

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, Faith Rifki, Tom Stump, Julie Tatarka, Jim Thull, Brenda York, David Kack, Leslie Schmidt

FROM: Candace Mastel, Planner; Campus Planning, Design & Construction

RE: **April 18, 2017** 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 March 21st, 2017

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions

ITEM No. 3 – CONSENT AGENDA **None**

ITEM No. 4 – RECOMMENDATION – **Health Advancement Offices, 1106 South 6th Avenue**
Presenter – Bill Walker

ITEM No. 5 – RECOMMENDATION – **Tiny Shelter Project**
Presenter – Walt Banziger and Ralph Johnson

ITEM No. 6 – INFORMATIONAL – **2017 Classroom Maintenance Plan and Proposed 2018 Classroom**
Construction
Presenter – Walt Banziger

ITEM No. 7 – RECOMMENDATION – **Repaint Parking Services’ Sign Shed (Staff report not provided)**
Presenter – Kurt Blunck

HORIZON ITEMS

- **BART Farm AgEd Storage Building**
- **Proposed Equipment Locations for Tietz Hall**
- **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/am

PC:

President Cruzado

Heidi Gagnon, VP Admin &
Finance

Julie Kipfer, Communications

Amber Vestal, President’s Office

Jennifer Joyce, VP Student Success

Jody Barney, College of Agriculture

Maggie Hammett, President's
Office

Julie Heard, Provost Office

ASMSU President

Pam Schulz, VP Admin & Finance

Leslie Schmidt, Asst.VP Research
Office

Tony Campeau, Registrar

Robert Putzke, MSU Police

Becky McMillan, Auxiliaries
Services

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
March 21st, 2017**

Members Present: Kregg Aytes – Chair, Kurt Blunck, Tom Stump, Jeff Butler, David Kack, Leslie Schmidt, and Brenda York

Proxy: Candace Mastel for Walt Banziger – Co-Chair and Chris Fastnow for David Singel and Michael Everts

Members Absent: Dan Stevenson, Matthew Campbell, James Thull, Tom McNab for Faith Rifki, Rebecca Owens, Neil Jorgenson, Chris Kearns, Susan Fraser for Charles Boyer, Bob Mokwa, Terry Leist, and Renee Reijo Pera

Staff & Guests: EJ Hook, Bill Walker, Sam Des Jardins, Royce Smith, Tony Campeau, Erica Dungan, and Bridget Kevane

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 –

David Kack moved to approve the draft notes from March 7th, 2017. Leslie Schmidt seconded the motion. The meeting notes were unanimously approved.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT – No Items

ITEM No. 3 – CONSENT AGENDA – No Items

ITEM No. 4 – RECOMMENDATION – **Wilson Hall Room Remodels: 1-104, 1-106, and 2-110**

Bill Walker presented the recommended Wilson Hall Room Remodels for rooms 1-104, 1-106 and 2-110. The rooms are basically being swapped. The Advising Center, which is currently on the second floor would move to the first floor adjacent to the west entrance of the building to give it more prominence. The proposed Advising Center would have three small offices and a reception area. This would extend five feet into the lobby, which causes two spaces to become displaced. The Math GTA course would need to move into a classroom that is currently occupied by the Archaeology Lab. The Archaeology Lab would then move into the current Advising Center room, which is more remote, but has more space.

Walker said that they are also proposing new storefronts for the Advising Center to make it look more visible to others. They would also replicate the window treatment that is currently in the Writing Center. There are three vending machines in the lobby that would need to be moved due to the Advising Center extending into the lobby. He proposed moving them to the north end of the building near the existing stairs at the northwest corner.

Jeff Butler moved to approve the recommendation. Tom Stump seconded the motion. The recommendation was approved unanimously.

The Vote:

Yes: 11
No: 0

ITEM No. 5. RECOMMENDATION – **Garage Art Phase I**

Sam Des Jardins presented the recommended Garage Art Phase I. Dr. Royce Smith, Dean, College of Arts and Architecture, presented the art concepts for the new parking garage to UFPB in October 2016.

The artists that were previously discussed for these projects were Marina Zumi and Ben Pease. Currently, the proposed locations in the garage for the art installations are the wedge piece, which is the triangular piece that forms from the first floor to the second floor ramp and the other location is on the north end of the garage by the utility rooms. The concepts for the art would be developed by the artist.

Smith wants people to come to campus and showcase to others what we do. Gregg Aytes and Smith also want to promote diversity on campus, and Smith believes this will be great avenue for diversity. These artists are also forming part of the President's Fine Arts Series, which was an initiative that started in President Gamble's era. This series invites artists, designers and practitioners to do presentations, lectures, projects, workshops on campus. Smith had proposed to the President to bring three artists he has in mind to come to Montana State University and do a roundtable discussion with her on April 11th. This would serve as an opportunity to get the community involved in what they want to see in the parking garage.

Zumi is an Argentinian graffiti artist that has an international reputation. She would do the art installation on the first floor of the garage. Pease is the artist also proposed for the same area on the south end of the parking structure. They wanted to make sure that there is a Native American influence in the garage, which is Pease's artistic niche. The third project would be done by Tad Bradley. Bradley's work would be located by the southwest stairwell, diagonally opposite from the elevator shaft. Bradley's idea is to capture the highest point in Montana, Granite Peak, and the lowest point in Montana, Berkley pit in Butte. This will be created using polycarbonate acrylic panels that are attached to the side of the building. As you descend the stairwell, they frame different views of the mountains and landscapes around Bozeman, and on the top level they frame different mountain ranges when you look through them.

Chris Fastnow asked how these projects are getting funded. Smith said that these artists are funded through President Cruzado, the President's Fine Art Series and the College of Arts and Architecture. Brenda York asked about maintenance for these art installations. Butler said that there are concerns in regards to maintenance. Murals can become an eye sore due to different factors such as defacing or the art wearing out. Butler also clarified that the parking garage belongs to Parking Services. Therefore, if any issues arise with the art in the garage, it would be Parking Service's job to inform Facilities Services to help fix whatever the issue may be.

One of Kurt Blunk's concerns is the cost that Parking Services would have to take responsibility for. His other concern is the art detracting from the basic function of the garage. Smith would take responsibility for the art that is in the garage. He said that there is a potential for the art to degrade over time, however, they will be providing the artists with Montana Paints that is made to prevent degrading, flaking or fading on exterior surfaces. If the art gets defaced, Smith would contact the artist to ascertain how to handle the problem. Regarding maintenance, the President said to get the first round of art up and then go from there. Des Jardins said there is a project fund for art in the parking garage, which is roughly at \$300,000. Some of that money will go towards paying the artists. As for the rest of money, Des Jardins said that they don't know how those funds will be allocated right now.

Des Jardins' concern is that someone will deface the art with some kind of offensive graffiti or text, necessitating immediate condition of the problem, where contacting the artist for resolution might not be timely. Blunk asked what actions we take now when there is vandalism on campus. Butler responded that they act on it immediately. Fortunately, there are very few instances of vandalism, but if it happens they might scrub it off or paint over it; it just depends on what the situation is. Cleaning up defacement normally comes out of the Facilities Services' budget. However, since the art would be in the parking garage, if defacement occurs, Butler would write a work order charge for Parking Services.

David Kack is concerned about art being put up in confined spaces that are going to draw your attention away from driving safely in the parking garage. Smith said that he had already addressed that issue since Blunk brought that up at the last UFPB meeting in the Fall. Smith had provided examples of working, functional parking garages that have art works in them. A parking garage in Indianapolis reported that it did not have increased accidents when art was installed.

EJ Hook circled back regarding concern over the process of addressing vandalism. He usually addresses issues very early in the morning. Rather than waiting for a phone call from the artist on how to address the vandalism, he would

prefer to discuss the procedure with the artist before it happens so that if it does happen, they can address it right away. Butler said an agreement would be made between Parking Services and the artist. He suggested that the Public Art Committee (PAC) take ownership of the process and come up with operating procedures to suggest to UFPB. Smith said that when he last met with PAC, they discussed that they don't need him to go to UFPB every time something new is proposed in regards to art in the parking garage. He would prefer that the UFPB committee would have a certain degree of trust in the PAC committee and the College of Arts and Architecture to make decisions without having to go through the UFPB process.

Blunk said that they are planning on mounting signs on the walls that will have stall numbers, and is wondering how that will impact the artwork. Smith suggested making the numbered parking signs a task for the artist to handle to be incorporated into the art piece itself. Blunk liked the idea, but did mention that separate from this project, Parking Services will need to put additional parking signs on an overhead. Smith offered to make it a requirement for the artists to deal with that as well. Smith said that Meta Newhouse, a graphic design professor at MSU, works with students on different variations of typefaces for numbers, and could potentially work on these signs for the parking garage.

Fastnow suggested we promote that Montana State University artists (Pease and Bradley) are displaying their work in the parking garage. Tony Campeau asked about signage for the art in the garage. Smith said that it was proposed to call the parking garage The Arts Park, and they are figuring out signage for that. In addition, they are working through other issues of signage to show which artists are displayed in the garage. They also want to dedicate some of the funding for an app to explain information about the art and artist.

Smith also mentioned that due to a timing issue, Pease's art might be swapped for another Native American artist, Matika Wilber. She does the same type of portraiture that tend to be on a larger scale. She's been informed about the size restrictions in the parking garage and has agreed to work within those space constraints.

Stump initially presented a motion of approval to proceed, with the following caveats: A memorandum of understanding be developed between Parking Services and the College of Arts & Architecture on the maintenance of the art, in cooperation with the artist to address response to defacement and other issues. Secondly, Parking Services monitor the effect on safety of the art. Thirdly, that PAC has the approval of this committee to refresh the art without the involvement of UFPB. This means that there will be additional installations of art on the interior space of the parking lot, and the new art would not need the approval of UFPB. Lastly, there is a non-permanent nature of the art within.

Following these caveats, Campeau questioned why we would change the process regarding all campus art not needing both PAC and UFPB approval. Many agreed that PAC should follow the process that is already in place, in that PAC would need to make recommendations to UFPB. If UFPB approves the recommendation, UFPB would make the recommendation to the President for approval.

After more discussion on the motion, Stump modified the motion in that PAC will make recommendations to UFPB and then UFPB will make the recommendations to the President for approval for all new proposals of art in the parking garage. Stump clarified the approval to proceed, with the following caveats: A memorandum of understanding be developed between Parking Services and the College of Arts & Architecture on the maintenance of the art, in cooperation with the artist to address response to defacement and other issues. Secondly, Parking Services monitor the effect on safety of the art. Thirdly, there is a non-permanent nature of the art within.

Butler seconded the motion. The motion was approved unanimously.

The Vote:

Yes: 11

No: 0

This meeting was adjourned at 4:41.

CM:am

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

Leslie Schmidt, Asst. 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

DRAFT

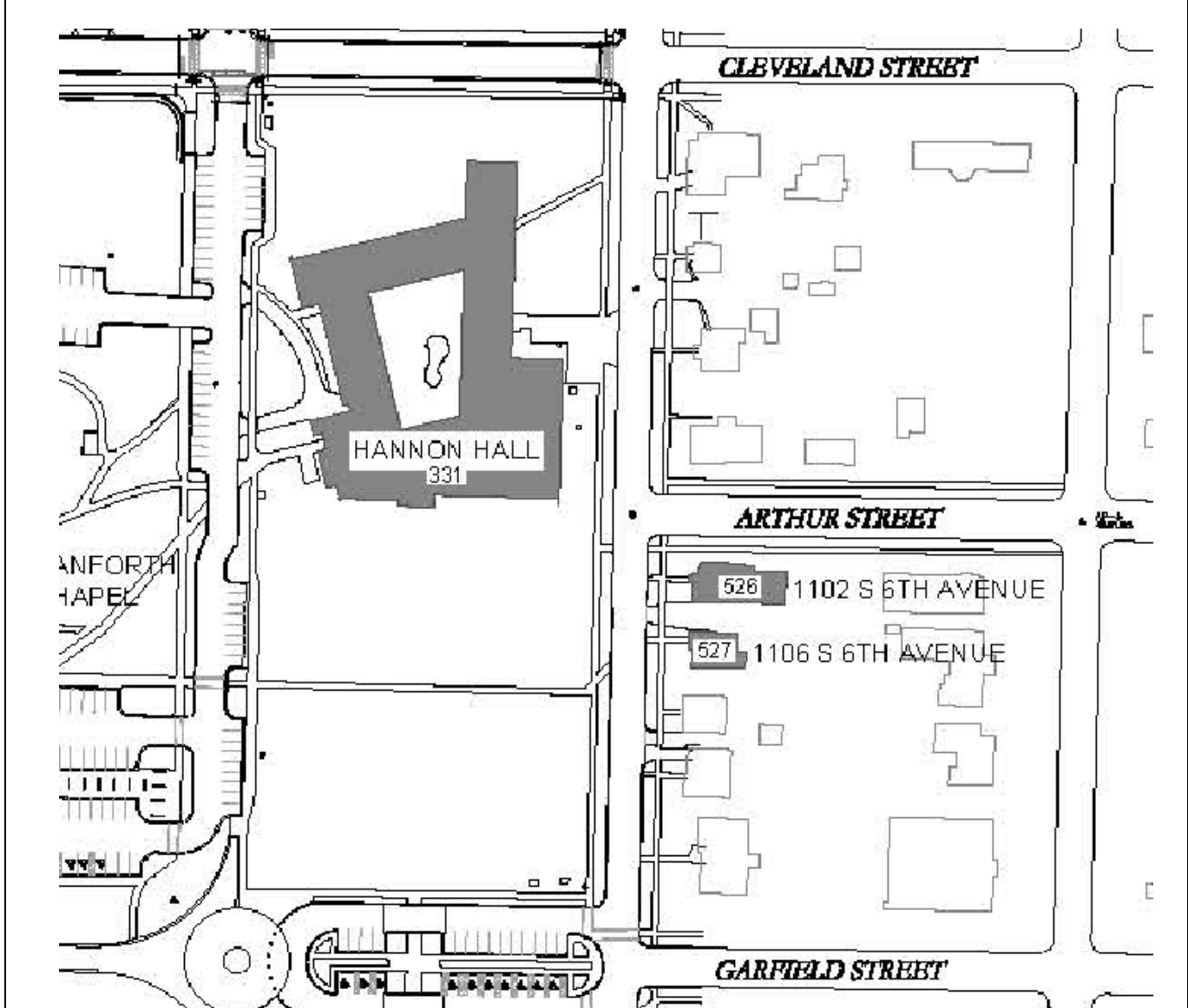
ITEM # 4	Health Advancement Offices, 1106 South 6th Avenue
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PRESENTERS:

Bill Walker, project architect, Campus Planning, Design & Construction
 Marci Torres, assistant director, Student Health Service

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



STAFF COMMENTS:

The Health Advancement division of Student Health Services is relocating to the two houses at 1102 and 1106 South 6th Avenue this summer. The reassignment of space was approved by the Space Management Committee at their November 2016 meeting. To meet the Americans with Disabilities Act one of the buildings must be upgraded to provide accessible accommodation. For several programmatic reasons 1106 has been determined to be the appropriate choice.

To provide access we propose a new entrance be created to the pantry at the east side of the house, with a ramp extending westward toward 6th Avenue. We propose a metal ramp with grated surface for ease of maintenance and durability, similar to that used at the Work Control building.

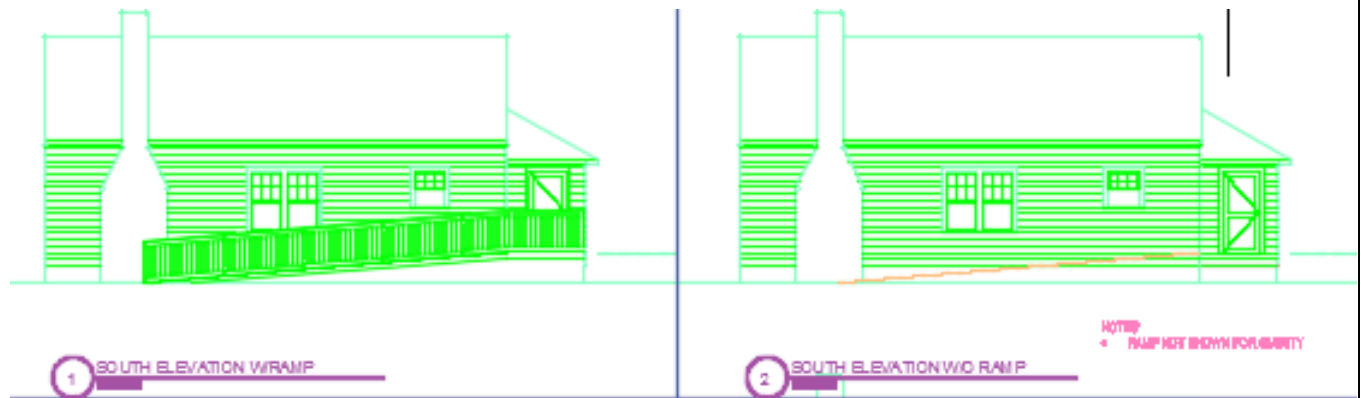
The existing building area is shown on these two photos, the upper showing the south side, with 6th Avenue located to the left of the building:



The east side of the house; the entrance door would be in the wall to the left of the small window, with the ramp heading away from the viewer:



The proposed ramp would result in elevations similar to this:



A photo of the similar ramp at the Work Control building.



COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
<p>We are requesting that UFPB recommend approval of the request as proposed, accepting the insertion of a new entrance door and metal accessible ramp and walkway from 6th Avenue.</p>		

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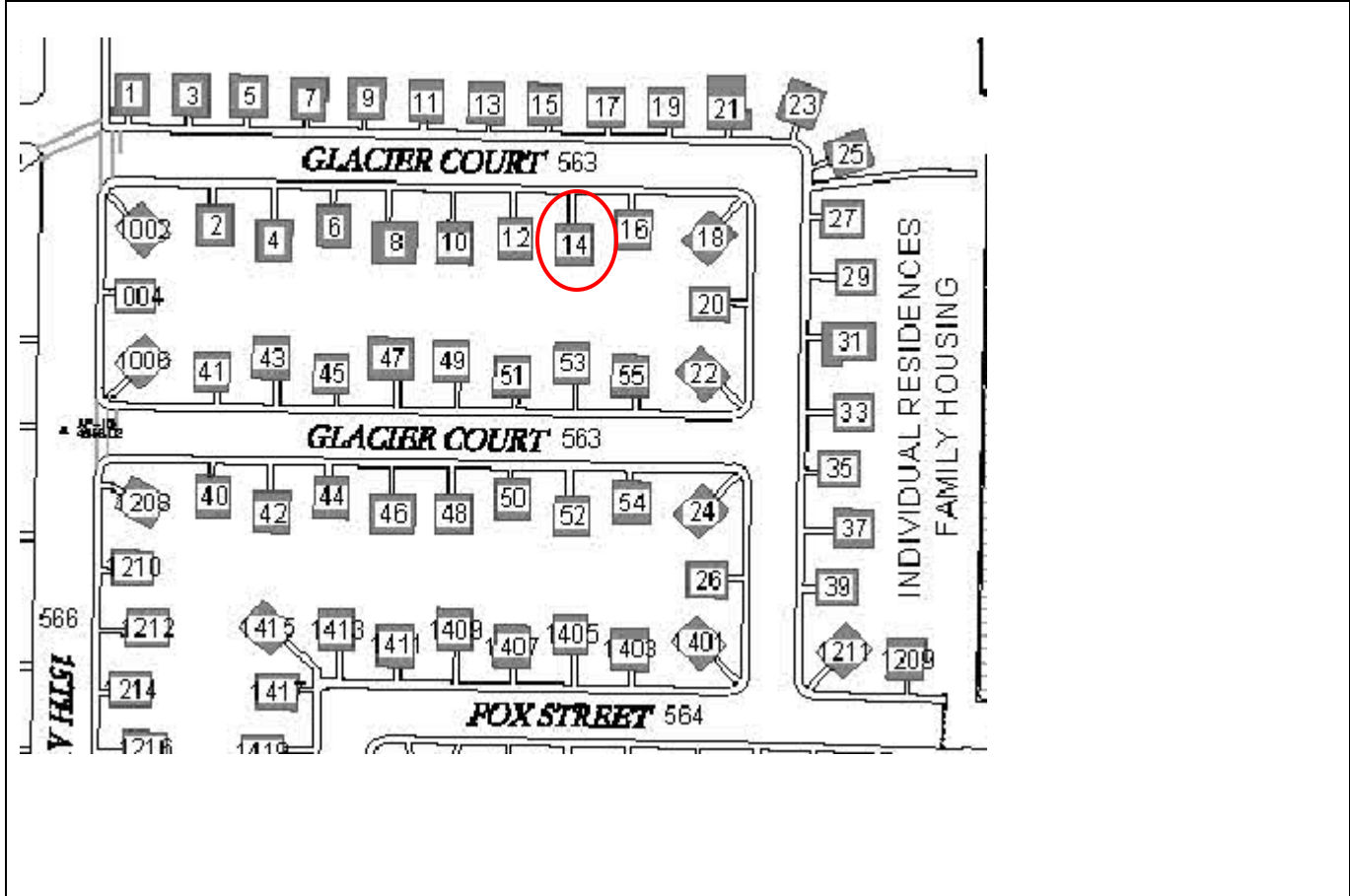
ITEM # 5	Tiny Shelter Project
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PRESENTERS:

Walt Banziger, Director of Campus Planning, Design & Construction
 Ralph Johnson, Professor in the School of Architecture, Planning & Design

PROJECT PHASE:	PLANNING	SCHEMATI C	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	X
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VICINITY MAP:



STAFF COMMENTS:

The Tiny Shelter Project began in Fall of 2016 with a memorandum of understanding with the Human Resource Development Council of Bozeman (HRDC) to research and develop a concept for tiny homeless shelters. This concluded in December of 2016 with a presentation of research and a full-scale mockup of a 150 square foot standard unit and a 170 square foot accessible unit to HRDC and members of the community. (Note: Architecture 451 Design for the Community, Fall 2016)

In Spring of 2017, the same class was offered with a memorandum of understanding with HRDC to develop construction documents, engineering a site for construction, and obtaining a building permit for construction, in the summer of 2017.

The School of Architecture has been coordinating with Campus Planning, Design & Construction and Facilities Planning, Design & Construction regarding the tiny shelter project. They received permission from Residence Life to utilize a lot on Glacier Court for the location of the proposed structure. They have the selected site, completed construction documents, and an agreement with Residence Life.

One student will reside in the tiny shelter for a year, during which time they will keep a log of usage and the School of Architecture will be keeping data on environmental conditions within the unit, as well as a building systems analysis. Following the year's analysis, the tiny shelter will be moved to an undetermined site, acquired by HRDC for Village First Housing.

The entire building and site work will be done by students enrolled in Architecture 551 from May 15th to July 7th. (Underground utilities will not be done by students)

There is a site for a second location, which will be built and installed in the Fall of 2018.

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

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ITEM # 6		2017 Classroom Maintenance Plan and Proposed 2018 Classroom Construction				
PRESENTERS:						
Walt Banziger, Director of Campus Planning, Design & Construction						
PROJECT PHASE:	PLANNING	X	SCHEMATI C		DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
VICINITY MAP:						
Various locations throughout campus.						
STAFF COMMENTS:						
<p>Classroom Committee has put together a list of classrooms that need updates and renovations. There are some classrooms that need more immediate attention than others. A list has been comprised of classrooms that would be updated the summer of 2017. These updates include new paint, carpet and furniture, and would be executed by Tom Pike and Facilities Services. This maintenance would be funded through Jeff Butlers' maintenance account, EFAC, and some Registrar Funds.</p> <p>The list of classrooms and their maintenance for Summer 2017 is as follows:</p> <ul style="list-style-type: none"> • Wilson 1-116 (Paint, Carpet, Chair Rail, Removal of Tier Seating) • Wilson 1-117 (Paint, Carpet, Chair Rail) • Wilson 1-121 (Paint, Carpet, Chair Rail) • Wilson 1-124 (Paint, Carpet, Chair Rail) • Wilson 1-125 (Paint, Carpet, Chair Rail) • Wilson 1-154 (Paint, Carpet, Chair Rail) • AJMJ 238 (new audio, video, and screen equipment by ITC, power and conduit for AV equipment and associated wiring, new projector mount and new screen mount for AV equipment, repair damaged white board seams, raise light fixtures to prevent interference with new projector, remove old teaching table and cabinet and overhead cart from front of room, and provide new teaching table and chair at front.) <ul style="list-style-type: none"> ○ Note AJMJ will be added to the project list for 2018 to complete further renovations and improvement. Desire is to match appearance in of AJMJ 237 and 251. However, the cost to renovate 238 to match these would be beyond Pike's budget capability for the 2017 year. This room requires additional work to be requested for 2018 and a temporary fix for 2017 will be performed. <p>Due to timing issues, cost, and the complexity of the updates, another list of classroom renovations has been created to update in the summer of 2018. With UFPB's approval, these renovations would require UFPB to approach Terry Leist, Provost Office, EFAC, and Student Building Fee accounts to acquire</p>						

enough money to perform some if not all the renovations, which totals almost \$3,000,000. The maintenance, cost, and list of classrooms are as follows:

Furniture Budget to supplement Maintenance – Flat budget ask of \$100K

- Loose Furniture Fund to supplement maintenance budget and furnish additional rooms that are in good aesthetic condition but need furniture updates

Small classrooms (under 49 capacity) Ballpark budget \$60K x 7 Rooms = \$420K

- AJM 238
- Leon 213
- Reid 452
- Roberts 319
- Wilson 1-126
- Wilson 1-128
- Traphagen 225

Medium Classrooms (50 to 114) Ballpark budget \$300K x 3 Rooms = \$900K

- Roberts 321
- Roberts 113
- Linfield 109

Large Capacity (over 115) Ballpark budget \$700K x 2 Rooms = \$1.4M

- Reid 105
- Linfield 301

COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
For UFPB Information and feedback only.		

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