

CP&F NEWS



Dear CP&F,

Welcome to the latest edition of CP&F News. We are pleased to share with you this series of articles that we have put together from across the department.

One highlight of this issue is our department's Diversity, Inclusion, and Belonging Initiative. We believe that creating a diverse and inclusive community is essential to our success, and we are excited to share updates with you. We believe that everyone deserves to feel welcomed and supported in their workplace, and we hope that our efforts will inspire others to do the same. I would like to take the opportunity to thank Matrida Neli and everyone on the the Climate & Engagement Subcommittee who contributed to the success of the DIB "Celebration of Us" event last month. It was wonderful to see everyone there!

This edition also includes updates from Facilities and Planning Design & Construction teams. We are proud of the progress we have made and look forward to sharing more information with you in the future.

And we have some department events coming up, including the All-Staff Meeting next week that includes presentations on Generative AI and Building Names on Campus, as well as updates from Dining Services, Conference Center, DIB, HCCM, and others. We have a few department events planned for the coming months, and we hope you will take advantage of these opportunities to connect with your colleagues in CP&F and HMS. I look forward to seeing you at the upcoming All-Staff Meeting and upcoming events.

Sincerely,



Stephen M. Maiorisi, AIA
Chief Campus Planning and Facilities Officer

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Bringing Diversity to Life

Updates from DIB Oversight Committee Chair, Chris Crosby

Over the past few months our teams continue to bring diversity to life through developing a core understanding of moving our organization from unaware to aware of content that drives belonging and acceptance. As we continue our journey and bring DIB to life, we want to create an atmosphere that welcomes a diversity of thought and encourages a safe place to work and thrive.

We want to call on our fellow team members and colleagues to become more involved in this process. DIB Oversight Committee and Subcommittees are pleased to support this development in CP&F by providing content and speakers that encourage us to think, opportunities to provide hands-on engagement through volunteering, and encourage meaningful connections. However, we cannot do this alone. We encourage you to take part your own personal DIB Challenge by completing the steps below:

- **Attend a DIB event** – explore opportunities hosted by the Office for Equity, Diversity, Inclusion & Belonging, or join their newsletter for more info
- **Connect with a colleague's story** and become part of the community through active listening and understanding
- **Volunteer and lend your voice** to the conversation
 - CP&F DIB is looking for volunteers to join our active committees and help lead two new subcommittees on Staffing & Recruitment and Vendor Relationships (email cpf_dib@hms.harvard.edu for additional details)
 - Join a Harvard Employee Resource Group (ERG), learn more [here](#)

STAFF DEVELOPMENT CORNER

Resources from DIB Staff & Management Development Subcommittee

Trying to find time for trainings and other career development learning opportunities? By working at Harvard, you can use some of your work hours to help advance your career!

- **HUCTW Staff** – Your contract includes up to 3 hours per week for class attendance and preparation (<https://hr.harvard.edu/union-contracts>)
- **Exempt Staff** – Reasonable accommodation should be provided. The time commitment is at your manager's discretion (<https://hr.harvard.edu/staff-personnel-manual/time-away-work/other-paid-absences>)

Before registering for any classes or trainings, please kindly discuss and coordinate with your manager to ensure time allotment and any necessary coverage.

DIB Climate & Engagement Subcommittee

CELEBRATION OF US



Thank you for making this
another great event!!



ACCOMPLISHMENTS in FACILITIES



Completion of Warren Alpert Rooftop Chiller Repairs

The repair work to bring the Warren Alpert rooftop chillers back online was almost finished in early June. The final steps included TG Gallagher charging refrigeration circuit #3 on chiller #2, as well as completing some variable frequency drive work for the condenser fan motors. By June 13th, all four WAB rooftop chillers were up and running, and the WAB chilled water load was removed from the MATEP chilled water loop and taken over by the WAB rooftop chillers.

Acquisition of Energy-Efficient Freezers for Emergency Backup Storage

In the event of unexpected freezer failure and inadequate storage space, departments can now rely on the four energy-efficient freezers that have been recently acquired for research labs. These freezers have been allocated to both the NRB and WAB Penthouses, and will be available for emergency use for up to 30 days. To ensure proper use by researchers, Facilities has established guidelines and procedures for accessing these freezers.



Armenise Building Ready for Repairs

In preparation for a planned full-electrical shutdown of the Armenise building, the emergency generator underwent load testing. The results identified issues with the generator's manifold and coolant system, requiring repairs before the shutdown could proceed. To avoid any disruptions, a temporary generator was acquired and set up to keep the building running. Over five days, the generator was installed, and the building generator repaired. Following repairs, the generator underwent testing and was operational for the rescheduled electrical shutdown in October 2023.

Gordon Hall Flexspace Project Updates

Updates from Bill Gaudet, Senior Project Manager, PD&C

The Gordon Hall of Medicine was originally designed by Shepley, Rutan & Coolidge and dedicated in 1906. Originally named Hippocrates and Galen building by then-President Eliot, the building was constructed on former farmland, at a cost of \$5 million for all five original buildings. Programs originally included student space and administration space on the first floor, teaching/lectures spaces in the basement and second floor, and floors 3 through 5 were the “crown” of the medical school housing The Warren Anatomical Museum. In 2001, the building was renamed Ellen and Melvin Gordon Hall of Medicine to honor the principal donor.

The new Flexwork Space Program is in response to the institutional initiative to support and leverage dynamic work models by aligning administrative space uses and maximizing efficiency opportunities associated with hybridwork populations. Already used primarily for administrative programs, Gordon Hall floors 3, 4, and 5 will accommodate administrative program populations in a flexspace model. The new flexspace will enable HMS to exit 70k SF of now underutilized administrative lease space, saving the school \$9.3M annually in rent and operating costs and reducing our greenhouse gas emissions by 2.6% campus wide. The purpose of this project is to provide a flexspace hub that includes meeting, collaboration, gathering and quiet-focused zones for the varying user needs. The guiding vision of this project is to create a flexspace reflective of a culture that is inviting, inclusive, active, collaborative, and energized. Demolition of the space started in August and construction is schedule to be completed by August 2024.



3rd Floor



5th Floor



Wall Demolition

Gordon Hall Flexspace Project Updates

Continued

Components of the Project Program

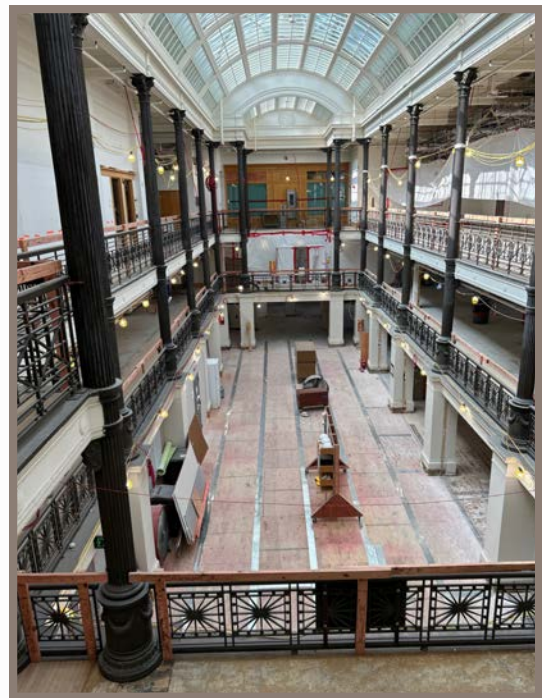
The project program is comprised of the following four elements:

- Relocation of existing programs that will not be future Gordon Hall Flexspace users to alternate locations throughout campus to better support specific program needs.
- Relocating administrative application servers offsite to provide scale and flexibility, redundancy, improved infrastructure, disaster protection, and reclaiming space. The remaining LMA Network Operations Center (NOC) will be rightsized and optimally located on the lower level.
- Renovation of 24,500 square feet of space on Gordon Hall floors 03, 04, and 05 to collocate hybrid teams, maximize collaboration and vitality of administrative space, and enable space efficiencies, utilization and stewardship that is flexible and adaptive to program needs and future use.
- Electrical and mechanical building systems nearing or exceeding 30 years (some 60 years) in age and beyond their repairable lifespan will be replaced with new more energy efficient equipment reducing ongoing energy and maintenance costs. Life safety systems including fire alarm, smoke control, and sprinklers will be improved to meet current code requirements for the space and building.

Total budget for all four (4) programs: \$42.2M



4th Floor Demolition



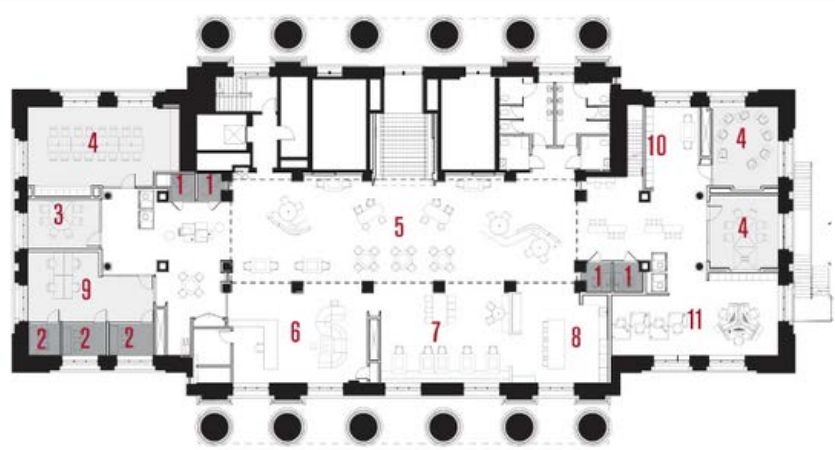
Atrium

Gordon Hall Flexspace Project Updates

Continued

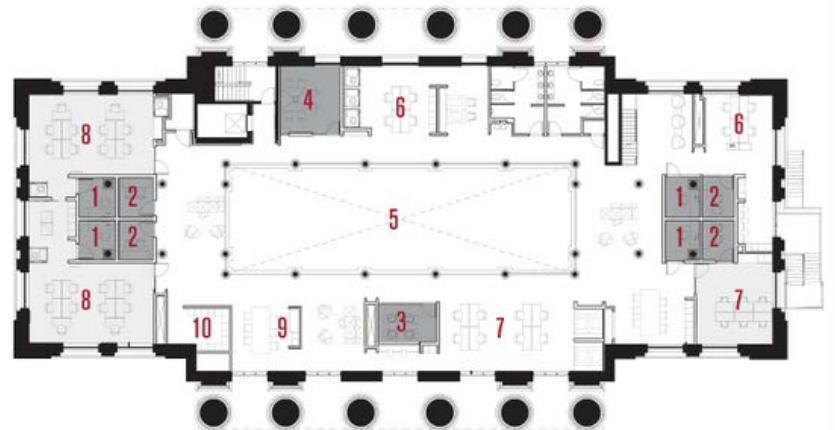
Flexspace Program Statistics:

- 3 floors
- 24,500 square footage
- 10 departments
- 360 seats
- 11 neighborhood types (or work zones meant to accommodate departmental needs for working as teams, see types list in floor plan key)



Schedule

- Enabling Relocations - Completed July 2023
- Server Room Relocation - Scheduled for completion August 2024
- Flexspace & Infrastructure - Scheduled for completion August 2024



Project Team:

- Design/Build Team: Shawmut Design and Construction and Evoke Studios
- Workplace Strategy Lead: Workshape, Principle - Brett Hautop
- HVAC Consultant: Altieri Sebor Wieber LLC



Key:

- | | | |
|--------------------------------|-------------------------------------|-----------------------------------|
| 1. Focus Room | 2. Small Collaboration | 3. Medium Collaboration |
| 4. Large Collaboration | 5. Atrium | 6. "Alone-Together" Neighborhood |
| 7. Small Team Neighborhood | 8. Large Scalable Team Neighborhood | 11. "Alone-Together" Neighborhood |
| 9. Print Station and Work area | 10. Lockers | |

DEPARTMENT EVENTS

- **CP&F All-Staff Meeting**

Thursday, Oct 19, 9 - 10:30am - Zoom

- **Pie Day**

Wednesday, Nov 15, 1:30 - 3pm - NRB, Pechet Room

- **Holiday Breakfast**

Monday, Dec 11, 8 - 9:30am - NRB, Rotunda Room

HMS CAMPUS EVENTS

- **HMS All-Staff Town Hall**

Wednesday, October 25, 2 - 4pm - Zoom

[HMS Community Events calendar](#)

STAFF UPDATES & MILESTONES

We are grateful for the dedication and hard work of all of our staff members, and we are pleased to recognize those who have reached significant milestones in their time with us.

5 years: **Jerico Johnston**, Facilities Operations Manager; **Juan Cruz**, FMO

HCCM milestones and staff recognition can be found in the latest HCCM Newsletter

Questions? Ideas? Feedback?

We hope to bring to you stories and information that interest you! We would appreciate your feedback as we develop the format and content of this newsletter. If you are interested in sharing news or stories from your team, we would love to include them!

Please email arielle_perry@hms.harvard.edu to share your input.