

Facilities Management

Facilities Management Records
circa 1929-1999

Title Statement

Facilities ManagementA Guide to the Facilities Management Records RG 8-2A

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Profile Description

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Descriptive Summary

Unit ID

RG 8-2A

Unit ID

/repositories/3/resources/243

Unit Date

circa 1929-1999

Language

English

Abstract

The Department of Facilities Management Records contains blueprints, correspondence, deed agreements, legal documents, and newsletters which concern the operation, growth and development, and property of Old Dominion University.

Extent

10.40 Linear Feet

Extent

1 Hollinger document case and 2 half Hollinger document cases boxes

Repository

ODU University Archives

Administrative Information

Conditions Governing Access

Open to researchers without restrictions.

Conditions Governing Use

Before publishing quotations or excerpts from any materials, permission must be obtained from Special Collections and University Archives, and the holder of the copyright, if not Old Dominion University Libraries.

Source of Acquisition

Facilities Management

Method of Acquisition

Various transfers.

Processing Information

The collection was processed by Joseph Smith.

Preferred Citation

[Identification of item], Box [insert number], Folder [insert number and title], Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Biographical or Historical Information

The Department of Facilities Management is responsible for overseeing the holdings of Old Dominion University. It is largely concerned with the development, construction, and design of the University. Beginning in 1930, the Norfolk Division of William and Mary faced difficulty in expanding physically due to the surrounding residential Larchmont section of Norfolk. Initially no budget was allocated by the Legislature for acquisition of land so the Division had to rely on condemned and seized property through the City of Norfolk. In 1930 the Division's campus consisted of two buildings, modern day Larchmont Elementary School and an adjacent building across Hampton Boulevard. By the 1960s, the Old Dominion College, which formed from the Division in 1962, the campus had grown exponentially, though only made up a few square blocks. Today, Old Dominion University's Norfolk campus has over 250 acres of property, in addition to regional centers in Virginia Beach, Portsmouth, and Hampton, Virginia.

Note written by Sonia Yaco

Scope and Contents

This collection contains blueprints, correspondence, deed agreements, legal documents, and newsletters concerning the operation, growth and development, and property of Old Dominion University. The oversize blueprints are not itemized and are fragile, so please consult Special Collections and University Archives staff for assistance.

Related Materials

Records related to buildings and grounds on campus can also be found in the Office of the Vice President for Administration and Finance Records (RG 8-1A).

Keywords

Old Dominion University--Buildings and grounds
Old Dominion University
Old Dominion University. Facilities Management

Arrangement Note

This collection is organized into two series: Series I: Administrative Records; and Series II: Oversize Blueprints.

Description of Subordinate Components

Series I: Administrative Records

Unit ID Series I

Unit ID /repositories/3/archival_objects/62706

Unit Date 1929-1990

Scope and Contents

This series contains the administrative records of the Facilities Management office. Included in the series are legal documents, correspondence, and other building records.

Box 1

Unit ID Box 1

Unit ID /repositories/3/archival_objects/62707

Mixed Materials 1 (box)

Folder 1: Real Estate Receipts

Unit ID Folder 1

Unit ID /repositories/3/archival_objects/62708

Unit Date 1929-1930

Mixed Materials 1 (box)

Container 1 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 1, Real Estate Receipts, 1929-1930, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 2: Correspondence

Unit ID Folder 2

Unit ID /repositories/3/archival_objects/62714

Unit Date 1930-1933

Mixed Materials 1 (box)

Container 2 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 2, Correspondence, 1930-1933, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 3: Scholarship and Land Grant with City of Norfolk

Unit ID Folder 3

Unit ID /repositories/3/archival_objects/62715

Unit Date 1930

Mixed Materials 1 (box)

Container 3 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 3, Scholarship and Land Grant with City of Norfolk, 1930, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 4: Statements of Purchase

Unit ID Folder 4

Unit ID /repositories/3/archival_objects/62716

Unit Date 1930

Mixed Materials 1 (box)

Container 4 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 4, Statements of Purchase, 1930, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 5: Promissory Notes

Unit ID Folder 5

Unit ID /repositories/3/archival_objects/62717

Unit Date 1930

Mixed Materials 1 (box)

Container 5 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 5, Promissory Notes, 1930, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 6: Legal Documents

Unit ID Folder 6

Unit ID /repositories/3/archival_objects/62718

Unit Date 1930-1967

Mixed Materials 1 (box)

Container 6 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 6, Legal Documents, 1930-1967, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 7: Correspondence

Unit ID Folder 7

Unit ID /repositories/3/archival_objects/62719

Unit Date 1954-1964

Mixed Materials 1 (box)

Container 7 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 7, Correspondence, 1954-1964, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 8: Insurance Policy

Unit ID Folder 8

Unit ID /repositories/3/archival_objects/62720

Unit Date 1957

Mixed Materials 1 (box)

Container 8 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 8, Insurance Policy, 1957, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 9: Correspondence

Unit ID Folder 9

Unit ID /repositories/3/archival_objects/62721

Unit Date 1966-1971

Mixed Materials 1 (box)

Container 9 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 9, Correspondence, 1966-1971, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 10: Legal Documents

Unit ID Folder 10

Unit ID /repositories/3/archival_objects/62722

Unit Date 1969-1972

Mixed Materials 1 (box)

Container 10 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 10, Legal Documents, 1969-1972, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 11: Equipment Control Procedures

Unit ID Folder 11

Unit ID /repositories/3/archival_objects/62723

Unit Date 1972

Mixed Materials 1 (box)

Container 11 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 11, Equipment Control Procedures, 1972, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 12: Blueprints and Building Designs

Unit ID Folder 12

Unit ID /repositories/3/archival_objects/62724

Unit Date 1985

Mixed Materials 1 (box)

Container 12 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 12, Blueprints and Building Designs, 1985, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Folder 13: Physical Plant Pipeline Newsletter

Unit ID Folder 13

Unit ID /repositories/3/archival_objects/62725

Unit Date 1990

Mixed Materials 1 (box)

Container 13 (folder)

Preferred Citation

[Identification of item and date], Box 1, Folder 13, Physical Plant Pipeline Newsletter, 1990, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Box 2

Unit ID Box 2

Unit ID /repositories/3/archival_objects/62709

Mixed Materials 2 (box)

Foreman Field Brick

Unit ID Item 1

Unit ID /repositories/3/archival_objects/62710

Unit Date circa 1935-1936

Realia 2 (box)

Preferred Citation

Foreman Field Brick, circa 1935-1936, Box 2, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Scope and Contents

One of the bricks used in the construction of Foreman Field that was saved during the renovation of Foreman Field in November 2018.

Box 3

Unit ID Box 3

Unit ID /repositories/3/archival_objects/62712

Mixed Materials 3 (box)

Folder 1: Construction of Powhatan Field--Specs

Unit ID Folder 1

Unit ID /repositories/3/archival_objects/62713

Unit Date 1984 May

Mixed Materials 3 (box)

Container 1 (folder)

Preferred Citation

[Identification of item and date], Box 3, Folder 1, Construction of Powhatan Field--Specs, 1984 May, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Series II: Oversize Blueprints

Unit ID Series II

Unit ID /repositories/3/archival_objects/62711

Unit Date circa 1960-1999

Scope and Contents

This series contains oversize blueprints of buildings and grounds on the Old Dominion University campus. Please consult Special Collections and Archives staff for help accessing these blueprints.

Oversize Box 4

Unit ID Oversize Box 4

Unit ID /repositories/3/archival_objects/85739

Mixed Materials 4 (Oversize Box)

Item 1: Diehn Performing Arts Center Renovation Phase 2

Unit ID Item 1

Unit ID /repositories/3/archival_objects/85740

Unit Date 2010

Graphic Materials 4 (Oversize Box)

Preferred Citation

Diehn Performing Arts Center Renovation Phase 2, 2010, Oversize Box 4, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Scope and Contents

Contains architectural drawings of the Phase 2 renovation of the Diehn Performing Arts Center Renovation. Contains architectural, civil, plumbing, and other work to be completed.

Item 2: Student Success Center Architectural Drawings**Unit ID** Item 2**Unit ID** /repositories/3/archival_objects/85741**Unit Date** 2009**Graphic Materials** 4 (Oversize Box)**Preferred Citation**

Student Success Center Architectural Drawings, 2009, Oversize Box 4, Facilities Management Records, Special Collections and University Archives, Old Dominion University Libraries.

Scope and Contents

Contains architectural drawings of the Student Success Center construction in 2009. Also features landscaping and civil plans.