BOARD POLICY

The Board is committed to the development of facilities and buildings to serve higher education programs in the State College System. In carrying out this responsibility, the Board is guided by the principle that buildings and facilities central to the mission of each state college should be constructed by the State of Nebraska. The Board wishes to make known its position that state funding should not require as a condition that private funds also be raised.

The following guidelines are to be used in the development of the State College System Capital Construction Budget Requests (CCBR):

General Information

The colleges are to submit a Capital Construction Budget Request for new projects or renovation to existing facilities if the work is beyond routine maintenance and repair. Preliminary information related to the anticipated capital construction budget request shall be submitted to the Fiscal and Facilities Subcommittee by May 1st of the calendar year in which the requests are to be submitted to the Governor and Legislative Fiscal Office. The project information should be prepared to support the project and provide the criteria that will assist the Fiscal and Facilities Subcommittee in making priority recommendations to the Board on a set of campus merged priorities.

Economic Considerations

The colleges should be guided by the present economic conditions in establishing a realistic Capital Construction Budget Request.

Priorities of Projects

Projects should be prioritized in accordance with campus needs and planning objectives. Generally all projects with a total project cost of two-hundred fifty thousand dollars ($250,000) or greater shall receive a separate priority. Projects less than two-hundred fifty thousand dollars ($250,000) may be included as a part of a category of projects. An individual project less than two-hundred fifty thousand dollars ($250,000) may receive a separate priority if circumstances dictate or the project is individually distinct.

The issues shown below will be analyzed for each project in the capital request to determine its relative priority:

* Academic, Research and Service Programs Supported
* Program Needs
* Life, Health, Safety and Emergency Needs
* Previously Allocated Funds
* Space Analysis
* Building Evaluations
* Infrastructure Needs
Support of Projects

An analysis of space is required to support requests for renovation, additions or new construction projects in the capital budget request. The campus priority of projects should be supported by a space analysis providing evidence existing space is unsatisfactory or there is lack of adequate space. Whenever possible, the colleges are to explore the potential for renovating an existing facility before considering new construction.

Approval of Projects

Need or Program Statements for all projects included in the CCBR must have been approved by the Board. Program Statements previously approved more than two years earlier, must be updated by May 1st. Updating shall include any major changes in program and a revised budget adjusted for inflation.

Costs of Projects

Project costs should normally be based on methodologies adopted by professionals in the field or on Means Building Construction Cost Data adjusted for inflation to the midpoint of construction. A cost summary shall be provided that includes the budgets for construction contracts, movable equipment, site preparation and improvement, utilities, art work, architectural and engineering fees, and miscellaneous other costs.

The Board has the responsibility of prioritizing capital construction projects within the State College System. When the projects submitted by the colleges have been evaluated and approved for funding requests, the colleges are authorized to prepare the forms required by the state for submitting capital construction budget requests to the Governor and Legislature. The completed forms will be forwarded to the System Office by September 1st of the appropriate fiscal year for inclusion in a State College Capital Construction Budget Request notebook and submittal to the proper state offices for consideration.

Legal Reference: RRS 85-411 Campus buildings and facilities; Board; powers

Policy Revised: 9/15/06