

# Facilities Management Policy & Procedure #25

#### TITLE: INFRASTRUCTURE DRAWINGS

**OBJECTIVE AND PURPOSE:** To assure that any changes made to campus infrastructure during the course of major or minor projects, maintenance or repair (or any change made to utilities, walks, parking, paving, or telecommunications whether above or below grade) are updated and kept current in the Assistant Vice President infrastructure drawings.

#### **RESPONSIBILITY:**

#### **ACTION**

FACILITIES PLANNING PROJECT MANAGERS, ENGINEERING & UTILITIES, EH&S, PHYSICAL PLANT AND IRM	<ul> <li>Within thirty (30) days of substantial completion, or upon completion of minor projects transmit record drawings, if available, that reflect changes, modifications, and additions to campus infrastructure drawings to the Engineering Tech/Designer in the Office of the University Architect &amp; Vice President for Facilities (see attached <i>Infrastructure Drawing List – Attachment "A"</i>).</li> </ul>
ENGINEERING TECH/DESIGNER	<ul> <li>Upon receipt of record drawings, or in the case of minor projects, any pertinent drawings, make all necessary changes, modifications and additions into the infrastructure files.</li> <li>Reissue drawings at next distribution date.</li> </ul>

Issued By: Mavrodin	Date Issued: 10/2004	Date Revised:11/2010	Effective Date: 10/2004
			N/A
APPROVED:	Vice President	Assistant V.P.	Director

### INFRASTRUCTURE DRAWING LIST

- a) Chilled/hot water distribution
- b) High voltage electric distribution (including electrical riser diagram)
- c) Street lighting
- d) IRM, telecommunication/data system
- e) Campus television cable system
- f) Potable water distribution
- g) Sanitary sewage collection system
- h) Natural gas distribution
- i) Reuse/potable water irrigation system
- j) Storm water drainage system
- k) Campus parking capacity
- I) Generator fuel tanks locations (including generator characteristics, running time and fuel tank capacity).
- m) Campus solid waste locations (including the use and size of dumpster)
- n) Campus street furniture locations
- o) Buildings, street/roads, sidewalks, renovations, modifications and additions.

## ATTACHMENT "A"