



OFFICE OF THE BOARD OF TRUSTEES

## Public Meeting Notice

December 17, 2021

TO: Southern Oregon University Board of Trustees  
FROM: Sabrina Prud'homme, University Board Secretary  
RE: Notice of Special Meeting of the Board of Trustees

The Board of Trustees of Southern Oregon University will hold a special meeting on the date and at the online location set forth below.

Topics of the meeting will include discussion and action on an expenditure request for architecture-engineering services for SOU's Central Hall capital project, and an announcement of the board's future meetings.

The meeting will occur as follows:

December 21, 2021

12:00 p.m. to 12:30 p.m. (or until business concludes)

Visit [governance.sou.edu](https://governance.sou.edu) for meeting materials.

To view the meeting proceedings, visit <https://sou.zoom.us/j/84394575481> at the time of the meeting.

If special accommodations are required please contact Pamela Tomac at (541) 552-8055 at least 48 hours in advance of the meeting.

## Public Comments

Members of the public who wish to provide public comments for the meeting are invited to submit their comments in writing or to sign up in advance to speak at the meeting. Please send written public comments or sign up through the Board of Trustees email address, [trustees@sou.edu](mailto:trustees@sou.edu), at least 24 hours in advance of the meeting. When signing up, commenters should include their name, email address, phone number, relationship to SOU, and subject of the public comments. Public comments also may be sent to the board via postal mail addressed to SOU Board of Trustees, 1250 Siskiyou Blvd., Ashland, OR 97520, or hand delivered to Churchill Hall, Room 107, at this address.



**Board of Trustees Meeting  
December 21, 2021**



# Call to Order / Roll / Declaration of a Quorum



**Board of Trustees Special Meeting**

**Tuesday, December 21, 2021**  
**12:00-12:30 p.m. (or until business concludes)**  
<https://sou.zoom.us/j/84394575481>

**AGENDA**

Persons wishing to provide public comment shall do so in writing or sign up at [trustees@sou.edu](mailto:trustees@sou.edu) at least 24-hours in advance of the meeting.

- |         |          |   |  |
|---------|----------|---|--|
|         | <b>1</b> | <b>Call to Order/Roll/Declaration of a Quorum</b>   | Board Chair, Daniel Santos   |
|         | 1.1      | Welcome and Opening Remarks   |  |
|         | 1.2      | Roll and Declaration of a Quorum  | Sabrina Prud'homme, SOU, Board Secretary   |
|         | 1.3      | Agenda Review   | Chair Santos   |
|         | <b>2</b> | <b>Public Comment</b>   |  |
|         | <b>3</b> | <b>Action, Information and Discussion Items</b>   |  |
| 25 min. | 3.1      | Expenditure Request for Architecture-Engineering Services for Central Hall Capital Project (Action) | Greg Perkinson, SOU, Vice President for Finance and Administration; Jason Catz, SOU, General Counsel |
|         | 3.2      | Future Meetings   | Chair Santos   |
|         | <b>4</b> | <b>Adjournment</b>  | Chair Santos   |

# Public Comment

**Expenditure Request for  
Architecture-Engineering Services  
for Central Hall Capital Project  
(Action)**

**Central Hall Project**  
**Situation, Background, Alternatives and Request**  
**December 2021**

**Situation:**

- The State of Oregon has sold XI-Q (state funded) bonds totaling \$6M for Central Hall.
- Construction priorities are hazardous materials abatement, a seismic upgrade, new life-safety systems, new mechanical, electrical and plumbing systems, correction of sagging floors, and correction of water intrusion problems at the basement level.
- A Request for Proposals (RFP) for Architect-Engineering (A-E) services was issued in Nov 2021. The cost of the A-E contract can and will be funded with the Q-series bonds. Three A-E firms submitted proposals.
- The SOU evaluation committee selected KSW Architects (Ashland, OR) to design the project. **The cost is \$579,500 plus reimbursable expenses and additional services.**
- Because the cost exceeds CFO signature authority, the A-E contract requires board approval.

Project Funding

- \$7M in funding was requested in the 2015-17 biennium.
- \$6M was authorized by the legislature 2019; bonds have already been sold.

Next Steps and Path Forward

- After design completion, contract documents will go out for bid. The value of these bids will require future board approval (in mid-to-late summer, 2022).
  - The board could proactively approve construction funding (e.g., \$8M maximum authority, using the remaining Q-series bonds for the project and “Deferred Maintenance” Q-series bond funds) to avoid having to call a special meeting later.
- After Phase 1 is complete, the conceptual design for phase 2 (remaining work) will determine the funding approach related to subsequent work. Reminder: the source of funds is not E&G and does not affect the budget the board approved. This is capital projects funding that can only be used for that purpose.
- Design development and construction for phase 2 will be assessed after phase 1 (construction) has been determined (circa fall 2022).

**Background:**

The Building

- Central Hall was constructed in 1950 as the new campus library and a general classroom/office building.

## **Situation, Background, Alternatives and Request (Continued)**

- 42,000 GSF on three floors.
- In 1967, a new library was constructed at the current Hannon Library location.
- Central Hall was remodeled in 1967-68 into classrooms and offices; the floor plan remains substantially unchanged since 1968.
- New HVAC systems were installed in 1967-68. All of the mechanical, electrical and, plumbing systems are 1968 or older. All systems require complete replacement

### **Alternatives:**

The preferred alternative is to approve the A-E contract. If the contract is not approved, design development and the delivery of construction documents cannot occur.

### **Request:**

Does the board approve the expenditure of up to \$599,000, inclusive of reimbursables and additional services, to satisfy the Central Hall Architect-Engineering contract, which was competitively bid, in accordance with SOU's procurement policies?

# Future Meetings

# Adjournment