Physical Plant Services
2018 Summer Newsletter

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Message from the AVP
BY JOHN WITJES, AVP (FACILITIES)

With the very warm weather of late, we are able to declare that summer is officially here!

The campus is again alive with our summer deferred maintenance work and our continuing exciting work to complete the Innovation and Wellness Centre (IWC). The IWC project has transformed the old Phys Ed Centre into something truly special and I am excited to see the building open soon.

Every summer we welcome new students into our office and this year is no exception. I would like to extend a warm welcome to; Spencer Kelly in Applied Science, Mechanical Engineering, on a 16-month internship with the Energy Conservation and Sustainability team; Kate Hickey in Applied Science, Engineering Physics, with our Sustainability Office; Erika Geoffrion in Applied Science, Mechanical Engineering, working with our Engineering team; Neil Sorensen studying Instrumental and Control Engineering Technology at St. Lawrence College working with the engineering team as a Control Engineering Technologist; and Bethany McCallum studying Business Administration and working with our Financial Department. Jasmine Chapman, just graduated with her BA this spring, will be continuing with us throughout the summer as our Marketing and Communications Coordinator. I am always impressed with the great work that our students do for us every year.

I also want to welcome two new employees to the PPS team. I’d like to welcome Matthew Rhymer as a Facilities custodial services supervisor and Asim Malik as a Project Coordinator.

This edition of the newsletter has some great articles from the many different parts of our Facilities department. We certainly affect a great many parts of the campus and the Queen’s community and it is always a pleasure to celebrate this through this newsletter.
As many of you know, the summer season is when many of the deferred maintenance and construction projects are underway, and this summer is no exception. We currently have over 35 projects on the go, including classroom renovations, washroom renovations, window installations, stone restoration, roof updates, and office renovations in buildings all over the main campus. The projects also extend out to west campus with a few renovations on the go in Duncan McArthur Hall and the Donald Gordon Centre. Our internal communications department is continuing to spread the word about the projects that are happening on campus to raise visitor, student, staff and faculty awareness. Many of these projects are focused on making the campus more inclusive (such as making buildings more accessible and non-gender specific accessible washrooms), and more sustainable (through reduced consumption of greenhouse gases).

In March Phase One of the Botterell Hall revitalization project was completed. Workers immediately began working on Phase Two. Construction is still on-going for this major capital project, and anticipated to be completed later this fall.

Another major capital project that is receiving much attention is the Innovation and Wellness Centre (IWC). The IWC is going to be a perfect space for health and wellness (including mental health services, physical health services, counselling, an exam centre), and for innovation and engineering. It will include gymnasiums, a large glassed-in atrium with studio lighting for presentations, and much more. The IWC is set to open in the fall.

Updates are being circulated on our social media accounts Facebook (@queensupps), Instagram (@queensupps), Twitter (@queensuPPS) and see the timeline of projects on our website queensu.ca/pps under “Summer 2018”. We appreciate everyone’s patience with the disruptions that can come with construction activity.
Energy Management
BY: SPENCER KELLY, ENERGY ENGINEER INTERN

Queen’s Centre Lighting Upgrade

This past spring Physical Plant services has continued making strides to increase the electrical efficiency of our campus. One successful project recently implemented was a major lighting upgrade in the Queen’s Centre.

The project had two main focuses; to upgrade inefficient metal halide lights in the gyms to efficient LEDs and to upgrade the fluorescent lighting throughout the building from 32 W to a more efficient 25 W bulb.

These two efforts combined were able to reduce the Queen’s Centre’s annual energy usage by 300,000 kWh. This energy savings is equivalent to the annual usage of over 30 average Canadian households!

Beyond a large increase efficiency this project also increased the functionality of the lighting controls in both the main and upper gyms. These additional controls provide operators with the opportunity to save electricity by managing the lighting output. The lights have the capability to be synchronized with scheduling program and the lighting output can be modified based on the lighting requirements of the occupants. These controls can always be overridden by a local physical panel. The increased control further provides the opportunity to add lighting effects and lighting shows. This functionality can be utilized to make Queen’s sporting events even more dynamic and exciting.

The project was developed by the Energy Management team in Physical Pant Services in conjunction with project partner Honeywell. The project is part of the larger CAPit program, which is a strategic investment by Queen’s to reduce energy costs and GHG’s.
Green Office Certification Program

The Sustainability Office operates a Green Office Certification program, which launched in late 2015. The program currently has 7 certified offices, with several more developing their applications. Participants include:

- Physical Plant Services
- Financial Services
- University Secretariat and Legal Counsel
- VP Finance and Administration
- Career Services
- School of Environmental Studies
- Internal Audit

The program consists of a checklist of easy actions that any office can take to ensure it is not creating excess waste or utilizing excess electricity. Some examples of items on the list include setting computers to enter ‘sleep’ mode after inactivity, properly disposing of e-waste, and participating in the Queen’s carpool program.

The intention of the program to enhance engagement with other campus departments, by supporting and celebrating their efforts to be more sustainable. The interactivity and challenge of the Green Office Certification program is one of its best assets: offices are assessed based on their initial completion of the checklist and awarded a level of certification (bronze, silver, gold, or platinum). The status will then be published on the Sustainability Office website. Offices can then work towards improving their score by checking off more of the list, and be awarded with higher certifications.

For more information about the program and to view the checklist for easy ideas about how everyone can contribute to sustainability on campus, check out the Green Office Certification website.
To enhance accessibility and create an inclusive environment on campus, Facilities proposed a 5-year accessibility plan to remove barriers in existing buildings as part of their budget submission in 2017. The funding intent was to begin in 2018 with $250,000 and to increase this amount incrementally by $25,000 each year. We are pleased to report that the university approved this plan and the 2018 funding to proceed.

Accessibility components were broken down into three spending categories of small, medium and large. As part of this plan, small spend items include adding power door operators to existing doors in vestibules, corridors and single-user (gender neutral), accessible washrooms; adding exterior directional signs to accessible entrances; and, relocating or renovating existing exterior blue lights to make them accessible for persons using mobility devices. Medium spend items include adding a single-user (gender neutral), accessible washroom to existing buildings where there are currently only gender-specific washrooms. And large spend items include creating an accessible entrance to an existing building where there is no accessible entrance. The large spend category may also include the introduction of a new elevator to the accessible entrance projects.

For 2018, we are starting with power door operators and exterior directional signs. In 2019, power door operators and exterior emergency blue lights are the focus. For 2020, it is the addition of one single-user (gender neutral), accessible washroom in two different buildings. And for years 2021 and 2022, the focus is on creating one accessible entrance to an existing building for each year.

The final step was the selection of the buildings that would receive these accessibility enhancements. Selection criteria included academic buildings, buildings with classrooms and/or public event spaces, connection linkages between buildings, high traffic and high use buildings, and buildings that offer services.

For 2018, 25 power door operators will be installed in four different buildings, including corridor doors to the bridge between Goodwin Hall and Walter Light Hall, and single-user (gender neutral), accessible washroom doors in Douglas Library and Stauffer Library. Rachel Quittkat, Project Manager, Facilities, is overseeing the implementation of this scope of work and we look forward to having these accessibility enhancements completed this year.
The 2018 Summer “Tool of the Quarter” is:

**NON-CONTACT VOLTAGE TESTER**

Non-contact voltage testers are great tools that can make troubleshooting easier and safer.

They work by sensing the alternating electric field around an alternating electric current (AC) conductor. The electric field will, in most cases, extend beyond the conductor’s insulation and if the field is large enough, the non-contact tester will sense and indicate it. This can quickly identify open switches or blown fuses without exposure to live wiring.

As helpful as these devices are, they do have limitations and it is important to be aware of these limitations and act accordingly. A couple of these limitations include:

- Non-contact voltage testers have upper and lower voltage limits. A common range is 50-1000VAC.
  - Upper limit – Exceeding upper limits can be hazardous and potentially damage the tester.
  - Lower limit – Voltage presence below the lower limit may not be sensed but can still be hazardous.
- Non-contact voltage testers should not be used to sense direct current (DC) power as they cannot accurately detect DC.

Although this tester can be a handy little tool, for many reasons, it is important that before handling any electrical circuits (i.e. making/breaking connections), you first lock and tag the current and then take the time to test with a conventional voltage meter.

**Please note:** It is always recommended to familiarize yourself with the instructions, warnings, and limitations for a testing device prior to use.
On May 8th, PPS held a ‘Lunch and Learn’ that educated employees about Deaf culture, Deaf etiquette, and American Sign Language (ASL). The workshop was organized by PPS’ Llynwen Osborne and put on by the Canadian Hearing Society.

Twenty members from PPS trades staff attended the ‘Lunch and Learn’ in support of two of their Deaf colleagues. The idea behind the lunch and learn was to increase awareness and understanding among PPS staff about Deaf culture, etiquette and introduce a few ASL signs.

Two representatives from the Canadian Hearing Society presented to the group while an ASL interpreter signed and spoke as needed to the audience. The presentation covered topics such as: appropriate terminology to use when referring to Deaf people, polite ways to get the attention of a Deaf person, different modes of communication (ie. writing, signals, signing), and some introductory ASL.

Additional Lunch & Learn sessions are being planned for staff who are interested in learning work-related ASL signs to help them to interact with their Deaf colleagues.

Communication Tips from the Canadian Hearing Society

- To get the person’s attention tap them on the shoulder or wave your hand.
- Engage in written communication (text, email, or handwritten notes)
- Use body language (within reason) to help communicate what you are trying to say

If there is an Emergency

Reach out to Emergency Interpreting Services at: 1-866-831-4657 (toll free), 905-971-0564 (text), ois@answerplus.ca (email).

Want to Learn More?

The Canadian Hearing Society offers classes for individuals to learn ASL. Courses are based on the Signing Naturally curriculum and taught by certified Deaf instructors in a supportive and interactive environment. To find out more information about the Canadian Hearing Society and the ASL classes visit, www.chs.ca/asl.
Thank You

Dear Mr. Pattison:

I wanted to send you a note to thank Todd and Chris and Chris (now retired I believe) in your Department for such outstanding service. I have had some health issues these past couple of years and require some special consideration from the physical plant service team. The most recent is the need to find a small air conditioning unit for a small office in an awkward spot.

I cannot tell you how professional Todd, Chris and Chris are and everyone in Summerhill agrees so. They are all pleasant, professional and they follow up with everything. They have gone out of their way to keep me up-to-date as well.

I have worked a combined 42 years (30 at Queen’s and 12 at KGH) and cannot think of more professional and pleasant people and I thank you and your team, along with Todd, Chris and Chris.

Thank you, Patty McHenry

Larry Pattison is the Director of Engineering and Operations

A Tweet from Jeff Downie:

Lifts in the @QueensARC to replace all our gym lighting. Will reduce energy consumption to 1/3 of what it was! Great work @queensuPPS !

Hi Will,

I just wanted to note that the custodial support during exams this past month was greatly improved. We had very few complaints and in my walk-arounds, there were very few issues to note. Thanks again for your assistance with coordinating all of this – it’s greatly appreciated

Sincerely,

Bianca

Will Shearing is one of PPS’ Custodial Managers
Hi Aaron,

I live near West Campus and walk my dog there every day. This spring a pair of killdeer nested on the grassy hill near the stadium. I approached one of the ground maintenance workers and asked if they could avoid mowing the hill until the eggs hatched. They were very happy to help, the eggs hatched and two babies are now roaming near the stone house with the parents (the babies leave the nest but don’t fly for 3 weeks).

Thanks!

Marlene Kraml

Aaron Ball PPS’ Sustainability Manager

Dear Physical Plant Services Team,

I wanted to write to all of you on my last day as Technical Director of The Isabel to express my sincere gratitude for the work that you have all done to keep The Isabel as beautiful as it was on the day we opened and to continually improve our amazing facility. I hope that you all know that a part of every standing ovation our audiences give can be directly attributed to the high quality of their visitor experience only made possible by the quality of venue that you have maintained for us. As we say in my business, bravo!

Todd, Angie, and Kyle: I made so many calls to you that I know exactly who I’m talking to just from how you say “Hello, Fixit.” Thank you for your patience. Thank you for your kind and considerate approach to delivering excellent customer service. And most of all, thank you for understanding when people like me call and say things like: “there’s a… metal thingy making a kind of noise…”

Dave and Matt: Thank you for your continued support in making sure that we stay on top of the issues that have come up while managing a whole other campus of similar issues beyond just our building.

Phil and Barrie: Thank you for helping to continually improve The Isabel, and make it a more usable and accessible place to engage in the arts and learning.

Joe: I wouldn’t have been able to run this building without your continued help in finding the answers in documentation. Thank you!

Please pass along my thanks to all of the shops and the amazing trades persons that keep our campus running smoothly.

All the best,

Kevin
Announcements

New Hires
Matthew Rhymer, Custodial Shift Supervisor – May 14, 2018
Asim Malik, Project Coordinator – July 9, 2018

Retired
Herbert Henderson, Custodian - Mar 31, 2018
J. Brent Rollins, Custodian - April 30, 2018

Thinking of Retirement?
Queen’s Human Resources offers a Series of Pre-Retirement planning courses designed to encourage Queen’s employees to begin planning earlier in their lives so that they can live the way they want to when they retire. For more information, check the online catalogue located at http://www.queensu.ca/humanresources/apps/training/

We Want to Hear from You!
Do you have a news story or an announcement you would like to make, a cartoon or photograph you’d like to share? We’re always looking for submissions for future publications.

Want to nominate an employee to be featured on our socials and website? Submit their names and let us know.

Submit your ideas to any of the newsletter committee members:
Tracy Elliott, tracy.elliott@queensu.ca and/or Larry Pattison, pattison@queensu.ca and Jasmine Chapman, jc261@queensu.ca

If you would like to start receiving an electronic version of the PPS Newsletter send an email to one of the newsletter committee members and you will be added to the email distribution list.