The meeting was called to order at 4:02 p.m.

There were present:

**Committee Members:**
- Hon. Freida D. Foster, Chair
- Hon. Brian D. Obergfell, Vice Chair
- Hon. Wellington Z. Chen
- Prof. Jay Weiser, faculty member
- Mr. Donavan Borington, student member

**Ex-officio:**
- Hon. Benno Schmidt

**Trustee Staff:**
- Senior Vice Chancellor and Secretary of the Board Jay Hershenson
- General Counsel and Senior Vice Chancellor Frederick P. Schaffer
- Ms. Towanda Lewis
- Ms. Fenella Ramsami
- Mr. Anthony Vargas

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Cal. No. DISPOSITION

The agenda items were considered and acted upon in the following order:

**I. ACTION ITEMS:**

A. **APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 2, 2015.** The minutes were unanimously approved as submitted.

B. **POLICY CALENDAR**

   1. **The City University of New York – Architectural Design Services Requirements Contracts.** Vice Chancellor Judy Bergtraum stated that this is a resolution to request that the City University Construction Fund execute a new round of approximately thirty new requirements contracts to be used on an as-needed basis in an effort to streamline operations for increased efficiency. Designed for contracts that are $15 million or smaller, it is used for architectural, building envelopes, historic preservation, and landscaping purposes. Each contract is not to be above $5 million, has a three-year term, and a three-year renewal. In the past three years, the University awarded forty architectural design contracts, with an average cost of about $300,000, and an average time savings of about four to five months, per contract.

   2. **Baruch College – Lease Renewal Park Avenue South.** Vice Chancellor Bergtraum stated that this resolution is for a lease approval for the site that houses the Baruch College Daycare Center since 2001. The current lease expires on June 30, 2016. The proposed lease renewal will be for five years. The current rate is about $53. The renewal rate is $74. This is a very big jump in cost. But if you look at where the location is, it reflects the dramatic rise of
commercial rents in the Midtown section of Manhattan. Renewing this lease is a priority because the daycare center is specialized and finding another site for this would be very difficult around this neighborhood. The landlord provides full services to the daycare center, including cleaning and HVAC.

3. Borough of Manhattan Community College – Building-wide HVAC and Controls Project (PlaNYC). Vice Chancellor Judy Bergrtraum stated that this resolution is for a building-wide HVAC control system to be performed under the Dormitory Authority of the State of New York (DASNY) energy contract program from PlaNYC. This project will consist of the replacement of two chillers, air handlers, chilled water treatment, upgrades to the cooling system, and cooling towers. The design was completed this year by Genesys Engineering, P.C. and issued for bidding. The estimated duration of construction is 27 months. When the project is completed, it is expected to reduce the College’s energy costs by $1 million annually.

4. Hostos Community College – Savoy Manor Roof Replacement. Vice Chancellor Bergtraum stated that this resolution is for the Savoy Manor roof replacement. This building is located on the Grand Concourse, and it has a lot of administrative offices. It is 17,000 square feet. The existing roof is 20-years old, which is way past its life expectancy, and there are quite a few leaks. The new roof, which is going to be a green roof planted with sedum, will be very low maintenance, requiring little water, and no mowing or trimming. Green roofs also provide added insulation to a building and help lower water-running instead of storm systems.

5. Queens College and School of Professional Studies – Renewal of Lease at 25 West 43rd Street. Vice Chancellor Bergrtraum stated that this resolution is for another lease renewal, at West 43rd Street for about 59,000 square feet. The University has been a tenant there since 1985. The space presently has classrooms and offices for the Murphy Institute, the Calandra Institute, and Women and Work Center/Queens College. The current lease ends in March 2016. After an extensive search for a similar space in the area, this is the best value for CUNY because the cost of leasing in this area keeps going up. Starting rent will be $56.50 per square feet, and the landlord is also going to provide a contribution of $1.8 million for additional improvements that are recommended by the University. The current installation is in good condition, and renewing this lease will save CUNY the cost of recreating a large classroom installation. The landlord will continue to provide cleaning and interior repairs.

6. Graduate School of Journalism – Lease of Space at 230 West 41st Street. Vice Chancellor Bergtraum stated that this resolution is for a lease for approximately 8,000 rentable square feet on the 13th floor at 230 West 41st Street—the Research Foundation building. The CUNY Graduate School of Journalism has been a tenant on the third and fourth floors. The School is in need of additional administrative space. The University has an agreement with the Research Foundation to lease the entire 13th floor of this building, which is 8,000 square feet. The School will fund the rent and tenant improvements for the lease from a nontax levy source. The lease will be for a ten-year term with a tenant’s cancellation option after three years.

In response to a question from Committee Chair Freida Foster on I.B.1, Vice Chancellor Bergtraum noted that these architectural design services requirements contracts are used all over the University—library renovation and expansion at LaGuardia Community College; multiple lecture hall upgrades at Brooklyn College—and they have been very helpful by reducing time and costs on every project. Most of the time, these projects are undertaken in buildings that students are using. So in order to do some of these things, there has to be lots
of movement, as areas are closed off. So the shorter the time period the better for CUNY, and these contracts have helped.

In response to another question from Committee Chair Foster on I.B.2, Vice Chancellor Bergtraum noted that CUNY had its broker, Newmark Associates, review the increased cost per square footage, because it is astronomical. However, it is on par with leasing costs in that area. Baruch College needs to have a childcare center. Childcare center regulations issued by the Health Department are pretty stringent, so the cost to move this somewhere else would be significant.

In response to another question from Committee Chair Foster, CUNY Graduate School of Journalism Dean Sarah Bartlett—invited to comment by Vice Chancellor Bergtraum—noted that the school has run out of space, but it has a lot of new initiatives, and several of them will go up to the new floor. One of them is a new professional development initiative where the school will be training mid-career journalists who work in the city and who need help with social media, web video, and audio podcasting, whereby classes will be conducted evenings and weekends. Also, the school needs to use the big event space on this floor as it hosts a lot of events for the journalism community in New York City. Finally, the Tow-Knight Center for Entrepreneurial Journalism, which will work very closely with the professional development initiative, will be located there as well. The school hopes to train undergraduate journalism faculty from across the University in social media, creating web videos, learning how to create podcasts, doing data journalism and data visualization—a lot of which are in great demand right now. Alums will be able to take advantage of it as well.

In response to a question from Prof. Jay Weiser on I.B.3, Vice Chancellor Bergtraum noted that for any specific project, some consultants perform better than others. But the process was changed this time around as the last cycle was the first time for CUNY. But as far as performance, it really depends upon the project.

At Vice Chancellor Bergtraum’s request, Executive Director of Department of Design and Construction Robert Lemieux stated that during the last cycle the University wanted architects to identify themselves as being specialists in one of four or five different categories. This time, a committee consisting of architects working for the University, looked for a firm’s general approach to architecture or engineering and projects that they had previously worked on. Committee members ranked each of the proposals. More and more projects are now handled by the University, which uses consultant contracts by identifying three or four firms whose experience is appropriate for a specific project. A firm is selected based on the technical proposal submitted, followed by a negotiation of their fees. The process works very well, and saves CUNY a lot of time and money. It is also used for engineering and inspection services.

In response to another question from Prof. Weiser on I.B.2, Vice Chancellor Bergtraum stated that having a five-year lease is a rarity, but CUNY is dealing with a reluctant landlord. Leasing space that satisfies Health Department regulations is not like getting classroom space. There are myriad rules for children of different age groups. Finding a new space for the Baruch College Daycare Center after this new lease expires will be challenging.

Following discussion, items I.B.1 through I.B.6 were approved for submission to the Board.

The meeting was adjourned at 4:26 p.m.