



**Board of Trustees, Finance and Administration Committee
Thursday, June 7, 2018
Cleon Thompson Center Room 304
11:45 am**

AGENDA

***Action Item**

1. Call to Order – Chairman Michael J. Shortt
2. Roll Call – Leslie Gaynor
3. *Adoption of the Agenda – Chairman Shortt
4. *Approval of March 15, 2018 minutes – Chairman Shortt
5. Finance and Administration Update – Constance Mallette
6. *Approval of the Resolution to Name the Freshman Living Learning Residence Hall
7. HUB Presentation – Brenda Fulmore
8. Capital and Informal Projects Update – Tim McMullen
9. Financial Report – Wilbourne Rusere
10. Other Discussion Items
11. Adjournment – Chairman Shortt

Winston-Salem State University
Board of Trustees Finance and Administration Committee
304 Thompson Center
Thursday, March 15, 2018

Minutes

Chairman Michael Shortt called the Board of Trustees (BOT) Finance and Administration meeting to order at 11:42 am.

** The University COS, Ms. Camille Klutz-Leach and the EEO Director, Aishah Casseus, met with the Committee prior to the F&A Department.

Roll Call: Leslie Gaynor

A quorum was established.

Members Present: Mr. Michael Shortt (Chair) Dr. Ricky Sides
Mrs. Coretta Bigelow Ms. Constance Mallette, ex-officio
Mr. Robert Clark

Staff Present: Mr. Jesse Batten Mr. Aaron Leftwich Mr. Jonathan Smith
Ms. Leslie Gaynor Mr. Frank Lord
Ms. Rosalba Ledezma Mr. Tim McMullen

Guest Present: Mr. John Duffy, Principal, AEI Affiliated Engineers

Adoption of Agenda

Mr. Clark moved and Mrs. Bigelow seconded the motion to adopt the agenda. The motion passed.

Approval of Minutes

Mr. Clark moved and Dr. Sides seconded the motion to approve the minutes. The motion passed.

Finance and Administration Update

Ms. Constance Mallette opened the meeting with the following briefing.

- Vice Chancellor/CFO
 - Began role January 1, presently in Day 74
 - Transition Plan (First 90 Days)
 - Introduce myself via e-mail to BOT Finance Committee
 - Conduct Listening Tours w/Each Business Unit with F&A (By Staffing Group) (Have about 2 groups remaining)
 - Meet Individually with Chancellor, each V/C as well as each Executive Staff and Dean (Have not met with the Dean of Health Sciences yet)
 - Been able to discuss our platform – Customer Service with TRAITS
Trust/Reliable/Accountable/Integrity/Transparency/ Spirit of Excellence
 - Established Vice Chancellors subcommittee group and we meet every other week
 - Presently recruiting for Assoc. VC Financial Planning & Budget – Goal to have someone in place by April 1 but May 1 is more reasonable
 - Goals for next 9 months
 - Significantly improve Customer Service throughout Division
 - Establish Customer Service Unit in Facilities
 - Improve collaboration with Foundation
 - Improve use of technology

- Implement a Travel Software System (scheduled for roll-out in July)
 - Realign resources along operational needs
 - Seek cost saving opportunities
 - Renegotiate Xerox contract
 - Consider outsourcing some services
 - Continue to implement austerity stringent budgetary controls
- Organizational Changes
 - Some of the reporting structures have changed
 - Assoc. VC Financial Planning & Budget
 - Business Services
 - EHS
 - Budget
 - Assoc. VC Financial Services/Controller
 - Contracts & Grants
 - Admin Assistant – Elaina Barron – Moved to Facilities – Admin Support in Customer Service Unit (Will go with a part-time lower salaried position)
- Follow-up on the December Meeting
 - Change in the funding model; from projected to actual
 - Held to the floor = 4.9 M – With 5 months left to meet the permanent reduction
Abolished 43 Vacant Faculty & 2 Vacant Non-Faculty ~3.9M & 1M Operations
 - Austerity measures in place

Environmental Health & Safety

Mr. Aaron Leftwich gave an update of the Injury and Illness Report, presenting data from 2017.

- WSSUs lost time injury rate in the past six years has trended downward; moreover, the lost time injuries over the annual span has decreased by just less than ½
- Slips, trips, and falls make up just under 50% of all reportable injuries, which is a common trend across all employment sectors

Campus Utility Infrastructure

Mr. John Duffy of AEI Engineering, presented an update on the Master Plan

- A summary of findings on the Campus Utility Infrastructure by AEI Engineering, the engineering consultants participating with Sasaki on the Master Plan was presented. The formal report on infrastructure will be included in the completed Master Plan Update.
- As our current utility infrastructure continues to age, we will need to begin a phased upgrade and replacement of all systems.

Capital Projects Update

Mr. Tim McMullen gave brief updates on the following projects.

- New Freshman Living/Learning Residence Hall
 - Construction started in January, 2017
 - Exterior Envelop Insulation and Moisture Protection are installed.
 - Windows have been installed and the roofing is complete.
 - Masonry Veneer installation is underway.
 - Plumbing, Mechanical & Electrical Rough-in installations are complete.
 - Interior Drywall installation is in progress in Bedrooms, Lobby and Corridors.
 - A Full-Room mock-up has been completed and approved by Housing and Residence Life.
 - Construction is scheduled to be completed by June 6, 2018.
- Sciences Building
 - The Project (funded at \$50M) is part of the Connect NC Bond.
 - It is a 5-story 103,000 square foot facility with classrooms, laboratory space and faculty offices.

- A 3-story central atrium provides direct access to mail level classrooms and also will serve as a gathering and mixed-use area able to accommodate receptions, exhibits and public presentations.
 - The Construction Manager has mobilized on site. The construction field office is in place and the construction perimeter fencing and barricades are installed.
 - Site clearing and rough grading are complete.
 - Site Utility Relocations/Installations are in progress.
 - Project is on a current track for completion in late fall, 2019.
 - University Store (Bookstore)
 - University Store Up-fit was completed in December and officially with a ribbon cutting ceremony in January.
 - Barnes & Noble is the operator and offers a wide array of books, apparel, and convenience items.
 - Print and Copy Center
 - Relocation of the Print & Copy Center from Old Nursing to the lower level of Thompson Center has been completed.
 - The new location offers expanded space and a Customer Service Counter area with space for future self-service printing and copying.
- **Informal Construction Projects**
 - Relocation of Passport Office to Lowery Street
 - Project bids came in 40% over budget
 - A slightly modified Bid Package has been issued and is under review
 - Due to small scope, Passport Office Construction was combined with Financial Services Expansion
 - Economies of Scale should yield better bid results
 - Demolition of Old Nursing/Health Building
 - UNC-Board of Governors, State Property Office and Council of State have approved demolition
 - Hazardous Materials Assessment and Remediation documentation have been completed
 - A civil engineering firm is developing Demolition, Site Remediation and Grading Plans
 - Drawings and Bid Package to be submitted for final review at SCO in March.
 - All Building Occupants and Copy Center have been relocated
 - Demolition will start April/May, 2018
 - K.R. Williams – Seating Upgrade and Other Improvements
 - Seating replacements are on hold pending funding allocation for comprehensive project scope, including major HVAC Upgrade, Dressing Area and Interior Upgrades. Estimated cost is \$5.7 million, based on 2015 Facility Condition Assessment Program (FCAP) study, with escalation.
 - WSSU issued a Design Contract for repairs to roof and structural damage above the stage. 2015 FCAP estimates the project cost, including escalation at \$230,000.
 - Emergency Generator Upgrade is complete.
 - Emergency Generators for Anderson Center & Thompson Center
 - Design Phase is complete for each facility
 - Design Reviews and Approvals received from the SCO for Thompson and Bid Package has been issued for installation
 - Anderson Center Design Reviews and Approvals are pending
 - Received quotes for Generators Sets for Thompson and Anderson
 - Finalizing Procurement Packages for direct purchase of units
 - Chiller Loop Extensions for Thompson Center & O’Kelly Library
 - Design Phase was completed in 2013 and project placed on-hold pending funding.
 - UNC Board of Governors and OSBM respectively, have approved use of a combination of Repairs & Renovations and Carryforward Funds for project.

- State Construction Office has approved updated design for code compliance.
- Bid packages for Formal Bids were released in February.
- A construction contract approval is pending, based acceptance of bids received.

Financial Report

Mr. Wilbourne Rusere gave an update on the Finance and Administration financials.

This cumulative Fiscal Year 2017-18 report includes financial statements as of December 31, 2017, as well as other information that helps substantiate the University's accountability to WSSU's Board of Trustees.

○ **General Fund Summary:**

The statements of revenues and expenses summarize the university's results of operations as of December 31, 2017. The total budget was \$92.2M.

- State Appropriations – \$66.5M.
- Revenue (tuition and fees) – \$25.7M.
- The university spent \$41.8M or 45% of the total budget towards personnel salaries and operating requirements.
- Expenditures as of December 31, 2017 are \$404,833 more than the amount for December 31, 2016.
- Receipts recorded through December 31, 2017 total \$14.1M, or 55% of the budget.
- Total receipts collected as of December 31, 2017 are \$1,169,419 more than the amount collected for the same period last year.

○ **Auxiliary Services and Business Enterprises Summary:**

The university manages a number of auxiliary and business enterprises that are self-supporting operations.

- As of December 31, 2017, all business entities had positive fund balances, except for WSSU's Athletics Program.
- The cumulative negative balance for the Athletics program was (\$12.1M) through the end of December 31, 2017.

Other discussion items

Mr. Shortt said that he is "tickled" to have Constance Mallette as the new VC of Finance and Administration, and to have her working with the BOT. Ms. Bigelow thanked her for her efforts thus far.

Mr. Clark moved and Dr. Sides seconded the motion to adjourn. The motion passed and the meeting adjourned at 1:09 pm.

Next meeting, Thursday, June 7, 2018

Respectively Submitted by:



Leslie Gaynor
Finance and Administration, Office Director



RESOLUTION TO NAME THE FRESHMAN LIVING LEARNING RESIDENCE HALL

WHEREAS, Winston-Salem State University will name facilities to recognize individuals who have attained achievements of extraordinary distinction and who have had an active association with the university; and

WHEREAS, Chancellor H. Douglas Covington served the university as chief administrator from 1977 to 1984, and;

WHEREAS, Chancellor H. Douglas Covington provided the leadership and support necessary to secure state appropriations in order to proceed with the acquisition of a high school building as part of the university footprint, presently known as Anderson Center and the university benefitted significantly from the results of this effort and;

WHEREAS, Chancellor H. Douglas Covington provided the leadership and support necessary to construct the school of nursing building, school of business building, a women's dormitory, physical education center and communications building and;

WHEREAS, Chancellor H. Douglas Covington provided the leadership and support necessary to add five new degree programs (computer science, urban studies, commercial music, economics and medical technology) as well as prepared for addition of five other programs (accounting, chemistry, mass communication, Spanish along with sports management and recreation);

NOW THEREFORE, in consideration of the premises above, the sufficiency and adequacy of which is hereby acknowledged,

BE IT RESOLVED that the WSSU Board of Trustees approves that the new Freshman Living Learning Residence Hall be named the H. Douglas Covington Hall.

This resolution shall be effective upon its adoption.

Adopted this 8th day of June, 2018.

William U. Harris
Chairman, Board of Trustees
Winston-Salem State University

Scott F. Wierman
Secretary, Board of Trustees Winston-Salem State University

Winston Salem State University

HUB Program

Overview

Revised: 4-27-18



WSSU

What is HUB?

HUB = Historically Underutilized Businesses

Definitions:

Minority – a person who is a citizen or lawful permanent resident of the U. S. and who is:

- Black, Hispanic, Asian American, American Indian or Female.
- Minority Business – Means a business:
 - a. At least fifty-one percent (51%) is owned by one or more minority persons, or corporation at least (51%) of stock is owned by one or more minority persons or socially and economically disadvantaged individuals.
 - b. Involved in management and daily business operations are controlled by one or more minority persons.



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What is Required?

The State of North Carolina G.S. 143-48 for Purchases and Contracts :

It is the policy of this State to encourage and promote the use of small contractors, minority contractors, physically handicapped contractors, and women contractors in State purchasing of goods and services.

G.S. 143-128.2 for Construction related projects: 10 percent M/WBE Goal.

Minority Business Participation Goals

The State shall have a verifiable ten percent (10%) goal for participation by minority businesses in the total value of work for each State building project, including building projects done by a private entity on a facility to be leased or purchased by the State.

Executive Orders 13, 24, 25 and 150, also supports inclusion of Small and Historically Underutilized Businesses



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Where are we now...
and
How far have we come?



WSSU

North Carolina State Report

HUB participation in North Carolina State Purchasing Fiscal Year 2016 - 2017

SUMMARY

NC Department of Administration Office for Historically Underutilized Businesses HUB Participation Report - Purchasing (Goods and Services) FY 16-17 Final												
Public Entity Category	Total \$	Black	Hispanic	Asian American	American Indian	Female	Disabled	Disabled Business Enterprise	NonProfit Work Center	Disadvantaged	Total HUB \$	HUB %
Cabinet Agencies	\$1,722,952,835	\$4,950,659	\$761,115	\$18,173,208	\$345,168	\$43,774,265	\$319,704	\$790,769	\$400	\$1,392,024	\$70,507,312	4.09%
Council of State Agencies	\$119,976,355	\$1,101,754	\$161,205	\$1,633,946	\$29,500	\$2,834,867	\$0	\$328,392	\$1,025	\$46,035	\$6,136,724	5.11%
Community Colleges	\$600,221,228	\$2,162,821	\$473,024	\$2,783,713	\$1,274,054	\$34,562,079	\$1,167,509	\$27,478	\$821,576	\$563,498	\$43,835,752	7.30%
Public Schools	\$2,221,219,308	\$31,697,987	\$5,069,300	\$12,731,271	\$9,685,875	\$60,536,087	\$12,130,927	\$2,184,346	\$9,882,325	\$3,714,719	\$147,632,837	6.65%
Public Universities	\$1,672,094,403	\$14,846,103	\$1,834,528	\$1,535,323	\$1,234,160	\$51,920,212	\$542,222	\$1,005,357	\$1,017,649	\$16,274,062	\$90,209,616	5.40%
Support Agencies	\$117,521,154	\$556,050	\$22,477	\$1,517,276	\$2,186	\$1,100,960	\$12,583	\$18,336	\$0	\$247,797	\$3,477,665	2.96%
Totals	\$6,453,985,283	\$55,315,374	\$8,321,649	\$38,374,737	\$12,570,943	\$194,728,470	\$14,172,945	\$4,354,678	\$11,722,975	\$22,238,135	\$361,799,906	5.61%
% of Total Purchasing		0.86%	0.13%	0.59%	0.19%	3.02%	0.22%	0.07%	0.18%	0.34%		
% of Total HUB		15.29%	2.30%	10.61%	3.47%	53.82%	3.92%	1.20%	3.24%	6.15%		



WSSU

North Carolina State Report

HUB participation in North Carolina State Purchasing - Universities Fiscal Year 2016 - 2017

NC Department of Administration Office for Historically Underutilized Businesses HUB Participation Report - Purchasing (Goods and Services) FY 16-17 Final												
Universities (19)	Total \$	Black	Hispanic	Asian American	American Indian	Female	Disabled	Disabled Business Enterprise	NonProfit Work Center	Disadvantaged	Total HUB \$	HUB %
Appalachian State	\$28,486,103	\$365	\$0	\$3,850	\$0	\$331,717	\$0	\$0	\$0	\$0	\$335,932	1.18%
East Carolina University	\$106,101,498	\$953,308	\$228,641	\$45,081	\$2,275	\$4,328,270	\$34,358	\$56,759	\$0	\$23,038	\$5,671,730	5.35%
Elizabeth City State	\$12,114,087	\$176,945	\$0	\$33,202	\$0	\$250,847	\$0	\$0	\$0	\$0	\$460,994	3.81%
Fayetteville State	\$508,210	\$0	\$0	\$23,625	\$25,680	\$129,806	\$0	\$0	\$0	\$0	\$179,111	35.24%
NC A&T	\$93,467,469	\$6,153,965	\$0	\$162,636	\$15,668	\$3,386,777	\$164,330	\$9,203	\$47,516	\$0	\$9,940,095	10.63%
NC Central University	\$30,816,301	\$160,398	\$0	\$0	\$0	\$231,008	\$0	\$0	\$0	\$0	\$391,406	1.27%
NC School of Science and Mathematics	\$3,483,704	\$0	\$0	\$0	\$0	\$59,737	\$1,532	\$38,114	\$2,500	\$631	\$102,514	2.94%
NC School of the Arts	\$10,686,822	\$937,476	\$0	\$0	\$0	\$416,255	\$11,544	\$0	\$81,430	\$0	\$1,446,705	13.54%
NC State University	\$531,422,609	\$2,208,784	\$651,829	\$438,676	\$55,070	\$6,744,736	\$0	\$0	\$0	\$1,072,255	\$11,171,350	2.10%
UNC Asheville	\$9,521,353	\$0	\$8,350	\$5,323	\$11,105	\$947,432	\$0	\$13,325	\$0	\$0	\$985,535	10.35%
UNC Chapel Hill	\$64,150,878	\$0	\$0	\$0	\$0	\$8,997,197	\$0	\$0	\$0	\$15,097,466	\$24,094,663	37.56%
UNC Charlotte	\$100,251,118	\$586,606	\$203,523	\$535,912	\$314,849	\$7,622,054	\$0	\$108,197	\$231,527	\$0	\$9,602,668	9.58%
UNC General Administration	\$23,790,160	\$1,200	\$29,500	\$185	\$0	\$1,302,631	\$288,000	\$0	\$516,625	\$0	\$2,138,141	8.99%
UNC Greensboro	\$31,242,538	\$292,031	\$115,460	\$74,945	\$0	\$4,623,739	\$8,612	\$0	\$0	\$0	\$5,114,787	16.37%
UNC Hospitals	\$493,542,244	\$1,597,152	\$0	\$0	\$0	\$8,130,338	\$0	\$0	\$0	\$0	\$9,727,490	1.97%
UNC Pembroke	\$20,601,234	\$15,900	\$0	\$0	\$792,355	\$139,023	\$15,233	\$0	\$1,358	\$0	\$963,869	4.68%
UNC Wilmington	\$58,633,833	\$1,039,154	\$526,589	\$37,661	\$610	\$2,104,798	\$652	\$0	\$0	\$15,206	\$3,724,670	6.35%
Western Carolina	\$30,736,701	\$3,081	\$70,636	\$174,227	\$16,548	\$1,815,186	\$17,961	\$779,759	\$131,990	\$65,466	\$3,074,854	10.00%
Winston-Salem State	\$22,537,541	\$719,738	\$0	\$0	\$0	\$358,661	\$0	\$0	\$4,703	\$0	\$1,083,102	4.81%
Totals	\$1,672,094,403	\$14,846,103	\$1,834,528	\$1,535,323	\$1,234,160	\$51,920,212	\$542,222	\$1,005,357	\$1,017,649	\$16,274,062	\$90,209,616	5.40%
% of Total Purchasing		0.89%	0.11%	0.09%	0.07%	3.11%	0.03%	0.06%	0.06%	0.97%		
% of Total HUB		16.46%	2.03%	1.70%	1.37%	57.56%	0.60%	1.11%	1.13%	18.04%		



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Winston Salem State University Purchasing Goods and Services Report Fiscal Year 2013-2018

Previous Purchasing HUB Participation

Fiscal Years	Contract Amt.	HUBs	WSSU HUB %	AA	WSSU AA%
Avg. 2013-2014	19,222,624	1,826,921	10%	359,864	2%
Avg. 2014 -2015	16,368,643	585,699	4%	295,005	2%
Avg. 2015 -2016	18,709,339	1,241,614	7%	341,762	2%
Avg. 2016 -2017	22,537,541	1,083,102	5%	624,447	3%
Avg. 2017-2018	13,916,671	847,072	6%	426,992	3%

4th Qtr. Totals not
incl. or 3rd Qtr. P-card
total

*Our immediate Purchasing goal is
10 percent.*

AA=African American



WSSU

Winston Salem State University Purchasing Goods and Services Report Fiscal Year 2016 - 2018

ARAMARK HUB Participation

Aramark Spend Report w/ HUB Participation													
FY 2017-2018	Quarters	Aramark Contract Amt.	Aramark WSSU HUBs	Aramark WSSU HUB%	Aramark Overall HUBs	Aramark Overall HUB %	FY 2016-2017	Quarters	Aramark Contract Amt.	Aramark WSSU HUBs	Aramark WSSU HUB%	Aramark Overall HUBs	Aramark Overall HUB %
	1 Qtr. 2017-18	\$438,628	\$49,402	11%	77,378	18%		1 Qtr. 2016-17	\$502,974	\$5,843	1%	53,426	11%
	2 Qtr. 2017-18	588,091	65,911	11%	92,419	16%		2 Qtr. 2016-17	537,645	27,149	5%	35,132	7%
	3 Qtr. 2017-18	580,906	79,815	14%	105,980	18%		3 Qtr. 2016-17	587,074	19,922	3%	67,470	11%
	4 Qtr. 2017-18	0	0	#DIV/0!	0	#DIV/0!		4 Qtr. 2016-17	337,496	10,313	3%	21,423	6%
Avg. 2017-2018		\$1,607,625	\$195,128	12%	\$275,776	17%	Avg. 2016 -2017		\$1,965,189	\$63,227	3%	\$177,451	9%



WSSU

N. C. State Construction Projects 2017 Historically Underutilized Businesses Annual Report FY 2016-2017

Entity Type	Total Entities in reporting system	Entities that reported construction projects	Entities that did not report any Quarter *	Entities that achieved 10% HUB or more	Total Dept.	B(\$)	H(\$)	AA(\$)	AI(\$)	WF(\$)	SE(\$)	D(\$)	Total HUB	Total HUB %
Airport Authority	4	0	4	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Cabinet Agency	10	5	NA	3	\$8,976,173	\$2,483,950	\$40,077	\$0	\$387,369	\$465,752	\$0	\$0	\$3,377,148	37.62%
Community College	58	14	NA	6	\$52,340,687	\$874,779	\$2,113,721	\$158,872	\$193,498	\$2,026,599	\$142,260	\$0	\$5,509,730	10.53%
Council of Government	1	0	1	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Council of State	9	0	NA	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
County	56	10	26	5	\$31,185,946	\$550,785	\$204,910	\$0	\$119,989	\$1,746,719	\$0	\$879,695	\$3,502,097	11.23%
Hospital Association	7	0	7	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Local Mgt Entity - mental health	1	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Municipality	102	11	64	4	\$68,413,643	\$3,251,048	\$1,951,311	\$0	\$243,538	\$7,908,176	\$0	\$0	\$13,354,074	19.52%
Non-State Agency	2	0	1	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Public Housing Authority	13	0	10	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Public School	74	15	39	6	\$151,820,524	\$7,727,815	\$3,156,481	\$509,498	\$188,271	\$12,346,852	\$1,150,519	\$0	\$25,079,436	16.52%
State University	21	13	NA	7	\$81,370,978	\$5,080,780	\$2,770,340	\$6,811	\$247,152	\$16,718,577	\$322,886	\$0	\$25,146,545	30.90%
Support Agency	10	1	NA	1	\$3,335,483	\$0	\$0	\$0	\$0	\$1,446,500	\$0	\$0	\$1,446,500	43.37%
Water and Sewer Authority	6	1	1	0	\$425,220	\$0	\$0	\$0	\$0	\$17,198	\$0	\$0	\$17,198	4.04%
Total	374	70	153	32	\$397,868,654	\$19,969,158	\$10,236,840	\$675,181	\$1,379,817	\$42,676,373	\$1,615,665	\$879,695	\$77,432,727	19.46%
					% HUB of Total \$	5.02%	2.57%	0.17%	0.35%	10.73%	0.41%	0.22%	19.46%	
					% HUB of HUB Total	25.79%	13.22%	0.87%	1.78%	55.11%	2.09%	1.14%		



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Winston Salem State University CMR Construction Projects

CONSTRUCTION MANAGER AT RISK (CMR) - HUB PARTICIPATION

Construction Years	Project Name	Contract Amount	Total HUB (\$)	%	African American (\$)	%
2011 - 2013	DJR	\$ 26,111,232.00	\$ 8,187,464.00	31.40%	\$ 853,759.00	3.30%
2012 - 2014	MSX	\$ 11,888,183.00	\$ 4,765,284.00	40.10%	\$ 1,806,741.00	15.20%
2013 - 2014	HILL HALL	\$ 11,392,752.00	\$ 3,656,461.94	32.09%	\$ 525,272.04	4.61%
2013 - 2015	CDI	\$ 9,232,983.00	\$ 2,951,813.00	31.97%	\$ 151,770.00	1.64%
2015 - 2016	NORTH ENTRY BRIDGE	\$ 3,985,564.00	\$ 293,097.19	7.35%	\$ 118,109.19	2.96%
2017-2018	NEW RESIDENCE HALL - FRESHMAN LIVING/LEARNING	\$ 20,101,861.00	\$ 10,542,191.00	52.00%	\$ 5,506,042.00	27.39%
2017 -2019	SCIENCES BUILDING	\$ 42,872,361.00	\$ 13,790,902.00	32.17%	\$ 2,859,413.00	6.67%
	TOTALS/AVERAGES	\$ 125,584,936.00	\$ 44,187,213.13	AVG 32.44%	\$ 11,821,106.23	AVG 8.82%

Sciences Bldg. includes Rodgers/Davis CMR participation, which is 100% HUB.

Sciences Bldg. HUB data is current as of 3/31/2018, and may change slightly as contracts are finalized.

Currently our Construction Manager at Risk (CMR) projects HUB participation is 30 percent

Our future goal is 40 percent



WSSU

Winston Salem State University

Action Plan Review

A.	Present a 15 minutes presentation to give an overview of WSSU HUB Program and processes to each department with procurement responsibilities.	✓
B.	Present at the Budget Managers meeting with quarterly updates.	Ongoing
C.	Present FACT presentation for HUB Training.	Created
D.	Inclusion and involvement of projects coming down the pipeline from inception to provide possible contractors/suppliers participation and pre-bid attendance. Provide input when determination is decided for inclusion of the supplier base. Attend D&C staff meetings and Finance/D&C meetings to receive project updates.	WIP
E.	Remain in the loop after a firm has been selected and project awarded. Engagement at various stages of a project phase would better enable the HUB Director to evaluate a firm's performance and document any discrepancies and/or successes. In addition, over a period of time, gauge if a firm has built their capacity by either hiring new people, increase revenue and/or increase project opportunities. View this action as a collaborative approach and building relationships.	WIP
F.	Identify and create a Top 10 list of Certified HUB and Non-Certified minority firms, track project participation, inclusion efforts and dollar amounts.	✓
G.	Identify and create a Top 10 List of Non-HUB firms awarded projects by dollar amounts and project type.	WIP
H.	Prepare an analysis of prior year's purchasing activities to identify potential opportunities to partner with HUB firms.	✓
I.	Conduct a Minority Vendor Fair next fall and invite potential firms. Invite the State HUB Office representative to provide certification process for firms to get HUB certified.	WIP
J.	Set a 10 percent Purchasing Goods and Services Goal. Currently for FY 2016-17, we are at 5 percent and the State of North Carolina overall participation in this area is 5.40 percent.	WIP
K.	Set a 40 percent Construction Goal, currently maintaining 30 percent on CMR projects.	✓
L.	Continue to collaborate with sister universities, organizations and agencies.	Ongoing

WIP = Work in Process



WSSU

Closing Comments:

- The “Action Plan” was developed to generate increase HUB participation and involvement campus-wide.
- Collaboration and support campus-wide will help meet targeted HUB goals through teamwork.

Collaboration at work:

- The UNC System Triad Coalition was formed eight years ago in 2010 by Winston Salem State University. This is a collaboration with sister universities, NCAT and UNCG. Event is free with 115 registration participants and will be held on the campus of WSSU on Thursday, June 14, 2018 from 9:00 am – 3:00 pm.



WSSU

QUESTIONS???

Facilities Management

Capital and Informal Projects Updates

Board of Trustees

June 7 - 8, 2018



WINSTON-SALEM STATE UNIVERSITY

WSSU

•Capital Projects

New Residence Hall Freshmen Living/Learning



- **Funding Source:** Housing Receipts
- **Strategic Planning:** 282 Resident Beds, 9 Advisor Beds, 2 Apartments, Living/Learning Environment.
- **Schedule:** Construction Completion – June 5, 2018
- **Construction Cost:** \$20,075,000
- **Overall Project Budget:** \$24,000,000
- **Area:** 71,021 SF
- **Stories:** 5 + Basement
- **Current Status:** Installation of Interior finishes has been completed and final cleaning and detailing are underway. Exterior Masonry and Cement Fiber Cladding are installed. Landscaping and Paving have been completed.

WINSTON-SALEM STATE UNIVERSITY

New Residence Hall Freshmen Living/Learning Progress Photos - Exterior



Exterior Masonry Installation

WINSTON-SALEM STATE UNIVERSITY

New Residence Hall Freshmen Living/Learning Progress Photos - Interior



Finished Bedroom

WINSTON-SALEM STATE UNIVERSITY



Typical Bedroom with Soundproofing



Typical Bedroom with Drywall Application

New Sciences Building

Funding Source: State Appropriation and Connect NC Bond
Strategic Planning: Sciences collaborative educational building, including Biological Sciences, Chemistry, Clinical Lab Science, and BRIC.

Schedule: Construction Fall 2017 through Summer 2019

Construction Cost: \$40,072,361

Overall Project Budget: \$53,312,000

Area: 103,000 SF

Stories: 5

Current Status: Early Site Work, including Site Demolition, Rough Grading, and Utility Relocations/Installations are complete. Site Retaining Walls, Shoring and Footings are in place. Vertical wall formwork and reinforcing are in progress.

5 FOCUS GROUP STRATEGY

CLINICAL

MICROBIOLOGY & BIOHAZARD

BIOINFORMATICS & MOLECULAR GENETICS

SYNTHETICS & MEDICINAL

BIOANALYTICAL

WINSTON-SALEM STATE UNIVERSITY



New Sciences Building Progress Photos



Erecting Formwork for Retaining Wall

WINSTON-SALEM STATE UNIVERSITY



Pouring Footings for Foundation Wall



Erecting Formwork for Elevator Shafts

New Sciences Building Progress Photos



Site Looking East Towards WB Atkinson and Computer Science

WINSTON-SALEM STATE UNIVERSITY



Wall Footing Excavation with Reinforcement



Foundation and Pit at Elevator Hoistway

Master Plan Update:

There will be a Formal Presentation by
Sasaki Associates, Inc. at tomorrow's full
Board of Trustees Meeting

Informal Projects

- Relocation of Passport Office to Lowery Street and Expansion of Financial Services
 - Plans for Passport Office are complete and will be resubmitted to SCO for review along with Financial Services
 - An updated Bid Package will be issued to include a larger project scope
 - Economies of Scale should yield better bid results
 - Bids will be received in July
- Demolition of Old Nursing/Health Building
 - Demolition and Abatement Plans have been approved by SCO
 - Bids have been received and contract award is pending
 - Demolition will start Summer, 2018
- K.R. Williams – Structural and Roof Repairs
 - WSSU issued a Design Contract for repairs to roof and structural damage above the stage. 2015 FCAP estimates the project cost, including escalation at \$230,000.
 - Construction Fencing and Signage are in place and Forensic Investigation is underway
 - Findings from investigation will be used to develop final project scope

Current Projects

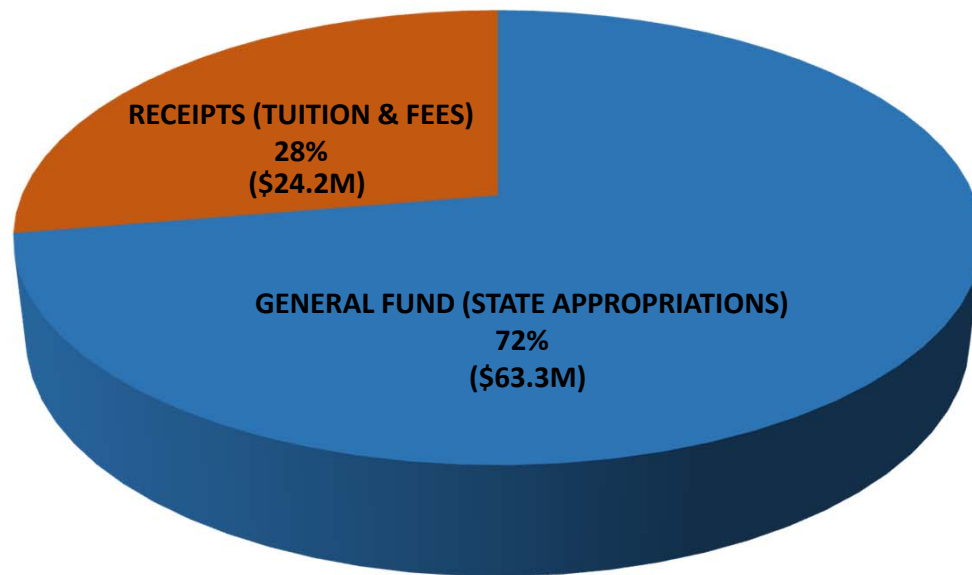
- Emergency Generators for Anderson Center & Thompson Center
 - Design Phase is complete for each facility
 - Design Reviews and Approvals received from the SCO for Thompson
 - Bids on Thompson were over budget. Thompson Center is currently in negotiations to reduce construction cost to below \$500,000.
 - Anderson Center Design Reviews and Approvals are pending resolution of minor revisions
- Chiller Loop Extensions for Thompson Center & O'Kelly Library
 - Bids were received in April
 - A construction contract has been awarded
 - Construction scheduling and material procurement are underway
- 1602 Lowery Street
 - The Facilities Warehouse Building will be up-fitted to accommodate relocating Building & Environmental Services, Motor Pool and Operations & Maintenance from the Physical Plant, to make way for its future repurposing for Art & Visual Studies

Current Projects

- Main Electrical Feeder Upgrade
 - Weekend of June 2 – 3, 2018 was set for a major power shutdown
 - Replacement of the wires connecting campus to Duke Energy's network
 - Earlier attempts to fix this were canceled due to adverse weather
- Central Chilled Water Plant – Upgrade to a third Chiller
 - 2017-18 R&R Funding Allocation of \$850,000 received for Design and Infrastructure
 - A Designer Solicitation has begun
 - A 1,000-Ton Chiller is proposed, to increase overall capacity and provide redundancy

STATEMENT OF GENERAL FUND BUDGET

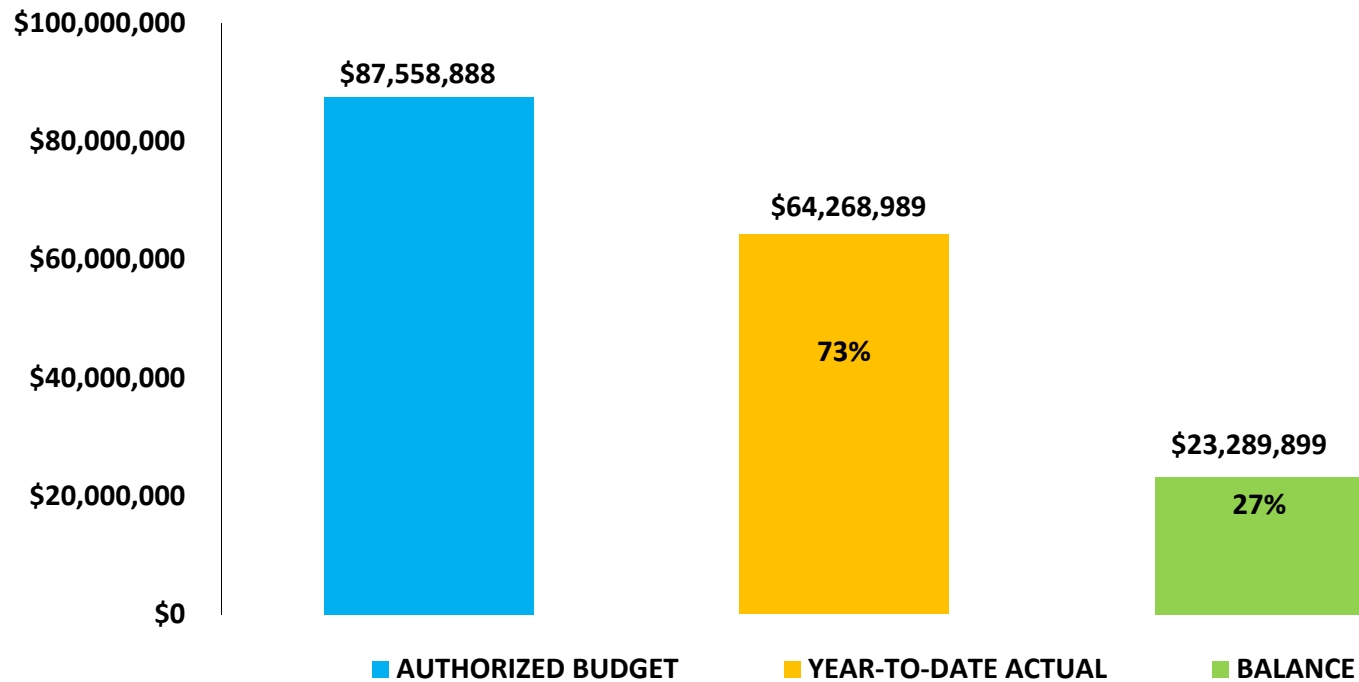
\$87.5M Allocation as of March 31, 2018



■ GENERAL FUND (STATE APPROPRIATIONS) ■ RECEIPTS (TUITION & FEES)

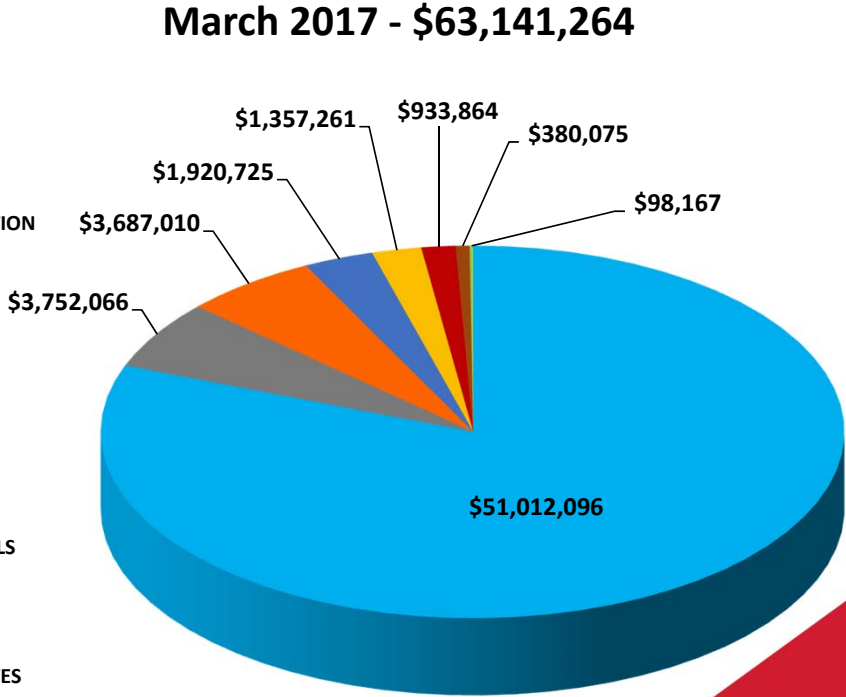
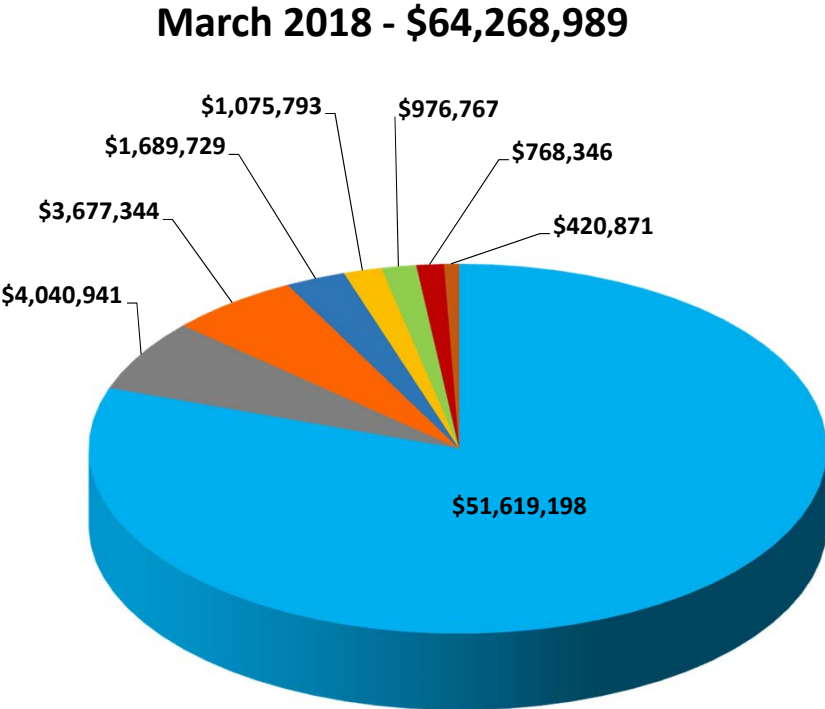
STATEMENT OF GENERAL FUND EXPENDITURES

July 1, 2017 – March 31, 2018



COMPARISON OF GENERAL FUND EXPENDITURES

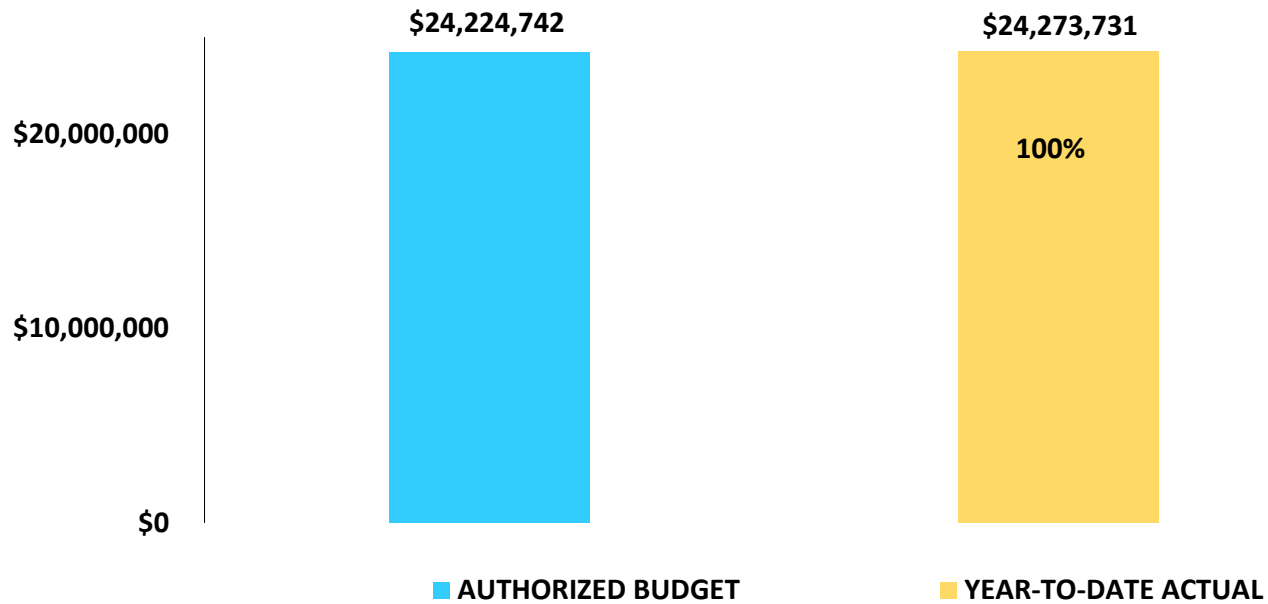
Summary by Account



- PERSONNEL COMPENSATION
- CURRENT SERVICES
- AIDS AND GRANTS
- FIXED CHARGES
- CAPITAL OUTLAY
- SUPPLIES AND MATERIALS
- DEBT SERVICE
- TRANSFERS AND RESERVES

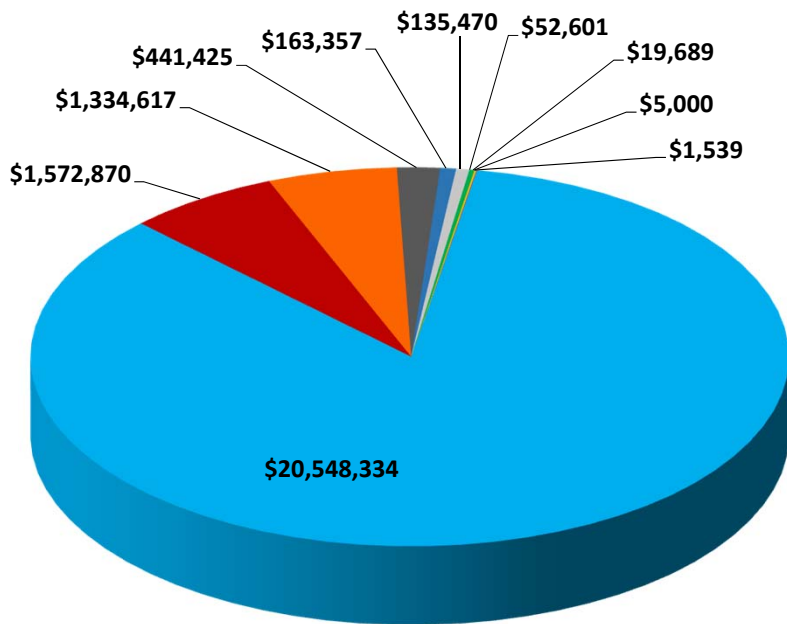
STATEMENT OF GENERAL FUND RECEIPTS

July 1, 2017 – March 31, 2018

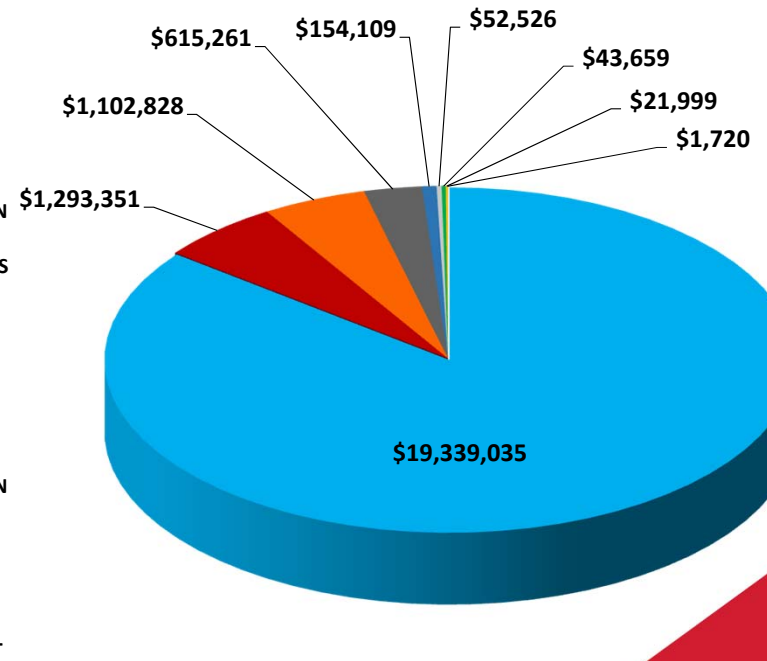


COMPARISON OF GENERAL FUND RECEIPTS Summary by Program

March 2018 - \$24,273,731



March 2017 - \$22,624,488



STATEMENT OF AUXILIARY SERVICES

July 1, 2017 – March 31, 2018

FUND	EXPENSE BUDGET	BEGINNING BALANCE	RECEIPTS COLLECTED	YTD ACTUAL EXPENSES	ENDING CASH BALANCE
Athletics Division II	\$4,000,000	(\$11,692,295)	\$3,245,113	\$3,454,827	(\$11,902,009)
Food Service	6,191,500	100,008	7,307,812	5,637,828	1,769,992
Campus Book Store	340,000	26,860	461,774	278,220	210,414
Copier Management/Xerox	610,000	22,630	589,516	551,613	60,533
Health Service	1,460,956	441,524	1,207,863	1,235,927	413,460
Housing Service	11,790,663	11,216,645	13,620,223	6,796,041	18,040,827
One Card Office	90,011	63,407	101,574	65,347	99,634
Student Extracurricular Activities	1,972,951	453,751	2,108,120	1,604,322	957,549
Educational & Technology Fee (I.T.)	1,785,840	1,357,180	1,665,302	1,087,773	1,934,709
TOTAL	\$28,241,921	\$1,989,710	\$30,307,297	\$20,711,898	\$11,585,109

STATEMENT OF BUSINESS ENTERPRISES

July 1, 2017 – March 31, 2018

FUND	EXPENSE BUDGET	BEGINNING BALANCE	RECEIPTS COLLECTED	YTD ACTUAL EXPENSES	ENDING CASH BALANCE
Auxiliary Admin/Ticket Office	\$882,193	\$188,170	\$1,305,526	\$876,947	\$616,749
Central Transportation Fleet	118,422	21,224	106,300	89,362	38,162
Conference Facility Rentals	59,350	9,928	20,859	28,383	2,404
Food Court	150,000	16,092	143,726	150,000	9,818
Logo Licensing	-	4,932	24,958	9,953	19,937
Passport Services	121,500	30,325	88,510	68,868	49,967
Summer Camps & Conferences	50,000	33,316	13,420	25,000	21,736
Telecommunication (Phones)	599,379	46,045	490,451	449,597	86,899
Vehicle Registration/Fines	673,732	427,489	636,159	671,379	392,269
Vending Machines	-	4,319	276,876	5,500	275,695
TOTAL	\$2,654,576	\$781,840	\$3,106,785	\$2,374,989	\$1,513,636
GRAND TOTAL (Auxiliary/Business Enterprises)	\$30,896,497	\$2,771,550	\$33,414,082	\$23,086,887	\$13,098,745
Budget Performance Assessment			103%	75%	