

MEMORANDUM

TO: University Facilities Planning Board: Kregg Aytes - Chair, Walt Banziger - Vice Chair, Kurt Blunck, City of Bozeman, Jeff Butler, ASMSU President, Michael Everts, Chris Fastnow, Greg Gilpin, Brett Gunnink, Neil Jorgensen, ASMSU, Terry Leist, Robert Mokwa, Chris Kearns, Renee Reijo Pera, Fatih Rifki, Tom Stump, Julie Tatarka, Jim Thull, Brenda York, David Kack

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

RE: **September 6, 2016**, 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 July 26, 2016.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA

None

ITEM No. 4 – RECOMMENDATION

Cobleigh 2nd Floor Civil Engineering Lounge
Presenter – Bill Walker

ITEM No. 5 – INFORMATIONAL

Faculty Court Storage Containers
Presenter – Walt Banziger

HORIZON ITEMS

- **Verizon Small Cell Project**
- **BART Farm AgEd Storage Building**
- **Proposed Equipment Locations for Tietz Hall**
- **Skyline Bus Stop Relocation**
- **Interior Public Spaces Signage**
- **Turf Fields Facility Concept**
- **Renne Library Spaces & Technology Renovation**
- **External Building Signage Policy**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**

CM/aw

PC:

President Cruzado
Amber Vestal, President's Office
Maggie Hammett, President's Office
Julie Heard, Provost Office
ASMSU President
Pam Schulz, 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
Elizabeth Schmidt, College of Business
Candace Mastel, Campus Planning

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
July 26, 2016**

Members Present: Kregg Aytes – Chair, Walt Banziger – Co-Chair, Jeff Butler, Brenda York, James Thull, Neil Jorgensen, Tom Stump, Kathy Marcinko, Kurt Blunck, Chris Fastnow

Proxy: David Singel for Robert Mokwa; Dan Stevenson for Terry Leist; Tom McNab for Fatih Rifki; Walt Banziger for Julie Tatarka;

Members Absent: Charles Boyer, Chris Kearns, Michael Everts

Staff & Guests: Randy Stephens, Bill Walker, EJ Hook, Annaleise Carter, Dan Miller, Jerry Stephens, Allie Wilson

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

ITEM No. 1 – Approval of Meeting Notes

Stump moved to approve the draft notes from March 8, 2016, April 5, 2016, and May 31, 2016. Thull seconded the motion. The meeting notes were approved unanimously.

Draft notes from June 28, 2016 to be distributed before the next meeting.

ITEM No. 2 – Executive Committee Report

Walt Banziger presented an update on the Bobcat Stadium University Police Department Event Structure. CPDC received a late call from UPD to inform them that they were working with an outside vendor to construct a moveable shed storage facility that would be used during football games (*for under \$25,000*). In order to get the structure here in time for the first football game, UPD needed to order it before UFPB met, so it was brought to the Executive Committee. The Executive Committee voted in favor of the installation of the semi-permanent event structure, and the President approved the recommendation on July 11, 2016.

Currently, the UPD uses a tent that is set up during each game that keeps getting ruined. The UPD have researched a more semi-permanent event structure to place in the same location as the tent. If the structure needs to be moved, it would cost about \$500 to \$600 because it is large and needs a fork lift to move it.

The structure will be placed on gravel, not a concrete pad and feature a cream and blue color scheme.

The facility will be used for two functions:

1. The front will be used for:
 - Staging and prepping for meetings with the Officers and first responders prior to a game.
 - Break/lunch area to serve food during the game to emergency response personnel
2. The back half of the Facility will be used for:
 - Processing/arresting individuals

The structure will require an electrical service, installation of lighting fixtures and outlets as well as electric baseboard heat to be coordination and provided by Facilities Services for additional cost to that noted in the bullet above. UPD will coordinate this work directly with Work Control upon approval to proceed.

The structure will stay at the Stadium and will not be moved unless someone decides they would want it gone during the off-season. Chief Putzke said if it does need to be moved during the off season, they can move it to the impound area by the University Police Station. The vendor will provide his lift to help move the structure. Banziger noted that there is discussion that the structure could be picked up and relocated to the Fieldhouse at times for other events, but this was not discussed/approved when the Executive Committee voted. Tom Stump noted that for large concerts (*i.e.*

Jason Aldean), Auxiliaries would like to use the Facility for ticket sales for a day. Banziger said if it continues to be for a one to two-day deal, that would not need to be brought back to UFPB. However, if the structure will sit for a couple weeks at the Fieldhouse for a multiple events then it will need to come back to UFPB. Stump noted that an example of an event they would want to use it for would be a concert like Kiss or James Taylor.

Randy Stephens mentioned for ADA purposes, Work Control will need to build a ramp to make the structure accessible.

ITEM No. 3 – CONSENT AGENDA – No Items

ITEM No. 4 – RECOMMENDATION – **Modulars Site Location**

Sam Des Jardins presented an update on the removal of the Chem Modulars, and the plan to relocate their functions. As a recap, the Chem Modulars that are currently north of Chem Biochem are being removed as a part of the new Dining Hall project. After multiple iterations of the relocation of the functions from the Chemistry Modulars in Faculty Court, the new plan is to bring in two new trailers instead of repurposing or moving the existing Chem Modulars.

These two new trailers would be an Engineering Modular that will duplicate the current Chem Modular space they have in Chem Modulars right now. This Engineering Modular will hold the Maker Lab and SAE Car. The second trailer is currently being described as a generic wet lab. This trailer will house expansion in research.

Due to the location of the existing utility lines in Faculty Court, the project schedule and the cost associated with relocating the lines, the best configuration of the temporary units is to have the Engineering modular parallel to unit 211, and the wet lab perpendicular to the Engineering modular. This is not the best solution, but fits with the time and budget the project manager has been given to get this work taken care of.

Butler moved to approve the Modulars site as proposed. Marcinko seconded. The motion was approved unanimously.

The vote:

Yes: 14

No: 0

ITEM No. 5 – RECOMMENDATION – **Cobleigh Student Collaboration Space**

Bill Walker presented the recommendation to move vending machines from the second and third floors of Cobleigh Hall into the adjacent stairwell landings of Barnard Hall.

Currently on the second and third floor connectors between Cobleigh and Barnard Hall, there is a student lounge with an adjacent enclosed vending space – there are currently three vending machines in the vending room. Civil Engineering and the College of Engineering would like to relocate the vending machines to the stairwell landings of Barnard Hall. This idea has been run by Skip Houglund (*MSU's Fire Marshal*), who has no objection. Walker has tried contacting Ron Perrin (*the vendor contact*) but Perin has been on vacation. Stump will communicate with Perin to get his approval.

The Civil Engineering department offered to put up signage so the new location of the vending machines will be clear to occupants. Dan Stevenson and Jeff Butler asked that Bill Walker have Loras look at the stairwell in regards to HVAC.

The College of Engineering is interested in converting the vending room on the 3rd floor into offices where students would be peer counseled for their curriculum. Jerry Stephens noted that the college has implemented some peer advising programs which helps with student retention, and is less intimidating for students. They need spaces for these student consultations to occur. To better use underutilized space they already have, they are looking at moving the vending machines to the stairwell and use that location for the peer advising.

The department head applied for and was granted funding from Provost's Office for costs of the project \$42K.

Fastnow asked if we need to have these vending machines. Jerry Stephens said they would prefer to have them removed. Butler said Facilities Services would be okay with them being removed. Stump will communicate with Perrin on the age of the machines, revenue, efficiency and noise. Stump noted that they do not make as much money on vending machines as they used to. Banziger asked why he thinks they aren't making as much as they used to. Stump said ever since the economic crash, the vending machines have suffered – this is a national trend. We have noticed that the farther you get from the Strand Union Building, the more they are used.

Butler noted that the vending machines are in these spaces so that they are not in the hallways.

There were various discussions about vending machine policies on campus, and Butler said this is a separate discussion from this project.

Banziger noted that MSU's Design Guidelines currently do not have a written policy on vending machines. We are working on adding a policy to the guidelines that would purposely state we would like to install them in accessible discrete areas.

Fastnow pointed out that the motion of repurposing the space on the 3rd floor should go to space management. Banziger agreed, but said UFPB would have purview over the appearance of the space.

Butler moved to approve the relocation of the vending machines from existing location into stairwell as proposed. Stump seconded the motion. The motion passed unanimously.

The vote:

Yes: 14

No: 0

Thull moved to approve the proposal to remodel the space with the approval from Space Management. Blunck seconded. Passed unanimously.

The vote:

Yes: 14

No: 0

ITEM No. 6 – KAGY BOULEVARD UPDATE

Banziger presented an update on the Kagy Boulevard Reconstruction project. The project is currently over budget. The proposal currently stands as a four lane road with roundabouts at South 7th Avenue and Kagy, South 11th Avenue and Kagy and a potential at third roundabout at South Wilson Avenue and Kagy. For pedestrian crossing access at the roundabouts, north/south tunnels are being considered under Kagy that would connect from the Fieldhouse parking lot to the Stadium, South 11th Avenue and Kagy, as well as South 7th Avenue and Kagy. They are also looking at separated bike and pedestrian lanes on Kagy Boulevard. All of these items are expensive so the City is looking at various funding options to help offset some of the costs. The Kagy Boulevard Reconstruction proposal will be brought to the City Commission in August for approval.

The Graf Street connection to South 19th is in design, and is expected to be in construction this Fall/Spring. The hope is to eventually connect South 11th Avenue to Graf Street, however there is no funding for that at this point.

This meeting was adjourned at 4:25pm.

CM:lsb

PC:

President Cruzado

Amber Vestal, President's Office

Maggie Hammett, President's Office

Julie Heard, Provost's Office

ASMSU President

Pam Schulz, 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

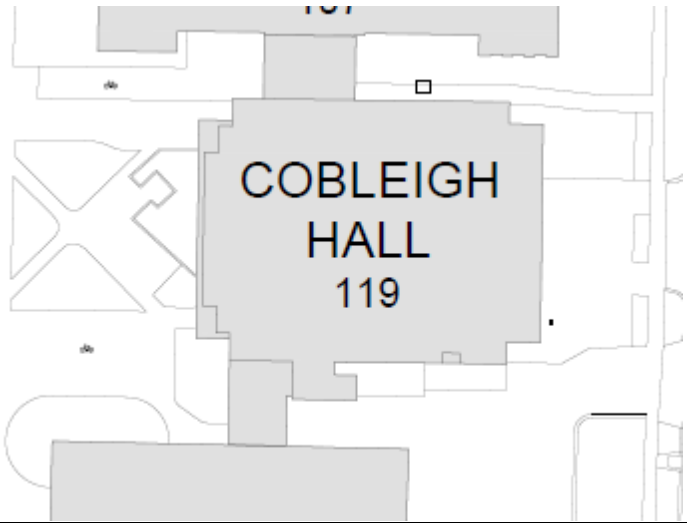
Jody Barney, College of Agriculture

Susan Fraser, College of Agriculture

Robin Happel, College of Agriculture

JoDee Palin, College of Arts & Arch

Candace Mastel, Campus PDC

ITEM # 4		Cobleigh Hall-Barnard Hall 2nd and 3rd Floor Collaboration Spaces					
PRESENTERS:							
Bill Walker, Project Architect, CPDC							
PROJECT PHASE:	PLANNING	X	SCHEMATIC	X	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	
VICINITY MAP:							
							
STAFF COMMENTS:							
<p>On July 26, Bill Walker brought the action item of Cobliegh Hall 2nd Floor Civil Engineering Lounge to UFPB. A motion to move the vending machines on both the second and third floors into the adjacent stairwell landings of Barnard Hall was approved.</p> <p>UFPB directed that the reassignment of the third floor vending area to a counseling office space must be approved by the Space Management Committee, while the reassignment of the second floor to enlarge the existing student lounge-collision space does not require approval. Space Management approved the reassignment. This is a request is to approve the basic plan for the second floor collision space.</p>							
COMPLIANCE:						YES	NO
MSU POLICIES						X	
COMMITTEE OR APPROPRIATE REVIEW						X	
MASTER PLAN						X	
BOARD ACTION REQUIRED:							
Recommend approval of the request as proposed.							