

**TRUSTEE FINANCE & AUDIT COMMITTEE  
AGENDA**

Friday, May 5, 2006  
9:30 a.m.  
401 Administration Building



**Action Items**

Approval of Agenda

Approval of the 4/13/06 Minutes of the Trustee Finance & Audit Committee

Attachment 1

**I. Authorization to Plan (transition projects)**

Authorization to Plan - Spartan Village Elementary School & University Housing Office – Renovations

Attachment 2

Authorization to Plan - Steam Distribution and Road Reconstruction – East/West Circle Drive

Attachment 3

Authorization to Plan - Beal Entrance/Michigan Avenue to West Circle Drive

Attachment 4

Authorization to Plan - Chemistry – Alterations to Various Labs and Offices

Attachment 5

Authorization to Plan - Natural Science – New Electrical Substation

Attachment 6

Authorization to Plan - Communication Arts – Replace Elevators

Attachment 7

Authorization to Plan - Engineering Research- Jolly Road- Concrete Laboratory Addition

Attachment 8

**II. Authorization to Proceed (transition projects)**

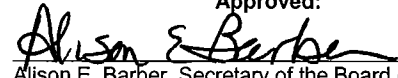
Authorization to Proceed - West Circle Drive Improvements – Abbot Road Entrance, Museum/Olds Hall Parking Lot Entrances & Parking Bay Removal (footprint)

Attachment 9

## TRUSTEE FINANCE & AUDIT COMMITTEE

Thursday, April 13, 2006  
Board Room, Administration Building

Approved:

  
Alison E. Barber, Secretary of the Board of Trustees

**Call to order:** 9:32 a.m.

**Committee Members Present:** Trustee Ferguson, Trustee Foster, and Trustee Nugent.

**Others Present:** Trustee Cook, Trustee Gonzales, Trustee McNamara, Trustee Porteous, President Simon, Provost Wilcox, Vice President Poston, and Secretary Barber; Faculty Liaison Representatives Smith, Sticklen, and Ross; Student Liaison Representatives Murphy, Schepers, and Sorroche.

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### Approval of the Agenda

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Upon a motion by Trustee Nugent, seconded by Trustee Foster, the Committee voted to approve the Trustee Finance & Audit Committee agenda as presented.

**1. Acceptance of the Friday, February 10, 2006, Minutes of the Trustee Finance and Audit Committee.**

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Upon a motion by Trustee Foster, seconded by Trustee Nugent, the Committee voted to recommend to the Board of Trustees the minutes as presented.

**2. Items moved for Discussion During the Full Board Meeting**

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Upon a motion by Trustee Foster, seconded by Ferguson, the Committee voted to recommend to the Board of Trustees that the discussion of the following items be moved to the full board meeting:

- 2006-07 Housing Rate Recommendations
- BC - Wilson Road Reconstruction 2006 – Phase 1 of 3
- DCPAH – Small Animal Crematory Building (footprint change)
- BC - Parking Lots 23 and 24 Reconstruction (Owen and Van Hoosen Hall)
- BC - Crescent & Middlevale Road Reconstruction – Phase 2
- BC - North Campus Communication Ductline – Phase 1
- West Circle Drive - Parking and Traffic Changes 2006-2008 (discussion only)

**Meeting Adjourned: 9:33 a.m.**




**MICHIGAN STATE**  
UNIVERSITY

April 26, 2006



**MEMORANDUM**

**To:** Trustee Finance and Audit Committee

**From:** Fred L. Poston 

**Subject:** **Authorization to Plan**  
Spartan Village Elementary School & University Housing Office – Renovations

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize the administration to plan for the project entitled Spartan Village Elementary School & University Housing Office – Renovations.

**BACKGROUND**

**Program Need:**

University Housing office space is inefficient and support departments and services are housed in multiple locations across campus, many of which are apartments which could be made available to students.

**General Description of the Project:**

The proposed project includes the conversion of the Spartan Village Elementary School into an apartment service and maintenance facility which would help eliminate duplication and inefficiencies that currently exist. This will help consolidate many services and provide additional space for community programs and recreational uses. Planning for this project will be coordinated with the renovation of the University Housing building for other Division of Housing and Food Service offices.

The Spartan Village Elementary School is in the Residential District, and the proposed renovations are consistent with the 2020 Campus Master Plan.

**Communication Plan:**

During the planning phase, two public feedback opportunities will be scheduled in which Spartan Village residents, University Housing residents, University Housing personnel, and other interested parties will be invited to participate.

**Preliminary Project Cost Information:**

Based on MSU past experience and square footage costs, the preliminary estimate of the cost of this project is \$3.5 Million. The source of funds for the project is expected to be Housing and Food Services.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl,  
J. Mumma, R. Nestle, D. Quinney, C. Gagliano

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**MICHIGAN STATE**  
UNIVERSITY

April 26, 2006

**APPROVED**  
  
MAY 05 2006  
  
Board of Trustees  
Michigan State University  
V.P. Finance and Operations

**MEMORANDUM**

**To:** Trustee Finance and Audit Committee  
**From:** Fred L. Poston   
**Subject:** **Authorization to Plan**  
Steam Distribution and Road Reconstruction – East/West Circle Drive

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize to plan for the project entitled Steam Distribution and Road Reconstruction – East/West Circle Drive.

**BACKGROUND**

**Program Need:**

The long range West Circle Drive Parking and Safety Plan identified a need for safety enhancements for pedestrian, bicycle, transit, and vehicular traffic. The steam and water distribution long-range plans identified steam line and water capacity improvements, all of which are being coordinated simultaneously with communication ductline separation.

**General Description of the Project:**

The proposed project includes road reconstruction of East/West Circle Drive to address the safety needs for pedestrians, bicyclists, transit, and vehicular traffic. The proposed project will also include fixing the deteriorating roads and intersections, replacing the aging steam system, water distribution improvements, and communication ductline separation in the project area.

The proposed project is located in the North Academic District, and the contemplated parking and safety modifications are consistent with the 2020 Campus Master Plan, the West Circle Drive Parking and Safety Plan, and the steam and water distribution long-range plans.

**Communication Plan:**

During the planning phase all building occupants in the North Academic District will be notified of two public feedback opportunities as well as units likely to be impacted by this project, such as Academic Orientation, units involved in 4-H exploration days, summer camps and conference programs. University Departments such as Campus Planning and Administration, the Department of Police and Public Safety, Housing and Food Services, the All University Traffic and Transportation Committee, and the University Traffic Engineer will be a part of the planning process.

**Preliminary Project Cost Information:**

Based on MSU past experience with road and intersection costs, the preliminary estimate of the cost of the project is \$10.5 Million. The source of funds for the project is expected to be Utilities – Just-in-Time.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl,  
J. Mumma, R. Nestle, D. Quinney

CP05477

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**MICHIGAN STATE**  
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April 26, 2006



**MEMORANDUM**

**To:** Trustee Finance and Audit Committee

**From:** Fred L. Poston 

**Subject:** **Authorization to Plan**  
Beal Entrance/Michigan Avenue to West Circle Drive

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize the administration to plan for the project entitled Beal Entrance/Michigan Avenue to West Circle Drive.

**BACKGROUND**

**Program Need:**

The long-range West Circle Drive Parking and Safety Plan identified a need for safety enhancements for pedestrian, bicycle, transit, and vehicular traffic.

**General Description of the Project:**

The proposed project includes intersection changes, road reconstruction, water distribution improvements and the addition of bike lanes on West Circle Drive from Beal entrance/Michigan Avenue through the intersection of Kalamazoo and West Circle Drive, continuing on to the Library.

The proposed project borders the Athletic and Recreation District, North Academic District, and the Residential District, and the proposed modifications are consistent with the 2020 Campus Master Plan.

**Communication Plan:**

During the planning phase, two public feedback opportunities will be scheduled in which building occupants in the Districts identified above and surrounding communities will be invited to participate. In addition, separate meetings will be held with the City of East Lansing, MDOT, and CATA. University Departments such as Campus Planning and Administration, the Department of Police and Public Safety, Housing and Food Services, the All University Traffic and Transportation Committee, and the University Traffic Engineer will be a part of the planning process.

**Preliminary Project Cost Information:**

Based on MSU past experience with road and intersection costs, the preliminary estimate of the costs of this project is \$2.8 Million. The source of funds for the project is expected to be the General Fund – Just-In-Time.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl,  
J. Mumma, R. Nestle, D. Quinney

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April 26, 2006



**MEMORANDUM**

**To:** Trustee Finance and Audit Committee  
**From:** Fred L. Poston   
**Subject:** **Authorization to Plan**  
Chemistry - Alterations to Various Labs and Offices

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize the administration to plan for the project entitled Chemistry – Alterations to Various Labs and Offices.

**BACKGROUND**

**Program Need:**

The Department of Chemistry's research programs continue to expand. The Department needs to modify and update its research laboratories to meet the needs of research intensive faculty.

**General Description of the Project:**

The proposed project involves the renovation of approximately 8 labs and offices. The work scope has initially identified rooms 403-405, 414, 414A, 524, 525 and 526. Some modification in the number and location of rooms may occur following more thorough and detailed planning.

The Chemistry building is located in the Central Academic District, and the proposed modifications are consistent with the 2020 Campus Master Plan.

**Communication Plan:**

During the planning phase, faculty and staff who work in the building will be invited to participate in one public feedback opportunity. The appropriate researchers and the Department Chair will be included in the planning process to be sure their needs are met.

**Preliminary Project Cost Information:**

Based on MSU past experience and square footage costs, the preliminary estimate of the cost of this project is \$2.2 Million. The source of funds for the project is expected to be Research Facilitation Funds and the General Fund.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl,  
J. Mumma, R. Nestle, D. Quinney, J. McCracken

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**MICHIGAN STATE**  
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April 26, 2006



**MEMORANDUM**

**To:** Trustee Finance and Audit Committee  
**From:** Fred L. Poston   
**Subject:** **Authorization to Plan**  
Natural Science – New Electrical Substation

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize the administration to plan for the project entitled Natural Science – New Electrical Substation.

**BACKGROUND**

**Program Need:**

The electrical substation in the Natural Science building is currently connected to the old electrical distribution system. The existing substation is inadequate to support the current and projected electrical loads for the Natural Science building. Replacing this substation and connecting it to the higher voltage electrical distribution system will meet the electrical power needs within the building for the foreseeable future.

**General Description of the Project:**

The proposed project involves replacing and upgrading the Natural Science electrical substation. The project will also include converting this substation to the new 13,200 volt system as part of the long-range electrical plan and expanding the existing underground vault to accommodate the new equipment.

The proposed project is located underground on the south side of the Natural Science building in the North Academic District. The proposed modifications are consistent with the 2020 Campus Master Plan.

**Communication Plan:**

During the planning phase, faculty and staff who work in the building will be invited to participate in one public feedback opportunity. Notification will be sent to the building contacts and occupants in the District, informing them of this public feedback opportunity.

**Preliminary Project Cost Information:**

Based on cost experience for similar past projects, and current pricing information for electrical equipment, the preliminary estimate of the cost of this project is \$1.3 Million. The source of funds for the project is expected to be funded by the General Fund - Utilities.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl, J. Mumma, R. Nestle, D. Quinney, G. Leroi

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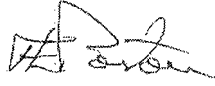
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April 26, 2006



**MEMORANDUM**

**To:** Trustee Finance and Audit Committee  
**From:** Fred L. Poston   
**Subject:** **Authorization to Plan**  
Communication Arts – Replace Elevators

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize the administration to plan for the project entitled Communication Arts – Replace Elevators.

**BACKGROUND**

**Program Need:**

The three elevators in the Communication Arts building need to be replaced with a system that is more reliable, requires less maintenance, and enhances safety and accessibility.

**General Description of the Project:**

The proposed project involves the replacement of three passenger elevators in the Communication Arts building which have been identified as Just-In-Time maintenance needs.

The building is located at the southeast corner of Red Cedar and Wilson Road in the Central Academic District, and the proposed modifications are consistent with the 2020 Campus Master Plan.

**Communication Plan:**

During planning, faculty and staff who work in the building will be invited to participate in one public feedback opportunity. In addition, the Resource Center for Persons with Disabilities will be consulted regarding the proposed project.

**Preliminary Project Cost Information:**

Based on MSU past experience with similar projects, the preliminary estimate of the cost of this project is \$1 Million. The source of funds for the project is expected to be General Fund – Just-In-Time.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl,  
J. Mumma, R. Nestle, D. Quinney, C. Salmon

CP06112

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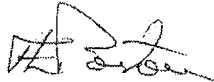
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April 26, 2006

**MEMORANDUM**

**To:** Trustee Finance and Audit Committee  
**From:** Fred L. Poston   
**Subject:** **Authorization to Plan**  
Engineering Research - Jolly Road - Concrete Laboratory Addition



**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize the administration to plan for the project entitled Engineering Research - Jolly Road - Concrete Laboratory Addition.

**BACKGROUND**

**Program Need:**

The Civil Engineering Department operates a research facility for testing concrete structural components. The Department has recruited a senior principal investigator for this new research program. Part of this program will require a new research furnace to test the structural limits of concrete slab, beam, or column specimens under load and extreme heat.

**General Description of Project:**

The proposed project will expand the existing single story to add a new test furnace and support space, plus control and monitoring equipment, load frames, test sample fabrication space, a bridge crane, and other associated research accommodations. It will add a unique new research dimension to the existing Concrete Laboratory curriculum, and promises to be of benefit to the civil engineering profession in general, and to the concrete industry in particular.

The Concrete Laboratory is located off-campus within a complex of University, private, industrial, and commercial buildings on Jolly Road, one-half mile east of Hagadorn Road.

**Communication Plan:**

During the planning phase, faculty and staff who work in the building, as well as neighborhood businesses, will be invited to participate in a public feedback opportunity. Planning meetings will be held with the Engineering Research and Concrete Laboratory building contacts and the Civil Engineering Department Chair.

**Preliminary Project Cost:**

Based on MSU past experience and square footage costs, the preliminary estimate for the cost of this project is \$1,150,000. The source of funds for this project is the College of Engineering.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl,  
J. Mumma, R. Nestle, D. Quinney, S. Udpa

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**MICHIGAN STATE**  
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April 26, 2006

**MEMORANDUM**



**To:** Trustee Finance and Audit Committee  
**From:** Fred L. Poston   
**Subject:** **Authorization to Proceed** – Landscape & Footprint approval  
West Circle Drive Improvements – Abbot Road Entrance, Museum/Olds Hall  
Parking Lot Entrances & Parking Bay Removal.

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance and Audit Committee recommends to the Board of Trustees that it authorize the administration to proceed with the modifications that result in a material change to the campus landscape and footprint for the project entitled West Circle Drive Improvements – Abbot Road Entrance, Museum/Olds Hall Parking Lot Entrances & Parking Bay Removal.

**BACKGROUND**

**Program Need:**

The long-range West Circle Drive Parking and Safety Plan identified a need for safety enhancements for pedestrian, bicycle, transit, and vehicular traffic. The components of this project were identified following evaluation of safety data.

**Description of Project:**

This project involves modifications of several roads and parking lots to improve pedestrian, bicyclist, transit, and vehicular safety in the vicinity of West Circle Drive. Modifications at the Abbot entrance include the following:

- Removal of the parking in the northern most median drive-through and adding a designated crosswalk with curb modifications on both northbound and southbound lanes.
- Removal of the entire center median drive-through and adding a designated cross walk,
- Modifying the curbs on the northbound and southbound lanes.
- Moving the south curb line in the median further south to eliminate one of the two lanes for motor vehicles from continuing westbound past Abbot Entrance.
- Designating a through motor vehicle lane, bike lane, and right turn motor vehicle lane at the northbound Abbot entrance immediately east of Abbot entrance on West Circle Drive.
- Changing the lane assignments to a single through motor vehicle lane and a single bike lane adjacent to the existing parallel parking spaces immediately west of the Abbot entrance on West Circle Drive.
- Modifying the curb lines to make it easier for motorists to see pedestrians who wish to cross the Abbot Entrance at West Circle Drive.



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Modifications at the Museum entrance (Lot 6) include the following:

- Changing the lot circulation pattern so that all motor vehicles travel in one direction from east to west, rather than entering and exiting both entrances and traveling through the lot in both directions.
- Modifying the curb alignment and sign on the east entrance so that it will be used only for entering the lot.
- Modifying the curb alignment and sign on the west entrance so that it will be used only for exiting the lot.

Modifications at the Olds Hall, Library, and Administration Building entrance (Lot 11) include the following:

- Increasing the east curb radius to allow for a more generous exit turning movement into West Circle Drive.
- Removing the adjacent bus stop and installing a temporary bus stop east of the existing bus stop until West Circle Drive at this location is converted to a single motor vehicle lane, at which time the bus stop will be moved back to this location.

The Architect Engineer for this project is Capital Consultants Design Works.

**Communication Feedback:**

Informational meetings regarding the project have been held with building managers and staff housed in the Administration Building, Olds Hall, MSU Museum, Union Building and West Circle Residence Halls. Questions were raised regarding potential disruptions to summer events including the East Lansing Art Fair and it was determined that construction will not take place during this time.

**Project Funding and Timetable:**

The project cost is less than \$1 Million and will be funded by the General Fund, and Auxiliary Activities - Parking. Construction will begin May 8<sup>th</sup> and will be completed by August 2006. Drawings are attached.

cc: D. Brower, R. Flinn, P. Fowler, J. Kacos, G. Klein, W. Latta, K. Lindahl,  
J. Mumma, R. Nestle, D. Quinney

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