

FORWARD

The Facilities Management Department (FMD) of Naval Air Station Pensacola (NASP) provides support and personnel resources to Tenant command and station activities for the maintenance and operation of assigned facilities. FMD is supported in this effort by Building Managers (BM) who are assigned by those Tenant command and station activities (herein generally referred to as “TENANTS”) to act as the local liaison for the maintenance and repair of those facilities.

FMD supports a broad range of functional responsibilities including real property management; coordination of facility support contracts including grounds maintenance, trash and refuse collection, janitorial service, pool maintenance, exhaust maintenance; processing of transportation requests; and the coordination and approval of all exterior base signage.

This handbook has been designed to provide Building Managers a ready resource for the identification of available support resources from FMD and the various command support activities responsible for the exercise of fire, safety, security, emergency management/disaster preparedness, and other support services related to the proper stewardship of Department of Defense (DoD) facilities.

FMD is committed to the successful support of Tenant Building Managers in their endeavor to provide a safe and efficient working environment for their activities. To this end, all requests for facility maintenance and service will be considered and prioritized in accordance with funding constraints, mission necessity, safety and command direction. During this time of diminishing manpower and funding levels, first consideration will be given to self-help and life extension projects for present facilities. However, requests that are considered to be solely for the purpose of comfort and convenience or purely for aesthetic reasons will generally be assigned a low priority on a case-by-case basis depending on the availability of funds or resources.

We hope our Building Managers find this handbook a valuable tool and resource.

Welcome to the FMD!



The Building Manager Handbook is also available via the FMD Website at www.naspensacola.navy.mil. All changes to this document and relevant Points of Contact (e.g. FMD Planners and Contract Surveillance Representatives) will be posted to the FMD website as the primary point of information dissemination to Building Managers and other command representatives.