

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, Brett Gunnink, Neil Jorgensen, Shad Cristando – ASMSU, Terry Leist, Chris Kearns, Martha Potvin, Fatih Rifki, Tom Stump, Julie Tatarka, Jim Thull, Brenda York

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

RE: **March 24, 2015**, 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 February 10, 2015 and February 24, 2015.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA - No items

ITEM No. 4 – INFORMATIONAL - Campus Design Guidelines
Presenter – Randy Stephens

ITEM No. 5 – INFORMATION - ROTC Building Design
Presenter – Darryl Curfman

ITEM No. 6 – RECOMMENDATION - EHHD Addition Design
Presenter – Darryl Curfman

HORIZON ITEMS

- **Renne Library Spaces & Technology Renovation**
- **External Building Signage Policy**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **HBO5 Amendment for Lab Facility**

VCD/lsh

PC:

President Cruzado
Adam Arlint, President's Office
Maggie Hammett, President's Office
Julie Heard, Provost Office
ASMSU President
Diane Heck, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance
Jennifer Joyce, VP Student Success
Linda LaCrone, VP Research Office
Tony Campeau, 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 Planning

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
February 10, 2015**

Members Present: Bob Lashaway, Neil Jorgensen, Tom Stump, Michael Everts, Jeff Butler, Dana Dale, Kurt Blunk, Sara Mannheimer, Chris Fastnow, Fatih Rifki

Proxy: Tom Stump for Brenda York

Members Absent: Nancy Cornwell, Walt Banziger, Brett Gunnink, Chris Kearns, Martha Potvin, Julie Tatarka, Charles Boyer, Renee Reijo Pera, Allyson Brekke, Greg Gilpin

Staff & Guests: Randy Stephens, Candace Mastel, Sam Des Jardins, Andy Allen

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

ITEM No. 1 – Approval of Meeting Notes

Fastnow moved to approve the meeting notes from January 13, 2015 and January 27, 2015. Stump seconded the motion. Both sets of 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. 4 –RECOMMENDATION - Campus Outdoor Furniture

Candace Mastel presented a proposal for a Campus standard for outdoor furniture, and how it applies adjacent to a building or structure. Outdoor furnishings have been an ongoing conversation for some time; currently the Victor Stanley bench is pretty standard, as it has an institutional quality and durability. This doesn't apply to all situations when there is a desire to create environments for studying, and allowing for ADA accessibility. In the core areas of Campus, donor and memorial benches have been installed, and round tables have been used for ADA accessibility. The proposal requests the ability to determine that in special areas such as next to buildings (in a plaza or other public outdoor space), furniture could be selected to integrate with the context of the surrounding architecture and programming, that is different from the common public area standard. The proposal consists of three basic tenants and a tiered system (see Campus Outdoor Furniture Staff Report). There are a couple places on Campus where this has taken place, including Gallatin Hall.

Fastnow asked for clarification of what the standard allows; Mastel explained that it would not designate an exact type of furniture, but does say that the color, quality, and style would be in similar keeping. Butler commented that he would want individual furniture requests at buildings to come to UFPB for review; Fastnow agreed. Jorgensen asked if there would be cases that require furniture to be fixed in place; this could be determined on a case by case basis. Lashaway stated that if furniture outside of the standard is being proposed, and it would come to UFPB for each case; a motion and vote is not needed for this item. The group discussed that this proposal is more of a design guidelines.

ITEM No. 5 –RECOMMENDATION - Jabs Hall Outdoor Furniture

Sam Des Jardins presented the proposal for outdoor furniture for the outdoor plaza on southwest corner of Jake Jabs College of Business and Entrepreneurship. This is a location that would deviate from the Campus standard for outdoor furniture, as discussed above. The reason for this request is that it is an extension of the building, and is a unique opportunity to provide a collaborative space adjacent to the building. The seating that is being requested can be seen on the Jabs Hall Outdoor Furniture Staff Report. Lashaway commented that he would characterize this outdoor space as a sidewalk café environment, which is very different from other spaces on Campus.

Everts asked if there is storage for this furniture; Butler explained that it could be left where it sits in all weather. This furniture is durable for the outdoors and could be used all year round. There were several objections to the color of the furniture; the general consensus was that a less contrasting color would be more fitting. Mastel explained that this color was selected based on the complimenting the colors of the building; and the building occupants (the client) prefer the color that has been selected. Mastel noted that there are a sample table and chairs currently located on the building site, so it can be viewed.

Stump moved to approve the American furniture warehouse furniture. Blunck seconded the motion. The motion passed unanimously.

The vote:

Yes: 11
No: 0

Stump moved that the concept of the remainder of the furniture is okay but the color (less dramatic color deviation) should be brought back to UFPB. Butler seconded the motion. The motion passed unanimously.

The vote:

Yes: 11
No: 0

ITEM No. 7 –INFORMATIONAL - Miller Dining Hall Update

Andy Allen presented an update on the Miller Dining Hall construction. The landscaping plan is in progress and is being reviewed in conjunction with the landscaping of the Freshman Residence Complex. In order to complete this project on time, it is necessary to allow the contractor to take over more of the dining hall starting in Spring Break. Stump explained that the project is at the point that it is necessary to give more of main floor to contractor so they can complete the work in the servery areas. This information is being communicated to students and parents, and ASMSU. Starting Spring Break, there will be two temporary mobile kitchens within the construction site in front of Miller Dining Hall, and the students will be fed in a smaller space will extend into North and South Hedges lobbies (grab-and-go which is popular with students). The Food Service staff will manage the temporary kitchens and the related operations. The portion of the dining hall that will be worked on will be separated from the serveries and eating area. There will be some power shutdowns during Spring Break associated with getting power to the temporary kitchens and the remainder of the construction. These adjustments will help ensure that the project is completed by August 20th, with Food Services able to start training on the equipment in July. The asbestos abatement began during Winter Break and is currently being worked on. If anyone would like more information about this project, please contact Campus Planning, Design & Construction at 994-5413.

ITEM No. 6 –INFORMATIONAL - Chalking on Sidewalks

This item will be discussed at a future UFPB meeting.

This meeting was adjourned at 4:45 p.m.

VCD:lsb

PC:

President Cruzado	Heidi Gagnon, VP Admin & Finance	Julie Kipfer, Communications
Adam Arlint, President's Office	Jennifer Joyce, VP Student Success	Jody Barney, College of Agriculture
Maggie Hammett, President's Office	Linda LaCrone, VP Research Office	Susan Fraser, College of Agriculture
Julie Heard, Provost's Office	Tony Campeau, Registrar	Robin Happel, College of Agriculture
ASMSU President	Robert Putzke, MSU Police	JoDee Palin, College of Arts & Arch
Diane Heck, VP Admin & Finance	Becky McMillan, Auxiliaries Services	Victoria Drummond, Campus PDC

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
February 24, 2015**

Members Present: Walt Banziger, Tom Stump, Jeff Butler, Sara Mannheimer, Chris Fastnow, David Singel, Neil Jorgensen, Charles Boyer

Proxy: Jeff Butler for Bob Lashaway, Tom Stump for Brenda York, Walt Banziger for Fatih Rifki, Michael Everts and Allyson Brekke

Members Absent: Nancy Cornwell, Brett Gunnink, Chris Kearns, Martha Potvin, Julie Tatarka, Renee Reijo Pera, Allyson Brekke, Greg Gilpin, Dana Dale, Kurt Blunck

Staff & Guests: Randy Stephens, Leila Sterman, Tony Campeau, Jillian Bertelli, Brian Rossman, Donald Akina

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

ITEM No. 1 – Approval of Meeting Notes

Draft notes from February 10, 2015 to be distributed before next meeting.

ITEM No. 2 – Executive Committee Report

There was no action from the Executive Committee to report.

ITEM No. 3 – Consent Agenda – No Items

ITEM No. 4 –RECOMMENDATION - PAC Recommendation of Sculpture Gift – Abraham Lincoln

Leila Sterman presented the Public Art Committee (PAC) recommendation for a sculpture gift from Jim Dolan. The sculpture is of Abraham Lincoln and is 13 feet tall, with a 4 foot by 4 foot base. It is made of welded stainless steel and includes a depiction of Lincoln's signature, and the artist's signature. The PAC unanimously voted in favor of accepting the sculpture. The sculpture complies with the Public Art Policy, and is educational in his historic importance for the United States and the State of Montana. Lincoln signed the act forming the Montana Territory, signed the Morrill Act which established land grant funding, and signed the Homestead and Railroad acts that made migration to Montana possible.

Jim Dolan is MSU alumni and there are currently has 3 other sculptures on Campus. He has a vision to have hero-related art on campus; part of his vision was to inspire other artists to contribute as well. Butler noted that it is important for this not to be construed as MSU's vision. There is a concern of having too many pieces from one artist, versus not having enough art on Campus. The PAC does not feel that MSU is currently maintaining Dolan's sculpture garden. If the sculpture is accepted, a proposed location for installation will be brought to UFPB.

Banziger read proxy comments from Everts and Rifki: "First, [Dolan] is very generous, so thank you to him for the offer. However, I thought that there was an UFPB discussion a while ago that the Campus already had a few Dolan sculptures and that MSU should not privilege the campus artwork to one artist. Part of the discussion was that others were not generating art, but I thought we reached an agreement that that did not constitute continued acceptance of his generous gifts."

Campeau asked if the historic significance is referenced anywhere on the sculpture, to help draw the connection to Montana. Jorgensen asked why we would limit an artist's desire to place their artwork on campus; Sterman commented that the PAC did discuss this point and related it to examples at other universities. One example is Stanford's Rodin Garden. Fastnow commented that every gift does come with installation and maintenance cost to the University.

Butler moved to approve acceptance of the sculpture gift. Stump seconded the motion. The motion passed affirmatively.

The vote:

Yes: 9
No: 3 (Rifki, Everts, Fastnow)
Abstain: 1 (Singel)

Additional discussion ensued, outlining the desire of the committee to obtain input and clarification from some of the proxy votes, because the quantity of proxy votes could alter the vote results. Butler moved to suspend the vote, for the item to be brought back at a future date. Stump seconded. The motion passed affirmatively.

The vote:

Yes: 12
No: 0
Abstain: 1 (Manheimer)

Note: There should be a horizon item for PAC to discuss how to deal with multiple donations from one artist (protocol/guideline) and make a recommendation back to UFPB.

ITEM No. 5 –RECOMMENDATION - Renne Library 3rd Floor North Side and Lobby

Jillian Bertelli presented the proposed design for the north side of the Renne Library third floor. As the library transitions from a store house for books to a center for student and Faculty engagement, the book stacks are being reduced which is opening up more space for students to gather. The south side of the third floor was completed in Summer 2014; this renovation included new carpet, paint, and outlets at every seat.

The north side of the project will build on the success of the south side. There is a great view through windows to Montana Hall and Wilson Hall, which has been revealed through the reduction of the book stacks. The space will have a combination of tables with electric outlets and lounge-type seating. Painting would begin during Spring Break, and the reading room renovation would take place during Summer 2015 (starting May). This renovation will include the addition of a glass wall, brightened paint palette, updated furnishings, updated colored tiles and an updated water fountain with water bottle filler. There will also be art work from research done on campus and Renne Library Special Collections on display. The third floor is intended to be a quiet space so quotes that convey that are being considered for display on the walls. High performance fabrics for the soft furniture are also being investigated.

Butler noted that this type of renovation does increase the cost of maintenance, based on the paint scheme and additional outlets in the floor. He recognizes the benefits, but noted it is important to consider impacts before finalizing design. Banziger added that this type of color scheme should be done selectively, where it will have the biggest impact, and save costs in less public areas. Bertelli also added that students have been involved in choosing the colors.

Stump moved to approve. Butler seconded the motion. The motion passed unanimously.

The vote:

Yes: 13
No: 0

Banziger gave a reminder to group that this is a Planning Board, not a design review board. The intent of this board is to look at the concepts and big picture of if the proposals are appropriate for the campus.

ITEM No. 6 –RECOMMENDATION - Renne Library/ITC Replacement Generator

Jeff Butler & Loras O'Toole presented an update on the Renne Library/ITC replacement generator. The backup generator in the basement of the library failed, and a diesel generator is planned for replacement, which also requires a diesel tank. Building codes require the generator to be moved out of the basement due to the larger size. When this was originally brought to UFPB in September 2014, locations 1 and 3 were preferred but they will no longer work based on code. The proposal is now to use location 4, and to screen the generator, the diesel tank, and the existing air conditioning units together. The screening will not be wood; there are some existing options on campus that are low maintenance. The units and screening will not encroach on sidewalk, and this does work with the current Romney Oval Master Plan.

Comments from proxies were read:

Everts & Rifki: Location 4 for the generator is fine, provided that an enclosure is provided. Romney Oval, which it would face, is one of the campus' "sacred spaces."

Brekke: Recommend approval of location 4, with the condition that the 6 foot screening is provided on the west, south and east sides and explore options of painting the generator and oil tank a matching color of the library building to help with screening efforts.

Stump moved to approve location 4 and to include screening of the equipment. Fastnow seconded the motion. The motion passed unanimously.

The vote:

Yes: 13

No: 0

Announcements

- Sola Café has been selected as the food vendor in Jabs Hall.
- Construction on the Freshman Residence Complex is schedule and going well.
- The Design Guidelines will be brought to UFPB March 24th, and the MEP phase will come later.
- SUB Ballrooms grand opening is March 23rd, 9am-2pm.

This meeting was adjourned at 5:00 p.m.

VCD:lsb

PC:

President Cruzado

Adam Arlint, President's Office

Maggie Hammett, President's Office

Julie Heard, Provost's Office

ASMSU President

Diane Heck, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance

Jennifer Joyce, VP Student Success

Linda LaCrone, VP Research Office

Tony Campeau, 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



UNIVERSITY FACILITIES PLANNING BOARD

March 24, 2015

ITEM # 4		Campus Design Guidelines				
PRESENTERS:						
Randy Stephens, University Architect, Campus Planning, Design & Construction						
PROJECT PHASE:	PLANNING	SCHEMATIC	DESIGN DOCUMENTS	X	CONSTRUCTION DOCUMENTS	
VICINITY MAP:						
N/A						
STAFF COMMENTS:						
<p>The Montana State University Campus Design Guidelines is a living document established to guide Design Consultants and MSU Staff through many phases of project development. It serves to consolidate and organize the range of institutional knowledge retained by Campus Planning Design & Construction and Facilities Services.</p> <p>The 95% draft is for you to review and have comments back to Randy Stephens by April 7, 2015. The Guidelines can be found at the following link: http://www.montana.edu/us/committees/ufpb/documents_guidelines.php.</p>						
COMPLIANCE:				YES	NO	
MSU POLICIES				X		
COMMITTEE OR APPROPRIATE REVIEW				X		
MASTER PLAN				X		
BOARD ACTION REQUIRED:						
<p>No vote needed. UFPB members can give their comments to Randy Stephens, University Architect. We will present the final copy to UFPB on May 5, 2015 for recommendation.</p>						

P:\UFPB\AGENDA & MEMOS\2015 Agenda\Meeting 03-24-2015\#4 Campus Design Guidelines.docx

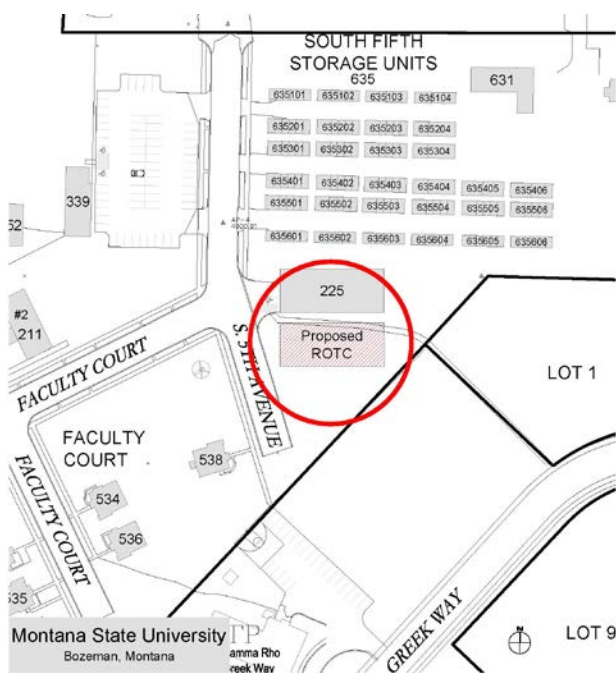
ITEM # 5	ROTC Building Design
-----------------	-----------------------------

PRESENTERS:

Darryl Curfman – Project Manager

PROJECT PHASE:	PLANNING	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	X
-----------------------	-----------------	------------------	-------------------------	-------------------------------	----------

VICINITY MAP:



STAFF COMMENTS:

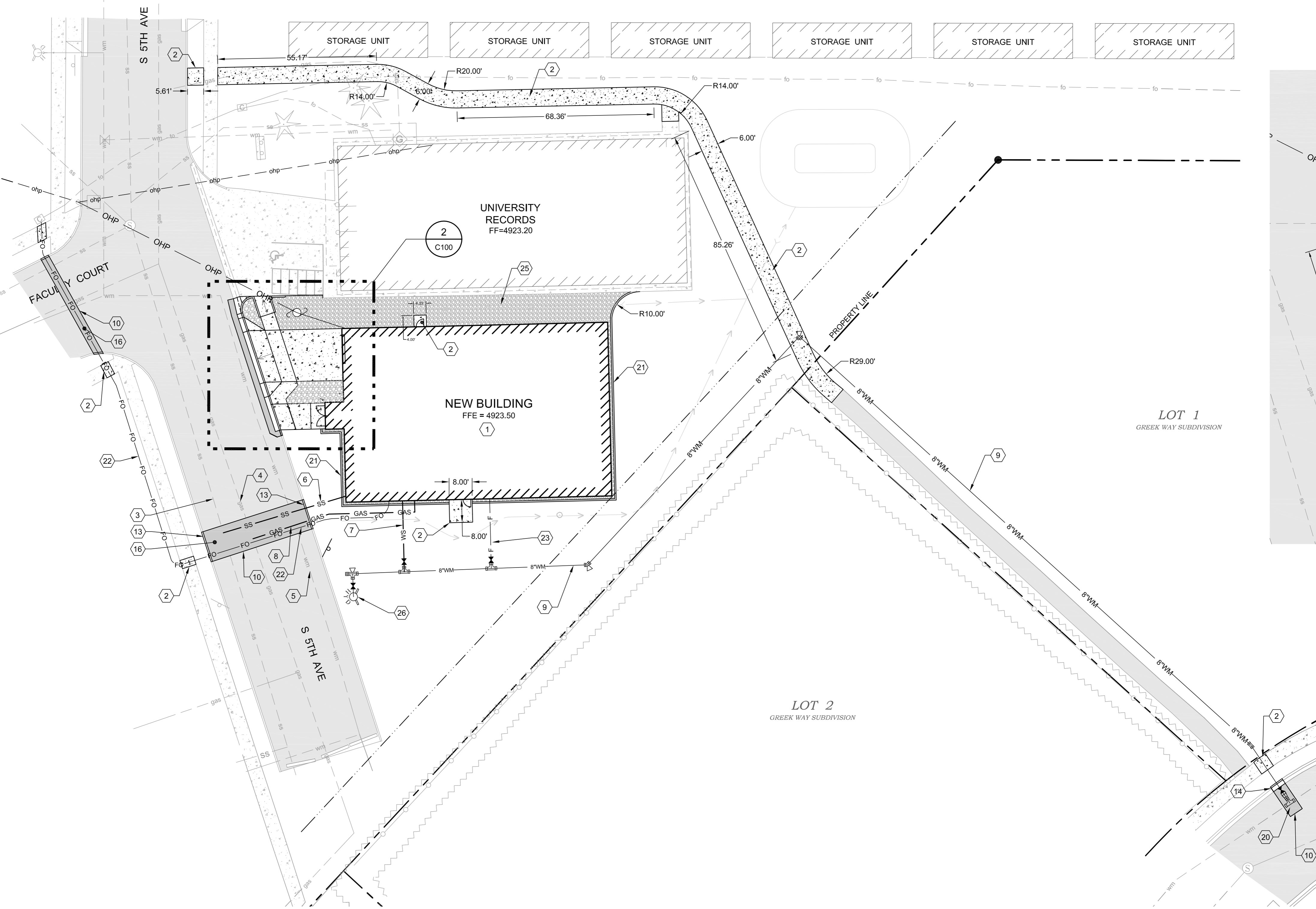
On October 21, 2014, UFPB was presented with the Army ROTC building on S. 5th Ave. near the Records Management Facility and this location was approved by President Cruzado on November 5, 2014.

The attached drawing shows the site plan for the ROTC Building. This building will be of similar construction to the neighboring Records Management Facility (steel construction), and will be about 5,300 square feet. It will include storage space, a military instructional space/gear checkout area, men and women’s bathroom, office, and laundry area.

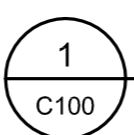


COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend approval of the ROTC building, as proposed.		

P:\UFPB\AGENDA & MEMOS\2015 Agenda\Meeting 03-24-2015\#5 ROTC Relocation from Romney Design.docx



NORTH



1 OVERALL SITE PLAN

SCALE: 1" = 20'



SITE KEY NOTES

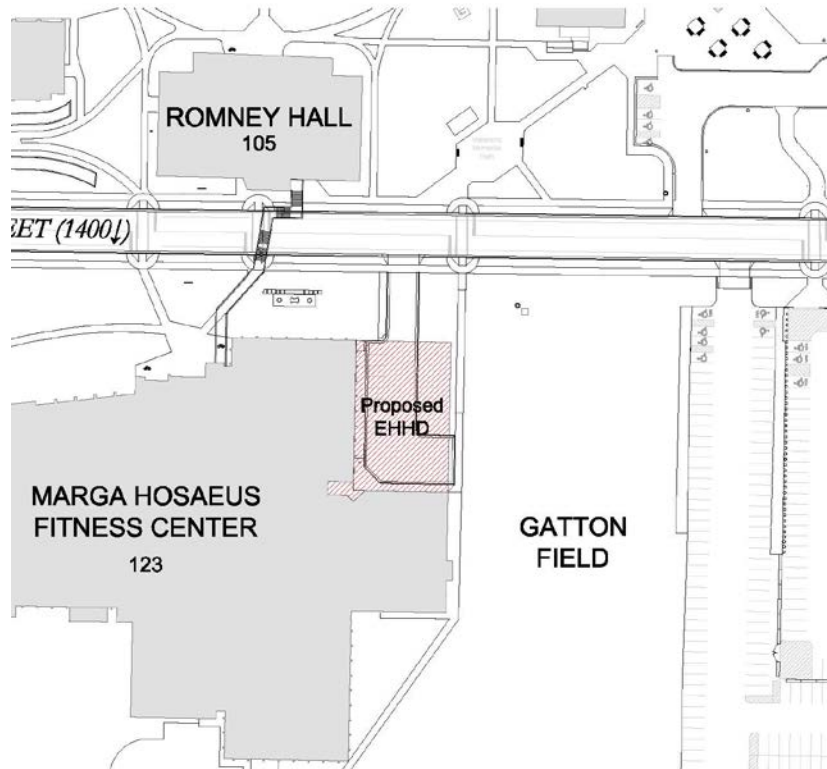
ITEM # 6	EHHD Addition Design
-----------------	-----------------------------

PRESENTERS:

Darryl Curfman, CPDC Project Manager

PROJECT PHASE:	PLANNING	X	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
-----------------------	-----------------	----------	------------------	-------------------------	-------------------------------

VICINITY MAP:



STAFF COMMENTS:

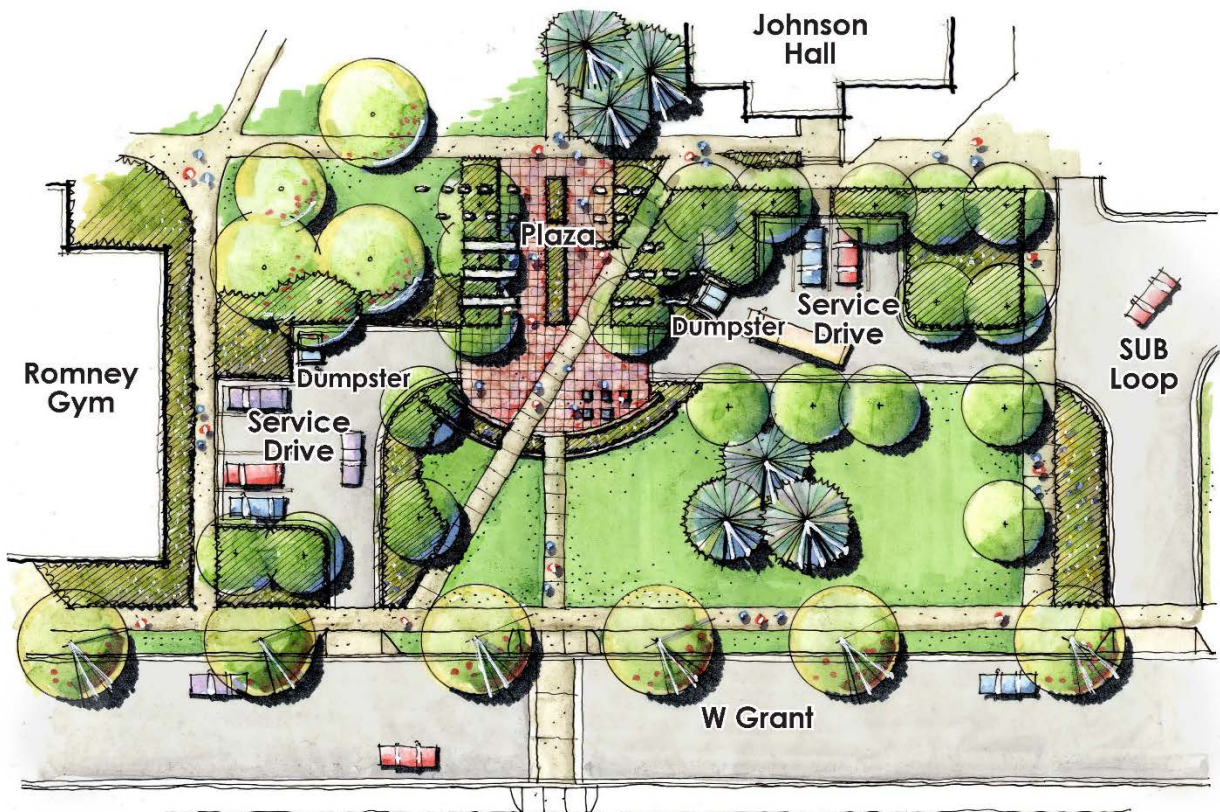
On October 21, 2014, UFPB was presented with the proposed addition to the south east corner of the Marga Hosaeus Fitness Center and recommended approval of this location to President Cruzado. On December 2, 2014, UFPB was presented the option of the addition on the **north east** corner of the Fitness Center. As part of the Romney project a new service drive will be constructed East of Romney. This will displace the current Veteran’s Park. Planning for a new Veteran’s Park location is also underway in conjunction with Veteran’s Services and the School of Architecture. It is proposed to initiate a student design competition in Fall Semester.

The attached drawing shows the site plan for the EHHD Addition to the Marga Hosaeus Fitness Center.

Draft rendering of the EHHD Addition



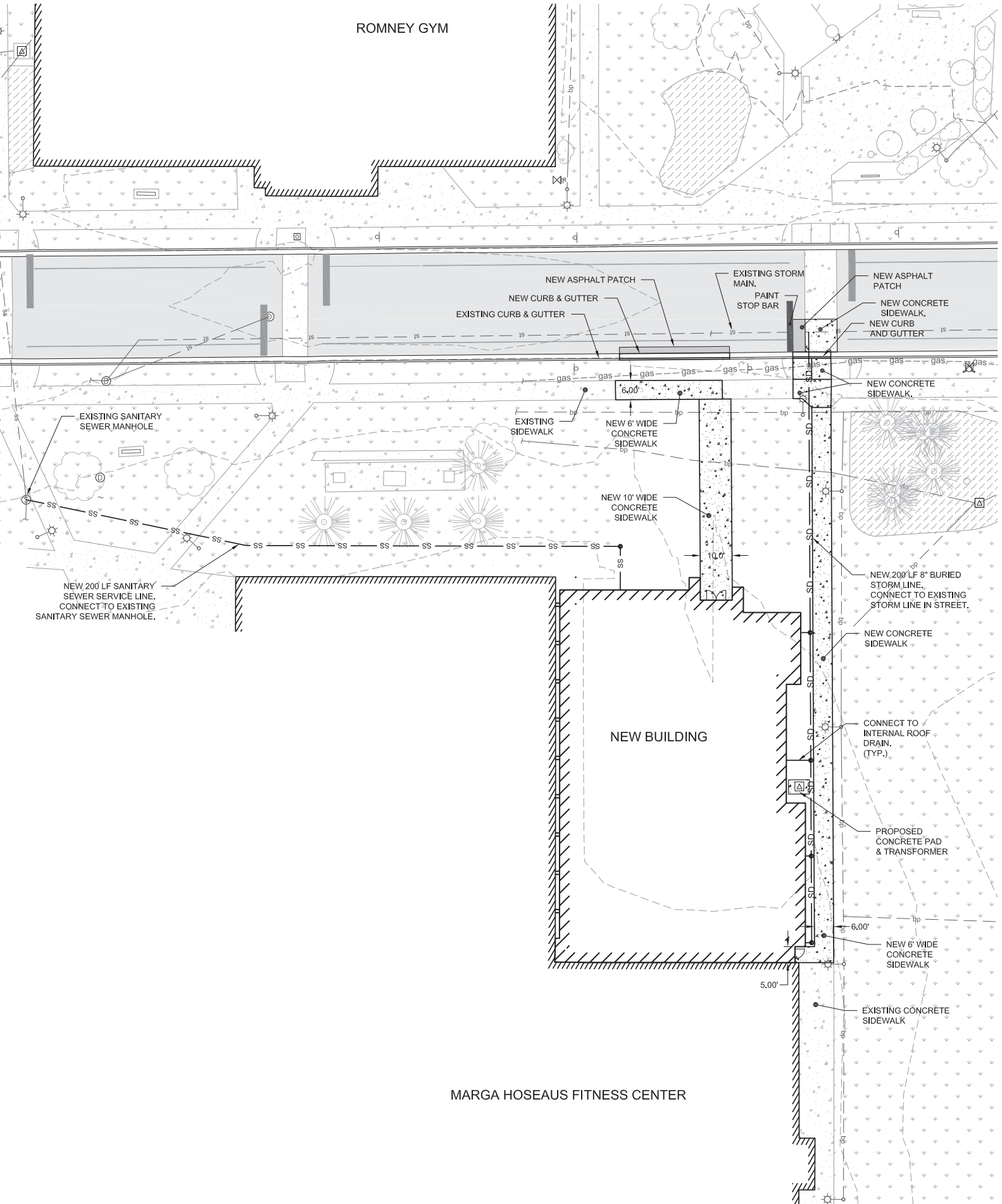
Proposed Service Drive relocation



COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend approval of the EHHD addition site and relocation of Veteran's Park and the Romney Service Drive, as proposed.		

P:\UFPB\AGENDA & MEMOS\2015 Agenda\Meeting 03-24-2015\#6 EHHD Addition Design.docx

ROMNEY GYM



MARGA HOSEAUS FITNESS CENTER



2
C100

SITE PLAN
CONTOUR INTERVAL = 1'

SCALE: 1" = 20'

