Minutes of the Meeting of the Board of Trustees
Wednesday, June 10, 2015 at 10:00 a.m.
205 East 42nd Street, Room 725
New York, New York 10017

Trustees Present:
Hon. Philip Berry, Acting Chairman
Hon. Wellington Chen
Hon. Marcella Maxwell

Edward Moore, Acting Section Head for Division of Budget Higher Education Unit*
Jeffrey Beal, Examiner, Division of Budget Higher Education Unit*

In Attendance:
Judith Bergtraum, Interim Executive Director, CUCF
Frederick P. Schaffer, General Counsel, CUNY
John Antonelli, Deputy Executive Director, CUCF
Robert Lemieux, Executive Director, Department of Design, Construction & Management, CUNY
Howard Altschuler, Former Deputy Executive Director, CUCF
Gwen Perlman, Director, Capital Budget, CUNY
Meghan Moore-Wilk, Director, Space Planning, CUNY
Vincent Green, Director, Vendor Integrity and Investigations, CUNY
Jeffrey Weinstein, Director, Procurement Services, CUNY
Daniel Rothbaum, Controller, City University Construction Fund
John Pasicznyk, Managing Director, Construction and Metro NY Operations, DASNY
Bruce Henning, Assistant Director, Capital Budget, CUNY
Christina Borovilas, Executive Assistant to Interim Executive Director

* Designee for Robert Megna, Executive Director of NYS Division of the Budget in Albany, attending via videoconference.

At 10:06 a.m., Acting Chairman Berry called the meeting to order, welcoming John Pasicznyk from DASNY. He noted that Trustee Chen was running late, and that the agenda items would be reviewed and once Trustee Chen arrived, would be voted on as a block.

Mr. Berry remarked that the resolution honoring Paul Williams at the May 13 CUCF Board meeting was delivered to York College just prior to Governor Patterson’s address. The resolution was very well received, and the partnership with Mr. Williams was enthusiastically praised. Mr. Berry said he and Interim Executive Director Judy Bergtraum delivered a plaque which was presented to Mr. Williams at that event, honoring his exceptional service. His family was there to witness the event, including his sister, formerly an ambassador to Nigeria, now Under Secretary of African Affairs in Washington D.C.

Mr. Berry intended to move to the Action Items, postponing the approval of minutes until a quorum was present but at this moment Trustee Chen arrived and a quorum was declared present.
**Action Items**

1. **Approval of the Minutes of the May 13, 2015 Meeting of the Fund (No. 2202).**

   Acting Chairman Berry asked if there was any discussion or amendments to be made to the minutes. There being none, Mr. Berry entertained a motion that this item be approved. On motion duly made and seconded, the minutes were approved.

2. **Resolution of the City University Construction Fund Authorizing Architectural Design Services Requirements Contracts (No. 2203).**

   Acting Chairman Berry called upon Interim Vice Chancellor Bergtraum, who reminded all those present that the use of this contract process saves an enormous amount of time going out to bid on separate contracts. She said at the end of the meeting in her report she would show how the process saves time. She called upon Jeffrey Weinstein for more specifics on how time and money is saved with this.

   Mr. Weinstein stated that the current round of architectural contracts, which expires at the end of this summer, began about four years ago. This resolution will replace those contracts when they expire. Under the requirements contracts so far, about 40 separate task orders have been issued, totaling about $12 million in fees, amounting to about $300,000 per task order. Without these requirements contracts, CUNY would have had issue 40 separate Requests for Proposals.

   Ms. Bergtraum explained this item is taking care of the second round of contracts. This results in a more streamlined process, using far fewer people to evaluate the bids, and ultimately a faster construction timeline. She called upon Jeffrey Weinstein to explain the internal process.

   Mr. Weinstein reported that an RFQ (Request for Qualifications) was issued about two months ago, and over 125 firms have responded. An evaluation committee within the University was set up, and proposals will be reviewed within the week, a process that will likely take about four weeks, until the top 30 firms have been identified. These top firms will be added to the list. The initial term is for three years, with an option to renew for an additional three years.

   There being no more discussion on the item, Acting Chairman Berry entertained a motion that this item be authorized. On motion duly made and seconded, the resolution was approved.

3. **Resolution of the City University Construction Fund Authorizing a Contract for the Purchase of Equipment for the Nursing Simulation Laboratory and Dental Hygiene Program at Hostos Community College, as Part of the CUNY 2020 Award (No. 2204).**

   Acting Chairman Berry called upon Ms. Bergtraum for an explanation. Ms. Bergtraum reported that the item will allow for updating a mini-simulation center, important for the nursing program at Hostos. The other portion is the dental hygiene program, that like the College’s radiologic technology program, provides jobs for trained hygienists throughout the New York area. There are currently about 25 dental chairs in the current clinic, under constant use by the community.
Each student has a screen on which to work – these screens will be updated with the latest technology.

Ms. Bergtraum stated there will be a few more CUNY 2020 items, as a part of the award, including digital radiology equipment and occupational therapy lab equipment, to start a new OT lab at Hostos.

Ms. Bergtraum stated that at the next CUNY Board meeting she will give a presentation, including recent photos, to explain the impact of these CUNY 2020 programs, on the Colleges themselves, and at the community level, when it comes

Chairman Berry requested that pictures of these projects be shown to the Board at future meetings.

Acting Chairman Berry asked if there was any discussion regarding the item. There being none, Mr. Berry entertained a motion that this item be approved. On motion duly made and seconded, the resolution was approved.

4. Resolution of the City University Construction Fund Authorizing the Macaulay/Hostos/Lehman Partnership for a New Media Jobs Incubator and Innovation Lab as Part of the CUNY 2020 Award (No. 2205).

Acting Chairman Berry called upon Ms. Bergtraum for her remarks. Ms. Bergtraum explained that this item has to do with only the Hostos portion of the partnership, and that she will be speaking about the other components at the end of the meeting. This innovation lab will deal with the creation of new gaming programs, tapping into an industry that is vigorous. Mr. Lemieux explained that it is basically animation on computers, learning how to manipulate them. It will be a joint program among Lehman, Hostos and Macaulay. There is currently a specialized sound studio at Lehman; the programs will eventually be spread out to the colleges by the Macaulay Honors College. Macaulay has a basement level that will be converted from its current use as a gathering space.

Acting Chairman Berry said he thought this item should be presented to the CUNY Board, because there is a media focus at Hostos and digital design program. Previously, some private partnerships with advertising firms had been created. Ms. Bergtraum said certainly for the CUCF Board someone from Hostos could be brought in to present more information.

Acting Chairman Berry asked if there were further questions regarding the item. There being none, Mr. Berry entertained a motion that this item be approved. On motion duly made and seconded, the resolution was approved.
5. **Resolution of the City University Construction Fund Authorizing the Purchase and Installation of a Fire Alarm System and Related Work in the “U” and “P” Buildings at Kingsborough Community College (No. 2206).**

Acting Chairman Berry called upon Ms. Bergtraum for her information. She said that while the amount of funding being approved is small, it is an important to bring the facilities up to code.

Acting Chairman Berry emphasized the importance of complying with fire codes, reminding the Board that a three-alarm fire just happened in the last few days at City College in the basement of Goethals Building, where the facilities operation is headquartered. Mr. Lemieux reported that the incident is under investigation as to its cause, but the basement floor was completely ruined and will have to be rebuilt. Everyone in Goethals and Compton, as well as the Baskerville building, the location of the high school, was evacuated and there are apparently no injuries. All the windows on the basement level of Goethals were blown out and the site is still full of water.

Acting Chairman Berry asked about the fire alarm equipment, and Mr. Lemieux replied that the building was evacuated immediately and the fire department showed up right away, so the alarms must have worked. All of CUNY’s 300 buildings either have a functioning alarm or they have a fire watch. Codes change, which is why fire alarm projects are frequently brought before the CUCF Board for approval. Ms. Bergtraum stated that the yearly capital request book has some kind of fire alarm request for each of CUNY’s campuses, items that are brought up regularly before the CUNY Board and the Board of the Construction Fund.

Acting Chairman Berry asked who keeps track of when the fire safety drills are performed. Mr. Lemieux replied that the fire safety team at each campus is responsible for monitoring that, and that the fire safety conditions are reviewed regularly, most likely by Howard Apsan, who reviews all of the environmental reports. Ms. Bergtraum said she would follow up to find out who reviews the status. Mr. Lemieux stated that the damage to Goethals basement was extensive. They are waiting for the insurance report, and he said he expects a gut rehab will be needed.

Acting Chairman Berry asked if there were further questions regarding the item. There being none, Mr. Berry entertained a motion that this item be approved. On motion duly made and seconded, the resolution was approved.

6. **Resolution of the City University Construction Fund Authorizing the Purchase of a Vessel and other Equipment for the Science and Resilience Institute at Jamaica Bay as Part of the CUNY 2020 Award (No. 2207).**

Acting Chairman Berry called upon Interim Executive Director Judy Bergtraum for her remarks. Ms. Bergtraum said that, as Vice Chancellor Small described during her presentation at the last meeting, the purchase of a vessel for the Resilience Institute is another large piece of the CUNY 2020 project for Jamaica Bay. This item is being brought up at this point to ensure it is on a GSA contract.

Trustee Chen asked where the vessel will be placed. Ms. Bergtraum replied it will probably be docked at Kingsborough, and then if possible at Jamaica Bay, if funds are available. Otherwise, marina space will have to be rented for it. Trustee Chen asked if the vessel was a retrofit. Ms.
Bergtraum replied that the GSA contract will have all the pieces within one purchase. Mr. Lemieux stated that the ship will be similar to the water ferries; fitting it out for research is very specific to the program, requiring the design of the ship interior.

Acting Chairman Berry asked if there was any discussion regarding the item. There being none, Mr. Berry entertained a motion that this item be approved. On motion duly made and seconded, the resolution was approved.

Mr. Berry remarked that the CUNY 2020 projects were interesting, and asked Ms. Bergtraum whether they were going to be discussed at the CUNY Board meetings. Ms. Bergtraum replied that a presentation would be made to the CUNY Board Facilities Committee, most likely in September, to give them an overview.

REPORTS

Acting Chairman’s Report

Mr. Berry stated the next scheduled meeting will be arranged for a mutually convenient date next fall. An update on that will be provided shortly.

Executive Director’s Report

Acting Chairman Berry called on Interim Executive Director Bergtraum for her report.

Ms. Bergtraum stated that negotiations are in progress with the City on the budget, which will be completed at the end of the month. The second round of CUNY 2020 projects has begun, and schools are very interested, as they see the first awards resulting in real funds for specific projects. The second round of submissions should be completed in August.

Ms. Bergtraum distributed an information sheet on CUNY 2020 Design Projects. She explained that the resolution concerning the architectural design services contracts that was just adopted will be used to design each of the projects, which will be brought to the CUCF Board if approval is needed for specific purchases. She said she would be happy to answer questions if any should arise.

Acting Chairman Berry thanked Ms. Bergtraum and Mr. Lemieux for their reports.

Report of the Dormitory Authority

Acting Chairman Berry called upon Mr. Pasicznyk for his report.

Mr. Pasicznyk stated that he wanted to talk about two projects, one at Hostos and one at Bronx Community College, both of which are managed by a DASNY project manager Samir Rowami. They are set-aside campuses, in which a certain portion of the contracts issued are set aside for minority participation only. The other two campuses in that program are York and Medgar Evers. Much of the day-to-day work at these campuses is similar to other CUNY campuses in that there is a lot of roof and utility work being done, in the less than $5 million range. All of
these projects are in design, construction and closeout in various phases. At the Bronx there are
a couple of slightly larger projects, though with the North Instructional Building being done
there are two ancillary projects being completed now. One is the Patterson Garage and Storage
Building complex where the parking lot is being used and the balance of the project should be
completed in September. Also the campus Quad project upgrade in front of that building which
has been awarded under contract and should be completed by September 2016.

At Hostos, the majority of the work is the continued renovation of 500 Grand Concourse. That
project is being done in phases – the roof is completed and the bathrooms and the fifth floor. The
contract for the fourth floor will be bid at the end of June, and there will be continued phasing for
that project.

Ms. Bergtraum noted that the 500 Grand Concourse building is the site of the Dental Clinic, with
renovations proceeding – they’ve done the first and fifth floor and roof, which is challenging to
the school.

Mr. Pasicznyk said two interesting studies are being done, one the retaining wall behind the
building, and also a study on the electrical capacity of the system, which is being reviewed at the
present time.

Mr. Lemieux explained that the retaining wall borders the tracks of the Metro North Railroad,
which run right behind the building. CUNY is in negotiation with the MTA about who is
responsible for what in this issue. Mr. Lemieux said the repair of the wall will be expensive, and
the ideal situation would be to partner with the MTA.

He said that the last portion of the Bronx Community College project will be the rebuilding of
the Quad in front of the Library Building, putting the campus back to its original design.

Mr. Lemieux stated that the topping off of the NYCTech building either late June or early July.
He said that everyone would be alerted when the date was announced so that the Board members
can attend.

Mr. Berry then asked if there were further questions or items to discuss. There being none,
wished everyone a good summer and he requested a motion to adjourn. On motion duly made
and seconded, the meeting of the Board of Trustees was adjourned at 10:47 a.m.