Minutes of the Monthly Meeting of the Council for the Built Environment
February 10, 2015

I. Attendance

A. Voting Members
   1. Present: Jorge Vanegas, Emil Straube, Erin Simmons, Brandon Valenta, David Lunt
   2. Absent: Katherine Banks, José Fernández-Solís, Leslie Uptain, Tom Reber, Glen Laine

B. Non-voting Members
   1. Present: Penny Riggs, Mark Sicilio, Christopher Lyons, N. K. Anand, Andy Armstrong*
   2. Absent: Joseph Benigno,

C. Ex-officio Members
   1. Present: Karan Watson, Kevin Hurley, Matt Fry, Richard Gentry, Lilia Gonzales, Ralph Davila, James Massey
   2. Absent: Jerry Strawser, Deborah Wright, David Morrison

D. Guests
   1. Shelly Janac

(*office/organization representation for the Vice Presidents, Agencies, CPI, USC, GSC and SGA have voting and non-voting members; in meetings where the voting member is absent, the non-voting member assumes voting status.)

II. Call to Order: Co-Chair Watson

A. Co-Chair Watson called the meeting to order at 1:30 p.m.

B. The January 2015 minutes were unanimously approved (with minor corrections) as drafted

III. Presentations by Sub-Councils

A. Riverside Building 8031 Renovation

The International Ocean Discovery Program (IODP) requests permission to renovate Building 8031 located on the Riverside Campus of Texas A&M University. IODP currently uses the former aircraft hangar to store large drilling equipment and supplies for eventual use on the research drilling vessel, JOIDES Resolution. The Program currently stores approximately $2.6 million dollars of NSF owned equipment/supplies at this facility. The requested renovations will ensure that a safe and secure area will be provided for materials needed to fulfill their scientific mission. (See attached proposal).

Recommendations:

• Design Review Sub-council (DRsc)
  The DRsc unanimously voted to recommend approval of Riverside Campus – Building 8031 renovations as presented.
• Technical Review Sub-council (TRsc)
The TRsc supports the proposed renovation request for Building 8031/Riverside Campus and recommends approval, provided the following issues/concerns are addressed and funded.

The building is located on the Riverside Campus of Texas A&M University and currently uses the former aircraft hangar to store large drilling equipment and supplies for eventual use on the research drilling vessel, JOIDES Resolution. The renovations would include roof repair, door repair, HVAC, and Concrete Pad expansion.

Facilities Services:
The design team needs to ensure that the project does not increase the rate of storm runoff into local creeks.

The project team should coordinate with Grounds Management for landscaping and irrigation concerns.

CIS:
Contact CIS if there will be additional Data/Voice needed in the existing office locations.

A conduit pathway between buildings will need to be provided if there will be any Data/Voice in the proposed concrete expansion.

Utility & Energy Services:
Existing Domestic Water line on the East edge back of curb serving fire hydrant 980 will need to be relocated or accommodated into the plans.

Riser Pole 1124 will be affected and needs to be relocated.

Existing Sanitary Sewer Lift Station and associated service line, which is located on the South East corner of the building, will need to be relocated.

TAMU UES will need to be formally involved in the relocation of these utilities affected and have approval of all plans, specifications, and installation.

The project and design team will need to follow the applicable TAMU UES Design Standards - https://utilities.tamu.edu/design-standards/.

The project and design team will need to follow the TAMU policy on digging on campus- prior to any excavation - https://utilities.tamu.edu/digging-campus/.

Telecommunications:
Based on the material presented and feedback provided, the customer is not in need of IT services within the facility. If the upgrade to the HVAC system will include the installation of a Siemens panel then fiber to the facility will be needed. The cost of this will be borne by the customer.
Action: The CBE voted unanimously to recommend the President’s approval The International Ocean Discovery Program (IODP) requests permission to renovate Building 8031 located on the Riverside Campus.

Responsible Parties: Co-Chair Watson

B. AgriLife Headquarters Complex Building #4

AgriLife is requesting permission to proceed with the build out of the AgriLife Headquarters complex located on west campus. In May, 2014, the Texas A&M University System Board of Regents approved the A&M system capital plan, which includes the Agriculture & Life Sciences Building #4 project for Texas A&M AgriLife Research to start in FY 15. Additionally, the Board of Regents authorized the expenditure of up to ten percent of the project planning to support pre-construction planning and design activities for the project after September 1, 2014.

The Agriculture & Life Sciences Building #4 will complete the Agriculture Headquarters complex. This building supports the vision of relocating Wildlife & Fisheries Science (WFSC) to the west campus. The space that WFSC vacates (Nagle Hall & Heep Center) will return to TAMU for other academic needs. (see attached proposal).

Recommendations:

- Design Review Sub-council (DRsc)
  The DRsc recommends unanimously voted to recommend approval of the Agriculture & Life Sciences Building #4 as presented at concept design stage, with the following caveat:
  - Further review of the design shall be presented to the DRsc at 100% Schematic Design and 100% Design Development, in accordance with DRsc procedures.

- Technical Review Sub-council (TRsc)
  The TRsc supports the proposed Agrilife Headquarters Complex- Agriculture & Life Sciences Building #4 and recommends approval, provided the following issues/concerns are addressed and funded.

Facilities Services:
The design team should confirm that the project does not increase the rate of storm runoff into local creeks.

The project team should coordinate with Grounds Management for landscaping and irrigation concerns. The project team should ensure that the facility is designed to minimize, as much as practical, the effort needed for future maintenance. It is preferred that items requiring maintenance be easy to service, be easily accessible from ground or floor level, have generous clearances and be easy to isolate from energy sources with minimal impact to the rest of the facility. Elevated items requiring maintenance that are difficult to service
by ladder or lift should have permanent maintenance access platforms with permanent stairs or ladders, built-in fall prevention, and davits for hoisting parts and tools.

**EHS and SASE:**
The facility must be equipped with a fully addressable fire alarm system and be fully covered by an installed fire suppression system.

The facility must provide an appropriate fire lane for the new 4 story structure.

Fire rated separations and fuel loading must be in accordance with NFPA.

Environmental Health and Safety involvement is required during the design review stage to ensure that standards for laboratory design are met.

**Telecommunications:**
Ensure project budget includes allocation for IT infrastructure, communicate the scope and timeline to telecommunications, make sure contractor and/or IT sub is familiar with Facility Design Guidelines.

**Transportation Services:**
Transportation Services current plan is to accommodate the occupants of the new building in lot 97. This will change lot 97 from being a combination of faculty, staff and students to being all faculty and staff. This will happen through attrition of the students.

**Procurement:**
The only concern from a Logistics Department perspective is the lack of a loading dock for the proposed facility.

Action: The CBE voted unanimously to recommend the President’s approval to proceed with the build out of the AgriLife Headquarters complex located on west campus.

Responsible Parties: Co-Chair Watson

C. White Creek Housing Development – Connectivity Plan

In conjunction with the White Creek Housing Development, Residence Life commissioned a connectivity study as part of the housing project to identify and evaluate strategies for establishing a successful connection between the new housing community and other points of interest on campus. The Division of Student Affairs is seeking approval to formally adopt this plan as an amendment to the 2004 Campus Master Plan (see attached request).

**Recommendation**

- Design Review Sub-council (DRRsc)
The DRsc unanimously voted to recommend approval of the White Creek Connectivity Study as an amendment to the Campus Master Plan and recommends its implementation.
• Technical Review Sub-council (TRsc)
The TRsc supports the proposed White Creek Housing Development Connectivity Plan and recommends approval, provided the following issues/concerns are addressed and funded.

Utilities & Energy Services:
TAMU UES personnel have reviewed the proposed plan and look forward to working with the design team to make this project a success.

Any addition to non-permeable area or any impact to white creek will need to be coordinated with UES early in the design process, and will need to be coordinated with UES.

The project and design team will need to follow the TAMU policy on digging on campus- prior to any excavation - https://utilities.tamu.edu/digging-campus/

The modification of or addition to any TAMU UES systems will need to follow the TAMU UES design standards - https://utilities.tamu.edu/design-standards/

Facilities Services:
The design team needs to ensure that the project does not increase the rate of storm runoff into local creeks.

The project team should coordinate with Grounds Management for landscaping and irrigation concerns.

Transportation Services:
The White Creek connectivity study will be presented to the full CBE in the near future. There is a portion of the study that will need to be addressed prior to the apartments opening in order for students to have a clear safe path from the apartments to the Heep and Mays areas. Funding source for the construction of a sidewalk to connect the new development to Stotzer is not yet in place.

Telecommunications:
With safety of our students, faculty, and staff as top priority, Telecommunications offers support for the White Creek Housing Development - Connectivity Plan and recommends that monies be committed to ensure transit routes, pedestrian paths, and bicycle paths are established in an effort to provide safe passing from the new housing community on west campus to other points of interest on campus.

EHS and SASE:
White Creek Housing Development Connectivity Plan - EHS and Safety & Security strongly supports the plan and its incorporation into the Campus Master Plan. Well-designed pathways that are appropriately lighted to campus standards and which provide safe access for pedestrians, bicyclists and transit are critical for the safety of those who live, work and study on west campus.
Action: The CBE voted unanimously to recommend the President’s approval of the White Creek Housing Development – Connectivity Plan.

Responsible Party: Co-Chair Watson

D. Intramural Complex

The Athletic Department wishes to construct a new intramural complex in conjunction with the Department of Recreational Sports that will replace a portion of the current intramural complex. This is required in order to construct a new Softball Stadium and Outdoor Track Stadium. (see attached proposal).

Recommendations:

- **Design Review Sub-Council (DRsc)**
  The DRsc unanimously voted to recommend approval of Intramural Complex as presented, with the following caveats:

  - Further design details, including connectivity (sidewalks), access points, and final location of restrooms and pavilion, should be presented to the DRsc at a combined Schematic Design/Design Development presentation, in accordance with DRsc procedures.

- **Facilities Utilization Review Sub-council (FURsc)**
  FURsc recommends the request by the Athletics Department to construct a new intramural complex in conjunction with the Department of Recreational Sports.

- **Technical Review Sub-council (TRsc)**
  The TRsc supports the proposed construction for a new intramural complex and recommends approval, provided the following issues/concerns are addressed and funded.

  **Telecommunications:**
  Project funds will need to be designated for getting infrastructure to the facility. The project is responsible for paying for labor and materials to get fiber to the building, to be completed by Verizon. The construction contractor/subcontractor (not Verizon) is responsible for placing conduit from the nearest manhole to the MDF within the new facility.

  The end user will need to work closely with TCOM for services: phones, security cameras, card access, duress buttons, and cable TV.

  **Utility & Energy Services:**
  The White Creek area has serious drainage issues and any addition to non-permeable areas that will have any effect on it will need to be reviewed by UES during planning and prior to any construction. There is proposed growth East of the site of the complex for a P3 housing development. This project is working with UES to supply Domestic Water, Sanitary Sewer, and Electric systems. The proximity of the intramural complex addition
to this proposed site may benefit the project in terms of utility availability. The project should remain in close contact with UES when moving forward.

The project and design team will need to follow the applicable TAMU UES Design Standards - https://utilities.tamu.edu/design-standards/.

The project and design team will need to follow the TAMU policy on digging on campus - prior to any excavation - https://utilities.tamu.edu/digging-campus/.

Facilities Services:
The design team needs to ensure that the project does not increase the rate of storm runoff into local creeks, and the presentation indicated that this will be addressed.

The project team should coordinate with Grounds Management for landscaping and irrigation concerns.

The project team should ensure that the facility is designed to minimize, as much as practical, the effort needed for future maintenance. It is preferred that items requiring maintenance be easy to service, be easily accessible from ground or floor level, have generous clearances and be easy to isolate from energy sources with minimal impact to the rest of the facility. Elevated items requiring maintenance that are difficult to service by ladder or lift should have permanent maintenance access platforms with permanent stairs or ladders, built-in fall prevention, and davits for hoisting parts and tools.

CIS:
The intramural complex will need to be discussed in further detail concerning Network connectivity. CIS will be involved during the construction phase to ensure the end user has the connectivity they need. As soon as construction is approved CIS will be notified of any meetings involving the project so a representatives can be in attendance.

Action: The CBE voted unanimously to recommend the President’s approval for the Athletic Department to construct a new intramural complex in conjunction with the Department of Recreational Sports.

Responsible Party: Co-Chair Watson

E. Outdoor Polo Arena Re-Location
The Department of Recreational Sports is requesting permission to move the current outdoor arena to the current polo property housed on a 21 acre property lot owned by Texas A&M located on F&B Road (see attached).

Recommendation

- Design Review Sub-council (DRsc)
The DRsc unanimously voted to recommend approval of the outdoor polo arena relocation as presented.

- Facilities Utilization Review Sub-council (FURsc)
FURsc supports the request by the Department of Recreational Sports to relocate an existing outdoor Polo Arena to the College Station Campus.

- Technical Review Sub-council (TRsc)
  The TRsc supports the proposed request for relocating the outdoor polo arena and recommends approval, provided the following issues/concerns are addressed and funded.

  **Utility & Energy Services:**
  Petroleum Transmission Line On Site - Be aware - The ability for utility line owner to have access to easement should be maintained and area should remain free of any structures. At any time where owner might need to perform maintenance on line, they do not have to replace in kind any structure or surface material that is obstructing the easement area.

  If any plans for lighting to be added to the site, UES will need to review and approve any plans prior to this addition.

  The project and design team will need to follow the applicable TAMU UES Design Standards - [https://utilities.tamu.edu/design-standards/](https://utilities.tamu.edu/design-standards/)

  The project and design team will need to follow the TAMU policy on digging on campus - prior to any excavation - [https://utilities.tamu.edu/digging-campus/](https://utilities.tamu.edu/digging-campus/)

  **Action:** The CBE voted unanimously to recommend the President’s approval to move the current outdoor arena to the current polo property housed on a 21 acre property lot owned by Texas A&M located on F&B Road.

  **Responsible Party:** Co-Chair Watson

IV. Other

A. Space Allocation Process
When new space is built, the CBE often recommends decommissioning the vacated space when it is too expensive to maintain. CBE is working to have these spaces removed from the deferred maintenance plan.

Currently, when viable space becomes available, an announcement is made to all Deans and Vice Presidents alerting them of vacant spaces. They have the opportunity to make a proposal to the CBE for those spaces. These proposals are discussed by the CBE regarding the need and appropriateness of the space to meet the need. If the request is approved for further consideration, it may be forwarded to the Facilities Utilization Review Sub-council for further review and recommendation. If necessary, recommendations from the FURsc, will be considered by the CBE. Recommendations for approval will be submitted to the President for consideration.

Two spaces will soon be available.
1. Francis Hall is being completed, therefore, Architecture will be vacating some of the space they've been assigned in the Pavilion.
2. The English Language Institute was temporarily assigned to the 4th floor of the Academic Building during the move to the Liberal Arts Building. This space in the Academic Building was not a permanent assignment to Liberal Arts.

Dr. Watson is asking the CBE to consider if there should be any changes to the current space allocation process and will be discussed at next month’s meeting.

B. Capital Campaign
Units are wanting to raise money for buildings, however, it is difficult to raise enough money to cover constructions costs as well as operational and infrastructure costs that the University assumes. Situations have arisen where units have requested money to build with the claim that the University would assist in funding without it being so.

Dr. Watson is drafting a call to Deans and Vice Presidents for proposing, for the next 10 years, what major buildings or building renovations are needed.

There will be four main categories of requests:
1. Projects that the University will fund 100% all construction, infrastructure, and operational costs.
2. Projects where the units will raise the construction costs but not infrastructure or operational costs.
3. Projects where every attempt will be made to raise up to 1/3 of the costs and the university will help with infrastructure and operational costs.
4. Projects that are 100% self-funded and are only requesting permission to build (ex. Residence Halls).

A request will be sent to the Deans and Vice Presidents asking for conceptual proposals. Questions to be answered in the conceptual proposal will include:
1. What building is being proposed?
2. What is the size of the building proposed?
3. What is the requested site for this proposed building?
4. When will construction take place?
5. How will the project be funded?
6. What is the strategic reason for the university to invest in the building?

Facilities Utilization Review sub-council will assist in assigning the priorities after it is determined by the Executive Vice President (if it involves the HSC or Galveston), the Provost, the President, and the Chief Financial Officer of the institution, that the building has strategic importance. If yes, then those units will be asked to submit a detailed proposal to the FURsc to begin the prioritizing process. Dr. Watson tasked the FURsc to consider what information is required for this proposal and to circulate a draft to the CBE for feedback. This draft will be discussed at the next CBE meeting.

V. Meeting adjourned 2:30 p.m.