

MEMORANDUM

TO: University Facilities Planning Board: Kregg Aytes - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Allyson Brekke, Jeff Butler, ASMSU President, Michael Everts, Chris Fastnow, Greg Gilpin, Brett Gunnink, Neil Jorgensen, Kyle Glose – 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: **November 17, 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 October 20, 2015, and the meeting to discuss the Lincoln sculpture gift proposal (rescheduled per President Cruzado's schedule) on October 26, 2015.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA - No items

ITEM No. 4 –RECOMMENDATION - **AT&T and Verizon Moving Antennas on Leon Johnson Hall**
Presenters – Candace Mastel and Pat Simmons

ITEM No. 5–RECOMMENDATION - **NAIC Schematic Design**
Presenter – Sam Des Jardins

ITEM No. 6 –INFORMATIONAL - **Design Guidelines Revisions Protocol**
Presenter – Randy Stephens

HORIZON ITEMS

- **Sculptures on Campus**
- **Gender Neutral Signage Plan**
- **New Dining Hall Site Selection**
- **Turf Fields Facility Concept**
- **Renne Library Spaces & Technology Renovation**
- **External Building Signage Policy**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**

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
Halina Rickman, College of Business
Victoria Drummond, Campus Planning

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
October 20, 2015**

Members Present: Kregg Aytes – Chair, Walt Banziger – Co-Chair, Jeff Butler, Brenda York, Chris Fastnow, Neil Jorgensen, Kurt Blunck, Fatih Rifki, Julie Tatarka, Tom Stump, Bob Lashaway, David Singel, Kyle Glose

Proxy: Walt Banziger for Renee Reijo Pera, Allyson Brekke, and Michael Everts

Members Absent: Brett Gunnink, Martha Potvin, Charles Boyer, Jim Thull

Staff & Guests: Sam Des Jardins, Randy Stephens, Darryl Curfman

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

ITEM No. 1 – Approval of Meeting Notes

Stump moved to approve the meeting notes from August 11, 2015 and September 22, 2015. Blunck 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. 5 – INFORMATIONAL - NAIC and Parking Garage Update

Sam Des Jardins gave an update on the NAIC and Parking Garage projects. The construction site has been set up and parking has been reconfigured at the North Gatton lot and the Pay Parking lot. The Parking Garage will be in construction from now through January 2017. Construction on the NAIC will begin in Fall 2016 and open Fall 2018. During the time when both projects are in construction, there will not be parking available in North Gatton lot and the Pay Parking lot. There is parking available in South Gatton lot, Huffman Building, and the east Stadium lot with a personnel gate.

Within the construction site, Martel's construction trailer is built of four large shipping containers and modified into an office space. The exterior is blue and gold, and they used many materials that were leftover materials. This will provide adequate meeting space during construction.

The design of the Parking Garage is complete, aside from the exterior appearance. This will be developed as the design of the NAIC is developed so that the two fit well together. Currently the plan is for a metal perforated skin on the exterior concrete. There will be more information about this in December. Des Jardins also reviewed the general layout of the site for the Parking Garage and the NAIC. Site improvements will be completed during construction of the NAIC. It was noted that Kagy Boulevard is also going to be expanded which will have some impact on traffic on S. 7th Ave and the Parking Garage project.

ITEM No. 6 – RECOMMENDATION - Freshman Residence Complex Name

Walt Banziger introduced the proposal to name the Freshman Residence Complex “Yellowstone Hall”. This building is currently in construction and scheduled to be completed for Fall 2016. The proposed name has been reviewed by the Residence Hall student government (IRHA), Housing Staff, the Residence Life Advisory Committee, the Building Construction Committee ASMSU, and other invested partners. The name was universally recommended by these committees. The Commemorative Tributes Committee has voted unanimously [5 YES] in favor of approving the proposed name.

Stump added the name “Yellowstone Hall” relates to the proximity of the Freshman Residence Complex to the Headwater Complex, including Gallatin Hall, Madison Hall, and Jefferson Hall. These names, and the proposed name, are based off the river landmarks.

Blunck moved to approve the name as proposed. Glose seconded the motion. The motion passed unanimously.

The vote:

Yes: 16

No: 0

ITEM No. 4 –DISCUSSION - Student Building Fees Fund Work Group

Banziger introduced a discussion about the Student Building Fees Fund, which UFPB approved on June 16, 2015, and marketing and how projects get funded with this fund. The intention is to create a process that is transparent and equitable for requests.

Aytes brought to attention that the Guidelines for Use of Student Building Fee Funds describes Academic Buildings as “state-funded facilities that house instructional and/or research uses for which operations and maintenance funding is generally provided by the state.” Also, “non-state funded research facilities” are listed as “buildings funded by auxiliary self-supporting revenues or other student fees.” There was additional discussion on how to clarify the guidelines. Singel stated for the record that if there is an idea for a fee for use in academic buildings, it should be applied retro-actively.

Butler moved that to clarify that non-state funded academic buildings, such as the Chemistry & Biochemistry Building, are not excluded from use of the Student Building Fees Fund, the following changes should to the wording should be made:

- In part 1d. remove “state-funded” so the sentence reads: “Academic Buildings” means facilities that house instructional and/or research uses for which operations and maintenance funding is generally provided by the state.
- In part 1e. remove “non-state funded research facilities” so the sentence reads: These student building fees are generally not intended for use on buildings funded by auxiliary self-supporting revenues or other student fees (e.g., auxiliary facilities, sports facilities, parking facilities, etc.).

Stump seconded the motion. The motion passed affirmatively.

The vote:

Yes: 16

No: 0

Banziger proposed establishing a work group to recommend a process for the Student Building Fees Fund to be appropriated. This will help clarify how to get a project on the priority list and how requesters are notified of action. The work group will be made up of Walt Banziger, David Singel, Victoria Drummond, Kyle Glose, Jeff Butler, Brenda York, and Mike Everts.

This meeting was adjourned at 4:10p.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

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
October 26, 2015**

Members Present: Kregg Aytes – Chair, Walt Banziger – Co-Chair, Jeff Butler, Brenda York, Chris Fastnow, Neil Jorgensen, Kurt Blunck, Bob Lashaway, Julie Tatarka, Martha Potvin, Jim Thull, Michael Everts, Chris Kearns

Proxy: Duane Morris for Tom Stump

Members Absent: Brett Gunnink, Fatih Rifki, Charles Boyer, David Singel

Staff & Guests: President Cruzado, Victoria Drummond, Tony Campeau, Celia O'Connor, Maureen McCarthy

The University Facilities Planning Board met for a rescheduled meeting in SUB 235 at 2:00pm to discuss the following:

ITEM No. 1 – DISCUSSION – Lincoln Sculpture Gift Proposal and Development of Multiple-Art Gift Plan

Kregg Aytes introduced President Cruzado to clarify and discuss the Lincoln sculpture gift proposal. Cruzado explained that Jim Dolan's presence at MSU Bozeman is noticeable through the six art pieces by the artist on Campus. She added that when the bust of Beethoven was being reviewed, there were concerns about the long term plan of the institution for variety, but UFPB did recommend proceeding with the sculpture. Similar concerns have arisen with the Lincoln sculpture, however Cruzado believes it is important to accept the sculpture of Abraham Lincoln as a historical figure who signed the Morrill Act establishing land grant institutions. This is an opportunity to celebrate Lincoln's accomplishment with a monument, possibly complimented with a plaque.

Celia O'Connor, MSU Alumni representative of the Public Art Committee (PAC), explained that she considered locations for the Lincoln sculpture and suggests in the roundabout at S. 11th Ave and W. College St. She also agrees on the importance of MSU as a land grant institution. Lashaway responded that there would be a further study of an appropriate location and UFPB would make a recommendation on this. Victoria Drummond also noted that it has also been recommended that a multiple-art gift plan be developed with Dolan, which was part of PAC's and UFPB's recommendation. Martha Potvin commented that MSU should embrace diversity of artists. Chris Fastnow commented that the rubric that the Public Art Committee has developed was helpful in evaluating the Lincoln sculpture in multiple categories, including diversity. Jim Thull agreed, and raised the concern that MSU does not have a budget for purchasing art so we rely on donations.

Drummond explained that several years ago PAC proposed a 1% fee on construction projects go to a fund for public art, similar to the State's Percent for Art. When this was proposed, there was overwhelming response from several entities that they wanted to be exempt, which left only ASMSU contributing to a public art fund. Cruzado has seen both a small portion of construction projects and a small fee from each student go toward public art in other universities. She suggested conducting a study on the financial impact that a proposal like this could have. Chris Kearns commented that the possibility of student investment in public art is a good opportunity to have a discussion with students about the values that we want to put into public spaces. Walt Banziger suggested that it may be possible to rotate donated art from artists.

Cruzado explained that MSU will be celebrating 125 years in 2018 and planning for a year-long celebration has begun. As part of this, there will be a Memento Committee, which may collect items that represent the spirit of the state of Montana from members of the community. She asked if UFPB would discuss this as a future agenda item to contribute suggestions. Cruzado excused herself from the meeting to allow UFPB to have additional discussion about the Lincoln sculpture and vote as needed.

Banziger moved to bring the Lincoln sculpture back to UFPB for another vote. Lashaway seconded the motion. The motion passed unanimously.

The vote:

Yes: 14
No: 0

Kurt Blunck commented that having art displayed on campus may encourage additional donations, and having multiple donations from one artist may not prevent that. Lashaway responded that Dolan is encouraging MSU to discuss how to solicit art, and he promotes to others in the art community to donate to MSU. Lashaway also suggested the possibility of art that is for sale being rotated on display on campus for a contract period. Banziger added that the University is growing to the point that we may need to make a transition to curatorship, which we do not currently have.

Lashaway discussed the Lincoln sculpture and the appearance and quality of the piece. Kearns added that the appearance of the Lincoln sculpture may be part of the individual reaction to the art. He also said that the Lincoln sculpture is a good opportunity to publicly project our values.

Lashaway moved to approve the Lincoln sculpture and propose possible locations for the sculpture; in addition a multiple-art gift plan will be developed with the artist. Banziger seconded the motion. The motion passed affirmatively.

The vote:

Yes: 13
No: 0
Abstain: 1 (Everts)

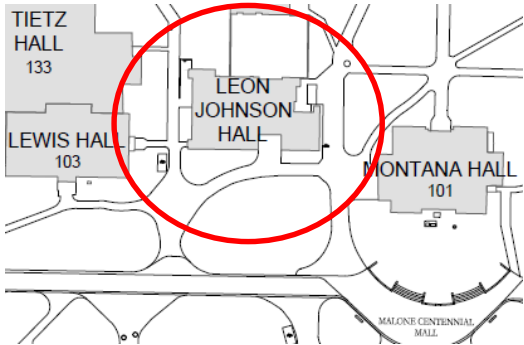
The next steps are (1) CPDC and Facilities Services to recommend sites to PAC and UFPB, (2) PAC and CPDC to discuss a plan for multiple art gifts with Dolan, (3) CPDC beginning to consider the presentation of the sculpture, possibly a plaque, and (4) pursue the establishment of a fund of public art.

This meeting was adjourned at 2:50p.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

ITEM # 4		AT&T and Verizon Moving Antennas on Leon Johnson Hall				
PRESENTERS:						
Candace Mastel, Assistant University Planner Pat Simmons, Project Coordinator						
PROJECT PHASE:	PLANNING	SCHEMATIC	X	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	
VICINITY MAP:						
						
STAFF COMMENTS:						
<p><u>Application Information</u> This is a joint proposal from AT&T and Verizon. Collaboration included Facilities Services' Pat Simmons and Project Manager Cristie Tate on a site visit the company's personnel made to the building. We are proposing that AT&T move their current location on the southwest portion of the main Leon Johnson tower roof to the west side mechanical room penthouse roof; and for Verizon to move their current location on the exterior walls of the southwest corner of Leon Johnson tower to the west side stairwell penthouse roof. This method will utilize a roof top floating cable tray from the west side penthouses to the main penthouse on the east side where their equipment rooms are located. Verizon will also have another roof top floating cable tray from their north sector on the main roof, in order to fit the number of cables they need for their previously approved antenna application.</p> <p>This proposal enables AT&T and Verizon to remove all of their cabling in the 8th floor ceiling space through offices, labs and hallways and install new cabling in the floating cable trays on the rooftop. This will remove the regular interference with people and operations on the 8th floor (when antennas and cabling changes are needed), and allow AT&T and Verizon to make adjustments in their cabling/antennas without so much investment of time by all of us (except frequency changes which require our approval).</p>						

On the west side penthouse roofs, both companies will utilize sled type mounting for their antennas, so there will be no penetrations through their roofs. The cabling will come over the parapet edges, down the penthouse walls (toward the center of the roof), to the floating cable tray. They use “bricks” to weight the sleds, similar to what Blackfoot Telecommunications does at North Hedges rooftop. Moving the antennas away from the 8th floor building edge and the main roof of the SW portion of the 8th floor removes concerns that occupants may have about being so close to antennas.

The proposal also includes AT&T adding two antennas at each of their three sectors on Leon Johnson to have the same number as Verizon. AT&T will have a frequency study done for their antennas, although they do use licensed frequencies. Construction will not occur until we receive and approve their frequencies and detailed construction drawings are reviewed and approved by Facilities Services.

Reviews

Facilities Director Jeff Butler and Assistant Director-Engineering and Utilities, Dan Stevenson, have given their approval for the floating cable tray. It can be moved aside when any roof work is to be done.

The Technical Antenna Committee members reviewed the proposal and approved it.

“In review with Walt Banziger, Director of Campus Planning, Design & Construction regarding the aesthetics: we concluded that the proposal actually improves the general appearance of the top portion of Leon Johnson by removing antenna currently attached to wall surfaces, and with the setback locations for the vertical antennas that are grouped together, they resemble exhaust stacks on other campus building roof tops. In addition to the approval from Facilities Services Operations and Maintenance, and the elimination of disruption to building occupants by relocation the cables to enclosed tray on the roof – please add the approval from Campus Planning. Thank you, Victoria Drummond AICP, CEFP, LEED AP”

Additional Information

Please see the attached drawing of the Leon Johnson rooftop showing existing antennas in red and the proposed configuration in blue.

Simulated installation

See image below of simulated before and after submitted by Verizon. (Existing conditions are on the left, proposed are on the right.) The first two sets of photos show how the tray would be installed on the roof of the building. The third set of photos show the new array of antenna on the west side of the roof.





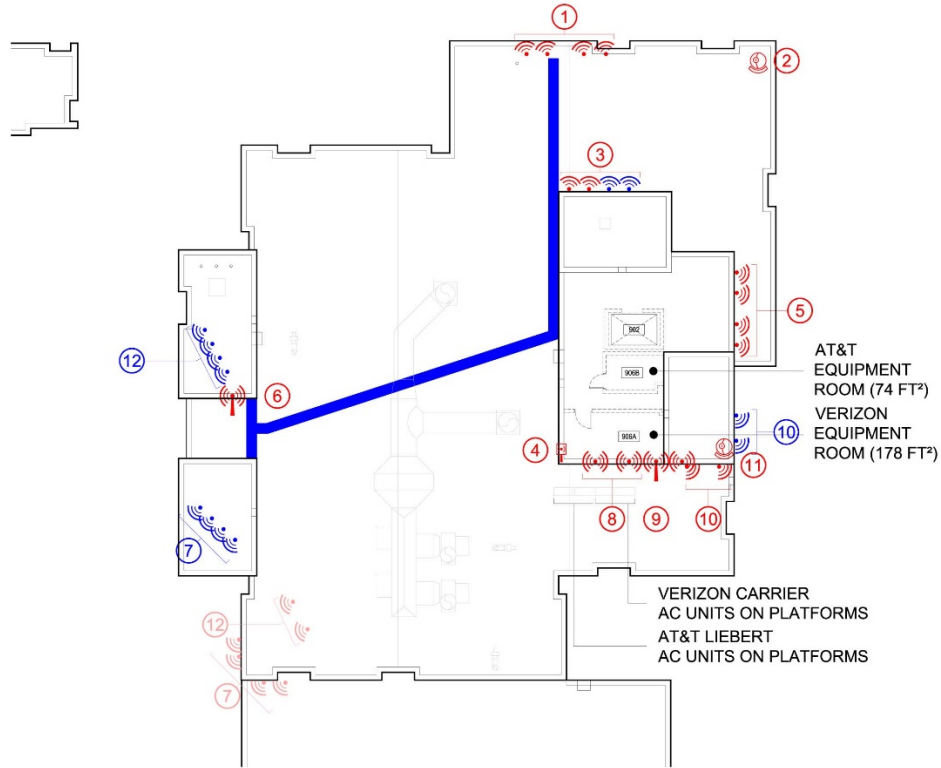
Example of “sled” that would hold antenna



Layout Schematic of antenna proposal

Blue lines and symbols indicate new equipment. Light red symbolizes equipment to be removed. Dark red symbolizes existing equipment to remain.

Leon Johnson



Antenna Legend

- | | |
|--|--|
| ① Verizon Wireless Panel Antennas "Alpha" (4) | ⑦ Verizon Wireless Panel Antennas "Gamma" (4) |
| ② Facilities COB Construction Webcam | ⑧ Verizon GPS Antennas |
| ③ AT&T Panel Antennas (2) "Alpha" | ⑨ MSU Dept. of Land Resources & Environmental Sciences GPS Antenna |
| ③ AT&T Panel Antennas (2) "Alpha" | ⑩ AT&T Panel Antennas (2) "Beta" (Note: GPS Antenna on west mount) |
| ④ Verizon Flat Antenna Stadium Feed to COW | ⑩ AT&T Panel Antennas (2) "Beta" |
| ⑤ Verizon Wireless Panel Antennas "Beta" (4) | ⑪ MSU Office of Admissions CatEye Webcam |
| ⑥ MSU Facilities Services VHF Repeater Campus Radio System | ⑫ AT&T Panel Antennas (4) "Gamma" |



	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend approval to install the antennas as proposed.		

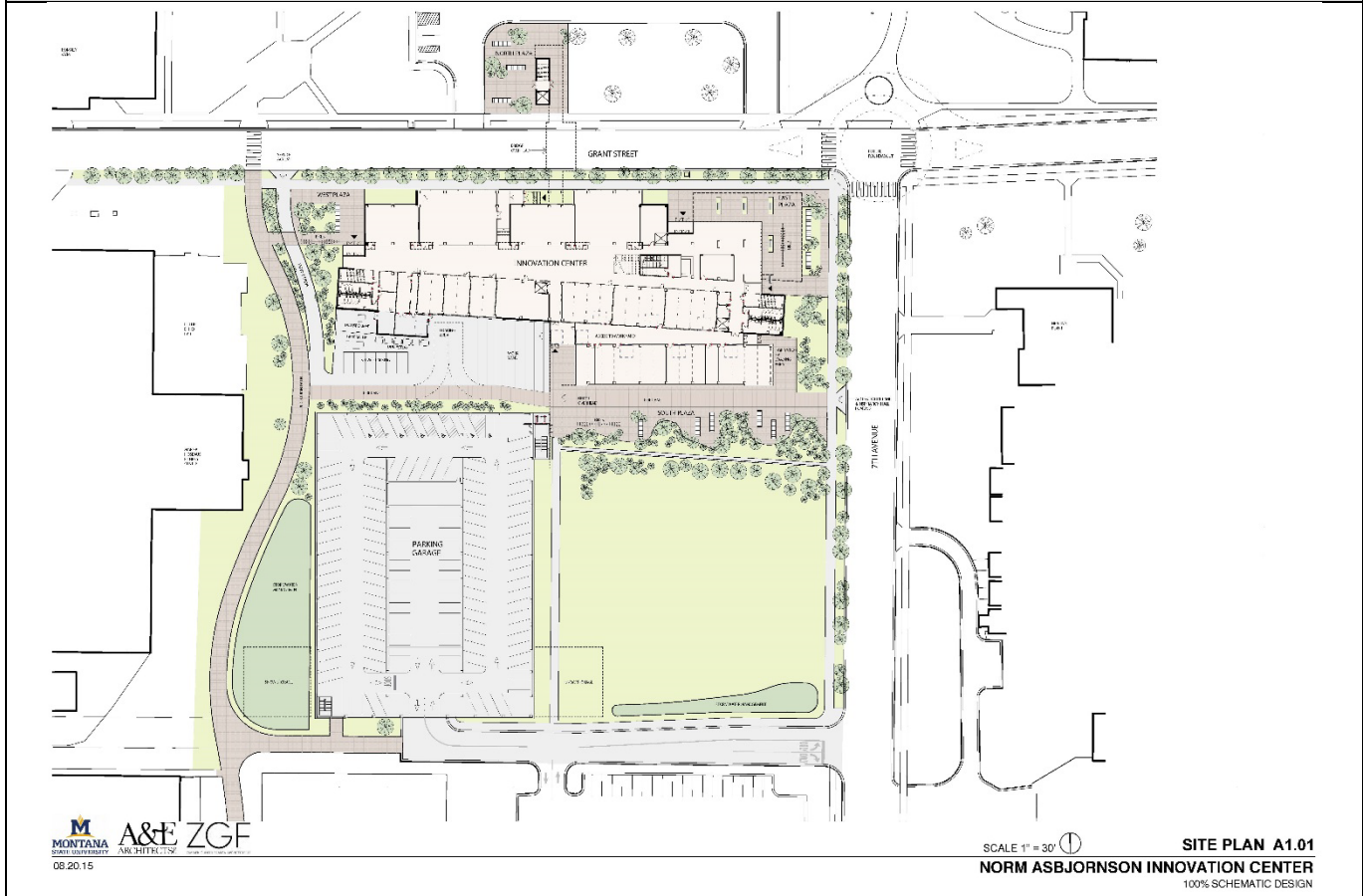
ITEM # 5	NAIC Schematic Design
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PRESENTERS:

Sam Des Jardins, CPDC Project Manager

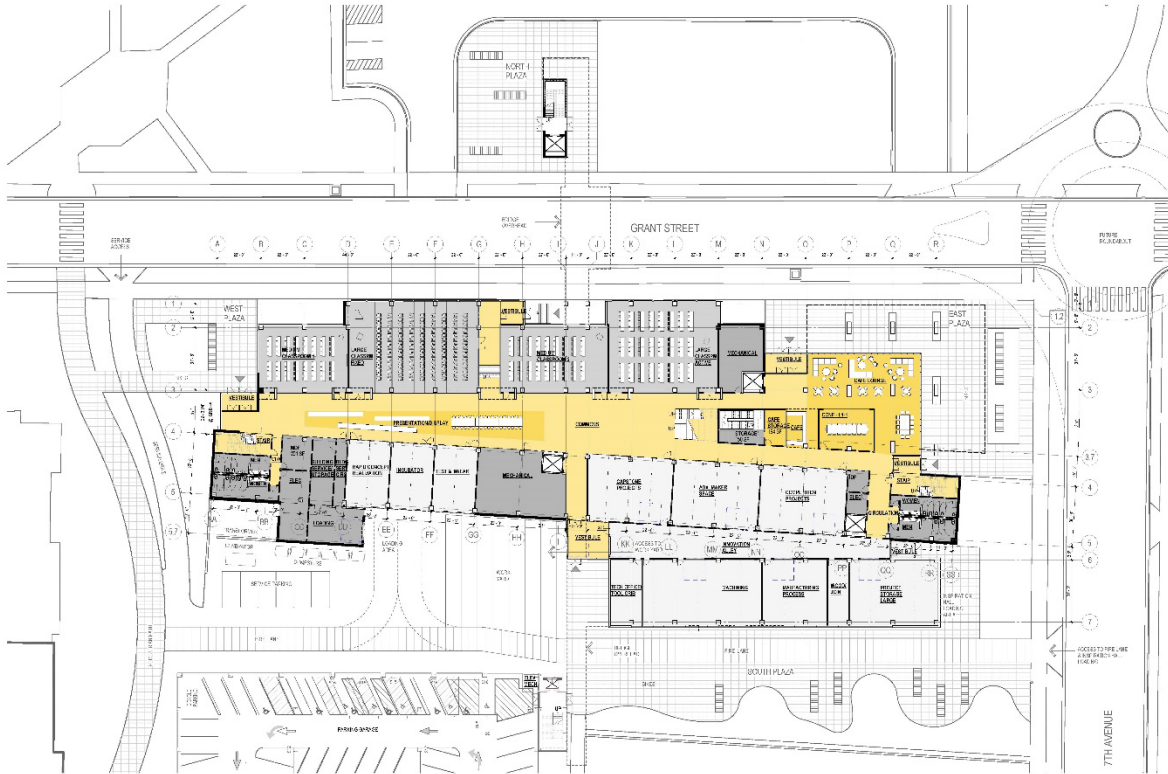
PROJECT PHASE:	PLANNING	SCHEMATIC	X	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	X
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VICINITY MAP:



STAFF COMMENTS:

The Design Team has completed the Schematic Design Documents for the NAIC project. The documents have been vetted through the various sub-groups, Building Committee and Executive Oversight Committee, and have been recommended for approval to continue with design development. UFPB is requested to review these documents and make a recommendation to President Cruzado to formalize approval to proceed with approval. The President will be reviewing these documents with the Design Team following UFPB's review.




A&E ZGF
 ARCHITECTS ENGINEERS
 08.20.15

SCALE 1/16" = 1' - 0"  **FIRST FLOOR PLAN A1.12**
NORM ASBJORNSON INNOVATION CENTER
 100% SCHEMATIC DESIGN



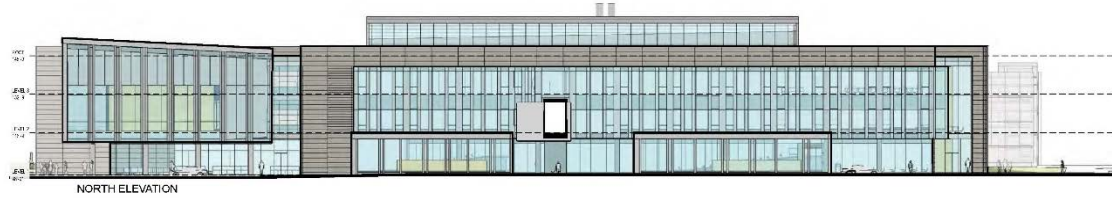

A&E ZGF
 ARCHITECTS ENGINEERS
 08.20.15

AERIAL - LOOKING NW
NORM ASBJORNSON INNOVATION CENTER
 100% SCHEMATIC DESIGN



08.20.15

PERSPECTIVE - LOOKING NORTH ALONG 7TH AVENUE
 NORM ASBJORNSON INNOVATION CENTER
 100% SCHEMATIC DESIGN



NORTH ELEVATION



SOUTH ELEVATION

08.20.15

ELEVATIONS
 NORM ASBJORNSON INNOVATION CENTER
 100% SCHEMATIC DESIGN

COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend approval of Schematic Design for the NAIC.		

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UNIVERSITY FACILITIES PLANNING BOARD

November 17, 2015

ITEM # 6		Design Guidelines Revisions Protocol				
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>On April 21, 2015, UFPB approved the revised Montana State University Campus Design Guidelines. At this point, Campus Planning, Design & Construction and Facilities Services would like input on protocol for making revisions in the future to the Design Guidelines.</p> <p>The MSU 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 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:						
Discussion of protocol for making additional revisions to the MSU Campus Design Guidelines.						

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