The Committee on Facilities was responsible for reviewing the planning and operation by the University of its physical plant and all services associated therewith, including transportation and parking. The Committee members for this year include Stephanie Weirich, chair; Benjamin Chrisinger; Cindy Connolly; Anthony Cruz; Zahra Fakhraai; James Fangmeyer; Joshua Klein; John MacDonald; Ed Macarak; Eric Marsh; Ann Moyer; Linda Satchell; Shyam Sivakumar; Thomas Wilson; Marcy Weitz.

The Committee’s Administrative Liaison was David Hollenberg, University Architect, and the Committee was staffed by Taylor Berkowitz, Senior Planner, Special Projects, Office of the University Architect. The committee held seven meetings over the academic year.

The Committee was asked specifically in its charges this year to:

1. Continue to study and monitor parking and transportation on campus, including the potential expansion of the shuttle service to the Graduate Hospital Area, south of South Street and new “South” campus. (Include GAPSA after-dark transport)

2. Discuss and monitor bicycle-on-campus policies and pedestrian safety. Discuss increasing incentives for bicycle commuting possibly with pre-tax reimbursements for bicycle commuting costs, bicycle maps to communicate pathways and policy, and the availability of lockers and showers on campus. Continue to monitor pedestrian safety on Guardian Drive.

3. Monitor the development of lactation spaces and policy on campus to ensure that there are an adequate number of permanent lactation spaces on campus. Follow up on the recommendation for a pump purchase program.

4. Receive updates on facility plans and the extent and use of green space on campus, including Penn Park and Shoemaker Green.

5. Review and discuss this Committee’s general charge and identify two or three issues that should be given the highest priority for the committee’s work in AY 2013-2014.

In addition to these charges the Committee addressed several areas of new business during the year, which included energy conservation.
Specific charges:

1) Parking and transportation

Brian Shaw, Director of Transportation and Parking in the Division of Business Services, provided an update on several new initiatives. A parking ticketing program was started in May 2012 in the garages resulting in 1200 tickets, without any tows. They are tracking multiple offenders and giving warning to permit holders. Both the carpool and occasional parking programs have started and they hope to grow them throughout the year. Additional wayfinding signage has been instated in the garages and the garages have been renamed to reference their location to limit confusion. The pay stations at remote lots have been very successful. Capital investments have been made including new LED lighting in Garage 26 and improved security at Garage 40. There is a new Penn Bus that uses clean diesel fuel, has a lower floor for accessibility, and a higher seating capacity. Some of the bus stops have been relocated for safety and Penn has applied to the City for more loading zones along Walnut Street.

Brian also responded to some of our charges for this year. Regarding the expansion of the South of South shuttle, the Department would need additional resources to add this additional loop. They cannot extend the current shuttle service without additional resources. There is not a current plan to add a shuttle to South Bank, but this will be considered once there is a critical mass of people, departments, and businesses.

2) Bicycle and Pedestrian Safety

Maureen Rush, Vice President of Public Safety; Mark Dorsey, Chief of Police Public Safety; Captain Joseph Fisher, Public Safety and Kathleen Shields, Public Safety provided an update on bicycle, pedestrian and vehicle safety on campus.

Public Safety gave a thorough overview of the Share the Road program. The Share the Road program is a daily occurrence however a few times each year publicity is increased and results are measured for specific time frames. The campaign increases occur in late March, just before Spring when the number of bicycle riders increases significantly and in late August – early Fall to engage with students, staff and faculty returning or coming to campus. Each campaign has become increasingly more successful with more collateral given out and more bicyclists and vehicles stopped and given warnings. As needed, additional campaigns are added. For example, last October a five day campaign was run at the intersection of Convention Avenue and South Streets.

The Division of Public Safety works with campus partners to help increase awareness and safety as well. These partners include, but are not limited to, the UA, GAPSA, Philadelphia Bicycle Coalition, Pennsylvania Department of Transportation, Neighborhood Bike Works, University City District, and Allied Barton. In February, Public Safety handed out bike lights with the Philadelphia Bicycle Coalition at the South Street Bridge on two evenings. Public Safety has also increased the number of Allied
Barton patrols in January along Locust Walk that monitor buildings and also safety on Locust Walk. Public Safety is also working with the University City District to make a collective request to the City with all of the universities in University City to restripe the bike lanes and add a bike lane on Chestnut Street. Safety fairs are being held at buildings throughout the year to educate the University community about safe practices. Bicycle and laptop registration is highly encouraged.

Brian Shaw, Director of Transportation and Parking in the Division of Business Services, provided clarification of the pre-tax bicycle subsidy recommendation. The current provision through federal law states that expenses related to bicycle commuting can be reimbursed up to $20/month with a maximum of $240/year. It is not a pre-tax program and the costs need to be reconcile with receipts each month. Further this subsidy cannot be combined with any other transit or parking subsidy. This is a higher subsidy than the more expensive SEPTA pass, and the management of the program would cost more than the actual subsidy. If the law changes and a pre-tax program is instated Penn will consider adding it to their programs.

3) Lactation space

A written history and overview of lactation spaces on campus was given to the Committee, followed by a progress report from Felicity Paxton and Anita Mastroieni based on our recommendations from last year. It was noted that the number of spaces on campus has doubled since September 2011. A map of the spaces has been added to Facilities and Real Estate website and the HR policy and communications has increased both awareness and the number of spaces on campus. Up until now, GAPSA has funded some of the hospital grade pumps that are in the spaces open to the University community. They have also funded pump attachment kits that are available through the Penn Women’s Center.

4) Green Space and public space maintenance

David Hollenberg gave an update presentation on open space on campus. The open space on campus is the glue that ties the buildings and campus together into a cohesive family. Locust Walk was recently completed. Improvement were made to the 3600, 3800-3900 blocks that included replacing brick to make the Walk safer and provide for a better pedestrian experience, however the project also wound up including and replacing City utility infrastructure that was under the Walk. Penn Park is another recently completed project that increased the green space on campus by 20% - more than 500 trees were planted in Penn Park alone. To give people an order of magnitude, it is roughly the same size as Battery Park City. There is a huge cistern underneath the fields that captures rainwater that is used for irrigation throughout the site. The Park provides a direct pedestrian and bicycle connection from Walnut Street and is open until midnight. Shoemaker Green opened in September 2012 and extended the open space network between the center of campus and Penn Park. It is a pilot project for the Sustainable SITES initiative, which is similar to LEED for building but is for landscape projects. The Sustainable SITES initiative requires not only sustainable design and construction
methods, but also maintenance standards. The rain garden and cistern in Shoemaker Green help with the campus stormwater management plan. Kane Park, located between 33rd and 34th on Spruce Street, opened in December 2012 transformed an asphalt parking lot into public green space. Additional planting are scheduled for this Spring. The space improves the pedestrian experience and connection between campus and hospital.

Upcoming projects discussed were Walnut Street Streetscape to continue the softening of the pedestrian experience between center city and campus. Improvements to the landscape around the Ringe Squash Courts will improve the connection between Shoemaker Green and Penn Park. This project will occur after the Hutch Infill project is complete. Updates to the Generational Bridge will occur over the next two years that will improve the donor signage.

**Other points addressed during the year:**

The Committee received a report on campus sustainability. Daniel Garofalo and Sarah Fisher presented the new Green Labs practices programs to the Committee. The 3,946 laboratories on campus consume 45% of the University’s energy use. The program consists of practices that reduce energy, but also those that reduce water and conserve water. The Sustainability Office created a Best Practices Manual for labs to follow. If 70% of lab occupants and the department chair sign a pledge the lab will received a sticker that designates their lab as a “Green Lab”. They have created posters and other informational pieces that will be posted on the Green Campus Partnership website in December. The Green Office certification program was also discussed.

The Committee would like to see better communication channels between building occupants and maintenance requests. Some Committee members were unaware of the Building Administrators for their workplace. The Committee encourages discussion between students and the developers/maintainers of AiM, the online service request program. FRES will meet with a student from the Committee this Spring and will address their concerns with the online system.

**Recommendations to the University Council and/or the community**

1. The Committee is pleased with the increase in the number of lactation spaces on campus, as well as the Nursing Mother’s Program. The Committee feels that the University should explore a campus-wide pump purchase program and/or a program that provides discounted pump attachment kits to make pumping at locations that provide the hospital-grade pumps easier. GAPSA has funded both attachment kits and hospital grade pumps for the campus-wide community in the past. The Committee does not feel that GAPSA is an appropriate funding source. The University community would benefit from an increased pump purchase/attachment kit program funding centrally from the University.

2. Communication to constituencies throughout campus has been a recurring theme that spans the issues as they are discussed. The Committee is unsure of the best
way to address communication gaps, but recommends that communication channels be studied. The Committee noted examples of good communication: for example the programs run by the Department of Public Safety to inform bicyclists about laws, safety and bicycle registration. However, there were gaps in this information. For example, bicycle riders on the Committee were surprised to learn that the health insurance plans offered by Penn cover the cost of bicycle helmets.

3. The Committee would like to see a strategy that includes better communication regarding bicycle practices on campus. Highlight should include preferred bicycle routes for riders, revised bicycle routes during construction, and University policies. The Committee has added comprehensive communication about bicycle practices on campus to our list of topics to be addressed for next year.

Recommendations of Topics or Continuing Topics to be addressed for Next Academic Year

1. Monitor the progress of the Penn Connects Plan, including the progress of the development of South Bank. (The Committee would like to have an update at the first or second meeting of each year to help give background.)
2. Investigate the adequacy of classroom space on campus, including various sizes and technology needs, with special attention to the central pool classrooms.
3. Recommend a comprehensive bicycle plan for the campus. The Committee would like to see additional attention to bicycling on campus that includes routes and paths, parking, safety and security, as well as a strategy for bikes on campus.
4. Investigate and understand the maintenance of buildings, including the new Century Bond program.

The Chair would like to thank the members of committee, David Hollenberg, Taylor Berkowitz and our invited guests for their contributions and dedication to the Facilities Committee and its report for this year.