

**MINUTES**  
**CONSTRUCTION MANAGEMENT OVERSIGHT COMMITTEE (CMOC)**  
**University of Connecticut School of Social Work**  
**Zach's Community Room, West Hartford, Connecticut**  
**April 10, 2014**

**COMMITTEE MEMBERS:** John Barrasso, Charles Bunnell, Marilda Gandara, Thomas Ritter, Richard Schoenhardt, Charles Urso

**STAFF PRESENT:** Tom Callahan, Debbie Carone, Darren Cooke, Cheryl Chiputti, Laura Cruickshank, Brian Gore, Richard Gray, Michael Jednack, Matthew Larson, Diane Marquis, Richard Orr, Bhupen Patel, Rachel Rubin, Lysa Teal, Bob Sitkowski

**GUESTS:** Francis Archambault, Richard Carbray, Elaine Duren

Committee Chairman Thomas Ritter convened the meeting of the Construction Management Oversight Committee (CMOC) at 10:00 a.m. at the University of Connecticut School of Social Work, Zach's Community Room, West Hartford, Connecticut. Chairman Ritter directed the committee to Action agenda *Item #1 Approval of the Minutes of the Construction Management Oversight Committee (CMOC) Meeting held on February 20, 2014*. Motion to approve was made by committee member Charles Urso, seconded by John Barrasso, and unanimously approved, as circulated.

Mr. Ritter recognized Bhupen Patel, Director, Office of Construction Assurance, presenter of agenda *Item #2, April 2014 Quarterly Reports on Construction Performance*.

Mr. Patel referenced his report, and noted most projects are in design and planning and many construction activities at the Storrs campus are unseen. Hospital projects are moving forward very well. Budgets and required redesign changes are being well monitored. The Office of Construction Assurance Quarterly Report is provided below in it's entirety.

---

**To:** Chairman and Members of Construction Management Oversight Committee (CMOC)  
**From:** Bhupen N. Patel, Director, Office of Construction Assurance  
**Subject:** Office of Construction Assurance April 10, 2014 Quarterly Report  
**Date:** April 10, 2014  
**cc:** Susan Herbst, President  
Rachel Rubin

As mentioned in my February 24, 2014 report, most of the activities are currently in planning and design phases except for Health Center projects; the Main Building Renovations, Main Hospital Tower and associated parking facility.

A total of 25 projects at the Storrs campus are in planning and design phases, as well as nineteen smaller projects in various stages of construction. No review was performed of current projects. (See attached 3/26/2014 Construction Project Status Report.) We have begun preliminary preparation of the Fourth Biennial Report.

The South Campus repair project is underway; some of these activities may require to be contracted under the exigent process. Project scope preparation appears to improve due to the Memorandum of Understand (MOU) process. However, the scope and budget of some projects may have to go through a repeat MOU process due to new data obtained during the study phase, however, this is the best method for project initiation.

The Construction Assurance office is working with the Task Force (BGE/CMOC) to monitor and facilitate on going communication with appropriate staff on various improvements. The Task Force is scheduled to meet in May. The attached email dated March 5, 2014 from Trustee Marilda Gandara provides a brief overview of current Task Force activities. This concludes my April 10, 2014 report.

---

Mr. Ritter recognized Laura Cruickshank, University Master Planner and Chief Architect, for the Planning, Architectural and Engineering Services Department (PAES) presenter of agenda ***Item #3, Updates on Operational & Organization Activities & Improvements.***

Ms. Cruickshank announced Colleen Schuh joined PAES from CPCA and will report to Robert Corbett, Director of Regional and Development Projects. Colleen will assist in the development of the Quality Assurance and Quality Control (QA/QC) program. The future Boots on the Ground, Construction Engineer, and QA/QC Programs will complement each other. Ms. Cruickshank thanked Mr. Larson for his assistance during this transition.

Ms. Cruickshank continued stating Mike Jednak, AVP for Facilities Operations and Building Service, initiated the formation of a Business Services Center (BSC) that streamlines operations and business process to eliminate duplicate efforts. The BSC will support both facilities operations and PAES to improve efficiency in both groups.

Ms. Cruickshank provided information from a CMOC Task force meeting held on February 28<sup>th</sup> and noted the focus on the development of standards and guidelines for planning, design, and construction at Storrs; and the update of policies and procedures. The priority for standards will be given to exterior envelope issues i.e. windows, walls and roofs. The PAES website will be revised. The Boots on the Ground program for construction review will need a capable internal director with construction experience to lead it. The change order process will be developed and documented further this year and that is actively in process. The design build policy is close to a final draft and will be submitted in the near future.

Mathew Larson, Director of Procurement Services, Capitol Project and Contract Administration (CPCA), continued with agenda *Item #3* as related to CPCA, and provided information regarding a newly established work group tasked with further defining when a Design Build (DB) methodology would be appropriate. The work group will report to the CMOC Task Force once a policy is drafted and ready for submission. Mr. Larson expects to have more information in May.

Mr. Larson and Mr. Patel will discuss tracking efforts in the CPCA department to ensure they are in congruence with the goals and objectives that have been outlined through CMOC. Mr. Larson noted a policy life cycle document is being drafted which will help the group and stakeholders understand the status of the procedures. He also noted the labor force component that has been established as policy is going to take effect July 1, 2014.

Mr. Larson continued with an update for the On Call Professional Engineering Services contract. He reviewed the utilization report and noted how work will be tracked to ensure it is spread out among the contracted firms. Mr. Larson provided a status on a CMOC listed goal of improving the scope of projects. The goal, to provide customers and the university better and quicker information for planning, was reviewed. Originally, the trend from initial request through authorization to move forward was 81 days. With the new program in place this should be reduced to 14 days which is an 83% reduction in time. This reduction will cascade to receiving budget, scope, and scale information quicker. For major projects, a full blown solicitation would be necessary. Mr. Larson reported that 94% of construction projects are awarded to Connecticut companies. The other 6% are mainly Massachusetts firms. The total number of assignments since inception (2013) is 126. Mr. Larson noted one of the benefits to this new process is better feedback for our customers. He plans to replicate similar concepts with on call trades and deferred maintenance.

Mr. Larson informed the committee about plans to interface with the community noting the objective of the community sessions is to obtain feedback on what works well and what does not work well when conducting business with the University.

The meeting continued with agenda *Item #4 Status of Correction Projects* by Brian Gore, Director of Project and Program Management. Mr. Gore reported receiving over 1600 code discrepancies from public safety officials to date. All but 51, which need additional funding, are planned for remediation. At the request of the CMOC committee, a management report was developed to track the code remediation program. Mr. Gore reviewed the latest remediation report noting, of the 384 discrepancies remaining in the program, 129 have been completed. Mr. Gore added there are 17 projects that have been completed and are awaiting final inspection from public safety officials. There are 12 projects in construction and 117 projects in bid and due to begin construction this summer. Mr. Gore reported 38 of the 51 unfunded discrepancies are in the Stamford. Mr. Gore reported recovering in kind services of an estimated \$1.89 million. The current unfunded liability to correct all remaining discrepancies stands at \$2.7 million, excluding Stamford. Mr. Gore expects to identify the full extent of the problems in Stamford in the next few months. Mr. Gore reported a database for this project exists which will provide metrics on the program.

Mr. Ritter inquired if any of the outstanding issues is related to public safety. Mr. Gore answered no.

Mr. Gore continued with agenda *item #5 December 31, 2013 Quarterly Construction Status Report – Comments/Questions*, reporting the December 31, 2013 report was issued and the March 31, 2014 should be issued within a week.

Mr. Ritter continued with agenda *Item # 6, Revised 2014 CMOC Meeting Schedule*, noting a date change for June.

Thomas Trutter, Associate Vice President for Campus Planning, Design and Construction, continued with agenda *Item # 7, Update of Current Construction Project Progress*. Mr. Trutter provided an update of the BioScience Connecticut projects. He reported the construction work force continues to grow as work on the hospital tower, outpatient pavilion, and lab building progresses. Through the end of February, over 1950 workers have been on site. Connecticut companies comprise 80% of the contracts. Small business participation exceeds the statutory 25% requirement. Minority, women, and disadvantaged businesses continue to track well at 25%, exceeding the requirement of 6.25%. Mr. Trutter obtained information from the Jobs Funnel program and reported Union placements from January of 2012 through March of 2014 were 176 members served.

Mr. Trutter noted the tough winter caused some delays in the hospital tower and outpatient pavilion projects. He expects both projects to be back on track in May. A significant milestone was reached in the lab building project where two floors of lab space were turned over to research staff. This is the first programmatic space turned over as part of BioScience Connecticut. The next phase of this project will be to move people to swing space to allow construction to continue. The roadway improvement project will begin at the end of April. Planning work for the academic building, clinic building, and project two of the incubator lab at the Cell and Genome Sciences building is on schedule.

Mr. Trutter updated the committee on the Owner Controlled Insurance Program (OCIP) noting the program continues to run proforma and track costs relative to what was projected. The program is running below estimates in terms of claims filed on the job.

Ms. Cruickshank continued with *Item #7* as related to the *Storrs Campus Next Generation CT*. Ms. Cruickshank reported projects in construction include the Basketball Development Center (estimated to finish in June); lab renovation; core campus deferred maintenance; replacement and repair of walkways; and code remediation projects.

Ms. Cruickshank reported projects in design include the Engineering and Sciences building; the Innovation Partnership building; Monteith renovation due to complete in 2016; the Hartford Campus; the Putnam Refectory; multiple utility projects; steam line repair; North Eagleville road infrastructure; sewer line replacement; Storrs road pump stations; and water system upgrade. Ms. Cruickshank added projects in planning include the Fine Arts Production Facility and envelope repair.

Robert Corbett, Regional Project Director and Director of Development for the University, provided an update on the Stem Residence project. Mr. Corbett noted this project is proceeding as a Design Build and the target completion date is the fall of 2016. Mr. Corbett provided information on the schedule, permitting and budget. Mr. Corbett presented proposed designs for the Residence. He reported the project has an aggressive 24 month design and build time table. Construction is scheduled to start in the late fall.

Mr. Patel inquired if the utility infrastructure will be included in the Design Build or separate. Mr. Corbett responded the utility infrastructure will be a stand-alone utility plant built as part of the Design Build package.

Mr. Ritter inquired as to the status of the Recreation Center project. Ms. Cruickshank responded it is linked to the Master Plan work which is actively in process. Initial ideas are expected this summer after which, an architect can be engaged for preliminary plans.

A committee member inquired whether any thought has occurred to moving the observatory from the Physics Building to the top of the Stem Residence Hall. Ms. Cruickshank responded there are no plans to move the observatory currently. Since the schedule for the Residence Hall is aggressive she is unsure if this request can be added, but she will review the request.

Chairman Ritter adjourned the CMOC meeting at 10:55 a.m.

Respectfully submitted,

Terri Lessard  
Temporary University Specialist  
Department of Construction Assurance