AGENDA

I. Call to Order

II. Audit Committee Topics
   A. FY 2017 Audited Financials

III. Finance and Land Use Committee Topics
   A. Capital Projects Authorization
      i. Mason Global Center – Modifications to Increase Project Scope (ACTION)
      ii. EagleBank Arena – Renovations (ACTION)
      iii. Johnson Center – HVAC Repairs (ACTION)
   B. Revised Construction Procurement Process for Capital Project Delivery (ACTION)
   C. Proposed Six-Year Capital Plan
   D. FY 2019 Financial Plan

IV. Closed Session
   A. Public Contract (Code of VA: §2.2-3711.A.29)
   B. Consultation with Legal Counsel regarding specific legal matters requiring the provision of legal advice (Code of VA: §2.2-3711.A.8)

V. Student Health Insurance Resolution (ACTION)

VI. Adjournment
ITEM NUMBER II.A.: UNIVERSITY CONTROLLER REVIEW AND APA AUDIT OF FINANCIAL STATEMENTS FOR YEAR ENDED JUNE 30, 2017

PURPOSE OF ITEM: The University’s Controller and the APA auditors will brief the Committee on the FY 2017 financials and the APA audit of those financials.

BRIEF NARRATIVE: The Auditor of Public Accounts (APA) is the state agency responsible for auditing all agencies of the Commonwealth. The APA has completed its audit of the University’s financial statements for the year ended June 30, 2017. Auditors will provide a briefing on their findings. The final published FY2017 report can be found at:


STAFF RECOMMENDATION: For Board information only.
ITEM NUMBER III.A.i.: CAPITAL PROJECTS AUTHORIZATION – MASON GLOBAL CENTER - MODIFICATIONS TO INCREASE PROJECT SCOPE (ACTION)

PURPOSE OF ITEM: This item requests BOV approval of major modifications to a capital project.

BRIEF NARRATIVE: Under delegated capital authority procedures adopted by the BOV, staff shall present all major modifications to capital projects to the Board for their approval. At this stage, the Board will assure themselves that each project remains on track to deliver the project previously authorized.

The capital project to which a major modification is proposed:

- Mason Global INTO Renovations

At the April meeting, staff will summarize the renovation project.

STAFF RECOMMENDATION: Staff recommends Board approval of the above listed project to proceed through design and into construction.
Title: Mason Global Center INTO Renovations

Brief Description: This is a request for a major modification to a current capital project to increase the project scope.

Mason is currently renovating the former ballrooms at the Mason Global Center to convert them to classrooms. In the interest of managing project costs to maintain the project budget, the project scope did not include refreshing the floor or wall finishes in the corridors which served the ballrooms and will serve the newly converted classrooms. The budget for the original project scope is $2,200,000 for construction and $3,400,000 for the total project cost. The construction bid that was received was considerably less than the budgeted amount. The area of the original project is approximately 10,555 GSF.

At this time INTO wishes to increase the project scope to include refreshing the floor and wall finishes in the corridors that will serve the newly converted classrooms. The proposed additional scope would increase the project area from approximately 10,555 GSF to 16,555 GSF. The proposed project scope additions include removing the existing carpet in the corridors and replacing with new finishes. Also included in the scope is removing the existing wall paper, painting the walls, and removing two (2) hotel buffet stations. The proposed additional work will not increase the total project cost of $3.4M.

Scope SF: 16,555 GSF
Total Project Cost: $3.4M - NO CHANGE
Funding Sources: INTO Funding

Justification: The carpet is in need of replacement and the wall paper is in need of repair and is no longer available. The existing carpet flooring in the public hallways, installed in 2010 during the original hotel construction, is consistent with finishes for a hotel conference center rather than a university living/learning center and is experiencing excess wear and tear. Main living/studying/working spaces including INTO administration offices, classrooms and portions of the public spaces have undergone a refresh. The classroom project currently underway is providing new, updated carpeting in each classroom and modifying the existing hallway tile flooring as necessary for new walls. This proposed additional scope modification will allow the remaining areas of the hallway to be refreshed with similar, updated finishes. There is an economic advantage to add this scope to current project while the contractor is currently working at the Mason Global Center.
ITEM NUMBER III.A.ii.: CAPITAL PROJECTS AUTHORIZATION – EAGLEBANK ARENA – RENOVATIONS (ACTION)

PURPOSE OF ITEM: This item requests BOV approval to amend the University Capital Plan.

BRIEF NARRATIVE: The University annually submits a six-year capital plan to the Commonwealth. Staff will make a summary presentation at the April 11 board meeting for their approval.

Staff seeks to add two projects to the University’s capital plan. Both of these projects will be funded with local funds and will therefore be eligible for management under delegated authority. The proposed additions to the University Capital Plan are listed below.

- Eagle Bank Arena Renovations
- Johnson Center HVAC Upgrades

BOV approval of these projects as capital-level projects is required in order for work to proceed. At this point, staff seeks authority to begin project execution on the two projects.

STAFF RECOMMENDATION: Staff recommends Board approval of the above listed addition to the University’s Capital Plan.
Eagle Bank Arena Renovations

This is a request to initiate a new Capital Project.

Mason is currently undertaking several projects in Eagle Bank Arena. This is a request for approval of Project Initiation for a project which is the aggregation of several projects undertaken in Eagle Bank Arena to serve various purposes. The individual projects include: Media and Dressing Rooms Project, Locker Rooms Project, Reroofing Project, Roof Structure Project, Scoreboard Project. Projects individually do not exceed the capital threshold of $2M and as all projects are not related it was not originally anticipated that a project initiation for a capital request would be required, however with the aggregation of these projects in the same building the threshold has been exceeded. Therefore a project initiation approval is sought under the HECO Manual.

Scope SF: NA

Total Project Cost:

- $550,000 Media and Dressing Rooms
- $1,100,000 Locker Rooms Project
- $1,400,000 Reroofing Project
- $875,000 Roof Structure Project
- $600,000 Scoreboard Project (Completed 2017-18)
- $320,000 Lighting Project (Completed 2017-18)

Funding Sources:

- $2,250,000 Athletic Fundraising
- $2,600,000 Auxiliary Enterprises

Justification:

Media and Dressing Rooms and Locker Rooms Projects
The Media and Dressing Rooms Project will renovate existing spaces in Eagle Bank Arena to create a new Dressing Room that can be used by outside performers. A new Media Room is also being created as part of this project. Upon completion of the Media and Dressing Room Projects the existing Men’s and Women’s Locker Rooms will be renovated to provide new dressing, toilet, and shower facilities and a new video room for viewing game films.

Reroofing Project
The existing roof has reached the end of its useful life. The reroofing project will install a new roof.

Roof Structure Project
A structural analysis of the roof structure determined that the existing roof structure does not meet current code for snow loads with the result that the facility must be vacated and closed when snow accumulation exceeds the threshold. Additionally the existing roof structure is insufficient to support the rigging in demand for many of the touring performances which use the facility. This project will make modifications to enhance the existing roof structure to bring it into compliance with the current code and to accommodate the rigging requirements of touring performances.
Scoreboard
The lifecycle of a scoreboard is approximately 5 years before technological obsolescence negatively impacts the fan experience relative to expectations. The existing scoreboard could no longer support the required functions of a college basketball team and Athletics requested it be replaced. The new scoreboard meets and exceeds the expectations of the fans and provides many more features than the previous one.

Lighting
The project replaced obsolescent lighting with new LED light fixtures to improve energy efficiency and provide for enhanced scene control to allow for special effects lighting to improve the fan experience. The lighting fixtures were also relocated to be accessible from the catwalks to simplify maintenance.
ITEM NUMBER III.A.iii.: CAPITAL PROJECTS AUTHORIZATION – JOHNSON CENTER – HVAC REPAIRS (ACTION)

PURPOSE OF ITEM: This item requests BOV approval to amend the University Capital Plan.

BRIEF NARRATIVE: The University annually submits a six-year capital plan to the Commonwealth. Staff will make a summary presentation at the April 11 board meeting for their approval.

Staff seeks to add two projects to the University’s capital plan. Both of these projects will be funded with local funds and will therefore be eligible for management under delegated authority. The proposed additions to the University Capital Plan are listed below.

- Eagle Bank Arena Renovations
- Johnson Center HVAC Upgrades

BOV approval of these projects as capital-level projects is required in order for work to proceed. At this point, staff seeks authority to begin project execution on the two projects.

STAFF RECOMMENDATION: Staff recommends Board approval of the above listed addition to the University’s Capital Plan.
Title: Johnson Center HVAC Upgrades

Brief Description: This is a request for a major modification to a current capital project to increase the project scope.

The Johnson Center was constructed in 1993 and serves as the central meeting place on campus for students, faculty and staff. The Johnson Center has not had any significant upgrades to the HVAC system since it opened. Several recent HVAC evaluation studies recommended replacement of the HVAC system.

The proposed project is intended to provide a design for the wholesale replacement of the existing air handling units, associated control systems and control sequencing to best meet the needs of the University. The atrium smoke evacuation system will be redesigned to operate independently from the new air handling units.

The building air terminal units are also at the end of their useful life and have started to fail. The design will provide for air terminal replacement as a separate package.

Design for the HVAC upgrades is proposed for FY 2019 with construction phased as appropriate into FY 2020. The construction phasing will be determined by the Architect/Engineer in consultation with the University.

Scope SF: N/A (entire building will be affected)

Total Project Cost: $3,049,500

Funding Source: Auxiliary Enterprises

Justification: Equipment is at the end of its useful life and requires replacement. Mission of the Johnson Center may be affected if equipment is not replaced.
ITEM NUMBER III.B.: REVISED PROPOSED CAPITAL CONSTRUCTION CONTRACT SELECTION PROCESS (ACTION)

PURPOSE OF ITEM: This item requests Board approval of delegation of certain capital project authority from the Commonwealth of Virginia to the University.


The language provided in Chapter 836 Item §4-4.01, outlined the procedure for the use of the construction management at risk and design build procurement.

These types of procurement are frequently utilized by the University and our delegated authority provides the University with authority to select our contract type selection (Invitation for bids, Construction Manager at Risk, Design-Build, etc.) locally.

At the December 2016 BOV meeting, staff presented a previous version of the procurement approval process and a plan to implement the delegation of certain capital authority. Both were adopted. At the December 2017 BOV meeting, staff presented an updated version of the document noting that the proposed procurement method had to be submitted to the Department of General Services (DGS) for their review. The revised process was adopted.

After that adoption, DGS reviewed our procedures and requested specific additions. These additions were covered in our application of the adopted procedure but not specifically spelled out. The attachment includes the revision requested to the proposed contract selection process.
It is still a requirement for the Board of Visitors to specifically approve the University’s process for choosing the construction contract to be used for each capital project.

**STAFF RECOMMENDATION:** Staff recommends BOV approve the attached procurement selection procedures.
ITEM NUMBER: III.B.: REVISED PROPOSED CONSTRUCTION PROCUREMENT APPROVAL PROCESS FOR CAPITAL PROJECT DELIVERY (ACTION)

PURPOSE OF ITEM: This item requests Board approval of delegation of certain capital project authority from the Commonwealth of Virginia to the University.

BRIEF NARRATIVE: Chapters 699/704, 2017 Acts of Assembly, moved construction management at risk and design build procurement law from the Virginia Public Procurement Act to its own section of the Code of Virginia §2.2-43.1 (§2.2-4378 – 4383).

The language provided in Chapter 836 Item §4-4.01, outlined the procedure for the use of the construction management at risk and design build procurement.

These types of procurement are frequently utilized by the University and our delegated authority provides the University with authority to select our contract type selection (Invitation for bids, Construction Manager at Risk, Design-Build, etc.) locally.

At the December 2016 BOV meeting, staff presented a previous version of the procurement approval process and a plan to implement the delegation of certain capital authority. Both were adopted. At the December 2017 BOV meeting, staff presented an updated version of the document noting that the proposed procurement method had to be submitted to the Department of General Services (DGS) for their review. The revised process was adopted.

After that adoption, DGS reviewed our procedures and requested specific additions. These additions were covered in our application of the adopted procedure but not specifically spelled out. The attachment includes the revision requested to the proposed contract selection process.
It is still a requirement for the Board of Visitors to specifically approve the University’s process for choosing the construction contract to be used for each capital project.

**STAFF RECOMMENDATION:** Staff recommends board approval of the attached procurement selection procedures.
ITEM NUMBER III.C.: PROPOSED SIX-YEAR CAPITAL PLAN

PURPOSE OF ITEM: This item provides information on the upcoming annual submission of University’s Six Year Capital Plan for Board approval.

BRIEF NARRATIVE: George Mason annually submits a six-year capital plan to the Virginia Department of Planning and Budget. The deadline for submission typically occurs in late-June or early July.

The draft capital list on the following page represents the total proposed six-year plan and represents our relative priority for future funding requests. Note, two years ago, the University received authority for planning the Telecommunications/Network Infrastructure project. To date, the Department of Planning and Budgets has not allocated funds for this planning effort. Regardless, the University should seek construction funding for this project. This is a critical deficiency for the University that must be rectified.

Staff continues to refine the project list and cost estimates at this time.

STAFF RECOMMENDATION: For information purposes only.
# Proposed Projects for submission to DPB for Legislative Consideration

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<thead>
<tr>
<th>Project Description</th>
<th>GF</th>
<th>NGF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve Telecomm/Network Infrastructure – Fairfax</td>
<td></td>
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<td>$11M-$13M</td>
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<tr>
<td>Construct Academic VIII/Research IV-STEM (200,000 GSF)</td>
<td>GF</td>
<td>NGF</td>
<td>$127.5M-$135M</td>
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<td></td>
<td></td>
<td></td>
<td>$42.5M-$45M</td>
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<td></td>
<td></td>
<td></td>
<td>$170M - $180M</td>
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<tr>
<td>Renovate Planetary (S&amp;T I) Hall (100,000 GSF)</td>
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<td>$65M - $75M</td>
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<tr>
<td>Renovate and Addition David King Hall (86,000 GSF Reno; 60,000 GSF New)</td>
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<td>$90M - $100M</td>
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<td>Improve Telecom/Network Infrastructure – Phase II</td>
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<td>$19M - $22M</td>
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<td>Renovate Fenwick Learning Commons Phase 2 (90,000 GSF Reno; 35,000 GSF New)</td>
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<td>Renovate Enterprise Hall (100,000 GSF)</td>
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<td>$45M - $50M</td>
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# Proposed Projects for BOV Approval only under HECO

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<tr>
<th>Project Description</th>
<th>NGF (Donor)</th>
<th>NGF (Donor)</th>
<th>NGF (Auxiliary)</th>
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</thead>
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<td>New Business School Building (100,000 GSF)</td>
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<td>$70M - $80M</td>
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<tr>
<td>Renovations to Center for the Arts Concert Hall</td>
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<td>$25M</td>
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<tr>
<td>Surface Parking Lot Expansion (Approximately 400 Spaces)</td>
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<td>$2M</td>
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ITEM III.D.: FY 2019 FINANCIAL PLAN

PURPOSE OF ITEM: To brief the Board of Visitors on updates as we look forward with a discussion on the FY 2019 financial plan. The University’s budget proposal that will be provided in May will reflect revenue and expense plans for the 2018-2019 academic year, which would include the proposed tuition and fee rates.

BRIEF NARRATIVE: The Senior Vice President for Administration and Finance will discuss financial matters that will come before the Board of Visitors for consideration in the University’s proposed financial plan for FY 2019. The matters include, but are not limited to, the Commonwealth budget, proposed tuition and fee rates, and the University’s overall operating budget.

The FY 2019 E&G and Auxiliary Enterprises budgets will include revenue and expense budget recommendations for colleges and programs as well as tuition and fee rates.

Mason’s FY 2019 budget will be consistent with the biennial budget of the Commonwealth of Virginia and six-year financial and budget plans of the University.

STAFF RECOMMENDATION: For Board information only.