



CAMPUS PLANNING
& FACILITIES

BOARD OF REGENTS OF
THE UNIVERSITY SYSTEM OF GEORGIA

2007 JUL 2 AM 11 34

MS. SHARON FERGUSON BRITTAIN
OFFICE OF REAL ESTATE AND FACILITIES
270 WASHINGTON STREET, S.W.
ATLANTA, GEORGIA 30334

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FAX: (404) 657-7433
SHARON.BRITTAIN@USG.EDU

Friday, June 29, 2007

Mr. Mike Renfrow
Associate Vice President for Campus Planning & Facilities
University of West Georgia
1601 Maple Street Aycock Hall
Carrollton, Georgia 30118

Re: FY 2008 Major Repair and Renovation Allocation
GSFIC Project No. J-87 for Bond Funded Projects

Dear Mr. Renfrow:

On June 13, 2007, The Board of Regents approved the Major Repair and Renovation (MRR) allocations for Fiscal Year 2008. This year, the source of funds for FY 2008 MRR will be cash and bonds. Your institution will receive your total MRR allocation on bonds. These monies will be held at the Georgia State Financing and Investment Commission (GSFIC) and available approximately one month after the actual bond sale. Full funding for the FY 2008 MRR bond allocation is scheduled for August 2004.

Effective July 1, 2006 GSFIC instituted a policy to ONLY reimburse the institutions for MRR expenditures after the invoices have been paid by the institutions. Please refer to the letter from GSFIC included in this packet for reimbursement procedures.

The responsibility for initiation and management of all projects lies with the institution. Although bond funds do not lapse on June 30th, we strongly urge that you plan, bid and award projects in a timely manner to comply with GSFIC bond spend down policies and avoid the possibility of funds being "swept".

Enclosed is a list of approved MRR projects for your institution, executed R & A Forms with applicable Board of Regents project numbers, if the projects are outside of your current delegated authority, and a Quarterly Capital and Construction Project Status Report. The project status report should be updated to provide information for all capital projects, including Public-Private Ventures projects.

Please insure that these documents are forwarded to the appropriate individuals on your campus. Feel free to contact me, your assigned Program Manager or Sandra Neuse, Director of Management and Operations if you have any questions.

Sincerely,

Sharon Ferguson Brittain
Assistant Vice Chancellor for Facilities

SFB:tb

Enclosures

- a) List of Approved Projects
- b) Approved Record & Approval Forms
- c) GSFIC Bond Fund Reimbursement Procedures
- d) Quarterly Project Status Report & Legend
- e) Program Manager Campus Assignments

Cc: Chancellor Erroll Davis
Mr. Robb Watts
Ms. Linda Daniels
Dr. Beheruz N. Sethna
Mr. Jerry Mock
Mr. Lynn Agan
Ms. Sandra Neuse
Ms. Sheree Srader
Mr. Samson Oyegunle



University of West Georgia

Target = \$1,471,540

Regular Projects \$1,340,152

1.	Replace Chilled Water Coils, Academic Building ✓	\$452,800	\$452,800		C
2.	Install Security System, Library Building ✓	216,000	216,000		B
3.	Replace HVAC Controls, Quad Building ✓	675,000	592,140	*11	B
4.	Replace Boiler/Water/Controls, Murphy Building	108,000	0		B
5.	Replace Chiller, Sanford Hall Building	124,200	0		B
6.	Repair Foundation Drainage, Honors House	30,000	0		A
7.	Replace Unit Substation, Library Building	388,800	0		B
8.	Rehabilitate Biology Lab Classrooms, I	573,100	0		C
9.	Upgrade Telecommunication System, Campus-Wide	112,900	0		B
10.	Renovate Interiors & Exteriors, Richards College of Business Building	367,200	0		C
11.	Replace Boiler, Education Center	57,600	0		B
12.	Renovate Cobb Hall	812,000	0		C
13.	Renovate Learning Resource Center, Geography Building	140,400	0		C
14.	Upgrade Lighting, Library Building	482,000	0		C
15.	Upgrade Mechanical System, Old Auditorium Building	675,000	0		B

TOTAL	\$5,195,000	\$1,250,940
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Regulatory Projects \$131,387

1.	Replace Fire Alarm System, Cobb Hall ✓	\$140,400	\$140,400	*8	D
2.	Install Fire Alarm System, Murphy Building ✓	70,200	70,200	*8	D
3.	Replace Fire Alarm System, Sanford Hall	140,400	0		D
4.	Replace Fire Alarm System, Parker/Mandeville	210,600	0		D
5.	Install Fire Alarm System, Old Auditorium Building	140,400	0		D
6.	Replace Fire Alarm System, Callaway Building	168,500	0		D
7.	Replace Fire Alarm System, Humanities Building	280,800	0		D
8.	Replace Fire Alarm System, Townsend Center for Performing Arts	140,400	0		D
9.	Install ADA Elevator, Mandeville Building	390,000	0		D
10.	Install ADA Elevator, Cobb Hall	330,000	0		D
11.	Abate and Replace Floor Tile, Humanities Building	271,000	0		D
12.	Improve ADA Accessibility, Ground Floor, Boyd Building	25,500	0		D

TOTAL	\$2,808,200	\$210,600
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CAMPUS ALLOCATION	\$1,471,540
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Board of Regents' Project Record & Approval Form

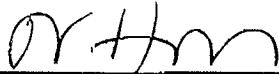
Institution: University of West Georgia Project No.: _____

Project Title: REPLACE CHILLED WATER COILS, ACADEMIC BUILDING
Academic Bldgs Chilled Water Coils Replacement

Project Description: Replace the chilled water coils in three buildings located in the Quad area
of Campus - Boyd Building, Library and Pafford Building.

<u>PROJECT BUDGET</u>	<u>Estimate</u>	<u>FUNDS AVAILABLE</u>	
Design Fee:	<u>\$33,540.00</u>	FY 2008 'MRR:	<u>\$452,800.00</u>
Construction Cost:	<u>\$335,400.00</u>	Operating Budget:	<u>\$0.00</u>
Misc. & Testing:	<u>\$33,540.00</u>	Other (Specify):	<u>\$0.00</u>
Contingency:	<u>\$50,320.00</u>		<u>\$0.00</u>
Total	\$452,800.00	Total	\$452,800.00


Contact Person: Lynn Agan Phone No.: 678-839-6377

Approval:  Date: 3-5-07
President

This section to be completed by the Office of Facilities

AUTHORIZED ALLOCATIONS

Amount	Date	Board/Vice Chancellor
<u>\$452,800.00</u>	<u>6/13/07</u>	<u>Board</u>

Approval:  Date: 6/21/2007
Program Manager

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Board of Regents' Project Record & Approval Form

Institution: University of West Georgia Project No.: _____

Project Title: INSTALL SECURITY SYSTEM, LIBRARY BUILDING
~~Library Building Security System~~

Project Description: Install a new complete state of the art Security System to protect the
University Library's Diverse Collection of materials and Special Collections.

<u>PROJECT BUDGET</u>	<u>Estimate</u>	<u>FUNDS AVAILABLE</u>	
Design Fee:	<u>\$18,000.00</u>	FY 2008 'MRR:	<u>\$216,000.00</u>
Construction Cost:	<u>\$180,000.00</u>	Operating Budget:	<u>\$0.00</u>
Misc. & Testing:	<u>\$0.00</u>	Other (Specify):	<u>\$0.00</u>
Contingency:	<u>\$18,000.00</u>		<u>\$0.00</u>
Total	\$216,000.00	Total	\$216,000.00

Contact Person: Lynn Agan Phone No.: 678-839-6377

Approval: _____ Date: 3-5-07

President

This section to be completed by the Office of Facilities

AUTHORIZED ALLOCATIONS

Amount	Date	Board/Vice Chancellor
<u>\$216,000.00</u>	<u>6/17/07</u>	<u>Board</u>

Approval: SAMSON OYEGUNLE Date: 6/21/2007
Program Manager

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Board of Regents' Project Record & Approval Form

Institution: University of West Georgia Project No.: BR-71-0801

Project Title: REPLACE HVAC CONTROLS, QUAD BUILDING
~~Quad Buildings Controls Upgrades~~

Project Description: Replace or upgrade controls for the four buildings in the quad area, Boyd Building, Library, Pafford and Humanities Building

<u>PROJECT BUDGET</u>	<u>Estimate</u>	<u>FUNDS AVAILABLE</u>	
Design Fee:	<u>\$50,000.00</u>	FY 2008 'MRR:	<u>\$592,140.⁰⁰</u> \$675,000.00
Construction Cost:	<u>\$550,000.00</u>	Operating Budget:	<u>\$0.00</u>
Misc. & Testing:	<u>\$0.00</u>	Other (Specify):	<u>\$0.00</u>
Contingency:	<u>\$75,000.00</u>	INSTITUTIONAL FUNDS	<u>\$52,860.⁰⁰</u> \$0.00
Total	\$675,000.00	Total	\$675,000.00

Contact Person: Lynn Agan Phone No.: 678-839-6377

Approval:  Date: 3-5-07

President

This section to be completed by the Office of Facilities

AUTHORIZED ALLOCATIONS

Amount	Date	Board/Vice Chancellor
<u>\$592,140.⁰⁰</u>	<u>6/13/07</u>	<u>Board</u>

Approval: SARAH OYEGUNLE Date: 6/21/2007
Program Manager

Board of Regents' Project Record & Approval Form

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Institution: University of West Georgia Project No.: _____

Project Title: ^{REPLACE} Fire Alarm ^{SYSTEM} Replacement at Cobb Hall

Project Description: Replace entire building Fire Alarm System with a Notifier 640 series state of the art system. Project to include new panel, wiring, smoke detectors, and any other devices deemed necessary for total building fire detection.

PROJECT BUDGET

Estimate

FUNDS AVAILABLE

Design Fee: \$15,000.00

FY 2008 'MRR: \$140,400.00

Construction Cost: \$110,400.00

Operating Budget: \$0.00

Misc. & Testing: _____

Other (Specify): \$0.00

Contingency: \$15,000.00

\$0.00

Total \$140,400.00

Total \$140,400.00

Contact Person: Lynn Agan Phone No.: 678-839-6377

Approval: _____ Date: 3-5-07

[Signature]
President

This section to be completed by the Office of Facilities

AUTHORIZED ALLOCATIONS

Amount	Date	Board/Vice Chancellor
<u>\$140,400.00</u>	<u>6/13/07</u>	<u>Board</u>

Approval: SAMSON OYEGUNLE Date: 6/21/2007
Program Manager

Board of Regents' Project Record & Approval Form

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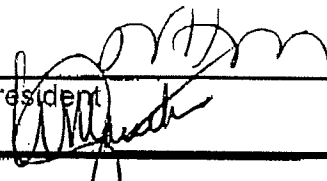
Institution: University of West Georgia Project No.: _____

Project Title: INSTALL Fire Alarm ^{SYSTEM} Installation at Murphy Building

Project Description: Install an entire building Fire Alarm System with a Notifier 640 series state of the art system. Project to include new panel, wiring, smoke detectors, and any other devices deemed necessary for total building fire detection.

<u>PROJECT BUDGET</u>	<u>Estimate</u>	<u>FUNDS AVAILABLE</u>	
Design Fee:	<u>\$10,000.00</u>	FY 2008 'MRR:	<u>\$70,200.00</u>
Construction Cost:	<u>\$50,200.00</u>	Operating Budget:	<u>\$0.00</u>
Misc. & Testing:	_____	Other (Specify):	<u>\$0.00</u>
Contingency:	<u>\$10,000.00</u>		<u>\$0.00</u>
Total	\$70,200.00	Total	\$70,200.00

Contact Person: Lynn Agan Phone No.: 678-839-6377

Approval: _____ Date: 3-5-07


 President

This section to be completed by the Office of Facilities

AUTHORIZED ALLOCATIONS

Amount	Date	Board/Vice Chancellor
<u>\$70,200.00</u>	<u>6/13/07</u>	<u>Board</u>

Approval: CAMERON O'NEILL Date: 6/21/2007
 Program Manager



**GEORGIA STATE FINANCING AND INVESTMENT COMMISSION
CONSTRUCTION DIVISION**

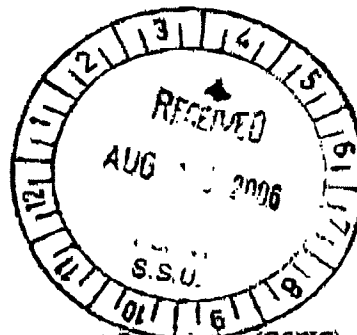
Second Floor
270 Washington Street
Atlanta, Georgia 30334

Gena L. Abraham, Director

April 1, 2006

404-483-5600

Mrs. Linda M Daniels
Vice Chancellor for Facilities
Board of Regents of the University System of Georgia
270 Washington Street, S.W.
Atlanta, Ga. 30334



Dear Ms. Daniels,

On February 28, 2006 the Georgia State Financing and Investment Commission (GSFIC) adopted a policy which will change GSFIC's business practices. The policy applies to bond related projects that are managed by an agency or Board of Regents facility.


An agency or Regents facility will now be required to directly pay invoices related to reimbursable projects and seek reimbursement from GSFIC. This policy is necessary for several reasons. The Georgia State Financing and Investment Commission was required by IRS to prepare 1099's for many of these vendors as well as respond to IRS requests to withhold payment for vendors that were not in compliance with IRS regulations. GSFIC was also receiving requests for payment of invoices under \$100 resulting in an inefficient use of staff time and other resources.

The Board of Regents has already directed their facilities to pay vendors directly and seek reimbursement for major repairs and renovations projects. The remainder of the Board of Regents reimbursable projects will be requested to comply with this policy by July 1, 2006.

GSFIC would also like to offer these universities and colleges the opportunity to participate in the Automatic Clearing House (ACH) payment program for reimbursable projects. This will allow GSFIC to reimburse a facility by wire transfer, reducing materials and saving both postage and processing time. A facility who wishes to participate may contact Glenda Knowles at gknowles@gstfic.ga.gov for an application. The university or college President and his designee will be the only persons allowed to request a change in the banking information for security reasons.

The Georgia State Financing and Investment Commission appreciates your cooperation in this matter. A copy of the policy is attached for your review.

Sincerely,


Kevin Clark
Deputy Director