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APPROVED

**MINUTES OF THE FACILITIES PLANNING COMMITTEE MEETING
CLARION UNIVERSITY OF PENNSYLVANIA
CLARION, PENNSYLVANIA
April 21, 2016 - 3:15 p.m.
Carrier Administration Building, Room 114**

Members Present:

Chairman Jon Beal – Mathematics
Jennifer Barch – Faculty Senate Institutional Resources/Counseling Services
Timothy Fogarty – (Ex-officio) Facilities Planning & Management
Christina Hearst – Disability Support Services
Jason Hendershot – Public Safety
Lisa Hepler – Registrar
Sarah Hrubetz - Student Senate, Chair, Student Facilities Committee
Eric Martin - Facilities Management (Ex-officio)
Brenda Polatty – Keeling Health Center
Adam Roberts – Faculty Senate
Daniel Shifflet – Faculty Senate Institutional Resources Committee
Debbie Sobina – Venango Finance & Administration
G. Chad Thomas - Student Affairs

I. Approval of Minutes – A. Roberts made a motion to approve the February 25, 2016 minutes.
B. Polatty seconded; motion carried.

II. Old Business - Items in Progress and/or Completed:

1. Tippin – T. Fogarty provided status on the Tippin project wherein University representatives had been working with DGS (Department of General Services) on the project's second bid. While in process DGS received a bid protest and, following consultation with their legal counsel, DGS determined the bid process needed to be terminated. Since that time DGS has provided a third attempt to move the project forward and Clarion representatives (Heidler, Cullo and Fogarty) are involved in discussions surrounding the re-design process. The primary difference due to costs will be the scaling back of the original design. The existing natatorium would remain in the same location but receive a total renovation (removal of existing natatorium and installation of a completely new natatorium) with an auxiliary gym addition to the south side facing Marwick-Boyd. This would eliminate costs related to relocation of the steam tunnels; and all other renovation plans would remain intact. If there is no phased construction there are savings which could be realized.

No specific timeline is known at this time with the possibility for re-bid by fall, 2016. How these new developments will impact the sports programs and winter commencement are still unknown at this juncture because there are many factors and variables involved in the planning and design process. It was suggested that a communication be sent to the campus

community that the natatorium is still in the construction plans in order to dispel any misinformation which might deter recruitment efforts related to swimming students.

The Rec Pool also remains a part of the overall Tippin project.

2. Foundation Suites (Project by Clarion University Foundation, Inc.) – C. Thomas reported that Wilkinson is down and Nair demolition is currently in process as well. Once demolition has been completed and the parking lots restored, there will be traffic access from Merle Road only with no direct traffic access directly onto State Route 322.
3. Marwick-Boyd Theater Improvements – E. Martin reported that final adjustments remain in regard to the fire curtain which has been scheduled for June, 2016. A few other minor adjustments are also needed to ensure all is in working order and then this project will be fully completed.
4. Campus Electrical Upgrade – E. Martin indicated electrical switch gear has been installed. Additionally a new lid was placed over the sidewalk beside Arnold Avenue near Carrier. The electrical shutdown planned for May 14-15 will involve shutting down portions of campus in order to perform all hookups and pulling old switch gear from a manhole by Wilkinson and Nair. Communications will be distributed to faculty/staff closer to the event.
5. Gemmell Interior Renovation – C. Thomas reported bids have been received and were within the budget. The Council of Trustees has approved the project and they are awaiting approval from the Department of Labor and Industry. Student organizations will be packing for item storage; and there will be no activities scheduled in Gemmell during the summer months. He noted there will not be any ATM services available but there is a machine located in Eagle Commons. The PSECU e-Center will remain on campus with an office across from the old Bookstore with services hours available only during semesters.
6. Stevens and Moore Hall Accessibility Upgrades – E. Martin indicated we are awaiting the release of funds which will then allow for initiation of the design. The capital program funding includes only improvements for ADA specifications such as elevators and bathroom upgrades in Moore Hall and the Special Education buildings. Monies, unfortunately, are not available for general building improvements.
7. Steam Tunnel Repair – E. Martin indicated Facilities has been working with Purchasing in order to begin project work by July 15; however this will need Trustee approval and this project requires a bid process which has resulted in a very tight time frame. With Gemmell already being off-line this summer for renovations it is an optimal time to perform steam tunnel repairs along Wilson Avenue including replacement of up to three man holes. G. Thomas noted that CSA employees will still remain in Gemmell during remodeling and are slated to be relocated in the old Bookstore location. E. Martin felt that non-steam A/C is utilized in Gemmell which should not disrupt that service; however this will be verified. It was also noted that hot water will need to be available for displaced workers.

8. Campus Wide Johnson Controls Upgrade – E. Martin reported this project has been finalized.

III. New Business:

1. Key 93 Projects – E. Martin discussed the following items earmarked for Key 93 improvements, noting that Steam Tunnel repairs are also being funded by Key 93 monies, the cost of which has inhibited any additional projects for consideration at this time.
 - a. Still Hall Roof – A proposal will be submitted to architects this week to proceed with design work with hopes of completion by end of summer, 2016.
 - b. Still Hall Cooling Tower – The Heating/Ventilation/Air Conditioning contract is being re-bid and the cooling tower will be ordered under the new contract.
 - c. Marwick-Boyd Fine Arts Center Roof – A packet will be submitted this week to proceed with design; although it was noted this is a much larger project than the Still Hall roof and, thus, subject to availability of remaining Key 93 funding.

IV. Other Business:

1. Restroom Facilities – A. Roberts inquired as to locations of single use restrooms in addition to those in Becht/4th Floor and Still Hall. E. Martin indicated he and Amy Salsgiver/Social Equity have a meeting scheduled following graduation to discuss this topic. He noted a space in Tippin is available beside the weight room, as well as North Main Suites, Valley View, and Campus View. The plan is to look campus-wide to set up as many as possible with the least amount of expense. It was noted locations should be communicated to the campus community and students.
2. Handicapped Parking – C. Hearst indicated there is a current shortage of handicapped parking spaces for staff and students who need to access Becht Hall which is a high traffic building; and she inquired as to the possibility of additional spaces being identified at Egbert. J. Hendershot will check into the feasibility of additional spaces.
3. Campus Outdoor Seating – B. Polatty inquired as to whether or not there were any additional sites that could be earmarked for outside seating for staff and students. It was noted that this may be a consideration under the Facilities Master Plan; but currently there is seating available outside of the former Starbuck's by Eagle Commons. Any seating must be permanently installed; otherwise, it is subject to being stolen. Student Senate will be conducting a survey to garner students' opinions on the matter.
4. Becht Hall – L. Hepler thanked the Facilities staff for addressing maintenance items in the restrooms.

5. Venango/Clarion – D. Sobina reported on the following items:

- a. Ralston Hall - Significant water damage was incurred on April 15 due to equipment failure. E. Martin indicated the problem was identified as a malfunction in which hot water in the coil ruptured. The server which operates the pediatric simulator and control room equipment all suffered damage. D. Sobina noted that simulation labs were relocated to Rooms 144/166 and faculty offices also required re-location. All equipment will need to be re-certified prior to students' returning for classes in the fall. Two insurance companies are currently assessing the damage and impact of loss.
- b. Venango Fire Alarm System – The annual facilities tour identified a critical need for a new alarm system; however, due to budget concerns, funding will need to be identified to cover costs.
- c. Montgomery Hall – The annual Council of Trustees' facilities tour last summer identified the need for a new roof which will require funding. Planning is also in process for a mother's room.
- d. Venango Pond – Work is slated to begin soon in order to rebuild the pond habitat.
- e. Suhr Library – A task force is looking into a two-phased remodeling project for the library. Phase 1 involves funding which has been identified from an endowment for some interior upgrades; and Phase 2 will look at the entire building in regard to ADA issues, needed electrical upgrades, etc.

V. Adjournment: The meeting adjourned at 4:00 p.m. The next meeting will be scheduled for the fall, 2016 semester at a date and time to be determined.

Respectfully submitted,
Wanda Barlett