

Town Hall Meeting



July 28th, 2021

UNT[®]

WORK CONTROL TEAM

Clint Mills

IT Lead Programmer Analyst



Kate Denton
Work Control Specialist



Lusy Ramirez
Work Control Specialist



Kathy Neira
Work Control Supervisor



REQUEST SERVICE >

- Online Work Order Request form (<https://facilities.unt.edu>)



- Call us **940-565-2700**



- Email us Work.Control@unt.edu



Just a quick reminder!



Online Work Order Request Form

Facilities

UNT

UNT Facilities Service Request



To check a WO status

Work Request
Submit a Request
Query Request

Work Order
Query a Work Order

Other Options
Buildings

Search by Number
Work Order

Contact Us
940-565-2700
Work.Control@unt.edu

UNT Facilities Service Request

We are pleased to offer you access to information and work requests 24 hours a day 7 days a week.

If you need service:
Request service

Below are some additional actions you can perform on this site using links on the left:

- To look up a previous request submittal, click "Query Request" and enter your location and the timeframe of your request
- Click "Query a Work Order" to check on the status of a work order based on location, timeframe, and status
- If you know the number of your existing request, work order, or project, you can find the most current information by selecting the type of number and entering it under Search by Number, then click the green arrow

For more information on what kinds of requests are funded by Facilities and what are funded by other departments, visit the [Facilities Maintenance](#) webpage.

If you are looking for information about projects including a form for to request an estimate, visit the [Facilities Projects](#) webpage.

For additional information, please contact the Facilities Work Control desk using the phone number/email address to the left.

To submit a request

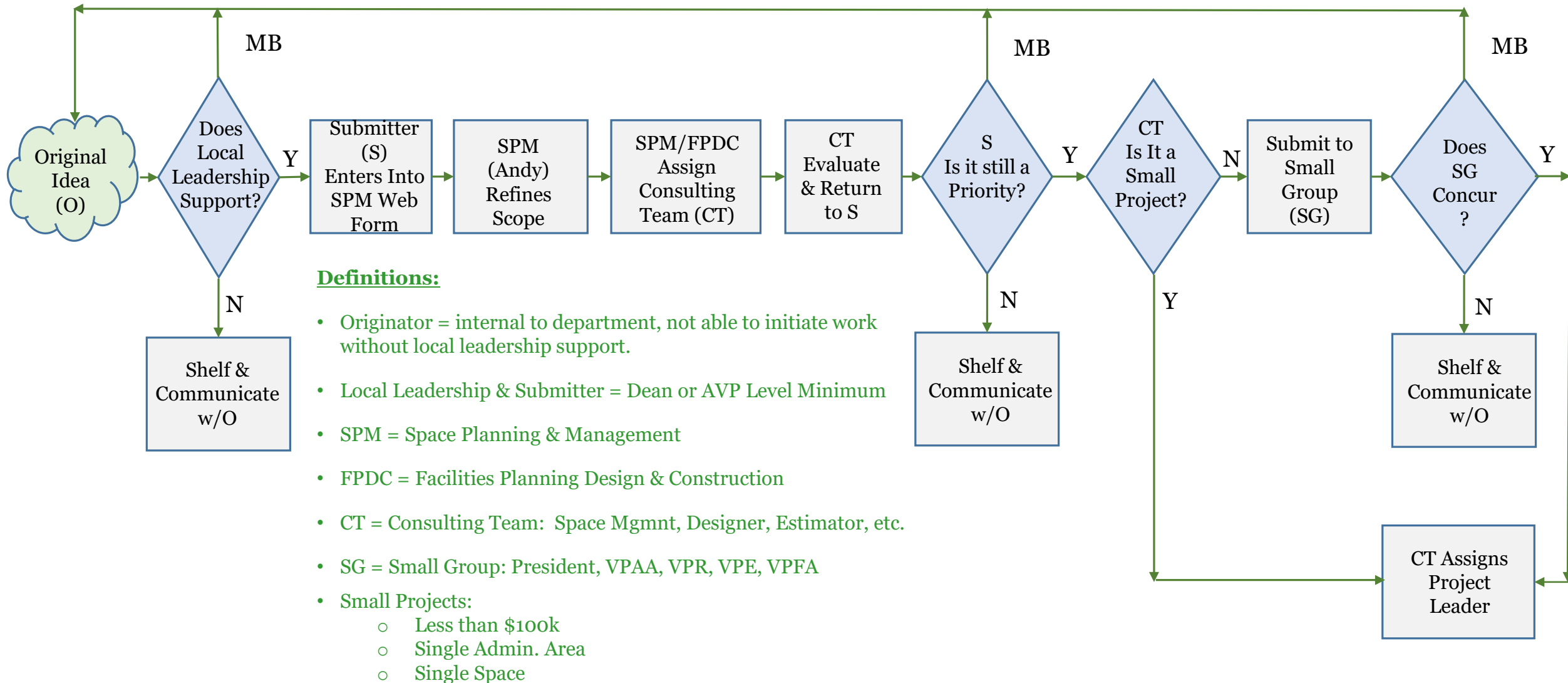


FACILITIES FPDC

1. **Proposed New Project Approval Process**
2. **City Street Projects**
3. **Building Condition Assessments & PEB**
4. **Ongoing construction show case**
5. **System Project Updates**
6. **GIS**
7. **Facilities Communications**



Proposed Process – Project Intake and Approval



Proposed Approval Process – Call for Projects

Step one in the proposed process is to have a bi-annual call for projects which allows for effective and strategic prioritization and also allows for appropriate resourcing to develop the projects for consideration.

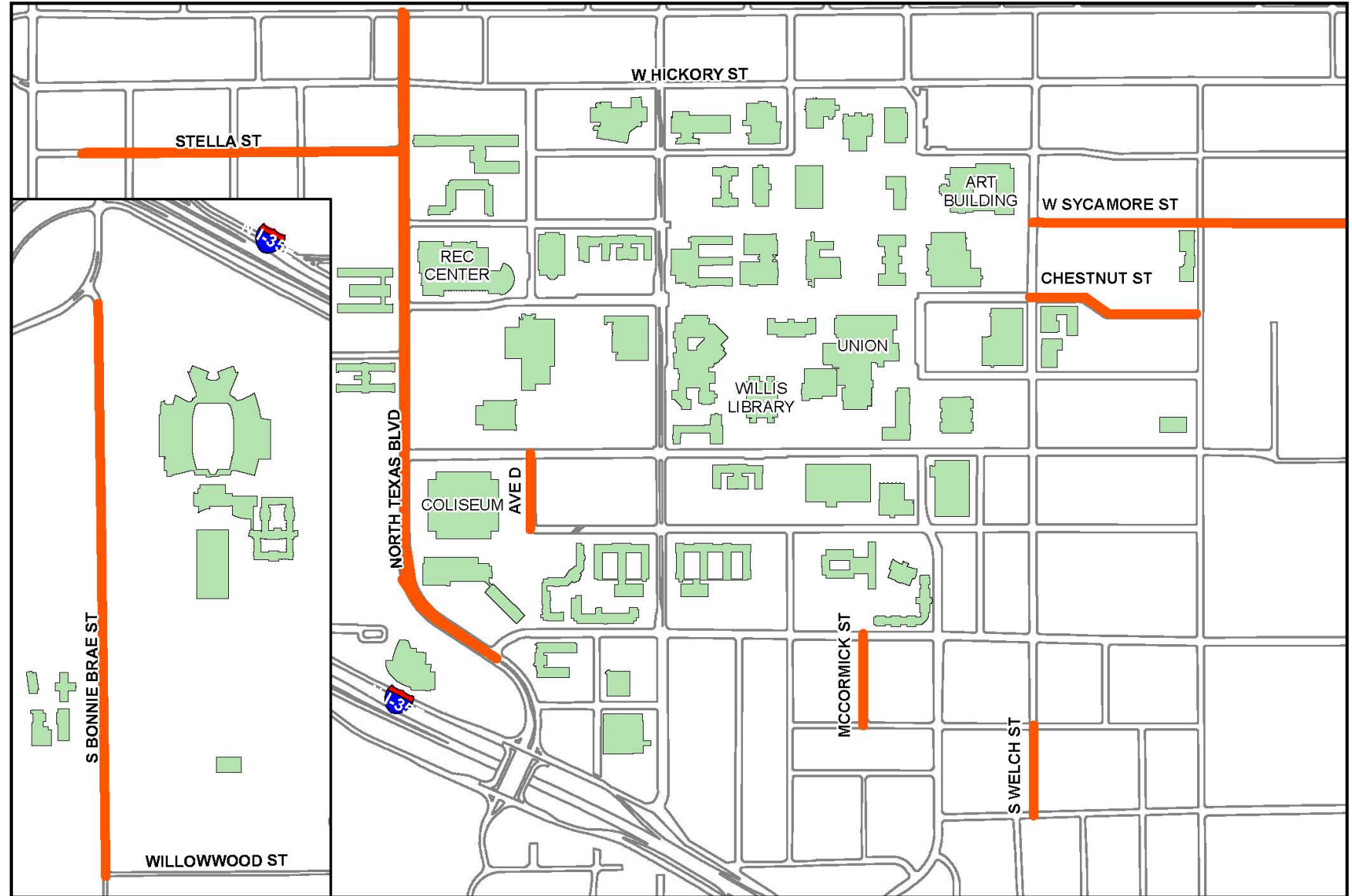
Possible Schedule Scenario:

Task	Fall	Spring
Call for Projects	September	January
Submission window	October 1-31	February 1-29
Submissions Due	November 1 st	March 1 st
Analysis Complete	Prior to Holiday Break	May 1 st
Small Group Approval	January 5 th	Prior to Summer Break

Upcoming City Construction

- Various street reconstruction projects
- Starting Fall 2021
- News shared on social media channels & UBSC tools, like UNT Today

City of Denton Planned Construction 2021-2022



— City Construction





- PEB Assessment

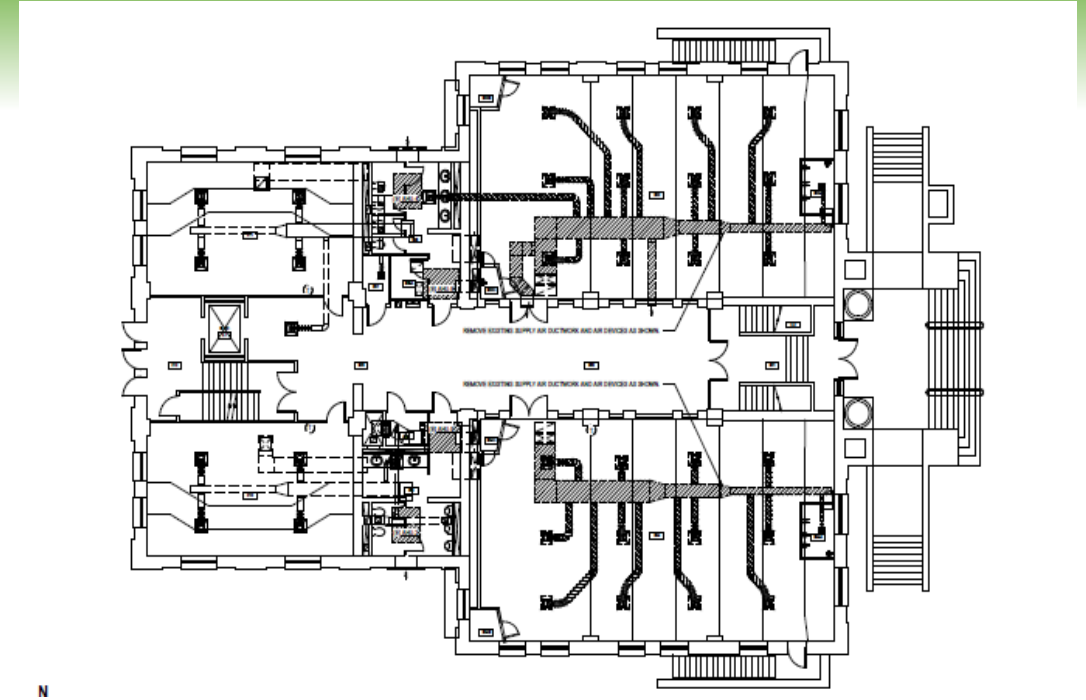


Terrill Hall MEP & Interior Renovations



- **Description:** Major upgrade of building systems and interior
- **Current Status:** Under Construction
- **Expected substantial completion:** March 2022

Curry Hall MEP & Interior Renovations



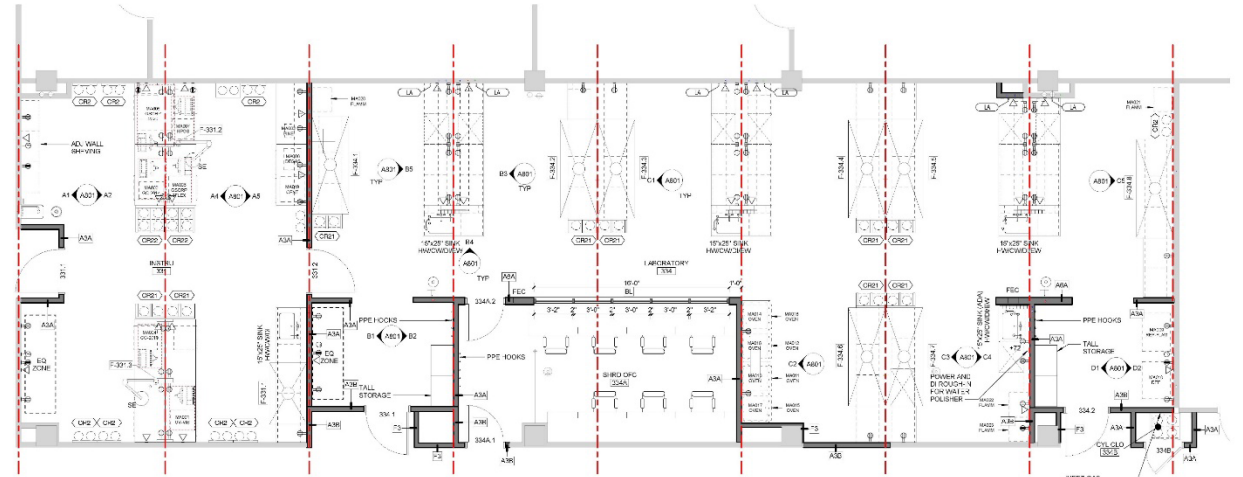
- **Description:** Major upgrade of building systems and interior
- **Current Status:** In Design
- **Expected substantial completion:** December 2022

Library Mall Fountain Renovations



- **Description:** Major upgrade of fountain systems
- **Current Status:** In Design
- **Expected substantial completion:** Fall 2021

Chemistry Lab Renovations



- **Description:** Research lab renovation
- **Current Status:** Under Construction
- **Expected substantial completion:** Fall 2021

Discovery Park MEP Renovations



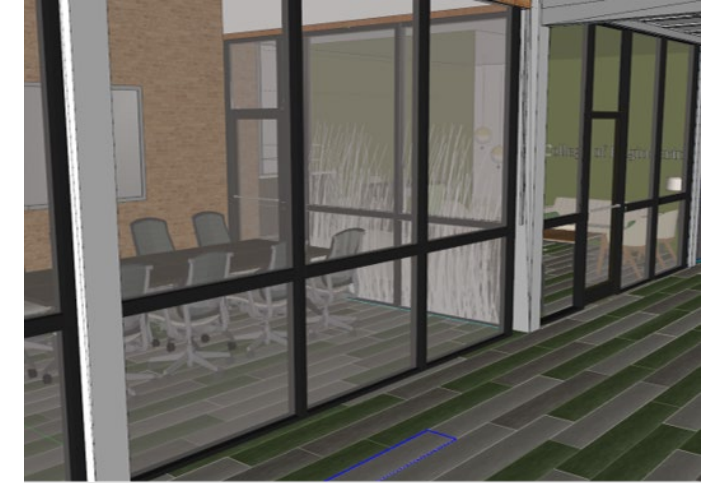
Crane Lift 7/30 south side of Wing E

- **Description:** Major upgrade of MEP systems
- **Current Status:** Under Construction
- **Expected substantial completion:** December 2023

Discovery Park Various Interior Renovations



D140 Renovation



CENG Dean's Suite

- **Description:** Various
- **Current Status:** Under Construction
- **Expected substantial completion:** Fall 2021

Frisco New Campus



- **Description:** First building for the new UNT Frisco campus
- **Current Status:** Under Construction
- **Expected substantial completion:** January 2023

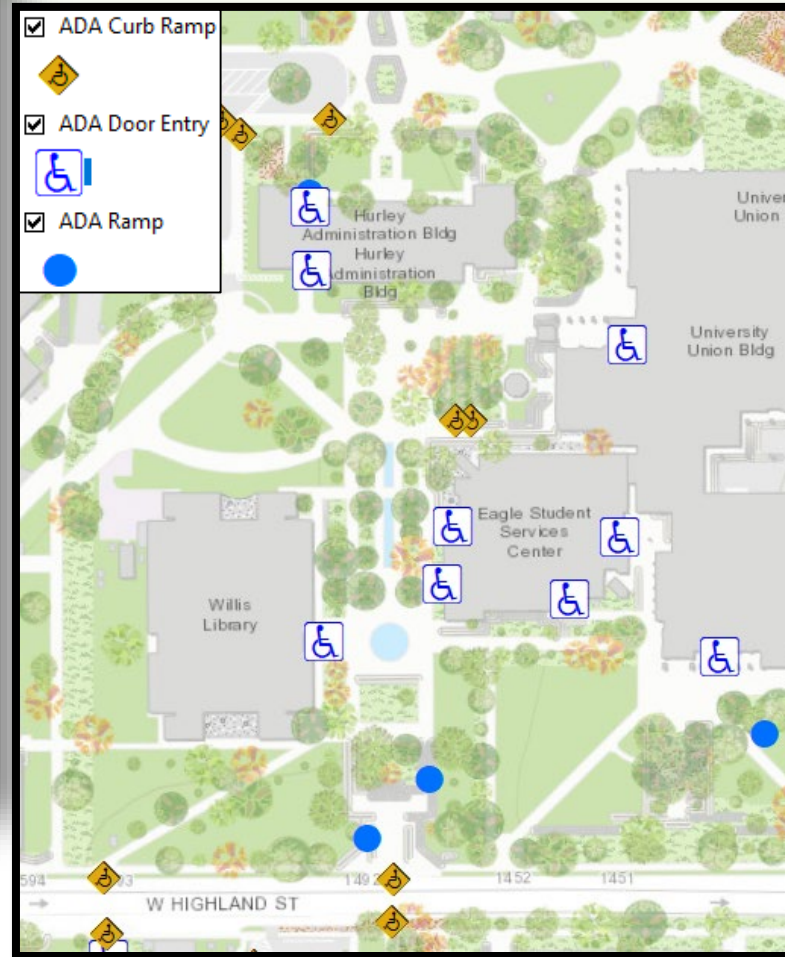


UNT System Facilities Projects

As of July 13, 2021

Project	Status	Completion Date
Art Studio Facility	SpawGlass contractor. Site work underway but weather delays. Coordinating utility connections. Preparing for parking in front of lot to return for use. Planning moves with CVAD for mid-Fall semester.	Substantial Completion Nov 2021 Final Completion February 2022
Multi-Cultural Center	3I selected for Design Firm. SpawGlass is Contractor. Location preferred to be near the Union. Design Firm will help analyze the locations.	Opening scheduled for Spring 2023
Golf Practice Facility	Punch Walk this week. Nearing substantial completion Interior work underway. Working issues with light pole removal.	Early August
Frisco New Building	In Budget and on schedule. Furniture design and branding ongoing. Steel work underway.	TBD – Substantial Completion Nov 2022. Classes Jan 2023

Geog. Info. Systems (GIS) – Campus Mapping Program



Responsible for campus mapping:

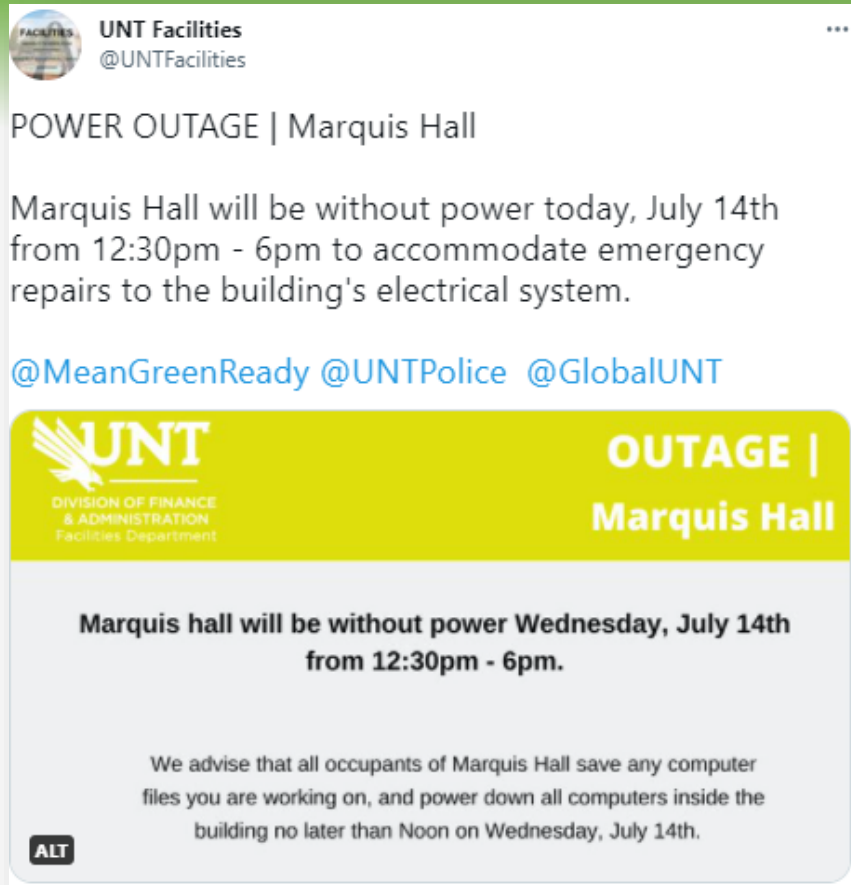
- Campus map for UBSC
- Utility systems
- Trees and landscaping
- Sidewalks and all hard surfaces
- Web maps

Construction Obstruction Report

facilities.unt.edu/constructions/construction-report

Contact Facilities.GIS@unt.edu for all your custom campus map needs!

Communications Outreach



UNT Facilities
@UNTFacilities

POWER OUTAGE | Marquis Hall

Marquis Hall will be without power today, July 14th from 12:30pm - 6pm to accommodate emergency repairs to the building's electrical system.

@MeanGreenReady @UNTPolice @GlobalUNT

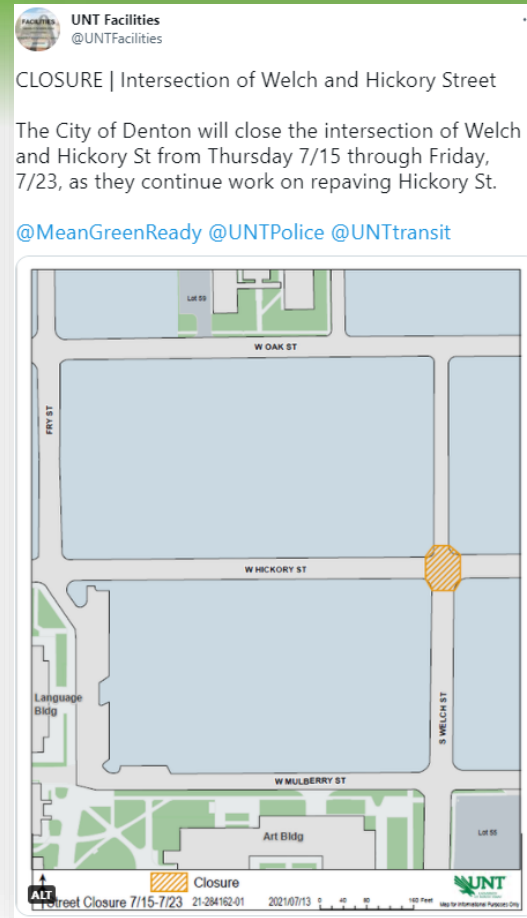
UNT
DIVISION OF FINANCE & ADMINISTRATION
Facilities Department

OUTAGE | Marquis Hall

Marquis hall will be without power Wednesday, July 14th from 12:30pm - 6pm.

We advise that all occupants of Marquis Hall save any computer files you are working on, and power down all computers inside the building no later than Noon on Wednesday, July 14th.

ALT




UNT Facilities
@UNTFacilities

CLOSURE | Intersection of Welch and Hickory Street

The City of Denton will close the intersection of Welch and Hickory St from Thursday 7/15 through Friday, 7/23, as they continue work on repaving Hickory St.

@MeanGreenReady @UNTPolice @UNTtransit



Map showing the intersection of Welch and Hickory Street. The intersection is marked with a closure symbol. Other streets shown include W Oak St, W Mulberry St, S Welch St, and W Hickory St. Buildings labeled include Language Bldg and Art Bldg.

ALT

Follow our social channels for updates:

- Department news
- Utility outages
- Info for City construction



[@UNTFacilities](https://twitter.com/UNTFacilities)



Follow us on facebook

[@UNTFacilitiesDept](https://www.facebook.com/UNTFacilitiesDept)

FACILITIES MAINTENANCE



KEY REQUEST



MAINTENANCE



VEHICLE RENTAL



ESTIMATING



PROJECTS



EVENT SUPPORT



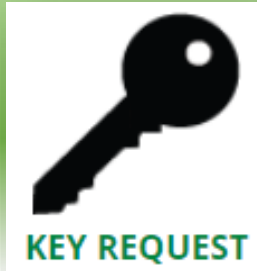
CUSTODIAL



AUTOMOTIVE MAINTENANCE



RECYCLING



ACCESS CONTROL

For new faculty and staff, please fill out a key request form at least **48 hours** before their start date.

- We will need the employees **8 digit ID** number to fulfill the request.
- The key request has a section to fill out for any card access needed, if the building or office area has **e-locking**.
- Key request form can be found at **facilities.unt.edu** or under the **resources** tab.

FACILITIES
Key Request Form

UNT FACILITIES DEPARTMENT
Division of Finance & Administration
EST. 1890

UNT Facilities
Door Systems Office
307 S. Avenue B, Suite 006

Phone: (940) 565-4888
access.control@unt.edu

Keyholder Last Name: _____ Keyholder First Name: _____ M.I.: _____

UNT ID#: _____ Faculty Staff Student Other

Keyholder Phone: _____ Keyholder Email: _____

Department					Door Systems Office			
Building Name	Room #	Dept #	Acct#/DeptID	Authorizer Signature	Date	Issue #	Keycode	
1								
2								
3								
4								
5								

Authorizer Printed Name: _____ Authorizer Email: _____ Authorizer Phone: _____

Note: All of the Above Information is Required.

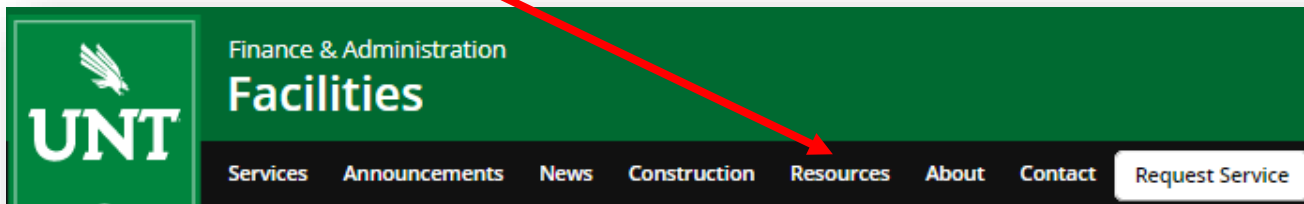
After-hours access to general building via UNT ID card _____ Authorizer Signature _____

Keyholder's Agreement

By my signature below, I agree to all the following terms:

1. The key described herein remains the property of the State of Texas and UNT Access Control.
2. This key is entrusted to me for my exclusive use- I will not duplicate it, loan it, exchange it, or otherwise allow its use or possession by any other person.
3. I will report its loss, theft or destruction immediately to my department and to Access Control.
4. If this key becomes lost, stolen or otherwise not available for return, I will pay the key replacement fee.
5. When I terminate employment or no longer need this key, or upon demand from Door Systems, I will return it promptly, in person, and ONLY to the UNT Access Control Office. If I do not return this key, I agree to all the following terms:
 - a. I will pay the current key replacement fee;
 - b. I will, if required, pay the cost for re-keying all affected locks;
 - c. Processing of payment of my retirement refund and other entitlements may be delayed;
 - d. My grades may be blocked;
 - e. A disciplinary reprimand may be entered in my permanent personnel record;
 - f. The University may bring civil or criminal proceedings against me for theft of state property.

Note: The original form shall be sent to Access Control and copies retained by the department and the keyholder.



CUSTODIAL

Custodial Services Schedules

- **Daily cleaning services**

Monday –Friday 12:30 am – 9:00 am

- **Daily Porter services**

Monday – Friday 10:00 am – 10:00 pm

- **Weekend services performed on an as need basis**

Saturday – Sunday 4:00 am – 12:30 pm (Unlocking scheduled classrooms, trash removal and restroom service)



CUSTODIAL

COVID 19 Response

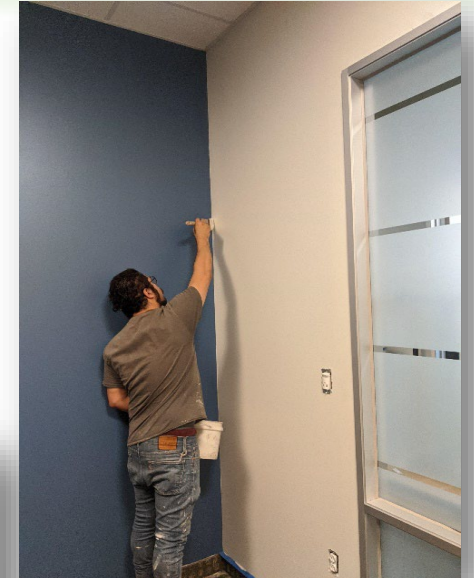
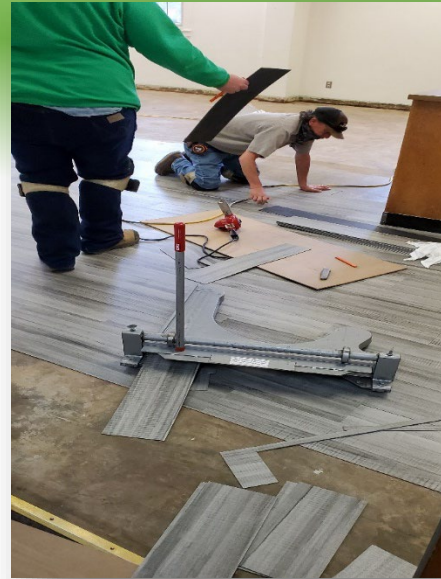
- New disinfection technology – Victory sprayers.
- 593 Sanitation buckets.
- 435 Hand sanitizer stands through out campus.
- 676 additional spray bottles of disinfectant.
- Relocated 6 staff members from the evening shift to the day shift to support disinfection of restrooms, tables and classrooms.
- Classrooms, restrooms and common areas will receive daily service with an emphasis on disinfecting touch services.



STRUCTURAL

What we do:

- Repair/ Replace - Flooring / Carpet / LVT
- Repair/ Replace - Painting, Texture, bedding
- Repair/ Replace - Storefront doors, glass, & windows
- Repair/ Replace - Ceiling grid and tiles
- General Maintenance, including, installation of pictures, white boards etc...
- Installation of TV's projector screens, and projectors
- Creation and Installation of custom cabinetry
- Welding



STRUCTURAL

Painting requests and installation services should always be done through Structural Services

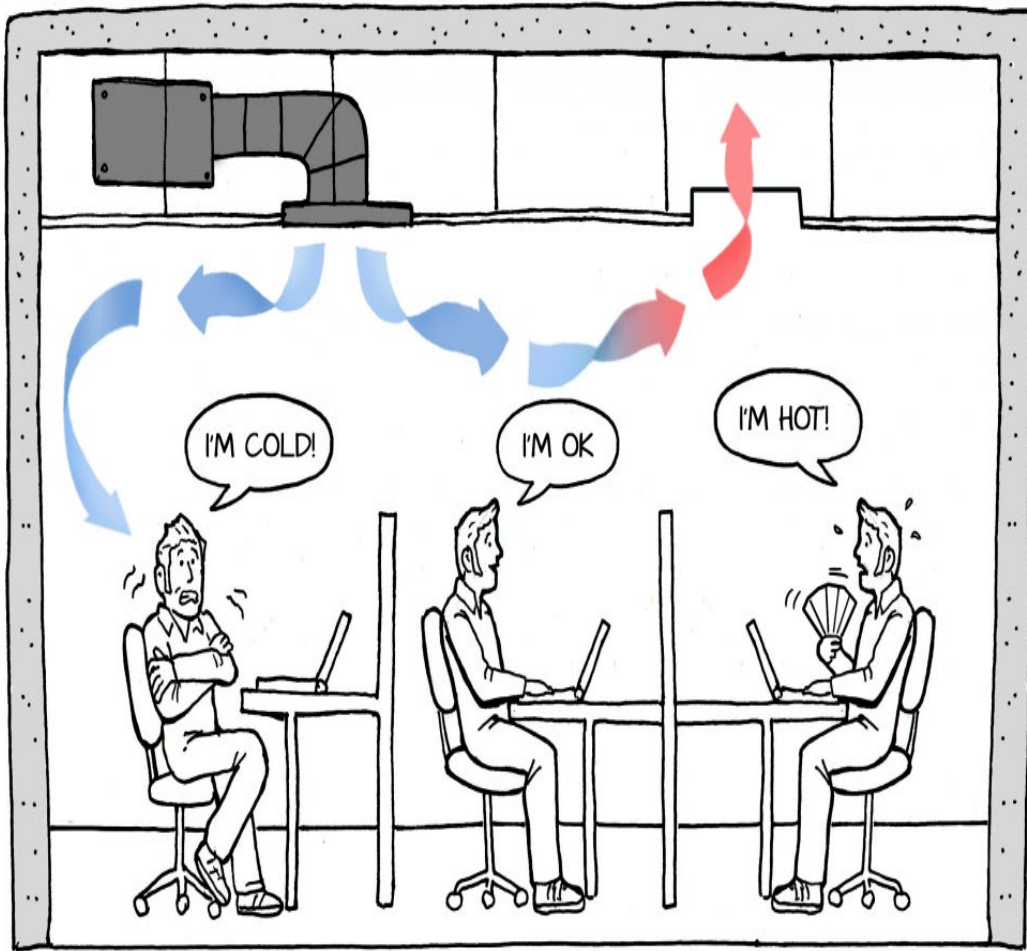
- Paint colors must meet UNT standards.
- Indoor Air Quality (IAQ) report may be needed.
- Avoid any accident or injury.



YOUR SAFETY IS OUR PRIORITY



EMS



- In order to provide a safe learning environment, ventilation rates will be increased in campus buildings wherever possible.
- The increase in airflow could result in comfort issues in some places such as overcooling.
- Reach out to Work Control if any comfort issues are experienced.

UTILITIES

Winter Break Multiple Building Electrical Outages:

- UNT owns and operates the 13,200 volt electrical distribution system that serves buildings on the main Denton campus.
- Over the upcoming Winter Break, we are planning to perform preventive maintenance on portions of the 13,200 volt campus electrical distribution system. This preventive maintenance is needed to help ensure reliable electrical service, and avoid unplanned outages.
- Sections of the 13,200 volt electrical system will need to be de-energized while maintenance is performed.

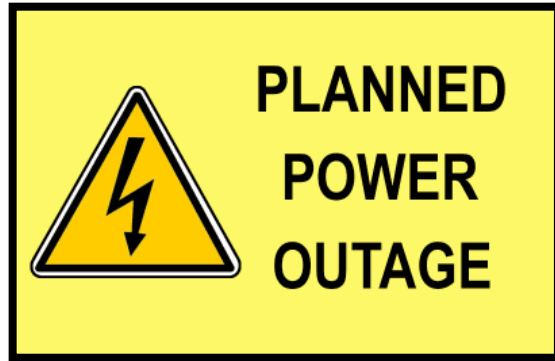
The buildings below will lose electricity for one day over the Winter Break allowing for maintenance to occur.

- Not every building will lose electricity on the same day.
- Building outages will be staggered through the week.
- Our plan is for the outages to occur during the day, with all electricity being restored by the end of each work day.

AFROTC	Gateway	MPAC	Welcome Center
BLB	Honors	Music	Willis Library
Clark	Joe Greene	Music Annex	
Crumley	Kerr	PAC Annex	
Eagle Landing	Maple	Rawlins	
ESSC	Matthews	RMS	
Field House	Mozart	Starbucks	

*****We will send a building outage schedule with a specific date for each building's electrical outage within the next couple of weeks**

UTILITIES



- Over the next four years we will perform preventive maintenance on different sections of UNT's 13,200 volt distribution system.
- This maintenance will occur over the Winter Break every year.
- At the end of four years we will have completed maintenance on the entire main campus electrical distribution system, and it will be time to start over.
- Electrical outages over Winter Break will continue beyond four years.
 - Discovery Park, Eagle Point and Mean Green Village will also be included for electrical maintenance, just not this year.
- Please reach out to Craig Stone or RD Forester with any questions.

******We will send a building outage schedule with a specific date for each building's electrical outage within the next couple of weeks***

QUESTIONS





“Our greatest asset is the customer! Treat each customer as if they are the only one!” ~ Laurice Leitao