I. Minutes
   A. Finance and Facilities Committee Meeting of 04/01/05  
      Action

II. Finance
   A. Budget Update  
      Report

III. Facilities
   A. Family Medicine Center [Self-liquidating project]  
      Action
   B. Designer Selections Approved by Finance and Facilities  
      Since Previous Meeting  
      Report
      1. Designer Selection for New Geriatric Center  
         BBH Design - Research Triangle Park, NC
      2. Designer Selection for Coastal Studies Institute  
         PBC&L Architecture/Kahoon & Caste – Raleigh, NC
      3. CM at Risk for New Eastern Carolina Cardiovascular Institute  
         Bovis Lend Lease – Raleigh, NC
      4. Designer Selection – Clean Air Compliance Audit  
         Trigon Engineering Consultants, Inc. – Raleigh NC
   C. Status or Major Capital Projects  
      Report
To be offered by the Chairman:

I move that the Board of Trustees reaffirm its support for the construction of the Family Medicine Center and approve the university’s plan to make this a self-liquidating project.
The Finance and Facilities Committee met on Friday, April 1, 2005. In attendance were Chair, Mike Kelly and committee members David Brody, Steve Showfety, Joel Butler, Fielding Miller, and Margaret Ward joined via conference call. George Harrell also participated in the meeting.

Minutes of the Special Finance and Facilities Meeting of December 9, 2004 were approved and minutes for the December 10, 2004 meeting were approved.

Mr. Seitz gave a brief update on the budget situation. The governor has submitted his proposed budget and the legislature has begun budget hearings. This process will be ongoing.

Mr. Seitz commended Shannon O’Donnell for the wonderful presentation she made to the Board of Governors regarding ECU’s campus fee increase proposal. In March 2005, the Board of Governors approved the campus fee increase proposal. In addition, the Board of Governors approved a $300 campus-initiated tuition increase for all Graduate Students and Non-Resident Undergraduate Students. The Board of Governors also approved a $60 per credit hour increase for the College of Business for MBA and MSA programs. Mr. Seitz noted that last year a $700 per year increase for 1st year medical students was approved to be implemented in the 2005/06 academic year.

Designer selections for the following projects were reported as approved since the last committee meeting:

- Clement Fire Alarm Upgrade
- Howell Science HVAC Upgrade
- Dowdy Ficklen Stadium Structural, Seating and Guardrails
- Fletcher Door Dorm Replacement
- Dowdy Ficklen Stadium Restroom Locker Renovation
- Dowdy Ficklen Stadium Re-roof
- Campus Sewer Repairs
- Open End Design Agreements

Mr. Seitz reported that the Banner Implementation Steering Committee met in March. Input from different constituencies and a review of the status of the project indicated a number of significant unresolved issues. The Committee decided to recommend a delay in implementation from July 2005 to possibly January 2006. The Steering Committee will revise the project plan and recommend a new implementation date. The delay will not have a significant impact on the budget for Banner. Mike Kelly reiterated the need for improvement of ECU’s administrative systems.

David Brody asked had there been any change in the budget process. Dr. Ballard indicated there was tremendous work to do to develop an open budget process which include transparent discussions about budget decisions. The new process will take some time to establish.
Steve Showfety asked Dr. Harrell about the College Hill Project. Dr. Harrell reported that even with the increased costs, the project would come in within the revised authorized budget.

David Brody and Steve Showfety remarked about the color of roof on the new baseball stadium. The aquamarine color does not complement the overall theme of the campus and that possibly in the future the Committee might be privy to these types of choices before they are made. Dr. Harrell will present to the Vice Chancellor corrective options for the May meeting.
BACKGROUND

- The existing Family Practice Center was constructed in the late 1970s
- The current floor plan is not designed for current medical practice standards which results in
  - Inefficient operations and
  - Inability to implement innovations in medical education and patient care delivery
- 220 – 230 patients are treated in this facility per day; it was designed to handle 100 patients per day
- In March 2004, the ECU Board of Trustees passed a resolution in support of the construction of a new and state-of-the-art Family Practice Center.

FUNDING

- The Family Medicine Center (formally called the Family Practice Center) was identified as one of East Carolina University’s (ECU) top four capital projects requested to be funded with state appropriations
- Current budget constraints facing the State of North Carolina are not favorable for the FMC being funded from appropriations in fiscal year 2005/2006
- Urgent need for the replacement of current facility requires exploration of feasibility of converting the project from state appropriations to self-liquidating
- Legislative relief is sought (Senate Bill 1037 and House Bill 1108) to reverse statutory restrictions requiring ECU to:
  - Pay $1 million (or more) annually to the State General Fund as a budgeted revenue in the Brody School of Medicine’s state appropriated budget
  - Deposit up to $2.5 million annually of funds which are restricted for capital improvement projects
  - Pay rent each year, estimated at $659 K for FY 04-05 for the use of facilities funded from state appropriations that are used for providing patient care and health professions education.
- The cost for the Family Medicine Center (FMC) is $30 million. Financing of the FMC will:
  - Use the $17 million of funds freed from current statutory restrictions to use toward construction costs.
  - Finance the remaining $13 million debt service through general revenue bonds or other appropriate financing mechanism.

PROPOSED ACTION

- The Board of Trustees reaffirm its support of the construction of a new Family Medicine Center and approve the university’s plan to make this a self-liquidating project.

VCAF
April 22, 2005
March 15, 2005

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Designer Selection-New Geriatric Center

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for the New Geriatric Center. You may proceed with the next steps of the process.

George W. Harrell, PhD
Senior Associate Vice Chancellor
for Campus Operations

Cc: K. Seitz
    J. Smith
March 14, 2005

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-New Geriatrics Center

Attached is the recommendation from the designer pre-selection committee in regard to the New Geriatrics Center.

I would appreciate it if you would review this recommendation, register your vote below and return by fax. Please note that the fax number that you will now be using is (252) 328-0792. Should you have any questions regarding this recommendation, please call Bill Bagnell at (252) 328-6858. I can also be reached at the same number. Thank you.

Attachment

Cc: K. Seitz
J. Smith
B. Bagnell

Approved _______________ Date _______________

Disapproved _______________ Date _______________
MEMORANDUM

TO: Dr. George W. Harrell
FROM: William E. Bagnell
DATE: March 11, 2005
SUBJ: Designer Selection
       New Geriatrics Center

The designer pre-selection committee recommends the following three firms in prioritized order:

1. BBH Design                                      Research Triangle Park, NC
2. Michael Hining Architects                     Greenville, NC
3. Peterson Associates                            Charlotte, NC

The designer pre-selection committee consisted of:

Mr. David Brody                      Board of Trustees Member
Dr. Ken Steinweg                     Director of the Geriatrics Center
Dr. Mark Darrow                      Medical Director of the Medical Facilities Practice Plan
Dr. George Harrell                   Senior Assoc. Vice Chancellor for Campus Operations
Mr. Bill Bagnell                     Director of Facilities Engin. & Architectural Services
Mr. Mark Myer                        Project Manager, Facilities Engin. & Arch. Services
Mr. David Lancaster                  Director of HSC Facilities Maintenance
Mrs. Carolyn Erwin                   BSOM Group Practice Administration
Ms. Janice Paris                     Administrator for Family Medicine

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.

This project is a continuation of the East Carolina University growth of clinic services at our Health Sciences Campus. This program is for a new Geriatrics Clinic space of approximately 10,000 square feet with a total project budget of $2,500,000. The new building will be comprises of exam room, clinical support spaces, offices, patient services and building support spaces.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.
March 22, 2005

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Designer Selection-Coastal Studies Institute Code:40436 Item 307

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for the Coastal Studies Institute. You may proceed with the next steps of the process.

George W. Harrell, PhD
Senior Associate Vice Chancellor
for Campus Operations

Cc: K. Seitz
J. Smith
March 22, 2005

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-Coastal Studies Institute Code: 40436 Item: 307

Attached is the recommendation from the designer pre-selection committee in regard to the Coastal Studies Institute Code: 40436 Item: 307.

I would appreciate it if you would review this recommendation, register your vote below and return by fax. Please note that the fax number that you will now be using is (252) 328-0792. Should you have any questions regarding this recommendation, please call Bill Bagnell at (252) 328-6858. I can also be reached at the same number. Thank you.

Attachment

Cc: K. Seitz
    J. Smith
    B. Bagnell

Approved

Date

Disapproved

Date
MEMORANDUM

TO: Dr. George Harrell

FROM: William E. Bagnell

DATE: March 21, 2005

SUBJ: Designer Selection
Re: Coastal Studies Institute Code: 40436 Item: 307

The designer pre-selection committee recommends the following three firms in prioritized order:

- PBC+L Architecture/ Kahoon & Casten, Raleigh, NC
- BJac, Raleigh, NC
- BBH Design, Research Triangle Park, NC

The designer pre-selection committee consisted of Dr. George Harrell, Senior Associate Vice Chancellor for Campus Operations, William Bagnell, Director of Facilities Engineering and Architectural Services and Todd Marshall, Project Manager of Facilities Engineering & Architectural Services, Ken Kisida, Executive Director of Facilities Services, Mike Kelly, Board of Trustee Member, Dr. Nancy White and David Kenny of UNC Coastal Studies Institute, and Mike Piehler of UNC-CH Institute of Marine Sciences.

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 Coastal Studies Institute will conduct basic research and training on large scale interactions between ecological systems, the ocean, the earth, and the atmospheres. The research activities of the Coastal Studies Institute will require offices, common spaces, areas for computer research, wet labs, dry labs, flexible space for equipment assembly/storage, and associated facilities to be located on a forty acre site adjoining the Dare County Airport and the North Carolina Aquarium.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.
April 8, 2005

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Construction Manager at Risk Selection
       New Eastern Carolina Cardiovascular Institute

We have received approval from five of the five Finance and Facilities Committee
members approving the Construction Manager at Risk for the New Eastern Carolina
Cardiovascular Institute. You may proceed with the next steps of the process.

George W. Harrell, PhD
Senior Associate Vice Chancellor
for Campus Operations

Cc: K. Seitz
    J. Smith
April 4, 2005

MEMORANDUM

TO: Finance and Facilities Committee
FROM: George W. Harrell
SUBJ: Designer Selection-New Eastern Carolina Cardiovascular Institute

Attached is the recommendation from the designer pre-selection committee in regard to the New Eastern Carolina Cardiovascular Institute.

I would appreciate it if you would review this recommendation, register your vote below and return by fax. Please note that the fax number that you will now be using is (252) 328-0792. Should you have any questions regarding this recommendation, please call Bill Bagnell at (252) 328-6858. I can also be reached at the same number. Thank you.

Attachment

Cc: K. Seitz
    J. Smith
    B. Bagnell

Approved ____________________ Date ____________________

Disapproved ____________________ Date ____________________
MEMORANDUM

To: Dr. George Harrell

From: William E. Bagnell

Date: April 1, 2005

RE: Construction Manager at Risk Selection
New Eastern Carolina Cardiovascular Institute

The Construction Manager at Risk pre-selection committee recommends approval of the following three firms in prioritized order:

1. Bovis Lend Lease  
   Raleigh, North Carolina
2. Centex Construction Company  
   Charlotte, North Carolina
3. T. A. Loving Construction  
   Goldsboro, North Carolina

The above firms were interviewed on campus on March 30, 2005. The pre-selection committee consisted of:

- Mr. David Brody, Board of Trustee Member
- Dr. W. Randolph Chitwood, MD, Senior Associate Vice Chancellor for Health Sciences
- Mr. Brian Floyd, Director of Operations, Eastern Carolinas Cardiovascular Institute
- Dr. George Harrell, Senior Associate Vice Chancellor for Campus Operations
- Mr. Gary Vanderpool, HSC Vice Chancellor of Administration & Finance
- Mr. David Lancaster, PE, Director of HSC Facilities Maintenance
- Mr. William E. Bagnell, Director of Facilities Engineering and Architectural Services
- Mr. Mark Myer, Project Manager, Facilities Engineering and Architectural Services
- Mr. Jerry Rankin, Project Architect, Perkins & Will Architects

To the best of my knowledge and belief, all requirements for Construction Manager at Risk selection as required by the State Building Commission for the University of North Carolina system have been followed, and approval by the Board of Trustees Finance and Facilities Committee is in order.

If you have any questions or need additional information, please do not hesitate to call.
April 12, 2005

MEMORANDUM

TO: Bill Bagnell
FROM: George W. Harrell
SUBJ: Designer Selection-Clean Air Compliance Audit

We have received approval from five of the five Finance and Facilities Committee members approving the designer selection for the Clean Air Compliance Audit. You may proceed with the next steps of the process.

George W. Harrell, PhD
Senior Associate Vice Chancellor
for Campus Operations

Cc: K. Seitz
J. Smith
April 8, 2005

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-Clean Air Act Compliance Audit

Attached is the recommendation from the designer pre-selection committee in regard to the Clean Air Act Compliance Audit.

I would appreciate it if you would review this recommendation, register your vote below and return by fax. Please note that the fax number that you will now be using is (252) 328-0792. Should you have any questions regarding this recommendation, please call Bill Bagnell at (252) 328-6858. I can also be reached at the same number. Thank you.

Attachment

Cc: K. Seitz
   J. Smith
   B. Bagnell

Approved  Date

Disapproved  Date
MEMORANDUM

TO: Dr. George W. Harrell

FROM: William E. Bagnell

DATE: April 7, 2005

SUBJ: Designer Selection
       Clean Air Act Compliance Audit

The designer pre-selection committee recommends the following three firms in prioritized order:

Trigon Engineering Consultants, Inc.            Raleigh, NC
CDM                                            Raleigh, NC
Mactec Federal Programs, Inc.                  Research Triangle Park, NC

The designer pre-selection committee consisted of Mr. William Koch, Director, Mr. Thomas Pohlman, Environmental Manager and Mr. Ross Reed, Environmental Specialist, all of Environmental Health & Safety, Mr. Tony Yamada, Assistant Director, Mr. Robert Newell, Steam Plant Supervisor and Mr. Haresh Advani, Facilities Electrical Engineer, all of Facilities Services – Utilities, Mr. Griffin Avin, Assistant Director, Mr. Mike Rowe, Facilities Mechanical Engineer and Mr. Rick Scott, Incinerator Operator, all of Facilities Maintenance at Brody SOM, and Mr. Robert Still, Utilities Project Manager of 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.

This project consists of doing a comprehensive Clean Air Act Compliance Audit for East Carolina University’s Main Campus, Health Science School of Medicine Campus and Health Science West Research Campus.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.
STATUS OF CAPITAL CONSTRUCTION PROJECTS
EAST CAROLINA UNIVERSITY

ALLIED HEALTH, NURSING AND HEALTH SCIENCES LIBRARY:
Funding Source: Higher Education Bond Project
New construction on the Health Sciences Campus that will re-locate the Schools of Allied Health, Nursing and the Health Sciences Library to the School of Medicine Campus. The building will be a 3 and 4-story structure, consisting 303,000 SF, a 25-acre site with parking lots, and a new campus entrance.

Designer: Walter, Robbs, Callahan and Pierce, Winston Salem, NC
CM @ Risk: Bovis Lend Lease, Raleigh, NC

Project Completion Date: January, 24, 2006
Anticipated Completion Date: February 28, 2006
Project Status: The project is under construction with a notice to proceed issued on August 2, 2004. The project is approximately 20% complete. The contractor has added resources and working overtime in the field to recover lost time. Steel structure is complete. Concrete floor slabs are complete in the Library section, on-going in the Allied Health section and will begin in the Nursing section over the next 30 days. Installation of concrete block has begun and installation of HVAC ductwork, plumbing lines and electrical have begun in the library section. Grading, curb and gutter, rock are nearly complete in the north lots and paving should begin in the next 30 days. The site infrastructure for electrical, telecommunications, storm and sanitary sewer is on-going. A web camera has been established to observe the construction at http://150.216.193.13/view/view.shtml

COLLEGE HILL SUITES – PHASE I:
Funding Source: Self Liquidating Project – Student Life
Project consists of construction of a new 488 bed Residence Hall in a suite style arrangement. Project is sited between Tyler Residence Hall and Todd Dining. The project budget is $31,500,000.

Designer: Burt Hill Kosar, Philadelphia, PA
CM @ Risk: Skanska USA Building, Inc., Raleigh, NC

Anticipated Project Completion Date: July 24, 2006

Project Status: An early site package was submitted and approved by State Construction. This work includes underground utility re-locations in the building footprint and basement and building footing work. The site package Guaranteed Maximum Price and Award have been approved by State Construction and work is underway. The Building Construction Document package is currently at State Construction and Department of Insurance for review and approval. The CM@Risk, Designers and ECU Staff have worked on value engineering items as well as adding additional budget to overcome the estimated cost overruns. Preliminary GMP for the building package has been awarded. The CM@Risk has started bidding the main building packages. To date, 8 packages have been bid. The remaining bid packages will be bid as the CM@Risk gets the scoops of work prepared. Once all bids are received, we will be either in budget, continue to value engineer the building or delay construction. Once in budget, we will set the Final GMP Contract for the Project and race to occupancy for Fall 2006.
STATUS OF CAPITAL PROJECTS UNDER DESIGN
EAST CAROLINA UNIVERSITY

FLETCHER MUSIC ADDITION:
Funding Source: Higher Education Bond Project
Project consists of a 17,000 GSF addition to the Fletcher School of Music. The addition will add rehearsal and practice room to meet the student growth of the School of Music.

Designer: Calloway, Johnson, Moore & West, Greensboro, NC

Project Status: Project is in design. Construction Documents have been submitted to State Agencies for review. Anticipate completion of the documents and ready for bid by April/May 2005.

OLD CAFETERIA RENOVATION:
Funding Source: Higher Education Bond Project
Renovation of the 54,800 GSF building constructed in 1909. The renovation will primarily address deferred maintenance needs related to mechanical, electrical, plumbing and building systems. The project will include modernization of the building to office space and renovation of Student Financial Aid offices. The South Wing ground floor offices including Student Loans and the Cashiers Office were recently renovated and will remain unchanged. Project Budget is $7,326,000.

Designer: Davis Kane Architects, Raleigh, NC

Project Status: Project is in design. Construction Documents have been submitted to State Agencies for review. Anticipate completion of the documents and ready for bid May 24, 2005.

MENDENHALL STUDENT CENTER AND LEDONIA WRIGHT CULTURAL CENTER STUDY:
Funding Source: Self Liquidating Project – Student Life
This is a first phase design study to analyze and program the space requirements for an expansion and renovation of the Student Union and Cultural Arts Center that maintains pace with increasing enrollment. Mendenhall and the Ledonia Wright Cultural Center currently occupy about 123,000 square feet of floor space. Enrollment projects define a need to increase the student center up to 320,000 square feet. A renovated and expanded student/campus services center would include relocation of the Ledonia Wright Cultural Center, additional 1,000 seat banquet room, additional meeting rooms, student organization offices, lounge spaces, gallery spaces, media center, entertainment spaces, retail spaces, business center, expanded game areas, enlarged Hendrix Theatre, etc.

Designer: The Freelon Group, Inc., Research Triangle Park, NC

Project Status: Two program sessions were held in Nov. and Dec. with users groups in Mendenhall Student Center and Ledonia Wright Cultural Center to understand and evaluate the space needs. The designer has prepared several program document reports and the space analysis to determine the extent of renovation and new addition needed to meet Student Life needs. Documents from the two sessions have been forward to the Board of Trustees for information. There have been no additional meetings since the last report. However; we have had 2 conference calls with the design team and informed them that the program budget has been increased to better meet the needs of Student Life. The MSC dining area renovation has also been added to the study scope. We anticipate programming study to be complete mid May 2005.
NORTH RECREATIONAL FIELDS:
Funding Source: Self Liquidating Project – Student Recreational Services
This project is an incremental development of a 129 acre site for additional recreational sports fields to accommodate enrollment growth in the student population. The site is outside the city limits of Greenville at the intersection of highways NC 33 and US 264. The site development includes new roadways, parking, infrastructure, support facilities, and fields for intramurals and club sport activities. Once the site is fully developed, fields would include but not be limited to football, softball, soccer, rugby, lacrosse, ultimate Frisbee, and field hockey. A large lake for boating and swimming, a skate park, a student services building and an amphitheater have also been considered in the planning effort. Phase I project budget is $6,000,000.

Designer: Site Solutions, Inc., Charlotte, NC

Project Status: Master plan was approved by the Board of Trustees. Schematic Design has been submitted for State Construction and DOI renewal and Design Development is underway.

BELK BUILDING RENOVATIONS:
Funding Source: Higher Education Bond Project
This project is a comprehensive renovation and conversion from Allied Health to General Academic use by the College of Health and Human Performance. The scope of work is primarily deferred maintenance needs as well as a significant amount of asbestos abatement that will restore the flexibility and utility of the building.

Designer: Michael Hining Architects, Chapel Hill, NC

Project Status: Design development drawings have been submitted for agency review.

EAST CAROLINA CARDIOVASCULAR INSTITUTE:
Funding Source: State Appropriation: House Bill – H 1264 Certificates of Participation.
This ECU project consists of two components that comprise a 210,000 gsf building and addition to the Warren Life Science Building. The new building will include cardiovascular clinical research, outpatient programs and an education center. Basic science research for cardiovascular disease will be housed in a two story addition of the Warren Life Science Building. An elevated bridge will connect the two buildings to create a facility with a focused initiative directed toward comprehensive treatment, prevention and eradication of cardiovascular maladies. Project Budget is $60,000,000.

Designer: Perkins and Will, Charlotte, NC

Project Status: Programming is complete and site selection was approved at the last Board of Trustees meeting. Schematic Design is underway and we anticipate the submission of SD’s for State Agency review April 2005.
GERIATRICS CENTER:
Funding Source: Donor Gift
This program is for a new Geriatrics Clinic space of approximately 10,000 gsf and a total project budget of $2,500,000. The new facility will be located in proximity to the future Family Practice Building on the Health Sciences Campus. The building will consist of exam rooms, support spaces, offices, patient services and building support spaces.

Designer: BBH Design  Research Triangle Park, NC

Project Status: Design proposal has been forwarded to the State Construction Office for contract approval and execution.

UNC COASTAL STUDIES INSTITUTE:
Funding Source: State Appropriation
The Coastal Studies Institute will consist of the development of 40 acres adjoining the North Carolina Aquarium and the Dare County Airport in Manteo, NC. The Institute will conduct basic research and training on large scale interactions between ecological systems, the ocean, the earth, and the atmosphere. The research activities of the Institute will require offices, common spaces, areas of computer research, wet labs, dry labs, flexible space for equipment assembly and storage, as well as associated facilities that include residential functions for visiting researchers. The design will place a high priority on minimizing environmental impacts as well as maximizing possible energy efficiency and use of sustainable materials necessary for LEED certification. The project is approved for advanced planning with a planning budget of $1,300,000.

Designer: PBC+L Architecture/ Kahoon & Casten  Raleigh, NC
Project Status: Proposal has been requested from Designer for State Construction’s approval and execution.