


MICHIGAN STATE
U N I V E R S I T Y

February 2, 2011

MEMORANDUM

To: Trustee Finance Committee

From: Fred L. Poston 

Subject: **Authorization to Plan**
Spartan Stadium - Alterations to Rooms on Levels 200 and 300

RECOMMENDATION

BE IT RESOLVED that the Trustee Finance Committee recommends that the Board of Trustees authorize the Administration to plan for the project entitled Spartan Stadium - Alterations to Rooms on Levels 200 and 300.

BACKGROUND

Program Need:

The need for additional space in Spartan Stadium (west end office tower) is due to the current expansion and projected five-year growth of University Advancement staff in the areas of Development, Alumni Relations, and Advancement Services. The changes in staff are consistent with an effort to strengthen and intensify fundraising while simultaneously enhancing the work in alumni relations. Remodeling and reconfiguring the existing space is needed to further accommodate the growth of staff and facilitate appropriate adjacencies for work flow throughout the floors. Further integration of the University Advancement model that merged the Alumni Association with the Development function will be accomplished with these renovations.

General Description of the Project:

The planning of this project is anticipated to include building out unfinished space on level 200 of the west end office tower as well as the remodeling of existing space both on level 200 and level 300. The spaces will be finished to provide offices, open work stations, meeting space, and shared work rooms.

The west end office tower is a part of Spartan Stadium and is located on Spartan Way in the athletic and recreation district. The location of this project is consistent with the Campus Master Plan and Planning Principles.



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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 total project cost estimate inclusive of furnishings and equipment is \$2.2 million. 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 the General Fund - University Advancement.

cc: D. Brower, R. Flinn, J. Kacos, G. Klein, B. Kranz, K. Lindahl, M. McCabe,
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