

| FOR BUILDING MAINTENANCE, PLEASE CALL THE CUSTOMER SERVICE CENTER AT 303.724.1777   |         |   |   |                         |              |                       |                 |
|---|---------|---|---|-------------------------|--------------|-----------------------|-----------------|
|   |         |   |   |                         |              | Facilities Management |                 |
| Building  | Bldg ID | Building Administrator                        | Building or Floor Coordinator                                 | Posting Approval Method |              | Director              | Manager         |
| Anschutz Medical Campus   |         |   |   | Stamp                   | Honor System |                       |                 |
| Academic Office 1   | L15     | Suzann Ruedeman                               |   |                         | x            | Gregory Gibson        | Heath DeJager   |
| Anschutz Health Sciences Building   | P12     | Heath DeJager                                 |   | x                       |              | Gregory Gibson        | Heath DeJager   |
| Anschutz Health Sciences Building   | P12     | Suzann Ruedeman (3rd thru 7th floors)         |   | x                       |              | Gregory Gibson        | Heath DeJager   |
| Barbara Davis Center for Childhood Diabetes   | M20     | Suzann Ruedeman (3rd & 4th Floors - Labs)     | Marian Rewers   | x                       |              | Gregory Gibson        | Stephen Marsh   |
| Barbara Davis Center for Childhood Diabetes   | M20     | Tai-Ping Hartwell (1st floor - Clinics)       | Marian Rewers   | x                       |              | Gregory Gibson        | Stephen Marsh   |
| Barbara Davis Center for Childhood Diabetes   | M20     | Phyllis Sevik (2nd floor - Clinical Research) | Marian Rewers   | x                       |              | Gregory Gibson        | Stephen Marsh   |
| Building 400  | Q09     | Suzann Ruedeman                               | 2nd floor - Joy French (for EH&S and OLAR)                    | N/A                     | N/A          | Gregory Gibson        | Heath DeJager   |
| Building 401  | R09     | Suzann Ruedeman                               |   | N/A                     | N/A          | Gregory Gibson        | Heath DeJager   |
| Building 402  | S09     | Suzann Ruedeman                               |   | N/A                     | N/A          | Gregory Gibson        | Heath DeJager   |
| Building 406  | T09     | Christine Gillen                              |   | N/A                     | N/A          | Gregory Gibson        | Heath DeJager   |
| Building 407  | U09     | Randy Repola                                  |   |                         | x            | Gregory Gibson        | Heath DeJager   |
| Building 531  | X28     | Randy Repola                                  |   | N/A                     | N/A          | Gregory Gibson        | Heath DeJager   |
| Building 533  | R24     | Neil Krauss                                   |   | N/A                     | N/A          | Gregory Gibson        | Gregory Gibson  |
| Building 534  | S26     | Neil Krauss                                   |   | N/A                     | N/A          | Gregory Gibson        | Gregory Gibson  |
| Campus Services   | T36     | Vimol Mitchell                                |   |                         | x            | Gregory Gibson        | Heath DeJager   |
| Central Utility Plant   | S34     | Scott Roen                                    |   | N/A                     | N/A          | Gregory Gibson        | Scott Roen      |
| Education 1   | P26     | Vimol Mitchell                                |   | x                       |              | Gregory Gibson        | Stephen Marsh   |
| Education 2 North   | P28     | Vimol Mitchell                                | Al Schmidt (3rd-5th flr - College of Nursing areas only)      | x                       |              | Gregory Gibson        | Stephen Marsh   |
| Education 2 South   | L28     | Vimol Mitchell                                | Suzann Ruedeman (3rd-5th flr - School of Medicine areas only) | x                       |              | Gregory Gibson        | Stephen Marsh   |
| Environmental Health & Safety   | R30     | Ethan Carter                                  |   | N/A                     | N/A          | Gregory Gibson        | Stephen Marsh   |
| Fitzsimons Building(Bldg. 500)  | Q20     | Neil Krauss                                   |   |                         | x            | Gregory Gibson        | Gregory Gibson  |
| Fulginiti Pavilion for Ethics & Humanities  | R27     | David Weil                                    |   | N/A                     | N/A          | Gregory Gibson        | Stephen Marsh   |
| Health & Wellness Center  | V08     | Luciana Smith                                 |   | x                       | N/A          | Gregory Gibson        | Gregory Gibson  |
| Health Sciences Library   | V23     | Douglas Stehle                                |   | x                       |              | Gregory Gibson        | Stephen Marsh   |
| School of Dental Medicine   | L26     | Todd Hinshaw                                  |   |                         | x            | Gregory Gibson        | Stephen Marsh   |
| Nighthorse Campbell Native Health Building  | M24     | Ryan Untisz                                   |   | x                       |              | Gregory Gibson        | Stephen Marsh   |
| PASCAL  | P30     | Michael Kelty                                 |   | N/A                     | N/A          | Gregory Gibson        | Stephen Marsh   |
| Perinatal Research Fac.   | AK32    | Suzann Ruedeman                               | Georgina Garza  | N/A                     | N/A          | Gregory Gibson        | Heath DeJager   |
| Pharmacy & Pharmaceutical Sciences  | V20     | Andrew Rotz                                   | Suzann Ruedeman (3rd flr)                                     |                         | x            | Gregory Gibson        | Gregory Gibson  |
| Parking Lots  |         | Kerrie Mclean                                 |   | x                       |              | Del Quiel             | Del Quiel       |
| Research 1 North  | P18     | Suzann Ruedeman                               | Newman Forrester  |                         | x            | Gregory Gibson        | Gregory Gibson  |
| Research 1 South  | L18     | Suzann Ruedeman                               |   |                         | x            | Gregory Gibson        | Gregory Gibson  |
| Research 2  | P15     | Suzann Ruedeman                               |   |                         | x            | Gregory Gibson        | Heath DeJager   |
| Landscaping/Wayfinding  | N/A     | Del Quiel                                     |   | x                       |              | Del Quiel             | Steven Esquibel |
| Denver Campus   |         |   |   |                         |              |                       |                 |
| Academic Building 1   | N/A     | Genia Herndon                                 | Nimol Hen   | x                       |              | Gregory Gibson        | David Tilton    |
| Business School   | N/A     | Cliff Young                                   | Buddy Gregory   | x                       |              | Gregory Gibson        | David Tilton    |
| City Heights  | N/A     | Kade Ross                                     |   | x                       |              | Jim Nelson            | David Tilton    |
| CU-Denver Building  | N/A     | Jim Nelson                                    |   | x                       |              | Gregory Gibson        | David Tilton    |
| Health and Wellness Center  | N/A     | Amber Long                                    |   | x                       |              | Gregory Gibson        | David Tilton    |
| Lawrence Street Center  | N/A     | Jim Nelson                                    |   | x                       |              | Gregory Gibson        | David Tilton    |
| Learning Commons  | N/A     | Jim Nelson                                    |   | x                       |              | Gregory Gibson        | David Tilton    |
| Lynx Crossing   | N/A     | Meloni Rudolph Crawford                       | Kade Ross   | x                       |              | Gregory Gibson        | David Tilton    |
| Any changes to this list need to be sent to Jay Campbell, Associate Vice Chancellor, <a href="mailto:jay.campbell@cuanschutz.edu">jay.campbell@cuanschutz.edu</a> |         |   |   |                         |              |                       |                 |

*Responsibilities of the Building Administrator (BA) include, but not limited to:*

1. Provide a focal point for information for building occupants which helps facilitate resolution to various building issues.
2. If occupants have difficulties getting facilities issues resolved through normal channels, this individual can help elevate the issue and help with getting the problem
3. This individual is typically in a high position and familiar with the facilities management staff who able/responsible to work on solutions.
4. Review and approve of requests for posting signs and notifications in conformance with the university policies on postings, signage, and art.
5. Ensure that university-wide policies related to events and activities in each building are followed, and any requests for exemptions are properly managed.
6. Proactively report any concerns regarding Security, Safety and Facility needs, and communicate building specific information to occupants.
7. Authorize control badge access and key requests for their facility.
8. In the case of larger buildings, it is recommended that the BA ask others to be coordinators for the various floors, and these people would work with the BA in the
9. When requesting directories to be manually changed - submit request to Building Administrator (BA) and BA will submit to Customer Service Center (CSC); CSC will
10. When requesting changes for the electronic directories - submit requests to BA and BA will submit to Betty Charles.