

MINUTES
UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS
FINANCE AND ADMINISTRATION COMMITTEE

Wednesday, May 18, 2011 – The members of the Finance and Administration Committee of The University of Houston System convened at 10:25 a.m. on Wednesday, May 18, 2011, at the Hilton University of Houston Hotel, Waldorf Astoria Ballroom E, Second Floor, 4800 Calhoun, Houston, Texas, with the following members participating:

ATTENDANCE –

Present

Jim P. Wise, Chair
Nandita V. Berry, Member
Carroll Robertson Ray, Ex Officio

Member(s) Absent

Jarvis V. Hollingsworth, Vice Chair

Non-Member(s) Present

Welcome W. Wilson, Sr. Regent

In accordance with a notice being timely posted with the Secretary of State and there being a quorum present, Chair of the Committee, Jim P. Wise, called the meeting to order. Regent Wise stated five (5) approval items would be presented to the committee. It should be noted that all committee members in attendance at this meeting had also attended the Facilities, Construction and Master Planning Committee (FCMP) meeting on May 17, 2011 whereby several of the action items presented at Finance and Administration Committee meeting were approved by the FCMP Committee. Regent Wise then introduced the first action item on the agenda, the approval of the minutes.

AGENDA ITEMS

Action Items:

1. Approval of Minutes – Item B

On motion of Regent Ray, seconded by Regent Berry and by a unanimous vote of the members in attendance, the following minutes from the meeting listed below were approved:

- February 16, 2011, Finance and Administration Committee Meeting

2. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts up to \$50 million for design and construction of the University of Houston Cougar Village Phase II Residence Hall - University of Houston, Item C – F&A-1

Dr. Carlucci, Executive Vice Chancellor for Administration and Finance, requested approval to delegate authority to the Chancellor to negotiate and execute contracts up to \$50 million for

design and construction of the University of Houston Cougar Village Phase II Residence Hall at the University of Houston. The site and program of this project had been presented and approved at the Facilities, Construction and Master Planning Committee meeting on May 17, 2011. This action item is the request for the authority of the design and construction of Phase II of the project of freshmen residence halls to be located on Wheeler Avenue along the southern edge of the University of Houston campus. This project is on the fast tract due to the anticipated opening for Fall 2013. There will be approximately 1,100 beds which will consist of two-bedroom, shared-bath units with staff and support space, and resident staff/resident assistant apartments which will mirror-image Cougar Village Phase I. The pro forma of this project was also addressed.

On motion of Regent Ray, seconded by Regent Berry and by a unanimous vote of the members in attendance, the approval to delegate authority to the Chancellor to negotiate and execute contracts up to \$50 million for design and construction of the University of Houston Cougar Village Phase II Residence Hall at the University of Houston was approved. This item, approved by the committee, will be placed on the Consent Docket at the Board of Regents meeting on May 18, 2011 for final Board approval.

3. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts up to \$9.3 million for design and construction of the University of Houston West Dining Hall - University of Houston, Item D – F&A - 2

Dr. Carlucci introduced this item and requested approval to delegate authority to the Chancellor to negotiate and execute contracts up to \$9.3 million for design and construction of the University of Houston West Dining Hall. This project had been approved by the Facilities, Construction and Master Planning Committee at the February 15, 2011 meeting. This facility will be an approximately 15,000 NSF/25,000 GSF dining hall to support the residents of the Quads, the new Cougar Place replacement project and the needs of the campus community on the west side of campus. Construction of this facility will begin October 2011 with occupancy in August 2012.

On motion of Regent Berry, seconded by Regent Ray and by a unanimous vote of the members in attendance, the approval to delegate authority to the Chancellor to negotiate and execute contracts up to \$9.3 million for design and construction of the University of Houston West Dining Hall at the University of Houston was approved. This item, approved by the committee, will be placed on the Consent Docket at the Board of Regents meeting on May 18, 2011 for final Board approval.

4. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts up to \$7.5 million for design and renovation of the Energy Research Park Building One at the University of Houston, Item E – F&A – 3

Dr. Carlucci requested approval to delegate authority to the Chancellor to negotiate and execute contracts up to \$7.5 million for design and renovation of the Energy Research Park Building One at the University of Houston. Energy Research Park Building One is the signature building at the Research Park and it would be renovated to bring the building up to code and correct deficiencies in the building envelope. This three level office building will house University Services, UH Advancement and university partner tenants and also support the relocation of some Building

Two tenants, creating necessary flex space to allow renovations of other buildings. Construction would begin in October 2011 with occupancy in June 2012.

On motion of Regent Berry, seconded by Regent Ray and by a unanimous vote of the members in attendance, the approval to delegate authority to the Chancellor to negotiate and execute contracts up to \$7.5 million for design and renovation of the Energy Research Park Building One at the University of Houston was approved. This item, approved by the committee, will be placed on the Consent Docket at the Board of Regents meeting on May 18, 2011 for final Board approval.

5. Approval is requested to delegate authority to the Chancellor to negotiate and execute extension to the contract in excess of \$1 million with Today's Business Solutions for providing office supplies to the University of Houston, Item F – F&A - 4

Dr. Carlucci requested the approval to delegate authority to the Chancellor to negotiate and execute extension to the contract in excess of \$1 million with Today's Business Solutions, a state certified Historically Underutilized Business (HUB), for providing office supplies to the University of Houston campus. Today's Business Solutions contract, following a competitive bid process, was awarded a multi-year contract beginning with FY2007. The original contract period was September 1, 2006 through August 31, 2010 with three one-year renewal options. Dr. Carlucci requested to exercise the second one-year renewal option by extending the contract to August 31, 2012.

On motion of Regent Ray, seconded by Regent Berry and by a unanimous vote of the members in attendance, the approval to delegate authority to the chancellor to negotiate and execute extension to the contract in excess of \$1 million with Today's Business Solutions for providing office supplies to the University of Houston was approved. This item, approved by the committee, will be placed on the Consent Docket at the Board of Regents meeting on May 18, 2011 for final Board approval.

6. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts for purchase of property adjacent to the University of Houston-Victoria campus, needed for future campus expansion - University of Houston-Victoria, Item G – F&A – 5

Dr. Carlucci requested approval to delegate authority to the Chancellor to negotiate and execute contracts for purchase of property adjacent to the University of Houston-Victoria campus, needed for future campus expansion. The property is a 2.5 acre tract adjacent to and south of Jaguar Hall and the proposed Sophomore Hall residence halls. The property is vacant and will be utilized for the additional parking required by Sophomore Hall as well as to provide improved access to both residence halls. The cost of the property has been negotiated and will be approximately \$55,000, plus closing costs.

On motion of Regent Berry, seconded by Regent Ray and by a unanimous vote of the regents in attendance, the approval to delegate authority to the Chancellor to negotiate and execute contracts for purchase of property adjacent to the University of Houston-Victoria campus need for future campus expansion was approved. This item, approved by the committee, will be placed on the Consent Docket at the Board of Regents meeting on May 18, 2011 for final Board approval.

University of Houston System

After all action items were presented and approved by the committee, on motion of Regent Berry and seconded by Regent Ray and by a unanimous vote of the committee members in attendance, all five (5) action items above were approved for placement on the Board of Regents agenda at the May 18, 2011 Board of Regents meeting for final approval.

There being no further business to come before the committee, the meeting adjourned at 10:50 a.m.

All documentation submitted to the Committee in support of the foregoing action items, including but not limited to "Passed" agenda items and supporting documentation presented to the Committee, is incorporated herein and made a part of these minutes for all purposes; however, this does not constitute a waiver of any privileges contained herein.

Others Present:

Renu Khator
Carl Carlucci
John Antel
Dona Cornell
Mike Lawrence
Elwyn Lee
William Flores
Don Smith
David Bradley
Don Guyton
Elaine Charlson
Marquette Hobbs

Emily Messa
Mike Glisson
Mike Emery
Barbara Stanley
Monica McHenry
Sean York
Liz Fletcher
Craig Ness
Ed Hugetz
Wayne Beran
Jon Aldrich
Gerry Mathisen

Russ Hoskins
Fred McGhee
Malcolm Davis
Raymond Bartlett
Oscar Gutierrez
Dan Wells
Spencer Moore
T.J. Weinardi
Tom Ehardt
Georgeann Smith
Ed Jones