PROJECT UPDATE

1. Master Landscaping Plan: “Sarah’s Glen” project; the architects have made adjustments to the site plan to accommodate the flood plain issues. The Van Yahres architects have met with Tracy and are beginning to work on design details for the garden.

2. Gore Hall Lobby Addition; the project is scheduled for completion around the first week of September. We have made temporary arrangements with the City to access Gore Hall and Funkhouser during check-in.

3. New residence hall project update.

4. Halpin Harrison Hall issues;
   a. Heating problems on the first finished floor (above the parking deck).
   b. Water infiltration in the exterior of the building.
   c. Acoustical issues between faculty offices.

   No satisfactory response has been received from the Dewberry architects concerning these issues since their December visit. We are currently talking with our attorney in Harrisonburg about our next step.

5. 142 N. Loudoun Street Renovation for Student Housing
   a. The project is on schedule and within the approved budget.
   b. Furniture is being delivered Saturday, August 6th.
   c. The occupancy permit is scheduled for August 12th.

6. The Feltner Building;
   a. New fiber optic cable has been run into the building. Internet and phone service installs are in progress.
   b. Roof gutter repairs and pointing of the masonry walls have been completed. This was done to correct water infiltration in the walls.
   c. Interior doors and gates are being manufactured for separation internally in the building.
   d. Misc. repairs, wall paper, painting, HVAC units, lighting, etc. have been done by SU maintenance staff.

7. Allen Dining Hall HVAC renovations; The project is complete internally and delivery of the new HVAC units is scheduled for September. This is a $130,000 renovation.
8. Miscellaneous work is in progress in our residence halls and other buildings. The pipe lines in Romine are being lined with epoxy due to pin holes in the copper piping. This is our 3rd building to be relined in the last 3 summers. Shentel stadium lighting is being replaced after 10 years of service. These lights are more energy efficient and provide more light.

9. Athletic department; a hammer and discus cage and throwing area, a long jump ramp and pit have been constructed.
Building and Grounds Committee Minutes  
SU Master Plan Proposal Interviews  
Halpin Harrison Hall  
Board Room 230  
January 12, 2012  
9:30 AM

1. Call to order

2. Prayer; G. Fisher


4. Interview process/evaluation criteria as stated in the RFP
   a. Relevant experience 30%; Demonstrated capacity to successfully complete the project, performance of the firm on similar projects, and ability to package findings, ideas and concepts through a combination of written and graphic means of expression. Provide, if possible two (2) examples of campus master planning projects for universities of a similar size and scope.
   b. Price 30%; Define and explain the company's approach to pricing either as evolved through successful experience or the company's model as applied hereto. Provide a pricing schedule and price range and explain the company's approach to pricing. The Vendor's pricing shall include the additional provision of “space needs analysis” and at the sole discretion of SU this pricing may or may not be included in the evaluation based on the need to award that portion of this RFP.
   c. Design Methodology 40%; Organization, management and technical approach to the project, qualifications and experience of staff, quality thoroughness and clarity of the proposal, and project schedule. Provide an explanation of the company's design methodology and approach to understanding our University's goals and needs. Identify the opportunities and challenges you perceive in the project.

5. Schedule of interviews:
   a. 10:00 AM Stantec Architecture, Inc.  
      John Knickmeyer, AIA, Principal, 4 other team members
   b. 11:00 AM Van Yahres Associates  
      Mike Van Yahres, AIA, Syd Knight, AIA, Fred Ortez, AIA, HKS,Inc.
   c. 12:00 Lunch - Seminar Room 216
   d. 1:00 PM VMDO Architecture, Inc.  
      David Oakland, AIA, Principal, 4 other team members
   e. 2:00 PM Brailsford and Dunlavey

6. Discussion and selection

   The committee selected VMDO as their first choice and recommended that Keith May and Rob Frogale work with Gene Fisher and Jeff Davis in negotiating a contract.

7. Meeting adjourned
Shenandoah University
Board of Trustees
Buildings & Grounds Committee

Meeting Minutes

Date / Time: April 16, 2014, Wednesday 9:00 am
Location: Physical Plant Conference Room 9, Shingleton Hall
Attendees: Walter Aikens, Keith May, Bipen Patel, Nick Nerangis, Jim Vickers, Michael Magro, Barry Schnoor, Doug Zipp, Sabra Veach

The meeting was called to order at 9:01 am with the opening prayer by Barry Schnoor.

Minutes from the October 23, 2013 meeting were approved by Nick and 2nd by Bipin. The minutes from the January 30, 2014 meeting were approved by Nick and 2nd by Keith.

The Committee reviewed the following projects:

Millwood Avenue – Bids are due for Phrase I by April 23, 2014 in Barry’s office. We are hoping for a June 1 start date and completion within 150 days.

Steinway Piano Ambry – Project is almost done and should be complete by end of the month. Barry stated kudos to project manager, Jeff Davis.
Ruebush Greenspace / Abrams Creek West-- This is now a very nice green space.

NVC Leesburg Campus -- We are ahead of schedule on the renovations and Barry suggest that during the May 16 Trustees retreat that you stop by to see the NVC campus.

Health & Life Science Building -- The University has entered into an agreement with Shockey to pay up to $50,000 to accelerate the construction process in order to achieve substantial completion of the Health & Life Sciences Building on 08/23/2014.

Residential Halls -- Painting and flooring in 96 rooms will be complete in Edwards this summer. New kitchen space will be added on the 2nd floor of University Inn. Barry said kudos to Matt Webster for all his hard work on this project. New overhead lighting will be installed in Romine this summer as well.

Athletic Center -- We are in conversations with architects. No designs as of yet. Walter suggests that we have interviews set up for this project.

Student Center Generator -- We were gifted a 600kw generator which will be on the side of BSC in the parking lot near the other utilities.

Shentel Stadium -- We are in conversations for additional seating in the Presidents box with hopes to be completed by fall 2014.

The committee decided the importance of new residential halls on campus. Barry stated that the master Plan does include new halls.

At 10:30 the committee took a tour of the new Health & Life Sciences Building.

Meeting was adjourned by Walter Aikens at 10:02 am
Shenandoah University
Board of Trustees
Buildings & Grounds Committee

Meeting Minutes

Date / Time: January 30, 2014, Thursday 10:00 am
Location: Henkel Hall, Byrd Board Room
Attendees: Nick Nerangis, Jim Vickers, Michael Magro, Richard Shickle, Barry Schnoor, Jeff Davis, Sabra Veach

The meeting was called to order at 10:03 am with the opening prayer by Barry Schnoor.

Minutes from the October 23, 2013 meeting were tabled due to lack of quorum.

The Committee reviewed the following projects:

Millwood Avenue – Project is on track to start right after graduation (May 2014).

Steinway Piano Ambry – This 60 day project is under way and will be finished on budget.

Campus Master Plan – Barry would like for the committee to be mindful of our master plan while planning projects.
Ruebush Greenspace / Abrams Creek West – This project is planned for Spring 2014.

NVC Leesburg Campus -- Conversations are being made for phases of this construction with most of the funding by NOVA. Project to be occupied by August 2014.

Health & Life Science Building – Completion date is on schedule for August 2014. Talks will be made for Plan B if not still on schedule. Tracy will have scheduled hard hat tours once we get closer to our finish date.

New Business -- Barry shared that Tracy approved upgrades for Residential Halls for Summer 2014.

   Edwards Residential Village – upgrades to rooms
   University Inn – upgrades to 2nd floor kitchenette
   Romine – upgrades to overhead lighting

Meeting was adjourned by Jim Vickers at 10:22 am.
Shenandoah University
Board of Trustees
Buildings & Grounds Committee

Meeting Minutes

Date / Time: October 23, 2013, Wednesday 9:00 am
Location: PPO Conference Room, Shingleton Hall
Attendees: Walter Aikens, Nick Nerangis, Jim Vickers, Tracy Fitzsimmon, Barry Schnoor, Jeff Davis, Andy Ferrari, Syd Knight, Sabra Veach

The meeting was called to order at 8:57 am with the opening prayer by Barry Schnoor.

Minutes from the September 4, 2013 meeting were motioned for approval by Jim Vickers with a 2nd by Nick Nerangis.

The Committee reviewed the following projects:

Millwood Avenue – Syd presented landscape site elements and materials for the perimeter of campus with ways to promote the greenway that was shown to city council last month.

East Campus Commons – “Purple board” was installed to help prevent the moisture in some rooms. An outside source will be testing this again during the winter break.

DPS Relocation – The department has moved from Armstrong to Wilkins. Barry thanked Jeff for all his attention and hard work on this project. Chief Eversole was pleased with the results.
**Ruebush Greenspace** – Syd shared some photos of the informal amphitheater with ideas of new curbs, sidewalks and proposed trees.

**NVC Leesburg Campus** -- Conversations are being made for phases of this construction with most of the funding by NOVA.

**Health & Life Science Building** – Jeff reported that the foundation phase is finishing up and we are in hopes of being enclosed by March 2014.

Barry reported for the Landscape committee stating the plaques for the herb garden are in and will be in place this week.

Meeting was adjourned by Walter Aikens at 10:43 am.
Shenandoah University
Board of Trustees
Buildings & Grounds Committee

Meeting Minutes

Date / Time: September 4, 2013, Wednesday 3:00 pm
Location: Mary Henkel Hall, Byrd Board Room
Attendees: Walter Aikens, Keith May, Nick Nerangis, Ginny Kalbach, Tracy Fitzsimmon, Richard Shickle, Barry Schnoor, Jeff Davis, Andy Ferrari, Syd Knight, Mitch Moore, Evan Wyatt, Mike Van Yahres, Sabra Veach

The meeting was called to order at 3:05 pm with the opening prayer by Barry Schnoor.

Minutes from the July 9, 2013 were motioned for approval by Nick Nerangis with a 2nd by Barry Schnoor.

The Committee reviewed the following projects:

Millwood Avenue – Mitch presented a timeline of milestones of the project starting September 2011 with a completion of May 2015. We are working on “draft” ideas for the design plan at the new proposed city entrance with 2 phrases. We plan to present to city in October 2013 with an approx. start date of spring 2014. Further discussion is planned.

Syd presented possible landscape site elements and materials for the perimeter of campus with ways to promote the green way.

East Campus Commons – Moisture was found in several of the rooms. An outside source was called in to solve the issue.
DPS Relocation – The department will be moving from Armstrong to Wilkins with a completion date of September 11, 2013.

Ruebush – We are discussing options for a ‘gathering space’ along the backside.

Barry shared the new renovations starting December 2013 on our Leesburg campus (NVC) with a completion date of August 2014.

Dr Fitzsimmon mentioned we need to be mindful of the lease that ends in 2018 for the HPB. We need to start thinking of options.

Mitch mentioned that we are starting to work on the program review for the Athletic Center.

Meeting was adjourned by Walter Aikens at 5:05pm
Shenandoah University
Board of Trustees
Buildings & Grounds Committee

Meeting Minutes

Date / Time: July 9, 2013, Tuesday, 3:00 pm
Location: Mary Henkel Hall, Byrd Board Room
Attendees: Walter Aikens, Keith May, Nick Nerangis, Jim Vickers, Ginny Kalbach, Tracy Fitzsimmon, Richard Shickle, Barry Schnoor, Jeff Davis, Adrienne Bloss, Paul Miller, Sabra Veach, and ESa representatives, Wendell Brown, John Falco, Kearra Barkley, Randy Doores

The meeting was called to order at 3:00 pm with the opening prayer by Barry Schnoor.

Minutes from the April 16, 2013 were motioned for approval by Nick Nerangis with a 2nd by Jim Vickers.

The Committee reviewed the following projects:

Health & Life Sciences Building – Barry introduced Wendell Brown from ESa along with his team to discuss the progress. The presentation included interior renderings and exterior renderings with samples of bricks, floors and colors. Ground breaking is scheduled for August 22, 2013.

Parker Hall – We are currently doing minor improvements in the common areas

Edwards Residential Village – SU is installing overhead lighting in 96 rooms and working on painting and floorings for approx. 50 rooms

University Drive Lighting – The project is 30% complete. We are installing longer lasting and energy saving lighting on both side of the road for safety.
**Millwood Avenue** – We are working on ideas for the ‘garden space’ at the new proposed city entrance. We plan to present to city by fall 2013 with an approx. start date of spring 2014. Further discussion is planned.

**DPS Relocation** – SU is discussing options for the new location. Talks included thoughts of the Armory, modular buildings, or lower level of parking garage. Further discussion is planned.

Ginny Kalbach spoke of completed work by the Landscape Committee which included landscape around Howe/ Gregory and daffodils and lavender around Wilkins.

Meeting was adjourned by Walter Aikens at 4:50 pm
Shenandoah University

Board of Trustees

Buildings & Grounds Committee

Meeting Minutes

Date / Time: April 16, 2013, Tuesday, 10:00 am
Location: Physical Plant Conference Room
Attendees: Walter Aikens, Keith May, Nick Nerangis, Brian Lipscomb, Ginny Kalbach, Lee Duncan, Jeff Davis, Sabra Veach

The meeting was called to order at 9:00 am with prayer by Walter Aikens.

Minutes from the March 27, 2013 were motioned for approval by Keith May with a 2nd by Ginny Kalbach.

The Committee reviewed the following projects:

**Health Science Building** – Discussed the seven (7) renderings displayed by the architects. Jeff Davis reviewed the current status of the project and discussed several architectural questions yet unresolved. Jeff indicated that on May 3, it is anticipated that a pre-construction agreement with the general contractor, Shockey, will be signed and a GMP will be established by mid-May 2013.

**East Campus Commons** – We have a temporary occupancy permit at 98% complete with just a few items to complete per the inspector. Students are in and love it.

**Wilkins Hall Renovation** – We are 99% complete with Paul Miller from MakeNest Interiors doing pictures and interior decorations.

**Sarah’s Glen** – We are 99% complete. Spring planting has been completed and students are gathering and fully utilizing Sarah’s Glen.
Millwood Avenue – Lee reported that VP Mitch Moore, who has taken the lead, reports state and local governments are close to final approvals. Once approvals are acquired, SU will be on a timeline to complete preliminary processes.

Ambry for Steinway Pianos -- Phrase One is complete with a completed work area. We are discussing further options of extending into the surrounding space for the Steinway pianos.

Parker Hall – Our $300K renovation summer project starting May 2013. Our plans include to replace windows, flooring, ceilings, vanities, and upgrade the common areas with students input.

University Drive Lighting – Working on $94k new lighting on University Drive starting May 2013.

Walter Aikens asked for a motion for the B&G Committee to recommend that the Draft VMDO Campus Master Plan and the Draft Long Term Plan be submitted to the Full Board for Approval. A motion was made by Keith May and 2nd by Nick Nerangis.

Lee Duncan made the announcement that the new PPO Director will be Mr Barry Schnoor. His start date is May 15, 2013.

Meeting was adjourned by Walter Aikens at 10:15 am.
Meeting Minutes

Date/Time: March 27, 2013, Wednesday, 10:00 am

Location: Alson Smith Library, Armstrong Conference Room

Attendees: Walter Aikens, Keith May, Jim Vickers, Virginia Kalbach, Richard Shickle, Lee Duncan, Jeff Davis, Joe Atkins, Lauren Thompson, Sabra Veach

The meeting was called to order at 10:05 am with prayer by Walter Aikens.

Minutes from the January 17, 2013 meeting were motioned for approval by Jim Vickers with a 2nd by Virginia Kalbach.

The VMDO Campus Master Plan was presented by Joe Atkins. Each member received a draft copy of the 78 page campus master plan (prior distribution of the plan was sent electronic to each member as well).

Walter asked for a recommendation which was given by Jim Vickers saying The Buildings & Grounds committee accepts the “concept” of the VMDO’s proposal if approved by Dr Tracy Fitzsimmon.

2nd by Keith May

Virginia Kalbach announced the new plantings at Howe Hall and Smith Library by the Landscape Committee.

Walter Aikens announced the next meeting to be Tuesday, April 16, 2013 9:00 am with updates of “projects” prior to the Trustee Meeting.

Meeting was adjourned by Walter Aikens at 11:30 am.
The meeting was called to order at 8:00 am by Mr. Aikens. Mr. Davis reviewed the schedule and order of presentation by the following pre-qualified General Contractors:

- Scott Long Construction
- Neilson Builders
- Morgan-Keller Construction
- Howard Shockey & Sons, Inc.

The presentations began at 9:00 am. Each General Contractor was scheduled for 1 hour and 15 minutes. Contractors presented general overviews and history of their companies, experience and expertise and examples of Health Science Building Projects. All Contractors, having met pre-qualification screening, provided and complied with requirements of a General Contractor for a Modified Design, Bid, Build Agreement.

In addition to qualifications, experience and capabilities, each Contractor was required to present their response to Shenandoah University’s proposed pricing structure (Percentages for ‘Overhead’, ‘Profit’, and ‘General Conditions’).

Upon the conclusion of all presentations, Mr. Aikens and Members of the Committee discussed the merits and potentials of each General Contractor. At the conclusion of the general discussion concerning the selection of a general Contractor for the Health Science Building, a motion was offered by Mr. Aikens to select Howard Shockey & Sons. The motion was seconded by Mr. Vickers and all members voted unanimously in favor of Howard Shockey & Sons.
President Fitzsimmons conveyed her appreciation to the Members of the Building and Grounds Subcommittee and expressed her desire to continue seeking competitive and qualified General Contractors for future work at Shenandoah University.

There being no further business, the meeting was adjourned at 4:45 pm.

Respectfully submitted,

E. L. Duncan
Interim Director of Facilities, Shenandoah University

(Note: All pre-qualified documentation, contractor brochures, contact information and reproductions of presentations are in the possession of Mr. Davis, Project Manager, Shenandoah University)
VMDO Architects, F. Lengowski, L. Thompson

1. Opening Prayer by G. Fisher

2. Minutes of the October 16, 2012 meeting
   A motion to approve the minutes was made by N. Nerangis, 2nd by P. Patel, motion passed unanimously.

3. Project review
   a. Halpin Harrison Hall
      A tolling agreement has been signed by SU, Dewberry architects and Howard Shockey and Sons. This places the statute of limitations time on hold as we work to correct the heating issues with the first floor and moisture issues with the exterior of the building. SU is working through our attorney to resolve these issues.

   b. New Health Science Building
      i. Design is proceeding into the schematic design phase.
      ii. A recommendation to acquire the services of a general contractor; With a goal to open the building by the fall of 2014, it is being recommended by the architect to obtain the services of a general contractor as soon as possible. All of the sub-contract work would be bid. The typical time frame for a design, bid, build process would not allow us to be ready for the fall of 2014.

      A motion was made by J. Vickers, 2nd by R. Frogale, to begin the selection process for a general contractor for the health science building. The motion passed unanimously.
The 8th or 17th of January seems to be good dates for the Buildings and Grounds to meet and interview contractors. An RFP will be issued as soon as possible.

c. East campus renovations to the west building; a temporary occupancy was granted by the County to place students belongings in the rooms during the holiday break. Permanent occupancy will be issued before the beginning of the spring semester,

d. Master Plan review by VMDO Architects; Francis Lengowski, AIA, presented concepts in response to Trustee inquiries from the October Board meeting. A final draft of the master plan will be submitted for the Buildings and Grounds for final approval.

4. Meeting adjourned.
BUILDINGS AND GROUNDS COMMITTEE MINUTES
SU BOARD OF TRUSTEES
Shingleton Building, Aikens Field House Rm. 228
October 16, 2012
9 AM

1. Opening Prayer by G. Fisher

2. Minutes of the April 19, 2012 meeting
   A motion by W. Aikens and 2nd by N. Nerangis to approve the April 19th
   minutes was passed unanimously.

3. Project review

   a. Wilkins Hall renovations
      The Wilkins renovations have been completed, Areas renovated were
      for Admissions, the Business office, Registrar, Auxiliary Services and
      three vice-presidents’ suites.

   b. Sarah’s Glen
      The project is complete with the exception of the large trees that will
      be planted in the spring.

   c. Millwood Ave.
      The plan to close and improve transportation plans have been
      approved by Winchester City Council. VDOT will meet in December
      to act on the access break on Jubal Early Drive.

   d. Residence Hall renovations completed this summer
      i. Funkhouser-Gore
      ii. Edwards Residential Village
      iii. East campus, west building
         1. Status of the north and east buildings
            Recommendation to raze both buildings

            A motion by L. Omphs, 2nd by W. Aikens to raze the north
            and east buildings of the motel passed unanimously.
e. Resurfacing, curb and gutter, Wade Miller Dr. & L.P. Hill Dr. was completed this summer.

f. Armstrong Roof has been replaced with a 20 yr. roof.

g. New Health Science Building
   The design process has begun with Earl Swennson Architects of Nashville, TN.

h. Master Plan, Presentation by VMDO architects
   VMDO presented an update on the master plan process. A draft of the 5yr., 10 yr. and long term plans were discussed.

4. Meeting adjourned
In attendance:  R. Frogale, W. Aikens, N. Nerangis, B. Patel, Jeff Davis, G. Fisher,

1. Opening Prayer by G. Fisher

2. March 16th meeting minutes
   January 12th master plan meeting minutes

   W. Aikens moved to approve the January 12 and March 16 meeting minutes, 2nd by B. Patel, motion passed unanimously.

3. Proposed new Health Science Building
   a. Architect selection process; interviews will be conducted on May 18 with four architectural firms for this project.

4. Update on Projects
   a. Wilkins renovations; renovations continue to proceed on schedule. We hope to be moving the Admissions Dept to their new area by late May.
   b. Sarah’s Glen; work has been slowed due to foundation work but is now back in progress and we still plan for completion this fall.
   c. Millwood Ave.; the project is being reviewed by the Technical Review Committee and show go the City Council soon.
   d. Residence Halls renovations; Funkhouser and Gore halls are planned for significant work to walls, rest rooms and student rooms/windows. Exterior lighting will be improved at Edwards Residential Village along with some other minor work.

5. Meeting adjourned.
In attendance: R. Frogale, P. Patel, J. Vickers, W. Aikens, R. Shickle, Dr. Fitzsimmons, J. Davis, G. Fisher

1. Opening Prayer

2. Minutes for approval, motion to approve, W. Aikens, 2nd P. Patel
   Motion approved unanimously:
   Meeting minutes October 20, 2011
   Meeting minutes January 12, 2012

3. Proposed new Health Science Building
   a. Conceptual description of the building
   b. Selection of the project design and construction process
      i. Design, bid, build
      The committee will proceed with the design, bid, build process.
      ii. Design-build
      iii. Modified design-build
      Committee discussed prequalifying contractors.
   c. Discussion of firms for design and/or construction depending on
      selection of the process in “a.” above.

4. Update on Projects
   a. Wilkins renovations
   b. Sarah’s Glen
   c. Millwood Ave.
   d. Residence Halls renovations

5. Other
In attendance:  R. Frogale, W. Aikens, P. Patel, N. Nerangis, G. Fisher, Ting-Yu Chen, Jeff Davis, Dr. Fitzsimmons, V. Kalbach

Opening Prayer by G. Fisher

Minutes of the February 24, 2011 meeting and the March 30, 2011 meeting; Motion to approve both sets of minutes by N. Nerangis, 2nd by W. Aikens, motion passed unanimously.

Project Update

1. Master Landscaping Plan: “Sarah’s Glen” project; design plans through the design development stage have been completed. R. Frogale made a motion to use a design-build process with our architect. Interviews to be conducted with H&W construction and Perry Engineering, 2nd by N. Nerangis, the motion passed unanimously, W. Aikens abstained.

   An interview sub-committee was created consisting of the following members; R. Frogale, N. Nerangis, P. Patel, Tracy, and Van Yahres architects.

2. Gore Hall Lobby Addition; project is substantially complete; the green roof is in place.

3. Millwood Ave. Traffic Study; City Council has agreed to the Millwood Ave. Study to close Millwood subject to a list of conditions. A summary of these conditions were handed out to the committee. Tracy would like to select an engineering firm to begin the traffic study process as soon as possible. The committee agreed with Tracy. Walt Aikens would like to be involved in the study process.

4. New residence hall project; further analysis indicates that suite style residence should be part of type of housing in the new facility giving a mix of suites and freshman type housing.

5. Halpin Harrison Hall issues;
   a. Heating problems on the first finished floor (above the parking deck).
   b. Water infiltration in the exterior of the building.
   c. Acoustical issues between faculty offices.
   d. Davidson and Associates of Baltimore are collecting documentation on the design of the building for evaluating the associated problems. Our attorney in Harrisonburg recommended Davidson and Associates.

6. Solenberger Hall is complete and we have received the final change order from the Shockey Company. The change order is in the amount of -$153,933 (savings).
7. Allen Dining Hall HVAC; two new units have been installed and are operational.

8. Master Plan
   a. Planning for revising the current plan.
      i. A draft RFP was presented for a complete master plan review. The committee agreed to issue the RFP as soon as possible. HKS, Inc. and the Van Yahres Associates are to be contacted regarding the RFP. The RFP will be placed on our website for public access.

9. The Feltner Building;
   a. Advancement offices (19 staff members) have been moved to the 2nd and 3rd floor.
   b. Repairs continue to the exterior wood trim, windows and doors.

10. Meeting adjourned.
BUILDING AND GROUNDS COMMITTEE

BUILDING & GROUNDS COMMITTEE MINUTES
April 20, 2011, 9 AM
Singleton Building
Physical Plant Conference Room

In attendance:  R. Frogale, Dr. Fitzsimmons, K. May, B. Patel, J. Vickers, W. Pierson, S. Caruthers, S. Price, Jeff Davis, G. Fisher

Opening Prayer by G. Fisher

A motion was made to approve the minutes of the February 24, 2011 meeting and the March 30, 2011 meeting by B. Patel, 2nd by J. Vickers. The motion passed unanimously.

Project Update

1. Master Landscaping Plan: “Sarah’s Glen” project; there are several flood plain issues that remain to be resolved. The committee would like to have substantial completion by November 2011 with final plantings in the spring as determined by the architect. A motion was made by R. Frogale, 2nd by S. Price. The motion stated that after final design is substantially complete, the project contractor would be selected. Motion passed unanimously.

2. Gore Hall Lobby Addition; the project is being estimated by the contractor selected by the committee, H&W Construction. The estimated cost should be ready by the week of May 2nd. The lobby at 2271 sq. ft. will have a “green roof”.

3. Millwood Ave. Traffic Study; The study will receive a recommendation from the MPO and then proceed to the Winchester City Council this summer.

4. New residence hall project; No progress at this time.

5. Halpin Harrison Hall issues;
   a. Heating problems on the first finished floor (above the parking deck).
   b. Water infiltration in the exterior of the building.
   c. Acoustical issues between faculty offices.

No response has been received from Dewberry architects concerning these issues since their December visit.
6. 142 N. Loudoun Street Renovation for Student Housing
   a. The project is on schedule and within the approved budget.
   b. Furniture is being delivered Saturday, August 6\textsuperscript{th}.
   c. The occupancy permit is scheduled for August 12\textsuperscript{th}.

7. Master Plan
   a. Planning for revising the current plan.
      i. Internal or external review.
      ii. When to revise the plan (i.e. completion of the Millwood traffic study, etc.)
      iii. Inclusion of the perimeter boundary plan and the master landscaping plan, etc.
      iv. A motion was made by R. Frogale, 2\textsuperscript{nd} by K. May, to obtain proposals from
          architectural firms for a revised master plan. The plan could be a minor revision
          or a major study.

8. The Feltner Building; this building was recently given to the University and evaluations are in
   progress as to how and/or who will use the building in the future. The first floor museum will
   be used by our Arts Management classes while the 2\textsuperscript{nd} and 3\textsuperscript{rd} floors will be used as offices.

9. Meeting adjourned.
BUILDING AND GROUNDS SUB-COMMITTEE

BUILDING & GROUNDS SUB-COMMITTEE MINUTES
October 20, 2011, 9:00 AM
Shingleton Building
Physical Plant Conference Room

In attendance:  R. Frogale, W. Aikens, N. Nerangis, S. Hill-Price, Syd Knight, Mike Van Yahres, G. Fisher, J. Davis

Opening prayer, G. Fisher

Interview with selected contractors for “Sarah’s Glen”

1. Master Landscaping Plan: “Sarah’s Glen” project; process for the selection of a contractor. Interviews with selected contractors. Interview guide line, 15-20 minute presentation followed by 15-20 for questions, etc.
   a. H&W Construction – 9 AM
      Presentation by William Aikens and Brad Edwards
   b. Perry Engineering _ 9:50 AM
      Presentation by Rupert Werner, Danny Lynns

2. The committee discussed both presentations in detail. Both firms appear to be qualified for the project. The cost estimates for the project were very similar by both firms. The estimates were based on the conceptual drawings from the Van Yahres architects. However, Perry’s fee would be an addition to the proposed cost.

   A motion was made by N. Nerangis, 2nd by S. Hill-Price to use H&W Construction, Inc. for the Sarah’s Glenn project. The motion passed unanimously.

   Note: W. Aikens did not participate in the discussion and abstained from voting.

3. Meeting adjourned

Opening Prayer by G. Fisher

Project Update

1. Master Landscaping Plan: “Sarah’s Glen” project
   a. PHRA is surveying the site
   b. Van Yahres is designing the project
   c. Project cost is estimated to be in the $400,000 to $500,000 range.
   d. The schedule and time frame for completion of the project were discussed by the committee.
      The committee recommended having more of the design completed before the selection of a contractor for the project.

2. Gore Hall Lobby Addition:
   a. David Ganse, AIA, is the architect for the project
   b. 2200 sq.ft. addition
   c. Includes a green roof and access to the roof with an extension to the existing stair tower in Gore Hall.

3. Millwood Ave. Traffic Study; no action by the MPO or city at this time.

4. New residence hall project; no progress at this time.

5. Halpin Harrison Hall issues;
   a. Heating problems on the first finished floor (above the parking deck).
   b. Water infiltration in the exterior of the building.
   c. Acoustical issues between faculty offices.

6. 140/142 N. Loudoun Street Renovation for Student Housing
   a. The project is on schedule and within budget. Drywall is being installed along with wiring, plumbing and mechanical system work.
   b. All easement issues with EDA and BB&T have been resolved.

7. Master Plan
   a. Planning for revising the current plan.
      i. Internal or external review.
      ii. When to revise the plan. (i.e. completion of the Millwood traffic study, etc.)
      iii. Inclusion of the perimeter boundary plan and the master landscaping plan, etc.

8. Meeting adjourned
BUILDING AND GROUNDS COMMITTEE

BUILDING & GROUNDS COMMITTEE MINUTES
February 24, 2011, 5 PM
Heritage Room
George Washington Hotel

In attendance; N. Nerangis, R. Shickle, Adrienne Bloss, W. Aikens, L. Omps, R. Frogale, S. Caruthers, M. Moore, Dr. Fitzsimmons, G. Fisher

Opening Prayer by G. Fisher

A motion was made by W. Aikens, 2nd by L. Omps to approve the minutes of the October 20, 2010 meeting. The motion passed unanimously.

Project Update

1. 140/142 N. Loudoun Street Renovation for Student Housing
   a. Metal stud wall installation has begun.
   b. The 3rd floor roof is complete and the 2nd floor roof should be water tight this week.
   c. The project is on schedule for completion by the 16th of August.

2. Gore/Funkhouser lobby and lounge: David Ganse, AIA, is designing this addition in keeping with the long range residence hall plan. The addition is approximately 2200 ft² in size and will feature a green roof.
   A motion was made by N. Nerangis, 2nd by L. Omps to use H&W Construction as the contractor for this project. The motion passed unanimously. W. Aikens abstained.

3. Millwood Ave. traffic study is in draft form and being reviewed by the MPO. Mitch Moore reported that the presentation of the study will most likely not be forwarded to the city until this summer.

4. The new residence hall project will be part of a housing plan presented tomorrow at the Trustee Retreat. Include in the housing plan will be the potential future use, i.e. renovation, of the Quality Inn as a place of residence for students.

5. Halpin Harrison Hall issues have been evaluated by an attorney and a consulting architectural firm. The issues are;
   a. Heating problems on the first finished floor (above the parking deck).
   b. Water infiltration in the exterior of the building.
   c. Acoustical issues between faculty offices.
d. The committee recommended that Dr. Fitzsimmons meet with Sid Dewberry to discuss the issues with Halpin Harrison Hall before we proceed with any other action. Dr. Fitzsimmons, Dr. Davis and Gene Fisher met with Sid Dewberry and J. Paul Lewis in early December 2010. Mr. Dewberry wants to work with the University to resolve these issues. J. Paul Lewis visited the building site in December and made recommendations to correct the heating and acoustical issues. Howard Shockey and Sons have prepared an estimate for this work and we are waiting for a response from Dewberry if they will participate in the cost of these corrective actions.

6. The master landscaping plan, Phase I, has begun by the Van Yahres architects. Sara’s Glen is the first priority for creation this spring.

7. Learning Centered Spaces; these spaces are a part of the University’s strategic plan. Formal and informal spaces are being considered and implemented.

8. Master Plan
   a. Planning for revising the current plan.
      i. Internal or external review.
      ii. When to revise the plan. (i.e. completion of the Millwood traffic study, etc.)
      iii. Inclusion of the perimeter boundary plan and the master landscaping plan, etc.

9. Meeting adjourned.
Executive Committee Meeting
Buildings & Grounds
August 22, 2013

PROJECT REVIEW:

1. Health and Life Sciences - Progress going well. Changes since the last Executive Committee meeting include a redesigned rotunda.

2. Edwards Residential Village - $200,000 identified for flooring, painting overhead lighting is a residential hall that really needed the face lift. We provided overhead lighting in all 96 rooms, painted 48 rooms and replaced carpet with wood-grained vinyl laminate, similar to what has been used in recent residential hall renovations. Renovations complete on time and (slightly) under budget.

3. University Drive Lighting - $90,000 project cost provided high intensity LED lighting for better safety, visibility, reliability and energy efficiency.

4. Department of Public Safety Relocation - Moving from Armstrong to Wilkins in support of the Steinway Initiative, freeing up space in Armstrong for the Steinway workshop. This move is minimal in cost, installing new doors, signage, paint, phone lines and data.

5. Steinway Workshop Renovations - We have design plans from David Ganse which we are using to solicit bids on the renovation of the existing Public Safety spaces. Anticipated construction start time is October / November of this year.

6. Landscape - Landscape committee continues to provide valuable direction on plant species selection and location, and ways in which we can continue to beautify our campus.

7. Parker Hall - Phase one of an ongoing effort to improve our residential life included reupholstering soft furniture, painting the basement lounge space, landscape improvements and covering cinder block walls in the main entry. A nice facelift!

8. Ruebush Greenspace - Removing about a dozen parking places on the Ruebush side of the creek at Sarah's Glen. Done in conjunction with Health and Life Sciences to increase our permeable surface as part of this project. Change order cost of $20,000 offset by eliminating the need for engineering the transition of this parking area into green space.
9. Gregory Roof - Replacement begins late September, 2013. Cost $120,000. Existing roof is 18 years old, and is covered by a ten year warranty.

10. SU Visitor Suites - Funkhouser spaces formerly known as the "President's Apartments." Carpet, paint, wall treatment, lighting and new furniture will refresh these spaces for visiting scholars and other important visitors to Shenandoah University.
Project update

1. The Wilkins building renovations

The second floor renovations are complete. Admissions, Financial Aid, and the business office staff have been moved into their newly renovated space. The registrar’s office is in the process of moving today from Gregory to the Wilkins building. The project budget is $917,000.

The first floor renovation are in progress for the V-P of Academic Affairs offices. (directly across from the President’s office suite) The budget for this area will not exceed $150,000.

2. The landscaping project, Sarah’s Glen, is scheduled for completion in late September. The large plantings (trees) will be planted next spring. The columns for the pavilion are in place and the pavers for the new walkways have been delivered. Partial planting has been accomplished around the ponds. The project budget is $715,000.

3. A new roof is being installed on Armstrong Hall at a cost of $130,000.

4. Wade Miller Drive has been resurfaced along with new curb and gutter. The street has been widen and gives a better appearance with the new curb and gutter. Part of L P Hill Drive by the chapel was failing and has been resurfaced.

5. Residence hall renovations, the project budget is $550,000.
   a. Edwards Residential Village, renovations to the lobby area, new exterior lighting and renovations to the existing laundry.
   b. Gore Hall; install new shower stalls, replace the exterior windows, paint all rooms, “drywall” treatment to the hallways and new floor surface in the hallways.
   c. Funkhouser Hall; “drywall” treatment in the hallways, new flooring in the hallways, new sliding windows in the rooms, refinish the inside of the exterior walls in each room, re-grout showers and replace bathroom counter and plumbing fixtures.

6. East Campus buildings
Renovation of the west building has begun with the asbestos abatement. Several layers of wallpaper have been removed. This left the drywall in a very bad condition requiring the drywall will have to be replaced. Under consideration is replacement of the plumbing pipes in the building. The entire interior will be painted and new carpet installed. It is highly doubtful the building will be ready for occupancy at the beginning of the semester.

7. The new Health Science Building

We are negotiating a contract with ESA architects of Nashville, TN. This project calls for completion of the building in time for the fall semester of 2014.

8. The new master plan is proceeding with VMDO architects. VMDO has met with the steering committee, staff council, residence life, Dr. Stepniak, Doug Zip (athletic director), and students. The next steering committee meeting is being scheduled for August 16th.

9. Halpin Harrison Hall; A meeting is scheduled with the Shockey Cos and the architect, Dewberry and Davis, next week to attempt to come to a resolution of the heating and moisture problems in the building. Recommendations have been made by a 3rd party architect, recommended by SU’s attorney, that will hopefully lead to remediation of the above issues.
1. Sarah’s Glenn project; Design development has been completed and material selection has begun. Permit requests have been submitted to the Corp of Engineers, Va. Marine Commission, DCR, and the City of Winchester. We plan to begin site work in January.

2. Halpin Harrison Hall issues;
   a. Heating problems on the first finished floor (above the parking deck).
   b. Water infiltration in the exterior of the building.
   c. Acoustical issues between faculty offices
   d. Our consulting architect, Davidson and Associates, has inspected the building and will be submitting a report in the next couple of weeks.
   e. An energy audit will be conducted of the facility.

3. Master Plan RFP; we have received 5 proposals in response to the University’s RFP. The review of the details, time schedules, costs and the alternate space study will be evaluated by the Building and Grounds Committee.

4. Wilkins Building renovations and planning; architect David Ganse has been asked to work with staff to reorganize the facility for the “one stop shop” concept for students and parents. This includes relocating the Registrar’s office to Wilkins and possibly relocating some functions to other buildings. The first area for renovation is the “old snack bar” area for the Admissions department. We are continuing to use Howard Shockey and Sons for the renovations to the building and plan to begin demolition the 3rd of January.

Report from Mitch - The Millwood Avenue Relocation Project continues to move forward. Since our last full board meeting the following has taken place:

1. President Fitzsimmons and Interim City Manager, Craig Gerhart, signed the memorandum of understanding which defined the scope of the University’s working agreement with the City to order to comply with the resolutions passed by City Council earlier in the fall. The MOU gave responsibility of the next level of study to the University with appropriate oversight from City officials.

2. The MOU called for two committees to be formed: a City "Technical Review Committee" which is comprised of two City Council members Les Veach and Milt McInturff, and two City staff, Tim Youmans, planning
director and Perry Eisenach, public services director. This committee is to ensure that the engineering issues raised by city council, the majority of which are outlined in a detailed scope of work, are addressed to council's satisfaction. SU has a separate committee comprised of Mitch Moore, Gene Fisher, Jim Vickers and Rob Frogale which represent the University's interest in the study.

3. Because the city members were appointed by City Council and constitute a "public body" all "joint committee" meeting are open to the public. The committee has met one time (Nov 17) for agreement of definitions and to make sure the consultants to be hired by SU were addressing the scope of work outlined by Council. The meeting was short and very successful.

4. Since then contacts and been negotiated and signed with Greenway Engineering, Inc. and Sabra Wang and Associates to address the 4 specific task items in the scope of work. Evan Wyatt of Greenway Engineering has been most helpful in guiding the University through this process. Of upmost importance is the agreement from City staff on the inputs needed to run the proper model for the new signalized intersection which would be located at the University's new proposed main entrance. Sabra Wang and Associates is running this analysis. They were in town yesterday to address modeling inputs with City Staff who are in agreement with their proposed analysis. Modeling scenarios should be completed within the next month. At that time another meeting of the joint SU/TRC will take place.

5. We anticipate that a majority of the engineering work outlined in the Scope of Work and needed for a final design stage will be done by late February in time for our annual board retreat. I will have a more detailed report at that time.

Mitch, Gene and I are happy to address questions about the project.