



QUARTERLY BUSINESS OFFICERS MEETING

SEPTEMBER 2021



TODAY'S AGENDA

- I. Facilities Management Funding & Shop Rate Recovery Review– Jim Hackman
- II. License Plate Recognition System for Parking– Erin Shane
- III. Student Professional Liability Coverage – Emily Robnett
- IV. FEMA Funds Update– Debby Zumbach

Facilities Management Funding and Shop Rate Recovery Review

Quarterly Business Officer Meeting
September 16, 2021

JIM HACKMAN, BUDGET OFFICER, FACILITIES MANAGEMENT

Who is Facilities Management?

“Always There, Always the Best”

Delivering Service:

For General Education Fund Community:

- Daily services
 - Custodial
 - Building Maintenance and Operations
 - Landscape
- Building Stewardship

For UI Campus Community:

- Reliable and cost effective Utilities
- Design and Construction
- Facilities Information Systems
- Fire and Life Safety
- Student Engagement Opportunities
- Sustainability
- Flood Preparedness
- Partnership with Campus Planning

“Providing a physical environment that promotes university excellence”

Success/Achievements

FM Three Year Plan
Voluntary Budget
Reduction/Repositioning
Utility P3
Process and Implementation
Student Engagement
Integration and Alignment
Partnerships
Transparency and collaboration
Customer Satisfaction
FM Pivot and Swivel
Value for the greater good
Employee Longevity
Sustainability
Building Stewardship
Maintaining the youth of an aging portfolio

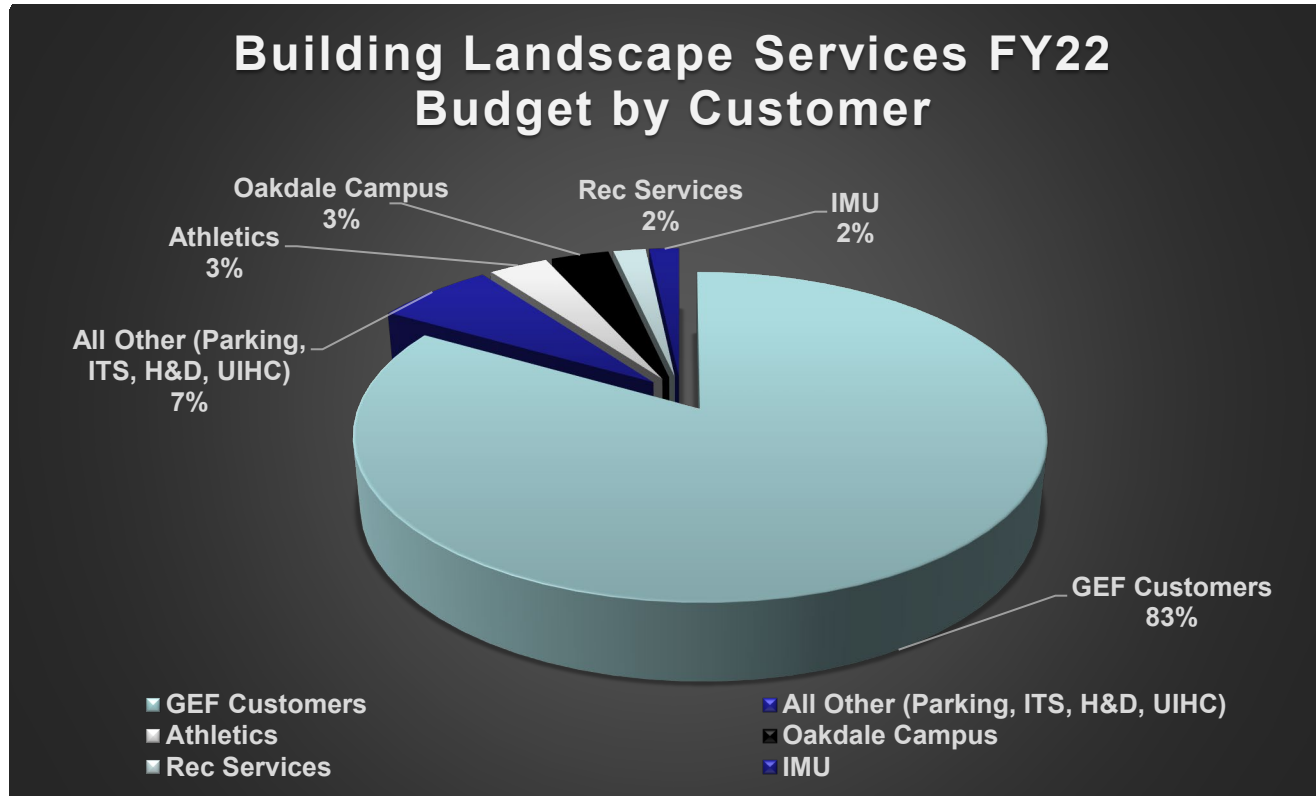


FM Funding Budget Oversight

- General Education Fund Campus Operations
 - Oakdale Campus Operations
 - Campus Utility Enterprise
 - Campus Design and Construction

Each with unique services, funding platforms and 100% recovery rate structures

GEF Campus Operations \$43M Budget



\$35M GEF Customer
Funding

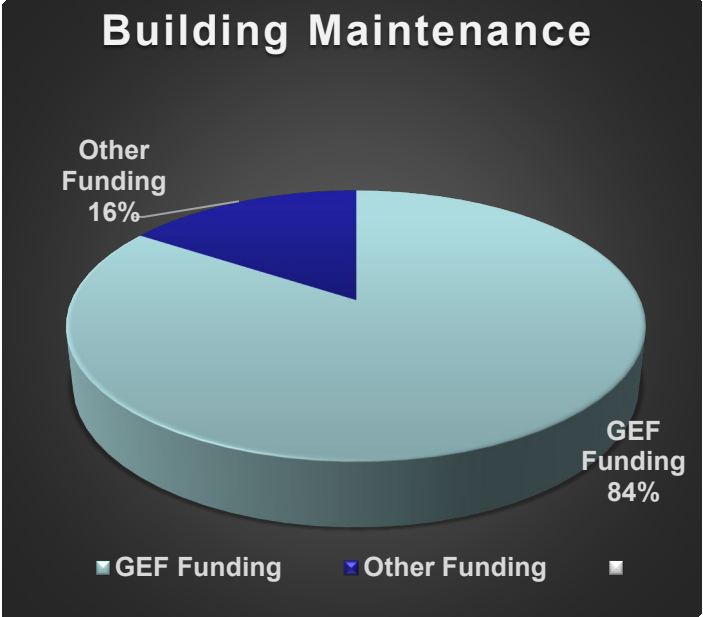
120+ Buildings
8.6M+ Gross Sq Ft
1,400+ Acres

\$8M Non-GEF Funding

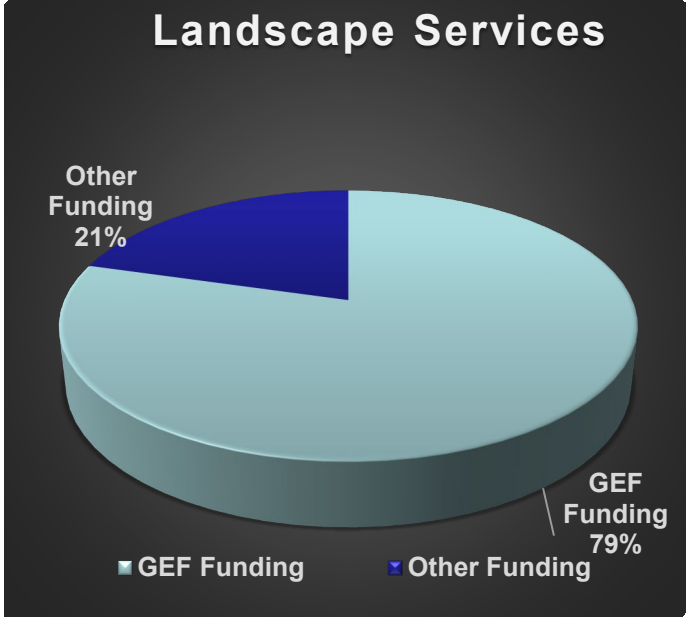
FY22 Budget/FY21 Actual

GEF Campus Operations

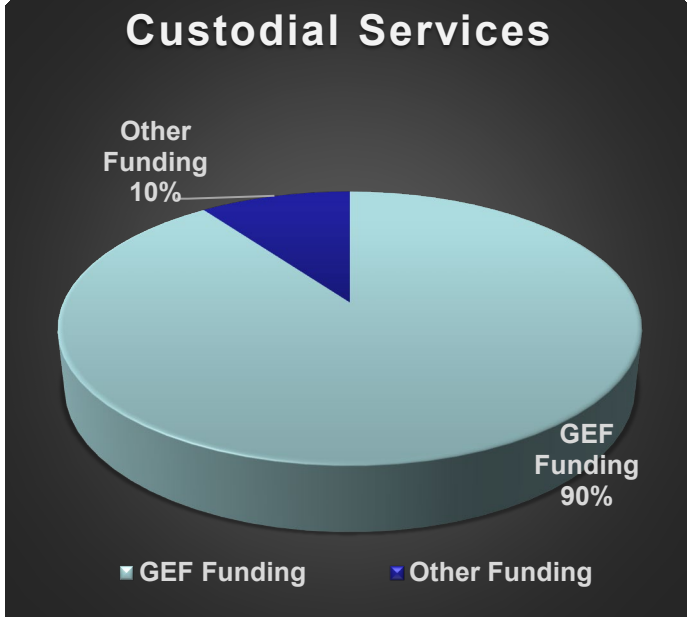
(Closer Look at Funding by Service Function)



\$16M GEF Funding



\$3M GEF Funding



\$16M GEF Funding

FY22 Budget/FY21 Actual

Oakdale Campus Operations

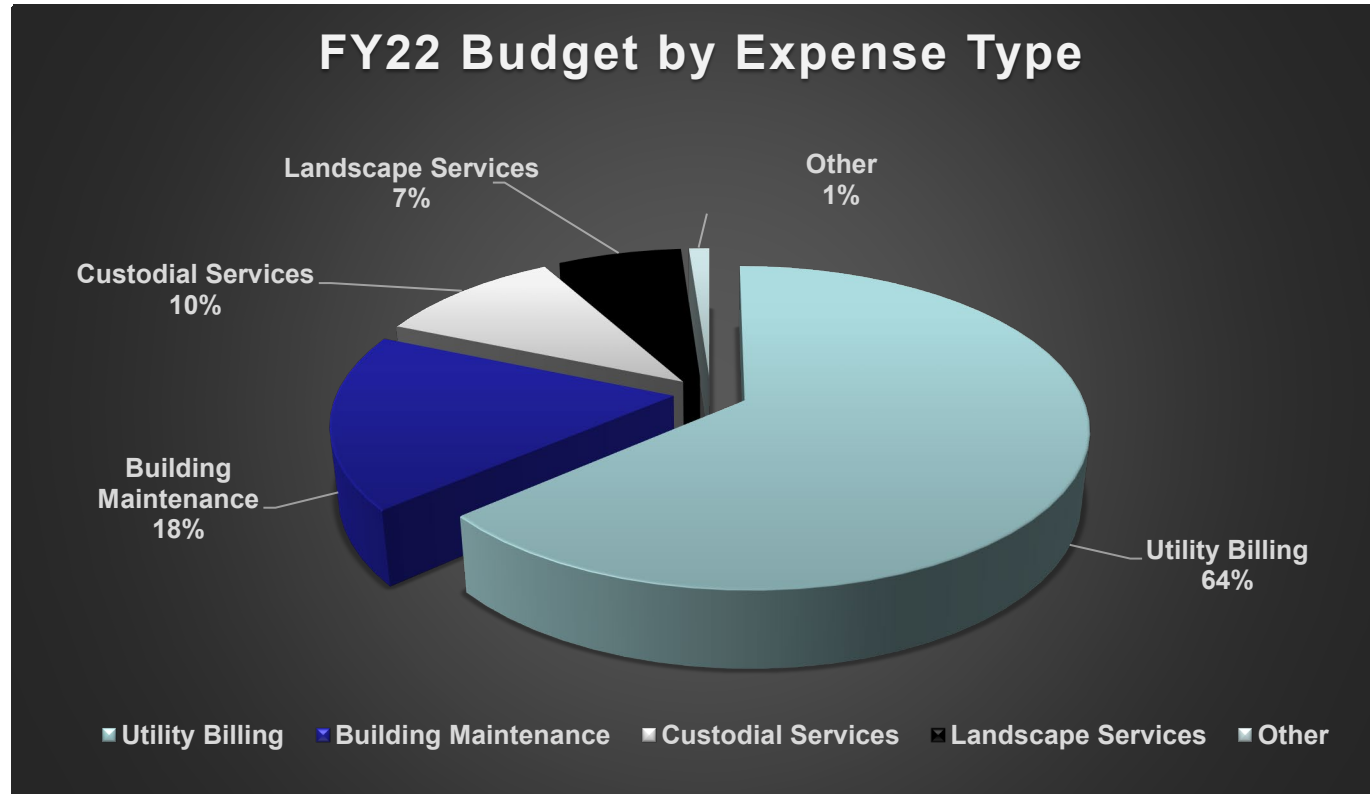
\$4.5M Budget

Funding Sources Include:
\$2.1M State Appropriations
\$.3M Reimbursable Costs
\$2.1M GEF Subsidy

Buildings Examples Include:

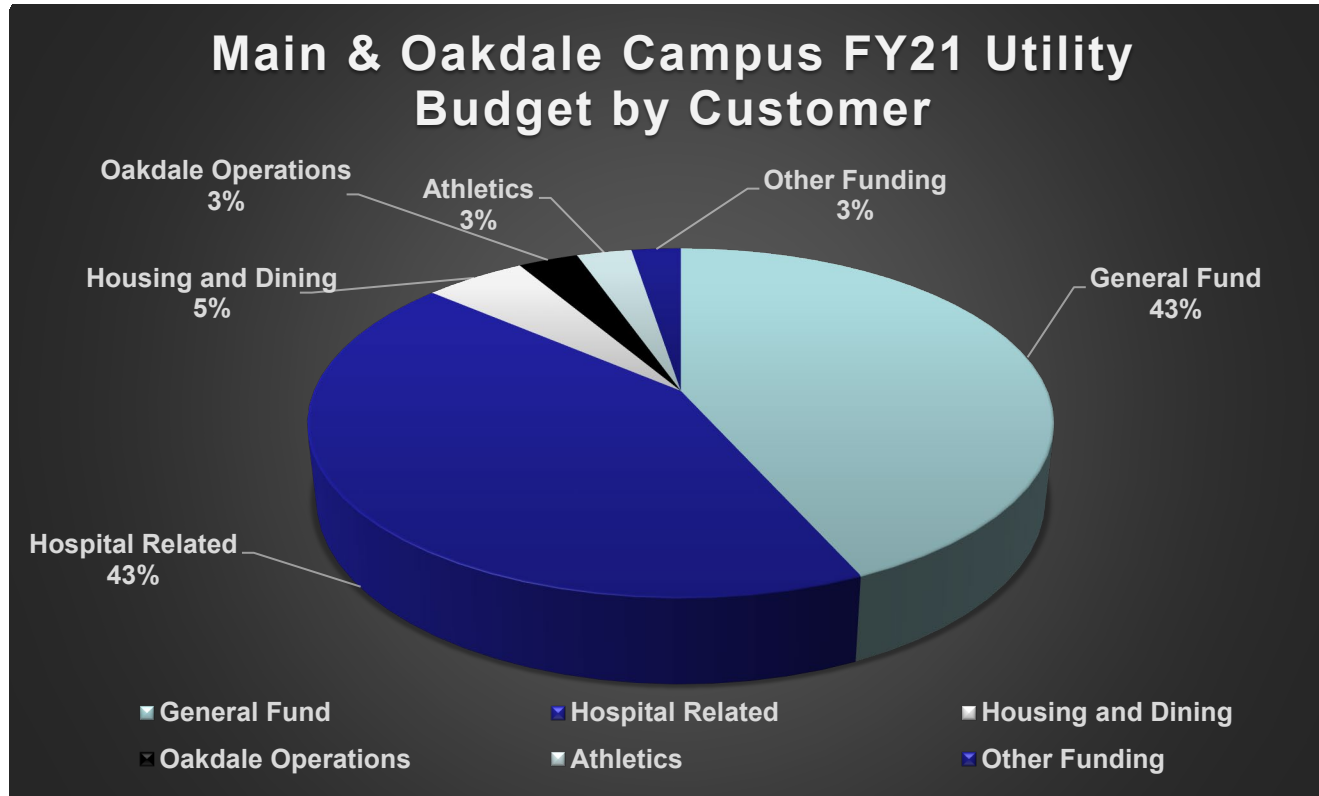
State Hygienic Laboratory
Institute for Rural & Environmental Health
Oakdale Studio Facility
Physiology Research Laboratory
Oakdale Shops Building A
Institute for Rural & Environmental Health
Oakdale Research Facilities

18 Buildings
210K+ Gross Sq Ft
550+ Acres



FY22 Budget/FY21 Actual

Campus Utility Enterprise \$101M Budget



\$57M Non-GEF Funding

\$44M GEF Customers

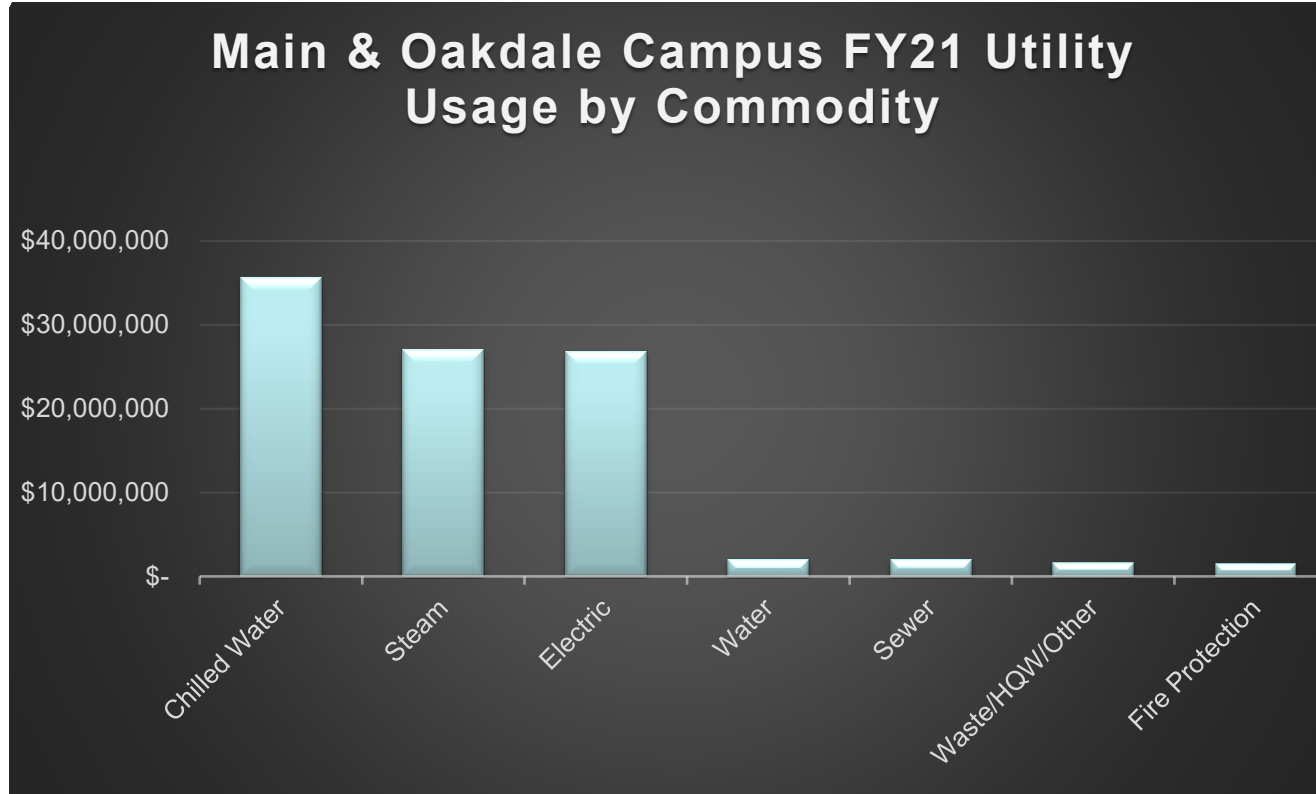
FY22 Budget/FY21 Actual

Campus Utility Enterprise

(Closer Look at Utility by Commodity Type)

Utility Systems

- Main Campus
\$93M
- Oakdale Campus
\$8M



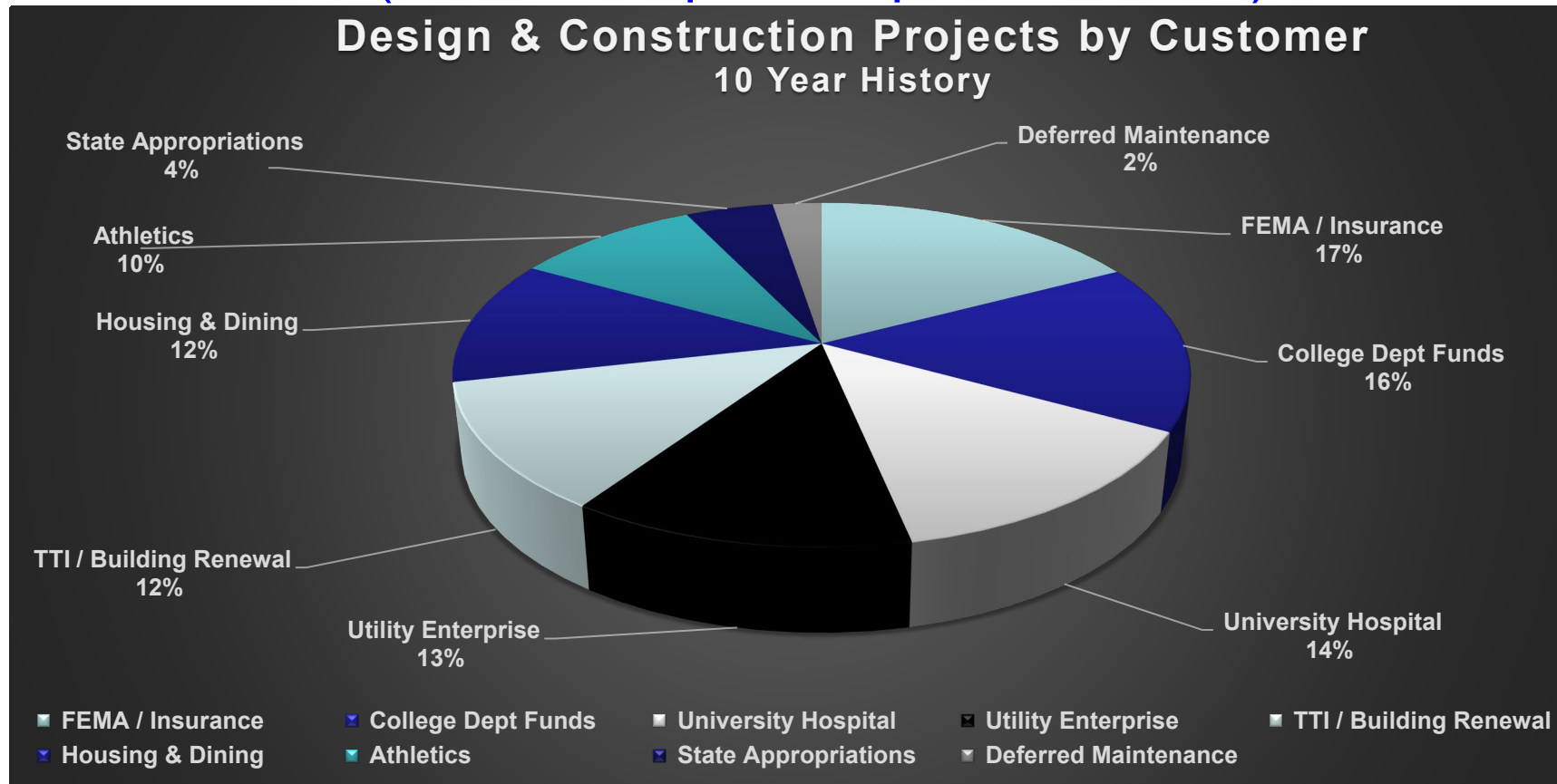
Big 3 Commodities

- Chilled Water 37%
- Steam 28%
- Electric 28%

FY21 Actual

Campus Design & Construction

(\$2 Billion Spend in past 10 Years)



10 Year History

FM Shop Rate Recovery Review

- Overview of Various Services/Shops with FM
 - Review of a Billable Rate Components
 - Annual Budget Cost Assumptions
 - Hourly Rate Calculations
 - FM Shop Example Views
 - FM Peer Example Reports

FM Service Units View

(FY21 Budget)

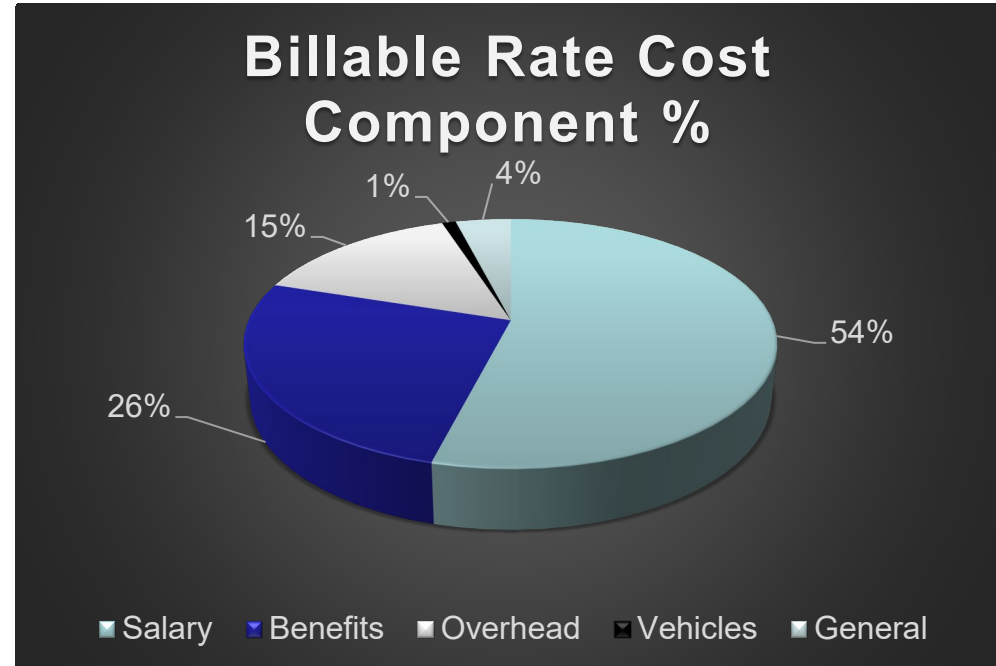
	<u>FM Building Maintenance</u>	<u>FM Central Maintenance</u>	<u>FM Landscape Services</u>	<u>FM Custodial Services</u>	<u>FM Oakdale Services</u>	<u>FM Utility Enterprise</u>	<u>FM Design & Construction</u>	<u>FM & UI Overhead Support</u>	<u>All FM Service Groups</u>
Service Examples	HVAC-Lighting-Plumbing-Power-Maintenance-Regulatory	Cabinetry-Carpentry-Painting-Controls-Fire-FM@Your Service	Debris-Turf Work-Tree Work-Shrubs-Concrete Work-Snow Removal	Trash-Restrooms-Dusting-Floors-Carpet	Maintenance-Landscape-Custodial-Utilities	Utility Contract Support-Environmental Reporting	Capital Project Design & Construction-Environmental	BLS Support-IT-GIS-Acctg-Engineering-ECC	
Number of Work Orders Annually	16,800	8,900	400	1,200	2,500	-	-	-	29,800
Number of Areas / Shops	4	5	1	5	1	1	2	7	26
Number of Employees	71	39	39	255	22	13	44	48	531
Shop Operating Expenses	\$ 6,519,000	\$ 3,834,000	\$ 3,058,000	\$ 15,148,000	\$ 1,676,000	\$ 1,415,000	\$ 4,956,000	\$ 6,710,000	\$ 43,316,000

Billable Rate Components

(FY21 Budget)

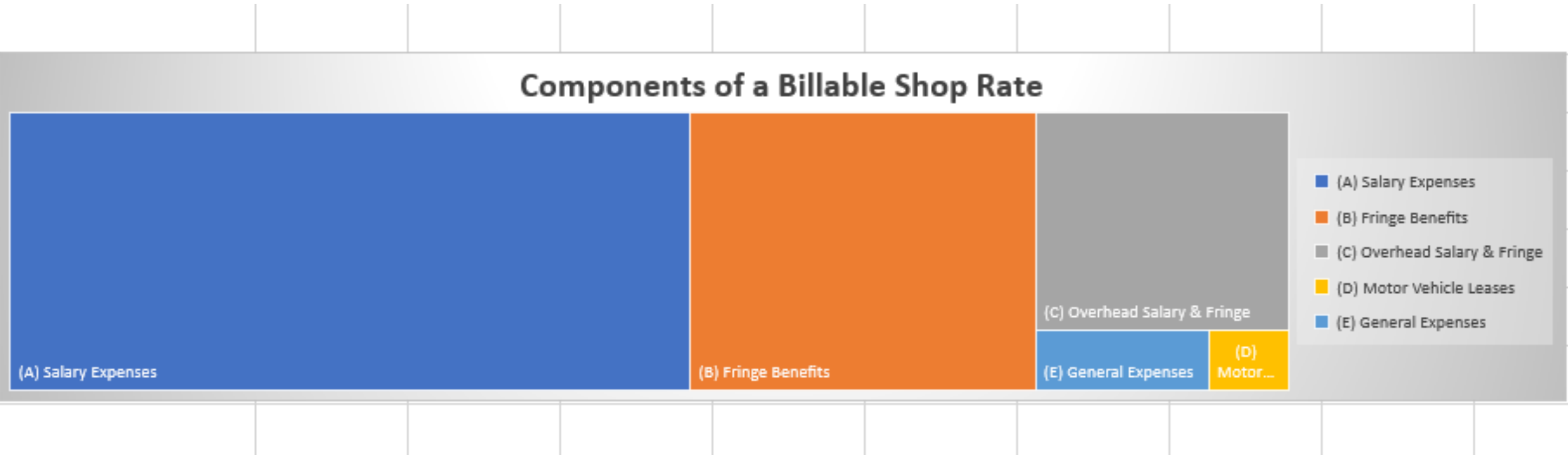
Salary Expense	54%
Fringe Benefits	26%
FM & UI Overhead	15%
Vehicle Leases	1%
General Expenses	4%
Total Dept Expenses	100%

Added to the overall rates are a flat surcharge of \$.65 per hour. This surcharge will accumulate approx. \$425k annually or less than 1% of the total rate.



Closer View of Shop Expense Components

(FY21 Budget Line Items)



Deeper Dive into the Shop Expense Components

(FY21 Budget Line Items)

Salary
 Merit Direct
 (67% of Total Staff)
 P&S Support
 Students
 Dept Supervisors

Other Salary Items:
 Overtime
 Stand By
 Shift Differential
 Cell Stipend

Fringe Benefits
 Health & Dental Insurance
 Unemployment Insurance
 Workers Comp & FICA
 Vacation & Sick Leave
 TIAA & IPERS
 Life Insurance

Overhead Functions
 Admin and Safety
 BLS Support
 GIS/Space Planning
 Maintenance Stores
 Misc Funds
 IT Support
 Accounting Support
 UI Admin Support



General Expenses
 Computers
 Equipment Amortization
 Office and other supplies
 Temp Wages

PPE and Medical
 Equipment and Repair
 Travel
 Telephone
 Uniforms

Motor Vehicle Leases
 Vehicle expenses

FM & UI Overhead Components

(Comprises 15% of Total Rate)

FM Admin & Safety	FM BLS Support	FM GIS/Space Planning	FM Utility & Engineering Support	UI Admin Capital Support	FM Maintenance Stores	FM Central Misc Funds	FM IT Support	FM Accounting Support	UI Admin Support
Administration (VP)	BLS Assoc Directors	GIS Staff	Utility Director	UI Salaries Central Support	Inventory Admin	FM Central Expenses	FM IT Manager	FM Accounting Manager	UI Salaries Central Admin Support
Communications	BLS Admin		Utility Engineers			Meetings Travel	FM IT Admin	FM Accounting Admin	UI Central HR
Recycling	Custodial Training		Utility Admin			Spot Awards Recognition		University Shared Services	UI Desktop Support
Safety	Work Control Admin		Utility Accounting						

O/H Target (15 to 30 percent) - Service-based businesses where payroll is the primary cost involved in producing the product can have labor costs as high as 50 percent. Generally, payroll expenses that fall between 15 to 30 percent of gross revenue is the safe zone for most types of businesses. Source: smallbusiness.chron.com

Annual Budget Costs and Assumptions

Review Staffing Considerations	Review Department Operating Costs	Compare Forecasted Costs to Historical Data	Factor Upcoming Departmental Cost Changes
Direct Staff	Dept General Expenses	Dept General Expenses	COLA Salary Adjustment
Supervision/Management	Vehicle Leases	Chargeable Effort Percent	Fringe Rate Adjustment
Student/Temps	Equipment Amortization	Overtime & Stand By Costs	Space Change Funding
Overtime & Stand By Hours	Overhead Allocations	Student/Temps Hours	Cost Savings Initiatives

Hourly Rate Calculation Method

$(\text{Expenses/Charge Hours}) + \text{Facility Infrastructure Surcharge} = \text{Billable Rate}$

General Expense and Vehicle forecasting for fiscal year

Salary/Benefits forecast and planning

Apply % of non-chargeable hours for discounting total employee hours

Calculate the average cost of salary/benefits for each classification (FM wide)

FM Overhead – distribute across all shops by factor (hours, FTEs, or other)

UI Overhead – distribute across all shops by factor or rule

FM Departmental Budget Example

Department General Expense Budget

Review Historical Spending

Adjust for Spending Pattern Changes

Adjust for Vendor Pricing Changes

BUDGET DATA 19-20	FINAL	10					83.3%
00201 - EAST CAMPUS MAINTENANCE							
				AMOUNT	YTD 18-19	EST 18-19	
				BUDGETED	AS OF	YTD/0.833	BUDGET FOR
GENERAL EXPENSES				FOR 18-19	Apr-19		19-20
EAST CAMPUS					10 months		
6025 - In State Travel				\$ 940	\$ 1,932	\$ 2,318	\$ 940
6026 - Out of State Travel				1,130	-	-	1,130
6070 - Office Supplies				1,080	1,600	1,920	1,080
6075 - Books/Periodicals/Subscriptions				95	15	18	95
6080 - Software <\$5000					856	1,027	
6081 - Computers				2,200	5,854	7,025	2,400
6085 - Equipment <\$5000				14,490	21,223	25,468	14,490
6110 - Uniforms				230		-	
6110 - Safety Wear PPE (est \$940/emp)				12,142	15,403	18,484	14,100
6137 - Food				95	65	78	95
6145 - Fuel				5,000	2,174	2,609	5,000
6199 - Other Supplies				3,430	8,032	9,638	3,430
6200 - Professional Services - Appraisals				95	1,541	1,849	95
6205 - Medical Services				330		-	330
6218 - Other University Services				600	44	53	600
6235 - Other Services					275	330	
6245 - Freight				45		-	45
6265 - Repair & Maint of Equipment				95		-	95
6270 - Telecommunications - Monthly				4,230	8,760	10,512	4,230
6275 - Telecommunications - Variable				3,995	2,833	3,400	3,995
6405 - Licenses & Misc Fees				140	3,648	4,378	140
6420 - Memberships				190	88	106	190
6430 - Equipment Rental				375	1,032	1,238	375
TOTAL GENERAL EXPENSES				\$ 50,927	\$ 75,375	\$ 90,451	\$ 52,855

Department Vehicle Lease Budget

Review Current Leases

Adjust for Replacement Leases

Adjust for Leases Extension Options

VEHICLE RENTAL - 6058			
VEHICLE	8726		405
VEHICLE	8824		398
VEHICLE	10241		181
VEHICLE	10414		387
VEHICLE	10418		387
VEHICLE	New-FY20		385
ACCESSORIES			-
MONTHLY CHARGE			\$ 2,143
YEARLY CHARGE			\$ 25,716

Department Salary Expense Budget

Review Current Staffing

Workforce Planning Sessions

Adjust Staff for Operational Changes

Adjust Salary for COLA, Fringe Rates

BUDGET DATA 19-20				FRINGE					
00201 - EAST CAMPUS MAINTENANCE				SALARIES	BENEFITS	OVERTIME	Standby	PPE	TOTALS
								1=yes	
AREA MECHANIC									
New-ONB-Brain Sci	9 mo	GG85	Area Mech	\$ 31,696				0.75	
Open-rplc Xxxxxxx		GG85	Area Mech	42,261				1	
Xxxxxxx, Xxxxxxx		GG85	Area Mech	56,209				1	
Xxxxxxx, Xxxxxxx		GG85	Area Mech	56,209				1	
Xxxxxxx, Xxxxxxx		GG85	Area Mech	56,209				1	
			4.75 Subtotal	\$ 242,584	\$ 129,782	\$ 7,338			\$ 379,704
ELECTRICIAN									
Xxxxxxx, Xxxxxxx		GD23	Elect II	\$ 61,387				1	
Xxxxxxx, Xxxxxxx		GD23	Elect II	58,735				1	
Xxxxxxx, Xxxxxxx		GD23	Elect III	53,829				1	
			3 Subtotal	\$ 173,951	\$ 93,064	\$ 4,999			\$ 272,013
ENVIRO SYSTEMS MECHANIC									
Xxxxxxx, Xxxxxxx		GF15	ESMI tr	\$ 35,412				1	
Xxxxxxx, Xxxxxxx		GD28	Env Sys III	64,164				1	
Xxxxxxx, Xxxxxxx		GD28	Env Sys III	64,164				1	
Xxxxxxx, Xxxxxxx		GD29	Env Sys III L	64,185				1	
			4 Subtotal	\$ 227,925	\$ 121,940	\$ 1,446			\$ 351,311
PIPEFITTER									
Xxxxxxx, Xxxxxxx		GG74	Pipe	58,777				1	
Xxxxxxx, Xxxxxxx		GG74	Pipe	58,777				1	
Xxxxxxx, Xxxxxxx		GG74	Pipe	49,152				1	
Xxxxxxx, Xxxxxxx		GG74	Pipe	29,389				1	
			4 Subtotal	\$ 196,095	\$ 104,911	\$ 6,175			\$ 307,181
MGMT SVCS SUPERVISOR/PLANNER									
				(Non-chargeable)					
Open-rplc Xxxxxxx		PFC2		\$ 70,000				1	
Xxxxxxx, Xxxxxxx		PFA1		\$ 63,652					
			2 Subtotal	\$ 133,652	\$ 55,132				\$ 188,784
0 STUDENTS									
				\$ -	\$ -				\$ -
STAND-BY COSTS									
			Est Hours	\$ -					\$ -
TOTAL									
			FTE:	17.75	\$ 974,206	\$ 504,829	\$ 19,958	15.0	\$1,498,993

Departmental Time - Effort/Hours Forecast

Review Historical Overtime Costs

Review Historical Chargeable Time %

Adjust Effort Calculations as needed

BUDGET DATA 19-20								
00201 - EAST CAMPUS MAINTENANCE								
	Salaries	#	Average Salary	Average Hrly Rate	Estimated Overtime	Equivalent Reg Hrs	Total \$	
Area Mech	\$ 242,584	4.75	51,070	24.46	200	300	7,338	
Electrician	\$ 173,951	3	57,984	27.77	120	180	4,999	
Env Sys Mech	\$ 227,925	4	56,981	27.29	35	53	1,446	
Pipefitter	\$ 196,095	4	49,024	23.48	175	263	6,175	
	\$ 840,554	15.75			530	796	\$ 19,958	
			TOTAL		REGULAR		EQUIVALENT	TOTAL
SHOP			HOURS		HOURS		OT HOURS	EQUIVALENT
00201 - EAST CAMPUS MAINTENANCE			AVAILABLE		CHARGED		CHARGED	HRS CHARGED
AREA MECHANIC								
	4.75 @	80%	9918		7934		300	8234
ELECTRICIAN								
	3 @	79%	6264		4949		180	5129
ENVIRO SYSTEMS MECHANIC								
	4 @	78%	8352		6515		53	6568
PIPEFITTER								
	4 @	79%	8352		6598		263	6861
	15.75		TOTALS	32,886	25,996		796	26,792

Department FM & UI Overhead Budgets

Review Staffing Salaries and Benefits

Forecast Department Costs

<u>Institutional Account</u>	<u>Expense Description</u>	<u>Budget 18-19</u>	<u>Estimated 18-19</u>	<u>YTD 18-19 (thru Feb 2019)</u>	<u>Budget 19-20</u>	<u>19-20 Comments</u>
5200 - 5520	Salaries & F.B.	\$ 315,275	\$ 319,909	\$ 266,591	\$ 327,834	
6058	Motor Vehicle Rent	9,648	9,540	7,950	9,732	Truck #9975 & 10134 (374 +50 & 387 est/month)
6070	Office Supplies	800	31	26	800	
6081	Computers	-	1,848	1,540	-	
6080 & 6085	Equipment < \$5000	9,350	1,298	1,082	9,350	misc equipment + new shelving
6110	Clothing/Safety	800	-	-	800	uniform shirts (4 FTE)
6145	Fuel	3,576	3,048	2,540	3,576	fuel for trucks & forklift + % increase.
6199	Other Supplies	-	91	76	-	
6218	UI Provided Services	6,700	4,050	3,375	6,700	steel unloading labor by sheet metal & other shops
6245 & 6250	Freight/Postage	-	5	4	-	
6265	Repair Maint/Equipment	5,000	1,288	1,073	5,000	fork lift main - Big River Equip
6270 & 6275	Telecommunications	2,900	2,940	2,450	2,900	phones
6400	Insurance	4,910	1,044	870	4,910	from Kathryn Kurth. Est
	Total	\$ 358,959	\$ 345,092	\$ 287,577	\$ 371,602	

Department FM & UI Overhead Allocation

Review Overhead Allocation Methods

Calculate Overhead Department Costs

FY20 FM Overhead Allocation																		
SUB-DEPT	SHOP	FTE Method	FM FTE's	% of total	Distribute to FM/DPS Available chargeable hours	Distribute to B&LS only B&LS Overhead Distribution	ECC Distribution 40% Mtn 60% Util	Space Management Distribution	00080 Admin & Safety	00086 B&LS Overhead	00087 GIS/Space Planning	00093 Energy Control Center	00602 Maint Stores	66000 Central	66001 BFS IT	66009 BFS Accounting	UI Admin Overhead	Total Overhead
00201	AREA MAINTENANCE	17.75	2.76%	32,886	7.68%	8.44%	0.91%	\$ 30,858	\$ 140,495	\$ 6,044	\$ 20,863	\$10,279	\$2,456	\$ 36,730	\$ 16,560	\$26,405	\$ 290,692	

Department Rate Calculation by Job Class

Input FM & UI Overhead Allocations

Calculate Equipment Amortization Cost

Review Final Rate Calculations

Final Review with Management Teams

BUDGET DATA 19-20									
00201 - EAST CAMPUS MAINTENANCE									
		Salaries & Fringes	Vehicle Rental	General Expense	Overhead	Equip Reserve	Total Expenses	Tot Hrs Charged	Rate & Revenue
AREA MECHANIC		\$ 379,704					\$ 379,704		
	30% of Costs		\$ 7,715	\$15,857	\$ 87,208	\$ 1,810	\$ 112,590		
	Mgmt. Costs	\$ 56,635					\$ 56,635		\$66.67
	Subtotal	\$ 436,339	\$ 7,715	\$15,857	\$ 87,208	\$ 1,810	\$ 548,929	8,234.0	548,929
ELECTRICIAN		\$ 272,013					\$ 272,013		
	19% of Costs		\$ 4,886	\$10,042	\$ 55,231	\$ 1,146	\$ 71,305		
	Mgmt. Costs	\$ 35,869					\$ 35,869		\$73.93
	Subtotal	\$ 307,882	\$ 4,886	\$10,042	\$ 55,231	\$ 1,146	\$ 379,187	5,129.0	379,187
ENVIRO SYSTEMS MECHANIC		\$ 351,311					\$ 351,311		
	25% of Costs		\$ 6,429	\$13,214	\$ 72,673	\$ 1,508	\$ 93,824		
	Mgmt. Costs	\$ 47,196					\$ 47,196		\$74.96
	Subtotal	\$ 398,507	\$ 6,429	\$13,214	\$ 72,673	\$ 1,508	\$ 492,331	6,568.0	492,331
PIPEFITTER		\$ 307,181					\$ 307,181		
	26% of Costs		\$ 6,686	\$13,742	\$ 75,580	\$ 1,569	\$ 97,577		
	Mgmt. Costs	\$ 49,084					\$ 49,084		\$66.15
	Subtotal	\$ 356,265	\$ 6,686	\$13,742	\$ 75,580	\$ 1,569	\$ 453,841	6,861.0	\$ 453,841
Net Expenses							\$ 1,874,289		
TOTALS		\$1,498,993	\$ 25,716	\$52,855	\$ 290,692	\$ 6,033	\$ 1,874,289	26,792.0	\$1,874,288

Department Rate Upload to AiM (CMMS)

Add FM Infrastructure Rate Surcharge (\$.65)

Calculate Blended Rate for “Same” Job Classes

Review Calculated Rates for Variances

Same Rates across campus, regardless of Customer Funding Source

Rates used for Entire Fiscal Year

Shop:	Job Code:	Job Class:	FY20 Chargeable %	FY20 Rate	FY20 Rate with .65 Markup	FY20 Blended Rate with .65 Markup	FY20 OT Rate	FY19 Rate with .65 Markup	% Change FY19-FY20	Notes
00201	GG85	AREA MECHANIC	80.0%	\$ 69.34	\$ 70.00	\$ 70.25	\$105.38	\$ 65.00	7.69%	rates blended a
00201	GG23	ELECTRICIAN I	79.0%	\$ 71.82	\$ 72.45	\$ 72.75	\$109.13	\$ 69.75	3.87%	rates blended a
00201	GD23	ELECTRICIAN II	79.0%	\$ 71.82	\$ 72.45	\$ 72.75	\$109.13	\$ 69.75	3.87%	rates blended a
00201	GD24	ELECTRICIAN III	79.0%	\$ 71.82	\$ 72.45	\$ 72.75	\$109.13	\$ 69.75	3.87%	rates blended a
00201	GF15	ENVIRO SYSTEMS MECHANIC I Tr	79.0%	\$ 70.83	\$ 71.50	\$ 71.75	\$107.63	\$ 71.00	0.70%	rates blended a
00201	GD27	ENVIRO SYSTEMS MECHANIC I	79.0%	\$ 70.83	\$ 71.50	\$ 71.75	\$107.63	\$ 71.00	0.70%	rates blended a
00201	GG28	ENVIRO SYSTEMS MECHANIC II	79.0%	\$ 70.83	\$ 71.50	\$ 71.75	\$107.63	\$ 71.00	0.70%	rates blended a
00201	GD28	ENVIRO SYSTEMS MECHANIC III	79.0%	\$ 70.83	\$ 71.50	\$ 71.75	\$107.63	\$ 71.00	0.70%	rates blended a
00201	GD29	ENVIRO SYSTEMS MECHANIC III LD	79.0%	\$ 70.83	\$ 71.50	\$ 71.75	\$107.63	\$ 71.00	0.70%	rates blended a
00201	GG74	PIPEFITTER	80.0%	\$ 70.92	\$ 71.55	\$ 71.85	\$107.78	\$ 69.70	2.65%	rates blended a
00201	GD82	SHEET METAL MECHANIC II	80.0%	\$ 69.34	\$ 70.00	\$ 70.25	\$105.38	\$ 65.00	7.69%	

End of Year Fiscal Close Considerations

GEF customer funding must be closed out at fiscal year end.

Utility funding unspent will be swept and used for various campus deferred maintenance assistance.

Over/Under spend on GEF non-utility funding will roll over to the upcoming fiscal year and be the responsibility of FM.

- Example: Multiple large ticket building failures resulting in emergency repairs above and beyond annual funding levels. Additional labor and materials billed to General Fund work orders causing an overspend.

All remaining Surplus or Deficit balances left in each individual FM departmental shop will default to the FM Shop Recovery Reserve.

- Example: Unforeseen vacancies within a shop will reduce billable hours and generate less revenue, thus not covering ample overhead components built in the rates. The shop will then under recover and this loss will then be funded by FM reserves.

Facilities Management Reserves

Reserve Fund Description	Reserve Balance	Reserve Balance Intended Use
Shop Recovery Reserve	\$3,401,000	Business Continuity Reserve Facilities Infrastructure Updates (Old Laundry Replace) Warehouse Updates (IRA) Annual CMMS & Peer Consulting Fees
Salvage/Scrap Revenue	\$595,000	Small Equipment Re-investment Fund
Oakdale Operations Reserve	\$132,000	Business Continuity Reserve

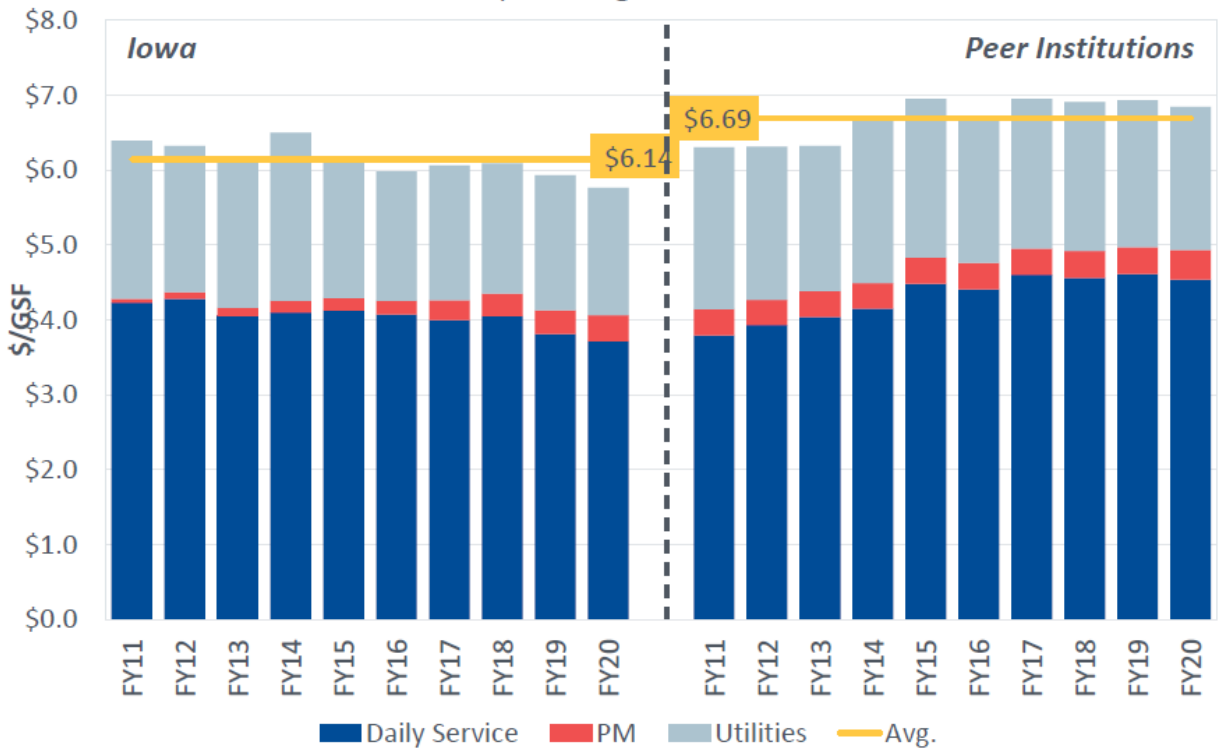
Balances as of FY21 Y/E

FM Peer Comparison Examples

Facilities Operating Actuals \$1.08/GSF Below Peers in FY20

Iowa operating leaner than peers, how will this shift as we slate buildings for demo and modernization?

Facilities Operating Actuals vs. Peers



Impacts of COVID-19 on facilities budget:

Daily Service

- Vacant positions not being filled
- Incentivized early retirement
- Increased cleaning & maintenance standards/frequency
- Reduced operational strain with buildings being vacant/complying with social distancing

Planned Maintenance

- Potential for increased PM with reduced frequency of reactive work orders
- Potential for decreased PM if budget is cut to mitigate revenue losses

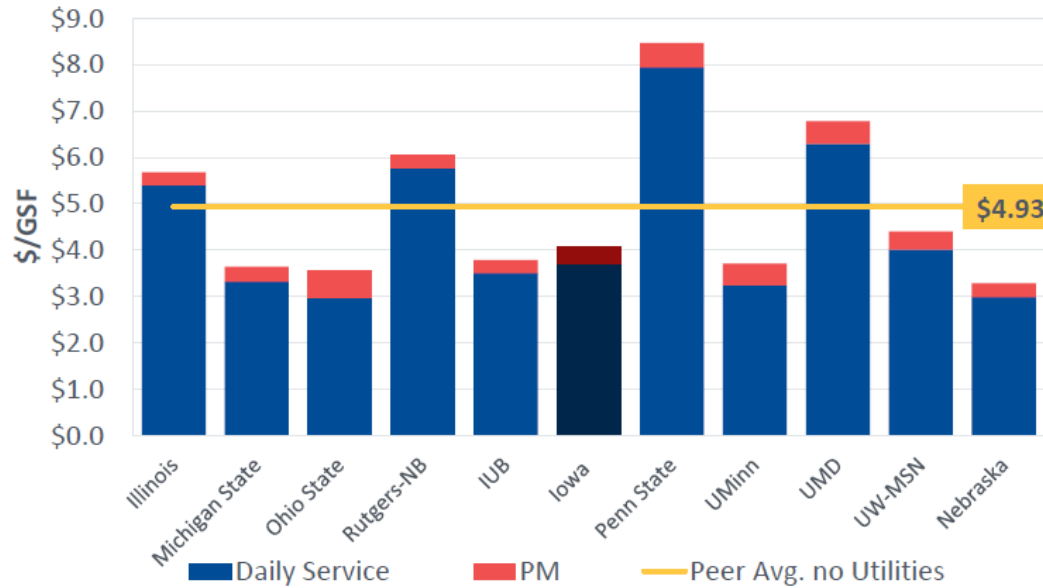
Utilities

- Reduced energy consumption/cost with buildings being vacant or complying with social distancing

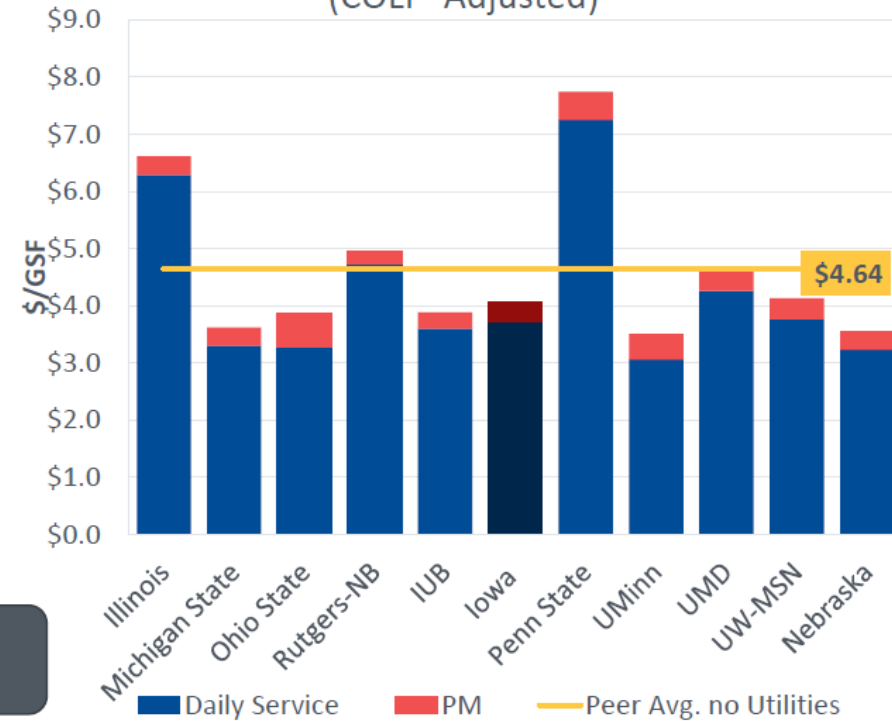
Facilities Operating Actuals Below Peers

When adjusted for COLI, Iowa continues to operate leaner than peers

Facilities Operating Actuals vs. Peers



Facilities Operating Actuals vs. Peers (COLI* Adjusted)



***Cost of Living Index (COLI)**
Peers expenses are adjusted to reflect costs in Iowa City, IA.

Thank you!

Facilities Management Review

Quarterly Business Officer Meeting
September 16, 2021



License Plate Recognition on the UIOWA Campus

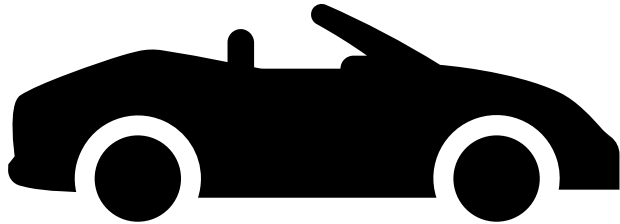
Erin Shane, Associate Director, Parking &
Transportation

What is License Plate Recognition (LPR)?

- LPR is technology that uses cameras and software to translate vehicle plate images into a text.
- LPR systems are best practice for parking enforcement and management.
- Parking has been using LPR for 5+ years on the west campus



You park your car on UIOWA campus



ABC 123

LPR Scans License Plate

License Plate Sent to Database

Database Verifies License Plate

Does Driver Have Permit / Did Driver Pay for Parking?

YES **NO**

THANK YOU!	CITATION MAY BE ISSUED
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Why expand LPR?

Operational Efficiency

- Approximately 18,000 permits issued on campus (FY19)
 - 15,000 Faculty / Staff Permits
 - 3,300 student permits
- Bi-annual and annual permit print and distribute process
- Cash handling / audit / fulfilling responsibilities for all permits
- Officer visual recollection of all permit types (*150+ types*)
- Cost reductions with no physical permits helps keeps parking rates stable



Sustainability

- Reduce waste associated with expired and returned permits

Improved Data

- Data collected will aid in decision making for permit sales, permit types and efficient use of parking spaces

Customer Convenience

- No more permits! No more forgetting to hang your permit! No more call ins!

Building LPR into the Parking Operation

Past and Current Updates

- University Reviews: Camera committee, Parking & Transportation Committee, Legal, UIPD and ITS Security and Technical reviews
- Equipment and department software updates
- Regulation updates
- Website updates, Marketing and communications

Future Plans

- Meter updates – pay by plate, not space. Meters to be removed Fall 2021
- Loading zone meter removal, Fall 2022
- Temp permit options for public and special events
- Refined permit offerings



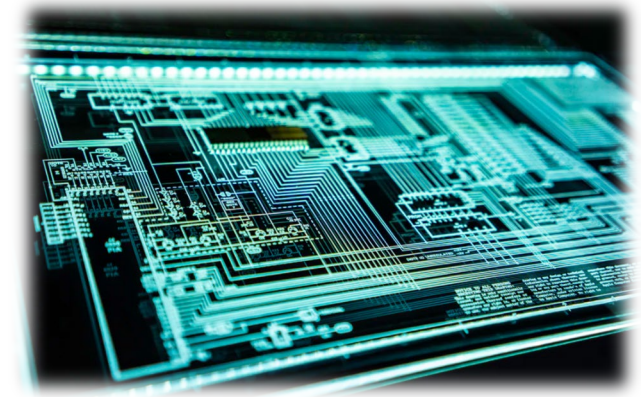
Data Security

Internal Review

- ITS Security and Technical Review before purchasing the software

LPR Data Use and Privacy Policy

- Established policy to address how manage LPR data
- Policy addresses what data is collected, data retention, how used, etc
- Policy posted on dept website
 - <https://transportation.uiowa.edu/parking/license-plate-recognition/lpr-data-use-and-privacy-policy>



LPR Impacts for Faculty, Staff and Students

Faculty / Staff

- **License plate is your virtual permit**, *except motorcycles*
- **No more permit renewal – virtual permits do not expire**
- Up to 3 vehicles allowed on account
- **Parking Portal** – enter and update your own vehicle and license plate info, rentals, loaners, etc
- As with physical permits, must cancel permit to stop using / stop charges

Students

- **License plate is your virtual permit**, *except motorcycles*
- **Annual permits applicable to academic semesters** (Fall / Spring and Summer).
- 1 vehicle per student
- **Parking Portal** – enter and update your own vehicle and license plate info, rentals, loaners, etc
- As with physical permits, must cancel permit to stop using / stop charges

LPR Impacts for Departments



Departments

- License plates are the virtual permit for all department permit types
- Physical placards still required to be displayed for **service zone, Pentacrest, Departmental Business Placards (DBP), and dock permit types.**
- Fleet vehicles included in the LPR system, and work is underway with Fleet Services to automate new / revised plates into the parking system.
- **Department Portal** - License plates must be collected and entered for employees using all department permits.
- Departmental permits will be renewed every two years and will financially renew annually. We will continue to reach out to department contacts for renewals via email, as we always have.
- As with all permits, departments must cancel permit to stop using / stop charges

LPR Clarifications

- Customers still need access card to enter / exit gates. Parking gates are not controlled by LPR at this time.
- Customers are responsible for immediately updating vehicle and license plate info when have temporary vehicle or new car
- Permit sharing still not allowed, but we do have carpool options
 - <https://transportation.uiowa.edu/alternative-transportation/carpool-permits>
- If you don't have a front or back license plate, be sure your license plate faces the drive aisle to be scanned





Thank you! Questions?



STUDENT PROFESSIONAL LIABILITY COVERAGE

EMILY ROBNETT, RISK MANAGEMENT ADMINISTRATOR, RISK MANAGEMENT



Student Professional Liability Coverage

		Location & Purpose			
		UI "On Campus" (for UI coursework)	3 rd Party "Off Campus" (for UI coursework)	UI "On Campus" (non-coursework)	3 rd Party "Off Campus" (non-coursework)
Supervision	UI Faculty/ Staff	RM = 669 historically <i>OGC = 2021 advice that 669 not guaranteed</i>	RM = 669 historically <i>OGC = 2021 advice that 669 not guaranteed</i> Ex: VA Externship	RM = 669 historically <i>OGC = 2021 advice that 669 not guaranteed</i> Ex: Nursing student volunteers for CON Flu Shot clinic at the IMU	Consult RM/OGC
	3 rd Party	Consult RM/OGC	RM/OGC = Buy PL for coursework Ex: Externship at Chicago Hospital	Consult RM/OGC	RM/OGC = Buy PL for non-coursework Ex: Nursing student volunteer at Iowa City Free Medical Clinic

STUDENT PROFESSIONAL LIABILITY COVERAGE



Adobe Acrobat
Document



FEMA FUNDS UPDATE

DEBBY ZUMBACH, ASSOCIATE VP AND DIRECTOR, PARKING AND TRANS/ BUS SERVICES

