



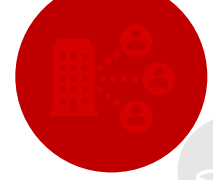
# WKU<sup>®</sup> Facilities Management

## Monthly Report

March 2024



# Management Team



Ken Branch  
General Manager  
5 years Supporting  
WKU



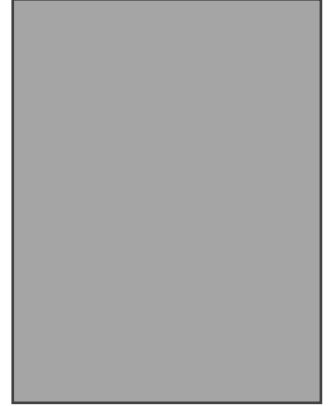
Angie Jackson  
Business Operations  
28 years Supporting  
WKU



Jennifer Mcleod  
Sodexo HR  
10 years Supporting  
WKU



VACANT  
Training and Safety



Mark Allen  
Energy Manager  
5 years Supporting  
WKU



Dan Uhls  
Maintenance Services  
8 years Supporting  
WKU



Kenny Johnson  
Environmental Services  
2 years Supporting  
WKU



Gerald Belcher  
Environmental Services  
8 years Supporting  
WKU



Kyle Davenport  
Campus Services  
6 years Supporting  
WKU



Ronnie Allerkamp  
HRL Operations  
2 years Supporting  
WKU



Ray Murillo  
HRL Manager  
4 years Supporting  
WKU

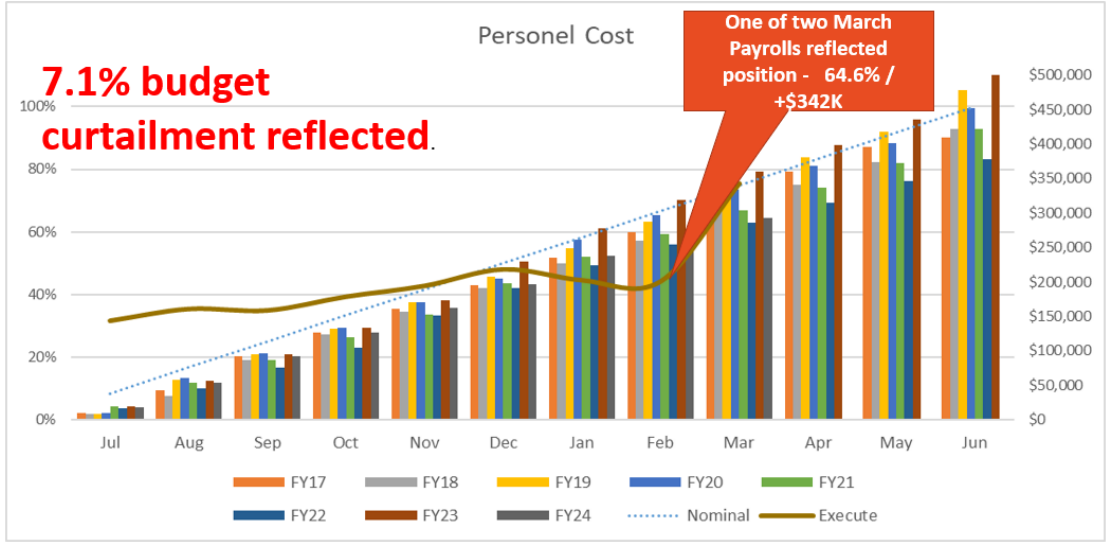


Carla Nally  
HRL Manager  
10 years Supporting  
WKU

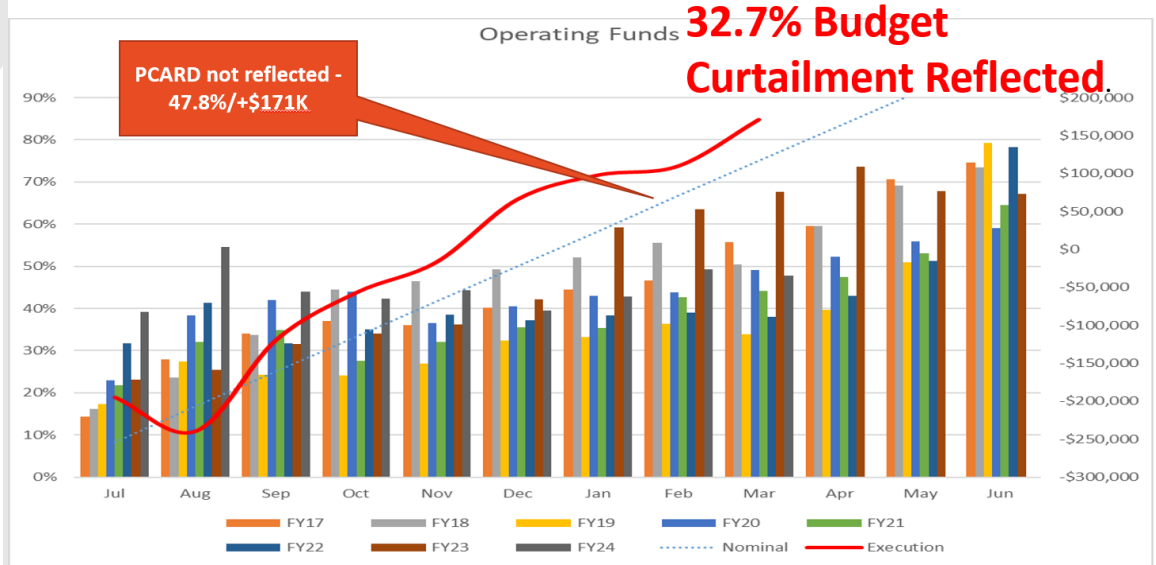


# Maintenance Services

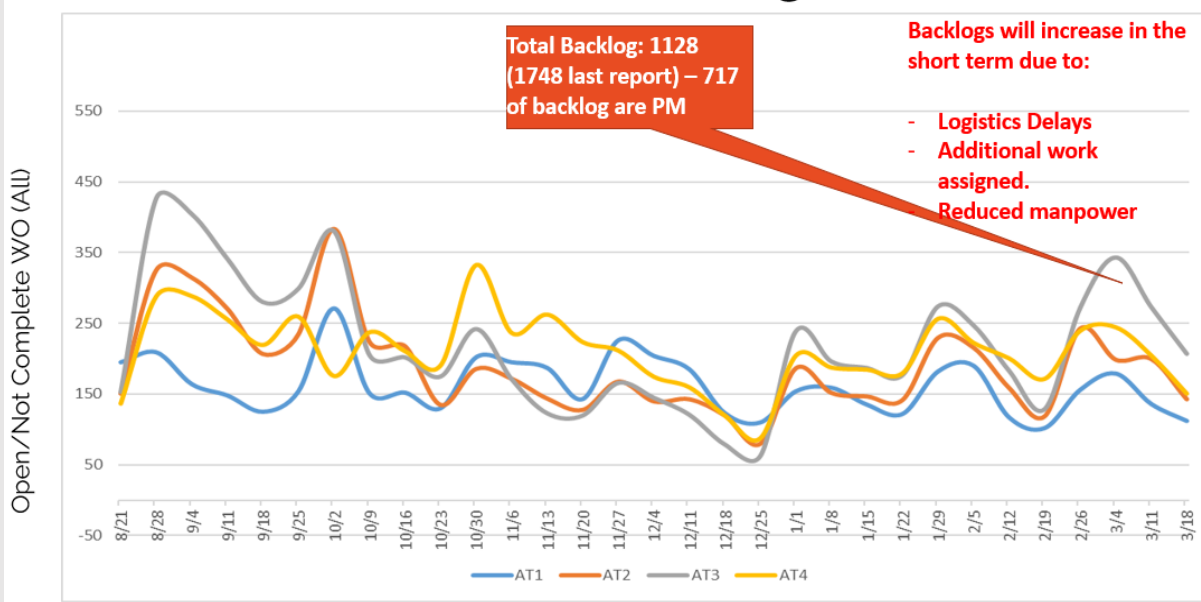
## Personnel Cost



## Operating Funds



## WO Backlog





# Operations



April 30<sup>th</sup>

Due to complete PM work on chillers.

April 1<sup>st</sup>

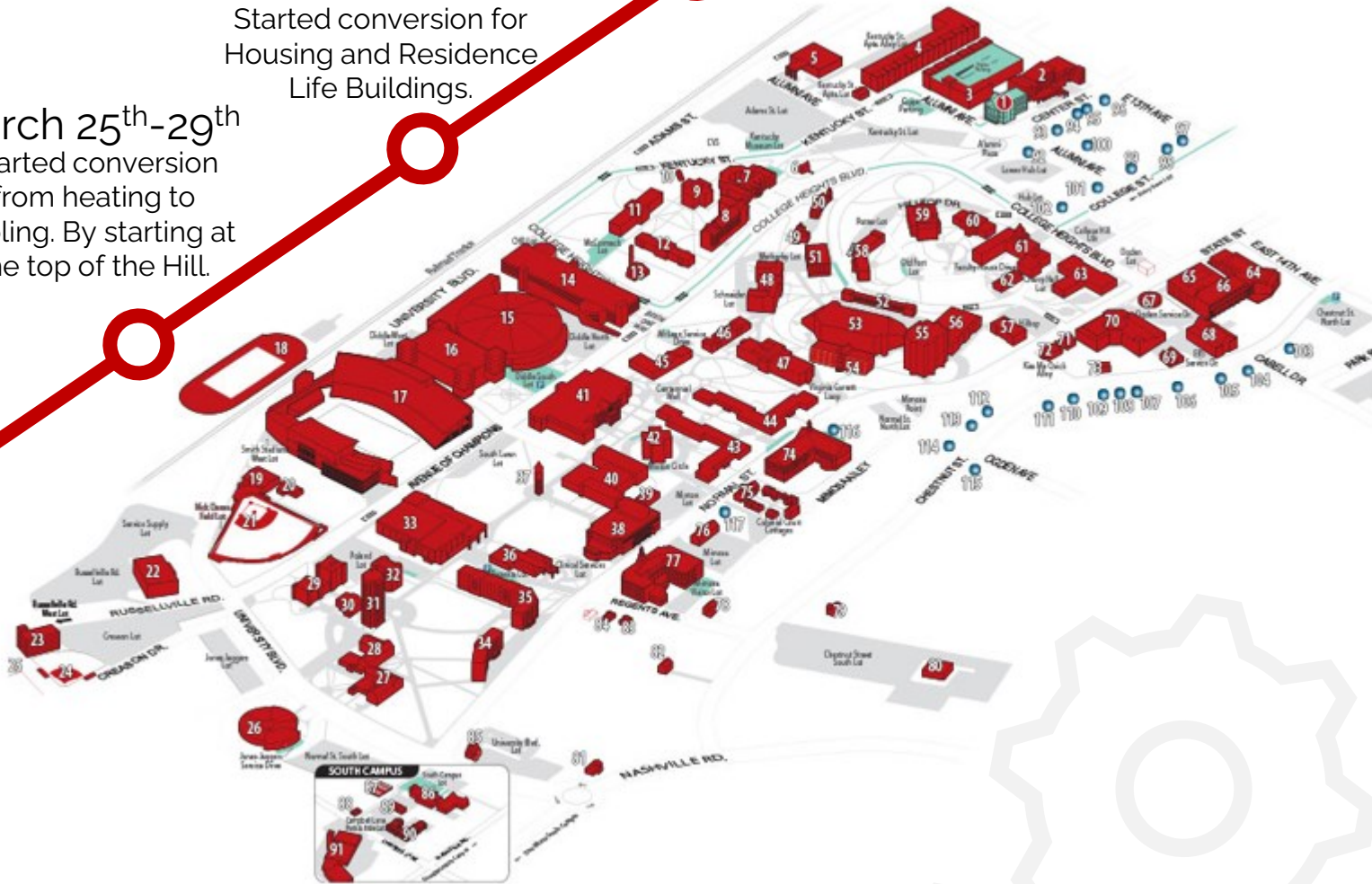
Started E&G conversion and started planning summer projects for the Heat Plant.

March 29<sup>th</sup>-April 3<sup>rd</sup>

Started conversion for Housing and Residence Life Buildings.

March 25<sup>th</sup>-29<sup>th</sup>

Started conversion from heating to cooling. By starting at the top of the Hill.

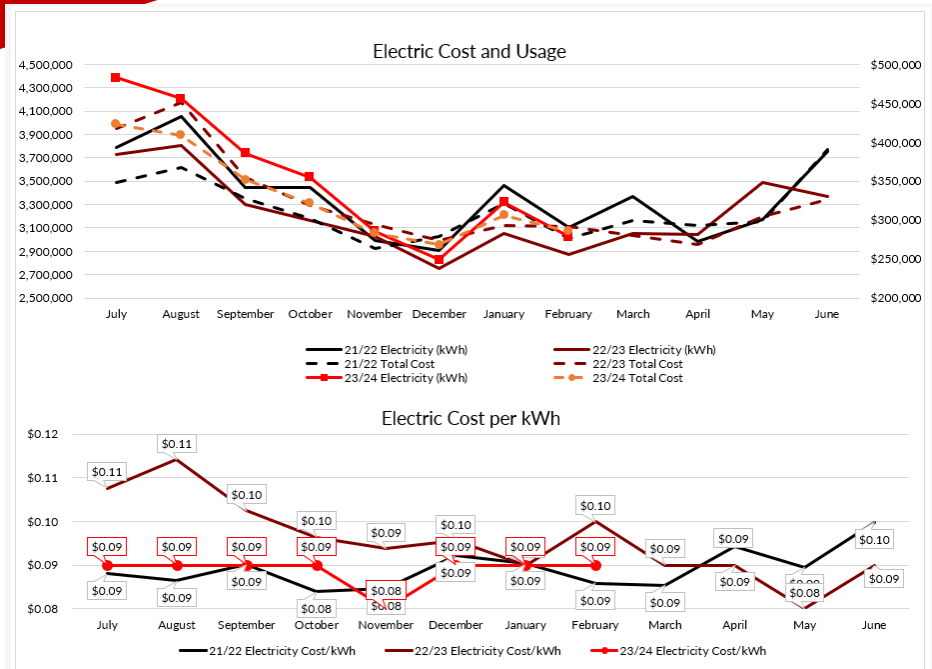


# Plant Operations

Consistent with previous years.



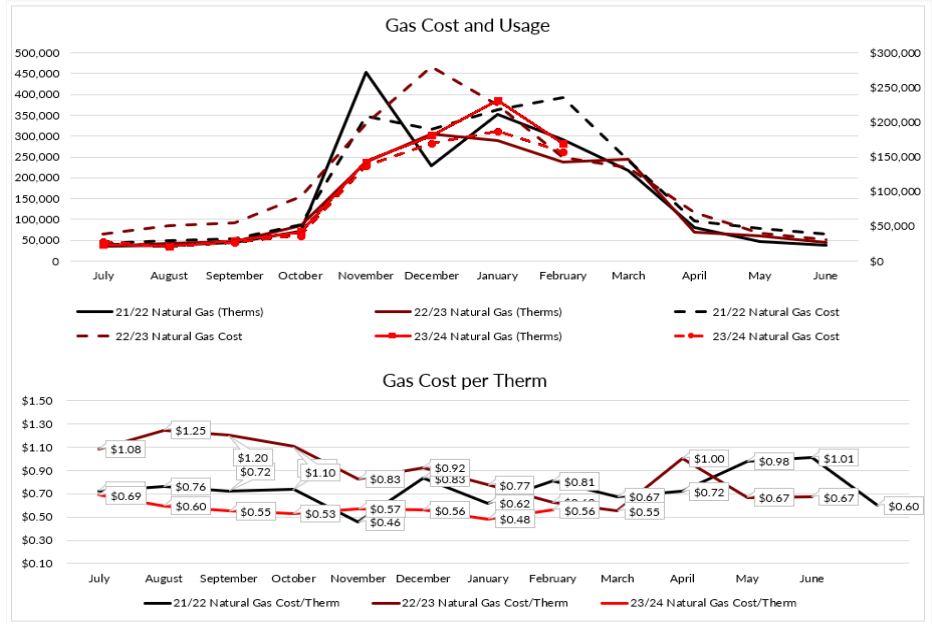
**Electric**



Gas usage is on track for the month.



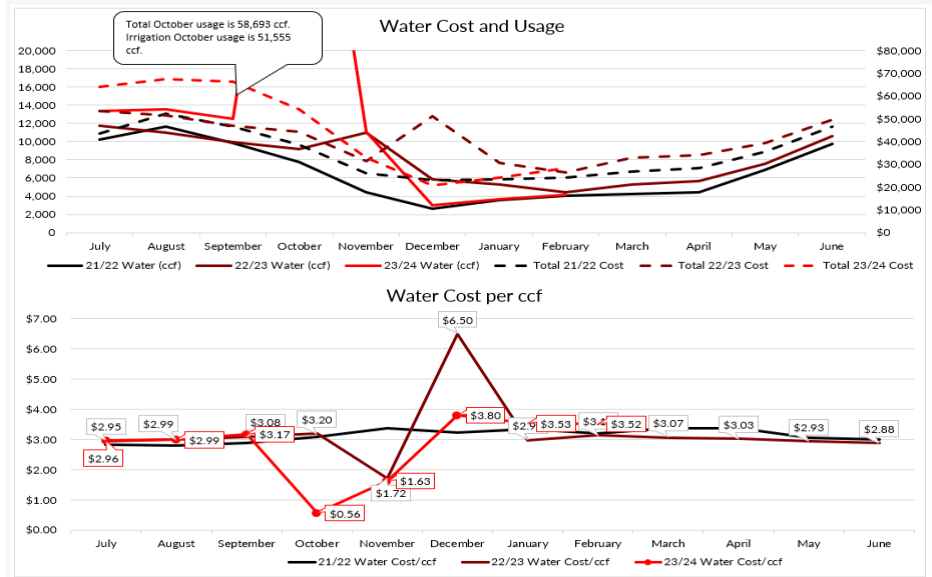
**Gas**



Normal water usage.

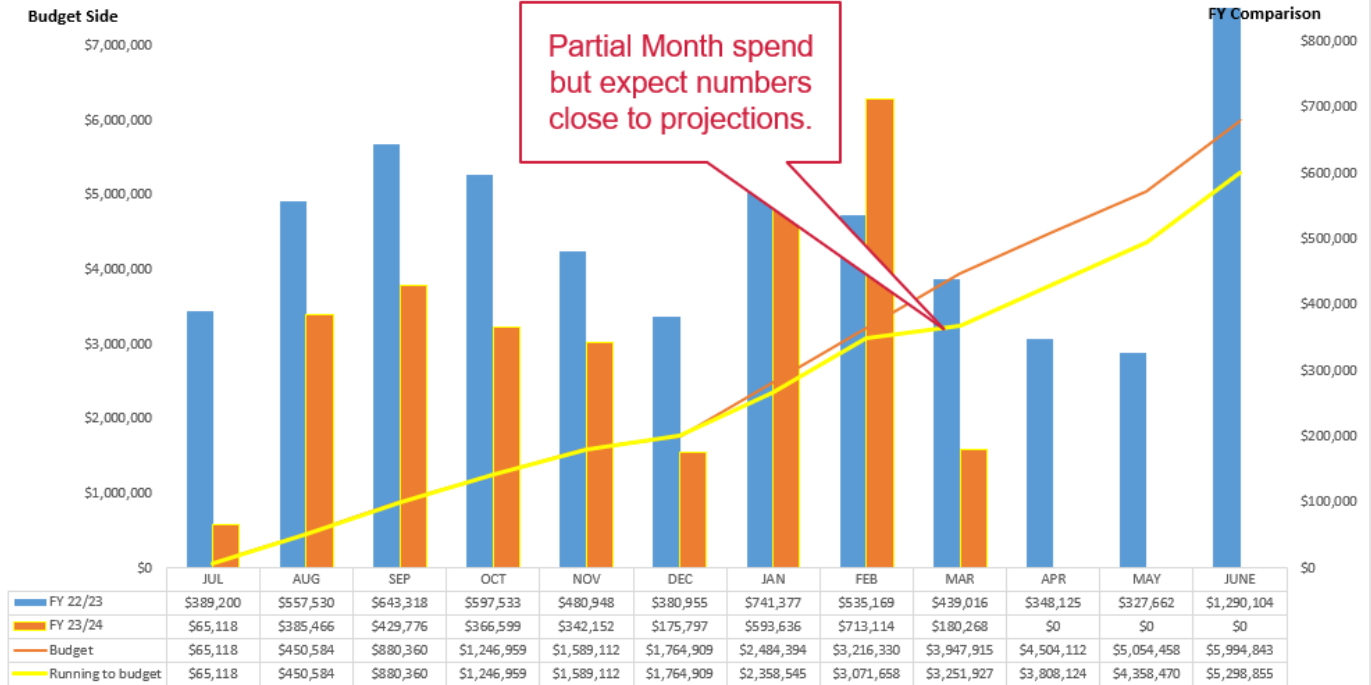


**Water**



**Index #320205- Utilities**  
Budget Review

### Monthly WKU Utility Expenses



**Index # 320208- Operations**  
Budget Review

### Plant Ops Monthly Operational Costs



# Environmental Services

## Completed Projects

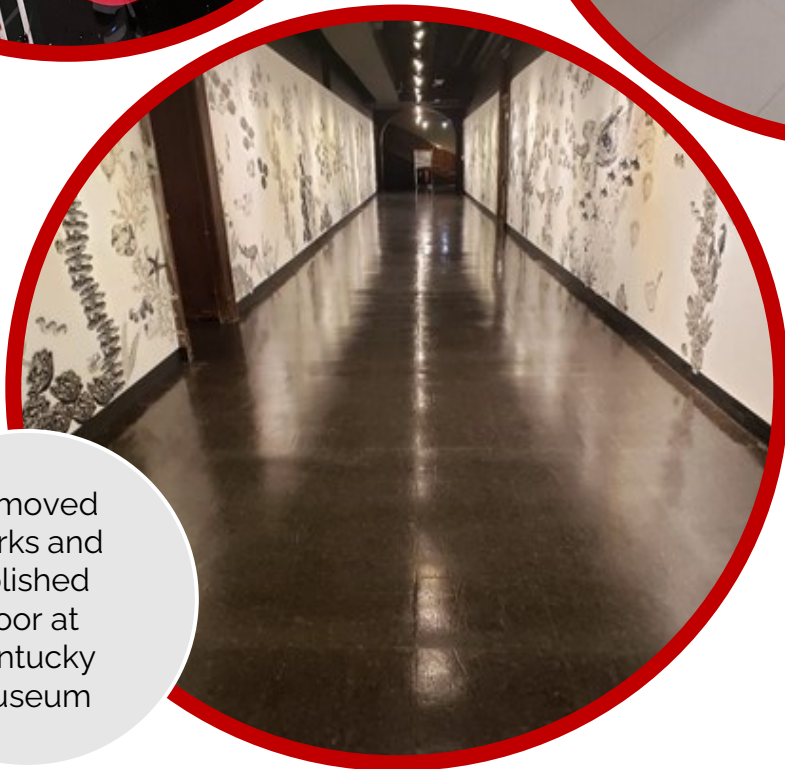
Buffing and waxing floors at Knicley Center



Cleaning walls, doors, & floors from fake blood used in a play at Gordon Wilson



Removed marks and polished floor at Academic Complex in the Dental Department



Removed marks and polished floor at Kentucky Museum





# Safety and Training

## February Safety Training

- ✓ Bloodborne Pathogens
- ✓ Covid
- ✓ Emergency Action Plans
- ✓ Driver Responsibility (Forms) & Annual Driver Record
- ✓ Hearing Conservation Testing

## March Safety Training

- ✓ Chemical Safety
- ✓ Basic First Aid Steps
- ✓ Slips/Trips/Falls Safety

## DFM Incidents by Fiscal Year

Area	FY 18		FY19		FY 20		FY 21		FY 22		FY 23		FY 24	
	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT
E & G	3	1	6	2	6	1	7	1	6	1	3	0	2	
HRL	1	0	3	0	1	0	3	0	2	1	2	0	1	
Campus Services	1	0	2	0	4	0	3	0	0	0	1	0		
Maintenance	4	1	3	1	1	1			0	0	1	0	1	
HRL (M)	3	2	0	0	1	0	0	0	2	1	2	0		
Plant Operations	2	0	0	0	0	0	3	1	1	0	1	0	2	1
Fiscal Services	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Total</b>	<b>14</b>	<b>4</b>	<b>14</b>	<b>3</b>	<b>13</b>	<b>2</b>	<b>16</b>	<b>2</b>	<b>11</b>	<b>3</b>	<b>10</b>	<b>0</b>	<b>6</b>	<b>1</b>

## FY24 DFM Safety Incidents by Month

	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		March		Apr		May		Jun		Total		
	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	Inc	LT	
FY 18	1	0	1	1	1	0	3	1	0	0	0	0	2	2	2	0	1	0	1	0	2	0	0	0	0	14	4
FY 19	2	1	3	1	1	0	1	0	1	0	0	0	3	0	0	0	0	0	1	0	2	1	0	0	0	14	3
FY 20	1	0	1	0	0	0	5	0	1	0	0	0	1	0	0	0	1	0	0	0	0	0	3	2	13	2	
FY 21	3	1	1	0	1	0	1	0	2	1	2	0	0	0	1	0	3	0	0	0	0	0	2	0	0	16	2
FY 22	1	0	2	0	3	1	0	0	2	0	1	1	0	0	0	0	0	0	1	0	0	0	1	0	0	11	3
FY 23	1	0	0	0	1	0	2	0	3	0	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	10	0
FY 24	1	0	1	0	1	0	1		0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	7	
Trend	↔		↑		↔		↓		↓		↑		↔		↔											↓	





# Business Operations

## Work Order Statistics by Category Period 3/01/2024 through 3/31/2024

Status of Work Orders Scheduled During Report Period						Work Orders Completed during Report Period	
Category	Scheduled	Open		Completed during Report Period		Scheduled Prior to 3/1/2024	Total Completed
		#	%	#	%		
C001 - Not Used	0	0	0.0	0	0.0	0	0
C018 - Misc Electrical	0	0	0.0	0	0.0	0	0
C023 - Boiler Locked out	0	0	0.0	0	0.0	0	0
F002 - Electrical Equip	118	42	35.6	75	63.6	37	112
F005 - Fire & life safety equip	36	30	83.3	6	16.7	0	6
F009 - HVAC Installations	1889	1234	65.3	523	27.7	148	671
F010 - Mechanical Equip	122	43	35.2	75	61.5	29	104
F011 - Heating Systems	6	6	100.0	0	0.0	2	2
F012 - Elevators & Escalators	84	83	98.8	1	1.2	1	2
F013 - Gas Installations	3	0	0.0	3	100.0	0	3
F016 - Doors	17	1	5.9	16	94.1	1	17
F019 - Signage	0	0	0.0	0	0.0	0	0
F021 - Catering Equip	0	0	0.0	0	0.0	0	0
F024 - Audio Visual	0	0	0.0	0	0.0	0	0
F025 - Site Infrastructure	6	0	0.0	3	50.0	5	8
F027 - Control Panels	3	3	100.0	0	0.0	0	0
F028 - Generators	59	21	35.6	38	64.4	3	41
F029 - Lifting Equip	2	1	50.0	1	50.0	0	1
F032 - A/C Equipment	123	82	66.7	32	26.0	17	49
F037 - Pipework	81	33	40.7	40	49.4	5	45
F038 - Pumps	98	28	28.6	68	69.4	14	82
F039 - Chillers	36	1	2.8	35	97.2	2	37
F041 - Specialist Equipment	0	0	0.0	0	0.0	0	0
F042 - Water Treatment	0	0	0.0	0	0.0	0	0
F043 - Health & Safety	0	0	0.0	0	0.0	0	0
F045 - Appliances	0	0	0.0	0	0.0	0	0
F047 - Sewerage	7	7	100.0	0	0.0	0	0
F048 - Medical Gas	2	0	0.0	2	100.0	0	2
F055 - Inspections	0	0	0.0	0	0.0	2	2
F056 - Laboratory Equipment	0	0	0.0	0	0.0	0	0
F059 - Grounds Equipment	87	42	48.3	45	51.7	8	53
F061 - Valves	0	0	0.0	0	0.0	0	0
F062 - Tools	5	2	40.0	3	60.0	0	3
F064 - Hospital Equipment	3	2	66.7	1	33.3	0	1
F066 - Lighting	0	0	0.0	0	0.0	0	0
F070 - Compressors	5	2	40.0	3	60.0	1	4
F072 - Tanks	7	1	14.3	5	71.4	0	5
F076 - Paint Equipment	0	0	0.0	0	0.0	0	0
F082 - Vehicles	0	0	0.0	0	0.0	0	0
-none-	964	237	24.6	651	67.5	139	790
<b>Total:</b>	<b>3763</b>	<b>1901</b>	<b>50.5%</b>	<b>1626</b>	<b>43.2%</b>	<b>414</b>	<b>2040</b>

**77.7%**  
PRO work orders completed

**31.6%**  
PM work orders completed

**70%**  
RM work orders completed

## Work Order Statistics by Work Type Period 3/1/2024 through 3/31/2024

Status of Work Orders Scheduled during Report Period						Work Orders Completed during Report Period	
Work Type	Scheduled	Open as of 12/31/2023		Completed during Report Period		Scheduled Prior to 3/1/2024	Total Completed
		#	%	#	%		
NCW	0	0	0.0	0	0.0	0	0
PM	2497	1619	64.8	790	31.6	191	981
PMMAND	114	111	97.4	3	2.6	0	3
PRO	368	81	22.0	286	77.7	98	384
PROJ	5	2	40.0	3	60.0	2	5
QUOTE	0	0	0.0	0	0.0	0	0
RM	774	85	11.0	542	70.0	123	665
SAF	0	0	0.0	0	0.0	0	0
SP	5	3	60.0	2	40.0	0	2
<b>Total:</b>	<b>3763</b>	<b>1901</b>	<b>50.5%</b>	<b>1626</b>	<b>43.2%</b>	<b>414</b>	<b>2040</b>



*Welcome*

NEW employees to DFM

Environmental Services  
Attendants

Jonathan Bolden 3.28.2024  
Allye Adams 3.21.2024  
Janie Cubillas Silva 3.14.2024  
Osmani Moreno Dominguez  
3.14.2024  
Ana Perez Huertas 3.12.2024  
Marshall Jordan 3.5.2024

*Customer Experience  
Nominations*

Environmental Services Attendants



Nancy Miller



Kevin Gutierrez

Campus Services Technician



Casey Johnson

*Employee of the  
Month Nominations*

Joshua Raby  
Nyota Suleiman  
Nancy Miller  
Chris Taylor



## Our Mission

Guided by our shared value, each one of us is fully empowered to consistently exceed the expectations of the university to insure a safe, clean and stimulating learning, working and living environment for all involved. To this end, we will provide the most efficient and effective routine and preventative maintenance services needed to support the strategic goals of Western Kentucky University.

