

# CAPITAL FACILITIES CYCLE FOR FY 2020 FUNDING

Submissions to the Utah System of Higher Education (USHE) Board of Regents, [ramon@ushe.edu](mailto:ramon@ushe.edu)

Submissions to the State Building Board, [jreddoor@utah.gov](mailto:jreddoor@utah.gov)

USHE Board of Regents Deadlines = Blue

State Building Board Deadlines = Black

## State-funded Capital Development Project Due Dates

Capital Development Requests must include a Capital Budget Estimate (CBE) prepared by DFCM. It is incumbent on the requestor to engage DFCM early to allow time for the CBE and cost estimate to be prepared.

- State Building Board Capital Development Request Form (Needs Statement) (First submittal to Building Board, minus DFCM prepared CBE) July 13, 2018
- Capital Development "Project Pipeline" & "Needs Analysis" data forms July 13, 2018
- Condition Assessment from architect/engineer for renovated/demolished projects August 17, 2018
- USHE Board of Regents Capital Facilities Committee Tour August 2018
- State Building Board Capital Development Tour August 9-10, 2018
- Council of Presidents (preliminary release of scores) September 4, 2018
- **Final Scope and Budget of All State Funded (SF) for Projects\*\*** September 17, 2018
- Institutional project presentation to the USHE Board of Regents September 20, 2018
- USHE Board of Regents Prioritizations September 21, 2018
- Approved USHE Board of Regents priorities submitted to State Building Board September 24, 2018
- State Building Board Capital Development Hearings and Prioritizations October 3-4, 2018

## Non-State Funded Capital Development Project Due Dates (including Revenue Bond Requests)

Capital Development Requests must include a Capital Budget Estimate (CBE) prepared by DFCM. It is incumbent on the requestor to engage DFCM early to allow time for the CBE and cost estimate to be prepared.

- **Capital Development Request Form (Needs Statement) Final Scope and Budget** October 31, 2018
- State Agency NSF Project Presentation and Building Board Recommendations November 7, 2018
- USHE Institution NSF Project Presentation and Approval by the Board of Regents November 16, 2018
- USHE Institution NSF Project Presentation and Building Board Recommendations December 5, 2018

## Land Banking Requests Due Dates

- State Building Board Land Banking Request Form (Needs Statement) July 13, 2018
- USHE Institutional request presentation and approval to the Board of Regents September 20-21, 2018
- USHE Institutional request presentation and prioritization to the State Building Board October 3-4, 2018

## Capital Improvements

- **Capital Improvement Request CBE and Scoping Documents Due** October 15, 2018

## Fall 2017 Space Inventory Reports

- Submit USHE space inventory reports according to standards in instructions October 31, 2018

## Summer 2017, Fall 2017, and Spring 2018 Classroom and Laboratory Utilization Data

- Submit utilization numbers according to instructions (tie to space inventory) December 1, 2018

\*\* Any changes made to square feet or cost estimates after this deadline must be re-submitted through DFCM and approved by both the State Building Board and the Board of Regents in their January meetings.