

FACILITY ALLOCATION COUNCIL

Meeting Minutes

April 10th, 2014

MEMBERS:

Present:

Kent Meredith
Kathleen Harris
Sam Segran
Theresa Drewell
Rob Stewart
Frank Ramos (Darby Dickerson)
Sean Childers

Absent:

James Burkhalter
Michael Galyean
Noel Sloan

Guests:

Brenda Bullard – Engineering Services, Operations
Brandon Hennington – Planning & Administration, Operations
Janessa Walls – Academic Support and Facilities Resources
Lon Mirll – Energy Management, Operations
Kate Haenchen – Planning & Administration, Operations
Janice Flemmons – Ronald MacDonald House
Dean Ethridge – Fiber Biopolymer Research Institute
Jasek – Graduate School
Mark Sheridan – Graduate School
Cliff Harris – Environmental Health & Safety
Jeff Sutherland - Engineering Services, Operations
David Chapa - Engineering Services, Operations
Charles Leatherwood – Grounds Maintenance - Operations

MINUTES

March minutes were reviewed. Sam Segran moved to accept the minutes as written. Kathleen Harris seconded.

OLD BUSINESS

TTU HSC Walking Signage (Concept) – Childers, Leatherwood
FAC Item Number: 20140305

This discussion was a continuation from the March meeting. Requestors were asked to come back with a different color scheme. Red and black decals were presented to replace the previously pink decals. Furthermore, vertical signage was proposed to prevent the decals from staining or altering the sidewalks along the path. Sam Segran moved to approve the proposal so long as EH&S was consulted for safety regarding sign height and location. Kathleen Harris seconded.

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Ronald McDonald House Memorial Garden (Concept) - Flemmons

FAC Item Number: 20140408

The project was presented in the January meeting, yet Janice Flemmons came to present additional information about the types and styles of statues to be placed in the memorial garden. The characters are a part of a book used extensively by the organization. Sam Segran moved to approve the concept. Kent Meredith seconded.

Exterior Wayfinding Signage for Bayer CropScience (Concept) - Drewell

FAC Item Number: 20140301

A new signage package from Bayer CropScience was presented that included fewer signs than the initial proposal. Small additions to the package included signage for gates located near the delivery zones of the greenhouse building. Concerns from Dr. Saffell about signage height and views as you come over the hills on 9th street if the signs are stacked were discussed. Theresa stated that the exact locations of the signs will be addressed during installation and the current placement in the proposal referred to general areas. She also stated President Nellis had seen the proposal and was in agreement with the direction. Sam Segran moved to approve the concept. Kathleen Harris seconded.

NEW BUSINESS

FBRI Painting (Funding – Additional \$23,000.00) – Ethridge

FAC Item Number: 20140407

The Fiber and Biopolymer Research Institute (formerly International Textile Center) in cooperation with Operations Division is requesting funding to repaint the exterior of the building. The updated estimate for cleaning, priming and painting the exterior of the building is \$88,000. The building is allocated at 83% E&G putting the responsibility of the university at \$73,000. Currently, the Operations Division has been able to secure \$50,000 to apply toward this project. The FBRI will provide \$15,000 for the research portion of the project. Operations and FBRI are requesting funds to pay the difference of the project. The building has not been painted in over 30 years and has been off and on the CIP list due to potential changes in location. Sam Segran moved to approve the request for funding. Theresa Drewell seconded.

Door Signage for Graduate Student Center (Concept) – Dr. Jonca-Jasinski, Dean Sheridan

FAC Item Number: 20140402

The Graduate School recently opened the Graduate Center in the basement of the west wing of the Administration Building. This center provides graduate students and post-doctoral fellows much-needed meeting and networking space, quiet study/research space, a computer lab, dining area, conference room and a lounge. The Graduate Center is requesting signage on the south west wing of the building. Concepts for signage in two locations was presented: on the doors leading to the basement as well as a window on the Southwest side of the Administration building. Theresa Drewell moved that one research should be administered to make sure that locations of signage and the logos used are consistent with the University's operation policies. Sam Segran seconded.

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New Student Housing Center Signage (Concept) – Leatherwood

FAC Item Number: 20140404

This request will address the installation of signage for the New Student Housing Complex and 19th and Indiana, currently named West Village (to be voted on in the May Board of Regent's meeting). The signage will be placed as indicated on the sheet from FP&C and will also be funded as a part of the construction costs. Kathleen Harris moved to approve the proposal. Sam Segran seconded

Tobacco-Free Workplace Signage (Funding - \$3,200) – Bullard

FAC Item Number: 20140401

This signage is required by CPRIT for any location that is conducting cancer research. This signage indicates that the building is a tobacco-free workplace and includes sidewalks, parking lots, walkways, and attached parking structures. Signage must be posted at each entrance to the building. Kathleen Harris indicated that once a research project is complete, signage can be reused in other locations. Furthermore, the cost of the signage is not included in the grant funding for the projects. This funding request will address the following additional buildings:

- Experimental Sciences (15 signs)
- Livermore (7 signs)
- Chemistry (11 signs)

Kathleen Harris moved to approve the funding of the CPRIT signage. Sam Segran seconded.

Emergency Blue-Phones (Funding & Concept - \$11,000.00) – Childers

FAC Item Number: 20140403

The university is moving toward a standard installation of emergency blue phones. This request addresses blue phones that are out of date. These phones are located at Law, Gordon/Bledsoe, and Chitwood. Cost includes the consideration for all three locations. Kathleen Harris moved to approve the concept and funding for the replacement of the blue phones. Sam Segran seconded.

Media & Communication Doors (Concept) – Bullard

FAC Item Number: 20140405

This request addresses door signage on the south entry for the Media & Communications Building (formerly Business Administration). The signage will affix to the glass doors and will not be attached to the building. Sam Segran moved to approve the concept. Theresa Drewell seconded.

Stangel/Murdough Window Replacement (Concept) - Bullard

FAC Item Number: 20140409

Operations has proposed a project to replace the existing aluminum finish windows with new energy, efficient windows that comply with the university's master plan guidelines. Theresa Drewell moved to approve the concept. Sam Segran seconded.

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CIP Call Out Procedure for FY15 Projects – Bullard

Brenda Bullard presented the memo, forms and other instructions for the project submissions for the FY2015 CIP Book. The funding amount FAC projects has been raise from \$50,000 to \$100,000 for the FY2015 fiscal year. The committee discussed how departments should prioritize projects and areas by need. Furthermore, the committee reiterated their focus on projects concerned with ADA upgrades and life safety. Kathleen Harris moved to approve the procedures for FY2015. Sam Segran seconded.

HVAC EXCEPTIONS

Bob L. Herd Department of Petroleum Engineering (New Building)

New Exception Total - \$15,331.00

Theresa Drewell moved to approve the new exception. Sam Segran seconded.

Petroleum Engineering (Old Building)

Renewal Total - \$11,354\

Sam Segran moved to approve the renewal of these exceptions. Theresa Drewell seconded.

FINANCIAL UPDATE – Haenchen

Account Balance \$460,930.00

Contingency Reserve \$15,000.00

Available Funds \$445,930.00

ADDITIONAL DISCUSSION & COMMENTS

Review CIP Book

Funding Recommendations

The committee requested guidance from Operations regarding potential funding distribution for the projects listed in the FY2014 CIP book. The committee stated that Operations is aware of current needs and could provide additional support in the decision making process.

ADJOURN

The next meeting is scheduled for May 8th, 2014

CIO's Conference Room