

THE UNIVERSITY OF NEW MEXICO



April 2, 2019
12:30 p.m.
Scholes Hall, Roberts Room

TAB 1

Action Item 1

Call to Order, Confirmation of a Quorum, and Adoption of Agenda

The University of New Mexico
Board of Regents' Finance and Facilities Committee
April 2, 2019, 12:30 p.m.
Scholes Hall, Roberts Room
Open Meeting
AGENDA

ACTION ITEMS:

1. Call to Order, Confirmation of a Quorum, and Adoption of Agenda
2. Approval of Finance and Facilities Committee Meeting Summary from March 5, 2019
3. Approval of FY 20 BLT Budget Recommendations (*Presenters: Craig White, Interim SrVP for Finance & Administration; Richard L. Wood, Interim Provost and EVP for Academic Affairs; Norma Allen, Dir., OPBA; Eddie Nunez, Dir., Athletics; Nicole Dopson, Dir., Financial Operations; and Branch Directors:*)
 - A. Branch Campuses: Valencia; Los Alamos; Taos; Gallup
 - B. Main Campus
 - i. Funding Priorities Overview
 - ii. Budget Scenario
 - iii. Tuition Proposal
 - 1) Upper Division
 - 2) Graduate
 - 3) Directed Tuition – College of Arts & Sciences Differential Tuition
 - iv. Student Fee Review Board Recommendation (SFRB)
 - 1) Mandatory Student Fees Proposal
 - v. Athletics
4. Approval of Software Renewal: Microsoft Licensing for UNM (*Presenter: Bruce Cherrin, Chief Procurement Officer*)
5. Approval of Project Construction on Elks Lodge (*Presenters: Ana Lovell, Sr. Exec. Officer, Finance & Administration, HSC and Ryan Reynolds, Group Manager, Capital Projects, HSC*)
6. Re-approval of UNM Gallup New Physical Plant & Storage Facility (*Presenters: Lisa Marbury, Exec. Dir., ISS and Dr. James Malm, CEO-Gallup Campus*)
7. Recommendations for Consent Agenda Items on Full Board of Regents' Agenda (*Sandra Begay, Chair, Regents' Finance & Facilities Committee*)

INFORMATION ITEMS:

8. Update on Pi Beta Phi Fraternity Inquiry, Re: 1705 Mesa Vista Rd., NE and 1801 Mesa Vista Rd., NE (*Presenter: Chris Vallejos, AVP, ISS*)

COMMENTS:

- Open for Comments

EXECUTIVE SESSION:

- None

TAB 2

Action Item 2

Approval of Finance and Facilities Committee Meeting Summary from March 5, 2019

THE UNIVERSITY OF NEW MEXICO
Board of Regents' Finance and Facilities Committee (F&F)
March 5, 2019 – Meeting Summary
<<DRAFT>>

Committee Members Present: Regent Marron Lee, Regent Rob Doughty, and Regent Doug Brown

Non-Voting Members Present: Regent Robert Schwartz

Administration Present: Garnett Stokes, University President and Dr. Craig White, Senior Vice President for Finance and Administration

Presenters in Attendance: Bruce Cherrin, Purchasing; Ava Lovell, Health Sciences Center; Ryan Reynolds, Health Sciences Center; Chris Vallejos, Institutional Support Services; Lisa Marbury, Institutional Support Services; Susan Rhymer, KNME; Dan Zillich, KNME; Elizabeth Kuuttila, STC.UNM; Tom Neale, Real Estate; Elizabeth Metzger, Financial Services Division; Eddie Nunez, Athletics; Nicole Dopson, Academic Affairs; and Laurie Moye, UNM Foundation Board, and Kenny Stansbury, UNM Foundation

ACTION ITEMS:

- 1. Call to Order, Confirmation of a Quorum, and Adoption of Agenda.** Regent Lee called the meeting to order at 12:33 p.m. in Scholes Hall, Roberts Room, and confirmed that a quorum was established. **Regent Brown moved to adopt the agenda and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- 2. Approval of Finance and Facilities Committee Meeting Summary from February 5, 2019.** **Regent Doughty moved to approve and Regent Lee seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- 3. Approval of Disposition of Surplus Property for Main Campus for February 2019.** Bruce Cherrin gave the presentation. Regents' approval was requested for the disposition of surplus property for the month of February 2019. Items listed in the E-book are obsolete or beyond repair. **Regent Doughty moved to approve and Regent Brown seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- 4. Approval of Request for Project Construction for Donut Mart Demolition.** Ava Lovell and Ryan Reynolds gave the presentation. Regents' approval was requested for the Donut Mart Demolition. The project cost is \$24.5K and is funded by Health Sciences Center (HSC) capital funds. The abatement is included in the cost of the demolition, and future development for the location is being evaluated. The report is detailed in the E-book. **Regent Brown moved to approve and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**

- 5. Approval of Request for Project Construction for KNME-TV Sandia Crest Transmission Tower Replacement.** Chris Vallejos, Lisa Marbury, Susan Rhymer, and Dan Zillich gave the presentation. Regents' approval was requested for the replacement of the KNME-TV Sandia Crest Transmission Tower. This project will remove the current 40-foot tower and replace it with a 140-foot tower located on Sandia Crest, Cibola National Forest. The expected life of the tower is about 60 years. The new tower will result in an estimated annual savings of \$44K in recurring utility costs and will keep KNME on the air. The total estimated project cost is \$1.2M and is funded from the KNME Plant fund. The report is detailed in the E-book. **Regent Brown moved to approve and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- 6. Approval of STC.UNM Board of Directors Reappointments.** Elizabeth Kuuttila gave the presentation. Regents' approval was requested for the reappointment of six members of the STC.UNM Board that are set to expire on June 30, 2019. Sandra Begay, Terry Laudick, Eric Prossnitz, Al Romig, John Stichman, and Chuck Wellborn have agreed to serve another 4-year term, July 1, 2019 through June 30, 2023. The report is detailed in the E-book. **Regent Doughty moved to approve and Regent Brown seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- 7. Approval of Real Property Acquisition on 1600 University Blvd., NE (UNM Eye Clinic).** Tom Neale gave the presentation. Regents' approval was requested for the real property acquisition on 1600 University Blvd., NE (UNM Eye Clinic). University Medical Hospital (UNMH) currently leases 6,121 square feet or 47% of the ground floor for UNM Eye Clinic use. UNMH intends to expand clinic operations into the remainder of the building. The report is detailed in the E-book. **Regent Doughty moved to approve and Regent Brown seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- 8. Recommendations for Consent Agenda Items on Full Board of Regent's Agenda.** Regent Lee recommended items 3, 4, 5, 6, and 7 be placed on the full Board of Regents' consent agenda.

INFORMATION ITEMS:

- 9. Monthly Consolidated Financial Reports for the Month Ended January 31, 2019.** Elizabeth Metzger presented the monthly consolidated financial reports through January 31, 2019. The reports described the University's current and historical revenues and expenses. Regent Brown suggested making possible revisions to the financial reports for future presentations. Ms. Metzger will work with stakeholders on the financial report modifications for Regents' review. The reports are detailed in the E-book.
- 10. Monthly Athletics' Report on Revenue, Expenditures, and Compliance.** Eddie Nunez and Nicole Dopson gave the presentation. Mr. Nunez presented the monthly revenues and expenses compared to the original and revised budget through January 31, 2019 year-to-date (YTD). This report compares the FY19 budget to monthly actuals, and FY19 YTD monthly actuals to prior YTD monthly actuals. The fundraising line item of the report currently reports Lobo Club funds and ticket sale revenues as a lump sum amount. Regent Doughty suggested separating Lobo Club funds and ticket sale revenues, and he recommended ticket revenues be

subcategorized by sport. Mr. Nunez gave an update on the vacant position for the Senior Associate Athletic Director – Business Operations. The reports are detailed in the E-book.

11. UNM Regents' Advisor Report by the UNM Foundation: Changing Worlds 2020: The Campaign for UNM. Laurie Moye and Kenny Stansbury gave the presentation. The Regents requested that this presentation be given at the full Board of Regents' meeting in March 2019. The reports are detailed in the E-book.

12. Update on Maui Lease. Tom Neale gave a verbal update on the Maui High Performance Computing Center (HPCC).

COMMENTS:

There was no public comment.

EXECUTIVE SESSION:

None

Regent Doughty moved to adjourn at 1:41 p.m., and Regent Brown seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.

TAB 3

Action Item 3

Approval of FY 20 BLT Budget Recommendations

- A. Branch Campuses: Valencia; Los Alamos; Taos; Gallup
- B. Main Campus
 - i. Funding Priorities Overview
 - ii. Budget Scenario
 - iii. Tuition Proposal
 - 1) Upper Division
 - 2) Graduate
 - 3) Directed Tuition – College of Arts & Science Differential Tuition
 - iv. Student Fee Review Board (SFRB) Recommendation
 - 1) Mandatory Student Fees Proposal
 - v. Athletics

TAB 4

Action Item 4

Approval of Software Renewal: Microsoft Licensing for UNM



MSC01 1240
1 University of New Mexico
Albuquerque, NM 87131-0001
Telephone (505) 277-2036
FAX (505) 277-7774

MEMORANDUM

To: Dr. Craig White, Interim Sr. Vice President, Finance and Administration

From: Bruce Cherrin, Chief Procurement Officer 

Subject: Contract Approval

Date: March 26, 2019

The following is being submitted for approval per Regent Policy 7.4. This will need to proceed to the full Board of Regents.

Software Renewal: Microsoft Licensing for UNM (including HSC, UNMH, SRMC, UNMMG), Affiliates, and New Mexico Consortium Members.

UNM's current Microsoft contract expired in February 2019, and a new three year contract has been negotiated on behalf of UNM IT with Microsoft through a reseller, Chicago Dell Marketing. The contract covers the purchase of multiple software licenses and products totaling approximately \$1,158,124.00 annually. Multiple quotes have been obtained from Microsoft software resellers, and Dell has been identified as the lowest cost provider.

This current contract covers all Microsoft licensing products for use by faculty, staff, and students at UNM, including, but not limited to, Windows, Office, email, and collaboration tools used in daily operations. This agreement also covers the HSC, UNMH, UNMMG, SRMC, and other affiliates. Additionally, twelve New Mexico Consortium members around the state (various NM Higher Ed institutions), are covered under this agreement.

The funding source for this Microsoft licensing is UNM IT operational funds and chargeback (chargeback primarily for NM consortium members, UNMH, UNMMG and SRMC). UNM IT receives an annual allocation from HSC for their portion of the cost based on their faculty and staff user counts.

TAB 5

Action Item 5

Approval of Project Construction on Elks Lodge

**MEMORANDUM TO ADVANCE
COMMITTEE AGENDA ITEM TO
THE BOARD OF REGENTS
THE UNIVERSITY OF NEW MEXICO**

DATE: March 19th, 2019

TO: Craig White, Interim Sr. VP Finance & Administration

FROM: Ava Lovell, Sr. Executive Officer HSC Finance & Administration
Ryan Reynolds, Group Manager, HSC Capital Projects

RE: Requested Approvals

RECOMMENDED ACTION:

Recommend to the Board of Regents Finance and Facilities Committee the following:

1. Request for Project Construction Approval on Elks Lodge.
Please see attached summary.

**REQUEST FOR CAPITAL PROJECT APPROVAL for
Old Elks Lodge Demolition
UNIVERSITY OF NEW MEXICO
April 9, 2019**

REQUESTED ACTION:

In accordance with Section 7.12 of the Board of Regents Policy Manual and as required by the New Mexico Higher Education Department and New Mexico State Board of Finance, project approval is requested for the Elks Lodge Demolition project located at 1716 University Blvd NE.

PROJECT DESCRIPTION: *(Describe the location, size of the project in gross square feet (GSF), general nature of space/use and any special characteristics.)*

This project is to abate and demolish the existing Elks Lodge building at 1716 University Blvd NE. The building currently has a first story at 51,331 SF and a basement at 4,655 SF. Totaling for 55,986 SF and built in 1962. Hazardous material abatement is required prior to demolition of the existing structure. The basement will be filled with 95% compacted soil. This will prepare the site for future construction projects as well as limit liability for the university. The interior of the structure has been clear and was completed in 2018. Abatement of CMU block, roof penetrations and door/window caulking will be for the exterior only.

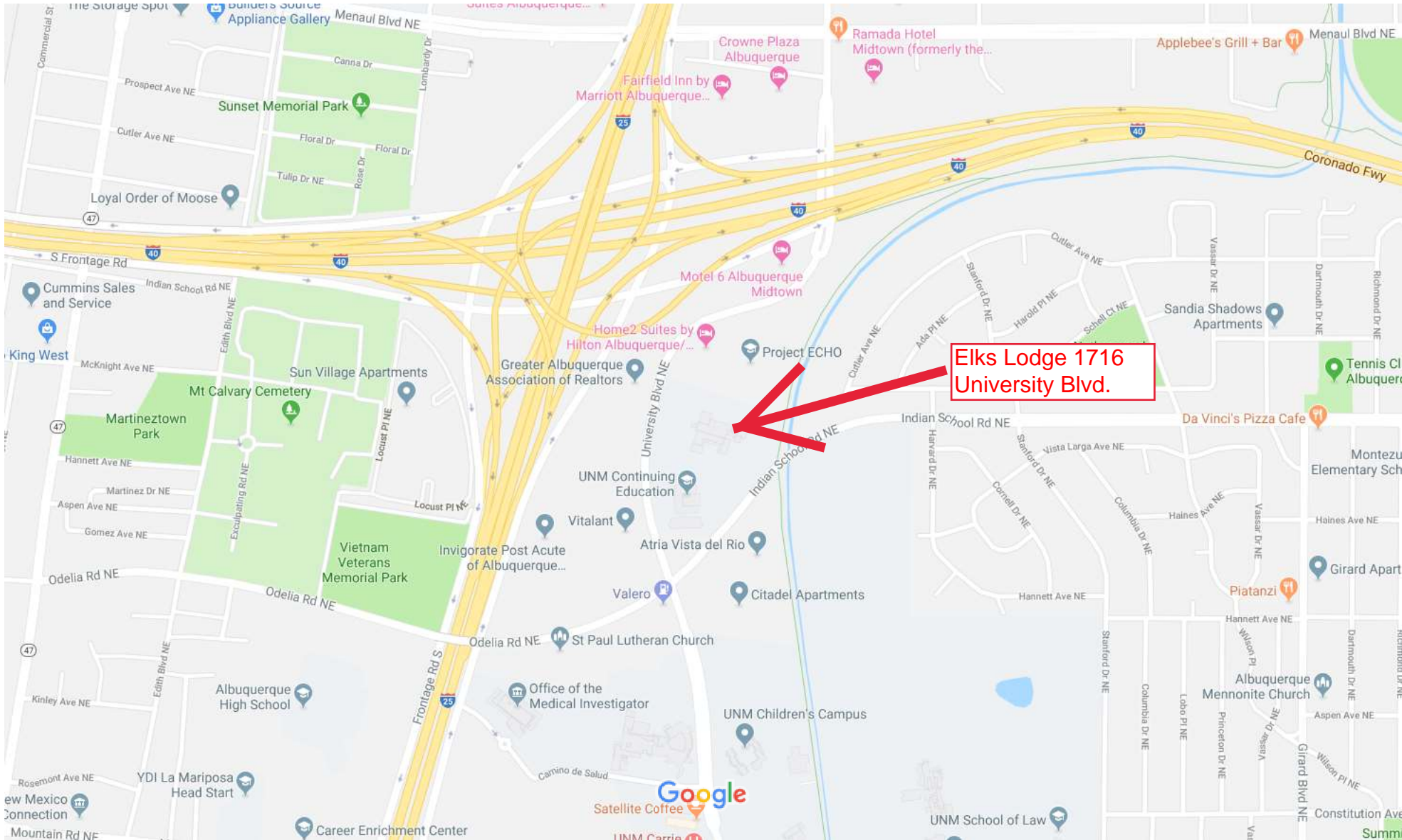
PROJECT RATIONALE: *(Describe the project's merits, how the project satisfies institutional goals/mission/need/program growth. List user groups/programs. State the consequences, if any, of the project not receiving approval.)*

Currently the Elks Lodge property sits boarded up and vacant. This is not the highest and most beneficial use for the property. The property has been stripped of all copper wiring, has significant roof leaks and smoke damage from fires being started inside the facility. UNM PD is called out weekly in response to vagrants inside and outside of the facility. Abatement and demolition will mitigate the liability of the university and help keep community members safe. It is also a step in preparing the land for any future construction projects. The HSC is experiencing rapid growth in our educational needs, research endeavors, administrative and support requirements; and clinical areas. An updated master facility plan effort is beginning and will inform the best use of the property in the future.

FUNDING:

The total estimated Project Budget is \$570,000:

- \$570,000 is funded from HSC Plant Funds



**Elks Lodge 1716
University Blvd.**

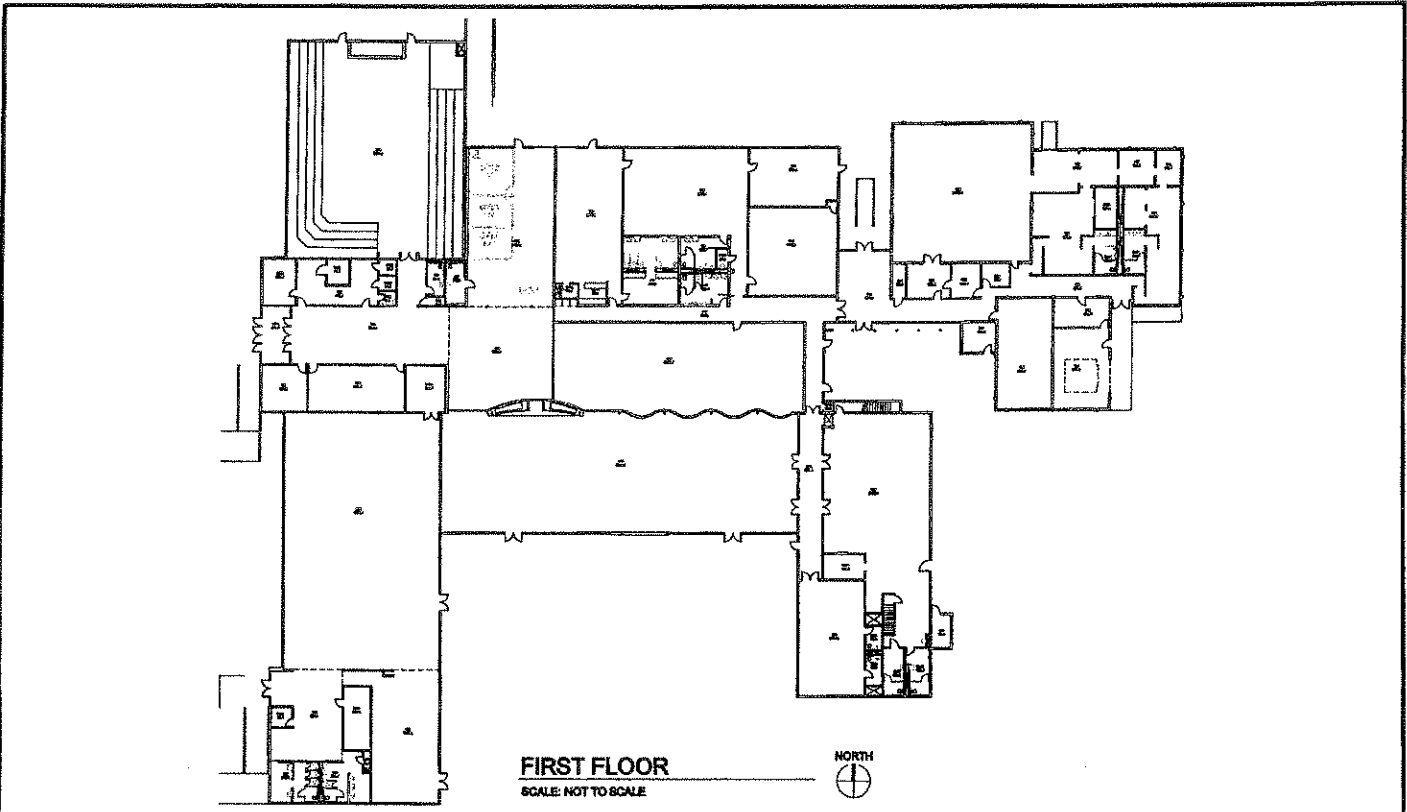
Map data ©2019 Google 500 ft

Google Maps 1716 University Blvd NE



Image capture: Nov 2018 © 2019 Google

Year Built: 1962



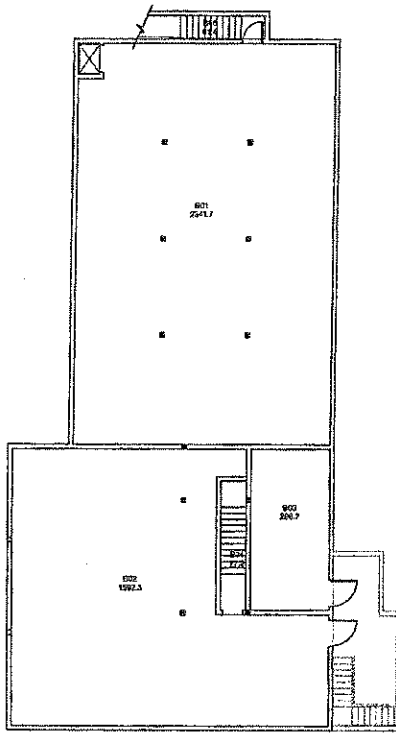
PLANNING & CAMPUS DEVELOPMENT
OFFICE OF SPACE MANAGEMENT

TOTAL FLOOR AREA: _____ SQ. FT.
TOTAL WORK AREA: _____ SQ. FT.
TOTAL OFFICE AREA: _____ SQ. FT.
TOTAL STUDENT AREA: _____ SQ. FT.
TOTAL SERVICE AREA: _____ SQ. FT.
TOTAL RECREATION AREA: _____ SQ. FT.
TOTAL OTHER AREA: _____ SQ. FT.

MAIN ENTRANCE SECONDARY ENTRANCE

UNIVERSITY SERVICES
FIRST FLOOR
1642 UNIVERSITY AVE NE

#267
2 OF 2
267-00-01



BASEMENT
SCALE: NOT TO SCALE



PLANNING & CAMPUS DEVELOPMENT
OFFICE OF SPACE MANAGEMENT

TOTAL FLOORS	2	FLOORS	BASEMENT	1
TOTAL SQUARE FEET	1592.3	SQUARE FEET	2241.3	1
MAIN ENTRANCE		SECONDARY ENTRANCE		

UNIVERSITY SERVICES

BASEMENT
1642 UNIVERSITY AVE NE

#267

1 OF 2
267-00-00



The UNM Square Footage by Floor

Report Parameters:

Sites: A - ALBUQUERQUE

Site Status: OPEN

Ownership: ALL

Building(s): 0267

SITE	SITE DESCRIPTION	BUILDING NUMBER	BUILDING DESCRIPTION	FLOOR NUMBER	FLOOR DESCRIPTION	FLOOR SQFT
A	ALBUQUERQUE	0267	UNIVERSITY SERVICES	01	FIRST	51,331.00
				B0	BASEMENT	4,655.00
<i>Sub Total Facility: UNIVERSITY SERVICES</i>						55,986.00
<i>Sub Total Site: ALBUQUERQUE</i>						55,986.00
TOTAL						55,986.00



THE UNIVERSITY OF
NEW MEXICO®

DEMOLITION OF ELKS LODGE AT 1642 UNIVERSITY BLVD NE
UNM REGENTS FINANCE & FACILITIES COMMITTEE



Demolition of Elks Lodge

Location



Demolition Site



1642 University Blvd NE
Albuquerque, NM 87106

Demolition of Elks Lodge

Description



PROJECT SNAPSHOT

- Square Footage: 55,986 GSF
- Project Cost: \$570,000
- Schedule: 4 Months

PROJECT OUTLINE

- Project will include demolition and abatement of site
- Will decrease the university's liability and risk of having a vacant property.
- The Building has sat vacant for many years and has been vandalized and inhabited by vagrants.
- UNM PD Called out to site regularly
- Exterior and interior are deteriorating and are an eyesore to North Campus

Demolition of Elks Lodge

Schedule

SCHEDULE

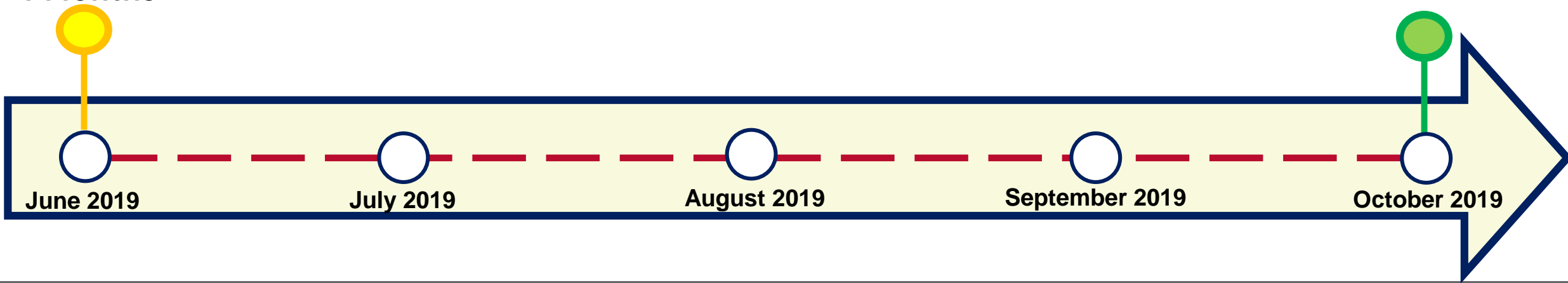
- Construction (4 months)
- Completion: October 2019

FINANCIALS

\$570,000 Total Project Budget
HSC Capital Funds

Demolition
4 Months

Completion
October 2019





THE UNIVERSITY OF
NEW MEXICO®



HEALTH
SCIENCES

TAB 6

Action Item 6

Re-approval of UNM – Gallup New Physical Plan & Storage Facility



**MEMORANDUM TO ADVANCE
COMMITTEE AGENDA ITEM TO
THE BOARD OF REGENTS
THE UNIVERSITY OF NEW MEXICO**

DATE: March 20, 2019

TO: Craig White, Interim Sr. VP Finance & Administration

FROM: Chris Vallejos, AVP Institutional Support Services
Lisa Marbury, Executive Director, Institutional Support Services

RE: Requested Approvals

RECOMMENDED ACTION:

Recommend to the Board of Regents Finance and Facilities Committee the following:

1. Request for Project Construction Re-Approval UNM Gallup New Physical Plant and Storage Facility

Please see attached summary.

cc: A. Coburn, M. Dion, M. Probasco, C. Martinez, N. Dominguez - PDC

**REQUEST FOR CAPITAL PROJECT CONSTRUCTION RE-APPROVAL for
UNM GALLUP NEW PHYSICAL PLANT AND STORAGE FACILITY
UNIVERSITY OF NEW MEXICO**

Initial Approval: November 7, 2017

Re-approval: April 2, 2019

REQUESTED ACTION:

In accordance with Section 7.12 of the Board of Regents Policy Manual and as required by the New Mexico Higher Education Department and New Mexico State Board of Finance, project approval is requested for the **New Physical Plant and Storage Facility at the Gallup Campus.**

PROJECT DESCRIPTION:

The new Physical Plant and Storage Facility will be 4,800 GSF of new single-story pre-manufactured building. The 3 bay warehouse is 3,600 GSF used as a maintenance and storage bay. The Administration bay is 1,200 GSF separated from the warehouse with a 6" acoustical insulated demising wall. The administration building will provide staff offices for the Physical Plant Department (PPD) administrative staff, support areas for the Department field staff, a conference room, rest rooms and the campus lock shop. Building will be equipped with fire sprinkler system. The working warehouse will include high bay doors for delivery and shop access, as well as storage areas for campus-wide inventory of office and custodial supplies.

The site work is to include clearing of existing vegetation, with cut and fill grading for site and building pad. Site access has two access points along Peggy Ann Dr. Drainage is to be taken to roadside V-ditch along Peggy Ann Dr., to flow to south of site. Building pad is to include over-excavation of native soils, with new building footings and slab over suitable soil and engineered fill. New 8,900 SF parking area and 42,300 SF laydown yard to be paved with 6" basecourse with the exception of the accessible parking, which is to be asphalt paving and the two drives which are to be concrete pads. Site security is to include site fencing and gates at access points and pole mounted lighting. Site utilities: power, data, SAS, and natural gas are also included.

PROJECT RATIONALE:

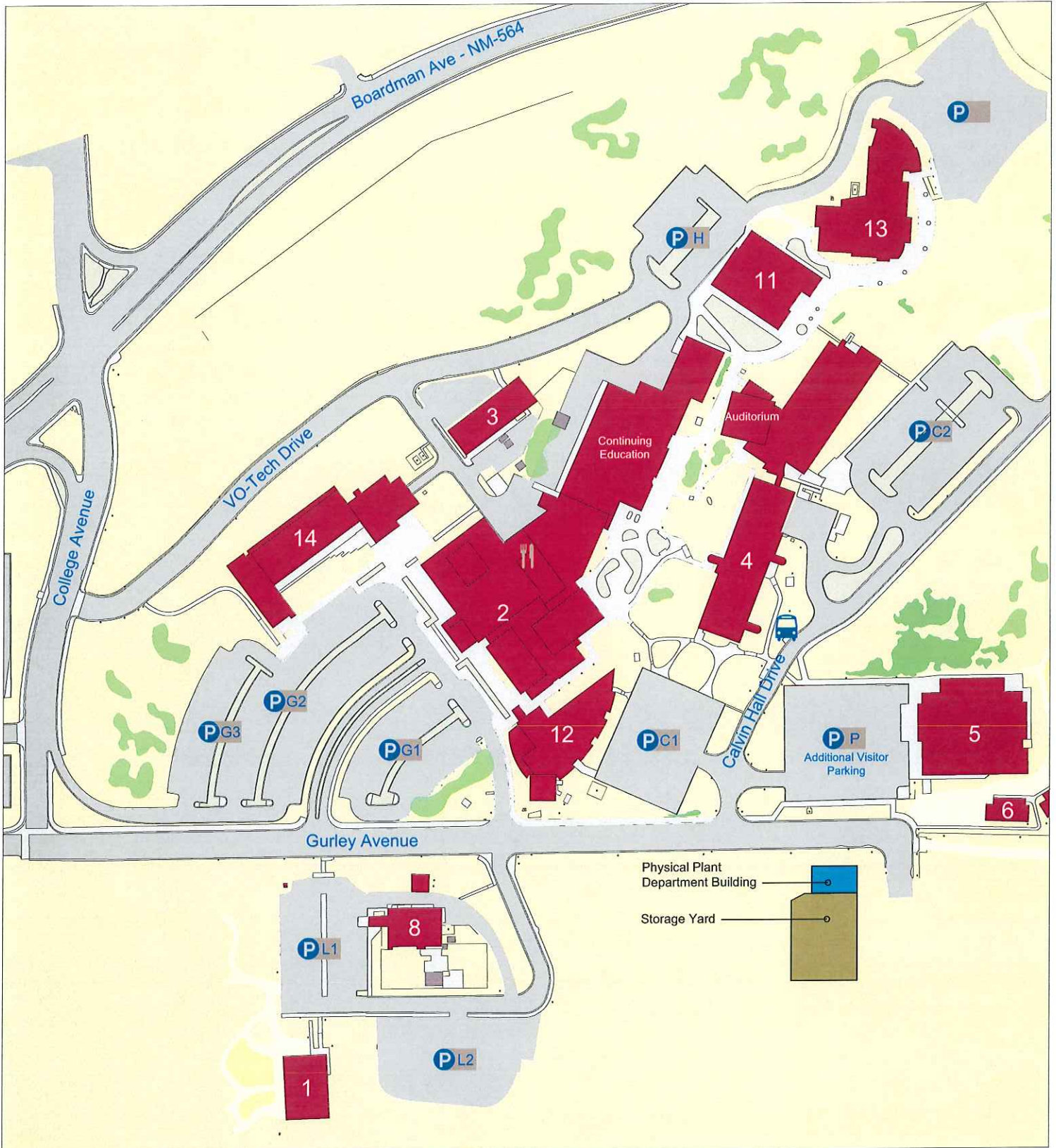
This project will allow the Gallup Physical Plant Department to vacate the undersized building they currently share with the campus Child Care facility, which is an inappropriate co-location. The functions of PPD are incompatible with those of the childcare center for many obvious reasons, including life safety. The existing PPD facility poses additional hazards: the building's main entrance serving pedestrian, vehicular, and service access, exits onto a steep drive with multiple blind spots, creating risk of collision and injury.

The proposed location will provide easy access for vehicular deliveries and is centrally located with the campus to provide efficient access by maintenance personnel to the Gallup Campus. The project is consistent with the campus master plan for campus development, and allows for a logical development of the area including future academic facilities.

FUNDING:

The total estimated Project Budget is \$2,635,000:

- \$1,500,000 is funded from 2016 GOB (SB 122)
- \$500,000 is funded from 2012 McKinley County Bonds.
- \$635,000 is funded from: UNM Gallup Institutional Reserves.



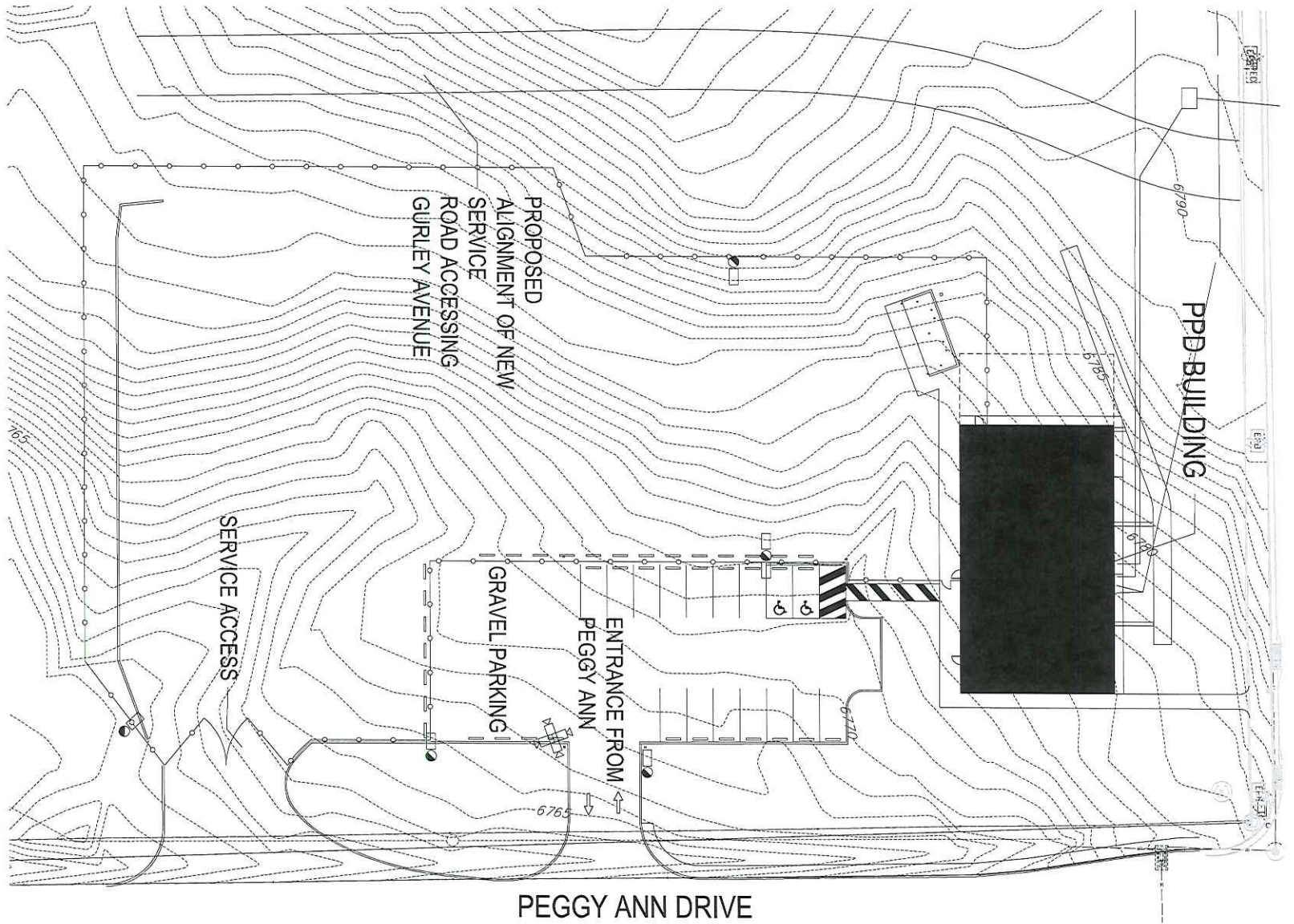
- 1 **Lions Hall**
- 2 **Gurley Hall**
Information Center | Student Center
Campus Police | College Bookstore
Lobo Learning Center
Career and Job Placement
Center
Ingham Chapman Art Gallery

- 3 **Construction Technology**
- 4 **Calvin Hall Center**
Classrooms | Auditorium
- 5 **Physical education / Gymnasium**
- 6 **Middle College High School**
- 8 **Childcare Facility | Physical Plant
Key Shop**
- 11 **Health Careers**

- 12 **Zollinger Library**
- 13 **Nursing**
- 14 **Student Services and Technology
Center**
Admissions | Registrar | Bursars
Office

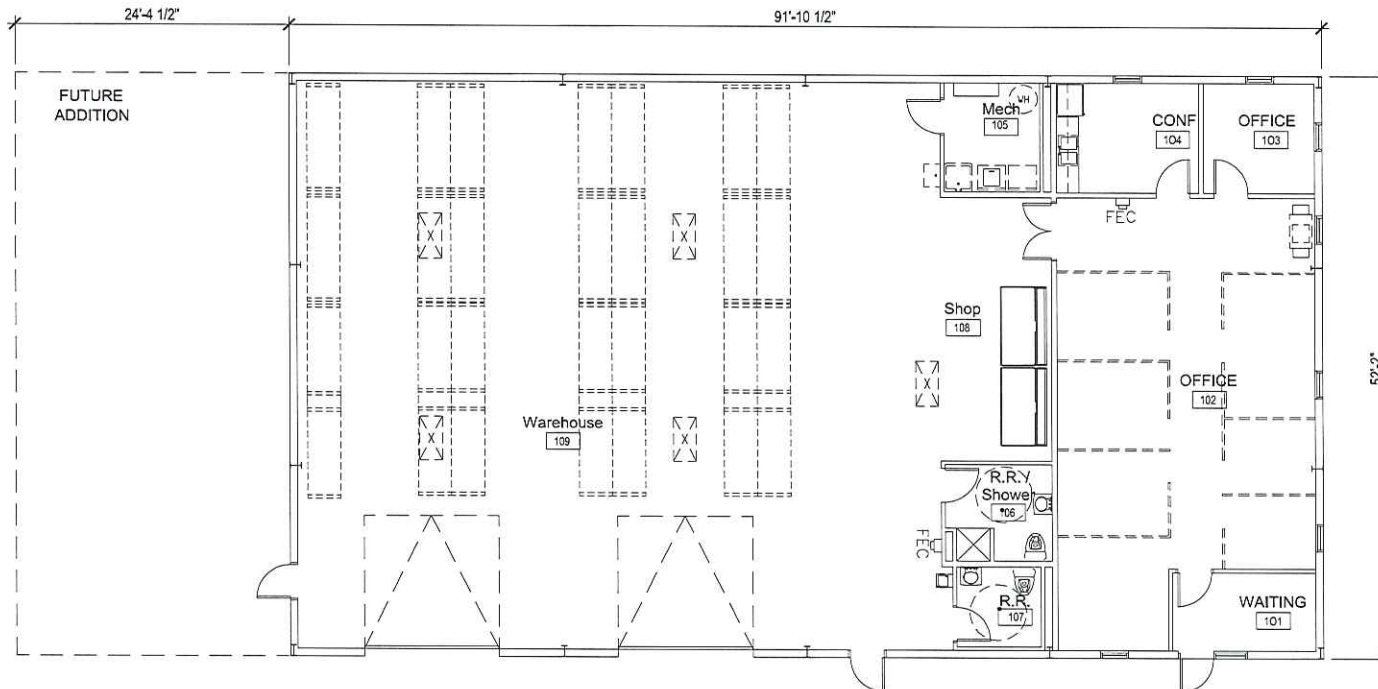
-  Parking
-  UNM Building
-  Food Services
-  Bus Stop





SITE PLAN





FLOOR PLAN

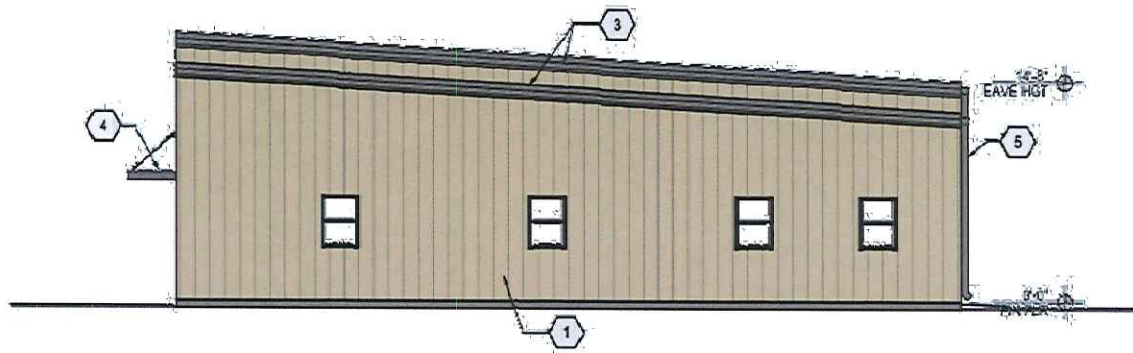


University of New Mexico

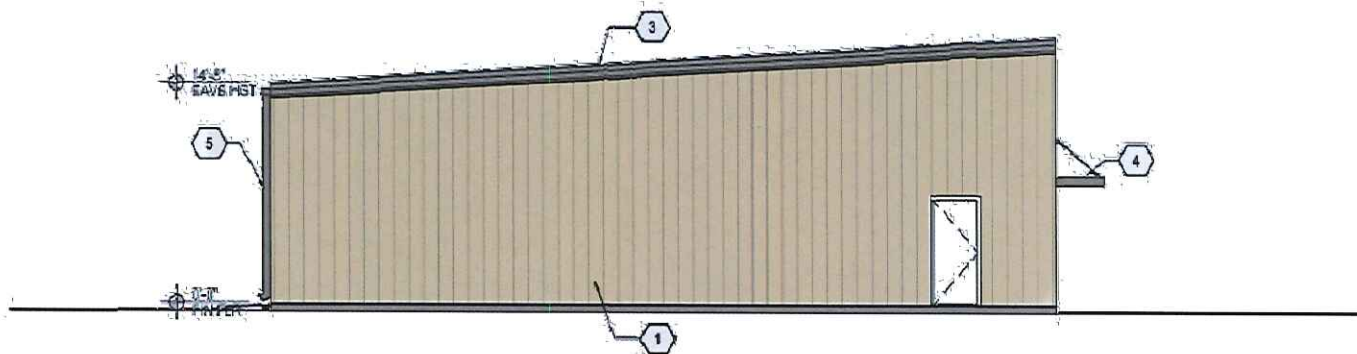
Gallup Campus PPD

UNM PCD
02/01/2019

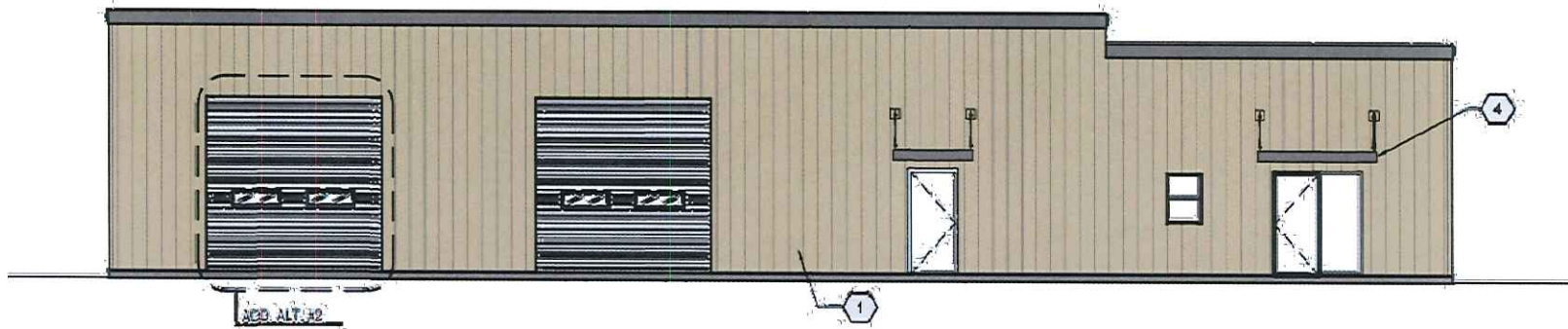
VIGIL & ASSOCIATES
ARCHITECTURAL GROUP, P.C.
WWW.VA-ARCHITECTS.COM



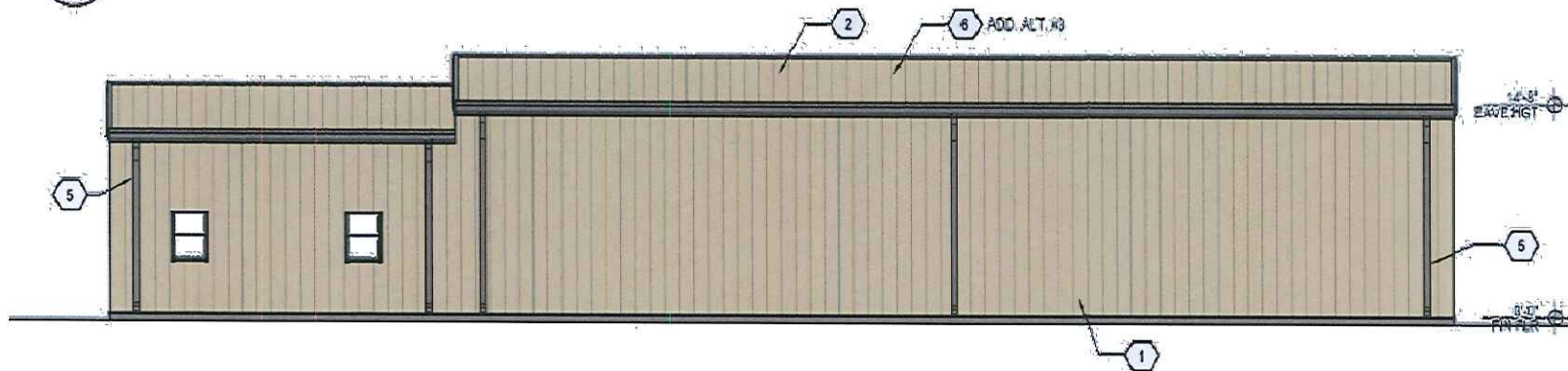
D2 EAST ELEVATION
SCALE: 1/8" = 1'-0"



C2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



B2 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



A2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

TAB 7

Action Item 7

Recommendations for Consent Agenda Items on Full Board of Regents'
Agenda

*** Recommendations for Consent Agenda Items on full Board of Regents' Agenda**

TAB 8

Information Item 8

Update on Pi Beta Phi Fraternity Inquiry, Re: 1705 Mesa Vista Rd., NE
and 1801 Mesa Vista Rd., NE

Presentation materials for this item will be given on the day of the Regents' Finance and Facilities Committee meeting.