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Walking Box Ranch Planning and Design Quarterly Progress Report: Period ending October 10, 2012

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QUARTERLY PROGRESS REPORT

**University of Nevada, Las Vegas
Period Covering July 11, 2012 – October 10, 2012**

Financial Assistance Agreement #FAA080094

Planning and Design of the Walking Box Ranch Property

Executive Summary

- BLM and UNLV met with AECOM on 7/12/12 to review Walking Box Ranch (WBR) project progress, timing of posting of project bid documents, and the anticipated project calendar through December 2012.
- BLM and UNLV met on 9/25/12 to update Mark Spencer, BLM's new Field Manager for the Red Rock/Sloan Field Office, to brief him on UNLV participation at WBR, and to discuss the status of the operating agreement and major concerns that include timely completion of the operating agreement, which will allow completion of business plan and release of \$500K for IT and security by UNLV's president.
- UNLV is continuing to work with direction from Carolyn Shelton, BLM interpreter (conference call 8/9/12), to collect interpretive content for WBR and has completed a draft interpretation plan that will be circulated for review in the next couple weeks.
- UNLV's Office of Sponsored Programs is working with BLM Project Manager Glen Marsh by providing him with detailed information on all expenditures on the two current BLM-UNLV Financial Assistance Agreements (#FAA080094 and #FAA080093).
- BLM and UNLV representatives participated in a workshop on 10/4/12 to create updated WBR Mission and Vision Statements.
- UNLV is preparing the ranch for filming on 10/12/12 by BBC filmmakers working on a film project about Clara Bow.
- UNLV is preparing the ranch for visits by potential general contractors, on 10/11/12, who will visit the ranch to prepare bids for project construction.

Summary of Attachments

- NA

Planning and Design, and Construction Phase Items:

- 1. *Provide BLM with consultation and advise to assist the BLM in defining the scope of work for the design of this project. The UNLV shall coordinate with the University departments and schools and act as the academic focal point for information relative to the design of the Science and Training Center for arid land studies.***
 - UNLV has participated in the following meetings or conversations with BLM during the past quarter:
 - Deirdre Clemente, a professor in the UNLV History Department whose work has an emphasis on museums, is working with PLI to put together at “1930’s look,” which will be used in the ranch house component of the Walking Box Ranch (WBR) museum.
 - UNLV is continuing to work with direction from Carolyn Shelton, BLM interpreter (conference call 8/9/12), to collect interpretive content for WBR and has completed a draft interpretation plan that will be circulated for review in the next couple weeks.

- 2. *Participate in all phases of scoping and planning meetings and meetings with the BLM’s planners, architects, and contractors for the design and development of the Walking Box Ranch as a Science, Research, and Training Center and Museum for the study of arid lands and development of the Headquarters as a Museum and interpretive center. The UNLV’s participation is to provide input to the BLM relevant to the specific educational and research goals of the project.***
 - UNLV has participated in the following meetings with BLM during the past quarter:
 - BLM and UNLV met with AECOM on 7/12/12 to review project progress, timing of posting of project bid documents, and the anticipated project calendar through December 2012.
 - BLM and UNLV met on 9/25/12 to update Mark Spencer, BLM’s new Field Manager for the Red Rock/Sloan Field Office, to brief him on UNLV participation at WBR, and to discuss the status of the operating agreement and how to move forward on the project. Major concerns include BLM’s timely completion of the operating agreement so that UNLV can complete the long overdue business plan, and so that UNLV’s president can release \$500K in funding to construct IT and security items at the ranch.
 - UNLV continues to work with a volunteer (former UNLV employee Bill Wood) to design a program for volunteers at the future WBR museum and research station.
 - UNLV is preparing the ranch for visits by potential general contractors, on 10/11/12, who will visit the ranch to prepare bids for project construction.

- In early July, UNLV provided BLM and AECOM with comments on the bid package
- Paula Garrett (UNLV) and Jennifer Johnson (UNLV), working with consulting architects on WBR security, have coordinated exterior interpretation elements with security.

3. *Assist BLM in developing the environmental assessment by providing technical input and review of the draft environmental assessment.*

- There were no EA issues this quarter.

4. *Provide technical and academic advice to BLM in the development of the museum facilities, by conducting research into the historic records of the ranch and providing recommendations about the appropriate interpretive and environmental education programs that may be presented at the ranch.*

- BLM and UNLV representatives participated in a workshop on 10/4/12 to create updated WBR Mission and Vision Statements.
- UNLV is preparing the ranch for filming on Friday, October 12, by BBC film makers who are working on a presentation about Clara Bow.
- Though currently on hold as UNLV interpreters work on ranch interpretation, UNLV is preparing brochures describing birds, amphibians, reptiles, and mammals that are native to the ranch locality and the local geology. These documents will be available to future WBR visitors and will be used in advertising the ranch.
- A UNLV photographer is photographing the ranch and local desert to provide photo content for interpretation.
- Deirdre Clemente, a UNLV history professor who has an emphasis on museums, is working with PLI to put together a “1930’s look,” which will be used in the ranch house museum.

5. *Contribute technical and educational-based assistance to the BLM for the BLM’s consideration during construction development for the Science and Training Center and Museum as it relates to the future operations of these facilities as education centers.*

- UNLV’s Office of Sponsored Programs is working with BLM Project Manager Glen Marsh by providing him with detailed information on all expenditures on the two current BLM-UNLV Financial Assistance Agreements (#FAA080094 and #FAA080093).
- UNLV continues to work with the UNLV Foundation to plan future fund-raising activities.
- UNLV is working with volunteers (Kathy Bell and Ursula O’Neale) to identify fund-raising initiatives and activities to attract future donors and board members to the project.

- UNLV is constructing a donor recognition plan that will attract donors to the project.
 - UNLV continues to meet with project donors to identify ways to enlist the interest of long-time Las Vegans, who would likely serve as future supporters of (and donors to) WBR.
- 6. *Provide input and feedback to the BLM during the construction of the Field Research and Training Center and the Museum.***
- The project is not under construction at this time.

Phase 1 Deliverables:

- 1. *Provide a Facility and Future Needs Alignment Report that will identify the types of future research and training programs that will be conducted at Walking Box Ranch Field Research and Training Center and Museum. The report will also include a matrix that aligns predicted future activities with facility, construction, furnishing, and equipment needs.***
- This report will be prepared after UNLV updates, and BLM has approved, the revised Business Plan (See 3, below) and after an after-construction operating plan for the ranch is agreed upon by BLM and UNLV. *UNLV is currently waiting for BLM to provide details as to what type of operating agreement or contract will be used in the future.*
- 2. *Assist the BLM in developing a Preservation Plan for Existing Structures on the Headquarters Parcel of the Walking Box Ranch.***
- UNLV continues to work with project architects by providing information and responses to questions about the facilities to determine how best to renovate the historic buildings for preservation.
- 3. *Provide a Business Plan detailing anticipated future research, training, and other use goals and a financial plan for reaching those goals. The Business Plan should also describe income and operations and maintenance costs.***
- *UNLV is waiting for BLM to produce an operating agreement, describing how the ranch will be operated in the future in order to complete the revision to the Business Plan.*

Phase 2 Deliverables:

- 1. *Prepare a Project Development Plan that reflects UNLV's Business Plan. The Project Development Plan should refine the anticipated research, residential training activities, and Museum use; identify recommended new facilities and***

renovations; outline construction; and plan center management (print and PDF).

- BLM has now returned to “cooperative agreement” as the desired mechanism through which UNLV can manage the ranch. *UNLV is currently waiting for BLM to provide information on how the ranch will be operated in the future.*
2. *Assist the BLM in creating a detailed Work Plans for each aspect of project development such as, but not limited to, existing building use, new construction, interpretive programs, and center management, based upon the Comprehensive Master Plan and Preservation Plan.*
 - *The detailed work plans will result as soon as BLM produces an operating agreement.*

Phase 3 Deliverables:

1. *Assist in the development of Facilities Design Drawings according to the recommendations of the Comprehensive Master Plan generated by the SAT project, in conformance with existing significant architectural features and historical attributes of the property, in a fashion responsive to LEED goals to the extent funding permits, and to meet all property easements.*
 - The construction documents are now complete.
2. *Assist in the development of Facilities Design Drawings for the preservation of facilities according to the recommendations of the Comprehensive Master Plan and Preservation Plan in conformance with historical and architectural attributes of the buildings and property, and to meet all property easements.*
 - The construction documents are now complete

Phase 4 Deliverables (During Construction):

1. *Provide the BLM consultation and advice during construction to help the BLM ensure the construction meets the goals of the project.*
 - The project is not under construction at this time.
2. *Provide the BLM consultation and advice as needed during renovation of preserved facilities, to help the BLM ensure that the renovation meets goals of projects and is in accordance with historical restoration requirements and according to approved designs.*
 - The construction documents are now complete.

Phase 5 Deliverables:

1. Assess and identify furnishings and equipment based upon facility needs; provide the BLM information related to furnishings and equipment for new and preserved facilities so that the BLM can procure these items, within project funding under this Cooperative Assistance Agreement. The UNLV may provide additional furnishings and equipment outside of this Agreement at the UNLV's sole discretion.

- UNLV is working with Dorothy Bell, Rex Bell Jr.'s widow, about possibly acquiring original ranch furnishings now in her possession that would be suitable to exhibit at the ranch.

SUMMARY OF PROJECT PLAN
Walking Box Ranch – Planning and Design

Year One Deliverables	Percent Complete as October 10, 2010	Plan for Completion
Planning and Design:		
1. Provide BLM with consultation and advice in defining the scope of the design of the Science and Training Center.	72%	Continue to consult and advise BLM in the scope of design of the Science and Training Center.
2. Participate in all phases of scoping and planning team meetings for the design and development of WBR as a Science, Research, and Training Center and Museum.	72%	Continue to participate in scoping and planning of WBR as a Science, Research, and Training Center and Museum.
3. Assist BLM in developing the environmental assessment process with technical input and review of drafts.	100%	The Environmental Assessment process has been completed.
4. Provide technical and academic advice to BLM in development of the museum facilities with recommendations of interpretive and environmental programs for presentation at the Ranch.	72%	Continue to provide technical and academic advice for interpretive and environmental programs.
5. Contribute technical and educational-based assistance to the BLM for the BLM's consideration during construction development for the Science and Training Center and Museum as it relates to the future operations of these facilities as education centers.	72%	Continue to contribute technical and educational-based assistance to the BLM for the Science and Training Center and Museum.
6. Provide input and feedback to BLM during the construction of Field Research and Training Center and the Museum.	0%	Project is not under construction.
Phase 1 Deliverables:		
1. Provide a Facility and Future Needs Alignment Report that will identify the types of future research and training programs that will be conducted at Walking Box.	20%	Work with faculty at UNLV to identify future research and training programs and incorporate in report. This will be completed in 2012 in conjunction with the business plan.

2. Assist the BLM in developing a Preservation Plan for Existing Structures on the Headquarters Parcel of the Walking Box Ranch.	72%	Work with BLM and ARG architects to develop preservation for existing structures.
3. Provide a Business Plan detailing anticipated future research, training, and other use goals and a financial plan for reaching those goals.	85%	The business plan cannot be completed until BLM identifies an operating agreement or contract that will be used following construction. To date, BLM has not been successful in identifying this document.
Phase 2 Deliverables:		
1. Prepare a Project Development Plan that reflects UNLV's Business Plan. The Project Development Plan should refine the anticipated research, residential training activities, and Museum use.	0%	This will done when the business plan is completed, which will not happen until BLM identifies the appropriate operating agreement.
2. Assist the BLM in creating a detailed Work Plans for each aspect of project development based upon the comprehensive master plan and preservation plan.	72%	UNLV has assisted the AECOM team to produce project documents.
Phase 3 Deliverables:		
1. Assist in the development of Facilities Design Drawings according to recommendations of the comprehensive master plan generated by the SAT projects.	100%	Construction documents are now complete
2. Assist in the development of facilities design drawings for the preservation of facilities according to the recommendations of the Comprehensive Master Plan and Preservation Plan.	100%	Construction documents are now complete
Phase 4 Deliverables (During Construction):		
1. Provide the BLM consultation and advice during construction to help the BLM ensure the construction meets the goals of the project.	0%	The project is not yet in construction.

2. Provide the BLM consultation and advice as needed during renovation of preserved facilities, to meet goals of the project.	0%	The project is not in construction.
Phase 5 Deliverables:		
1. Assess and identify furnishings and equipment based upon facility needs; provide the BLM information related to furnishings and equipment for new and preserved facilities so that the BLM can procure these items, within project funding under this Cooperative Assistance Agreement.	30%	Dorothy Bell has donated blacksmith equipment that was formerly used at the ranch. UNLV is working with Dorothy Bell regarding other possible donations or purchases by UNLV or by project donors. UNLV History Professor Deirdre Clemente is preparing a “1930’s look” that will be used at the ranch museum.

Submitted by:

Margaret N. Rees,

10/10/12

Date