

Capital Improvement Plan

What is the Capital Improvement Plan (CIP)?

Capital Improvement Plan – a program that establishes a short-range (5 year) plan, updated annually, identifying specific Capital Improvement Projects to be developed with a schedule (ranked) and costs with options for financing, providing a link between the Strategic Academic Plan, Facility Needs Assessment, Facility Condition Assessment and the Capital Budget.

Facility Space Needs Assessment – a survey to determine the adequacy of facilities to house or support their intended functions. This information helps determine or identify space surpluses, deficiencies, or functional inadequacies, and what are space utilization rates as a percentage of time occupied or used.

Strategic Academic Plan – determination based on final comprehensive analysis of the Facility Space Needs Assessment, giving development direction and priority to the projects proposed in the Capital Improvement Plan.

Campus Master Plan – a program that establishes a long-range (at least 10 year) land-use and facility development plan, updated every 5 years, that ensures the physical space needs of the University are compatible with the surrounding area, coordinated with the public infrastructure serving the University (roads, parking, transportation, water, sewer, storm water, parks/recreation, open space, housing) and meets the needs of student enrollment projections.

Campus Facilities Planning Committee – an Administration and Finance committee that considers physical changes to the University, making recommendations to the Executive Vice President, with respect to Campus Master Plan, site selection for new construction, transactions involving real property, exterior modifications effecting aesthetics, exterior demolition, naming of campus buildings, and capital improvement projects.

Why do we need a CIP?

- To connect projects to institutional purpose and direction for each campus
- To provide several years' direction and financial planning
- To help schedule projects and define next steps
- To provide greater opportunity for BOR involvement in planning stages
- To provide opportunities for discussion about strategic direction and capital and deferred maintenance

What should be included in the CIP?

- Scheduling of capital facilities development projects and land transactions
- Proposed cost and financing plans
- Illustrated relation to institutional master plan and enrollment plan
- Major build-out construction
- Capital renewal and deferred maintenance

Capital Project Planning Form (CPPF)

Purpose:

To request inclusion in Capital Improvement Plan (CIP) and to provide an in-depth analysis to assist evaluation of projects for addition to the CIP.

Procedure:

- Request access to the CPPF system electronically.
- Complete and submit form for review.
- FPC and Finance will review and approve it independently.

Identified User Groups and Representatives

- **Architecture** – Dean Patricia Oliver
- **Athletics** – Mack Rhoades
- **Auxiliary Services** – Esmeralda Valdez
- **Business** – Dean Latha Ramchand
- **Education** – Dean Robert McPherson
- **Engineering** – Dean Joseph Tedesco
- **Honors** – Dean William Monroe
- **Hotel and Restaurant Management** – Dean John Bowen
- **Law** – Dean Richard Alderman
- **Liberal Arts and Social Sciences** – Dean John Roberts
- **Libraries** – Dean Dana Rooks
- **Natural Sciences and Mathematics** – Dean Dan Wells

Identified User Groups and Representatives, continued

- **Optometry** – Dean Earl Smith
- **Parking and Transportation** – Bob Browand
- **Pharmacy** – Dean F. Lamar Pritchard
- **Plant Operations** – Emily Messa
- **Public Safety** – Malcolm Davis
- **Social Work** – Dean Ira Colby
- **Technology** – Dean William Fitzgibbon
- **Student Affairs** – Dr. Richard Walker
- **Residential Student Life** – Don Yackley
- **Research** – Dr. Rathindra Bose
- **Real Estate Services** – Sean York
- **University Information Technology** – Dennis Fouty

UNIVERSITY of HOUSTON

FACILITIES PLANNING & CONSTRUCTION DEPARTMENT

Components

University of Houston Sugar Land

University of Houston Victoria

University of Houston Clear Lake

University of Houston Downtown

University of Houston Cinco Ranch

Facilities Space Needs Assessment Questionnaire

Purpose:

To determine adequacy of current and projected operational space needs to meet their intended functions and to help communicate a department's needs and how the existing facilities respond to those needs.

Components:

- General Department Information
- Department Leader/Head Information
- Respondent Information
- Organizational Structure
- Organizational Work Flow
- Department Functional Description
- Suggested Physical Improvements in Support of Academic Plan
- Physical Deficiencies Detrimental to Support of Academic Plan

Schedule Assumptions

Facilities Condition Assessment	Completed 2012
Facility Space Needs Assessment (5 months) ➤ Assessment report and updated Campus Plan to BOR	September 2013 – January 2014
Capital Improvement Plan Preparation (3 months)	February 2014 – April 2014
Campus Master Plan Preparation (9 months)	May 2014 – January 2015
Facilities Space Needs Assessment and updated Campus Map to Board of Regents Facilities Committee	February 2014
Capital Improvement Plan to Board of Regents Facilities Committee	May 2014
MP1 Report to the Texas Higher Education Coordinating Board	June 2014
Campus Master Plan to Board of Regents Facilities Committee	February 2015

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Questions?

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