

University Facilities Planning Board Committee Agenda

Tuesday, September 19th, 2023

The University Facilities Planning Board (UFPB) serves in an advisory capacity to the Chancellor and will develop and recommend facilities priorities and maintain policies related to the development and utilization of campus facilities and grounds. See [MSU-Northern Policy 304 University Facilities Planning Board](#) for more information.

I. Call to Order

The regular UFPB meeting is held the 3rd Tuesday of each month, in the Library Conference room at 1:00pm.

Fee Status as of

Academic Facility Fee: \$ 230,183.64

Equipment Fee: \$ 76,971.00

- ## II. Roll Call: Board Membership-VCFA, Director of Facilities Services, Dean of COTS, Dean of CASE, Dean of Health Sciences, Dean of Students, CIO, Director of Athletics, Member at Large from each college (COTS, CASE, & COHS) Classified Staff Member, Student (appointed by Student Senate, Student optional
- a. Positions for this committee that need to be filled: positions listed below are reappointed every 2 years
 - Student (appointed by Student Senate) emailed Amber Spring, advisor for Student Senate, on 9.5.23 no reply
 - Student (appointed by Student Senate) optional
 - Member at-Large (appointed by Dean of COHS)
 - Member at-Large (appointed by Dean of CASE)
 - Member at-Large (appointed by Dean of COTS)
 - Classified Staff Member
- ## III. Approved Minutes from last meeting/last meeting follow up.
- a. Approve minutes from last meeting on 4.18.23
 - b. Meeting scheduled for 5.16.23 was cancelled, and did not meet through the summer

IV. Open issues

- a. Dan was going to meet with the “media” team to see on a design for wayfinding signage for Student Health Services on the exterior of the SUB, he briefly spoke to Jim Potter on this.
 - i. Dan met with Hill County Printing Thursday 9.14.23 and proofs were sent out this morning 9.19.23 for review via email
- b. Metals Building donation of an “addition” or shed—update? Meeting was held on 3.24.23 at 4pm at the Metals Building. Dan to give update.
- c. Brockman 108 process for approval to turn the old “wood shop” into more electrical and plumbing training modules, as per policy. Does a proposal need to be written and submitted to the Chancellor for approval, before moving forward? Dan Ulmen met with Spike and Dan Korb, of Korb Construction on 3.23.23 to walk through the area and discuss what was needed from Korb. (in house project)
 - i. A contract was signed with Korb Construction for \$15385.00 on 8.9.23, with a completion date of 12.31.23
 - ii. This project will be funded by Academic Facility Fee Account 787501
- d. Auto Tech System Improvement Project/Brockmann Center HVAC energy project (A/E# 2022-05-03 Auto and A/E# 2022-05-02 Brockmann)
 - i. These projects have been combined, hoping to attract a bigger contractor that would be willing to take on both projects
 1. General Contractor-Korb Construction on both projects
 - a. Central Plumbing & Heating; sub-contractor
 - b. Pre-Con meeting for both was held on 7.27.23
 - c. Completion date 12.31.2024
 - ii. New added alternates have been added to the project
 1. Auto Tech-added alternate is install new lighting systems was not accepted
 2. Brockmann added alternate is 1) glazing and entry upgrade was accepted and 2)-elevator upgrade, was not accepted.
- e. HSC Fume Hoods Upgrade-update (this will include rooms 209, 211, 212)
 - i. A/E project (A/E# 2023-05-01)that has been turned over to MSUN-Facilities project management) BOR Facilities Management Reserve account 739700) Letter was signed by Clay Christian for authority up to \$300k
 - ii. \$300,000 estimated cost of the project
 - iii. Falls Mechanical (engineer contractor) to design upgrade for fume hood ventilation controls system (projected cost for design \$28,538)
 - iv. After design is completed, project will go out to bid
 1. If any remaining funds, install a rail around the hood exhaust on the roof
- f. Cowan Hall 318 Classroom Renovation
 - i. Currently offline and still full of a lot of departmental equipment that needs to surplus property paperwork filled out. Room needs to be empty.

V. New Business

- a. Taylor Dynamometer to service and repair the engine and chassis dynamometer at ATC
 - i. Quote was received for \$5921.84 and a PO was issued on 3.10.23, will be paid from the Academic Facility Fee
 - ii. Tom LaPine with Taylor was here on campus on August 16th to inspect the dynamometer. He followed up with a report and quotes for service and repair.
- b. Carol R. asked that this committee be available to meet with the NWCCU evaluation team when they are on campus Oct 5th & 6th.
 - i. Tentatively scheduled for Thursday, October 5th @ Brockmann Conference Room at 2pm
 1. Discussion will be: decision making processes, prioritization of projects and just how the committee works

VI. Adjournment/Next Meeting

- a. October 17th, 2023 @ 1:00pm