As I reflect over the events of the past year, our Physical Facilities retreat comes to mind. Innovation and collaboration were the two main topics of discussion. It was uplifting to witness such positive participation by those in attendance. Many great ideas were discussed and personal goals were established for the year ahead. With one third of 2011 behind us now, we need to ask “how are we doing on implementation, and have we made innovation and collaboration part of our goals?” If so, it will lead to improvement in the way we deliver services to campus and it will help establish closer working relationships with our clients on every project we do.

With the months that have passed since our retreat, it’s time to reassess our performance and how we are viewed by those whom we serve. I encourage each and every one of us to continually challenge our methods and search for ways to do our jobs better and more efficiently. Ongoing self-improvement incentives will ensure that Physical Facilities at BYU remains highly respected on this campus as well as by other universities across the nation. The work force of today is ripe with well-educated, enthusiastic people who are anxiously searching for an opportunity to make their mark in the world. As employees of Brigham Young University, it’s our responsibility to keep our skills honed to a level that enables us to compete with the best of the best. I encourage all of us to stay focused on “Service With Excellence” and the concept that we can be better in everything we do. Thank you.

Ray Bernier

In the sixties and seventies, the Snell Building (SNLB) was state of the art with its glass/metal accents and buff brick. The windows even opened to let in a cool breeze. Energy efficiency wasn’t paramount at that point in time. Recent methods of testing for excessive energy consumption in various buildings on campus revealed that this 52-year-old facility was due for a “building envelope” overhaul. One thin layer of insulation was all that stood between the outside elements and the inside labs and offices. A more indepth study of the dated exterior walls and windows commenced. Designers were given approval to proceed with plans for a “building envelope” upgrade, based upon the potential for significant energy savings and a short payback period.

All windows were replaced with energy efficient Low-E glass in a unique custom installation that utilizes much of the existing framework, thus saving large sums of money in the construction process. The new glass is “butt glazed” for a modern look. Much of the old exterior wall insulation has been upgraded to airtight polyurethane spray-in foam that seals every crack and corner. The roof perimeter and deck have been upgraded and resealed to the walls, thereby further reducing the potential for energy loss.

With these recent improvements, it is estimated there will be a 75% reduction in the amount of energy required to heat and cool the SNLB. In addition to these energy saving upgrades, the building exterior has been modernized by adding new stone columns, canopies and panels to the existing west entrance.
Growing Throughout Our Lives

by Ole Smith

Every once in a while I stumble across an old high school, college or mission field friend that I haven’t seen in 30 or 40 years...since the days we were together in school or on the mission. As we chat, I am often interested to learn what their chosen vocation is and if they are happy and engaged in what they do. It never ceases to amaze me how much lives and careers are affected by the choices made along the way. I have come to realize that some of the most important decisions in life, the ones that help us to grow and progress, are almost always “attitude” and “step-it-up” decisions. Having a positive approach toward change and personal improvement, keeping an optimistic outlook even in trying times, and always believing “I can be better” are catalysts in helping us to grow, improve and make a difference in the world. Kudos to all of you who live and work with this approach to life.

Safety In The Workplace

Protection from hazards we face on the job every day means learning how to be safe at work. Most of us are at risk with noise exposure or by not wearing Personal Protective Equipment. If used properly, the university safety program can help save lives and reduce injuries, protect resources (people and property), and reduce liability risks. The university safety program encourages us to be familiar with the following risks:

• Vehicle Program – When driving university vehicles, follow and promote safe and defensive driving practices, including wearing of seat belts and refraining from use of all cell phones or hand-held radios.
• Confined Space Entry – Be aware of surroundings. Look for and test for hazards that are associated with confined space entry, such as: physical hazards, oxygen deficiency, combustibility and/or toxic air contaminants.
• Ladder Safety – Use a ladder instead of a chair to reach high, out of the way places.
• Hand Protection and Safety – The most useful tool in any workplace is the human hand. Personal Protective Equipment can help reduce the frequency and severity of hand and finger injuries.
• Electrical Safety – Do not overload circuits, and make certain all cords and plugs are in good repair.
• Slips, Trips and Falls – Injuries from falls may include cuts, bruises, sprains, strains, broken bones, and back injuries. Falls can cause severe injuries. Prevention includes carefully assessing the environment and surroundings.
• Eye Safety – Always use safety glasses when working with power tools and equipment.

The university safety program is provided to help everyone be safe and reminds us that safety education and prevention enables us to render “Service With Excellence.”

Space Management (Online Service)

Physical Facilities Home ➤ Space Management ➤ Main

Directory

Main
Stake and Ward Information
Used Furniture
Building Floor Plans
Building Inventory Report
Building List
Space Organizational Chart
College Representatives
Space Request

Did you know that on-campus employees have access to used furniture for their campus needs and a request can be processed online?

The Office of Space Management provides access to used furniture. When a campus unit orders new furniture, not all of the old “stuff” automatically goes to surplus. As the Moving crew collects the older furniture, it is evaluated. Furniture that is still in good condition is stored and can be requested for use on campus. Any on-campus employee may inspect the stored, used furniture, which is located in the Ellsworth Building and, if desired, make a request by simply filling out a slip. This process has been automated online and is very user-friendly. Both the furniture and delivery is free-of-charge. Furniture not deemed reusable is sold in surplus sales periodically.

Did you know that floor plans for campus buildings can be accessed online?

Floor plans for all campus buildings are another service that is provided. In order to make a search easy, these floor plans are broken into categories such as academic, athletic, housing, off-campus, and other buildings.

Did you know that you can access basic building and room information online?

Another service the Office of Space Management provides is the “Building List.” The “Building List” contains information from the Space Management Database, which houses the university’s current, future and historical space records. Each building and room on campus is tracked. Archived information in the “Building List” includes square footage, year occupied, major use, the assigned college/department and room capacity.
Nancy Clawson has been at BYU in the Accounting Office for 33 years and has a Bachelor’s Degree from BYU. She tracks all of the campus projects in progress, is very “left brained” and enjoys number details. She was born and raised in Sacramento, CA, but loves living in Utah and loves golfing. She has 1 sister, 4 brothers, 48 nieces and nephews, 143 great nieces and nephews, and 9 great, great nieces and nephews.

Shawna Martin has been at BYU Physical Facilities for the past five years working in the Access Support Office. She has lived in Orem for 32 years and is married to Wayne Martin in the Upholstery Shop. They have 10 children, 18 grandchildren, with number 19 and 20 on the way. Her retirement dream is to serve a mission with Wayne, then work for a travel magazine or airline so they can travel for free!

Vern Sanford lives in Provo with his wife, Rhonda, and they have three boys and two girls. He specializes in testing and repairing backflow valves and fire sprinkling systems throughout all of campus, the MTC, the Provo Temple, plus Aspen Grove, Timp Lodge, and Spring Haven. Vern has been an active leader in the Boy Scouts of America program since 1985 and strives to help young men become the best they can be.

### Congratulations to our SAERA Award Recipients — 2011

<table>
<thead>
<tr>
<th>DATE</th>
<th>EMPLOYEE</th>
<th>DEPARTMENT</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2011</td>
<td>Craig Verl Child</td>
<td>Custodial</td>
<td>Exceeding Customer Expectations</td>
</tr>
<tr>
<td>May 2011</td>
<td>Carl Reid McClellan</td>
<td>Custodial</td>
<td>Exceeding Customer Expectations</td>
</tr>
</tbody>
</table>

### Congratulations to our Scholarship Recipients — 2011

<table>
<thead>
<tr>
<th>DATE</th>
<th>STUDENT</th>
<th>DEPARTMENT</th>
<th>FIELD OF STUDY</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>Danielle Schmidt</td>
<td>Construction</td>
<td>Elementary Education</td>
</tr>
<tr>
<td>2011</td>
<td>Spencer Bangerter</td>
<td>Central Heating Plant</td>
<td>Facilities &amp; Properties Management</td>
</tr>
<tr>
<td>2011</td>
<td>Niraj Chaulagain</td>
<td>Custodial</td>
<td>Electrical Engineering</td>
</tr>
<tr>
<td>2011</td>
<td>Kristin Jackson</td>
<td>Custodial</td>
<td>Business Management &amp; Finance</td>
</tr>
<tr>
<td>2011</td>
<td>Jason Echols</td>
<td>Carpenter</td>
<td>Graphic Design</td>
</tr>
<tr>
<td>2011</td>
<td>Pila Vimahi</td>
<td>Moving</td>
<td>Construction Management</td>
</tr>
<tr>
<td>2011</td>
<td>Logan Maloy</td>
<td>Electric</td>
<td>Accounting</td>
</tr>
<tr>
<td>2011</td>
<td>Benjamin Pettit</td>
<td>Directors Office</td>
<td>Communication Disorders</td>
</tr>
<tr>
<td>2011</td>
<td>Joshua LeFevre</td>
<td>Landscape Specialty</td>
<td>Construction Management</td>
</tr>
<tr>
<td>2011</td>
<td>Michael Hales</td>
<td>Landscape Specialty</td>
<td>Landscape Management/Business Minor</td>
</tr>
</tbody>
</table>

### Congratulations to our Recent Retirees — 2011

<table>
<thead>
<tr>
<th>DATE</th>
<th>EMPLOYEE</th>
<th>DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 May 2011</td>
<td>Gene Nielsen</td>
<td>Custodial</td>
</tr>
<tr>
<td>1 June 2011</td>
<td>Keith Swenson</td>
<td>Custodial</td>
</tr>
<tr>
<td>1 June 2011</td>
<td>Lou Reeves</td>
<td>Custodial</td>
</tr>
<tr>
<td>1 June 2011</td>
<td>Gene Libutti</td>
<td>Facilities Planning</td>
</tr>
</tbody>
</table>
Welcome New Employees

We extend a warm welcome to all our new full-time employees listed below who have recently joined our Physical Facilities Division team.

Mykel Davis / Facilities Planning
Oliver Whaley / Custodial
Sierra Cho / Custodial
Brad Keller / Custodial
Clayton Harrison / Custodial
Lonnie Wilson / Automotive

Physical Facilities Division
201 BRWB
Provo, Utah 84602

SUMMER RETREAT
21 July 2011
12:00 to 1:30 p.m.
River Park

The BYU Grounds department focus is to “provide an environment of excellence and promote an atmosphere for learning and inspiration.” They maintain 667 acres on the BYU campus, including 226 acres of lawn, 72 miles of 12-foot wide sidewalk, 12.6 miles of road and 196 acres of parking lots. Landscaping surrounds nearly all of the 330 buildings. The outdoor environment boasts over 200,000 annual plantings in a variety of floral displays, shrubs, trees (of which there are 877 species), landscaped areas, open space and an outdoor horticultural/botanical lab. There are also 27 acres of outdoor athletic facilities and fields.

How does Grounds do all this? The simple answer is that the work is divided into four specialty areas: Site Development, Landscape Specialty, Gardening Maintenance, and Plant and Floral. Certified experts are devoted to managing the specific details in their specialty.

Summer Gardening tip: As you begin to water your lawn and gardens, remember that plants need air as well as water. Adjust the amount of water you give your lawn based on current temperatures, evaporation rates and any naturally occurring moisture. Don’t leave automatic timers on one setting for the whole season.