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Governors State University Board of Trustees Facilities Committee Meeting Minutes - October 10, 2008

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**GOVERNORS STATE UNIVERSITY
BOARD OF TRUSTEES
FACILITIES COMMITTEE**

Minutes of the Friday, October 10, 2008 Meeting

Lorine Samuels, Chair

CALL TO ORDER

The Board of Trustees Facilities Committee met on Friday, October 10, 2008, in the William D. McGee Hall of Honors. The meeting was called to order by Trustee Jack Beaupre at 8:51 a.m. Trustees Kristi DeLaurentiis, Lois Mayer, and Elizabeth Green were in attendance. Trustees Lorine Samuels and Bruce Friefeld were absent. In Chair Samuels' absence, Board Vice Chair Beaupre chaired the meeting.

Others present: Elaine Maimon, President; Jane Rhoades Hudak, Provost; Gebe Ejigu, Executive Vice President and Chief of Staff; Alexis Kennedy, General Counsel; Joan Vaughan, Vice President of Institutional Advancement; Paul Blobaum, Faculty Senate President; Kathleen Miller, Civil Service Senate President; Jeff Slovak, Deputy Vice President of Administration and Finance; Karen Kissel, Associate Vice President for Financial Services and Comptroller; Susan Rakstang, Associate Vice President for Facilities Development and Management; Tracy Sullivan, Director of Procurement and Auxiliary Services; David Dixon, Internal Auditor; and Colleen Rock, Director for Management Support & Research.

EXECUTIVE SESSION

There was no Executive Session.

ACTION ITEMS

Approval of Minutes

DeLaurentiis moved to approve the minutes of the June 9, 2008 meeting. Mayer seconded the motion. The motion was approved by unanimous voice vote.

Resolution 09-04 – Approval of Contract Award for Exterior Concrete Repairs

Upon the recommendation of President Maimon and the Board of Trustees Facilities Committee, the Board of Trustees of Governors State University approves the award of a purchase order and contract to Lawdensky Construction Inc. of Schaumburg, IL in the amount of \$246,000 for the repair of existing exterior concrete wall surfaces. With the standard 10% contingency, this action authorizes the University to spend up to \$270,600 on the project. Green moved that Resolution 09-04 be forwarded to the full Board of Trustees and placed on the Consent Agenda. Mayer seconded the motion. Mayer asked how bids are advertised. Sullivan informed the Trustees that bids are advertised on the web, in local and state newspapers, by fax, and by email. Mayer requested that advertisements be placed in the *Joliet Herald* as well. DeLaurentiis inquired as to when this project would be completed. Rakstang stated it is the intention to have the exterior

concrete repairs completed before winter. The repairs will be made throughout the University to make it more structurally sound. The motion was approved by unanimous voice vote.

Resolution 09-05 – Approval of Contract Award for Reconstruction of Parking Lot C

Upon the recommendation of President Maimon and the Board of Trustees Facilities Committee, the Board of Trustees of Governors State University approves the award of a purchase order and contract to Rose Paving Company of Bridgeview, IL in the amount of \$1,539,590 for the reconstruction related to Parking Lot C as specified in the bidding documents. With the standard 10% contingency, this action authorizes the University to spend up to \$1,693,549 on the project. DeLaurentiis moved that Resolution 09-05 be forwarded to the Consent Agenda for approval by the Board of Trustees. Mayer seconded the motion.

In June, the Board authorized the University to begin work on Parking Lot B renovations. In moving forward with Lot C, the lowest bid was received from the same company that is renovating Lot B, Rose Paving. The lot will be renovated with permeable paving, which is more environmentally responsible. The fact that the project was fast-tracked put some stress on employees and students. A few weeks ago, many GSU DPS officers and staff directed traffic. Ejigu commended those volunteers for their sense of loyalty and willingness to serve. The expectation is that Lot C should be completed by the end of the calendar year. The bid did include requirements for bioswales. Trustee DeLaurentiis requested that the language about the bioswales be included in the resolution or in the executive summary for the resolution. Ejigu confirmed that the language about bioswales will be included in the contract, and that the contract will be executed consistent with the Board's specifications. Maimon explained that there is a serious time constraint, which was fully discussed with Chair Samuels. The Administration requests that, upon the concurrence of Chair Samuels, this item be acted on today by the Board of Trustees Executive Committee instead of waiting another week for Board action. Kennedy confirmed that the appropriate notice for the Executive Committee was posted. The motion was approved by unanimous voice vote.

INFORMATION ITEMS

Update on the Award of Contract for the Reconstruction of Parking Lot B

Ejigu reported that the contractor for the reconstruction of Parking Lot B has performed exceptionally well. Lot B is nearly completed. However, there was an unexpected issue with ComEd. Rakstang explained that a ComEd line was too close to the surface in one part of the lot. ComEd has indicated that it will be 4-5 months before the line can be properly buried. That part of Lot B will be completed as soon as ComEd fixes the line. The rest of the lot will be opened. There are no specific parking spaces for smaller cars, but maybe in the future there will be specific parking spaces for hybrid cars.

Report on the Energy Performance Contract Initiative

Ejigu thanked Trustee Mayer for her interest in alternative energy sources, such as wind turbines. Rakstang reported that at the last committee meeting it was agreed to develop a request for proposal (RFP) regarding conservation energy performance, which can include wind turbines, solar energy, geothermal energy, etc. The RFP was issued on July 22, 2008. Five companies

submitted proposals. A DCEO grant provided a consultant who will assist in the evaluation of the proposals. The evaluation should be completed by the end of October.

Report on the Planned University-Wide Power Shutdowns

Ejigu reported that the power shutdown on October 4 and 5 went well. No classes were canceled; alternate locations for classes were found. There will be two other power shutdowns: November 27-29 and December 26-29. Ejigu commended the staff who helped with planning the shutdown. Student Trustee Green suggested that there be more communication about the shutdowns in the future, including posters at the entrances and by the elevators. Rakstang responded there is a committee that met to prepare for the shutdown, and they met immediately after the shutdown to discuss what improvements could be made. It was decided there will be more postings (GSU View, GSU website, email, signage), and the information will be posted earlier. The next two shutdowns will be easier because classes are not in session.

PREVIEW OF FUTURE AGENDA ITEMS

Ejigu stated that the following items will be brought to the Board in the near future, 1) a prioritized list of all deferred maintenance projects that need attention; and 2) through the Budget and Finance Committee, a recommendation for issuance of the next and last debt issue to complete projects in the deferred maintenance initiative.

DeLaurentiis requested that at a future Board meeting a discussion be held about the Kankakee and Naperville Centers, outlining what is needed for those facilities to continue to operate.

PUBLIC COMMENT

Consistent with Public Act 91-0715 and reasonable time constraints determined by the Board of Trustees, at each regular or special meeting of the Board or its committees that is open to the public, members of the public may request a brief time on the approved agenda of the meeting to address the Board on relevant matters within its jurisdiction. There were no requests to speak.

ADJOURNMENT

DeLaurentiis moved to adjourn. Mayer seconded the motion. The motion was approved by unanimous voice vote. The meeting adjourned at 9:32 a.m.

Respectfully submitted,

Colleen Rock