

**MEETING MINUTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
October 17, 2017**

**Members Present:** Royce Smith – Chair, Walt Banziger, Kurt Blunck, Chris Catlett, Ian Eastes, David Kack, Fatih Rifki, Leslie Schmitt, Glen Steinhoff, and Keith Hamburg

**Members Absent:** Kregg Aytes, Mike Everts, Christina Fastnow, Chris Kearns, Terry Leist, Robert Mokwa, Renee Reijo Pera, David Singel, Duane Morris, and Jim Thull.

**Staff & Guests:** Randy Stephens, Candace Mastel, Matt Regan, and Madison Graff

**ITEM No. 1 – APPROVAL OF NOTES**

Approval of the draft notes from October 3, 2017 meeting.

**ITEM No. 2 – EXECUTIVE COMMITTEE REPORT**      **None**

**ITEM No. 3 – CONSENT AGENDA**      **None**

**ITEM No. 4 – INFORMATIONAL – Capital Projects Process**

Walt Banziger introduced the new Capital Planning database and process that will become a part of the facilities management program that includes FCI, Major Maintenance, Capital Planning, and Long-Range Campus Master Planning.

The purpose of the Capital Planning list is to integrate a comprehensive list with FCI and Major Maintenance for the foreseeable next 10 years. It will incorporate projects ranging from cyclical carpet replacement to HVAC replacements.

The goal is to meet with all committees and core university entities (Space Management, Provost Office, Auxiliaries, Athletics, PTAC, Classroom Committee, ADA, etc.) to identify and prioritize capital projects and bring the capital projects database more up to date on existing needs for each area/building.

Examples of categorization of projects:

- Major Maintenance – replace in kind, improve or modernize
  - Roofs
  - Heating system
- Capital Projects
  - Lighting upgrades
  - Energy upgrades
  - Wayfinding signage
- Special Institutional
  - Large renovation
  - New dining hall

The Capital Projects database will include a ballpark estimate, area name, building, work type (*Building, Energy, MEP etc.*), and prioritization of projects.

Banziger would like for the UFPB committee to contribute to the Capital Project process by:

- Evaluating existing conditions
- Determine if these conditions warrant requesting capital projects
- Prioritize projects and concise requests
- Communicate openly about expectations
- Open dialogue about real needs
- Advocate for funding

- Capital renewal, maintenance and improvements

The goal is to have a comprehensive tracking plan to identify the needs and priorities for each building within two years.

Royce Smith suggested breaking up some of the projects into phases. Banziger stated that breaking up the buildings into phases and priorities is part of the process for the Capital Projects process.

**ITEM No. 5 – INFORMATIONAL – LRBP MSU Bozeman List**

Banziger explained that the Long-Range Building Program (LRBP) is the state’s legislative process for funding to develop and define the state’s biennial Capital Construction Program (CCP). For MSU, the LRBP is a continuous, cyclical planning process. MSU Campus Planning, Design & Construction (CPDC) is coordinating the LRBP process for MSU, its four campuses, and Montana Agricultural Experiment Station (MAES). Projects that are eventually funded by the legislature are then executed by the state’s Architecture & Engineering Division in collaboration with MSU CPDC.

MSU Bozeman’s LRBP project priority list is currently in the process of development where CPDC shares the draft as an informational item governance groups on throughout campus. On October 31, 2017, CPDC will relay the comments from the governance group to the President and work with the President and Campus Executives to compile, consolidate and finalize the LRBP project priority list for all MSU campuses and MAES.

The state needs to still approve buildings that are funded by private sources because the state will fund the life cycle of the building.

LRBP is a continuous planning process that CPDC assesses through site visits and compiles a comprehensive list. CPDC presents the LRBP plan to President Cruzado by November of each year.

MSU is planning to combine projects that will be presented:

- Romney Hall is the number one project on the list. CPDC plans on consolidating projects to present.
- ADA projects to be combined into a comprehensive request.
- Fire suppression projects will be combined into a comprehensive request.
- Seismic evaluations will be combined into a comprehensive request.

BOR meetings are every other month and approvals last three years.

**ITEM No. 6 – DISCUSSION – New Residence Hall**

There was discussion about the new Residence Hall location. There is currently no site plan, but it should be available in a few months.

**HORIZON ITEMS**

- **Interior Public Spaces Signage**
- **Turf Fields Facility Concept**
- **Renne Library Spaces & Technology Renovation**
- **External Building Signage Policy**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **Second Phase of Garage Art**
- **Bicycle Master Plan**
- **New Residence Hall Site Proposal**

CM/es

PC:

President Cruzado  
Amber Vestal, President’s Office

Heidi Gagnon, VP Admin & Finance  
Jennifer Joyce, VP Student Success

Julie Kipfer, Communications  
Jody Barney, College of Agriculture

Maggie Hammett, President's Office

Julie Heard, Provost Office

ASMSU President

Lisa Hesper, VP Admin & Finance

Leslie Schmidt, Asst. VP Research  
Office

Tony Campeau, Registrar

Robert Putzke, MSU Police

Becky McMillan, Auxiliaries Services

Susan Fraser, College of Agriculture

Robin Happel, College of Agriculture

Elizabeth Schmidt, College of Business

Candace Mastel, Campus Planning