

Enterprise Facilities Committee Minutes

October 16, 2017
2:00 p.m. – Barge 412

Members in Attendance: Jason Berthon-Koch, Sigrid Davison, Joseph Han, Breanyn MacInnes, Derek Mayo, Gregory Paveza, Doug Ryder, Patrick Stanton, Lathan Wedin, Bill Yarwood, Joe Bach and Kelly Clerf

A. Approval of June 19, 2017 Meeting Minutes

Doug Ryder moved, seconded by Derek Mayo that the Enterprise Facilities Committee (EFC) approve the June 19, 2017 minutes as amended. Motion approved.

B. CPP & FM Org Change Update

Vice President of Operations, Joseph Han, presented a semi-final facilities org chart. When VP Han arrived at the university there was talk of adding an Associate Vice President (AVP) position to Facilities and after being at the university for a few months he agreed that there was a need for the higher level position. As part of the reorganization three exempt positions have been created using three classified non-bargaining positions – Director of Planned & Preventative Maintenance, Assistant Director of Planned & Preventative Maintenance, and Assistant Director of Planning & Projects.

The Assistant Director of Planning & Projects will have a dedicated crew that will focus on project work. The management team is collecting lists of renovation projects in the hopes of creating calendar to schedule projects a year out. Facilities Management is also developing a comprehensive maintenance list in order to right size the maintenance team and create a maintenance schedule.

Management positions in Custodial and Grounds that are currently civil service positions will become exempt positions. The Campus Space Planning and Real Estate & Capital Planning Liaison positions show reporting to the AVP but this may change to report directly to the VP of Operations. VP Han hopes this new structure will move facilities away from being project focused and will free up assets up to address maintenance needs.

C. AVP Campus Planning & Facilities Management Search Update

AVP position is posted and to date there are approximately 35 applications with 18 that meet the minimum qualifications. The search committee is meeting later today to finish the scoring process.

VP Han would like to interview eight applicants by phone and bring top three finalists to campus in November. EFC members were encouraged to attend campus forums and dates and times will be sent out to members.

D. EFC Chair

The EFC chair position will be held by the Associate Vice President for Campus Planning & Facilities Management. Until the AVP position is filled, VP Han will act as interim chair.

E. 2018 Objectives for EFC

VP Han asked committee members what they believe EFC should be discussing or accomplishing as a group. He also asked what members got out of meetings because the committee was under review for dismissal. Derek Mayo spoke on behalf of the City of Ellensburg and said they benefit greatly from the only standing monthly meeting the city has with the university. Jason Bethon-Koch sends both project and city updates received at EFC out to Police & Parking departments and added the road closure updates received from the city are especially useful. Patrick Stanton reports the information back to an accounting and finance group of 45 employees but stated that there was a perceived lack of direction on some topics and he was also unsure that certain topics should be coming to EFC. Interim Library Dean Gregory Paveza generally finds these kinds of committees useful because it gives the opportunity for those in Academic Affairs a sense of what is going on in Facilities with updates of not only major but also minor capital projects. Breanyn MacInnes feels the most important part of EFC is the campus master plan and having every aspect of the university contributing to it and receiving ideas from it.

F. Memorial Policy Committee

The Veteran's Memorial business case presented to EFC on April 17th that went forward to Cabinet for approval was rejected by Cabinet because of the need for a campus memorial policy. Previous draft policy created by Karen Shaw was reviewed by the Memorial Committee earlier this month. VP Han has committed to having a policy ready for review at the February UPAC meeting.

The request for a memorial plaque in the Japanese Garden for two Japanese students killed in a car accident in December 2014 has been approved by VP Han. A work order has been cut with the understanding that if the placement of the memorial does not meet the guidelines of the new policy that the plaque can be moved if necessary.

G. Subcommittee/Task Force Updates

No additional EFC subcommittee updates.

H. Project Updates

Barto – Received LEED Platinum certification from the United States Council on Green Building.

Bouillon – Reappropriation funds received to finish up project. Only minor touch ups remain.

2018-20 Aux Preservation List – Facilities has received approved project list for approximately \$3.5M and includes Brooklane asphalt repair, Brooklane siding study, card access, and Hitchcock and Davies window replacement.

Campus ADA Compliance – Ongoing project that works on trip hazards across campus. Master plan and online map map.cwu.edu shows trip hazards based on list that is updated once per year.

Campus Moves – Movezilla has been completed. Moving forward all space requests need to go directly to Doug and require VP approval. Next big move will be ITAM, Multimodal, Computer Science, Mathematics, and IS data center occupying Samuelson. Moves related to construction of the new residence hall include the move of the Athletics Annex out of CHCI and Doug is working with Gary Hyatt to get specific data regarding occupants. Relocation of modular building and Theatre Arts temporary storage in Peterson will also need to be addressed as a part of the new projects. All pending moves still need to be vetted by Cabinet.

ECLC – New modular at Early Childhood Learning Center is up and will be finished after fire alarm installation.

Health Sciences – Project design is at 100% and project is currently on hold pending funding.

Lind – Capital project is complete and facilities is currently finalizing wish lists for ROTC and Communication.

Old Heat – Phase III was overbid by 43%. Design team will revise scope and anticipate going out to bid in early 2018. Base bid will focus mainly on annex and getting first floor usable and alternates will include coal bin conference room.

New Projects – Project committees have been established for three new projects: New Residence Hall, Rec Expansion, and Tomlinson Upgrades. Combined budget totals \$53M with up to \$45M for the new residence hall and \$4M each for the rec expansion and Tomlinson upgrades. Pro-formas are being developed for Cabinet and BOT approval and design-build approval has been received for the residence hall.

Sammamish – Ribbon cutting at Sammamish CWU facility took place on Thursday, October 12th. There are presently 70-75 active students at Sammamish. Subleases are in place with Microsoft and YMCA.

Samuelson – Samuelson is progressing. Separate project has been created to address the relocation of the data center – Support Operations Center.

Sparks – Bathroom, carpet, and paint remodel project completed over the summer.

Stephens Whitney – Window replacement project complete.

Wahle – Paving in progress with completion expected October 31, 2017.

Supplemental capital budget has been submitted.

Current project and campus move updates can be found online at www.cwu.edu/operations/operations-updates.

I. City of Ellensburg

City has applied for signal expansion grant for Wildcat Way & University Way that would include left hand turn arrows. The city should find out in mid-November if the grant was received.

Applied for grant for University Way in order to install sidewalks out to Red Horse Diner.

John Wayne Trail section completed down to 18th Avenue and grant funds have been received to extend to 14th Avenue starting next year. The city will work with university to develop design and right of way easement. The university will need to address the four homes using university property as personal parking and storage space. Derek will bring map with exact locations when available.

Received small pedestrian crossing grant and will put in pedestrian crossing lights on Wildcat Way north of the steam plant and east of the tennis courts on Dean Nicholson Boulevard.

Roundabout – DOT project is behind schedule but expect to finish by October 31, 2017.

Central Apartments – Broke ground on four of the ten apartment buildings.

2017 Comp Plan – City of Ellensburg comp plan update will be finished by the end of the year.

University Way Closure – The county will no longer be closing University Way for bridge repairs this month, work is expected to take place next summer.

J. Other

VP Han has asked Cabinet members to review the current 10-year capital plan list and each provide either a ranking of the current project list or a new priority list.

Next Meeting: November 20, 2017 at 2:00 p.m. in Barge 412