

3341-6-5 Authorization and Award of Capital Construction Projects

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| Applicability | All University units |
| Responsible Office | Division of Finance and Administration |
| Responsible Administrator | Associate Vice President of Planning, Construction and Campus Operations |

(A) Policy Statement and Purpose

The purpose of this policy is to ensure the proper authorization and award of capital projects.

All proposed new construction, renovations, and alterations to the university's physical plant must be approved prior to any of the planning, design or construction activities being undertaken. Maintenance and repairs to the physical plant are not subject to this approval process.

Projects where the total cost of the planning, design and construction is estimated to exceed one million dollars must be approved by the Board of Trustees. Projects that are one millions dollars or less are to be approved by the Vice President for Finance and Administration.

For projects which are estimated to exceed one million dollars, pre-design, site analysis and schematic design services up to three hundred thousand dollars may be undertaken prior to approval by the Board of Trustees, provided that such services are needed to present the project to the Board and are approved by the Vice President for Finance and Administration.

(B) Roles & Responsibilities

All phases of the planning, design and construction for new construction, renovations and alterations to the physical plant including the selection of professional service and construction contracts are the responsibility of the Vice President for Capital Planning; awarding and execution of contracts for service and construction contracts are the responsibility of the Vice

President for Finance and Administration; selection and awarding shall be done in accordance with Ohio law and the rules of the Ohio Facility Construction Commission (OFCC).

Registered Date: March 17, 2015