MINUTES

BOARD OF REGENTS’ COMMITTEE ON PLANNING AND FACILITIES MEETING

FEBRUARY 9, 2017

I. CALL TO ORDER

Committee Chair Stanford Yuen called the meeting to order at 9:03 a.m. on Thursday, February 9, 2017, at the University of Hawai‘i at Mānoa, Information Technology Building, 1st Floor Conference Room 105A/B, 2420 Correa Road, Honolulu, Hawai‘i 96822.

Committee members in attendance: Committee Chair Stanford Yuen; Committee Vice Chair Michelle Tagorda; Board Vice Chair Benjamin Kudo; Regent Lee Putnam; Regent Ernest Wilson, Jr.

Others in attendance: Board Chair Jan Sullivan; Board Vice Chair Randolph Moore; Regent Simeon Acoba; Regent Brandon Marc Higa; Regent Wayne Higaki; Regent David Iha; Regent Michael McEnerney; Regent Jeffrey Portnoy ex officio committee members; President/Interim UH-Mānoa (UHM) Chancellor David Lassner; Vice President for Academic Planning & Policy Risa Dickson; Vice President for Administration Jan Gouveia; Vice President for Community Colleges John Morton; Vice President for Legal Affairs/University General Counsel Carrie Okinaga; Vice President for Research & Innovation Vassilis Syrmos; Vice President for Information Technology/Chief Information Officer, Garret Yoshimi; Vice President for Budget & Finance/Chief Financial Officer Kalbert Young; UH-Hilo (UHH) Chancellor Donald Straney; UH-West O‘ahu (UHWO) Chancellor Maenette Benham; Executive Administrator and Secretary to the Board Cynthia Quinn; and others as noted.

II. APPROVAL OF MINUTES OF THE NOVEMBER 3, 2017 MEETING

Regent Putnam moved to approve the minutes of the November 3, 2017 meeting, seconded by Regent Tagorda, and the motion carried unanimously.

III. PUBLIC COMMENT PERIOD

Executive Administrator and Secretary of the Board Cynthia Quinn confirmed no written or oral testimony was received.

IV. AGENDA ITEMS

A. For Information

1. FY17 Q2 Major projects update

VP Gouveia provided the second quarter report on the status of major projects. There were no significant changes from the last quarter’s report. All recent projects are basically on schedule and on target with no notable change orders to date. Progress
continues on addressing older projects that have incurred more substantial delays and increased costs. Comments and questions regarded the high increase in costs for some projects, delay in permitting approvals and archeological work that should have been anticipated, cost overruns and large amount of change orders. VP Gouveia explained that many of the larger increases in cost and time extensions were due to bid prices originally coming in over budget, which required de-scoping in order to make an award, and over the course of the project if additional funds became available, then previously removed items were added back into the project. Other change orders were also due to unforeseen conditions and structural integrity issues. However, progress continues on a going forward basis to tighten the design-review and construction management process utilizing technology and the imposition of best practices to minimize unforeseen conditions and issues. VP Gouveia explained that UH project manager and the consultant are being held to professional standards and expectations – which is a shift from the current culture. President Lassner noted that most projects were preexisting when VP Gouveia assumed leadership. The committee commended the improvements and progress to date, including the briefing format and content, as reflected in the report.

2. Capital Program Initiatives Briefing and eBuilder Demonstration

Committee Chair Yuen noted the new process to improve reporting, transparency, and accountability of projects that is very user friendly. VP Gouveia introduced the new capital projects team, Lisa Dau (Business Services Manager), Kevin Kwan (Analyst), Ross Richards (Construction Manager), Paula Youngling (Procurement Specialist), and Sherman Wong (Design-Build Manager).

VP Gouveia demonstrated e-Builder, a new construction management software system that electronically drives and brings visibility of the workflow to track progress in real time, with alerts to keep projects on schedule and on budget; tracks requests for information on pending bids to improve response time; and tracks change order approval progress to improve response time. She emphasized the magnitude and success of reorganization and training required that took approximately a year to implement, with no additional funding. She shared the current outcomes including reduction in change order approval processes steps from 80 approvals to three approvals, and four steps, responsiveness to inquiries of no more than two weeks, and an early warning system to avoid backlogs or delays. Timely responses with request for information largely reduced the number and response time for change orders. She added that the security system is proven, utilized nationwide, and secure, and all financial transactions are controlled through the university’s Kuali Financial System. The Department of Accounting and General Services nor the Department of Transportation state agencies have yet to utilize similar management systems. All information is subject to the open records laws. The committee recounted prior history of the complaints and concerns, and extended their appreciation and recognition of the pioneering innovative ideas for efficiency and magnitude of work, training, and progress achieved to date.

IV. ADJOURNMENT
There being no further business, Regent Wilson moved to adjourn, and Board Vice Chair Kudo seconded, and with unanimous approval, the meeting was adjourned at 9:45 a.m.

Respectfully Submitted,

/S/

Cynthia Quinn
Executive Administrator and
Secretary of the Board of Regents