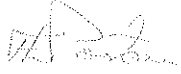


MICHIGAN STATE
UNIVERSITY

June 7, 2010

MEMORANDUM

To: Trustee Finance Committee

From: Fred L. Poston 

Subject: **Authorization to Plan**
Kellogg Center – Meeting Room Renovations

RECOMMENDATION

BE IT RESOLVED that the Trustee Finance Committee recommends that the Board of Trustees authorize the Administration to plan for the project entitled Kellogg Center - Meeting Room Renovations.

BACKGROUND
Program Need:

A key component of the Division of Residential and Hospitality Services ten-year strategic plan is ensuring that the Kellogg Hotel and Conference Center maintains its viability as a regional market leader in hotel and educational conference operations.

General Description of the Project:

The planning of this project is anticipated to include renovations of the Big Ten rooms, other meeting rooms, break-out space, and related corridors and areas. Upgrades will include improvements to air conditioning, carpet, paint, furniture, wall and window treatments, ceiling, lighting, electrical, and technology.

The Kellogg Center is located on the east side of Harrison Road between Kalamazoo Street and Michigan Avenue, in the Residential District. The location of this project is consistent with the Campus Master Plan and Planning Principles.

Based on an assessment of the factors stated in the Project Planning and Approval process concerning Project Labor Agreements (PLA), the Vice President for Finance and Operations and Treasurer has determined that a PLA would not be required for this project.



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Communication Plan:

During the planning phase, the campus community will be given opportunities to provide feedback on the project as it is being designed. Input from the project planning team will be solicited during the design phase.

Preliminary Project Cost Information:

Based on cost experience for similar projects and current pricing information, the preliminary project cost estimate is \$1,600,000. This estimate may change as planning progresses and the project scope is further defined.

The source of funds for the project is expected to be from Auxiliary Activities Fund - Residential and Hospitality Services.

cc: D. Brower, R. Flinn, J. Kacos, G. Klein, B. Kranz, K. Lindahl, M. McCabe,
J. Mumma, R. Nestle, D. Quinney, J. Bonk, J. Emery, V. Gore

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Authorization to Plan
Kellogg Center – Meeting Room Renovations

