

# NC STATE UNIVERSITY HUB ADVISORY COMMITTEE MEETING

MINUTES

MARCH 31, 2009

2:00 PM

|                        |  |
|------------------------|--|
| <b>FACILITATOR</b>     | Marvin Williams  |
| <b>MEMBERS PRESENT</b> | Zack Abengurin, Wesley Coble, Scott Cutler, Sepideh Asefnia, Kevin MacNaughton, Carole Acquesta, Andy Snead, Mike Harwood and Marvin Williams. |
| <b>GUESTS</b>          | Ken Martin, Vinnie Goel, Joseph Yongue, Charles Brown and Shanika Baughman   |

## Agenda topics

### WELCOME AND INTRODUCTION

MARVIN WILLIAMS

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| <b>DISCUSSION</b> | The meeting attendees introduced themselves. It was noted that Gloria Shealey was absent due to other business. |
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### REVIEW AND APPROVAL OF JULY 2008 MINUTES

CAROLE ACQUESTA

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| <b>DISCUSSION</b>   | Committee reviewed the minutes. There were two items requiring correction. Gloria Shealey should be added as an attendee at the July 2008 meeting. The next Advisory meeting is March 31, 2009 in lieu of November 25, 2008. |                 |
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| <b>CONCLUSIONS</b>  | Meeting minutes approved based on corrections.   |                 |
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| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| Corrections noted – Add Gloria Shealey as the attendee for July meeting. Correct the next meeting date to March 31, 2009. | Marvin Williams  |                 |
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### NC HUB PRO

VINNIE GOEL

|                    |  |
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| <b>DISCUSSION</b>  | Vinnie Goel of NC HUB Pro provided a power point presentation of this newly organized group of design and construction professionals established in 2008. The Vision, Mission, Objectives, Current Membership and a listing of the Executive Board & Advisors were presented. Vinnie expressed on behalf of NC HUB Pro a desire to work with NC State University to assist in increasing participation of MWBE firms on design and CM at Risk projects.  |
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| <b>CONCLUSIONS</b> | NC HUB PRO is a valuable organization that can help NC State University by providing a source list of professionals for the University to consider for design and construction opportunities. In addition suggestions presented to the committee relative to increasing the awareness of minority design firms to majority design firms will be considered. The university will also take a look at projects and minority designs firms in an effort to match firms to projects. In addition the committee was in agreement to |

|  | investigate the possibility of joining this organization as an associate member. |          |
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| ACTION ITEMS   | PERSON RESPONSIBLE   | DEADLINE |
| NC HUB PRO will provide NC State University updated listing of Design and CM at Risk companies.  | Vinnie Goel  | NA       |
| Continue dialog with this organization in an effort to further increase the utilization of minority design and construction firms.<br>Discuss further the requirements for membership at an associate level. | Marvin Williams  | NA       |

CHALLENGES FOR MINORITY DESIGN FIRMS

KEN MARTIN

| <b>DISCUSSION</b>  | Ken stated that challenges for minority design firms are very much like challenges for majority design firms in the economic times that now exist. Minority firms are facing increased competition from larger firms on smaller and fewer projects. Smaller firms are choosing to target specific markets as well as clients serviced in the past. Minority firms are cutting expenses by partnering to utilize services. In addition firms are seeking more credentials such as LEED Certification.  |          |
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| <b>CONCLUSIONS</b>   | In an effort to address the present economic challenges experienced currently by all design professionals several suggestions were made to the Committee. The University should be more proactive in creating partnering opportunities between majority and minority firms. Pre-proposal meetings should be attended by principals of minority and majority firms. These will lead to interaction between firm owners in lieu of marketing people. NC State University should consider accepting design submissions electronically. This would save considerable money for printing cost. |          |
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| ACTION ITEMS   | PERSON RESPONSIBLE  | DEADLINE |
| Review efforts relative to partnering opportunities between majority and minority firms. Consider project specific outreach meetings to initiate interaction. The owner should emphasize the desire to make partnerships happen. | Mike Harwood and Marvin Williams  |          |
| Study the feasibility of accepting design proposals electronically.  | Mike Harwood and Marvin Williams  |          |

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| <b>DISCUSSION</b>             | Several items were highlighted in this edition of the newsletter. Page 2 contained pictures of three projects currently under construction at the University and the minority participation for each. It was noted that "Partners Way Parking Deck Expansion" was a Mentor/Protégé project with Skanska as Mentor and H. Richardson Co. as protégé. Overall construction for project types CM at Risk, Bond and Non-Bond exceeds the 10% goal. |                 |
| <b>CONCLUSIONS</b>            | None   |                 |
| <b>ACTION ITEMS</b>           | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| None                          |  |                 |
|                               |  |                 |
| <b>NEXT SCHEDULED MEETING</b> | October 27, 2009.<br>Upcoming Topic: Lessons learned at the end of the Bond Program.   |                 |