



**Finance and Administration Committee**  
**March 14, 2023**  
**8:30 am**

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**Action Item**

**FAC-1      Approval of Capital Improvement Project: Moore Strong Elevator Replacement**

**Background Information**

On May 22, 2019, the Board of Governors delegated authorization for capital improvement projects designed, constructed, and operated by non-general fund moneys, with a total project of \$750,000 to the Board of Trustees. The cost of the project is under this threshold.

The project will renovate and modernize the four-stop hydraulic elevator in the Moore Strong building, which has become increasingly difficult to maintain. This elevator was installed in 1994 and, after 29 years, requires updating and modernization. This project will update/replace components and restore the elevator to its long-term functionality.

This project will obtain professional services for the investigation, design development, and construction renovation and repairs.

**Project**

Moore Strong Elevator – Project Cost: \$468,000

**Attachments**

OC-25, dated 03/14/2023

CI-1, dated 03/14/2023

**Recommended Action**

The Board of Trustees of The University of North Carolina at Greensboro approve a capital improvement project in the amount of \$468,000 for the Moore Strong Elevator Replacement project.

A handwritten signature in black ink that reads 'Robert J. Shea, Jr.' The signature is written in a cursive style and is positioned above a horizontal line.

Robert J. Shea, Jr.  
Vice Chancellor for Finance and  
Administration

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION  
 STATE CONSTRUCTION OFFICE  
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT  
 BIENNIUM 2023-2025

Form OC-25  
 (Rev 12/2022)

DEPARTMENT and DIVISION: UNC Greensboro DATE: 03/14/23  
 PROJECT IDENTIFICATION: Moore Strong Elevator Replacement  
 PROJECT CITY or LOCATION: Greensboro  
 PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

The Moore Strong Elevator Replacement project will renovate and modernize the one (1), (4) stop hydraulic elevator that has become increasingly difficult to maintain. This elevator was originally installed in 1994 and after 29 years requires updating and modernization. This project will update/replace components and restore the elevator to its proper, long-term functionality.

**(Definitions/explanations are provided on pg 2 to assist in completion of this form. Lump sums are not to be used as a unit of cost unless further substantiating breakdown is provided.)**

	QTY	UNIT	COST PER UNIT	TOTAL
<b>CURRENT ESTIMATED CONSTRUCTION COST</b>				
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition	1	ea	\$ 17,750.00	\$17,750
2. Site Work				\$0
C. Construction				
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing Elevator)				\$0
3.1 Moore Strong Elevator	4	Stops	\$ 80,000.00	\$320,000
3.2 Elev Lobby Updates	1	ea	\$ 20,000.00	\$20,000
4. Plumbing (specify existing or new space)				\$0
5. HVAC (specify existing or new space)				\$0
6. Electrical				\$0
7. Fire Supression and Alarm Systems	1	ea	\$ 17,750.00	\$17,750
8. Telephone, Data, Video	1	ea	\$ 10,000.00	\$10,000
9. Associated Construction Costs (describe)				\$0
10. Other (describe and insert additional lines as needed)				\$0
D. Equipment				
1. Fixed (describe)				\$0
2. Moveable (describe)				\$0
<b>Total Cost of Work</b>			<b>\$</b>	<b>385,500</b>

**Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field and explain.**

DESIGN FEE	10 %	(% of Estimated Construction Costs)	\$	38,550
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$	-
COMMISSIONING	1 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$	3,855
SPECIAL INSPECTIONS/MATERIALS	1.25 %	(1.25% estimated)	\$	4,819
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$	-
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$	-
CONTINGENCIES	0 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$	-
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$	432,724

Escalation = percent per month multiplied by number of months  
 (From Estimate Date as entered above on this form to mid-point of construction) = 22 months 5.0 % annually beginning on month 1

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %) \$35,338

**TOTAL ESTIMATED PROJECT COSTS** (Estimated Construction Costs + Escalation Cost Increase) **\$ 468,061**

APPROVED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 (Governing Board or Agency Head)

**The University of North Carolina System**  
**Request for Advance Planning, New, or Increase in Capital Improvement Project**

**Institution:** UNC Greensboro

**Project Title:** Moore Strong Elevator Replacement

**Advance Planning Request**

**New Capital Project**

**Increased Authorization:** **Code:**                      **Item:**                     

**From:**                      **To:**                      **Total:**                      \$0

**Project Cost:** \$468,000 **Source of Funds\*:** HR - Housing

**Fund Type Category:**

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code				HR			
\$ Amount	\$0	\$0	\$0	\$468,000	\$0	\$0	\$468,000
Percent	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	100.0%

\*If multiple funding sources are used, identify source and distribution across sources. Refer to list of fund sources attached.

**For each advance planning project or capital construction project, please provide the following:**

1. A detailed project description and justification:

The Moore Strong Elevator Replacement project will renovate and modernize the one (1), (4) stop hydraulic elevator that has become increasingly difficult to maintain. This elevator was originally installed in 1994 and after 29 years requires updating and modernization. This project will update/replace components and restore the elevator to its proper, long-term functionality.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form).

3. An estimated schedule for the completion of the project (enter dates mm/dd/yr).

Designer Start: 7/1/23 Constr. Start: 7/1/24 Constr. Complete: 1/10/25

4. An estimated schedule of cash flow requirements over the life of the project by FY quarters (omit for advance planning requests).

FY/Qtr	FY23-24-Q1	FY23-24-Q2	FY23-24-Q3	FY23-24-Q4
\$ Amount	\$19,500	\$19,500	\$19,500	\$19,500
FY/Qtr	FY24-25-Q1	FY24-25-Q2	FY24-25-Q3	FY24-25-Q4
\$ Amount	\$130,000	\$130,000	\$130,000	\$0

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source	NA	NA	NA	NA	NA
\$ Amount	\$0	\$0	\$0	\$0	\$0

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source	NA	NA	NA	NA	NA
\$ Amount	\$0	\$0	\$0	\$0	\$0

7. An explanation of the means of financing (i.e. cash reserves using the fund sources identified above, campus debt financing to be retired with the identified fund source, etc.).

Housing Receipts

8. This is to certify that this capital improvement request was duly authorized on:

\_\_\_\_\_

(Signature)

\_\_\_\_\_ (Date)

\_\_\_\_\_

(Printed name/title)

## FUND SOURCES

Fund Type Category	Title	Fund Source Code (Reporting Abbreviation)	Description
Appropriations	Appropriations	SA	Funds appropriated by the legislature for capital projects.
R&R	R&R	RR	Funds appropriated by the legislature for campus repairs and renovations in 13 statutorily prescribed categories.
Carry forward	Carry Forward	CF	State appropriations carried forward under the 2.5% permitted by legislation. By Session Law, carry forward is considered non-general fund when it is carried forward.
Student Fees	Athletics Fee	SAF	Fees collected specifically for support of campus student athletics and recreation services.
	Campus Safety Fee	SSF	Fees collected specifically for support of campus safety items such as emergency phones and cameras.
	Education and Technology Fee	ETSF	Fees collected specifically for support of education and technology items.
	Health Services Fee	HSF	Fees collected specifically for support of campus student health services.
	Other Student Fees	OSF	Any other student fees authorized and collected for other purposes, but not listed in above categories.
Trust Funds (including gifts and donations)	Athletics	AR	Receipts from ticket sales, gifts, donations, cash reserves, including Athletics Foundation reserves.
	Dining	DR	Receipts from operations, cash reserves.
	Housing	HR	Receipts from operations, cash reserves.
	Transportation and Parking	TR	Receipts from operations, cash reserves.
	Utility Trust Funds	UTF	Receipts from operations, cash reserves from operation/management of all/any campus utilities (steam, chilled water, etc.).
	Other Auxiliary Trust Funds	OTF	Receipts from operations, cash reserves from other campus auxiliaries not specified above.
	Centennial/Millennial Campus Funds	CMF	Receipts from operations, cash reserves under the Millennial Campus financing act.
	Clinical Receipts	CR	Receipts from operations, cash reserves.
	Facilities and Administrative	FA	Overhead receipts (facilities and administrative overhead) generated from campus research.
	Donations and Gifts	DG	Contributions made by gift, donation, bequest, or other private sources.
DebtService	Debt Service Fees	DSF	Debt service fees authorized for specific projects.