



Finance and Administration Committee

March 17, 2026

Draft MINUTES

MEMBERS PRESENT: Tim Rice, Chair; Oita Coleman, Anita Bachman, George Hoyle, Tim Sessoms

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

Chair Tim Rice called the meeting to order at 1:45 pm. He reminded committee members of the Conflict of Interest (COI) statement from the State Government Ethics Act and their duty to avoid COI and appearances of COI, if any should be identified. None were identified.

Roll call was read, and a quorum was confirmed.

The minutes of the November 11, 2025, Committee meeting were unanimously approved without additions or corrections.

Interim Vice Chancellor Scott Milman provided a comprehensive overview of matters related to the finance and administration division.

Associate Vice Chancellor Sameer Kapileshwari then presented three action items on the agenda, which included three designer selections.

Action Items

FAC - 1 Designer Selection – North and South Spencer HVAC Replacement

North and South Spencer were built in 1904 and 1907, respectively. The HVAC systems in these buildings are well past their expected useful life and will be updated by installing energy-efficient units. The estimated cost of the project is \$5,980,000, with construction completion targeted for summer 2028.

Following the RFQ and interview process, the Designer Selection Committee shortlisted three firms — Sigma Engineered Solutions, McKim & Creed, and Salas O’Brien, all from Raleigh — and conducted interviews. Sigma Engineered Solutions was recommended as the designer due to their extensive experience and knowledge of mechanical systems, particularly those installed in UNCG Housing and Residence Life facilities. They also presented the most proactive risk management and evaluation process to establish the scope and schedule to meet the project’s budget. Based on this information, the Finance Committee endorsed this recommendation and, if negotiations with Sigma Engineered Solutions should fail, voted to authorize the administration to negotiate with the next-ranked firms in that order.

Following discussion, Chair Rice called for a motion to approve item FAC-1. Trustee Hoyle made the motion, which was seconded by Trustee Bachmann. The motion carried unanimously.

FAC-2 Quad Duct Bank – New Capital Project

The project scope is to install the duct bank life-safety and optional standby power systems for the seven (7) residence halls in the Quad. The scope of work includes disconnects, transfer switches, panels, and other equipment at the buildings. The estimated project cost is \$2,655,000, with construction completion targeted for the summer of 2027.

Following the RFQ and interview process, the Designer Selection Committee recommended the following firms, in ranking order: Wiley Wilson, DSA Engineering, and Sigma Engineered Solutions. Wiley Wilson was recommended as the designer because they demonstrated the most thorough preparation and expertise regarding this project, its existing condition, and site constraints. They also presented the most comprehensive approach to risk management and cost estimating and provided options on the least intrusive design for consideration. Based on this information, the Finance Committee endorsed this recommendation and, if negotiations with Wiley Wilson should fail, voted to authorize the administration to negotiate with the next-ranked firms in that order.

Following discussion, Chair Rice called for a motion to approve item FAC-2. Trustee Bachmann made the motion, which was seconded by Trustee Hoyle. The motion carried unanimously.

FAC-3 Moore Strong Plumbing Renovation – New Capital Project

Constructed in 1961, the fixtures in Moore Strong have exceeded their original lifespan and require replacement with modern units. The project will replace the aging plumbing fixtures and the supporting infrastructure with modern, accessible, and code-compliant materials and systems. The estimated project cost is \$4,225,000.

Following the RFQ and interview process, the Designer Selection Committee recommended the following firms in ranking order: McKim & Creed, Newcomb & Boyd, and CPL Architects and Engineers. McKim & Creed was recommended as the designer because they demonstrated the most technically specialized team to strategically undertake this complex project with the most comprehensive methodology and deepest understanding of its unique challenges.

They also presented the most proactive cost-estimating strategy. Based on this information, the Finance Committee endorsed this recommendation and, if negotiations with McKim & Creed should fail, voted to authorize the administration to negotiate with the next-ranked firms, Newcomb & Boyd, and CPL Architects and Engineers, in that order.

Following discussion, Chair Rice called for a motion to approve item FAC-3. Trustee Sessoms made the motion, which was seconded by Trustee Hoyle. The motion carried unanimously.

Information Items

FAC – 4 Facilities Design and Construction Update

FAC – 5 All Funds Budget Fiscal Year 2027 Preview

The Committee was provided with an informational Facilities Design and Construction Update and heard a preview of the 2027 All-Funds Budget prior to a full presentation at the March 19th Board of Trustees meeting.

There being no further business, the meeting was adjourned at 2:36 pm.

Respectfully submitted,

Kelly Harris
Assistant Secretary to the Board of Trustees