



### CRDM Committee Meeting

Tuesday, June 8, 2010 / 8:00 am – 9:00 am / GSB 183E (EHRM area)

#### Meeting Notes

##### Attended:

Melissa Rockwell	Sameer Kapileshwari
Spencer Moore	Jim Norcom
Bob Schneller	Sue Yerby
Craig Ness	Brian Lawrence
Jim Bradley	Lillian Wanjagi
Mike Yancey	Malcolm Davis

##### Not in attendance:

Diane Murphy  
Liz Anderson Fletcher  
Carlos Villarreal  
Laura Dhirani  
Dr. T. Randall lee  
Rosemary Grimmet

No new introductions were made. New members were unable to attend.

#### Guidelines

Guidelines handed out for committee to review minimal changes made. Process has been slightly modified to streamline approvals and reduce the number of reviewers in the process. Form and updated guidelines are now on the website.

#### Funding Review and Discussion

##### *Trailer Village*

General consensus is that trailers are in poor condition, including utility and code compliance issues. Brian Lawrence, Senior PM, provided briefing as he had a walkthrough of trailers with Wilbert Taylor and Jim Lewis two weeks ago. Brian stated the repairs of numerous issues with trailers would be cost prohibitive. There are also many ADA and TDLR violations. If money is spent, then it would need to be determined to what standard would repairs be needed. Deck repairs alone would be in excess of \$100K. The Skilled Trades Shop has nailed down the decking boards, but this repair is only for the short term. Sameer Kapileshwari commented that trailers are not up to campus standards in regards to electrical/technical areas and life safety. Craig Ness suggested doing minimal repairs, diminishing occupancy, getting rid of leased trailers and eventually hauling them to ERP. Melissa Rockwell will be meeting with John Walsh on 06/11/2010 to discuss ongoing maintenance and solutions. She will provide update during next committee meeting.

### ***SERC (3<sup>rd</sup> & 5<sup>th</sup> floors)***

Brian Lawrence stated he has received request to change doors to stairway to install ones with card access. Access needs to be limited to 3<sup>rd</sup> and 5<sup>th</sup> floors. Kelly Buehler is the PM assigned to this project request. Craig Ness stated that he and Liz Anderson Fletcher would fund this project. Melissa stated that a Project Intake Form would be needed. Brian Lawrence will need to set up meeting with Craig Ness/Liz Anderson Fletcher to discuss funding.

### ***Classroom Pool Approval/Status***

Melissa Rockwell went over classroom projects and gave brief update. Committee approved funding for shade/electrical repair to Classrooms 201 & 204 Science & Engineering building (Item #7).

### ***New Requests***

None Presented.

### **Monthly Budget Reports**

Sue Yerby gave brief summary of CRDM funds. Over \$4.5M in CRDM funds have assigned YTD. There are approximately \$2.2M funds available for CRDM requests for remaining fiscal year. It is anticipated though, that the CRDM pool will receive an estimated \$500K from generator funding (FY05 project) and \$400K reimbursement from Calhoun Lofts project. It was also noted that a substantial amount will be saved due to the preliminary Central Plant expansion bids received. An exact figure was not provided. Melissa Rockwell stated that 4-5 large projects will need to be discussed during next committee meeting for future prioritization, including the Library and E. Cullen Exterior Issues.

### **Noresco (Central Plant) Review and TIPS program**

Sameer Kapileshwari stated he is working with Noresco for Central Plant expansion review. Noresco has proposed a no cost review of this project if UH agrees to participate in the TIPS program (handout provided). Letter of Intent is currently being drafted by legal dept.

### **FCI Condition Assessment Project**

Mike Yancey stated assessment is currently being completed. Have received draft from URS, but still over budget. He is currently working on minimizing the scope of work.

### **Design Standards Project**

Mike Yancey stated that proposal has been received by Philo Wilke and that bid has come in under budget. Master spec planning is estimated to be completed by year end/early 2011.

### **MP2 & MP4 Reports**

Lillian Wanjagi gave brief summary of both MP2 and MP4 reports which are submitted to THECB by October 15<sup>th</sup> each year. MP2 addresses all deferred maintenance completed within the last 5 years. MP4 addresses deferred maintenance from previous year. She stated that actual expenditures will need to be submitted going forward. There were historical concerns with these reports that will need to be corrected during this year's reporting process. Prior to submission the committee will review and approve the report submissions on behalf of the University.

## **Physical Planning/Capital Planning Implementation Team Document**

Further development is currently on hold. This project will resurface after Master Planning Effort is completed.

### **NEXT MEETING:**

Thursday, July 22<sup>nd</sup> 2:00 PM

### **Current Action Items: Preliminary Agenda for Next Monthly Meeting**

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1. Projects for Review
  - a. E Cullen Lighting
  - b. Phased Plan for Sidewalk repair – scope and funding request
2. Large Project Studies related to structural and/or façade issues update (by PM)
3. MP2 & MP4 Report Development
4. New requests (please submit to Melissa Rockwell or Sue Yerby a minimum of 7 days prior to the next meeting.