective 1.1.6 if not redundant</p>
<p>Policy 1.5.5: The University shall continue to develop and implement cleaning and maintenance protocols for use by maintenance staff, supervisors, contractors and building occupants such as using less abrasive “green” cleaning products to ensure proper protection of historic materials in University of Florida historic structures.</p>	<p>Not Complete</p>	<p>This policy reflected a grant-funded project in the CDCP that was active over 2003-2005. Ultimately, the grant did not result in the anticipated tools to implement this policy. The university’s standard maintenance routines and use of less abrasive “green” cleaning supplies keep these buildings in good condition.</p>	<p>Delete</p>

Objective 1.6: Protect and improve air quality through the proper control and reduction of airborne pollutants.

Clean Air Policies are required by FBOG and are recommended for inclusion in the Conservation Element. This Objective and its policies will be moved to the Conservation Element.

Policies	Status	Benchmark Data	Recommendations
Policy 1.6.1: The University shall monitor indoor and outdoor air quality, and minimize emissions of air pollutants from and within buildings by adhering to the Fume Hood Policy and Indoor Environmental Quality Policy developed and implemented by the Environmental Health and Safety Office.	Ongoing	The Environmental Health and Safety Office continues to provide this service.	Move to Conservation Element
Policy 1.6.2: The University shall continue to comply with the regulations set forth in the Clean Air Act, Title 40 Code of Federal Regulations (CFR) as applicable.	Ongoing	The University continues to comply with these regulations as applicable.	Move to Conservation Element