

NC STATE UNIVERSITY HUB ADVISORY COMMITTEE MEETING MINUTES

APRIL 29, 2014

2:00 PM

FACILITATOR	Henry Hardy, Capital Projects Program Manager
MEMBERS PRESENT	Steven Arndt, Cameron Smith, Andy Snead, Luther Williams, Katherine Peele, Patrice Gilmore, Michael Harwood, and Henry Hardy.
ABSENT MEMBERS	Willie Russell, Lisa Johnson, Valoree Eikinas
GUESTS	None.

WELCOME

HENRY HARDY

DISCUSSION	Introduction by capital projects program manager, new and existing members that were present.

ECONOMIC CLIMATE

CAMERON SMITH

DISCUSSION	Repair and renovation of existing buildings will be the manner in which UNC System Universities will receive funding for the foreseeable future. The expectation is for the University to receive funding for repair and renovation projects versus new construction. New space required to accommodate faculty and staff will be actualized from renovating existing building space. These types of projects range from \$200,000 to \$2,000,000 with a potential opportunity for larger renovations if more R&R funding is realized. The NC General Assembly passed legislation which allows NC State University to self-perform energy conservation projects. There will be an emphasis on performing energy savings projects. Finally, new legislation now allows for Public Private Partnership (P3) projects along with Design Build Construction methods. This new law also reference Small Business; however there is no current language to clarify what constitute a Small Business (size, revenue, etc.).	
CONCLUSIONS	Currently NCSU is constructing a P3 project on Centennial Campus with a private developer during a ground lease; however the university is not requiring the private developer to require Historically Underutilized Business goals during the construction process.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MENTOR/PROTÉGÉ UPDATES FOR ACTIVE PROJECTS ON CAMPUS

HENRY HARDY

DISCUSSION	Summary of upcoming projects at NCSU New Talley Student Center Centennial Campus Student Housing Reynolds Coliseum Renovation & Walk of Fame Highlights from HUB Coordinators Meeting at UNC-GA Administration

CONCLUSIONS	<p>New Talley Student Center (DayCo Construction – Thomas Daye and Tasha Barnett Ms. Barnett has been able to work with Mark Williams to gain a better understanding of field coordination as it relates to submittals and RFI's previously submitted. Much of Ms. Barnett's time has been primarily occupied with coordinating the completion of the punchlist for Phase One of the project. Once the punchlist has been completed, Ms. Barnett will become more involved in pricing change order work and continuing working in the field with Mark Williams. Currently Ms. Barnett has not had any special training; however she does plan to pursue special prior to completion of the project. Finally, Ms. Barnett provided a tour of the jobsite that ended with an in-depth presentation of Rogers Russell Dayeco BIM Kiosk. This new Kiosk provides subcontractors with a general location to view all drawings on site within close proximity to actual working condition.</p> <p>Centennial Campus Student Housing Project (CCSH) – Callis Contractors Incorporated Callis Contractors Incorporated (CCI) has had an extraordinary relationship with Balfour Beatty Construction/Barnhill Contracting Company on the construction of CCSH Project. CCI have learned document management, RFI's, cost control, quality control management, submittals process, and commissioning. The onsite protégé Rachel Allen obtained LEED GA certification and</p> <p>Reynolds Coliseum Renovation & Walk of Fame – DANIS Construction Company Holt Brothers (HB) has begun their support of the pre-construction process with DANIS via design development and they are waiting on the next round of documents. At that point DANIS will engage HB organization to help with that process as well. Bryan Ardner, Senior Vice President of Estimating will be leading the charge and including Holt Brothers throughout this upcoming stage.</p>	
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE

**HUB COORDINATORS MEETING HIGHLIGHTS
AT UNC-GENERAL ADMINISTRATION**

HENRY HARDY

DISCUSSION	<p>Subcommittee Report <u>Informal Project Opportunities</u>- Henry described how NCSU handles Informal's and has provided a copy of their informal process. He also noted that they use "convenience contracts" for small work where they have firms under time and materials contract for work under \$30,000. <u>Mentor/Protégé Team Development</u> – Shanika Baughman with University of North Carolina at Chapel Hill discussed the need for minority contractor capacity building with a goal of producing something measurable, not just "mentor/protégé" which is sometimes only a paper relationship with no productive outcome. Shanika presented the process they used to identify what both majority and minority firms are looking for in these relationships from their different perspectives. Following a series of meetings with these groups, they have documented roles for each party and identified specific, measurable outcomes, producing a "win-win" agreement that all commit to pursue together. Report cards are evaluated quarterly to ensure that progress is being made toward goals and identify where course corrections may be needed prior to the conclusion of a project. In some cases, protégés have been through practice exercises, such as the completion of bond paperwork, to ensure that they are indeed learning the tasks that are part of the plan. Materials from this program, which is called "Project Success Planning," will be shared with the group as available. <u>Finding Quality Local Firms</u>- Brenda Fulmore with Winston Salem State University described the strategy she uses to identify quality local firms through a "company profile" screening form she developed to obtain better information on a firm's core competencies and history. As she collects contacts via business cards from outreach or other public venues, she follows up by e-mail, sending the profile to gather more information. Information is then added to a campus database for use in future competitive opportunities. Other suggestions include following-up in the same way using unsuccessful bidders based on a review of bid tabs as a source of potential firms for future work. Materials from this program will be shared with the group as they are made available.</p>	
CONCLUSIONS		
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE

MENTOR/PROTÉGÉ DESIGN PROCESS

CAMERON SMITH & KATHERINE PEELE

DISCUSSION	Cameron and Katherine discussed the desire to establish a mentor/protégé program for majority/minority design firms similar to the process in place for construction firms. Larger design firms would mentor smaller firms on substantial design projects. Cameron mention the University contacted an existing design firm and approached them about participating as a design mentor; however the company declined to accept the opportunity at this time. The challenge here involves design liability and who ultimately puts their stamp on the design documents. It may be difficult to incorporate a protégé to perform design services from a professional liability standpoint. Another point of discussion included “competition” and that it may be harder for design firms to mentor their potential competitors, unlike CMR’s who are not threatened by the smaller GC firm. The university is hopeful in the near future a larger design firm will accept the challenge of mentoring a design firm similar to the process in place for construction protégés.	
CONCLUSIONS	Typically, on Construction Manager at Risk (CMAR) projects NCSU selects firms based on project size, complexity and CMAR’s project experience. Protégé for these projects are shortlisted after the submission of completed prequalification statements - firms are then interviewed and selected by the owner along with the assistance of CMAR.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Capital Project Management will further investigate the mentor/protégé design process to determine the feasibility of implementation. NCSU will also consider hosting another Designer Forum, basically allowing HUB design firms to network with larger design firms in addition to meeting construction/design staff at NCSU.	Henry Hardy and Cameron Smith	

COLLABORATION AMONG AGENCIES

DISCUSSION	Luther Williams with the City of Raleigh mention the opportunity for UNC System campuses to advertise upcoming design and construction projects on the website of North Carolina MWBE Coordinators’ Network. Mr. Williams also asked if NCSU have situations where one or two subcontractors are permitted to carry the entire 10% participation goal; NCSU response was it depends on the size of the project. One could question a General Contractors “Good Faith Efforts” if they only have a couple of minority firms on the project.	
CONCLUSIONS	Finally, Mr. Williams stated the City of Raleigh has adopted a 15% (8% minority, 7% women) participation goal for Small Minority Women Owned Businesses for each construction contract over \$100,000 and general purchases of goods and services.	

NEXT SCHEDULED MEETING	TENTATIVE – Tuesday, October 28, 2014 at 2 pm – Location: Talley Student Union, Room 4270
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