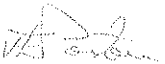


**MICHIGAN STATE**  
**U N I V E R S I T Y**

June 3, 2011

**MEMORANDUM**

**To:** Trustee Finance Committee

**From:** Fred L. Poston 

**Subject:** **Project Approval - Authorization to Proceed**  
Kellogg Center - Meeting Room Renovations

**RECOMMENDATION**

BE IT RESOLVED that the Trustee Finance Committee recommends that the Board of Trustees authorize the Administration to proceed with the project entitled Kellogg Center - Meeting Room Renovations, and to approve a budget of \$2,240,000.

**BACKGROUND**

**Program Need:**

A key component of the Division of Residential and Hospitality Services' 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.

**Description of the Project:**

The Kellogg Center is located on the east side of Harrison Road between Kalamazoo Street and Michigan Avenue, in the Residential District. This project includes renovations of the Big Ten rooms and corridors to include improvements to air conditioning, new ceilings, lighting, finishes, architectural features, flooring, and technology.

The Architect/Engineer and Construction Manager is MSU Engineering and Architectural Services.

**Communication Feedback:**

The campus community was given opportunities to provide feedback during the planning phase; and any concerns have been addressed in the project design.

The Office of Campus Planning and Administration has reviewed this project and found it to be consistent with the Campus Master Plan and Planning Principles. The Campus Infrastructure Planning Work Group also supports the recommendation to proceed with the project.



OFFICE OF THE  
VICE PRESIDENT FOR  
FINANCE AND  
OPERATIONS

Fred L. Poston  
Vice President and  
Treasurer

Michigan State University  
412 Administration Building  
East Lansing, Michigan  
48824-1046

Phone 517.355.5014  
Fax 517.353.6772  
www.vpfo.msu.edu

As construction proceeds, the schedule will be reviewed with the campus community.

**Project Cost and Timetable:**

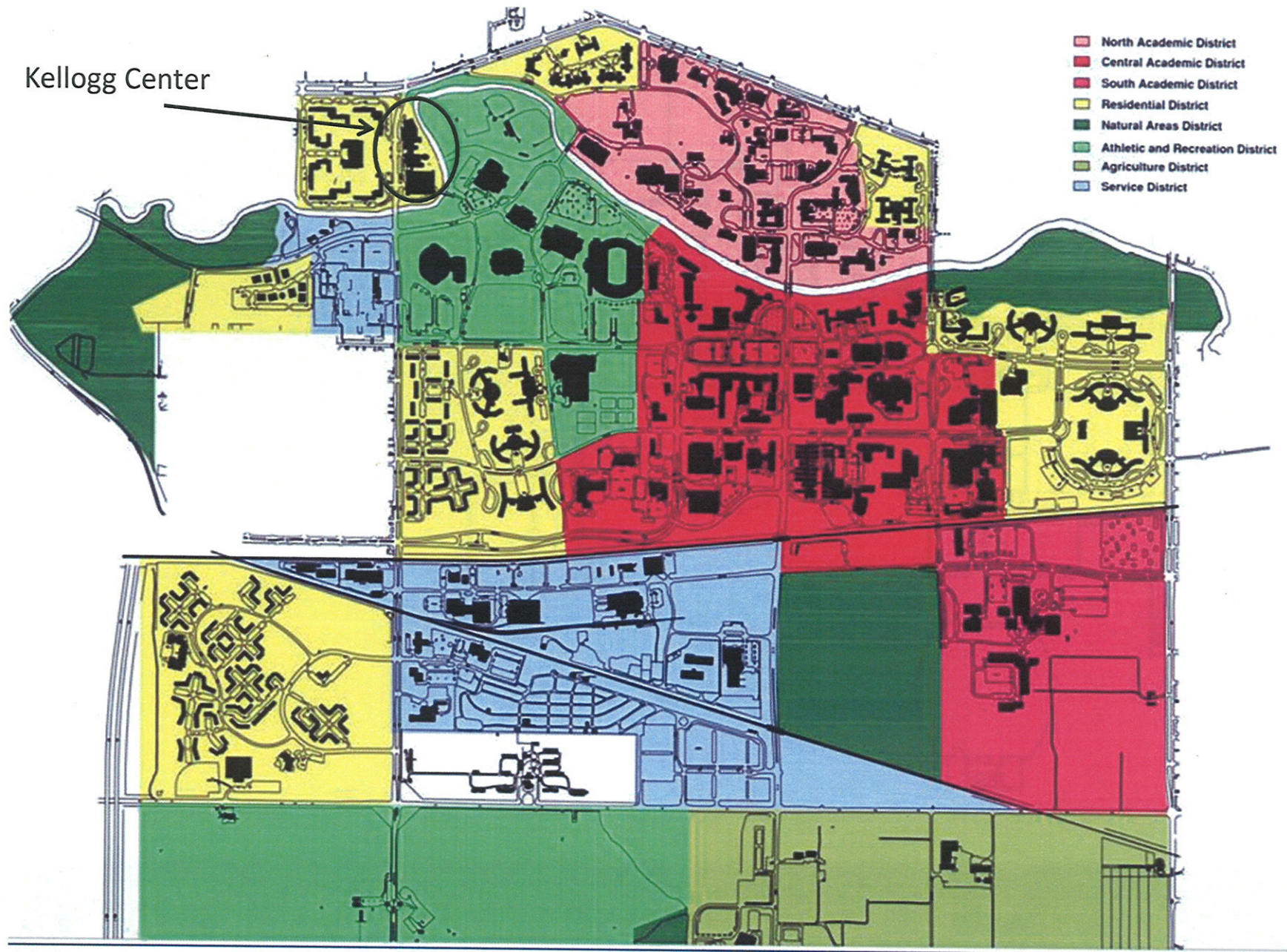
The budget for this Construction Management project is \$2,240,000, which is being funded from the Auxiliary Activities Fund - Residential and Hospitality Services.

Construction is planned to begin in August 2011, with substantial completion in August 2012, and final completion in February 2013.

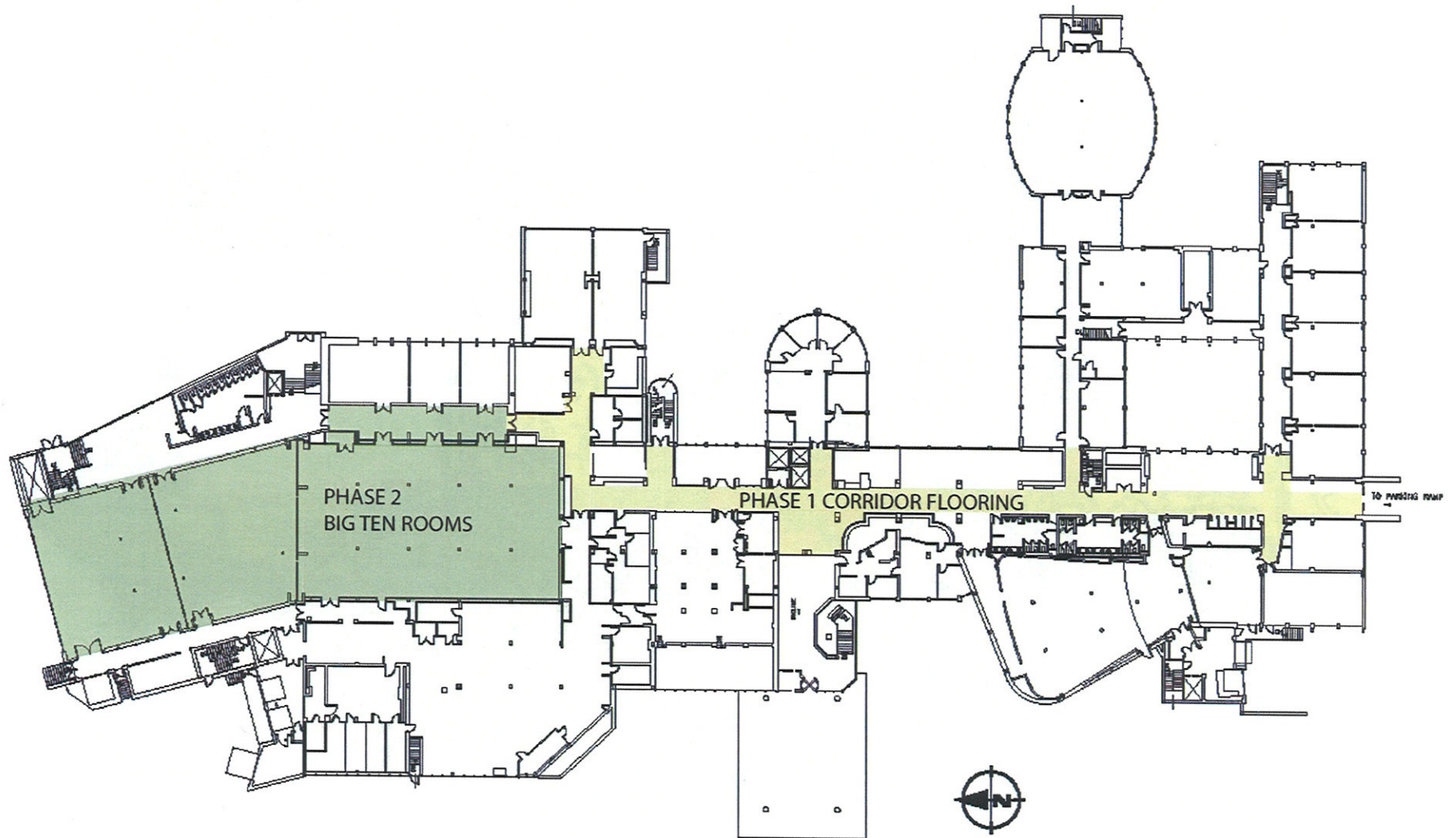
cc: D. Brower, R. Flinn, M. Haas, J. Kacos, G. Klein, B. Kranz, K. Lindahl,  
M. McCabe, J. Mumma, R. Nestle, D. Quinney, J. Bonk, V. Gore

CP10066

Project Approval – Authorization to Proceed  
Kellogg Center – Meeting Room Renovations



Project Approval – Authorization to Proceed  
Kellogg Center – Meeting Room Renovations

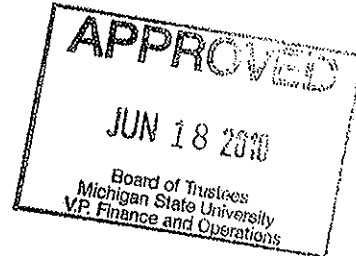


# Background Information

MICHIGAN STATE  
UNIVERSITY

June 7, 2010

**MEMORANDUM**



**To:** Trustee Finance Committee  
**From:** Fred L. Poston *[Signature]*  
**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.



OFFICE OF THE  
VICE PRESIDENT FOR  
FINANCE AND  
OPERATIONS

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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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