

College-Wide Facilities Planning Committee Meeting Minutes
Monday, January 25, 2016 ~ 3:00-4:30 p.m.
Seymour Union B116

Committee Members Present:

Lynda Cochran	Lee Cohen	Peter Dowe
Kimberley Haines	Scott Haines	Mark Kittleson
John Osowski	Karen Riotto	Craig Ross
Brad Schreiber	Jeff Smith	Ricky Smith
Susan Stites-Doe	Wanda Wakefield (Chair)	Dana Weiss
Beau Willis		

Guests Present:

Heidi Macpherson (presenting)	Jennifer Smathers (for Mary Jo Orzech)	Laurie Smith (temporary minute taker)
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Committee Members Absent:


Sue Arno (ill)	Leah Barrett (ill)	Chris Bazzie
Stefan Friedrich	Johnna Frosini	Erick Hart
Kim Heyward	Steven Jurek	
Mary Jo Orzech	Paul Tankel	

1. **Minutes from December 14, 2015** (John Osowski)
 - The minutes of December 14, 2015 were accepted and approved.

2. **North Campus Utilities and Landscape** (John Osowski)
 - Communications
 - The Communications Sub-Committee will meet this Thursday, January 28, to discuss the communication plan and social media to be used in advance of construction start through completion.
 - Bid schedule, construction schedule
 - The project is out for bid. Bids are due February 16, although this may be extended one week.
 - Once a contract is in place, work should start after Commencement and complete by Fall 2017, with work slowing in winter months.
 - No one will need to relocate their offices during this work, but folks will need to plan five to ten extra minutes to walk across campus during construction. There will be two or three walkways to navigate campus during the construction, and maps showing these will be provided.
 - During the Summer of 2017, “the wall” on Holley Street near the Tower of Fine Arts will come down!
 - Dr. Willis stated this project starts at the Dailey Hall and goes East, and Kenyon Street will be closed for contractor staging from Monroe Avenue north to the Pedestrian Mall cross-walk during this time. The communication strategy will be for real-time reporting.
 - Dr. Wakefield suggested there be a celebration once the construction & (wall) destruction is complete!

3. **Residential Life – Benedict/Dobson renovations, addition** (Craig Ross)
 - Of the two renovation schemes proposed, the “U” scheme by Trudeau Architects was selected, allowing for 300 new beds, and the common/lounge areas of Benedict, Dobson & Gordon will be built up to three stories.
 - The final design should start this Spring, with the Groundbreaking in September 2017.
 - The DIFR capital budget covers these renovations.

4. **Burlingame House renovations** (Beau Willis / Heidi Macpherson)

- Dr. Willis stated that before the renovation process began, off-site properties were considered but the College Foundation decided the President must reside on campus.
- The renovations began July 1, 2015 and completed in December 2015. Project costs are detailed in the attached Burlingame Project Final Report. Project costs were driven by the nature of the project: Burlingame House is a small residential project with costs divided 70% labor, 30% materials vs. a large commercial project with costs typically divided 45% labor, 55% materials. Our staff were used when possible, i.e. interior painting, removal of fencing, and that cost is not included in the \$540K.
- Several wondered about the origins of Burlingame House, so Jennifer Smathers found us this history:
 Herman Burlingame, pictured here about 1875, taught at Brockport from 1868 till his death in 1891. He was a popular teacher of mathematics, and also served as the librarian for the school. A keen mathematician, he offered one of the early algebraic proofs of the Pythagorean Theorem, and developed a set of special blocks for teaching the calculation of cubic roots; a set of the blocks are on display in the Alumni House. In his role as librarian for the Normal School he helped expand a small book collection into more of a real library, building one of the larger libraries among New York Normal Schools. This and the reading room he established were forerunners of today's Drake Library. His home was on Holley Street and for many years was known as the "Burlingame place." Today it is the home of the president of the college, for which purpose it was acquired in the 1960s.
- Dr. Macpherson stated the recent renovations included insulating the ceilings, painting the walls, and installation of hotel grade carpeting, for long-term utility. A designer was consulted for colors and patterns, to make both the public and private portions of the home generically appealing and also true to the style and age of the home. Even the private side of the home will be used from time to time for guests of the college.
- A series of events in the Burlingame House are being planned as this is a state property to showcase the The College at Brockport. There will also soon be revolving artwork showcased in the home by the College Council starting in February with a 9 month rotation.
- The renovations at Burlingame House are an investment in the future of the college and good stewardship of this asset.

5. **Academic Success Center – in the Albert W. Brown Building** (John Osowski)

- Floor plans are being considered and one to be selected in February 2016, with final design to be completed late Fall 2016.
- Construction to begin in January 2017 and be completed within one year.
- The first floor / Breezeway area of the North wing will be filled in to create new space.
- Windows and doors will be replaced, and ceilings throughout will be renovated to include new lights and fire protection sprinklers.
- The Honors Program will co-locate in this space.
- Education and Human Services will need to relocate for a while during renovations.
- This is a \$7.5 million project in total.
- Dr. Willis stated we have \$600,000 in SUNY Operational Funding toward this.
- Dr. Stites-Doe stated that parking needs to be addressed; all concurred.

6. **Other Business** (Beau Willis / Wanda Wakefield)

- F&P Team - Dr. Willis stated that Bob Henry gave his notice earlier this month. Dr. Willis is now in process of meeting 1:1 with all F&P supervisors and directors (21 of them) and in two or three weeks' time he should have a path forward for the F&P team.
- 5 Year Capital Plan
 - Dr. Willis stated SUNY received \$1 billion / year for the last 15 years (three 5-year capital plans) and with our portion of the funds fixed long overdue facility issues "behind the walls" and now are doing more visible facility work.

- Last year the Governor awarded SUNY \$200 million for each of the next 5 years, from which SUNY withheld 10% or \$20 million (for special needs), and our portion was \$6 million. This year, SUNY withheld 15% or \$30 million. We do have appropriated funds yet to spend down and we are working on it.
- We need to renovate academic portions of Tuttle North and also replace emergency generators on campus (from the 1960s-1970s) as they are prone to break down and are also low capacity in this day and age. The boilers have all been replaced on campus, except one.
- Dr. Willis stated that from 2004 until now there have been \$247 million in capital projects done on campus, and over the next five years we have \$100 million in critical maintenance backlog that needs to be addressed.

7. Next CFPC Meeting: Monday, February 8, 2016, 2:00-3:30pm, Seymour Union B116

- Topics to be discussed include:
 - 5 Year Capital Plan Priorities
 - MEP Project in Tuttle – Electrical & Mechanical System

Burlingame Project Final Report
January 2016

Burlingame House:

- Original construction 1837
- Acquired by the College in the 1960's.

While Burlingame House has been maintained in an ad hoc manner over the years, with opportunities to replace worn systems such as roofs when needed, the facility requires significant and urgent exterior and interior reconstruction and repair work.

- Exterior work to correct problems with storm water drainage, sidewalks and driveway, landscaping, fencing, wood decking, and other exterior house and site areas is required.
- Interior work to repair and rehabilitate widows, interior ceilings, HVAC systems, plumbing systems, electrical systems, and interior floor structures and finishes is required.

Extensive issues include:

- Code compliance/upgrades (electrical, insulation, etc.)
- Foundation repair
- Moisture and insect damage
- Ice and salt damage
- Flooding
- Exterior fencing (disrepair, security concerns)
- Ceiling cracks
- Peeling wall paper
- Rotting deck

During 2014-15, the College Council and Brockport Foundation reviewed the continued use of Burlingame House as the president's house in anticipation of welcoming a new president in July 2015.

- They toured the house, reviewed the required scope of work, considered options including the purchase of an off campus property or a new build.
- The Council and Foundation were in uniform agreement that the College President should continue to live adjacent to the campus and directed the college to make the necessary repairs and upgrade to preserve the facility and ensure Burlingame's continued use as the home to the college president a public space for the campus into the foreseeable future.

Preliminary Project scope was reviewed with CFPC in May. Final estimates were not possible until campus staff were able to access the house in July. At this time the need for more extensive work became apparent. The College Council was provided with and approved final project costs in early August 2015.

Final Project Cost \$539,949 (materials \$160k, labor \$380k)

Project Summary Overall	
Maintenance and Preservation	\$143,299
Safety and Security Systems	\$180,150
Critical Maintenance/Replacement	\$141,108
Quality of Place - Living and Public Usage	\$75,392
Exterior and Interior Total	\$539,949

The upkeep and critical maintenance needs of Burlingame House are funded through NYS bonds appropriated to the State University Construction Fund (SUCF); campus bonded project total \$247,199,930 (2004 – present)