AGENDA
ECU Board of Trustees
Finance and Facilities Committee
February 23, 2012

I. MINUTES

A. Finance and Facilities Committee Meeting of December 1, 2011 Action

II. ADMINISTRATION AND FINANCE

A. Property Purchases Action
   • Medical Office at Medical Pavilion #8, 1800 West Fifth Street
   • 205 East Tenth Street
   • 285 Easy Street

B. Resolution to Issue Loan for Special Obligation Project Action

C. Master Plan Action

D. Designer Selections Action
   • Construction Research and Field Testing (CRAFT) Lab
   • Belk Residence Hall Demolition
   • Student Union
   • Brody GE-99 Data Center Upgrade (Design)
   • 14th Street Properties, Parking Lot Improvements (information only)

E. University Hospitality Facilities Committee Information

F. Review of Committee Assignments for Major Capital Projects Information & Assignments

G. Capital Projects Update Information

H. Other Information
<table>
<thead>
<tr>
<th>Session</th>
<th>Finance and Facilities Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsible Person</td>
<td>Vice Chancellor for Administration and Finance Frederick Niswander</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>I.A.</td>
</tr>
<tr>
<td>Item Description</td>
<td>Minutes of December 1, 2011 Meeting</td>
</tr>
<tr>
<td>Comments</td>
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<tr>
<td>Action Requested</td>
<td>Committee Approval</td>
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<td>Disposition</td>
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<td>Notes</td>
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Committee: Carol Mabe, Chair, Ken Chalk, Edwin Clark, Joel Butler, Robert Brinkley, and Josh Martinkovic.


The Finance and Facilities Committee meeting was called to order at 1:40 p.m. by Chairman Mabe who read the conflict of interest statement. No conflicts were identified. The minutes of the September 22, 2011 Facilities and Resources Committee meeting were approved.

Tuition and Fees

The Committee reviewed a tuition and fees proposal presented by Dr. Niswander. The Committee approved a motion to recommend that the full Board approve an increase of 9.5% for resident undergraduate students and an increase of 9.9% for non-resident undergraduate students, resident graduate students and non-resident graduate students for 2012-13.

The committee also approved the recommendations to increase tuition by $202 per year over the following four years (a total of five years including FY 12-13) to reflect the headroom catch-up as well as $95 of fees all as outlined in the Board materials. Finally, the committee approved the recommendations related to the Brody School of Medicine, the School of Dental Medicine, and housing and dining charges all as presented in the board materials.

Underground Waterline Easement

The Committee reviewed a request to grant an underground waterline easement to Greenville Utilities Commission to provide adequate water to the new Messick Theater Basement Fire Sprinkler System. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

Underground Electrical Easement

The Committee reviewed a request to grant an underground utilities easement on the Coastal Studies Institute campus in Manteo, NC to Dominion Power to provide electrical infrastructure for the new campus. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.
**Roadway Easement**

The Committee reviewed a request to obtain a roadway easement from Pasquotank County for the Elizabeth City Service Learning Center Site. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

**Drainage Easement**

The Committee reviewed a request to obtain a drainage easement from Pasquotank County for the Elizabeth City Service Learning Center. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

**Lease +/- 2,408 Square Feet at 1800 North Greene Street**

The Committee reviewed a request to obtain a lease of +/- 2,408 square feet at 1800 North Greene Street to house a blast simulator for conducting research for a U.S. Army grant studying the effects of sonic waves on military personnel. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

**Belk Residence Hall Project**

Mr. Bagnell presented an update on the Belk Residence Hall demolition and replacement project. The residence hall, a self-liquidating project, will be replaced with two buildings with demolition to begin in May, 2013.

**Designer Selections**

Mr. Bagnell presented the designer selection for the replacement of Fleming Hall HVAC System and Umstead Chiller as an information item.

**Master Plan Update**

Mr. Bagnell presented an update of the ECU Master Plan. The draft final plan is anticipated to be presented at the February Board of Trustees meeting. Materials for review can be found at [http://www.ecu.edu/masterplan](http://www.ecu.edu/masterplan)

**Capital Projects Update**

Mr. Bagnell presented an update of the current major capital projects. Current information for major capital projects is available on the ECU website at [http://www.ecu.edu/cs-admin/bot/majorcapitalprojects.cfm](http://www.ecu.edu/cs-admin/bot/majorcapitalprojects.cfm)
**Bond Refinancing**

Dr. Niswander presented an update on the recently completed bond refinancing.

**Stratford Arms**

Mr. Buck presented an update on the Stratford Arms project.

The meeting was adjourned at 3:17 p.m.
<table>
<thead>
<tr>
<th>Session</th>
<th>Finance and Facilities Committee</th>
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</thead>
<tbody>
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<td>II.A.</td>
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<td>Property Purchases</td>
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</tbody>
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|                         | • Medical Offices at Medical Pavilion  
|                         |     1800 West Fifth Street      |
|                         | • 205 East Tenth Street         |
|                         | • 285 Easy Street               |
| Comments                |                                  |
| Action Requested        | Committee and Board approval    |
| Disposition             |                                  |
| Notes                   |                                  |
MEMORANDUM

TO: Rick Niswander

FROM: Scott Buck

DATE: February 3, 2012

SUBJECT: Request ECU Board of Trustees Approval to Purchase Medical Offices at Medical Pavilion Suite #8, 1800 West Fifth Street

Request ECU Board of Trustees approval to purchase medical offices located at Medical Pavilion, Suite #8, 1800 West Fifth Street, tax parcel #33299 at a purchase price of $231,300 from Dr. George Davis. The property was recently appraised at this amount. The property is under contract with the State Property Office.

Suite #8 is one of ten medical offices within the Medical Pavilion complex. ECU Physicians owns nine of these units and this purchase is deemed strategic, allowing ECU Physicians to own the entire medical complex.

Suite #8 consists of 2,123 SF and its features and construction is common to remainder of complex. The entire complex was built in 1961 and the Suite #8 interior was renovated by the current owner in 1981. Overall condition of the property is considered good.

Purchase is contingent on subsequent approval from UNC General Administration, Joint Commission on Governmental Operations and Council of State. Source of funds shall be Medical Faculty Practice Plan funds.

cc: P. Horns
    P. Cunningham
    N. Benson
    G. Vanderpool
    B. Jowers
    J. Wayman
    T. Feravich
    B. Bagnell
MEMORANDUM

TO: Rick Niswander

FROM: Scott Buck

DATE: February 3, 2012

SUBJECT: Request ECU Board of Trustees Approval to Purchase Property at 205 East Tenth Street (Old Stadium Cleaners)

Request ECU Board of Trustees approval to purchase the Shirley Smith property, previously operated as Stadium Cleaners at 205 East Tenth Street, tax parcel #19615, at a purchase price of $180,000 from Ms. Shirley Smith.

The University secured an appraisal at $168,000 and Ms. Smith had an appraisal of $180,000 with an asking price of $200,000.

The purchase price of $180,000 was negotiated contingent on her being accepted into the NC Dry Cleaning Solvent Clean Up Act (DSCA) Program. The State Property Office has the property under contract.

The University recently obtained a Phase I Environmental report that indicated the property had dry cleaner solvent contamination. Ms. Smith has been accepted into the DSCA Program and the enrollment will be transferred to ECU after closing. This has been confirmed with Mr. Jay King, Director of DSCA Program with NCDENR.

In addition to the dry cleaner solvent contamination, a 280 gallon #2 fuel oil tank is in the northwest corner of the property. ECU has consulted with the Underground Storage Tank (UST) Office, NCDENR and ECU will remove this tank and follow abatement instructions if a leak is discovered.

The building contains 2,400 SF on a .21 acre site and the building is deemed in poor condition. Request approval to sever building. Property is contiguous to ECU on the east and west sides.

Purchase is contingent on UNC Board of Governors, Joint Commission on Governmental Operations and Council of State approvals. Source of funds shall be auxiliary overhead funds.

cc: T. Feravich
    J. Wayman
    B. Bagnell
MEMORANDUM

TO: Rick Niswander

FROM: Scott Buck

DATE: February 3, 2012

SUBJECT: Request ECU Board of Trustees Approval to Purchase Property for ECU Transit Facility at 285 Easy Street

Request ECU Board of Trustees approval to purchase property to house ECU Transit. The property is located at 285 Easy Street (see attached map), tax parcel #62060, at a purchase price of $1,325,000.

ECU Transit currently leases an older facility on North Memorial Drive that is in deteriorating condition due in part to an absentee landlord and the transit program has outgrown the current facility with up to forty (40) buses currently in its fleet.

The University obtained two appraisals valuing the property at $1,630,400 and $1,128,000. The property was listed at $1,375,000 and the owner reduced their purchase price to $1,325,000. The State Property Office has the property under contract. The seller, Compatriot Capitol, Inc. has provided a clean Phase II environmental report.

The property was the former Briggs Construction Equipment facility sited on a 9.44 acre site. The building is 15,885 SF consisting of 5,580 SF of warehouse space, 4,605 SF of office space and 5,700 SF of bus service space. The service space has four (4), 14 by 14 feet overhead doors on the east side and four (4) on the west side with an overhead shop clearance of 27 feet.

On site is a 1,350 SF wash building. The 9.44 acre site is fenced and has ample space for the bus fleet and its support vehicles.

The facility was built in 2000 and the condition and design is excellent.

Purchase is contingent on approvals from UNC Board of Governors, Joint Commission on Governmental Operations and Council of State.

Source of funds shall be Student Life receipts.

Attachment (1)

cc: M. Sheerer
    V. Hardy
    S. Coleman
    W. Davidson
    T. Feravich
    J. Wayman
    B. Bagnell
<table>
<thead>
<tr>
<th>Session</th>
<th>Finance and Facilities Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsible Person</td>
<td>Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Financial Services Anne Jenkins</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>II.B.</td>
</tr>
<tr>
<td>Item Description</td>
<td>Resolution to Authorize Execution of Loan to Renovate and Improve Minges Coliseum</td>
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<tr>
<td>Comments</td>
<td>Board of Governors has delegated authority to the President for approval of this kind of borrowing.</td>
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<tr>
<td>Action Requested</td>
<td>Committee and Board Approval</td>
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<tr>
<td>Disposition</td>
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<td>Notes</td>
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RESOLUTION OF THE BOARD OF TRUSTEES OF  
EAST CAROLINA UNIVERSITY  
APPROVING THE EXECUTION AND DELIVERY OF A LOAN

WHEREAS, under Article 3, Section 116D General Statutes of North Carolina (the “Act”) the Board of Governors (the “Board of Governors”) of the University of North Carolina (the “University”) may issue special obligation bonds or otherwise borrow funds, to be repaid from obligated resources, to pay the costs of acquiring, constructing or providing special obligation projects at one of the constituent institutions of the University or refunding any obligations previously issued by the Board of Governors;

WHEREAS, East Carolina University wishes to enter into a loan as described below, the proceeds of which will be applied by ECU to renovate and improve the Minges Coliseum as authorized by Chapter 145 of the 2011 Session Laws of the North Carolina General Assembly (the “Special Obligation Project”);

WHEREAS, ECU will borrow funds to finance the costs of a portion of the Special Obligation Project pursuant to a loan agreement with a financial institution to be determined by the Vice Chancellor for Administration and Finance (the “Loan”), the form of which has been made available to the Board of Trustees of East Carolina University;

WHEREAS, Section 116D-26(b) of the Act requires the Board of Trustees of ECU to approve the execution and delivery of the Loan for the Special Obligation Project;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of East Carolina University as follows:

Section 1. Approval of Issuance of the Loan. The issuance of the Loan for the Special Obligation Project is approved.

Section 2. Authorization to Execute the Loan. The form and content of the Loan are in all respects authorized, approved and confirmed, and the Chairman, the Chancellor and the Vice Chancellor for Administration and Finance and their respective designees are hereby authorized, empowered and directed to execute and deliver the Loan, including necessary counterparts, in substantially the form and content presented to the Board of Trustees of East Carolina University, but with such changes, modifications, additions or deletions therein as they may deem necessary, desirable or appropriate, their execution thereof to constitute conclusive evidence of East Carolina University’s approval of any and all changes, modifications, additions or deletions therein from the form and content of the Loan presented to the Board of Trustees of East Carolina University, and that from and after the execution and delivery of the Loan, the Chairman, the Chancellor and the Vice Chancellor for Administration and Finance are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Loan as executed.

Section 3. Documents Authorized. The Chairman of the Board, the Chancellor and the Vice Chancellor for Administration and Finance are hereby authorized, empowered and directed to do any and all other acts and to execute the Loan and any and all other documents, which they, in their discretion, deem necessary and appropriate in order to consummate the transactions contemplated by this Resolution and the Loan.

Section 4. Effective Date. This Resolution is effective immediately.
ADOPTED AND APPROVED this _____ day of February, 2012.

EAST CAROLINA UNIVERSITY

By: ________________________________
Secretary
STATE OF NORTH CAROLINA       )  
COUNTY OF PITT               )       SS:

I,                                          , the duly elected Secretary of the Board of Trustees of East Carolina University, **DO HEREBY CERTIFY** that (1) the foregoing is a full, true and correct copy of the Resolution adopted by the Board of Trustees of East Carolina University at its meeting of February __, 2012 and appearing in the minutes of such meeting, (2) notice of the meeting of the Board of Trustees of East Carolina University held on February __, 2012 was sent to each member of the Board, and (3) a quorum was present at the meeting on February __, 2012 at which time the foregoing Resolution was adopted.

**WITNESS**, my hand and the seal of East Carolina University this ____ day of February, 2012.

[SEAL]

________________________________________________________
Secretary
<table>
<thead>
<tr>
<th>Session</th>
<th>Finance and Facilities Committee</th>
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<tbody>
<tr>
<td>Responsible Person</td>
<td>Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell</td>
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<tr>
<td>Agenda Item</td>
<td>II.C.</td>
</tr>
<tr>
<td>Item Description</td>
<td>Master Plan</td>
</tr>
<tr>
<td>Comments</td>
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<td>Action Requested</td>
<td>Committee and Board approval</td>
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<td>Disposition</td>
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<td>Finance and Facilities Committee</td>
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<tr>
<td>Responsible Person</td>
<td>Frederick Niswander</td>
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<td>Associate Vice Chancellor for Campus Operations</td>
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<td>Bill Bagnell</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>II.D.</td>
</tr>
<tr>
<td>Item Description</td>
<td>Designer Selections</td>
</tr>
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<td></td>
<td>• Construction Research and Field Testing Lab</td>
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<tr>
<td>Notes</td>
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MEMORANDUM

TO: Dr. Rick Niswander, Vice Chancellor
    Administration & Finance

FROM: John G. Fields, Director

DATE: January 23, 2012

SUBJ: Designer Selection
    CRAFT Lab
    Code: 41136
    Item: 309

The designer pre-selection committee, after conducting interviews on January 18, 2012, recommends the following three firms in prioritized order:

Site Solutions
Clark Nexsen
Wooten Company

Charlotte, NC
Raleigh, NC
Raleigh, NC

The committee consisted of Mr. Robert Brown; Facilities Services – Engineering and Architectural Services, Mr. John Gill; Facilities Grounds Services and Mr. Bryan Wheeler; Construction Management.

To the best of our knowledge and belief, all steps in this selection were conducted in accordance with requirements of the State Building Commission as they apply to the institutions of the University of North Carolina.

The project will include an outdoor working laboratory, facilities to store construction equipment, perform materials testing and provide classroom / lab instruction space. The project responds to the Construction Industry requesting graduating students with more hands on equipment and testing analysis experience.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.

Enclosure: Designer Advertisement Memo

cc: William Bagnell
MEMORANDUM

FROM: John Fields, PE
Director

DATE: November 16, 2011

RE: Construction Research & Field Testing Laboratory (CRAFT Lab)
East Carolina University

East Carolina University is seeking Architectural and Engineering services for the complete design of a new Construction Research & Field Testing Laboratory complex. The Department of Construction Management, in the College of Technology and Computer Science, seeks to utilize approximately 5 to 7 acres of the University’s existing North Recreational Complex for the development of an outdoor laboratory to support Construction Management’s academic programs. The project shall include facilities to store construction equipment, perform asphalt and concrete testing, to provide classroom/lab instruction space, small equipment/general storage, and standard building amenities and technologies. The complex shall also incorporate a 50 person covered seated viewing area for outdoor training and instruction and all the necessary site infrastructure and parking. The complex shall be ADA compliant throughout. Interested firms should submit three (3) copies of a SF254 combined with (3) copies of a portfolio of relevant work and a letter of interest on or before December 1, 2011 to:

Robert M. Brown, AIA
Facilities Engineering & Architectural Services
1001 E. Fourth St.
Greenville, NC 27858

In accordance with our qualifications-based selection system, designers are expected to make no contact with our University staff, faculty, or trustees at this stage of the selection process. Any and all questions should be directed to the attention of this office. Questions submitted by fax are highly recommended. Thank you for your interest in East Carolina University.

East Carolina University encourages participation by HUB firms.
MEMORANDUM

TO: Dr. Rick Niswander, Vice Chancellor Administration & Finance
FROM: John G. Fields, Director
DATE: January 30, 2012

SUBJ: Designer Selection
Belk Residence Hall Demolition and Replacement
Code: 41136 Item: 308

The designer pre-selection committee, after conducting interviews on January 26, 2012, recommends the following four firms in prioritized order:

<table>
<thead>
<tr>
<th>Ratio Architects</th>
<th>Raleigh, NC</th>
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</thead>
<tbody>
<tr>
<td>Stantec Architecture</td>
<td>Raleigh, NC</td>
</tr>
<tr>
<td>Davis Kane Architects</td>
<td>Raleigh, NC</td>
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<tr>
<td>Clark Nexsen</td>
<td>Raleigh, NC</td>
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</tbody>
</table>

The committee consisted of Mr. Joel Butler - Board of Trustees member, Dr. Virginia Hardy - Vice Chancellor for Student Affairs, Mr. Bill Bagnell - Assoc. Vice Chancellor for Campus Operations, Mr. Bill McCartney - Associate Vice Chancellor for Campus Living and Dining Services, Mr. John Fields – Director of Engineering and Architectural Services, Ms. Gina Shoemaker – Assistant Director of Engineering and Architectural Services, Mr. Ricky Hill – Interim Executive Director for Facilities Services, and Mr. Mark Kimball – Assistant Director of Facilities Services.

To the best of our knowledge and belief, all steps in this selection were conducted in accordance with requirements of the State Building Commission as they apply to the institutions of the University of North Carolina.

In an effort to serve today's students as well as future generations with modern housing amenities, the University has decided to demolish the existing Belk Residence Hall and construct a new facility in the same location. The project will construct 500-600 total beds in two buildings as well as outdoor swimming pool and associated community building.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.

cc: William Bagnell – Associate Vice Chancellor
Enclosure Designer Advertisement Memo
MEMORANDUM

TO: Interested Designers
FROM: John G. Fields, P.E., Director
DATE: November 17, 2011
SUBJECT: Belk Residence Hall Demolition and Replacement

Belk Residence Hall was constructed in 1966. The facility has successfully served students for many years; however, the building has become unable to support the current student housing needs of the University. In an effort to serve today's students as well as future generations with modern housing amenities, the University has decided to demolish the existing Belk Residence Hall and construct a new facility in the same location. The desire is to construct a 2 building, 500-600 total bed complex with an outdoor swimming pool and associated community building.

The project will be constructed in phases utilizing the CM at Risk delivery method. Also, in keeping with the University's policy for all new buildings, it will have a goal of LEED silver certification. During the first summer of construction, the west wing will be demolished with construction immediately commencing on the first new building. During the next summer, the center section and east wing will be demolished with the remaining structures being completed. Additionally, a roundabout will be incorporated into the overall site plan on College Hill Drive to complete the complex.

Interested firms should submit four (4) copies of your letter of interest and four (4) copies of your current SF254 to the following address by December 9, 2011:

Gina Shoemaker, PE, LEED AP
East Carolina University
Facilities Engineering & Architectural Services
1001 E. Fourth St.
Greenville, North Carolina 27858

In accordance with our qualifications-based selection system, designers are expected to make no contact with our University staff, faculty or trustees at this stage of the selection process. All questions should be directed to the attention of this office. The use of fax is highly recommended. East Carolina University encourages participation by MWBE firms and supports UNC system's policy of ensuring and promoting opportunities for Historically Underutilized Businesses.

Thank you for your interest in East Carolina University.
MEMORANDUM

TO: Dr. Rick Niswander, Vice Chancellor Administration & Finance

FROM: John G. Fields, Director

DATE: January 30, 2012

SUBJ: Designer Selection New Student Union
Code: 41136 Item: 306

The designer pre-selection committee, after conducting interviews on January 27, 2012, recommends the following three firms in prioritized order:

SmithGroup JR Durham, NC
MHA Works Greenville, NC
PBC+L Raleigh, NC

The committee consisted of Mr. Ken Chalk - Board of Trustees member, Dr. Virginia Hardy – Vice Chancellor for Student Affairs, Mr. Bill Bagnell - Assoc. Vice Chancellor for Campus Operations, Mr. Bobby Woodard – Executive Director of Student Involvement and Leadership, Ms. Nance Mize – Assistant Vice Chancellor for Recreation and Wellness, Mr. John Fields – Director of Engineering and Architectural Services, Ms. Gina Shoemaker – Assistant Director of Engineering and Architectural Services, Mr. Ricky Hill – Interim Executive Director for Facilities Services, and Mr. Mike Rowe – Assistant Director of Facilities Services.

To the best of our knowledge and belief, all steps in this selection were conducted in accordance with requirements of the State Building Commission as they apply to the institutions of the University of North Carolina.

The selection team was tasked with finding a design team for programming and design for a new Student Union and 500-space parking structure on ECU’s East Campus as well as programming for a Student Services Building on ECU’s Health Science Campus. As a continuation of the Master Planner’s programming efforts, we are seeking various budgeting and construction phasing strategies for both facilities.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.

cc: William Bagnell – Associate Vice Chancellor

Enclosure Designer Advertisement Memo
MEMORANDUM

TO: Interested Designers
FROM: John Fields, PE
DATE: November 17, 2011
SUBJECT: New Student Union

East Carolina University is seeking a qualified design team for programming and design for a new Student Union and 500-space parking structure on ECU’s East Campus as well as programming for a Student Services Building on ECU’s Health Science Campus. Initial programming for both facilities has recently been completed as part of the University’s Master Plan. As a continuation of the Master Planner’s programming efforts, we are seeking various budgeting and construction phasing strategies for both facilities.

The University’s goal for the new Union is for a student-centered building that serves as a central hub for student activities on the East campus and encourages community development. The University’s Ledonia Wright Cultural Center will also be incorporated into the new Union. The Cultural Center’s goal for their new space is one of inclusion and cultural competence. It will be imperative for the selected design team to understand the separate needs of the Union and the Cultural Center, but yet be able to incorporate them seamlessly into one facility.

The Student Services Building on the Health Sciences Campus is currently programmed to house a wellness component, a union component, and administration spaces for various student service offices.

This solicitation is for programming and design services for the new Union on ECU’s East Campus but programming only for the Health Science Campus facility. Once an established budget and implementation schedule have been developed for both projects, the University will proceed with advertising for design services for the Health Science Campus facility.

Interested firms should submit four (4) copies of your letter of interest and four (4) copies of your current SF254 to the following address by December 13, 2011:

Gina Shoemaker, PE, LEED AP
East Carolina University
Facilities Engineering & Architectural Services
1001 E. Fourth St.
Greenville, North Carolina 27858

In accordance with our qualifications-based selection system, designers are expected to make no contact with our University staff, faculty or trustees at this stage of the selection process. All questions should be directed to the attention of this office. The use of fax is highly recommended. East Carolina University encourages participation by MWBE firms and supports UNC system's policy of ensuring and promoting opportunities for Historically Underutilized Businesses.

Thank you for your interest in East Carolina University.
MEMORANDUM

TO: Mr. Rick Niswander, Vice Chancellor
    Administration & Finance

FROM: John G. Fields, PE
       Director

DATE: February 3, 2012

SUBJ: Designer Selection
       Brody GE-99 Data Center Upgrade (Design)
       Chancellor's Delegated Authority

The designer pre-selection committee, after conducting interviews on February 3, 2012, recommends the following three firms in prioritized order:

RDK Engineers NC, Durham, NC
Stanford White Raleigh, NC
United Engineering Group, Inc. Raleigh, NC

The committee consisted of: Mr. John G. Fields, PE – Director, Facilities Engineering and Architectural Services, Griffin Avin – Director, Health Science Campus Facilities Maintenance, Bob Bentz - Information Technology and Computing Services, Mike Rowe- Assistant Director, Health Science Campus Facilities Maintenance, Tom Lamb - Information Technology and Computing Services and Nick McKinley – Facilities Engineering and Architectural Services.

To the best of our knowledge and belief, all steps in this selection were conducted in accordance with requirements of the State Building Commission as they apply to the institutions of the University of North Carolina, and your approval is requested.

This project will add additional server space by expanding the existing server room into an adjacent space and provide redundant information technology system operations in the event of a failure at the Cotanche Building primary data center.

If you have any questions or need additional information, please do not hesitate to call.

cc: William E. Bagnell
enclosure: Designer Advertisement Memo
MEMORANDUM

TO: Interested Designers

FROM: John G. Fields, PE
       Director

DATE: December 7, 2011

SUBJECT: Brody Room GE-99 Data Center Upgrade

The project consists of:

(1) Additional server room space and expansion of the existing GE-99 room into GE-101 to meet IT growth needs of the Health Science Campus

(2) Provision for immediate fail-over (backup) IT operations in the event of a failure at the Cotanche Building Primary Data Center on Main Campus

(3) Finalize an outstanding audit finding for redundant data and operations of the University’s Data Center in the event of a data center failure

(4) Upgrade of existing 100 KVA UPS to 160 KVA and additional bus ways

(5) Additional emergency power from the Brody generator building along with increases in electrical distribution to support the additional server and storage expansion

(6) Upgrades to the HVAC system to support the increased loads

Interested firms should submit four (4) copies of your letter of interest and four (4) copies of your current SF254 to the following address by December 22, 2011.

John G. Fields, PE
Director
East Carolina University
Facilities Engineering & Architectural Services
1001 E. Fourth St.
Greenville, North Carolina 27858

In accordance with our qualifications-based selection system, designers are expected to make no contact with our University staff, faculty or trustees at this stage of the selection process. All questions should be directed to the attention of this office. The use of fax is highly recommended. East Carolina University encourages participation by MWBE firms and supports UNC system's policy of ensuring and promoting opportunities for Historically Underutilized Businesses.

Thank you for your interest in East Carolina University.
MEMORANDUM

TO: John G. Fields, Director
Facilities Engineering and Architectural Services

FROM: Frederick Niswander
Associate Vice Chancellor for Administration and Finance

DATE: January 31, 2012

SUBJECT: Designer Selection
14th Street Properties, Parking Lot Improvements

After conducting interviews, the designer pre-selection committee has recommended the following firms in prioritized order:

ColeJenest & Stone
Rivers & Associates
The East Group

Raleigh, NC
Greenville, NC
Greenville, NC

You may continue with the next steps in the process.

cc: William Bagnell
Associate Vice Chancellor for Campus Operations
MEMORANDUM

TO:       Dr. Rick Niswander, Vice Chancellor
          Administration & Finance

FROM:    John G. Fields, Director

DATE:    January 30, 2012

SUBJ: Designer Selection
       14th Street Properties, Parking Lot Improvements
       Code: 41136  Item: 307

The designer pre-selection committee, after conducting interviews on January 26, 2012, recommends the following three firms in prioritized order:

Colejenest & Stone  Raleigh, NC
Rivers & Associates  Greenville, NC
The East Group  Greenville, NC

The committee consisted of Mr. Michael Talton; Facilities Services – Engineering and Architectural Services, Mr. John Gill; Facilities Grounds Services and Mr. Jack Tawney; Parking and Transportation.

To the best of our knowledge and belief, all steps in this selection were conducted in accordance with requirements of the State Building Commission as they apply to the institutions of the University of North Carolina.

The project is for improvements to an existing gravel parking lot to accommodate approximately 212 paved spaces, and comprises minor site clearing/demolition; Grading; Compaction; Asphalt paving; Concrete walks; Drainage and storm water management including bio-retention ponds; Irrigation; Site lighting; and Landscaping.

Your approval is requested. If you have any questions or need additional information, please do not hesitate to call.

Enclosure: Designer Advertisement Memo
cc:     William Bagnell
MEMORANDUM

TO: Interested Designers

FROM: John G. Fields, PE
      Director

DATE: November 18, 2011

SUBJECT: Fourteenth Street Properties, Parking Lot Improvements

The project is to design improvements to an existing gravel parking lot to accommodate approximately 212 paved spaces, and comprises minor site clearing/demolition, including the removal of several trees, grass, topsoil, and gravel, plus demolition of some curb/gutter; Grading; Borrowed fill from off site for backfill and structural fill; Compaction; Asphalt paving; Concrete paving (walks); Concrete curb/gutter; Drainage and storm water management including bio-retention ponds, Irrigation (sprinklers); minor electrical work (site lighting), and Landscaping.

The project site is approximately 2.4 acres, located between East Fourteenth Street and the Norfolk Southern Railroad, west of Berkley Road in Greenville, NC (near the ECU Minges Coliseum).

Interested firms should submit four (4) copies of your letter of interest and four (4) copies of your current SF254 (it is also common practice, though not required, to include in the submittal package consultant resumes and relevant project experience. Form SF255 is not required) to the following address by December 16, 2011:

John G. Fields, PE
Director
East Carolina University
Facilities Engineering & Architectural Services
1001 E. Fourth St.
Greenville, NC 27858

In accordance with our qualifications-based selection system, designers are expected to make no contact with our University staff, faculty or trustees at this stage of the selection process. All questions should be directed to the attention of this office. The use of fax is highly recommended. East Carolina University encourages participation by MWBE firms and supports UNC system's policy of ensuring and promoting opportunities for Historically Underutilized Businesses.

Thank you for your interest in East Carolina University.
<table>
<thead>
<tr>
<th>Session</th>
<th>Finance and Facilities Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsible Person</td>
<td>Vice Chancellor for Administration and Finance Frederick Niswander</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>II.E.</td>
</tr>
<tr>
<td>Item Description</td>
<td>University Hospitality Facilities Committee</td>
</tr>
<tr>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>Action Requested</td>
<td>Information</td>
</tr>
<tr>
<td>Disposition</td>
<td></td>
</tr>
<tr>
<td>Notes</td>
<td></td>
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<td>Session</td>
<td>Finance and Facilities Committee</td>
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<td>Responsible Person</td>
<td>Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>II.F.</td>
</tr>
<tr>
<td>Item Description</td>
<td>Review of Committee Assignments for Major Capital Projects</td>
</tr>
<tr>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>Action Requested</td>
<td>Information and Assignments</td>
</tr>
<tr>
<td>Disposition</td>
<td></td>
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<td>Notes</td>
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<td>Session</td>
<td>Finance and Facilities Committee</td>
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<tr>
<td>Responsible Person</td>
<td>Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>II.G.</td>
</tr>
<tr>
<td>Item Description</td>
<td>Capital Projects Update</td>
</tr>
<tr>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>Action Requested</td>
<td>Information</td>
</tr>
<tr>
<td>Disposition</td>
<td></td>
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<td>Notes</td>
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<td>Session</td>
<td>Finance and Facilities Committee</td>
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<td>Responsible Person</td>
<td>Vice Chancellor for Administration and Finance Frederick Niswander</td>
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<tr>
<td>Agenda Item</td>
<td>II.H.</td>
</tr>
<tr>
<td>Item Description</td>
<td>Other</td>
</tr>
<tr>
<td>Action Requested</td>
<td>Information</td>
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<td>Disposition</td>
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