

**THE METROHEALTH SYSTEM
FACILITIES & SPACE COMMITTEE
BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

DATE: Monday, October 26, 2020

TIME: 4:00 p.m.

PLACE: MetroHealth Medical Center
K107, Business Services Building—Virtual Webex

COMMITTEE TRUSTEES: Mr. Monnolly, Ms. Dee, J. B. Silvers, B. Moreno, Brenda Kirk

STAFF: A. Boutros, W. Jones, J. Platten, C. Richmond, B. Boulanger, M. Stern, J. Jacono, Dr. Brandt, S. Rajki, K. Dethloff, M. Hewitt

(ABSENT): None

Mr. Monnolly called the regular meeting of the Facilities & Space Committee to order at 4:05 p.m. The minutes are written in a format conforming to the printed meeting agenda for the convenience of correlation, recognizing that some of the items were discussed out of sequence.

I. APPROVAL OF MINUTES – July 20, 2020 MEETING

The minutes of the July 20, 2020 Facilities and Space Committee were approved as presented.

II. DISCUSSION ITEMS

- A. Ms. Dethloff provided an update on the status of the Facilities Report to the Board. Facilities staff continue to support the MHS response to COVID-19; to date Acrylic seating dividers were installed in CCP ED, OPP4 Cancer Care, Heart & Vascular, Endoscopy & Employee Health waiting rooms to increase seating capacity. Provided documentation of FM activities and purchases in support of our FEMA request for reimbursement.

During the last three months, the Facilities team managed 34 utilities disruptions without significant impact to operations. These included the failure of a sewage pumping systems, two city water outages and several power outages varying from minutes to two hours.

Facilities initiated 74 projects totaling \$7.8 million with one project in development worth \$39,700.

Within the last two months, the FM team successfully completed placing the OBC's AC system on Emergency Power and successfully changed out all OBC's main electrical switchgear, completing two all-day power outages, with no adverse impact to operations. In Rammelkamp, replaced two walk-in freezer compressors and replaced a major supply air fan that had failed in an air handling unit. Installed a new reverse osmosis water system in CSPD. Began replacement of 17 roofs at Parma Hospital and commenced the replacement of the first of two Air Handling Units at the W. 150th ASC and Health Center.

Since July, there have been numerous staffing changes in Facilities to include two internal promotions and three staff who either changed positions or shifts. There are currently eight vacancies in the department (6.7%). FMLA time has remained high and now averaged 2.4 FTEs per week through Q3.

Ms. Dethloff, Brian Kittrick and Mike Dragutinovic virtually participated in the American Society for Healthcare Engineering's Annual Conference in early October. Due to the conference being completely virtual, the Facilities team can view these sessions with all their managers, and others who wish to participate.

- B.** Mr. Jones, on behalf of Kevin Ortner, provided an update on the Review of Transition Planning and Operations to the Board. HTS, Inc. was selected as the lead firm to manage the overall transition planning efforts. Multiple activities that are identified in the scope of work will be performed over the next two years to prepare the organization to transition, activate and move into the new hospital. HTS' initial task is to interview MH leaders and develop a full project scope and budget. This is a 90 day not to exceed \$250,000 effort.

When HTS comes on board in November, a resolution for the full project scope and budget will be brought to the January/February Board Meeting. The resolution is intended to expand the scope of HTS' initial effort to include the whole project. Subcontractors will be onboarded under HTS. Diverse Classifications will be part of the criteria used to select the subcontractors

Historical Information on the selection was as follows: Eighty-nine (89) unique firms registered and downloaded the RFP and twenty-seven (27) proposals were submitted. Ten (10) firms sought leadership role for the overall transition planning initiative. Seventeen (17) firms sought prequalification for one or more components. A minimum of eight (8) firms have been prequalified to perform each of the 10 components. Four (4) firms were selected as semi-finalists for the lead role and each participated in a two-hour interview. Two (2) firms were selected as finalists and each participated in an additional 1-hour interview. Each finalist provided a 90-day project during this interview.

- C.** Mr. Jones provided a progress report update on the Campus Transformation Project. The project is running on time and on budget. Cladding of the exterior skin of the new hospital is going up and beginning to take shape. A drone video of the new hospital building is posted on the MIV that can be viewed. The video provides an indication as to the kind of work that is ongoing inside of the building structure beyond the steel frame. A change in the design which 118 additional beds were added to the design costing \$35 million which is still within the cost of the project and able to maintain the same schedule.

III. CONSENT ITEMS

- A.** Recommendation to the President and CEO of The MetroHealth System to approve the further amended Agreement for the Architectural Services with HGA Architects and Engineers, LLC as the Master Architect for Campus Transformation.

The Committee approved the recommendation for full Board action.

- B.** Recommendation to the President and CEO of The MetroHealth System to approve the further amended Agreement for the Medical Equipment Planning, Audio/Visual, Technology and Security Consulting Services with Mitchell Planning Associates for the Campus Transformation Project.

The Committee approved the recommendation for full Board action.

- C.** Recommendation to the President and CEO of The MetroHealth System to approve the further amended current Agreement for the Enhanced Commissioning Agency Services with Engineering Economics, Inc. for the Campus Transformation Project a Lease to Establish a Health Center and Approval of Associated Capital.

The Committee approved the recommendation for full Board action.

- D.** Recommendation to the President and CEO of The MetroHealth System to approve the Lease Agreement as more fully described in Attachment A.

The Committee approved the recommendation for full Board action.

- E.** Recommendation to the President and CEO of The MetroHealth System to approve the Engagement of Gilbane Building Company as the System's Construction Manager at Risk for Improvements to the System's Old Brooklyn Campus.

The Committee approved the recommendation for full Board action.

IV. NON-CONSENT / ACTION ITEMS

None

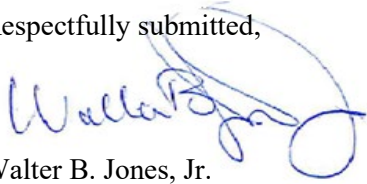
Upon unanimous roll call vote, the Committee went into Executive Session to discuss trade secrets and real estate matters.

At the end of the executive session, the Committee reconvened the meeting in open session at 5:18 p.m.

Facilities & Space Committee
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There being no further business to come before the Committee, the meeting was adjourned at 5:20 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Walter B. Jones, Jr.", with a large, stylized flourish at the end.

Walter B. Jones, Jr.
Senior Vice President, Campus Transformation