



Enterprise Facilities Committee Minutes

August 16, 2021

3:00 p.m.

In Attendance: Shane Scott, Casey Ross, Justin Beckman, Sigrid Davison, Joe Bach, Doug Ryder, Keith Jones, Kurt Ikemeier, Wendy Holden, Derek Mayo, Veronica Gomez Vilchis, Delano Palmer, Ginny Tomlinson, Alejandra Cruz-Martinez, Joseph Pearson, Steve DuPont, Sydney Thompson, and Kelly Clerf

A. Approval of April 19th Minutes

Doug Ryder moved, seconded by Keith Jones, that the Enterprise Facilities Committee (EFC) approve the April 19, 2021 minutes as presented. Motion approved.

B. Minor Works

Chiller Line Leak – Project is in progress. There are materials showing up this week and we are delayed a week due to a fusion equipment malfunction. Service expected to be restored the first week of September. Site restoration mid-September.

Minor works programming and preservation funding is used to update academic facilities and spaces across campus. We have a rollover of about \$1M due to effects of COVID and we received \$7.4M in preservation and \$1M in programming funding for the 21-23 biennium. The minor works project list is prioritized and sent to Cabinet level for approval and usually the highest impact projects are at the top of the list for funding. Typically there are 17 categories of minor works but there are fewer categories on the current list due to the high dollar amounts of some of the projects. Categories include Fire Protection & Life Safety, Campus Data Distribution, Building Interiors & Finishes, HVAC Indoor Air Quality/Energy Efficiency, Elevators, Campus Landscaping, Interior & Exterior Signage, Roofing, Campus IT LAN Modernization, Utility Infrastructure & Distribution, and Campus Hard Surfaces. If a project is canceled or comes in under budget the money is redistributed to other projects. New 2021-2023 budgets have been approved for Minor works. Delano will be working with Capital and FMD to set up long lead item projects.

C. Subcommittee/Task Force Updates

Campus Circulation Committee (CCC) – Michael Montgomery

Michael was not in attendance, but Keith believes they are getting close to finishing golf cart policy.

Enterprise Communication Committee (ECC) – Keith Jones

ECC met a couple times over the last few months in order to get the campus ready for the students return to campus. Our digital signage software REACH has some new upgrades so we are in the process of getting training set up for digital sign content managers. Comstock Math

Timeline is scheduled to be installed prior to Homecoming. Keith hopes to have an updated donation/land marking policy to EFC by winter quarter.

Campus Moves Council – Doug Ryder

Doug had several move initiatives over the summer both in the library and Mitchell. The College of Arts & Humanities dean suite was moved from Hebelier to Black Hall. Melanie Palm has been moved from Main Street to Hebelier. There are AV upgrades happening in classrooms to prepare for fall and classroom furniture moves have been completed.

D. Project Updates

Health Sciences – On schedule for winter opening in January. The capital team is working with the building committee on FF&E purchasing. Building is targeted for LEED Gold which is a high standard for energy and resource efficiency. The project may add additional car charging stations beyond the three currently planned.

Health Education – The Health Education project involving the expansion and renovation of Nicholson will go out to bid this fall. We are trying to jump into bidding early in the fall in order to get as many competitive bids as possible. Once we have a successful bid Delano will work with contractor to discuss project phasing.

North Academic Complex – Sent out Request for Qualifications (RFQ) for project which was previously known as Humanities & Social Sciences Complex. Project includes demolition of L&L and Farrell and the expansion of the Brooks Library. Submissions for RFQ due on September 2nd.

E. City of Ellensburg

14th Alder Traffic Signal/Palouse to Cascade Trail – Consultant has been selected and design is underway. Derek hopes to have revised 30% plan soon that will be shared with the university.

University & Reecer Creek Signal – Awarded contracts and consultant will start work after Labor Day weekend. Underground work will be done before winter and then signal poles will go in later when weather permits. Roads will remain open so project shouldn't cause traffic delays. Derek will share detailed schedule from contractor.

Main Street Corridor – Working on underground work at several intersections and signal equipment will be installed when received.

Bull Road Utility Project – Large utility project going well so far.

5th & Railroad Traffic Signal – Design is complete and this will go to bid later in the year.

New Elementary School – Progressing well and Lincoln Elementary will move into new school for a couple months so that Lincoln can finish renovations.

There are a few large scale developments in the city that are in early permitting stages.

F. Other

Automated Building Locks– All academic building entryways on the Ellensburg campus are now being locked/unlocked on an automated schedule that is generated by Facilities Management. A link to current building hours and contacts can be found on the facilities [building schedule webpage](#).

Changes to this schedule are coordinated by Shane Scott and quarterly schedule changes should be sent to Shane.Scott@cwu.edu and Sunny.Bloxham@cwu.edu six weeks prior to the start of the quarter.

Generally, most academic buildings will be unlocked during regular business and academic hours of 7:30 a.m. to 5:00 p.m. Monday through Friday, and will be adjusted to accommodate academic courses with scheduled meeting times. More detailed information can be found on the Facility Use Procedures [webpage](#).

This change also impacts events that are scheduled in academic buildings. Here are the main changes:

- Facilities will only unlock the building for a scheduled event that has been booked through the SURC Scheduling Center.
- When scheduling events outside of regular building hours, please remember to include pre-event time in your reservation to ensure access to the building prior to the event.
- More detailed procedures for event Scheduling can be found on the [CWU Facilities webpage](#).

For more information or to schedule an event space, call the SURC Scheduling & Event Support team at 509-963-1321 or email schedule@cwu.edu.

Next Meeting: September 20, 2021 at 3:00 p.m.