



Enterprise Facilities Committee Minutes

October 19, 2020

3:00 p.m.

In Attendance: Sigrid Davison, Steve DuPont, Bob Ford, Verónica Gómez-Vilchis, Keith Jones, Breanyn MacInnes, Derek Mayo, Doug Ryder, Patrick Stanton, Ashley-Sue Vizguerra, Delano Palmer, Joseph Pearson, Russ Alford, Sydney Thompson, and Frank Jones

A. Approval of September 21st Minutes

Bob Ford moved, seconded by Delano Palmer, that the Enterprise Facilities Committee (EFC) approve the September 21, 2020 minutes as presented. Motion approved.

B. Minor Works

Delano has submitted the 21-23 requests to the state. In the next month he will be working on re-appropriation of about \$600K in minor works funding. A reminder was given to all about entering their minor works information into AiM.

C. Subcommittee/Task Force Updates

Campus Circulation Committee (CCC) – Michael Montgomery

No update.

Enterprise Communication Committee (ECC) – Keith Jones

The ECC did not meet in October. Keith has requested topics from the group and plans to get an update on the new campus map at the November meeting.

Campus Moves Council – Doug Ryder

There is currently one internal move within Bouillon underway. Completion of the move is not time critical and is waiting for electrical shop and telecom support. Planning and minor updates for winter quarter classrooms are underway based on roughly the same mix of in-person classes held this fall.

D. Project Updates

Health Sciences - Doug reported the project is on schedule. The building will be enclosed to weather within the next month. Classes will begin in the new building in January, 2022.

Health Education - Delano reported on the status of design phase for this project. The project is on schedule, options are under review to meet the project budget.

E. City of Ellensburg

North Campus Signalization Project - Construction of the traffic signals at the intersections of 14th Avenue and Wildcat Way and the intersection of 18th Avenue and Walnut Street is nearing completion with the underground portion of the work. The contractor is expected to complete this work by the end of next week. Then the project will be temporarily stopped until the traffic signal poles and equipment is received, which is tentatively scheduled for mid-late December delivery. Once the equipment is available and weather allows, the installation and activation of the signals will take place. It is anticipated to take 2-3 days for the installation and activation for each traffic signal. This would likely take place late December or January.

Anticipated projects for next year include:

- Helena Ave Project - Install the missing sidewalk gaps on the north side of Helena Avenue between Water Street and Walnut Street.
- Bull Road Utility Extension Project - Extend water, sewer, power, and natural gas mains in Bull Road from Berry Road to Umptanum Road to extend and loop utilities.
- Install Traffic Signals at the intersection of 5th Avenue and Railroad Avenue and the intersection of University Way and Reecer Creek
- University Way Gateway Project – Install multi-use pathway on the south side of roadway, sidewalk on the north side of roadway and stormwater and landscaping on both sides of the roadway from Wenas Street to the west city limits.
- Construct a wellhouse and well pump at the Illinois Well site (next to new Elementary School being constructed).

F. Other

FMD Director Updates

Administrative Services

Don Bechtel retired effective 1 October 2020. Motor Pool completed work on over 20 maintenance work orders. 3 Vehicles (old) have been sent to surplus.

Central Stores processed 255 purchase order requests. Invoiced 617 Line items for over \$258k. Completed over 526 counter sales for customers.

Central Stores, Shipping/Receiving, Mail Services, and Kelly Clerf are directly supporting Covid material support services. Including ordering, tracking, receiving, storing, and reporting. At this time, issues and deliveries are completed upon approval.

Mail, Shipping/Receiving are process requests at maximum bandwidth. Please exercise patience.

Planned & Preventative Maintenance

The priority for September was to insure the campus was safe and ready for the students. As students moved on campus, the work within the department increased dramatically but has since leveled off to a steady pace. The focus of the department was to stay ahead of student requests and to finish work on several large Mechanical projects that affected heating to several buildings. We continue to support various Minor Works projects across the campus such as The Library roofing project, Dean Hall cladding repair, North Hall, exterior lighting upgrades and Central Plant upgrades. As September ended, work began on a security upgrade across the campus with several FMD staff assigned to the project.

Work Order Updates

Total Work Orders completed for September were 1001. The total hours associated with the work orders were 3,074. The Campus Divisions breakdown as follows:

Academics

Total work orders completed were 595 totaling 1439 hours

CM requests were 478 totaling 1235.5 hours

PM requests were 117 totaling 203.5 hours

Housing

Total work orders completed were 371 totaling 1518.5 hours

CM requests were 335 totaling 1421.5 hours

PM requests were 36 totaling 97 hours

Dining Areas

Total work orders completed were 35 totaling 116.5 hours

CM requests were 34 totaling 103.5 hours

PM requests were 1 totaling 13 hours

Next Meeting: November 16, 2020 at 3:00 p.m.