



RUTGERS POLICY
UNIVERSITY POLICY

Section: ~~20.1.3~~

Section Title: ~~Administrative~~

Policy Name: ~~Capital and Non-Capital Construction & Renovation Projects~~

Formerly Book: ~~6.3.2~~

Approval Authority: ~~Senior Vice President for Administration~~ Senior Vice President for Institutional Planning and Operations

Responsible Executive: ~~Vice President for University Facilities & Capital Planning~~ Vice President, University Facilities

Responsible Office: ~~University Facilities and Capital Planning~~ Institutional Planning and Operations

Originally Issued: ~~Adopted:~~ 8/1966

Revisions: 1998, 7/1/2013, 10/10/2013 (Updated title)

Errors or changes? ~~Contact:~~ Contact: ishulack@facilities.rutgers.edu

<u>Policy Name:</u>	Capital and Non-Capital Construction & Renovation Projects				
<u>Section #:</u>	<u>20.1.3</u>	<u>Section Title:</u>	<u>Administrative Policies, Procedures, & Services</u>	<u>Formerly Book:</u>	<u>6.3.2</u>
<u>Approval Authority:</u>	<u>Senior Vice President for Institutional Planning and Operations</u>		<u>Adopted:</u>	<u>8/1966</u>	<u>Reviewed:</u> <u>7/13/2016</u>
<u>Responsible Executive:</u>	<u>Vice President, University Facilities</u>		<u>Revised:</u>	<u>1998, 7/1/2013, 10/10/2013 (Updated title); 7/13/2016</u>	
<u>Responsible Office:</u>	<u>Institutional Planning and Operations</u>		<u>Contact:</u>	<u>John Shulack, ishulack@facilities.rutgers.edu</u>	

1. Policy Statement

Capital Construction projects are in excess of \$2- \$5 million and ~~are require~~ Board Approved. Capital Construction projects are developed by ~~Project Services University Facilities,~~ in concert with the Office of Planning & Development and the Office of the University Architect, units of the ~~University Facilities & Capital Planning department~~ Department of Planning, Development, and Design, both departments under the umbrella of Institutional Planning and Operations and university project stakeholders.

~~All regulations and procedures are subject to amendment.~~

All policies are subject to amendment. Please refer to the Rutgers University Policy Library website (policies.rutgers.edu) for the official, most recent version.

Non Capital Construction and/or Renovation projects are under the ~~\$2- \$5~~ million threshold and ~~are not Board Approved do not require Board Approval~~. These projects are developed by ~~Contract Services University Facilities and or Facilities Operations Services~~ the Department of Planning, Development, and Design, in concert with university project stakeholders.

All projects (construction, rehabilitation and/or alterations) adhere to all established purchasing regulations, design standards and applicable New Jersey Uniform Construction Code regulatory requirements.

2. **Reason for Policy**

To ensure that all capital construction and non capital construction/renovation projects are executed under the authority of ~~the University Facilities & Capital Planning department~~. Institutional Planning and Operations.

3. **Who Should Read This Policy**

Chancellors, Vice Presidents, Deans, Directors and Department Heads.

4. **Related Documents Resources**

For additional information, please visit the following web sites:

- ~~Project Services~~ - <http://facilities.rutgers.edu/UF/ProjectServ.html>
- ~~Project Request Form (PRF)~~ - <https://fss.rutgers.edu/projectrequest/request.asp>
- ~~Defining Projects~~ - <http://facilities.rutgers.edu/RenovationProjects/Defining.html>
- ~~Construction Professionals~~ - <http://facilities.rutgers.edu/UF/Qualification.html>
- ~~Architects and Engineers Pre-Qualification & Selection Process~~
<http://facilities.rutgers.edu/UF/Architecture/AEProcess.html>
- ~~Renovation Project Components~~
<http://facilities.rutgers.edu/RenovationProjects/Components.html>
<http://facilities.rutgers.edu/RenovationProjects/Roll.html>
<http://facilities.rutgers.edu>

5. **Contacts Definitions**

~~University Facilities & Capital Planning~~ N/A

6. **The Policy**

~~20.1.3 CAPITAL AND NON-CAPITAL CONSTRUCTION & RENOVATION PROJECTS~~

The execution of all capital construction projects are the responsibility of the ~~Project Services, a unit of University Facilities & Capital Planning~~. University Facilities, a department of Institutional Planning and Operations.

The execution of all non capital construction and/or renovations is the ~~shared~~ responsibility of ~~Contract Services or Facilities Operations Services, both units of University Facilities & Capital Planning~~ the University Facilities, a department of Institutional Planning and Operations.

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