<u>Overview</u>: This process is envisioned to address the permanent allocation of space for both Academic, Student support, research, administrative, and institutional support. It is not necessary that first there must be vacant space, though if requested space is not already vacant, significant priority will be assigned to the continuing tenant if the proposal involves in-voluntary relocation. One-time space use allocation decisions will continue to be made on a first-come-first served, space available basis.

Title of Request: _Emergency Operations Center_(EOC)

Date of Request: <u>02/05/2019</u> Division/Department making Request: <u>Emergency Operations</u>

General Description of space request:

(Briefly identify the nature of the space request proposal, what space is being requested, and the operational requirement of the request)

An EOC is the command center that is stood up during any emergency on the UHCL campus, and operates as the primary control/management center for the duration of the event. It is responsible to coordinate with external relief agencies and emergency responders and coordinates the University's primary response ensuring safety of students, staff/faculty, and university resources.

The space requested is the space previously housing the campus policy office (B1636) – located on the first floor of the Bayou building. It is safe from most anticipated extreme weather events, has backup power, and is not suitable for permanent occupancy by any other administrative function. As this space would only be occupied during emergency operations, the cramped and low ceiling would be endurable and not inhibit command and control in the EOC.

• Current space use:

(Briefly outline current space allocated to the program, function, etc. If the Program is new, attach program approval supporting documents)

The space is currently empty except for a technical work room in the rear that is still in use and some storage in the front office. The space is maintained by the UHCL Police department. It is likely that the full space will not be required for EOC operations. The balance of the space not required may be allocated for other uses.

Challenges from current space use:

(Briefly identify why/how the current space allocation inhibits the success of the program)

The current EOC location is the Vice President A&F's conference room. This space is not equipped to handle emergency management operations. It will not accommodate the number of individuals that maybe needed during operations. It also is lacking in adequate technology (computers connections and audio/video support). Currently this room is lacking security features that would allow for the space to be secured during emergency operations as recommended by the Federal Emergency Management Agency for EOC locations.

The Police Building could be used, except during an extreme weather event, that space may not be habitable, and require evacuation, leaving no space set up in advance to perform this function. Due to the communications and necessity to track/manage several functions simultaneously, appropriate communication equipment must be in place in advance of an emergency event. It cannot be set up ad-hoc.

• Alternate solutions not requested:

(Briefly identify alternative solutions to the challenges identified above and why those solutions are not being sought)

- 1. Leaving the Police station as the EOC this is acceptable except in any extreme weather event, when that space would not be habitable.
- 2. Identifying alternative spaces in one of the other buildings on campus many other spaces would support the EOC, such as a computer lab or sufficiently equipped conference room, but all would have other permanent functions. The space identified in this request, due to the low ceiling height would be challenging for any permanent use, and is only acceptable in a temporary use status.

• Proposal Metrics if applicable:

(Identify what metrics can be used to measure success of the program if this space request is approved, compare to current metrics)

As this is a space for a function only used in emergency operations, no metrics are suggested.

Alignment with Strategic Plan:

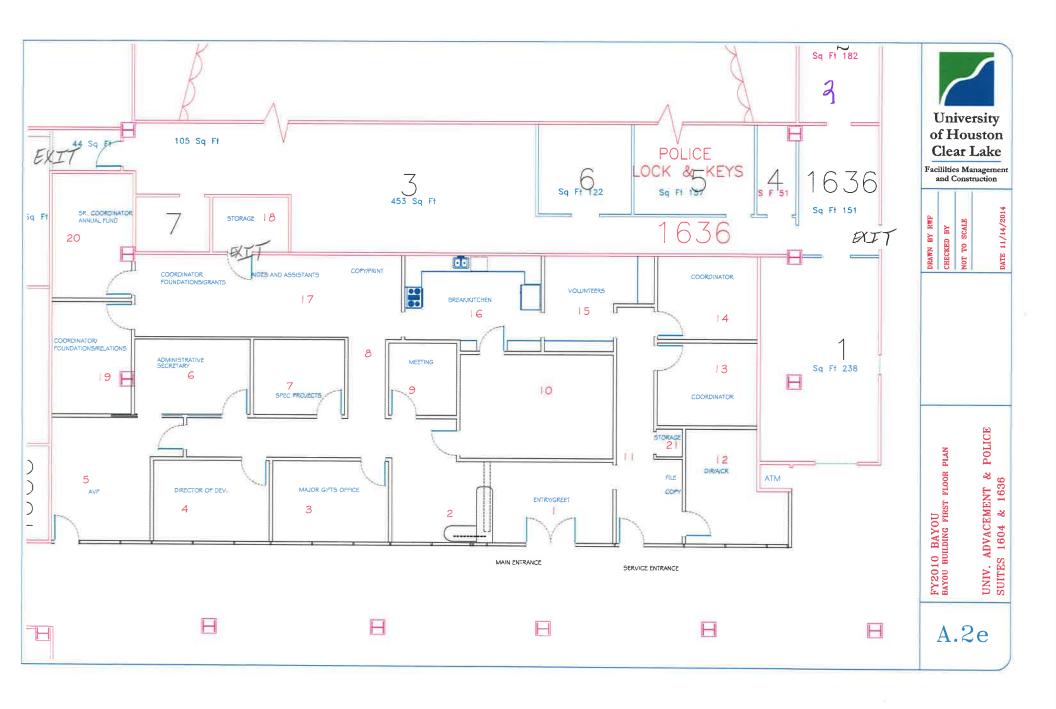
(Briefly identify how this proposal aligns with the strategic plan for the University, Division, or Department)

Within the current UHCL Strategic Plan, the following Strategic Goal and Strategies apply:

- Strategic Goal 3: Enhance a campus which is attractive, functional, safe and supportive of the university's mission; promote an environment for effective collaboration; and maintain fiscal responsibility.
 - Strategy A: Acquire and maintain an appropriate infrastructure, including property, facilities, and technology
 - Strategy B: Ensure the physical safety and security of the campus
 - Strategy E: Exercise prudent stewardship of human, financial, physical and environmental resources.

Additional comments: UHCL has applied for, and been awarded a Federal Dept. of Education grant for costs associated to the recovery of past costs and the mitigation of future extreme weather events such as Hurricane Harvey of approximately \$25,000 which will be used to refurbish and space and purchase the necessary command and control technology to be placed in the space. Cost estimates related to this proposal are still being collected, so the extent at which the grant funds will fully satisfy the needs of this request are not yet known, but it is anticipated that there will be residual costs, primarily in the installation of the equipment that are not covered by the grant. As the space will be used on a temporary basis, upgraded furniture beyond what is currently in the space will not be required, and no modification of the physical space beyond the potential minor access control measures (install doors, remove windows, etc.) to ensure proper information dissemination and flow will be required.

Endorsement:		
Requestor:		
Name:	Email:	Date:
Phone:	Alternate:	
Division/Department:		
Vice President:	Signat	ture:
Approve this request: Y / N	l (circle one)	
SUAS Co-Chair:	Signat	ture:
SUAS Co-Chair:	Signat	ture:
Recommendation:		
Attachments:		
	Space Utilization and Allocation Space Utilization and Allocation	on Subcommittee Comments on Subcommittee Pro/Con listing
FSSC Co-Chair:	Signat	ture:
FSSC Co-Chair:	Signat	ture:



















Proposal: Emergency Ops Center Date presented to SAUS: 03/19/2019 Please provide your thoughts and comments on each element of the presentation. 1) General Description of Space Request: a) In general, was the request clearly stated? b) In general, were the elements of the request well presented? c) Additional comments: 2) Current space use: a) Additional comments: 3) Challenges from current space use: a) Additional comments: 4) Alternate solutions requested: a) Did the proposal offer any alternate solutions? b) Were the arguments connected to program outcomes? c) Additional comments: 5) Proposed Metrics if applicable: a) Do the provided metrics align with the overall program goals? b) Is data for the metrics obtainable? c) Additional comments: _____ 6) Alignment with Strategic Plan: a) Does this proposal align with the University's Strategic Plan? b) Additional comments:

The location is Suitable POD.		
The Location is Suitable Pos. Emergency Ops Center		
Summary of Feedback:		
Is this proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?		
Yes, this is a fully developed proposal, which I support, as expressed in the above comments.		
No, this proposal is fully developed, but I do not support it, as expressed in the above comments.		
No, this proposal is not fully developed, as expressed in the above comments.		

	Proposal: Emergency Ops Center Date presented to SAUS: 03/19/2019			
1)	Please provide your thoughts and comments on each element of the presentation.			
1)	General Description of Space Request:			
	a) In general, was the request clearly stated? Yes No			
	b) In general, were the elements of the request well presented? Yes No			
	c) Additional comments:			
	Space seems adoquate for proposed use.			
2)	Current space use:			
	a) Additional comments: 018 police use			
3)	Challenges from current space use:			
٥,	a) Additional comments: pot applicable appropriate to use			
	for other general enities on campus, would not			
	appear professional. Socurit y would as be an issue			
	to allow others in the space			
4)	Alternate solutions requested:			
'/	a) Did the proposal offer any alternate solutions? Yes No			
	b) Were the arguments connected to program outcomes? Yes No			
	c) Additional comments: Sefot y should be giran high priority			
	of manufactures.			
5)	Proposed Metrics if applicable:			
	a) Do the provided metrics align with the overall program goals? Yes No			
	b) Is data for the metrics obtainable? Yes No			
	c) Additional comments:			
6)	Alignment with Strategic Plan:			
	a) Does this proposal align with the University's Strategic Plan? Yes No			
	b) Additional comments: Compas is revising the			
	Stretegic plan- this having an			
	emergency response alter Should be high priority			

Safety Top Priority!!
Summary of Feedback:
Is this proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?
Yes, this is a fully developed proposal, which I support, as expressed in the above comments.
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	Proposal: Emergency Ops Center	Date presented to SAUS: 03/19/2019
	Please provide your thoughts and comm	ents on each element of the presentation.
1)	General Description of Space Request:	/
	a) In general, was the request clearly stated?	Yes No
	b) In general, were the elements of the request we	ell presented? Yes No
	c) Additional comments:	
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2)	Current space use:	
	a) Additional comments:	
3)	Challenges from current space use:	
	a) Additional comments:	
4)	Alternate solutions requested:	
	a) Did the proposal offer any alternate solutions?	Yes No
	b) Were the arguments connected to program outo	comes? Yes No
	c) Additional comments:	
5)	Proposed Metrics if applicable:	
	a) Do the provided metrics align with the overall pr	rogram goals? Yes No
	b) Is data for the metrics obtainable?	Yes No
	c) Additional comments:	
6)	Alignment with Strategic Plan:	
•	a) Does this proposal align with the University's Sti	rategic Plan? Yes No
	b) Additional comments:	

Space Allocation and Utilization Subcommittee Summary of Feedback: Is this proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)? Yes, this is a fully developed proposal, which I support, as expressed in the above comments. No, this proposal is fully developed, but I do not support it, as expressed in the above comments.

No, this proposal is not fully developed, as expressed in the above comments.

	Proposal: Emergency Ops Center Date presented to SAUS: 03/19/2019
a b	Please provide your thoughts and comments on each element of the presentation. General Description of Space Request: a) In general, was the request clearly stated? b) In general, were the elements of the request well presented? C) Additional comments:
- 2) C	Current space use:
a ==	proposed space is better surted to ded w/
-	Challenges from current space use: a) Additional comments:
4) A	Alternate solutions requested:
	i) Did the proposal offer any alternate solutions? Yes No
b	Were the arguments connected to program outcomes?
C	Additional comments: 1 GA'T See how also spece
2	world be used by others
5) P	Proposed Metrics if applicable:
а) Do the provided metrics align with the overall program goals?
b	o) Is data for the metrics obtainable?
C	Additional comments: Not course of moderics
-	Alignment with Strategic Plan:
5) A	
	Does this proposal align with the University's Strategic Plan? Yes No. Additional comments:

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protesto percentally	
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mmary of Feedback:	
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this proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?	
in sproposar ready to be submitted to the radiities and support services committee (1 350):	
Yes, this is a fully developed proposal, which I support, as expressed in the above comments.	
Tes, this is a fully developed proposal, which I support, as expressed in the above confinents.	
No this way and in 6.00, day, along a look I do not a constitution of the above account.	
No, this proposal is fully developed, but I do not support it, as expressed in the above comments.	
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Proposal: Emergency Ops Center Date presented to SAUS: 03/19/2019 Please provide your thoughts and comments on each element of the presentation. 1) General Description of Space Request: a) In general, was the request clearly stated? b) In general, were the elements of the request well presented? c) Additional comments: 2 presentations - Mr. Nenney ochief Hill w/pictures - checked w/Mr Derrera. 2) Current space use: a) Additional comments: only locks mith currently using o 3) Challenges from current space use: a) Additional comments: No woreless - UCT 4) Alternate solutions requested: a) Did the proposal offer any alternate solutions? b) Were the arguments connected to program outcomes? c) Additional comments: ___ 5) Proposed Metrics if applicable: a) Do the provided metrics align with the overall program goals? b) Is data for the metrics obtainable? c) Additional comments: Except for cost of were 6) Alignment with Strategic Plan: Yes No a) Does this proposal align with the University's Strategic Plan? b) Additional comments: _____

This command center is necessary
because of the temporary-type building for police. We need it
for safety of students. It is Covered by a grant. Pending questions have to do W/UTC wereless availability a cost.
Summary of Feedback:
Is this proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?
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	Proposal: Emergency Ops Center Date presented to SAUS: 03/19/2019
1)	Please provide your thoughts and comments on each element of the presentation. General Description of Space Request: a) In general, was the request clearly stated? b) In general, were the elements of the request well presented? C) Additional comments:
2)	Current space use: a) Additional comments: Empty, old police department space
3)	Challenges from current space use: a) Additional comments: None, Not a professional area that should be used for any other purpose.
4)	Alternate solutions requested: a) Did the proposal offer any alternate solutions? b) Were the arguments connected to program outcomes? c) Additional comments: PD is an afficinate however, thus needs for be an afficinate to the PD parase
5)	Proposed Metrics if applicable: a) Do the provided metrics align with the overall program goals? b) Is data for the metrics obtainable? c) Additional comments: Grant funding w/ be used for obtain equipment needed
6)	Alignment with Strategic Plan: a) Does this proposal align with the University's Strategic Plan? b) Additional comments: We should have the greessary resources in place that align with startes bedeat guide lines. It's insurance. Our broad will be higher on how we respond in mitigate wises.

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Cumma	ny of Foodbacks
Juillid	ry of Feedback:
Is this p	proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?
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Proposal: Emergency Ops Center Date presented to SAUS: 03/19/2019
Please provide your thoughts and comments on each element of the presentation. General Description of Space Request: a) In general, was the request clearly stated? b) In general, were the elements of the request well presented? C) Additional comments:
Current space use: a) Additional comments: Vacant now
Challenges from current space use: a) Additional comments: NOT A USUAble space for other functions of activities zero satelife signal, Need wiFi
Alternate solutions requested: a) Did the proposal offer any alternate solutions? b) Were the arguments connected to program outcomes? c) Additional comments:
Proposed Metrics if applicable: a) Do the provided metrics align with the overall program goals? b) Is data for the metrics obtainable? c) Additional comments:
Alignment with Strategic Plan: a) Does this proposal align with the University's Strategic Plan? b) Additional comments:

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Summary of Feedback:	
Is this proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?	
_/	
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	Proposal: Emergency Ops Center	Date presented to SAUS: 03/19/2019
	Please provide your thoughts and comment	s on each element of the presentation.
1)	General Description of Space Request:	
	a) In general, was the request clearly stated?	Yes No
	b) In general, were the elements of the request well p	resented? Yes No
	c) Additional comments:	
2)	Current space use: a) Additional comments:	
3)	Challenges from current space use: a) Additional comments:	
4)	Alternate solutions requested: a) Did the proposal offer any alternate solutions? b) Were the arguments connected to program outcon c) Additional comments:	
5)	Proposed Metrics if applicable:	_
٠,	a) Do the provided metrics align with the overall prog	ram goals? Yes No
	b) Is data for the metrics obtainable?	Yes No
	c) Additional comments:	
6)	Alignment with Strategic Plan:	
	a) Does this proposal align with the University's Strate	egic Plan? Yes No
	b) Additional comments:	

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Summar	y of Feedback:
Is this pr	roposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?
V	Yes, this is a fully developed proposal, which I support, as expressed in the above comments.
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	Proposal: Emergency Ops Center	Date presented to SAUS: 03/19/2019
11	Please provide your thoughts and comme General Description of Space Request:	nts on each element of the presentation.
-		Vac Na
	a) In general, was the request clearly stated? b) In general, were the elements of the request well.	Yes No
	 b) In general, were the elements of the request well c) Additional comments: Well presented 	
2)	Current space use: a) Additional comments:	d furpose
3)	Challenges from current space use: a) Additional comments:	his moment.
	Alternate solutions requested: a) Did the proposal offer any alternate solutions? b) Were the arguments connected to program outco c) Additional comments:	
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5)	Proposed Metrics if applicable:	
1	a) Do the provided metrics align with the overall pro	gram goals? Yes 🔲 No
ļ	b) Is data for the metrics obtainable?	Yes No
72	c) Additional comments:	
5) /	Alignment with Strategic Plan:	
	a) Does this proposal align with the University's Stra	regic Plan? Yes No
ě		
	b) Additional comments:	

The proposal is well planned and addresses the current
need to have a back up location for an Emergency
response center. The space under consideration for the
proposal is not being used effectively.
Summary of Feedback:
Is this proposal ready to be submitted to the Facilities and Support Services Committee (FSSC)?
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Space Allocation and Utilization Subcommittee Emergency Ops Center Date presented to SAUS: 2/16/19 9

Proposal: Emergency Ops Center

	PRO
1.0	spare is available
2.	Grant # available
3.	need it for safety
4.	heed it for safety no similar center is available
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CON		
1.	no wireless currently in the	a
2.	, "	
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Proposal: Emergency Ops Center Date presented to SAUS: 3/19/19

	PRO
1.	Pats the university in line with state & federal quidelines
2.	Security already in place
3.	Grant to hard setting up the area.
4.	Enfe from inclinaent weather.
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	CON
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Proposal: Emergency Ops Center	Date presented to SAUS: 3/19/19
Proposal.	Date presented to SAOS

	PRO
1,,	optimal use of current vacant space
2.	Fits the need of a control center
3.	TV monitors, security camera mage
4.	Sofety displayed.
5.	Space for multiple amous inta
6.	multiple exit & doorway 1 Good for emergency
7,	
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	CON
1,	uneven head space; may be different to
2.	uneven head space; may be different to
3.	Reception to intermet signal depens on
4.	WIFI (which & can be up a down)
5.	On Ground Floor (flood poscibities?)
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Proposal: Emergency Ops Center Date presented to SAUS: 3/19/19

PRO	
1.	emugency response Area needed
2.	emergency response Area needed Costs covered by grant Secured Area - access by card Safety concerns were resolved
3.	Secured Area - access by card
4.	Safety concerns were resolved
5.	
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	CON
1,	low deline in spots
2.	poor phone reception
3.	
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Proposal: Emergency Ops Center Date presented to SAUS: 3/19/19	Date presented to SAUS: 3/19/19
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Proposal: Emergency Ops Center	Date presented to SAUS: 3/19/19

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2.	Space is held for therseny Location is Suitable	
3.	V NOCOCA TO THE STATE OF THE ST	
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	CON	
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Proposal: Emergency Ops Center Date presented to SAUS: 3/19/19

	PRO
1,	
	how cost to use
2.	Able to secure
3.	How Able to use & moncollately - No major
4.	construction
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	CON
1.	Soace not a visual appropriate to
2.	Space not a visual appropriate to use for general use
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