

**Minutes**  
**Council on the Built Environment**  
**Texas A&M University**  
**May 30, 2007**

Voting members attending: Deena Wallace for Kem Bennett, Bobby Bisor, Russell Cross, Clint Magill, David Parrott, Bill Perry, Chuck Sippial, and Max Summers.

Non-voting Members Attending: Shelly Janac, Raye Milburn, Tom Regan, Nancy Sawtelle and Dick Williams.

Guests: Dan Kennedy, Elsa Murano, Wayne Williams, Ralph Davila, David Morrison, Fuller Bazer and Carol Cantrell.

Changes in FP&C Project Process

Dan Kennedy from Facilities Planning and Construction gave a presentation on recent policy changes in the way FP&C will handle construction projects. As stated in Policy 51.01, a five year capital plan will be presented annually to the Board of Regents for approval. Approval of the plan constitutes approval for initiation of the project and authorization of 10% of the next fiscal year's planning amount for pre-construction activities. For each project included in the first two fiscal years on the plan, a pro forma financial statement is required and should address capital cost, operating cost and maintenance cost for the first five years of occupancy. FP&C will develop a life cycle cost analysis during the design process to optimize operating and maintenance costs.

A Program of Requirements (POR) or Statement of Work (SOW) will be prepared for all major construction projects and must be approved by the CEO of the System part. Changes to the POR or SOW during the design and construction process that also involve function, budget or architectural appearance must also be approved by the CEO. The completion of all construction projects will include the training of personnel in the maintenance and operation of the facility systems before transfer of the building, and will include a recommended maintenance schedule. The System member is required to have sufficient staffing to maintain its facilities. The System member CEO or designee will annually certify to the Board of Regents and the Chancellor that all required facility maintenance has been done.

Policy 51.02 states that the Board delegates approval to the Chancellor to select an A/E design team, design-build contractor and construction manager if there are no concerns raised by the Board within seven days after recommendation. The Chancellor also has the authority to select the contractor based on a competitive bid process.

Policy 51.04 states that for any capital project funded with gift funds, the institution must have 50% of the funds in hand, plus another 25% in pledges before approval for the construction can be given. All auxiliary enterprise construction projects (but not E&G funded projects) must include a pro forma income statement prior to the Board's approval.

Bisor stated a flowchart is being prepared to show how to put a project on the capital plan list and it will be shared with CBE.

#### Long Term Space Planning on West Campus

Dean Elsa Murano gave a presentation requesting use of the Reynolds and School of Rural Public Health (SRPH) buildings IF the buildings are vacated by the Health Science Center. Once the new Agriculture Headquarters building is complete and occupied, only four Agriculture departments would remain on the main campus. If the departments could use the space in Reynolds and SRPH, that would allow Agriculture to have all of its departments on west campus and would free up approximately 145,000 SF of space in five buildings on the main campus for other use. Acquisition of Reynolds and SRPH would net the college 13,000 SF to be applied to the college's faculty reinvestment space shortfall.

Perry suggested that before CBE takes any action, Murano share her presentation with the Council of Deans.

Knowing that it could be several years before Reynolds and SRPH buildings are vacated, Murano said Agriculture would continue to pursue Plan B, that is, building on the quad area of west campus, as is consistent with the campus master plan.

Milburn stated that the Health Science Center will construct two buildings in Phase 1 and hope to occupy the new buildings by early 2011. At this time, HSC does not have a timeline on releasing any space in Reynolds or SRPH.

#### Capital Plan

The CBE reviewed the most recent capital plan list. Due to the construction policy changes, the current format of the plan will change. However, Council members were asked to provide feedback to Janac about the list.

#### Waterless Urinals

A faculty member recently asked about the possibility of the University using waterless urinals in new or renovated buildings. Sippial shared feedback from other universities about their experience. While the urinals allow a building to earn more points toward LEED certification, and construction costs are less due to the absence of water lines, the urinals can be difficult to maintain, the cartridges do not last as long as predicted, and controlling odor can be difficult. Sippial recommends that the university continue to install low flow urinals. Perry will inform the faculty member of this information.

The meeting adjourned at 2:40 p.m. The next meeting is scheduled for Wednesday, June 13.