



**Finance and Administration Committee
February 20, 2024**

Information Item

FAC- 3 Report on Chancellor Approval of Non-Appropriated Capital Improvement Projects between \$100,000 and \$500,000

Projects:

Walker Parking Deck- Water Intrusion Repairs
Steam Plant Boiler #4 Refractory Repair (Facilities Operations)
Steam Plant Boiler #2 Economizer Replacement (Facilities Operations) Baseball Stadium Netting Installation
Moore Strong Residence Hall Generator Replacement
Moran Commons- NW Exterior Wall Repair
Coleman Gymnasiums LED Upgrade
Psychology 265/359 Alterations

Background Information

At the August 15, 2023, meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed, and operated by non-appropriated funds, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting. A copy of the formal delegation was provided to the UNC System Office Capital Planning and Finance Division for the record.

Walker Parking Deck- Water Intrusion Repairs- \$320,000

The project's scope is to correct temperature and humidity issues in the Lobby and Stair #2, Stair #5, and Stair #2. These issues create fogged windows, rusting materials, safety concerns due to wet floors, and uncomfortable climate control. Stormwater piping and building facade issues must be addressed to seal and properly condition these areas. The project's scope is to correct storm drainage piping, new exterior doors and windows, and provide a new mechanical conditioning system for Lobby and Stair #2.

Steam Plant Boiler #4 Refractory Repair- \$306,900 (Fac/Operations)

The Steam Boiler is an English boiler installed in 2004 and provides 21% of the overall plant steam production. The boiler manufacturer recommends replacing the refractory material every seven years. With proper maintenance and service, we have been able to get almost 19 years of service life from the original refractory. At this stage, we have to repair the refractory material inside the boiler so that the boiler continues to pass the next Annual Internal Safety Inspection.

Steam Plant Boiler #2 Economizer Replacement- \$277,500

The Steam Boiler was installed in 1989, providing 26% of plant steam production. The existing economizer has failed and is leaking, causing the boiler to shut down. We expect a 3% efficiency gain with the new economizer, which equates to over \$35,000 in annual natural gas cost savings.

Baseball Stadium Netting Installation- \$120,000

We must install safety netting along the First Base and Third Base Foul Lines of the University's Baseball Stadium for our patrons' safety and protection. The project plans to install galvanized aluminum poles in concrete footings to support the cable and netting system components.

Moore Strong Residence Hall Generator Replacement- \$470,000

The Moore Strong Residence Hall generator is a 30kW generator installed in 1994 and is one of the oldest generators serving a residence hall. Since its original installation, a second transfer switch was added in 2016, serving new life safety loads in the building and adding to the importance of this system. The generator is beyond its useful life and needs replacement.

Moran Commons- NW Exterior Wall Repair- \$400,000

Drainage issues and foundation settlement at three areas around the NW Plaza at Moran Commons have created water infiltration issues, including infiltration into the mechanical room and adjacent space, damaging the metal decking, causing cracks and efflorescence in plaza walls, and creating structural instability. The project's scope is to repair and stabilize cracking by structurally shoring up the foundation, cleaning and repairing masonry, installing additional drains and correct drainage piping, repairing pavers, and reshaping the slab to provide proper drainage paths. Areas of the existing storefront window system also need to be replaced.

Coleman Gymnasiums LED Upgrade- \$190,000

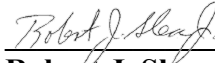
The two gymnasiums have outdated, inefficient lighting systems. The Practice Gym lighting system had a design upgrade in 2010, adding 20 sports floodlight fixtures to the existing 40 Metal Halide (M) fixtures to meet NCAA lighting requirements. The Fleming Gym has had no changes since its 1986 construction. It has 60 MH fixtures and 20 sports floodlights. The project will replace all the MH fixtures with LED fixtures and remove the sports floodlights. The new LED lights will provide the functionality to meet NCAA Regional and National Broadcasting lighting requirements. The project offers more uniform and efficient lighting, resulting in an annual electricity consumption of approximately 190,000 kWh, saving \$14,000 in electricity costs. The proposed project includes the material, LED fixtures, new dimming switches, lighting control work, recycling old fixtures, and an engineer-stamped letter regarding the NCAA's required lighting level.

Psychology 265/359 (Eberhart Building) - \$125,000

The existing mail room and conference room do not meet the current operational needs of the Psychology Department and need an update and expansion. The project's scope is to renovate the existing Mail Room (Rm. 265) to include plumbing corrections to eliminate leaks, remove outdated built-in mail distribution 'cubbies' to allow for storage improvements, and refresh room finishes. It also involves enlarging the existing Conference Room (Rm. 359) by expanding into an adjacent storage room, improving utilities serving the enlarged room, refreshing finishes, and obtaining new furniture and equipment for the expanded use. This project will provide improved AV viewing to accommodate table seating for 24 and a total in-room attendance of 30 to support the growing Psychology department.

Attachments:

Chancellor-signed memoranda of project approval and related forms are below and are bookmarked for reference.



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



UNC
GREENSBORO

Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.

FROM: Robert J. Shea, Jr.

DATE: October 10, 2023

RE: **Approval of Capital Improvement Project -**
Walker Parking Deck – Water Intrusion Repairs

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Project Description: The scope of the project is to correct temperature and humidity issues that are occurring in the Lobby and Stair #2, Stair #5, and Stair #1 of the Walker Parking Deck. These issues are creating fogged windows, rusting materials, safety concerns due to wet floors, and uncomfortable climate control. Storm water piping and building façade issues need to be addressed to properly seal and condition these areas. The scope of the project is to correct storm drainage piping, new exterior doors and windows, and to provide a new mechanical conditioning system for the Lobby and Stair #2.

The total budget of \$320,000 for the Walker Parking Deck – Water Intrusion Repairs project will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved: 
Chancellor

Date: 10/31/23

Attachments

OC-25, dated
CI-1, dated

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

Institution: UNC Greensboro

Project Title: Walker Parking Deck - Water Intrusion Repairs

 Advance Planning Request

 New Capital Project

 Increased Authorization: Code: Item:

From: To: Total: \$0

Project Cost: \$320,000 Source of Funds*: TR - Transportation and Parking Trust Funds

Fund Type Category:

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code					DR		
\$ Amount	\$0	\$0	\$0	\$0	\$320,000	\$0	\$320,000
Percent	0.0%	0.0%	0.0%	0.0%	100.0%	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:

- A detailed project description and justification:
 The scope of the project is to correct temperature and humidity issues that are occurring in the Lobby and Stair #2, Stair #5, and Stair #1 of the Walker Parking Deck. These issues are creating fogged windows, rusting materials, safety concerns due to wet floors, and uncomfortable climate control. Storm water piping and building façade issues need to be addressed to properly seal and condition these areas. The scope of the project is to correct storm drainage piping, new exterior doors and windows, and to provide a new mechanical conditioning system for the Lobby and Stair #2.

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

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

Designer Start: 12/1/23 Constr. Start: 8/1/24 Constr. Complete: 2/1/25

- 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-Q2	FY23-24-Q3	FY23-24-Q4	FY24-25-Q1
\$ Amount	\$5,000	\$15,000	\$15,000	\$150,000
FY/Qtr				
FY/Qtr	FY24-25-Q2			
\$ Amount	\$135,000			
FY/Qtr				

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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.).

TR - Transportation and Parking Trust Funds

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

(Date)

(Signature)

(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.
	Endowment	ENDF	Funds from the endowment fund of the university.
DebtService	Debt Service Fees	DSF	Debt service fees authorized for specific projects.

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: 10/10/23
 PROJECT IDENTIFICATION: Walker Parking Deck - Water Intrusion Repairs
 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 scope of the project is to correct temperature and humidity issues that are occurring in the Lobby and Stair #2, Stair #5, and Stair #1 of the Walker Parking Deck. These issues are creating fogged windows, rusting materials, safety concerns due to wet floors, and uncomfortable climate control. Storm water piping and building façade issues need to be addressed to properly seal and condition these areas. The scope of the project is to correct storm drainage piping, new exterior doors and windows, and to provide a new mechanical conditioning system for the Lobby and Stair #2.

(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.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition	1000	SF	\$ 15.00	\$15,000
2. Site Work				\$0
C. Construction				
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing) New Doors, Windows, Masonry	1000	SF	\$ 125.00	\$125,000
4. Plumbing (existing) Storm Piping Repair	1	LS	\$ 17,500.00	\$17,500
5. HVAC (existing) New Conditioning System	1	LS	\$ 82,000.00	\$82,000
6. Electrical	600	SF	\$ 35.00	\$21,000
7. Fire Supression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
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
Total Cost of Work				\$ 260,500

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)	\$ 26,050
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	1.25 %	(1.25% estimated)	\$ 3,256
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 13,025
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 302,831

Escalation = percent per month multiplied by number of months

(From Estimate Date as entered above on this form to mid-point of construction) = 16 months 5.0 % annually beginning on month 1

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %) \$17,169

TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase) **\$ 320,000**

APPROVED BY: _____
 (Governing Board or Agency Head)

TITLE: _____

DATE: _____



Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.

FROM: Robert J. Shea, Jr.

DATE: October 18, 2023

RE: **Approval of Capital Improvement Project -**
Steam Plant Boiler #4 Refractory Repair

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Project Description: Steam Plant Boiler #4, an English boiler, was installed in 2004 and provides 21% of the overall plant steam production. The existing refractory material inside the boiler is failing and will not pass the next Annual Internal Safety Inspection. Although the manufacturer recommends replacing the refractory material every seven (7) years, it has never been replaced during the boiler's 19-year service life.

The total budget of \$306,900 for the Steam Plant Boiler #4 Refractory Repair Project will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved: Frank D. Gilliam, Jr. Date: 10/30/23
Chancellor

Attachments
OC-25, dated
CI-1, dated

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

Institution: UNC Greensboro

Project Title: Steam Plant Boiler #4 Refractory Repair

 Advance Planning Request

 X New Capital Project

 Increased Authorization: Code: Item:

From: To: Total: \$0

Project Cost: \$306,900 Source of Funds*: CF

Fund Type Category:

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code			117537				
\$ Amount	\$0	\$0	\$306,900	\$0	\$0	\$0	\$306,900
Percent	0.0%	0.0%	100.0%	0.0%	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:
 Steam Plant Boiler #4, an English boiler, was installed in 2004 and provides 21% of the overall plant steam production. The existing refractory material inside the boiler is failing and will not pass the next Annual Internal Safety Inspection. Although the manufacturer recommends replacing the refractory material every seven (7) years, it has never been replaced during the boiler's 19-year service life.
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: N/A Constr. Start: 11/13/23 Constr. Complete: 1/31/24

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-Q2	FY23-24-Q3		
\$ Amount	\$0	\$306,900		

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	N/A	N/A	N/A	N/A	N/A
\$ 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	N/A	N/A	N/A	N/A	N/A
\$ 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.).

Utility Savings Carry Forward - CF

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

 10/18/2023

(Date)

(Signature)

(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.
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	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.).
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	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.
Endowment	ENDF	Funds from the endowment fund of the university.	
DebtService	Debt Service Fees	DSF	Debt service fees authorized for specific projects.

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: 10/18/23
 PROJECT IDENTIFICATION: Steam Plant Boiler #4 Refractory Repair
 PROJECT CITY or LOCATION: Greensboro, NC
 PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

Steam Plant Boiler #4, an English Boiler, was installed in 2004 and provides 21% of the overall plant steam production. The existing refractory material inside the boiler is failing and will not pass the next Annual Internal Safety Inspection. Although the manufacturer recommends replacing the refractory material every seven (7) years, it has never been replaced during the boiler's 19-year service life.

(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.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition (Includes removal & reinstall of piping, lagging, etc.)	1	ea	\$ 58,000.00	\$58,000
2. Site Work				\$0
C. Construction				
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
4. Plumbing (specify existing or new space)				\$0
5. HVAC (specify existing or new space)				\$0
6. Electrical	1	ea	\$ 14,500.00	\$14,500
7. Fire Supression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs (describe)				\$0
10. Other (Install new refractory & insulation.)	1	ea	\$ 217,500.00	\$217,500
D. Equipment				
1. Fixed (describe)				\$0
2. Moveable (describe)				\$0
Total Cost of Work				\$ 290,000

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

DESIGN FEE	0 %	(% of Estimated Construction Costs)	\$ -
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)	\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 14,500
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 304,500
Escalation = percent per month multiplied by number of months			
(From Estimate Date as entered above on this form to mid-point of construction) =			
	<u>2</u>	months	<u>5.0</u> % annually beginning on month 1
ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)			\$ 2,400
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)			\$ 306,900

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



UNC
GREENSBORO

Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.

FROM: Robert J. Shea, Jr.

DATE: October 18, 2023

RE: **Approval of Capital Improvement Project -
Steam Plant Boiler #2 Economizer Replacement**

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Project Description: Steam Plant Boiler #2 was installed in 1989 and provides 26% of the overall plant steam production. The existing economizer has failed and is leaking, causing the boiler to shut down. A 3% efficiency gain is expected with the new economizer, which equates to over \$35,000 in annual natural gas cost savings.

The total budget of \$277,500 for the Steam Plant Boiler #2 Economizer Replacement Project will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved:  Date: 10/30/23
Chancellor

Attachments

OC-25, dated
CI-1, dated

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

Institution: UNC Greensboro

Project Title: Steam Plant Boiler #2 Economizer Replacement

Advance Planning Request

New Capital Project

Increased Authorization: Code: _____ Item: _____

From: _____ To: _____ Total: _____ \$0

Project Cost: \$277,500 Source of Funds*: _____ CF _____

Fund Type Category:

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code			117537				
\$ Amount	\$0	\$0	\$277,500	\$0	\$0	\$0	\$277,500
Percent	0.0%	0.0%	100.0%	0.0%	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:

- A detailed project description and justification:
Steam Plant Boiler #2 was installed in 1989 and provides 26% of the overall plant steam production. The existing economizer has failed and is leaking, causing the boiler to shut down. A 3% efficiency gain is expected with the new economizer, which equates to over \$35,000 in annual natural gas cost savings.
- An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form).
- An estimated schedule for the completion of the project (enter dates mm/dd/yr).

Designer Start: N/A Constr. Start: 11/13/23 Constr. Complete: 4/30/24

- 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 Q2	FY23-24 Q3	FY23-24 Q4	
\$ Amount	\$0	\$0	\$277,500	

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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.).

Utility Savings Carry Forward - CF

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

10/18/2023

(Date)

(Signature)

(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.
	Endowment	ENDF	Funds from the endowment fund of the university.
DebtService	Debt Service Fees	DSF	Debt service fees authorized for specific projects.

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: 10/18/23
 PROJECT IDENTIFICATION: Steam Plant Boiler #2 Economizer Replacement
 PROJECT CITY or LOCATION: Greensboro, NC
 PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

Steam Plant Boiler #2 was installed in 1989 and provides 26% of the overall plant steam production. The existing economizer has failed and is leaking, causing the boiler to shut down. A 3% efficiency gain is expected with the new economizer, which equates to over \$35,000 in annual natural gas cost savings.

(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.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition (Includes window removal and reinstallation.)	1	ea	\$ 39,000.00	\$39,000
2. Site Work				\$0
C. Construction				
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
4. Plumbing (specify existing or new space)				\$0
5. HVAC (specify existing or new space)				\$0
6. Electrical	1	ea	\$ 13,000.00	\$13,000
7. Fire Supression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs (describe)				\$0
10. Other (Steel Supports & Crane Rental)	1	ea	\$ 52,000.00	\$52,000
D. Equipment				
1. Fixed (New Economizer)	1	ea	\$ 156,000.00	\$156,000
2. Moveable (describe)				\$0
Total Cost of Work				\$ 260,000

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

DESIGN FEE	0 %	(% of Estimated Construction Costs)	\$ -
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)	\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 13,000
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 273,000
Escalation = percent per month multiplied by number of months			
(From Estimate Date as entered above on this form to mid-point of construction) =			
	4	months	5.0 % annually beginning on month 1
ESCALATION COST INCREASE	(Total of Estimated Construction Costs x Escalation %)		\$ 4,500
TOTAL ESTIMATED PROJECT COSTS	(Estimated Construction Costs + Escalation Cost Increase)		\$ 277,500

APPROVED BY: _____
 (Governing Board or Agency Head)

TITLE: _____

DATE: _____



UNC
GREENSBORO

Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.

FROM: Robert J. Shea, Jr.

DATE: 10/18/2023

RE **Approval of Capital Improvement Project - Baseball Stadium Netting Installation**

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Installation of safety netting along the First Base and Third Base Foul Lines of the University's Baseball Stadium for the protection and safety of patrons. The project plans to install galvanized aluminum poles in concrete footings to support the cable and netting system components. A vendor quote was obtained in 2022 for budget planning. All work to be designed and installed by specialty vendor.

The total budget of \$120,000 for the **Baseball Stadium Netting Installation** project will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved: _____


Chancellor

Date: _____

10/30/23

Attachments

OC-25, dated 10/18/2023
CI-1, dated 10/18/2023

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

Institution: UNC Greensboro

Project Title: Baseball Stadium Netting Installation

 Advance Planning Request

 X New Capital Project

 Increased Authorization: Code: Item:

 From: To: Total: \$0

Project Cost: \$120,000 Source of Funds*: AR - Athletics

Fund Type Category:

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code					AR		
\$ Amount	\$0	\$0	\$0	\$0	\$120,000	\$0	\$120,000
Percent	0.0%	0.0%	0.0%	0.0%	100.0%	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:

- A detailed project description and justification:
 Installation of safety netting along the First Base and Third Base Foul Lines of the University's Baseball Stadium for the protection and safety of patrons. The project plans to install galvanized aluminum poles in concrete footings to support the cable and netting system components. A vendor quote was obtained in 2022 for budget planning. All work to be designed and installed by specialty vendor.

- An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form).
- An estimated schedule for the completion of the project (enter dates mm/dd/yr).

Designer Start: 11/1/23 Constr. Start: 2/15/24 Constr. Complete: 3/15/24

- 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	\$0	\$20,000	\$100,000	\$0

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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.).

AR - Athletics Trust Funds

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

_____ (Date)

_____ (Signature) _____ (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.
Endowment	ENDF	Funds from the endowment fund of the university.	
DebtService	Debt Service Fees	DSF	Debt service fees authorized for specific projects.

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: 10/18/23
 PROJECT IDENTIFICATION: Baseball Stadium Netting Installation
 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.)

Installation of safety netting along the First Base and Third Base Foul Lines of the University's Baseball Stadium for the protection and safety of patrons. The project plans to install galvanized aluminum poles in concrete footings to support the cable and netting system components. A vendor quote was obtained in 2022 for budget planning. All work to be designed and installed by specialty vendor.

(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
CURRENT ESTIMATED CONSTRUCTION COST				\$0
A. Land Requirement				\$0
B. Site Preparation				\$0
1. Demolition				\$0
2. Site Work (Installation of Netting System and support structure per side.)	2	EA	\$ 50,000.00	\$100,000
C. Construction				\$0
1. Utility Services				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
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				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs				\$0
10. Other (Utility Location)	1	EA	\$ 3,000.00	\$3,000
D. Equipment				\$0
1. Fixed (describe)				\$0
2. Moveable (describe)				\$0
Total Cost of Work				\$ 103,000

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)	\$ 10,300
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)	\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 5,150
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 118,450
Escalation = percent per month multiplied by number of months			
(From Estimate Date as entered above on this form to mid-point of construction) =			
	5	months	5.0
			% annually beginning on month 1
ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)			\$ 2,146
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)			\$ 120,000

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



Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.

FROM: Robert J. Shea, Jr.

DATE: October 10, 2023

RE: **Approval of Capital Improvement Project -**
Moore Strong Residence Hall Generator Replacement

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Project Description: The existing 30kW generator was originally installed in 1994 and is one of the oldest generators serving a residence hall. Since its original installation, a second transfer switch was added in 2016 serving new life safety loads in the building adding to this system's importance. The generator is beyond its useful life and is need of replacement.

The total budget of \$470,000 for the Moore Strong Residence Hall Generator Replacement Project will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved: Franklin D. Gilliam, Jr.
Chancellor

Date: 10/30/23

Attachments

OC-25, dated

CI-1, dated

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

Institution: UNC Greensboro

Project Title: Moore Strong Residence Hall Generator Replacement

Advance Planning Request

New Capital Project

Increased Authorization: Code: _____ Item: _____

From: _____ To: _____ Total: \$0

Project Cost: \$470,000 Source of Funds*: Housing - HR

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	\$0	\$470,000	\$0	\$470,000
Percent	0.0%	0.0%	0.0%	0.0%	100.0%	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:

- A detailed project description and justification:
 The existing 30kW generator was originally installed in 1994 and is one of the oldest generators serving a residence hall. Since its original installation, a second transfer switch was added in 2016 serving new life safety loads in the building adding to this system's importance. The generator is beyond its useful life and is need of replacement.

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

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

Designer Start: 1/1/24 Constr. Start: 8/1/24 Constr. Complete: 4/1/25

- 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-Q3	FY23-24-Q4	FY24-25-Q1	FY24-25-Q2
\$ Amount	\$20,000	\$20,000	\$60,000	\$185,000
FY/Qtr	FY24-25-Q3			
\$ Amount	\$185,000			

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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	N/A	N/A	N/A	N/A	N/A
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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 - HR. Receipts from operations, cash reserves

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

_____ (Date)

 (Signature)

 (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.
	Endowment	ENDF	Funds from the endowment fund of the university.
DebtService	Debt Service Fees	DSF	Debt service fees authorized for specific projects.

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: 10/10/23
 PROJECT IDENTIFICATION: Moore Strong Residence Hall Generator 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 existing 30kW generator was originally installed in 1994 and is one of the oldest generators serving a residence hall. Since its original installation, a second transfer switch was added in 2016 serving new life safety loads in the building adding to this system's importance. The generator is beyond its useful life and is need of replacement.

(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.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition - Removal of Existing Generator	1	LS	\$ 20,000.00	\$20,000
2. Site Work	1	LS	\$ 17,500.00	\$17,500
C. Construction				
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
4. Plumbing (specify existing or new space)				\$0
5. HVAC (specify existing or new space)				\$0
6. Electrical (New Generator)	72000	SF	\$ 4.50	\$324,000
7. Fire Supression and Alarm Systems	72000	SF	\$ 0.25	\$18,000
8. Telephone, Data, Video	72000	SF	\$ 0.25	\$18,000
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
Total Cost of Work				\$ 397,500

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)	\$ 39,750
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	1.25 %	(1.25% estimated)	\$ 4,969
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)	\$ 442,219
Escalation = percent per month multiplied by number of months			
(From Estimate Date as entered above on this form to mid-point of construction) =	16	months	5.0 % annually beginning on month 1
ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)			\$27,437
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)			\$ 470,000

APPROVED BY: _____
 (Governing Board or Agency Head)

TITLE: _____

DATE: _____



Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.

FROM: Robert J. Shea, Jr.

DATE: October 10, 2023

RE: **Approval of Capital Improvement Project -**
Moran Commons – NW Exterior Wall Repair

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Project Description: Drainage issues and foundation settlement at three areas around the NW Plaza at Moran Commons have created water infiltration issues, including into the mechanical room and adjacent space, along with damage to the metal decking, cracks and efflorescence in plaza walls, and structural instability. An assessment was performed in 2022 to assess scope and estimate cost. The scope of the project is to repair and stabilize cracking by structurally shoring up the foundation, masonry cleaning and repair, and install additional drains and correct drainage piping, repair pavers and reshape the slab to provide proper drainage paths. Areas of existing storefront also need to be replaced.

The total budget of \$400,000 for the Moran Commons – NW Exterior Wall Repair Project will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved: Franklin D. Gilliam, Jr. Date: 10/30/23
Chancellor

Attachments

OC-25, dated
CI-1, dated

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

Institution: UNC Greensboro

Project Title: Moran Commons - NW Exterior Wall Repair

_____ Advance Planning Request

New Capital Project

_____ Increased Authorization: Code: _____ Item: _____

From: _____ To: _____ Total: \$0

Project Cost: \$400,000 Source of Funds*: DR - Dining Trust Funds

Fund Type Category:

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code					DR		
\$ Amount	\$0	\$0	\$0	\$0	\$400,000	\$0	\$400,000
Percent	0.0%	0.0%	0.0%	0.0%	100.0%	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:
 Drainage issues and foundation settlement at three areas around the NW Plaza at Moran Commons have created water infiltration issues, including into the mechanical room and adjacent space, along with damage to the metal decking, cracks and efflorescence in plaza walls, and structural instability. An assessment was performed in 2022 to assess scope and estimate cost. The scope of the project is to repair and stabilize cracking by structurally shoring up the foundation, masonry cleaning and repair, and install additional drains and correct drainage piping, repair pavers and reshape the slab to provide proper drainage paths. Areas of existing storefront also need to be replaced.
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: 11/1/23 Constr. Start: 5/15/24 Constr. Complete: 8/1/24

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-Q2	FY23-24-Q3	FY23-24-Q4	FY24-25-Q1
\$ Amount	\$20,000	\$20,000	\$180,000	\$180,000
FY/Qtr				

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	N/A	N/A	N/A	N/A	N/A
\$ 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	N/A	N/A	N/A	N/A	N/A
\$ 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.).

DR - Dining Trust Funds

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

(Date)

(Signature)

(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.
Endowment	ENDF	Funds from the endowment fund of the university.	
DebtService	Debt Service Fees	DSF	Debt service fees authorized for specific projects.

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: 10/10/23
 PROJECT IDENTIFICATION: Moran Commons - NW Exterior Wall Repair
 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.)

Drainage issues and foundation settlement at three areas around the NW Plaza at Moran Commons have created water infiltration issues, including into the mechanical room and adjacent space, along with damage to the metal decking, cracks and efflorescence in plaza walls, and structural instability. An assessment was performed in 2022 to assess scope and estimate cost. The scope of the project is to repair and stabilize cracking by structurally shoring up the foundation, masonry cleaning and repair, and install additional drains and correct drainage piping, repair pavers and reshape the slab to provide proper drainage paths. Areas of existing storefront also need to be replaced.

(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.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				\$0
1. Demolition				\$0
1a. Area A Demo	1012	SF	\$ 5.00	\$5,060
1b. Area B Demo	52	LF	\$ 75.00	\$3,900
1c. Area C Demo	68	LF	\$ 75.00	\$5,100
2. Site Work				\$0
C. Construction				\$0
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
3a. Area A Patio Drainage and Wall Repair, Storefront	1012	SF	\$ 245.00	\$247,940
3b. Area B Wall Repair	52	LF	\$ 200.00	\$10,400
3c. Area C Wall Replacement & Repair, Storefront	68	LF	\$ 850.00	\$57,800
4. Plumbing (specify existing or new space)				\$0
5. HVAC (specify existing or new space)				\$0
6. Electrical				\$0
7. Fire Suppression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs (describe)				\$0
10. Other (describe and insert additional lines as needed)				\$0
D. Equipment				\$0
1. Fixed (describe)				\$0
2. Moveable (describe)				\$0
Total Cost of Work				\$ 330,200

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)	\$ 33,020
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	1.25 %	(1.25% estimated)	\$ 4,128
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 16,510
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 383,858

Escalation = percent per month multiplied by number of months

(From Estimate Date as entered above on this form to mid-point of construction) = 12 months 5.0 % annually beginning on month 1

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %) \$16,142

TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase) **\$ 400,000**

APPROVED BY: _____
 (Governing Board or Agency Head)

TITLE: _____

DATE: _____



**UNC
GREENSBORO**

Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.

FROM: ^{SK} Robert J. Shea, Jr. *RJA*

DATE: December 08, 2023

RE: **Approval of Capital Improvement Project -**
Coleman Building – Fleming & Practice Gymnasiums LED Upgrade

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Project Description: The two gymnasiums have outdated, inefficient lighting systems. The Practice Gym lighting system had a design upgrade in 2010 adding 20 sports floodlight fixtures to the existing 40 Metal Halide fixtures to meet NCAA lighting requirements. The Fleming Gym has had no changes since it was constructed in 1986 and has 60 MH fixtures and 20 sport floodlights. The project will replace all the MH fixtures with LED fixtures and will remove the sport floodlights. The new LED lights will provide the functionality needed to meet NCAA Regenal and National Broadcasting lighting requirements. The project offers more uniform and efficient lighting that results in annual electricity consumption of approximately 190,000 kWh which saves \$14,000 in electricity costs. The proposed project includes the material, LED fixtures, new dimming switches, lighting controls work, recycling the old fixtures, and an engineer stamped letter regarding NCAA required lighting level.

The total budget of \$190,000 for the Coleman Building – Fleming and Practice Gymnasiums LED Upgrade will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved: *Franklin D. Gilliam, Jr.* Date: 12/21/23
Chancellor

Attachments: CI-1 & OC-25, Proposal

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

Institution: UNC Greensboro

Project Title: Coleman Building Fleming and Practice Gymnasiums LED Upgrade

Advance Planning Request

New Capital Project

Increased Authorization: Code: _____ Item: _____

Previous Authorization: _____ Increase Amt: _____ Total: _____ \$0

Project Cost: 190000 Source of Funds*: CF

Fund Type Category:

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code			117537				
\$ Amount	\$0	\$0	\$190,000	\$0	\$0	\$0	\$190,000
Percent	0.0%	0.0%	100.0%	0.0%	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:

- A detailed project description and justification:
The two gymnasiums have outdated inefficient lighting systems. The Practice Gym lighting system had a design upgrade in 2010 adding 20 sports floodlight fixtures to the existing 40 Metal Halide fixtures to meet NCAA lighting requirements. The Fleming Gym has had no changes since it was constructed in 1986 and has 60 MH fixtures and 20 sport floodlights. The project will replace all the MH fixtures with LED fixtures and will remove the sport floodlights. The new LED lights will provide the functionality needed to meet NCAA Regen and National Broadcasting lighting requirements. The project offers more uniform and efficient lighting that results in annual electricity consumption of approximately 190,000 kWh which saves \$14,000 in electricity costs. The proposed project includes the material, LED fixtures, new dimming switches, nLighting controls work, recycling the old fixtures, and an engineer stamped letter regarding NCAA required lighting level.
- An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form).
- An estimated schedule for the completion of the project (enter dates mm/dd/yr).

Designer Start: _____ Constr. Start: 3/15/24 Constr. Complete: 4/15/24

- 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-Q3	FY23-24-Q4	FY1-Q3	FY1-Q4
\$ Amount	\$25,000	\$165,000	\$0	\$0

- 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	N/A				
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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	N/A				
\$ Amount	\$0	\$0	\$0	\$0	\$0

- 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.).

Utility Savings Carry Forward - CF

- 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.

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: 12/08/23
 PROJECT IDENTIFICATION: Coleman Building Fleming and Practice Gymnasiums LED Upgrade
 PROJECT CITY or LOCATION: _____
 PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

The two gymnasiums have outdated inefficient lighting systems. The Practice Gym lighting system had a design upgrade in 2010 adding 20 sports floodlight fixtures to the existing 40 Metal Halide fixtures to meet NCAA lighting requirements. The Fleming Gym has had no changes since it was constructed in 1986 and has 60 MH fixtures and 20 sport floodlights. The project will replace all the MH fixtures with LED fixtures and will remove the sport floodlights. The new LED lights will provide the functionality needed to meet NCAA Regenal and National Broadcasting lighting requirements. The project offers more uniform and efficient lighting that results in annual electricity consumption of approximately 190,000 kWh which saves \$14,000 in electricity costs. The proposed project includes the material, LED fixtures, new dimming switches, nLighting controls work, recycling the old fixtures, and an engineer stamped letter regarding NCAA required lighting level.

(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.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition of Existing Fixtures	1	ea	\$ 10,000.00	\$10,000
2. Site Work				\$0
C. Construction				
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
4. Plumbing (specify existing or new space)				\$0
5. HVAC (specify existing or new space)				\$0
6. Electrical	1	ea	\$ 27,000.00	\$27,000
7. Fire Supression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs (floor protection)	1	ea	\$ 11,042.00	\$11,042
10. Other (Lift Rental & Recycling)	1	ea	\$ 20,000.00	\$20,000
D. Equipment				
1. Fixed (LED Light Fixtures)	90	ea	\$ 1,222.22	\$110,000
2. Moveable (describe)				\$0
Total Cost of Work				\$ 178,042

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

DESIGN FEE	0 %	(% of Estimated Construction Costs)	\$ -
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)	\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 8,902
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 186,944
Escalation = percent per month multiplied by number of months			
(From Estimate Date as entered above on this form to mid-point of construction) =			
	4	months	5.0 % annually beginning on month 1
ESCALATION COST INCREASE	(Total of Estimated Construction Costs x Escalation %)		\$3,056
TOTAL ESTIMATED PROJECT COSTS	(Estimated Construction Costs + Escalation Cost Increase)		\$ 190,000

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



UNC
GREENSBORO

Finance and Administration

254 Mossman Building
PO Box 26170, Greensboro, NC 27402-6170
336.334.5200 Phone 336.334.4754 Fax

MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.
FROM: Robert J. Shea, Jr. *SK* *RJS*
DATE: 12/13/2023
RE: Approval of Capital Improvement Project - Psych 265 & 359 Alterations

At the August 15, 2023 meeting of the Board of Trustees, the Board delegated authority to the Chancellor, ex-officio, to approve capital improvement projects designed, constructed and operated by non-appropriated fund moneys, with a total project budget between \$100,000 and \$500,000, and authorized the Chancellor to report all such approvals to the Board at its next meeting.

Project Description: The existing mail room and conference room do not meet the current operational needs of the Psychology department and are in need of update and expansion. The scope of the project is to renovate the existing Mail Room (Rm. 265) to include plumbing corrections to eliminate leaks, remove outdated built-in mail distribution 'cubbies' to allow for storage improvements, and refresh room finishes. Enlarge existing Conference Room (Rm. 359) by expanding into an adjacent storage room, improve utilities serving the enlarged room, refresh finishes, and obtain new furniture and equipment for the expanded use. This project will provide improved AV viewing to accommodate table seating of 24 and total in-room attendance of 30 to support the growing Psychology department.

The total budget of **\$125,000** for **Psych 265 & 359 Alterations** will be within the \$100,000 to \$500,000 threshold for Projects. We recommend approval of this capital improvement project.

A formal reporting of our procedures and your approval will be made at the next meeting of the Board of Trustees. Please acknowledge your approval by your signature below.

Approved: *Franklin D. Gilliam, Jr.*
Chancellor

Date: 12/21/23

Attachments: CI-1 & OC-25, Proposal

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

Institution: UNC Greensboro

Project Title: Psych 265 & 359 Alterations

Advance Planning Request

x **New Capital Project**

Increased Authorization: Code: Item:

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

Project Cost: \$125,000 **Source of Funds*:** CF

Fund Type Category:

Fund Category	Appropriated	R&R	Carry Forward	Student Fees	Trust Funds (incl. donations/gifts)	Debt Service Fees	TOTAL
Fund Source Code			CF				
\$ Amount	\$0	\$0	\$125,000	\$0	\$0	\$0	\$125,000
Percent	0.0%	0.0%	100.0%	0.0%	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 existing mail room and conference room do not meet the current operational needs of the Psychology department and are in need of update and expansion. The scope of the project is to renovate the existing Mail Room (Rm. 265) to include plumbing corrections to eliminate leaks, remove outdated built-in mail distribution 'cubbies' to allow for storage improvements, and refresh room finishes. Enlarge existing Conference Room (Rm. 359) by expanding into an adjacent storage room, improve utilities serving the enlarged room, refresh finishes, and obtain new furniture and equipment for the expanded use. This project will provide improved AV viewing to accommodate table seating of 24 and total in-room attendance of 30 to support the growing Psychology department.

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: 2/2/24 Constr. Start: 8/1/24 Constr. Complete: 11/1/24

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 / Q3	FY23-24 / Q4	FY24-25 / Q1	FY24-25 / Q2
\$ Amount	\$10K	\$15K	\$50K	\$50K

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	N/A	N/A	N/A	N/A	N/A
\$ 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	N/A	N/A	N/A	N/A	N/A
\$ 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.).

CF - Carry Forward Funds

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

(Date)

(Signature)

(Printed name/title)

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: 12/13/23
 PROJECT IDENTIFICATION: Psych 265 & 359 Alterations
 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 existing mail room and conference room do not meet the current operational needs of the Psychology department and are in need of update and expansion. The scope of the project is to renovate the existing Mail Room (Rm. 265) to include plumbing corrections to eliminate leaks, remove outdated built-in mail distribution 'cubbies' to allow for storage improvements, and refresh room finishes. Enlarge existing Conference Room (Rm. 359) by expanding into an adjacent storage room, improve utilities serving the enlarged room, refresh finishes, and obtain new furniture and equipment for the expanded use. This project will provide improved AV viewing to accommodate table seating of 24 and total in-room attendance of 30 to support the growing Psychology department.

(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.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition	1	EA	\$ 10,000.00	\$10,000
2. Site Work				\$0
C. Construction				
1. Utility Services (describe)				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
3a. Room 265 Renovation	100	SF	\$ 100.00	\$10,000
3b. Room 359 meeting room enlargement	500	SF	\$ 120.00	\$60,000
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				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs (describe)				\$0
10. Other (describe and insert additional lines as needed)				\$0
D. Equipment				\$0
1. Fixed (describe)				\$0
2. Moveable (Meeting Room Table & Chairs)	1	EA	\$ 25,250.00	\$25,250
Total Cost of Work				\$ 105,250

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)	\$ 10,525
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)	\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 5,263
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 121,038
Escalation = percent per month multiplied by number of months			
(From Estimate Date as entered above on this form to mid-point of construction) =			
	9	months	5.0 % annually beginning on month 1
ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)			\$3,947
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)			\$ 125,000

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