


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

December 5, 2012

MEMORANDUM

To: Trustee Finance Committee

From: Fred L. Poston 

Subject: **Authorization to Plan**
Administration Building - Second Floor 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 Hannah Administration Building - Second Floor Renovations.

BACKGROUND

Program Need:

The growth of the research enterprise at Michigan State University has nearly doubled over the past decade to over \$500 million in external research funding, with the objective to double again over the next six years. This growth results in increased hosting of meetings with high profile corporate, foundation and government visitors, as well as faculty and students. The current configuration and quality of space does not support the expanded research activity, nor is its image consistent with that of a major research university. The need for conference space, offices that support collaborative work, and an environment that conveys a sense of professionalism commensurate with a major research university is needed.

General Description of the Project:

The planning of this project is anticipated to include renovation of space on the second floor of the Hannah Administration building which currently houses the Office of the Vice President for Research and Graduate Studies. The renovations will include creation of collaborative work space, conference room(s), day-lighting, and related utilities, furnishings, and finishes.

The Administration building is located on Auditorium Road, adjacent to Olds Hall, in the north academic district. The location of this project is consistent with the Campus Master Plan and Planning Principles



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

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.

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 \$1,100,000. 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 the general fund.

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

CP12343

Authorization to Plan Administration Building – Renovations to Second Floor

