

Facilities Committee Meeting

Tuesday, March 22, 2011

At 3:00 p.m. in Room #115 in EGF & Room #662 in TRF

Present: Clinton Castle, Tom Clemens, Bryan Berger, Terry Wiseth, Cory Feller, Robbi Brateng, Tim Bergerson, Becky Lindseth, Nic Thompson, Cindy Cedergren, Mary Fontes, Norma Konschak

Absent: Susan Snedker, Stacey Hron, Michelle Bakken, Eric Holum, Bob Gooden, Ellen Brehmer, Steve Crittenden, Trevor Ronholm-Student

HEAPR – Handout

Clinton reported that the HEAPR report is submitted on the even numbered years, every 2 years. This has been funded so the project can start the summer of 2012. Clinton reviewed with the committee the top ten HEAPR priority items:

1. EGF – Roof Replacement
2. TRF – Airport Exterior Wall Repair
3. TRF – Re-route 3 Runs of Conduit
4. TRF – Security Door Locks
5. TRF – HVAC, ADA, Theatre
6. EGF – HVAC Repairs
7. TRF – HVAC Control Replacement
8. TRF – Airport Sprinkler System
9. EGF – Tuckpointing/Window Replacement/Door Repair
10. TRF – ADA Door Hardware & Locks

This list is updated every two years, but changes are made as immediate needs come up. The roofing repair on the TRF campus will begin this spring with money that is already available for this project. Becky reported that this list affects the facilities conditions index (NCTC is at 1.7%). It was noted that completing and removing items from the HEAPR list will reduce the facilities conditions index – the goal would be at 1.2%, which is the average for MnSCU institutions.

FRRM - Handout

Clinton reported that this report is updated annually:

- EGF - \$10 million in backlog
- TRF campus - \$8.6 million in backlog
- The TRF backlog includes the hangars at the airport that are scheduled to be demolished
- The EGF backlog includes the \$4.5 million roofing project that is not yet funded.
- NCTC facilities condition index is supported by the amount that is in backlog

Facility R & R Projects

EGF – Bob will report on this at the next meeting.

TRF – Clinton reported that the state requests campuses to spend approximately \$1.00 per square foot annually on R&R (Repair & Replacement) projects.

Qualifies for R & R funds:

- Replacement of boiler pumps
- Architect & engineer pre-design services
- Construction Management
- Repair & Replacement of Utilities
- Window and door replacement
- Renovation Projects
- Carpet and floor replacement
- Sidewalk replacement

Capital Projects

2008 Project:

EGF campus is done with the exception of the percent for art. NCTC-EGF now has a contract with the artist and the deadline for the installation is December 31, 2011.

2010 Project:

TRF campus Phase 1 included the New Media area, the furnishings in the commons area, the stage floor replacement in the theatre, couple of classrooms at the airport campus are completed. TRF is still working with the stage floor concerns and hope to resolve those shortly to close out Phase 1.

Phase 2 will begin in May with a remodel within the auto body, auto mechanics area, and massage therapy. The design for these projects are completed and the drawings are on the way to the state for approval. Clinton is already getting price quotes. These projects are scheduled to be completed by the first week in August.

2012 Initiative:

EGF submitted criteria in request of \$525,000 for Radiology Technology facelift and refurbishing. This initiative is still on the list, but we will not know until this summer if it will be funded.

USEDA Grant:

NCTC will not be submitting a grant for this.

2014 Capital Projects:

Based on our facility usage of 53%, our greatest opportunity of success would be for NCTC to remodel existing square footage rather than add new square footage, especially since college-wide we are under 53% (of 32 hours) usage of classrooms. This percentage will not be looked at favorably by MnSCU.

Foot Wash Stations

Discussion was held regarding foot wash stations. State resources are not able to be utilized for this purpose.

Ideas for funding:

- Money from Foundation
- Fundraising
- Health service fee

Other Suggestions:

- Safety concern - water on the floor and causes a slipping hazard
- If this practice is putting others at risk – it should not be allowed
- Seek legal counsel to write a policy to not allow this practice on campus

Becky and Mary will make contact for some guidance and will bring this information to the next meeting.

6030 Public Access Policy

NCTC has had situations where people have been coming on campus with pets. It was noted that there is nothing in the policy that prohibits pets on any of the campuses, except in cases of service animals or educational purposes. A suggestion was made that other colleges or the TRF school district may have some kind of policy already in place that we can review. Terry Wiseth will check on the TRF district policy. Becky will check with her Human Resources network to see what other campuses may have in place in their policy.

Next meeting is scheduled for Tuesday, April 12th at 3:00 p.m. in rooms #115 (EGF) & #545 (TRF).

Recorded by: Diane Rapacz