

Buildings and Grounds

PROJECTS UNDER CONSTRUCTION/RENOVATION

COMPLETION

BRAFFERTON

JULY, 2013

TUCKER HALL

AUGUST, 2013

FRATERNITY COMPLEX

AUGUST, 2013

BRAFFERTON







TUCKER HALL









FRATERNITY COMPLEX













PROJECTS IN DESIGN

ESTIMATED CONSTRUCTION START

- SADLER DINING HALL
ADDITION DECEMBER, 2012
- THERMAL STORAGE PLANT MAY, 2013
- CHANDLER HALL RENOVATION MAY, 2013
- ISC III JANUARY, 2014
- TYLER HALL NLT JANUARY, 2014

PROJECTS IN PRE-PLANNING

- IMPROVE ACCESSIBILITY INFRASTRUCTURE
- IMPROVE LAKE MATOAKA DAM SPILLWAY
- IMPROVE CAMPUS STORMWATER INFRASTRUCTURE
- PERFORMING ARTS QUARTER FEASIBILITY STUDY

Administration Procurement Update

PROCUREMENT POLICIES

- 1996 Delegation of Authority
- 2006 Restructuring Authority
- July 2012 Audit Recommendation
 - The Office of Procurement should develop the College's official policies and procedures for goods and services in order to be in full compliance with restructuring act.
- General Areas of Authority
 - Delegation of purchasing authority
 - approximately 200 employees have purchasing authority for goods & services up to \$5000
 - Small Purchase Cards - 284 distributed cards
 - EVa system (Commonwealth electronic procurement system)
 - Required use
 - Contracting Authority
 - Surplus Property

CONTRACTING AUTHORITY

- By-Law Changes
 - Provide specific signature authority to Provost, Vice President for Administration, & Vice President for Finance
 - Allows for sub-delegation of authority
- New policy will:
 - Require written delegation of authority
 - Specify conditions for delegation
 - Require training prior to receiving delegation
 - Encourage consultation with Procurement & University Counsel
- Construction procurement is a separate process conducted by Facilities Management using the Higher Education Construction Manual

NEXT STEPS

- December 2012
 - President approves Contracting & Signature Authority Policy
- January 2013
 - Provost, VPs Admn & Finance begin sub-delegation process
 - Procurement and University Counsel websites provide new guidelines for contracting
 - Procurement begins training for employees with delegated authority
- February – June
 - Complete formal policies for remaining procurement areas of small purchase and fixed assets

GOALS

- Improved and more efficient procurement process through:
 - Increased awareness and understanding of policies and procedures
 - Improved communication and training
 - Increased early consultation between Office of Procurement and the College's schools, departments and offices
 - Excellent collaboration between University Counsel and Office of Procurement