



**Finance and Administration Committee
February 4, 2025**

DRAFT MINUTES

MEMBERS PRESENT: Oita Coleman, Acting Chair; Anita Bachman, George Hoyle, Tim Sessoms, Amber Fairchild

OTHERS PRESENT: Chancellor Frank Gilliam; Bob Shea, Vice Chancellor for Finance and Administration, Liaison; Jerry Blakemore, Vice Chancellor for Institutional Integrity and General Counsel; Scott Milman, Associate Vice Chancellor for Finance; Sameer Kapileshwari, Associate Vice Chancellor for Facilities; , Patricia Lynch, Interim, Vice Chancellor for Human Resources; Zach Smith, Associate Vice Chancellor for Campus Enterprise and Real Estate; Chris Jasso, Chief of Police; Waiyi Tse, Chief of Staff; Ghazala Bibi, University Controller; Michele Laudenbacher, Budget Director; Enyonam Williams, Associate General Counsel; Chuck Bolton, Faculty Senate Chair, Kimberly Mazingo, Staff Senate Co-Chair; Juan Pleitez, Executive Director of External Relations; Kelly Harris, Assistant Secretary to the Board of Trustees; Kammy Jefferson, Assistant to the VC for Finance and Administration.

PROCEEDINGS

Acting Chair Oita Coleman called the meeting to order at 9:00 am and read the Conflict of Interest (COI) statement from the State Government Ethics Act. None were identified.

Roll call was read, and a quorum was confirmed.

The minutes of the October 29, 2024, Committee meeting were unanimously approved without additions or corrections.

Vice Chancellor Bob Shea introduced new UNCG Police Chief Chris Jasso, who assumed the role on January 1, 2025. Shea also announced that Sameer Kapileshwari had recently received his MBA. The Committee congratulated both Chief Jasso and Kapileshwari.

Associate Vice Chancellor Sameer Kapileshwari then presented three action items on the agenda, which included a designer selection, increase in authorization, and acceptance of completed projects.

Action Items

FAC – 1 Designer Selection - Chilled Water Infrastructure Project Phase 2

Kapileshwari reported that Phase 1 of the project has been very successful, coming in almost six months ahead of schedule and under budget, allowing for two more buildings to be connected to the campus chilled water loop in addition to the original scope of five.

Phase 2 addresses the remaining chilled water infrastructure needs (primarily capacity as opposed to distribution in Phase 1). This includes replacing a 750-ton chiller with a new 1500-ton chiller and supporting infrastructure. The new chiller and associated equipment will provide reliable chilled water production for the next 20-25 years. The total funding approved for this phase is **\$5,726,250**.

The UNC System website advertised a request for qualifications and letters of interest for engineering services for this project. Seven (7) firms submitted letters of interest, none from Guilford County.

The Designer Selection Committee reviewed the letters of interest and invited three firms to present their qualifications. Based on those interviews, the Selection Committee has recommended the following firms in ranking order:

1. RMF Engineering Inc., Raleigh, NC
2. Affiliated Engineering Inc., Chapel Hill, NC
3. DeVita & Associates, Charlotte, NC

The firm RMF Engineering is the top recommendation for the following reasons.

1. RMF demonstrated the most specific chilled water infrastructure expertise and experience for similar utility projects.
2. The selection team received their schedule and cost control approach well.
3. RMF demonstrated the highest level of creative thinking with its approach to strategic equipment use, maintenance standards, and sustainability.

If agreeable terms cannot be met with RMF Engineering, the administration requested authorization to negotiate with the other firms in ranking order.

FAC-2 Increase in Authorization Request: Walker Deck- Water Intrusion Repairs Project

The original scope of this project included correcting leaking storm drainage piping and providing a new mechanical conditioning system for the lobby. Additional scope is required to address the water intrusion and eliminate safety issues related to wet floors in the deck. Leaks are also occurring in the office area. The additional roof repair and replacement scope was not included in the original budget. Current authorization is \$320,000.

An increased authorization of \$390,000 is needed to incorporate the additional scope and will result in a revised budget of \$710,000, which is below the \$750,000 authority threshold delegated by the Board of Governors to the Boards of Trustees.

FAC-3 Acceptance of Completed Projects in Fiscal Year 2023-24

The Committee reviewed sixteen projects completed in fiscal year 2023-24 as outlined in the Committee's pre-meeting materials.

Following discussion, Acting Chair Coleman invited a motion to approve items FAC-1, FAC-2, and FAC-3. Trustee Fairchild made the motion, which was seconded by Trustee Hoyle. The motion carried.

Information Items

FAC-4 Report on Chancellor Delegated Projects

FAC-5 Designer Direct Selection - Spartan Village Branding Study

FAC-6 Facilities Design and Construction Project Update

The Committee briefly discussed information items FAC – 4, FAC – 5, and FAC – 6, which were included with the Committee’s pre-meeting materials.

FAC-7 UNCG UIF Board Update

Vice Chancellor Shea reported that the transition from Cambridge to BlackRock, which began in October 2023, would go live on March 3, 2025. He stated that this was a complex structure with many moving parts. Akerman has been retained as outside legal counsel. Northern Trust, Opus, and Price Water House have also been hired.

Shea also reported that the Endowment now stands at \$440M. Chancellor Gilliam commended Shea and his team as well as General Counsel Jerry Blakemore and his legal team for their work supporting the transition. as well. Board Chair George Hoyle said this transition positions the university well and commended the team for a great job.

There being no further business, the meeting was adjourned at 10:45am.

Respectfully submitted,

Kelly Harris

Assistant Secretary to the Board of Trustees