

3356-4-15 University construction/renovation projects.

- (A) Policy statement. No interior or exterior design, construction, or renovation project for any Youngstown state university (“university”) owned property may be initiated without the evaluation and approval of the department of facilities, maintenance and support services.
- (B) Purpose. This policy is intended to ensure that university construction/renovation projects are evaluated and approved by the department of facilities, maintenance and support services for purpose, code review, material, and constructability prior to project commencement.
- (C) Scope. This policy applies to all university owned buildings and to work performed by university employees, outside consultants, and contractors.
- (D) Definition. Construction/renovation projects (hereinafter referred to collectively as a project or projects) can be defined as, but not limited to, the following:
- (1) Painting of walls, floors, doors, and ceilings.
 - (2) Removal/installation of carpet, tile, wood, or other floor finishes.
 - (3) Removal/installation of walls/framing.
 - (4) Removal/installation of ceilings and ceiling systems.
 - (5) Removal/installation of lighting and electrical equipment/components and electrical elements.
 - (6) Removal/installation of plumbing fixtures and fluid piping.
 - (7) Removal/installation of windows or window treatments.
 - (8) Removal/installation of doors, door openers, and door hardware.
 - (9) Removal/installation of HVAC/mechanical equipment.
 - (10) Removal/installation of concrete structures (steps, walls, walks).
 - (11) Removal/installation of landscape and hardscape elements.

- (12) Removal/installation of masonry elements and tuck-pointing.
- (13) Removal/installation of track coatings/surfaces and synthetic turf.
- (14) Installation of parking lots/facilities/structures and/or parking lot lighting.
- (15) Removal/installation of roofing and roofing systems.
- (16) Removal/installation of interior/exterior campus signage and message boards.
- (17) Removal/installation of fencing and fencing materials.
- (18) Construction of sheds, barns and outbuildings.

(E) Parameters.

- (1) The department of facilities, maintenance and support services must be notified of, evaluate, approve, estimate costs, and develop schedules and timelines of any proposed university construction/renovation project.
- (2) The evaluation will be a constructability review determining the feasibility of the project, code review, probable costs and the impact on the building. After evaluation, a determination will be made as to who can safely, and per university standards, manage construction. A determination will also be made as to who can physically perform the work (Youngstown state university crafts, outside contractors, or the requesting department's staff) and when the work can be scheduled.
- (3) All contracts for construction/renovation and architect/engineering design services will originate from the department of facilities, maintenance and support services. Purchase orders will originate from the requesting department following evaluation and approval by the department of facilities, maintenance and support services. No university department or entity shall consult or contract with a consultant, architect, engineer, or contractor for the purposes of a construction/renovation project without approval of the department

of facilities, maintenance and support services.

- (4) The requesting department, office, or unit must obtain a signature from the department of facilities, maintenance and support services (located on the professional services agreement) authorizing any construction/renovation project. No work will be started without a signed contract and purchase order.

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