

Elliott HVAC Renovation Steering Committee

January 25, 2013

NEXT MEETING: Friday, February 22 at 8:30 a.m.

Attending: Tom Holman, Rick Patrick, Harrison Boateng, David Ostdiek, Jerry Schledewitz, Bob O'Neill, Karen Schultz, Linda Boeckner, Gary Hergert

Discussion Points

Pre-bid Meeting: Alvine Engineering and Joe Goodwater, meet with potential contractors and go through bid requirements. February 12, 10:30 a.m. in the PREC Board Room.

Relocation sites and plans:

- Faculty have been reminded twice to get floor plans, needs for equipment, phone, Internet to Karen Schultz so that we can be sure all arrangements are in place for relocation spaces.
- Faculty and Staff who remain in the Elliott Building are reminded that for much of the summer there will NOT be heating/cooling capability. Facilities Management (O'Neill) is planning to run air handlers at night to circulate outside air and cool the building down as much as possible at night. Building occupants may need to plan for additional fans during the day.
- CenturyLink has been secured to bring phone lines in to Lionel Harris; work not completed yet.
- Cubicles have been obtained from Twin Cities Development for the Extension Offices and for some other offices in the Elliott Building. Crew is being assembled to assist with taking down the cubicles at their current site and then reassembling in the relocation spaces. Bob O'Neill/Gordon Moeller will provide guidance and instruction to this group so that work can be done most efficiently.
- Storage space allocation for the necropsy room at Lionel Harris has been determined. Entomology, Alternative Crops, and Soils will divide space in the larger room. Dry Bean Breeding will occupy the room at the north end of the necropsy room. Equipment that has been left in that room is on the list for disposal.
- Lionel Harris is nearing completion for occupancy. New carpet cannot be laid yet due to the need to repair from some breakages
- Asbestos abatement is a new wrinkle in the work that needs to be done; asbestos reports were received this week

College of Nursing report: Jerry updated that they are still trying to determine how best to handle the summer class of Accelerated Nursing students. He will relay the information about the pre-bid meeting on February 12

IT Report: VistaBeam has completed work at Lionel Harris this week which is bringing Internet into the building; more work is needed to finish up all connectivity there and to get internet capacity to the shop and the feedlot. Harrison was told by Cliff Ritz, Network Coordinator at UNL Information Services, that Cliff is now not coming out to work with Harrison. Cliff's plan was to send the equipment instead and Harrison would install with instructions from Cliff. Linda

is following up with Michael Ruhrdanz to request Information Services personnel on site soon to work with Harrison and Jerry, and to troubleshoot anything that is not working correctly.

Technical Staff: Most questions are being answered. Technical staff should be receiving additional information from their faculty supervisors.

Communication Plan: Plans are moving along for signage and for media connections to announce and inform about the renovation and relocation of faculty and staff. Continues to update the website with new information about the project so it should be checked frequently.

Assignments

1. Linda Boeckner contact Michael Ruhrdanz
2. Identify and confirm those who can assist with cubicle dismantle, transport, and reassembly for relocation needs: Karen Schultz, Linda Boeckner, Gary Hergert, Bob O'Neill