MINUTES

BOARD OF REGENTS' COMMITTEE ON PLANNING AND FACILITIES MEETING

February 10, 2012

I. CALL TO ORDER

Committee Chair, Carl Carlson, called the meeting to order at 2:53 p.m. on Friday, February 10, 2012, at the University of Hawai‘i, Bachman Hall 113, 2444 Dole Street, Honolulu, Hawai‘i 96822.

Committee members in attendance: Committee Chair Carl Carlson; Committee Vice Chair Michael Dahilig; Dennis Hirota; Coralie Matayoshi; Barry Mizuno; and Jan Sullivan.

Others in attendance: Regents Chair Eric Martinson (ex officio committee member); President M.R.C. Greenwood, Ph.D.; Vice President for Budget & Finance/Chief Financial Officer, Howard Todo; Associate Vice President for Capital Improvements, Brian Minaai; Executive Administrator and Secretary of the Board of Regents, Keith Amemiya, Esq., and others as noted.

II. APPROVAL OF MINUTES OF SEPTEMBER 13, 2011 MEETING

Upon motion by Committee Vice Chair Dahilig and second by Regent Hirota, the minutes of the September 13, 2011 meeting were unanimously approved.

III. PUBLIC COMMENT PERIOD

Secretary Amemiya announced that no persons submitted written testimony or signed up to testify regarding today’s agenda items.

IV. AGENDA ITEMS

Briefing on Various Ongoing and Planned Construction Projects

Associate Vice President for Capital Improvements, Brian Minaai, provided an explanation of the materials provided to the Committee, including a listing of the Major Construction Projects and Major Design Projects that are larger than $4 million. He explained what projects were procured via the interim procurement process (UH Hilo Hawaiian Language Building, UH Mānoa Webster Third Floor Renovation, Leeward’s Education and Innovation Instructional Facility, UH Mānoa’s IT Center, Sinclair Library Renovation, and Edmondson Renovation), or through the Research Corporation of UH (RCUH) procurement process (Cancer Research Center and UH West O‘ahu New Campus Development). There are $515 million in major construction projects either under construction or soon to go into construction within the next month.

Regent Hirota expressed concern with staffing and projects “sliding between the cracks.” He asked how many people were working on project management. AVP Minaai said that UH Mānoa has about 30 people, the UH System has four, community colleges
has five or six, and UH Hilo has four or five. Regent Hirota asked whether consolidation would be more effective. AVP Minaai said that there are quarterly status meetings to track ongoing projects. The campuses also oversee numerous projects that are smaller than $4 million. Regent Hirota again expressed concern about adequate control and supervision over projects due to the large amount of money. AVP Minaai said that the maintenance money from the Legislature that is appropriated to UH is overseen by AVP Minaai’s office, which then distributes the money to each campus depending on their backlog requirements and workload availability.

A discussion of UH’s Program Change Request to add 11 more full time equivalent (FTE) positions to aid in the reduction of the University Maintenance Backlog and Ongoing Capital Renewal Needs followed, along with a discussion on project management staffing needs and responsibilities and coordination throughout the UH System.

Regent Hirota inquired about the status of Tokai University and the coordination of the construction of a dorm on the UH West O’ahu Campus. AVP Minaai said that UH West O’ahu Chancellor Gene Awakuni is working on an alternate plan for the dormitories. Regent Sullivan asked that Chancellor Awakuni come before the Committee on Planning and Facilities to answer questions. While Committee Chair Carlson said that could possibly be addressed at the full Board meeting, President Greenwood mentioned that there is a newly formed UH West O’ahu Advisory Group that could also review these issues.

The committee again discussed financial oversight of projects and levels of adequate staffing to properly manage projects, as well as which office/person makes the determination of who oversees larger projects. Regent Sullivan asked whether there is policy to determine what projects are managed by Office of Capital Improvements or the individual campuses. AVP Minaai said that larger and newer projects are typically run through his office. However, programmatic decisions sometimes fall to the individual campuses, who would then manage the projects. Committee Chair Carlson said that the process of determination could be discussed at a future Committee meeting.

Regent Hirota asked about a space utilization study. UH Mānoa Associate Vice Chancellor for Research and Graduate Education, Vassilis Syrmos, explained that UH Mānoa did perform a space utilization study, and may no longer require a big building solely for classrooms. Regent Hirota said that because of the $65 million price tag for a project titled “New Classroom Building”, he would like to see a business plan justifying how the space will be utilized and filled. President Greenwood said that UH Mānoa currently has a need for larger classrooms or auditoriums, but sees the possibility for a change in these types of priorities in the future.

AVP Minaai explained the means of financing for several projects. Kapi‘olani CC’s Culinary Institute is being funded by a mixture of private funds, federal funds, revenue bonds and general obligation bonds. Also, the first phase of Hawai‘i CC’s Palamanui Education Center is being financed by private contributions.
The Committee closed the conversation on the agenda item by commenting on the economic stimulus that the University provides to the state, with Total Design and Construction of $910,400,000 currently taking place or being planned in the near future.

**UH Mānoa Parking Facilities Update**

Associate Vice Chancellor Syrmos provided the overview of the status of the parking structure. The waterproofing membrane for the entire top floor of the lower campus parking structure is essentially gone. Water is seeping through the concrete and is now on the structural steel. There is no exposed rebar, but some maintenance and epoxy work is needed. UH Mānoa Parking is trying to avoid further deterioration of the parking structure. The cost has risen to about $3 million to repair, and there are several reasons: 1) The more the project is delayed, the more deterioration occurs; and 2) The waterproof membrane has gone through the roof. UH Mānoa Director of Auxiliary Services, Darryl Nohara, explained that the water membrane material itself is oil based, which is directly related to rising gas prices. Additionally, areas of puddling weren't addressed in the original scope of the project, and more drains were added to the project as well. Further, additional caulking because of years of deferred maintenance adds to the increased cost estimates.

Regent Dahilig asked, in light of the safety issues and the amount of deferred maintenance, what is the rationale behind spending $500,000 on alternative transportation. UH Mānoa Director of Campus Services, Deborah Huebler, said that there was talk in the Long Range Development Plan about building additional parking structures. However, UH Mānoa does not want to build additional parking structures due to cost and increased congestion. Regent Dahilig asked about the fairness of a subsidy to be given to employees in the form of alternative transportation such as a bus pass program, that comes out of the revenue from the parking structure that is used by students as well as employees. Director Huebler said that there is already a bus pass program for the students. Regent Dahilig pointed out that the students pay fees for the UPASS Program. A lot of the revenue from parking is not strictly from UH employees – students pay to park as well. Is it fair for students to pay for what is essentially a subsidy for employees to come to the UH Campus? Director Huebler said that it is hard to say what percentage of revenues for the rate increases would go toward this service of alternative transportation. Associate Vice Chancellor Syrmos said that staff and faculty will be paying more to park in the structure with the new proposed parking increases than students. Regent Dahilig said that he would be interested in seeing how the increase translates into how many employees would be using the alternative transportation benefit, and that the burden should be shared equally. Associate Vice Chancellor Syrmos said that UH Mānoa would look into this matter.

Regent Dahilig asked what the ratio of employees to students who purchased parking permits. Director Nohara answered that a majority of parking permits are held by employees, and estimated that about 6,000 employees have permits, as opposed to 2,000 for students. Additionally, upper campus parking permits are all held by employees, who received the highest percentage rate increase. Student permits are being raised by about 10%; employees' permits are being raised by 25%. Regent Dahilig reiterated that it is an issue of fairness. Associate Vice Chancellor Syrmos said that he would provide answers for Regent Dahilig's questions. Associate Vice Chancellor Syrmos said that the
UH Mānoa Parking renovation project will be going out for bid in February. The goal is for the project to start in Summer 2012, after May’s graduation ceremony, and be completed before classes start for the Fall semester in August.

**Briefing on the Symposium on Facilities Matter: The Case for 21st Century Schools**

AVP Minai reported on the symposium, which was hosted by the Council of Educational Facility Planners (CEFP), at the John A. Burns School of Medicine in January. The panel consisted of representatives from charter schools, private schools, the Dept. of Education, and Mainland guest speakers.

One of the key points that AVP Minaii took away from the Symposium was that the State of Hawai'i's Dept. of Education ranked 49th nationally (by state) in the spending average for Repairs and Maintenance between 1995 and 2004. However, from 2005-2008, Hawai'i dropped to 51st. This came at a time when the State of Hawai'i was trying to decrease its backlog.

The Symposium panel discussed design techniques such as minimizing walls and having flexible classrooms, but it was more applicable to lower levels of education, and thus the discussion focused mostly on the Dept. of Education.

Regent Matayoshi asked if there was any discussion about distance learning and planning for classroom space with distance learning in mind. AVP Minai replied that most of the discussion involved the planning of facilities with more community involvement and thus more shared spaces.

AVP Minaii said that there were a few panelists who are also involved with higher education planning with whom he will follow up. Regent Matayoshi said that she would like to see how UH is planning for distance education in the future. President Greenwood said that Vice President for Information Technology/Chief Information Officer, David Lassner, would be briefing the full Board of Regents at an upcoming meeting on this topic.

**V. ADJOURNMENT**

There being no further business, on the motion of Regent Dahilig and second by Regent Matayoshi, and with unanimous approval, the meeting was adjourned at 4:18 p.m.

Respectfully Submitted,

[Signature]

Keith Y. Amemiya, Esq.
Executive Administrator and
Secretary of the Board of Regents