ELEMENT 17 **FACILITIES MANAGEMENT**

Goal 1

Ensure the provision of attractive buildings, with properly functioning components and systems, that are properly maintained and that provide surroundings and conditions conducive to quality instruction and learning.

Objective 1A

To identify and correct facility deficiencies and needs through periodic review of existing systems and system components.

Policy lA-1

FAU shall inspect and assess all campus buildings, (exterior, interior, and systems) as required to ensure compliance with applicable standards and codes, and to ensure the proper planning of needed repair/replace needed of building components to provide fully functional, efficient buildings at all times.

Policy 1A-2

All campus building envelopes, roofs, exterior walls, exterior doors, etc., shall be inspected a minimum of once per year. Components needing repair/replacement shall be identified by building and associated costs generated.

Policy 1A-3

All building interior spaces, flooring systems, walls, ceiling systems, and remaining structural components, shall be inspected. Components needing repair/replacement shall be identified by building and associated costs generated.

Policy 1A-4

All building systems, including but not limited to electrical, plumbing, HVAC, voice, data, fire, security, and signage shall be inspected as deemed appropriate by recognized industry standards for each respective system. Components needing repair/replacement shall be identified by building and associated costs generated.

Policy 1A-5

Priorities for maintenance and improvement projects are to be determined annually based on the availability of funding and a review of the Capital Improvement Program submittal. General work priorities and budget allocations will be determined in the following order:

(1) health, fire safety code needs/handicapped accessibility;
(2) instruction/research component needs;

(3) student needs;
(4) administrative support function needs; and
(5) other needs.

Policy 1A-6
A schedule for eliminating deficiencies related to conformance of University facilities with current standards will be developed annually based on the availability of funding and the priorities of work as identified in Policy 1A-5 above.

Objective lB
To maintain all campus buildings at a level that ensures facilities that are aesthetically pleasing, clean, sanitary, and safe.

Policy lB-1
Routine and preventive maintenance procedures shall be established and followed for all building envelope components which ensures the continued integrity of each and prevents moisture intrusion and provides acceptable insulation values throughout.

Policy 1B-2
Routine and preventive maintenance procedures shall be established and followed for all building interior components necessary to ensure aesthetically pleasing, clean, sanitary, and safe environments conducive to quality instruction and learning.

Policy 1B-3
Routine and preventive maintenance procedures shall be established and followed for all building systems including but not limited to electrical, plumbing, HVAC, voice, data, fire, security, and signage necessary to ensure the full and efficient operation of each upon demand.

Policy 1B-4
A computerized scheduled maintenance program has been implemented for mechanical and electrical equipment and systems. Expansion of the data in that program and analysis of benefits to costs will be continued.

Policy 1B-5
All maintenance and improvement projects required to maintain adopted level of service standards and to correct any identified code or standards deficiencies shall be prioritized and funded based on the following criteria listed in order of importance: (1) safety, (2) impact on instructional activities, (3) impact on administrative functions, and (4) impact on student activities.

Objective 1C

To manage facilities in a manner which minimizes usage conflicts, overcrowding, and retrofit costs.

Policy 1C-1

Limit facility use changes which involve uses with significantly different operational, spatial or mechanical requirements (e.g. conversion of classrooms to laboratories, etc.)

Policy 1C-2

The use and capacity of buildings will be coordinated with the Office of Space Utilization and Analysis on a continuous, as-required basis. As requirements for space additions, deletions, or renovations are made known, the Office of Space Utilization and Analysis will coordinate with Facilities Planning and Physical Plant management to identify the scope of work required, the best method of accomplishment, its relative priority and the means to accomplish it to ensure adequate space is available and to ensure that space is being used to the best benefit of the University.

Objective 1D

To ensure the availability of sufficient funding and other resources to support projected facility maintenance requirements.

Policy 1D-1

The University shall include in its Capital Improvement Program a request for funds necessary to correct identified facility deficiencies and to ensure the proper operation and maintenance of University facilities. This request shall be based on the appropriate cost estimates, priorities and work schedules.

Policy 1D-2

Incorporate within building construction programs and funding requests projected life cycle maintenance expenses.

Policy 1D-3

Adequate staffing and funding will be pursued to provide for the maintenance of landscaping activities to ensure a reasonable appearance is presented for campus visitors, extending from campus entrance areas to individual groupings around buildings.

Policy 1D-4

The adopted campus master plan shall be updated as necessary to reflect changes in maintenance priorities as identified by inspections, assessments, availability of funding, etc.