



## Enterprise Facilities Committee Minutes

May 21, 2018

3:00 p.m. – Barge 412

**In Attendance:** Andreas Bohman, Sigrid Davison, Steve DuPont, Dennis Francois, Eric Hougan, Keith Jones, Breanyn MacInnes, Derek Mayo, Michael Montgomery, Greg Paveza, Doug Ryder, Shane Scott, Patrick Stanton, KeKe “Coco” Wu, Bill Yarwood, Joseph Pearson, Scott Carlson, Wendi Hembree, Ed Castaneda, Hunter Slyfield, Vince Foley, Gene Shoda, and Kelly Clerf

### A. Approval of April 16, 2018 Minutes

Doug Ryder moved, seconded by Greg Paveza that the Enterprise Facilities Committee (EFC) approve the April 16, 2018 minutes as amended. Motion approved.

### B. CWU Food Systems Cooperative (CFSC) Business Case Update

Gene is in the process of forming CFSC committee that will look into soil testing, building site plans, and requesting estimates for utilities and irrigation. The goal is to have one field planted with cover crop and one greenhouse for this year. A site plan will come to a future EFC meeting.

Gene Shoda presented the SharePoint site created by the Project Management Office to track campus projects that include the CFSC recently presented to EFC. Individual project dashboards report progress of each project and includes a document library that includes weekly status reports focusing on project plans, milestones, changes, issues, and risk management.

### C. Subcommittee/Task Force Updates

Enterprise Communication Committee (ECC) – Trying to move forward with replacing digital signage software vendor, however, there is no money currently identified to support RFP so this is on hold pending funding. Looking on doing some collaborative work with other group on wayfinding and digital directories. The next ECC meeting will include a discussion on creating standards for donor signage.

Campus Circulation Committee (CCC) – Vehicle policy is still pending and Shane will talk to Jason about getting this moved forward. Andreas and Joseph volunteered to review policy and provide feedback. Student groups from a Law & Justice class working with community development programs came to CCC to present projects they wanted considered for masterplan including putting vehicle bollards on main walkways of campus, addition of bike paths on Nicholson & Alder, and the addition of a bike lane on the Chestnut expansion.

Safety Committee – There has not been a safety committee meeting since the last EFC meeting.

#### D. Project Updates

Samuelson – There was a successful Board of Trustees dinner in Samuelson on Thursday, May 17<sup>th</sup>. The furniture deliveries will continue over the next few weeks and we are on schedule for the cabinet approved move list. Next Thursday there is a pre-move meeting in Barge 412 to answer questions and make sure departments are aware of the steps they need to take prior to their move. AV subcontractor is 85-90% done with their work and owner provided items are about 50% installed. FF&E equipment orders are starting to arrive and are being staged in the building. Labs will be set up as soon as furniture is installed. A meeting will be set up by FMD to create a standardized communication for IS Help Desk to help answer general questions about Samuelson. Power testing is in progress at this time but it has not had any impact on furniture delivery or the move schedule beginning June 18<sup>th</sup>.

Health Sciences – On May 10<sup>th</sup> the Element Architect consultant team met with cabinet on the status of the project phasing and next steps. Hertz is slated for closure at the end of fall term with the last occupants being moved out in mid to late January. The staging area adjacent to Hertz will stay in place but the staging area in front of Science I will be rehabbed.

Dugmore Hall – There is now a permit in place for the foundation. The GMP contract with Lydig came in at \$35.8M and total project cost at \$44.8M. Two issues being dealt with include a waterline that was not properly marked that will be shifted, and a soil compaction issue that has caused unstable soils. The ResCam construction camera is now up and can be viewed at <http://fmdcam.l.cwu.edu>.

RecEx/Tomlinson – Bids were opened on May 3<sup>rd</sup> and came in significantly higher than expected due to concrete prices and overtime due to our short timeline. Moving forward with contract with Ohno Construction and Scott hopes to move forward with notice to proceed later this week. There is a preconstruction meeting May 22<sup>nd</sup> to discuss work beginning on June 12<sup>th</sup>.

#### E. City of Ellensburg

University & Wildcat Way Intersection – 30% design drawings received on Friday. Geotechnical work is complete and cultural resource report has been completed and will be sent to Shane for review. Goal is to have 60% design by early July and be out to bid by October.

The level of service analysis done as part of the North Campus improvements triggered the need for an additional intersection improvement. Between Central funding for traffic impact fees and the city match Main Street will be extended from 14<sup>th</sup> and Main to 15<sup>th</sup> and Water and a traffic signal will be installed at 15<sup>th</sup> and Water. A consultant is on board and the city hopes to be able to bid this together with the University & Wildcat Way improvement.

Pedestrian Crossing Improvements - Received final grant funding approval and will have bids within the next month for improvements by steam plant and tennis courts.

John Wayne Trail – DOT recently certified right away based on easement received from CWU. Bulk of the funds are being released and the city will be working on the design and bid later this year. One of the two existing driveways on 14<sup>th</sup> will need to be eliminated due to pedestrian traffic and the city is willing to leave one on 14<sup>th</sup> and add one on Alder but would like to limit to one off of 14<sup>th</sup>.

There is a house being relocated from Anderson Street to 10<sup>th</sup> & C Street and is tentatively scheduled to be removed from its foundation to a trailer on Anderson Street on June 2<sup>nd</sup>. The move from Anderson Street to C Street is scheduled for the early morning hours of Monday, June 4<sup>th</sup> and the city will be removing signal arms, signs, and overhead power to facilitate the move.

#### F. Facilities Management Director Updates

Central Stores received over 330 purchase requests generating approximately 1,900 transactions.

Motor pool requests totaled 535 reservation requests and 375 maintenance work orders.

Planned & Preventative Maintenance – Working on Shaw Smyser roof and advertisement for bids will go out the week of May 28<sup>th</sup> with plans for bid opening on June 25<sup>th</sup>.

Elevator bid opening the week of June 4<sup>th</sup> for upgrades in L&L, Hogue, and McConnell.

Covered walkway was put in on NE side of Barge after finding falling brick from NE tower when doing preventative maintenance inspections. Currently waiting on recommendations from structural engineer on how to proceed.

Executed 917 new work orders up 100 from last month with 47% being academic and 53% auxiliary. Replaced failed sump pump underneath SURC. Approximately 385 hours of preventative maintenance work done in the last month. Six temporary employees have been brought on in last two months and another four will be brought on starting on June 1<sup>st</sup> to help with projects and apartment checkouts. Vacant full time positions include an electrician, stationary engineer, and maintenance mechanic.

#### G. Other

**Next Meeting:** June 18, 2018 at 3:00 p.m. in Barge 412