



Enterprise Facilities Committee Minutes

June 17, 2019

3:00 p.m. – Barge 412

In Attendance: Taggart Archibald, Jason Berthon-Koch, Sigrid Davison, Steve DuPont, Shawnte Elbert, Dennis Francois, Jenna Hyatt, Keith Jones, Ginny Blackson, Derek Mayo, Michael Montgomery, Doug Ryder, Shane Scott, Patrick Stanton, Michael Cox, Tricia Rabel, Joseph Pearson, Scott Carlson, Yukon Logan, Cheyanne Manning, and Kelly Clerf

A. Approval of April 15, 2019 Minutes

Jenna Hyatt moved, seconded by Jason Berthon-Koch, that the Enterprise Facilities Committee (EFC) approve the April 15, 2019 minutes as presented. Motion approved.

B. CampusBird Demo – Cheyanne Manning

Cheyanne presented on the CampusBird wayfinding project that is currently in the first edit stage. The CampusBird map will be accessible from any device and will include features such as layers that can be turned on/off, the ability to search by building name or scheduling code, campus tours, select building floor plans to include the SURC and Bouillon at this time, bus routes, and construction zones and closures. There is also an option to create special event layers that can be used for large events such as graduation, orientation, and move in.

C. Minor Works – Shane Scott

Shane presented at the campus capital town hall meetings and talked about the history minor works. In the past minor works projects have been more hidden on the capital and facilities side but he is changing the process so that there will be an open dialogue on which minor works projects are being handled in each biennium.

Minor works preservation funds go to buildings, systems, and surrounds and minor works program funding can go directly into academic space. We received \$7M in minor works preservation and \$1M in minor works program funds which has been specifically allocated to \$300K on ADA compliance and \$700K for capital state funded facilities. There are two draft guidelines that are out for consideration at this time. The \$300K ADA request list will be vetted by Wendy Holden and her staff and the \$700K may go through the space and equipment budget subcommittee for project approvals.

Any comments, questions, edits, or requests for a copy of the current minor works project list should be sent directly to Shane Scott at Shane.Scott@cwu.edu.

D. Subcommittee/Task Force Updates

Campus Circulation Committee (CCC) – Michael Montgomery

CCC is still working on identifying zoning and passing for golf carts and gators. At the last meeting the committee discussed the possibility of changing the Library parking lot from a 24 hour lot.

Enterprise Communication Committee (ECC) – Keith Jones

ECC has approved the Bouillon digital sign to be installed in the lobby. Interior sign upgrades have been completed in Bouillon and Hebler. ECC is currently reviewing signage request for the new dining facility.

E. Project Updates

Samuelson – The Samuelson project is wrapped up from a capital projects standpoint.

Health Sciences – Abatement work has been happening for the last few weeks and is roughly a five week activity. We are approximately two weeks out from structural demolition which will last two or three weeks. Some items from the demolition will be recycled as part of LEED requirements. Construction bid documents will go out in early August and the anticipated bid opening date is September 12th.

North Campus – RecEx and Tomlinson projects have been completed. Bedroom furniture is now being moved in to Dugmore and certificate of occupancy is expected on August 2nd. Paving has been completed and landscaping and irrigation is in progress. Dining facility is expecting certificate of occupancy on September 1st.

Health Education – Executive committee kick off meeting was today for Nicholson project. Project is still at the ground level at this time. Executive committee includes President Gaudino, Linda Schactler, Gene Shoda, Dennis Francois, Paul Ballard, and a couple of facilities staff. Shante asked that health and wellness services be a part of future conversations and Joseph Pearson asked to also include dining services since they have a presence in the building they would like to continue.

F. City of Ellensburg

Main Street Extension – Signal bases and curbs will be poured soon. The city is looking at an opening date for the intersection for the end of July and the signals should be activated by the end of August.

University & Wildcat Way Intersection – Work started on June 10th and existing signal poles have been removed. There will be a free flow east - west on University Way with a stop sign on Wildcat Way until the new signal is up. Project end date is the end of August.

Palouse to Cascades Trail – Project is roughed-in from 18th to Alder and fence is going in now. Project is expected to be complete by the end of July. Landscaping plan will be shared with Michael.

Annual Sidewalk Repairs – Derek will work with Scott to get any sidewalk repair requests the university might want to put on the list.

Active Transportation Plan – The city is updating their non-motorized transportation plan and Derek will share more information on this at a later meeting.

Annual Chipseal – Derek will bring the chipseal schedule to the next meeting.

Central Apartments – Two building have opened and the rest of the buildings will be open by the end of summer.

G. Other

FMD Director Updates

Grounds & Custodial

Work orders completed between 5/13/19 and 6/13/19: move crew 68, custodial 52 and the grounds crew 51.

The past two weeks the move crew and custodial completed the setup/cleanup for the Ellensburg High School Commencement, CWU Hooding Ceremony, CWU Commencement and made deliveries to the Kent Ceremony. Phase 1 of the OISP move to Hebelier will begin June 17th. Phase 2 will begin July 22 and complete the move for OISP. Fire extinguisher inspections and necessary recharges in the residence halls will begin June 17th and continue throughout the summer.

Custodial and Conference crews have been busily cleaning residence halls after students moved out preparing for summer student and AUAP housing that moved in June 7th and Girl State Conference arrived June 8th.

Grounds crew has been preparing for commencement and assisting the move crew. Irrigation startup and repairs from winter damage are complete. They have been planting annual flowers and trees around campus. Twelve street trees will be on city right of ways. An additional 6 trees will be on campus grounds; all to be completed by the end of June. The crew continues to provide shop support for RSC irrigation. Construction of ROTC training in progress 50%. Upgrades to Baseball irrigation has begun. Upgrades to Alder Recreation Complex are at 90%. Shop support for Hertz demo and power switching are on schedule. Partial maintenance at Tomlinson Stadium has been handed over to Grounds. Shop support and upgrades to Wildcat farm and Community Garden including High Tunnel greenhouses and new growing area added. 11th Street house has been added to maintenance schedule and is 90% complete on landscaping. The crew is looking forward to Masa Mizuno visit and working with him in the Japanese Garden June 24-28th.

Administrative Services

Central Stores: Over 300 Purchase Orders created. 300 Invoices processed for over \$200k. Over 400 Counter sales processed.

Personnel actions are completed and appear to be successful. Working on student hires for the spring and summer months for mail services.

Motor Pool: Averages over 400 rentals and work orders completed by 2 full-time personnel and 1 student. Four vehicles have been surplus. Awaiting 2020 model "sales" to purchase 3 cars.

Inventory: Central Stores has signed a contract for the 2019 annual inventory to be completed in June.

Planned & Preventative Maintenance

Minor Works Projects:

- Halme construction is 100% complete with the Lind window installation.
- Hebler interior signage installation is complete.
- Slapjack's work on campus to fix trip hazards is complete.
- Bouillon flooring replacement project 90% completion.

Maintenance:

Two new supervisors have been hired :

- Virgil "Yukon" Logan will be the new supervisor for the Area, Electrical, Paint, & Floor shops.
- Larry "Bubba" Townsend will be the new supervisor for the Mechanical/Weld, Boiler, Lock, & Abatement shops.

- 11th street house is 100% complete.
- Public safety building remodel is 100% complete.
- Hebler is prepped and ready for international move in scheduled for July.
- Check out on apartments have started.
- Area shop is gearing up for summer work.

Next Meeting: July 15, 2019 at 3:00 p.m. in Barge 304