I. Minutes

A. Special Meeting of Finance and Facilities Committee of 12/09/05 Action
B. Finance and Facilities Committee Meeting of 12/10/05 Action

II. Finance

A. 2005/06 Budget Outlook – Governor’s Proposed Budget Report
B. Student Fees and Campus-Initiated Tuition Proposal Status Report

III. Facilities

A. Designer Selections Approved by Finance and Facilities Since Previous Meeting Report
   1. Clement Fire Alarm Upgrade/Dewberry & Davis, Inc. - Raleigh, NC
   2. Howell Science HVAC Upgrade/I.E.S. Engineers - Chapel Hill, NC
   4. Fletcher Dorm Door Replacement/JKF Architecture - Greenville, NC
   5. Dowdy Ficklen Stadium Restroom and Locker Renovation Rotman Architecture - Raleigh, NC
   6. Dowdy Ficklen Stadium Re-roof/Roof Engineers Inc. - Raleigh, NC
   7. Campus Sewer Repairs/Rivers & Associates - Greenville, NC
   8. Open End Design Agreements as follows:
      Architectural Services
      Michael Hining Architects - Chapel Hill, NC
      Mechanical/Electrical/Plumbing Services
      Dewberry & Davis - Raleigh, NC
      Electrical Engineering Services
      Dewberry & Davis - Raleigh, NC
      Landscape Services
      Bell/Glazener - Raleigh, NC
      Civil Engineering Services
      Rivers & Associates - Greenville, NC
      Surveying Services
      Rivers & Associates - Greenville, NC
      Roofing Services
      Roof Engineering - Greenville, NC
      Structural Services
      Stewart Engineering - Morrisville, NC

B. Status of Major Capital Projects Report

IV. Information Technology

A. Banner Project Update Report
To be offered by the Chairman:

1. I move for approval of the minutes of the December 9, 2004 Special Meeting of the Finance and Facilities Committee.

2. I move for approval of the minutes of the December 10, 2004 Finance and Facilities Committee meeting.
The Finance and Facilities Committee met on December 9, 2004. In attendance were Chair Mike Kelly and committee members David Brody, Steve Showfety, Margaret Ward, and Fielding Miller. Other trustees in attendance were Jim Talton, David Redwine, Dan Kinlaw, Shannon O'Donnell, and Joel Butler. Chancellor Ballard also attended. George Harrell, Rick Niswander, Jack Brinn, Garrie Moore, and Bob Thompson participated. The committee followed the agenda and discussed the following:

1. Chancellor Ballard discussed enrollment increases and the leading position ECU has in distance education in the system.

2. Dr. Moore discussed the conversion of Slay residence to academic offices as a temporary fix for the faculty office shortage that will occur over the next several years. Dr. Moore made the point, which was supported by those present, that this is not intended to be a permanent conversion.

3. Dr. Moore reported on the efforts by University Housing to pursue the potential for privatized housing.

4. Dr. Moore reported on the Mendenhall Student Center/Ledonia Wright study that was just beginning. Dr. Moore reported that all available student services space is fully utilized and services need to grow as the student enrollment grows. It was requested that all minutes of the study be sent to Mike Kelly.

5. Chancellor Ballard reported on Campus Base Tuition. He advised the BOG had not requested a system wide increase. He advised that ECU was proposing the same $300 that was the original request last year. A discussion ensued in which the needs for the funding and the impact on students were the primary points.
The Finance and Facilities Committee met on December 10, 2004. In attendance were Chair Mike Kelly and committee members David Brody, Steve Showfety, Margaret Ward, and Fielding Miller. George Harrell, Rick Niswander, Bob Thompson, and Jack Brinn participated. The committee followed the agenda and discussed the following:

1. Designer selection for the following projects were reported as approved since the last committee meeting.
   - Green and Tyler Halls asbestos abatement
   - Wright Circle Infrastructure

2. Jerry Rankin and Jim Godfrey with Perkins and Will gave a presentation on the Cardiovascular Institute. The project will add two floors to the Warren Life Science Building and construct a new adjacent building that will be connected on the third level. A motion to approve the Cardiovascular Center site as presented was made and approved.

3. Derek Williams and Jeff Ashbaugh with Site Solution gave a presentation on the North Recreational Fields. A motion to approve the North Recreational Complex Master Plan as presented was made and approved allowing Phase I, the design and construction, of the project to begin.

5. Dr. Niswander presented the proposed student fee increases for fiscal year 2005-2006.

   Mandatory Student Activity Fees:
   - Student Government $ 17.50 [$1.00 increase]
   - Student Media $ 24.00 [$1.00 increase]
   - Fine Arts $ 6.50 [$.50 increase]
   - Recreational Services $ 138.00 [$20.00 increase]
   - Adult and Commuter $ 6.00 [$4.50 increase]
   - Student Activity Programs $ 34.00 [$4.50 increase]
   - Mendenhall Student Center $ 205.00 [$51.00 increase]
   - Athletics Fee $ 386.00 [$50.00 increase]
   - Educational and Technology Fee $ 128.00 [$20.00 increase]

   A motion to approve the mandatory student fees as presented was made and approved.

   Special Fee:
   - Transit $ 100.00 [$23.00 increase]

   A motion to approve the special fee as presented was made and approved.
New Fee:
- Housing Application Fee $100.00

A motion to approve the new housing application fee as presented was made and approved.

Private Music Course Fee:
- Private Music Course Fee $35.00 [increase of $4 per credit hour]

A motion to approve the new private music course fee as presented was made and approved.

Housing Services/Student Housing Fees:
- Room (a/c) $3,790.00 [$100.00 increase]
- Room (without a/c) $3,000.00 [$100.00 increase]

A motion to approve the new student housing fees as presented was made and approved.

Annual Food Service Plan:
- 9 meal plan $2,100.00 [$50.00 increase]
- 14 meal plan $2,400.00 [$50.00 increase]

A motion to approve the new annual food service plan as presented was made and approved.

6. Dr. Niswander presented the proposed Campus Initiated Tuition increase. Dr. Thompson presented supporting materials. Discussion ensued and resulted in the following actions:

   a. Motion to propose an increase of $300.00 per year for all students for fiscal year 2005-2006 and that the funds be used for financial aid and compensation competitiveness for Faculty as detailed in the documents presented was made and approved.

   b. Motion to propose an increase of $1,080.00 for the Master of Business Administration program for fiscal year 2005-2006 and that the funds be used to enhance the quality of the MBA program and improve MBA students’ success in the workplace as detailed in documents presented was made and approved.

7. An update of the status of major capital projects was presented as a report.
Governor’s Budget Highlights 2005-06

Highlights
- Full funding for enrollment growth ($74M UNC System/$16M ECU)
- EPA and SPA salary increases (2%)
- Need-based financial aid funding ($11.9M System/$1.3M ECU)
- Includes make up of funding for Pell Grant rule changes
- 1% Permanent budget reductions
  - School of Medicine no enrollment offset
- Continuation request primarily funded (vehicle replacement was not brought forward)
- Nothing on R&R reserve at this point

Other Information
- State Budget Estimates $144M unencumbered carryover balance from Fiscal year 2004-5
- $286M of one time funds from Tobacco and Highway Trust Funds
- Anticipates $0.35 tobacco tax increase
- $5M from excess fund balance is earmarked to payback the state retirement fund for payments withheld in prior years
- $38.2M of excess fund balance is earmarked for the state’s rainy day fund
- Maintain ½ cent sales tax on books which was to expire July 1.
- Increase taxes on telecommunications, cable, liquor, candy, newspapers, and entertainment events.
- Likely higher deductibles/co-payments for health benefits

Sr. Associate VC for Administration and Finance
March 2005
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<td>450.00</td>
<td>450.00</td>
<td>450.00</td>
<td>450.00</td>
<td>450.00</td>
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<tr>
<td>NURSE PRACTICUM</td>
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<td>Undergraduates (3021, 3211, 3271, 3331, 3341, 3371, 3901, 4011, 4021, 4211, 4511)</td>
<td>VCHA</td>
<td>85.00</td>
<td>85.00</td>
<td>85.00</td>
<td>0.00</td>
<td>85.00</td>
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<td>Graduates (6209, 6215, 6225, 6330, 6331, 6421, 6422, 6425, 6009, 6977, 6978, 6979, 6614, 6615, 6616, 6617, 6618, 6619, 6620, 6112, 6113, 6905, 5620)</td>
<td>VCHA</td>
<td>125.00</td>
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<td>PHOTOGRAPHY LAB FEE</td>
<td>Art2220, 3260, 4220, 4250, 5220</td>
<td>VCAA</td>
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<td>CLINICAL SKILLS EDUCATION/ASSESSMENT PROGRAM</td>
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<td>Allied Health Students</td>
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<td>0.00</td>
<td>50.00</td>
<td>0.00%</td>
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<td>HOUSING &amp; FOOD SERVICES:</td>
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<tr>
<td>HOUSING (double occupancy)</td>
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<td></td>
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</tr>
<tr>
<td>with air conditioning</td>
<td>VCSL</td>
<td>2,600.00</td>
<td>2,860.00</td>
<td>3,040.00</td>
<td>3,290.00</td>
<td>3,690.00</td>
<td>100.00</td>
<td>3,790.00</td>
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<tr>
<td>without air conditioning</td>
<td>VCSL</td>
<td>2,200.00</td>
<td>2,420.00</td>
<td>2,540.00</td>
<td>2,640.00</td>
<td>2,750.00</td>
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<td>FOOD SERVICES</td>
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<tr>
<td>9 meals per week plan</td>
<td>VCSL</td>
<td>1,870.00</td>
<td>1,940.00</td>
<td>1,950.00</td>
<td>2,000.00</td>
<td>2,050.00</td>
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<td>14 meals per week plan</td>
<td>VCSL</td>
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<td>2,140.00</td>
<td>2,250.00</td>
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<td>2,340.00</td>
<td>2,550.00</td>
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</table>

January 6, 2005

MEMORANDUM

TO: Bill Bagnell
FROM: George W. Harrell
SUBJ: Designer Selection-Clement Fire Alarm Upgrade

We have received approval from three of the five Finance and Facilities Committee members approving the designer selection for the Clement Fire Alarm Upgrade. You may proceed with the next steps of the process.

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

Cc: J. Smith
January 4, 2005

MEMORANDUM

TO:       Finance and Facilities Committee

FROM:     George W. Harrell

SUBJ:     Designer Selection-Clement Fire Alarm Upgrade

Attached is the recommendation from the designer pre-selection committee in regard to the Clement Fire Alarm Upgrade.

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:  J. Smith
     G. Harrell
     B. Bagnell

[Signature]
[Date]
MEMORANDUM

TO: Dr. George W. Harrell

FROM: William E. Bagnell

DATE: December 14, 2004

SUBJ: Designer Selection
Clement Fire Alarm Upgrade

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

1. Dewberry & Davis, Inc.  Raleigh, NC
2. Stantec Consulting Services  Raleigh, NC

The designer pre-selection committee consisted of Mr. Lloyd Nobles, Mr. Todd Marshall, and Mr. Nick McKinley 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 is a continuation of ECU's program to upgrade the fire alarm systems in residence halls. The project consists of providing a new addressable fire alarm system with one-way voice communications in the ten story Clement Residence Hall and the removal of the existing fire alarm system.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.
January 6, 2005

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Designer Selection-Howell Science HVAC Upgrade

We have received approval from three of the five Finance and Facilities Committee members approving the designer selection for the Howell Science HVAC Upgrade. You may proceed with the next steps of the process.

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

Cc: J. Smith
January 4, 2005

MEMORANDUM

TO:       Finance and Facilities Committee

FROM:     George W. Harrell

SUBJ:     Designer Selection-Howell Science HVAC Upgrade

Attached is the recommendation from the designer pre-selection committee in regard to the Howell Science HVAC Upgrade.

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:     J. Smith
        G. Harrell
        B. Bagnell

Approved                      Date

Disapproved                    Date
MEMORANDUM

TO: Dr. George W. Harrell

FROM: William E. Bagnell

DATE: December 16, 2004

SUBJ: Designer Selection
Howell Science HVAC Upgrades

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

1. I.E.S. Engineers
   Chapel Hill, NC

2. RMF Engineering, Inc.
   Durham, NC

3. Dewberry & Davis
   Raleigh, NC

The designer pre-selection committee consisted of Mr. Kenneth Kisida, Executive Director of Facilities Services, Mr. Tony Yamada, Assistant Director of Facilities Services – Utilities, Mr. Ken Yarnell, Facilities Services Mechanical Engineer – HVAC, Mr. Robert Still, Utilities Project Manager of Facilities Engineering and Architectural Services, Mr. William E. Bagnell, Director of Facilities Engineering and Architectural Services and Dr. George Harrell, Senior Associate Vice Chancellor of Campus Operations.

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 a complete replacement of the existing HVAC systems in the Howell Science Complex. The Complex houses the Departments of Biology and Physics with office space, large and small classrooms, lecture halls and teaching and research laboratories. There are certain equipment, lab and research areas (critical use areas) within the existing building that must remain occupied in its existing location and the design and construction must accommodate these special needs. This project will involve phased moves such that portions of the building will remain occupied while construction in renovation areas occurs simultaneously.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.
January 5, 2005

MEMORANDUM

TO:    Bill Bagnell

FROM:  George W. Harrell

SUBJ:  Designer Selection-Dowdy Ficklen Stadium Structural, Seating and Guardrails

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for Dowdy Ficklen Stadium Structural, Seating and Guardrails. You may proceed with the next steps of the process.

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

Cc: J. Smith
December 8, 2004

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-Dowdy Ficklen Stadium Structural, Seating and Guardrail

Attached is the recommendation from the designer pre-selection committee in regard to Dowdy Ficklen Stadium Structural, Seating and Guardrails.

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: J. Smith
    G. Harrell
    B. Bagnell

Approved ___________________  Date __________

Disapproved ___________________  Date __________
MEMORANDUM

TO: Dr. George Harrell
FROM: William E. Bagnell
DATE: November 19, 2004

SUBJ: Designer Selection
Dowdy Ficklen Stadium Structural, Seating and Guardrails
Code: 40436 Item: 306G

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

1. Sutton-Kennerly & Associates  Greensboro, NC
2. Dewberry & Davis, Inc.  Raleigh, NC
3. Atlas Engineering  Raleigh, NC

The designer pre-selection committee consisted of Mr. RV Parker of Facilities Services – Buildings, Mr. Todd Marshall and Ms. Gina Shoemaker 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 is to provide design services to replace/repair clips holding the stadium precast guard rail in place, enclose the ends of the press box to prevent bird nesting, and replace approximately 8,700 chair back seats.

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

Enclosure

Cc: Dr. George Harrell
December 6, 2004

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Designer Selection-Fletcher Door Dorm Replacement

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for Fletcher Door Dorm Replacement. You may proceed with the next steps of the process.

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

Cc: J. Smith
November 30, 2004

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-Fletcher Dorm Door Replacement

Attached is the recommendation from the designer pre-selection committee in regard to Fletcher Dorm Door Replacement.

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: J. Smith
    G. Harrell
    B. Bagnell

Approved Date

Disapproved Date
MEMORANDUM

TO: Dr. George W. Harrell
FROM: William E. Bagnell
DATE: November 18, 2004
SUBJ: Designer Selection
Fletcher Dorm Door Replacement

The designer pre-selection committee recommends the following three firms in prioritized order:
1. JKF Architecture Greenville, NC
2. Oakley Associates Rocky Mount, NC
3. Rotman Architecture, PA Raleigh, NC

The designer pre-selection committee consisted of Mr. Mark I. Kimball of Facilities Services - Housing, Mr. Gerry Gable, and Mr. Stephen D. Atkinson 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 is a continuation of ECU's program to upgrade residence halls. New corridor doors with a 20-minute fire rating will be required to fit in existing hollow metal frames. New hardware will be keyed to the University Housing Office standards. Some exterior metal doors will also be replaced.

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

Enclosure
December 6, 2004

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Designer Selection-Dowdy Ficklen Stadium Restroom and Locker Renovation

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for the Dowdy Ficklen Stadium Restroom and Locker Renovation. You may proceed with the next steps of the process.

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

Cc: J. Smith
November 30, 2004

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-Dowdy Ficklen Stadium Restroom & Locker Renovation

Attached is the recommendation from the designer pre-selection committee in regard to Dowdy Ficklen Stadium Restroom & Locker Renovation.

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: J. Smith
    G. Harrell
    B. Bagnell

Approved                       Date

Disapproved                    Date
MEMORANDUM

TO: Dr. George Harrell

FROM: William E. Bagnell

DATE: November 22, 2004

SUBJ: Designer Selection
Dowdy Ficklen Stadium Restroom & Locker Renovation
Code: 40436 Item: 306D

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

1. Rotman Architecture               Raleigh, NC
2. Corley Redfoot Zack Inc.         Chapel Hill, NC
3. JKF Architecture                Greenville, NC

The designer pre-selection committee consisted of Mr. Mark Myer, Mr. Todd Marshall and Mr. Stephen D. Atkinson 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 is to provide design services to provide new partitions and fixtures in the stadium restrooms to comply with current codes, new light fixtures, paint, and heating. The project will also renovate the Visitor’s locker room and showers and install air conditioning in the Visitor’s locker room.

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

Enclosure

Cc: Dr. George Harrell
November 19, 2004

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Designer Selection-Dowdy Ficken Stadium Re-roof

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for the Dowdy Ficken Stadium Re-roof. You may proceed with the next steps of the process.

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

Cc: J. Smith
November 17, 2004

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-Dowdy Ficklen Stadium Re-roof

Attached is the recommendation from the designer pre-selection committee in regard to the Dowdy Ficklen Stadium Re-roof.

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: J. Smith
    G. Harrell
    B. Bagnell

Approved Date

Disapproved Date
MEMORANDUM

TO: Dr. George Harrell

FROM: William E. Bagnell

DATE: November 12, 2004

SUBJ: Designer Selection
Dowdy Ficklen Stadium Re-roof
Code: 40436 Item: 306B

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

1. Roof Engineering Inc. Raleigh, NC
2. Rootop Systems Engineers Raleigh, NC
3. Titan Atlantic Group Winterville, NC

The designer pre-selection committee consisted of Mr. R.V. Parker of Facilities Services Buildings, Mr. Gerry Gable, and Mr. Stephen D. Atkinson 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.

The scope of the design will include: replacing existing built up and metal standing seam roofs over restrooms, concession areas, and the press box. The metal decking will need to be evaluated to determine what is salvageable. The University prefers replacing the existing roofs with a Modified Bitumen roofing system and appropriate insulation. The press box roof has an existing camera platform and decking that will need to be removed and replaced.

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

Enclosure
February 28, 2005

MEMORANDUM

TO: Bill Bagnell

FROM: George W. Harrell

SUBJ: Designer Selection-Campus Sewer Repairs

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for the Campus Sewer Repairs. 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
MEMORANDUM

TO: Dr. George W. Harrell

FROM: William E. Bagnell

DATE: February 17, 2005

SUBJ: Designer Selection
       Campus Sewer Repairs

The designer selection committee recommends the following three firms in prioritized order after using a qualifications based selection criteria:

<table>
<thead>
<tr>
<th>Firm</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rivers &amp; Associates</td>
<td>Greenville, NC</td>
</tr>
<tr>
<td>Kimley-Horn and Associates, Inc.</td>
<td>Raleigh, NC</td>
</tr>
<tr>
<td>Greenhorne &amp; O’Mara, Inc.</td>
<td>Raleigh, NC</td>
</tr>
</tbody>
</table>

The designer selection committee consisted of Patrick Sherrod and Robert Cooley of Facilities Services – Plumbing Department, Gina Shoemaker and Nicholas McKinley 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 is a Repair & Renovation project to upgrade inadequate and deteriorating underground sanitary sewer lines. The project will include replacement of existing undersized sanitary sewer lines between Dowdy-Ficklen Stadium and Charles Boulévan and replacement of terracotta sanitary sewer lines on the north and south sides of Minge Coliseum.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.
February 21, 2005

MEMORANDUM

TO:    Finance and Facilities Committee

FROM:  George W. Harrell

SUBJ:  Designer Selection-Campus Sewer Repairs

Attached is the recommendation from the designer pre-selection committee in regard the Campus Sewer Repairs.

I would appreciate it if you would review this recommendation, register your vote be 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, ple 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
February 28, 2005

MEMORANDUM

TO: Bill Bagnell
FROM: George W. Harrell
SUBJ: Designer Selection-Open End Design Agreements

We have received approval from four of the five Finance and Facilities Committee members approving the designer selection for the Open End Design Agreements. 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
February 24, 2005

MEMORANDUM

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJ: Designer Selection-Open End Design Agreements

Attached is the recommendation from the designer pre-selection committee in regard to the Open End Design Agreements.

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

Disapproved

Date

Date
MEMORANDUM

To: Dr. George Harrell

From: William E. Bagnell

Date: February 24, 2005

Subject: Designer Selections – Open End Design Agreements

Advertisements for the 2005-2006 Open-End Design Services Agreements were placed on the State Purchase and Contract Website as well as the UNC - General Administration Website on January 13, 2005. A total of 102 firms responded with letters of interest. The attached spreadsheet indicates the types of contracts being recommended for award, the names of the top-ranked firms and the number of firms applying for each contract. The successful firms were selected on their ability to be efficient, dependable and creative with small diverse projects. Firms who are local and/or have previous experience with us are critical to the success of these projects that are typically time sensitive, complex, and short on funds.

We request the approval of the Board of Trustees for the recommended design firms and the authority to award contracts to more than one firm in all categories. Accordingly, your motion might contain the following language: “…approve contract awards as recommended on the attached 2005-2006 Open-End Design Agreements – Proposed …”.

To the best of my knowledge, all requirements for designer selection as required by the State Building Commission for the University of North Carolina system have been followed and approval is requested. If you have any questions, please do not hesitate to call.

Gasafles/brown memo open end
<table>
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<tr>
<th>2005-2006 OPEN-END DESIGN AGREEMENTS - PROPOSED</th>
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<tbody>
<tr>
<td>Committee</td>
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<tr>
<td>One Year Contract</td>
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<tr>
<td>Stephen Abinon</td>
</tr>
<tr>
<td>Mechanical/Electrical/Plumbing Services</td>
</tr>
<tr>
<td>One Year Contract</td>
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<tr>
<td>Lloyd Neilsen</td>
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<td>Electrical Engineering Services</td>
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<td>One Year Contract</td>
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<td>Landscape Services</td>
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<td>Todd Marshall</td>
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<td>Civil Engineering Services</td>
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<td>One Year Contract</td>
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<tr>
<td>Nick McKinney</td>
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<tr>
<td>Roofing Services</td>
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<td>One Year Contract</td>
</tr>
<tr>
<td>Gina Sneumaker</td>
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<tr>
<td>Structural Services</td>
</tr>
<tr>
<td>One Year Contract</td>
</tr>
<tr>
<td>Gina Sneumaker</td>
</tr>
</tbody>
</table>

Box & * Indicates Women or Minority Owned Firms.
STATUS OF CAPITAL CONSTRUCTION PROJECTS  
EAST CAROLINA UNIVERSITY  

WEST END DINING:  
Funding Source: Self Liquidating Project – Student Life  
A 600 seat dining hall offering food court venues and enhancing food service for students in the central and west areas of the campus. A formal campus plaza is also included. Design and Construction Costs are $12,675,000.  
Designer: Calloway, Johnson, Moore and West, Winston Salem, NC  
General Contractor: D.H. Griffin, Inc., Raleigh, NC  
Project Completion Date: September 27, 2004  
Beneficial Occupancy Date: March 3, 2005  
PROJECT STATUS: The University received beneficial occupancy on March 3, 2005. Punchlist items are underway as well as Health Department comments. Health Department inspection and approval is pending. The contractor is claiming 211 days of delay due to winter weather, rain and change order work impacting the critical path. The designer, State Construction and ECU are evaluating the claim.

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. High water tables have forced dewatering of the foundation areas causing some delay and concrete floor slabs have seen some delays due to the need to re-shore areas of the building steel before pouring concrete. The contractor is adding resources and working overtime in the field to recover lost time. Steel structure is complete through the Library and Allied Health sections of the building with the Nursing section 40% 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
STATISTICAL CONSTRUCTION PROJECTS
EAST CAROLINA UNIVERSITY

BASEBALL STADIUM EXPANSION:
Funding Source: Self Liquidating Project – Educational Foundation (Pirate Club)
Project consists of construction of a new 3,000-seat baseball stadium to replace the existing seating bowl at Harrington Field. The new seating bowl will contain bleachers and individual seats, a press box and upgraded areas for booster club participants. Beneath the seating bowl will include coaching offices, locker, training and equipment rooms. Project budget is $9,735,000.

Designer: Walter, Robbs, Callahan and Pierce, Winston Salem, NC
CM @ Risk: TA Loving Construction, Goldsboro, NC

Project Completion Date: February 17, 2005
Beneficial Occupancy Date: March 3, 2005

PROJECT STATUS: The University received beneficial occupancy on March 3, 2005. Punchlist items are underway. The remaining fence along Charles Blvd is expected to complete in the next 30-45 days.

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 21, 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. Escalation in the current construction market has caused a delay in the awarding the building GMP. 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. The University and the CM@Risk have submitted a Preliminary GMP to the State Construction Office for review and approval. This approval will allow us to continue to bid the building components without delaying the building completion date. Once the 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 an 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 April 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 1000 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 program document reports and the space analysis to determine the extent of renovation and new addition needed to meeting 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. The needs and desires of the Students and Student Life Staff exceed the current budget. The designer is preparing several cost options for renovation and addition that
University will evaluate for scope and direction to the Designer. Anticipate programming study to complete April 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 at the last Board of Trustees Meeting. Schematic Design of the first phase is underway and submission for State Agency review March/April 2005.

**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:** Schematic Design is underway. Anticipate the submission of SD’s for State Agency review March 2005.

**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: TBA

Project Status: Designer Selection is underway and interviews were completed March 11, 2005 and anticipate board approval of the designer recommendations.

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: TBA

Project Status: Designer Selection is underway and interviews are scheduled to occur on March 17, 2005. The selection committee’s recommendation will be forwarded to the Board for approval.
March 22, 2005

MEMORANDUM

TO: Mr. Kevin Seitz  
Vice Chancellor for Administration and Finance

FROM: Jack E. Brinn  
Interim Chief Information Officer  
Chair, Banner Executive Steering Committee

SUBJECT: Banner Implementation

The Banner Executive Steering Committee met at 5:00 PM, March 14 to consider issues related to the status of the Finance Module implementation. Multiple informational resources were considered during the discussions, including but not restricted to:

1. Feedback from the technical/end-user teams,
2. Anecdotal comments from managers of prospective users,
3. Solicited issues from managers and administrators, and
4. Comments by the Internal Auditor.

In summary, the committee strongly felt that there are unresolved major issues such as testing of the chart of accounts and development of some software interfaces as well as some issues of lesser importance that make the proposed July 1 implementation date unrealistic.

On the positive side of the equation, we are in the final stages of the state approval process which will allow us to move forward with the implementation of SciQuest as the front-end purchasing module for Banner. We had originally hoped that SciQuest would be available sometime in the Fall of 2004, but that was not the case. The SciQuest solution will reduce our training efforts for purchasing by 50-70% and will, in addition, provide chemical storeroom and gas cylinder demurrage management.

Given the outstanding issues that must be resolved and slight redirection that we must take to bring SciQuest on-line, the committee urges that a formal delay in the implementation date for the Banner Finance Module be announced. We feel that a realistic start date can be set once all of the outstanding issues have been incorporated into a revised project plan that will be monitored by the Steering
Committee. We do not expect this delay in implementation to significantly impact the project date.

cc: Banner Executive Steering Committee
Stacie Tronto