

MEMORANDUM

TO: University Facilities Planning Board: Nancy Cornwell - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Allyson Brekke, Jeff Butler, ASMSU President, Michael Everts, Chris Fastnow, Greg Gilpin, Mandy Hansen, Jeff Jacobsen, Patricia Lane, Terry Leist, Tom McCoy, Martha Potvin, Fatih Rifki, Jim Rimpau, Tom Stump, Jim Thull, Cara Thuringer – ASMSU, Brenda York
Jackson.hill@msu.montana.edu

FROM: Victoria Drummond, Assoc. University Planner, Planning, Design & Construction

RE: **October 23, 2012**, meeting of the University Facilities Planning Board to be held in the **Facilities Meeting Quonset at 3:30 pm**

ITEM No. 1 – APPROVAL OF NOTES - **October 9, 2012** draft Meeting Notes will be approved at the next meeting.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT – NONE

ITEM No. 3 – CONSENT AGENDA – NONE

ITEM No. 4 – RECOMMENDATION – **Proposed Campus Air Conditioning Policy**
Presenter – Matt Carr, Facilities Resource Conservation Specialist

ITEM No. 5 – RECOMMENDATION – **Verizon Wireless MT8 Bobcat – supported by the MSU Telecommunications Antenna Committee – request to relocate four existing antenna on Leon Johnson Hall rooftop.**
Presenter – Victoria Drummond, Assoc Univ Planner

ITEM No. 6 – RECOMMENDATION – **Public Art Committee Recommends that the Conkey Wall Sculpture be returned to the Renne Library and installed in a public area.**
Presenter – Victoria Drummond, and Jim Thull, PAC Co-Chairs

ITEM No. 7 – DISCUSSION – **Provide an outdoor drinking fountain on campus for community use**
Presenter – Victoria Drummond, Assoc Univ Planner

ITEM No. 8 – INFORMATIONAL – **Interest in placing a Sculpture in the Roundabout at College and S 11th Ave**
Presenter – Victoria Drummond, Assoc Univ Planner

HORIZON ITEMS

- **External Building Signage Policy**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **HBO5 Amendment for lab Facility**

VCD/lk

PC:

President Cruzado
ASMSU President
Bonnie Ashley Registrar
Jody Barney, College of Agriculture
Pat Chansley, Provost Office
Julie Kipfer, Communications

Victoria Drummond, Facilities PDC
Lisa Duffey, College of Agriculture
Heidi Gagnon, VP Admin & Finance
Diane Heck, Provost Office
Jennifer Joyce, VP Student Success
Linda LaCrone, VP Research Office

Shari McCoy, Presidents Office
Becky McMillan, Auxiliaries Services
Robert Putzke, MSU Police
JoDee Palin, Arts & Architecture
Allen Yarnell, Presidents Office



UNIVERSITY FACILITIES PLANNING BOARD
(10/23/12)

ITEM # 4		Proposed Campus Air Conditioning Policy				
PRESENTERS:						
Matthew Carr, Resource Conservation Specialist						
PROJECT PHASE:	PLANNING		SCHEMATIC		DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
VICINITY MAP:						
The Air Conditioning Policy shall apply to all University Facilities.						
STAFF COMMENTS:						
<p>The presentation will focus on an update to the past due revise date of the Air Conditioning Policy. The policy was originally created in March 2005 and has since passed the specified three year review date from the initial effective date. The Air Conditioning Policy was originally created with the intent to curb the installation and usage of temporary window mounted air conditioners for a variety of important visual and system factors. The Policy has been reviewed and modified based on the experiences of the previous version. Modifications include but are not limited to:</p> <ul style="list-style-type: none"> • The Introduction and Purpose is kept largely intact with minor modifications. • The Policy, in general, is clarified and reworded to place more emphasis and responsibility for building occupants to work with Facilities Services and to make occupants aware that Facilities staff is available for technical assistance. As such, reasonable attempts to reduce and manage cooling loads must be demonstrated regarding the need of supplemental cooling. • The inclusion of portable room air conditioners to be restricted by the policy. • Control and Enforcement has been clarified so that the entity in breach shall work with Facilities Services and then present a proposed solution to UFPB. 						
COMPLIANCE:					YES	NO
MSU POLICIES					X	
COMMITTEE OR APPROPRIATE REVIEW					X	
MASTER PLAN					X	
BOARD ACTION REQUIRED:						
<p align="center">Recommend approval of the Air Conditioning Policy Update Policy request as proposed.</p>						

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Air Conditioning Policy

Subject:	Physical Plant
Policy:	Air Conditioning Policy
Revised:	TBD
Effective Date:	March 2005
Review Date:	TBD
Sponsor:	University Facilities Planning Board

Introduction and Purpose:

Many of MSU's facilities were constructed in an era when internal environmental space conditioning was limited to heating and ventilation systems. Consequently, many of our facilities do not have internal, built-in air conditioning capabilities. In the past, relatively small equipment and lighting loads, large operable windows (taking advantage of generally cooler climatic conditions) and reduced building occupancies during summer periods, worked in combination to allow our facilities to adequately serve building occupants. However, recent trends have offset those once favorable factors and pressure is steadily increasing for the University to accommodate the installation of retrofit air conditioning systems to meet the demands of current building users.

Unfortunately, important factors such as electrical system capacity, energy use/efficiency, maintenance costs, visual appearance/aesthetics, noise, ease of installation and life cycle costs immediately conflict with the lowest desired initial purchase and installation costs of retrofit systems.

The intent of this policy is to establish a framework within which to address changing demands relating to interior building environments under the direction of a general set of guidelines.

Policy:

Concerns regarding thermal comfort or environmental conditions and/or requests for design and installation of air conditioning systems for any Montana State University Facility shall be submitted to Facilities Services through the appropriate Building Supervisor.

Facilities Services staff will review the issues and work with the requestor and the occupants to determine the most appropriate course of action. The occupant conditions that can be expected to exist in each building are listed at the Facilities Operations website at <https://www.facilities.montana.edu/fs/energy/>.

Installation of individual window or portable air conditioning devices requires the approval of Facilities Services and/or the University Facilities Planning Board. All installations are subject to review and modification by Facilities Services.

Air conditioning aspects of residence facilities will be governed by pertinent Residence Life policies.

Procedures:

Decisions to install new systems or to expand or upgrade existing air conditioning systems shall consider at least the following factors:

- a. Cost Responsibility: In general, the cost for design and installation of a new or expanded air conditioning system in an existing facility will be the responsibility of the requesting entity. Costs to maintain existing systems that were included in the original building construction are generally funded by Facilities Services maintenance budgets.
- b. Need: The demand for air conditioning may be driven by increased equipment loads, an increase in human occupancy, changes in other building systems, specified tolerances for activities housed in the space, or a desire of the occupants for a more comfortable work environment. Reasonable attempts to reduce and manage cooling loads in the subject space, by other than mechanical means, must be demonstrated. Facilities Services can provide technical and behavioral education assistance to achieve load reduction. If system enhancement or addition is required to achieve the range of environmental conditions specified for this space, Facilities Services can research and propose solutions and provide project estimates.
- c. Installation Factors:

General: Installations shall be accomplished in accordance with the University's Construction Activities Policy and applicable provisions of the Campus Design Guidelines. See the Facilities website at:

http://www2.montana.edu/policy/construction_activities_policy.htm - Construction Activities Policy

Other factors or building limitations may influence the desired choice of system options - e.g., ceiling/under-floor space, availability of vertical chases, capacity and space available for electric service, noise and vibration transmission potential, adequate structural capacity, potential for electromagnetic or radio frequency interference, exterior site availability (e.g., rooftop, ground, etc.), removal/restoration impacts

- d. Aesthetics: Since the exterior appearance of the campus is a significant factor that prospective students judge when selecting a university, impacts to the exterior campus environment must also be treated as a primary consideration in the solution process. Impacts to landscape elements, pathways, adjacent exterior spaces, adjacent buildings, the campus historical fabric and specific historic elements, etc., shall be considered.
- e. Maintainability: Installations must be reasonably and safely accessible for repair and routine maintenance. The regulation of refrigerants, and the general illegality of refrigerant releases, requires that service work be performed by appropriately licensed and trained personnel. Installations must also be located in a manner to minimize the risk of damage from weather, snow removal operations, icefall, etc. Requirements for seasonal shut-down/start-up shall also be considered.

f. Responsible Energy/Resource Use: Due to steadily increasing utility costs, potential impacts to the institutional utility budgets must be treated as a primary consideration in the solution process, in order to ensure sensible outcomes relative to the University's overall mission and responsibilities. Energy efficiency, sustainability and environmental impacts shall also be considered and proposed designs shall conform to applicable energy and mechanical codes.

g. Ownership of A/C Installations:

State-funded buildings: Facilities Services is generally responsible for operation and maintenance (O&M) costs and the eventual capital replacement costs (i.e., system ownership) for central building systems or other air conditioning systems that are permanently attached to the building structure and were included with the original building construction (systems that normally include ducting or other features that render them an integral part of the building, i.e., systems that are not readily removable or relocate-able). Capital replacement of these systems is subject to overall campus maintenance priorities, budgets/funding, and related limitations.

Unless otherwise agreed upon in writing, Departments are typically responsible for O&M costs and the eventual capital replacement costs for portable cooling units that generally serve individual spaces and systems that are not ducted nor an integral part of a building. In addition, Facilities Services will typically perform manufacturer-recommended preventive maintenance on such systems at the expense of the owning department.

Control/Enforcement:

If any building system modifications or installations are found to be in breach of this policy, Facilities Services will work with the responsible executive of the entity that created the situation to develop a solution that responds to the requirements of this policy. The department involved shall present the proposed solution to the UFPB for action/approval.

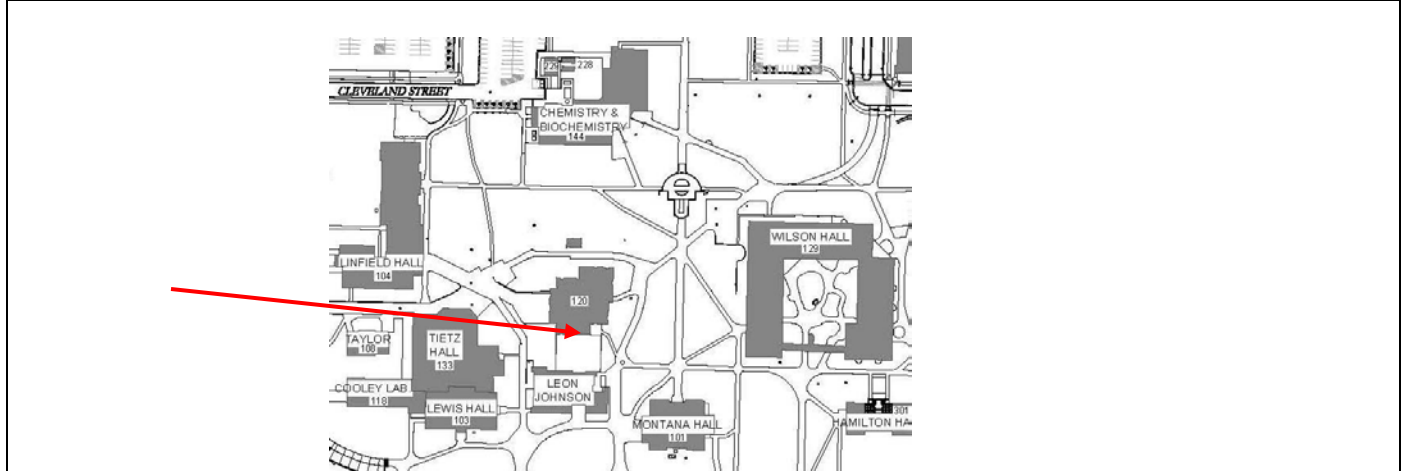
ITEM # 5	MSU Telecommunications Antenna Committee Supports Verizon's Request to relocate four existing Wireless MT8 Bobcat Antennas on Leon Johnson Hall rooftop.
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PRESENTERS:

Victoria Drummond, Assoc University Planner

PROJECT PHASE:	PLANNING	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	X
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VICINITY MAP:



STAFF COMMENTS:

MSU has lease agreements with Verizon Wireless for antennas on Leon Johnson Hall's rooftop. Renovation construction projects during the Summer of 2012 increased the amount of rooftop equipment causing interference with two Wireless MT8 Bobcat antennas currently located on the penthouse roof and walls.

According to Verizon the interference has been reported to Verizon by customers and cell phone users on the campus as dropped calls while in motion.

In considering alternatives for relocating the antennas – Verizon determined their antennas would need to be six feet higher than current height. The MSU Telecommunications Antenna Committee reviewed and approved forwarding a recommendation to UFPB for the additional height. However, that determination was prior to the completion of all building projects and since then additional equipment was added to the rooftop. The equipment obstructs the downward angle and reach of the wireless antenna.

Verizon engineers have concluded that a better location would be to install new antenna mounts either

1. Directly onto the building at the top corner of the south and west elevations; or
2. Directly to smaller penthouse structure on the west side of the rooftop for south and west elevation installations.





Also refer to attached drawings.

The new installation will be funded by Verizon and the project managed by MSU FPDC Project Manager staff. The relocation requires moving interior cables and the proposal is to parallel the ATT roof penetration and cable route installed this summer. Similar to this summer, there will be approximately 2 days of minimal disturbance to the occupants on the 8th floor.

Either of these appears to be the best solution to continue Verizon’s location of antennas according to the lease and not increase the height of the antennas.

COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		

Recommend Approval of relocating four Verizon Wireless MT8 Bobcat Antennas from the Leon Johnson Hall penthouse to the south elevation of the building to reduce interference caused by new rooftop equipment.



VIEW OF EXISTING ANTENNAS



VIEW FROM EXISTING ANTENNAS

KEY:

C.O.R. =	CENTER OF RADIATION
A.L. =	ATTACHMENT LEVEL
B.T. =	BOTTOM TIP LEVEL
T.T. =	TOP TIP LEVEL

PAINT NOTE:
CONTRACTOR TO PAINT PROPOSED ANTENNAS TO MATCH EXISTING.

EXISTING ANTENNA NOTE:
ALL EXISTING ANTENNAS ARE TO REMAIN.

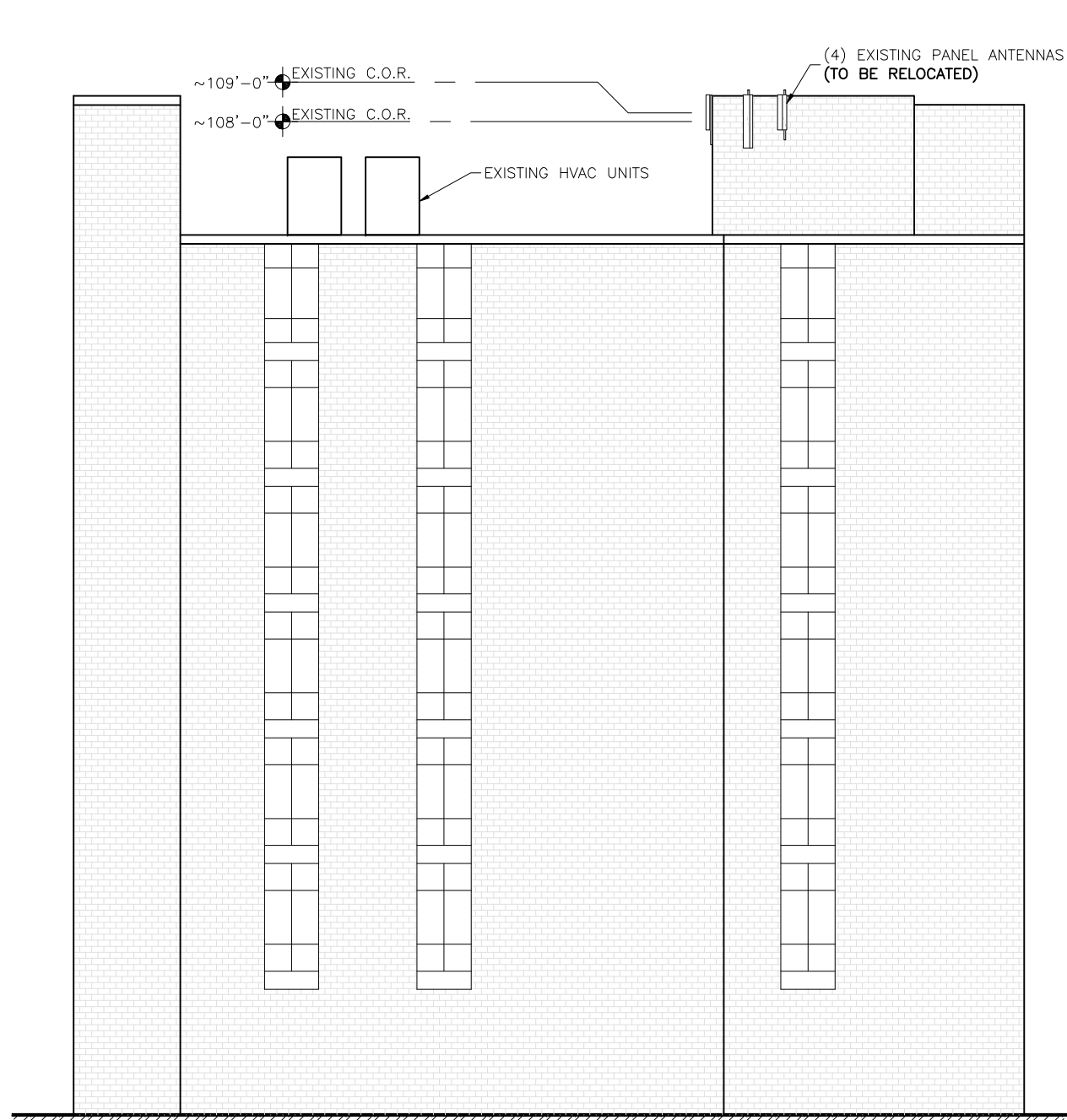
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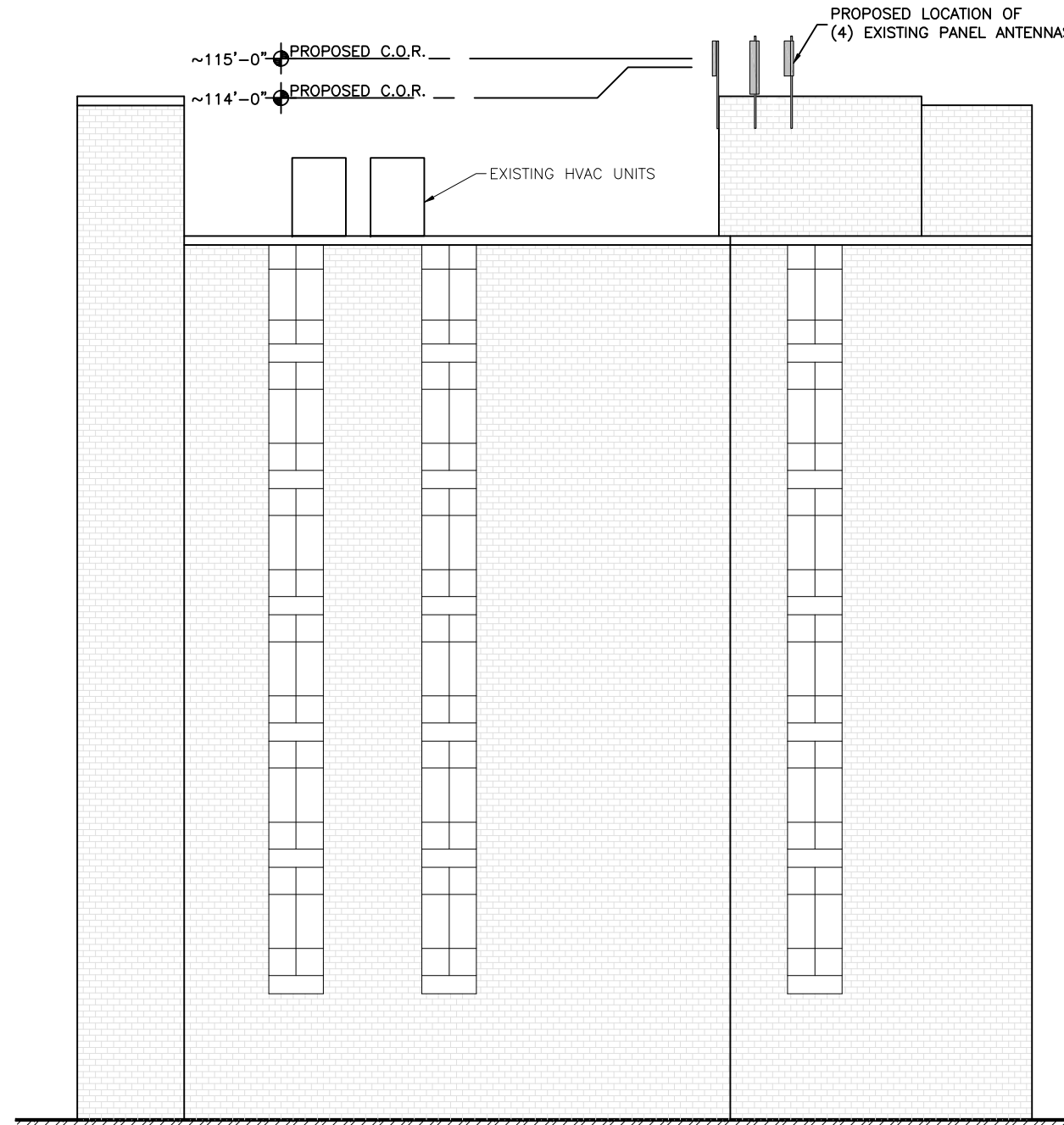
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REV	DESCRIPTION	DATE	BY	CHK
A	FOR INFORMATION ONLY	09/25/12	JCM	JDD



EXISTING SOUTH ANTENNA ELEVATION
SCALE: N.T.S.



PROPOSED SOUTH ANTENNA ELEVATION
SCALE: N.T.S.

DESIGNED BY:

FOR INFORMATION ONLY

PROJECT NAME:

**MT8 BOBCAT
EXISTING BUILDING – ANTENNA
RELOCATION PROJECT**

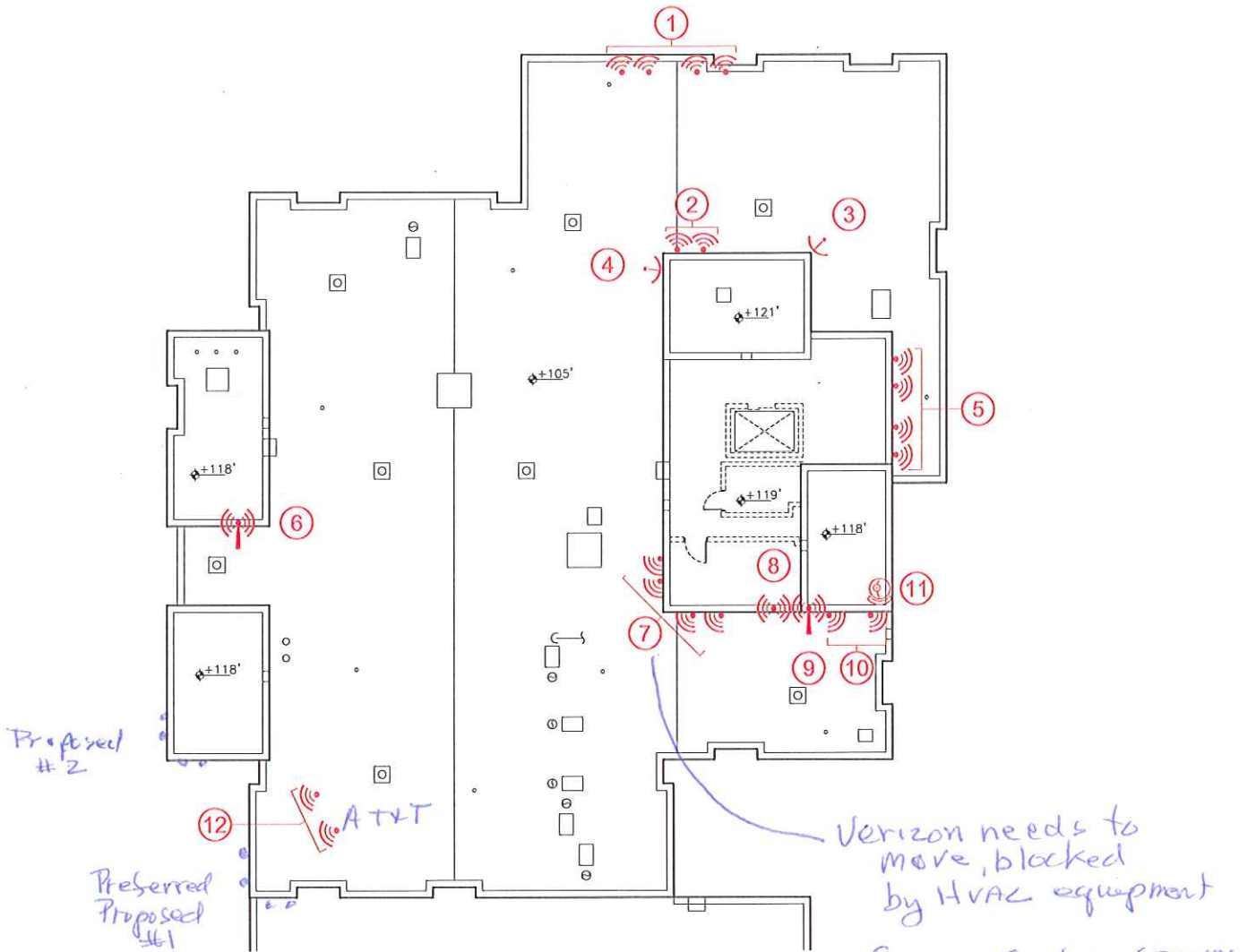
PROJECT ADDRESS:
**N45°40'05.0" W111°03'00.2"
LEON JOHNSON HALL
BOZEMAN, MONTANA**

SHEET TITLE:
**OPTION "A"
ANTENNA ELEVATIONS**

SAVE DATE:
9/25/2012 12:19 PM

SHEET NUMBER:
SK – A



Leon Johnson



Antenna Legend

- ① Verizon Wireless Panel Antennas (4)
- ② AT&T Panel Antennas (2) "Alpha"
- ③ MSU Information Technology Center 80GHz Gigabit Ethernet Wireless Dish Antenna
- ④ AT&T Dish Antenna
- ⑤ Verizon Wireless Panel Antennas (4)
- ⑥ MSU Facilities Services VHF Repeater
- ⑦ Verizon Wireless Panel Antennas (4)
- ⑧ MSU Dept. of Land Resources & Environmental Sciences GPS Antenna
- ⑨ MSU Dept. of Land Resources & Environmental Sciences UHF Antenna
- ⑩ AT&T Panel Antennas (2) "Beta" (Note: GPS Antenna on west mount)
- ⑪ MSU Office of Admissions CatEye Webcam
- ⑫ AT&T Panel Antennas (2) "Gamma"



ITEM # 6		Public Art Committee Recommends that the Conkey Wall Sculpture be returned to the Renne Library for installation in a public area.				
PRESENTERS:						
Victoria Drummond, and Jim Thull – Public Art Committee Co-Chairs						
PROJECT PHASE:	PLANNING	X	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	
VICINITY MAP:						
N/A						
STAFF COMMENTS:						
<p>Former MSU Faculty member, George Conkey, gifted to the University at least two metal sculptures – two were originally located in Renee Library. In 2001, during building renovations, the tall sculpture was removed from Heathcote Court and fountain and reinstalled outdoors at the Atkinson Quadrangle (reinstallation welding work done by artist Jim Dolan).</p>						
						
<p>The three-piece Conkey wall sculpture was crated and safely stored in Facilities. For reasons unknown, the wall sculpture was forgotten and left crated in storage. Recently, Facilities Planning located the three crates, researched the artist and art piece and photographed them as they were originally displayed for presentation to the Public Art Committee.</p>						



Conkey Wall Sculpture. Arranged as it appeared in the Renne Library (source *A History: Montana State University Bozeman, Montana*, Merrill Burlingame, 1968)



On September 10, 2012 the PAC was asked to consider a deposition recommendation and Jim Thull, relayed a verbal request from Brian Rossmann, Interim Dean of the Library, to have the art work returned for display in the Renne Library. Since then, Facilities Planning has received written confirmation that Kenning Arlitsch, Dean of the Library wants the art work returned to the Library and will fund its installation according to historic photographs in a public are of the Library.

COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
<p>Recommend approval that the Conkey Wall Sculpture be returned to the Renne Library for installation in a public area.</p>		

ITEM # 7		DISCUSSION: Consideration of an Outdoor Drinking Fountain				
PRESENTERS:						
Victoria Drummond, Associate University Planner						
PROJECT PHASE:	PLANNING	X	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	
VICINITY MAP:						
N/A						
STAFF COMMENTS:						
<p>The President received a request from an MSU environmental design student suggesting the University consider locating an outdoor drinking fountain on the campus.</p> <p>The premise is that there are people on the campus in the evenings and weekends, at times when buildings are locked and would like a drink of water and would use an outdoor drinking fountain. The drinking fountain would be a service to the campus community as well as the local community who use trails and bike paths that connect to the campus landscape or while traveling to destinations such as the Duck Pond or Library. As a community rich with dogs, Bozeman provides drinking fountains designed to accommodate pets (see below - an original bronze sculpture and drinking fountain at Bogert Park; and north of Bozeman, Snowfill Recreation Area and walking trail provides a pump action water fountain - both accommodate pets but the pump style is operational all year).</p>						
						

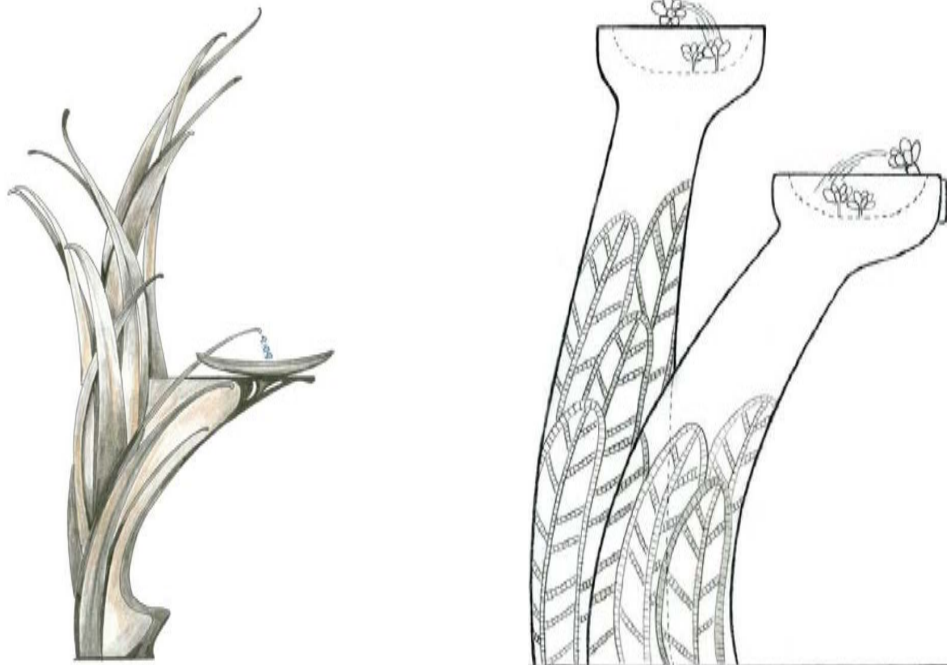
The landscaped campus and miles of pedestrian and bike corridors is a magnet to student residents and campus neighbors to enjoy for recreational activities; however, although the corridors are used all year by pedestrians and bicycles – there are fewer recreational activities during the winter months.

A public drinking fountain serves three main functions: an amenity for public general use; may be public art; often associated with specific outdoor or athletic activities. A public drinking fountain is a service to humans for immediate hydration needs and to fill bottles for use elsewhere, and service to pets.

UFPB discussion points:

1. **Is an outdoor drinking fountain a priority** when considered with other priorities? Are there other requests for FS/FPDC staff that are more of an immediate need or for broader constituency and use?
2. **What style of water fountain?** A sculptural piece or a water station that offers bottle, drinking, and pet water outlets?
3. **Cost?** The units can be expensive and the location will dictate installation costs and lifecycle maintenance costs.
4. **Funding Source?** If public art it may be University funds; as a public asset it may be Facilities funds; and if associated with a specific activity it could be department funds; however, there are no available funds to allocate to this project.
5. Where would a single fountain for the campus be **located** for maximum utilization? May depend on the style or if it will be associated with activities.
6. **Limited seasonal use.** Some units have frost protection, but typically not enough to ensure its availability outdoors all year. It would likely be operational from late May through September – similar to the landscape irrigation schedule.
7. **Water is available all year long in buildings.** According to Police Chief Putzke, the campus buildings have varying lock-down times – and some are open into the night.

Examples of outdoor public drinking fountain options:





COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	UNK	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
<p>None – presented as a Discussion item. UFPB may direct Facilities Planning to investigate further or make a Recommendation.</p>		

ITEM # 8		INFORMATIONAL- Bozeman Chamber of Commerce Committee interested in a Collaborative Discussion about Placing a Sculpture in the College Street Roundabout.					
PRESENTERS:							
Victoria Drummond, Assoc University Planner							
PROJECT PHASE:	PLANNING	X	SCHEMATIC		DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	
VICINITY MAP:							
N/A							
STAFF COMMENTS:							
<p>On September 11, 2012, Bob Lashaway, Victoria Drummond and Walt Banziger attended a meeting requested by a Bozeman Chamber of Commerce Committee to discuss collaborating on a sculpture for the West College Street and South 11th Avenue intersection roundabout.</p> <p>The Chamber of Commerce Committee included: Dick Siess, Stockman Bank; JoLin Freman, Yellowstone Traditions; Drew Ingraham, MSU Athletics; and committee members not present - Brian Heaston, City Engineering and Kerry Hanson, MSU Alumni Association-</p> <p>Siess said that the Chamber formed a committee with a project goal of placing a sculpture in the roundabout to “memorialize the community’s history and relationship with MSU” – thinking of a community forefather such as Koch.</p> <p>Lashaway explained that even early in the conceptual drawings of the roundabout – it was discussed that the center of the circle was an appropriate site for a sculpture. He said that MSU is open to collaborate with the Chamber Committee and went on to clarify that:</p> <ol style="list-style-type: none"> 1. The University is a state entity and the President views the community being served as the State of Montana and not just its host city. 2. This is a prominent gateway entrance to the University as much as it is a location that ‘bridges’ the University and the community. 3. During the negotiation for rights-of-way needed to construct the roundabout, the University received the rights to the center of the circle; and while the City owns the street and intersection, MSU retains the right to decide how the space is used. MSU installed irrigation and landscaping as its current use. 4. MSU has a Public Art Policy and Procedures that is an inclusive and participative process that is meant to reveal issues and concerns. It includes the Public Art Committee, the University Facilities Planning Board that makes a recommendation to the President. 							

5. In moving forward, that the Chamber Committee include someone from MSU FPDC to guide them through the process.
6. As a reminder – the campus already has a significant bobcat sculpture as part of the Alumni Plaza and would not like to use the roundabout to compete with sculptures already on the campus.

Siess said there are no funds but has a lead on a possible grant. Freman asked if it would be easier to just give a sculpture to the University and was informed that the process is the same and sculpture gifts do not include designating the site for display in campus.

The next steps were to have the Chamber Committee return to the full Chamber membership to review and they would get back to MSU. On October 5, 2012 Freman was contacted and said it hadn't been reviewed and would possibly be on the October agenda and she would get back to Drummond in November.

COMPLIANCE:	YES	NO
MSU POLICIES		X
COMMITTEE OR APPROPRIATE REVIEW		X
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
NONE – Information item.		