Our Mission: Facilities Management makes UND Exceptional by committing to fiscal responsibility, outstanding customer service and excellent workmanship, and by delivering clean and comfortable buildings and exterior spaces that are aesthetically pleasing.

- In This Issue -

Front page:
  Retirement Party Photos

Page 2:
  Human Resources Update
  Employee Spotlight

Page 3:
  2020 Recharge Rates

Page 4:
  Energy & Sustainability News
  Parking Permits
  UShine—Tulasha Dhungana

Page 5:
  Warehouse—New Parts

Congratulations!!

Lori Davidson-Bakke
(23 years of service)

Jim Hanson
(27)
Rick Sethre
(16)
Tremayne Ebertowski
(31)
Ed Koble
(31)
Dave Conely
(4)
Arlyn Pearson
(37)

Core Value: Excellent Quality of Service
Human Resources Update

Employee Self Service Portal:
Just a reminder that all employees to include students/temps can log into the Employee Self-Service portal to print your pay stubs, make a change of address or phone number, and update tax information.

Here is the link to ESS: https://adminsys.ndus.edu/psp/help/?cmd=login&languageCd=ENG

If you have any issues logging in please work with your supervisor to access the system, and we ask that supervisors please be sure your employees can access the information. If you forgot your User ID or password, the above access to ESS has the “Trouble Logging In” links you can click for help.

Supervisors:
Reminder to complete an Out Processing Form for employees who are resigning/terminating.

Donated Leave Requests:
- Larry Skinner - BST
- Bob Denning - BST
- Lowell Zolondek - BST
- Tanner Johnson - BST
- Rick Cadreau - CP

Please return completed donation of leave forms to Sarah Quanrud, Facilities Management, Stop 9032.

Forms can be found at http://und.edu/finance-operations/human-resources-payroll/files/docs/donated-leave-form.pdf. All donations are kept confidential. Thank you in advance for your generosity.

Employee Spotlight: Art Rice
BST—Med School

What is your job at Facilities?
Building Services Technician at the School of Medicine

What do you like about working at Facilities?
The people I meet and the relationships I have built over the 38 years I have worked for UND. Also the great benefits.

Before working here, what was the most unusual or interesting job you’ve ever had?
Working construction with my father and brother.

Tell us a little about yourself and/or your family.
I have lived in Grand Forks since 1979. I am married to my amazing wife. I have a wonderful 34 year old daughter and a beautiful 7 year old granddaughter.

Tell us something about yourself that would surprise us.
I was born premature and my weight was 1.75 pounds at birth. I was the first premature baby to survive at the Good Samaritan Hospital in Rugby ND. My mother could put her wedding band around my wrist.

Motto or personal mantra?
Live healthy every day!

What do you like to do in your spare time: hobbies/interests, etc.?
I like fishing, cooking (especially making beef jerky) and spending time with my family.

Core Value: Excellent Customer Services
Recharge Rates—Laura Thoreson

### FY 2020 Rates

SBHE/Legislative Approved Projects (Fee Assessed on Authorized Amount); FM Deferred Maintenance Project Estimated > $250,000 (Fee Assessed on ATP Value)*

<table>
<thead>
<tr>
<th>Range of Cost</th>
<th>Percent</th>
<th>Supply Room Mark-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 250,000</td>
<td>$24,999,999</td>
<td>3.00%</td>
</tr>
<tr>
<td>$ 25,000,000</td>
<td>$49,999,999</td>
<td>2.50%</td>
</tr>
<tr>
<td>$ 50,000,000</td>
<td>$74,999,999</td>
<td>2.00%</td>
</tr>
<tr>
<td>$ 75,000,000</td>
<td>$99,999,999</td>
<td>1.75%</td>
</tr>
<tr>
<td>$ 100,000,000</td>
<td>$149,999,999</td>
<td>1.25%</td>
</tr>
<tr>
<td>$ 150,000,000</td>
<td>NA</td>
<td>1.00%</td>
</tr>
</tbody>
</table>

All Other Project > $10,000 (Includes Major Pre-Design) (Fee Assessed on ATP Value)

<table>
<thead>
<tr>
<th>Range of Cost</th>
<th>Percent</th>
<th>Supply Room Mark-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 10,000</td>
<td>$149,999</td>
<td>12.00%</td>
</tr>
<tr>
<td>$ 150,000</td>
<td>$249,999</td>
<td>10.00%</td>
</tr>
</tbody>
</table>

P3 Projects (Assessment Based on Contract Value) | 0.25%

*If project cost is greater than $20,000,000 fee will be split over number of years of project*

The proposed recharge rates for FY 2020 are as follows:

<table>
<thead>
<tr>
<th></th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>*1. Labor Group #1</td>
<td>$46.90</td>
<td>$49.10</td>
<td>4.7%</td>
</tr>
<tr>
<td>*2. Labor Group #2</td>
<td>$65.00</td>
<td>$65.00</td>
<td>0%</td>
</tr>
<tr>
<td>3. Temporary Help</td>
<td>$13.75</td>
<td>$13.75</td>
<td>0%</td>
</tr>
<tr>
<td>4. Refuse Service / Non-UND Customers</td>
<td>$2.75/$3.35</td>
<td>$2.75/$3.95</td>
<td>0%/17.9%</td>
</tr>
<tr>
<td>5. Laundry</td>
<td>$62.00</td>
<td>$62.00</td>
<td>0%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanic Rate/State Fleet</td>
<td>$69.84/$78.30</td>
<td>$73.34/$78.30</td>
<td>5%/0%</td>
</tr>
<tr>
<td>Driver Rate</td>
<td>$20.00</td>
<td>$21.00</td>
<td>3.5%</td>
</tr>
<tr>
<td>*Miscellaneous Shuttle</td>
<td>$55/hour for shuttle; $20/hour for driver; $150 minimum</td>
<td>$50/hour for shuttle; $21/hour for driver; $150 minimum</td>
<td>(5.3%)</td>
</tr>
</tbody>
</table>

Core Value: Excellent Teamwork
Energy and Sustainability - Michael Nord

Recycling is averaging 20% for the Fiscal Year, overall we are down 1% from the previous 3-year average. We had seen a decrease in May as compared to the previous 3 years at only 11% as compared to the previous average of 17%. A lot of work is being performed across campus that may hinder the ability to do the right thing, although whenever possible please continue to support the Campus recycling efforts. We encourage you to make suggestions of possible opportunities to your supervisor or contact Michael at 72333 or email to Michael.k.nord@und.edu.

Parking Permits

Parking Permits will go on sale for the 2019-2020 Academic Year on Monday, July 15th.

May UShine Award Winner
Tulasha Dhungana

UND Staff Senate is pleased to announce that the May 2019 UShine Award recipient is Tulasha Dhungana, Custodial Support for Facilities - Aerospace Dean’s Office. She was nominated by Debora Landeis. We agree! USHINE!

Each UShine award winner receives a certificate during a surprise presentation with fellow co-workers recognizing their effort and a one-time $50 bonus added to their next paycheck!

Notice and nominate one of your outstanding coworkers for the U-Shine Award at any time! We are in need of nominations again!

July Dates/Events

Every Friday: Spirit Day
1st—12th: New Student Orientation
4th: Independence Day
18th: UND Night — MN Twins

Core Value: High Level of Sustainable Performance
**Warehouse - New Parts**

**Matt Heher:**
1.2911  Roller 86138490 Brenco

**Mark Berry:**
1.2902  ½” Viega MegaPress Flange w/ EPDM Gasket 25760
1.2903  3¼” Viega MegaPress Flange w/ EPDM Gasket 25765
1.2904  1” Viega MegaPress Flange w/ EPDM Gasket 25770
1.2905  1 ¼” Viega MegaPress Flange w/ EPDM Gasket 25775
1.2906  1 ½” Viega MegaPress Flange w/ EPDM Gasket 25780
1.2907  2” Viega MegaPress Flange w/ EPDM Gasket 25785
1.2908  2” X 20’ XH ERW Steel Carrier Pipe w/ 1 ½” Poly Foam Insulation
1.2909  3” X 20’ XH ERW Steel Carrier Pipe w/ 1 ½” Poly Foam Insulation
1.2910  4” X 20’ XH ERW Steel Carrier Pipe w/ 1 ½” Poly Foam Insulation
1.2900  1” X ¾” Urinal Spud Jones Stephens C27-134
1.2901  Modbus 485 RTU Daughter Board 67079-003

**Dave Sundine:**
1.2894  Quad Shield Cable RG6

**Eric Benson:**
1.2897  Arlington Retrofit Cable Connector 25 per box
1.2896  Arlington 1 hole AM/MC Strap 100 per box
1.2895  MC Cable 12/2 152462
1.2898  Arlington Flex AC/MC Connector 50 per box

**News updates for Warehouse:**

Parts have had UM updates:
- All plywood part #’s are now sold by the UM of **Sheet** instead of CF
- All Conduit EMT part #’s and not sold by the UM of **each** instead of FT
- Many sizes of the nuts & bolts we carried have been removed from stock and placed in a bulk storage rack in the back of the warehouse. We have added some other sizes and made some adjustments to what we carry to assist everyone in this area. Almost 100 parts, all can be used at no cost to workorders now that we moved them to bulk stock. If you have not seen it, please stop by and take a look at what we are carrying.

**Purchasing Update:**

New year new rule – All items purchased over $10,000 and less than $50,000 will now have to be an informal quote by a Purchasing agent. Even though it says informal, we now have a standard quote form that has to be used as part of our audit process. This means it will save you time now that the quote process is on us, but to make it work for you we **must have** good specs on what you are ordering. I will be sending out an email to all supervisors and creating an autofill form for you to fill out that will assist us in this process to make it easier for all. If you have questions please let me know. Dianna Cockerham