

Elliott HVAC Renovation Steering Committee

November 16, 2012

NEXT MEETING: Friday, December 14 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

October 29-30, 2012 meeting: Meeting minutes from Alvine Engineering were received and reviewed. Indications are that the followup meeting for final details of the project will be the week of December 10. Linda will send an advance notice to the faculty and staff to alert them to the possible dates. Karen will follow up with Joe Goodwater and/or Alvine to determine the specific dates and times. Draft timeline from engineers and minutes from engineers meeting were presented.

Relocation sites: We have received an indication from the engineers that it is possible to build a temporary corridor on the west side of the foyer to gain access to all of the meeting rooms from the Sugar Valley Room to the NVCN room. Alternate plans were developed to use the Monument Room for Weed Science (Nielsen/Howlett) and Entomology (Patrick/Harvey) and free the Cottonwood Room for office staff operations (Martin/McCarthy), equipment and storage. Gary will finalize the layouts of both Elliot and Lionel Harris spaces and get those out to faculty and staff.

Not all relocation questionnaires have been turned in. Linda will send out reminders to those who still need to provide. Tom will complete the breakdowns on the needs and develop a composite list. Rick will connect again with all support staff to be certain needs in lab spaces for electrical and internet connections are identified.

Relocation to Lionel Harris: painting and cleanup are nearing completion; need to finalize electrical and IT connectivity needs. Commercial cleaning will be obtained to do final cleaning after all preparatory work is completed. Window treatments and floor coverings are being finalized and ordered.

UNMC Report: Walk-through with engineers was helpful; adjustments and options being proposed to help with the accelerated nursing program during next summer's renovation.

Communication Plan: Signage, parking and access to the building will need to be addressed. David will work with Jerry, Bob, and Karen to develop a proposal to be reviewed at December steering committee meeting.

Assignments

1. Linda Boeckner will send reminders to those who need to submit relocation questionnaire
2. Tom Holman will complete the breakdown of relocation space needs; Rick Patrick will double check on electrical/internet needs in laboratory spaces

3. Gary Hergert will revise the building layouts indicating relocation spaces and distribute to faculty and staff
4. Harrison Boateng will continue to review internet needs and make plans to move ahead with addressing those needs
5. Linda Boeckner/Karen Schultz will send notice to faculty and staff about the final meeting with engineers during the week of December 10
6. Dave Ostdiek will work with subcommittee (Schledewitz/O'Neill/Schultz) to develop a proposed plan for signage, traffic flow and parking; ready for review at December 14 meeting.