



CAMPUS WORKS

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FACILITIES,
MAINTENANCE &
OPERATIONS

FROM THE DIRECTOR

In this quarterly issue, we highlight another integral part of the Facilities, Maintenance and Operations team - the Maintenance department. We will also provide information on the installed portable air purifiers, and the **NEW** M &O work request system. - TeamDynamix (TDX). We appreciate your interest and welcome your feedback.

Please visit our website at www.smc.edu/facilities.

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FACILITIES MAINTENANCE: MECHANICAL & CONSTRUCTION

The Maintenance Division is charged with maintaining the College's building assets and caring for the buildings, equipment and infrastructure. Maintenance provides many services for the SMC College community; including, but not limited to electrical, elevator maintenance, heating and cooling, mechanical services, plumbing, lock and key, carpentry, painting, and construction.



The Maintenance department's goal is to provide a high level of service, efficiency and customer satisfaction in each of these areas and, where applicable, do so as cost-effectively as possible.

The Maintenance department is comprised of Mechanical and Construction services. This division is managed by Terry Kamibayashi, Assistant Director, Jose Tostado, Construction Supervisor and Michael Roberts, Mechanical Supervisor. This team manages eminently skilled, dedicated, and knowledgeable journey-level maintenance staff, and takes care of our facilities.



OUR SERVICES

The Maintenance department is dedicated to ongoing service call response, and performing preventative maintenance and construction duties to ensure our campus is safe and all systems always remain fully operational.

"The Maintenance Team consists of many talented individuals that work together to protect Santa Monica College Assets and provide a safe and comfortable environment for students, staff, and faculty." -Terry Kamibayashi

Maintenance services include, but are not limited to:

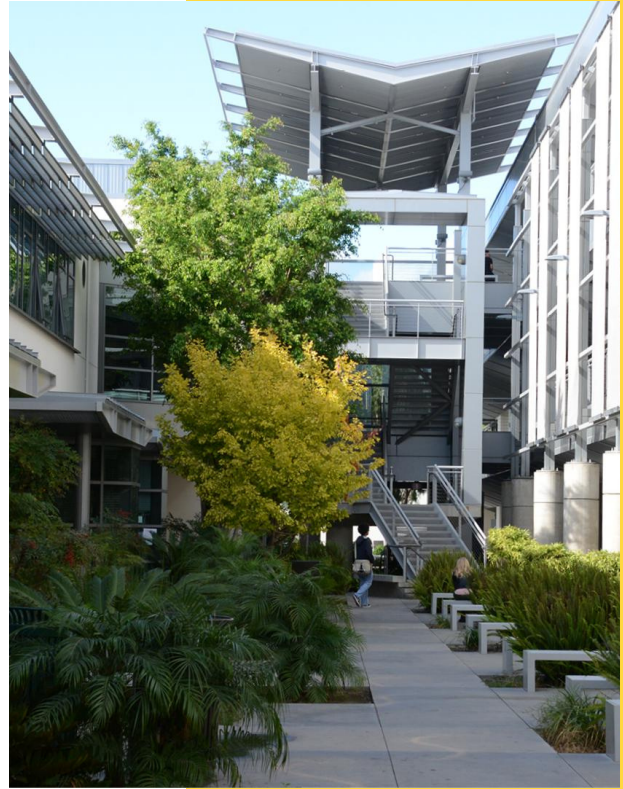
- Carpentry: Maintain all campus doors in good working order, mount dry-erase boards, repair cabinetry, repair furniture, and provide other related carpentry services as needed.
- Electrical: Provide service response for all lighting and address all other electrical issues.
- HVAC: Diagnosis and repair of heating, ventilation, air conditioning, refrigeration systems and related equipment and facilities.
- Locksmith: Provide copies of keys upon request, ensure proper operation of locks, doors, and cabinets; door closures, and other exit hardware.
- Plumbing: Repair all leaks, repair faucets, and drain cleaning services as needed. Install new equipment and provide mainline jetting services as needed.

NEW WORK ORDER SYSTEM

We are excited to announce that in partnership with our colleagues in Information Technology, the M & O Department is transitioning to a new work system! We will no longer utilize Mainsaver for M & O work requests. All operations and maintenance work requests will have to be submitted to our new work order system - TeamDynamix or TDx.

This necessary upgrade will allow for real-time submissions of work requests in a more user-friendly platform that provides greater accessibility for faculty and staff.

More information will be disseminated soon that will outline the roll-out timeframe, step-by-step log-on instructions, and closeout procedures.



PORTABLE AIR PURIFIERS

The District has installed Portable HEPA air purifiers in all shared common areas and classrooms on all campuses.

These air purifiers provide an additional layer of air filtration for spaces frequently utilized by faculty, staff and students.

Features Include:

- Air Quality Indicator - LED light changes in real-time to ensure appropriate air quality
- Dual Smart Sensors + Auto Mode - The built-in air quality sensors measure and adjust the fan speed in real-time.
- Energy Efficient - When the room is darkened, the unit automatically activates Sleep Mode to ensure continuous, quiet, and energy-efficient operation. It changes back to Auto Mode in the presence of light.



Filters will be inspected regularly and replaced/cleaned as necessary