

UA SYSTEMWIDE POLICIES AND PROCEDURES

UASP 730.1

CAPITAL PROJECTS

I. Purpose

IV. Energy Cost Savings Contracts

Projects to be conducted under the authority of the Arkansas Guaranteed Energy Cost Savings Act¹ must be solicited and planned in consultation with the Arkansas Energy Office, following the process prescribed by the Energy Office. Before entering into a contract for an investment grade audit (IGA) or making any other contractual commitment to initiate a guaranteed energy cost savings project, the campus must submit to the President's office a description of the anticipated scope of the project, identification of the contractor the campus proposes to engage, the estimated cost of the IGA², and the anticipated source of funds to pay both the IGA and the expected project.

The President may, at his or her discretion, require that a project be submitted to the Board of Trustees for review or preliminary approval before the IGA contract is signed, with final approval to follow negotiation of the project contract.

Before initiating project contract discussions with the potential contractor, the campus should provide a copy of the IGA and a brief description of the project to the Office of General Counsel. The General Counsel's office must be consulted before any contract negotiations commence and should serve as an advisor in the contract negotiations. The proposed project contract terms should be substantively complete before the project is brought to the Board of Trustees for final approval.

V. Selection Committees

To the extent practicable, selection committees members should include individuals with experience or expertise relevant to the project, including individuals with expertise or experience in planning or construction. Following the final interview, the committee should numerically score each of the finalists and record the scores. A record of the scores must be submitted to the Board of Trustees when requesting approval to retain an architect or engineer, and when requesting approval of a contractor selected under Board Policy

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VI. Building Standards

Building standards to be applied in design and construction will include at a minimum the latest edition of the Arkansas Fire Prevention Code, the National Electrical Code as adopted in Arkansas, the Arkansas Plumbing Code, the Arkansas Mechanical Code, and applicable requirements of the Americans with Disabilities Act. For health care facilities the Arkansas Department of Health rules and regulations for Health Care Facilities will be followed.

¹Ark Code Ann § 11-1-1 et seq

² Arkansas Energy Office rules establish cost guidelines that will guide the campus and the contractor in determining the IGA fee.

Cal campuses that have not adopted specific campus building standards will apply the

CAPITAL PROJECT PROPOSAL FORM

Campus

Name of Proposed Facility

1 Proposed function of project. If the proposed project is new construction, describe the project's role in the campus master building plan

2 Proposed facility location & description attached map

Total estimated project cost, including construction and design, and acquisition and fixtures

Total estimated cost of furnishings

Estimated time to substantial completion

Parking plan to support new or expanded facility

If this project will be phased, or is part of a phased, or multi-step, project, describe each proposed phase, the estimated timeline for subsequent phases, and the estimated cost of each phase

Source of project funds. If borrowing is proposed, include an estimated cost of financing