



Enterprise Facilities Committee Minutes

October 15, 2018

3:00 p.m. – Barge 412

In Attendance: Ginny Blackson, Peter Boyle, Maia Chachava, Sigrid Davison, Steve DuPont, Dennis Francois, Robert Ford, Eric Hougan, Keith Jones, Breanyn MacInnes, Derek Mayo, Michael Montgomery, Tricia Rabel, Doug Ryder, Shane Scott, Patrick Stanton, Bill Yarwood, Gene Shoda, Duane Dowd, Hunter Slyfield, Ed Castaneda, Vince Foley, Sunny Bloxham, and Kelly Clerf

A. Approval of Minutes

Doug Ryder moved, seconded by Bill Yarwood that the Enterprise Facilities Committee approve the July 16, 2018 and September 17, 2018 minutes as presented. Motion approved.

B. Campus Master Plan

In 1971 the state adopted the State Environmental Policy Act which mandated any state institutions to conduct a non-project planning SEPA for any long term planning. The first time the university went through the SEPA process for non-project planning was in 1986 when the campus developed a masterplan with goals that included unifying the campus, removing parking from the middle of campus, identify pedestrian entrance, and development of the seven acre Milwaukee railroad that went through campus. In 1998 the masterplan was updated to include the construction of Science I and Black Hall. The 2005 masterplan included planning for the SURC and was the first time the university served as the lead agency in the SEPA process. The most recent masterplan update can be found online at www.cwu.edu/facility/master-plan and is the first interactive campus plan.

Responsibilities of EFC include maintaining, developing, and implementing an enterprise facilities master plan in coordination with the university capital plan, strategic plan and the capital budget. OFM has tweaked the capital scoring rubrics and there are now more points available for a broader vision, which include points for historic preservation and academic strategic planning. Moving forward we will need the vision of the entire university to create the right request for the university.

Shane has asked VP Bohman to create a Capital Master Plan project through the PMO office. EFC members are to submit compliments and critiques of the 2019-2029 Capital Master Plan from their respective areas to Shane within the next few weeks.

C. Subcommittee/Task Force Updates

Campus Circulation Committee (CCC) – The next CCC meeting is on October 29th where they will continue to review vehicle policy on campus which includes proposed routes and may also include the installation of removable bollards.

Enterprise Communication Committee (ECC) – Reviewing digital signage software RFP and funding issues. Andreas will attend next ECC to discuss the possibility of an enterprise solution for digital signage and wayfinding.

D. Project Updates

Samuelson – Open house and ribbon cutting ceremony on Friday, October 19th at 3:00 p.m.

Health Sciences – Alumni affairs is putting together event in Hertz to celebrate Wayne Hertz. Doug is working with a consultant out of Seattle who is helping with DAHP process to ensure we are in compliance. Draft SEPA checklist has been put together and SEPA review process is being scheduled. Hertz will be vacated until the end of January and the building decommissioning will begin in February. The university would like to put an alternate in the demolition contract for the data center demolition but separate funding will need to be identified.

North Campus

Tomlinson – New challenge at Tomlinson is keeping people off of the new sod. Current flag poles are being replaced and there are other punch list items being done with building and turf.

RexEx – Currently two weeks behind but expect substantial completion for the building on the 26th and the track and field on the 31st. Landscapers will come in after substantial completion once city has approved final landscaping plan. Pavement for bleachers is scheduled for Thursday and Friday. There is a power outage today from 10:00 a.m. to 10:00 p.m.

Dugmore – Building now has four floors and is currently on time and on budget. Most recent meeting focused on interior options for building. Will lot by Library parking lot be re-designated so that it is no longer a 24 hour lot – Shane will follow up with Jason.

E. City of Ellensburg

John Wayne Trail is out to bid with bid opening on November 1st for construction beginning in the spring.

University & Wildcat Way and Main Street Extension Projects – Going out to bid Thursday with bid opening November 1st. Main street extension construction will begin in April and University

& Wildcat Way construction to begin after graduation. University Way will be open throughout project but there will be lane closures.

The city will be drilling a new municipal well north of Mount Stuart Elementary in order to keep up with demand – currently out to bid.

Kittitas County has confirmed that University Way bridge work has been completed so University Way is now reopened.

The city and county applied for joint grant funds and received funding for design of signal at intersection of University Way & Reecer Creek.

F. Other

FMD Director Updates:

Director of Grounds & Custodial

Grounds has completed 41 work orders between 9/16 and 10/12. Scheduled Minor Works project are complete with the exception of the Alder Field lawn extension. Final grading is not complete and soil temperatures are too low to hydro seed at this time. Project completion will be in spring 2019. The original bid of just the bathroom landscape remodel is complete, the Wildcat Farm power and water supply took priority over the lawn extension and is ongoing with an expected completion of 11/2 for utilities and road access. Removal of contracted hazard trees is 94% complete and stumps ground, 1 tree remains at Anderson Moore and is scheduled for spring time removal. In house tree removals are 77% complete, remaining are scheduled for late fall/winter removal. More hazard trees are being identified.

Between 9/16/18 and 10/12/18 the move crew has completed 91 work orders and the custodial crew has completed 56. Five Custodian 1 vacancies have been refilled as well as a Custodian 3, Window Washer, and Waste Collector.

Director of Administrative Services -

Administration: Summer activity winding down (project-material purchases). Fall activity increasing (vehicle demands). Personnel move – Project Support Supervisor 2 appointed to alleviate Director of Administrative services day-to-day involvement in Central Stores. Will be advertising for Procurement and Supply Specialist I immediately. Please “network” this to all of your professional and personal associates.

Central Stores Materials: 350 purchases, \$160k, and 1,600 transactions by 2 FTEs. Almost 600 “over-the-counter” sales (over 1,600 line items) for \$67k. Our stock manager fulfilled every CWU

building custodial request – readying them for fall occupation.

Motor Pool: 4 ea. 8-passenger vans purchased (ETA Jan 2019). High-Demand 12-passenger vans will remain in the fleet. New student hired to handle increased rental demand (vehicle prep) – approximately 190 requests per month. Vehicle turn-over (buying/swapping) at a high rate. Excited to report 0 accidents this month. 2 FTEs are on-schedule maintaining maintenance fleet of over 200 vehicles.

Director of Planned & Preventative Maintenance

Work order count for month of September: 304 Academic and 651 Aux (this includes move in weekend which was 230 that weekend alone).

Moore Hall Heat Exchanger- Existing heat exchanger has been demo'd and we are awaiting arrival of the new unit scheduled for delivery Tuesday 10/16. Install expected to be completed by Friday 10/19.

Minor Works Projects:

- Shaw-Smyser re-roof is nearly complete with expected completion the week of 10/22.
- Shaw-Smyser interior work contractor will mobilize on 10/15 and begin work immediately. Substantial completion expected 12/15.
- Jongeward backyard paving project is going well. All site storm drainage is in place with final grading nearly complete. Paving should begin the week of 10/15
- Lind window replacement project bid opening is the week of 10/15.

Next Meeting: December 10, 2018 at 3:00 p.m. in Barge 412