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Governors State University Board of Trustees Facilities Committee Meeting Minutes - March 28, 2008

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**GOVERNORS STATE UNIVERSITY
BOARD OF TRUSTEES**

FACILITIES COMMITTEE

Minutes of the Friday, March 28, 2008 Meeting

Kathleen Field Orr, Chair

Call to Order

Chair Orr called the meeting to order at 9:15 a.m. Committee member Bruce Friefeld was present. Also present were Trustees Lorine Samuels and Elizabeth Green.

Others present: Dr. Elaine Maimon, President; Gebe Ejigu, Executive Vice President and Chief of Staff; Jane Rhoades Hudak, Provost; Alexis Kennedy, General Counsel; Joan Vaughan, Vice President of Institutional Advancement; Jeff Slovak, Deputy Vice President of Administration and Finance; Karen Kissel, Associate Vice President for Financial Services and Comptroller; Sherilyn Poole, Associate Vice President for Student Affairs and Dean of Students; Susan Rakstang, Associate Vice President for Facilities Development & Management; David Dixon, Internal Auditor; Jerad Garrison, Associate Director of Procurement and Auxiliary Services; Charles De Brizzio, Chief Plant Operating Engineer, FDM; Timothy Kosiek, Project Coordinator, FDM; Penny Perdue, Executive Assistant to the President; Joan Johns, Special Assistant to the Executive Vice President and Chief of Staff.

The Committee is meeting for the first time; as such there were no minutes to approve.

Information Items and Reports Received

Status Report on GSU's Deferred Maintenance Initiative

Discussion:

Chair Orr asked for an update on the Deferred Maintenance Initiative in light of the delay in Phase 2 of the debt financing. Ejigu addressed the issue, stating there have been delays due to the volatile conditions in the financial and credit markets. Orr expressed concern that this could delay the execution of critical deferred maintenance projects already in the works. Ejigu stated some projects are moving ahead with the funds from the 2007 System Revenue Bonds, and others have been started using general university funds in anticipation of selling the Certificates of Participation in late May or early June. Ejigu stated confidence that the University will be able to sell the COPs; what is uncertain is the timing and the rate of interest.

Rakstang led a Power Point presentation on the Deferred Maintenance Initiative projects. The presentation included an overview of the 21 Deferred Maintenance Projects outlined in September 2007, as well as what projects were complete, those in progress, and those yet to begin. Also included was a “Wish List” of projects that are not included in the current phase of the Deferred Maintenance Initiative.

Trustee Samuels asked why all safety/security projects were not at the top of the list. Friefeld echoed her thoughts. Ejigu explained the projects have been ranked based on degree of disrepair and structural or other safety considerations, Maimon stated there is constant work being done on campus to improve safety, many of them smaller issues that do not require placement on the Deferred Maintenance Initiative Project List. The University will continue to pay special attention to issues of safety and will take all necessary corrective measures even in the absence of state funding.

Review of a Conceptual Site Plan

Discussion:

Ejigu introduced the agenda item and Rakstang led the presentation with an overview and timeline on what work has been done to date. The presentation was aided by a Power Point presentation, using information contained in the Facilities Committee agenda packet, and handouts.

Since the last presentation on the Conceptual Site Plan, JJR Consulting has come up with a refined Plan that incorporates feedback received from Trustees and various stakeholders of the University on the four alternative plans that had been presented earlier.

Orr questioned whether GSU was working with the Village of University Park, and whether building permits were required for work on campus. Rakstang explained she has met with officials from University Park several times and they are very happy with the conceptual site plan thus far. Building permits from the Village are not required for work on the GSU campus.

Orr questioned why the Board was being asked for its approval to proceed with work on the Conceptual Site Plan at this time. Ejigu explained there were two reasons. First, it is important that we put closure to this planning exercise. JJR was contracted more than 18 months ago for this phase of the project and it needs to be completed with a deliverable product. Second, work on the renovation and upgrading of parking lots, which is incorporated into the Conceptual Site Plan, is needed in the immediate future. We need to obtain bids and complete the project before next winter and do so consistent with parameters embodied in the Site Plan.

A decision to recommend the Conceptual Site Plan to the Full Board was tabled until completion of discussion on the related topics of a Wind Turbine Initiative and Student Housing, both of which are on the Committee's agenda of this meeting.

Presentation on the Feasibility of a Wind Turbine Initiative

Discussion:

Rakstang presented with the aid of a Power Point presentation and handouts. An explanation of the requirements to sustain wind turbines was given, which includes testing of the wind resources on GSU's campus land. Information was provided on other entities with wind turbine initiatives. Samuels asked about prospects for external funding. Overall the discussion received a very positive response. Friefeld made a motion to proceed with a wind turbine feasibility study as proposed. Orr seconded. Rakstang stated the University would report back to the Board with the cost for the study, the possibility of grant funding, and other particulars related to the initiative. Ejigu indicated that a wind turbine initiative would be brought to the Board for approval at the October 2008 Board of Trustees Meeting.

Report on Issues of Facility Use for the Center for Performing Arts

Discussion:

The governance structure and process for the Center of Performing Arts was discussed in light of recent organizational changes. Maimon explained the governance is relatively the same as before. The Center Board is still doing the programming with the help of professional staff and the external marketing and PR firm. Maimon summarized work the Board is currently doing to attract a wider audience. Orr asked that the Board of Trustees be updated on the Center's activities at subsequent Facilities Committee meetings in order to be more participative in their mission. It was agreed that University use of the Center was beneficial to all, and that even more use and participation in the Center's activities was desirable. A dinner and program to thank Karen Reid and Tony and Maria Pasquinelli for their years of service to the Center is planned for April 29.

Discussion on the Need for On-Campus Student Housing

Discussion:

Ejigu presented aided by an Executive Summary handout. He cited research indicating the on-campus living experience has many beneficial outcomes; students gain greater social interaction and thus develop leadership skills; they improve their persistence and are apt to succeed scholastically, and campuses with housing retain and graduate relatively more students on time. Currently GSU has no student housing; a large number of international students live at a sub-standard apartment complex off campus. The university has received many reports of unsafe conditions and incidents of crime

perpetrated on residents. He stressed the importance of providing safe, affordable on-or near-campus housing.

Ejigu went on to explain that in the last decade many universities have gone into public-private partnerships to provide student housing, thus greatly reducing the cost of development and maintenance of student housing for those universities. He believes developing a 200 to 300 student housing units is feasible at GSU through such partnerships without any financial commitments.

Maimon stressed the moral responsibility we have to our international students to provide a safe environment. She went on to discuss the difficulties conceptualizing student housing at an institution that was founded as a commuter school. However she pointed out that GSU is a university, not a community college, and we have a responsibility to provide housing for our diverse student body. Maimon sited other institutions that began as commuter colleges and developed student housing, and the many benefits that all students enjoy. Hudak reiterated the higher retention rate of baccalaureate students at universities where housing is available. Green relayed her experience living on-campus as an undergraduate student. She felt it was a great experience in many ways. She also stated that many current GSU students are interested in on-campus housing, and that it would be a very beneficial addition to the University. Ejigu indicated that about 74% of the GSU students who participated in a recent survey designed and administered by the University's Institutional Research Unit would be interested in on-campus housing.

Ejigu has met with University Park officials as well as developers interested in participating in the development of on-campus housing. Lake Shore Investors (LSI) has reached a substantive agreement for the immediate acquisition of 80 acres of land immediately east of the Metra station. LSI is partnering with Campus Acquisitions of Champaign, IL, to develop student housing on this property. Ejigu had requested them to submit a letter outlining their plans and expectations from the University. A one-and-a-half page "abstract" was emailed. The abstract contained a number of commitments expected of the University including a "not-to-compete" covenant.

Ejigu then met with Jim Louthen, principal contact person from Town Builder Studios, and advised him that the University would not entertain entering into any kind of a not-to-compete covenant or occupancy guarantee of any kind, and the abstract lacks specificity in a number of areas. A subsequent meeting with Campus Acquisitions, University Park, and the planning firm Town Builder Studios clarified the roles of the various players, and the structure of the "deal" the Village, the Developer, and Campus Acquisitions had been working on. One thing that became clear was that all three parties were "very concerned" that GSU may develop on-campus housing of its own. As such,

they seemed willing to significantly water down the “commitments” they had earlier demanded. Friefeld expressed he liked the idea of working with the private sector on such a large scope project.

Ejigu recommended GSU show a commitment to student housing. He also stated that University Park and the developers have communicated that if we don’t “play” they will not develop the 80 acres. Maimon expressed that if we developed a successful student housing program the contiguous area would naturally benefit. Orr asked that we pursue more information on the risks and benefits of student housing, and that the topic be on subsequent Facilities Committee agendas.

Upon completion of discussion on the related topics of a Conceptual Site Plan, a Wind Turbine Initiative, and Student Housing, Friefeld made a motion to recommend the Conceptual Site Plan to the Full Board at the April 18, 2008 Full Board Meeting. Orr seconded the motion. The motion was carried by unanimous voice vote.

Action Items

Replacement and Upgrade of the Motor Control Centers

Discussion:

Rakstang explained that the motor control centers (MCC) in the Power Plant, Substation 1 and Substation 2, were manufactured by a company that has been out of business for 25 years. It is difficult to obtain repair parts, and we have essentially exhausted that option. Future power outages will be longer and increasingly more disruptive until these MCC’s are replaced. Ejigu stated that an initial bid was announced and proposals received; however, the bids came in significantly above budget. The project was re-bid with minor redesign and bids are due on April 2, 2008. Design engineers will analyze the bids and make a recommendation by April 7. The University will make a decision immediately thereafter as to whether or not to bring the recommendation for award of a contract to the April 18, 2008 full meeting of the Board.

Action:

Resolution 08-28: The Facilities Committee recommends the approval of a Contract Award for the Replacement and Upgrade of the Motor Control Centers pending recommendations by the engineers after analysis of the bids on April 7, and inclusion of Resolution 08-28 on the Consent Agenda of the Full Board Meeting on April 18, 2008.

Approval of Contract Award for the Upgrade and Installation of Interior Lighting Controls

Discussion:

Upgrade and replacement of the interior lighting control system is needed in the main building and the A-E wings. More specifically, the work will add new relay panels and identify zones for lighting control by wing and floor; provide local bypass switches; and provide occupancy sensors in classrooms as specified in the bidding documents. The international Energy Conservation Code requires automatic control of all lighting within a building. Most of our buildings are on a GE lighting control system that is over 30 years old and cannot handle the additional 115,000 sq. ft. of existing corridors that require automatic control.

Action:

Resolution 08-29: The Facilities Committee recommends the approval of a Contract Award for the Upgrade and Installation of Interior Lighting Controls to Ruder Electric of Kankakee, IL, in the amount of \$239,200, and inclusion of Resolution 08-29 on the Consent Agenda of the Full Board Meeting on April 18, 2008.

Approval of Contract Award for the Upgrade and Installation of Water and Hydronic Systems

Discussion:

An upgrade of water quality will be provided through the installation of water softeners throughout campus, more specifically the installation of a water softening system along with new supply piping and point of use carbon filters and the testing of underground leaking pipes in the D-Wing.

Action:

Resolution 08-30: The Facilities Committee recommends the approval of a Contract Award for the Upgrade and Installation of Water and Hydronic Systems to Mechanical Inc. of Hillside, IL, in the amount of \$739,792, and inclusion of Resolution 08-30 on the Consent Agenda of the Full Board Meeting on April 18, 2008.

Public Comment Period

There were no requests for public comment.

Executive Session

There was no need for an Executive Session.

Adjournment

Orr requested a motion to adjourn. Friefeld made a motion to adjourn at 11:25 a.m. Orr seconded the motion. The motion was approved by unanimous voice vote.

Respectfully submitted,

Joan M. Johns