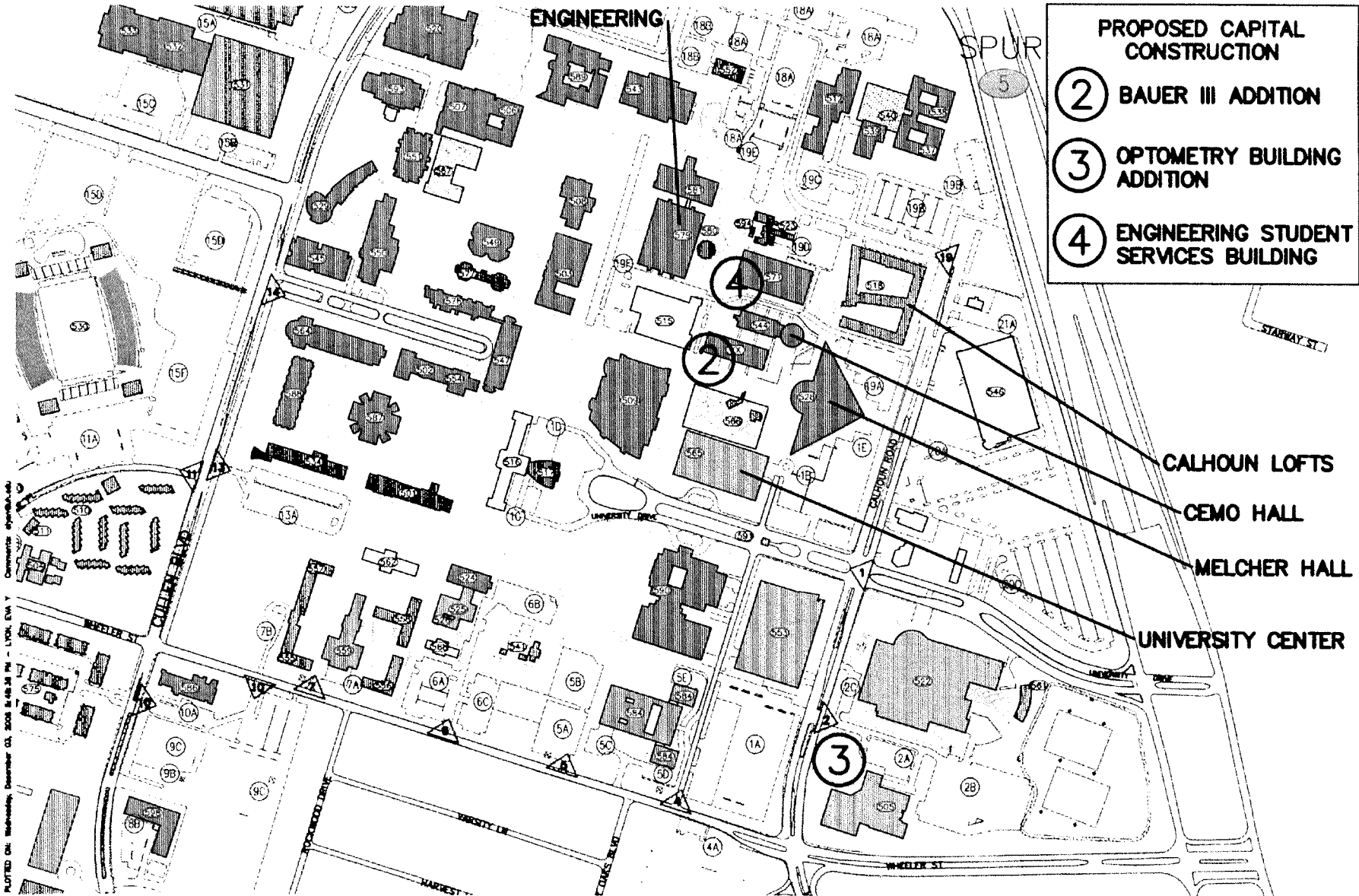


UNIVERSITY OF HOUSTON SYSTEM
Facilities, Cons. & Master Planning Committee Meeting
December 9, 2008

Bauer Business III Space Program		Program	
		Qty.	SF
<u>Classroom (All Floors)</u>			
Classroom 1st Flr (seats 80, tiered)	4	2000	8000
Classroom 1st Flr (seats 52, tiered)	8	1300	10400
Seminar 3rd Flr (seats 40)	3	1000	3000
Breakout Rooms 3rd Flr	9	240	2160
			23560
<u>EMBA Student Suite</u>			
Classrooms 3rd Flr (seats 60, non-tiered)	4	1305	5220
EMBA Lobby/Clubhouse 2nd Flr	1	1950	1950
Breakout Rooms 3rd Flr	20	240	4800
			11970
<u>EMBA Suite 4th Flr</u>			
Directors	2	219.5	439
Staff (Advisors, Financial Aid)	15	117	1755
Records and Storage	2	292.5	585
Conference Room	1	390	390
Reception	1	195	195
Break Room	1	195	195
			3559
<u>Wolff Ctr for Entrepreneurship, 4th floor</u>			
Director	1	219.7	219.7
Project Managers	2	146.25	292.5
Staff	8	117	936
Reception	1	292.5	292.5
Conference	1	975	975
Storage	1	195	195
Copy	1	195	195
Break Room	1	195	195
Student Space	1	975	975
			4275.7
<u>Ancillary Functions</u>			
Student Organizations Offices	30	150	4500
Student Org. Mtg Rms (45 stud * 15 SF/stud)	2	877.5	1755
Clinical Offices	40	100	4000

Storage	6	325	1950
Student Svcs Copier, Printer, Area	3	390	1170
			13375
Total ASF			56,740
Total GSF			87,296



- PROPOSED CAPITAL CONSTRUCTION**
- ② BAUER III ADDITION
 - ③ OPTOMETRY BUILDING ADDITION
 - ④ ENGINEERING STUDENT SERVICES BUILDING

PLOTTED ON: Wednesday, December 10, 1987 9:00 AM - IN: R787-3-0002 10

Professional Precinct

Residential Program:
844,000 sf (2400 Beds)

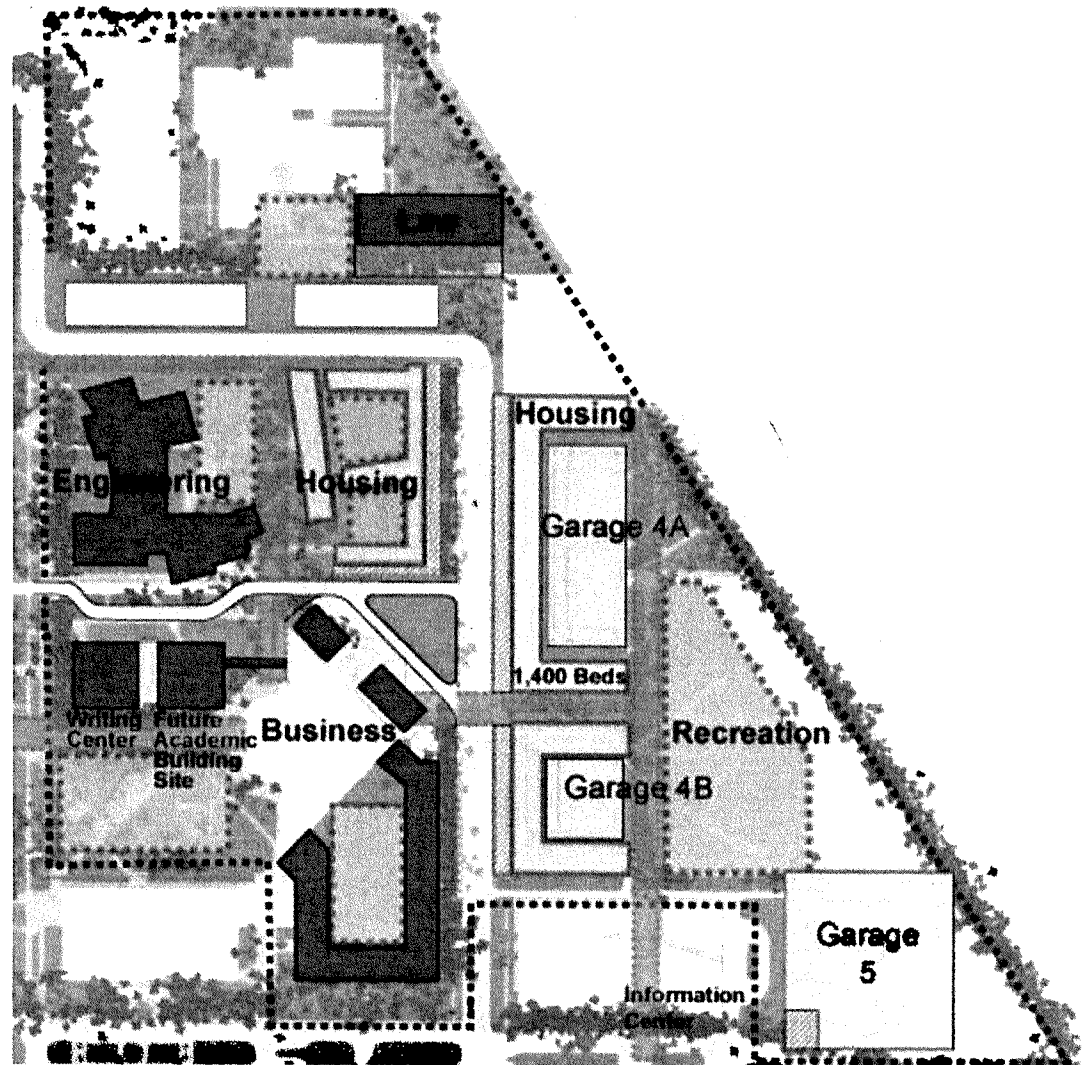
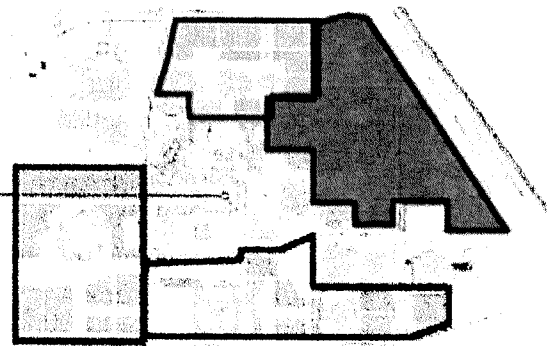
Academic Program:
768,000 sf

TOTAL SF – 1,612,000 sf

Parking Garage

Mixed Use

FC&MP 1-3



UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA

COMMITTEE: Facilities, Construction and Master Planning Committee

ITEM: Approval of the Optometry Building Program

DATE PREVIOUSLY SUBMITTED:

SUMMARY: Approval is requested for the Optometry Addition program. The proposed program is a building of approximately 82,000 ASF/137,000 GSF

Details of the program are provided in the attached supporting documentation. The proposed site is displayed on the campus map.

FISCAL NOTE: Funding TBD

SUPPORTING DOCUMENTATION: Optometry Space Program

ACTION REQUESTED: Approval

COMPONENT: University of Houston

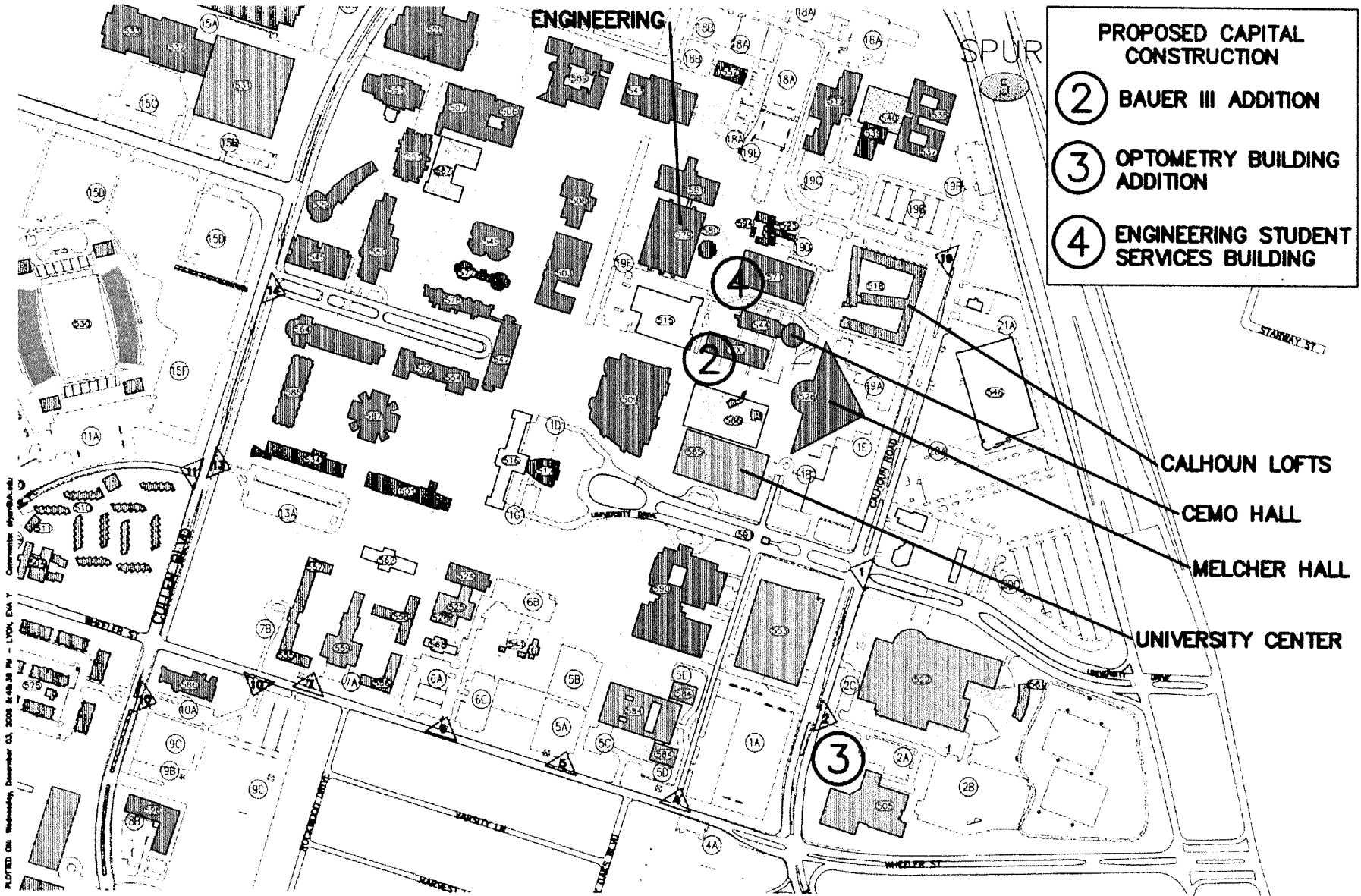
Renu Khator
PRESIDENT Renu Khator DATE 11/25/08

Carl Carlucci
EXECUTIVE VICE CHANCELLOR Carl Carlucci DATE 11/20/08

Renu Khator
CHANCELLOR Renu Khator DATE 11/25/08

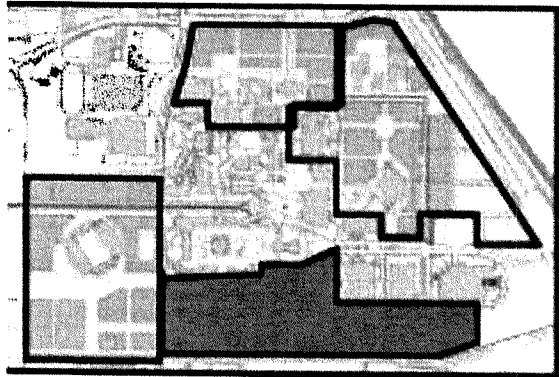
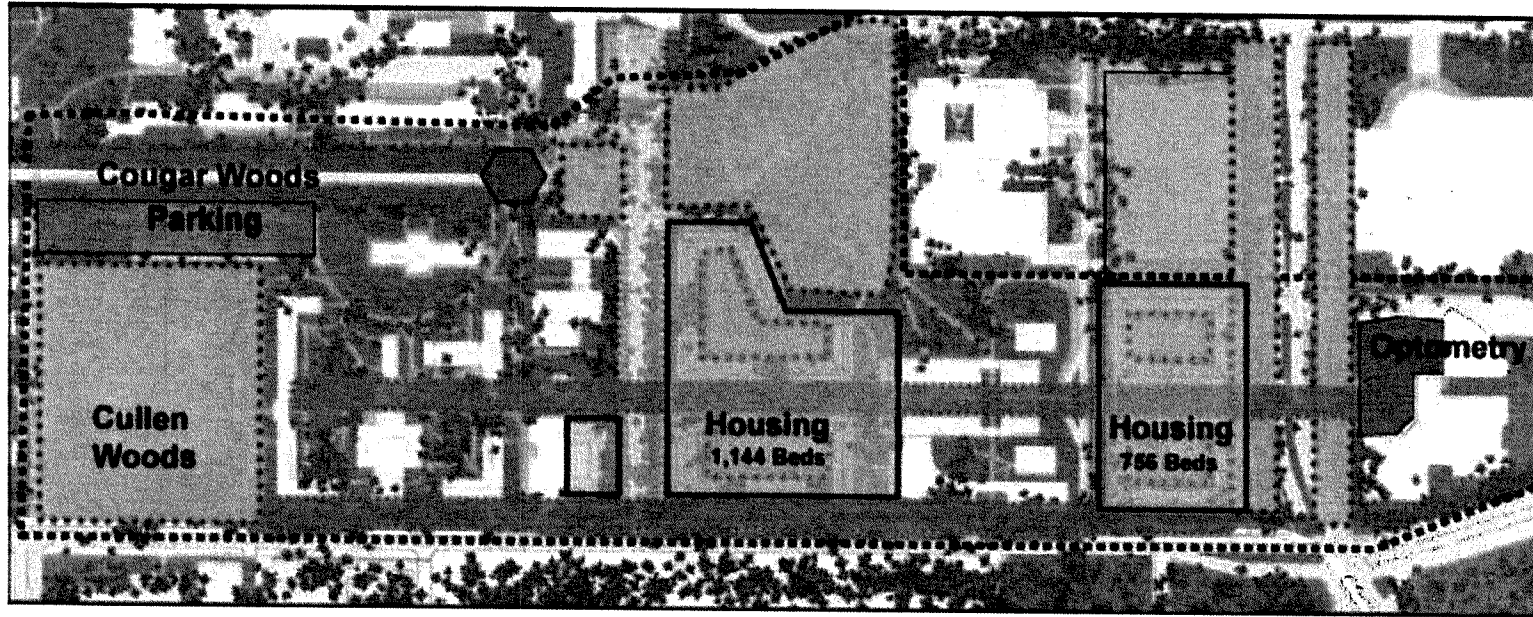
Optometry Expansion		Program	
		Assignable Sq Feet	Gross Sq Feet
Ambulatory Surgical Center (ASC)	5,975	9,958	
Public Areas			
Lobby, recep., waiting, check in/out			
Clinic Suite			
Pre-Op			
Surgical Suite			
Staff Work Area			
MRI/FMRI Center	0	0	
Laser Center (TLC)	2405	4,008	
Academic Research	21,255	35,425	
Academic Areas (Audit, Classrooms)	8225		
Office/Support	5330		
Laboratory	6160		
Lab Support	1540		
Optometry Vivarium	7425	12,375	
Animal Housing	4070		
Procedure Lab	1320		
Vivarium Support	2035		
Public Space (NSF)	3635	6,058	
Food Service			
Security			
Classroom (50 seat)			
Public Space (in GSF)			
Entrance/Lobby			
Public Rest Rooms			
Atrium Link to Existing Building			
Building Support (NSF)	1575	2,625	
Computer			
Janitor			
Building Support (in GSF)			
University Vivarium	13,200	22,000	
Office/Support	385		
Laboratory	1,320		
Lab Support	330		
Animal Housing	2,310		
Procedure Lab	1,540		
Vivarium Support	2,895		
Transgenic Facility	4,420		
(Incl. Holding, Procedure, & Suppt. Space)			
CSS Dry Labs and Offices	26,400	44,000	
Public Areas	440		
NeuroPsych Office/Support	4510		
NeuroPsych Clinic/Dry Lab	1155		
Neuroscience Office/Support	3950		
Neuroscience Dry Lab	3145		
CSS Office/Support	3960		
CSS Dry Lab	9240		
TOTAL (rounded)	81,870	136,450	
@60% efficiency			

FC&MP 4-2



U N I V E R S I T Y of **H O U S T O N**

Wheeler Precinct



Residential Program 665,000 sf (1900 Beds)

Academic Program 150,000 sf

TOTAL SF – 815,000 sf

Parking Garage

Mixed Use

UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA

COMMITTEE: Facilities, Construction and Master Planning

ITEM: Approval of the Engineering Student Services Building Program

DATE PREVIOUSLY SUBMITTED:

SUMMARY: Approval is requested for, Engineering Student Services Building Program. The program proposes a building of approximately 67,000 ASF/102,000 GSF.

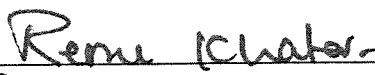

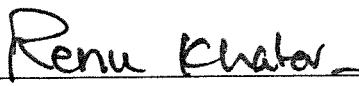
Details of the program are provided in the supporting documentation. The proposed site is displayed on the campus map.

FISCAL NOTE: Funding TBD

SUPPORTING DOCUMENTATION: Engineering Student Services Space Program

ACTION REQUESTED: Approval

COMPONENT: University of Houston

 _____	Renu Khator	<u>11/25/08</u> DATE
 _____	Carl Carlucci	<u>11/20/08</u> DATE
 _____	Renu Khator	<u>11/25/08</u> DATE

Cullen College of Engineering

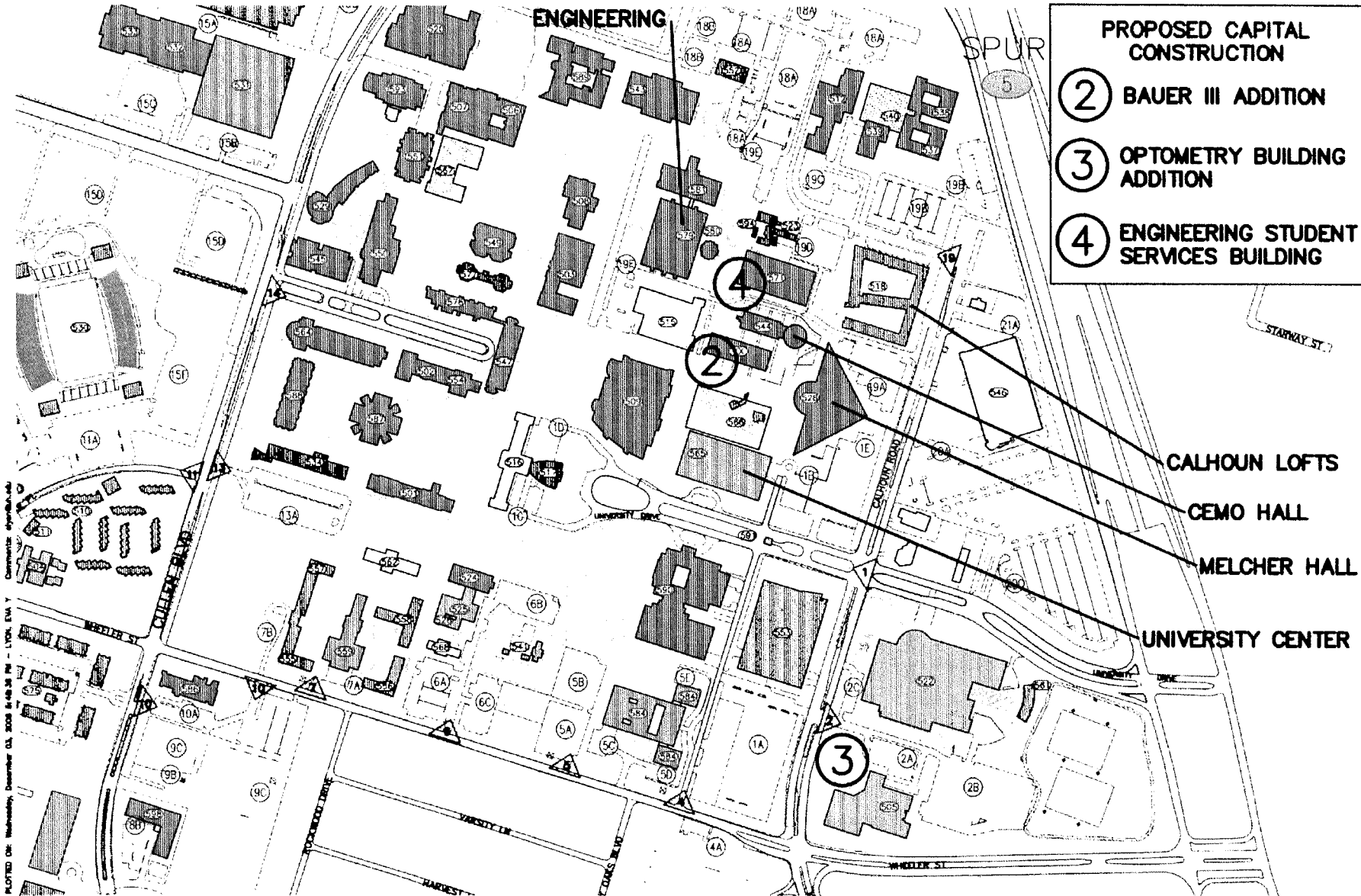
11/20/2008

Student Services Building (approx 100,000 GSF)				
Area	Assignable Sq Feet	Gross Sq Feet	Total ASF	Total GSF
Auditorium				
Entry	1,182	1,818		
Main Auditorium	2,089	3,214		
	3,271	5,032	3,271	5,032
Dean's Office				
Dean				
Associate Dean				
Associate Dean				
Assistant to Dean				
Administrative Assistant				
Events Coordinator				
Director Business Operations				
Assistant College Business Admin				
Financial Assistant				
Development Director				
Development Secretary				
Reception Area				
Student Worker				
Equipment/Break Room				
Mailbox/Storage Room				
File Room				
	1,950	3,000	1,950	3,000
Engineering Career Center				
Director	136	209		
ISIP Manager	136	209		
CoOp Director	136	209		
Office Assistant	218	335		
Associate Director, Alumni Placement	202	311		
Student Worker	303	466		
Interview Rooms	1,356	2,086		
Reception Area	113	174		
Waiting Area	575	885		
Copy Area	136	209		
Storage Room	113	174		
Break Area	163	251		
Conference Room	657	1,011		
Training Room	657	1,011		
	4,901	7,540	4,901	7,540
Food Service				
Vending Area	348	535	348	535
Hi-Tech Classrooms				
Active Learning Classroom	900	1,385		
Visualization Lab-Graduate	1,000	1,538		
Visualization Lab-Undergraduate	1,250	1,923		
EERC	136	209		
EERC	750	1,154		

EERC	1,093	1,682		
EERC	1,548	2,382		
EERC	150	231		
EERC	275	423		
	7,102	10,926	7,102	10,926
Student Design/Competition Center	4,500	6,923	4,500	6,923
Student Advising, Recruiting, Retention				
Reception Area	163	251		
Reception Area	202	311		
Advising/ Dean's Office	247	380		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	0	0		
Advising/ Dean's Office	0	0		
Advising/ Dean's Office	136	209		
Advising/ Dean's Office	0	0		
Advising/ Dean's Office	271	417		
Advising/ Dean's Office	94	145		
PROMES	191	294		
PROMES	136	209		
PROMES	136	209		
PROMES	101	155		
PROMES	94	145		
PROMES	191	294		
PROMES	4,602	7,080		
Recruiting	191	294		
Recruiting	136	209		
Recruiting	407	626		
Recruiting	94	145		
Support	202	311		
Support	404	622		
Support	136	209		
Support	136	209		
Support	136	209		
Support	657	1,011		
Support	287	442		
Support	216	332		
	10,654	16,391	10,654	16,391
Computing				
Security Desk	101	155		
General Access Computer Stations	288	443		
Staff Offices	136	209		
Staff Offices	136	209		
Staff Offices	303	466		
Staff Offices	303	466		
Staff Offices	303	466		

Computing Center	136	209		
Computing Center	0	0		
Computing Center	300	462		
Computing Center	3879	5,968		
Computing Center	136	209		
Computing Center	247	380		
Computing Center	348	535		
Computing Center	247	380		
Network Support	371	571		
Network Support	247	380		
	7481	11,509	7481	11,509
Food Services				
Food Services-Servery	1268	1,951		
Food Services-Inside seating	683	1,051		
Convenience Store	1049	1,614		
	3000	4,615	3000	4,615
Student Organizations				
Student Org: Multipurpose Meeting Rooms-Large	858	1,320		
Student Org: Multipurpose Meeting Rooms-Medium	449	691		
Student Organization Rooms-Large	6658	10,243		
Student Organization Rooms-Small	2863	4,405		
Gaming Area	767	1,180		
	11595	17,838	11595	17,838
Study Rooms				
Individual Study Area(s)	1972	3,034		
Multipurpose Group Study Rooms	3254	5,006		
	5226	8040	5226	8,040
Undergraduate Laboratories	6500	10,000	6500	10,000
TOTAL GSF			66,528	102,351

FC&MP 6-2



- PROPOSED CAPITAL CONSTRUCTION**
- ② BAUER III ADDITION
 - ③ OPTOMETRY BUILDING ADDITION
 - ④ ENGINEERING STUDENT SERVICES BUILDING

CALHOUN LOFTS
CEMO HALL
MELCHER HALL
UNIVERSITY CENTER

U N I V E R S I T Y of H O U S T O N

PLOTTED BY: [illegible] DATE: [illegible] SCALE: [illegible]

Professional Precinct

Residential Program:

844,000 sf (2400 Beds)

Academic Program:

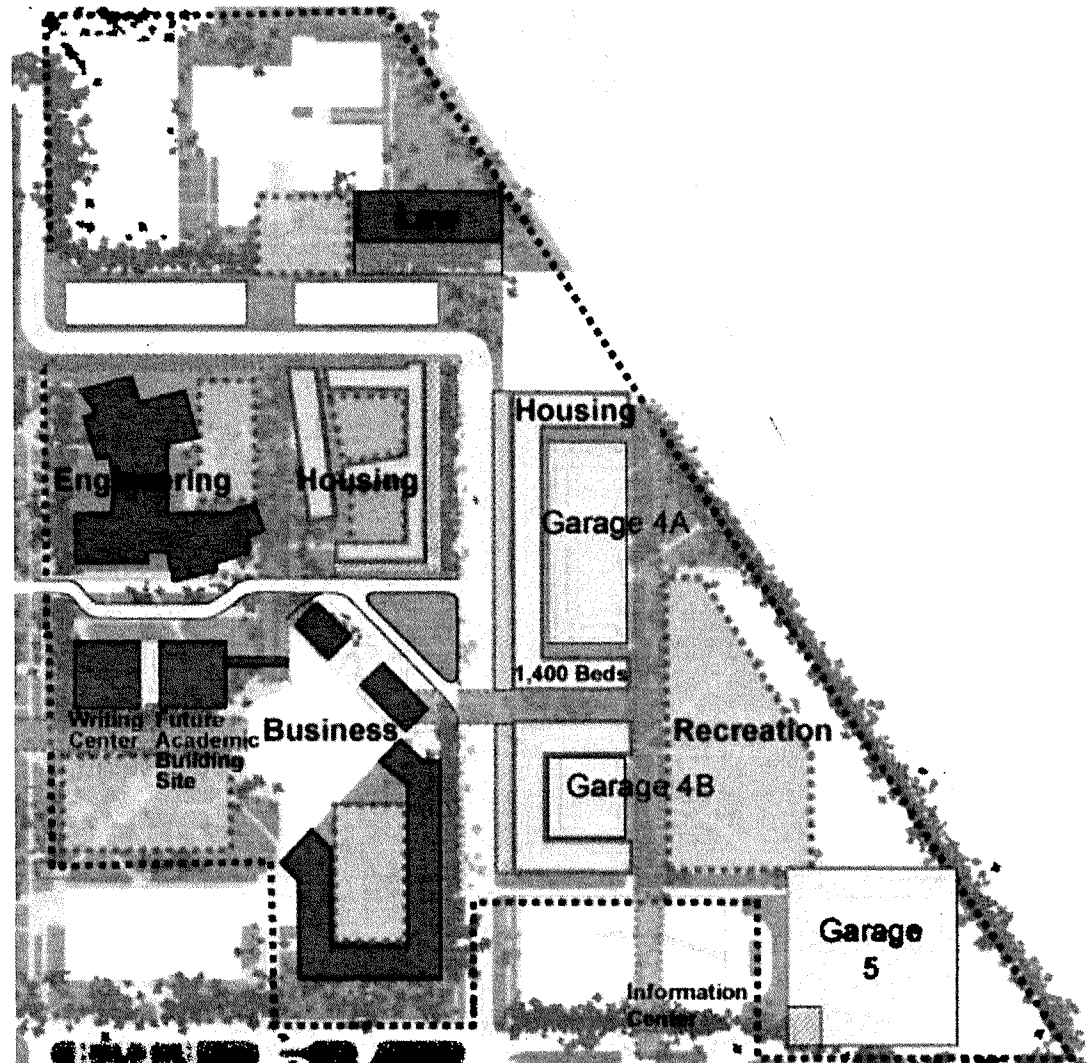
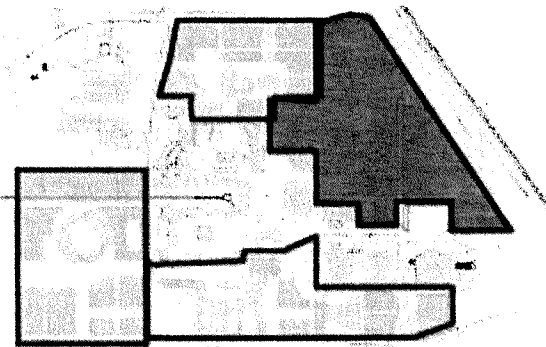
768,000 sf

TOTAL SF – 1,612,000 sf

Parking Garage

Mixed Use

FC&MP 6-3



**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Facilities, Construction and Master Planning

ITEM: National Incident Management System

DATE PREVIOUSLY SUBMITTED:

SUMMARY: Implementation of the National Incident Management System throughout the University of Houston System.

On February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD)-5, which directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS).

The Texas Governor's Executive Order RP40 (Issued February 23, 2005) mandated the National Incident Management System as the State standard for incident management.

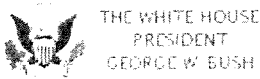
FISCAL NOTE:

SUPPORTING DOCUMENTATION: Homeland Security Presidential Directive-5
Executive Order RP40 - February 23, 2005

ACTION REQUESTED: Approval

COMPONENT: University of Houston

PRESIDENT	<i>Renu Khator</i> Renu Khator	DATE <i>11/25/08</i>
EXECUTIVE VICE CHANCELLOR	<i>Carl Carlucci</i> Carl Carlucci	DATE <i>11/20/08</i>
CHANCELLOR	<i>Renu Khator</i> Renu Khator	DATE <i>11/25/08</i>



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For Immediate Release
Office of the Press Secretary
February 28, 2003

Homeland Security Presidential Directive/HSPD-5

Subject: Management of Domestic Incidents

Purpose

(1) To enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system.

Definitions

(2) In this directive:

(a) the term "Secretary" means the Secretary of Homeland Security.

(b) the term "Federal departments and agencies" means those executive departments enumerated in 5 U.S.C. 101, together with the Department of Homeland Security; independent establishments as defined by 5 U.S.C. 104(1); government corporations as defined by 5 U.S.C. 103(1); and the United States Postal Service.

(c) the terms "State," "local," and the "United States" when it is used in a geographical sense, have the same meanings as used in the Homeland Security Act of 2002, Public Law 107-296.

Policy

(3) To prevent, prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies, the United States Government shall establish a single, comprehensive approach to domestic incident management. The objective of the United States Government is to ensure that all levels of government across the Nation have the capability to work efficiently and effectively together, using a national approach to domestic incident management. In these efforts, with regard to domestic incidents, the United States Government treats crisis management and consequence management as a single, integrated function, rather than as two separate functions.

(4) The Secretary of Homeland Security is the principal Federal official for domestic incident management. Pursuant to the Homeland Security Act of 2002, the Secretary is responsible for coordinating Federal operations within the United States to prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies. The Secretary shall coordinate the Federal Government's resources utilized in response to or recovery from terrorist attacks, major disasters,

or other emergencies if and when any one of the following four conditions applies: (1) a Federal department or agency acting under its own authority has requested the assistance of the Secretary; (2) the resources of State and local authorities are overwhelmed and Federal assistance has been requested by the appropriate State and local authorities; (3) more than one Federal department or agency has become substantially involved in responding to the incident; or (4) the Secretary has been directed to assume responsibility for managing the domestic incident by the President.

(5) Nothing in this directive alters, or impedes the ability to carry out, the authorities of Federal departments and agencies to perform their responsibilities under law. All Federal departments and agencies shall cooperate with the Secretary in the Secretary's domestic incident management role.

(6) The Federal Government recognizes the roles and responsibilities of State and local authorities in domestic incident management. Initial responsibility for managing domestic incidents generally falls on State and local authorities. The Federal Government will assist State and local authorities when their resources are overwhelmed, or when Federal interests are involved. The Secretary will coordinate with State and local governments to ensure adequate planning, equipment, training, and exercise activities. The Secretary will also provide assistance to State and local governments to develop all-hazards plans and capabilities, including those of greatest importance to the security of the United States, and will ensure that State, local, and Federal plans are compatible.

(7) The Federal Government recognizes the role that the private and nongovernmental sectors play in preventing, preparing for, responding to, and recovering from terrorist attacks, major disasters, and other emergencies. The Secretary will coordinate with the private and nongovernmental sectors to ensure adequate planning, equipment, training, and exercise activities and to promote partnerships to address incident management capabilities.

(8) The Attorney General has lead responsibility for criminal investigations of terrorist acts or terrorist threats by individuals or groups inside the United States, or directed at United States citizens or institutions abroad, where such acts are within the Federal criminal jurisdiction of the United States, as well as for related intelligence collection activities within the United States, subject to the National Security Act of 1947 and other applicable law, Executive Order 12333, and Attorney General-approved procedures pursuant to that Executive Order. Generally acting through the Federal Bureau of Investigation, the Attorney General, in cooperation with other Federal departments and agencies engaged in activities to protect our national security, shall also coordinate the activities of the other members of the law enforcement community to detect, prevent, preempt, and disrupt terrorist attacks against the United States. Following a terrorist threat or an actual incident that falls within the criminal jurisdiction of the United States, the full capabilities of the United States shall be dedicated, consistent with United States law and with activities of other Federal departments and agencies to protect our national security, to assisting the Attorney General to identify the perpetrators and bring them to justice. The Attorney General and the Secretary shall establish appropriate relationships and mechanisms for cooperation and coordination between their two departments.

(9) Nothing in this directive impairs or otherwise affects the authority of the Secretary of Defense over the Department of Defense, including the chain of command for military forces from the President as Commander in Chief, to the Secretary of Defense, to the commander of military forces, or military command and control procedures. The Secretary of Defense shall provide military support to civil authorities for domestic incidents as directed by the President or when consistent with military readiness and appropriate under the circumstances and the law. The Secretary of Defense shall retain command of military forces providing civil support. The Secretary of Defense and the Secretary shall establish appropriate relationships and mechanisms for cooperation and coordination between their two departments.

(10) The Secretary of State has the responsibility, consistent with other United States Government activities to protect our national security, to coordinate international activities related to the prevention, preparation, response, and recovery from a domestic incident, and for the protection of United States citizens and United States interests overseas. The Secretary of State and the Secretary shall establish appropriate relationships and mechanisms for cooperation and coordination between their two departments.

(11) The Assistant to the President for Homeland Security and the Assistant to the President for National Security Affairs shall be responsible for interagency policy coordination on domestic and international incident management, respectively, as directed by the President. The Assistant to the President for

Homeland Security and the Assistant to the President for National Security Affairs shall work together to ensure that the United States domestic and international incident management efforts are seamlessly united.

(12) The Secretary shall ensure that, as appropriate, information related to domestic incidents is gathered and provided to the public, the private sector, State and local authorities, Federal departments and agencies, and, generally through the Assistant to the President for Homeland Security, to the President. The Secretary shall provide standardized, quantitative reports to the Assistant to the President for Homeland Security on the readiness and preparedness of the Nation -- at all levels of government -- to prevent, prepare for, respond to, and recover from domestic incidents.

(13) Nothing in this directive shall be construed to grant to any Assistant to the President any authority to issue orders to Federal departments and agencies, their officers, or their employees.

Tasking

(14) The heads of all Federal departments and agencies are directed to provide their full and prompt cooperation, resources, and support, as appropriate and consistent with their own responsibilities for protecting our national security, to the Secretary, the Attorney General, the Secretary of Defense, and the Secretary of State in the exercise of the individual leadership responsibilities and missions assigned in paragraphs (4), (8), (9), and (10), respectively, above.

(15) The Secretary shall develop, submit for review to the Homeland Security Council, and administer a National Incident Management System (NIMS). This system will provide a consistent nationwide approach for Federal, State, and local governments to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, and local capabilities, the NIMS will include a core set of concepts, principles, terminology, and technologies covering the incident command system; multi-agency coordination systems; unified command; training; identification and management of resources (including systems for classifying types of resources); qualifications and certification; and the collection, tracking, and reporting of incident information and incident resources.

(16) The Secretary shall develop, submit for review to the Homeland Security Council, and administer a National Response Plan (NRP). The Secretary shall consult with appropriate Assistants to the President (including the Assistant to the President for Economic Policy) and the Director of the Office of Science and Technology Policy, and other such Federal officials as may be appropriate, in developing and implementing the NRP. This plan shall integrate Federal Government domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan. The NRP shall be unclassified. If certain operational aspects require classification, they shall be included in classified annexes to the NRP.

(a) The NRP, using the NIMS, shall, with regard to response to domestic incidents, provide the structure and mechanisms for national level policy and operational direction for Federal support to State and local incident managers and for exercising direct Federal authorities and responsibilities, as appropriate.

(b) The NRP will include protocols for operating under different threats or threat levels; incorporation of existing Federal emergency and incident management plans (with appropriate modifications and revisions) as either integrated components of the NRP or as supporting operational plans; and additional operational plans or annexes, as appropriate, including public affairs and intergovernmental communications.

(c) The NRP will include a consistent approach to reporting incidents, providing assessments, and making recommendations to the President, the Secretary, and the Homeland Security Council.

(d) The NRP will include rigorous requirements for continuous improvements from testing, exercising, experience with incidents, and new information and technologies.

(17) The Secretary shall:

(a) By April 1, 2003, (1) develop and publish an initial version of the NRP, in consultation with other Federal departments and agencies; and (2) provide the Assistant to the President for Homeland Security with a plan for full development and implementation of the NRP.

(b) By June 1, 2003, (1) in consultation with Federal departments and agencies and with State and local governments, develop a national system of standards, guidelines, and protocols to implement the NIMS; and (2) establish a mechanism for ensuring ongoing management and maintenance of the NIMS, including regular consultation with other Federal departments and agencies and with State and local governments.

(c) By September 1, 2003, in consultation with Federal departments and agencies and the Assistant to the President for Homeland Security, review existing authorities and regulations and prepare recommendations for the President on revisions necessary to implement fully the NRP.

(18) The heads of Federal departments and agencies shall adopt the NIMS within their departments and agencies and shall provide support and assistance to the Secretary in the development and maintenance of the NIMS. All Federal departments and agencies will use the NIMS in their domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation activities, as well as those actions taken in support of State or local entities. The heads of Federal departments and agencies shall participate in the NRP, shall assist and support the Secretary in the development and maintenance of the NRP, and shall participate in and use domestic incident reporting systems and protocols established by the Secretary.

(19) The head of each Federal department and agency shall:

(a) By June 1, 2003, make initial revisions to existing plans in accordance with the initial version of the NRP.

(b) By August 1, 2003, submit a plan to adopt and implement the NIMS to the Secretary and the Assistant to the President for Homeland Security. The Assistant to the President for Homeland Security shall advise the President on whether such plans effectively implement the NIMS.

(20) Beginning in Fiscal Year 2005, Federal departments and agencies shall make adoption of the NIMS a requirement, to the extent permitted by law, for providing Federal preparedness assistance through grants, contracts, or other activities. The Secretary shall develop standards and guidelines for determining whether a State or local entity has adopted the NIMS.

Technical and Conforming Amendments to National Security Presidential Directive-1 (NSPD-1)

(21) NSPD-1 ("Organization of the National Security Council System") is amended by replacing the fifth sentence of the third paragraph on the first page with the following: "The Attorney General, the Secretary of Homeland Security, and the Director of the Office of Management and Budget shall be invited to attend meetings pertaining to their responsibilities."

Technical and Conforming Amendments to National Security Presidential Directive-8 (NSPD-8)

(22) NSPD-8 ("National Director and Deputy National Security Advisor for Combating Terrorism") is amended by striking "and the Office of Homeland Security," on page 4, and inserting "the Department of Homeland Security, and the Homeland Security Council" in lieu thereof.

Technical and Conforming Amendments to Homeland Security Presidential Directive-2 (HSPD-2)

(23) HSPD-2 ("Combating Terrorism Through Immigration Policies") is amended as follows:

(a) striking "the Commissioner of the Immigration and Naturalization Service (INS)" in the second sentence of the second paragraph in section 1, and inserting "the Secretary of Homeland Security" in lieu thereof;

(b) striking "the INS," in the third paragraph in section 1, and inserting "the Department of Homeland Security" in lieu thereof;

(c) inserting ", the Secretary of Homeland Security," after "The Attorney General" in the fourth paragraph in section 1;

(d) inserting ", the Secretary of Homeland Security," after "the Attorney General" in the fifth paragraph in section 1;

(e) striking "the INS and the Customs Service" in the first sentence of the first paragraph of section 2, and inserting "the Department of Homeland Security" in lieu thereof;

(f) striking "Customs and INS" in the first sentence of the second paragraph of section 2, and inserting "the Department of Homeland Security" in lieu thereof;

(g) striking "the two agencies" in the second sentence of the second paragraph of section 2, and inserting "the Department of Homeland Security" in lieu thereof;

(h) striking "the Secretary of the Treasury" wherever it appears in section 2, and inserting "the Secretary of Homeland Security" in lieu thereof;

(i) inserting ", the Secretary of Homeland Security," after "The Secretary of State" wherever the latter appears in section 3;

(j) inserting ", the Department of Homeland Security," after "the Department of State," in the second sentence in the third paragraph in section 3;

(k) inserting "the Secretary of Homeland Security," after "the Secretary of State," in the first sentence of the fifth paragraph of section 3;

(l) striking "INS" in the first sentence of the sixth paragraph of section 3, and inserting "Department of Homeland Security" in lieu thereof;

(m) striking "the Treasury" wherever it appears in section 4 and inserting "Homeland Security" in lieu thereof;

(n) inserting ", the Secretary of Homeland Security," after "the Attorney General" in the first sentence in section 5; and

(o) inserting ", Homeland Security" after "State" in the first sentence of section 6.

Technical and Conforming Amendments to Homeland Security Presidential Directive-3 (HSPD-3)

(24) The Homeland Security Act of 2002 assigned the responsibility for administering the Homeland Security Advisory System to the Secretary of Homeland Security. Accordingly, HSPD-3 of March 11, 2002 ("Homeland Security Advisory System") is amended as follows:

(a) replacing the third sentence of the second paragraph entitled "Homeland Security Advisory System" with "Except in exigent circumstances, the Secretary of Homeland Security shall seek the views of the Attorney General, and any other federal agency heads the Secretary deems appropriate, including other members of the Homeland Security Council, on the Threat Condition to be assigned."

(b) inserting "At the request of the Secretary of Homeland Security, the Department of Justice shall permit and facilitate the use of delivery systems administered or managed by the Department of Justice for the purposes of delivering threat information pursuant to the Homeland Security Advisory System." as a new paragraph after the fifth paragraph of the section entitled "Homeland Security Advisory System."

(c) inserting ", the Secretary of Homeland Security" after "The Director of Central Intelligence" in the first sentence of the seventh paragraph of the section entitled "Homeland Security Advisory System".

(d) striking "Attorney General" wherever it appears (except in the sentences referred to in subsections (a) and (c) above), and inserting "the Secretary of Homeland Security" in lieu thereof; and


(e) striking the section entitled "Comment and Review Periods."

GEORGE W. BUSH

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Return to this article at:

<http://www.whitehouse.gov/news/releases/2003/02/20030228-9.html>

 [CLICK HERE TO PRINT](#)

Executive Order RP40 - February 23, 2005

Relating to the designation of the National Incident Management System as the incident management system for the State of Texas.

**BY THE
GOVERNOR OF THE STATE OF TEXAS
Executive Department
Austin, Texas
February 23, 2005**

WHEREAS, the President of the United States has issued Homeland Security Directive No. 5 that directs the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (N.I.M.S.), which would provide a consistent nationwide approach for Federal, State, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity; and

WHEREAS, the collective input and guidance from all Federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive N.I.M.S.; and

WHEREAS, it is necessary and desirable that all Federal, State, local, and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management, it is critical that Federal, State, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the N.I.M.S. standardized procedures for managing personnel, communications, facilities and resources will improve the State's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System components of N.I.M.S. are already an integral part of various incident management activities throughout the State, including current emergency management training programs; and

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System;

NOW, THEREFORE, I, Rick Perry, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas as the Chief Executive Officer, do hereby order the following:

The National Incident Management System (N.I.M.S.) is hereby declared the State standard for incident management.

This executive order supersedes all previous orders on this matter that are in conflict or inconsistent with its terms and this order shall remain in effect and in full force until modified, amended, rescinded, or superseded by me or by a succeeding Governor.

Given under my hand this the 23rd day of February, 2005.

RICK PERRY

Governor

ATTESTED BY:

ROGER WILLIAMS

Secretary of State



GOVERNOR'S DIVISION OF EMERGENCY MANAGEMENT
Office of the Governor

RICK PERRY
Governor

Mailing Address:
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5805 N. Lamar Blvd.
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STEVEN McCRAW
Director
Office of Homeland Security

JACK COLLEY
State Coordinator

June 27, 2005

Dear Emergency Management Colleague:

Homeland Security Presidential Directive (HSPD) 5, *Management of Domestic Incidents*, directed the Department of Homeland Security to develop and administer the National Incident Management System (NIMS). The NIMS provides a consistent nationwide approach for Federal, State, territorial, tribal, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. On March 1, 2004, the Department of Homeland Security (DHS) issued the NIMS to provide a comprehensive national approach to incident management, applicable to all jurisdictional levels and across functional disciplines.

Governor Perry issued Executive Order RP 40 on February 23, 2005, adopting the NIMS as the statewide system to be used for emergency prevention, preparedness, response, recovery, and mitigation activities, as well as in support of all actions taken to assist local entities.

The US Department of Homeland Security has issued steps that State, territorial, tribal, and local entities should take during FY 2005 (October 1, 2004 – September 30, 2005) to become compliant with the NIMS. The State has further defined these requirements for local jurisdictions in the attached document. A copy of the full NIMS document can be found at www.dhs.gov or www.fema.gov/nims.

Implementation of and compliance with the NIMS is critical to ensuring full and robust preparedness across our state. HSPD-5 established ambitious deadlines for NIMS adoption and implementation. FY2005 is a start up year for NIMS implementation and full compliance with the NIMS is not required for you to receive FY 2005 grant funds. However, in order to receive FY 2006 preparedness grant funding, the minimum FY 2005 compliance requirements described in the attached documents must be met. Applicants will be required to certify as part of their FY 2006 grant applications that they have met the FY 2005 NIMS compliance requirements.

I look forward to working with you to ensure the State of Texas and all its local communities can meet this demanding challenge to continue to provide the best possible protection to your citizens. If you have further questions or issues, please don't hesitate to contact me. You may also contact my representative, Denita Powell at 512-424-2453 or by e-mail at denita.powell@txdps.state.tx.us.

Sincerely,

A handwritten signature in black ink that reads "Jack Colley". The signature is written in a cursive, flowing style with a large initial "J" and a long, sweeping underline.

Jack Colley
State Coordinator

JC/dlp/kw

Attachments: 1. Summary of Texas NIMS Compliance Requirements
2. Expanded Definition of NIMS Requirements
3. The Texas Regional Response Network

cc: Emergency Management Coordinator
Regional Liaison Officer

Attachment 1
Summary of Texas NIMS Compliance Requirements

The following guidelines are the State requirements for NIMS compliance for Fiscal Year (FY) 2005 and 2006. All FY 2005 requirements must be completed no later than October 1, 2005 and FY 2006 requirements must be met no later than October 1, 2006 to be eligible for grant funding. Attachment 2 provides more detailed information on each of the requirements.

1. Fiscal Year 2005 (Complete by October 1, 2005)

- a. Formal Adoption of NIMS/ICS.** Formally recognize the NIMS/ICS and adopt those principles and policies by city ordinance, county court order, or resolution. Forward a copy of the legal document to GDEM for incorporation into your file.
- b. Strategy for Full NIMS Compliance.** Develop a strategy during 2005 that will allow full NIMS compliance no later October 1, 2006. This includes determining which requirements have already been met and establishing a timeframe for NIMS implementation. This can simply be an internal planning document on file within the local jurisdiction.
- c. Institutionalizing the Use of the Incident Command System (ICS).** (See Attachment 2 for more information.)

NOTE: Those jurisdictions receiving grant funding through the Emergency Management Performance Grant (EMPG) program have additional requirements levied during FY 2005. Please refer to your grant award packages for those requirements.

2. Fiscal Year 2006 (Complete by October 1, 2006)

- a. Establish a NIMS Baseline.** Utilize NIMCAST or another assessment tool to show NIMS compliance. Although this requirement does not have to be completed until October 1, 2006, you should start your assessment while developing your strategy for NIMS compliance. A baseline assessment will be required in order to be eligible for FY 2007 grant funding.
- b. Training.** All emergency response personnel in leadership positions must complete the NIMS Awareness Course, *National Incident Management System (IS 700), An Introduction* or an equivalent course.
- c. Update your Emergency Management Plans to incorporate NIMS/ICS.** Your Emergency Management Plan (EMP) must be updated to incorporate the NIMS/ICS no later than October 1, 2006. In addition, standard operating guides and procedures must be updated. Copies of updated planning documents (including formal changes) must be sent to GDEM for review.
- d. Exercises.** All exercises must include NIMS/ICS. After action reports must include evaluations of these systems. Sample after action reports can be obtained from the GDEM web site www.txdps.state.tx.us/dem.

e. Mutual Aid Agreements.

- 1) Jurisdictions should be party to mutual aid agreements with neighboring or nearby jurisdictions, as well as relevant private sector and non-governmental organizations.
- 2) Jurisdictions must use the Texas Regional Response Network (TRRN) to identify response assets available for use at the local and regional level for mutual aid support.

f. Communications Interoperability. Jurisdictions must continue to work with the Council of Governments on communications interoperability.

Attachment 2
Expanded Definition of NIMS Requirements

1. Incident Management System

Fully integrate the NIMS/ICS into their preparedness, response, and recovery system for major accidents, disasters, or terrorist incidents.

- a. Counties and incorporated cities must formally adopt the NIMS/ICS principles and policies through court order or ordinance no later than October 1, 2005. A sample court order and city ordinance is available on the GDEM web site. Including NIMS/ICS in your Emergency Management Plan will not be sufficient to comply with this requirement. A copy of the court order, city ordinance, or resolution must be forwarded to GDEM for incorporation into your file.
- b. Those counties and cities that have not adopted the NIMS/ICS as identified above will not be eligible for Homeland Security ODP funding in FY 2006.

2. Establish a NIMS Baseline Assessment.

- a. A baseline assessment must be accomplished to show that the jurisdiction has met the NIMS compliance requirements. This is accomplished through NIMCAST or through other means, such as an evaluation through a contract organization or the use of a locally developed assessment tool. Any contract or locally developed tools must include an assessment of all areas of emergency management including operational response. (See the NIMCAST system for areas that should be included in the assessment.)
- b. The NIMS Integration Center (NIC) has developed the NIMS Capability Assessment Support Tool (NIMCAST). The NIMCAST is a web-based self-assessment system that States, territories, tribes, and local governments can use to evaluate their incident response and management capabilities. This useful tool identifies the requirements established within the NIMS and can assist you in determining the extent to which you are already compliant, as well as identify the NIMS requirements that you are not currently meeting. As gaps in compliance with the NIMS are identified, States, territories, tribes, and local entities should use existing initiatives; such as the Office for Domestic Preparedness (ODP) Homeland Security grant programs, to develop strategies for addressing those gaps.
 - 1) NIMCAST is currently available at www.fema.gov/nimcast. You can register on line for this assessment. As a jurisdiction, you should consider assigning a generic user ID and password, since several of your department directors may need to answer assessment questions.
 - 2) NIMCAST is not a required assessment, however, by October 1, 2006, all jurisdictions must have a baseline assessment for compliance with NIMS in order to be eligible for grant funds. The NIMCAST is a very good tool to use to accomplish this baseline assessment.
 - 3) Any identified shortcomings should be incorporated into your NIMS Strategy to ensure they are addressed and corrected as needed.
 - 4) Any shortcomings you are not capable of correcting at the local level should be forwarded to Johnna Cantrell, Homeland Security Supervisor, in our office at the

address listed at the top of this letter, for use in developing long-term strategies for the State.

3. Preparedness

a. Planning

- 1) During FY 2005, GDEM recommends local jurisdictions review and update (as needed) the following annexes to ensure they include the NIMS/ICS. After review, any changes to the documents may be made by full revision or page change. A copy of the revised annexes or changes will be forwarded to GDHEM for review and incorporation into your files.
 - a) Basic Plan
 - b) Annex I, Emergency Public Information
 - c) Annex M, Resource Management
 - d) Annex N, Command & Control
 - e) Annex V, Terrorist Incident Response
- 2) During FY 2006, jurisdictions must complete integration of NIMS/ICS into the remaining annexes for your Emergency Management Plan. The entire Emergency Management Plan must be NIMS compliant by October 1, 2006 in order to be eligible for grant funding for FY 2007.
- 3) The State will provide updated Local Sample Planning documents, State Planning Standard Checklists, and Planning Notes for the FY 2005 recommendations, no later than June 30, 2005. The remaining documents will be updated no later than March 30, 2006. These documents will be added to the web site as they are completed.

b. Training.

- 1) The requirements for completion of IS 700 NIMS Awareness Course, has been extended. The following personnel must complete either an approved in-residence NIMS course (listed below) or take the IS 700 course by October 1, 2006.
 - a) Executive Level – Political and government leaders, agency and organization administrators and department heads; personnel that fill ICS roles such as Unified Commanders, Incident Commanders, Command Staff, General Staff in either Area Command or single incidents; senior level Multi-Agency Coordination System (regional emergency operations centers, etc.) personnel; EOC Section Chiefs, Branch Directors, Unit Leaders; and other emergency management/response personnel who require a higher level of ICS/NIMS Training.
 - b) Managerial Level – Agency and organization management between the executive level and first level supervision; personnel who fill ICS roles as Branch Directors, Division/Group Supervisors, Unit Leaders, technical specialists, strike team and task force leaders, single resource leaders and field supervisors; midlevel Multi-Agency Coordination System personnel; EOC Section Chiefs, Branch Directors, Unit Leaders; and other emergency management/response personnel who require a higher level of ICS/NIMS Training.

2) Although the following courses are not required in order to qualify for grant funding, they can be completed in lieu of the IS 700 course.

a) **Texas Forest Service Courses.**

1. G-193, 24-Hour, National Incident Management System – Incident Command System Course.
2. IS 700, NIMS Awareness Course.

b) **Texas Engineering Extension Service (TEEX)**

1. Incident Management System/Tabletop (ICS/TTX), 20-Hour course taught as part of the Weapons of Mass Destruction Exercise Program.
2. Incident Command System (ICS) for Public Health, 20-Hour course taught as part of the WMD and the Department of State Health Services (DSHS) Exercise Programs.
3. Incident Management/Unified Command (IM/UC) 24-Hour online basic awareness course.
4. Enhanced Incident Management/Unified Command (IM/UC) 28-Hour Course.

3) Local jurisdictions should ensure that any contracted Incident Command System training includes NIMS as part of the curriculum. Only DHS/ODP can accredit a NIMS course.

4) The IS 700 course can be taught by local instructors, however, the instructor must use the approved course from the EMI web site and all students must take the end-of-course exam on the EMI Web Site. Please contact Bruce Woods at the Texas Forest Service at (979) 458-7362 or by E-Mail at bwoods@tfs.tamu.edu or Harold Martin at GDEM at (512) 424-2195 or by E-Mail at harold.martin@txdps.state.tx.us with any questions on this course.

5) The Texas Forest Service must certify all NIMS training curriculum that is not delivered through an approved State or Federal agency prior to obtaining DHS/ODP accreditation. Please contact Bruce Woods at TFS for more information.

6) Development and use of a centralized tracking system is recommended.

d. Exercises.

- 1) Jurisdictions should begin the process of integrating the NIMS into exercises.
- 2) All State-sponsored exercises will include the NIMS/ICS during FY 2005.
- 3) Effective October 1, 2005, all local exercises must include the NIMS/ICS in the evaluation in order to obtain credit for Federal or State assistance funding.

4. Mutual Aid Agreements

- a. Each jurisdiction should be party to a mutual aid agreement with all neighboring or nearby jurisdictions, as well as relevant private sector and non-governmental organizations.

- b. Jurisdictions should continue to work with the Councils of Government to develop and join regional mutual aid agreements.
- c. Jurisdictions must use the Texas Regional Response Network (TRRN) to identify response assets available for use at the local and regional level for mutual aid support. If mutual aid assets are available, the equipment must be entered into the system no later than October 1, 2006.

5. Resource Management

- a. Update and/or review your Annex M, Resource Management to your Emergency Management Plan. An updated local sample annex, State Planning Standard, and planning notes will be available on the GDEM web site no later than June 30, 2005 to assist with this task.
- b. Identify all response resources by the Resource Typing Definitions developed by FEMA and NEMA.
- c. Resource typing definitions provide emergency managers with the information they need to request and receive the resources they need during an emergency or disaster. Typed definitions for 120 response resources have been completed. Like the Glossary, the Resource Typing Definitions will be continuously updated, revised, and expanded. Eight groups representing key functional disciplines consisting of federal, state and local specialists were part of the effort to develop the definitions. Resources are classified by 'Category' which refers to function and 'Kind,' to include teams, personnel, equipment, and supplies. Information about the level of capability is referred to as 'Type,' which is a measure of minimum capabilities to perform the function. Type I implies a higher capability than Type II. The metrics shown for each resource are measurements of standards and are applicable to like resources.
- d. The Texas Regional Response Network (TRRN) can help you with this task. In addition to the 120 types identified, the Texas Forest Service has added types for equipment not already identified. See Attachment 3 for more information on this system.

6. Communications, Information Management, and Supporting Technology

Continue to work with the Council of Governments on communications interoperability.

Attachment 3
The Texas Regional Response Network (TRRN)

1. For two years the Governor's Division of Emergency Management (GDEM) has contracted with the Texas Forest Service to develop a comprehensive, user-friendly database for use by state and local jurisdictions. The purpose of the Texas Regional Response Network (T.R.R.N.) is to aid in response and planning efforts by allowing system users to collect and retrieve resource information. Basically, it is a computerized filing system for potentially available resources and equipment. The system allows users to:
 - a. Enter data on fire, law enforcement, search and rescue, public works, and other state and local emergency resources using the national Resources Typing System. This data can be entered for local use only or identified as mutual aid resources available to other jurisdictions.
 - b. Search for resources by category, type, county, Council of Government, Disaster District, or from a user selected location.
 - c. Apply on-line for system access.
 - d. Display search results on an interactive map.
 - e. Provide points of contact information for mutual aid resources requests.
2. The TRRN system can be accessed at two websites. The operational system is located at www.trrn.state.tx.us and is hosted at a secured AT & T server complex.
3. A training site is located at <http://trrn.tamu.edu/training> and contains some sample resource data. Functionally this application is identical to the operational site, however the data in this system is for training purposes only.
4. The TRRN was adopted as the Statewide Mutual Aid Database in November 2004. Use of this system is mandatory for all jurisdictions to participate in the FY 2006 preparedness grant program. Jurisdictions must have entered all equipment within their community that is available for mutual aid assistance to other jurisdictions during response. The State has started this process by:
 - a. Entering large equipment items that were purchased through the Homeland Security ODP grant funds during the past three years. Equipment purchased for local and regional use. This process is ongoing and may take several months.
 - b. Working with the Council of Governments to identify and enter regional response equipment not purchased through the ODP funds.
5. Those jurisdictions that already have resources identified in another software product should work with the Texas Forest Service to explore methods of downloading the information to the TRRN.
6. **Contact TFS, Don Galloway at . Don Galloway 979-458-6507 or dgalloway@tfs.tamu.edu** for more information or questions.



FEMA

Fact Sheet

Revised: March 2007
NIMS Integration Center
202-646-3850

NIMS ICS-100 TRAINING: WHO MUST TAKE IT, WHAT IT COVERS

All Federal, State, territorial, tribal, private sector and nongovernmental personnel at the following levels of responsibility in emergency management operations – first-line supervisor (Sergeant/Lieutenant), mid-level management (Captain/Shift Commander) and command (Battalion Chief/Division Chief/ District Commander/PIO) and general staff (Operations/Planning/Logistics/Finance-Admin).*

To obtain the ICS-100 course materials or take the course online go to
<http://www.training.fema.gov/EMIWeb/IS/is100.asp>

The course is designed to be taken online or course materials may be downloaded and used in a group or classroom setting. Answer sheets may be obtained by calling the EMI Independent Study Office at (301) 447-1256 or ordered online at: <http://www.training.fema.gov/EMIWeb/IS/ansreq.asp>

Approved ICS-100 level training may be developed and conducted by Federal, State, tribal, and local agencies as well as private training vendors however it must include the following topics and objectives.

- * Purpose of ICS: Identify requirements to use ICS, three purposes of ICS and common incident tasks.
- * Basic Features of ICS: Describe the basic features of ICS.
- * Incident Commander and Command Staff Functions: Describe the role and function of the Incident Commander and Command Staff.
- * General Staff Functions: Describe the role and function of the Operations, Planning, Logistics and Finance/Administration sections.
- * Facilities: Describe the six basic ICS facilities, identify facilities that may be located together, and identify facility map symbols.
- * Common Responsibilities: Describe common mobilization responsibilities and common responsibilities at an incident, list individual accountability responsibilities, and describe common demobilization responsibilities.

** All Federal, State, Tribal and local emergency personnel need to decide who within their organizations should take this training.*

Supersedes Fact Sheet, NIMS ICS-100 TRAINING in FY06: WHO MUST TAKE IT, WHAT IT COVERS, dated Dec 2005

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FEMA

Fact Sheet

Revised: March 2007
NIMS Integration Center
202-646-3850

IS-700 NIMS AWARENESS TRAINING: WHO MUST TAKE IT, WHAT IT COVERS

Who must take IS-700 NIMS? All personnel with a direct role in emergency preparedness, incident management or response must complete NIMS IS-700.

IS-700 NIMS: An Introduction is a Web-based awareness level course that explains NIMS components, concepts and principles. Although it is designed to be taken online interactively, course materials may be downloaded and used in a group or classroom setting.

To obtain the ICS-100 course materials or take the course online go to <http://www.training.fema.gov/EMIWeb/IS/is700.asp>

Who must take IS-700?

Executive Level – Political and government leaders, agency and organization administrators and department heads; personnel that fill ICS roles as Unified Commanders, Incident Commanders, Command Staff, General Staff in either Area Command or single incidents; senior level Multi-Agency Coordination System personnel; senior emergency managers; and Emergency Operations Center Command or General Staff.

Managerial Level – Agency and organization management between the executive level and first level supervision; personnel who fill ICS roles as Branch Directors, Division/Group Supervisors, Unit Leaders, technical specialists, strike team and task force leaders, single resource leaders and field supervisors; midlevel Multi-Agency Coordination System personnel; EOC Section Chiefs, Branch Directors, Unit Leaders; and other emergency management/response personnel who require a higher level of ICS/NIMS Training.

Responder Level – Emergency response providers and disaster workers, entry level to managerial level including Emergency Medical Service personnel; firefighters; medical personnel; police officers; public health personnel; public work/utility personnel; and other emergency management response personnel.

Note: Multi-Agency Coordination System personnel include those persons who are charged with coordinating and supporting incident management activities. These emergency management personnel typically function from an emergency operations center.

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UHS NIMS Command and General Staff Positions

ICS COMMAND STAFF POSITIONS

ALL ICS COMMAND AND GENERAL STAFF POSITIONS REQUIRE THE COMPLETION OF THE FOLLOWING TRAINING COURSES:

**ICS 100 Introduction to ICS
ICS 200 Basic ICS
ICS 300 Intermediate ICS
ICS 400 Advanced ICS
IS 700 NIMS Introduction
IS 800-B National Response Framework**

INCIDENT COMMANDER

The Incident Commander's responsibility is the overall management of the incident. On most incidents the command activity is carried out by a single Incident Commander. The Incident Commander is selected by qualifications and experience. The Incident Commander may have a Deputy I.C., who may be from the same agency, or from an assisting agency. Deputy positions may also be used at section and branch levels of the ICS organization. Deputy positions must have the same qualifications as the person for whom they work as they must be ready to take over that position at any time.

Responsibilities:

- Assess the situation and/or obtain a briefing from the prior Incident Commander.
- Determine Incident Objectives and strategy.
- Establish the immediate priorities.
- Establish an Incident Command Post.
- Establish an appropriate organization.
- Ensure planning meetings are scheduled as required.
- Approve and authorize the implementation of an Incident Action Plan.
- Ensure that adequate safety measures are in place.
- Coordinate activity for all Command and General Staff.
- Coordinate with activated DOCs and EOCs as required.
- Coordinate with key people and officials.
- Approve requests for additional resources or for the release of resources.
- Keep agency administrator informed of incident status.
- Approve the use of trainees, volunteers, and auxiliary personnel.
- Authorize release of information to the news media.
- Order the demobilization of the incident when appropriate.

Incident Commander for Foreseeable Campus Emergencies:

Assistant Vice President for Public Safety & Security/Chief of Police

Assistant Chief of Police

Fire Marshal

December 5, 2008

UHS NIMS Command and General Staff Positions

INFORMATION OFFICER

The Information Officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations. Only one Information Officer will be assigned for each incident, including incidents operating under Unified Command and multi-jurisdiction incidents.

The Information Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions.

Responsibilities

Agencies have different policies and procedures relative to the handling of public information.

- Determine from the Incident Commander if there are any limits on information release.
- Develop material for use in media briefings.
- Coordinate and validate information with Information Officers at agency DOCs and EOCs when activated, to ensure consistency.
- Obtain Incident Commander's approval of media releases.
- Inform media and conduct media briefings.
- Arrange for tours and other interviews or briefings that may be required.
- Obtain media information that may be useful to incident planning.
- Maintain current information summaries and/or displays on the incident and provide information on status of incident to assigned personnel.
- Maintain Unit Log.

Information Officer for Foreseeable Campus Emergencies:

**AVC/AVP, University Relations
Executive Director, Communications
Director, Media Relations**

December 5, 2008

UHS NIMS Command and General Staff Positions

LIAISON OFFICER

Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the Liaison Officer position on the Command Staff. The Liaison Officer is the contact for the personnel assigned to the incident by assisting or cooperating agencies. These are personnel other than those on direct tactical assignments or those involved in a Unified Command.

Responsibilities and Duties:

- Be a contact point for Agency Representatives .
- Maintain a list of assisting and cooperating agencies and Agency Representatives .
- Assist in establishing and coordinating inter-agency contacts.
- Keep agencies supporting the incident aware of incident status.
- Monitor incident operations to identify current or potential inter-organizational problems.
- Participate in planning meetings, providing current resource status, including limitations and capability of assisting agency resources.
- Maintain Unit Log.

Liaison Officer for Foreseeable Campus Emergencies:
AVC/AVP, Legal Affairs/General Counsel
Executive Associate to the Chancellor/President
Assistant VC for Planning & Initiatives

December 5, 2008

UHS NIMS Command and General Staff Positions

SAFETY OFFICER

The Safety Officer's function is to develop and recommend measures for assuring personnel safety, and to assess and/or anticipate hazardous and unsafe situations. Only one Safety Officer will be assigned for each operational period of an incident. The Safety Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions. Safety Assistants may have specific responsibilities such as air operations, hazardous materials, etc.

Responsibilities:

- Participate in planning meetings.
- Identify hazardous situations associated with the incident.
- Review the Incident Action Plan for safety implications.
- Exercise emergency authority to stop and prevent unsafe acts that are outside the scope of the Incident Action Plan.
- Investigate accidents that have occurred within the incident area.
- Assign assistants as needed.
- Review and approve the medical plan.
- Maintain Unit Log.

Safety Officer for Foreseeable Campus Emergencies:

Assistant Chief of Police

Fire Marshal

Director of Environmental Health and Risk Management

December 5, 2008

ICS GENERAL STAFF POSITIONS

OPERATIONS SECTION

The Operations Section is responsible for managing tactical operations at the incident site directed toward reducing the immediate hazard, saving lives and property, establishing situation control, and restoring normal conditions. Incidents can include acts of terrorism, wildland and urban fires, floods, hazardous material spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other incidents requiring an emergency response.

Operations Section Chief directly manages all incident tactical activities and implements the IAP. The Operations Section Chief may have one or more deputies (preferably from other agencies in multijurisdictional incidents). Deputies will be qualified to a similar level as the Operations Section Chief. An Operations Section Chief should be designated for each operational period and will have direct involvement in the preparation of the IAP for the period of responsibility.

Responsibilities:

- Manage tactical operations. Interact with next level lower in the Section, (Branch, Division/Group) to develop the operations portion of the Incident Action Plan. Request resources needed to implement Operational tactics as a part of the Incident Action Plan development (ICS 215).
- Assist in development of the Operations portion of the Incident Action Plan.
- Supervise the execution of the Incident Action Plan for Operations. Maintain close contact with subordinate positions. Ensure safe tactical operations.
- Request additional resources to support tactical operations.
- Approve release of resources from assigned status (not release from the incident).
- Make or approve expedient changes to the Incident Action Plan during the Operational Period as necessary.
- Maintain close communication with the Incident Commander.
- Coordinate with activated Operations Sections at agency DOCs and EOCs.
- Maintain Unit Log.

Operations Section Chief for Foreseeable Campus Emergencies:

AVC/AVP, Plant Operations

AVP, Student Affairs Administration

Executive VC/VP, Academic and Faculty Affairs

December 5, 2008

PLANNING/INTELLIGENCE SECTION

The Planning/Intelligence Section collects, evaluates, processes, and disseminates information for use at the incident. When activated, the Section is managed by the Planning/Intelligence Section Chief who is a member of the General Staff. There are four units within the Planning/Intelligence Section that can be activated as necessary:

- **Resources Unit**
- **Situation Unit**
- **Documentation Unit**
- **Demobilization Unit**

Planning/Intelligence Section Chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings, and prepares the IAP for each operational period. This individual will normally come from the jurisdiction with primary incident responsibility and may have one or more deputies from other participating jurisdictions.

Responsibilities:

- Collect and process situation information about the incident.
- Supervise preparation of the Incident Action Plan.
- Provide input to the Incident Commander and Operations Section Chief in preparing the Incident Action Plan.
- Reassign out-of-service personnel already on-site to ICS organizational positions as appropriate.
- Establish information requirements and reporting schedules for Planning/Intelligence Section units (e.g., Resources, Situation Unit).
- Determine need for any specialized resources in support of the incident.
- If requested, assemble and disassemble strike teams, task forces, platoons, or squads not assigned to operations.
- Establish special information collection activities as necessary, e.g., weather, environmental, toxics, etc.
- Assemble information on alternative strategies.
- Provide periodic predictions on incident potential.
- Report any significant changes in incident status.
- Compile and display incident status information.
- Oversee preparation of Incident demobilization plan.
- Incorporate the incident traffic plan (from Ground Support) and other supporting plans into the Incident Action Plan.
- Coordinate with Planning/Intelligence Sections at activated agency DOCs and EOCs
- Maintain Unit Log.

December 5, 2008

UHS NIMS Command and General Staff Positions

Planning/Intelligence Section Chief for Foreseeable Campus Emergencies:
Lieutenant, Emergency Management/Professional Services
Director, Planning
Manager, Telecommunications

December 5, 2008

LOGISTICS SECTION

All incident support needs are provided by the Logistics Section, with the exception of aviation support. Aviation support is handled by the Air Support Group in the Air Operations Branch. The Logistics Section is managed by the Logistics Section Chief, who may assign a Deputy. A Deputy is most often assigned when all designated units (listed below) within the Logistics Section are activated.

Six units may be established within the Logistics Section:

- **Support Branch**
 - **Supply Unit**
 - **Facilities Unit**
 - **Ground Support Unit**

- **Service Branch**
 - **Communications Unit**
 - **Food Unit**
 - **Medical Unit**

Logistics Section Chief is responsible for providing facilities, services, and material in support of the incident. The LSC participates in the development and implementation of the Incident Action Plan (IAP) and activates and supervises the Branches and Units within the Logistics Section.

The Logistics Section Chief will determine the need to activate or deactivate a unit. If a unit is not activated, responsibility for that unit's duties will remain with the Logistics Section Chief.

Responsibilities:

- Manage all incident logistics.
- Provide logistical input to the IC in preparing the Incident Action Plan.
- Brief Branch Directors and Unit Leaders as needed.
- Identify anticipated and known incident service and support requirements.
- Request additional resources as needed.
- Review and provide input to the Communications Plan, Medical Plan and Traffic Plan.
- Supervise requests for additional resources.
- Coordinate with activated Logistics Sections at agency DOCs and EOCs.
- Oversee demobilization of Logistics Section.

December 5, 2008

UHS NIMS Command and General Staff Positions

Logistics Section Chief for Foreseeable Campus Emergencies:
AVP, University Services
Director, Purchasing
Associate Director, Residential Life and Housing Operations

December 5, 2008

FINANCE/ADMINISTRATION SECTION

The Finance/Administration Section is responsible for managing all financial aspects of an incident. Not all incidents will require a Finance/Administration Section. Only when the involved agencies have a specific need for Finance/Administration services will the Section be activated. There are four units which may be established within the Finance/Administration Section:

- **Time Unit**
- **Procurement Unit**
- **Compensation/Claims Unit**
- **Cost Unit**

Finance/Administration Section Chief tracks and reports to the IC the financial “burn rate” as the incident progresses. This allows the IC to forecast the need for additional funds before operations are affected negatively. This is particularly important if significant operational assets are under contract from the private sector. The Section Chief may also need to monitor cost expenditures to ensure that statutory rules that apply are met. Close coordination with the Planning Section and Logistics Section is also essential so that operational records can be reconciled with financial documents.

Responsibilities:

- Manage all financial aspects of an incident.
- Provide financial and cost analysis information as requested.
- Gather pertinent information from briefings with responsible agencies.
- Develop an operating plan for the Finance/Administration Section; fill supply and support needs.
- Determine need to set up and operate an incident commissary.
- Meet with Assisting and Cooperating Agency Representatives as needed.
- Maintain daily contact with agency DOCs or EOCs on Finance/Administration matters. This is particularly critical in proclaimed disasters where State and Federal reimbursement is likely.
- Ensure that all personnel time records are accurately completed and transmitted to home agencies, according to policy.
- Provide financial input to demobilization planning.
- Ensure that all obligation documents initiated at the incident are properly prepared and completed.
- Brief agency administrative personnel on all incident-related financial issues needing attention or follow-up.

December 5, 2008

UHS NIMS Command and General Staff Positions

Finance/Administration Section Chief for Foreseeable Campus Emergencies:
Executive Director, Finance
Director of Environmental Health & Risk Management
AVC/AVP, Finance

December 5, 2008

NIMS Incident Types

Type 5	<ul style="list-style-type: none"> ■ The incident can be handled with one or two single resources with up to six personnel. ■ Command and General Staff positions (other than the Incident Commander) are not activated. ■ No written Incident Action Plan (IAP) is required. ■ The incident is contained within the first operational period and often within an hour to a few hours after resources arrive on the scene. ■ Examples include a vehicle fire, an injured person, or a police traffic stop.
Type 4	<ul style="list-style-type: none"> ■ Command and General Staff functions are activated only if needed. ■ Several resources are required to mitigate the incident. ■ The incident is usually limited to one operational period in the control phase. ■ The agency administrator may have briefings, and ensure the complexity analysis and delegation of authority are updated. ■ No written Incident Action Plan (IAP) is required but a documented operational briefing will be completed for all incoming resources. ■ The role of the agency administrator includes operational plans including objectives and priorities. ■ Examples include a building fire or large protest/rally.
Type 3	<ul style="list-style-type: none"> ■ When capabilities exceed initial emergency response, the appropriate ICS positions should be added to match the complexity of the incident. ■ Some or all of the Command and General Staff positions may be activated, as well as Division/Group supervisor and/or Unit Leader level positions. ■ A Type 3 Incident Management Team (IMT) or incident command organization manages initial action incidents with a significant number of resources, an extended attack incident until containment/control is achieved, or an expanding incident until transition to a Type 1 or 2 team. ■ The incident may extend into multiple operational periods. ■ A written IAP may be required for each operational period. ■ Examples include a chemical leak with evacuation, tropical storm/hurricane or a hostage stand-off.
Type 2	<ul style="list-style-type: none"> ■ This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods. A Type 2 Incident may require the response of resources out of area, including regional and/or national resources, to effectively manage the operations, command and general staffing. ■ Most or all of the Command and General Staff positions are filled. ■ A written IAP is required for each operational period. ■ Many of the functional units are needed and staffed. ■ Operations personnel normally do not exceed 200 per operational period and total incident personnel do not exceed 500 (guidelines only). ■ The agency administrator is responsible for the incident complexity analysis, agency administrator briefings, and the written delegation of authority. ■ Examples include a devastating flood or earthquake.
Type 1	<ul style="list-style-type: none"> ■ This type of incident is the most complex, requiring national resources to safely and effectively manage and operate. ■ All Command and General Staff positions are activated. ■ Operations personnel often exceed 500 per operational period and total incident personnel will usually exceed 51,000. ■ Branches need to be established. ■ The agency administrator will have briefings, and ensure that the complexity analysis and delegation of authority are updated. ■ Use of resource advisors at the incident base is recommended. ■ There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions. ■ Examples include a major terroristic attack, or a Katrina level disaster.

12/5/2008

UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA

COMMITTEE: Facilities, Construction and Master Planning Committee

ITEM: 2007 Annual Security Report

DATE PREVIOUSLY SUBMITTED:

SUMMARY: Presentation of the 2007 Annual Security Report.

The report includes statistics from the previous three years for specified crimes reported on campus, at off campus locations owned, rented or otherwise controlled by the University, and on public property within, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, alcohol and drug use, crime prevention, the reporting of crimes, and other matters.

FISCAL NOTE:

SUPPORTING DOCUMENTATION: 3 Year Comparison for the University of Houston

ACTION REQUESTED: Information

COMPONENT: University of Houston

PRESIDENT	<u>Renu Khator</u>	Renu Khator	<u>11/25/08</u>
EXECUTIVE VICE CHANCELLOR	<u>Carl Carlucci</u>	Carl Carlucci	<u>11/20/08</u>
CHANCELLOR	<u>Renu Khator</u>	Renu Khator	<u>11/25/08</u>

Clery Act Report Comparison
2006 / 2007

TYPE OF OFFENSE	University of Texas			Texas A&M			Texas Tech University			University of Houston				State
	2006	2007	+ / -	2006	2007	+ / -	2006	2007	+ / -	2006	2007	+ / -	% Cleared	Average Cleared
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	n/a	n/a
Forcible sex offenses (includes rape)	16	23	7	9	7	2	4	4	0	6	10	4	90.0%	33.0%
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0	n/a	n/a
Robbery	6	7	1	1	4	3	1	2	1	5	12	7	41.6%	43.0%
Aggravated Assault	12	17	5	1	4	3	5	6	1	4	4	0	75.0%	60.0%
Burglary	69	40	29	30	48	18	16	20	4	28	41	13	21.0%	9.0%
Motor vehicle theft	16	19	3	12	11	1	3	9	6	30	17	13	12.5%	16.0%
Arson	6	9	3	0	1	1	1	3	2	0	0	0	n/a	n/a
Total + / - 2006/2007	125	115	10	53	75	22	30	44	14	73	84	11		
Liquor Law Violations														
Arrests	320	241	79	99	136	37	214	196	18	19	26	7		
Referrals	391	472	81	105	180	75	147	326	179	2	7	5		
Drug Law Violations														
Arrests	31	82	51	54	59	5	60	82	22	20	49	29		
Referrals	17	22	5	0	3	3	59	145	86	10	37	27		

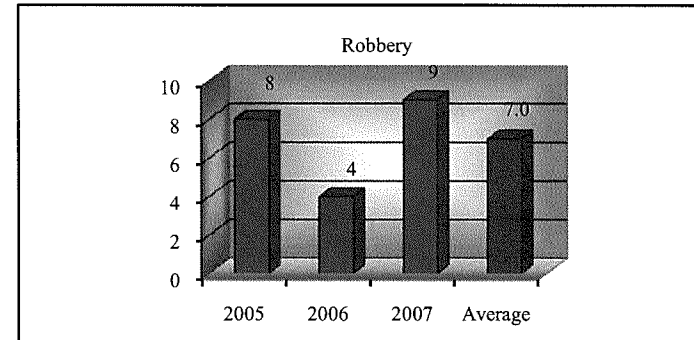
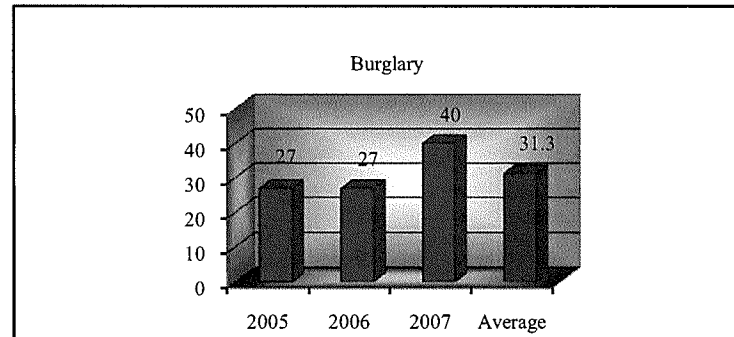
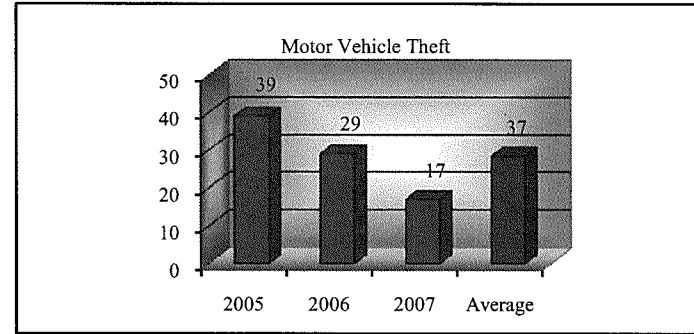
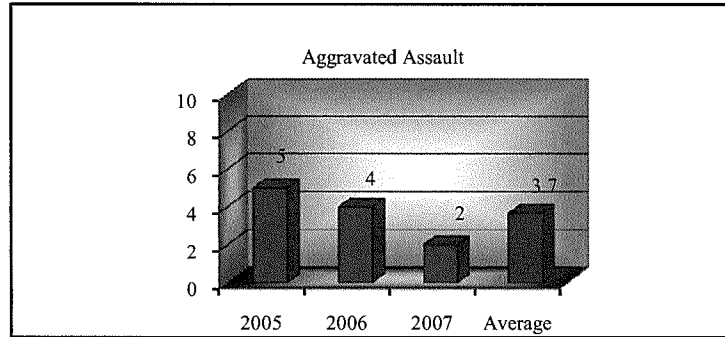
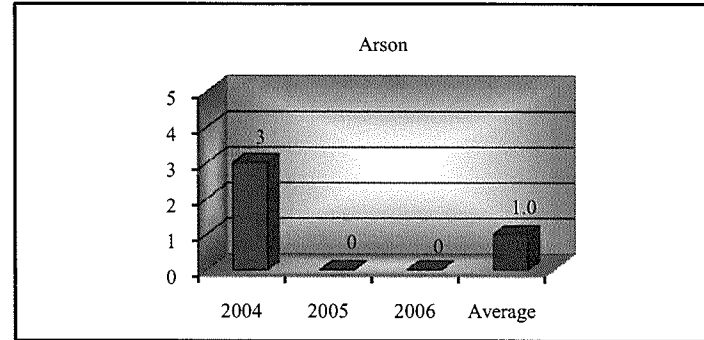
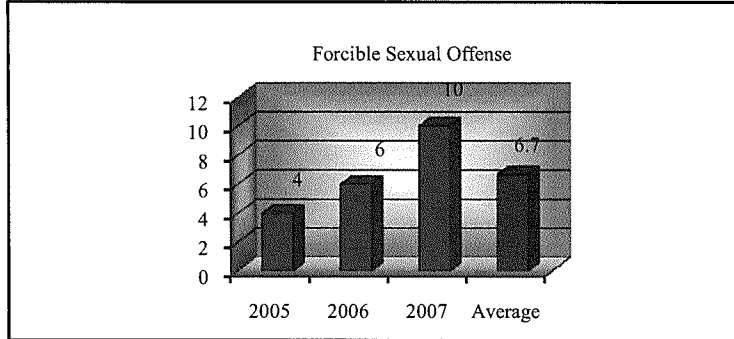
UT Up - 5
Down - 1
Same - 2

TAMU Up - 4
Down - 2
Same - 2

Tx. Tech Up - 4
Down - 0
Same - 4

UH Up - 3
Down - 1
Same - 4

University of Houston
On Campus Crime Statistics



UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA

COMMITTEE: Facilities, Construction and Master Planning

ITEM: Update on METRO and the University of Houston Transportation Management Plan

DATE PREVIOUSLY SUBMITTED:

SUMMARY: Presentation of the UH Campus Transportation Management Plan and update on status of METRO's planning for transit light rail service to UH Campus.

FISCAL NOTE:

SUPPORTING DOCUMENTATION: UH Campus Transportation Management Plan

ACTION REQUESTED: Information

COMPONENT: University of Houston

Renu Khator _____ 11/25/08
PRESIDENT Renu Khator DATE

Carl Carlucci _____ 11/20/08
EXECUTIVE VICE CHANCELLOR Carl Carlucci DATE

Renu Khator _____ 11/25/08
CHANCELLOR Renu Khator DATE

The University of Houston *Transportation Management Plan*

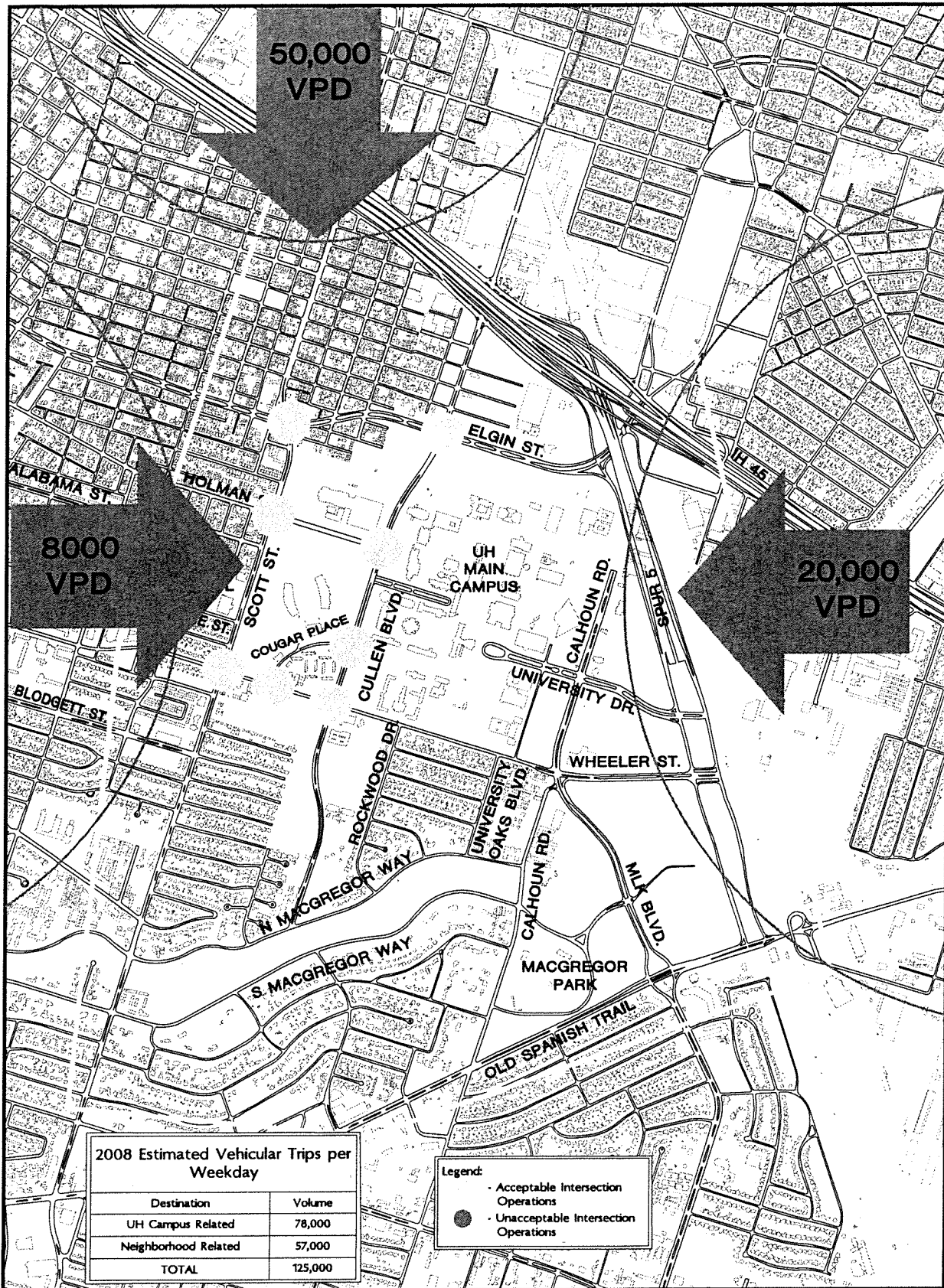
November 15, 2008

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1. UH Transportation Management Plan	Report
2. Current Conditions: 2008	Figure One
3. Planned Changes	Table One
4. METRO LRT Transit Lines	Map SE Corridor
5. Mobility Impact	Figure Two
6. Remedial Actions	Figure Three Figure Four
7. TMP Timeline	Timeline Schedule
8. Multi-Agency Task Force Implementation	Exhibit E

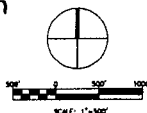
For more information see **TRANSPORTATION MANAGEMENT PLAN**

<http://uh.edu/af/>



UH Transportation Management Plan
 Figure 1
 Current Conditions
 (2008)

INTERIM REVIEW ONLY
 Document Incomplete: Not intended
 for permit or construction.
 Engineer: R.V. SCHULZE, P.E.
 P.E. Serial No. 37152
 Date: NOVEMBER 14, 2008



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The University of Houston
Transportation Management Plan

Planned Changes Will Impact Mobility

Over the next 10-15 years major changes are planned for UH campus and surrounding neighborhood with significant implications for transportation and mobility.

▪ **UH Enrollment Growth**

UH student enrollment is planned to expand from the current 35,000 to 41,000 in 10 years and to 45,000 in 20, years. Staffing levels, of 4,000+/- will also increase to over 5,000 in this period.

▪ **UH Residential Development**

UH student housing, 4,224 beds, accommodates about 12% of students on campus and plans to develop an additional 6,000+ beds to accommodate approximately 25% of student body on campus and in the surrounding neighborhood. This will diminish the trip per student ratio which will have a positive impact on area mobility.

▪ **UH Campus Redevelopment per “Framework Plan”**

The UH campus will be redeveloped with construction of new academic and support facilities (2.3M sf bringing total to 8.9M sf), new pedestrian corridors, green space, services, aesthetic amenities, utility infrastructure and roadway development. Importantly, **Cullen Boulevard** is planned for conversion to a pedestrian mall in the section between Holman Street and Cougar Place Drive, which will create a more cohesive campus and greatly improve pedestrian safety. However, mobility impact is significant as Cullen Blvd. will no longer function as a connecting through street major thoroughfare for normal vehicular traffic, only special use and emergency vehicles.

▪ **UH Parking Facilities**

UH will develop 2,600 new parking spaces which will bring the total to 19,700 spaces. Importantly, multiple new parking garages will also be constructed in strategic locations such that 50% of parking will be accommodated in structured garages. The areas of former surface lots will be re-developed with new campus facilities.

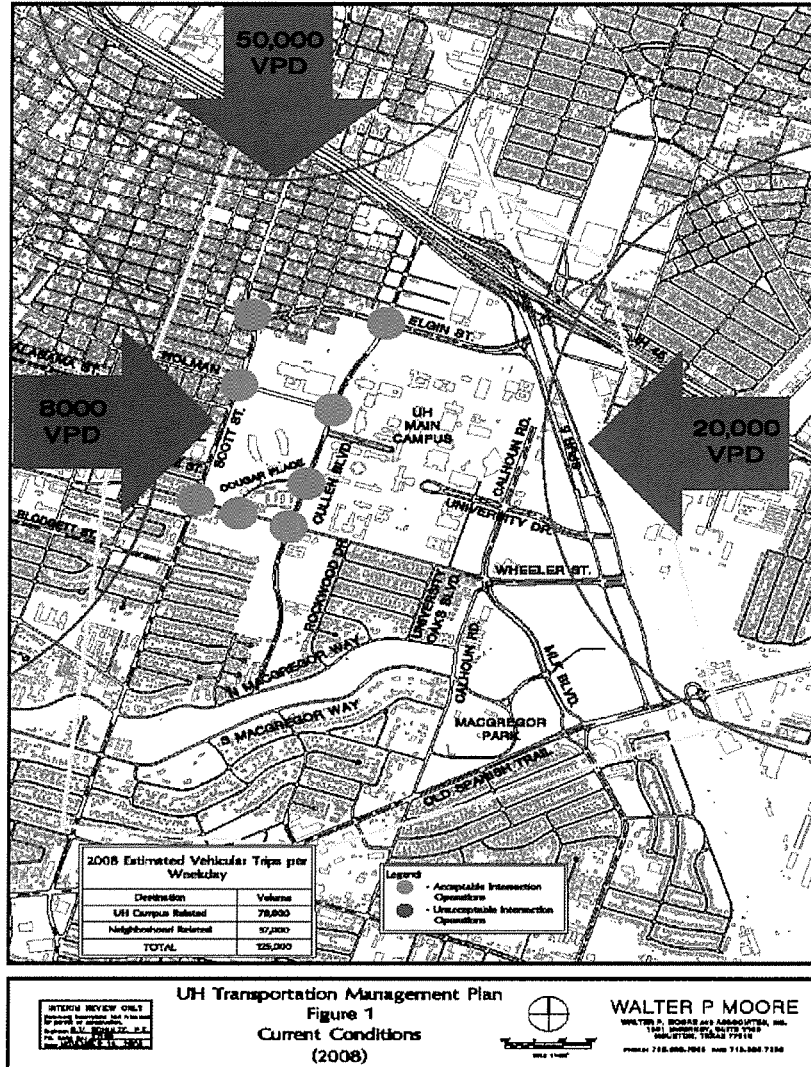
▪ **METRO Light Rail Transit**

METRO will develop two light rail lines, the University and Southeast Corridors, that will serve the UH campus and neighborhood on Wheeler, Scott, MLK and Elgin. Five transit stations will be developed, one of which will serve both lines on Scott at Cleburne/Alabama. This transit service represents an extremely valuable, overarching improvement for mobility in the UH campus area. As travelers convert to transit, vehicular traffic will diminish, however, LRT operations will disrupt traffic flow on the transit served roadways, MLK, Wheeler, Calhoun, Scott and Elgin.

▪ **Conclusion**

These major changes will have a powerful impact on mobility and the overall result will be “mixed” with both positive and negative factors. The interaction between these factors and the dynamics of their implementation over time will represent a very complex mobility situation and require careful, well coordinated efforts to manage them effectively and generate a positive outcome.

The University of Houston *Transportation Management Plan*



Current Conditions: 2008

- Campus Population: 42,000
- Two-way Trips per Weekday: 125,000

PLAN

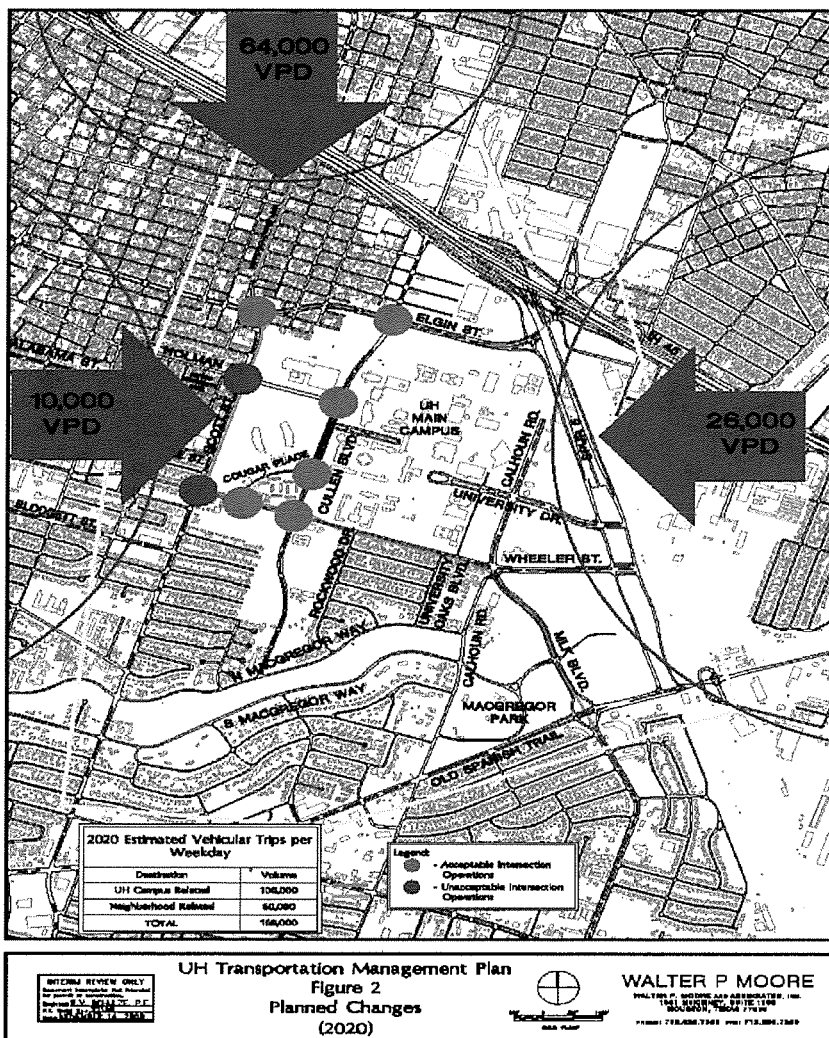
Plan of projects, programs and strategies to maintain access and mobility over 15 years of campus growth and development.

The University of Houston *Transportation Management Plan*

- PROJECTIONS**

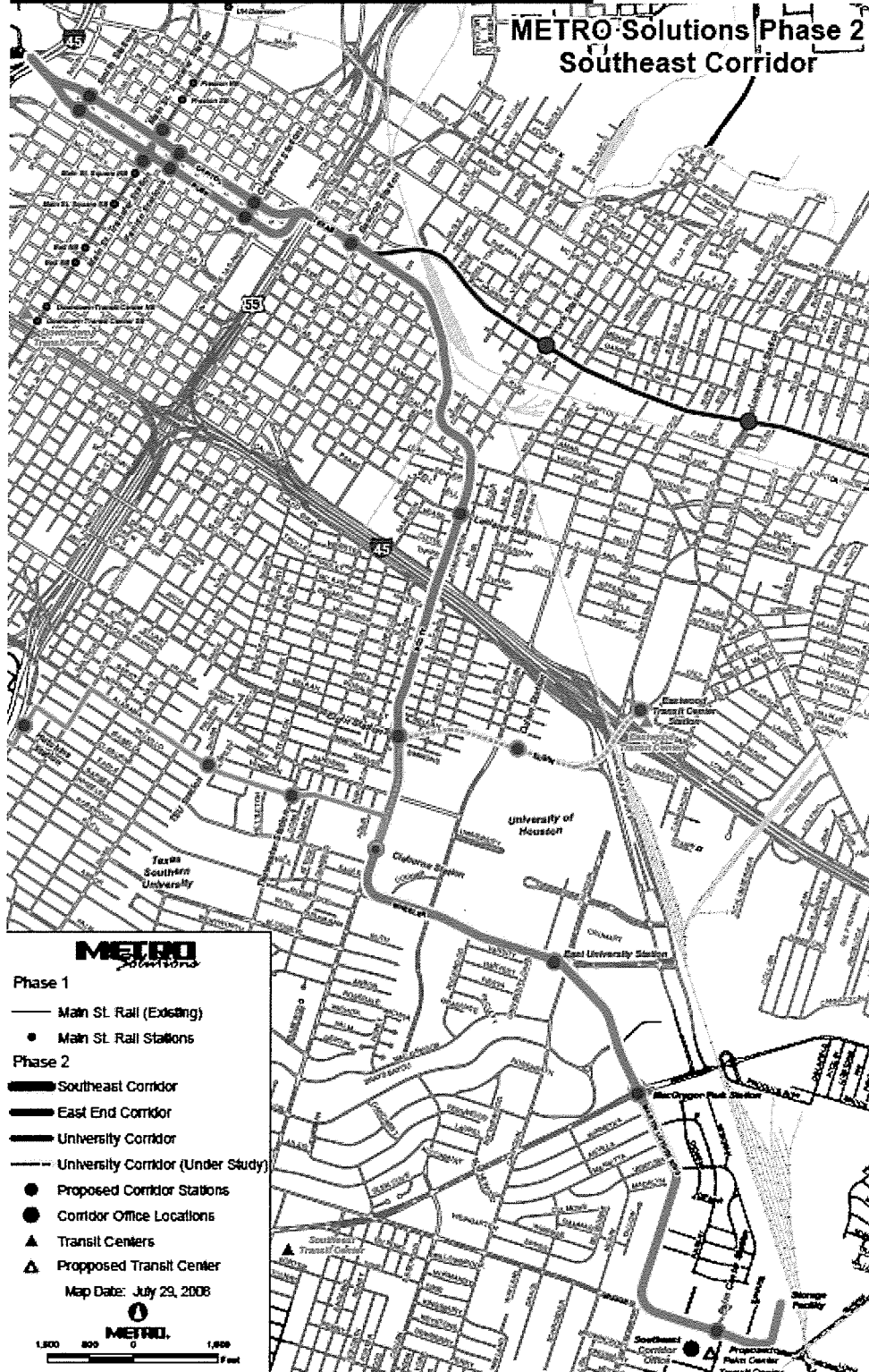
	2008	2020
Students and Staff	39,000	46,000+
Trips per Weekday	125,000	160,000

- UH Enrollment: From Current 35,000 to 41,000+ Students
- UH On Campus Housing Growth: From 4,224 to 11,000+ Beds
- UH Campus Facility Growth: From 6.6M sf to 8.9M sf
- UH Parking Facilities Growth: From 17,000 to 19,000 spaces with ½ in garages
- METRO Light Rail Transit Lines: University and Southeast Lines open 2012



The University of Houston Transportation Management Plan

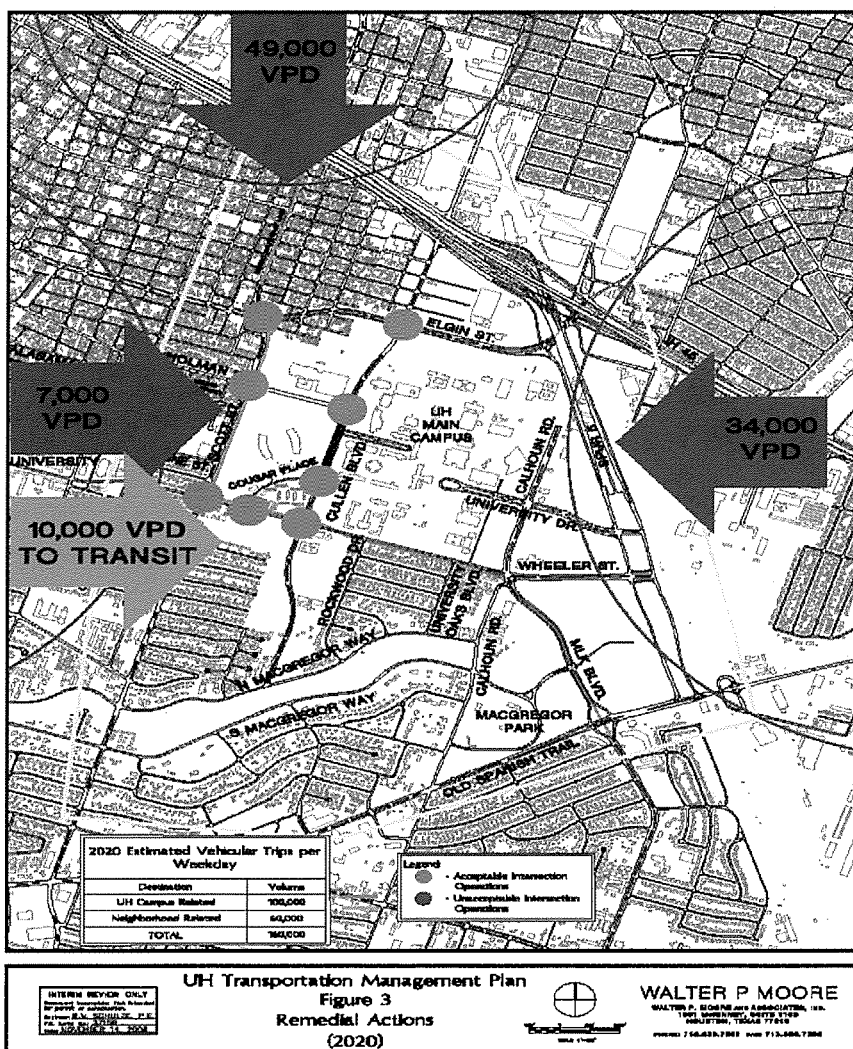
METRO Transit Lines: Southeast and University



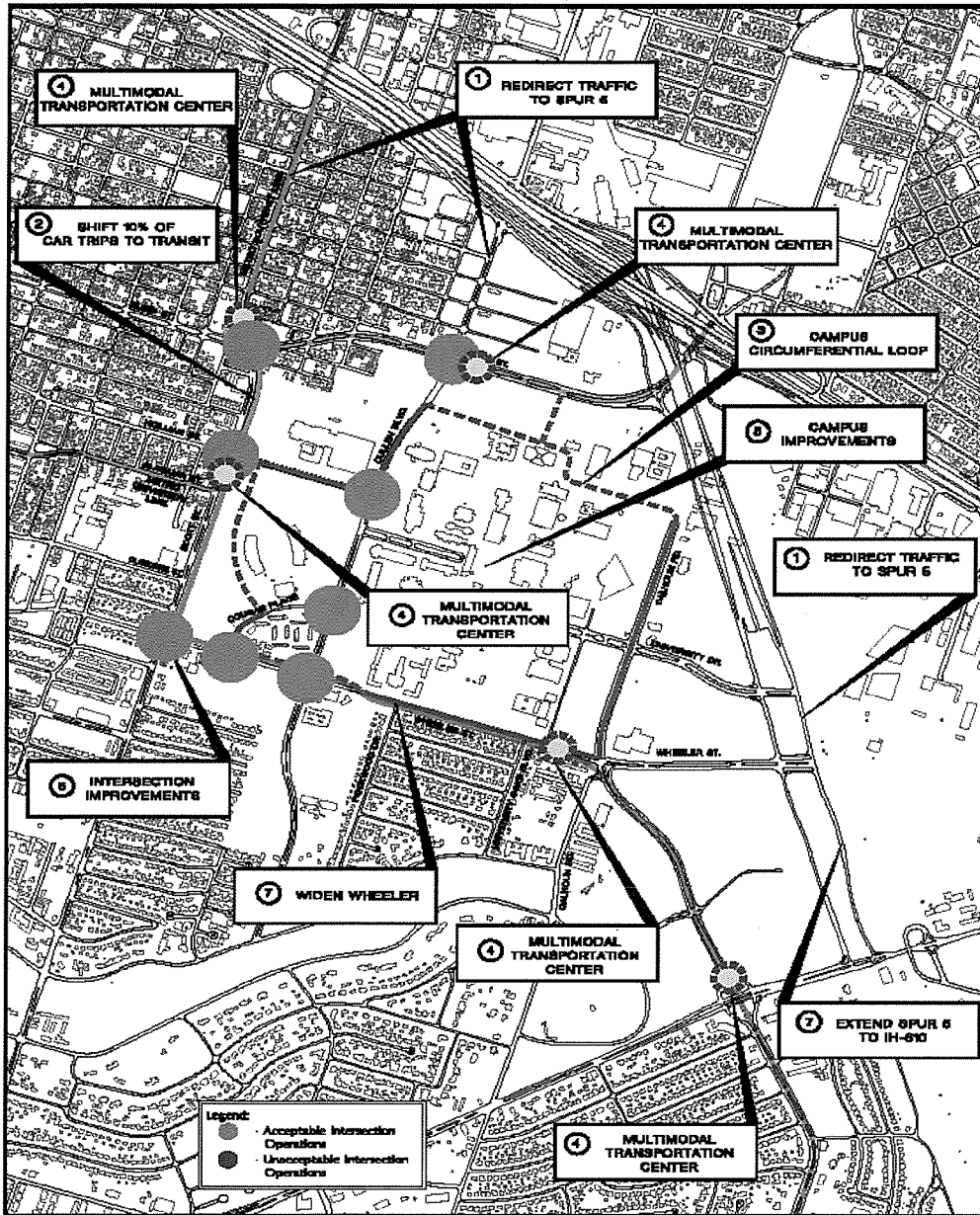
The University of Houston Transportation Management Plan

REMEDIAL ACTIONS:

- UH, METRO, City, TXDOT
- Transit: 10,000 Trips per Day
- Spur 5 Traffic: 34,000 Trips per Day
- Roadway and Intersection Improvements
- Campus Improvements
 - Campus Loop Road
 - Multi-modal Transportation Centers
 - Parking Garages
 - On Campus Housing
 - Expanded Shuttle System
 - Cullen Blvd.- Limited Access Pedestrian Corridor



The University of Houston Transportation Management Plan



UH Transportation Management Plan
Figure 4
Remedial Actions
(2020)

INTERIM REVIEW ONLY
University Transportation and Planning
Department
by James R.V. SCHULZE, P.E.
P.E. Stamp No. 27128
DATE: NOVEMBER 14, 2008

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UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA

COMMITTEE: Facilities, Construction and Master Planning

ITEM: Major Capital Project Status Report

DATE PREVIOUSLY SUBMITTED:

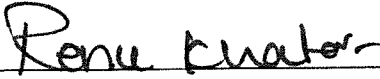

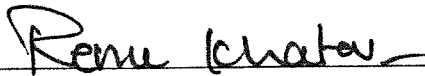
SUMMARY: Presenting Major Capital Project Status and Updates

FISCAL NOTE:

SUPPORTING DOCUMENTATION: Major Capital Project Status Report

ACTION REQUESTED: Information

COMPONENT: University of Houston

	_____	11/25/08
PRESIDENT	Renu Khator	DATE
	_____	11/20/08
EXECUTIVE VICE CHANCELLOR	Carl Carlucci	DATE
	_____	11/25/08
CHANCELLOR	Renu Khator	DATE

UH System Facilities Planning and Construction - Capital Projects Status - December 5, 2008

Project Name	UH BOR Approval	THECB Approval	Project Description	Project GSF	Total Project Cost	Project % Complete	Project Design Start Date	Project Design Completion Date	Project Construction Start Date	Project Completion Date	Construction Status
PROJECTS UNDER CONSTRUCTION											
Calhoun Lofts (Design Build)	Nov-06	Apr-07	This project of 569,000 GSF, constructs Independent-living, loft-style housing for 984 graduate and professional students within the campus professional preinct. The project includes 10,000 SF of retail space and 1,000 SF of multi-purpose meeting rooms.	569,000	\$107,900,000	45%	Nov-06	Sep-07	Oct-07	Jul-09	D-B Team: Pepper-Lawson w/ Kirksey Architects. Phase 1 topping out completed 7/15/08. Phase 2 topping out (west, south and south-east wings) was held in late October. Significant damage and delay suffered from Hurricane Ike but project is back on track following Hurricane Ike interruptions.
UHS-SL Academic Building with WCJC (CMAR)	Nov-06	Mar-07	This project constructs a 150,000 GSF building that will include 39 classrooms, 9 science labs, 5 computer labs, 72 faculty offices, an exercise facility, a bookstore, WCJC Enrollment Services suite and space for the combined UHS/WCJC Nursing programs. The project will include 400 parking spaces.	150,000	\$36,800,000	80%	Aug-06	Dec-08	Oct-08	Mar-09	A/E team: Archi*technics/3 & PageSoutherlandPage. Contractor: Skanska USA. Overall construction 80% complete. Significant damages suffered from Hurricane Ike; current estimate is \$500K and 8-10 weeks of lost time. Large areas of damaged framing, sheathing, drywall and insulation must be removed and reconstructed. Other work progresses: monumental stairs are installed; terrazzo has started; bathroom fixtures and wall tile installed; interior railing systems are underway and site work continues.
FC&MP 29 - 1 Campus Hall (CMAR)	Apr-07	Jun-07	This project constructs a 34,000 GSF LEED-Certified (Silver) building with a state-of-the-art 400-seat lecture hall; three 80-seat classrooms, and academic center which will include a testing center, career center, and TA offices.	34,000	\$8,987,800	5%	May-07	Jan-09	Mar-09	Jan-10	A/E team: Berkebile Nelson Immenschuh McDowell Architects (BNIM). Contractor: JE Dunn. GMP price received. VE continuing and project will be rebid to bring it within with budget. Site clearance completed. Project to open for Jan. 2010 classes.
Hilton Hotel Renovation (CSP)	Aug-07	Oct-07	This project involves the renovation of 90,428 SF of the Hilton College of Hotel and Restaurant Management. The renovation project includes major upgrades of all teaching areas, cosmetic upgrades of public areas and building infrastructure and structural upgrades. The renovation project is a result of a memorandum of understanding between UHS, the Hilton Corporation and the Hilton Foundation.	90,428	\$12,825,216	15%	May-08	Feb-09	Apr-09	Dec-09	A/E team: Portfolio Assoc. Contractor: TBD. The architectural services are in progress for this project. Schematic Design Drawings @ 80% completion. Project to be Competitive Sealed Proposal.
SERC Build Out (Phase 2) (CMAR)	Feb-08	Jun-08	This project builds out half of third, half of fourth, and all of fifth floor of the existing SERC Building in multiple phases for chemistry, biochemistry, and bio-engineering programs. Total project cost is \$12 million.	50,000	\$12,000,000	5%	May-08	Jun-09	Nov-08	Jan-10	A/E team: Archi*technics/3. Contractor: Vaughn Construction. Construction of 3rd floor and 1st floor to finish 2/1/09. 5th floor construction to begin Jan. 09.
PROJECTS IN DESIGN											
Pearland Campus-UHCL (Design-Build)	Feb-08	Jul-10	The University of Houston Clear Lake proposes to lease 20,000 GSF of an 30,000 GSF facility on a 40-acre site for a new Clear Lake/Pearland campus that will be a branch of the University of Houston-Clear Lake, and developed in partnership with the City of Pearland.	30,000	\$10,880,000	2%	Sep-08	Dec-08	TBD	TBD	City of Pearland undertaking, designing and coordinating this project. Currently being VE and redesigned to bring back into budget and accomodate changes in bond financing.

UH System Facilities Planning and Construction - Capital Projects Status - December 5, 2008

Project Name	UH BOR Approval	THECB Approval	Project Description	Project GSF	Total Project Cost	Project % Complete	Project Design Start Date	Project Design Completion Date	Project Construction Start Date	Project Completion Date	Construction Status
Diesel Lab Expansion (CMAR)	Feb-08	Mar-08	This projects adds 1,925 GSF space adjacent to an existing facility to house a new dynamometer and other testing capabilities as well as research laboratory space and office space. This project includes a construction budget of \$2.4 million, equipment budget of \$4.6 million and operating costs of \$3.3 million.	1,925	\$7,000,000	2%	Feb-08	Jan-09	TBD	TBD	Project is being redesigned to bring it back under budget.
Arbor Building Renovations - UHCL (CSP)	Aug-08	Aug-08	This project entails the interior renovation and remodeling of 3,500 sf of the existing Arbor building and additions of approximately 31,000 GSF of new space.	23,500	\$12,705,000	2%	Aug-08	Feb-09	Mar-09	May-10	A/E team: SHW Group. Contractor: TBD. UHCL - Campus and FP&C refining design and VE to insure stays within budget. Planned contract delivery method to be Competitive Sealed Proposals. The scope of work also includes renovations to the existing building.
East Parking Garage (Design-Build)	Aug-08	Sep-08	This project proposes to construct an 1,500 car garage which will replace lost surface parking spaces, meet the parking needs of the new residence facility (Calhoun Lofts) and provide additional spaces for projected future commuter demand in this area. (This project was originally approved by the BOR in 08/07 as an 900-space garage)	525,000	\$18,000,000	2%	Aug-08	Jan-09	Dec-08	Nov-09	D-B Team: E.E. REED with Powers Brown. Design in progress. Miller Survey Company is presently performing a topographic and existing conditions site survey. Demolition of China Star Building to occur by Dec. 15.
Regional Economic Dev. Allied Health Bldg. - UHV (CSP)	May-08	May-08	This project will house the Regional Economic Center as well as public spaces such as meeting rooms and a board room. The School of Business administration and the Allied Health Programs will also be housed in this space.	45,000	\$10,219,400	2%	Mar-08	Jan-09	Mar-09	Mar-10	A/E team: Perkins+Will with Rawley McCoy Associates. Contractor: TBD. Refining program, budget and cost estimate. Project will be competitively bid.
Science Buildings Renovations (CMAR)	May-08	May-08	This project proposes to renovate a small portion of Science and Research 1 and all of the Fleming Building. The project will address the major life safety issues in both buildings. In Fleming it will also reorganize and relocate lab locations from Old Science and portions of Fleming, re-configures them for greater functionality and renovate the entire building. Renovation in SR1 will be limited primarily to code and safety compliance issues.	269,000	\$29,269,000	1%	Jan-09	TBD	May-09	TBD	Pre-design A/E team: Lord Aeck & Sargent (LAS) with P+W. Contractor: Satterfield Pontikes. Programming, space analysis and pre-design completed. Conceptual Design to begin Jan. 09.
Old Science Renovations	May-08	May-08	This project will renovate the Old Science Building for use by C.L.A.S.S.	57,000	\$3,401,000	1%	Jan-09	TBD	TBD	TBD	A/E team: Watkins Hamilton Ross with Autoarch. Contractor: TBD. Conceptual design phase to begin Jan. 09..
Fleming Addition	May-08	May-08	This project proposes to construction an addition to the Fleming Building. The addition is for Chemistry and Biology teaching labs and constructing it first helps alleviate the problem of swing space. Project will also examine option of adding a floor of shelf space for NSM Research.	60,000	\$24,930,000	1%	Jan-09	May-09	Jul-09	Jan-10	A/E team: TBD. Contractor TBD. Completing Programming and Project Scope. Area shown is for finished SF. Evaluating costs and amount of shell space to include within this budget. Also evaluating Project Delivery Methods to insure lowest possible cost.

UH System Facilities Planning and Construction - Capital Projects Status - December 5, 2008

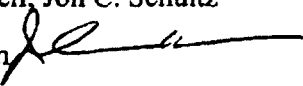
Project Name	UH BOR Approval	THECB Approval	Project Description	Project GSF	Total Project Cost	Project % Complete	Project Design Start Date	Project Design Completion Date	Project Construction Start Date	Project Completion Date	Construction Status
PROJECTS IN RFQ/RFP PHASE											
Wilhelmina Robertson Smith Pavilion	Aug-08	Aug-08	Project proposes to a North End Zone facility to generally include Team Areas, Academic Space, Club Level, Suite and Main seating areas. FPC is working with the architect and contractor to update and verify program and pricing.	133,700	\$38,700,000		TBD	TBD	TBD	TBD	Pre-design A/E team: Leo A. Daly. A/E Team: TBD Contractor: TBD. Refining program, budget and cost estimate. Athletics and University Advancement working on fundraising prospects. Architect RFP for Project Architect to go out Nov. 08

FC&MP 29 - 1



U N I V E R S I T Y of H O U S T O N

CONRAD N. HILTON COLLEGE OF HOTEL AND RESTAURANT MANAGEMENT
OFFICE OF THE DEAN

DATE: November 12, 2008
MEMO TO: Carl Carlucci
Executive Vice President, Administration and Finance
COPY: Dona H. Cornell, Jon C. Schultz
FROM: John T. Bowen 
RE: Regent Approval – Updated Renovation Budget for
Hilton University of Houston Hotel

Pursuant to the discussion with you and Dona Cornell on November 5th, we have all agreed that it is appropriate that we submit a project and budget update to the Board of Regents for the renovation of the Hilton University of Houston Hotel.

BACKGROUND

At its August 2007 meeting, the Regents approved a request for Dr. Rudley to sign a Memorandum of Understanding with Hilton Hotels Corporation regarding the re-licensing agreement for the Hotel and a management agreement.

Further, Dean Bowen gave a presentation to the Regents on the scope of the hotel's renovation, summarized as follows:

- **Project cost – based on Cumming Corporation 6/5/07 net of scope reductions and includes \$1,193,222 UH deferred maintenance estimated costs** **\$ 11,108,585**
- Open items not quantified at the time
 - > addressable fire alarm \$ 180,856 to \$ 339,105
 - > replace HVAC controls 135,642 to 271,284
 - > replace sprinkler system 90,428 to 180,856
 - > fire/smoke dampers in stairwells 40,000 to 120,000
 - > kitchen exhaust modifications 105,000 to 180,000
 - > elevator modifications 50,000 to 150,000
 - Total open contingencies \$ 601,926 to \$ 1,241,245
 - Average of open items \$ 921,586
- **Total project cost @ 8/6/07, includes the average of open items plus a \$1,143,856 contingency** **\$ 12,030,171**
- Source of funds - committed
 - > hotel capital reserves \$ 400,000
 - > funds from prior Hilton Foundation gift 1,260,000
 - > HEAF funds 1,000,000
 - > CRDM funds – for UH deferred maintenance 1,950,000
 - > Conrad N. Hilton Fund 6,500,000 \$ 11,110,000

- Additional funds available to cover open items
 - > funds in existing reserve account \$ 1,600,000
 - > 30 month projection of added reserve buildup 1,500,000 \$ 3,100,000
- The above numbers showed that ample funds remained available to cover even the worst case scenario relating to the open items.

The project was approved by the Regents, followed by the approval of the Texas Higher Education Coordinating Board.

The re-licensing and management consulting agreements with Hilton Hotels Corporation were finalized in June 2008.

PROJECT UPDATE

• Cumming Corp Preliminary Estimate 9/24/08 – includes south wing guestrooms	\$10,572,167	
• Net of scope adjustments – includes guestroom window wall extension	403,049	
• UH deferred maintenance estimates @ 10/30/08	<u>1,600,000</u>	
• Adjusted project cost at 10/30/08		\$12,575,216
• Open items remaining		
> sprinkler modifications	\$ 75,000	
> elevator controls	75,000	
> miscellaneous fire safety	<u>100,000</u>	<u>250,000</u>
• Adjusted project estimate, includes a \$1,005,116 contingency 10/30/08 and remaining open items		<u>\$12,825,216</u>
• <u>Source of Funds</u>		
> CNHF, CRDM, HEAF, Hotel reserves	\$12,050,000	
> Other capital reserves – 8/27/08 Dean’s forecast	<u>843,000</u>	<u>\$12,893,000</u>

PROJECT COST SIGNIFICANT DIFFERENCES

Excluding un-quantified open items the cost estimates increased as follows:

> estimate at 8/7/07	\$11,108,585	
> estimate at 10/30/08	<u>12,575,216</u>	
> increase		\$ 1,466,631
> significant changes		
• Guestroom window wall extension – This will increase the size of guestrooms by 43 square feet, on average (14.3%), resulting in more spacious rooms, higher occupancies and higher room rates, thereby adding significant value to the hotel.	\$ 600,000	
• Deferral by Hilton Hotels/Blackstone for south wing proto-type guestroom program	300,000	
• Increases in UH deferred maintenance projects	406,778	
• Quantifying or deleting open items (net)	325,623	
• Scope reductions (net).	<u>(196,951)</u>	<u>1,435,450</u>
• Total difference		<u>\$ 31,181</u>

Including the average of un-quantified items, the cost estimates increased as follows:		
> estimate at 8/7/07	\$12,030,171	
> estimate at 10/30/08	<u>12,825,216</u>	
> increase		<u>\$ 795,045</u>

Dean John Bowen and Development Officer Jon Schultz have implemented a targeted campaign among leaders in the lodging industry to raise an additional \$600,000 to replace the surplus reserve funds being used for the guestroom window wall extension.

Dean Bowen and Jon Schultz are working with the Hospitality Financial and Technology Professionals who are very interested in supporting the development of the south wing proto-type guestrooms.

All conceptual design work has been completed for the renovation.

Construction documents for the model guestroom are finished. The model room should be installed by the end of January 2009.

We believe that all estimated costs associated with this project are realistic and, as such, we do not anticipate further significant changes in the budget. The latest project estimate by Cumming Corporation considers all conceptual design work. There is sufficient room in the scope of the project to offset further increases by deferrals or eliminations. Examples of these adjustments are to defer the proto-type rooms program (\$300,000) and to defer the Conrad Hilton Ballroom (\$350,000). However, the project team, including the architect, does not feel that such major adjustments as these will be necessary.

I understand from Jon Schultz that you will add this report to the December Agenda for the Board of Regents. Please advise what additional information you will require and the role that you want me and Jon to play in the presentation.

Thank you for your assistance and guidance.