



Note from the Director – Karren Bee-Donohoe

High on the OCF agenda in early 2013 have been the Governor’s Executive Order 88 (EO88) –Build Smart NY, FEMA funding, Public Works Enforcement Fee (PWEF), the new Residence Hall Program, and capital disbursement targets.

Thirteen campuses have begun Energy Master Plans worth \$4.4 M as required by EO88. Guidelines for implementation of the EO will be developed over the coming months. Campuses will be contacted to provide expertise in the guideline development process.

Accounting for FEMA expenditure transfers and remaining funding for Irene, Lee and Sandy are being reviewed and reconciled by the SUNY Budget office. Reimbursements to campuses will follow.

Post Audit resulted in problems with reporting for construction contracts to the Department of Labor for the collection of PWEF. Development of a SUNY wide report by OCF will provide monthly invoices for all campuses to pay the outstanding and future fees.

The New Residential Funding Program final implementation steps are continuing and will be rolled out to campuses soon along with a new approval process.

Lastly, continuing concerns for Division of the Budget capital disbursement targets require a new level of vigilance and accuracy of project information for campus let projects. With over \$300 M annual spent by the campuses, accurate project dates are essential for SUCF to be able to provide funding and estimate disbursements.

Go Team; Go Green! Sustainability and Athletic Centers – by Deborah Howard

Athletic facilities use significant resources to light athletic complexes, operate showers, and maintain fields. As facilities with such large environmental impacts, athletic centers have the unique opportunity to be role models in the sustainable building movement.

Several notable athletic organizations have already recognized the role of athletics in sustainability. The NCAA has created a [Green Team](#), which supports and implements sustainability measures in college athletics. The Association for the Advancement of Sustainability in Higher Education (AASHE) has evaluated the sustainability efforts of university athletic departments in their publication [Green-](#)

[ing Collegiate Athletics Survey](#). This information can be a valuable tool for facilities and operations managers interested in greening their athletic facilities.

Universities across the nation are greening their facilities. The University of Florida’s Heavner Football Complex is the first athletic facility in the nation to achieve LEED Platinum status. The facility’s sustainable features include a system for analyzing future energy use, an irrigation system that uses reclaimed water, and light-colored roofing to reduce cooling costs. Pennsylvania State University’s Recreation Hall is another example, achieving LEED Gold status. The facility takes advantage of natural light,

has a floor composed of recycled rubber, and features triple-glazed, low-e glass that retains less heat, which results in lower cooling costs.

Several SUNY campuses have also been going green in athletics. The Athletic and Wellness Center at SUNY New Paltz has a photovoltaic system installed on its roof, which is expected to generate 71,956 kWh annually and result in about \$8,000 in savings per year for the college, while the hot water needs of SUNY Old Westbury’s gymnasium are met by a solar thermal system. Consider greening your athletic facilities to reduce the environmental impacts and energy costs. Go Team!

When will the invoice pay? – by Jessica Miller

Earlier this year SUCF initiated a change to how payment date is calculated for invoices on capital projects. Therefore, SUNY’s financial system now automatically calculates the payment to be processed 28 days from the merchandise invoice received (MIR) date. **The MIR date is the date the invoice is approved by the cam-**

pus. In accordance with SUNY’s [construction agreement](#) invoices must be approved by the Consultant prior to submittal to the campus. The consultant has a maximum of (15) calendar days to complete their review.

Under State Finance Law contractors are able to seek payments for interest

if a prompt payment is not made within (30) days. This (30) day window begins when the invoice is approved, or in other words it begins on the MIR date. The [OSC Guide to Financial Operations](#) contains additional information on MIR dates in Section XII.5.I.

Residence Hall Program Update - Today is a new day! - by David Ferrari

With the passing of the 2013-14 State Budget the residence hall program has been restructured, with future debt issuances being removed from the State bond cap. The bill allows for \$944M in bonding over the next five years. This mechanism will eliminate the need for future capital bonded appropriations, allowing the program to plan over multi-year periods. Annual 5-year capital plans will continue to be required of each campus.

Previously the residence hall bonding program derived its creditworthiness from the financial viability of the pro-

gram and the backing of other non-residence hall related SUNY monies, as well as a general obligation pledge from New York State. The restructuring establishes residence hall bonding as a separate program, no longer tied to non-residence hall related funds.

In order to be removed from the State debt cap, SUNY had to prove that there was no future support from either the State of New York or other SUNY sources. To meet this requirement revenues related to the residence hall program will be transferred directly from local campus banks to non

-state accounts administered by the Dormitory Authority of the State of New York to cover bond requirements. Once bond requirements are satisfied remaining funds will be transferred to existing SUNY accounts held by the State Comptroller's Office for dormitory operations.

In addition, the legislation requires DASNY and SUNY to annually prepare a detailed program summary to be submitted to the Governor, the Director of the Budget, and various members and committees of the Senate and Assembly.

Safety – Do NOT enter an unprotected trench! - by Barbara Boyle

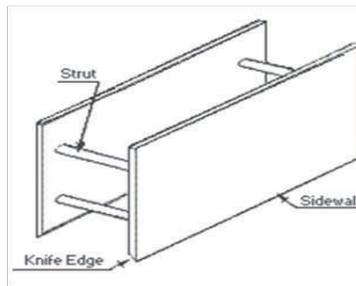
As we move into construction season, it makes sense to review some trenching basics. Each employee in a trench (greater than five feet in depth) must be protected from a cave-in by an adequate protective system. If a trench is deeper than 20 feet, a licensed professional engineer (PE) must design the protection.

Some of the protective systems for trenches are: sloping, benching, hydraulic jacks or planking, and trench boxes. For safety, often soil is just assumed to be Type C (sandy) which requires a 1½ :1 horizontal/vertical ratio for sloping (e.g., you need to slope out to the side 9 feet for six feet in trench depth.)

Additionally, excavated or other materials must be at least 2 feet back from the edge of a trench. A safe means of egress must be provided within 25 feet of workers in a trench. A ladder must be provided for exit when the trench is greater than four feet.

Inspections must be done by a *competent person* and must be documented. Inspections must be done: *daily and before the start of each shift*; as dictated by the work being done in the

trench; *after every rainstorm*; after other events that could increase hazards, e.g. snowstorm, windstorm, thaw, earthquake, etc.; when fissures, tension cracks, sloughing, undercutting, water seepage, bulging at the bottom, or other similar conditions occur; when there is a change in the size, location, or placement of the spoil pile;



and when there is any indication of change or movement in adjacent structures.

If trench boxes are used to protect workers, some basic rules apply:

- Workers may not be in the trench when the boxes are being placed or moved.
- The excavated area between the outside of the trench box and the face of the trench should be as

small as possible. The space between the trench boxes and the excavation side are backfilled to prevent lateral movement of the box.

- Shields may not be subjected to loads exceeding those which the system was designed to withstand.
- The box should extend at least 18 inches above the surrounding area if there is sloping toward excavation. This can be accomplished by providing a benched area adjacent to the box.
- Earth excavation to a depth of 2 ft below the shield is permitted, but only if the shield is designed to resist the forces calculated for the full depth of the trench and conditions are acceptable.

Keep heavy equipment away from the trench edges, know where underground utilities are prior to digging, and check for potential dangerous atmospheres. Everyone in the area should have hard hats! The OSHA page for trenching is <http://www.osha.gov/SLTC/trenchingexcavation/index.html>.