

# Agenda

**Craig Mayer**, Director of Maintenance, Physical Plant

- Welcome
- Classroom Locking Project

**Christopher McMahan**, Executive Director, Facility Planning & Delivery

- Linden Drive Parking Garage

**Tony Lotten**, Property Control Accountant, Business Services

- Capital Equipment

**Gary Brown**, Co-Chair, Gender Inclusive Restroom Facilities Task Force

- Gender-Inclusive Restrooms

**Jam Rivetna**, Project Manager, Physical Plant

- Assetworks Update (Work Order Software)

**Craig Mayer**, Director of Maintenance, Physical Plant

- Physical Plant Org Changes



**WISCONSIN**  
UNIVERSITY OF WISCONSIN-MADISON

## *Facility Managers Meeting*

**Craig Mayer, Director of Maintenance, Physical Plant**

- Classroom Locking Project

# Classroom Locking Project

- Overview
  - 81 Buildings, 634 Classrooms, 35K seating capacity
  - June 2020 Completion
- Status
  - Ingraham, Social Science Complete
  - Van Hise in-progress, complete over spring break
- Lessons Learned
  - Providing keys to Building Managers to address lockouts
  - Process for historic considerations
- Next Steps
  - Scheduling small quantity classroom buildings through May
  - Developing summer schedule
- Call Customer Service with questions







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*Facility Managers Meeting*

**Christopher McMahan, Executive Director, Facility Planning & Delivery**

- Linden Drive Parking Garage





## *Facility Managers Meeting*

**Tony Lotten, Property Control Accountant, Business Services**

- Capital Equipment

# Property Control Team

Amy Rognsvoog – Property Control Manager

Sandeepa Lama – Property Control Accountant

Tony Lotten – Property Control Accountant

Cindy Gillis - Property Control Accountant

Caitlin Kujawa – Student Intern

Veronica Berger – Student Intern

Departmental Property Administrators (DPAs)



## Property Control Email:

[Property@bussvc.wisc.edu](mailto:Property@bussvc.wisc.edu)



# What Is Capital Equipment?

- Cost GREATER than \$5,000 per item or fabrication
- Useful life GREATER than one (1) year
- Moveable items – not attached to a building

## Definitions Associated with Capital Equipment:

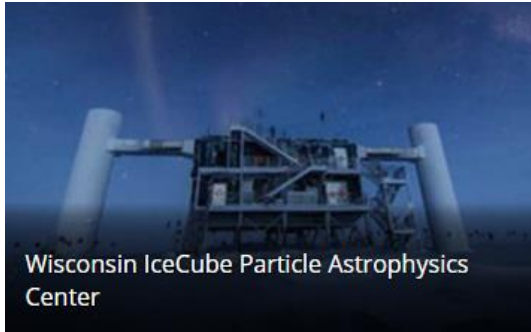
<http://www.bussvc.wisc.edu/acct/propcont/Capital%20Equipment%20Definitions.pdf>

## Capital Account Code Definitions:

<http://www.bussvc.wisc.edu/acct/codes/cccap.html>



# Examples of Capital Equipment





# Keep an Eye Out for Tagged Equipment



# Website/Resources

## Property Control Website:

<http://www.bussvc.wisc.edu/acct/propcont/prophome.html>

- Property Control Policy/Procedures/Forms
- Property Control Contacts & Contact Information
- DPA Training Presentations
- Current DPA List for every division/departments
- Physical Inventory Schedule for the current fiscal year
- Capital Equipment FAQ



# Upcoming Capital Equipment Trainings in FY19

## Part 1: Asset Acquisition and Fabrication

- 3/6/2019, 1:00-3:00pm, Room 5045, 21 N Park Street
- 5/1/2019, 9:00-11:00am, Room 5045, 21 N Park Street

Register Link:

<https://www.talent.wisc.edu/Catalog/Default.aspx?tabid=29&SeriesKey=544><https://www.talent.wisc.edu/Catalog/Default.aspx?tabid=29&SeriesKey=544>

## Part 2: Asset Movement/Inventory and Asset Disposition/Retirements

- 3/19/2019, 9:00-11:00am, Room 5045, 21 N Park Street
- 5/15/2019, 1:00-3:00pm, Room 5045, 21 N Park Street

Register Link:

<https://www.talent.wisc.edu/Catalog/Default.aspx?tabid=29&SeriesKey=544>







## *Facility Managers Meeting*

**Gary Brown, Co-Chair, Gender Inclusive Restroom Facilities Task Force**

- Gender-Inclusive Restrooms



Facilities Manager Meeting

# Creating Gender-Inclusive Restrooms at UW-Madison

Gary Brown, PLA, FASLA  
Co-Chair, Gender Inclusive Restroom Facilities Task Force

February 21, 2019

Facilities Planning & Management  
Director, Campus Planning & Landscape Architecture



# What is a Gender Inclusive Restroom Facility?

- Typically a single-occupancy, lockable restroom
- Non-gendered (ie. not signed “Male” or “Female”)
- Typically fully accessible for people with disabilities and sometimes includes an infant changing table
- **Multi-Stall Inclusive Facility** (none currently on campus)
  - Multi-occupancy restroom w/ full length stall dividers
  - Vacancy / No Vacancy locks on each
  - Shared sinks in a common area
  - Accessible stall(s) and infant changing table(s)

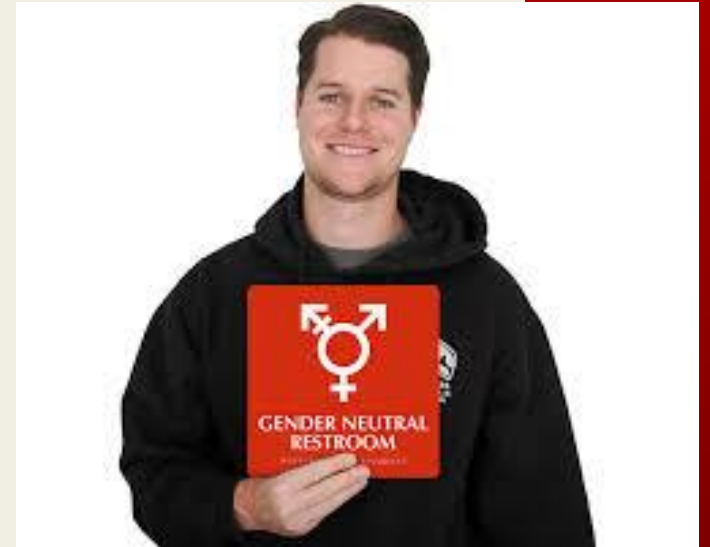






# Why do we need them?

- In support of our campus diversity initiatives, we need to meet the needs of today's students, faculty, staff and visitors.
- Title IX (1972) – any school that receives federal money is prohibited from discrimination based on sex, which includes sexual orientation and transgendered people.  
(Reaffirmed in 2016)
- We are a diverse and ever changing community.
- It's simply the right thing to do!





# Framing the discussion

Single Occupancy Restrooms provide:

- Redundancy: can be used by anyone
- Supports various users: people who are transgender/non-conforming, people with mobility access issues, parents with infants, etc.

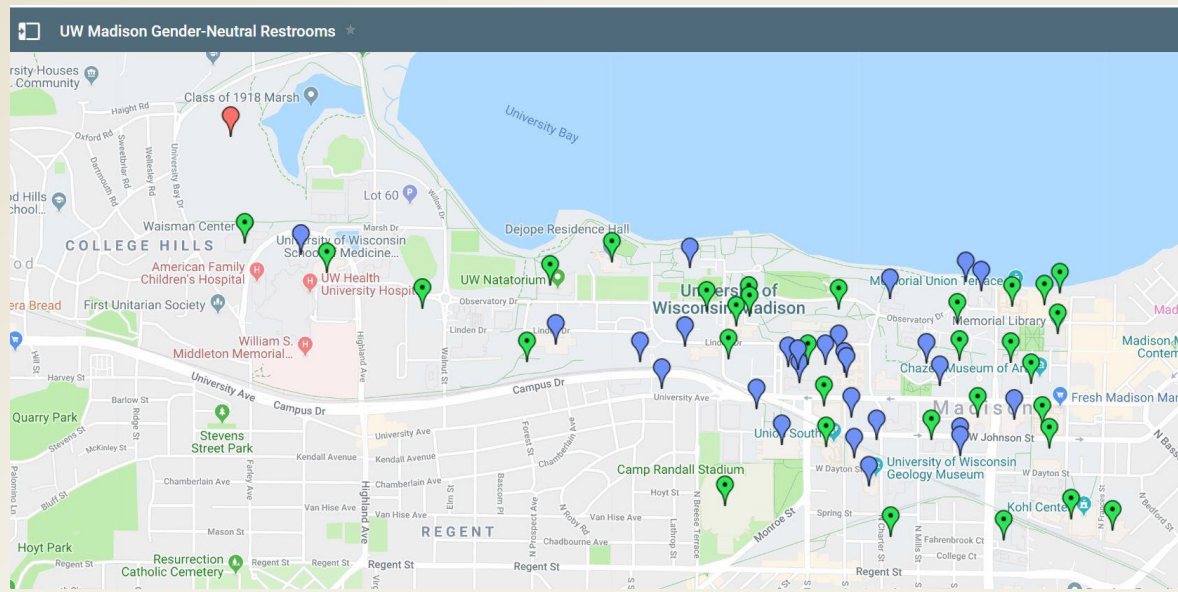
Local and national context:

- WI: AB469 (2015), joined federal North Carolina lawsuit (2016)
- National: OSHA standards, International Building Code (IBC) (GG v. Gloucester School Board (2018)- segregation from peers)
- Benchmarking efforts & institutions across higher education
  - Big 10, UW System, public & private entities are ahead of UW-Madison



# Current Information Available

- Google map on the GSCC website (54 blgs w/single occupancy restrooms)
- Inventory of Existing Single Occupancy Restrooms
- Green = ADA accessible
- Blue = not ADA accessible



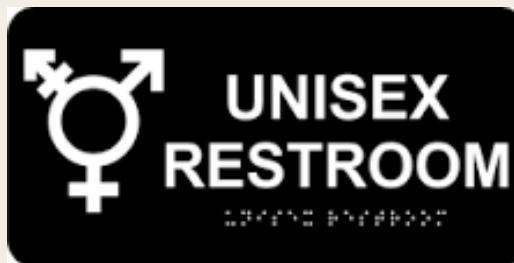
	A	B	C
1	ADA accessible?	Place	Description
2	No	209 N Brooks St	1st floor, 2nd floor, 3rd floor. Not ADA accessible
3	No	215 N Brooks St	1st floor, 2nd floor. Not ADA accessible
4	Yes	333 E Campus Mall	4103, 4906, 9901, ADA accessible. 8906, 8907, Room 126A - ADA accessible. Room 401 - not
5	Yes	432 E Campus Mall	120, Not ADA accessible
6	No	445 Henry Mall	106, 204. Not ADA accessible.
7	No	620 Babcock Dr	Science House. 2nd floor. Not ADA accessible.
8	No	1645 Linden Dr	102, 2nd floor, ADA accessible
9	Yes	Agricultural Bulletin Building	1141, ADA accessible
10	Yes	Art Lofts	B308, 247. 2nd floor & basement. Not ADA
11	No	Birge Hall	2nd floor. Room 208. Not wheelchair accessible.
12	No	Bradley Memorial Building	East side 5th floor. south end zone and west
13	Yes	Camp Randall Stadium	On office floors upstairs. Rooms 4329, 5329,
14	No	Computer Science and Statistics	205, 305. ADA accessible.
15	Yes	D C Smith Greenhouse	1st floor across from café. Wheelchair
16	Yes	Dejepe Dining Hall	1st floor and 4th floor. Rooms 457, 459. Not
17	Yes	Educational Sciences	2nd floor. Room 2072. Not wheelchair
18	No	Engineering Centers Building	3rd floor. Room 3118. Not wheelchair
19	No	Engineering Hall	B265E, 3118. Not ADA accessible.
20	No	Enzyme Institute	112. ADA accessible.
21	Yes	Fleet and Service Garage	B1230A, B1365A. Basement. Not ADA
22	No	Genetics-Biotechnology Center Bldg	1st floor on the right in between other
23	Yes	Gordon Commons	across from the bookstore. ADA accessible.
24	Yes	Health Sciences Learning Center	4237. 4th floor. Not ADA accessible.
25	No	Helen C. White Hall	205, 305. ADA accessible.
26	Yes	Hiram Smith Hall	3rd floor and 5th floor. Room 301A and Room
27	No	Lathrop Hall	2116, 5116NW Tower faculty: 6116, 7116, 8116,
28	Yes	Law Bldg	178. Not ADA accessible.
29	No	Lewis G. Weeks Hall for Geological Sciences	1st floor. Wheelchair accessible. Labeled as "all-
30	Yes	LGBT Campus Center, Red Gym	1016. ADA accessible.
31	Yes	McArdle Cancer Research Bldg	367. Not ADA accessible
32	No	Meat Science and Muscle Biology Laboratory	6th floor and 7th floor. Room 604 and Room
33	No	Medical Sciences Center	6760, 4740. Not ADA accessible.
34	No	Medical Sciences Center East	309. Not ADA accessible.
35	No	Meiklejohn House	3rd floor. Room 3308R. Not wheelchair
36	Yes	Memorial Union	

Available on-line from the  
Gender & Sexuality Campus Center





# Vast Variety of Temporary Signage...



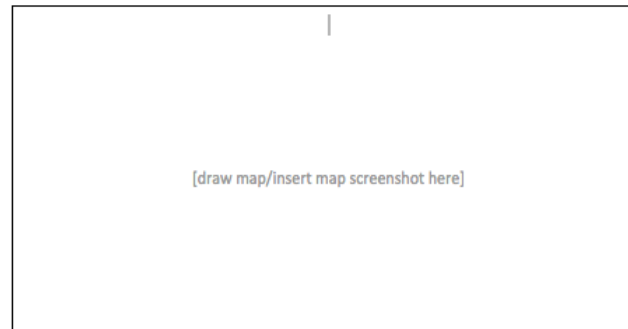
Badgers take care of each other. Everyone deserves a place to go!

**You are welcome to use the restroom that is most comfortable and appropriate for you.**

Please trust that every person knows which restroom is most comfortable and appropriate for them. Transgender people deserve to be treated with respect and dignity, and denying access to appropriate restroom facilities is harmful. No one must look a certain way to use a certain restroom. The Gender & Sexuality Campus Center encourages you to thoughtfully examine and challenge your assumptions around gender and how people look.

Looking for a single-stall restroom? The closest is:

\_\_\_\_\_ ADA accessible? Y N  
(building, room, floor)



UW-System's nondiscrimination policy includes protections around sex, gender identity, and gender expression (Regent Policy Document 14-6). If you have any questions about making spaces more welcoming for transgender, nonbinary, and gender-nonconforming students, staff, and faculty, please contact:

Gender & Sexuality Campus Center ♦ (608) 265-3344  
lgbt@studentlife.wisc.edu ♦ lgbt.wisc.edu

## Looking for a Gender-Inclusive Restroom?

Nearby single-stall restrooms include:

- 2459 Social Science – not ADA accessible
- B308 Birge Hall – not ADA accessible
- 247 Birge Hall – not ADA accessible
- 467 Education – ADA accessible
- 469 Education – ADA accessible



Check out <http://lgbt.wisc.edu/housing.htm#restrooms> for additional campus locations.



# Why is this so complicated??

- UW-Madison has over 350 buildings. Many of these are so old that it would be very difficult physically and costly to upgrade to include gender inclusive restroom facilities in every building.
- Funding for facility improvements is difficult to obtain and maintenance of existing facilities will always take priority.
- Campus politics and a slow-moving bureaucracy take time and effort to realize and institute change across the campus.
- As a State agency, UW-Madison is required to follow federal and state laws, as well as international building codes, that have yet to be updated to meet societal changes in regards to inclusive restroom facilities.



# International Building Code (IBC)

- IBC requires that every building have designated gendered restrooms based on the number of men & women occupying building; the quantity of fixtures and signage of such is gender-based.
- IBC currently allows for single-user restrooms but does not recognize or provide direction on gender-inclusive facilities. They need to be over and above the code required count.
- Occupancy surveys are required to assure we meet the IBC codes for gendered facilities and tell us if we can use single-user restrooms as gender inclusive restrooms without impacting the code required fixture counts by gender.

# GIRF Task Force, Phase I

## 2018 Charge from the VCFA & Provost:

1. Identify new standard signage. (Done!)
2. Survey existing buildings & confirm single-occupancy restrooms
  - Fixture count & occupancy surveys to meet code requirements
  - 54 buildings; 32 surveys done! 22 in process
3. Replace/update existing signage where possible.
  - New standard signs are in production and are being installed
  - Additional signage updates will continue
4. Update FP&M Technical Guidelines for new construction. (Done!)







# GIRF Task Force II, charge/next steps

## Fall 2018 Charge from the VCFA & Provost:

1. Review existing restroom use policies from peer institutions.  
(UW-Milwaukee, University of California System, and others)
2. Recommend language for a UW-Madison restroom use policy.
3. Recommend best practices for enforcement of the new policy.
4. Recommend a process for communicating the new policy to stakeholders.
5. Recommend a process for long-term planning for the conversion, renovation and construction of inclusive restrooms facilities across campus.



# Restroom Use Policy – draft under review

New policy will consider:

- Restroom usage statement & protections for users  
*Everyone “should use the restroom that most closely responds to their sex or gender identity or may use any gender-inclusive facilities.” (UMass Amherst)*
- Design restrooms in renovated & new buildings to be inclusive
- Design shower, locker, and changing rooms to be inclusive
- Include changing tables where possible
- Follow ADA guidelines for accessibility – Universal Design



# Next steps – what can you do?

- Establish a common practice & toolbox of responses
  - “M&W down the hall, single-stall first floor”
- Fac/Staff training & intervention guidelines
  - Know your unit/department policy & your facilities
  - Connect the practice with your mission & priorities
- Allow for flexible class/work schedules
  - People may need to use restrooms in a near-by building





# Next steps – what can you do?

- Support proposed policies/practices as they are rolled out
  - Be transparent with public statements about restroom facilities in your area
  - Pay attention to students, faculty or staff looking for support
  - Don't assume you can tell if someone is transgender.
  - Use the Gender & Sexuality Campus Center for support; check out their resources on-line

Men's & Women's  
down the hall,  
single-stall first floor







# Existing Buildings with Single-Occupancy Restrooms

- 54 buildings on campus have existing single-occupancy restrooms
- Occupancy studies have been completed on 32 buildings to date; remaining 22 are on-going
- Restrooms counts are defined by the IBC and are based on building occupancy
- Some of the single-occupancy restrooms need to be included in the gendered count to meet code
- Some can have new standard signs for non-gendered use



# Buildings w/existing single-occupancy restroom signs that are OK as is:

*i.e. They currently use "Restroom" signs for single-occupancy restrooms*

- Cooper Hall School of Nursing
- Engineering Centers Building
- Goodnight Hall
- Middleton Building
- Rennebohm Hall
- Vilas Hall
- Wendt Commons



# Buildings w/signs that have been updated:

- Art Lofts
- Babcock Hall
- Chamberlin Hall
- Duluca Biochemical Sciences
- 333 East Campus Mall
- 432 East Campus Mall
- Health Science Learning Ctr.
- Medical Sciences Center
- Nancy Nicholas Hall (SoHE)
- Red Gym
- Social Work
- Sterling Hall
- Taylor Hall



# Buildings inventoried that have a deficient number of fixtures overall

*i.e. they don't meet IBC code based on occupancy; limited options for adding gender-inclusive restrooms*

- AOSS
- Education Building
- Educational Sciences Building
- Grainger Hall
- Ingraham Hall
- Microbial Sciences Building
- Mosse Humanities
- Sewell Social Science
- Steenbock Library



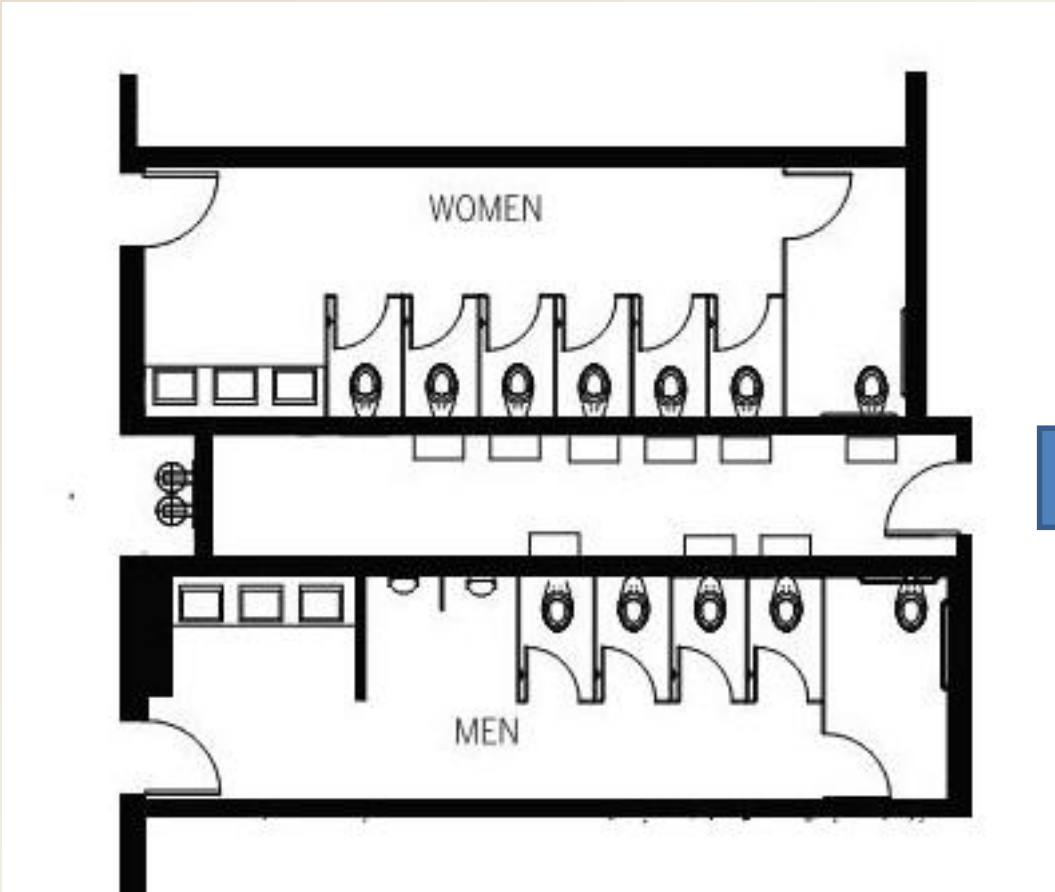


# Buildings currently being surveyed:

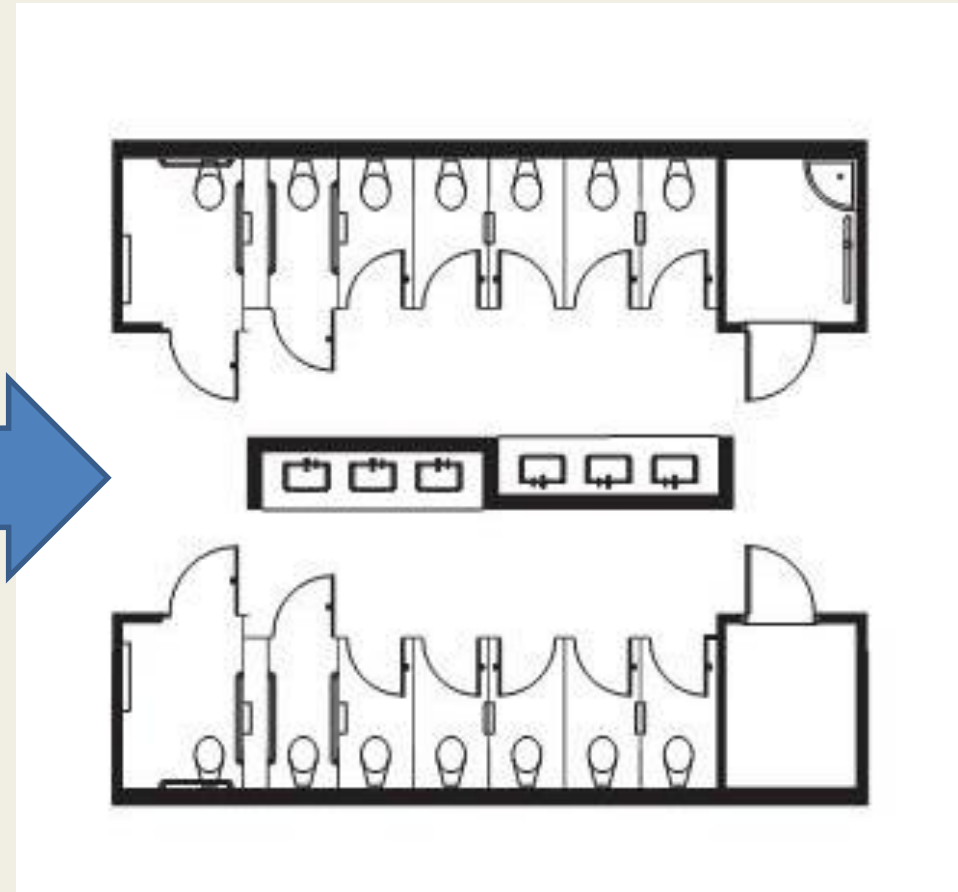
- Animal Science Building
- Biotron Labs
- Bock Labs
- 1220 Capital Court
- Engineering Research Building
- Enzyme Institute
- Genetics/Biotech
- Soils/King Hall
- Horticulture / Moore Hall
- 702 W. Johnson Street
- Material Sciences Building
- McCardle Building
- Music Hall
- Nutritional Sciences
- 21 N. Park Street
- Plant Sciences
- Primate Center
- Russel Labs
- Stovall Hall
- Teacher Education Building
- Van Hise Hall
- Zoology Research Building



# The Future of Restroom Design

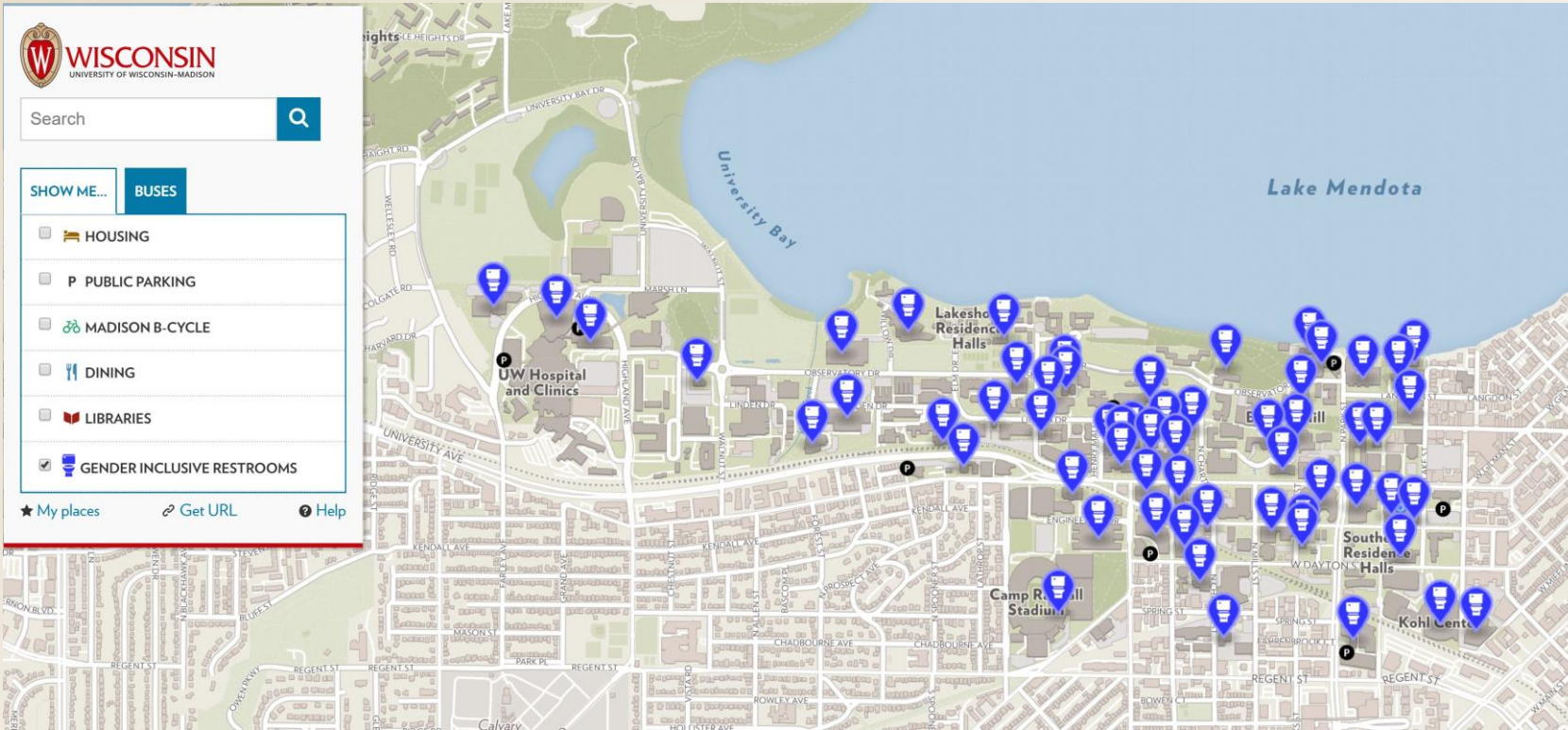


Traditional Gendered Restrooms



Multi-Stall Restrooms

# Questions??



Just wash your  
hands!



UNIVERSITY OF WISCONSIN-MADISON





**Jam Rivetna, Project Manager, Physical Plant**

- Assetworks Update (Work Order Software)



# Project Summary

Current Software: FME, FacilityFocus

New Software: AiM by Assetworks  
*ReADY* customer interface

Start-up Date: June 23, 2019

## **Assetworks Functionality**

- Work orders
- Project
- Space management

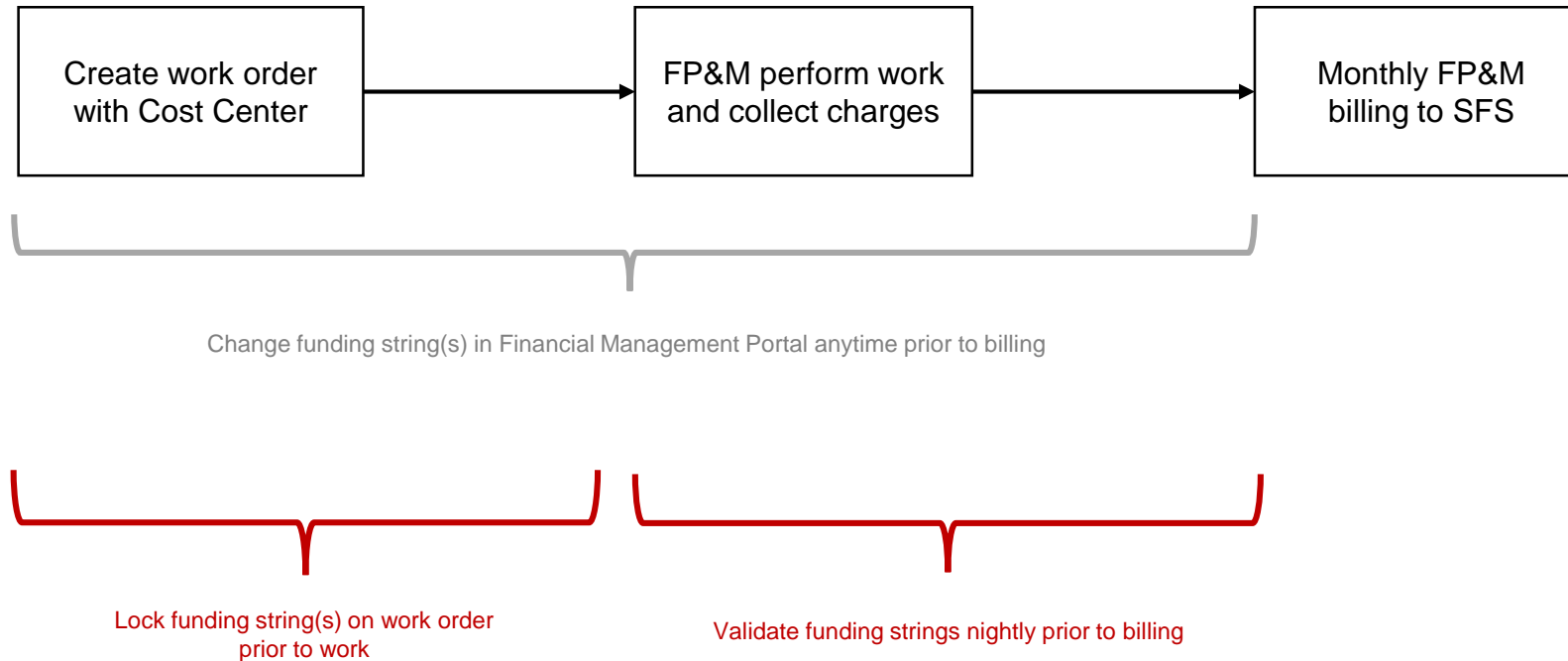
# Assetworks Software

Assetworks Company: founded late 1980's  
Primary Focus: Higher Ed and Public Sector  
Higher Ed Customers: 150



# New Financial Controls

## Work Process



### Planned Funding Validations:

#### Nightly

- Confirm validity of funding string
- Confirm dollar amount available against incurred work order costs

#### Monthly

- Pre-validate dollar amount to be billed prior to billing

#### Future

- Confirm dollar amount available against agreed work order budget

Assetworks software will be setup to use funding strings, not cost centers, for work requests and projects.

# Project Schedule

Requirements Assessment and Solution Planning  
Validate Resources and Configuration Plans  
[Software Setup and Configuration](#)  
System Testing and Verification  
System Training  
Initial System Start-up  
Post Start-up Review

## Target Completion

December 7, 2018

December 15, 2018

[April 1, 2019 \(Next Major Milestone\)](#)

April 29, 2019

June 30, 2019

July 1, 2019

September 1, 2019

## Facility Manager Engagement

March - Small group meetings

April – Small group testing and fine-tuning

May – All-campus Assetworks software preview

June – All campus training

June 23 – Transition to Assetworks





## *Facility Managers Meeting*

**Craig Mayer, Director of Maintenance, Physical Plant**

- Classroom Locking Project
- Physical Plant Org Changes

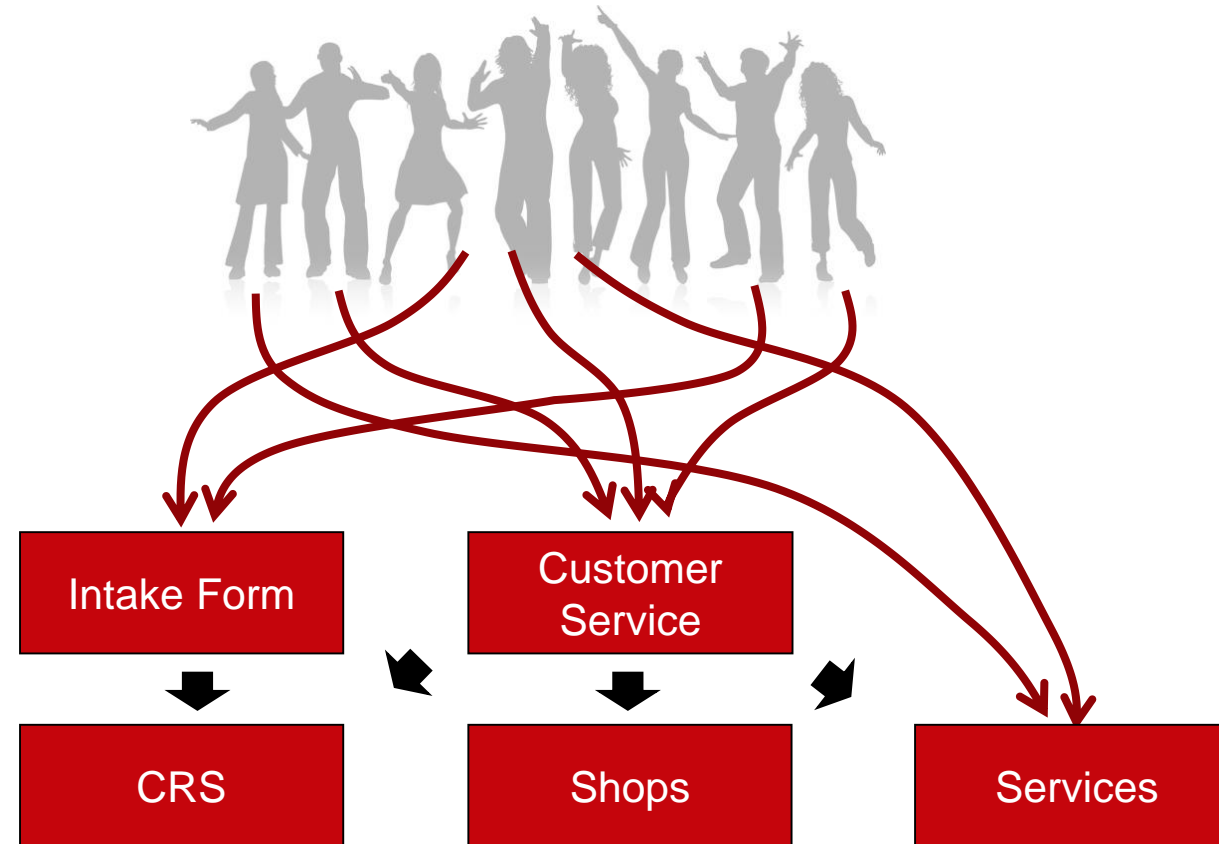


# Organizational Changes

- Projects
- Renovations
- Campus Renovation Services (CRS)
- Facilities Specialist / customer support

# Organizational Changes to Help You

Old Request Process:



# Organizational Changes to Help You

New Request Process:



*Facility  
Specialist*



*Facility  
Specialist*

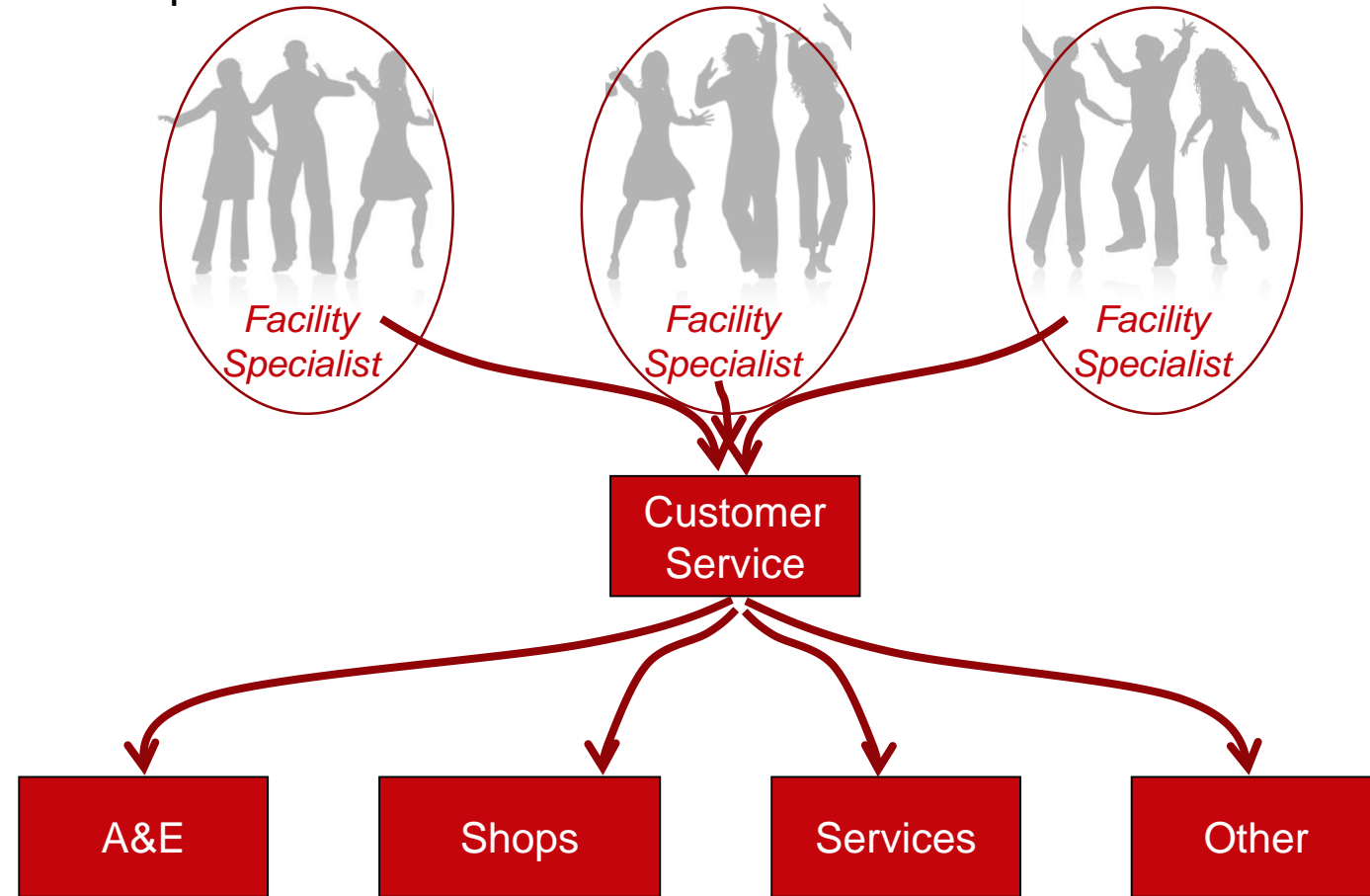


*Facility  
Specialist*



# Organizational Changes to Help You

New Request Process:



# Facility Specialist

- Coordinator for all FP&M products service  
(not a substitution for the Customer Service/intake)
- Resource for technical solutions
- Touchpoint for general status
- Complete understanding of all methods/processes available for getting needs fulfilled
- “Building doctors” - maintain general awareness of maintenance issues and seek to resolve the problem (not just treat the symptom)
- Maintain facility condition assessments