

**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:** **May 2nd, 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

**ITEM No. 2 – EXECUTIVE COMMITTEE REPORT**

Report on any current Executive Committee actions

**ITEM No. 3 – CONSENT AGENDA** – **Reid Hall Display Cases**  
**Presenter: Jillian Bertelli**

**ITEM No. 4 – RECOMMENDATION** – **Renne Generator Screening Solution**  
**Presenter: EJ Hook**

**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	Leslie Schmidt, Asst.VP Research Office	Susan Fraser, College of Agriculture
Julie Heard, Provost Office	Tony Campeau, Registrar	Robin Happel, College of Agriculture
ASMSU President	Robert Putzke, MSU Police	Elizabeth Schmidt, College of Business
Pam Schulz, VP Admin & Finance	Becky McMillan, Auxiliaries Services	Candace Mastel, Campus Planning

**MEETING NOTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
April 18th, 2017**

**Members Present:** Walt Banziger – Co-Chair, Kurt Blunck, Tom Stump, Jeff Butler, David Kack, Chris Fastnow, Neil Jorgenson, James Thull, Mike Everts, David Singel, and Brenda York

**Proxy:** Walt Banziger – Co-Chair for Kregg Aytes – Chair

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

**Staff & Guests:** Bill Walker, Tony Campeau, Ralph Johnson, Paul Snyder, and Nicole Redding

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** –

Tom Stump moved to approve the draft notes from March 21<sup>st</sup>, 2017. David Kack 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** – Health Advancement Offices, 1106 South 6<sup>th</sup> Avenue

Bill Walker presented the recommended accessible ramp for the new location for the Health Advancement Offices. The Health Advancement Offices are moving to the two houses located at 1102 and 1106 South 6<sup>th</sup> Avenue. One of the two houses needed to be made accessible, and the 1106 house was chosen as the appropriate house to make accessible. On the exterior of the house, a new entrance will need to be built to make it accessible. A door would be built in the back of the house, as well as a metal ramp on the southeast corner of the house leading up to the new door. Brenda York asked how the metal ramp handles in the winter. Jeff Butler said that it has good traction and allows snow to fall through it.

The motion was unanimously approved.

The Vote:

Yes: 12

No: 0

**ITEM No. 5. RECOMMENDATION** – Tiny Shelter Project

Ralph Johnson proposed the recommended Tiny Shelter Project. This project began in the fall of 2016 when students in Architecture 551, started a research project building tiny home structures. The students wanted to build one of these structures on campus as a test case, and then have someone live in it. The location of the site is on the south side of Glacier Court where there are two lots open. They were asked by HRDC to look at the possibility of creating small shelters for housing the homeless in Bozeman. The students developed a research project and produced mock ups. Following that, HRDC asked students to build a prototype. For the 2017 spring semester, students began the process of preparing a prototype of the small shelter. During the 2017 summer semester, students will begin to build the prototype at the selected site on campus. There are several reasons as to why a location was chosen for this on campus versus off-campus. The MSU site enables the students enrolled in the class to utilize the University's shop facilities for fabrication of building components. Being able to utilize the University's shop facilities in inclement weather, which there is a great deal of in the spring, is an important consideration in completing the work on schedule. The time lost between students taking classes on campus, and going to and from a

remote site, has proven in the past to be a great impediment to completing construction off-campus in a timely manner.

The biggest reason a site was chosen on campus is that HRDC does not yet have a site. It is likely to take a year from the time HRDC acquires a site to have the site plans approved and infrastructure completed permitting the installation of the first shelter unit. By building now on campus, the prototype unit will illustrate proof of concept, proof of financial accuracy and serve to illustrate expectations for volunteer groups intending to build a unit once a site is developed. To research energy and special characteristics of the shelter, the house needs to be occupied. To have an occupant, the site must be fully developed and served by utilities. It is theoretically possible to build a unit in the County because no building permit is required, but the utilities would still need to be in place, and drilling a well and building a septic system are expenses and systems that would be wasted upon moving the shelter to its permanent location.

Construction would start the second week of May and the completion is scheduled for the second week of July. The class has received a \$5000 grant for materials, and the goal is to have enough donations to cover all the material costs. This shelter would service as a prototype for community groups to then build similar units. Each unit would be somewhat different, but the footprint would remain the same.

Johnson addressed Tom Stump's concern about maintaining the utilities in winter conditions since the unit is lifted off the ground. He said that they are dropping down a sonotube about four feet into the ground where the utilities make the vertical run and the sonotube will come up underneath the cabinetry high enough that you can't put something on top of it. The heating of the unit will heat the sonotube where it will reach a fifty-six-degree temperature. They might insulate the sonotube, but Johnson is pretty certain that it would still work without insulation.

York asked if the student living in the unit would be from Architecture 551. Johnson said that he and Stump are still discussing that, however, it would be an Architectural student following standard Family and Graduate Housing rules and regulations. Stump said that they want a student that knows what needs to be tracked and is sensitive to what should be tracked. Chris Fastnow asked if the student would be paying a housing fee. Stump responded that they would be paying a reduced rent. Walt Banziger said that the School of Architecture and Residence Life are discussing a Memorandum of Understanding that would be outlined for the student that resides in the tiny shelter.

Johnson said that the student would monitor energy consumption, light and temperatures within the building. Along with that, the student will be reporting what it's like to live in a 150-square foot shelter. This data will be shared with HRDC. There's a big movement across the country to build smaller housing units and there hasn't been any data produced for this. This research study will be the first quantifiable data recorded.

Banziger said that Glacier Court was chosen so that the units would be constructed in an existing housing community, and where utilities and a sewer system already exist. Students will be doing all the work for this project. Electrical and plumbing work would be supervised by staff or licensed plumbers or electricians.

David Singel asked what the material cost is. Johnson said that they were given a \$9000 material cost estimate. The only thing that isn't done directly out of the International Residential Code are the foundations. TD&H Engineering is evaluating a unique piling that they are going to put in. They want to put something in that can be taken out somewhat easily. In the fall of 2017, a similar project will be done, and this unit will be accessible.

The bed inside the unit has been designed for storage and there is a pre-manufactured shower to meet code, which will include a toilet with a sink on top. These shelters will all be electric rather than powered by natural gas.

David Kack mentioned that there are people that are chronically homeless and The Warming Center (HRDC) is running out of space for people. The issue HRDC is working on right now is a solution for those that are chronically homeless versus temporarily homeless. The long-term discussion they are having is to find land to build thirty to fifty tiny shelters. This would also include laundry facilities, a meeting room, a common space, and a caretaker space. He said that it is fortunate to be able to build these shelters on campus where you're exempt from zoning that the City has.

Johnson said that there are twenty-four different models of the tiny shelters. There's an exhibit in the Gallatin Valley Mall and there will be an exhibit at the bookstore downtown to display these.

Mike Everts asked about the maintenance of the two prototypes and why they would be moved. Johnson said that part of the reason to move them is that it is not helpful to have a community of two and because the ultimate intent is to benefit the homeless community, not one or two MSU students. They would like to create a community as fast as possible, and the two shelters from campus would contribute to it. The long-term maintenance will be outlined in the Memorandum of Understanding with Stump. Since the units will be in Housing, Stump will be liable. Banziger said that if we can keep the price point under \$75,000 this project can be done internally. However, if it exceeds \$75,000 they would have to bring in contractors.

York moved to approve the motion; Fastnow seconded the motion. The motion was approved unanimously.

The Vote:

Yes: 12

No: 0

### **ITEM No. 6. INFORMATIONAL – Classroom Maintenance**

Classroom Committee has evaluated classrooms that should get cleaned up and a maintenance renovation. These are rooms that function well, but need an aesthetic clean up. Seven rooms were identified that Stump will address this summer with his maintenance budget. The seven rooms are: Wilson 116, 117, 121, 124, 125, 154, and AJMJ 238. With the exception of AJMJ 238, all the classrooms will receive updates such as new carpet, new paint, and removal of tiered seating. Stump is contributing money out of his budget to buy three or four rooms worth of new furniture. Tony Campeau is contributing some money from Registrar funds to buy furniture for one or two of the rooms. For the remaining rooms, they will try to use existing furniture or address the need for new furniture in the second part of this proposal.

AJMJ 238 needs a full-scale renovation. The agreement is to do an initial cleanup of the room this summer. This will include: 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 whiteboard seams, raise light fixtures to prevent interference with new projector, remove old teaching table and cabinet and overhead cart from the front of room, and provide new teaching table and chair at the front of the room. The aesthetic updates such as paint and new carpet would not be done during the first initial clean up. The plan is to ask for funds to fully renovate AJMJ 238 in 2018.

These seven rooms already function well, have a good utilization rate and meet the IT needs for the classrooms. For the most part, these updates will just include new paint, new carpet, and new furniture to make it look nicer.

Following this classroom maintenance, the next project ahead is a group of classrooms that need to be renovated and require more than maintenance. The list of classrooms and cost are as follows:

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

Furniture budget to supplement maintenance – flat budget ask of \$100K

The cost of these renovations amounts to nearly \$3 million. They would be asking funds from Terry Leist, the Provost Office, the President's year-end funds, EFAC, and Student Building Fee accounts to acquire enough money to perform some if not all the renovations. The expectation is that they won't receive all \$3 million. It's more likely that they will receive between \$1 million and \$1.5 million. Also, it is not a guarantee that they will receive funds from Terry Leist, the Provost or the President. If that is the case, in September they could go to the students (Academic Building R&R Fund) and ask for some sort of funding, which Classroom Committee and Montana Hall feel is reasonable to ask in order to upgrade classrooms. They would like to have this plan lined up by September 2017 so that they are able to ask the students for some assistance come September. If they can get funding in order, they would like to start the design process in September, and have the projects ready for bidding in February or March of 2018 for summer construction in 2018. This would come back to UFPB as a recommendation for approval if they ask for Student Fee Funds.

Singel requested that Wilson 115 be added to the maintenance plan for this summer. Banziger agreed and said that he would add it to the list.

Campeau said that the disparity of rooms that have been worked on and not worked on is becoming more apparent to students, teachers, and visitors. If we want to be the best and have a good learning environment, then this project ties in with that. If Romney doesn't go through, it will be very challenging to lose capacity in any of our existing classrooms.

#### **ITEM No. 7. RECOMMENDATION – Parking Sign Shed Painting Project**

Kurt Blunck presented the recommendation to repaint the parking sign shed. A couple of years ago Parking Services went to UFPB about a new sign shed because they needed to move out of their garage space. They needed a shed to store all the different types of signs and barricades they have. They tried to paint the shed a color that matches the barn down the road, but the color didn't work out well. They are proposing to paint the shed a more muted color rather than the vibrant yellow color it is now. They have not chosen a color yet, but would like to paint it similar to that of the football building/police building, which is tan with a blue trim. Blunck said that when he went to Pre-UFPB, Banziger suggested that they leave the paint color choice up to Tom Pike. They would leave the white trim and then have Pike (who chooses many of the colors on campus) choose a neutral color. Butler mentioned that Randy Stephens would also collaborate with Pike to choose the neutral paint color. The cost estimate from Facilities Services is \$2600, which would be billed to Parking Services.

York moved to approve the motion; Fastnow seconded the motion. The motion was approved unanimously.

The Vote:

Yes: 12

No: 0

This meeting was adjourned at 4:36.

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

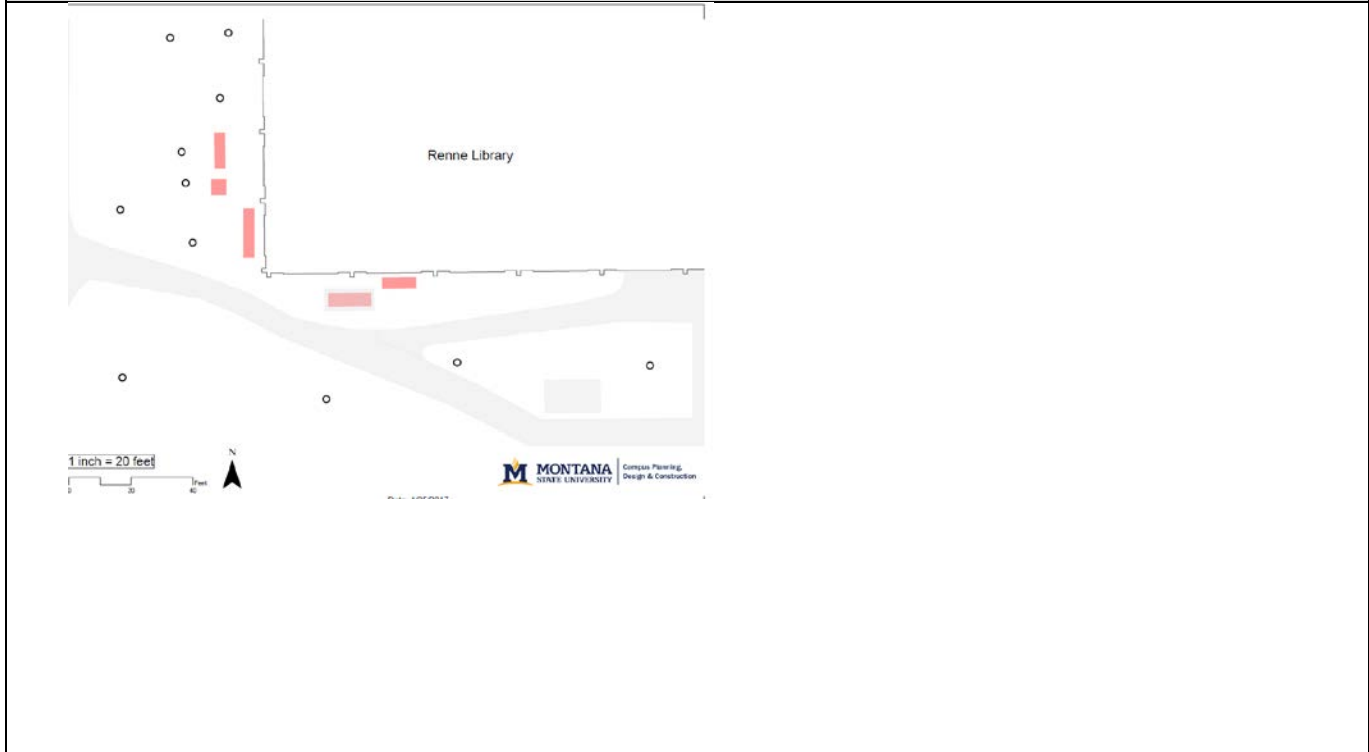
<b>ITEM # 4</b>	<b>Renne Generator Screening - Landscape</b>
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**PRESENTERS:**

E.J. Hook.

<b>PROJECT PHASE:</b>	<b>PLANNING</b>	<b>SCHEMATI C</b>	<b>DESIGN DOCUMENTS</b>	<b>X</b>	<b>CONSTRUCTION DOCUMENTS</b>
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**VICINITY MAP:**



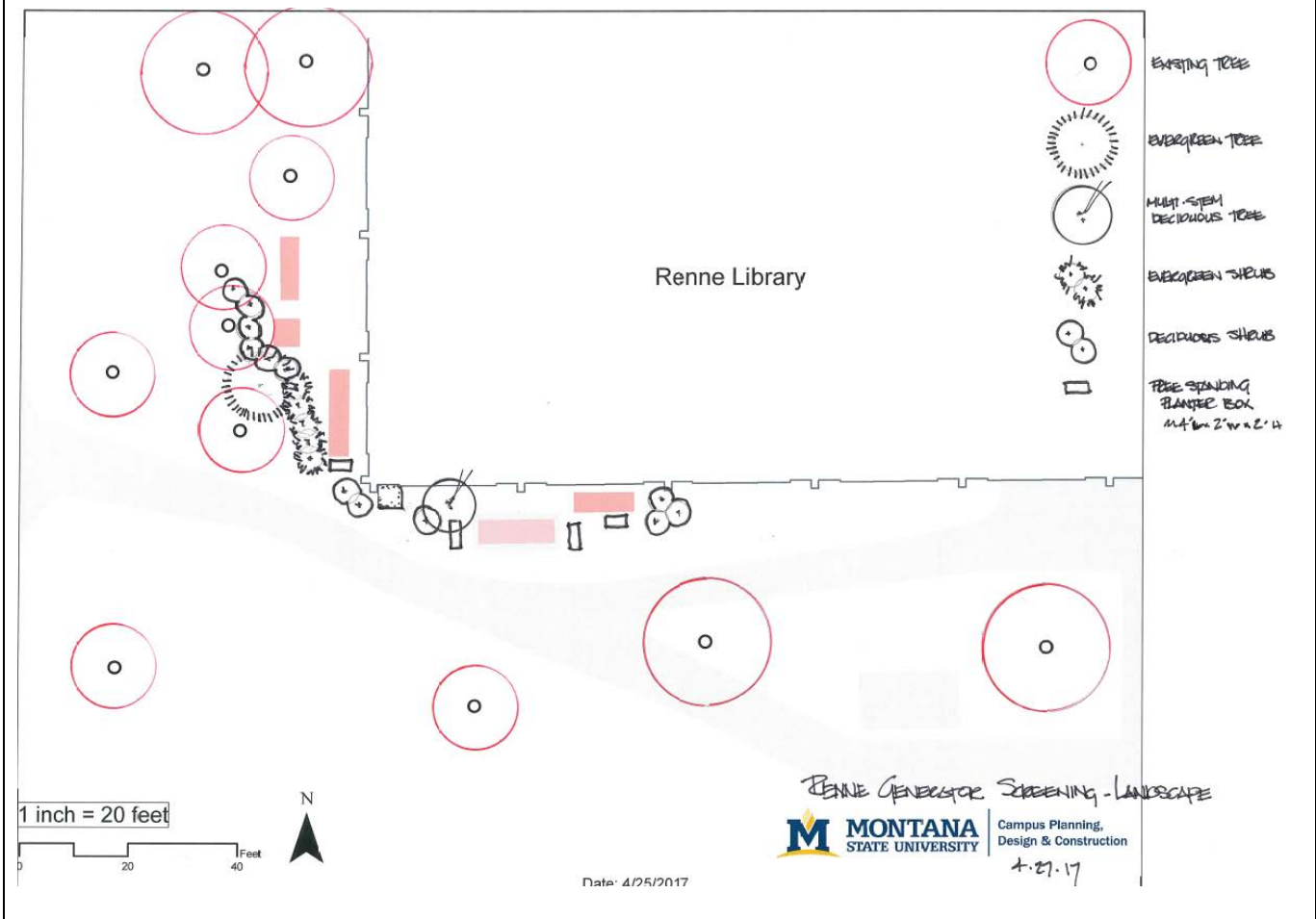
**STAFF COMMENTS:**

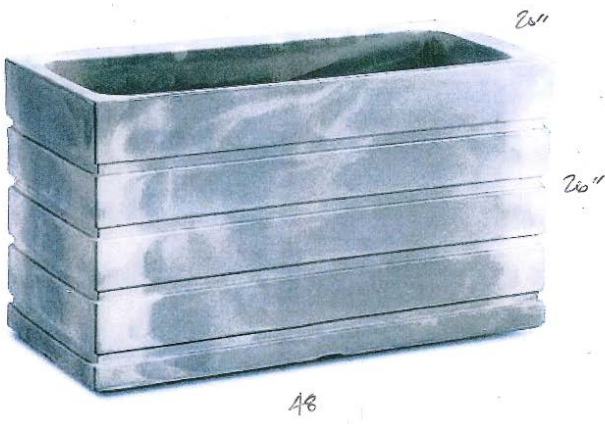
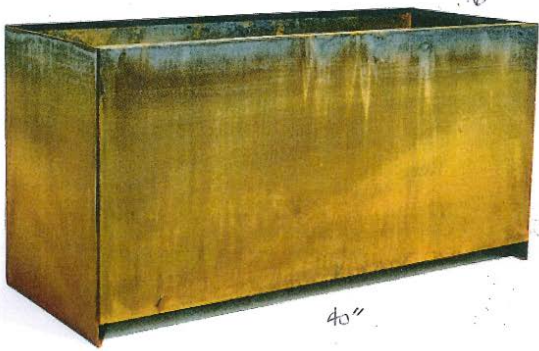
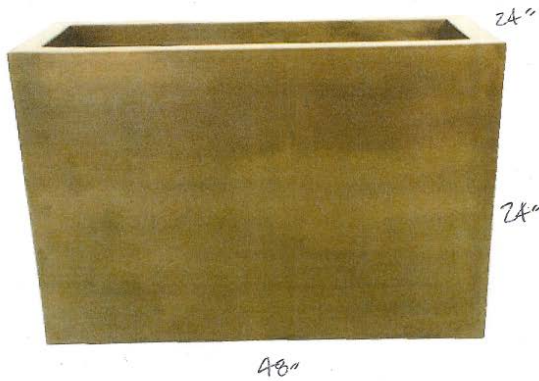
The Renne generator was approved for installation in its current location with the caveat of it being screened as is typical for other similar installations across campus. Due to construction timing the screen was in design development at the time of the installation of the generator. During the design process for the screening element it became clear that a constructed enclosure, as is typical across campus, was not the ideal solution primarily due to the amount of underground utilities in the area, the limitations of layout options that site condition caused, and the sheer magnitude a full screen would bring to the site in terms of cost and size. When that became evident UFPB was informed that a landscape solution would be developed and brought back for approval.

The proposed landscape screening solution is provided below as well as suggested planter options. Factors, in no particular order, influencing the design were—

- Security of equipment
- Maintenance access
- Influence of plant choices and plant placement on existing equipment operation and maintenance
- Underground utilities
- Screening
- Impacts to Grounds maintenance
- Cohesion with surrounding landscape
- Flexibility of design and plant material to adjust to potential changes in the area

The design does not attempt to screen the direct view of the generator when one looks from the south towards the generator but instead focuses on the more impactful longer views as one approaches and passes the site either east or west bound. The solution also proposes removal of the existing wood enclosure surrounding mechanical equipment on the west side of the library and replace with a landscape screen. This allows the corner of the building to be visually unified. Additionally the new plantings will help screen the existing electrical transformer and old generator. Additional work in support of this solution includes lock out of one electrical switch and two water valves and enclosing one pump. The landscape solution is significantly less expensive than the engineered screen solution, roughly 1/4 of the cost. The project is funded.









View looking east



View walking west from the SUB

The request is to approve installation as drawn including final planter selection and final plant choices. Planters are metal and will patina.

<b>COMPLIANCE:</b>	<b>YES</b>	<b>NO</b>
<b>MSU POLICIES</b>	<b>X</b>	
<b>COMMITTEE OR APPROPRIATE REVIEW</b>	<b>X</b>	
<b>MASTER PLAN</b>	<b>X</b>	
<b>BOARD ACTION REQUIRED:</b>		
<b>Recommendation to Proceed with installation of proposed screening solution.</b>		