

Attachment 1: Information Required by BOR Policy 1003.7

In accordance with Montana Board of Regents Policy 1003.7, Authorization for Building Projects, all proposals for new construction or renovation of an existing building with costs in excess of \$350,000 shall be submitted to the Board of Regents for approval. Each proposal shall include the following justification:

1. A detailed description of the project, including programs to be served.

This authority request includes the following project elements:

- Renovate 3rd floor room of Student Union Building to accommodate Extended University growth and the Little River Institute operations including new paint, flooring, new lighting fixtures and electrical upgrades, enhanced technology features, new cabinetry, restore or replace windows and window treatments, provide AC to office spaces and all tutoring areas.
- Install elevator to provide ADA compliance throughout entire facility.
- Renovate 3rd floor restrooms to provide for ADA accessibility.
- Provide a new professional development classroom and sound studio for Extended University and the KNMC Radio station.
- Provide a new student gathering space and reception area with a kitchenette.
- Renovate utility room to provide better storage for all users.

2. A detailed cost estimate for the project. The cost estimate should include a breakout of major cost components, such as: construction, design/consultant fees, furnishings/equipment, and contingency.

Estimated Cost:

Consultant Design Fees & Administrative Costs	\$55,000
Construction	\$575,000
Project Contingency	\$55,000
A/E Division Supervisory Fee	<u>\$15,000</u>
Total Project Cost	\$700,000

3. A detailed list of funding sources for the project. The list of funding sources for the project should identify the specific source of funding and not the fund type used for accounting purposes.

Funding for this project will be provided by:

NASNTI Grant	\$390,000
Extended University	\$160,000
Building Fee	<u>\$150,000</u>
Total Project Funding	\$700,000

4. Current space utilization data, additional amount and type of space added through the project, estimated space utilization data upon completion of the project, and national and/or peer benchmarks.

Historically, the third floor of the Student Union Building has been under-utilized due to its lack of accessibility. Room 304 was for storage only. Room 303 was used at the end of each spring semester as a student art exhibit which has since been relocated to the Vande Bogart Library in order to generate more student participation and public viewing. Room 310 was a small space which provided an office and storage space for the KNMC radio station. Room 308 (Formerly Crowley Conference Room) had one lunch meeting per month for an external organization. The conference area was relocated to the Fireside Room on the main floor and room 308 now provides the home for the Little River Institute. These renovations will upgrade existing spaces and provide heavier space usage by students and staff following the project's completion.

5. Projected uses of any existing space made available as a result of the project.

This renovation project would allow Extended University to restore space that it currently occupies in the Cowan Hall 110 office suites back to their original displaced operations.

6. Projected operation and maintenance costs upon completion including proposed funding sources.

Historic O & M costs are not to be significantly impacted by this renovation project since facilities will not be expanded. All operations costs and maintenance will continue to be paid for by Auxiliary Operations Revenue.