

University of Southern Indiana Board of Trustees

FINANCE COMMITTEE AGENDA

November 15, 1993

- A. Update on progress of the Health Professions Building
 - 1. Construction
 - a. Completion schedule
 - b. Change order for the roof
 - 2. Finance

- B. Discussion items
 - 1. Proposal to transfer student housing units from Southern Indiana Higher Education, Inc. to the University
 - 2. Health Plan rate changes
 - 3. New Harmony and Young Abe Lincoln theatre finances
 - 4. Selection of an architect for the University center addition
 - 5. Proposed license to construct a sewer line

90127
University of Southern Indiana
The Health Professions Building

SUMMARY OF CHANGE ORDERS

I. GENERAL AND EQUIPMENT CONSTRUCTION

CONTRACTOR: Peyronnin Construction Company, Inc.

<u>NO.</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
CO #GE-5	Item No. 1 - Provide vented detail at transition between metal and rubber roof for better roof ventilation.	\$ 2,785
	Item No. 2 - Provide vented detail for metal roofing at gutter locations for better roof ventilation.	\$ 2,090
	Item No. 3 - Provide heavy-duty composite vapor barrier under metal roofing for better protection.	\$ 21,648
	Item No. 4 - Delete the recovery board beneath the metal roofing.	(\$ 3,600)
	Item No. 5 - Provide heavy-duty ice dam material at metal roofing for extra protection.	\$ 1,605
	Item No. 6 - Revise metal louver detail at mechanical penthouse.	\$ 621
	Item No. 7 - Provide concrete work for the cooling tower supports.	\$ 2,677

The contract sum is increased by this change order in the total amount of \$27,826.

REPORT OF CONSTRUCTION CONTRACTS
Health Professions Building
As Of October 31, 1993

DESCRIPTION	GENERAL & EQUIPMENT CONTRACT (Reynolds)	MECHANICAL CONTRACT (Goedde)	ELECTRICAL CONTRACT (Sterling)	ELECTRICAL PWR PLT TUNNEL CONTRACT (Process Chem)	TEMP CONTROLS CONTRACT (Johnson)	TESTING BALANCING CONTRACT (Thermal Bal)	TOTALS
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Project Amount

Allocations:
 Original Contract Amount \$7,352,500
 Negotiated Reduction (244,700)
 Change Orders Approved 455,008
 Current Contract Amount \$7,562,808

	\$3,207,200	\$1,438,116	\$210,000	\$320,705	\$27,830	\$12,556,351	
	<u>77,500</u>	<u>23,291</u>	<u>0</u>	<u>482</u>	<u>400</u>	(244,700)	
	\$3,284,700	\$1,461,407	\$210,000	\$321,187	\$28,230	<u>556,681</u>	
Less Total Contract Expenses	<u>3,191,101</u>	<u>1,656,082</u>	<u>136,020</u>	<u>58,550</u>	<u>52,325</u>	<u>696</u>	
Remaininng Balance of Contracts	<u>\$4,371,707</u>	<u>\$1,628,618</u>	<u>\$1,325,387</u>	<u>\$151,450</u>	<u>\$268,862</u>	<u>\$27,534</u>	<u>\$7,773,558</u>

REPORT OF CONSTRUCTION ACCOUNTS

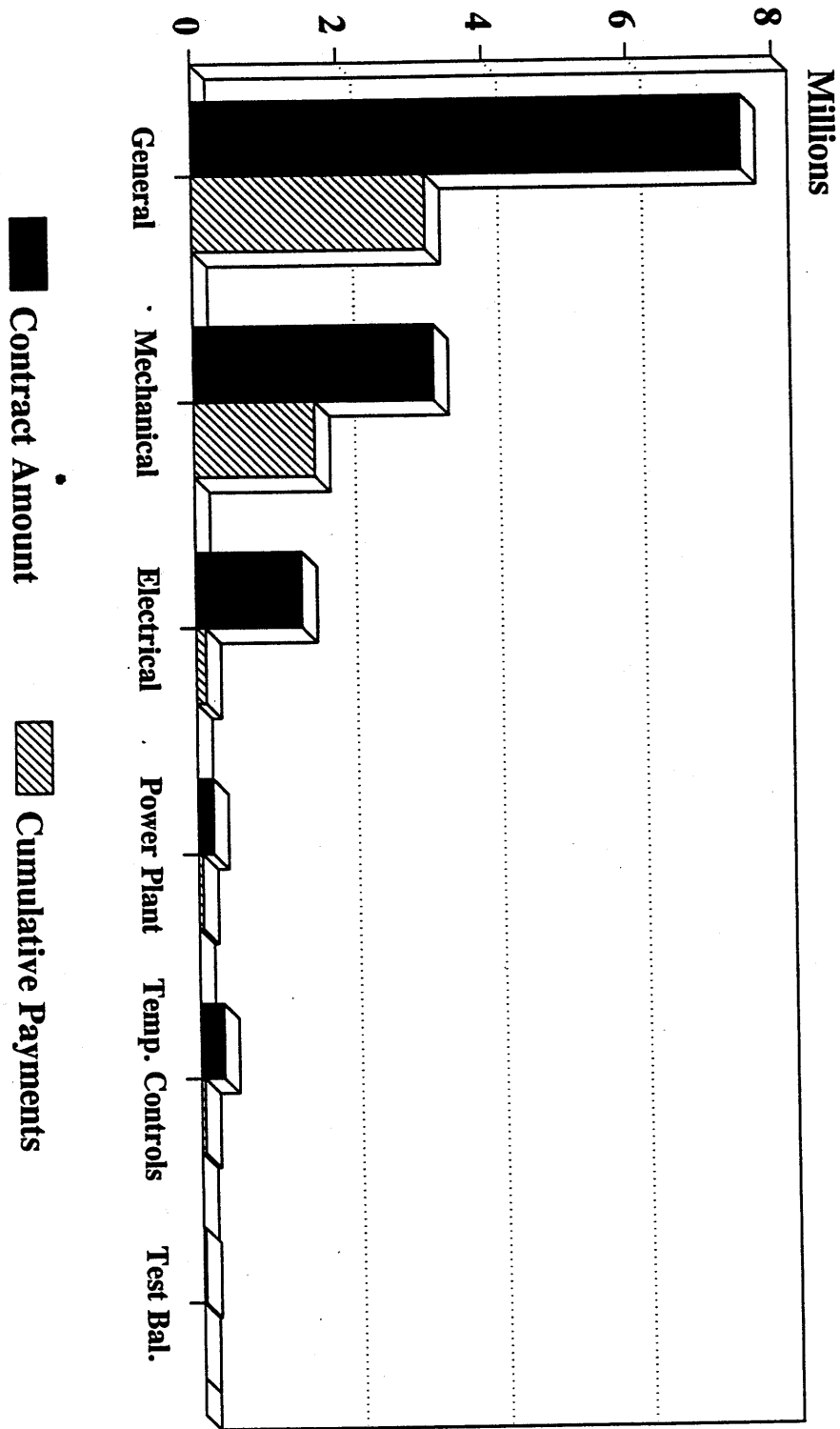
Health Professions Building

As Of October 31, 1993

DESCRIPTION	PROJECT AMOUNT	6-61041 GENERAL & EQUIPMENT CONTRACT (Payroll)	6-61043 MECHANICAL CONTRACT (Gardes)	6-61044 ELECTRICAL CONTRACT (Sinking)	6-61042 ARCHITECT CONTRACT & EXPENSES	6-61045 ELECTRICAL PWR PLT TUNNEL CONTRACT (Process Chem)	6-61046 TEMP CONTROLS CONTRACT (Invent)	6-61047 TESTING BALANCING CONTRACT (Thermal Bal)	6-61040 OTHER EXPENSES	6-61048 EQUIPMENT	TOTALS
Project Amount	14,540,000										
Allocations:											
Original Contract Budgets	(14,030,102)	7,352,500	3,207,200	1,438,118	773,751	210,000	320,705	27,830	0	700,000	14,030,102
Change Orders To Original Contract	244,700	(244,700)									(244,700)
Change Orders	(58,881)	455,008	77,500	23,291			482	400			58,881
Current Contract Amount		7,562,808	3,284,700	1,461,407	773,751	210,000	321,187	28,230	0	700,000	14,342,083
Current Encumbrances		0	0	0	0	0	0	0	0	0	0
Less Total Contract Expenses		3,191,101	1,856,082	138,020	727,895	58,350	52,325	898	0	208,952	5,822,489
Less Total Contingency Fund	(14,1028)										
Remaining Balance of Contracts		4,371,707	1,628,618	1,325,387	48,056	151,450	288,862	27,534	0	493,048	8,312,862
Balance In Excess Of Contract Budget		0	0	0	0	0	0	0	0	0	0
Budget For Other Expenses		0	0	0	0	0	0	0	0	0	0
Less: Other Expense - To - Date		(58,889)	0	0	(8,232)	0	0	0	0	0	(58,889)
Budget Balance Other Expenses		0	0	0	(8,232)	0	0	0	0	0	(8,232)
Budget Transfer Required		0	0	0	0	0	0	0	0	0	0
Project Balance Available		0	0	0	(8,232)	0	0	0	0	0	(8,232)
Subsidiary Budget Available		0	0	0	(8,232)	0	0	0	0	0	(8,232)
Total Project Expenses - To - Date		3,191,101	1,856,082	138,020	733,927	59,550	52,325	898	0	50,856	5,879,357

Prepared By Michael Whipple
 Nov 9, 1993
 X 1700

USI Health Professions Building Construction Contracts



October 31, 1993

Date: November 8, 1993
To: President David L. Rice
The Administrative Council
From: James R. Blevins
Subject: The New Harmony Theatre

The planning of the 1994 season at The New Harmony Theatre has been a long and tedious process. We began by trying to understand the reasons for the 1993 losses. While we were able to operate within the guidelines of the budget, a result, I think, of good and careful management, we failed to generate the box office income which we had projected. We had a good product this summer, one which all of us should be proud of, but apparently our season was not entirely appealing to our audience.

I believe if we are to honor our mandate to develop educational and cultural opportunities as well as tourism in our region and in New Harmony in particular we have to be in business at times other than weekends. The notion, which I keep hearing, that playing in both Murphy and Thrall's and expanding to five performances per week put us in competition with ourselves and dispersed our audience, makes no sense to me since our total attendance for the season decreased significantly. Nevertheless, we probably need to consider the possibility that we attempted to grow too fast.

In planning for the future, I have insisted that we define our product and our mission more carefully. As a university, we are not justified in merely entertaining; we must enlighten, enlarge, inspire. At the same time, we fail if we do not engage our audience. Noting that we have been more successful with American plays than imports and with established playwrights rather than new ones, we will produce only plays by American playwrights who were successful within the lifetime of the playwright with whom we have been most successful, Tennessee Williams (1911-1981). We have agreed to promote ourselves as *The American Masters Festival*.

We propose for next year a four play rather than a five play season and shortening the season by one week, cutting out the Wednesday evening performances and playing Thursdays through Sundays. We will save about \$7,600.00 by giving up our professional contract with Actors' Equity which last season stipulated that at least 60% of our actors be union members and signing instead a guest-artist contract which calls for higher individual salaries but which allows us to use a small number of union actors. We will engage a good many local people, thus reducing salaries and benefits, and in some cases, eliminating some travel and housing expenses.

Our projected box office income is based on eliminating the four-for-two University employee season ticket and raising all price categories by \$2.00 except the Red Geranium package.

This is to request funding of the four-play budget with the understanding that any income above that which is anticipated will be applied to reducing the university's commitment.

The following is the proposed season:

Murphy Auditorium

7:30 Thursdays

8:00 Fridays

8:00 Saturdays

2:00 Sundays

June 17 - July 9 - William Inge, Picnic (14 performances)

July 15 - July 30 - Garson Kavin, Born Yesterday (11 performances)

August 5 - August 20 - Tennessee Williams, Suddenly Last Summer (10 performances)

Thrall's Opera House

7:30 Thursdays

8:00 Fridays

4:00 Saturdays

8:00 Saturdays

5:00 Sundays

July 1 - July 31 - The Fantastics (24 performances)

This is probably the most endearing and enduring American musical ever written, and it has not been performed locally in the last ten years or so. The Fantastics appeals to children as well as adults, and therefore we have included the 4:00 and 5:00 performances on weekends. Additional performances once a play is built and rehearsed are minimal.

YOUNG ABE LINCOLN/BIG RIVER
1993 SEASON
REVENUE AND EXPENSE STATEMENT
FOR THE PERIOD ENDING 10/31/93

REVENUE

DNR Grant	\$200,000.00
Toursim Grant	\$25,827.00
Drama Admissions	\$124,833.00
Railsplitter Dinner	\$23,446.00
Concessions	\$15,326.00
Programs	\$5,112.00
Miscellaneous Income	\$8,932.00
TOTAL REVENUE	<u>\$403,476.00</u>

EXPENDITURES

Personal Services	\$165,261.00
Supplies and Services	\$291,461.00
Repairs and Maintenance	\$1,060.00
TOTAL EXPENDITURES	<u>\$457,782.00</u>

NET LOSS (\$54,306.00)

YOUNG ABE LINCOLN/BIG RIVER
1994 SEASON
REVENUE AND EXPENSE BUDGET

REVENUE

DNR Grant	\$200,000.00
Drama Admissions	\$135,928.00
Railsplitter Dinner	\$24,000.00
Concessions	\$16,500.00
Programs	\$6,000.00
Miscellaneous Income	\$7,000.00
University Support	\$25,000.00
TOTAL REVENUE	<u>\$414,428.00</u>

EXPENDITURES

Personal Services	\$145,100.00
Supplies and Services	\$268,828.00
Repairs and Maintenance	\$500.00
TOTAL EXPENDITURES	<u>\$414,428.00</u>

NEW HARMONY THEATRE
1993 SEASON
REVENUE AND EXPENSE STATEMENT
FOR THE PERIOD ENDING 10/31/93

REVENUE

Drama Admissions	\$65,316.00
USI Foundation	\$44,500.00
Miscellaneous Income	\$8,406.00
TOTAL REVENUE	<u><u>\$118,222.00</u></u>

EXPENDITURES

Personal Services	\$119,320.00
Supplies and Services	\$113,026.00
TOTAL EXPENDITURES	<u><u>\$232,346.00</u></u>

NET LOSS FROM OPERATIONS **(\$114,124.00)**

Less: Established Funding	
General University Funds	\$25,000.00
Dr. Reid/Academic Affairs	\$25,000.00
	<u>\$50,000.00</u>

BALANCE (\$64,124.00)

NEW HARMONY THEATRE 1994
BUDGET PROJECTION

REVENUE

Drama Admissions Revenue	\$82,400
Fund Raising Goal	\$29,500
Blaffer Trust	\$15,000
Program Advertising	\$7,000
Concessions	\$1,000
Funding From University	\$71,881
TOTAL REVENUE	\$206,781

EXPENSES

Salaries and Wages	\$106,648
FICA	\$8,160
Royalties	\$10,000
Travel – In State	\$12,000
Travel – Out of State	\$3,000
Postage	\$1,300
Telephone – General	\$1,000
Telephone – Long Distance	\$2,500
Printing	\$12,500
Laundry	\$1,000
Advertising	\$3,000
Concessions	\$700
Trash Removal	\$1,500
Memberships	\$43
Office Supplies	\$2,000
Facilities Rental	\$6,000
Costumes	\$6,500
Sets	\$13,500
Props	\$3,000
Lighting	\$1,750
Sound	\$600
Equity Benefits	\$3,580
State Management Expenses	\$500
First Aid Expenses	\$500
Administrative Expense Allocation	\$5,500
TOTAL EXPENSES	\$206,781

**QUESTIONNAIRE FOR ARCHITECT
UNIVERSITY CENTER BUILDING ADDITION PROJECT
AT
UNIVERSITY OF SOUTHERN INDIANA**

PURPOSE: This questionnaire is to be used in an initial evaluation to select architects for the planning, design, engineering, and construction phase services on the captioned above.

INSTRUCTIONS: The questionnaire is applicable to this project only and is to be submitted, along with any additional information deemed pertinent, on or before December 10, 1993 to:

Richard W. Schmidt
Vice President for Business Affairs
University of Southern Indiana
8600 University Boulevard
Evansville, Indiana 47712

1. FIRM NAME/BUSINESS ADDRESS:

2. TELEPHONE NUMBER:

3. OWNERSHIP

Parent Company _____ Branch Office _____
Corporation _____ Partnership _____
Individual _____ Other (Explain) _____

4. State the year in which the firm was established:

5. Name/Title/Telephone Number of Contact Person:

6. Liability Insurance:

\$100,000 - \$ 500,000 _____
\$500,000 - \$1,000,000 _____
Over \$1,000,000 . . . _____

7. Current number of personnel by discipline:

Architects (registered)	_____	Graduate Engineers	_____
Engineers (registered)	_____	Construction Supt.	_____
Landscape Architects (registered)	_____	Specification Writers	_____
		Construction Managers	_____

QUESTIONNAIRE FOR ARCHITECT (continued)

Designers	_____	Support Staff	_____
Draftspersons	_____	(secretarial, etc)	_____
Interior Designers	_____	Other	_____
TOTAL STAFF		_____	

NOTE: Personnel may be listed in more than one of the above classifications; however, please clarify so there is no misunderstanding relative to the total. If submittal is by association with another firm, list personnel separately for each firm.

8. If submittal is be association with another firm, please outline specific areas of responsibility (including administrative, technical and financial) for each firm:

9. Services Provided:

	Within Firm	By Consultant		Within Firm	By Consultant
Architectural	_____	_____	Landscape Arch.	_____	_____
Civil Engineer	_____	_____	Interior Design	_____	_____
Electrical Engr.	_____	_____	Cost Estimating	_____	_____
Mechanical Engr.	_____	_____	Constr. Mgmt.	_____	_____
			Other (specify):	_____	_____
				_____	_____

Identify frequently used consultants:

QUESTIONNAIRE FOR ARCHITECT (continued)

10. Please provide the following information about the top people in your organization:

- a). Educational background (institutions, dates attended and degree awarded)
- b). Total length of professional experience

11. For the years listed, please indicate the number and total dollar amount of educational facilities you have designed and for which you have provided observation of construction.

YEAR	NUMBER OF PROJECTS	TOTAL DOLLAR VALUE
1988		
1989		
1990		
1991		
1992		
1993		
TOTALS	_____	_____

12. For the years listed, please indicate the number and total dollar amount of non-educational facilities you have designed and for which you have provided observation of construction.

YEAR	NUMBER OF PROJECTS	TOTAL DOLLAR VALUE
1988		
1989		
1990		
1991		
1992		
1993		
TOTALS	_____	_____

QUESTIONNAIRE FOR ARCHITECT (continued)

13. For the years listed, please indicate the number and total dollar amount of student union/student service facilities you have designed and for which you have provided observation of construction.

YEAR	NUMBER OF PROJECTS	TOTAL DOLLAR VALUE
1988		
1989		
1990		
1991		
1992		
1993		
TOTALS	_____	_____

14. Submit a list of all education facilities your firm currently has in progress and the stage of each. Indicate the following information for each:

- a) Kind of facility
- b) Location of project
- c) Estimated cost of project
- d) Stage of project
- e) Client's representative and telephone number

15. Submit the number of non-educational facilities and the total estimated construction cost of all projects your firm has in the various stages of progress.

<u>STAGE</u>	<u>NUMBER</u>	<u>ESTIMATED TOTAL COST</u>
Schematic Design	_____	_____
Design	_____	_____
Construction	_____	_____

16. What has been the bid spread on the last five projects you have bid? Please list project name, date bid, low bid and firm, high bid and firm, and number of bidders.

QUESTIONNAIRE FOR ARCHITECT (continued)

17. For your last five (5) education facilities, provide the following:

PROJECT	OWNER'S INITIAL BUDGET	TOTAL PROJECT COST	DATE OF BID
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18. Describe some of the exceptional educational features found in your educational facilities.

19. Describe the exceptional features of the student union/student services buildings your firm has designed.

20. What cost control methods do you use and how do you establish your cost estimates?

QUESTIONNAIRE FOR ARCHITECT (continued)

21. Please explain your firm's method for observation of construction under basic agreement with the owner. Specifically, answer the following questions:
- 1) State the number of visits per week during construction your firm will be at the site. What be the average length of time for each visit?
 - 2) Who will be your firm's representative for observation of construction? What are his'/her's credentials/experience, title and duties with your firm?
 - 3) What are the responsibilities of your representative for observation of construction?
 - 4) What authority does your representative for observation of construction have for interpretation of documents, revision of details, and resolving problems?
22. Please explain alternative methods or techniques, such as full-time on site representation, your firm has successfully used on other projects. Explain contract and fee arrangements for the alternative methods.

QUESTIONNAIRE FOR ARCHITECT (continued)

23. List five (5) general construction firms with which your organization has worked:

<u>FIRM</u>	<u>PROJECT</u>	<u>CONTACT</u>	<u>DATE</u>
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24. Would your firm be interested in performing the design work if the owner contracted with a construction management firm for this project?

25. List the construction management firm(s) your organization has previously worked with:

<u>FIRM</u>	<u>PROJECT</u>	<u>CONTACT</u>	<u>DATE</u>
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26. Please list the persons who will be responsible for the architectural, electrical, mechanical, and structural design on this project if you are selected to perform these services.

QUESTIONNAIRE FOR ARCHITECT (continued)

27. Please list the person(s) responsible for the overall project and who we would be working with. What will this person's responsibilities entail?

28. What is your proposed fee arrangement for professional services for this project?

We, the undersigned, understand that the above document becomes part of any agreement subsequently made with the Owner, and we attest, to the best of our knowledge, to its accuracy.

DATE

FIRM NAME

ADDRESS

CITY

STATE

SIGNATURE OF FIRM REPRESENTATIVE