

# Utah State Building Board



MEETING

July 6, 2005

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## **MINUTES**

### **Utah State Building Board Members in attendance:**

Larry Jardine, Chair  
Kerry Casaday, Vice-Chair  
Steven Bankhead  
Katherina Holzhauser  
Manuel Torres  
Cyndi Gilbert  
Richard Ellis, Ex-Officio

### **DFCM and Guests in attendance:**

F. Keith Stepan	Division of Facilities Construction & Management
Kenneth Nye	Division of Facilities Construction & Management
Shannon Lofgreen	Division of Facilities Construction & Management
Blake Court	Division of Facilities Construction & Management
D'Arcy Dixon Pignanelli	Department of Administrative Services
Representative D. Gregg Buxton	Legislature
Randa Bezzant	Governor's Office of Planning and Budget
Stanley Kane	Utah State University
Greg Peay	Department of Corrections
Sam Steed	Snow College – Richfield
Kevin Hansen	Weber State University
Ryan Thomas	College of Eastern Utah
Collette Mercier	Ogden Weber ATC
Gordon Storrs	Salt Lake Community College
Bob Askerlund	Salt Lake Community College
Kim Wixon	Department of Health
Stacy Meyer	HFS Architects
Mike Perez	University of Utah
Chris Coutts	MHTN Architects
Michael Wollenzien	Office of Rehabilitation
Melanie Nelsen	VCBO Architecture
Barbara Bruno	Herman Miller
Matt Rich	Jacobsen Construction
Stan Plewe	Dixie State College

Rick Stock	Architectural Nexus
Darrell White	Utah College of Applied Technology
Brent Wallis	Ogden/Weber ATC
John Harrington	Siemens
Ryan Thomas	College of Eastern Utah
Kevin Walthers	Utah System of Higher Education

On Wednesday, July 6, 2005, the Utah State Building Board held a regularly scheduled meeting in the Utah State Capitol Complex West Building, Room W125, Salt Lake City, Utah. Chair Larry Jardine called the meeting to order at 9:00am. He acknowledged Representative Gregg Buxton and thanked him for his support.

**APPROVAL OF MINUTES OF MAY 25, 2005**.....

Chair Jardine sought a motion to approve the Utah State Building Board minutes.

**MOTION: Steve Bankhead moved to approve the meeting minutes of May 25, 2005. The motion was seconded by Kerry Casaday and passed unanimously.**

**CAPITAL DEVELOPMENT REQUEST PROCESS AND TOURS**.....

The process anticipated for the capital development prioritizations was similar to last year. Instructions for submitting capital development requests were sent to the agencies and institutions previously and included a revised evaluation guide developed and approved by the Board. The instructions also included several changes pertaining to the requests in effort to respond to concerns raised by the Executive Appropriations Committee, and the desire, especially with higher education projects, to obtain a better sense of the future costs of programs.

Kenneth Nye outlined the schedule of events for the capital development process. Institutions and agencies must identify which projects they wish to pursue by July 22. The Board will then be provided a list of what projects are being considered. DFCM has asked all agencies and institutions to limit their priority to one project, excluding land requests or certain extenuating circumstances.

All requests must be submitted to DFCM by August 10. This includes state funded and other funds requests, as well as a five year plan for each of the agencies and institutions.

DFCM will prepare a scope and budget estimate for each project prior to August 31. Mr. Nye noted the dollar amounts included in the requests from the agencies and institutions will end up changing as they finalize the budget.

On September 16 there will be a joint meeting with the Board and the Regents. At this time it is anticipated that the higher education priorities will be reviewed.

September 20 was initially identified to distribute the information to the Building Board which would include the requests from the agencies and institutions as well as the analysis DFCM performs and the budgets as well. Mr. Nye offered to distribute the information to the Board members earlier if they desired. However, he was unsure if DFCM could provide the budgets and analysis any earlier. The Board expressed the desire to receive the information as early as late August in order to review the information prior to the presentations.

The state funded request presentations will be made to the Board on October 5. On October 20 the Board will hear the non-state funded requests as well as make their prioritizations.

Mr. Nye began to discuss the tours. DFCM has tried to coordinate schedules with the Capital Facilities Committee and determined the suggested dates of Tuesday, August 23 and Wednesday, August 24. This would be an overnight trip in order to see as much as possible. Mr. Nye distributed information on where the Board may tour depending on travel arrangements and the availability of the Utah National Guard helicopters. Cyndi Gilbert asked if arrangements could be made to travel on Monday, August 22 and Tuesday, August 23. Mr. Nye agreed to consult with the co-chairs of the Capital Facilities Committee.

**☐ SUBCONTRACTOR INSURANCE REQUIREMENTS IN THE GENERAL CONDITIONS .....**

Kenneth Nye stated a concern was raised during the Board's approval of the General Conditions at the last meeting regarding how the insurance requirements would flow through to the subcontractors. The Board discussed solutions and agreed DFCM would report back on the status.

The revised wording was included in the packet. The insurance requirement would apply to the general contractor and the requirements of the subcontractors would be determined by the general contractor. If any further concerns arise, DFCM will return to the Board for revision.

**☐ ADMINISTRATIVE REPORTS OF THE UNIVERSITY OF UTAH AND UTAH STATE UNIVERSITY .....**

Randall Funk, University of Utah, provided the administrative report for the period of May 6 to June 17, 2005. The report indicated two new design agreements, one study agreement, six remodeling contracts and two site improvement contracts. There was no activity in the reserve accounts.

Keith Stepan appreciated the contract amounts were less than the budgets, especially in the days of inflation.

**MOTION: Manuel Torres moved to accept the administrative report of the University of Utah. The motion was seconded by Cyndi Gilbert and passed unanimously.**

Stanley Kane presented the Utah State University administrative report for the period of May 4 to June 15, 2005. This year USU has received 15 new capital improvement projects resulting in 60 total active projects on campus. Sixteen of those projects are substantially complete, eight are partially complete, six are under construction, 10 are under design, three are in the study process and 17 were pending.

There was an increase in the contingency reserve account due to the completion of the Lund Hall Chiller Replacement and the new capital improvement projects.

Chair Jardine noted the HPER upgrades were substantially above budget. Mr. Kane responded the million dollar capital improvement project covered several items at the HPER including a complicated retrofit of the fire alarm. The higher bid reflects the large amount of labor. This increase will leave less money for floors and locks.

**MOTION: Steve Bankhead moved to approve the Utah State University administrative report. The motion was seconded by Katherina Holzhauser and passed unanimously.**

**☐ DELEGATION OF AGRICULTURAL FACILITIES RELOCATION PROJECT TO USU .....**

Keith Stepan recalled that Utah State University received approval for five million dollars for the first phase of the Agricultural Facilities Relocation Project during the last legislative session. DFCM and USU had since agreed to authorize the delegation to USU although it exceeded the \$2 million delegation authorization. A letter from Kevin Womack, Associate Vice President for Administrative Services for Utah State University, was included.

**MOTION: Cyndi Gilbert moved delegation of the programming and subsequent management of the Agricultural Facilities Relocation Project to Utah State University, as well as waiving the requirement to administer the programming phase by DFCM. The motion was seconded by Steve Bankhead and passed unanimously.**

Stanley Kane stated USU has hired an architectural firm to do a programmatic study. There are some issues pertaining to location which are pending potential land acquisition adjacent to university land.

**☐ MASTER PLAN FOR THE OGDEN/WEBER ATC CAMPUS OF UCAT .....**

President Brent Wallis introduced President Darrell White, Utah College of Applied Technology.

President Wallis provided a scope of the ATC, its campuses, and the relative location to the greater Weber County community. He also provided an overview of the master plan of the main campus.

President Wallis stated OWATC was very proud of the main campus in which they have been located at for 20 years. The ATC began as an institution in 1971 as part of Weber State University. Since then, they have tried to build a campus reflecting a technical college which provides a solid, quality education. The college currently operates 52 technical programs for 10,000 students a year. In FY2005, over 500 companies were served by hiring skilled students from OWATC.

President Wallis reviewed a map of Weber County to identify the location of the main campus in the northern sector of the community. The BDO campus is located in the heart of the business development industrial park in Ogden. The Roy campus was newly established this year and is intended to serve the southwest portions of the community.

The main campus is located right off 200 North Washington Boulevard and consists of 15 buildings on 273,000 square feet. The land area of the main campus is 110 acres. Of the 15 buildings, five are used for training, six for student services and activities, three for maintenance and one solely for administration. Fifty of the technical programs are offered on the main campus.

The BDO campus was deeded to the college approximately five years ago in a public conveyance by the Department of Education as part of the closure of the Defense Depot Ogden. Each bay contains approximately 42,000 square feet in Building 10-A. Bay one is 60% complete and contains classroom, lab, and instructor office space which will be completed in 2006. Bay two is used for OSHA forklift training. The programs available at BDO include Medical Assisting, Material Handling, OSHA Forklift and Custom Fit.

One of the difficulties the OWATC has had being located in the northern part of the community is servicing the southwest part of the community. Last year, the college entered into a five year lease in building two of the Iomega Business Park. There is 15,000 square feet being leased in order to provide an opportunity and outreach support to the high schools within the southern part of the community. The programs available at the Roy location include Medical Assisting, Medical Coding, PC Technician, and Cosmetology.

Within the college, there is 274,000sf of instructional space (including classroom, lab, and instructor office space); 64,000sf of student service space; 25,000sf for operations and maintenance; and 9,000sf of administration space totaling 372,000sf for all locations.

President Wallis continued with the long range master plan developed for the main campus. He noted a light would soon be placed on the corner of Washington and North Street to help alleviate congestion. The master plan provided exits out of the campus and on to North Street in order to be able to utilize the light. The main exit is currently off of Washington Boulevard.

The campus was developed on a very traditional approach with a very open front mall that extends through the middle of campus with buildings on both sides of the mall to enclose the campus. There is a peripheral road running along the outside of the campus that feeds into parking lots for each of the buildings. There is also an inlet off Monroe Boulevard. The circular road will be changed and modified to allow them to increase facilities and parking.

President Wallis referred to the planning diagram which was done on the basis of establishing a footprint on campus to maximize the most square footage for classroom space and also make available the necessary parking, while still maintaining the aesthetic part of the central quad of the campus. Approximately 3500 total parking stalls would be acquired, along with 755,000sf.

**MOTION: Katherina Holzhauser moved to approve the Ogden/Weber Applied Technology College master plan. The motion was seconded by Steve Bankhead and passed unanimously.**

President White stated they were proud of the Ogden Weber campus. It is a cornerstone of UCAT and President Wallis has done an outstanding job. He stated UCAT has incorporated a much more comprehensive process for evaluation and ranking requested projects. Their proposed rankings would be voted on by the Board of Trustees on September 7 and the information would be disseminated when the process is complete.

Kenneth Nye stated DFCM would need to be notified of UCAT's top priority prior to mid-August in order to be included in the tours. President White agreed to coordinate with DFCM.

**☐ MASTER PLAN FOR THE COLLEGE OF EASTERN UTAH.....**

President Ryan Thomas displayed a map of the main campus which was designed for approximately 4000 students. The last building built on the main campus was a major instructional building which replaced the first building built on the campus during the Depression. The new building allowed CEU to be heavily involved in distance education, which is one of the central missions as an institution.

There are approximately 2350 students at the Price campus and approximately 500 students at the Blanding campus. A few hundred additional students are dispersed throughout southeastern Utah.

The next building project is to replace the two most hazardous buildings on the campus,

which are the music building and the theatre. Both are approximately 40 years old and neither was built with any acknowledgement of the seismically active soils in the area, and were both built with rather innovative construction techniques.

The donor who has committed money for the Fine Arts facility will primarily replace the two facilities and a couple of leased facilities in hope to consolidate expanding programs.

CEU is also currently actively raising funding to expand the career center in Blanding. The career center can be expanded to the east with relatively modest cost and would provide additional laboratory space for those programs.

CEU is looking for the potential of expanding some of the health space on the Price campus and the new building at the Blanding campus is a health sciences library building. There are relatively few major changes to the master plan. They do have some contiguous space where an elementary school was located and where they are currently putting in sod for soccer fields. They believe the space will remain green although there is some question about whether it is less seismically active than space located at the front of campus. At this point, they plan a community library and fine arts building to fill those front portions of campus. The community is actively fund raising for a library that would be shared by the county, city, high school and college.

The area receives approximately nine inches of rain a year and in those rare years when more rain is received, all of the soil moves. They are a bit anxious about the foundations required for the major facilities, and there is some indication it would be wiser to move to the empty space where they are putting the playing fields.

The building numbers are consistent with the plan. The design is to have a campus of approximately 4000 students at the Price campus. There is relatively modest parking in the area, and they plan to acquire some space which is currently owned by the city.

The LDS Church owns space directly to the east of campus also lends space for parking. This is a very collaborative community, which is also the nature of the campus. Once the library and placement of the Fine Arts Building is completed, and the changes are made to the current athletic facility, they will have adequate spaces with the exception of the technical areas which will expand and requirements demand.

The Blanding campus currently accommodates approximately 500 students. They anticipate a campus to ultimately accommodate 1000 students. There is a new building for which they will be breaking ground for the Health Sciences library. The current library is made of adobe block that was hand laid and made by the faculty and staff some years ago. They have only had one state funded building which will expand the seating in the library from just under 10 to substantially more. The nursing program will also have a permanent home in order to provide the health sciences to their region.

The next building anticipated on the Blanding campus will be an athletic facility. They are

working with DFCM to determine the nature of the facility, which will likely be in conjunction with the community, and will consist of a replacement for some community facilities that are long worn out.

A number of residential students are drawn from the Navajo and Ute reservations. A number of other students are serviced primarily through distance education throughout 32 different sites.

Steve Bankhead asked if they had any sense for how the global energy situation may affect the long term economic growth prospects for the area. President Thomas stated they are working on an energy grant for several million dollars. They did receive funds from the legislature last year for an energy center. Energy is booming in their area and right now it is impossible to schedule the drilling rig to drill for gas within a 300-400 mile radius. They are also producing more coal than they have produced in the steel and coal years in Utah and there is potential of having 300-400 new people in the community.

**MOTION: Cyndi Gilbert moved approval of the CEU Price Master Plan. The motion was seconded by Kerry Casaday and passed unanimously.**

**☐ ADMINISTRATIVE REPORTS FOR DFCM.....**

Keith Stepan commented on the master plans and noted that both campuses have benefited recently with state projects. The new building at CEU was part of a four classroom project that was very successful and the building is now the cornerstone at the campus. Also the Board's approval of capital improvement money has benefited the OWATC which has been expanded with some improvement dollars for their projects.

The administrative report listed the lease report with no significant items.

A major item of note is that the military is really pushing recruitment and DFCM has been asked by the National Guard to provide some unique "one office" spaces in areas of large populations. The recruitment offices have come in at fairly high prices.

There were 35 architects/engineering agreements issued and 36 construction contracts awarded during the period of May 9 to June 18, 2005. DFCM is seeing some impact on projects because of inflation.

Mr. Stepan recalled during the last legislative session DFCM received \$1 million for the emergency fund and they now have a good balance of \$981,000.

**☐ OTHER.....**

Kenneth Nye stated at the last Board of Regents meeting they discussed the allocation given to higher education by the Building Board for capital improvement funding. They

expressed their appreciation for the capital improvement funding and DFCM staff working with the separate institutions to identify the most critical needs. Following the meeting, Commissioner Kendall wrote a letter to Keith Stepan reiterating the value received in the capital improvement funding program and their appreciation for the staff in allocating those funds and working with the Building Board to make recommendations based on the greatest needs of the agencies and institutions.

Keith Stepan reported the last legislature indicated that a statewide energy savings program should be initiated by DFCM. DFCM is anxiously waiting for the Governor's executive order which will officially permeate the program in DFCM to staff an energy initiative in the state for saving energy money. DFCM has hired one person who has started to look at energy savings initiatives as well as LEEDS and other programs that will help with energy savings not only in existing facilities, but future new buildings of the state. They hope to have this group developed by the end of summer and be able to show the legislature some results by the next session.

**☐ ADJOURNMENT.....**

**MOTION: Steve Bankhead moved to adjourn at 10:25am. The motion was seconded by Manuel Torres and passed unanimously.**

*Minutes prepared by: Shannon Lofgreen*