

Baltimore City Department of Public Works



STEPHANIE
RAWLINGS-BLAKE
MAYOR

BALTIMORE CITY

DPW

DEPARTMENT OF PUBLIC WORKS

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Now What!

How to Survive Becoming a Facility Manager

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Baltimore City Department of Public Works



Here Are The Keys, Good Luck!



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Roles Of A Facility Manager

Procurement Officer
Contractor
Energy Officer
Design Specialist
Public Speaker
Accountant
Manager
Moving Company
Safety Officer
Negotiator
Health Officer
Referee

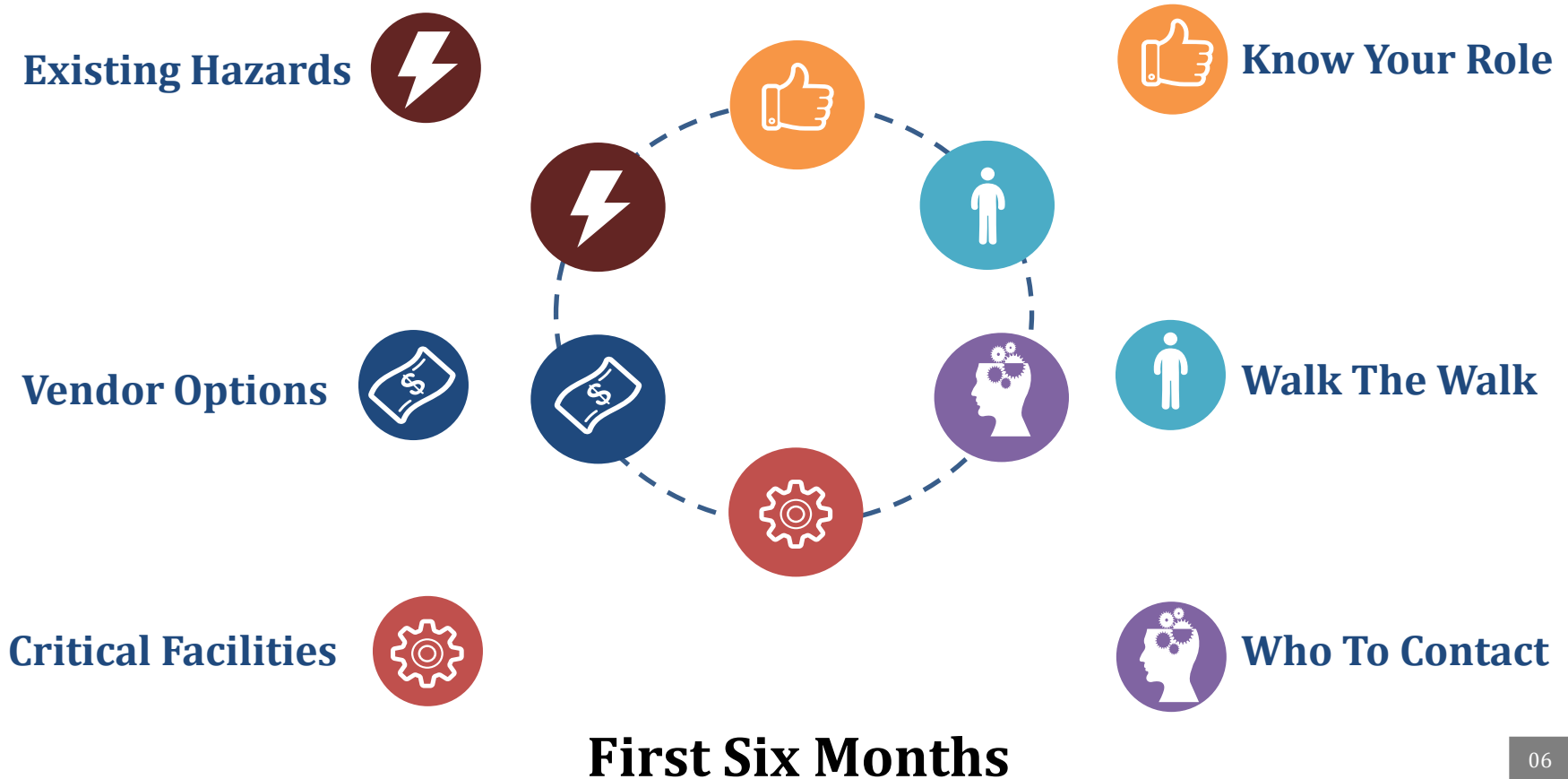
And So On.....



And Then This Happens!



How to survive becoming a facility manager



Know Your Role



- What facilities are you responsible for
- What aspects are you responsible for

First Week

Walk The Walk



- Know where each facility is located
- Tour all major facilities

First Month

Know Who To Contact



- Who in in charge of each facility
- Who knows the facility secrets

First Month

Know Your Critical Facilities



- What facilities have critical infrastructure
- Redundancy in critical infrastructure

First Three Months

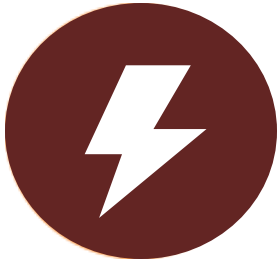
Know Your Vendor Options



- What items is DGS able to do
- What items do you have to contract for

First Thee Months

Know Your Vulnerabilities



- What safety, security or health concerns may exist
- Where does your aged infrastructure exist

First Six Months

How to survive becoming a facility manager

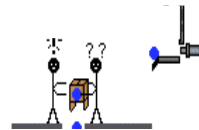
Six Months – First Year

- Conduct detailed safety/security needs assessment
- Work with your fiscal department to create asset replacement schedules
- Establish needed blanket or on call vendor contracts
- Conduct Continuation Of Operation Plans

When An Emergency Or Change Occurs

**What
Really
Occurred!**

**How you
want them
to see you**



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Questions?

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