Call to Order. David Hauser, Acting Chair of the Facilities and Physical Properties Committee, called the meeting to order and reminded Committee members of their duty to avoid conflicts of interest and appearances of conflicts of interest under the State Government Ethics Act in accordance with Chapter 138A of the North Carolina General Statutes and advised the Committee members to notify him immediately if anyone should become aware of a conflict of interest or the appearance of a conflict of interest during the meeting. No conflicts of interest were reported.

Approval of Meeting Minutes. Minutes of the Facilities and Physical Properties Committee meeting held on February 28, 2014, were presented for approval.

Action: Mr. Hauser asked if there were any changes and corrections to the minutes. None were presented, and the Committee unanimously approved the minutes.

Request for Increase in Capital Project Authorization—Elm, Maple, and Pine Renovations. The Elm, Maple, and Pine housing complex was built in 1987. In 2006, campus housing consultant Andersen Strickler was retained to develop a housing master plan based on a facilities condition assessment. After the Board approved the initial authorization for renovation in 2010, a designer was selected and an extensive investigation revealed the need to replace mechanical, electrical,
and plumbing systems throughout the building and to install six new elevators in order to make all floors ADA compliant. Since the 2006 assessment, private, student-friendly housing near the University has increased substantially. In order to determine how the University should respond with its housing, dining, and parking, Brailsford & Dunlavey (the consultant that completed a feasibility study for a University Health and Wellness Center) was engaged to provide an analysis. The recommended renovations to Elm, Maple, and Pine will be funded by rent receipts (no appropriated or state funding).

**Action:** On a motion by Mr. Hull, seconded by Ms. Drew, the Committee unanimously recommended that the Board approve an increase in the authorization for the Elm, Maple, and Pine renovation project from $11,000,000 to $18,500,000.

Request for Increase in Capital Project Authorization—Sanford Hall Renovation. Sanford Hall, a high-rise student housing facility, is 40 years old. The renovation of Sanford Hall will eliminate sixty beds so that the building’s common area can be opened up to provide lounges, study areas, and kitchenettes. The complete modernization of the facility will include mechanical, electrical, plumbing, and elevator system upgrades. The basement floor is being renovated to include two staff apartments.

**Action:** On a motion by Ms. Drew, seconded by Mr. Hull, the Committee unanimously recommended that the Board approve an increase in the authorization for the Sanford Hall renovation project from $13,500,000 to $19,000,000.

Request for Increase in Capital Project Authorization—Residence Hall Phase XIV. Ms. Hardin stated that the Residence Hall Phase XIV initially was planned as a freshman-only, suite-style residence hall. The original budget was based on estimates in the 2008 Housing Master Plan. During the project’s advanced planning, the decision was made to house Levine Scholars and Honors College students, which necessitated the addition of eighty apartments as well as the administrative offices for those programs. In addition, the five-story, 400-plus-bed residence hall will be very visible from the main campus entrance. The design will include a prominent pedestrian archway leading to other student residences and the new South Village Crossing dining facility. All of these factors, along with inflation since the 2008 cost estimate, led to this request for an increase in the authorization.

**Action:** On a motion by Mr. Hull, seconded by Ms. Drew, the Committee unanimously recommended that the Board approve an increase in the authorization for the Residence Hall Phase XIV project from $31,711,200 to $49,000,000.

Request for Approval of Open-end Professional Services Agreements for FY 2014-2015. The professional services agreement process allows the University to preselect a group of architects, engineers, and consultants for unspecified professional services needed in the future. The University can call on the firms with which it has the agreements on short notice to fulfill design needs on information projects, small capital projects, and engineering studies of up to $500,000. Mr. Jones indicated that firms from the previous year’s list may be offered a project again if they did not provide services in that year and that the professional services agreements are very helpful.
when the University has time-sensitive projects. Mr. Jones notes that smaller and local firms are often used for these projects.

Mr. Hauser noted that the professional services list included only one firm in the commissioning category. Mr. Jones stated that commissioning is a rarely used category, that commissioning agents of larger capital projects are selected through a request for proposal process, and that it is unlikely that the University would use more than one commissioning firm from the professional services list in a given year. Mr. Hauser asked that additional qualified firms be added to the list in the future.

**Action:** On a motion by Mr. Hull, seconded by Ms. Drew, the Committee unanimously approved the Open-end Professional Services Agreements for FY 2014-15.

**Approval of Parking Ordinance and Rates 2014-15.** Ms. Hardin reported that state law requires that all changes to parking rates and regulations be approved by the Board of Trustees each year and that the Board delegated this authority to the Facilities and Physical Properties Committee in 2010. Ms. Hardin noted that parking fees for 2014-15 will not change except for the lost ticket fee, which will change from $10 to $15. Ms. Hardin noted that the boardbook included a redlined copy of the parking ordinances as well as detailed data on University parking on the main and Center City campuses as compared to other campuses and Center City parking, respectively.

**Action:** On a motion by Ms. Drew, seconded by Mr. Hull, the Committee unanimously approved the parking ordinances and rates for 2014-15.

**University Space Utilization.** Mr. Jones presented a space utilization report to the Committee. Mr. Jones reported that the recession of 2008 halted state funding for new construction and that since that time renewed attention has been given to improving space utilization and space management. Mr. Jones stated that using space effectively can boost teaching and research productivity.

**Bissell House Repairs.** Bissell House, which is nine years old, hosts a significant number of large receptions and dinners for the University each year. Bissell House has regular wear-and-tear damage from these functions but it has also incurred structural damage and is in need of many repairs. The Facilities and Physical Properties Committee had previously instructed the UNC Charlotte Facilities staff to evaluate the highest-priority repairs needed in Bissell House.

Mr. Jones provided a report on extensive repairs that are needed in Bissell House. Among other concerns, the report notes that the kitchen is a major hub for event catering and needs significant renovations. Chancellor Dubois stated that Electrolux may be interested in making a gift of kitchen appliances, which would defray the total project cost.

Although this project does not require a vote by the Committee, a vote was requested.

**Action:** On a motion by Mr. Hull, seconded by Ms. Drew, the Committee unanimously approved repairs and improvements of up to $300,000 for Bissell House.

**Capital Projects Update.** Mr. Jones reported that the Oak Hall renovation project is under budget.
Ms. Hardin noted that a campus tour of capital projects can be provided this spring at the Committee’s request and that a tour of the Student Union will follow the meeting of the full board today.

There being no further business before the Committee, Mr. Hauser adjourned the meeting.

Submitted: ________________________________ Date
Elizabeth A. Hardin
Vice Chancellor for Business Affairs

Approved: ________________________________ Date
Mary Ann Rouse
Chair
Facilities and Physical Properties Committee