



## East Carolina University | Board of Trustees

### Finance and Facilities Committee Meeting | July 14, 2016

### Agenda

#### I. Minutes

- A. Finance and Facilities Committee Meeting of April 7, 2016

Action

#### II. Action and Information Items

- A. Request the ECU Board of Trustees Approval of the Designer Selection for the Life Science and Biotech Building
- B. Request the ECU Board of Trustees Approvals on the CM @ Risk Selection for the Ficklen Stadium Expansion
- C. Campus Safety Update
- D. Capital Projects Update
- E. Designer Selection Recommendations since last BOT meeting
- F. Other

Action

Action

Information

Information

Information

Information

East Carolina University  
Board of Trustees  
Finance and Facilities Committee  
July 14, 2016

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander
Agenda Item	I.A.
Item Description	Minutes of April 7, 2016 Meeting
Comments	N/A
Action Requested	Committee approval
Disposition	
Notes	

# East Carolina University | Board of Trustees

## Finance & Facilities | ECHI | April 7, 2016

### Minutes

The Finance & Facilities Committee of the ECU Board of Trustees met in regular session on February 18, 2016 at 1:00 pm in ECHI on the west campus of East Carolina University. Committee members present included Bob Plybon, Leigh Fanning, Max Joyner, Danny Scott and Terry Yeargan.

#### I. MINUTES

Bob Plybon asked the Committee to approve the minutes from February 18, 2016. Danny Scott made motion and Terry Yeargan seconded and the minutes were approved.

#### II. ACTION AND INFORMATION ITEMS

- A. The Committee reviewed a request to Purchase Four Residential Properties at 100, 102, 104 and 106 Fieldside Street. Scott Buck, Associate Vice Chancellor for Business Services, was available for questions. The Committee approved a motion to recommend that the full Board approve the purchase.
- B. The Committee reviewed a request to approve Two Related Property Matters.
  - 1) Approval to Ground Lease Property Bordered by Fourth Street, Reade Street, Third Street, and Cotanche Street to the ECU Foundation.
  - 2) Approval to Sever Two Buildings at 208 East Third Street and 319 Cotanche Street.Scott Buck, Associate Vice Chancellor for Business Services, was available for questions. The Committee approved a motion to recommend that the full Board approve the request.
- C. The Committee reviewed a request to approve the Proposed Building Elevations for Jones Galley Renovation. Kristen and Michael from HH Architecture gave a brief presentation and Bill Bagnell, Vice Chancellor for Campus Operations, was available for questions. The Committee approved a motion to recommend that the full board approve the elevations.
- D. The Committee reviewed a request to approve on the Construction Manager at Risk for Greene Residence Hall Renovation. Bill Bagnell, Vice Chancellor for Campus Operations, was available for questions. The Committee approved a motion to recommend that the full board approve the request.
- E. The Committee reviewed a request to approve the Management Flexibility Report. Melissa Bard, Associate Vice Chancellor for Human Resources was available for questions. The Committee approved a motion to recommend that the full board approve the report.

#### INFORMATION

- F. Melissa Bard, Associate Vice Chancellor for Human Resources, briefly discussed the Report on Related Persons
- G. Bill Koch, Associate Vice Chancellor for Environmental Health and Campus Safety, Chief Lewis, ECU Police, Lynn Roeder, Dean of Students and Virginia Hardy, Vice Chancellor for Student Affairs all shared statics/info on Campus Safety and Student Safety. Overall we have one of the lowest crime rates in the UNC System.
- H. Rick Niswander, Vice Chancellor for Administration and Finance, briefly discussed the Bond Rating Data.
- I. Bill Bagnell, Associate Vice Chancellor for Campus Operations, shared an update on the Capital Projects.
- J. Bill Bagnell, Associate Vice Chancellor for Campus Operations, shared the Designer Selection Recommendations since February

Meeting adjourned at 2:12pm.

Respectfully Submitted,

Rhonda Jordan, VC Administration & Finance Office

East Carolina University  
Board of Trustees  
Finance and Facilities Committee  
July 14, 2016

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell
Agenda Item	II.A.
Item Description	Request the ECU Board of Trustees Approval of the Designer Selection for the Life Science and Biotech Building
Comments	N/A
Action Requested	Committee approval
Disposition	
Notes	

East Carolina University  
Board of Trustees  
Finance and Facilities Committee  
July 14, 2016

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell
Agenda Item	II.B.
Item Description	Request the ECU Board of Trustees Approval on the CM @ Risk Selection for the Ficklen Stadium Expansion
Comments	N/A
Action Requested	Committee approval
Disposition	
Notes	

East Carolina University  
Board of Trustees  
Finance and Facilities Committee  
July 14, 2016

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor Environmental Health and Campus Safety Bill Koch
Agenda Item	II.C.
Item Description	Campus Safety Update
Comments	N/A
Action Requested	Information
Disposition	
Notes	

East Carolina University  
Board of Trustees  
Finance and Facilities Committee  
July 14, 2016

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell
Agenda Item	II.D.
Item Description	Capital Projects Update
Comments	N/A
Action Requested	Information
Disposition	
Notes	

East Carolina University  
Board of Trustees  
Finance and Facilities Committee  
July 14, 2016

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell
Agenda Item	II.E.
Item Description	Designer Selection Recommendations
Comments	N/A
Action Requested	Information
Disposition	
Notes	



## Designer Actions, Recommendations and Selection Approvals

H

### 1. Brody Building High Rise Code Study

April 8, 2016	Advertisement
June 17, 2016	Pre-Selection Committee Recommendation
June 17, 2016	Approval of Committee Recommendation
<b>FIRM SELECTED:</b>	<b>MHA Works, Greenville, NC</b>



Facilities Engineering  
and Architectural Services  
Campus Operations  
1001 East Fourth Street  
East Carolina University  
Greenville, NC 27858-4353  
252-328-6858 office  
252-328-4259 fax

## MEMORANDUM

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

FROM: John G. Fields, PE  
Director

DATE: June 17<sup>th</sup>, 2016 *JG Fields*

SUBJ: Designer Selection Recommendation  
Brody Building High Rise Code Study  
Code: 41536 Item: 305

Approved: *R Niswander*  
Date: 6/17/16

On June 7<sup>th</sup>, 2016 the designer pre-selection committee for the above referenced project conducted interviews with three firms who were shortlisted based on qualifications based selection criteria as required by the State Building Commission.

The committee consisted of Griffin Avin of the Health Sciences Campus Facilities Services, John G. Fields and Robert M. Brown of Facilities Engineering & Architectural Services.

Based on the interviews and requirements of this project the committee recommends the following firms in prioritized order with MHA Works being the top recommended firm.

MHA Works	Greenville, NC
JKF Architecture	Greenville, NC
Davis Kane Architects	Raleigh, NC

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

Approval of the recommended firm, MHA Works, is requested.

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

JGF/rmb

Enclosure: Designer Advertisement Memo

cc: William Bagnell  
Pre-selection Committee Members



# East Carolina University

Tomorrow starts here.

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and Architectural Services  
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## MEMORANDUM

TO: Interested Designers

FROM: John G. Fields, PE *JG Fields*  
Director

DATE: April 8, 2016

SUBJECT: Brody Building High Rise Code Study

The Brody High Rise Building was designed under the 1967 NC Building Code. The University is seeking architectural and engineering services for review of the building's current 4 egress stair towers relative to their compliance with Section 1008 of the 1978 NC Building Code; as mandated by the Office of State Construction for High Rise buildings. This study is intended to better define / verify any compliance issues and establish approved corrective action with the Office of State Construction. For any non-compliance issues found, this study will include the preparation of schematic design solution options, along with cost estimates, for bringing the Brody Building into compliance.

Pending the results of the study, the selected firm may be retained through design and construction at the University's sole discretion.

Interested firms should submit six (6) copies of their current SF330, a portfolio of relevant work and a letter of interest.

To be considered for this project, ensure that your submission is received at the following address before 5:00 p.m. on April 22, 2015.

Robert M. Brown, AIA  
East Carolina University  
1001 East Fourth Street  
Greenville, NC 27858

In accordance with our qualifications-based selection system, designers are expected to make no contact with our University staff, faculty or trustees at this stage of the selection process. All questions should be directed to this office, attention Mr. Robert M. Brown, AIA. The use of email is highly recommended ([brownro@ecu.edu](mailto:brownro@ecu.edu)). East Carolina University encourages participation by MWBE firms and supports the UNC system's policy of ensuring and promoting opportunities for Historically Underutilized Businesses.

Thank you for your interest in East Carolina University

East Carolina University  
Board of Trustees  
Finance and Facilities Committee  
July 14, 2016

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander
Agenda Item	II.F.
Item Description	Other
Comments	N/A
Action Requested	Information
Disposition	
Notes	