

MEMORANDUM

TO: University Facilities Planning Board: Nancy Cornwell - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Allyson Brekke, Jeff Butler, ASMSU President, Anne Camper, Glenn Duff, Michael Everts, Chris Fastnow, Greg Gilpin, Mandy Hansen, Carsten Kirby – ASMSU, Terry Leist, Robert Marley, Martha Potvin, Fatih Rifki, Tom Stump, Julie Tatarka, Jim Thull, Brenda York

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

RE: **October 21, 2014**, 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

Approval of the draft notes from September 9, 2014.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA -

ITEM No. 4 – INFORMATIONAL -

Bike Locker Investigation
Presenters– Mike Everts and Architectural Professional Practice students

ITEM No. 5 – INFORMATIONAL -

Norm Asbjornson Innovation Center Update
Presenters – Walt Banziger, Sam Des Jardins and Brett Gunnink

ITEM No. 6 – RECOMMENDATION -

Haynes Hall Sculpture Yard Storage Containers
Presenter – Candace Mastel

ITEM No. 7 – RECOMMENDATION -

ROTC/EHHD Performance Lab Relocation from Romney
Presenter – Darryl Curfman

ITEM No. 8 – RECOMMENDATION -

Temporary Offices for Auxiliaries – Miller Dining Hall Construction
Presenter – Andy Allen

HORIZON ITEMS

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

VCD/lsh

PC:

President Cruzado

Melissa Hill, President's Office

Maggie Hammett, President's Office

Keely Holmes, Provost Office

ASMSU President

Diane Heck, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance

Jennifer Joyce, VP Student Success

Linda LaCrone, VP Research Office

Bonnie Ashley, Registrar

Robert Putzke, MSU Police

Becky McMillan, Auxiliaries Services

Julie Kipfer, Communications

Jody Barney, College of Agriculture

Susan Fraser, College of Agriculture

Robin Happel, College of Agriculture

JoDee Palin, College of Arts & Arch

Victoria Drummond, Planning D&C

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
September 9, 2014**

Members Present: Nancy Cornwell - Chair, Walt Banziger - Vice Chair, Jeff Butler, Michael Everts, Chris Fastnow, Greg Gilpin, Neil Jorgensen, Fatih Rifki, Jim Thull

Proxy: Victoria Drummond for Renee Riejo Pera and Kurt Blunck; Walt Banziger for Bob Lashaway and Tom Stump

Members Absent: Allyson Brekke, Brett Gunnink, Glenn Duff, Chris Kearns, Martha Potvin, Julie Tatarka, Brenda York

Staff & Guests: Victoria Drummond, Andy Allen, Sam Des Jardins

The University Facilities Planning Board met beginning at 3:30 pm to discuss the following:

ITEM No. 1 – Approval of Meeting Notes

Butler moved to approve the meeting notes from August 26, 2014. Jorgensen seconded the motion. The meeting notes were approved unanimously.

ITEM No. 2 – Executive Committee Report

There was no action from the Executive Committee to report.

ITEM No. 3 – Consent Agenda – No Items

The agenda was reorganized in the following order:

ITEM No. 6 – Recommendation – Headwaters Complex Natural Gardens Landscape Signage

Andy Allen presented proposed landscape signage for the natural gardens at the Headwaters Complex. There are two types of natural gardens in this area – meadows and retention basins (rain gardens). The reason for installing signage is to answer questions that have been brought up about these areas and educate about the benefits. The sign that the design team (SMA Architects) has selected with the help of Candace Mastel, MSU Assistant Planner, and EJ Hook, Environmental Services Manager, is 42 inches tall, 9 inches wide and is a steel plate with a slight bend in the middle; Jackson Contracting Group will install the signs. The first option is for the content of the sign will be on changeable high pressure laminate panel mounted on steel standoffs; this material is abrasion, fade/UV, and graffiti resistant and is cleanable. The second option is to have a vinyl wrap adhered to the steel plate; this would be less preferred as it is less durable. The proposed plan is to have a sign at each natural garden and have the content of the signs be the same by meadow and rain garden, totaling 6-8 signs. There are two meadows and 4 rain gardens; these areas have been weeded to contain Grounds preferred plantings. There is some similar signage on campus, some of which have been more effective than others. Fastnow asked if there is any campus standard for landscape signage and there is not currently.

Cornwell commented that some of the text may be too small; Fastnow suggested having less information on each sign so that the text can be larger, and different information on each one to provide intrigue and information. All comments from UFPB will be communicated to the design team and integrated into the design. Butler requested signs not be located in mowed grass areas; the exact locations are being determined and some areas may require a concrete pad but the design team will try not to have large amounts of concrete. Everts commented that we may be able to reduce the number of signs, since they are tall enough to be visible from a distance and draw people toward them. It was also suggested to put a map of the rain gardens on the signs, and have one sign at each meadow and one sign at the rain gardens that are along the heavy traffic paths; the Board collectively suggested having a maximum total of four signs.

Thull moved to approve the concept, location, and design for four signs. Butler seconded the motion. The motion passed unanimously.

The vote:

Yes:	13
No:	0

ITEM No. 4 – Informational – Jabs Hall Fireplace and Interior Recognition

Sam Des Jardins presented the updated design and renderings of the fireplace and space donor recognition. The fireplace will have “Jake Jabs” in large lettering, with “College of Business and Entrepreneurship” (which is the Board of Regents approved name of the college) in small letters below, and a plaque about Jake Jabs and his donation to MSU, on the right. The size of the lettering on the fireplace will be adjusted so that all of it is legible. Banziger clarified the name of the college is different than the name of the building, and noted that branding and logos do change over time and donor signage is intended to be timeless. Fastnow asked if there are standards for donor signage on campus; there is not, it is building specific. The donor recognition signage at spaces in the building will be sized depending on the size of the donation for the space. Some of these signs will be located on glass paneling walls and will be adhered to the glass; signs in locations where there is not a glass wall will be mounted standoff signs. The signs will not have the MSU logo but will say Montana State University. Drummond commented that the donor signage in the Animal Bioscience Building reflects the character of the College of Agriculture, but does not say Montana State University since it is already known as an MSU building. These donor signs will be in addition to the standard room signage that follows ADA requirements.

ITEM No. 5 – Recommendation – Renne Library/ITC Replacement Generator

Jeff Butler presented that background of the emergency backup generator in the basement of Renne Library and the proposed replacement generator. One of the two current emergency backup generators at Renne Library has now failed, and a temporary one is being rented and placed outside of the building. This natural gas generator was installed to provide backup power to the emergency systems in the library, including exit and emergency lights and ITC. In this area there is currently a building transformer and the second generator. The replacement generator is an upgrade to a diesel generator which is more reliable in an emergency; with this we need to install a diesel fuel tank outside of the building. The generator itself, along with a small day tank, will go in the same location of the current generator in the basement of the library. The options for the location of the diesel tank are next to near the building transformer and the second generator; code research is being done to determine if option 1 is possible due to the close proximity of the building. The exhaust from this generator will be routed to the roof. If ITC moves out of the basement in the library this generator will be relocated with them.

Everts asked if the diesel tank could go underground; Butler responded that there has been an effort in Montana to get rid of underground diesel tanks because it is harder to detect leakage. Drummond read Blunck’s proxy question – could the fuel propane instead, and Butler responded that propane is more expensive and would require a larger tank. Fastnow asked if it is possible to do screening similar to what currently surrounds the refrigeration equipment and Butler offered that re-screening that entire area is on the Major Maintenance list but there is not currently funding for screening with this project. Everts suggested option 1 or option 3, and taking into account landscaping for screening. Drummond indicated that her two proxy votes preferred option 1. Thull suggested getting input from Kenning Arlitsch, Dean of the Library, and Jerry Sheehan, Chief Information Officer.

Banziger moved to approve installation of the tank with consultation with Library and ITC administration, and consider landscaping. Thull seconded the motion. The motion passed unanimously.

The vote:

Yes: 13
No: 0

This meeting was adjourned at 4:30 p.m.

VCD:lsb

PC:

President Cruzado
Adam Arlint, President’s Office
Maggie Hammett, President’s Office
Lisa Duffey, Provost Office
ASMSU President
Diane Heck, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance
Jennifer Joyce, VP Student Success
Linda LaCrone, VP Research Office
Bonnie Ashley, Registrar
Robert Putzke, MSU Police
Becky McMillan, Auxiliaries Services

Julie Kipfer, Communications
Jody Barney, College of Agriculture
Susan Fraser, College of Agriculture
Robin Happel, College of Agriculture
JoDee Palin, College of Arts & Arch
Victoria Drummond, Campus PDC

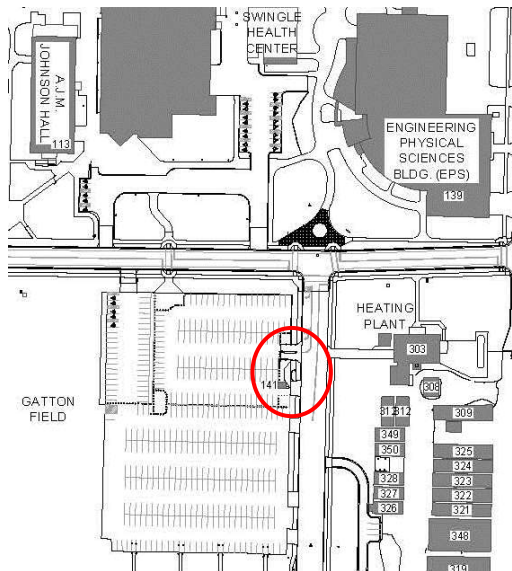
ITEM # 4	Bike Locker Investigation
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PRESENTERS:

Candace Mastel, Assistant Planner
Mike Everts and Architectural Professional Practice students

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



STAFF COMMENTS:

On August 26, 2014 WTI presented the opportunity to install two bike lockers on campus, in the Pay Lot on South 7th Avenue. The result was a discussion of the potential future demand and expectation of bike storage, and Mike Everts offered to have a group of students in his Architecture Professional Practice class do research on different types of bike storage that are done other places. They have been working on this and are presenting their progress.

	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	

BOARD ACTION REQUIRED:

Informational – no action required.

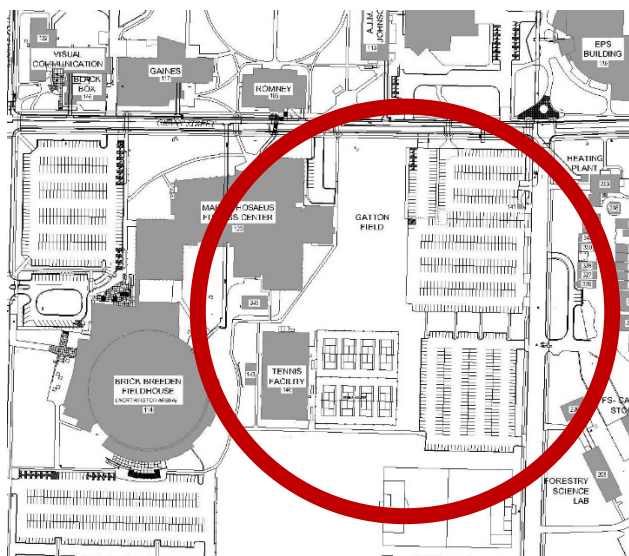
ITEM # 5	Norm Asbjornson Innovation Center (NAIC) Project Update
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PRESENTERS:

Walt Banziger & Sam J. Des Jardins

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



STAFF COMMENTS:

Walt and Sam will be presenting the following updates:

- Project status update – where they are in terms of programming
- Rough schedule outline
- Discuss the four separate parts of the project (NAIC, Parking, Plaza, and Presentation Hall)
- Tentative Public Meeting Times
- NAIC Website

COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	NA	

BOARD ACTION REQUIRED:

No Action Needed - informational

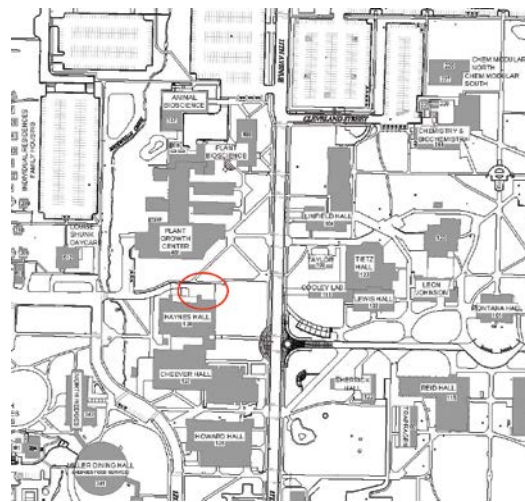
ITEM # 6	Haynes Hall Sculpture Yard Storage Containers
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PRESENTERS:

Candace Mastel, Assistant Planner

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



STAFF COMMENTS:

Brief History

The sculpture yard on the north side of Haynes Hall has been used historically as a storage area. Recently the School of Art cleaned out the storage yard space in an effort to organize items and gain more space for student use and active storage of current projects. Students often use the space to work on large format pieces. In an effort to facilitate this and provide weatherproof storage of larger format work or materials, the School of Art has researched ways to provide covered storage in the yard that would be effectively screened from the adjacent buildings and campus users.

Proposal

The School of Art is proposing to place two storage containers behind the wooden fence that encloses the storage yard. These storage containers are eight feet wide by eight feet tall by 20 feet long. They are neutral in color and even though are being purchased second-hand, are in excellent shape and are weather, wind, rodent, and debris tight. The School of Art will install shelving inside of the containers for storage options for student artists. The School of Art will fund the purchase, installation and maintenance of the storage containers.

Observations of the site

The site has been cleaned up very nicely and is very free of debris and abandoned materials or projects. The area where the storage containers are proposed is against the northeast corner of the fenced in area and is surrounded by a 7'-6" tall fence on that end. The fence in other locations is almost eight feet in height. There is the possibility that the storage containers will be partially visible from South 11th Avenue or Centennial Mall given that they are eight feet in height and the fence here is slightly lower than eight feet.



Location for installation within the confines of the Storage Yard



Example of a similar storage container

	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend approval for the placement of two storage units within the sculpture yard on the north side of Haynes Hall.		

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ITEM # 7

Relocation of Army ROTC & EHHD Movement Science Lab (MSL) & Movement Science Teaching Lab (MSTL) from Romney Hall

PRESENTERS:

Darryl Curfman, CPDC Project Manager

PROJECT PHASE:

PLANNING

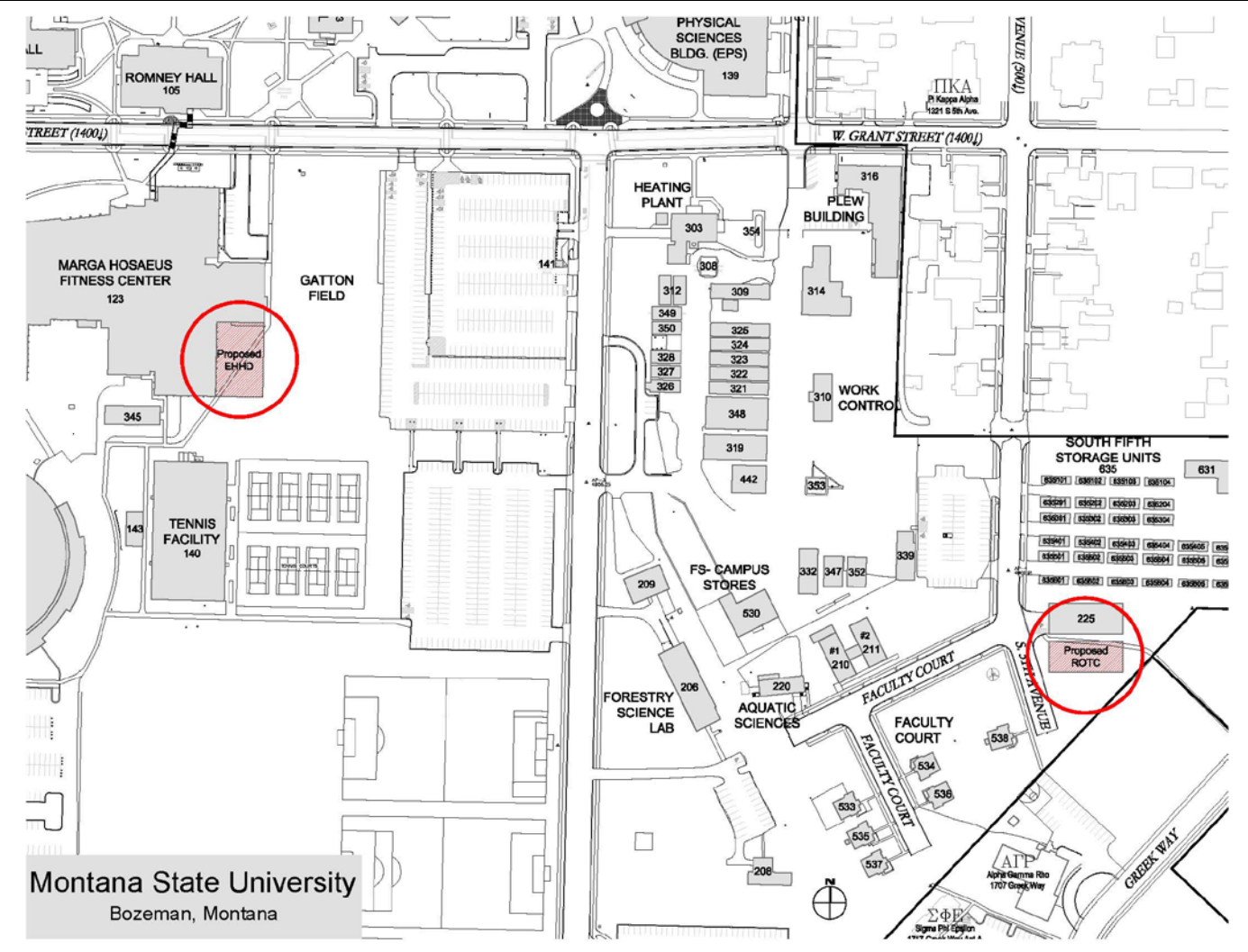
X

SCHEMATIC

DESIGN DOCUMENTS

CONSTRUCTION DOCUMENTS

VICINITY MAP:



Proposed EHHD Facility

Proposed ROTC Facility

STAFF COMMENTS:



Romney Hall is on the 2015 Legislative agenda for funding to renovate the facility constructed in 1922. In preparation for legislative approval of this project, a series of programming studies and consensus meetings have been held to outline the requirements for relocation of the ROTC and EHHD programs now occupying Romney Hall.

Initial presentation to the University Facilities Planning Board regarding site locations for upcoming projects was held on August 12, 2014 in an informational presentation of the Campus Planning Overview – Upcoming Project Considerations.

The following illustrations document the recommended site locations arrived at by executive consensus and recommendations for construction of facilities to house the EHHD and ROTC programs that will be displaced in the renovation of Romney Hall.

- College of Education, Health and Human Development (EHHD) programs
- ROTC Army

Margo Hosaeus Fitness Center

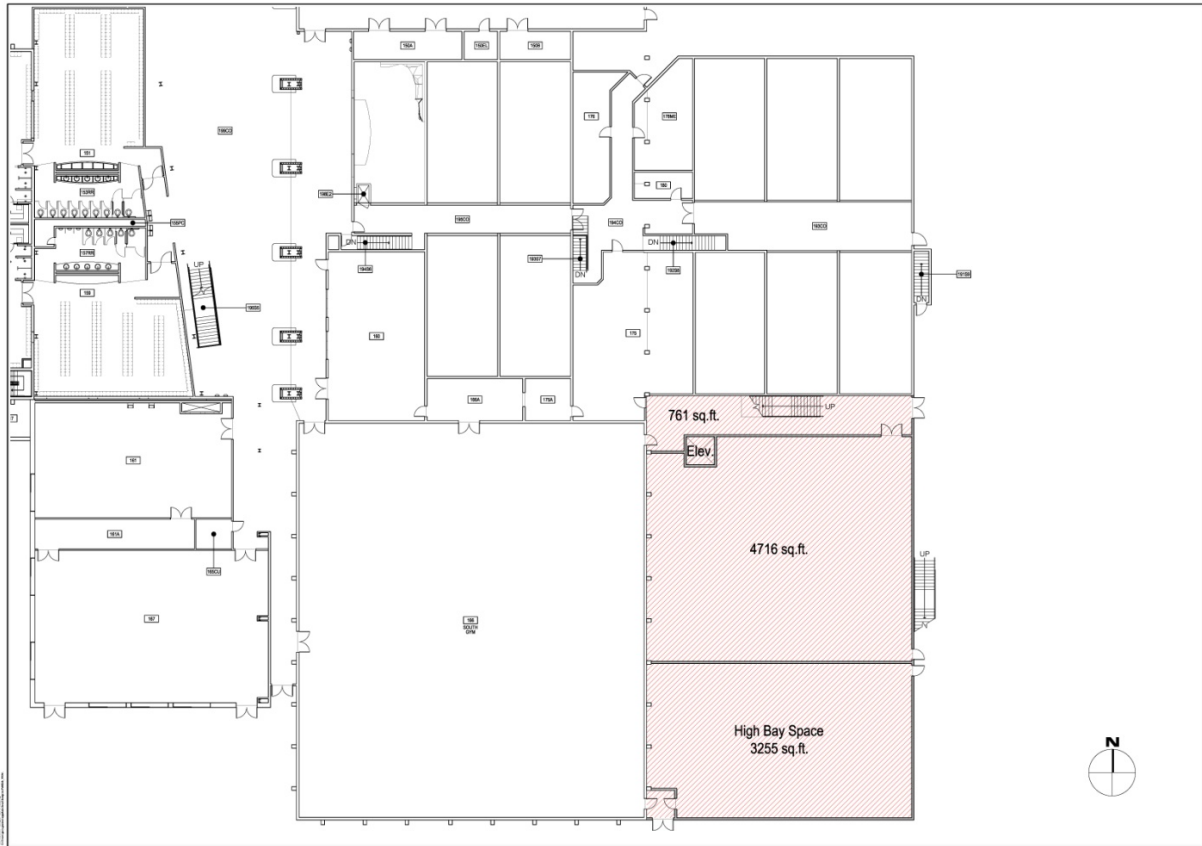


West view – Proposed EHHD Addition site at the Margo Hosaeus Fitness Center



North View – Proposed EHHD Addition site at the Margo Hosaeus Fitness Center

Marga Hosaeus Fitness Center - EHHD Addition Site – Plan Views of Level 1 and 2



MONTANA STATE UNIVERSITY

MARGA HOSAEUS FITNESS CENTER
SOUTHEAST ADDITION

PRELIMINARY - NOT FOR CONSTRUCTION

CAMERON'S TRADING, DESIGN & CONSTRUCTION
1000 UNIVERSITY AVENUE
BOZEMAN, MONTANA 59717
PHONE: 406.994.2100 FAX: 406.994.0077

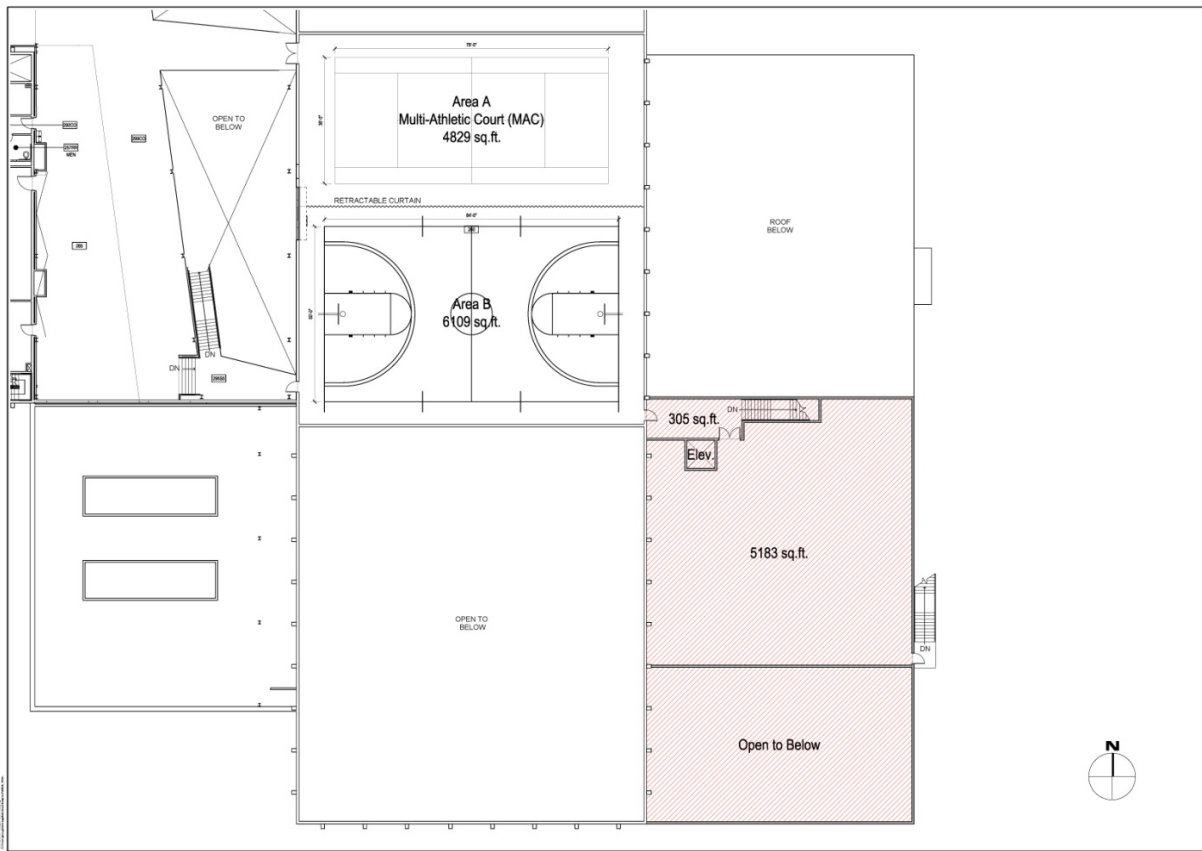
DESIGNED BY	DATE
DRAWN BY	REVISIONS
PROJECT NO.	

PPA#14-0079

SHEET TITLE
PROPOSED
EHHD ADDITION

SHEET
1st Level

DATE
10-14-14



MONTANA STATE UNIVERSITY

MARGA HOSAEUS FITNESS CENTER
SOUTHEAST ADDITION

PRELIMINARY - NOT FOR CONSTRUCTION

CAMERON'S TRADING, DESIGN & CONSTRUCTION
1000 UNIVERSITY AVENUE
BOZEMAN, MONTANA 59717
PHONE: 406.994.2100 FAX: 406.994.0077

DESIGNED BY	DATE
DRAWN BY	REVISIONS
PROJECT NO.	

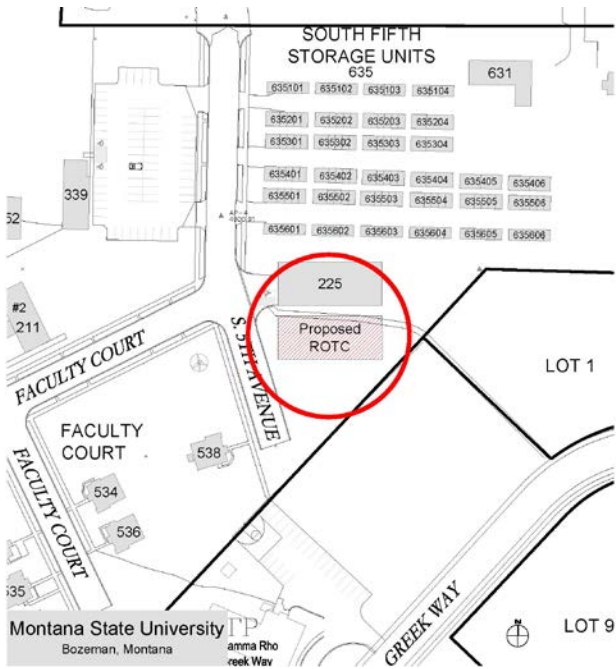
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SHEET TITLE
PROPOSED
EHHD ADDITION

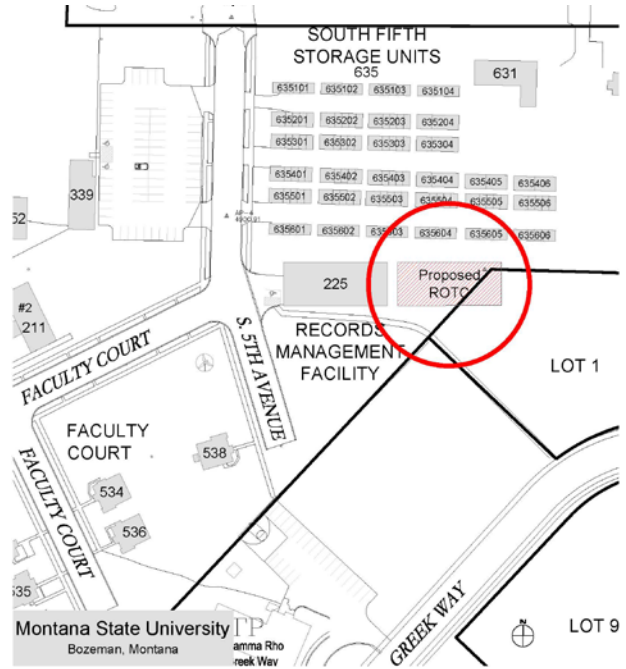
SHEET
2nd Level

DATE
10-14-14

ROTC Building Site(s)



Location A



Location B



Records Management Facility (6,000 square feet, 50' x 120')



Location A (South)



Location B (East)

COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend approval of the ROTC & EHHD Lab Relocation (Romney) building sites as proposed.		

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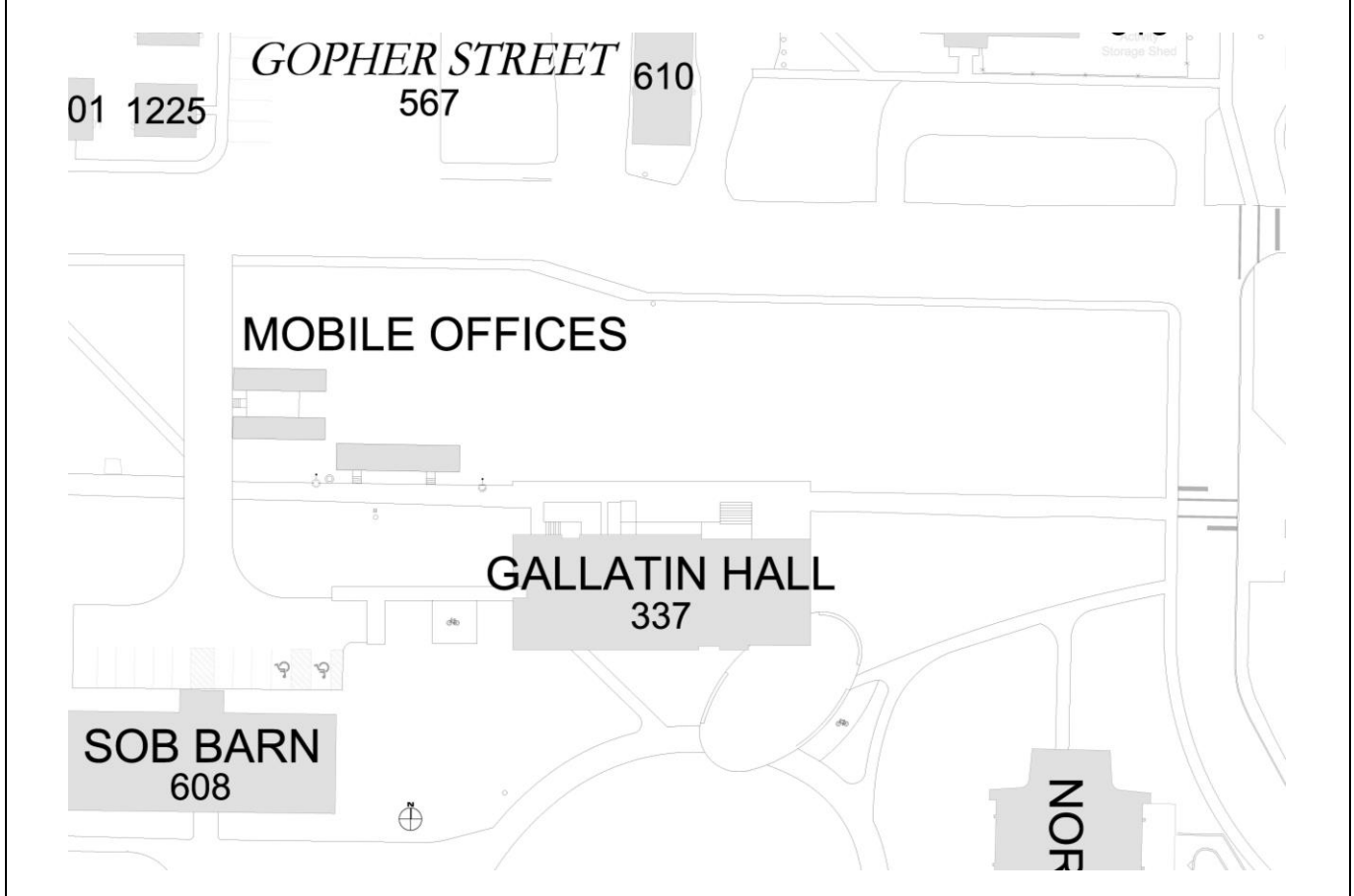
ITEM #	Temporary Offices for Auxiliaries – Miller Dining Hall Construction
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PRESENTERS:

Andy Allen, CPDC Project Manager

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



STAFF COMMENTS:

As part of the Miller Dining Hall construction, the Auxiliaries main office (including Residence Life and Food Service staff) need to be moved to another location through September 2015. Three mobile office units will be leased and placed in the grass area north of the SOB Barn and Gallatin Hall. IT will connect the offices to electricity, internet and phone.



COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend approval of the request as proposed.		

P:\UFPB\AGENDA & MEMOS\2014 Agenda\Meeting 10-21-2014\#8 Temporary Offices for Aux.docx