



## About

In July of 2003, the organizations of Printing Services; Planning, Construction & Maintenance; Parking; Campus Stores, Mail & Receiving; and a section of the Division of Environmental Health & Safety merged to officially become Facilities & Services. We are the largest administrative unit on the University of Illinois at Urbana-Champaign (UIUC) campus. Our organization provides all physical plant, operational and other essential services necessary to sustain an environment that will foster the research, teaching, and public engagement activities at UIUC.

Facilities & Services employs over 1,400 dedicated men and women. Of these, approximately 60-70 people are academic professionals. Civil Service staff represent between 75-125 different classifications. Nearly one-third of our employees have been in service to the organization for over 20 years. As we continue to provide many of the same products and services, which the departments did as separate entities, we are continuing to explore new opportunities that a single cohesive organization can offer our campus community.

## Primary Business Units

- Building Maintenance
- Building Services
- Campus Master Planning
- Capital Planning
- Capital Project Management
- Construction Quality Assurance
- Construction Services
- Copying Services
- Engineering Design
- Environmental Compliance
- Fleet Management
- Grounds Maintenance
- Landscape Architecture
- Mailing
- Occupational Safety & Health
- Parking
- Printing
- Space Management
- Stores
- Waste Management & Recycling

## Divisions

**Campus Services Division:** This Division is composed of four, once separate, entities: Garage & Car Pool, Parking, Printing, and Stores, Mail & Receiving. These four departments still provide the same high quality services that they did as individual units but with shared resources and information that provides greater opportunity for improved service to our customers.

**Capital Project Administration Division:** The Capital Project Administration Division is responsible for the implementation and oversight of the capital delivery process at UIUC, including the determination, approval, and application of all processes and procedures to insure uniform administration of all capital improvement projects.

**Construction Division:** The Construction Division is responsible for the delivery of small and large capital, repair and renovation, grounds, and utility infrastructure projects. They work to assure successful completion of all construction work for customers utilizing the delivery method that will achieve predictable and positive results whether it requires project coordination, project management, or our in-house construction services.

**Maintenance Division:** The Maintenance Division partners with the campus community to keep a safe, clean, and functional environment for faculty, students, and staff. The Maintenance Division is our largest staffed division with over

700 employees and includes five operational areas including: building maintenance, building services (custodial services), grounds, systems & controls, and waste transfer & recycling.

**Planning Division:** The primary focus of our Planning Division is to assist campus administration and campus customers develop solutions for their facility needs. From remodeling to the construction of a new building, this division takes responsibility from the beginning conceptualization through the completion of the project.

**Division of Safety & Compliance:** The mission of the Division of Safety & Compliance is to assist campus units in fulfilling their responsibility to protect the environment and provide a safe and healthy place of employment and learning. They provide consultation and training resources, develop new programs, and oversee occupational safety, fire safety and environmental management programs and policies for campus.

**Shared Administrative Services Division:** The role of the Shared Administrative Services Division is to assist all Facilities & Services departments by controlling costs and improving service delivery by improving business processes and procedures, providing timely and accurate reporting on management information, gathering customer feedback and facilitating communication with customers, internal departments, and employees.