

Minutes  
Building and Grounds Committee  
July 21, 2006

Present: Barry Feldman, Jim Bradley, David Woods, George Kraus, Karla Fox,  
Ross MacKinnon, Lori Aronson, Tom Callahan

Absent: Peter Nicholls, John Saddlemire, Bill Stwalley and Greg Anderson

Guest: Kirklyn Kerr

Notetaker: Melanie Savino

Meeting commenced at 9:05 a.m.

- 1) Review of Minutes – The Committee approved the minutes from the meeting of June 23, 2006.
- 2) Barry Feldman announced that Greg Anderson has joined as a member of the Committee to refill the space of Janet Greger who is on sabbatical.
- 3) Spring Hill Farm – Dean Kerr presented a proposal to construct two labs utilizing space in the new wing of the Atwater building which is currently left unfinished. The space has been used for storage and museum specimens in the past. The project was initially part of the start up project, but was not completed. By saving some of the salary over time funds over the past few years, he has been able to save enough to do the project and has a current quote from Academic Renovations to perform the work. Current concern is that the freezers used by PathoBiology currently occupying the space would need to be moved to Spring Hill place and new circuits will need to be installed to accommodate them. The question arose as to whether the freezers would be secure in the new location. Dean Kerr confirmed that the buildings are watched by an animal care keeper and the freezers are kept locked.

T. Callahan inquired as to whether funding is available now to cover the cost of the project. Dean Kerr concurred. J. Bradley inquired as to how space is allocated. Dean Kerr stated that the building occupants are responsible for working with the department head to manage the space available. The Atwater building is designated for PathoBiology. K. Fox inquired as to whether there is a policy on how to allocate space and, if so, it should be shared.

B. Feldman inquired as to whether quote from Academic Renovations is sufficient or if the work has to go out to bid. He inquired further whether A&ES plays a role in this project. R. MacKinnon replied that Academic Renovations has employees on permanent labor and some on task labor (on call) that can handle this project. J. Bradley stated that they would have to go through code compliance and make sure

everyone is on the same page. He stated further that Academic Renovations is capable of handling the work.

**Decision:** B. Feldman reiterated that the funding is available and that Dean Kerr is requesting approval from the Committee to begin the project. He suggested that Chief Hudd be contracted to make sure there are no security requirements that must be met. Dean Kerr stated they must also meet federal standards and are inspected. EH&S also inspects to make sure requirements are met. B. Feldman stated that the Committee accepts the request to begin the project. The Committee concurred.

4) Animal Care Facilities – to be discussed at meeting scheduled for 8/18/06.

5) B&G Subcommittee on Facilities Expenditures – a working document was provided to the Committee for review. Topic to be discussed at meeting scheduled for 8/4/06. Discussion will include a strategic look at how work is billed and development of a policy which can be shared with the University community so expected charges are known.

6) FY06 and FY 07 Deferred Maintenance – G. Kraus provided a handout.

- He informed the Committee that the biggest change in FY 06 was the landfill as \$5.9 million was encumbered, decreasing the remaining total available. J. Bradley stated that the bid includes \$1 million in contingency; however, due to environmental issues and having to contract engineers, it will be an extremely tight contingency which will have to be managed tightly.
- G. Kraus stated that one of the major unfunded projects is the Chemistry building snow guards. To date, \$5,900 has been encumbered and the project will be done in stages with the north and west sides of the building being repaired first.
- It was noted that \$50,000 originally allocated to re-nose the South Campus site stairs was not needed and can be added back to available balance. *Action: It was requested that total available balance be provided at meeting scheduled for 8/18/06. George Kraus to provide.*
- With regard to the FY '07 DM list, G. Kraus stated that the primary encumbrances are for the landfill project and Phase I of the fire alarm project – which is a series of four projects: upgrade of the simplex fire alarms on campus, Northwood Apartments, Mansfield Apartment, and Babbidge Library.
- G. Kraus stated that the Law School is need of retubing of one of their boilers. They have obtained a quote estimated at approximately \$28,000. As they only have two boilers to provide heat for the Law School, the Committee was asked to consider approving out of unallocated DM funds so that repairs could be made before winter. **Decision:** J. Bradley moved to allocate \$30,000 for

repairs for the boiler from FY'06 DM funds. The Committee unanimously agreed.

J. Bradley stated that there are three aspects of buildings: funding, preservation of assets, and renovations. These are the requirements for DM.

7) Neighborhood Programming Study – J. Bradley stated that a study was done to look at space more globally. G. Kraus provided information that looks at the future of the 21<sup>st</sup> Century program. He stated that JJR did a study to look at space. The question is where does a department go during renovations? In order to have an impartial view, the idea is to have a third-party planner talk to the stakeholders and address plans on how to address the use of the \$150 million over the next few years. J. Bradley stated that the issue would be to make sure that the stakeholders understand the study and know what will come from the study. The cost for the study is \$109,000, plus an additional \$18,000 in reimbursables. It was felt that it would be worthwhile to do the study. G. Kraus stated that the study would include infrastructure also. T. Callahan stated that it would be important to make sure the current infrastructure can carry what is planned, looks at costs to improve buildings, and what it would cost to improve infrastructure if needed. J. Bradley stated that the study can be performed at any time as there is an open contract and it can be amended. T. Callahan suggested that it be discussed with S. Alexander first to make sure the contract can be amended to include this study. J. Bradley indicated P. Brandolini was handling the contract.

L. Aronson stated that it is a good idea and suggested that there also be a crosscutting schematic approach to looking at issues around sharing spaces – i.e. labs should be designed with the flexibility to be utilized by multiple users. Security issues should also be taken into consideration – i.e. greenhouses on top of a building should not be allowed as research facilities need to be kept locked, barring access to the public. She suggested taking a broader look at planning to integrate issues at the front end and make sure plans are general to meet all needs. R. MacKinnon added that looking project by project would also recognize that some are closely related and should be done together.

**Decision:** B. Feldman inquired as to whether support of the Committee was being asked for the study. G. Kraus confirmed. L. Aronson inquired as to where the funding will come from. B. Feldman stated it would come from the \$2.5 million in unallocated FY '07 DM funds. G. Kraus stated that the proposal would be revised to include all issues and should cost approximately \$150,000. R. MacKinnon moved to approve the study. J. Bradley second. The Committee approved. G. Kraus stated that study will take approximately nine weeks and will begin in the fall.

8) Miscellaneous Open Projects – to be discussed at meeting scheduled for 8/18/06.

9) Status of Major Projects – Due to time constraints J. Bradley provided a quick update on the following projects:

- Museum of Natural History – The last bid was cancelled and currently in the process of rebidding.
- Lakeside Conversion – is currently under construction.
- Burton-Shenkman Family Facility – is currently on budget and will be within 5% as Facilities has agreed not to spend funds on equipment until final budget is determined and approved by the Board. Delivery of the building is one week behind schedule. Partial occupancy is expected the first week of August.
- Fire Alarm Installations (see notes under #6, above).
- Social Sciences and Humanities Building – will be discussed at meeting scheduled for 8/18/06.
- Hilltop Apartments Phase II – is on schedule and on budget of \$9.7 million in code renovations.
- Charter Oak Code Correction – has been completed two weeks ahead of schedule, with the exception of an issue that has arisen related to the water heaters. Apparently the installation of 156 of the heaters did not meet state inspection. The builder is correcting the warranty problem.
- Student Union Quadrangle – **Decision:** In anticipation of landscape design work in the core campus plaza and the Student Union Quad, a motion was made to move the key and sundial from their current locations, specifically to place the key in the courtyard area behind the School of Business and to find an appropriate site for the sundial. The motion was made by K. Fox and second by T. Callahan. who suggested having Facilities look into moving both items. The Committee unanimously agreed.
- Nayden Clinic – currently proceeding with the design phase which will include air conditioning for all areas. Project will be bid out in stages.
- Slope repairs – have not yet obtained a quote for repairs to date. Still looking into obtaining this information. Will provide updates as they occur.

10) Reallocation of Use and Occupancy of House #24 – T. Callahan stated that Facilities has four zones each housed in a separate area. Zone 3 is currently housed in the basement at Hawley Armory which is in deplorable condition as rain runs across the floor and into a drain. Zone 3 has had to temporarily move to the mechanical room in the Library. They have requested to temporarily use House #24 which was vacated when the Women’s Center moved to the Student Union. They are researching the possibility of adding a shop in Arjona/Monteith, but need a place now. With the exception of doing an evaluation to ensure the space meets code requirements; renovations appear minimum and could be handled by Facilities. K. Fox inquired into whether there would be any parking issues. T. Callahan replied there would not as only six spots would be needed, allowing ample parking for area one employees.

R. MacKinnon inquired into whether House #24 was scheduled to be demolished. T. Callahan stated that there are no plans for such at this time. It was requested to demolish all but two of the houses. This was deemed unacceptable and the University now has to look into preserving four houses. L. Aronson stated that the plan is to keep those located on the west side of campus.

**Decision:** B. Feldman asked for a motion to approve temporary use of House #24. J. Bradley moved. L. Aronson second the motion. The Committee agreed.

11) Old Business – No topics discussed at this time.

12) New Business – No topics discussed at this time.

Meeting adjourned at 10:40 a.m.