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APPROVED

**MINUTES OF THE FACILITIES PLANNING COMMITTEE MEETING
CLARION UNIVERSITY OF PENNSYLVANIA
CLARION, PENNSYLVANIA
November 10, 2016 - 3:15 p.m.
Suites on Main North Conference Room 110A**

Members Present:

Chairman Jon Beal – Mathematics
Jennifer Barch – Faculty Senate Institutional Resources/Counseling Services
Jason Hendershot – Public Safety
Lisa Hepler – Registrar
Anita Lahr – Biology & Geosciences
David Lott – Biology (via conference call)
Eric Martin - Facilities Management (Ex-officio)
Mike Phillips – Computing Services.
Brenda Polatty – Keeling Health Center
Rein Pold – Purchasing
Adam Roberts – Faculty Senate
G. Chad Thomas - Student Affairs
Paul Woodburne - Economics

- I. **Approval of Minutes** – C. Thomas made a motion to approve the April 21, 2016 minutes. A. Roberts seconded; motion carried.

- II. **Old Business - Items in Progress and/or Completed:**
 1. Tippin Update - J. Beal gave the Tippin project update for T. Fogarty who was unable to attend today's meeting. T. Fogarty, L. Cullo, and C. Heidler met with the design firm and representatives of the Department of General Services (DGS) on Monday, November 7. The purpose of the meeting was for all parties to review the current design submission and provide feedback to allow for the project to move to final design. The design firm is to provide DGS and the university a final design for bid purposes by the end of November. DGS and the university will review the final design for approval to move to bid on the project. It is anticipated the project will be put out to bid by DGS in January or February of 2017 with bid awarding to occur in March and construction to commence April/May of 2017. The project is anticipated to be an 18-month project.

 2. Foundation Suites/Wilkinson and Nair Demolition - C. Thomas reported that the Wilkinson and Nair demolition projects have been completed. We still have some landscaping around this area that needs completed. He also reported the flood damaged rooms in Suites on Main North have been restored and are back online for student housing.

3. Marwick-Boyd Theater Improvements – E. Martin reported Pittsburgh Stage has been back to address the issues with the stage curtains. The theater personnel reported that the new curtains were rubbing on the smoke pocket. They also will address the balance/counterbalance of the curtain. He will be meeting with them to also discuss some work on the stage flooring.
4. Campus Electrical Upgrade – E. Martin reported this project has been completed and is functioning properly. This item can be removed from report.
5. Gemmell Student Center Interior Renovation – C. Thomas noted that the renovations are getting wrapped up. He encouraged everyone to stop by and see the new look. R. Pold commended those involved in this planning. The new colors and design look great!
6. Stevens and Moore Hall Accessibility Upgrades - E. Martin reported funds have been released by the state. A detailed project planning document has been supplied to DGS which outlines the specific needs for the project and a project matrix has been prepared. The project will involve upgrades to Special Education, Stevens Hall, Moore Hall and the Suhr Library.
7. Steam Tunnel Repair – Wilson Avenue – E. Martin reported bids have been received and the contract is being processed. Project will commence on Monday, May 15, 2017 and will involve replacement of approximately 550 feet of steam line system and three manholes along Wilson Avenue. A portion of Payne Street may have to be shut down during this construction but he will work with C. Thomas at that time. He noted the hot water and air conditioning across campus will not be impacted during this construction. Repairs should be completed prior to fall 2017.
8. Campus Wide Johnson Controls Upgrade – E. Martin reported this project has been completed.
9. Public Safety Relocation – E. Martin reported the relocation of Public Safety was completed over the summer. We are preparing documents to install a new generator at the new location.
10. Carlson Library – Absorption Pump Motor – E. Martin reported the motor has been installed. The start up still needs to be completed.
11. Water Tower – E. Martin reported repairs were completed and cathodic protection system was repaired this past summer with no interruption in water service across campus. There will be some long-term repairs needed.
12. Available Credit Card Machines – A. Roberts expressed concerns that there is no method for prospective participants to pay for the programs using a credit card. R. Pold recommended he contact T. Varsek to discuss his options.

13. Campus Signage - A. Roberts expressed concerns with signage still up on unoccupied building(s). It is causing confusion for those coming to campus. E. Martin indicated over the summer they removed some signage and covered up incorrect signs. J. Beals stated we should revisit the signage when we change the campus map for the Tippin renovations. J. Hendershot reported he is waiting approval of route signs.

III. New Business – Upcoming Projects:

Key 93 Projects:

- a. Still Cooling Tower - E. Martin reported that the proposal submitted to the architect for the design and bidding work will occur in the spring or fall of 2017.
- b. Still Roof - E. Martin reported this is a project in design. M. Phillips expressed some concerns with the drainage. E. Martin is aware and they are looking to reroute the drainage off of the roof. Due to budget constraints, this job is being planned for summer 2018.
- c. Marwick-Boyd - Roof Replacement – E. Martin reported the bids meeting will be held soon. They had some changes to the specifications and drawings. Work will occur in spring and early summer 2017.
- d. Clarion Campus – Sidewalk Repairs – E. Martin noted this project is on hold due to budget constraints.
- e. Still Hall Halon Extinguishing System Replacement – A proposal has been received from the architect for the design work and the replacement of halon extinguishing system in the server room. The job will include some structural work to fully enclose the server room and replacement of the current extinguishing system. Work is being planned for summer 2017.

IV. Adjournment - The meeting adjourned at 3:57 p.m.

The next meeting is scheduled for Thursday, January 26, 2016.

Respectfully submitted,
Kristin Stiglitz