

**MINUTES
MEETING OF THE
BUILDINGS, GROUNDS AND ENVIRONMENT COMMITTEE**

University of Connecticut
Executive Conference Room, Room 216
38 Prospect Street – Hartford, Connecticut
September 11, 2019

TRUSTEES: Chuck Bunnell, Marilda Gandara, and Andrea Dennis-LaVigne (*via Telephone*)

BOARD OF DIRECTORS: Francis Archambault, Richard Carbray

UNIVERSITY SENATE REPRESENTATIVE: Anji Seth

STAFF PRESENT: Lloyd Blanchard, James Bradley, Debbie Carone, Robert Corbett, Laura Cruickshank, Elaine Dumas, John Elliott, Nicole Gelston, Brian Gore, Michael Jednak, Scott Jordan, George Karsanow, Matthew Larson, Lynn Lesniak, Kimberly Rourke, Rachel Rubin, Kristen Wirtanen, and Reka Wrynn

Committee Chair Marilda Gandara convened the meeting of the Buildings, Grounds and Environment (BGE) Committee at 10:30 a.m. in the Executive Conference Room #216 on the University of Connecticut campus in Hartford, Connecticut. On a motion by Trustee Bunnell and seconded by Mr. Carbray agenda *Item #1, Minutes of the Buildings, Grounds and Environment Committee meeting of June 12, 2019* were approved.

James Bradley, Director of Construction Assurance, and Scott Jordan, Executive Vice President for Administration and Chief Financial Officer, introduced agenda *Item #2, Capital Projects Policies and Procedures Manuals*. Mr. Jordan detailed the process to bring the documents up to date and the plan to continue to streamline and seek efficiencies. He stated the next areas to be addressed include Facilities Operations and the bonding process. A PowerPoint presentation provided an overview as well as highlights of the updated Capital Policies and Procedures manuals presented to the committee for approval. Trustee Gandara thanked all of those who worked to bring the Policies and Procedures to completion; and recognized the challenges posed to complete the project. She recommended items for discussion at future meetings, which included controls, efficiencies, customer service including definition of the customer both internal and external; outreach to small and minority contractors, customer orientation and automation. On a motion by Mr. Archambault and seconded by Trustee Bunnell, the Capital Policies and Procedures Manuals were approved as presented.

James Bradley, Director of Construction Assurance, reviewed his findings and recommendations contained in agenda *Item #5, Office of Construction Assurance Quarterly Report – September 2019*.

Michael Jednak, Associate Vice President of Facilities Operations introduced agenda ***Item #4, Facilities Condition Assessment – Sightlines***. Brendon Martin, Peter Reeves, and Donna Chow, representatives from Sightlines, provided a PowerPoint presentation of the Facilities Condition Assessment of the University of Connecticut (all campuses except UConn Health). This included building data, comparison against peer institutions, costs to maintain the facilities and operational efficiencies. The presentation was followed by a discussion of next steps and potential future discussions on the facilities condition assessment.

Brian Gore, Director of Project and Program Management, reviewed agenda ***Item #5, Status of Code Correction Projects***. He informed the Committee that Code Compliance responsibilities have officially moved to Facilities Operations.

Laura Cruickshank, Associate Vice President for University Planning, Design and Construction, briefed the committee on agenda ***Item #6, Project Updates for Storrs Based Programs***. The review included projects anticipated to be presented to the Board of Trustees at future meetings.

George Karsanow, UConn Health, Director of Construction Services, briefed the committee on agenda ***Item #7, Project Update – UConn Health***.

Matthew Larson, Associate Vice President of University Business Services and Chief Procurement Officer, briefly highlighted agenda ***Item #8, Updates on Operational and Organizational Activities, and Improvements***.

Committee Chair Gandara recommended that future BGE meetings begin at 10:00 a.m. Future schedules will be adjusted to reflect the request. She directed the committee to the 2020 Committee Schedule contained in the materials behind Tab 12. There being no additional agenda items the meeting was adjourned at 12:28 p.m.

Respectfully submitted,

Debbie L. Carone

Debbie L. Carone
Secretary to the Committee