



Finance and Facilities Committee Meeting
 April 11, 2019
 Agenda

- | | | |
|-----|--|-------------|
| I. | Approval of November 1, 2018 Minutes | Action |
| II. | Actions and Information Items | |
| | A. Approved EHRA Employee Salary Adjustments Pursuant to September 30, 2016 Expanded Authority | Information |
| | B. Pension Report | Information |
| | C. Employment of Related Persons Report for 2018 | Information |
| | D. Annual HR Compliance Report - FY17-18 | Information |
| | E. Designer Selections since last Board Meeting | Information |
| | F. Capital Projects Update | Information |
| | G. Parking Update | Information |
| | H. Annual Safety Report | Information |
| | I. Other | Information |



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: I.A.

Approval of September 6, 2018
Minutes

Responsible Person:

Sara Thorndike,
VC for Administration & Finance

Action Requested:

Approval

Notes:

N/A



**East Carolina University | Board of Trustees
Finance & Facilities | Mendenhall Student Center | November 2, 2018
Minutes**

The Finance & Facilities Committee of the ECU Board of Trustees met in regular session on November 1, 2018 at 2:17pm at the Mendenhall Student Center. Committee members present included Edwin Clark, Leigh Fanning, Max Joyner, Deborah Davis, Jordan Koonts and Vince Smith. Vern Davenport was absent.

Finance and Facilities Committee met on November 1, 2018.

I. MINUTES

- A. The committee approved the minutes from the September 6, 2018 meeting.

II. INFORMATION ITEMS

- A. Sara Thorndike, VC for Administration, requested approval to:
- Grant One Permanent Utility Easement to Greenville Utilities Commission
 - Grant Two Permanent Utility Easements to Greenville Utilities Commission
 - Convey Right of Way and Easement to North Carolina Department of Transportation
 - Lease by Acquisition Office Space at 301 S. Evans Street
- B. Sara Thorndike, VC for Administration and Finance and Stephanie Coleman, Assistant VC for Operations, requested to approve the Tuition and Fees for the 2019-2020 academic year.
- C. Sara Thorndike, VC for Administration, provided the Approved EHRA Employee Salary Adjustments pursuant to September 30, 2016 Expanded authority.
- D. Kitty Wetherington, Associate VC for Human Resources, provided information on the Employment Engagement Survey.
- E. Bill Bagnell, Associate VC for Campus Operations, provided information on the Designer Selections since last Board Meeting.
- F. Bill Bagnell, Associate VC for Campus Operations, updated the committee on Capital Projects.
- G. Bill Koch, Associate VC for Environmental Health and Campus Safety, updated the committee on Campus Safety.

Meeting adjourned at 2:50pm.



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.A.

Approved EHRA Employee Salary Adjustments
Pursuant to September 30, 2016 Expanded
authority

Responsible Person:

Sara Thorndike,
VC for Administration & Finance
Kitty Wetherington,
Associate Vice Chancellor for Human Resources

Action Requested:

Information

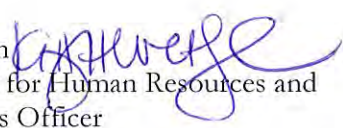
Notes:

N/A



MEMORANDUM

TO: ECU Board of Trustees

FROM: Ms. Kitty H. Wetherington 
Associate Vice Chancellor for Human Resources and
Chief Human Resources Officer

DATE: March 19, 2019

RE: Report of Approved EHRA Employee Salary Adjustments Pursuant
to 9/30/16 Expanded Authority (October 1, 2018 – February 28,
2019)

The attached informational report is provided to you in accordance with the *Resolution to Delegate Expanded Authority to the Chancellor of East Carolina University for Certain Salary Actions for Employees Exempt from the State Human Resources Act*, as approved by the Board of Trustees on September 30, 2016. Please note that the attached spreadsheet contains confidential personnel information in accordance with N.C. GEN. STAT. §126-22, *et seq.*

Attachments

- cc: Dr. Cecil P. Staton
Chancellor
- Ms. Sara Thorndike
Vice Chancellor for Administration and Finance
- Mr. Jon Gilbert
Director of Athletics
- Dr. Mark Stacy
Vice Chancellor for Health Sciences and
Dean of the Brody School of Medicine
- Dr. Virginia Hardy
Vice Chancellor for Student Affairs
- Mr. Christopher Dyba
Vice Chancellor for University Advancement

**Department of
Human Resources**

210 East First Street
Mail Stop 205
East Carolina University
Greenville, NC 27858-4353

252-328-9847 main
252-328-9918 fax

Administration
328-9884
328-9918 fax

Benefits
328-9887
328-9918 fax

**Classification and
Compensation**
328-9847
328-9917 fax

Employee Relations
328-9848
328-9917 fax

Employment
328-9847
328-9918 fax

HR Information Systems
328-9847
737-5818 fax

**Learning and Organizational
Development**
328-9848
328-9917 fax

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constituent institution of the
University of North Carolina.
An equal opportunity
university.*



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.B.

Pension Report

Responsible Person:

Sara Thorndike,
VC for Administration & Finance
Kitty Wetherington,
Associate Vice Chancellor for Human Resources

Action Requested:

Information

Notes:

N/A



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.C.

Employment of Related Persons Report for 2018

Responsible Person:

Sara Thorndike,
VC for Administration & Finance
Kitty Wetherington,
Associate Vice Chancellor for Human Resources

Action Requested:

Information

Notes:

N/A



TO: ECU Board of Trustees
FROM: Cecil P. Staton, D. Phil, *CRS*
Chancellor
DATE: April 11, 2019
RE: Employment of Related Persons

Annually, I am required to report to you, in accordance with applicable University of North Carolina and East Carolina University Anti-Nepotism Policies and Guidelines, concerning specific cases during the preceding year in which the terms of the Policies were applied.¹ Specifically, the Guidelines require that my written report to you set forth the circumstances for those cases in which the nepotism question arose during the preceding year:

- 1) All cases in which an individual making written application for employment was denied employment because of the requirements of the Policies and Guidelines (e.g., the employment would have resulted in one relative supervising another, or an unrelated candidate had demonstrably superior qualifications); and
- 2) All cases in which concurrent employment of related persons was allowed (e.g., the supervisory relationship was not “direct,” or there were no other candidates for the available position whose professional qualifications were demonstrably superior to those of the relative). In instances in which the concurrent employment of related persons was permitted, ECU ensured there was no direct supervisory relationship between the related persons (e.g., through the development of management plans).

We have sought and received information from each division for this report, and this memorandum is to report to you that East Carolina University is in compliance with the Policies and Guidelines. In addition, more specific information as noted, above, can be found on the attached spreadsheet.² Please note that the attached spreadsheet contains confidential personnel information in accordance with N.C. GEN. STAT. §126-22, *et seq.*

Attachment

cc: Kitty Wetherington, Associate Vice Chancellor for Human Resources
Sara Thorndike, Vice Chancellor for Administration and Finance

¹ See The UNC Policy Manual 300.4.2, *Employment of Related Persons (Anti-Nepotism Policy)* and the East Carolina University *Employment of Related Persons (Anti-Nepotism) Policy* (POL06.05.02) (the “Policies”); and, The UNC Policy Manual 300.4.2.1[G], *Guidelines on Implementing Anti-Nepotism Policy* (the “Guidelines”).

² This year’s report includes specific information regarding all cases of concurrent employment, not only those identified since the prior year’s report.



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.D.	Annual HR Compliance Report FY17-18
Responsible Person:	Sara Thorndike, VC for Administration & Finance Kitty Wetherington, Associate Vice Chancellor for Human Resources
Action Requested:	Information
Notes:	N/A



MEMORANDUM

TO: ECU Board of Trustees

FROM: Ms. Kitty H. Wetherington *Kitty Wetherington*
Associate Vice Chancellor for Human Resources and
Chief Human Resources Officer

DATE: March 29, 2019

RE: Annual HR Compliance Report – FY17-18

The attached informational report is provided to you in accordance with instructions from the University of North Carolina System Office for the Annual HR Compliance Report for Fiscal Year 2017-2018. Please note that some of the attached information contains confidential personnel information in accordance with N.C. GEN. STAT. §126-22, *et seq.*

Attachments

cc: Dr. Cecil P. Staton
Chancellor

Ms. Sara Thorndike
Vice Chancellor for Administration and Finance

**Department of
Human Resources**

210 East First Street
Mail Stop 205
East Carolina University
Greenville, NC 27858-4353

252-328-9847 main
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328-9917 fax

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PART 1 (con't): SAAO Tier II Salary Ranges (check one)

<input checked="" type="checkbox"/>	Our institution used the UNC System Office published Senior Academic and Administrative Officer (SAAO) Tier II salary ranges in FY 17-18.
<input type="checkbox"/>	Our institution's SAAO Tier II salary ranges and methodology for FY 17-18 are attached.

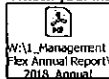
EHRA IRIT Salary Ranges (check one)

<input checked="" type="checkbox"/>	Our institution used the UNC System Office published, recommended Institutional, Research and Information Technology (IRIT) salary ranges in FY 17-18.
<input type="checkbox"/>	In lieu of providing IRIT salary ranges, a disclosure on how individual ranges are derived is attached.

Faculty Salary Ranges (check one)

<input type="checkbox"/>	Our institution's faculty salary ranges and methodology for FY 17-18 are attached.
<input checked="" type="checkbox"/>	In lieu of providing faculty salary ranges, a disclosure on how individual ranges are derived is attached.

Attach your institution's faculty salary ranges and methodology or your Institution's disclosure on how individual ranges are derived below (Cell B23).



Institution's document [HERE](#).

PART 2: Conferral of Tenure

45	Number of faculty reviewed for tenure
44	Number of faculty granted tenure
8	Number of new faculty hired with tenure

PART 3: Institution Policies

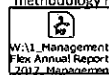
Does your institution have a supplemental pay, interim appointments, and/or secondary appointments policy

We understand that campus practices differ, and that, at times, we even see difference in the Interpretation of what constitutes "base pay" and "supplemental salary." We further understand that many of your HRIS systems are calibrated to gather information differently than other campuses, and that you may even have variances in policy amongst different college or business units. These questions represent an initial foray into gathering information on this subject, and you're welcome to provide whatever context you'd like. Please operate under basic definitions – such as base pay being all pay for the primary role; while everything else falls into the "supplemental" category, including long-term stipends, interim appointments, and other supplements. (It's okay to exclude things we've always excluded, including task-based compensation such as summer course payments and course overloads.) Please contact Keith Dupuis (kedupuis@northcarolina.edu) with any specific follow-up questions.

<input checked="" type="checkbox"/>	YES	Our institution's supplemental pay, interim appointments, and/or secondary appointments policy and/or procedures is attached.
		Date last reviewed: 7/18/2013

<input type="checkbox"/>	NO	Our institution does not have a supplemental pay, interim appointments, and/or secondary appointments policy or procedures. Attached is the methodology used at our institution to review supplemental pay, interim appointments, and/or secondary appointments.
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Attach your institution's policy or procedures on supplemental pay, interim appointments, and/or secondary appointments OR attach your Institution's methodology for reviewing supplemental pay, interim appointment and/or secondary appointments (Cell B41).



Institution's document [HERE](#).

In your HRIS system, do you distinguish between base pay and supplemental pay?

<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO
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If "NO", please briefly explain how you do distinguish between base pay and supplemental pay:

PART 4: EHRA IRIT Position Actions

Does your institution have delegated authority for IRIT position actions?

<input checked="" type="checkbox"/>	YES	My institution has independent IRIT authority to create and reclassify IRIT positions (excepting those that may require special review under periodic legislation, such as the state-mandated Consultation process), with the exception of RADA/CADA position actions which are submitted to UNC System Office for review and approval. Our institution's Annual IRIT Report for FY 17-18 is completed in the Tab Titled "IRIT Annual Report"
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<input type="checkbox"/>	NO	My institution does not have delegated authority to create and revise IRIT positions. We submit all requests for new or reclassified IRIT positions to UNC System Office for review and approval.
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Attach your institution's Annual IRIT Report (Cell B57).
Insert your institution's document [HERE](#).

PART 5: Harassment Complaints

Please affirm that your institution has measures in place to track harassment complaints and can provide this information to the System Office upon request. Internal tracking mechanisms should include the following data elements which we are only confirming you have prepared, and are not asking that you provide as part of this report:

1. Name of Accused and Employee Type/Student Status (SHRA, EHRA Non-faculty, Faculty, Temp Employee, Student, Other)
2. Name of Complainant and Employee Type/Student Status (use above categories)
3. Date of Complaint
4. Date of Resolution
5. Identify protected basis(es) for complaint: race, religion, color, national origin, sex, age, disability, genetic information, political affiliation.
6. How Complaint was filed: EEOC Complaint, EEO complaint, complaint part of SHRA grievance process
7. Findings? Yes or No
8. If findings, list type of disciplinary action: Dismissal or Other disciplinary action

<input checked="" type="checkbox"/>	YES	My institution tracks harassment complaints and, if requested by the System Office, can provide the above listed data in a report form.
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<input type="checkbox"/>	NO	My institution does NOT track harassment complaints or does not collect all of the above listed data, but will gather this information for FY 17-18 and put measures in place to track harassment complaints going forward. Date to be completed:
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PART 6: Report of Hiring Activity

Report of Hiring Activity for Fiscal Year 2017-2018. Hiring activity should include competitive events and waivers of recruitment for permanent positions only (exclude temporary employees/appointments). Please note that, starting next fiscal year, campuses will need to report on three separate fields: internal campus hires; hires from other UNC constituent institutions; and external hires.

Employee Category	Internal Hire Count ^(a)	External Hire Count (including other UNC constituent institutions) ^(b)
EHRA Faculty	24	180
EHRA Senior Academic and Administrative Officer Tier I	1	2
EHRA Senior Academic and Administrative Officer Tier II	12	10
EHRA IRIT	40	119
All Other EHRA Non-Faculty Not Otherwise Categorized	55	152
SHRA Staff	104	251
Grand Totals	236	714

- a. Internal Hire: Any individual already employed at your institution who is transferred, promoted, or waived into a position.
- b. External Hire: Any individual who is not currently employed at your institution.

PART 7: Certification of Approval

INSTITUTIONS WITH MANAGEMENT FLEXIBILITY	
I certify that I reviewed and approved East Carolina University's Annual Human Resources Compliance Report for the Fiscal Year ending June 30, 2018 and this report was presented to the Board of Trustees for information on	
Name: _____	_____
Chancellor	Date

INSTITUTIONS WITHOUT MANAGEMENT FLEXIBILITY	
I certify that I reviewed and approved [INSTITUTION NAME]'s Annual Human Resources Compliance Report for the Fiscal Year ending June 30, 2018.	
Name: _____	_____
Chancellor	Date

East Carolina University

Disclosure on Faculty Salary Ranges for FY 17-18

ECU's Division of Academic Affairs uses CUPA data to create salary ranges. The UNC System Office established list of peer institutions is used to determine the 80th percentile median and the range from 40% below to 40% above the 80th percentile except when such comparisons are not available. In these cases, the 80th percentile of the public research and doctorate institutions are customarily used.

ECU's Division of Health Sciences uses salary survey results for each specialty when establishing faculty salaries. For example, the American Association of Medical Colleges and Schools (AAMC) is what the Division of Health Sciences uses for the Brody School of Medicine, and the American Dental Education Association (ADEA) is what the Division uses for faculty salaries in the School of Dental Medicine. When using AAMC or ADEA data, the 25th percentile is typically used as the target market rate, divided by 1.50 to obtain the minimum of the salary range and the minimum is multiplied by 2 to obtain the maximum of the salary range.

Policy POL06.20.01 Title Supplemental Pay for EHRA Employees Category Human Resources Sub-category Compensation Authority Board of Trustees

History

Original BOT approval May 5, 2006; Revised, BOT approved and effective July 18, 2013.

Contact

Associate Provost for Personnel and Resource Administration, 252-328-2679 Associate Vice Chancellor for Health Sciences Administration and Director, BSOM Faculty Employment, 252-744-1910 Assistant Vice Chancellor for Human Resources, 252-328-9882

Related Policies

UNC Policy Manual \A7 300.1.1, Senior Academic and Administrative Officers

UNC Policy Manual \A7 300.2.13, Supplemental Pay Policy for Employees Exempt from the State Personnel Act (EPA)

ECU Regulation, Faculty Workload

Additional References

ECU Faculty Manual, Part XI, General Faculty Employment Guidelines and Benefits

ECU Policy for Employees Exempt from the State Personnel Act

NC Office of State Human Resources Policy on Dual Employment

EPA Plan for Management Flexibility to Appoint and Fix Compensation

Dual Employment Form CP-30

ECU Supplemental Payment and Stipend Codes

EPA Supplemental Pay and Stipend Form

1. Purpose

This Policy outlines practices for additional compensation paid to East Carolina University EHRA employees: 1) faculty, 2) non-faculty (EHRA-NF instructional and research), and 3) Senior Academic and Administrative Officers (SAAO) Tier I and Tier II. This Policy is not intended to modify any of the existing policies or procedures governing the administration of University salaries nor to address compensation practices for Clinical Support Services (CSS) or employees subject to the State Human Resources Act (SHRA). [Note: see the ECU Policy for Employees Exempt from the State Human Resources Act for more information on the non-faculty classification of EHRA employees]

2. Definitions

2.1. Base Salary – Base salary is the annual permanent salary of the employee approved by the Chancellor, Board of Trustees, or Board of Governors as it appears in the employment contract or subsequent salary increase/decrease letters. The base salary does not include any supplemental payments, although such payments may be addressed in a contract letter as part of the compensation package for the contract period.

2.1.1. For the purpose of defining the Base Salary, faculty in the Brody School of Medicine subject to the ECU Physicians' Clinical Faculty Compensation plan, an EHRA employee's Base Salary will be the sum of the academic base and the supplement, as defined by the Clinical Faculty Compensation Plan.

2.2. Supplemental Payments – Supplemental Payments are compensation in excess of an EHRA employee's Base Salary for temporary increases in responsibility and/or for extra duties beyond the scope of the primary appointment. Prior approval of the supervisor, department chair or school director, dean and vice chancellor(s) are required. See Section 5, below, for a nonexclusive list of Supplemental Payment types. [Note: see the ECU Supplemental Pay Codes matrix for additional descriptors and budget coding]

2.3. Contract Period – For 9-month faculty the contract period is typically August 16 through May 15. For 12-month faculty the contract period is typically July 1 through June 30. The specific dates for individual employees are based on the actual employment contracts.

2.4. Outside the Contract Period – The specific dates of the time outside the employee's contract period is based on the actual employment contract. There is no Outside the Contract Period for 12-month employees.

2.5. External Funds – Grant or other non-state appropriated funding sources.

2.6. Dual Employment – Dual employment occurs when a university employee agrees to perform services for another state agency on a part-time or contractual basis. Approval must be obtained from the supervisor, department chair or school director, dean and vice chancellor before the service is provided in order to ascertain whether the obligation will interfere with job duties and commitments of the primary position. Dual employment must be in accordance with the State of North Carolina Policy on Dual Employment.

3. General Provisions

3.1. No Supplemental Payments, above the Base Salary, may be paid for university duties that are generally related to the position to which the individual is appointed during the Contract Period. See Section 2.2 for a definition of Supplemental Payments and the Supplemental Pay Codes matrix for additional descriptors and budget coding.

3.2. Assignment of additional responsibilities for which supplemental payments may be considered must comply with university established Affirmative Action and Equal Employment Opportunity policies and procedures, up to and including a formal search process when required.

3.3. This Policy complies with applicable federal and state restrictions on level of effort for external sponsored projects, grants, or contracts. Federal restrictions permit up to 3/9ths effort for

a 9-month employee outside the Contract Period and no more than 100% of total compensated effort during the Contract Period (133% Rule). In the case of these projects, the rate of pay for any Supplemental Payment must be the same as the base rate of pay for the employee's primary contracted assignment.

3.3.1. Supplemental Payments, excluding approved summer research and instruction, and administrative supplements cannot be charged to a sponsored project.

3.4. All Supplemental Payments require the appropriate pre-approvals by the supervisor, department chair or school director, dean and vice chancellor. If the employee is in a different department/unit/division from the unit requesting service, approval of the supervisor, department chair or school director, dean and vice chancellor of the home department/unit/division is required, each time any vice chancellor approval is required under this policy.

3.5. Per the applicable hiring guidelines, less than full-time appointments during an academic or fiscal year can be increased up to full-time (1.0 FTE) with the appropriate additional compensation becoming part of their Base Salary upon approval by the supervisor, department chair or school director, dean and vice chancellor of the home department/unit/division.

3.6. Process for Approvals. Prior approval may be granted upon receipt and analysis of the following:

3.6.1. A written request from the appropriate unit administrator, including a rationale for recommending the employee, an explanation of the activities contemplated, a clear justification as to why the activity warrants Supplemental Payments, the relationships of the activities to the primary appointment, basis for the determination of the compensation rates, duration of assignment, and, if applicable, statements relative to any conflict with the primary appointment.

3.6.2. The request must be made to the supervisor, department chair or school director, dean and vice chancellor for their approval by affixing dated signatures on the request.

3.6.3. In the review, the total time commitments of the individual (workload, approved supplemental activities and external activities for pay) will be considered.

3.6.4. The approved request must be submitted to the Academic Affairs Personnel Administration, Health Sciences Personnel Administration, or EHRA Human Resources Administration for final review and processing.

3.6.5. Documentation related to Supplemental Payments must be maintained in the employee's personnel file.

3.7. No assignment that results in a supplemental payment may exceed one year, unless specifically approved by the appropriate vice chancellor(s).

3.8. No SAAO may be paid, in addition to his or her salary, for any services rendered to any institution-related foundation, endowment, or other entity that: 1) was established by officers of

the university, 2) is controlled by the university, or 3) is tax-exempt based on being a support organization for the university.

3.9. All Supplemental Payments will be processed as compensation through ECU Payroll, and subject to all applicable taxes and withholdings.

3.10. Individual fund sources may have specific restrictions on compensation or may have more restrictive practices than this policy. When there is conflict between this policy and the sponsor or activity requirements, the most restrictive practice will normally be applied.

4. The Chancellor may approve supplemental pay in any exceptional situation that makes it unduly burdensome or otherwise contrary to the best interest of the university to fulfill one or more requirements of this policy by signing a memorandum that states the reason(s) for the exception. The memorandum is to be retained in the employee's personnel file and a copy provided to the Academic Affairs Personnel Administration, Health Sciences Personnel Administration, or EHRA Human Resources Administration.

5. Types of Supplemental Payments

The following is a non-exclusive list of types of Supplemental Payments:

5.1. Conducting Seminars, Workshops, Continuing Education Programs, and Training Approval may be granted for Supplemental Payments during the Contract Period for conducting non-credit short courses or presenting special lectures, seminars, workshops, creative activity, teaching in non-credit programs sponsored by the Office of Continuing Studies, or conferences for continuing professional education.

5.2. Administrative Assignments EHRA employees occasionally assume administrative duties for which Supplemental Payments are appropriate. Examples include, but are not limited to: (1) assignments of one year or less as coordinators of undergraduate, graduate or special programs; (2) interim appointments to a higher level of administrative responsibility, such as interim department chair, dean, or director.

5.3. One-Time Special Payments EHRA employees sometimes perform work unrelated to their primary appointment, such a special project related to the person's expertise for which they may receive a payment

5.4. Overload Instruction Faculty should generally not be paid for teaching credit courses in addition to their normal course load. Instead, other arrangements should be made, such as a corresponding course reduction in the following semester. Under extraordinary circumstances, overloads may be approved consistent with the process outlined in this policy, for faculty to teach additional for credit courses. This is only allowable if this does not cause a conflict of commitment with other assigned duties, and the faculty member has an appropriate workload.

5.5. Summer Research and Instruction Due to government restrictions on the level of effort, a 9month faculty member who participates in government-sponsored research outside the Contract Period can teach summer sessions as long as the combination of teaching and research effort

and compensation does not exceed 3/9ths of the Base Salary. The summer teaching rate of pay is determined by the academic unit. The summer research rate of pay is based on the previous year's academic contract Base Salary and the 3/9ths requirements.

5.6. Instruction by EHRA-NF and SAAO Employees (Tier II) EHRA-NF and SAAO Employees (Tier II) may be allowed, subject to advance approval as described herein, to receive a supplemental payment for additional instructional responsibilities provided the additional responsibilities do not conflict with the duties of their primary appointment. Generally the instructional responsibilities must be carried out at times other than during the normal working hours associated with the primary appointment. However, in extraordinary circumstances, the instruction may occur during normal working hours with the approval of the supervisor, department chair or school director, dean and vice chancellor(s). Paid leave may not be used to account for the time associated with the additional instructional assignment, but leave without pay is an option. If leave without pay is not used to account for the time away from the primary appointment, an alternate work schedule must be approved. All such arrangements must be reviewed annually and approved by the supervisor, department chair or school director, dean and vice chancellor(s).

5.7. External Funds

5.7.1. For 9-month faculty, Supplemental Payments can be earned outside the Contract Period for university-sponsored research that is externally funded by a government agency as approved by the department chair or school director, dean and vice chancellor and Office of Grants and Contracts. The maximum payment is 3/9ths of the Base Salary or 100% of time.

5.7.2. Government sponsors do not permit compensation beyond the base rate of pay during the Contract Period. As a general rule, faculty (9-month and 12-month) involved in sponsored research during the Contract Period should have their other assigned responsibilities reduced. All compensation rates and periods of appointment must be approved by the Office of Grants and Contracts. Individual sponsors may have more restrictive requirements than applicable university policies. The most restrictive policy will be applied for sponsored project compensation.

6. Effective Date This Policy is effective July 18, 2013 and shall supersede any previous supplemental pay policies at East Carolina University.

For Institutions with the Special Authority to Create or Modify IRIT Positions

Those campuses with special IRIT authority should use this template to report all new or modified positions that happened during 2017-2018.

Institution	EHRA Title	EHRA Position Number	Previous Designation	Previous SHRA Position (if applicable)		IRIT Code
			(SHRA, EHRA or New Position)	Classification (Plus Competency)	Position Number	
ECU	Director of Export Control and Research Compliance	001642	EHRA			IRIT 16 - Research Administration & Comp
ECU	Assistant Director of Field Education	940774	EHRA			IRT 02 - Academic Preparation & Enhncmt
ECU	Specialist	946634	SHRA	University Program Specialist-Advanced	946634	IRIT 16 - Research Administration & Comp
ECU	Assistant Director of LWG IGCC	002018	EHRA			IRIT 15 - Public Service & Extension
ECU	Associate Director for Marketing & Technology	925002	EHRA			IRIT 18 - Student Support Services
ECU	EEO Complaint Investigator	929945	EHRA			IRIT 10 - IR & Assessment Mgmt
ECU	EEO Complaint Investigator	929945	EHRA			IRIT 10 - IR & Assessment Mgmt
ECU	Clinical Trials Systems Administrator	002672	New Position			IRIT 17 - Research & Clinical Profession
ECU	Career Counselor	002677	New Position			IRIT 18 - Student Support Services
ECU	Tutor Coordinator/Learning Specialist	944428	EHRA			IRIT 01 - Academic Advising & Assessment
ECU	Director, Research Partnerships	002685	New Position			IRIT 16 - Research Administration & Comp
ECU	Academic Advisor	002688	New Position			IRIT 01 - Academic Advising & Assessment
ECU	IT Security Specialist-Contributing	002696	New Position			IRIT 12 - Instructional Consulting & Tec
ECU	Instructional Coach	002687	New Position			IRIT 12 - Instructional Consulting & Tec
ECU	Technology Specialist	908332	SHRA	IT Operations Analyst - Journey	908332	IRIT 12 - Instructional Consulting & Tec
ECU	Assistant Director of News Services	900105	SHRA	Public Communications Specialist-Advanced	900105	IRIT 15 - Public Service & Extension
ECU	Clinical Research Project Manager	002701	New Position			IRIT 17 - Research & Clinical Profession
ECU	Disability Support Specialist	002697	New Position			IRIT 18 - Student Support Services
ECU	Title IX Investigator	920307	EHRA			IRIT 18 - Student Support Services
ECU	Assistant Director	002699	New Position			IRIT 01 - Academic Advising & Assessment
ECU	Director of Design and Broadcast	922175	EHRA			IRIT 15 - Public Service & Extension
ECU	Title IX Investigator	002205	EHRA			IRIT 18 - Student Support Services
ECU	Equal Opportunity and Diversity Data Analyst	001900	EHRA			IRIT 10 - IR & Assessment Mgmt

ECU	Research Associate	002700	New Position			IRIT 17 - Research & Clinical Profession
ECU	Technology Specialist	002695	New Position			IRIT 12 - Instructional Consulting & Tec
ECU	Technology Specialist	908911	SHRA	Business Technology Applications Specialist-Journey	908911	IRIT 12 - Instructional Consulting & Tec
ECU	Unv Lab Sch Hlth Nav/Sch Nurse	500010	New Position			IRIT 15 - Public Service & Extension
ECU	Student Fin Support Advisor	500011	New Position			IRIT 18 - Student Support Services
ECU	Coord of Global Understanding	500012	New Position			IRIT 02 - Academic Preparation & Enhncmt
ECU	Sr. Assoc Dir STEPP Program	929742	EHRA			IRIT 18 - Student Support Services
ECU	HIPAA Security Specialist	500013	SHRA	IT Security Specialist - Contributing		IRIT 22 - Information Technology
ECU	Programs Director	500014	New Position			IRIT 16 - Research Administration & Comp
ECU	Academic Advisor THCAS	500015	New Position			IRIT 01 - Academic Advising & Assessment
ECU	Technology Specialist	500016	SHRA	Tech Support Specialist - Advanced		IRIT 22 - Information Technology
ECU	Assoc Direct of Space Planning	001039	EHRA			IRIT 10 - IR & Assessment Mgmt
ECU	Dir Planning & Develop	500017	New Position			IRIT 16 - Research Administration & Comp
ECU	Research Associate HIST	500018	New Position			IRIT 17 - Research & Clinical Profession
ECU	Dir Stdnt Srvc & Fac Plan CPD	955002	EHRA			IRIT 02 - Academic Preparation & Enhncmt
ECU	Research Associate PHYS	500019	New Position			IRIT 17 - Research & Clinical Profession
ECU	Pathology Assistant	959023	EHRA			IRIT 13 - Laboratory Management
ECU	Assoc Dir HCAS	001262	EHRA			IRIT 01 - Academic Advising & Assessment
ECU	Sr Assoc Dir Disability Sup	925453	EHRA			IRIT 18 - Student Support Services
ECU	Exec Dir Innovation & New Ventures	500020	New Position			IRIT 16 - Research Administration & Comp
ECU	Technology Specialist	500021	SHRA	Bus Tech Applic Tech - Advanced		IRIT 04 - Academic / Research IT Mgmt
ECU	Coordinator	500022	New Position			IRIT 18 - Student Support Services
ECU	Sponsored Prog Officer	500023	SHRA	University Program Specialist-Advanced		IRIT 16 - Research Administration & Comp
ECU	Sr Sponsored Prog Officer	500024	SHRA	University Program Specialist-Advanced		IRIT 16 - Research Administration & Comp
ECU	Sr Sponsored Prog Officer	500025	SHRA	University Program Specialist-Advanced		IRIT 16 - Research Administration & Comp
ECU	Sponsored Prog Officer	500026	SHRA	University Program Specialist-Advanced		IRIT 16 - Research Administration & Comp

ECU	Electronic Research Administration (eRA) Systems Administrator	500027	New Position			IRIT 22 - Information Technology
ECU	Pathology Assistant/Pathology Prosector	500028	New Position			IRIT 13 - Laboratory Management
ECU	EDMSS Manager	500029	New Position			IRIT 22 - Information Technology
ECU	IT Architect/Engineer I	500030	New Position			IRIT 22 - Information Technology
ECU	Admin Systems Architect	500031	New Position			IRIT 22 - Information Technology
ECU	Assoc Dir for Hospitality Serv	500032	New Position			IRIT 18 - Student Support Services
ECU	Field Coordinator	500033	EHRA			IRIT 02 - Academic Preparation & Enhncmt
ECU	Technology Specialist	500034	New Position	Networking Analyst - Journey		IRIT 22 - Information Technology
ECU	Quality Assurance Coordinator	500035	New Position			IRIT 01 - Academic Advising & Assessment
ECU	Technology Specialist	500036	SHRA	Bus Tech Applic Tech - Advanced		IRIT 22 - Information Technology
ECU	IT Analyst	500037	New Position			IRIT 22 - Information Technology
ECU	Dir Speech Comm Center	500038	New Position			IRIT 02 - Academic Preparation & Enhncmt
ECU	Assoc Dir HCAS	001262	EHRA			IRIT 01 - Academic Advising & Assessment
ECU	IT Security Specialist	500039	SHRA	IT Operations Tech - Journey		IRIT 22 - Information Technology
ECU	Principal Research Scholar	500040	New Position			IRIT 17 - Research & Clinical Profession
ECU	Grants Administrator	500041	SHRA	Admin Support Specialist - Journey		IRIT 16 - Research Administration & Comp
ECU	Exec Dir Assess Resrch & Ren	925203	EHRA			IRIT 18 - Student Support Services
ECU	Assoc Dir for Confer & Event	921207	EHRA			IRIT 18 - Student Support Services
ECU	Laboratory Supervisor	500042	New Position			IRIT 13 - Laboratory Management
ECU	Learning Specialist	500043	New Position			IRIT 18 - Student Support Services
ECU	Compliance Monitoring Officer	500044	SHRA	Business Services Coordinator-Journey		IRIT 16 - Research Administration & Comp
ECU	Research Data Manager	500045	SHRA	Bus Tech Applic Analyst - Contributing Sys		IRIT 22 - Information Technology
ECU	Storage Network Analyst	500046	SHRA	Programmer/Analyst - Advanced		IRIT 22 - Information Technology
ECU	eCommerce Analyst	500047	SHRA	Business Systems Analyst - Contributing		IRIT 22 - Information Technology
ECU	IT Analyst/Programmer	500048	SHRA	Bus Tech Applic Specialist - Journey		IRIT 22 - Information Technology

ECU	Associate Director of Institutional Research	500049	New Position			IRIT 10 - IR & Assessment Mgmt
ECU	Regional Lead	500050	New Position			IRIT 02 - Academic Preparation & Enhncmt
ECU	Mentor/Evaluator	500051	New Position			IRIT 02 - Academic Preparation & Enhncmt
ECU	Mentor/Evaluator HDFS	002465	New Position			IRIT 02 - Academic Preparation & Enhncmt
ECU	Mentor/Evaluator	500052	New Position			IRIT 02 - Academic Preparation & Enhncmt
ECU	Mentor/Evaluator	500053	New Position			IRIT 02 - Academic Preparation & Enhncmt
ECU	Director of Alumni Affairs, Brody School of Medicine	500054	New Position			IRIT 15 - Public Service & Extension
ECU	Database Administrator	500055	SHRA	Bus Tech Applic Specialist - Journey		IRIT 22 - Information Technology
ECU	Instructional Consultant	500056	New Position			IRIT 12 - Instructional Consulting & Tec
ECU	EEO Complaint Investigator	002509	EHRA			IRIT 10 - IR & Assessment Mgmt
ECU	Director Center for STEM	931555	EHRA			IRIT 18 - Student Support Services
ECU	Title IX Investigator	ZZ0011	EHRA			IRIT 10 - IR & Assessment Mgmt
ECU	Electronic Research Administration (eRA) Systems Administrator	500027	New Position			IRIT 22 - Information Technology
ECU	Risk Mitigation Officer	500057	SHRA	Financial Analyst - Journey		IRIT 16 - Research Administration & Comp
ECU	Title IX Investigator	002205	EHRA			IRIT 10 - IR & Assessment Mgmt
ECU	Clinical Research Study Coordinator	500058	New Position			IRIT 17 - Research & Clinical Profession
ECU	Assistant Staff Maritime Archaeologist	500059	New Position			IRIT 17 - Research & Clinical Profession
ECU	Grants Manager	500060	SHRA	University Program Specialist-Advanced		IRIT 16 - Research Administration & Comp
ECU	IT Project Analyst/Mgr	500061	SHRA	IT Project Analyst/Mgr - Journey		IRIT 12 - Instructional Consulting & Tec
ECU	Associate Director of Research	500062	EHRA			IRIT 16 - Research Administration & Comp
ECU	IT Project Manager	500063	SHRA	IT Project Analyst/Mgr - Contributing		IRIT 22 - Information Technology
ECU	Grants Manager	500064	SHRA	Social Clin Resrch Assistant-Journey		IRIT 16 - Research Administration & Comp
ECU	IT Security Professional	500065	SHRA	IT Security Specialist - Journey		IRIT 22 - Information Technology
ECU	IT Programmer	500066	SHRA	Bus Tech Applic Analyst - Advanced		IRIT 12 - Instructional Consulting & Tec
ECU	Technology Specialist	500067	New Position			IRIT 22 - Information Technology



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.E.	Designer Selections since last BOT Meeting
Responsible Person:	Sara Thorndike, VC for Administration & Finance Bill Bagnell, Associate VC for Campus Operations
Action Requested:	Information
Notes:	N/A



Finance and Facilities Committee
Facilities Engineering and Architectural Services
Designer Selection Approval Summary
April 11-12, 2019



Formal Designer Selection Approval Summary

FOR INFORMATION - FORMAL PROJECTS

Below are designers selected for repair and renovation projects, with a cost greater than \$500,000.

Legacy and Jones Hall Make-Up Air

December 17, 2018	Advertisement
December 26, 2019	Pre-Selection Committee Recommendation
March 4, 2019	Approval of Committee Recommendation
FIRM SELECTED:	Stanford White

Informal Designer Selection Approval Summary

FOR INFORMATION - INFORMAL PROJECTS

Below are designers selected for repair and renovation projects, with a cost less than than \$500,000.

1 Direct Select Approvals - November 5, 2018

Project

Joyner East Replace Sanitary Sewer
Student Services Center Quick Stop Shop Renovation

Designer

McAdams and Associates
MHAworks

2 Direct Select Approvals - November 19, 2018

Project

Bate Building Fire Alarm System
Greenville Centre Fire Alarm System
Jenkins Art Window Replacement Study
Joyner Library Replace Wayfinding Lighting
Student Health Lobby Renovations
Belk Chiller Replacement

Designer

The East Group
The East Group
RND Architects
RND Architects
The East Group
Engineered Designs (EDI)

3 Direct Select Approvals - December 10, 2018

Project

Clark-LeClair Stadium Infiltration Resonlution
Clark-LeClair Utilities Repairs and Replacement
ECU Softball Hitting Building Renovation
ECU Athletics Facilities Prioritization Study
Brewster Building Limestone Panels
Financial Services Roof
Rivers HHP Advising Center Study
Rawl Classroom Flooring Replacement
Messick Classroom Flooring Replacement (East Wing)
Christenbury Roof Study

Designer

CRA Architects (Corely Redfoot)
CRA Architects (Corely Redfoot)
CRA Architects (Corely Redfoot)
CRA Architects (Corely Redfoot)
Atlas Engineering
REI
Kirwan Architecture
Affinity Environmental
Affinity Environmental
Raymond Engineering

Informal Designer Selection Approval Summary

4 Direct Select Approvals - January 8, 2019

Project

Family Medicine and Cardiovascular Arc Flash and Coordination Study
Health Sciences Campus Clinical Potable Water Management Program
LJCC Adaptive Reuse Study

Designer

Eaton Electrical Services and Systems
Phigenics
Davis Kane

5 Direct Select Approvals - January 25, 2019

Project

General Practice Residency Renovation Study
Todd Dining Hall Training Table Study

Designer

Lord Aeck Sargent
MHAworks

6 Direct Select Approvals - February 4, 2019

Project

Student Services Building Quick Stop Renovation
Building 214D Central stores and Receiving

Designer

MHAworks
JKF Architecture

7 Direct Select Approvals - February 26, 2019

Project

White Hall Fiber Raceway
Belk Building Lab 3502 Evaluation
Ross Hall, (8) Community Service Learning Centers and other buildings
as necessary - Arc Flash Study
Clark LeClair Stadium Infiltration Resolution

Clark LeClair Stadium Pitching Lane Renovation (Foundation Funded)

ECU Softball Hitting Building Renovation
Baseball Building Study / Project (Foundation Funded)
Football Practice Field Erosion Control and Storm Water permitting
(Foundation Funded)

Designer

The East Group
Engineered Designs (EDI)
Eaton Electrical Services and Systems
CRA Architects (Corely Redfoot)

CRA Architects (Corely Redfoot)
CRA Architects (Corely Redfoot)
CRA Architects (Corely Redfoot)

CRA Architects (Corely Redfoot)



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.F.

Capital Projects Update

Responsible Person:

Sara Thorndike,
VC for Administration & Finance
Bill Bagnell,
Associate VC for Campus Operations

Action Requested:

Information

Notes:

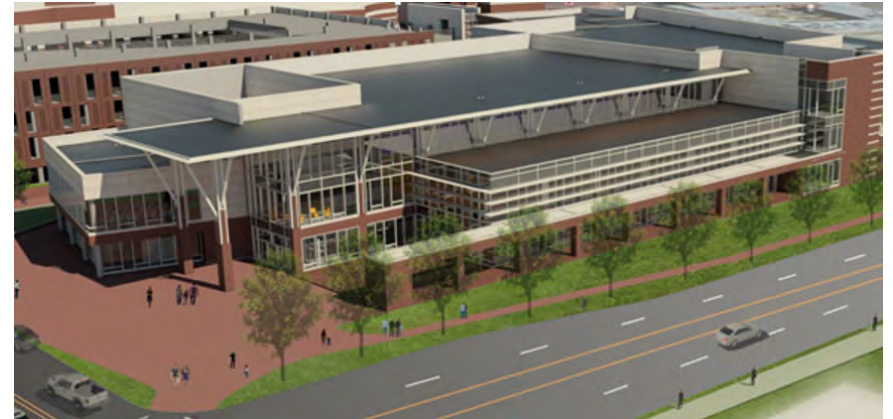
N/A



Finance and Facilities Committee
Facilities Engineering and Architectural Services
Capital Projects Update
April 11 - 12, 2019



Main Campus Student Center



- Status: Closeout
- Budget: \$122,200,000
- Designer: Perkins + Will
- Contractor: TA Loving/Barnhill Contracting (Joint Venture)
- Estimated Construction: 02/21/16 – 12/31/18
- Next quarter: Punch list will be complete and glass installation will begin.

Life Sciences and Biotechnology Center



- Status: GMP Negotiations
- Budget: \$90,000,000
- Designer: Lord, Aeck & Sargent, Inc.
- Estimated Construction: 06/18/19 - 07/20/21
- Next quarter: Negotiating cost or changing the delivery method in an effort to bring the project in on budget without having to reduce scope

Dowdy-Ficklen Stadium Southside Renovation



- Status: Construction
- Budget: \$60,000,000
- Designer: LS3P & AECOM
- Contractor: T. A. loving Company/ Frank L. Blum – Joint Venture
- Estimated Construction: 12/04/17 – 05/31/19
- Next quarter: Punch lists will begin and kitchen equipment installation will start.

Greene Residence Hall Renovations



- Status: Construction
- Budget: \$28,500,000
- Designer: MHA Works
- Contractor: Frank L Blum Construction
- Estimated Construction: 06/26/18 – 07/31/19
- Next Quarter: Exterior work will complete, punch list work on floors will start.

Mendenhall Comprehensive Renovation



- Status: Design
- Budget: \$18,153,625
- Designer: Davis Kane, Architects, P.A.
- Estimated Construction: 01/18/20 – 09/30/21
- Next Quarter: Design continues into Design Development.

Building 43 Renovation



- Status: Design
- Budget: \$6,999,998
- Designer: Clark Nexsen
- Estimated Construction: 02/01/20 – 12/01/20
- Next quarter: Advanced Planning document complete – preparing for Schematic Design.

Jones Galley



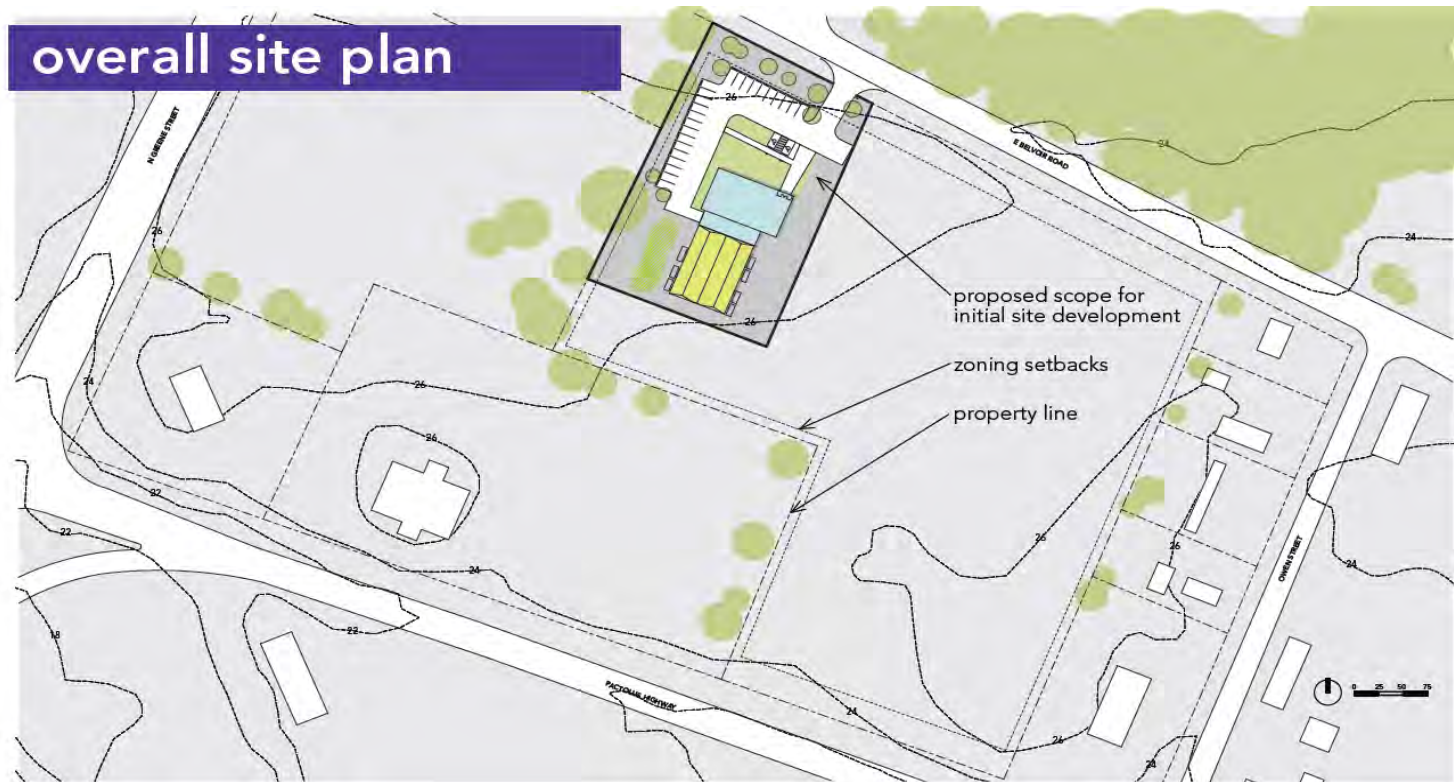
- Status: Closeout
- Budget: \$6,131,000
- Designer: HH Architecture
- Contractor: BridgePoint General Contracting
- Estimated Construction: 03/15/18 – 10/17/18
- Next quarter: Punch list completion and close-out.

Mendenhall Catering Kitchen Renovations



- Status: Close out
- Budget: \$5,200,000
- Designer: Davis Kane, Architects, P.A.
- Estimated Construction: 05/22/18 – 01/18/19
- Next quarter: Contractor is preparing close out documents.

Biology Greenhouse



- Status: Design
- Budget: \$5,000,412
- Designer: Clark Nexsen
- Estimated Construction: Jan 2020 – Dec 2020
- Next quarter: Begin Design Development Phase.

Uptown 209



- Status: Construction
- Budget: \$2,998,409
- Designer: Dunn & Dalton, Architects
- Estimated Construction: 10/12/18 – 08/21/19
- Next quarter: Begin dry-wall installation and mechanical and electrical rough-in.

MAIN CAMPUS STUDENT CENTER



- Status: Closeout
- Budget: \$122,200,000
- Designer: Perkins + Will
- Contractor: TA Loving/Barnhill Contracting (Joint Venture)
- Estimated Construction: 02/21/16 – 12/31/18
- Next quarter: Punch list will be complete and glass installation will begin.

Project Information	<ul style="list-style-type: none"> • New Student Center on the East Campus to replace existing outdated Mendenhall Student Center. • 212,000 Gross Square Feet (GSF) • Parking Deck – 700 Spaces • Project is located south of Joyner Library on 10th Street. 												
Funding Source	Student Fees, Parking, Bookstore and Food Service Receipts												
Project Delivery Method	CM at Risk Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Project Approval/Designer Selection</td> <td>03/06/13 – 03/20/13</td> </tr> <tr> <td>Programming Phase</td> <td>11/19/13 – 02/18/14</td> </tr> <tr> <td>Design Phase</td> <td>02/19/14 – 07/27/15</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td>08/01/15 – 11/05/15</td> </tr> <tr> <td>Construction Phase</td> <td>02/21/16 – 12/31/18</td> </tr> <tr> <td>Projected Occupancy</td> <td>01/07/19</td> </tr> </table>	Project Approval/Designer Selection	03/06/13 – 03/20/13	Programming Phase	11/19/13 – 02/18/14	Design Phase	02/19/14 – 07/27/15	Advertise/Bid/Award	08/01/15 – 11/05/15	Construction Phase	02/21/16 – 12/31/18	Projected Occupancy	01/07/19
Project Approval/Designer Selection	03/06/13 – 03/20/13												
Programming Phase	11/19/13 – 02/18/14												
Design Phase	02/19/14 – 07/27/15												
Advertise/Bid/Award	08/01/15 – 11/05/15												
Construction Phase	02/21/16 – 12/31/18												
Projected Occupancy	01/07/19												
Current Status:	<ul style="list-style-type: none"> • Punch list work continues • Designer has proposed solution for the interior glass almost 100% complete. • Should be able to order glass by Mid-April • Materials should be on site by mid-late June. • Depending on availability of work hours, installation can be from 3 weeks to 2 months. • Aside from glass, punch list should be complete by April 30. 												
Budget Status:	Currently in budget												

LIFE SCIENCE AND BIOTECHNOLOGY BUILDING



- Status: GMP Negotiations
- Budget: \$90,000,000
- Designer: Lord, Aeck & Sargent, Inc.
- Estimated Construction: 06/18/19 - 07/20/21
- Next quarter: Negotiating cost or changing the delivery method in an effort to bring the project in on budget without having to reduce scope

Project Information	<ul style="list-style-type: none"> • The ECU Life Sciences and Biotechnology Building will house interdisciplinary programs that involve external partners, faculty, and students in the fields of biology, chemistry, and biomedical/process engineering. • 141,500 Gross Square Feet (GSF) • The project will construct state-of-the-art classrooms, laboratories, offices, and support spaces that will provide for a more direct interface between the University community and regional partners. • This new science facility will provide the state-of-the-art science facilities needed to attract top-quality faculty in applied research; increase student access to modern science education; and facilitate the application, translation, and communication of scientific research and scholarship to broader audiences. • This building will create opportunities for partnerships and discovery with our local industry partners; provide for research programs that will be globally competitive; and produce higher-skilled graduates that will be able to compete successfully in the global workplace. • Millennial Campus Site in Warehouse District of Master Plan 												
Funding Source	Connect NC Bond Program												
Project Delivery Method	CM at Risk Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Project Approval/Designer Selection</td> <td>06/09/16 – 07/14/16</td> </tr> <tr> <td>Programming Phase</td> <td>07/18/16 – 06/15/16</td> </tr> <tr> <td>Design Phase</td> <td>06/15/16 – 04/01/19</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td>04/02/19 – 06/17/19</td> </tr> <tr> <td>Construction Phase</td> <td>06/18/19 – 07/20/21</td> </tr> <tr> <td>Projected Occupancy</td> <td>09/01/21</td> </tr> </table>	Project Approval/Designer Selection	06/09/16 – 07/14/16	Programming Phase	07/18/16 – 06/15/16	Design Phase	06/15/16 – 04/01/19	Advertise/Bid/Award	04/02/19 – 06/17/19	Construction Phase	06/18/19 – 07/20/21	Projected Occupancy	09/01/21
Project Approval/Designer Selection	06/09/16 – 07/14/16												
Programming Phase	07/18/16 – 06/15/16												
Design Phase	06/15/16 – 04/01/19												
Advertise/Bid/Award	04/02/19 – 06/17/19												
Construction Phase	06/18/19 – 07/20/21												
Projected Occupancy	09/01/21												
Current Status	<ul style="list-style-type: none"> • The 100% Construction Document completed and submitted to the CM for pricing. Pricing indicates budget deficit. Document final revisions underway. • Site remediation work began June 18th, 2018. Excavation and ZVI injections are complete. • Two 6" early sewer taps are being installed in August prior to paving of Tenth Street. • New required Gas Taps have been installed by GUC. • Removal of existing structures is complete and the site is ready for construction to begin. 												
Budget Status	Currently not in budget. Reviewing Pre-GMP and Hard Bid Options												



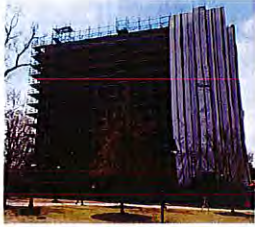
DOWDY-FICKLEN STADIUM SOUTHSIDE RENOVATION



- Status: Construction
- Budget: \$60,000,000
- Designer: LS3P & AECOM
- Contractor: T. A. loving Company/ Frank L. Blum – Joint Venture
- Estimated Construction: 12/04/17 – 05/31/19
- Next quarter: Punch lists will begin and kitchen equipment installation will start.

Project Information	<ul style="list-style-type: none"> • Stadium renovation includes a press box, suites, club level, Pirate Club, vertical circulation, and associated support spaces. The first floor of Ward Sports Medicine includes Football locker room, Football Lounge, Football meeting rooms, and Athletic Training Renovations. • ~90,000 Gross Square Feet (GSF) • New tailgate parking is designed to accommodate approximately 500 spaces for vehicles and tents with power and cable TV. Streets immediately adjacent to the south side of Dowdy-Ficklen Stadium and connecting to the traffic circle at Clark-LeClair Stadium are reworked to provide more efficient circulation paths. • Also included is a field-level club at the west end zone that includes a bar, seating, storage, and an area for staging of the inflatable skull used as the football team enters the football field. 												
Funding Source	<p>\$55 Million Self-Liquidating Funding <u>\$ 5 Million ECU Educational Foundation (Pirate Club)</u> \$60 Million Total</p>												
Project Delivery Method	CM @ Risk Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Project Approval/Designer Selection</td> <td style="text-align: right;">07/31/15 - 09/24/15</td> </tr> <tr> <td>Programming Phase</td> <td style="text-align: right;">12/15/05 - 08/01/16</td> </tr> <tr> <td>Design Phase</td> <td style="text-align: right;">09/06/16 - 07/27/17</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td style="text-align: right;">12/15/17 - 01/23/18</td> </tr> <tr> <td>Construction Phase</td> <td style="text-align: right;">12/04/17 - 05/31/19</td> </tr> <tr> <td>Projected Occupancy</td> <td style="text-align: right;">08/01/19</td> </tr> </table>	Project Approval/Designer Selection	07/31/15 - 09/24/15	Programming Phase	12/15/05 - 08/01/16	Design Phase	09/06/16 - 07/27/17	Advertise/Bid/Award	12/15/17 - 01/23/18	Construction Phase	12/04/17 - 05/31/19	Projected Occupancy	08/01/19
Project Approval/Designer Selection	07/31/15 - 09/24/15												
Programming Phase	12/15/05 - 08/01/16												
Design Phase	09/06/16 - 07/27/17												
Advertise/Bid/Award	12/15/17 - 01/23/18												
Construction Phase	12/04/17 - 05/31/19												
Projected Occupancy	08/01/19												
Current Status	<ul style="list-style-type: none"> • Brick is topped out • Curtain wall and storefront framing is complete • AHU's have been set • Finishes have started on loge level • Phase 2 of sitework has started • Kitchen equipment will be advertised for bid by April 1 												
Budget Status	Currently on budget												

GREENE RESIDENCE HALL RENOVATIONS



- Status: Construction
- Budget: \$28,500,000
- Designer: MHA Works
- Contractor: Frank L Blum Construction
- Estimated Construction: 06/26/18 – 07/31/19
- Next Quarter: Exterior work will complete, punch list work on floors will start.

Project Information	<ul style="list-style-type: none"> • The project will provide for comprehensive ADA and high-rise code compliance; remodel ground floor entry, lobby and common spaces; renovate resident rooms, bathrooms, study lounges, laundry and corridors; provide fire protection of structural steel; upgrade electrical grounding; re-skin masonry exteriors including removal of PCB sealants; and provide membrane roof replacement. • NEED Gross Square Feet (GSF) • Project is currently planned to be done in a single phase beginning in June of 2018 and continuing until July 31, 2019 • Main Campus, West End Neighborhood 												
Funding Source	Self-Liquidating Funding												
Project Delivery Method	CM at Risk												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Project Approval/Designer Selection</td> <td style="padding: 2px;">11/20/15 - 05/31/16</td> </tr> <tr> <td style="padding: 2px;">Programming Phase</td> <td style="padding: 2px;">10/15/16 - 02/03-17</td> </tr> <tr> <td style="padding: 2px;">Design Phase</td> <td style="padding: 2px;">03/15/17 - 05/17/18</td> </tr> <tr> <td style="padding: 2px;">Advertise/Bid/Award</td> <td style="padding: 2px;">02/15/18 - 06/19/18</td> </tr> <tr> <td style="padding: 2px;">Construction Phase</td> <td style="padding: 2px;">06/26/18 - 07/31/19</td> </tr> <tr> <td style="padding: 2px;">Projected Occupancy</td> <td style="padding: 2px;">08/01/19</td> </tr> </table>	Project Approval/Designer Selection	11/20/15 - 05/31/16	Programming Phase	10/15/16 - 02/03-17	Design Phase	03/15/17 - 05/17/18	Advertise/Bid/Award	02/15/18 - 06/19/18	Construction Phase	06/26/18 - 07/31/19	Projected Occupancy	08/01/19
Project Approval/Designer Selection	11/20/15 - 05/31/16												
Programming Phase	10/15/16 - 02/03-17												
Design Phase	03/15/17 - 05/17/18												
Advertise/Bid/Award	02/15/18 - 06/19/18												
Construction Phase	06/26/18 - 07/31/19												
Projected Occupancy	08/01/19												
Current Status	<p><u>Exterior</u></p> <ul style="list-style-type: none"> • North and East elevation will complete 3/25 • North and East elevation precast will start setting 3/26 • North, East, and South elevation windows are complete • West elevation windows will complete 3/23 • Window testing starts 3/25 <p><u>Interior</u></p> <ul style="list-style-type: none"> • Finish paint has started on level 2 bedrooms • Level 3 prime paint is complete • Levels 5-6 prime paint will complete 3/27 • Scaffold wrap removal starts 3/22 • Elevator installation started 3/20 • Scaffold removal starts 4/8 • Levels 2-3 tile install starts 3/21 												
Budget Status	Currently in Budget												

MENDENHALL COMPREHENSIVE RENOVATION



- Status: Design
- Budget: \$18,153,625
- Designer: Davis Kane, Architects, P.A.
- Estimated Construction: 01/18/20 – 09/30/21
- Next Quarter: Design continues into Design Development.

Project Information	<ul style="list-style-type: none"> • Mendenhall will be renovated and repurposed to provide faculty offices and support space, meeting rooms and other administrative support offices in response to the University's prioritized space needs. • 114,388 Gross Square Feet (GSF) • The renovation will include correction of deferred maintenance, new or renovated building systems and upgrades to make the building code compliant. 												
Funding Source	Carry Forward and Student Affairs Deferred Maintenance Account												
Project Delivery Method	Hard-bid Single Prime Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Project Approval/Designer Selection</td> <td>01/26/2018 – 02/19/2018</td> </tr> <tr> <td>Programming Phase</td> <td>05/30/2018 – 01/10/2019</td> </tr> <tr> <td>Design Phase</td> <td>01/25/2019 – 11/29/2019</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td>12/01/2019 – 01/15/2020</td> </tr> <tr> <td>Construction Phase</td> <td>01/18/2020 – 09/30/2021</td> </tr> <tr> <td>Projected Occupancy</td> <td>10/30/2021</td> </tr> </table>	Project Approval/Designer Selection	01/26/2018 – 02/19/2018	Programming Phase	05/30/2018 – 01/10/2019	Design Phase	01/25/2019 – 11/29/2019	Advertise/Bid/Award	12/01/2019 – 01/15/2020	Construction Phase	01/18/2020 – 09/30/2021	Projected Occupancy	10/30/2021
Project Approval/Designer Selection	01/26/2018 – 02/19/2018												
Programming Phase	05/30/2018 – 01/10/2019												
Design Phase	01/25/2019 – 11/29/2019												
Advertise/Bid/Award	12/01/2019 – 01/15/2020												
Construction Phase	01/18/2020 – 09/30/2021												
Projected Occupancy	10/30/2021												
Current Status	<ul style="list-style-type: none"> • Schematic Design (SD) phase based upon the Program Document is nearing completion. • SD cost estimates are being updated now. • SD submittal to SCO is expected in April. 												
Budget Status	Currently in budget												

BUILDING 43 RENOVATION



- Status: Design
- Budget: \$6,999,998
- Designer: Clark Nexsen
- Estimated Construction: 02/01/20 – 12/01/20
- Next quarter: Advanced Planning document complete – preparing for Schematic Design.

Project Information	<ul style="list-style-type: none"> • Renovation of Building 43 will re-purpose the building into a fully accessible, conditioned, technology driven, joint-use/collaborative facility for the College of Business and College of Engineering and Technology. • Approximately 25,000 Gross Square Feet (GSF) • This project is located on Founders Drive, ECU Campus, Greenville, in the Campus Core District of ECU's Master Plan. 												
Funding Source	Research & Graduate Studies overhead (Facilities & Administrative Funding)												
Project Delivery Method	Hard Bid Single Prime Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Project Approval/Designer Selection</td> <td style="padding: 2px;">04/19/18 – 08/01/18</td> </tr> <tr> <td style="padding: 2px;">Programming Phase</td> <td style="padding: 2px;">08/10/18 – 02/18/19</td> </tr> <tr> <td style="padding: 2px;">Design Phase</td> <td style="padding: 2px;">05/01/19 – 11/01/19</td> </tr> <tr> <td style="padding: 2px;">Advertise/Bid/Award</td> <td style="padding: 2px;">11/15/19 – 01/15/20</td> </tr> <tr> <td style="padding: 2px;">Construction Phase</td> <td style="padding: 2px;">02/01/20 – 12/01/20</td> </tr> <tr> <td style="padding: 2px;">Projected Occupancy</td> <td style="padding: 2px;">01/15/21</td> </tr> </table>	Project Approval/Designer Selection	04/19/18 – 08/01/18	Programming Phase	08/10/18 – 02/18/19	Design Phase	05/01/19 – 11/01/19	Advertise/Bid/Award	11/15/19 – 01/15/20	Construction Phase	02/01/20 – 12/01/20	Projected Occupancy	01/15/21
Project Approval/Designer Selection	04/19/18 – 08/01/18												
Programming Phase	08/10/18 – 02/18/19												
Design Phase	05/01/19 – 11/01/19												
Advertise/Bid/Award	11/15/19 – 01/15/20												
Construction Phase	02/01/20 – 12/01/20												
Projected Occupancy	01/15/21												
Current Status	<ul style="list-style-type: none"> • Advanced Planning/Programming complete. • Design Contract negotiation. • Design team and steering committee reviews are in progress. 												
Budget Status	Strategies being explored to reduce cost.												

JONES GALLEY RENOVATIONS



- Status: Closeout
- Budget: \$6,131,000
- Designer: HH Architecture
- Contractor: BridgePoint General Contracting
- Estimated Construction: 03/15/18 – 10/17/18
- Next quarter: Punch list completion and close-out.

Project Information	<ul style="list-style-type: none"> • Renovation and expansion of existing facility to improve efficiency of operations and create additional seating area by enlarging the interior space out to the existing building roof overhang, renovate the interior to increase serving options and seating, and adjust the adjacent site / landscape to add outdoor seating. • The area affected by this project is approximately 15,000 Gross Square Feet (GSF) - 13,075 GSF of renovation and 1,925 GSF of expansion. 														
Funding Source	Dining Services Receipts														
Project Delivery Method	Hard Bid Single Prime Contract														
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Project Approval/Designer Selection</td> <td>11/01/14 – 02/01/15</td> </tr> <tr> <td>Programming Phase</td> <td>02/15/15 – 12/15/15</td> </tr> <tr> <td>Design Phase</td> <td>01/15/16 – 09/15/16</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td>10/01/16 – 11/15/16</td> </tr> <tr> <td>Submittal Review Period</td> <td>11/01/17 – 03/01/18</td> </tr> <tr> <td>Construction Phase</td> <td>03/15/18 – 10/17/18</td> </tr> <tr> <td>Projected Occupancy</td> <td>10/17/18</td> </tr> </table>	Project Approval/Designer Selection	11/01/14 – 02/01/15	Programming Phase	02/15/15 – 12/15/15	Design Phase	01/15/16 – 09/15/16	Advertise/Bid/Award	10/01/16 – 11/15/16	Submittal Review Period	11/01/17 – 03/01/18	Construction Phase	03/15/18 – 10/17/18	Projected Occupancy	10/17/18
Project Approval/Designer Selection	11/01/14 – 02/01/15														
Programming Phase	02/15/15 – 12/15/15														
Design Phase	01/15/16 – 09/15/16														
Advertise/Bid/Award	10/01/16 – 11/15/16														
Submittal Review Period	11/01/17 – 03/01/18														
Construction Phase	03/15/18 – 10/17/18														
Projected Occupancy	10/17/18														
Current Status	Building occupied, final punch list items being completed and close-out in progress.														
Budget Status	Construction completed under budget														

MENDENHALL KITCHEN RENOVATIONS



- Status: Close out
- Budget: \$5,200,000
- Designer: Davis Kane, Architects, P.A.
- Estimated Construction: 05/22/18 – 01/18/19
- Next quarter: Contractor is preparing close out documents.

Project Information	<ul style="list-style-type: none"> • The dining area in Mendenhall Student Center has been eliminated with the construction of the new Student Center. University catering services will remain in Mendenhall. The food court space as well as the existing kitchen have been remodeled with this project to serve the catering needs as well as to create offices for catering staff. • 10,000 Gross Square Feet (GSF) 												
Funding Source	Dining Receipts												
Project Delivery Method	Hard Bid Single Prime Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Project Approval/Designer Selection</td> <td>03/09/16 – 09/21/16</td> </tr> <tr> <td>Programming Phase</td> <td>07/13/17 – 08/23/17</td> </tr> <tr> <td>Design Phase</td> <td>08/23/17 – 01/29/18</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td>03/04/18 – 05/16/18</td> </tr> <tr> <td>Construction Phase</td> <td>05/22/18 – 01/18/19</td> </tr> <tr> <td>Projected Occupancy</td> <td>01/18/19</td> </tr> </table>	Project Approval/Designer Selection	03/09/16 – 09/21/16	Programming Phase	07/13/17 – 08/23/17	Design Phase	08/23/17 – 01/29/18	Advertise/Bid/Award	03/04/18 – 05/16/18	Construction Phase	05/22/18 – 01/18/19	Projected Occupancy	01/18/19
Project Approval/Designer Selection	03/09/16 – 09/21/16												
Programming Phase	07/13/17 – 08/23/17												
Design Phase	08/23/17 – 01/29/18												
Advertise/Bid/Award	03/04/18 – 05/16/18												
Construction Phase	05/22/18 – 01/18/19												
Projected Occupancy	01/18/19												
Current Status	Project Complete. Contractor is preparing the close out documents.												
Budget Status	In budget												

BIOLOGY GREENHOUSE



- Status: Design
- Budget: \$5,000,412
- Designer: Clark Nexsen
- Estimated Construction: Jan 2020 – Dec 2020
- Next quarter: Begin Design Development Phase.

Project Information	<ul style="list-style-type: none"> • Primary use is research space for faculty, staff, outreach and industry partnerships • Approximately 5,085 Gross Square Feet (GSF) of office and headhouse and approximately 4,800 GSF A-frame system greenhouse with central corridor and exterior mechanical units • Building designed and oriented on site to allow modular future growth 												
Funding Source	Facilities and Administration Funding												
Project Delivery Method	Hard Bid Single Prime Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Project Approval/Designer Selection</td> <td>04/15/18 – 10/25/2018</td> </tr> <tr> <td>Programming Phase</td> <td>n/a</td> </tr> <tr> <td>Design Phase</td> <td>11/01/18 – 11/01/19</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td>11/15/19 – 01/01/20</td> </tr> <tr> <td>Construction Phase</td> <td>01/15/20 – 12/15/20</td> </tr> <tr> <td>Projected Occupancy</td> <td>03/01/21</td> </tr> </table>	Project Approval/Designer Selection	04/15/18 – 10/25/2018	Programming Phase	n/a	Design Phase	11/01/18 – 11/01/19	Advertise/Bid/Award	11/15/19 – 01/01/20	Construction Phase	01/15/20 – 12/15/20	Projected Occupancy	03/01/21
Project Approval/Designer Selection	04/15/18 – 10/25/2018												
Programming Phase	n/a												
Design Phase	11/01/18 – 11/01/19												
Advertise/Bid/Award	11/15/19 – 01/01/20												
Construction Phase	01/15/20 – 12/15/20												
Projected Occupancy	03/01/21												
Current Status:	Schematic Design complete												
Budget Status:	Currently on Budget												

UPTOWN 209



- Status: Construction
- Budget: \$2,998,409
- Designer: Dunn & Dalton, Architects
- Estimated Construction: 10/12/18 – 08/21/19
- Next quarter: Begin dry-wall installation and mechanical and electrical rough-in.

Project Information	<ul style="list-style-type: none"> • Renovation of ca. 1915 two-story building which has served Downtown Greenville over the last 30+ years as various nightclubs. • Approximately 14,556 Gross Square Feet (GSF) • Renovation creates office space for the several departments within the Division of Research, Economic Development and Engagement. 												
Funding Source	Carry Forward												
Project Delivery Method	Hard Bid Single Prime Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Project Approval/Designer Selection</td> <td style="text-align: right;">08/10/16 – 02/10/17</td> </tr> <tr> <td>Programming Phase</td> <td style="text-align: right;">n/a</td> </tr> <tr> <td>Design Phase</td> <td style="text-align: right;">02/15/17 – 06/15/18</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td style="text-align: right;">07/01/18 – 10/12/18</td> </tr> <tr> <td>Construction Phase</td> <td style="text-align: right;">10/12/18 – 08/21/19</td> </tr> <tr> <td>Projected Occupancy</td> <td style="text-align: right;">08/21/19</td> </tr> </table>	Project Approval/Designer Selection	08/10/16 – 02/10/17	Programming Phase	n/a	Design Phase	02/15/17 – 06/15/18	Advertise/Bid/Award	07/01/18 – 10/12/18	Construction Phase	10/12/18 – 08/21/19	Projected Occupancy	08/21/19
Project Approval/Designer Selection	08/10/16 – 02/10/17												
Programming Phase	n/a												
Design Phase	02/15/17 – 06/15/18												
Advertise/Bid/Award	07/01/18 – 10/12/18												
Construction Phase	10/12/18 – 08/21/19												
Projected Occupancy	08/21/19												
Current Status	Construction in progress												
Budget Status	Currently in budget												

FLEMING HVAC, BATHROOMS & APARTMENT RENOVATIONS



- This project is not in the BOT presentation. Provided for reference purposes only.
- Status: On hold
- Budget: \$3,600,000
- Designer: JKF Architecture
- Estimated Construction: Summer 2020
- Next quarter: On hold until funding is available

Project Information	<ul style="list-style-type: none"> • The bathroom facilities in Fleming Residence Hall require renovation to meet current ADA standards as well as modernization to current standards. • When completed the bathroom facilities will be fully ADA accessible and updated to current standards. • As part of this project the HVAC will be replaced to have controllable units in student rooms and the apartment will receive new finishes as well. • Design is complete and the project is on hold until funding is available. 												
Funding Source	Housing Receipts												
Project Delivery Method	Hard Bid Single Prime Contract												
Project Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Project Approval/Designer Selection</td> <td>05/24/18 – 07/02/18</td> </tr> <tr> <td>Programming Phase</td> <td>07/19/18 – 09/14/18</td> </tr> <tr> <td>Design Phase</td> <td>09/15/18 – 01/17/19</td> </tr> <tr> <td>Advertise/Bid/Award</td> <td>Est. Winter 2020</td> </tr> <tr> <td>Construction Phase</td> <td>Est. Summer 2020</td> </tr> <tr> <td>Projected Occupancy</td> <td>Est. 07/31/20</td> </tr> </table>	Project Approval/Designer Selection	05/24/18 – 07/02/18	Programming Phase	07/19/18 – 09/14/18	Design Phase	09/15/18 – 01/17/19	Advertise/Bid/Award	Est. Winter 2020	Construction Phase	Est. Summer 2020	Projected Occupancy	Est. 07/31/20
Project Approval/Designer Selection	05/24/18 – 07/02/18												
Programming Phase	07/19/18 – 09/14/18												
Design Phase	09/15/18 – 01/17/19												
Advertise/Bid/Award	Est. Winter 2020												
Construction Phase	Est. Summer 2020												
Projected Occupancy	Est. 07/31/20												
Current Status	On hold												
Budget Status	Currently on Budget												

The University of North Carolina
Request for Advance Planning, New, or Increase in Capital Improvement Project

Institution East Carolina University **Advance Planning Request** New Capital Project
Code _____ Item _____*
 Increase in Authorization from \$0 to \$6,783,039 Code _____ Item _____
Interscope Project Number _____

*If this project has previously had advance planning authority, please identify relevant code/item number.

Project Title: Renovations for ECU School of Dental Medicine (SoDM) General Practice Residency (GPR) facility in the Brody School of Medicine (SOM) and Life Safety Improvements to meet the 1978 High Rise Building Code

Project Cost: \$6,783,039 (COPS)

Source of Funds: Approval is requested to use the referenced COPS funding from the School of Dental Medicine (SODM), Code 40883 Item 301 to make renovations for the Dental School General Practice residency program (GPR) in the Brody School of Medicine clinical outpatient clinic and the Brody Building to meet the high rise building code. Further details about this request are contained under Sections 1. and 7. below.

The original Dental program allowed for the creation of 8 to 10 Community Service Learning Centers (CSLC). To ensure funding was available to build as many as 10 CSLC's, the cost of each facility was budgeted at \$3,000,000 each. After evaluation and analysis of the educational training requirements and the operational costs associated with each CSLC, the SODM determined that 8 CSLC facilities is optimal. Additionally, the SODM received grant funding for some of the dental equipment as well as IT and security systems which helped reduce CSLC costs.

The Office of State Budget and Management have indicated that approval to use these COPS funds for the GPR and life safe improvements is necessary at this time or the funding will be subject to reversion.

(If multiple funding sources are used, identify source and % distribution across sources, refer to list of fund sources on page 2. Sum of all sources should equal 100%).

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification.

The renovation of Brody SOM clinical space for use by the Dental School General Practice Residency program (GPR) will allow for the program's relocation from a non-ECU facility that has not been updated in its 40+ years. The move to University-owned and renovated space will provide current, standard of care practice facilities, for the ongoing dental care for patients with complex medical issues. Also, the Brody Building is a high rise facility designed under the 1967 NC Building Code with original construction documents dated 10/10/1978. The University is under mandate from the NC Office of State Construction to bring the building into compliance with Section 1008 of the 1978 NC Building Code. This involves construction of additional facility exit stairway(s). One of these stairways is funded and in design. This project would construct the second of three total stairways.

Dental GPR Program

The Dental GPR program was created in 1978 as a part of the Family Medicine Department at the Brody School of Medicine (SOM). The program provides advanced training and multidisciplinary experiences for dentists in the care of medically complex patients within hospital and other health care environments. The GPR will operate, and will ultimately be managed in much the same way as the SoDM's Community Service Learning Centers located across the State of North Carolina. The recently established School of Dental Medicine (SoDM) incorporated the GPR program under its auspices and is in the process of re-vitalizing this valuable training program so dentists may provide care for medically-complex patients in inpatient (hospital) and outpatient environments.

Dental GPR Facilities

The current GPR program is located in leased space which has not been renovated in many years and utilizes outdated infrastructure and some equipment that requires constant maintenance. The space includes a four-treatment room facility which is insufficient for today's dental practice, patient volumes and work flows. Additionally, and as an indicator of increased patient volumes experienced by the GPR program, note that the number of inpatient visits from the hospital continues to increase. For example, the number of inpatient visits from the hospital increase each year. In 2015-16 the number of visits was 481 and in 2017-18 the number had increased to 948, an increase of over 97%. Additionally, dental referrals from outside the hospital continue to increase; however, existing facilities and space have not changed.

In addition to space being a limiting factor, the configuration of the treatment rooms is equally limiting. The present facility will not accommodate patients transported to the GPR facility on a hospital gurney. Wheel chair access is also challenging and there is no wheelchair lift to allow these patients to be treated without leaving their wheelchair.

A modern dental facility program requires approximately 1.5 treatment rooms per resident. This allows the dentist to start working on another patient without delay while the used treatment room is cleaned and prepared for a new patient. Also, ECU's training program provides dental hygienist services and this requires the exclusive use of a treatment room per hygienist. Under this facility configuration, the supervising dental faculty could use a treatment room to provide emergency care, check a patient or provide more advanced care in a timely way that impacts patient satisfaction as well as improves work flows and ultimately the bottom line of operating costs. Additionally, there is a desire to have SoDM pre-doctoral students rotate through this facility to broaden their experience in treating medically complex patients in a hospital environment.

Financially, the annual lease cost for the GPR space is approximately \$48,000. Relocating the GPR program to renovated and modernized space in the ECU-owned Brody SOM will create a much more financially advantageous situation without a lease payment and increased production, educational experiences and patient care.

SoDM is currently searching for a new GPR Director as the current director is moving to half-time, semi-retirement. Attracting a new director without a viable plan for an updated facility will be very difficult. SoDM has a Commission on Dental Accreditation (CODA) site visit in November 2019. Without a plan for a facility that meets current clinical and residency program standards, the program's accreditation will likely be in jeopardy.

For further information and background please refer to the attached document titled, "Dentistry General Practice Residency History and Clinical Space Assessment".

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form)..
OC-25 cost estimate is attached
3. An estimated schedule for the completion of the project (enter dates mm/dd/yr).
Designer start September 2019 Construction start September 2020 Construction complete September 2021
4. An estimated schedule of cash flow requirements over the life of the project by FY quarters (omit for advance planning requests).

FY/Qtr	Q1	Q2	Q3	Q4	Totals
2019-20	\$ 100,000	\$ 100,000	\$ 103,000	\$ 70,119	\$ 373,119
2020-21	\$ 852,000	\$ 1,459,000	\$ 2,584,000	\$ 1,112,222	\$ 6,007,222
2021-22	\$ 289,475	\$ 113,223	\$ -	\$ -	\$ 402,698
					\$ 6,783,039

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

No requests for additional maintenance and operating funding to support these renovations and life safety improvements.

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount					

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount	Clinical \$1,208,547	Clinical \$1,226,703	Clinical \$1,266,703	Clinical \$1,285,703	Clinical \$1,304,989

7. An explanation of the means of financing (i.e. cash reserves using the fund sources identified above, campus debt financing to be retired with the identified fund source, etc.).

Approval is requested from the UNC Board of Governors to make renovations in the Brody School of Medicine clinical outpatient clinic and the Brody Building for the Dental School general practice residency program (GPR) and for renovations to Brody to meet the high rise building code using COPS funding from the School of Dental Medicine, Code 40883 Item 301.

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
 STATE CONSTRUCTION OFFICE
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT
 BIENNIUM 2019- 2021

Form OC-25
 (Rev 12/15)

DEPARTMENT and DIVISION: East Carolina University DATE: 02/04/19
Renovations for ECU School of Dental Medicine (SoDM) General Practice Residency (GPR) facility in the Brody School of Medicine (SOM) and Life Safety Improvements to meet the 1978 High Rise Building Code
 PROJECT IDENTIFICATION:
 PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION:

The renovation of Brody SOM clinical space for use by the Dental School General Practice Residency program will allow for the program's relocation from a non-ECU facility that has not been updated in its 40+ years. It will provide current, standard of practice facilities, for the ongoing dental care for patients with complex medical issues. Also, the Brody Building is a high rise facility designed under the 1967 NC Building Code with original construction documents dated 10/10/1978. The University is under mandate from the NC Office of State Construction to bring the building into compliance with Section 1008 of the 1978 NC Building Code. This project is intended to complete the next phase work required to bring the facility into compliance.

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition	6,000	SF	\$ 22	\$132,000
2. Site Work	32,000	SF	\$ 18	\$576,000
C. Construction				
1. Utility Services				\$0
2. Building Construction (Code required Stair improvements)	3,900	SF	\$ 160	\$624,000
3. Building Construction Interior GPR Reno	6,000	SF	\$ 233	\$1,398,000
4. Plumbing	6,000	SF	\$ 28	\$168,000
5. HVAC	5,000	SF	\$ 42	\$210,000
6. Electrical	9,900	SF	\$ 36	\$356,400
7. Fire Suppression and Alarm Systems	9,900	SF	\$ 5	\$49,500
8. Telephone, Data, Video	6,000	SF	\$ 6	\$36,000
9. Associated Construction Costs	9,900	SF	\$ 2	\$19,800
10. Other: <u>1Card Door Security Control</u>	9,900	SF	\$ 2	\$19,800
11. Asbestos Abatement on existing Brody Building where work to be accomplished.	6,000	SF	\$ 8	\$48,000
D. Equipment				
1. Fixed (Dental Equipment)	6,000	SF	\$ 263	\$1,577,900
2. Moveable	6,000	SF	\$ 25	\$150,000
ESTIMATED CONSTRUCTION COSTS				\$5,365,400

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE (to design required 3 stair towers)	<u>9.5</u> %	(% of Estimated Construction Costs)	\$509,713
PRECONSTRUCTION COSTS	<u>0</u> %	(% of Estimated Construction Costs [1% for CM@Risk])	\$0
COMMISSIONING	<u>0.5</u> %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$26,827
SPECIAL INSPECTIONS/MATERIALS	<u>1.25</u> %	(1.25% estimated)	\$67,067.50
SUSTAINABILITY	<u>0</u> %	(3% LEED Gold, 2% LEED Silver)	\$0
ADVANCE PLANNING	<u> </u> %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	
CONTINGENCIES	<u>5</u> %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$268,270
ESTIMATED COSTS (% of Estimated Construction Costs + Contingencies + Design Fee)			\$6,237,278
Escalation = percent per month multiplied by number of months (From Est. Date to mid-point of construction) =	<u>21</u>	months	<u>5.0</u> % annually
Per SCO All Bldgs: 5% Annually			
ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)			\$545,762
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)			\$ 6,783,039

APPROVED BY: John G Fields, PE
 (Governing Board or Agency Head)

TITLE: Capital Projects Coordinator

DATE: 02-04-19

Fund Sources

Group Type	Title	Reporting Abbreviation	Description
State Appropriations	R&R	RR	Funds appropriated by the legislature for campus repairs and renovations in 13 statutorily prescribed categories.
State Appropriations	Carry Forward	CF	State appropriations carried forward under the 2.5% permitted by legislation. By Session Law, carry forward is considered non-general fund when it is carried forward.
Mandatory Student Fees	Athletics Fee	SAF	Fees collected specifically for support of campus student athletics and recreation services.
Mandatory Student Fees	Campus Safety Fee	SSF	Fees collected specifically for support of campus safety items such as emergency phones and cameras.
Mandatory Student Fees	Debt Service Fee	DSF	Debt service fees authorized for specific projects.
Mandatory Student Fees	Education and Technology Fee	ETSF	Fees collected specifically for support of education and technology items.
Mandatory Student Fees	Health Services Fee	HSF	Fees collected specifically for support of campus student health services.
Mandatory Student Fees	Other Student Fees	OSF	Any other student fees authorized and collected for other purposes, but not listed in above categories.
Auxiliary Trust Funds	Athletics	AR	Receipts from ticket sales, gifts, donations, cash reserves, including Athletics Foundation reserves.
Auxiliary Trust Funds	Dining	DR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Housing	HR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Transportation and Parking	TR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Utility Trust Funds	UTF	Receipts from operations, cash reserves from operation/management of all/any campus utilities (steam, chilled water, etc.).
Auxiliary Trust Funds	Other Auxiliary Trust Funds	OTF	Receipts from operations, cash reserves from other campus auxiliaries not specified above.
Other Trust Funds	Centennial/Millennial Campus Funds	CMF	Receipts from operations, cash reserves under the Millennial Campus financing act.
Other Trust Funds	Clinical Receipts	CR	Receipts from operations, cash reserves.
Other Trust Funds	Facilities and Administrative	FA	Overhead receipts (facilities and administrative overhead) generated from campus research.
Private Sources/Foundations	Donations and Gifts	DG	Contributions made by gift, donation, bequest, or other private sources.
Private Sources/Foundations	Endowment	ENDF	Funds from the endowment fund of the University.

1 **REALLOCATION OF EAST CAROLINA UNIVERSITY SCHOOL OF DENISTRY**
2 **FUNDS**

3 **SECTION XX.XX.(a):** Sec 27.8(a)(1) of S.L. 2008-107, as amended by Sec.
4 2(a)(1) of S.L. 2009-209 reads as rewritten:

- 5
6 1) In the maximum aggregate principal amount of sixty-one million five hundred ninety-
7 nine thousand three hundred sixty-nine dollars (\$61,599,369) to finance the capital
8 facility costs of completing a School of Dentistry Building, life safety improvements to
9 the Brody School of Medicine, and renovation of space at the Brody School of
10 Medicine outpatient clinic to accommodate Dental School at the East Carolina
11 University and no more than 10 satellite dental clinics across the State. No more than a
12 maximum aggregate amount of twenty-one million dollars (\$21,000,000) of special
13 indebtedness may be issued or incurred under this subdivision prior to July 1, 2009. No
14 more than a maximum aggregate amount of sixty million dollars (\$60,000,000) of
15 special indebtedness may be issued or incurred under this subdivision prior to July 1,
16 2010.

Dentistry General Practice Residency History and Clinical Space Assessment

Since 1977, when Pitt County Memorial Hospital (PCMH), now Vidant Medical Center (VMC), opened a new 370 bed, \$15.9 million facility, there has been continuous growth of the hospital physical plant and scope of services offered. In many ways the growth of VMC parallels the growth seen in the state of North Carolina. North Carolina is one of the ten largest states by population and is also one of the states with the fastest growing population. As a result of the dynamic population growth there has been an ever-increasing demand placed upon the need for medical and dental services and facilities.

With the opening of the new PCMH in 1977 there was an expansion of services. This included the development and implementation of the East Carolina University (ECU) General Practice Dental residency program. The dental program was established in 1978 to help address the shortage of dental providers in eastern North Carolina able to provide dental care for patients with complex medical issues. These patients were referred from outlying rural areas where dental services were not available. Initially three dental residents were accepted into the one-year dental residency program. These dental residents were supervised by a part time dentist who served as program director. The dental program was a functional unit within the ECU department of Family Medicine until the residency program was overseen by the newly formed School of Dental Medicine (SoDM) in 2011.

To help meet the growing needs of the medical and dental community, the dental residency program has increased personnel and expanded services. The residency program now has 4 dental residents, one dental hygienist and two full time dental faculty members.

The dental facility, housed in the old Family Practice Center, contains four dental treatment units. The original design of the clinic from 1978 has not been changed or updated in the 40 year history of its existence. The clinic has reached maximum capacity in its present state, the ratio of treatment areas to providers is .57, that is, there are more providers than treatment areas. Because of the shortage of clinical space learning experiences for dental residents have been transferred to offsite locations.

When the dental unit opened in 1979 PCMH had 370 licensed beds. In 2016 VMC had 909 licensed beds. The opening of the Cardiovascular tower and the Cancer Center has increased the demands placed upon the dental residency program. In spite of the tremendous growth of VMC and increase in scope of services offered, the dental clinic has not been updated and the number of treatments rooms has not increased.

The dental clinic is vital to the well-being of patients in eastern North Carolina. The clinic is the major referral source for patients requiring cardiothoracic surgery, transplant surgery, head and neck radiation and hematology/oncology services. Before any of these hospital-based services are provided, the patients must be examined by the dentist and all dental issues must be immediately addressed. Only after the dental team has certified good oral health can medical treatment begin. The dental team works closely with VMC and ECU physicians and advanced practice professionals to assure that their patient's dental needs will be met in a timely fashion.

The hospital dental clinic is the major referral unit for the VMC emergency department and the Minor Emergency Department (formerly known as Med Direct) patients with dental needs. Emergency dental care is available 24 hours a day to VMC patients.

The Hospital Dentistry Clinic requires a larger and more modern clinical facility in order to provide care to patients of eastern North Carolina. A larger more modern facility would also aid in recruiting soon to be dentist to apply to the dental residency program.

Requirements for Hospital Dentistry General Practice Residency Dental Program:

Internal connection to VMC

Close proximity to Emergency Department, Cancer Center and Cardiovascular Tower

Accessible Convenient parking for outpatient care

ADA Compliant Facility (including bathrooms and operatories, entrances and exits)

Space for 8 treatment rooms with outfitting for Medical Gases (N2O and O2)

Business Office Space

Waiting Room Space

Patient Consultation Area

Faculty, Staff and Resident Work Space

Multipurpose Smart Technology Enabled Room (classroom, conference, meeting space)

Break Room with refrigerator, sink, microwave and tables and chairs

Estimated Net Space Requirements

8 Dental Operatories (including 2 Surgical Stretcher Capable Operatories)

Type of Space	Square Feet (sq. ft.)
Fixed Operatories (6) 10x12 120 sq. ft. per	720
Surgical Operatory/Wheelchair/Gurney (2) 10 x 14 140 sq. ft. per	280
Panorex CBCT Area	75
Radiology Scanner Room	50
Reception and Waiting Area	210
Business Services	200
Instrument Processing, Sterilization and Dispensary	240
Staff Locker Area	120
Patient Consultation Room	80
Dental Wet Laboratory	120
Staff Office Work Area	120
Utility Closet	80
Medical Gases	80
Storage Dental	200
Storage Business Operations	200
Staff Break Room	120
Staff Rest Rooms (2)	120
Faculty Offices (3)	360
Resident Office (1)	120
Public Rest Rooms	?
Conference Meeting Classroom Multipurpose Area	200
Total Square Footage	3,695 plus public rest rooms
Parking	15 spaces for patients

The University of North Carolina
Request for Advance Planning, New, or Increase in Capital Improvement Project

Institution: East Carolina University Advance Planning Request New Capital Project

Code _____ Item _____*

Increase in Authorization from \$ 140,000 to \$ 5,000,412 Code: 41736 Item:307

Interscope Project Number: #18-18803-01

*If this project has previously had advance planning authority, please identify relevant code/item number.

Project Title: Biology Greenhouse

Project Cost: \$5,000,412

Source of Funds: FA

(If multiple funding sources are used, identify source and % distribution across sources, refer to list of fund sources on page 2. Sum of all sources should equal 100%.)

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification.
 The Biology Greenhouse on the main campus does not meet current departmental and institutional research needs. This project comprises 7360 SF of new greenhouse/headhouse facilities. The greenhouse portion will have multiple rooms for research and teaching, and will be two thirds conventional greenhouse and one third containment greenhouse. The support building is for plant processing and storage. Both facilities will be designed for future expansion to accommodate ECU's growing research and development needs in biology.

The greenhouse program would include space for a plant biochemist, corn development, biotech/transgenics, gene expression, plant breeding systems and native taxa, future faculty, collection space and circulation. Certain of these programs are required to be located within the containment greenhouse. The support building would house bulk storage, large equipment, sample processing, work space, chemical storage, materials storage, offices, toilet facilities, lockers, cold room, and an autoclave room.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form).
3. An estimated schedule for the completion of the project (enter dates mm/dd/yr).
 Designer start November 2018 Construction start November 2019 Construction complete January 2020

4. An estimated schedule of cash flow requirements over the life of the project by FY quarters (omit for advance planning requests).

FY/Qtr	18-19-Q2	18-19-Q3	18-19-Q4	19-20-Q1	19-20-Q2	19-20-Q3
\$ Amount	\$135,400	\$146,850	\$105,700	\$70,300	\$43,750	\$1,422,125
FY/Qtr	19-20-Q4	20-21-Q1	20-21-Q2	20-21-Q3	20-21-Q4	21-22-Q1
\$ Amount	\$1,422,125	\$1,467,925	\$93,119	\$93,118		

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/					
\$ Amount	\$153,744	\$153,744	\$153,744	\$153,744	\$153,744

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount	\$0 net rev.	\$0 net rev.	\$0 net rev.	\$0 net rev.	\$0 net rev.

7. An explanation of the means of financing (i.e. cash reserves using the fund sources identified above, campus debt financing to be retired with the identified fund source, etc.).

FA

Fund Sources

Group Type	Title	Reporting Abbreviation	Description
State Appropriations	R&R	RR	Funds appropriated by the legislature for campus repairs and renovations in 13 statutorily prescribed categories.
State Appropriations	Carry Forward	CF	State appropriations carried forward under the 2.5% permitted by legislation. By Session Law, carry forward is considered non-general fund when it is carried forward.
Mandatory Student Fees	Athletics Fee	SAF	Fees collected specifically for support of campus student athletics and recreation services.
Mandatory Student Fees	Campus Safety Fee	SSF	Fees collected specifically for support of campus safety items such as emergency phones and cameras.
Mandatory Student Fees	Debt Service Fee	DSF	Debt service fees authorized for specific projects.
Mandatory Student Fees	Education and Technology Fee	ETSF	Fees collected specifically for support of education and technology items.
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Auxiliary Trust Funds	Dining	DR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Housing	HR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Transportation and Parking	TR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Utility Trust Funds	UTF	Receipts from operations, cash reserves from operation/management of all/any campus utilities (steam, chilled water, etc.).
Auxiliary Trust Funds	Other Auxiliary Trust Funds	OTF	Receipts from operations, cash reserves from other campus auxiliaries not specified above.
Other Trust Funds	Centennial/Millennial Campus Funds	CMF	Receipts from operations, cash reserves under the Millennial Campus financing act.
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Other Trust Funds	Facilities and Administrative	FA	Overhead receipts (facilities and administrative overhead) generated from campus research.
Private Sources/Foundations	Donations and Gifts	DG	Contributions made by gift, donation, bequest, or other private sources.
Private Sources/Foundations	Endowment	ENDF	Funds from the endowment fund of the University.

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
STATE CONSTRUCTION OFFICE
PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT

Form OC-25
(Rev 01/15)

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

DEPARTMENT and DIVISION: East Carolina University DATE: 02/06/18
 PROJECT IDENTIFICATION: Biology Greenhouse
 PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

The Biology Greenhouse on the main campus does not meet current departmental and institutional research needs. This project comprises 7360 SF of new greenhouse and headhouse facilities. The greenhouse portion will have multiple rooms for research and teaching, and will be two thirds conventional greenhouse and one third containment greenhouse. The support building is for plant processing and storage. Both facilities will be designed for future expansion to accommodate ECU's growing research and development needs in biology. The greenhouse program would include space for a plant biochemist, corn development, biotech/transgenics, gene expression, plant breeding systems and native taxa, future faculty, collection space and circulation. Certain of these programs are required to be located within the containment greenhouse. The support building would house bulk storage, large equipment, sample processing, work space, chemical storage, materials storage, offices, toilet facilities, lockers, cold room, and an autoclave room.

CURRENT ESTIMATED CONSTRUCTION COST		QTY	UNIT	COST PER UNIT	TOTAL
A.	Land Requirement				\$0
B.	Site Preparation				
	1. Demolition		SF		\$0
	2. Site Work (including extension of infrastructure to the site)	4.00	acres	\$ 121,500	\$486,000
C.	Construction				
	1. Utility Services		SF		\$0
	2. Building Construction - new - Headhouse	1,600	SF	\$ 275	\$440,000
	3. Building Construction (existing)		SF		\$0
	4. Plumbing (new space)		SF		\$0
	5. HVAC (new space)		SF		\$0
	6. Electrical (Includes TV & Radio Studio)		SF		\$0
	7. Fire Supression and Alarm Systems		SF		\$0
	8. Telephone, Data, Video	1,600	SF	\$ 10	\$16,000
	9. Associated Construction Costs		SF		\$0
	10. Other: Conventional Greehouse	3,750	SF	\$ 250	\$937,500
	11. Containment Greenhouse	2,010	SF	\$ 1,200	\$2,412,000
D.	Equipment				
	1. Fixed		SF		
	2. Moveable	1,600	SF	\$ 12	\$19,200
ESTIMATED CONSTRUCTION COSTS					\$4,310,700

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	9.25 %	(% of Estimated Construction Costs)	\$398,739.75
PRECONSTRUCTION COSTS	%	(% of Estimated Construction Costs [1% for CM@Risk])	\$0
COMMISSIONING	0.5 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$21,554
SPECIAL INSPECTIONS/MATERIALS TESTING/GEOTECHNICAL	1.25 %	(1.25% estimated)	\$53,883.75
SUSTAINABILITY	%	(3% LEED Gold, 2% LEED Silver)	\$0.00
ADVANCE PLANNING	2 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$86,214
CONTINGENCIES	3 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$129,321
ESTIMATED COSTS	(% of Estimated Construction Costs + Contingencies + Design Fee)		\$5,000,412

Escalation = percent per month multiplied by number of months

(From Est. Date to mid-point of construction) = 13 months 0 % per month

General Bldgs: 0-17 mos = 0%; 18-23 mos = .04%; 24-35 mos = .12%; 36-47 mos = .16%; 48-60 mos = .18%

Health Bldgs: 0-5 mos = .18%; 6-11 mos = .22%; 12-17 mos = .26%; 18-23 mos = .29%; 24-35 mos = .33%; 36-47 mos = .36%; 48-60 mos = .38%

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %) \$0

TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase) **\$5,000,412**

APPROVED BY: John G. Fields, PE
(Governing Board or Agency Head)

TITLE: Capital Projects Coordinator

DATE: 02-06-18

The University of North Carolina
Request for Advance Planning, New, or Increase in Capital Improvement Project

Institution East Carolina University

Advance Planning Request New Capital Project Code _____ Item _____*
 Increase in Authorization from \$0 _____ to **\$160,000** Code _____ Item _____

Interscope Project Number _____

*If this project has previously had advance planning authority, please identify relevant code/item number.

Project Title: **Dowdy-Ficklen Stadium North Side- Light Tower Repairs and Lighting Study**

Project Cost: \$1,600,000 (Estimated cost includes \$701,500 allowance for replacing the Stadium Lighting System, if required. The Advance Planning study will determine final scope and budget.)

Source of Funds: OTF

(If multiple funding sources are used, identify source and % distribution across sources, refer to list of fund sources on page 2. Sum of all sources should equal 100%.)

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification.

'Dowdy Ficklen Stadium's North Side has three (3) large structural lighting support towers. Although galvanized, over time corrosion has formed rust such that refinishing is now required. Each tower has 2 bent tubular support columns attached to the North Side Structure. The repair work will involve removing the existing corrosion and re-galvanizing each structure in place. This will obviously depend on our designers recommendations as to repair solutions. This is a specialty contractor process due to the height off the ground and extent of work required. The designer will also conduct a lighting study for the stadium and depending on the study outcome would design any changes to the stadium lighting system.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form).

A conceptual OC-25 cost estimate is attached.

The advance planning study will provide an updated cost estimate that will be provided with a Capital Authority Request. This is an unusual repair on structural towers that extend upward from the top of the north side of Dowdy Ficklen Stadium. The logistics for this work are very difficult due to the nature of the work. The designer work will also conduct a lighting study for the stadium and depending on the study outcome would design any changes to the stadium lighting system.

3. An estimated schedule for the completion of the project (enter dates mm/dd/yr).

Programming/Advance Planning Study: Upon conclusion of Advance Planning, dates for construction will be identified.

Designer start 01/26/19 Construction start: _____ Construction complete _____

4. An estimated schedule of cash flow requirements over the life of the project by FY quarters (omit for advance planning requests).

FY/Qtr	XX-YY Q1	XX-YY-Q2	XX-YY-Q3	XX-YY-Q4	XX-ZZ-Q1	XX-ZZ-Q2
\$ Amount						

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount					

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount					

7. An explanation of the means of financing (i.e. cash reserves using the fund sources identified above, campus debt financing to be retired with the identified fund source, etc.).
OTF

Fund Sources

Group Type	Title	Reporting Abbreviation	Description
State Appropriations	R&R	RR	Funds appropriated by the legislature for campus repairs and renovations in 13 statutorily prescribed categories.
State Appropriations	Carry Forward	CF	State appropriations carried forward under the 2.5% permitted by legislation. By Session Law, carry forward is considered non-general fund when it is carried forward.
Mandatory Student Fees	Athletics Fee	SAF	Fees collected specifically for support of campus student athletics and recreation services.
Mandatory Student Fees	Campus Safety Fee	SSF	Fees collected specifically for support of campus safety items such as emergency phones and cameras.
Mandatory Student Fees	Debt Service Fee	DSF	Debt service fees authorized for specific projects.
Mandatory Student Fees	Education and Technology Fee	ETSF	Fees collected specifically for support of education and technology items.
Mandatory Student Fees	Health Services Fee	HSF	Fees collected specifically for support of campus student health services.
Mandatory Student Fees	Other Student Fees	OSF	Any other student fees authorized and collected for other purposes, but not listed in above categories.
Auxiliary Trust Funds	Athletics	AR	Receipts from ticket sales, gifts, donations, cash reserves, including Athletics Foundation reserves.
Auxiliary Trust Funds	Dining	DR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Housing	HR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Transportation and Parking	TR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Utility Trust Funds	UTF	Receipts from operations, cash reserves from operation/management of all/any campus utilities (steam, chilled water, etc.).
Auxiliary Trust Funds	Other Auxiliary Trust Funds	OTF	Receipts from operations, cash reserves from other campus auxiliaries not specified above.
Other Trust Funds	Centennial/Millennial Campus Funds	CMF	Receipts from operations, cash reserves under the Millennial Campus financing act.
Other Trust Funds	Clinical Receipts	CR	Receipts from operations, cash reserves.
Other Trust Funds	Facilities and Administrative	FA	Overhead receipts (facilities and administrative overhead) generated from campus research.
Private Sources/Foundations	Donations and Gifts	DG	Contributions made by gift, donation, bequest, or other private sources.
Private Sources/Foundations	Endowment	ENDF	Funds from the endowment fund of the University.

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
 STATE CONSTRUCTION OFFICE
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT
 BIENNIUM 2019-2021

Form OC-25
 (Rev 10/2018)

DEPARTMENT and DIVISION: East Carolina University DATE: 11/12/18
 PROJECT IDENTIFICATION: Dowdy Ficklen Stadium North Side- Repairs to Lighting Support Towers and Lighting Study
 PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)
Dowdy Ficklen Stadium's North Side has three (3) large structural lighting support towers. Although galvanized, over time corrosion has formed rust such that refinishing is now required. Each tower has 2 bent tubular support columns attached to the North Side Structure. The repair work will involve removing the existing corrosion and regalvanizing each structure in place. This will obviously depend on our designers recommendations as to repair solutions. This is a speciality contractor process due to the height off the ground and extent of work required. The designer will also conduct a lighting study for the stadium and depending on the study outcome would design any changes to the stadium lighting system.

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition - Remove existing light banks during repair and regalvanizing process. remove existing rusted and corrosion products	3	light towers	\$ 20,000	\$60,000
2. Demolition-	3	light banks	\$ 10,000	\$30,000
2. Site Work				\$0
C. Construction				
1. Utility Services				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
4. Plumbing (new space)				\$0
5. HVAC (renovation)				\$0
6. Electrical (Includes TV & Radio Studio)-Stadium Lighting System Replacement (or adjustments if required)	1	allowance	\$ 701,500	\$701,500
7. Fire Suppression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs	6	EA	\$ 55,000	\$330,000
10. Other: <u>Re-galvanizing each tower</u>	3	light towers	\$ 46,000	\$138,000
D. Equipment				
1. Fixed				\$0
2. Moveable				\$0
Total Cost of Work				\$ 1,259,500

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	10 %	(% of Estimated Construction Costs)	\$ 125,950
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	5 %	(0.5% simple; 1.0% moderate; 1.5% complex)(inspection of work on each tower)	\$ 62,975
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)	\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	%	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 62,975
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 1,511,400

Escalation = percent per month multiplied by number of months

(From Est. Date to mid-point of construction) = 14 months 5.0 % annually beginning on month 1

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)	\$88,165
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)	\$ 1,600,000

rounded

APPROVED BY: John G. Fields, PE TITLE: Capital Projects Coordinator Date 11/12/18

The University of North Carolina
Request for Advance Planning, New, or Increase in Capital Improvement Project

Institution ECU Advance Planning Request New Capital Project Code _____ Item _____

Increase in Authorization from \$ _____ to \$ _____ Code _____ Item _____
 Interscope Project Number _____

*If this project has previously had advance planning authority, please identify relevant code/item number.

Project Title Murphy Center Dining Hall

Project Cost \$ 250,000 (estimated total project cost to be \$2.2M)

Source of Funds OTF

(If multiple funding sources are used, identify source and % distribution across sources, refer to list of fund sources on page 2. Sum of all sources should equal 100%.)

For each advance planning project or capital construction project, please provide the following:

- A detailed project description and justification.
 ECU needs to convert the warming kitchen in Murphy Center into a full-service kitchen and dining hall. This would entail a renovation of the 1999 existing warming kitchen and multipurpose room in order to accommodate a full-service kitchen and dining space. The dining hall will be open to all students and treated as part of the University's all access meal plans.
- An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form). See attached OC-25
- An estimated schedule for the completion of the project (enter dates mm/dd/yr).
 Designer start 3/15/19 Construction start 1/15/20 Construction complete 7/15/20

- An estimated schedule of cash flow requirements over the life of the project by FY quarters (omit for advance planning requests).

FY/Qtr	XX-YY Q1	XX-YY-Q2	XX-YY-Q3	XX-YY-Q4	XX-ZZ-Q1	XX-ZZ-Q2
\$ Amount						

- An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount					

- An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount					

- An explanation of the means of financing (i.e. cash reserves using the fund sources identified above, campus debt financing to be retired with the identified fund source, etc.). OTF

Fund Sources

Group Type	Title	Reporting Abbreviation	Description
State Appropriations	R&R	RR	Funds appropriated by the legislature for campus repairs and renovations in 13 statutorily prescribed categories.
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Auxiliary Trust Funds	Housing	HR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Transportation and Parking	TR	Receipts from operations, cash reserves.
Auxiliary Trust Funds	Utility Trust Funds	UTF	Receipts from operations, cash reserves from operation/management of all/any campus utilities (steam, chilled water, etc.).
Auxiliary Trust Funds	Other Auxiliary Trust Funds	OTF	Receipts from operations, cash reserves from other campus auxiliaries not specified above.
Other Trust Funds	Centennial/Millennial Campus Funds	CMF	Receipts from operations, cash reserves under the Millennial Campus financing act.
Other Trust Funds	Clinical Receipts	CR	Receipts from operations, cash reserves.
Other Trust Funds	Facilities and Administrative	FA	Overhead receipts (facilities and administrative overhead) generated from campus research.
Private Sources/Foundations	Donations and Gifts	DG	Contributions made by gift, donation, bequest, or other private sources.
Private Sources/Foundations	Endowment	ENDF	Funds from the endowment fund of the University.

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
 STATE CONSTRUCTION OFFICE
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT
 BIENNIUM 2019-2021

Form OC-25
 (Rev 10/2018)

DEPARTMENT and DIVISION: East Carolina University DATE: 12/13/18
 PROJECT IDENTIFICATION: Murphy Center Dining Hall
 PROJECT CITY or LOCATION: Greenville, NC
 PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

Renovation of existing warming kitchen and multipurpose room in the Murphy Center to accommodate a full service kitchen and dining space to create a dining hall on the athletics campus. The dining hall will be open to all students and treated as part of the University's all access meal plans.

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition				\$0
2. Site Work				\$0
C. Construction				
1. Utility Services (gas line installation)	1	LS	\$ 200,000.00	\$200,000
2. Building Construction (new space)				\$0
3. Building Construction (existing)	6500	SF	\$ 24.00	\$156,000
4. Plumbing (existing space)	2000	SF	\$ 28.00	\$56,000
5. HVAC (existing space)	6700	SF	\$ 42.00	\$281,400
6. Electrical (Includes TV & Radio Studio)	6700	SF	\$ 22.00	\$147,400
7. Fire Supression and Alarm Systems	2000	SF	\$ 10.00	\$20,000
8. Telephone, Data, Video	3500	SF	\$ 8.00	\$28,000
9. Associated Construction Costs				\$0
10. Other: <u>structural additions</u>	1	LS	\$ 30,000.00	\$30,000
D. Equipment				
1. Fixed (kitchen equipment)	1	LS	\$ 750,000.00	\$750,000
2. Moveable	4000	SF	\$ 28.00	\$112,000
Total Cost of Work				\$ 1,780,800

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	9.5 %	(% of Estimated Construction Costs)		\$ 169,176
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])		\$ -
COMMISSIONING	1 %	(0.5% simple; 1.0% moderate; 1.5% complex)		\$ 17,808
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)		\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)		\$ -
ADVANCE PLANNING	0 %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)		\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])		\$ 89,040
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)		\$ 2,056,824
Escalation = percent per month multiplied by number of months				
(From Est. Date to mid-point of construction) =	13	months	5.0	% annually beginning on month 1
ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)				\$111,411
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)				\$ 2,168,235

APPROVED BY: _____ TITLE: _____ Date _____
 (Governing Board or Agency Head)

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
STATE CONSTRUCTION OFFICE
PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT
BIENNIUM 2019-2021

Form OC-25
(Rev 10/2018)

DEFINITIONS OR EXPLANATIONS

(Items not listed below are presumed to be self-explanatory. Questions may be directed to the State Construction Office.)

Item on Form	Definition/Explanation
CURRENT ESTIMATED CONSTRUCTION COST	Attach basis and justification for estimate. Include description, quantities, units, special features, similar cost on recent projects, etc.
A. Land Requirement	Includes purchase and acquisition costs (title search, filing fees, other legal fees, etc.) required to obtain land.
B. 1. Demolition	Includes but may not be limited to lead and/or asbestos testing and removal, building or interior space demolition in whole or part.
B. 2. Site Work	Includes but may not be limited to grading, excavating, poor soils and/or rock removal, utilities relocation, roads, walks, parking, streambank repairs, stormwater management, retaining walls, rainwater harvesting systems, landscaping.
C. 1. Utility Services	Attach explanation of any special building, mechanical, or electrical service requirements with appropriate distance to existing buildings, water, gas, electrical or other utility service.
C. 9. Associated Construction Costs	Includes but may not be limited to construction fire alarm testing, utility shut downs, utilities, signage, security, displaced parking, staging, lock cores, keys, State Construction Office charges.
C. 10. Other	List other significant sources of cost not included elsewhere. Additional lines may be added if needed.
PRECONSTRUCTION COSTS	Includes but may not be limited to land surveys, lead/asbestos surveys, environmental assessments, copying, postage, costs of print advertising, and destructive testing. For CM at Risk, preconstruction costs are consistent with the requirements of the preconstruction services agreement.
CONTINGENCIES	Unanticipated or unforeseen conditions including but not limited to design error and omissions, concealed site conditions, utility conflicts, and extended overhead resulting from weather or other delay.

The University of North Carolina
Request for Advance Planning, New, or Increase in Capital Improvement Project

Institution ECU Advance Planning Request New Capital Project Code _____ Item _____*
 Increase in Authorization from \$ 0 to \$ 170,000 Code _____ Item _____
Interscope Project Number _____

*If this project has previously had advance planning authority, please identify relevant code/item number.

Project Title: Legacy & Jones Residence Halls Make Up Air

Project Cost: \$1,946,000

Source of Funds: HR, Housing Receipts

(If multiple funding sources are used, identify source and % distribution across sources, refer to list of fund sources on page 2. Sum of all sources should equal 100%.)

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification.

Student rooms in Legacy and Jones Residence Halls are cooled via window unit air conditioners. The perimeter corridors and building cores are not air conditioned but do have exhaust systems. This project provides conditioned make up air in corridors to eliminate negative air pressure between corridors and student rooms.

Make-up air unit(s) will be rooftop mounted, direct expansion (DX) with hot gas reheat and a hot water coil for winter heating conditions. Scope includes steel support framing, ductwork, heat exchanger, pump, hot water piping, and fire/smoke control dampers.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (attach a completed OC-25 form).

Attached is an OC-25 cost estimate.

3. An estimated schedule for the completion of the project (enter dates mm/dd/yr).

Designer start 03/01/19 Construction start 05/1/20 Construction complete 7/31/20

4. An estimated schedule of cash flow requirements over the life of the project by FY quarters (omit for advance planning requests).

FY/Qtr	XX-YY Q1	XX-YY-Q2	XX-YY-Q3	XX-YY-Q4	XX-ZZ-Q1	XX-ZZ-Q2
\$ Amount						

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount					

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (omit for advance planning and non-general fund requests, required for general fund requests).

Year	Year 1	Year 2	Year 3	Year 4	Year 5
Source/ \$ Amount					

7. An explanation of the means of financing (i.e. cash reserves using the fund sources identified above, campus debt financing to be retired with the identified fund source, etc.).

HR, Housing Receipts

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
 STATE CONSTRUCTION OFFICE
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT
 BIENNIUM 2019-2021

Form OC-25
 (Rev 10/2018)

DEPARTMENT and DIVISION: East Carolina University DATE: 11/09/18
 PROJECT IDENTIFICATION: Legacy & Jones Residence Halls Make Up Air
 PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

Student rooms in Legacy & Jones Residence Halls are cooled via window unit air conditioners. The perimeter corridors and building core are not air conditioned but do have exhaust systems. This project provides conditioned make up air in corridors to eliminate negative air pressure between corridors and student rooms. Make-up air unit(s) will be rooftop mounted, direct expansion (DX) with hot gas reheat and a hot water coil for winter heating conditions. Scope includes steel support framing, ductwork, heat exchanger, pump, hot water piping, and fire/smoke control dampers.

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition roof & floor penetrations	900	SF	\$ 30.00	\$27,000
2. Demolition interiors	5000	SF	\$ 17.00	\$85,000
2. Site Work				\$0
C. Construction				
1. Utility Services				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)	5000	SF	\$ 52.00	\$260,000
4. Plumbing (new space)				\$0
5. HVAC (renovation)	12000	SF	\$ 12.00	\$144,000
6. Electrical (Includes TV & Radio Studio)	5000	SF	\$ 18.00	\$90,000
7. Fire Supression and Alarm Systems	5000	SF	\$ 5.00	\$25,000
8. Telephone, Data, Video				\$0
9. Associated Construction Costs-Glycol pump package	6	EA	\$ 55,000.00	\$330,000
10. Other: <u>New roof top make up air units</u>	6	EA	\$ 100,000.00	\$600,000
D. Equipment				
1. Fixed				\$0
2. Moveable				\$0
Total Cost of Work				\$ 1,561,000

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	9.5 %	(% of Estimated Construction Costs)	\$ 148,295
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	1 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ 15,610
SPECIAL INSPECTIONS/MATERIALS	0 %	(1.25% estimated)	\$ -
SUSTAINABILITY	0 %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	%	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 78,050
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 1,802,955
Escalation = percent per month multiplied by number of months			
(From Est. Date to mid-point of construction) = <u>19</u> months <u>5.0</u> % annually beginning on month 1			
ESCALATION COST INCREASE	(Total of Estimated Construction Costs x Escalation %)		\$142,734
TOTAL ESTIMATED PROJECT COSTS	(Estimated Construction Costs + Escalation Cost Increase)		\$ 1,946,000

APPROVED BY: John G. Fields, PE TITLE: Capital Projects Coordinator Date 11/09/18

The University of North Carolina
Request for New or Increase in Capital Improvement Project

Institution: East Carolina University Advance Planning Request: X
 New Capital Project*: _____

Increase in Authorization from: \$0 to \$2,500,000

Project Title: Renovation for the ECU Police Department, Phase 1

Project Cost: Total Project Cost is estimated to be \$6 million.

Source of Funds: \$2,500,000 Carry Forward FY17-18

*If this project has previously had advance planning authority, please identify code/item number under which that authority is carried. Code__ Item__

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification:

The Police Department's current facilities do not have the functional requirements of an optimal police department. The division across multiple facilities creates operational inefficiencies, degrades internal communications and has a negative impact on command and control. The renovation of an existing building in the warehouse district or one on the campus edge will consolidate predominately all of the current operations into a single location. Consolidation will greatly improve the day to day operational functionality and significantly improve the departments command and control capacity. The more functionally considered facility will improve employee operational performance and it is expected to positively affect moral and the general welfare of the department's employees as they perform their duties. The end result, generated by a renovated facility, is the department's capacity for improved policing and effective security for East Carolina University. This Phase 1 work will permit Advance Planning to proceed along with design and possible early renovation work.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (Answer for capital construction only and include a completed OC-25 form)

To be determined at conclusion of Advance Planning.

3. An estimated schedule of cash flow requirements over the life of the project by FY quarters (Answer for capital construction only): N/A

4. An estimated schedule for the completion of the project:

Schedule Assumptions	Time (Mo)	From	To
Design	8	03/01/19	10/15/19
SCO Reviews- CD Submission	1.5	9/16/19	10/28/19
Bidding	1	10/29/19	11/28/19
Award and Contract	1.5	11/29/19	1/15/20
Construction	10	1/20/20	10/30/20
Closeout	4	11/02/20	02/26/21

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (Answer for capital construction only): No requests for appropriated operating funding will be made.

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (Answer for capital construction only): N/A

7. An explanation of the means of financing:
\$2,500,000 Carry Forward FY17-18

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
STATE CONSTRUCTION OFFICE
PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT
BIENNIUM 2017 - 2019

Form OC-25
(Rev 01/15)

DEPARTMENT and DIVISION: East Carolina University DATE: 09/13/18
 PROJECT IDENTIFICATION: Renovation for the ECU Police Department
 PROJECT CITY or LOCATION: Greenville, NC
 PROJECT DESCRIPTION & JUSTIFICATION: (Attach add'l data as necessary to indicate need, size, function of improvements as well as a master plan.)

The Police Department's current facilities do not have the functional requirements of an optimal police department. The division across multiple facilities creates operational inefficiencies, degrades internal communications and has a negative impact on command and control. The renovation of an existing building in the warehouse district or one on the campus edge will consolidate predominately all of the current operations into a single location. Consolidation will greatly improve the day to day operational functionality and significantly improve the departments command and control capacity. The more functionally considered facility will improve employee operational performance and it is expected to positively affect moral and the general welfare of the department's employees as they perform their duties. The end result, generated by a renovated facility, is the department's capacity for improved policing and effective security for East Carolina University.

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition	1500	sqft	\$ 15.00	\$22,500
2. Site Work	43560	sqft	\$ 12.00	\$522,720
C. Construction				
1. Utility Services				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing renovated)	19000	sqft	\$ 100.00	\$1,900,000
4. Plumbing (existing renovated)	19000	sqft	\$ 23.00	\$437,000
5. HVAC (existing renovated)	19000	sqft	\$ 46.00	\$874,000
6. Electrical (existing renovated)	19000	sqft	\$ 37.00	\$703,000
7. Fire Suppression and Alarm Systems (existing renovated)	19000	sqft	\$ 4.00	\$76,000
8. Telephone, Data, Video (existing renovated)	19000	sqft	\$ 6.00	\$114,000
9. Associated Construction Costs	19000	sqft	\$ 5.00	\$95,000
10. Other: _____				\$0
D. Equipment				
1. Fixed				
2. Moveable				
ESTIMATED CONSTRUCTION COSTS				\$4,744,220

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	<u>9</u> %	(% of Estimated Construction Costs)	\$426,980
PRECONSTRUCTION COSTS	<u> </u> %	(% of Estimated Construction Costs [1% for CM@Risk])	\$0
COMMISSIONING	<u>1</u> %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$47,442
SPECIAL INSPECTIONS/MATERIALS	<u>1.25</u> %	(1.25% estimated)	\$59,302.75
SUSTAINABILITY	<u> </u> %	(3% LEED Gold, 2% LEED Silver)	\$0
ADVANCE PLANNING	<u>1</u> %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$47,442
CONTINGENCIES	<u>5</u> %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$237,211
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$5,562,598

Escalation = percent per month multiplied by number of months

(From Est. Date to mid-point of construction) = 22 months 5.0 % annually

Per SCO All Bldgs: 5% Annually

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)

TOTAL ESTIMATED PROJECT COSTS (Estimated Costs + Escalation Cost Increase) **\$6,073,000**

rounded

APPROVED BY: John Fields, PE TITLE: FEAS Director, Capital Projects Coordinator DATE: 09/13/2018

(Governing Board or Agency Head)

The University of North Carolina
Request for New or Increase in Capital Improvement Project

Institution: East Carolina University

Advance Planning Request: _____

New Capital Project*: X

Increase in Authorization from: \$0 to \$909,000

Project Title: Science & Technology Laboratory Building-Roof Replacement

Project Cost: \$ 909,000

Source of Funds: \$909,000 Carry Forward FY17-18

*If this project has previously had advance planning authority, please identify code/item number under which that authority is carried. Code _____ Item _____

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification:

Replace failing, 15 year old TPO membrane roofs on the Laboratory Building. The building consists of semi-complex, multi-level roof structure that totals 41,204 SF. Partial substrate removal and replacement, as well as, extensive perimeter flashing rework required.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (Answer for capital construction only and include a completed OC-25 form)

The OC-25 form is attached.

3. An estimated schedule of cash flow requirements over the life of the project by FY quarters (Answer for capital construction only):

FY	Q1	Q2	Q3	Q4	Totals
2018-19	\$0	\$0	\$20,000	\$24,709	\$44,709
2019-20	\$411,430	\$447,394	\$5,467	\$ 0	\$864,291
Total					\$909,000

4. An estimated schedule for the completion of the project:

Schedule Assumptions	Time (Mo)	From	To
Design	5	11/19/2018	5/10/2019
SCO Reviews- CD Submission	1	5/11/2019	6/03/2019
Bidding	1	6/04/2019	7/02/2019
Award and Contract	1	7/03/2019	8/12/2019
Construction	4	8/19/2019	12/19/2019
Closeout	2	12/20/2019	2/20/2020

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (Answer for capital construction only):

No change

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (Answer for capital construction only):

None

7. An explanation of the means of financing:

\$909,000 Carry Forward FY17-18

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
 STATE CONSTRUCTION OFFICE
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT

Form OC-25
 (Rev 01/15)

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

DEPARTMENT and DIVISION: East Carolina University DATE: 09/14/18
 PROJECT IDENTIFICATION: Science & Technology Laborator Building-Roof Replacement
 PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: Replace failing, 15 year old TPO membrane roofs at tthe Laboratory Building. The building consists of semi-complex, multi-level roof structure that totals 41,204 SF. Partial substrate removal and replacement, as well as,extensive perimeter flashing rework anticipated.

A.	Land Requirement			
B.	Site Preparation			
	1. Demolition			\$0
	2. Site Work			\$0
C.	Construction			
	1. Utility Services			\$0
	2. Building Construction (new space)			\$0
	3. Building Construction Replace Existing Roofing & Flashing	41204	SF	\$ 17.50 \$721,070
	4. Plumbing (new space)			\$0
	5. HVAC (new space)			\$0
	6. Electrical (Includes TV & Radio Studio)			\$0
	7. Fire Supression and Alarm Systems			\$0
	8. Telephone, Data, Video			\$0
	9. Associated Construction Costs			\$0
	10. Other: <u>Partial Roof Substrate Demo</u>	20500	SF	\$ 2.00 \$41,000
D.	Equipment			
	1. Fixed			\$0
	2. Moveable			\$0
ESTIMATED CONSTRUCTION COSTS				\$ 762,070

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	9.5 %	(% of Estimated Construction Costs)	\$ 72,397
PRECONSTRUCTION COSTS		(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING		(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS		(1.25% estimated)	\$ -
SUSTAINABILITY		(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING		Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 38,104
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 872,570

Escalation = percent per month multiplied by number of months
 (From Est. Date to mid-point of construction) = 10 months 5.0 % annually

Per SCO All Bldgs: 5% Annually
 ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)

TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase) **\$ 909,000**

APPROVED BY: John G. Fields, PE TITLE: Capital Projects Coordinator DATE: 09-14-18
 (Governing Board or Agency Head)

The University of North Carolina
Request for New or Increase in Capital Improvement Project

Institution: East Carolina University

Advance Planning Request: _____

New Capital Project*: X

Increase in Authorization from: \$0 to \$815,000

Project Title: Warren Life Sciences Building - Roof Replacement- Sections C, D and E

Project Cost: \$ 815,000

Source of Funds: Carry Forward 17-18

*If this project has previously had advance planning authority, please identify code/item number under which that authority is carried. Code _____ Item _____

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification:

Phase 2 repair and replacement of building roof system. Existing gravel-ballasted bitumen membrane roof system divided into four sections by masonry walls and parapets: Section C (9,830 Sf), Section D (1,190 Sf), Section E (20,580 Sf) and Section F (1,840 Sf). Total roof area: 33,440 Sf. Complete substrate removal and replacement, as well as, extensive amount of through wall flashing replacement required. This flashing replacement will require substantial masonry removal and reinstallation.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (Answer for capital construction only and include a completed OC-25 form)

The OC-25 form is attached.

3. An estimated schedule of cash flow requirements over the life of the project by FY quarters (Answer for capital construction only):

FY	Q1	Q2	Q3	Q4	Totals
2018-19	\$0	\$0	\$18,901	\$21,365	\$40,266
2019-20	\$375,989	\$398,745	\$0	\$ 0	\$773,734
Total					\$815,000

4. An estimated schedule for the completion of the project:

Schedule Assumptions	Time (Mo)	From	To
Design	5	11/19/2018	5/10/2019
SCO Reviews- CD Submission	1	5/11/2019	6/03/2019
Bidding	1	6/04/2019	7/02/2019
Award and Contract	1	7/03/2019	8/12/2019
Construction	4.0	8/19/2019	12/19/19
Closeout	2	12/10/2019	2/10/2020

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (Answer for capital construction only):

No change

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (Answer for capital construction only):

None

7. An explanation of the means of financing:

815,000 Carry Forward FY17-18

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
 STATE CONSTRUCTION OFFICE
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT

Form OC-25
 (Rev 01/15)

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

DEPARTMENT and DIVISION: East Carolina University DATE: 09/14/18
 PROJECT IDENTIFICATION: Warren Life Sciences Building - Roof Replacement- Sections C, D, E & F
 PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: Phase 2 repair and replacement of building roof system. Existing gravel-ballasted bitumen membrane roof system divided into four sections by masonry walls and parapets: Section C (9,830 Sf), Section D (1,190 Sf), Section E (20,580 Sf) and Section F (1,840 Sf). Total roof area: 33,440 Sf. Substantial substrate removal and replacement, as well as, extensive amount of through wall flashing replacement required. The flashing replacement will require substantial masonry removal and reinstallation.

	QTY	UNIT	COST PER UNIT	TOTAL
CURRENT ESTIMATED CONSTRUCTION COST				
A. Land Requirement				
B. Site Preparation				
1. Demolition				\$0
2. Site Work				\$0
C. Construction				
1. Utility Services				\$0
2. Building Construction (Masonry Removal and Replacement)	33440	SF	\$ 0.93	\$31,099
3. Building Construction (Replace Existing Roofing & Flashing)	33440	SF	\$ 17.50	\$585,200
4. Plumbing (new space)				\$0
5. HVAC (new space)				\$0
6. Electrical (Includes TV & Radio Studio)				\$0
7. Fire Supression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs				\$0
10. Other: <u>Complete Roof Substrate Demo</u>	33440	SF	\$ 2.00	\$66,880
D. Equipment				
1. Fixed				\$0
2. Moveable				\$0
ESTIMATED CONSTRUCTION COSTS				\$ 683,179

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	<u>9.5</u> %	(% of Estimated Construction Costs)	\$ 64,902
PRECONSTRUCTION COSTS	<u> </u> %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	<u> </u> %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	<u> </u> %	(1.25% estimated)	\$ -
SUSTAINABILITY	<u> </u> %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	<u> </u> %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	<u>5</u> %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 34,159
ESTIMATED COSTS (% of Estimated Construction Costs + Contingencies + Design Fee)			\$ 782,240

Escalation = percent per month multiplied by number of months
 (From Est. Date to mid-point of construction) = 10 months 5.0 % annually
 Per SCO All Bldgs: 5% Annually

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)	\$32,593
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)	\$ 815,000

APPROVED BY: John G. Fields, PE TITLE: Capital Projects Coordinator DATE: 09-14-18
 (Governing Board or Agency Head)

The University of North Carolina
Request for New or Increase in Capital Improvement Project

Institution: East Carolina University Advance Planning Request: _____
 New Capital Project*: _____

Increase in Authorization from: \$ 422,000 to \$1,342,000
 Project Title: Ragsdale Building-Renovate Clay Tile Roof

Project Cost: \$1,342,000

Source of Funds: \$422,000 R&R FY17-18; \$920,000 Carry Forward FY17-18

*If this project has previously had advance planning authority, please identify code/item number under which that authority is carried. Code 41736 Item 320

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification:

Ragsdale building was built in the early 1900's. The building is composed of brick exterior with the roof structure comprised of rough timber and clay tile roof. The existing roof system does not have an adequate barrier between the structure and the tile. This deficiency has allowed the infiltration of air and water over the years that has caused deterioration in some of the roof structure as well as created an insufficient thermal envelope. An interim structural measure was undertaken to reinforce the existing roof structure. This project will remove exiting tile and install a new ice and water shield vapor barrier and install new clay tile. During this process permanent deficiencies in the roof framing system and the roof sheathing will be repaired and / or replaced.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (Answer for capital construction only and include a completed OC-25 form)

An OC-25 cost estimate is attached.

3. An estimated schedule of cash flow requirements over the life of the project by FY quarters (Answer for capital construction only):

FY	Q1	Q2	Q3	Q4	Totals
2018-19	\$	\$30,000	\$40,000	\$450,000	\$520,000
2019-20	\$525,000	\$200,000	\$97,000		\$822,000
				Total	\$1,342,000

4. An estimated schedule for the completion of the project:

Schedule Assumptions	Time (Mo)	From	To
SD/DD Design	3.5	6/19/18	9/30/18
CD Design	1.5	10/1/18	11/14/19
SCO Reviews- CD Submission	1	11/15/18	12/15/18
Bidding	1	12/15/18	1/15/19
Award and Contract	1	1/16/19	2/16/19
Construction	4.5	3/1/19	07/15/19
Closeout	5	07/31/19	12/31/19

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (Answer for capital construction only):
No change
6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (Answer for capital construction only):
None
7. An explanation of the means of financing:
\$422,000 R&R FY17-18; \$920,000 Carry Forward FY17-18

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
 STATE CONSTRUCTION OFFICE
 PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT

Form OC-25
 (Rev 01/15)

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

DEPARTMENT and DIVISION: East Carolina University DATE: 09/14/18
 PROJECT IDENTIFICATION: Ragsdale Building-Renovate Clay Tile roof
 PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: Ragsdale building was built in the early 1900's. The building is composed of brick exterior with the roof structure comprised of rough timber and clay tile roof. The existing roof system does not have an adequate barrier between the structure and the tile. This deficiency has allowed the infiltration of air and water over the years that has caused deterioration in some of the roof structure as well as created an insufficient thermal envelope. An interim structural measure was undertaken to reinforce the existing roof structure. This project will remove existing tile and install a new ice and water shield vapor barrier and install new clay tile. During this process permanent deficiencies in the roof framing system and the roof sheathing will be repaired and / or replaced.

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				
B. Site Preparation				
1. Demolition				\$0
2. Site Work				\$0
C. Construction				
1. Utility Services				\$0
2. Building Construction (existing)-clay tile replacement	22500	SF	\$ 30	\$675,000
3. Building Construction-roof framing repairs	6400	SF	\$ 30	\$192,000
4. Building Construction-sheathing replacement	850	SF	\$ 20	\$17,000
5. Building Construction-attic support framing	17000	SF	\$ 15	\$255,000
6. Plumbing (new space)				\$0
7. HVAC (new space)				\$0
8. Electrical (Includes TV & Radio Studio)				\$0
9. Fire Supression and Alarm Systems				\$0
10. Telephone, Data, Video				\$0
11. Associated Construction Costs				\$0
12. Other:				\$0
D. Equipment				
1. Fixed				\$0
2. Moveable				\$0
				\$ 1,139,000

ESTIMATED CONSTRUCTION COSTS

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	9.5 %	(% of Estimated Construction Costs)	\$ 108,205
PRECONSTRUCTION COSTS	_____ %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	_____ %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	_____ %	(1.25% estimated)	\$ -
SUSTAINABILITY	_____ %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	_____ %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 56,950
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 1,304,155

Escalation = percent per month multiplied by number of months
 (From Est. Date to mid-point of construction) = 7 months 5.0 % annually
 Per SCO All Bldgs: 5% Annually

Health Bldgs: 0-5 mos = .18%; 6-11 mos = .22 %; 12-17 mos = .26%; 18-23 mos = .29%; 24-35 mos = .33%; 36-47 mos = .36%; 48-60 mos = .38%

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)	\$38,038
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)	\$ 1,342,000

APPROVED BY: John G. Fields, PE TITLE: Capital Projects Coordinator DATE: 09-14-18
 (Governing Board or Agency Head)

The University of North Carolina
Request for New or Increase in Capital Improvement Project

Institution: East Carolina University Advance Planning Request: _____
 New Capital Project*: _____

Increase in Authorization from: \$1,360,000 to \$1,960,000

Project Title: Install Fuel Oil Containment Facilities - Main Campus Steam Plant

Project Cost: \$1,960,000

Source of Funds: \$160,000 2014 RR; \$1,200,000 FY15-16 Carry Forward; \$600,000 FY17-18 Carry Forward

*If this project has previously had advance planning authority, please identify code/item number under which that authority is carried. Code 45583 Item 303

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification:

During design for this project it was determined that current funding was not sufficient for the required project needs. A determination was also made to incorporate facilities for future biodiesel re-fueling operations into the project. With these revisions the total project cost has been finalized at \$1,960,000.

Revised Project Scope: Construct new 7,000 SF concrete containment structure; install two (2) new 125,000 gallon fuel oil tanks; demolish the 3 existing tanks (44 to 48 years old); remediate contaminated soil under the site; include provisions for future biodiesel re-fueling operations including all associated power, control and monitoring utilities; enlarge service drive and add turn lane provisions. The facility must be located away from the steam plant to allow demolition and remediation of soils at the existing site without impacting current plant operations.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (Answer for capital construction only and include a completed OC-25 form)

The OC-25 form is attached.

3. An estimated schedule of cash flow requirements over the life of the project by FY quarters (Answer for capital construction only):

Cash Flow Summary

FY	Q1	Q2	Q3	Q4	Totals
Previously Expended					\$53,315
2018-19	\$27,570	\$42,790	\$8,220	\$650,000	\$728,580
2019-20	\$850,000	\$235,000	\$84,885	\$8,220	\$1,178,105
					\$1,960,000

4. An estimated schedule for the completion of the project:

Schedule Assumptions	Time (Mo)	From	To
Design (incl Study)	29	06/01/16	11/30/18
SCO Reviews- CD Submission	1.5	12/1/18	1/14/19
Bidding	1	1/15/19	2/15/19
Award and Contract	1	2/16/19	4/1/19
Construction	3.5	04/16/19	1/15/20
Closeout	5	02/01/20	4/1/20

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (Answer for capital construction only):

No change

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (Answer for capital construction only):

None

7. An explanation of the means of financing:

\$160,000 014 RR; \$1,200,000 FY15-16 Carry Forward; \$600,000 FY17-18 Carry Forward

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
STATE CONSTRUCTION OFFICE
PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT

Form OC-25
(Rev 01/15)

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

DEPARTMENT and DIVISION: East Carolina University DATE: 09/14/18
PROJECT IDENTIFICATION: Install Fuel Oil Containment Facilities - Main Campus Steam Plant
PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: This is a supplemental funding request for the subject project. During design for this project it was determined that current funding was not sufficient for the required project needs. A determination was also made to incorporate facilities for future biodiesel re-fueling operations into the project. With these revisions the total project cost has been finalized at \$1,960,000.

Revised Project Scope: Construct new 7,000 SF concrete containment structure; install two (2) new 125,000 gallon fuel oil tanks; demolish the 3 existing tanks (44 to 48 years old); remediate contaminated soil under the site; include provisions for future biodiesel re-fueling operations including all associated power, control and monitoring utilities; enlarge service drive and add turn lane provisions. The facility must be located away from the steam plant to allow demolition and remediation of soils at the existing site without impacting current plant operations.

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				
B. Site Preparation				
1. Demolition - Tank & containment demo, incl soils remediation	38000	SF	\$ 4	\$138,700
2. Site Work - storm drainage, grading, fill, erosion & traffic	38000	SF	\$ 8	\$304,000
C. Construction				
1. Utility Services				\$0
2. Building Construction (new concrete containment structure)	11500	SF	\$ 25	\$287,500
3. Building Construction (extend utility pipe trench, incl piping & plumbing)	85	LF	\$ 407	\$34,595
4. Plumbing - Temp FO piping/handling	100	LF	\$ 88	\$8,750
5. HVAC (Two 125,000 field fabricated steel fuel oil tanks)	2	EA	\$ 236,800	\$473,600
6. Electrical (pump power, site lighting, controls, etc.)	11500	SF	\$ 8	\$86,250
7. Fire Suppression and Alarm Systems				\$0
8. Associated Construction Costs: FO tank piping, metering/levels,	2	EA	\$ 38,500	\$77,000
9. Other: Site fencing, gates & access control	1	LS	\$ 33,000	\$33,000
10. Other: Soil Remediation	1	LS	\$ 69,000	\$69,000
D. Equipment				
1. Fixed				\$ -
2. Moveable				\$ -
				\$ 1,512,395

ESTIMATED CONSTRUCTION COSTS

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	LS %	(% of Estimated Construction Costs)		\$ 164,400
PRECONSTRUCTION COSTS	0 %	(% of Estimated Construction Costs [1% for CM@Risk])		\$ -
COMMISSIONING	0 %	(0.5% simple; 1.0% moderate; 1.5% complex)		\$ -
SPECIAL INSPECTIONS/MATERIALS	1.25 %	(1.25% estimated)		\$ 18,905
SUSTAINABILITY	%	(3% LEED Gold, 2% LEED Silver)		\$ -
ADVANCE PLANNING	LS %	(Includes programming, feasibility, analysis % of Estimated Construction Costs)		\$ 95,000
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])		\$ 75,620
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)		\$ 1,866,320

Escalation = percent per month multiplied by number of months

(From Est. Date to mid-point of construction) = 12 months 5.0 % annually

Per SCO All Bldgs: 5% Annually

Health Bldgs: 0-5 mos = .18%; 6-11 mos = .22%; 12-17 mos = .26%; 18-23 mos = .29%; 24-35 mos = .33%; 36-47 mos = .36%; 48-60 mos = .38%

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %)	\$93,316
TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase)	\$ 1,960,000

APPROVED BY: John G. Fields, PE
(Governing Board or Agency Head)

TITLE: Capital Projects Coordinator

DATE: 09-14-18

The University of North Carolina
Request for New or Increase in Capital Improvement Project

Institution: East Carolina University Advance Planning Request: _____
 New Capital Project*: X

Increase in Authorization from: \$0 to \$1,619,620

Project Title: Steam Decentralization - Minges, Ward and Murphy Buildings

Project Cost: \$1,619,620

Source of Funds: \$1,619,620 Carry Forward FY17-18

*If this project has previously had advance planning authority, please identify code/item number under which that authority is carried. Code _____ Item _____

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification:

STEAM SYSTEM: Minges Coliseum, Ward Sports Medicine and Murphy Center facilities are to be disconnected from the central steam distribution system and New High-Efficiency gas fired condensing boilers will be installed for the mechanical and domestic hot water system services. This approach was recommended by a recent economic study that evaluated the replacement of existing central steam underground distribution with an alternate of using local gas fired Condensing Boilers. The Condensing boilers were chosen due to their higher energy efficiencies and reduced maintenance cost over the life of the installation.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (Answer for capital construction only and include a completed OC-25 form)

The OC-25 form is attached.

3. An estimated schedule of cash flow requirements over the life of the project by FY quarters (Answer for capital construction only):

Fiscal Year	Q1	Q2	Q3	Q4	Totals
FY 2018-19	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 80,000
FY 2019-20	\$ 3,549	\$ 213,196	\$ 530,000	\$ 536,980	\$ 1,283,725
FY 2020-21	\$ 255,895	\$ -	\$ -	\$ -	\$ 255,895
			Total Cash Flow		\$ 1,619,620

4. An estimated schedule for the completion of the project:

Schedule Assumptions	Time (Mo)	From	To
Design	4	1/15/19	05/31/19
SCO Reviews- CD Submission	2	06/3/19	08/01/19
Bidding	1	08/2/19	09/05/19
Award and Contract	2	09/06/19	11/12/19
Construction	6	11/12/19	05/31/20

Closeout	5	05/31/20	10/31/20
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5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (Answer for capital construction only):

No change

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (Answer for capital construction only):

None

7. An explanation of the means of financing:

\$1,619,620 Carry Forward FY17-18

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
STATE CONSTRUCTION OFFICE
PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT

Form OC-25
(Rev 01/15)

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

DEPARTMENT and DIVISION: East Carolina University DATE: 09/24/18
PROJECT IDENTIFICATION: Steam Decentralization - Minges, Ward, and Murphy Buildings
PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: STEAM SYSTEM: Minges Coliseum, Ward Sports Medicine and Murphy Center facilities are to be disconnected from the central steam distribution system and New High-Efficiency gas fired condensing boilers will be installed for the mechanical and domestic hot water system services.

This approach was recommended by a recent economic study that evaluated the replacement of existing central steam underground distribution with an alternate of using local gas fired Condensing Boilers. The Condensing boilers were chosen due to their higher energy efficiencies and reduced maintenance cost over the life of the installation.

CURRENT ESTIMATED CONSTRUCTION COST

	QTY	UNIT	COST PER UNIT	TOTAL
A. Land Requirement				\$0
B. Site Preparation				
1. Demolition	1	LS	\$ 75,000	\$75,000
2. Site Work - Civil, Landscaping	1	LS	\$ 80,000	\$80,000
C. Construction				
1. Utility Services (Natural Gas)	1	LS	\$ 65,000	\$65,000
2. Plumbing-Minges (Modify Existing)	1	EA	\$ 25,500	\$25,500
3. Plumbing-Ward (Modify Existing)	1	EA	\$ 13,500	\$13,500
4. Plumbing-Murphy (Modify Existing)	1	EA	\$ 11,000	\$11,000
5. HVAC-Minges (Modify Existing)	1	EA	\$ 25,500	\$25,500
6. HVAC-Ward (Modify Existing)	1	EA	\$ 13,500	\$13,500
7. HVAC-Murphy (Modify Existing)	1	EA	\$ 11,000	\$11,000
8. Electrical (Modify Existing/New Panels)	1	LS	\$ 75,000	\$75,000
9. Condensing Boilers,Valves, Regulator (Minges, Ward, Murphy)	8	EA	\$ 42,200	\$337,600
10. HVAC HW Pumps,w/Separator,Exp.Tank (Minges, Ward, Murphy)	6	EA	\$ 20,780	\$124,680
11. HVAC HW Piping (Minges, Ward, Murphy)	600	EA	\$ 100	\$60,000
12. Domestic Water Smart Plate System (Minges, Ward, Murphy)	3	EA	\$ 20,000	\$60,000
12. Domestic HW Pumps,w/Separator,Exp.Tank (Minges, Ward, Murphy)	6	EA	\$ 20,779	\$124,674
12. Domestic HW Piping (Minges, Ward, Murphy)	600	EA	\$ 46	\$27,600
13. HW Piping Insulation	1200	EA	\$ 49	\$58,800
10. Associated Construction Costs (Surveys, Utilities Location)	1	EA	\$ 75,432	\$75,432
10. Other: Natural Gas Piping	300	EA	\$ 136	\$40,650
D. Equipment				
1. Fixed				\$0
2. Moveable				\$0
ESTIMATED CONSTRUCTION COSTS				\$ 1,304,436

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	9.5 %	(% of Estimated Construction Costs)	\$ 123,921
PRECONSTRUCTION COSTS	_____ %	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	1 %	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ 13,044
SPECIAL INSPECTIONS/MATERIALS	_____ %	(1.25% estimated)	\$ -
SUSTAINABILITY	_____ %	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	_____ %	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 65,222
ESTIMATED COSTS		(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 1,506,624

Escalation = percent per month multiplied by number of months

(From Est. Date to mid-point of construction) = 18 months 5.0 % annually

Per SCO All Bldgs: 5% Annually

Health Bldgs: 0-5 mos = .18%; 6-11 mos = .22 %; 12-17 mos = .26%; 18-23 mos = .29%; 24-35 mos = .33%; 36-47 mos = .36%; 48-60 mos = .38%

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %) \$112,997

TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase) **\$ 1,619,620**

APPROVED BY: John G. Fields, PE TITLE: Capital Projects Coordinator DATE: 09-24-18
(Governing Board or Agency Head)

The University of North Carolina
Request for New or Increase in Capital Improvement Project

Institution: East Carolina University Advance Planning Request: _____
 New Capital Project*: _____

Increase in Authorization from: \$490,000 to \$750,000

Project Title: Reline Storm Sewer – 5th Street to Greenmill Run

Project Cost: \$750,000

Source of Funds: \$490,000 Carry-Forward FY16-17; \$260,000 Carry-Forward FY17- 18

*If this project has previously had advance planning authority, please identify code/item number under which that authority is carried. Code 41736 Item 305

For each advance planning project or capital construction project, please provide the following:

1. A detailed project description and justification:

A Main Campus north/south storm sewer line is in need of repairs. The repair process includes installation of a cured in place pipe liner (CIPP) in the line running from 5th Street to Greenmill Run. This repair when complete will improve the flow characteristics and structural integrity of this main storm line. Based on the designer cost estimates, initial funding was not sufficient to complete relining the full length of piping. The additional funding will allow the full length of storm sewer from 5th Street to Greenmill Run to be relined.

2. An estimate of acquisition, planning, design, site development, construction, contingency and other related costs (Answer for capital construction only and include a completed OC-25 form)

The completed OC-25 form is attached

3. An estimated schedule of cash flow requirements over the life of the project by FY quarters (Answer for capital construction

FY	Q1	Q2	Q3	Q4	Totals
2016-17	\$ 20,932	\$ 12,862			\$ 33,792
2017-18			\$ 356,897	\$ 359,311	\$ 716,208
					\$ 750,000

4. An estimated schedule for the completion of the project:

Schedule Assumptions	Time (Mo)	From	To
Design	6	05/10/18	11/15/18
SCO Reviews- CD Submission	1.5	12/1/18	1/14/19
Bidding	1	1/15/19	2/15/19
Award and Contract	1	2/16/19	3/16/19
Construction	4.5	03/15/19	07/15/19
Closeout	5	07/31/19	12/31/19

5. An estimate of maintenance and operating costs and source of funding to support these costs, including personnel, covering the first five years of operation (Answer for capital construction only):

No change

6. An estimate of revenues, if any, likely to be derived from the project, covering the first five years of operation (Answer for capital construction only):

No change

7. An explanation of the means of financing:

\$490,000 Carry-Forward FY16-17; \$260,000 Carry-Forward FY17- 18

STATE OF NORTH CAROLINA - DEPARTMENT OF ADMINISTRATION
STATE CONSTRUCTION OFFICE
PROPOSED REPAIR & RENOVATION OR CAPITAL IMPROVEMENT PROJECT

Form OC-25
(Rev 01/15)

(Definitions/explanations are provided on pg 2 to assist in completion of this form.)

DEPARTMENT and DIVISION: East Carolina University DATE: 09/14/18
PROJECT IDENTIFICATION: Reline Storm Sewer - 5th Street to Greenmill Run
PROJECT CITY or LOCATION: Greenville, NC

PROJECT DESCRIPTION & JUSTIFICATION: A Main Campus north/south storm sewer line is in need of repairs. The repair process includes installation of a cured in place pipe liner (CIPP) in the line running from 5th Street to Greenmill Run. This repair when complete will improve the flow characteristics and structural integrity of this main storm line. Based on the designer cost estimates, initial funding was not sufficient to complete relining the full length of piping. The additional funding will allow the full length of storm sewer from 5th Street to Greenmill Run to be relined.

	QTY	UNIT	COST PER UNIT	TOTAL
CURRENT ESTIMATED CONSTRUCTION COST				
A. Land Requirement				
B. Site Preparation				
1. Demolition				\$0
2. Site Work	1760	LF	\$ 370	\$651,200
C. Construction				
1. Utility Services				\$0
2. Building Construction (new space)				\$0
3. Building Construction (existing)				\$0
4. Plumbing (new space)				\$0
5. HVAC (new space)				\$0
6. Electrical (Includes TV & Radio Studio)				\$0
7. Fire Supression and Alarm Systems				\$0
8. Telephone, Data, Video				\$0
9. Associated Construction Costs				\$0
10. Other: _____				\$0
D. Equipment				
1. Fixed				\$0
2. Moveable				\$0
ESTIMATED CONSTRUCTION COSTS				\$ 651,200

Items below may be calculated by percentage or lump sum. If using lump sum, make entry in \$ field.

DESIGN FEE	_____	LS %	(% of Estimated Construction Costs)	\$ 48,340
PRECONSTRUCTION COSTS	_____	%	(% of Estimated Construction Costs [1% for CM@Risk])	\$ -
COMMISSIONING	_____	%	(0.5% simple; 1.0% moderate; 1.5% complex)	\$ -
SPECIAL INSPECTIONS/MATERIALS	_____	%	(1.25% estimated)	\$ -
SUSTAINABILITY	_____	%	(3% LEED Gold, 2% LEED Silver)	\$ -
ADVANCE PLANNING	_____	%	Includes programming, feasibility, analysis (% of Estimated Construction Costs)	\$ -
CONTINGENCIES	_____	5 %	(% of Estimated Construction Costs [3% New or 5% R&R])	\$ 32,560
ESTIMATED COSTS			(% of Estimated Construction Costs + Contingencies + Design Fee)	\$ 732,100

Escalation = percent per month multiplied by number of months

(From Est. Date to mid-point of construction) = 6 months 5.0 % annually

Per SCO All Bldgs: 5% Annually

Health Bldgs: 0-5 mos = .18%; 6-11 mos = .22 %; 12-17 mos = .26%; 18-23 mos = .29%; 24-35 mos = .33%; 36-47 mos = .36%; 48-60 mos = .38%

ESCALATION COST INCREASE (Total of Estimated Construction Costs x Escalation %) \$18,303

TOTAL ESTIMATED PROJECT COSTS (Estimated Construction Costs + Escalation Cost Increase) **\$ 750,000**

APPROVED BY: John G. Fields, PE TITLE: Capital Projects Coordinator DATE: 09-14-18
(Governing Board or Agency Head)



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.G.

Parking Update

Responsible Person:

Sara Thorndike,
VC for Administration & Finance
Bill Koch, Associate Vice Chancellor
for Campus Safety & Auxiliary Services

Action Requested:

Information

Notes:

N/A

Board of Trustees
Finance & Facilities Committee
Parking Update - Student Center Garage
April 11, 2019

ECU's first parking garage officially opened for the Student Center's Grand Opening on January 7th. To ensure a welcoming experience on this important day, the garage was free to all customers on January 7th and opened to paying customers on January 8th. The garage opened unofficially in mid-December to allow Student Center staff free parking during move-in and preparation for opening. This also provided Parking staff an opportunity to test the garage and its systems.

For the first few weeks, Parking staff were stationed at the garage to assist customers. An instructional video was created and distributed via social media to help educate customers. Parking also developed and implemented a communications center within the Parking office to improve customer service within the garage and across campus. The communications center can assist garage customers through phone connection, video link and remote gate control. This eliminates the need for stationing a full-time staff member at the garage. This saves money and increases efficiency by allowing the communications center staff to view security cameras within the garage and elsewhere to enhance campus safety.

The garage contains 709 regular spaces and 15 ADA spaces for a total of 724 spaces. The garage includes the following types of parking:

1. Permit Parking for faculty/staff (24/7) and commuting students (evening/weekend) via card system
2. Hourly Parking – cash and credit card
3. Event Parking – paid by the event host through a validation sticker
4. Departmental Guest Parking - paid by the host department through a validation sticker

Since opening (1/9/19 thru 3/8/19), the garage has sold the following parking:

1. Permits Sold - Faculty/Staff - 119; Commuter Students - 47
2. Hourly Parking Revenue - 75,106 paid hours
3. Events - 18 events with 634 parkers
4. Departmental Guest Permits Sold - 163

Revenue Per Parking Category (first two months)

1. Permits - \$39,629.59
2. Hourly - \$75,106.00
3. Events - \$3,150.00
4. Department Guests - \$815.00
5. Total - \$118,703.59

Annual Revenue and Expenses Projections Based on First Two Months of Data

Annual Revenue: $\$118,703.59/2 \text{ months} \times 12 \text{ months} = \$712,221.54$

Annual Expense:

\$76,736 (staff)

+ \$60,000 (contract security)

+ \$20,000 (supplies- event software, signage, printing, tickets, receipts.)

+ \$10,000 (maintenance – cleaning only)*

+ \$12,000 (revenue control equipment and credit card processor interface)

+ \$293,550 (bond payment)

= \$472,286

Projected surplus to help pay back \$2.5M down payment = **\$ 239,935.54**

* garage is under one-year warranty so maintenance expense will be minimal in first year but increase over time.

Future Utilization of Garage

1. Student Orientation held twice weekly over the summer.
2. Football Parking
3. Admissions Campus Tours (free)
4. Permit Usage – expected to increase
5. General visitor hourly – improved access to Dowdy Student Store, student activities and food establishments. Hourly parking drives revenues for garage and improves core campus access for students during the day.



**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.H.

Annual Safety Report

Responsible Person:

Sara Thorndike,
VC for Administration & Finance
Bill Koch, Associate Vice Chancellor
for Campus Safety & Auxiliary Services

Action Requested:

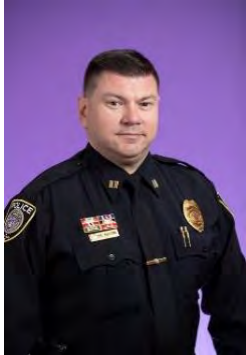
Information

Notes:

N/A

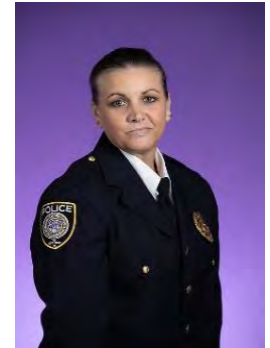
2019 ECU Safety and Security Report

The ECU Police Department's mission is to cultivate a safe learning environment through quality professional law enforcement, emergency response readiness, crime reduction initiatives, and community outreach/education.



Reorganization

ECUPD, with assistance from Margolis Healy, has completed a workflow assessment. The result of this workflow assessment is a reorganization of the department. This reorganization created two new organizational units: 1) the Patrol Division (consisting of sworn patrol personnel) commanded by Captain Sutton and 2) Support Services (Community Affairs, Investigations, and Communications) being directed by Captain Watkins. The reorganization will allow the ECUPD to be more efficient and effective in serving its mission.

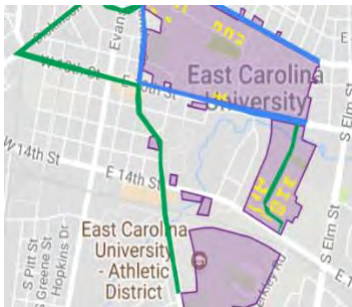


Allied Universal

We have renewed our contract with Allied Universal. Allied Universal provides supplemental patrol so that we can better provide a safe learning environment for everyone. They also provide safety escorts for individuals that need escorts around campus. We will also be using a robotic device in the parking deck to help secure that area.

ShotSpotter

If we were to encounter a gunfire incident on or near campus, we will be able to locate it quickly with help from the City of Greenville and ShotSpotter. ShotSpotter can detect 90% of gunfire within 60 seconds and 25 meters. The system alerts dispatch or mobile devices so campus or local police can get to a crime scene quickly.



Pirate Pathways and Pedestrian Safety

This partnership between Student Safety Committee, ECU Police and City of Greenville is focused on helping pedestrians safely make their way around campus and the surrounding area. We will start marking our pedestrian corridors with reflective paint to help pedestrians find their way. Pedestrian crossings have been improved at Charles and Ficklen with additional crossings in design.

Operation Hilltop

In December of 2018, ECUPD (in coordination with campus partners and other agencies) participated in a full-scale mass casualty exercise. This exercise tested operational communications, operations coordination, and public alert/warning system.



Accreditation

ECUPD has maintained dual accreditation (through CALEA and IACLEA). Our year 3 review was March 2019 and the Year 4 review will be November 2019.



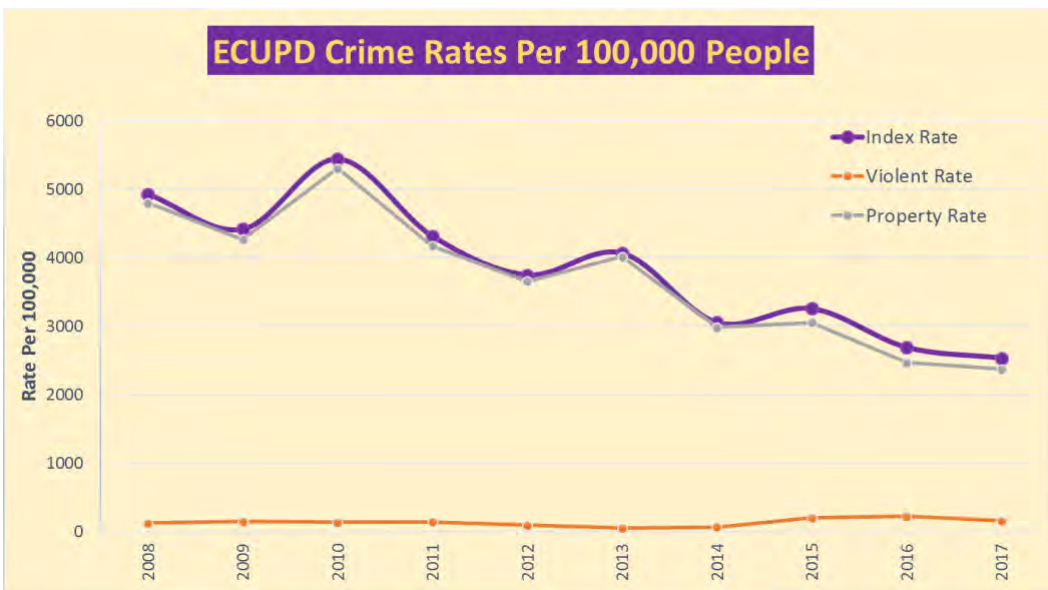
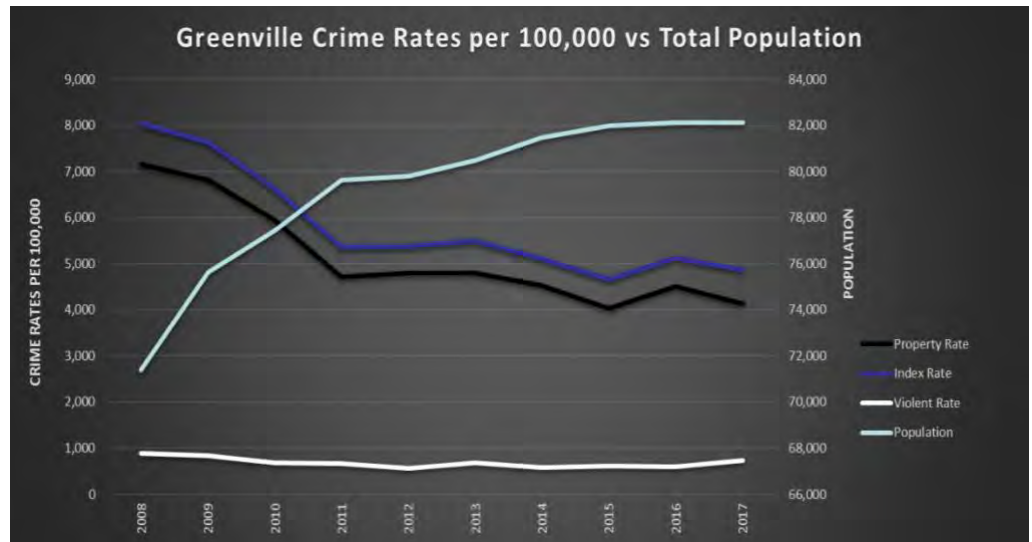
2019 ECU Safety and Security Report

Crime Rates for Greenville and ECU¹

Greenville Crime Rates

Through the most recent NCSBI data (2017), over the last ten years:

- While the population has increased by 15%, Greenville's overall crime rate has decreased 39%.
- Property crime rate in Greenville has decreased over 40%.
- Although there has been some volatility, there has been a decrease in violent crime rate of over 18%.



ECU Crime Rates

Over the last ten years,

- ECUPD has experienced decreases in total crime rate and property crime rate.
- During that timeframe, total crime rate decreased 49% and the property crime rate decreased 51%.
- For the violent crime rate, it is important to notice the volatility in that rate. This number is volatile because there are low numbers of violent crimes

reported to ECUPD. The difference between 2008 and 2017 was 27%, that difference in rate represents a difference of 2 crimes reported to the police (and changes in the population as rate is a function of reported crimes and population).

¹ Crime Stats for Greenville were found on the NCSBI website: <http://crimereporting.ncsbi.gov/Reports.aspx>.

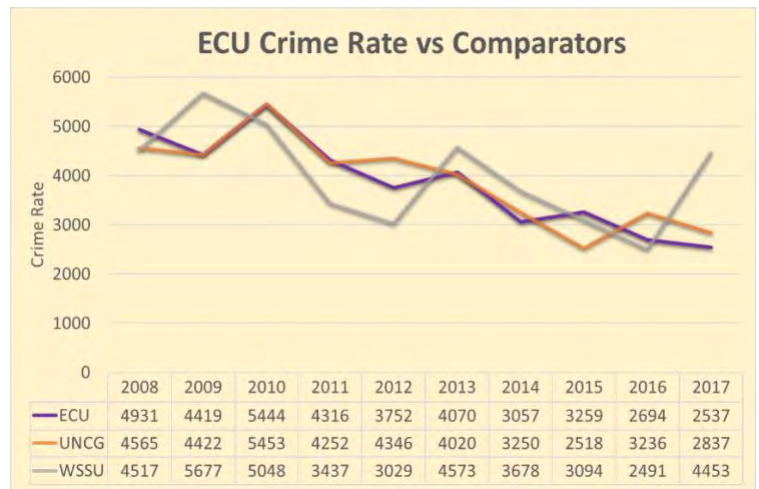


2019 ECU Safety and Security Report

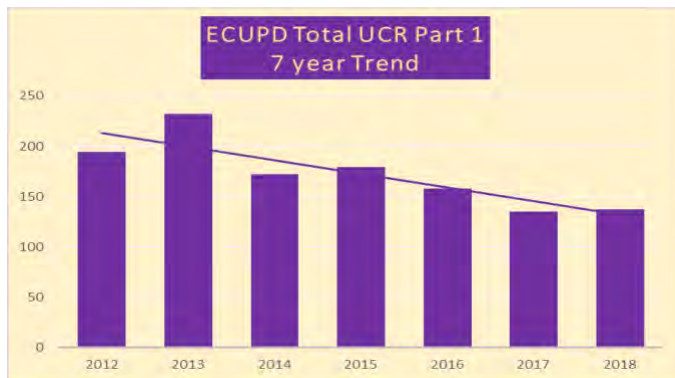
Crime Rate Comparators

Greenville Crime Rate vs Comparators

	Greenville	Charlotte-Mecklenburg	Greensboro	Wilmington
2008	8,035.60	7,410.30	7,149.90	6,326.90
2009	7,641.70	5,976.40	6,691.50	7,085.50
2010	6,630.40	5,258.60	5,851.20	6,432.70
2011	5,370.80	4,736.70	5,781.70	6,097.40
2012	5,372.90	4,792.10	5,125.50	6,167.00
2013	5,491.80	4,419.70	4,840.90	5,807.00
2014	5,105.30	4,305.90	4,230.80	5,433.70
2015	4,657.60	4,628.40	4,359.00	5,430.50
2016	5,119.80	5,010.00	4,334.20	4,881.60
2017	4,863.10	4,659.70	4,532.50	4,468.60



Some North Carolina agencies that have similar crime rates and trends as Greenville are Charlotte-Mecklenburg, Greensboro, and Wilmington. Agencies in the UNC System that have similar crime rates as ECUPD are University of North Carolina at Greensboro and Winston-Salem State University.



ECUPD 7 Year Trend²

There were 29% less UCR1 crimes (and 33% less UCR1 property crimes) reported to ECUPD in 2018 compared to 2012. The largest reason for this decrease is the number of larceny's reported decreased 36%.

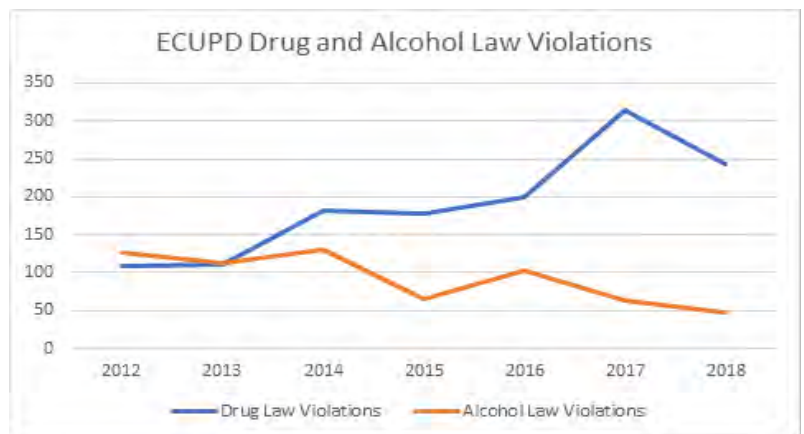
During this same period, violent crime reports increased 120%, but there were 5 violent crimes in 2012 and 11 in 2018.

ECUPD Drug and Alcohol Law Violations

Although drug law violations have risen in recent years (an increase of 125% from 2012 to 2018), there was a decline in number of arrests in 2018 compared to 2017 (a 23% decrease).

With an increase in drug law violations, there has been an almost corresponding decrease in the number of liquor law violations (62% difference between 2012 and 2018).

When we compared 2017 to 2018, both drug and liquor law violations decreased: drug law violations decreased 23% and liquor law violations decreased 22%.

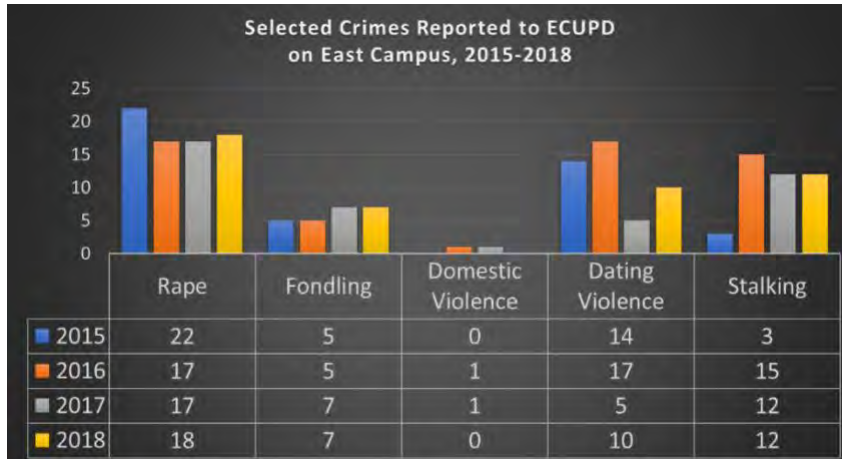


² These are incidents reported to ECUPD. UCR1 refers to the Part 1 (serious violent and property) crimes in the FBI Uniform Crime Report. Violent crimes involve assault, rape, murder and robbery. Property crime is arson, burglary, larceny-theft and vehicle theft.

2019 ECU Safety and Security Report

Alcohol and Other Drug Outreach Programs

In the 2017-2018 academic year, ECU's Center for Counseling and Student Development (CCSD) reported that the two most common concerns of patients involved alcohol and drugs. Also, in the 2017-2018 academic year, the CCSD implemented 88 alcohol and other drug outreach programs for 178 hours with 11,363 participants.



Data Related to Title IX

While there are some ebbs and flows, here are the average number of cases reported to ECUPD (that occurred on ECU property):

- 19 rapes,
- 6 fondling,
- 1 domestic violence,
- 12 dating violence, and
- 11 stalking.

Most incidents that were reported to ECU officials in 2018 occurred either off campus or the location was not disclosed.

Institutional Safety Efforts

We have multiple teams and offices on campus that are working hard to ensure campus safety. The Admissions Safety Review Committee, ECU CARES, and University Behavioral Concerns Team (UBCT) are key groups on campus that help ensure campus safety.

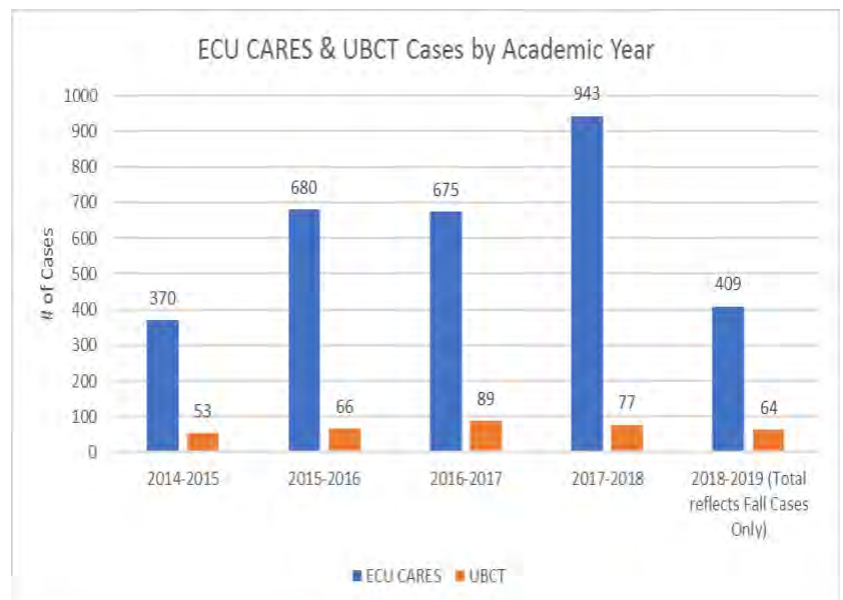
The Admissions Safety Review Committee (formerly Campus Safety Committee) is the first line of defense in the effort to create a safe campus environment. Prior to admission to the University, ECU requires criminal background checks if the application and supporting materials contain any red flags. This practice is in accordance with the University of North Carolina Regulation on Student Applicant Background Checks (Section 700.5.1[R] of the UNC Policy Manual).

- 74 cases were reviewed by the Campus Safety Committee between June 1, 2015, and May 31, 2016.
- 60 cases were reviewed by the Admissions Safety Review Committee between June 1, 2016, and May 31, 2017.

From academic year 2014-2015 to academic year 2017-2018,

- ECU CARES cases increased 155%
- UBCT cases increased 45%.

Caseload for both ECU CARES and UBCT was higher in fall 2018 than entire 2014-2015 academic year.





**Board of Trustees
Finance and Facilities Committee
April 11, 2019**

Agenda Item: II.I.

Other

Responsible Person:

Sara Thorndike,
VC for Administration & Finance

Action Requested:

Information

Notes:

N/A