



Enterprise Facilities Committee Minutes

January 14, 2019
3:00 p.m. – Barge 412

Attendance: Jason Berthon-Koch, Andreas Bohman, Sigrid Davison, Robert Ford, Keith Jones, Derek Mayo, Michael Montgomery, Tricia Rabel, Doug Ryder, Patrick Stanton, Bill Yarwood, Scott Carlson, Michael Cox, Duane Dowd, and Wendi Hembree

A. Approval of December 10, 2018 Minutes

Doug Ryder moved to approve December 10, 2018 minutes as presented and Derek Mayo seconded. Motion approved.

B. Parking Advisory Subcommittee (Jason Berthon-Koch)

Parking operations was looked at by the Campus Circulation Committee to see what efficiencies can take place. Having others look at the situation who are not part of the parking team will give us a fresh look. The review by the committee was for information only and the committee is comprised of a variety of representation.

C. Campus Master Plan (Bill Yarwood)

The master plan is kept as a standing item on the agenda as set by the previous EFC meeting. The previous 2013 master plan and current 2018 master plan are posted online and can be reviewed at any time. Any updates or changes should go through the governance structure to the EFC as a proposed change to the current master plan. These updates and changes are collected for the purpose to keep updating the document every couple of years.

An example is the status of the Gladmar Research & Education Area, which is included in the 2013 Campus Master Plan. In 2007, CWU entered into a 50-year Use Agreement with Kittitas County for this area located on the Yakima River north of I-90 near Exit 101.

D. Project Updates

Samuelson: We are in process of closing out the contract and a few minor items are being taken care of. The first quarter of operation had issues with multimedia. Modifications were completed to make multimedia equipment more robust and user friendly. The AV team is modifying code to make rooms easier to use and more functional for students and faculty.

Data Center: Keith Jones advised that the transition of moving the data equipment from the Wildcat Center to the new Systems Operations Center (SOC) data center server equipment in Samuelson is underway. Some of this data equipment is still in transition. The PeopleSoft data systems is now located on new computer hardware in the SOC. We are moving into phase 3 of the copper and fiber relocation. No major outages have been reported. This is a critical process and is important to the University not to lose functionality. The building is getting a lot of use by the students and faculty. They seem to be generally happy with the overall new facility

Hertz / Health Sciences: The last occupants are moving out from Hertz and into Bouillon. Decommissioning of the building has begun. Asbestos abatement has begun and if all goes well, demolition will be complete by mid-March. The first week in February will have activity in Hertz with police conducting a live training (not open to the public). Our consultant team is prepared to have bid documents ready as soon as we receive state funding. Legislature happens around April and we expect to know by May. Traffic flow for pedestrians and street traffic will be moderately affected. Surplus is repositioning existing resources in line with upgraded resources.

North Campus:

Dugmore Hall: The project is on time and on budget. We are in the stage of looking at small details like signage. The dorm room furniture is in production by the local cabinet shop, Wood Products.

North Dining Hall: Panda Express is coming into the new dining hall. A soft opening target date is September 1st. There will also be a market with grab-and-go items, whole food style items, and an espresso stand. The dining and market will serve 400 students in Dugmore and visitors/users of north recreation fields.

Rec-Ex: We are securing funding for two change orders for backstops at the baseball field. We are also adding safety netting to the football field because of spectator safety issues. We are taking a trip to Century link field to look at their lights. ADA improvements will be added for spring programs.

In-house project update (Mike Cox): We are getting feedback for bollards on campus. Then we will have a map of the bollards and costs to show the EFC.

E. City of Ellensburg (Derek Mayo)

The John Wayne Trail improvement contract was awarded to Belsaas & Smith. The project will begin around March 2019. Wildcat Neighborhood Farm entry access is coordinated with the project. The plans include one driveway along Alder street.

Main street extension project was awarded to Belsaas & Smith and will begin in mid-April. They can do a bulk of the work without impacting traffic.

Wildcat Way/University Way intersection expansion project will begin work after June 2019 commencement. The project should be finished by the end of summer with a timeline goal to be complete prior to fair/rodeo traffic during Labor Day weekend.

Mt Stuart is installing a new well. We are currently at 13 feet drill depth.

Hotel: The private development hotel is anticipating having their first building available by April 1st. The project will have 700+ beds in 300 units.

A new elementary school design has begun, and we hope to begin construction in 2020.

F. Other

A question about the teriyaki restaurant purchase and status of the building was asked. There are conversations happening and several options being explored. Auxiliary Enterprises would like it to become a dining operation, but much work needs to take place to get it operating because the building was not well maintained. Another idea is to partner with our campus brew program to create a local tap

room. We also want to have produce from the farm available in a market style. The purchase of the property was a logical addition to CWU campus boundaries with the intention to run it as dining facility. We expect to have a plan in place by spring.

The purchase of a house on 11th street was added recently. The owners approached CWU and negotiated a reasonable offer. The house is being renovated to become executive, temporary housing, to be managed by University Housing.

FMD Director Updates:

Director of Grounds & Custodial

Work orders completed:

Custodial - 23
Move crew – 61
Grounds – 16

New hires to begin January 16th:

Jamey Pitts - Custodian 4
Armando Mojica - Window Washer
Cory Conklin – Custodian 1

The moves for Douglas Honors to Hebel and McNair Scholars to L&L were completed. Moves in Shaw are continuing as work is completed. The remaining moves for Student Financial Services is scheduled for January 15th. Student Success moves are scheduled to begin January 22nd. The crew has been busily emptying items out of Hertz.

Director of Administrative Services

Administrative: Continue to update strategic plans. Developing policies and procedures. Reviewing data for accuracy.

Central Stores: 25 applicants for Procurement & Supply Specialist position. Interviews to be completed in January. Position begins anticipated February 16th.

Over 300 purchase requests completed
Over 350 receipts accomplished
Over 300 invoices and 600-line items recorded at over \$10k
Performed over 500 counter sales with 2,600-line items for over \$64k

Motor Pool:

Processed over 178 rental vehicles (inspected and washed)
Processed 6 new vehicles for rental fleet (inspect, license, and wash)
Numerous repair and scheduled work orders on maintenance vehicles completed

Mail/Shipping: Quarterly student position shuffle completed without loss of service. New mail processing machine installed and running without degradation. Mini-warehousing of the Green Giant (west side) to accommodate spring projects accomplished.

Director of Planned & Preventative Maintenance

Maintenance:

December work order count: 250 Academic and 200 Auxiliary

Winter break projects completed: Athletics camera install, Munson Hall bathrooms remodel, Shaw Smyser carpet upgrades and painting refresh

Minor Works Projects:

Shaw-Smyser re-roof is complete with minor punch list items to be addressed when the weather improves.

Shaw-Smyser interior work is nearly complete and the first round of moves was successfully completed before the first day of winter quarter.

Lind window replacement project to begin in March.

Meeting adjourned at 3:34 p.m.

Next Meeting: February 19, 2019 at 3:00 p.m. in Barge 412