

6/26/2017

BOARD OF REGENTS OF THE UNIVERSITY OF WISCONSIN SYSTEM

I.3. Capital Planning and Budget Committee

Thursday, July 6, 2017
9:30 a.m. – 10:30 a.m.
Gordon Dining and Event Center
770 West Dayton Street, 2nd floor
Overture Room
Madison, Wisconsin

- a. Approval of the Minutes of the June 8, 2017 Meeting of the Capital Planning and Budget Committee
- b. UW Colleges: Authority to Permanently Release Approximately One Acre of Land from the UW-Marshfield/Wood County Lease Back to the University of Wisconsin/Wood County Commission
[Resolution I.3.b.]
- c. UW-Green Bay: Authority to Accept a Gift-In-Kind of a Viking Longhouse Replica
[Resolution I.3.c.]
- d. UW-Stevens Point: Authority to Construct the DeBot Dining Center Renovation Project
[Resolution I.3.d.]
- e. UW System: Authority to Construct Maintenance and Repair Projects
[Resolution I.3.e.]
- f. UW System: Authority to Construct the UW-Madison Wisconsin Institutes for Medical Research Equipment and Lab Improvements Project
[Resolution I.3.f.]
- g. UW System: Review and Approval of Revisions to RPD 13-5, “Capital Projects Solely Managed by the UW System: Approval and Signature Authority”
[Resolution I.3.g.]
- h. Report of the Associate Vice President
 1. State Building Commission Actions
 2. Other Updates
- i. Closed session for purposes of considering personal histories, as permitted by s.19.85(1)(f), *Wis. Stats.*, related to the naming of a facility at UW-Eau Claire

Authority to Permanently Release
Approximately One Acre of Land
from the UW-Marshfield/Wood
County Lease Back to the University
of Wisconsin/Wood County
Commission, UW Colleges

CAPITAL PLANNING AND BUDGET COMMITTEE

Resolution:

That, upon the recommendation of the UW Colleges Chancellor and the President of the University of Wisconsin System, authority be granted to permanently release approximately one acre from the UW-Marshfield/Wood County lease back to the University of Wisconsin/Wood County Commission.

THE UNIVERSITY OF WISCONSIN SYSTEM

**REQUEST FOR
BOARD OF REGENTS ACTION
JULY 2017**

INSTITUTION: University of Wisconsin Colleges, Marshfield/Wood County

REQUEST: Authority to permanently release approximately one acre from the UW-Marshfield/Wood County lease back to the University of Wisconsin/Wood County Commission.

DESCRIPTION:

This request is to release approximately one acre back to the University of Wisconsin/Wood County Commission. The commission needs the land to grant an easement to a private telecommunications firm for construction of a cellular communications tower and equipment building. Work is anticipated to be completed no later than Fall 2017. The commission will retain ownership of the land.

The proposed site for the tower is located in the northwest corner of the UW-Marshfield/Wood County campus property. The one-acre parcel surrounds the tower location with minimal disruption to the campus. The tower will be sited 175 ft. from the north campus border and 100 ft. from the west border.

JUSTIFICATION:

The parcel is owned by the University of Wisconsin/Wood County Commission, which is an intergovernmental body representing the city of Marshfield and Wood County, who jointly own and maintain the UW-Marshfield/Wood County buildings and grounds. The parcel is included in the long-term lease with the Board of Regents to support UW-Marshfield/Wood County.

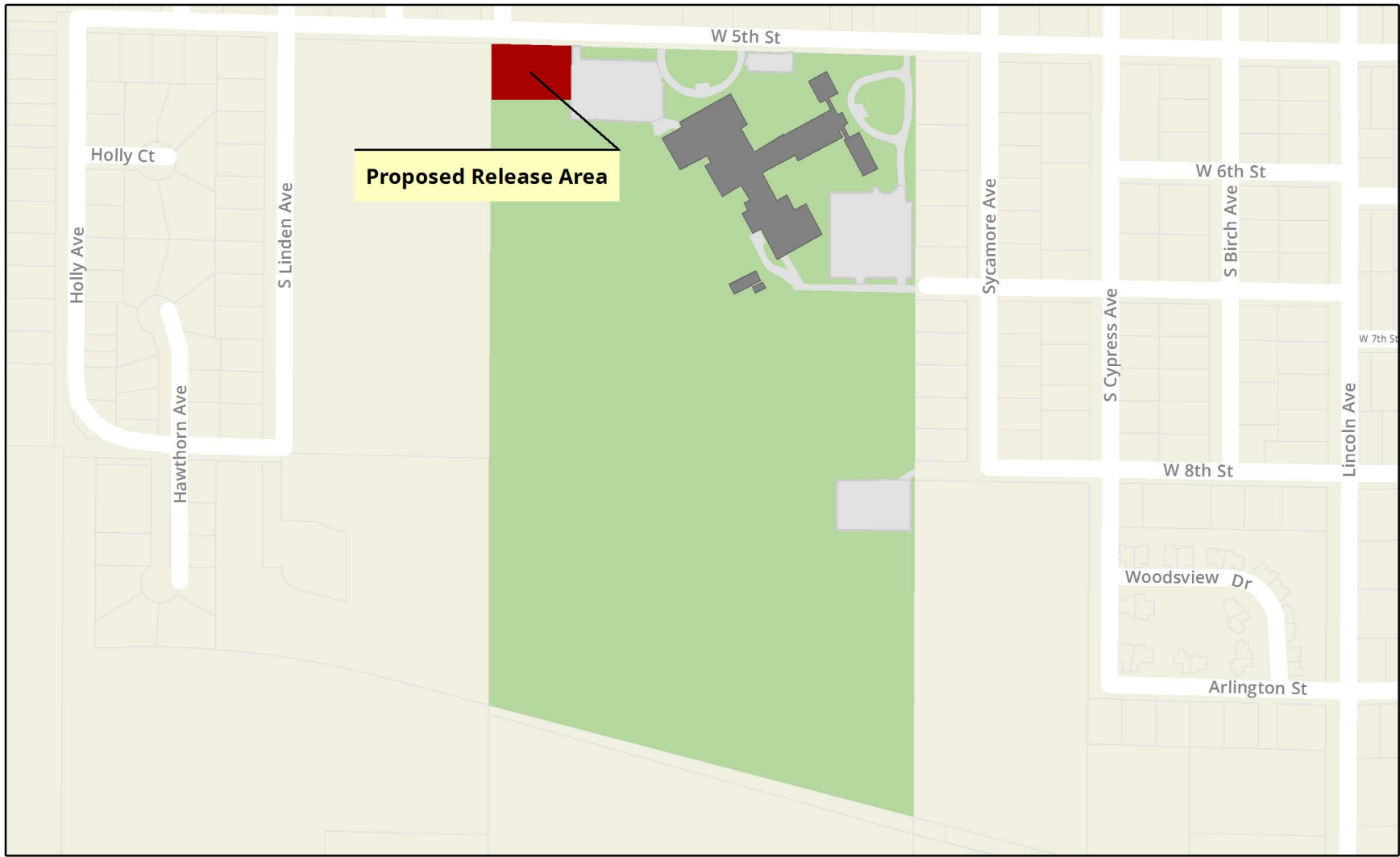
The proposed location is the result of a negotiation between the commission and UW Colleges officials. The land release still allows for future campus expansion and does not disrupt the university's educational program. UW-Marshfield/Wood County consists of approximately 150,000 gross square feet of building space on 68 total acres.

BUDGET:

Not applicable.

PREVIOUS ACTION:

None.



**UW-Marshfield/
Wood County**



Sources: UW System Administration,
State of Wisconsin, Wisconsin State
Cartographer's Office,
US Census Bureau

This map is for reference purposes only.

UW-Marshfield/Wood County: Land Release

- Proposed Land Release
- Campus Boundary
- Campus Buildings
- Parking Area



Document Path: G:\CPB\GIS\Projects\BORSBC_Maps\COL\MSF\MSF_Land_Release_20170626.mxd

REVISED

Authority to Accept a Gift-In-Kind
of a Viking Longhouse Replica,
UW-Green Bay

CAPITAL PLANNING AND BUDGET COMMITTEE

REVISED Resolution:

That, upon the recommendation of the UW-Green Bay Chancellor and the President of the University of Wisconsin System, authority be granted to (a) accept a gift-in-kind of a Viking longhouse replica and (b) reconstruct the longhouse on Board of Regents land for an estimated total cost of \$44,800 (\$22,000 Agency Funds and \$22,800 Gift Funds).

07/07/17

Agenda Item I.3.c.

THE UNIVERSITY OF WISCONSIN SYSTEM

**REQUEST FOR
BOARD OF REGENTS ACTION
JULY 2017**

INSTITUTION: UW-Green Bay

REQUEST: Authority to (a) accept a gift-in-kind of a Viking longhouse replica and (b) reconstruct the longhouse on Board of Regents land for an estimated total cost of \$44,800 (\$22,000 Agency Funds and \$22,800 Gift Funds).

PROJECT DESCRIPTION:

This project will move an existing historic replica of an 11th-century Viking longhouse from its current location near Stratford, Wisconsin, to a location on the UW-Green Bay campus. The longhouse was constructed by a couple involved in medieval life reenactment. The 12'3" by 26'9" wooden structure, originally constructed in 2011, will be disassembled and moved to a concrete slab on campus. The building will be a seasonal use building and will not have electricity or running water. Structural integrity and code compliance were reviewed by a consulting engineer; only minor doorway modifications are required to comply with accessibility codes.

PROJECT JUSTIFICATION:

The Viking longhouse will build on UW-Green Bay's international reputation for experiential archaeology and focus of interdisciplinary hands-on learning. Students currently travel to the longhouse in Stratford to complete their capstone Humanistic Studies – Medieval History coursework. Proposed users include fifteen faculty from the areas of Education, Plant Biology, and Food Science, as well as History, and Ancient/Medieval Humanities who plan to utilize the longhouse in their curricula. Incoming freshmen will be offered an opportunity to work with the longhouse via First Year Seminars, which are a series of dynamic learning classes designed to promote professor-student interactions in a small size seminar environment.

Use of the longhouse will be open to the community and will provide opportunities for local Scandinavian historical groups, historical reenactors, and primary and secondary educational institutions to travel to UW-Green Bay for special events and lectures. It is anticipated that the Viking longhouse will draw visitors to the UW-Green Bay campus, many of whom may not normally visit.

BUDGET:

Construct slab	\$10,000
Disassemble/reassemble	15,000
Slate roof work	12,500
Design	2,800
DFD Mgt.	500
Contingency	4,000
TOTAL	\$44,800

PREVIOUS ACTION:

None.

Authority to Construct the DeBot
Dining Center Renovation Project,
UW-Stevens Point

CAPITAL PLANNING AND BUDGET COMMITTEE

Resolution:

That, upon the recommendation of the UW-Stevens Point Chancellor and the President of the University of Wisconsin System, authority be granted to construct the DeBot Dining Center Renovation project for an estimated total cost of \$16,848,000 Program Revenue Supported Borrowing.

THE UNIVERSITY OF WISCONSIN SYSTEM

REQUEST FOR BOARD OF REGENTS ACTION JULY 2017

INSTITUTION: University of Wisconsin-Stevens Point

REQUEST: Authority to construct the DeBot Dining Center Renovation project for an estimated total cost of \$16,848,000 Program Revenue Supported Borrowing.

PROJECT DESCRIPTION:

This project renovates 56,932 GSF of the 61,300 GSF Elizabeth Pfiffner DeBot Residential Dining Center to address building infrastructure, life safety and programmatic issues. The mechanical system will be renovated, including replacement of HVAC equipment and air supply distribution, and a new 4,525 GSF mechanical penthouse will be constructed to hold the new consolidated air handling equipment. A 665 GSF mechanical mezzanine will be removed and three other mechanical mezzanines (665 GSF each) will be converted to clearstory space above each of three separate dining areas. A new fire sprinkler system will be retrofitted throughout the building. The freight and passenger elevators will be replaced and the travel distance for the freight elevator will be extended to the new mechanical mezzanine. The emergency generator will be replaced with a 250 KW generator. The main entrance vestibule and secondary entrances will be reconfigured for better circulation. The loading dock will be updated and the staff locker room will be renovated. Improvements to programmatic space will be made to optimize the delivery of dining services.

PROJECT JUSTIFICATION:

The DeBot Dining Center is the primary dining facility for approximately 3,100 students living in 12 residence halls. The 51,200 GSF building was constructed in 1967 with a 10,100 GSF addition in 1992 that included a loading dock and elevator. The upper level of the DeBot Center includes three dining rooms of ~4,200 ASF each with independent concepts served in an all-you-can-eat buffet-style venue. The upper level also houses the production kitchens, freezers and coolers, pot and pan washing areas, dish machine, pantry storage, and dining service offices. During previous projects, the dining rooms in the upper level were remodeled in 2004 and the dish washing machine was replaced in 2010. A renewal of some of the kitchen, bakery, and dining elements occurred in 1992, but did not replace the mechanical systems located in the original three penthouses.

The DeBot Dining Center serves approximately 87% of all residential student meals. The remaining 13% of the meals are served in the Dreyfus University Center in a retail food court format. The food service facility in the lower level consists of a convenience store with a limited food production and service area. There is increased demand for prepared food that cannot be accommodated in the current facility. The current convenience store section of the retail area is poorly configured and not easily monitored. Utilities are inadequate to handle the power and

refrigeration needs of the equipment. Culinary equipment and exhaust hood coverage for the number of stations and production volume is inadequate. The seating areas and meeting spaces in the lower level need to be upgraded. Accessibility issues exist in the convenience store and restrooms. The lower level restrooms need a complete renovation.

A Master Food Service Plan was completed in summer 2013 to guide the needed food delivery changes for the university. This project is based on the recommendations of the DeBot Dining Center Feasibility Study completed in 2014 that incorporated the recommendations and findings of the 2013 plan.

The mobile serving counters and lack of display cooking in the main serving area is obsolete. The hot food production area was originally designed to accommodate production behind the scenes, with a limited variety of meals. Most of the cooking equipment has exceeded its normal life expectancy and should be replaced. The hot food production exhaust hoods do not meet current standards and are not energy efficient. The main level storage areas are adequate, but the walk-in box doors are in poor condition and need replacement. The pot and pan washing area is adjacent to the hot food production area, not the dishwashing area, as is best practice. The dishwashing area is configured in a way that requires the clean dishes to be transported through the soiled area of the room to return to the serving lines. The office space configuration does not support the need for private meetings with staff.

Three original air handling units provide between 7,500 to 7,700 CFM each and are located in separate rooftop penthouses that are inadequately sized for functionality or maintenance. These penthouses are accessible only by a ladder through a custodial closet. These original air handling units are in poor condition and the controls are obsolete. The steam pressure reducing system is failing and parts are difficult to obtain.

BUDGET:

Construction	\$12,741,000
Design	928,000
DFD Mgt.	586,000
Contingency	1,911,000
Equipment	270,000
Other Fees	412,000
TOTAL	\$16,848,000

PREVIOUS ACTION:

August 21, 2014
Resolution 10393

Recommended that the DeBot Dining Center Renovation project at an estimated total project cost of \$16,848,000 Program Revenue Supported Borrowing, be submitted to the Department of Administration and State Building Commission as part of the UW System 2015-17 Capital Budget request. The project was subsequently enumerated at that level and source of funding.

Authority to Construct Maintenance
and Repair Projects, UW System

CAPITAL PLANNING AND BUDGET COMMITTEE

Resolution:

That, upon the recommendation of the President of the University of Wisconsin System, authority be granted to (a) decrease the previously approved Gifts and Grants funding by \$165,400 and increase the Agency Cash by a corresponding \$165,400 for the UW-Milwaukee Klotsche Center Fieldhouse Flooring and Track Replacement project; and (b) construct various maintenance and repair projects at an estimated total cost of \$775,300 Agency Cash.

THE UNIVERSITY OF WISCONSIN SYSTEM

**REQUEST FOR
BOARD OF REGENTS ACTION
JULY 2017**

INSTITUTION: University of Wisconsin System

PROJECT REQUEST: Authority to:
 (a) decrease the previously approved Gifts and Grants funding by \$165,400 and increase the Agency Cash by a corresponding \$165,400 for the MIL – Klotsche Center Fieldhouse Flooring and Track Replacement project; and
 (b) construct various maintenance and repair projects at an estimated total cost of \$775,300 Agency Cash.

FACILITY MAINTENANCE AND REPAIR

INST	PROJ. NO.	PROJECT TITLE	GFSB	PRSB	CASH	GIFT/GRANT	TOTAL
MIL	14J2H	Klotsche Ctr Fieldhouse Flooring/Track (Funding)			\$165,400	\$(165,400)	\$0
FMR SUBTOTALS			\$0	\$0	\$165,400	\$(165,400)	\$0

PROGRAMMATIC REMODELING AND RENOVATION

INST	PROJ. NO.	PROJECT TITLE	GFSB	PRSB	CASH	GIFT/GRANT	TOTAL
EXT	16B1B	Radio Hall Office Renovation			\$335,000		\$335,000
OSH	16E2C	Scott Hall Refuse Enclosure			\$274,900		\$274,900
PRR SUBTOTALS			\$0	\$0	\$609,900	\$0	\$609,900

	GFSB	PRSB	CASH	GIFT/GRANT	TOTAL
JULY 2017 TOTALS	\$0	\$0	\$775,300	\$(165,400)	\$609,900

PROJECT DESCRIPTION:

Facility Maintenance and Repair Requests

MIL - Klotsche Center Fieldhouse Flooring and Track Replacement (\$165,400 funding change): This request aligns funding source approvals with the institution’s intention of utilizing available Athletics capital funds. This is a no cost and no scope impact request.

Programmatic Remodeling and Renovation

EXT – Radio Hall Office Renovation (\$335,000): This project renovates 2,444 SF of first floor office space in Radio Hall to create a new enclosed vestibule, replaces finishes, performs minor modifications to building systems, and installs new systems furniture for the open offices. Asbestos abatement work will be required and predominantly affect room 136. Project work includes extension of branch electrical power and telecommunications cabling to serve the new

office partitions, lighting replacement, electrical panel updates to provide sufficient new circuits to serve the remodeled area, and the installation of a new electric card reader at the employee entrance.

Radio Hall is recognized by the State Historic Preservation Office as a contributing structure to the Bascom Hill Historic District. Communication with appropriate historic preservation contacts will be part of this effort; identification and coordination of mitigation strategies are also included in this scope. Identified abatement and renovation are anticipated to be consistent with standards for the treatment of historic properties.

A recent steam line rupture within the basement of Radio Hall is still being assessed for damage and repair. There is a possibility that this construction project may need to coordinate its schedule and work with the Risk Management insurance claim work that has yet to be fully defined or scheduled. The preliminary assessment available in mid-June 2017 indicates that there is no overlap or coordination of work necessary, nor anticipated.

Radio Hall is a three-level building located at 975 Observatory Drive and it houses a portion of Broadcast and Media Innovation, the UW-Extension division that includes Wisconsin Public Radio (WPR) and Wisconsin Public Television (WPT). WPR and WPT are undergoing limited staff expansion to accommodate the mission of UW-Extension's division of Broadcast and Media Innovation and veteran support. These programs are expanding to accommodate additional fundraising staff to support veterans. This project will improve underutilized space for WPR and WPT and meet their need for additional office space. This solution keeps related workgroups co-located in Radio Hall as opposed to expanding into non-contiguous space.

Radio Hall was constructed in 1887 and only periodic and partial renovations have been undertaken. The most recent renovation addressed asbestos abatement for the majority of the building. However, limited funding availability during the most recent project precluded completion of all intended abatement. This project will abate Room 136 and adjacent areas and asbestos containing materials that currently cover the ceiling, walls, and floors of the project area. Once abated and restored, modular offices can be installed for additional staff. The new enclosed vestibule space at the main entrance will improve environmental controls in the adjacent spaces and potentially reduce energy use.

OSH – Scott Hall Refuse Enclosure (\$274,900): This project constructs a new refuse container enclosure to conceal the unsightly dumpsters and provide adequate site access and paved surfaces for refuse truck maneuvering. Project work includes the selective demolition of a stone retaining wall and planter and construction of a new 450 SF steel and masonry enclosure to house dumpsters, a new retaining wall to conceal an existing emergency generator and transformer, and widening of the vehicular drive to allow better access for garbage trucks. The masonry finish materials will match the brick veneer of the building.

Refuse dumpsters have been removed from the residence hall basements and the trash chutes have been welded shut or repurposed to create a cleaner and healthier environment. As a result, there has been a significant reduction in pesticides and pest control measures within these facilities. However, the university is now out of compliance with a municipal ordinance relative to refuse containers visibility since Scott Hall is situated between a pair of one-way streets that are main thoroughfares for municipal traffic.

PROJECT JUSTIFICATION:

UW System Administration continues to work with each institution to develop a comprehensive campus physical development plan, including infrastructure maintenance planning. After a thorough review and consideration of All Agency Project proposals and infrastructure planning issues submitted, as well as the UW All Agency Projects Program funding targets set by the Division of Facilities Development, this request represents high priority University of Wisconsin System infrastructure maintenance, repair, renovation, and upgrade needs. This request focuses on existing facilities and utilities, targets the known maintenance needs, and addresses outstanding health and safety issues. Where possible, similar work throughout a single facility or across multiple facilities has been combined into a single request to provide more efficient project management and project execution.

BUDGET AND SCHEDULE:

General Fund Supported Borrowing.....	\$	0
Program Revenue Supported Borrowing		0
Gifts and Grants.....		(165,400)
Agency Cash.....	\$	<u>775,300</u>
Total Requested Budget		\$ 500,400

PREVIOUS ACTION:

September 11, 2015 The Board of Regents previously approved MIL – Klotsche Center
Resolution 10553 Fieldhouse Flooring and Track Replacement at an estimated total
cost of \$1,102,900 (\$937,500 General Fund Supported Borrowing
and \$165,400 Gifts and Grants).

Authority to Construct the
UW-Madison Wisconsin Institutes
for Medical Research Equipment and
Lab Improvements Project,
UW System

CAPITAL PLANNING AND BUDGET COMMITTEE

Resolution:

That, upon the recommendation of the President of the University of Wisconsin System, authority be granted to (a) execute the remainder of the design contract and (b) construct the UW-Madison Wisconsin Institutes for Medical Research Equipment and Lab Improvements project for an estimated total cost of \$1,614,100 Gift Funds.

THE UNIVERSITY OF WISCONSIN SYSTEM

**REQUEST FOR
BOARD OF REGENTS ACTION
JULY 2017**

INSTITUTION: University of Wisconsin-Madison

REQUEST: Authority to: (a) execute the remainder of the design contract, and (b) construct the Wisconsin Institutes for Medical Research Equipment and Lab Improvements project for an estimated total cost of \$1,614,100 Gift Funds.

PROJECT DESCRIPTION:

This project renovates approximately 15,000 ASF of lab and office space on floors B1, L01, and L02 in the center tower of the Wisconsin Institutes for Medical Research (WIMR) to accommodate up-to-date equipment in vivo laboratories and improve associated offices.

There are several distinct focuses of this project, each having different end users and unique considerations. Each of the scope areas is anticipated to be designed and built concurrently, with work being bid and executed as one bid package. The areas of work (aspects) include: nonhuman primate (NHP) lab for vivo research; magnetic resonance imaging (MRI)/positron emission tomography (PET) Equipment Replacement; computed tomography (CT) equipment replacement; office density increase and cooling; small animal high-dose radiation therapy labs and holding room; a targeted radiotherapy lab; and a radionuclide lab.

The aspects of the project cover a wide range of sciences. Each aspect has very specific design and protocol requirements. These range from clean and dirty barriers and radio frequency isolation requirements for the NHP research, to lead shielding and clean/dirty access for the small animal irradiation, to magnetic and radio frequency isolation requirements for the PET/MRI.

PROJECT JUSTIFICATION:

The Wisconsin Institutes for Medical Research (WIMR) at UW-Madison is the premier biomedical and physical sciences facility for the School of Medicine and Public Health (SMPH). The building was designed and constructed in two phases, the most recent of which was occupied in 2014. It houses the laboratories and offices of approximately 200 principle investigators (PIs) and staff.

Science and technology are ever-changing by their very nature, and in order to support the activities of its PIs, the school undergoes a constant design and construction effort. The highly technical nature of the work in this project requires sophisticated coordination between the architecture/engineering design team, the PI's team, and the SMPH facilities team.

The nonhuman primate portion of this project supports a new principle investigator to the school who does research on the limbic, visual, and vestibular systems. The findings of this research will

improve human life by providing scientists with an understanding of the high-level brain functions that accomplish navigational and explorative behaviors in complex environments.

The Department of Radiology is benefitted by several efforts in this project. The first focuses around an equipment replacement to next generation MRI and PET-CT scanners. The upgrade of technological equipment in the existing MRI and PET-CT rooms will require revisions to current MEP and architectural infrastructure.

Imaging technologies are becoming ever more advanced, requiring an increased number of technicians to manipulate. The second floor of WIMR houses an office suite devoted to these individuals. The department is seeking to increase the capacity of the space through a light construction project. This increase will have an impact on the heating and cooling load and require modifications to the building systems.

The final scope of this project is in the rodent vivarium. Cancer research is evolving rapidly and the use of high-dose tumor radiation as a therapy is a promising emerging technology. The rodent vivarium will have two rooms renovated to accommodate this technological advance. The first room will house a new X-ray irradiator and the school's existing unit will be relocated here. The second room will be renovated to accommodate several hundred cages of rodents and their bedding.

All of the spaces mentioned in the above are adjacent to or nearby occupied and operational laboratory or office space. Disruption is expected, but every effort will be made to limit its effect.

BUDGET/SCHEDULE:

Construction	\$921,575	BOR Approval	July 2017
Design	\$211,696	A/E Selection	May 2017
Contingency	\$271,780	Bid Opening	Nov 2017
Equipment	\$170,000	Start Construction	Dec 2017
Other Fees	\$39,049	Substantial Completion	Sept 2018
TOTAL	\$1,614,100	Final Completion	Sept 2018

PREVIOUS ACTION:

None.

Regent Policy Document Review:
RPD 13-5, “Capital Projects Solely
Managed by the UW System:
Approval and Signature Authority”

CAPITAL PLANNING AND BUDGET COMMITTEE

Resolution:

That, upon the recommendation of the President of the University of Wisconsin System, the Board of Regents approves the attached revised Regent Policy Document 13-5, “Capital Projects Solely Managed by the UW System: Approval and Signature Authority”

REGENT POLICY DOCUMENT REVIEW CAPITAL PLANNING AND BUDGET

BACKGROUND

The UW System Board of Regents policies are codified in Regent Policy Documents (RPDs) that have been adopted over time, some dating back to the creation of the UW System. The Board has adopted these policies under the authority granted in Chapter 36 of the Wisconsin Statutes. The Regent Policy Documents address a wide array of subjects, including academic policies and programs, contracts, student activities, and trust and investment policies.

Since 2011, the Office of the Board of Regents and UW System have been working to review and update RPDs. As part of this review process, the Board of Regents adopted a set of standards and protocols to direct the analysis of the RPDs. These standards include consideration of the extent to which a policy: addresses the UW System as a whole, establishing a fundamental principle as a basis and guide for later action; serves as an enduring statement rather than responding to a short term issue; addresses institutional risks, promotes operational efficiency, or enhances the missions of the UW System or UW institutions; and promotes compliance with applicable laws and regulations.

This review process has resulted in the updating and revision of current policies, the elimination of obsolete ones, and the identification of areas in which new policies are needed. Each policy is analyzed in light of its original purpose, whether that purpose still exists, and the likely effects of any revisions.

At its July 2017 meeting, the Capital Planning and Budget Committee will consider amending Regent Policy Document 13-5, "Capital Projects Solely Managed by the UW System: Approval and Signature Authority." A copy of the proposed changes to RPD 13-5 are included as Attachments A and B.

REQUESTED ACTION

Adoption of Resolution I.3.g. which amends Regent Policy Document 13-5, "Capital Projects Solely Managed by the UW System: Approval and Signature Authority."

DISCUSSION

The UW System President recommends the amendment of Regent Policy Document 13-5 related to capital projects that are solely managed by the UW System. This policy, originally adopted in June 2016, was approved in response to the capital project management authority provided to the Board of Regents under 2015 Wisconsin Act 55. Under the Act, the Board is authorized to solely manage, oversee, and let through single prime contracting construction, projects funded entirely by gifts and grants. This authority replaced prior statutory language

permitting the Board to oversee projects costing less than \$500,000 that were funded entirely through gifts and grants made to the UW System. Regent Policy Document 13-5 established the approval process and contract signature authority related to projects solely managed by the UW System.

The proposed revisions to the policy:

- Increase the threshold at which the Board of Regents must approve a capital project solely managed by the UW System to \$5,000,000. Currently, the Board of Regents must approve all such projects that cost more than \$1,000,000. The policy would delegate authority to approve capital projects between \$1,000,000 and \$5,000,000 to the UW System President or a designee(s) at UW System Administration. Similar to existing authority contained in the policy, a chancellor would be permitted to approve a project of less than \$1,000,000, subject to policies and procedures to be established by the President. Additional Regent approval of a project would continue to be required where a project exceeds the estimated budget previously authorized by the Board by 10 percent or more or when the scope of a project materially alters from when authorization was initially provided by the Board. The increase in the threshold at which Board approval is required aligns the UW System with its peers in terms of when capital projects are brought before a governing board for approval.
- Provide that, in cases where Board approval for a capital project is necessary, approval of both the initial scope and budget must be obtained at or before 75 percent completion of design or construction drawings. Currently, the policy states that approval is necessary at or before 25 percent of design being completed. This revision provides an opportunity for the Board to consider the project at its earliest stage prior to any financial expenditure. In order for a project to attain 25 percent design, architectural or engineering contracts will need to be executed and funds expended. The Board will have an opportunity to review the project when it reaches 75 percent design completion. At this stage, project documentation is more complete and cost estimates are more accurate than at 25 percent design.
- Codify current contract signature delegation. Currently, the UW System President has not delegated contract signature authority to chancellors for capital projects covered by this policy. The revision to the policy affirms that UW System Administration will oversee design and construction contract management to ensure accountability and consistency across projects.
- Increase the threshold under which capital projects solely managed by the UW System are reported to the Board of Regents to \$5,000,000.

RELEVANT REGENT POLICY DOCUMENTS

Regent Policy Document 13-1, “General Contract Approval, Signature Authority, and Reporting”

Regent Policy Document 13-2, “Real Property and Construction Contract Signature Authority and Approval”

Regent Policy Document 13-5

Capital Projects Solely Managed by the UW System: Approval and Signature Authority

Scope

This policy outlines both the approval process and authorization necessary to sign contracts related to construction projects solely managed by the UW System on behalf of the Board of Regents.

General signature authority for contracts not related to real property or construction is outlined in Regent Policy Document 13-1, "General Contract Signature Authority, Approval, and Reporting."

Signature authority for real-property contracts is outlined in Regent Policy Document 13-2, "Real Property Contracts: Signature Authority and Approval."

Purpose

The purpose of this policy is to establish that Board of Regents approval is required for all capital projects that the UW System solely manages costing more than \$1,000,000. The policy also delegates authority to sign contracts associated with these projects.

Policy Statement

It is the policy of the Board of Regents to ensure that capital projects solely managed by the UW System deliver high-quality, timely and cost-efficient outcomes. Through this policy, the Board of Regents exercises its stewardship and oversight responsibilities over such capital projects on the lands under its control.

Additionally, the execution of design and contracts related to such projects is delegated to ensure efficiency and accountability in the management and administration. Those signing design and construction contracts binding the Board of Regents are expected to have the requisite level of judgment and expertise to represent the Board.

Capital Project Approval

Section 16.855(12m), Wis. Stats. allows the Board of Regents to let and supervise UW System capital projects funded entirely through gifts and grants if such projects are bid using single prime contracting.

Board of Regents approval is required for any capital project solely managed by the UW System that costs more than \$1,000,000. Approval by the Board shall be sought at or before 25 percent of design being completed. Additional Board approval shall be required if:

- a project exceeds the estimated budget previously authorized by the Board by 10 percent or more; or
- the scope of a project is materially altered from when authorization was initially provided by the Board.

Projects of \$1,000,000 or less may be approved by a chancellor, subject to policies and procedures governing capital projects solely managed by the UW System, which shall be established by the UW System President. The Board of Regents shall receive regular reports on capital projects that are solely managed by the UW System costing \$1,000,000 or less from the UW System Office of Capital Planning and Budget.

Design and Construction Contract Signature Authority

The Board of Regents delegates to the UW System President the authority to execute design and construction contracts for capital projects solely managed by the UW System. For projects costing more than \$1,000,000, the UW System President may not authorize design and construction work beyond the 25 percent design completion phase without obtaining Board approval for the project.

The UW System President may delegate signature authority under this policy to other UW System Administration senior officials and chancellors. The President shall establish the conditions under which a chancellor may delegate signature authority for specific documents supporting the design and construction process. Any delegation made by the President must be made in writing and filed in the Office of the President.

Oversight, Roles, and Responsibilities

The Office of the President is responsible for maintaining a current list of delegations made under this policy and for ensuring appropriate levels of oversight are maintained over the use of any design and construction contract signature authority.

The Office of Capital Planning and Budget shall assist the UW System President in developing and maintaining policies and procedures for overseeing capital projects solely managed by the UW System.

Related Regent Policies and Applicable Laws

- Regent Policy Document 13-1, General Contract Signature Authority, Approval, and Reporting
- Regent Policy Document 13-2, Real Property Contracts: Signature Authority and Approval
- Section 16.855 (12m), Wis. Stats., Construction Project Contracts

History: Res. 10708, adopted 06/10/2016, created Regent Policy Document 13-5.

OFFICE OF THE BOARD OF REGENTS

Jane S. Radue, Executive Director

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Madison, WI 53706

☎ 608.262.2324

✉ board@uwsa.edu

Attachment A

RPD 13-5, Changes Marked

Regent Policy Document 13-5

CAPITAL PROJECTS SOLELY MANAGED BY THE UW SYSTEM: APPROVAL AND SIGNATURE AUTHORITY

Scope

This policy outlines both the approval process and authorization necessary to sign contracts related to construction projects solely managed by the UW System on behalf of the Board of Regents.

General signature authority for contracts not related to real property or construction is outlined in Regent Policy Document 13-1, “General Contract Signature Authority, Approval, and Reporting.”

Signature authority for real-property contracts is outlined in Regent Policy Document 13-2, “Real Property Contracts: Signature Authority and Approval.”

Purpose

The purpose of this policy is to establish that Board of Regents approval is required for all capital projects that the UW System solely manages costing more than \$+5,000,000 while the UW System President or designee must approve projects between \$1,000,000 and \$5,000,000. The policy also delegates authority to sign contracts associated with these projects.

Policy Statement

It is the policy of the Board of Regents to ensure that capital projects solely managed by the UW System deliver high-quality, timely and cost-efficient outcomes. Through this policy, the Board of Regents exercises its stewardship and oversight responsibilities over such capital projects on the lands under its control.

Additionally, the execution of design and contracts related to such projects is delegated to ensure efficiency and accountability in the management and administration. Those signing design and construction contracts binding the Board of Regents are expected to have the requisite level of judgment and expertise to represent the Board.

Capital Project Approval

Section 16.855(12m), Wis. Stats. allows the Board of Regents to let and supervise UW System capital projects funded entirely through gifts and grants if such projects are bid using single prime contracting.

Board of Regents approval is required for any capital project solely managed by the UW System that costs more than \$+5,000,000. The Board must approve the initial scope and budget for such projects. Final approval by the Board shall be sought at or before 75% completion of design or construction drawings. ~~Approval by the Board shall be sought at or before 25 percent of design being completed.~~ Additional Board approval shall be required if:

- a project exceeds the estimated budget previously authorized by the Board by 10 percent or more; or
- the scope of a project is materially altered from when authorization was initially provided by the Board.

Projects between \$1,000,000 and \$5,000,000 must be approved by the UW System President or designee(s) at UW System Administration.

Projects ~~of less than~~ \$1,000,000 ~~or less~~ may be approved by a chancellor, subject to policies and procedures governing capital projects solely managed by the UW System, which shall be established by the UW System President.

The Board of Regents shall receive regular reports on capital projects that are solely managed by the UW System costing ~~\$15,000,000~~ or less from the UW System Office of Capital Planning and Budget.

Design and Construction Contract Signature Authority

The Board of Regents delegates to the UW System President the authority to execute design and construction contracts for capital projects solely managed by the UW System. For projects costing more than ~~\$15,000,000~~, approval from the Board of Regents must be obtained prior to the UW System President ~~executing contracts for construction may not authorize design and construction work beyond the 25 percent design completion phase without obtaining Board approval for the project.~~

The UW System President may delegate contract signature authority ~~under this policy~~ to other UW System Administration senior officials ~~and chancellors. The President shall establish the conditions under which a chancellor may delegate signature authority for specific documents supporting the design and construction process.~~ Any delegation made by the President must be made in writing and filed in the Office of the President.

Oversight, Roles, and Responsibilities

The Office of the President is responsible for maintaining a current list of delegations made under this policy and for ensuring appropriate levels of oversight are maintained over the use of any design and construction contract signature authority.

The Office of Capital Planning and Budget shall assist the UW System President in developing and maintaining policies and procedures for overseeing capital projects solely managed by the UW System.

Related Regent Policies and Applicable Laws

Regent Policy Document 13-1, General Contract Signature Authority, Approval, and Reporting
 Regent Policy Document 13-2, Real Property Contracts: Signature Authority and Approval
 Section 16.855 (12m), Wis. Stats., Construction Project Contracts

Attachment B

RPD 13-5, Proposed Final Version

Regent Policy Document 13-5

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- a project exceeds the estimated budget previously authorized by the Board by 10 percent or more; or
- the scope of a project is materially altered from when authorization was initially provided by the Board.

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The UW System President may delegate contract signature authority to other UW System Administration senior officials. Any delegation made by the President must be made in writing and filed in the Office of the President.

Oversight, Roles, and Responsibilities

The Office of the President is responsible for maintaining a current list of delegations made under this policy and for ensuring appropriate levels of oversight are maintained over the use of any design and construction contract signature authority.

The Office of Capital Planning and Budget shall assist the UW System President in developing and maintaining policies and procedures for overseeing capital projects solely managed by the UW System.

Related Regent Policies and Applicable Laws

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