

Harvill Retrofit - Progress Report

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Project Manager Name

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Requested Metrics

We have several requested metrics for the project; however, some of them only make sense to report on after certain phases of the project are completed. Below I will list the requested metrics and their most recent number. I will also list the metrics that we will report in the future that we have not yet been able to report on.

Current Metrics:

of fixtures/bulbs replaced: about 880 (90-95% of total)

of people in the core project team involved in planning and execution of the project (students, faculty/staff, etc.): total 11

- 5 students

- 5 FM (plus subcontractors)

- 1 Sign Committee

of estimated cumulative hours spent on this project (broken up by students/ staff): total

~250 student hours total this semester (excluding prior semesters' work)

~2,010 staff hours

Future Metrics:

- Energy savings post-retrofit

- Cost savings post-retrofit

- QR code uses

Project Accomplishments

Both the actual replacement of lights in Harvill and outreach projects are underway and in different stages.

The actual replacements of fixtures is 90-95% done as reported by FM. Most standard rooms and hallways have been completed. There are only machine rooms and rooms with previous access issues left; however, they will be completed shortly.

There are five outreach projects that we have been working on. The temporary fliers, banner,

permanent plaque, permanent fliers, and social media. Many meetings have taken place and have helped evolve these projects.

The temporary fliers have been approved by CSF, printed, and put up in Harvill. These fliers' goal was to inform students about the changes being made while they saw construction in Harvill to spread awareness of the project.

The banner has evolved a lot through different meetings. After receiving feedback from PAAC, we have shifted to a banner instead of a mural. We have been working with the artist and Sign Committee on approvals for this new project as well. We are now awaiting final approval (initial approval was granted) from the Sign Committee. Finally, we got the CSF approval for a budget change to account for the different needs for this project.

We have received a quote for the permanent plaque. However, we are still in the process of finalizing the text with the CSF. We have also run the idea past the Sign Committee, but will not get approval until a final mock up is done.

The permanent fliers are also almost finalized, with minimal changes to font needed. We have communicated with the Sign Committee about it but approval will occur in the future.

Pictures for social media posts have been taken and should be edited soon. We are pursuing CSF, SFS, and our associated Colleges (Honors, Science, CALES, CAPLA, and Eller) for Instagram spotlights after determining that WEB and ASUA are very challenging to coordinate with. Additionally, the photos will be included in a Daily Wildcat feature.

Next Steps

The primary next steps can be broken down into three main categories: lighting installation/coordination with FM, banner and plaque coordination and approval with the Sign Committee, and other educational/outreach components.

For lighting installation/coordination with FM: 90-95% of the fixtures have been installed per Brad Strizver. There are a few remaining rooms that need equipment to be moved. Finally, there are some fixtures in classrooms that are now unnecessary due to the improved luminosity in the classrooms from the LED installation. These will be removed over Winter Break.

The banner and plaque will soon be re-reviewed by the Sign Committee and should be approved for printing/casting over Winter Break or in early to mid-January. Going forward, our next steps will be to coordinate printing the banner with FM and casting the plaque with Tuller Trophy. Additionally, final approvals from the artist, Sawyer Sullivan, will be needed for the Sign Committee's review.

The other educational/outreach components will also need further development. The first fliers will need to be removed in January, the second (permanent, laminated) fliers will need to be printed and posted in January or February after building manager/Sign Committee approval. The CSF/SFS collaborative Instagram post is scheduled for January and we are hoping to coordinate with our affiliated colleges on Instagram as well (in a non-collaborative post). Finally, we will need to reach out to Sohi Kang or another student journalist with the Daily Wildcat to request a feature/story. This will most likely be in mid-February after some of the other components are completed and finalized in January.

Challenges Faced

In regards to the actual installation of the LED lighting, we have run into some minor roadblocks with equipment in rooms. In order to install the new lighting, FM's subcontractors needed VR equipment moved from a handful of the rooms. While we were initially told that we would not have to determine who to contact to move equipment, when the time came around, we were expected to communicate with building managers and such. This has been a rather minor roadblock, as we just had to connect Brad Strizver (FM) to the appropriate building manager.

In addition, we have identified a handful of obstacles with regard to the art project. Since our last progress report, we have been working closely with Janice Simcoe and the UA Sign Committee. While we knew this process for approval of the banner would be a lengthy one, it has been more than we previously expected. We have received initial approval from the Sign Committee, but were given feedback to incorporate into the banner design. Janice has been difficult to communicate with at times, as her responses can take over a week to receive. We were waiting on the official combined logos for the CSF and FM, and it took two weeks to receive a response that she had stated would take four or five days. In addition, some of the Sign Committees' feedback has been very particular and not what we had originally intended for the banner design.

Project Support

In general, the CSF has provided more than ample support, feedback, and guidance on our project thus far. Going forward, we would like continued support for the educational outreach including the Instagram post and CSF Blog. We may also request that a CSF committee member or Emily be interviewed when we do our Daily Wildcat feature in the Spring. Finally, the CSF can support us by providing some of the measurable metrics. Specifically, tracking website visits and/or QR code scans through links would be helpful. But, for the most part, most of the project seems to be completed and there should be less support needed in the Spring semester.

Photo Link

Media/Links