



Finance and Administration Committee
March 22, 2022

MINUTES

MEMBERS PRESENT: Mae Douglas, Betsy Oakley, Tim Rice

Members Absent with Notice: Brad Hayes, Linda Sloan

OTHERS PRESENT: Chancellor Frank Gilliam; Debbie Storrs, Provost; Bob Shea, Vice Chancellor for Finance and Administration; Jerry Blakemore, General Counsel; Eric Boyce, Chief of UNCG Police; Paul Forte, Interim Associate Vice Chancellor for Finance; Scott Milman, Associate Vice Chancellor for Campus Enterprises and Real Estate; Sameer Kapileshwari, Associate Vice Chancellor for Facilities; Jeanne Madorin, Associate Vice Chancellor for Human Resources; Zach Smith, Associate Vice Chancellor for Emergency and Risk Management; Waiyi Tse, Chief of Staff; 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, staff, and the general public.

PROCEEDINGS:

Acting Chair Mae Douglas called the meeting to order at 8:30 a.m. She reminded committee members of the Conflict of Interest (COI) statement from the State Government Ethics Act and their duty to avoid COI and appearances of COI, if any should be identified. None were identified.

Roll call was read, and a quorum was confirmed.

The minutes of the November 30, 2021 Committee meeting were unanimously approved without additions or corrections.

Following a welcome, Vice Chancellor Bob Shea turned the meeting over to Associate Vice Chancellor Sameer Kapileshwari to present action items FAC-1, 2, and 3.

FAC-1 Campus Chilled Water Infrastructure and Equipment Improvements – Designer Selection

This project will complete the main campus chilled water loop, allowing for better hydraulics and redundant pathways for delivering chilled water to campus and lowering operating and energy costs. Construction will be phased to limit the overall disruption to the highly visible and occupied portion of the central campus and will include replacement of an aging chiller. The new chiller and associated equipment will further enhance chilled water production and transmission reliability for the next 20-25 years. All work will be fully integrated with the campus Building Automation Systems (BAS).

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Seven firms submitted letters of interest in response to the request for qualifications advertised on the University of North Carolina System website. The Designer Pre-Selection Committee invited three firms to present their qualifications. After review, the Committee recommended RMF Engineering, Inc. for the following reasons:

1. RMF presented the most client-focused approach. They clearly described the specifics of a collaborative process around decision making, campus and building occupant engagement, and student safety that most resonated with the Committee.
2. Their presentation provided the most detail on mitigating risk and minimizing disruptions to existing conditions on campus.
3. They presented the most thorough quality control, documentation, and survey work approach. The Committee was interested in RMF's new perspective on our infrastructure and is optimistic that it may yield additional efficiencies and overall benefits to campus energy use

Trustee Betsy Oakley moved to approve RMF Engineering, Inc. to provide design services for project as outlined and to authorize the administration to negotiate with the other two firms in ranking order (Affiliated Engineers, Inc. and CMTA) if agreeable terms could not be met with RMF. Trustee Tim Rice seconded. The motion carried unanimously.

FAC-2 Jackson Library Addition & Renovation – Designer Selection

The Jackson Library opened in 1950, with the tower addition in 1973 and minimal updates since. The current facility is not reflective of the evolving definition of a modern-day library: a dynamic, technology-rich learning environment and intellectual community hub. Growth in enrollment, new academic programs, and library support activities have generated a need to increase programmatic space and make it critical to renovate the existing areas.

The planned revitalization will innovatively and strategically support the University's institutional mission while enhancing and strengthening the library's connection to the heart of UNC Greensboro's main campus. The project scope will consist of a comprehensive, transformative renovation to the existing building and new addition and will update the existing mechanical, electrical, plumbing, life safety, and audiovisual systems. ADA issues and an IT Core Distribution Facility issue will also be addressed. The project will integrate high technology group studies, central convening spaces, and increased capacity for use by individual students. It will be a complex, phased construction of an occupied building, such that implementation will require meticulous and proactive planning.

Fifteen design firms submitted letters of interest in response to the request for qualifications advertised on the UNC System website. The Designer Pre-Selection Committee reviewed the letters of interest and invited four firms to an interview on March 16, 2022. The Committee recommended the LS3P firm of Raleigh, NC as the designer for the following reasons:

1. LS3P's presentation had the most significant alignment with the University's vision. LS3P most successfully addressed the primary aspects of the project with their design concepts, application of university design principles, and focus on student success.
2. They most effectively demonstrated risk mitigation strategies in all project phases.

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3. LS3P assembled a design team, all with offices in North Carolina. They demonstrated an exceptional understanding of UNC Greensboro, The North Carolina State Construction Office, and the unique challenges of this project.

Trustee Betsy Oakley moved to approve LS3P to provide design services for project as outlined and to authorize the administration to negotiate with the other two firms in ranking order (Moseley Architects of Raleigh, Jenkins Peer Architects of Charlotte, and Hanbury Evans Wright Vlattas + Company of Raleigh) if agreeable terms could not be met with LS3P. Trustee Tim Rice seconded. The motion carried unanimously.

FAC-3 Phillips Hawkins and Moore Strong Phased Resident Halls HVAC Replacement Approval for Advance Planning

The Phillips Hawkins and the Moore Strong Resident Halls HVAC Replacement project will replace the aged mechanical systems (including fan coil units, AHUs, mechanical piping). Updating the mechanical rooms will provide chilled and hot water to HVAC units and add redundancy to HVAC systems. The HVAC systems are well past their expected life and will be updated with high energy efficiency units. These projects' schedules are tied together so the Housing team can phase the construction and occupancy most beneficial to provide housing to students.

Trustee Tim Rice moved to approve advance planning in the amount of \$129,640 for the Phillips Hawkins and Moore Strong Phased Resident Halls HVAC Replacement project. Trustee Betsy Oakley seconded, and the motion carried unanimously.

FAC-4 Recommended Reappointments to the Board of Directors of the Capital Facilities Foundation, Inc.

The Capital Facilities Foundation, Inc. exists to enhance The University of North Carolina at Greensboro educational mission, including, without limitation, assisting with the acquisition, development, financing, construction, management, and operation of capital assets for UNCG. Appointments and reappointments to the Foundation's Board of Directors are made by the University's Board of Trustees upon recommendation of the Chancellor.

Ex Officio members of the Capital Facilities Foundation Board of Directors are as follows: Chair of the UNCG Board of Trustees UNCG Vice Chancellor for Business Affairs UNCG Chancellor UNCG Provost UNCG Vice Chancellor for Student Affairs In addition, the By-Laws of the Capital Facilities Foundation call for up to seven non-designated directors in one-year appointments to be approved annually.

On motion by Trustee Betsy Oakley, as seconded by Trustee Tim Rice, the Committee voted unanimously to approve the following Directors for 2022: Tim Johnson, Director of Housing and Residence Life; Scott Milman, Associate Vice Chancellor of Campus Enterprises & Real Estate; Sameer Kapileshwari, Associate Vice Chancellor for Facilities, and Arthur Samet, President & CEO, Samet Corporation.

Information Items

FAC-5 All Funds Budget Overview

Vice Chancellor Bob Shea gave an update on the All Funds Budget project, which is an initiative by the UNC System.

All UNC campuses have been directed to develop a comprehensive budget beginning fiscal year 2023 that includes fund sources other than state appropriations and tuition. These sources include auxiliary enterprises, federal grants and contracts, donor funds, and student fees, collectively known as “Institutional Trust Funds” which now comprise half of System revenues. The System has maintained that operating under these circumstances without a formal budgeting process is an enterprise risk that needs to be addressed, and has been working with the campuses to develop a common budget template and standard budgeting conventions all seventeen campuses will use.

The framework for the All Funds Budget has been developed by a working group including system office staff and representatives from ten institutions, including six CFOs and four budget officers. The group began meeting in December 2020 and has met regularly since then. VC Shea and Chancellor Gilliam reported that this should be a good thing for UNCG, in that it will allow the university to show how our budget aligns with our strategic priorities and with UNC System strategic priorities. UNCG has a strong history of transparency around fiscal matters, so this project is an extension of what we have done for years.

The Board will meet in April to review the template as it relates to UNCG.

FAC-7 Facilities Design and Construction Quarterly Update

FAC-8 Quarterly Enrollment and Tuition Dashboard

FAC-9 University Investment Fund (UIF) Board Update (September 2021)

The Committee also received informational updates on the progress of the university’s facilities design and construction projects since the November 30, 2021 meeting, an update on the University Investment Fund, and on the designer selected for the Bestway Refrigeration Study pursuant to authority delegated to the Chancellor.

There being no further business, the meeting was adjourned at 9:32 am.

Respectfully submitted,

Kelly Harris
Assistant Secretary to the Board of Trustees