

**Administrative Council Meeting Minutes**  
**Wednesday, February 10, 2016**  
**Alumni Room**  
**9:30 - 10:30**

**Attendees:** Don Arpino, Jamie Costello, Maureen Keefe, Kathy Keenan, Patrick O'Connor, Marjorie O'Malley, Paul Paturzo, Bob Perry, Ernie Plowman, Kate, Russell, Susana Segat, Dan Serig, Mercedes Sherrod-Evans, Anne Marie Stein, and Ken Strickland

The minutes from the January 27, 2016 meeting were approved.

Discussion on the Book "Waking Up White" (Mercedes Sherrod-Evans)

Mercedes is coordinating a consultant to facilitate a future discussion on the book. Once she has a date set, we will add it to the agenda.

Smith Hall Renovation (Bob Perry)

The Board of Trustees Administration and Finance Committee met last week and approved bringing the renovation of the first floor of Smith Hall forward for a vote by the full Board of Trustees at their next meeting on Tuesday, February 16<sup>th</sup>. The project will be financed through the Massachusetts State College Building Authority (MSCBA). The renovation will update the electrical system, increase security and transform the common area, so that it can be more efficiently used. Construction will start in June and will impact Artward Bound, who will be temporarily relocated.

Accelerated Energy Project (Bob Perry)

(Handout Attached)

By partnering with DCAMM, this project will upgrade the electrical infrastructure on campus to make the college's energy use more sustainable, resulting in 90% of the college's energy use being "off the grid". In addition to being "greener", this project will ensure a more reliable energy source and avoid an emergency situation such as an area power outage. Improvements include the installation of a wind turbine, new lighting controls, such as motion detected and timed switches, light bulb replacements, and HVAC efficiencies. Every building on campus will be affected. Construction will begin in the late summer/early fall and last for approximately a year and a half.

The college is looking into ways to inform the community about this project and give it greater visibility, especially among students. We would like to tie it into the Sustainability Incubator and Howie LaRosee is looking into whether certain aspects of the project could provide a learning environment for students and classes.

## Announcements

- Paine Scholarship Award Reception (Marjorie O'Malley)  
Several administrators attended the reception for the Stephen D. Paine Scholarship winners last night held at Suffolk University's Atrium Gallery. This year, five out of six of the recipients were MassArt students. The Boston Art Dealers Association awards the scholarship annually, and it was very exciting to see MassArt so well represented.
- Primark Reception (Ken Strickland)  
There was a small reception in the Design and Media Center's Huntington Studio last night to celebrate two scholarships awarded by Primark. The department store funded and awarded a scholarship to a fashion student as well as a fashion internship in Dublin during the summer. Besides fashion, Primark is also making strong connections in the 3D department.
- NAAB Accreditation Review (Paul Paturzo)  
The NAAB accreditors will be on campus February 27<sup>th</sup> through March 2<sup>nd</sup>. The schedule is in the process of being finalized. The team will arrive in Boston on Saturday and visit the campus late Saturday afternoon. They will spend all day on Sunday visiting the department and then meet with administrators and students Monday through Wednesday.
- Events and the Spring Semester  
Mercedes Sherrod-Evans mentioned that the Adderley Lecture will be on Thursday, February 25<sup>th</sup>, with guest lecturer Whifield Lovell.

Ernie Plowman mentioned that Artists-In-Residence Bread and Puppet will be on campus starting on Thursday through the 21<sup>st</sup>.

Anne Marie Stein mentioned that PCE's youth program XTreme Week will begin next week during February School Vacation Week.

Ken Strickland mentioned that President David Nelson will be on campus several times this spring semester before starting on June 1<sup>st</sup>. His first visit will be at the end of February during the NAAB accreditation visit. He will also be here during Spring Break and for MassArt's Annual Benefit Auction.

# Accelerated Energy Program



## **A program launched to accelerate the implementation of energy and water projects across the Commonwealth and help meet the goals of Executive Order 484.**

- What is the Accelerated Energy Program (AEP)?

The Commonwealth of Massachusetts manages more than 80 million square feet of buildings at hundreds of sites which annually consume more than 1 billion kilowatt hours of electricity, 22 million gallons of heating oil, and 46 million therms of natural gas, and create 1.1 million tons of greenhouse gas emissions per year.

The Accelerated Energy Program (“AEP”) was launched in January 2012 to accelerate the implementation of energy and water projects across the Commonwealth and help meet the goals of Executive Order 484. As part of the AEP, DCAMM, in coordination with the Department of Energy Resources and partner state agencies, will retrofit 700 sites encompassing thousands of buildings throughout the Commonwealth.

The AEP is a three-year initiative that will create sustainable job opportunities across the Commonwealth and save approximately \$43 million annually through the conservation of energy and water. The AEP will be executed in conjunction with other energy conservation and facility management initiatives across the Commonwealth and will provide access and opportunities for small, minority, and women-owned businesses.

### **What are some goals of the AEP?**

#### **The Goals of the three-year AEP include:**

- To expand the energy program to touch/green every site over three years while meeting long-term E.O. 484 targets.
- To communicate effectively with employees and the public in order to inform and encourage participation in the AEP.
- To ensure that the Commonwealth maintains its top national energy efficiency ranking (as cited by the American Council for an Energy Efficient Economy) through implementation of innovative and economical energy solutions.
- To employ continuous commissioning (a process that involves facility staff in regular review of equipment performance and calibration) to improve facility operation & maintenance.

- To create sustainable job opportunities across the Commonwealth as a result of this initiative.

**MassArt will agree to the following under this partnership:**

- The construction will be funded primarily with bond funds, through the “off-cap” Clean Energy Investment Program (CEIP). A description of the CEIP is attached. Currently, the CEIP investment is estimated at approximately \$7,322,792.
- DCAMM will apply \$2.2 million in “on-cap” bond authorizations to fund of the project that will primarily offset the capital costs of equipment replacement and deferred maintenance.
- DCAMM currently has budgeted for construction contingency costs using additional “on-cap” authorizations. The facility will not be obligated to fund contingency, unless it requests voluntary change orders during construction that are beyond the budget.
- The CEIP funding for the energy savings elements of the project will be repaid by MassArt, through the utility savings achieved by the investment. The payment term is typically 20 years because it maximizes the annual savings relative to the debt service payments; however, once we receive proposals and have a clearer sense of the actual project costs, the facility may explore alternative payment terms.
- The Scope of Work will need to fit into the estimated budget of \$10,976,047. If costs increase significantly, the team will need to investigate alternative funding sources or limit the scope of the project. If utility incentives are secured for this project, they will be assigned to DCAMM to reduce the CEIP funding.
- The Executive Office for Administration and Finance requires that the savings-to-cost ratio of the selected measures (as determined by the audit and proposal data) be a minimum of 1.1:1.
- During the Schematic Design phase, the Facility Advisor and the Project Team will continue to evaluate the feasibility of the CHP and Solar PV measures (ECMs 16.00 and 21.00). The total project budget will be adjusted according to the results of this analysis, and an updated Commitment Letter Request will be sent to MassArt.
- Moving forward, MassArt will be required to support the schematic design, RFP development, and procurement processes (by providing timely reviews, access, evaluation of proposals, signatures on contract documents, etc.). MassArt will be provided with additional opportunities to review and approve the ECMs prior to issuing the RFP and prior to signing the Energy Service Agreement (ESA). Copies of the template ESA and MOA will be forwarded to MassArt.