

# Facilities & Services

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN



## About

Facilities & Services (F&S) is the largest administrative unit on the University of Illinois at Urbana-Champaign campus. F&S provides all physical plant, operational, and other essential services for sustaining an environment that fosters the research, teaching, and public engagement activities of the University of Illinois at Urbana-Champaign.

The organization employs approximately 1,200 dedicated men and women serving in both civil service and academic professional positions. Its goal is to provide the highest quality facilities and services to support the world class enterprise of which we are a part. Its vision is to provide those services in a responsive, reliable, and easy to work with manner.

## The Divisions of Facilities & Services

### Construction Management Division

*Director: Clark Wise*

The Construction Management Division is consists of two groups, Capital Project Management and Construction Services, which oversee the successful completion of all construction work for campus customers. Capital Project Management directs the design, procurement and construction of large capital projects, including new construction and major renovations. Construction Services provides campus a wide range of support in the delivery of campus infrastructure repair and renovations. To meet the needs of the campus, Construction Services utilizes internal crafts & trades as well as external contractors through the Contractor Services and Job Order Contacting programs.

### Engineering & Campus Services Division

*Director: Pam Voitik*

The Campus Services portion of this division is the F&S service arm, composed of five departments necessary to campus operations: Transportation & Automotive Services, Parking Department, Printing Department, Stores & Receiving, and Campus Mail Distribution. These departments provide vital support services to all our customers, both within F&S and throughout the campus community. The Engineering department functions as an internal consulting group, providing engineering analysis, design, review, and commissioning & inspection services for projects relating to University facilities. They maintain the campus facilities standards and review documents drawn up by architectural/engineering firms and outside contractors for compliance with those standards.

### Maintenance Division

*Director: Carl Wegel*

The Maintenance Division partners with the campus community to keep a safe, clean, and functional environment for faculty, students, and staff. This division consists of four critical operational areas including: Building Maintenance, Building Services (custodial services), Grounds Maintenance, and Waste Transfer & Recycling. Not all buildings, parts, systems and equipment are maintained by this division. A division of responsibility (DOR) document exists for each building on campus and outlines the responsibility of the Maintenance Division and the requesting college/unit.

### Planning Division

*Director: Helen Coleman*

The Planning Division plays a key role in our stewardship responsibility by focusing on planning and managing campus assets in support of the strategic objectives of the academic enterprise and as outlined in the Campus Master Plan. They assist campus units with program scope development for capital projects, and are the keepers of all documentation for buildings and infrastructure, the space inventory database, and the geographic information system on the Urbana-Champaign campus. Other responsibilities include management of leased space and the general classroom space inventory; and oversight of the Deferred Maintenance Program, Historic Preservation, Transportation Demand Management and Campus Code Compliance & Fire Safety.

# Facilities & Services

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN



## Division of Safety and Compliance

*Director: Maureen Banks*

The Division of Safety and Compliance assists campus units in fulfilling their responsibility to protect the environment and provide a safe and healthy place of employment and learning. It provides consulting and training resources, develops new programs, and oversees occupational safety and environmental management programs and policies for F&S and the campus community.

## Shared Administrative Services Division

*Director: Curt Taylor*

The Shared Administrative Services Division supports the F&S business units by controlling costs and improving service delivery. This division improves business processes and procedures, provides timely and accurate reporting on management information, gathers customer feedback, and facilitates communication with customers, internal departments, and employees. The departments within Shared Administrative Services include: Customer Relations & Communications, Employee Relations & Human Resources, Financial Operations, Information Technology Services, and Procurement Services.

## Utilities & Energy Services Division

*Director: Kent Reifsteck*

The Utilities & Energy Services Division's mission is to provide safe, environmentally compliant, reliable and cost effective energy, and other utilities to support the Urbana-Champaign campus' research and education efforts. This division includes: Systems & Controls, Energy Conservation & Retrocommissioning, ESCO, Utilities Distribution Systems, Production, and Business Operations. The division maintains the campus utility distribution systems, manages the Abbott Power Plant, engages in a variety of energy conservation practices, responds to hot/cold customer complaints, and oversees utility rate setting and billing.

## Primary Business Units & Services

- Building Maintenance
- Building Services (Custodial Services)
- Campus Code Compliance & Fire Safety
- Campus Mail Distribution
- Capital Planning
- Capital Project Management
- Car Pool
- Crafts & Trades
- Contractor Services
- Deferred Maintenance
- ESCO Management
- Engineering Design
- Environmental Compliance
- Fleet Management
- Grounds Maintenance
- Job Order Contracting (JOC)
- Occupational Safety & Health
- Parking
- Printing
- Quality Assurance
- Retrocommissioning
- Space Management
- Stores & Receiving
- Sustainability
- Systems & Controls
- Transportation & Automotive Services
- Transportation Demand Management
- Utility Production & Distribution
- Waste Management & Recycling