



Enterprise Facilities Committee Minutes

September 17, 2018

3:30 p.m. – Barge 412

In Attendance: Shane Scott, Keith Jones, Sunny Bloxham, Vince Foley, Scott Carlson, Patrick Stanton, Ed Castaneda, Hunter Slyfield, Sigrid Davison, Doug Ryder, Ginny Blackson, Michael Montgomery, Tricia Rabel, Dennis Francois, Josh Mattson, Robert Ford, Jocelyn Matheny, Micheal Seraphin, and Kelly Clerf

A. Capital Submissions

Shane participated in the scoring of capital projects this year and although our submissions are excellent he feels they could be better if we use a community shared governance perspective to create requests. Shane would like to focus on the master plan and capital request process at future meetings. EFC members were asked to review the master plan before the next meeting. The master plan can be found online at:

http://www.cwu.edu/facility/sites/cts.cwu.edu/facility/files/documents/CWU_master_plan_2019-2029_final.pdf

B. Subcommittee/Task Force Updates

Enterprise Communication Committee (ECC) -

Digital Signage - Shane attended the last ECC meeting and will put forward a request for funding to upper management for a new digital signage package. Current vendor contract is up at the end of December and purchasing requires funding to be identified in order to put out a new RFP.

Donor Signage - There was a donor signage task force put together that is being led by Bill Yarwood. Moving forward it was decided that signage designs will be required as part of the design process in new facilities and remodel projects. The Lydig sign in Science II will be matched as closely as possible to the other donor signs already in the building.

Samuleson – Still working on wayfinding and digital signage in Samuelson. The Service Desk is controlling a digital sign on the first floor and ITAM and Multi-Modal have decided to share content on a total of four signs throughout the building. There are other signs in the building that are unassigned at this time but may be used for wayfinding.

Bouillon Hall – Bouillon Hall is in the process of getting new room signage similar to Barge Hall which is now 50-70% complete.

Move Committee – Doug Ryder is unsure of the number of people who have been moved in the past year but commended the move crew and IS for the amazing work they have done. To date there has not been a move date missed and Sunny and Doug have been able to accommodate some early moves. Moves are scheduled out well into next year.

Campus Circulation Committee (CCC) – There has been some turnover in CCC and the committee is now chaired by Michael Montgomery. There is discussion of the installation of bollards on malls and the creation of designated traffic routes on campus which will be brought forward to EFC at a later date. Shane has reviewed the latest draft of the campus vehicle policy and a service vehicle map is being created to show service vehicle access. The campus vehicle policy should be ready to be reviewed at the next EFC meeting. Chief Berthon-Koch has asked Shane to help put together a Parking Advisory subcommittee that will report up through CCC.

C. Project Updates

Samuelson – Doug has been pushing forward to the last minute to make sure everything is ready for opening day. The contractor is still finishing some punch list items. About 95% of the people who will be housed in the building have been moved in and one last group will be moved the first week of October. Keith is dealing with some AV challenges due to the building having a new generation of network equipment which has made data transfers a challenge.

Health Sciences – Doug has been planning the relocation of occupants of Hertz Hall. Some occupants will be moved to Black Hall while another large group of staff will move to Bouillon. Bid documents are being prepared for the demolition of Hertz and site utilities.

North Campus – The first game in Tomlinson Stadium will be on Saturday, September 29th at 6:00 p.m. The turf is in, the lights are being fine-tuned, and the building renovation is going well with the final walk through beginning later today.

RecEx – The turf is 100% complete and the track surface should be down in a few days. Landscaping and throw areas have taken a backseat to Tomlinson at this time.

Dugmore – Tricia reported they recently toured the first and second floors. There are currently three floors on the A and C wings but there is only one wing on the B wing at this time. The permits for dining should be in soon. There is a contract with Mahlum on furniture design consulting.

Brooklane – The parking lot is being redone and there will be a bid for the residing of the buildings. They are also looking at the possibility of interior upgrades at a later date.

D. City of Ellensburg

Wildcat Way Intersection & Main Street Extension – The Wildcat & University Way intersection project will expand University Way to the South in order to add center left hand turn lanes with dedicated left turn phases. Project is planned for next summer and will be at about 90% design in a week. Main Street Extension project is in support of Dugmore Hall and will extend Main Street further north and to the west over to 15th and Water. There will also be a new signal at Water Street and 15th Avenue. This project is planned for completion next year and will likely start next spring. Both projects will go to bid in mid-October.

New Pedestrian Crossing – The city hopes to be done with concrete on Dean Nicholson next week but both crossings should be finished in October.

John Wayne Trail – Project extends the trail from 18th Avenue around the Challenge Course, over to Brooklane, down along Brooklane to 14th Avenue, and then over to 14th and Alder Street. Project should go to bid soon for construction in the spring.

E. Facilities Management Director Updates

Director of Administrative Services – Forrest Swinart has been hired as the Mail Driver Lead. Holding on further direction regarding whether we will keep 12 passenger vans in the motor pool fleet.

Director of Custodial & Grounds – Sunny reported that since July 16th the move crew has completed 145 work orders, the custodial crew 57 work orders, and the grounds crew 75 work orders all on top of the moves. Residence halls were prepared for students to come back and move in went very smoothly. Grounds crew has worked on minor works projects over the summer and should be finishing up Alder in the next week. Close to twenty hazardous trees will be removed on Nicholson Boulevard and this work should be completed by the middle of October.

Director/Assistant Director of Planned & Preventative Maintenance – In August there were just over 500 work orders on the auxiliary side and 450 work orders on the academic side. Over move-in weekend there were 100 new work orders on Friday and an additional 125 new work orders Saturday and Sunday. Paint job on Shaw Smyser is looking nice and should be completed in October. The scaffolding will be removed from the North side of Barge this Thursday and the roofing job will be complete by mid-October.

At future meetings directors will be asked to provide written updates in the form of a handout to free up meeting time.

F. Other

Ginny asked if there had ever been conversation about having facilities staff wear identification. She brought forward concerns that Library staff doesn't know all facilities employees and her staff doesn't always know who is supposed to be in the building. Shane will discuss this with Sunny & Ed and find out what it would cost to get identification for crews.

Next Meeting: October 15, 2018 at 3:00 p.m. in Barge 412