

Use and Finance Bi-Annual Reporting Form

Reporting Period: July 1, 2013 through December 31, 2013

University/College: Grand Rapids Community College

Number of Projects to Report: 3

Estimated Impact on Tuition and Fee Rates:¹ \$65.37 (Facilities Fee)

	Project Description	Project Timeline	Project Costs	Funding Sources																												
1.	<p><u>Applied Technology Center renovation project:</u></p> <p>The renovation to the Applied Technology Center will include significant improvements to the HVAC systems such as chiller and cooling tower replacement, new forced air mixing boxes, and new building controls. The renovation also addresses several life safety issues related to fire alarms and emergency lighting. Finally, the renovation encompasses replacement of a large skylight system located in the building atrium that has reached the end of its useful life. The design work is complete and the construction is scheduled to begin in January, 2014. The project will be fully completed in December, 2014.</p>	<p>Start Date: October 2013</p> <p>Completion: December 2014</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Property Acquisition</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Remodeling</td> <td style="text-align: right;">\$ <u>4,326,675</u></td> </tr> <tr> <td>Additions</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Landscaping/Roads</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Equipment</td> <td style="text-align: right;">\$ <u>41,602</u></td> </tr> <tr> <td>Other (Fees)</td> <td style="text-align: right;">\$ <u>945,930</u></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ <u>5,314,207</u></td> </tr> </table>	Property Acquisition	\$ _____	Remodeling	\$ <u>4,326,675</u>	Additions	\$ _____	Landscaping/Roads	\$ _____	Equipment	\$ <u>41,602</u>	Other (Fees)	\$ <u>945,930</u>	Total:	\$ <u>5,314,207</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Tuition</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Millage</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Bond Proceeds</td> <td style="text-align: right;">\$ <u>5,314,207</u></td> </tr> <tr> <td>Donations</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Federal</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Other (specify)</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ <u>5,314,207</u></td> </tr> </table>	Tuition	\$ _____	Millage	\$ _____	Bond Proceeds	\$ <u>5,314,207</u>	Donations	\$ _____	Federal	\$ _____	Other (specify)	\$ _____	Total:	\$ <u>5,314,207</u>
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¹ This amount shall be calculated by dividing the amount of tuition revenue that is annually budgeted for the institution's share of a project's cost by the most recent fiscal year equated student count for the institution.

	Project Description	Project Timeline	Project Costs	Funding Sources
2.	<p><u>Sneden Hall renovation project:</u></p> <p>The Sneden Hall project will encompass capital improvements to mechanical and electrical systems including conversion from a two pipe to a four pipe HVAC system, installation of horizontal unit ventilators and upgrades to the building elevator. The project also includes exterior window replacement and lighting upgrades. Design is complete. Construction is scheduled to begin in March, 2014 and be completed in August, 2014.</p>	<p>Start Date: November 2013</p> <p>Completion: August 2014</p>	<p>Property Acquisition \$ _____</p> <p>Remodeling \$ <u>1,082,040</u></p> <p>Additions \$ _____</p> <p>Landscaping/Roads \$ _____</p> <p>Equipment \$ _____</p> <p>Other (fees) \$ <u>277,654</u></p> <p>Total: \$ <u>1,359,694</u></p>	<p>Tuition \$ _____</p> <p>Millage \$ _____</p> <p>Bond Proceeds \$ <u>1,359,694</u></p> <p>Donations \$ _____</p> <p>Federal \$ _____</p> <p>Other (specify) \$ _____</p> <p>Total: \$ <u>1,359,694</u></p>
3.	<p><u>Learning Resource Center renovation project:</u></p> <p>The Learning Resource Center project will encompass capital improvements to the mechanical and electrical systems including chiller and cooling tower replacement, step-down electrical transformers, perimeter heating zones, and an automated lighting control system. The project will also include window replacement, and address life safety issues including fire alarms, emergency lighting, fire strobes and fire suppression systems. Architectural design in underway. Actual construction will begin in May, 2014 and be completed in August, 2014.</p>	<p>Start Date: November 2013</p> <p>Completion: August 2014</p>	<p>Property Acquisition \$ _____</p> <p>Remodeling \$ <u>2,397,712</u></p> <p>Additions \$ _____</p> <p>Landscaping/Roads \$ _____</p> <p>Equipment \$ _____</p> <p>Other (fees) \$ <u>575,982</u></p> <p>Total: \$ <u>2,973,694</u></p>	<p>Tuition \$ _____</p> <p>Millage \$ _____</p> <p>Bond Proceeds \$ <u>2,973,694</u></p> <p>Donations \$ _____</p> <p>Federal \$ _____</p> <p>Other (specify) \$ _____</p> <p>Total: \$ <u>2,973,694</u></p>

Instructions:

1. Projects shall be reported on this standard form and submitted to the Joint Capital Outlay Subcommittee, the fiscal agencies, and the State Budget Office **on or before June 30 and December 31 of each year**. Submission to the above parties shall be accomplished by posting the reports on the institution's website under the "Budget and Performance Transparency Reporting" section. If an institution has no projects to report for a six-month period, enter "None" next to "Number of Projects to Report" located on the top of the form.
2. Reports shall include all contracts entered into for new construction of **self-funded projects costing in excess of \$1,000,000.00**. Projects funded by State capital outlay appropriations are not to be included in these reports. Once submitted, a project does not have to be listed in any subsequent report, unless a change in project cost has occurred. In such case, the subsequent use and finance report shall clearly state that the project cost has changed, listing the dollar amount of the change, and including reasons for the cost change.
3. New construction includes land or property acquisition, remodeling and additions, maintenance projects, roads, landscaping, equipment, telecommunications, utilities, and parking lots and structures.
4. Project Description should include a basic overview of the project including the purpose and justification for the project.
5. Reports shall detail by amount the funding sources that are supporting a project (e.g. tuition, fees, bond funds, millage, donations, etc.).
6. **Penalties:** Statutory language in the appropriation act for Universities and Community Colleges provides that institutions shall comply with the current use and finance requirements of the Joint Capital Outlay Subcommittee and provides for a 1.0% reduction in State appropriations for each violation.

Statutory References

Management and Budget Act, 1984 PA 431, Section 238, MCL 18.1238

State School Aid Act, 1979 PA 94, Section 208, MCL 388.1808

State School Aid Act, 1979 PA 94, Section 275a, MCL 388.1875a