

**MICHIGAN STATE
UNIVERSITY**

APPROVED

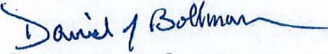
FEBRUARY 15, 2019

**BOARD OF TRUSTEES
MICHIGAN STATE UNIVERSITY**

February 15, 2019

MEMORANDUM

To: Committee on Budget and Finance

From: Daniel J. Bollman 
Vice President for Strategic Infrastructure Planning and
Facilities

Subject: **Authorization to Plan**
Administration Building - Renovations to Third Floor

RECOMMENDATION

The Trustee Committee on Budget and Finance recommends that the Board of Trustees authorize the Administration to plan for renovations on the third floor of the Hannah Administration Building.

RESOLUTION

BE IT RESOLVED, that the Board of Trustees of Michigan State University hereby authorizes the Administration to plan for the project entitled "Administration Building - Renovations to Third Floor."

BACKGROUND

Program Need:

The Administration Building was constructed in 1968 and the third floor remains largely unchanged since opening the building 50 years ago. The current space configuration is inefficient, lacks functionality, and does not provide adequate space given administrative and operational changes. Addressing these inadequacies is necessary to accommodate realignment and changes in staffing, co-locate functional areas, increase occupancy and utilization, and create a more collaborative and modern work environment.

General Description of the Project:

As planning begins, the project is anticipated to include renovations to approximately 14,000 square feet of space on the third floor. The renovations are anticipated to include reconfiguration of existing space that includes workspace for personnel; shared workroom and conference space; modifications and upgrades to utilities, technology, and furnishings and finishes.



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The Administration Building is on Auditorium Road in the north academic district. The project will be consistent Campus Land Use Master Plan.

Communication Plan:

Input will be solicited from the campus community during the planning phase.

Preliminary Project Cost Information:

Based on cost experience for similar projects and current pricing information, the preliminary project cost estimate is \$3,100,000 - \$3,700,000. This estimate may change as the project and its scope are refined during the planning process.

The source of funds for the project is expected to be from the general fund and/or debt financing with debt repayment from the general fund.

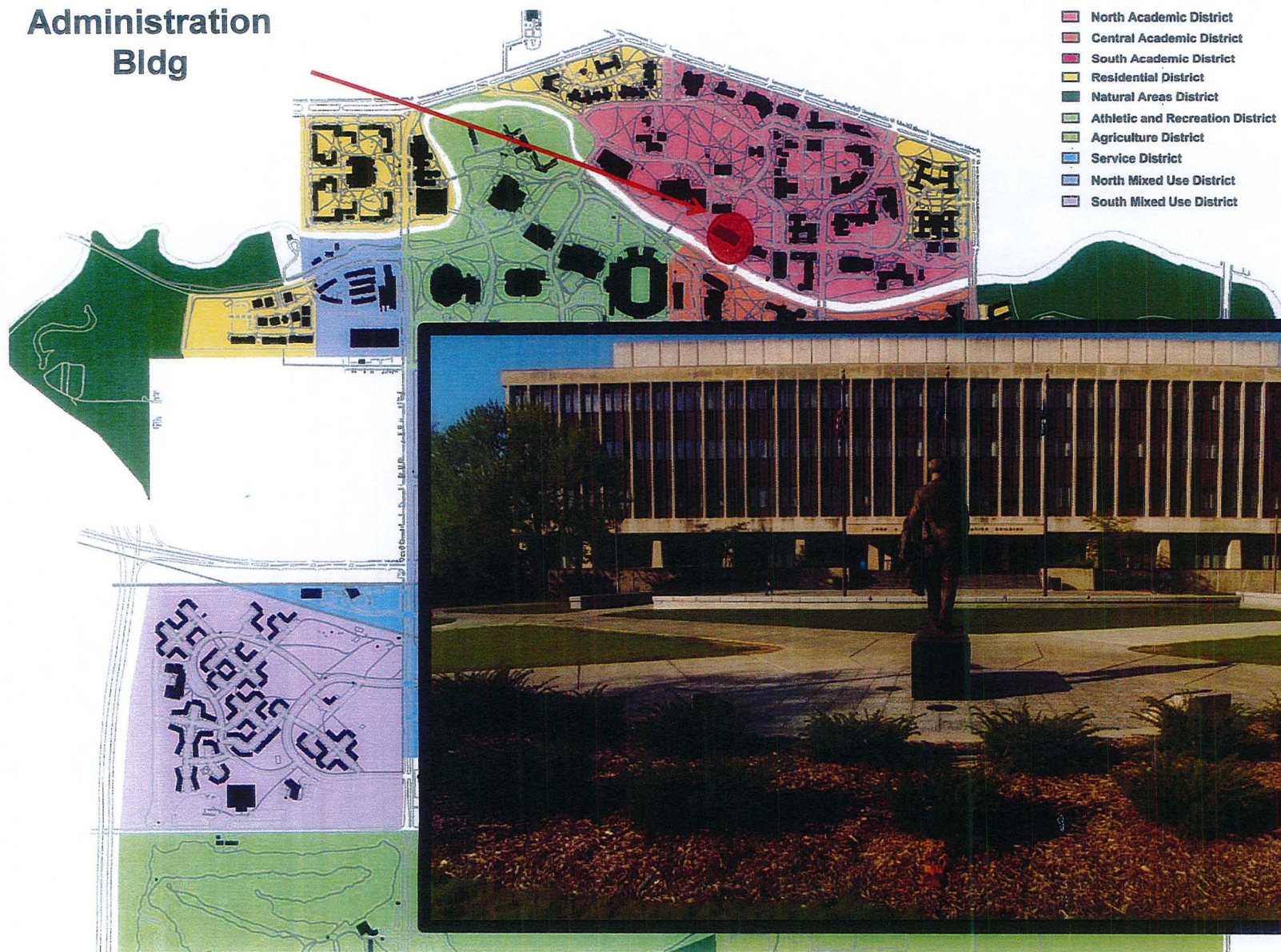
cc: Board of Trustees, S. Udpa, J. Youatt, N. Barr, M. Zeig, B. Quinn,
V. Gore, M. Haas, J. Gaboury, B. Kranz, M. McCabe, J. Mumma,
J. Rayis, L. Adams, K. Oosterhoff, G. Deppong

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Authorization to Plan
Administration Building – Renovations to Third Floor

MICHIGAN STATE
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Administration
Bldg



Third Floor – Anticipated Area of Renovation

