


April 27, 2022

TO: Members of the Board of Trustees

FROM: Lloyd A. Blanchard 
Interim Vice President for Finance and Chief Financial Officer

RE: Project Budget for Facilities Operations Building Merger of Parking Services
(Revised Final: \$ 682,000)

RECOMMENDATION:

That the Board of Trustees approves the Revised Final Budget of \$682,000 as detailed in the attached project budget, for Facilities Operations Building Merger of Parking Services for Design and Construction. The Administration recommends that the Board of Trustees adopt the Resolution below.

RESOLUTION:

“Be it resolved that the Board of Trustees approve the use of \$682,000 in University Funds for FACOPS Bldg. Merger of Parking Services project and approve the request for a waiver of the three-stage budget approval process to allow construction to proceed after bids have been received and evaluated for conformance with the project scope and budget.”

BACKGROUND:

Facilities Operations (FACOPS) currently is housed at 25 LeDoyt Road. Parking and Services staff were previously located at 3 Discovery Drive (Central Warehouse). They were relocated to 25 LeDoyt Road location to make room for relocating University Planning, Design and Construction (UPDC) staff at Central Warehouse.

This project proposes the renovation of office space at 25 LeDoyt Road to accommodate the merger of parking services and the relocation of the University Planning, Design and Construction (UPDC).

The project area includes ~ 8,000 sf of available workspace to be renovated to accommodate the additional staff and optimize the use of available space. This includes a mix of private offices, open area workstations of various sizes, as well as meetings spaces, office support and drawing viewing areas, storage and kitchenette. Portions of the existing space will maintain the same configuration while other portions need to be altered to better accommodate functional needs of Facilities Operations.

The construction budget includes design, construction, furniture, audio visual and contingency.

The Revised Final Budget is attached for your information.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: **REVISED FINAL**

PROJECT NAME: **FACILITY OPERATIONS BUILDING MERGER OF PARKING SERVICES**

	APPROVED DESIGN 6/14/2021	APPROVED FINAL 9/29/2021	PROPOSED REVISED FINAL 4/27/2022
<u>BUDGETED EXPENDITURES</u>			
	PRC		
CONSTRUCTION	\$ 165,000	\$ 345,000	\$ 417,000
DESIGN SERVICES	33,896	35,000	35,000
TELECOMMUNICATIONS	-	-	-
FURNITURE, FIXTURES AND EQUIPMENT	200,000	215,000	230,000
CONSTRUCTION ADMINISTRATION	-	-	-
OTHER AE SERVICES (including Project Management)	-	-	-
ART	-	-	-
RELOCATION	-	-	-
ENVIRONMENTAL	-	-	-
INSURANCE AND LEGAL	-	-	-
MISCELLANEOUS	-	-	-
OTHER SOFT COSTS	-	-	-
	\$ 398,896	\$ 595,000	\$ 682,000
SUBTOTAL			
PROJECT CONTINGENCY	35,000	55,000	-
TOTAL BUDGETED EXPENDITURES	\$ 433,896	\$ 650,000	\$ 682,000
<u>SOURCE(S) OF FUNDING*</u>			
UNIVERSITY FUNDS	433,896	650,000	682,000
TOTAL BUDGETED FUNDING	\$ 433,896	\$ 650,000	\$ 682,000

* This budget reflects the University's current intended source(s) of funding for the specified project. The University may adjust this funding plan in order to ensure compliance with applicable federal and state law(s) or to strategically utilize all fund sources, within the approved budget amount, as appropriate.