Campus Master Planning

Campus Master Planning Background, Goals, and Objectives

May 2012

Dr. Dave Streid, Chief Administrative Officer

The University has had many versions of “Master Plans” throughout the years that have indicated possible locations for buildings and roads. But we currently do not have an adequate master plan that serves as a guide to campus development. When new buildings are proposed, we often look for some empty piece of land that is appropriate to build on without looking holistically at the long range planning for campus. It is absolutely necessary that we develop such a plan for both short term planning and long range development.

The current master planning project began in the Spring of 2010 when Robert Shrosbree, brother of Art faculty Jim Shrosbree, visited campus and began working on a framework for master planning with his firm SiteWorkshop out of Seattle. Robert created a preliminary document titled “Campus Framework Study,” which was discussed at a charrette involving trustees, faculty, and administration in January of 2011. Some progress was made at that meeting, but many questions were left unanswered. Unfortunately Robert passed away in December of 2011 before any more progress was made. Recently his partner decided SiteWorkshop does not have time to continue with our project, so we need to find another firm to take their place.

We have contacted another firm, Confluence, whose main office is in Des Moines and also has offices in Kansas City and Iowa City. Two members of that firm came for a site visit in late April of 2012, and are preparing a proposal that we should receive before the May 2012 Trustees meeting. In conjunction with that proposal David Streid and Ceyrena Kay have prepared a document stating the goals and objectives of the master planning process. Both Dr. Morris and the Executive Council have approved those goals and objectives. We feel that this is a very important document for everyone to read and understand before the process begins so that we all have the same expectations about the process and its outcomes.

If we accept Confluence’s proposal, we hope to pick up the master planning process over the summer and finish within 6 months (see note 1). There will likely be another charrette early in this process to help decide key issues about the master plan. Trustees will be invited to attend this meeting and will be notified as soon as dates are set.

GOALS AND OBJECTIVES

Overall Goal

The purpose of the Campus Master Plan is to provide a vision of the campus designed in accord with the principals of Maharishi Vedic Architecture, the Mission documents of the University,
and the Five Year Strategic Plan. The result of this Master Planning Process should be a
document that provides both a stable and flexible framework for campus development,
construction, and renovation over the coming years.

Goals and Objectives of the Master Planning Process

1) To get participation and buy-in from the President, Trustees, administration, faculty, staff,
students, and community members.
   a) Hold meetings with key representatives from each of these groups to get input on the
   major elements of the Master Plan
   b) Culture in this group a strong commitment to the Master Plan as THE guiding
document/principles for all future development.

2) To embody the ideals and goals of the University in its physical campus.
   a) To adhere to the principles of Maharishi Sthapatya Veda in all building, circulation, and
   landscape design.
   b) To help facilitate the daily routine of the students, faculty, and staff on campus in order to
   achieve the educational goals of the University.
   c) To facilitate the practice of the Transcendental Meditation and TM-Sidhi programs in the
   campus structure (both for students, faculty and staff as well as the greater Fairfield
   community).
   d) To consider how constituents in our extended community, including IAA, other long-
term and short-term visitors, trustees, donors, and other Fairfield community members
   who use MUM facilities, interface with the campus

3) To develop a physical campus that encourages a sense of community.
   a) To create a holistic vision of the campus as an integrated set of communities.
   b) To activate outdoor space for civic and social engagement
   c) To maximize buildable space to create as dense of a campus as possible while still
   adhering to Maharishi Sthapatya Vedic principles.
   d) To determine the ratio of on campus residential space (Students, Faculty, and Staff) to on
   campus classroom space.
   e) Consider the public face of the University and what kind of first impression we want to
   give.

4) To build community consensus on campus character and planning/construction (and thus
   fundraising) priorities.
   a) Determine vehicular versus pedestrian and bicycle priorities.
   b) Determine the level of formality in campus landscape, overall and by areas.
   c) Determine the importance of visibility of sustainable technologies.
   d) Determine the value of ecological restoration to the educational and recreational potential
   of campus.
e) Take safety considerations into account during all planning.

f) Consider what the unifying design characteristics of campus might be and what design elements would be left to individual projects/components.

g) Enhance the overall beauty of campus (taking into consideration different constituents experience of what is a beautiful landscape).

5) To integrate sustainable principles into the physical infrastructure
   a) Incorporate sustainable storm water management.
   b) Incorporate green infrastructure and other sustainable site development goals into the development plan (tying site development with specific buildings).
   c) Incorporate shade around parking and buildings.

6) To develop the campus in accord with the Presidents climate commitment.
   a) Make buildings as carbon neutral as possible.
   b) Design energy systems for the whole campus – geothermal, wind, solar.
   c) Consider landscape as part of carbon sequestration goals.

7) To create a campus plan that embodies the following specific objectives:
   a) Determine the entrances to campus that are acceptable and functional.
   b) Design campus circulation around these acceptable entrances that will provide the smooth flow of all kinds of traffic around campus – cars, public transit, bicycles, and pedestrians. This should include roads, sidewalks, and bike paths, as well as service and emergency vehicle access.
   c) Provide adequate parking in areas appropriate to the circulation plan and for the various campus constituencies – students, faculty, staff, service vehicles, regular guests (e.g., domes and dining halls), and campus visitors.
   d) Integrate a general design for the Keith Wallace Drive pedestrian mall into the circulation and parking plans.
   e) Integrate the Maharishi School needs into the circulation and parking plans.
   f) Include in the circulation design access to the potential north campus development on the “Zimmerman Trust” land.
   g) Determine building “zones” for different types of buildings – dormitories, classroom/administration buildings, recreation facilities, specific purpose buildings (auditoriums, theaters, library, etc.), and faculty/staff housing and/or guidelines for developing different areas of campus.
   h) To the extent possible, determine specific building sites for buildings likely to be built in the next 5-10 years — e.g., several new student dormitories, the large Maharishi Tower of Invincibility, and possibly a new library.
   i) Determine the green spaces with a general categorization of their type (prairies, forests, orchards, open spaces, amphitheaters, etc.) and guidelines for developing these areas.
Master Planning Contract with Confluence

November 2012

In May of 2012 the University received a proposal from Steve Ford at the Iowa City office of Confluence, a landscape architecture firm. Below is their project description; the full proposal contains a more detailed scope, specific tasks to be performed, timelines, and fees. They see the process taking 12 weeks more or less from the time of signing the contract at a cost of about $36,000. Costs could go higher if more work is needed than described in the scope.

The contract with Confluence for master planning is scheduled to be signed in early November 2012. We have worked out all the details and are just waiting for them to send the final signed version.

Their first official visit to campus is planned for Tuesday, November 6. Steve Ford and Brenda Nelson will first meet with Jon Lipman to get the MSV guidelines, and then with Dr. David Streid, Ceyrena Kay, President Morris, and Trustees Doug Greenfield and Toby Lieb.

Phase I is information gathering, with the scheduled meeting being one of the key elements of that process. We are also planning to do a survey of campus residents and relevant community members, as well as have an open informational meeting for the community at some point.

Project description:

The mission of this project is to collaboratively create a vision and then outdoor campus master plan that considers pedestrian circulation, vehicular circulation, campus and building entry locations, future building/expansion zones, proper slopes away from buildings and an overall sense of efficiency, connectivity and safety. Confluence will assist the University in developing a vision for the master plan that considers the principals of Maharishi Vedic Architecture and the mission of the University. We will also use the “framework plan” that has been developed already as our initial guide.

Confluence will lead the research and design process using direct input from the Core Committee, and will partner with staff intern landscape architect Ceyrena Kay throughout the process. The area of study and design will encompass the entire University campus although there may be areas such as the pedestrian mall corridor and entrances that may require more detailed design effort. In addition to what was described in the Project Description it is understood that the following list of objectives are to be fit into the program.

- Consider unifying design elements throughout campus
- Integrate sustainable principles into the site master plan
- Consider areas for solar, geothermal and wind energy systems
- Deliver a final master plan document that encourages a sense of community.
Confluence Master Planning for Maharishi University of Management

Outline of Tasks and Timetable

Task 1  Accomplishments and deliverables: (3 weeks)

- Appropriately scaled Aerial Base Map with contours showing existing site conditions and topography of the University
- Photograph inventory of Project Area
- Interview Core Committee (complete)
- Meet with Campus Architect to obtain campus planning history and gain additional knowledge pertaining to Vedic principals of design (Meeting #1)
- Campus site analysis plan (22” x 34” graphic sheet)
- Documented Design Program outlining goals and objectives

Task 2  Accomplishments and Deliverables: (5 weeks)

- Numerous plan view sketches identifying design thoughts on wayfinding and signage as well as gateway campus entry. Sketches will be mounted on 30” x 42” Boards
- Meetings #2 to review program direction
- Documentation of meetings and distribution of meeting minutes to the Core Design Review Committee and President.

Task 3  Accomplishments and Deliverables: (5 weeks)

- Preliminary Campus Master plan highlighting campus entry points, circulation, identifying focal points, areas of emphasis, future expansion zones and areas of opportunity.
- Meeting with Core Committee, President and Stakeholders. (Meeting #3)
- Multiple hand-drawn sketches or elevations illustrating focal points and opportunities
- Multiple hand-drawn/computer drawn cross-sections
- Conceptual hand-drawn grading plan. (assumes we have a reliable existing contour image).

Task 4  Accomplishments and deliverables: (4 weeks)

- 5 bound copies of a Final Master Plan booklet (11” x 17”) which will include: Executive summary, meeting minutes and survey results, plan graphics, cross-section graphics and sketches.
- 1 22” x 34” color master plan drawing
- Two 3-D renderings of illustrating selected views.
- Recommended project phasing ideas and a preliminary opinion of cost for phase one.
- Final Presentation (Meeting #4)
- Electronic Copy of report booklet
PROJECT DESCRIPTION

The mission of this project is to collaboratively create a clear vision for the future Maharishi University of Management campus through Confluence delivery of a concise campus master plan that considers pedestrian circulation, bicycle paths, community gardens and orchards, vehicular circulation, campus and building entry locations, future building/expansion zones, proper slopes away from buildings and an overall sense of efficiency, connectivity and safety. Confluence will assist the University in developing that consistent with the principals of Maharishi Vedic Architecture as provided by the University and the mission of the University. We will also use the “framework plan” previously developed as our initial design guide. Confluence will lead the research and design process using direct input from the Core Committee, and will partner with staff throughout the process. The area of study and design will encompass the entire University campus as shown on the attached exhibit. In addition to what was described in the Project Description it is understood that the following list of objectives are to be fit into the program.

- Consider unifying design elements throughout campus
- Integrate sustainable principles into the site master plan
- Consider areas for solar, geothermal and wind energy systems
- Deliver a final master plan document that encourages a sense of community

Confluence will work with three specific groups to gather input and direction:

- President – the current President of Maharishi University of Management
- Core Committee – David Streid, Ceyrena Kay, selected Board of Trustee Members, and others as designated by the University.
- Stakeholders – 25 to 30 hand selected members of on and off campus students, City staff and invested citizens.

A. SCOPE OF SERVICES

TASK 1: DISCOVERY AND RESEARCH (3 WEEK DURATION)

Confluence will obtain base mapping information available from the Owner, including existing site plans and aerials, utility and easement locations, highway and street ROW’s, property ownerships, City of Fairfield design standards and current G.I.S. mapping. We will photograph the study area and assemble a working base map for concept development. Confluence will meet with the campus architect to clarify the campus planning history as well as gain a full understanding of the principals of Maharishi Vedic Architecture (Meeting #1). We will develop a campus-wide site analysis to identify and illustrate important existing conditions.

Task 1 Accomplishments and deliverables:

- Appropriately scaled Aerial Base Map with contours showing existing site conditions and topography of the University
- Photograph inventory of Project Area
- Interview Core Committee (complete)
- Meet with Campus Architect to obtain campus planning history and gain additional knowledge pertaining to Vedic principals of design (Meeting #1)
- Campus site analysis plan (22” x 34” graphic sheet)
- Documented Design Program outlining goals and objectives

TASK 2: VISUAL IDEAS AND PRELIMINARY MASTER PLAN ILLUSTRATIONS (5 WEEK DURATION)

- With base mapping and program in hand and information gathered from Task 1, Confluence will develop numerous preliminary visual ideas and site plan concepts to present to the President and Core Committee (Meeting #2). The intent is for Confluence to take the direction and feedback from these meetings and prepare a Schematic Design document as outlined in Task 3.
Task 2: Accomplishments and Deliverables:
- Numerous plan view sketches identifying design thoughts on wayfinding and signage as well as gateway campus entry. Sketches will be mounted on 30” x 42” Boards
- Meetings #2 to review program direction
- Documentation of meetings and distribution of meeting minutes to the Core Design Review Committee and President.

Task 3: Schematic Master Plan Illustrations (5 Week Duration)
- Confluence will take the direction and feedback from these meetings in Task 2 and prepare a Schematic Design document reflecting the needs and values of the University. Confluence will present the Overall Campus Master Plan to the Core Committee, President and Stakeholders (Meeting #3). Confluence will document the meeting and distribute meeting minutes.

Task 3: Accomplishments and Deliverables:
- Preliminary Campus Master plan highlighting campus entry points, circulation, identifying focal points, areas of emphasis, future expansion zones and areas of opportunity.
- Meeting with Core Committee, President and Stakeholders. (Meeting #3)
- Multiple hand-drawn sketches or elevations illustrating focal points and opportunities
- Multiple hand-drawn/computer drawn cross-sections
- Conceptual hand-drawn grading plan. (assumes we have a reliable existing contour image).

Task 4: Final Master Plan Design Phase (4 Week Duration)
- Confluence will use the input from Meetings #1-#3 to develop a Final Master Plan document. This document will contain graphics, an executive summary, outlining the process and highlighting the preferred master plan solution. We will schedule and conduct a final presentation to the Core Design Review Committee, President, and larger stakeholders group (Meeting #4). Included with the final master plan document we will prepare two 3-D sketches of selected views to indicate design intent. Also, included will be project phasing recommendations and a preliminary opinion of cost for the first phase. The intent of this final booklet is to help get staff, faculty and student buy-in and to use as a tool to raise funds for the project.

Task 4: Accomplishments and deliverables:
- 5 bound copies of a Final Master Plan booklet (11” x 17”) which will include: Executive summary, meeting minutes and survey results, plan graphics, cross-section graphics and sketches.
- 1 22” x 34” color master plan drawing
- Two 3-D renderings of illustrating selected views.
- Recommended project phasing ideas and a preliminary opinion of cost for phase one.
- Final Presentation (Meeting #4)
- Electronic Copy of report booklet

B. SCHEDULE
Confluence is prepared to initiate the services described herein immediately upon your direction. Completion is anticipated in 12 weeks from execution of Contract. If the planning process and schedule is extended by the Owner beyond 12 weeks, additional scope and/or fees may need to be negotiated. A more detailed schedule of milestone events and meetings will be generated upon signature of Contract. Knowing the busy schedule of key stakeholders such as the President we will need to be flexible with meeting times and dates throughout the design process.

C. SCOPE SERVICE FEES BY TASK
The Owner will compensate Confluence on a fixed total lump sum fee basis towards the following task estimates. Reimbursable expenses are not incorporated into these fee estimates. If the nature of the scope of services changes or if the lump sum fee estimates outlined herein require an increase, Confluence will notify the Owner of the revised scope and/or fee before proceeding with any additional work.

FEES

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<tr>
<th>Task 1: Discovery and Research</th>
<th>$ 6,140.00</th>
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Master Plan for Maharishi University of Management Design Services Agreement Page 2 of 3
Task 2: Visual Ideas and Preliminary Master Plan Illustrations $ 9,110.00
Task 3: Schematic Master Plan illustrations $ 11,330.00
Task 4: Final Master Plan Design Phase $ 9,785.00
Total $ 36,365.00

EXCLUSIONS

1. All reimbursable expenses, including travel, hotel, meals, mileage, printing, etc. are not included in this scope or fee estimate. We estimate a reimbursable maximum of $1,500.00
2. Additional work products beyond the scope of this Final Master Plan can be provided for an additional cost, including construction documents, specifications, preparation of landscape maintenance guidelines or preparation of additional 3-dimensional renderings.
3. Site specific design development or construction documents for any of these existing facilities is not included.

D. ADDITIONAL SERVICES - HOURLY RATES AND REIMBURSABLE EXPENSES

Refer to Exhibit ‘A’ (attached) for Confluence’s hourly rates and reimbursable expenses associated with any requested additional services.

Confluence, at the request of the Owner, may perform additional services related to the project including but not limited to preparation of campus amenity area layout plans and details, additional services outlined herein, preliminary and final development plans, construction documents and construction observation, additional marketing graphics, preparation of development applications and permits, changes in scope/design/function beyond Confluence’s control, preparation of construction bid packages, rebidding or negotiation with contractors, and other services not otherwise defined in the scope of services. These and other additional services will be performed by Confluence as mutually agreed to by the Owner and Confluence prior to performance of the services.

E. COMPENSATION

Service fees and reimbursable expenses will be billed to the Owner monthly by Confluence. Payment is due upon receipt of invoice. The Owner agrees to provide payment to Confluence within thirty (30) days of the invoice date and that payment is not dependent on the success or failure of the project, project approvals or non-approvals, or project feasibility. Payment not received by Confluence within thirty (30) days of the invoice date is considered past due. Past due balances will be charged simple interest rate at 1% per month based upon the original invoice amount. In the event the account becomes past due, Confluence may suspend performance of services on the project until the account is paid.

F. TERMINATION

Confluence or the Owner may terminate this Agreement at any time by written notice. If the Agreement is terminated by either Confluence or the Owner, the Owner will pay Confluence for service provided and expenses incurred by Confluence up to the time notice is either sent by Confluence or received by Confluence.

G. MISCELLANEOUS

It is specifically agreed that Confluence does not guarantee any construction cost estimates, construction schedules, or the work of any other party involved in the project.

H. LIMITATION OF LIABILITY

The total cumulative liability of either party their agents, servants, employees, and sub-consultants to the Owner with respect to services performed or to be performed pursuant to this Agreement, whether in contract, indemnity, contribution, tort (including, but not limited to, negligence) or otherwise shall be limited to the net fee (not including reimbursable expenses) received by Confluence. The parties shall not be liable to the other for special or consequential losses or damages including, but not limited to, loss of use.

Confluence shall not be liable to the Owner for losses, damages, or claims for which the Owner fails to give notice to Confluence within reasonable time, not to exceed ninety (90) days from discovery.

I. DISPUTE RESOLUTION

In the event of any dispute between the parties they shall tender it for resolution to a neutral third party mediator for voluntary resolution, and if unsuccessful to an agreed arbitrator for binding arbitration whose award is enforceable in a court of competent jurisdiction with attorneys fees to be awarded to the successful party.
APPROVAL AND ACCEPTANCE

Upon review of the foregoing terms, this proposal for services is approved and accepted by the Owner and Confluence as confirmed by the signatures below.

ACCEPTED:                                                               ACCEPTED:
Confluence     Maharishi University of Management

________________________________________   _______________________________________________
Name:  Steven Ford, PLA,                  Name:_________________________________________
Title:     Principal                                             Title:__________________________________________
Date: __  October 19, 2012________________  Date: _________________________