



Finance and Administration Committee
December 1, 2020
Live Stream

MEMBERS PRESENT: Chair David Sprinkle, Vanessa Carroll, Mae Douglas, Brad Hayes, Betsy Oakley, Ward Russell, Linda Sloan

MEMBERS ABSENT WITH NOTICE: Elizabeth C. Phillips

OTHERS PRESENT: Chancellor Frank Gilliam; Bob Shea, Vice Chancellor for Finance and Administration; Tina McEntire, Vice Chancellor for Enrollment; Sameer Kapileshwari, Associate Vice Chancellor, Facilities; Scott Milman, Associate Vice Chancellor, Campus Enterprises and Real Estate; Waiyi Tse, Chief of Staff; Steve Honeycutt, Interim Associate Vice Chancellor, Finance; Karen McCormick, Executive Assistant to the Vice Chancellor of Finance and Administration; Kelly Harris, Assistant Secretary to the Board of Trustees; and other members of faculty and staff.

PROCEEDINGS:

Chair David Sprinkle called the meeting to order at 8:03 a.m. Roll call was read and a quorum was confirmed. The minutes from the September 22, 2020 committee meeting were approved unanimously without additions or corrections.

The Conflict of Interest statement was read; no conflicts or appearances of conflict were identified.

Sprinkle welcomed Vice Chancellor Bob Shea, who gave opening remarks to the board.

ACTION ITEMS:

FAC-1 Acceptance of Completed Projects in fiscal year 2019-2020

Following opening remarks, Shea reviewed six capital projects completed in fiscal year 2019-2020 requiring final acceptance by the board. They were:

1. Bryan 137 Renovations – Cost \$400,931. The location of the School of Business Services Suite (Bryan 301) did not meet the faculty and administrative needs required to serve the growing student population. The scope of the project included new enclosed offices, a reception area, a break area with kitchenette, and conference spaces. The scope also included demolition and reconfiguration of existing mechanical, electrical, plumbing, and fire protection systems, as well as minor modifications to Conference Room 235.

2. Bryan Building Elevator #1 – Cost \$430,599. The scope of this project was a complete modernization of the existing 1979 hydraulic elevator to improve the overall system reliability and performance.
3. Coleman Building Academic Success Center – Cost \$523,588. This project’s scope was to repurpose an athletics equipment room into an academic study space for 50 students.
4. North Campus Plant and Pollination Center – Cost \$475,220. Faculty members in the Biology Dept requested a need to build more capacity at the 915 Northridge site. The project included space for both indoor and outdoor research activities for lab space to accommodate their research on honeybees. This meant indoor space for molecular bench work and equipment for beekeeping and hive observation, and space for the hives. One faculty member was a plant biologist who needed access to the gardens, the greenhouse and indoor lab space for processing samples. At pre-design, a decision was made to move the site from 915 Northridge to the North Campus
5. Steam Distribution System Replacement – Phase 4A – Cost \$2,327,106. The scope of this project included replacement of steam and condensation piping from manholes #73 to #74 (EUC to Bryan Building Services Drive at Theta Street); manhole refurbishment, and all associated sitework.
6. Weil Winfield Fire Alarm Replacement – Cost \$1,640,370. This project replaced the existing addressable system, added mass notification, and corrected ADA deficiencies associated with the alarm system. The attic sprinkler system was converted to a dry system, and cameras were added for increased security.

Following the review, Chair Sprinkle requested a motion to approve final acceptance of the completed projects. Trustee Brad Hayes made the motion, which was seconded by Trustee Mae Douglas. On roll call vote, the motion carried unanimously.

FAC-2 Foust Building Electrical Upgrades – Phase II – Approval of Designer Selection

Associate Vice Chancellor Sameer Kapileswhari presented agenda item FAC-2, approval of the designer selection for Phase II of the Foust Building Electrical Upgrade project. This capital project will be to modernize the Foust Building electrical system at a total estimated budget of \$1,850,000. Available funding for design services totals \$515,000.

The request for qualifications and letters of interest for design services for this project was advertised on the North Carolina General Administration website, and ten firms submitted letters of interest; one firm is from Guilford County. The Designer Pre-Selection Committee reviewed the letters of interest and invited the following three firms for an interview on November 23, 2020 to present their qualifications:

1. SKA Consulting Engineers, Greensboro, NC
2. Sigma Engineered Solutions, PA, Morrisville, NC
3. DeVita & Associates, Inc., Charlotte, NC

The Administration recommends SKA Consulting Engineering as the Designer for the following reasons:

- SKA is a local firm, responded to all selection criteria, and was the only firm to provide HUB participation during the design phase. The team also included the preservation architect who studied the historic aspect of the Foust Building, which is on the historical register.
- The SKA project team provided the most relevant examples of similar projects.
- SKA illustrated the best understanding of user needs, the level of service and the detail needed to phase the project's construction activities.

Sprinkle invited a motion that the Board approve SKA Consulting Engineering as the project designer and, if agreeable terms cannot be met, to authorize the administration to negotiate terms with the other firms, in ranking order.

Trustee Mae Douglas made the motion, which was seconded by Trustee Brad Hayes. On roll call vote, the motion carried unanimously.

INFORMATION ITEMS:

FAC-3 Quarterly Facilities Design and Construction Update

FAC-4 Quarterly Enrollment and Tuition Dashboard

FAC-5 University Investment Fund (UIF) Board Update (September 2020)

Sprinkle introduced three information items which were included in the pre-meeting materials and invited questions or comments. Trustees engaged in conversation around the impact of COVID on budget, enrollment, and distance education as a driver of growth and an area to be focused on from a marketing standpoint. It was also noted that UNCG's investment fund performance is top quartile versus peers for both fiscal year 2020 and for a three-year annualized return.

There being no further business before the committee, the meeting was adjourned at 8:40 am.

Respectfully submitted,



Kelly Harris
Assistant Secretary to the Board of Trustees