

1 Facility Improvements and Modifications

2 Effective: Moved to Policy Library from UPM 12.3(1)

3 Updated/Revised: February 15, 2017

4 Contact: [Facilities Planning and Management](#)

5 Introduction

6 Facilities Planning and Management is charged with providing the university community with a safe,
7 comfortable, and usable physical environment. This includes ensuring that modifications to that
8 environment comply with all applicable building codes, state and local regulations, Board of Regents
9 policies, and university standards.

10 Policy Statement

11 All physical modifications to university facilities, interior and exterior, must be approved by Facilities
12 Planning and Management. This includes, but is not limited to, new construction, remodeling of
13 interior spaces, installation of equipment that requires permanent attachment or connection to
14 building utilities, attachment of items to exterior of buildings, modifications to the grounds of campus,
15 and installation of items on the grounds of campus. Facilities Planning and Management will
16 determine, after consultation with the requester and appropriate university officials, the most
17 appropriate methods of implementing said modifications.

18 Requests to pursue planning for capital projects that are expected to exceed \$250,000, are highly
19 visible, include external stakeholders, impact other administrative units, or involve real estate
20 purchases and/or leases must be submitted to the Capital Projects Advisory Committee (CPAC) for
21 review and approval.

22 The procurement of architectural services, engineering services, construction managers and any
23 specialized consultants related to the planning, design and construction of University facilities are to
24 be coordinated by Facilities Planning and Management.

25 Resources

26 Links

- 27 • [Facilities Planning & Management](#)
- 28 • [How to Request Facilities Planning & Management Services](#)
- 29 • [Capital Projects Advisory Committee \(CPAC\)](#)
- 30 • [Facilities Planning, Design, Construction](#)
- 31 • [Facilities Planning & Management Capital Planning Process](#)

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