**XI State Review**

Although Wayne State University is autonomous for the majority of the construction projects it completes, many projects require review by the State. The two situations are for non-state funded projects over $1,000,000 or for classroom/assembly buildings which require sealed documents.

**a) Joint Capital Outlay (JOC)**

**What Is It?**

**From the State website:**

* REPORTING REQUIREMENTS FOR NON-STATE FUNDED PROJECTS AT STATE SUPPORTED UNIVERSITIES AND COMMUNITY COLLEGES. Universities and community colleges shall report on all contracts entered into for new construction of self-funded projects costing in excess of $1,000,000.00. "New construction" includes land or property acquisition, remodeling and additions, maintenance projects, roads, landscaping, equipment, telecommunications, utilities, and parking lots and structures. Reports shall be submitted to the Joint Capital Outlay Subcommittee, the House and Senate Fiscal Agencies, and the State Budget Office on or before June 30 and December 31 of each year. Each report shall include, but not be limited to, the following information on all self-funded capital projects commenced for the immediately preceding six month period:

1. Description of the project, to include purpose, need, justification, and start/completion dates.

b) Statement of gross estimated capital improvement or project costs including a breakdown of land costs, site development and demolition costs, construction costs, costs of furnishings and equipment, fees, and any other special costs.

c) Listing of all sources of funding for project costs to include borrowed funds, university/college funds, gifts, grants, federal funds, private funds, state funds, student fees/tuition, any other funds, and any combination of funds.

d) Statement of the impact of project financing on student tuition.

* If changes occur in any information provided in a previously submitted report, those changes shall be included in the next report issued. Failure to comply with this rule will result in penalties as provided for in the higher education and community colleges appropriations bills. The University of Michigan Hospital and Health Center is excluded from this reporting requirement.

**By Rob**

1. Design and Construction Services provides Project Management to Business Operations for Tenant Construction in Wayne State Owned buildings. (form 1).
2. The State of Michigan is the Authority Having Jurisdiction in Classroom Buildings and Residence Halls. These retail projects require plan submissions by the Tenant’s designer to the SOM Bureau of Fire Services and Bureau of Construction Codes. (form 2)
3. In other buildings (non-residence hall, or classroom buildings) where WSU Office of Risk Management is the AHJ, the State of Michigan is invited to provide Trade Specific permitting for the MEP portions of the project work. Contractors are required to pull permits, using the Tenant’s design documents.
4. A request to participate in the project goes to State of Michigan Bureau of Construction Codes. (form 3). Greg Calme may be scheduled alternately for smaller projects where minimum Tenant remodeling is to occur. (form 4)
5. Health Department inspection is handled by WSU Office of Environmental Health and Safety (Mr. Scott Browne) in all WSU buildings.

**Who is involved?**

* Business Operations is involved with lease of space to Tenants.
* The Tenant is responsible to retain design services and provide design documents for their build out of the space. .
* Design & Construction Services provides Project Management.
* Drawing review is completed with the assist of D&CS, ORM and OEH&S.(form 3)
* Final construction drawings are completed by the tenant’s designer based upon these review comments and are then sent to the State of Michigan BCC and BFS for Residence Halls and Classroom Buildings for plan review and permitting. (form 4).
* Projects where WSU is the AHJ. Design documents are reviewed by SOM BCC with permit application for trade specific permitting.
* Final Certificate of Occupancy is either provided by SOM BFS (form 5) or by WSU ORM (form 6).

**How/ Process**

* Write a letter to SOM Bureau of Construction codes to assist with plan review and inspection for buildings where WSU is the AHJ.
* Write a letter to SOM Bureau of Construction codes to alert that a project is forthcoming and proposed submission and construction schedule.
* Identify potential pull ahead work, demolition and minor construction ahead of plan review.

\*\****Note: Tenant is responsible for incorporation of any review comments into the work/ re-work cost if necessary.***

**Checklist**

(To be filled in).

**Timeline Considerations**

* Look at construction schedule. Allow 6 -8 weeks for plan review/ submission to State of MI. Initial 95% review allow another 2 -3 weeks depending on complexity of the work.

**Forms**

* Form 1 – Tenant Construction in WSU Owned buildings.
* Form 2 - SOM BCC and BFS project announcement.
* Form 3 - SOM BCC request for assistance.
* Form 4 – Plan review forms, DCS/ ORM/ OEH&S
* Form 5 – BFS Final Occupancy.
* Form 6 – ORM Final Occupancy.

**Filing**

* Bureau of Fire Safety
* Follow D&CS filing protocol.
* File according to WSU protocol.