**XII Construction Delivery Methods**

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.

**f) Construction by Tenant**

**By Rob**

**What Is It?**

* Business Operations is responsible for lease of space to Tenants. Tenants are responsible for improvements of their assigned lease space. WSU Design and Construction Services supports the improvements by Tenant in Buildings owned by WSU as identified in the **Construction by Tenants within WSU Owned Buildings document,** referenced within the Tenant lease agreement.

**Who is involved?**

* Business Operations.
* The Tenant of the Retail Space.
* Tenant’s Designer.
* State of Michigan Bureau of Construction Codes
* State of Michigan Bureau of Fire Services (only where BFS is the (AHJ) Authority Having Jurisdiction). Residence Halls and Classroom Buildings typically.
* WSU Office of Risk Management
* Office of Environmental Health & Safety.
* Design & Construction Services.
* Facilities Operations.
* WSU Independent Electrical Inspection (Greg Calme)

**How/ Process**

* Business Operations is involved with lease of space to Tenants.
* The Tenant is responsible to retain design services and provide design documents that meet WSU Design Standards for their build out of the space.
* Business Operations requests PM from D&CS to coordinate the Tenant Build.
* WSU PM reviews scope of the Tenant work to determine if the project needs to go to the SOM BCC and BFS.
* WSU PM contacts BCC and BFS by phone to introduce the Retail projects. Identify potential pull ahead work, demolition and minor construction ahead of plan review.
* Write a letter to SOM Bureau of Construction codes to request assistance with plan review and inspection (see sample document xxx) for all projects whether WSU is the AHJ or the SOM is the AHJ
* Projects where SOM BFS is the AHJ, BFS is copied into the request letter to SOM BCC.
* Projects where WSU is the AHJ: Design documents are reviewed by SOM BCC with permit application for trade specific permitting.
* For small projects, Greg Calme and our pipefitters can be asked to review for their disciplines.
* Drawing review is completed with the assistance of D&CS, Facilities Operations, Office of Risk Management 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).
* Final Certificate of Occupancy is either provided by SOM BFS (form 5) or by WSU ORM (form 6).

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

**Checklist**

* A checklist identifying all items required by tenant construction in WSU Owned Buildings is identified for reference.

**Timeline Considerations**

* Look at project and construction schedule. Allow 6 -8 weeks for plan review/ submission to State of MI. .

**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.
* Form 7 – Checklist for Construction by Tenant
* Sample letter

**Filing**

* Follow D&CS filing protocol.