# University Facilities Planning Board
Committee Agenda
May 25<sup>th</sup>, 2022

**Call to Order**

**Fee Status as of**
- Academic Facility Fee: $
- Equipment Fee: $

The role of the UFPB is advising the Chancellor on priorities for the campus. Please see Policy 304 for details:
https://www.msun.edu/admin/policies/300/304.aspx

# Current Project In Progress:
- **Auto Technology Renovation Status:**
  There is still around 10k of contingency funds left for this project.  Dan has been meeting with McNair Furniture on a durabond flooring that can be installed on the floor in the vestibule/entry way
    - McNair ($5169.00)
      - Schedule after semester end
- **HSC- Nursing Move/Renovations (HSC 113, 114 and office spaces) These rooms are currently in use**
    - HSC 114-Substantially completed.
      - Technology scheduled to be installed in ==*Summer 2023 or when time allows prior to that*==, currently using an AV Technology cart
        - Electrician has been scheduled to begin after BOR.  (this includes the power from ceiling of 114 up to 215 workstations)

- **HSC- Room 112/214/ 215/215A lab renovations-all rooms will be in use for Fall 2022**
    - Substantially complete and punch list has been done for this project.
      - HSC 112-A&P/Science Classroom-Lab
        - Technology is scheduled to be completed ==*Summer 2023 or when time allows prior to that*==, currently an AV technology cart is being used in this room
      - HSC 215 Biology Classroom/LAB  Scheduled for use for FALL 2022 classes
        - Furniture/work stations are currently being assembled by Korb Construction.  There are a few pieces that were damaged that finally arrived last week.  They are currently putting together the chairs as well.
          - We will need to have an electrician drill holes in floor and pull up power to each workstation.  Note that the drilling through the floor, will be into the ceiling of room 114- where ceiling tiles will need to be removed and then replaced again. Work order has been assigned to Loch Electric and will begin after BOR

- **Campus Building Signage**
    - Work Order has been issued to Korb Construction or installation of building signage.
      - This has recently been put on hold due to issues with font and letter size.  Letters have been re-cut at an additional charge.
      - New signage has began to be installed on 4.20.22

- **Brockmann HVAC/Energy Upgrades (A/E Project-ARPA Funded $855,000.00)**
  This project will upgrade the buildings mechanical equipment to improve energy efficiency.  This will also include all lighting throughout the entire building, as well as some new ceiling tiles grids and panels.
    - Feasibility study will be conducted first to determine the priority of list with in this project
    - 10-21-21 Falls Mechanical Services has been appointed to this project.  Mark Hines, A/E, will be the project manager
    - Budget is about $750,000 after consulting fees
    - To begin this summer, and end date around the first of November 2022

- **Brockmann Room 106 Classroom Renovations**  *(Academic Facility Fee account to be used)*
  Construction of student workspace modules in the electrical lab in order to facilitate increased number of students working safely in the same area.
    - ~~Remove the air lines and gas lines off the North and East walls in 106~~ COMPLETED
    - ~~Replace classroom lights with LED's approved by Dan Ulmen and raise the light fixtures up to the grid on the East side of nearer the girders~~ *(this will now be included with the Energy Upgrade project)*
    - ~~Paint Classroom walls~~ COMPLETED
    - Flooring to be reviewed and/or replaced in the classroom

- **Wayfinding signage**
    - Chancellor has made this a priority on 7-20-21
    - Subcommittee has been formed and have met: Jim Potter, Maura Gatch, Dan Ulmen, Neil
    - Budget needs to be defined for this project
        - Jim Potter, Dan Ulmen, and Eva met on 12-28-21 to discuss the structure and design of the signs.  Jim made the proposal to the Chancellor the following week for approval on the design.  Waiting to hear back on this.
        - Our plan is to have the two directional signs in place by start of BOR in May, 2022
            - 4 sign post frames will be completed this week, and the landscape (oval concrete pad that they will be placed in) is being finalized and weather pending.
    - Street signage-Phase 1
        - Locations
        - Solar powered lights ?
    - Pathway signage-Phase 2
        - Locations

TECHNOLOGY UPDATE:
Current Projects—Summer 2022
- CH 103 OTLE-on going, prep work by IT, before AVI company comes in.  Covid money which has a deadline due to funding time.
- Campus Door Lock Project-this is the exterior door lock key fob program-Kevin needed to assist with contractors for the access points being installed in buildings-on going-all summer
- Graduation-IT setup, IT service during event, IT tear down May 2nd-May 7th
- BOR-IT Set Up, IT service during event, and IT tear down-May 12th-May 20th
- Replace wireless access points in residential halls
- Hagener 215-electrician is scheduled after BOR, wiring, controls, IT for podium, ect
- CH 310-Joey keeps adding more items to room
- TV/Technology Carts- 4 carts still need to be put together and programmed.  These are necessary for the rooms that have requested technology as a temporary solution until funding or labor are available.
Projected Projects—Time frame TBD

- HSC 112/114 After semester fall starts, depending on room schedule/Christmas break /Spring break/Summer 2023
  - Podium, projector/screen, all wiring, and controls in each room
- Donaldson Hall technology requests
  - Most items have been purchased for this install, but academic spaces should take priority
- Press Box network
  - Fall 2022
- SFH for door lock project, boring in ground needed for network wiring, ect
- HSC 203
  - Screen has been purchased but needs installed, need Just Rite contractors to schedule the ceiling grid to be replaced before screen can be installed.  They are backed up.
- HSC 105-Nursing Classroom Technology install (room renovation)
- CH 318-classroom technology install (room renovation)
- BC 212-technology upgrade/install (room renovation for a "multi purpose" room)

# Project Planning/ Proposals:

- **Brockman 212 remodel- Multi-Purpose Classroom**(includes technology, carpet, paint, lighting. This may require end year funds if available.  (Still need a Project Request Form submitted for this project)
  - Transformation into a WebEx room similar to room 202 (which is a polycom room)
- **Brockmann Center Classroom Carpeting**
  - Prioritized rooms in order are 201, 203, 204, 209, 211, 213, 214, and 215.
  - This will involve phasing as the requested list is quite large.
- **Hagener Science Center Room 105 currently OFFLINE**
  - Nursing has requested this room to be renovated to be used as a Nursing Classroom.  (Project request form was submitted on 4-1-21) -moved to priority 1 for the Dean of Nursing 1-18-22
    - Jaime Duke reported on 4.20.22 that all items in room 105 have been submitted for disposal, she was going to follow up with the status.
      - Abatement of flooring
      - new flooring installed
      - remove sink and cabinets
      - need technology for faculty to teach
      - whiteboard needs purchased and installed
      - classroom furniture needed

- **Cowan Hall Room 318-Classroom is currently OFFLINE**
  - CASE submitted project request form on 2-22-22
    - Dismantle Nursing program's wall mounted equipment.
    - Install wall space for projections and projectors for south wall; install 1-2 whiteboard walls.
    - Install Smartboard.
    - Install modular furniture/seating that accommodates collaborative learning; remodel plans should approximate those of CH 310.
    - Replace overhead lighting and ceiling tiles.
    - Replace lighting in hallway entrance to CH 318/316.
    - Repair and paint walls.
    - Replace carpet.
    - Replace window blinds.

- Install wi-fi system so that wiring is out of view.
- Install a teaching station.

- **Request from Dean Beth Durodoye to move Mac Lab over to Pershing Hall  (moving from CH 112 current Mac Lab)**
    - CH 112 is 994 SF-current Mac Lab
    - Pershing Hall room 118 is 909SF, and Pershing Hall 113 is 629SF
    - Building does not have an elevator
    - Adding the Mac Lab to Pershing Hall would increase the building usage (Spring Semester usage 10 hours week, for 3 classes/14 students)

- **Auto Tech (A/E funded) Building System Renovation**
    - Engine exhaust, Relief fans, new heating system
    - Waiting for a "project initiation request" form from A/E

# Campus Master Plan preliminary development In progress:

- Facilities Service Director Has Requested Strategic Plans for Each Department from Deans and Directors. Facilities Services Director requests that the Provost develops those requests in the dean's meetings.
- Provost, Dan and Marianne Hoppe would like to implement a Committee/Board to establish space management, design, and technology planning. This would also include creating a 'classroom design guidelines' for our campus**.**
- Work on the development of campus classroom design guidelines has begun with ITS and Facilities Services Director, especially with the electrical and mechanical items involved in the campus building's infrastructure.
- The UFPB meeting 1-18-22 Dan had asked that all the Dean's provide a priority list of items in your department.  These are the top priority projects from each department:
    - HSC 105
    - BC 212
    - CH 318
- Dan would like to create a "tribute/memorial" committee and policy similar to what Bozeman has.  This would help outline the procedures in requesting trees, benches, areas, and plaques that are requested often for memorials on campus. (MSU-Northern does not maintain memorial plaques)

## Equipment for Instruction Requests:

- Electronics 101 lab equipment requests, total of $43,115.17  (email was sent by Dave Kruger on 6-4-21 to Chris Wendland and Dan Ulmen with quotes for specific items, available upon request) Spike did have workstations arriving over break via freight from ULINE, December 2021.

**Adjournment-**

- All future project requests from campus deans and department heads though the UFPB will require the proper project request documentation which will be provided by the Facilities Services Director (FSD) as well as project initiation documentation which the FSD will manage.