

# Utah State Building Board



## MEETING

November 29, 2006

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### MINUTES

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

Larry Jardine, Chair  
Kerry Casaday, Vice Chair  
Manuel Torres  
Steve Bankhead  
John Nixon, Ex-Officio

#### DFCM and Guests in attendance:

F. Keith Stepan	Division of Facilities Construction & Management
Robert Franson	Division of Facilities Construction & Management
Kent Beers	Division of Facilities Construction & Management
Shannon Lofgreen	Division of Facilities Construction & Management
Dana Edwards	Division of Facilities Construction & Management
Kimberly Hood	Department of Administrative Services
Rich Amon	Governor's Office of Planning and Budget
Steve Allred	Legislative Fiscal Analyst's Office
Representative D. Gregg Buxton	Legislature
Mark Spencer	Utah System of Higher Education
Gordon Storrs	Salt Lake Community College
Randall Funk	University of Utah
Ken Nye	University of Utah
Stacy Meyer	HFS Architects
Julee Attig	Jacobsen Construction
Heather King	Spectrum Engineers
Chris Coutts	MHTN Architects

On Wednesday, November 29, 2006, the Utah State Building Board held a regularly scheduled meeting in W125 State Capitol Complex, Salt Lake City, Utah. Vice Chair Kerry Casaday called the meeting to order at 9:18am. He recognized Kimberly Hood as the new Director of the Department of Administrative Services.

**APPROVAL OF MINUTES OF OCTOBER 19, 2006**.....

Vice Chair Casaday sought a motion on the meeting minutes of October 19, 2006.

**MOTION: Steve Bankhead moved to approve the management meeting minutes of October 19, 2006. The motion was seconded by Manuel Torres and passed unanimously.**

Upon the arrival of Chair Jardine, Vice Chair Casaday turned the leadership of the meeting over to Chair Jardine.

**☐ UNITAH BASIN ATC REQUEST FOR SCOPE CHANGES AND LEASE AGREEMENT APPROVAL OF THE VERNAL PROJECT .....**

DFCM recently assisted UBATC and USU in responding to two newly developed additions to the \$9.9 million project approved in the 2006 session. A property donation across the street from the high school was recently made to USU. USU then offered 20 acres to UBATC for use as a future campus site. UBATC will lease a portion of the land from USU through a 99 year lease at no cost.

UBATC and USU also requested an increase in the scope of the project from 74,000sf to 83,500sf to accommodate an increased size in the diesel shop, welding facility, and a new research lab was added to focus on Uintah Basin's energy resources. The increased cost of \$2.4 million will be provided by the Uintah Basin Service District.

DFCM recommended that the Board approve both the lease and the increase in scope to the project.

**MOTION: Manuel Torres moved to accept the long term lease and the increase of scope in the project. The motion was seconded by Steve Bankhead and passed unanimously.**

**☐ APPROVAL OF THE FIVE YEAR PLAN .....**

Per statute, the Building Board is required to review and approve a five-year plan each year. As in past years, DFCM recommended the first ten projects recommended by the Building Board in the ranking process this year as the FY2008 funding requests for the Five Year Plan. The remainder of the projects reviewed and ranked were included beginning in FY2009. The Five Year Plan also included the Board's recommendation for the State Capitol building renovation and parking terrace and the College of Eastern Utah debt reduction to be reviewed by the Legislature and Governor's office. Years 2010 through 2012 includes a list of projects submitted to DFCM through the various institutions of higher education and state agencies according to their five-year outlook and their proposed plan for building projects.

Steve Bankhead expressed concern with the ranking of the higher education projects and the Q&P process, particularly the way the processes overlaid. Mr. Bankhead was very interested in obtaining the raw "Q" scores, i.e. the national standard for type of institution for

different kinds of classroom space, the square footage of each campus, and the percent above or below the national accepted standard. He requested the Board of Regents provide updated information to aid the Building Board in long term decisions.

Kent Beers stated the topic was previously discussed with Glen Ford, Vice President of Utah State University, and Kimberly Henrie, USHE. They discussed the comparison between the University of Utah and Utah State University in terms of their square footage and space utilization versus other research institutions across the nation and within Utah and how they compared with national averages. He felt DFCM could work in conjunction with the Commissioner's Office to provide the information to the Board.

Steve Bankhead also requested an objective analysis for UCAT regarding the square footage for teaching stations and labs. The Board has had difficulty in relating the needs of higher education because there is not an objective comparison. Mr. Bankhead felt they needed a way to quantify the relative needs between UCAT and higher education. Kent Beers felt previous conversations with Brent Peterson, Davis ATC, indicated there was information and data available that could compare UCAT institutions to the Q&P numbers.

Steve Bankhead also questioned projects that do not follow the five-year plan and how dedicated the Board was to the five year projection. Kent Beers suggested the Board be flexible each year when defining their five year plan. Several factors could change each agency or institution's five year plan including shifts in administration, current economy, demographics and growth.

**MOTION: Steve Bankhead moved to approve the five-year plan noting that the plan is flexible and other projects may be added and seriously considered by the Board so they are not overly bound. The motion was seconded by Kerry Casaday and passed unanimously.**

**☐ DEPARTMENT OF CORRECTIONS – REQUEST FOR PLANNING COMMISSION FOR ADDITIONAL FACILITIES AT CUCF SITES .....**

DFCM recommended the Building Board approve the request of the Department of Corrections to secure an architectural firm to provide planning assistance for the evaluation of the Gunnison prison for future additional development. The planning process would be paid through Corrections' funding.

Corrections did not submit for new space this year in an effort to re-evaluate their needs. The Draper prison is maxed out of their essential infrastructure and they must review their options in Gunnison, as well as a potential future site.

**MOTION: Manuel Torres moved to approve Corrections to begin the selection of a planning firm to be paid out of their own funds. The motion was seconded by Kerry Casaday and passed unanimously.**

**ADMINISTRATIVE REPORTS FOR UNIVERSITY OF UTAH AND UTAH STATE UNIVERSITY .....**

Randall Funk, University of Utah, provided the administrative report for the period of September 26 to November 10, 2006. There were four new design agreements, four study agreements, four remodeling contracts and one new site improvement project awarded for the period. There was one transfer out of the Project Reserve Fund for Public Safety.

**MOTION: Steve Bankhead moved to approve the administrative report of the University of Utah. The motion was seconded by Kerry Casaday and passed unanimously.**

Keith Stepan provided the administrative report for Utah State University for the period of September 27 to November 8, 2006. There were seven new professional contracts and seven new construction contracts awarded for the period. A transfer from the Project Reserve Fund of \$12,732.31 was done to award the contract for the Education Overhead Fire Doors Replacement.

**MOTION: Kerry Casaday moved to approve the administrative report of Utah State University. The motion was seconded by Manuel Torres and passed unanimously.**

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

Kent Beers provided the administrative report for DFCM for the period of September 25 to November 6, 2006. There were 30 new architect/engineering agreements awarded and 25 construction contracts awarded for the period.

A decrease occurred in the Contingency Reserve Fund for the CUCF 288 Bed Facility, WSU Swenson Building Remodel, UVSC Science Building Remodel, and WSU Peterson Plaza Concrete/Landscape Improvements.

Kent Beers reported on the Statewide Emergency Fund. The distributed report showed a balance of \$153,000, however since the report was published, a few emergency projects depleted the current balance to approximately \$55,000 and could potentially draw the balance to zero. At the next Board meeting, Mr. Beers will recommend reallocations for some capital improvement projects to replenish funds into the emergency account.

**2007 BUILDING BOARD MEETING SCHEDULE .....**

Shannon Lofgreen referred to the proposed schedule for 2007 for the Building Board meetings. All meetings were tentatively scheduled for W125 of the State Capitol Complex, with the exception of the September meeting with the Board of Regents. She noted that the Board of Regents had offered to host meetings in their conference room, and the Department of Human Services had offered the State Hospital and the Developmental

Center. The State Hospital has the Pediatric Treatment Center that was reviewed this year, but was not toured. This may be a great opportunity to tour the project in preparation for next year's funding cycle.

Steve Bankhead felt it was beneficial to meet at other agencies and institutions to get a feel for projects and buildings. He suggested the Board try to find other venues at least through March if possible.

Keith Stepan expressed concern with Katherina Holzhauser's schedule and the difficulty she has had to attend meetings. He questioned if the Board could be more accommodating to her schedule.

Chair Jardine sought a motion on the proposed Building Board meeting schedule.

**MOTION: Manuel Torres moved to approve the proposed Building Board meeting schedule. The motion was seconded by Steve Bankhead and passed unanimously.**

**☐ ADJOURNMENT.....**

**MOTION: Steve Bankhead moved to adjourn the meeting at 10:04am. The motion was seconded by Manuel Torres and passed unanimously.**

*Minutes prepared by: Shannon Lofgreen*