University of California, Irvine
Non-State-Funded Major Capital Improvement Program
Planning Process*

*process applies to all non-state-funded projects over $400,000, including new buildings, renovations, seismic upgrades, infrastructure projects, parking projects, etc.

Initial Screening
Chancellor/EVC evaluate proposal with input from campus units.

EVC notifies project originator of decision or unresolved issues

If no or maybe

Concept Approval by Chancellor/EVC

If yes

Project Development
EVC appoints Building Advisory Committee (BAC)
- Includes user representatives and planning and D&CS staff

EVC notifies project originator of decision or unresolved issues.

If no or maybe

Formal Campus Approval
- EVC/Chancellor approve scope, budget, funding, and schedule
- Chancellor approves site after CPEC review

If no or maybe

If yes

University Approval

Architect Selection/Design Process

Capital Project Proposal Submitted to EVC
Proposal developed/submitted by Dean/Vice Chancellor
Outlines anticipated scope, budget, and funding plan
Explains relationship to academic/institutional goals

Capital Planning, Budget Office, Design & Construction Services, and Environmental Planning & Sustainability available to assist in developing proposal

EVC notifies project originator of decision or unresolved issues

Institutional Soundness
Relationship to academic and institutional priorities
(Responsibility: Academic Affairs)

Project Planning Issues
- Project requirements
- Estimated project cost
- Citing alternatives
- Infrastructure availability
- Consistency with UROP and other planning studies
- Impact of proposed land use intensity on future campus development
(Responsibility: Capital Planning coordinates process w/ participation from D&CS and Environmental Planning)

Project Cost is $5 M or Less
Chancellor is authorized to approve project w/o financing
Presidential approval required if there is external financing
(Capital Planning and Budget Office prepare Approval Item)

Project Cost is over $5 M
Projects between $5M and $10M require Administrative or Presidential approval, depending on financing.
Action by Concurrence required for projects between $10M and $20M.
Regental approval required for projects over $20M.
(Capital Planning prepares Project Planning Guide and Regents’ Item with finance section from Budget Office)

Financial Feasibility
- Probable funding sources
- In financed, ability of program to support debt, and impact on campus’s overall debt capacity
- If gift-funded, fundraising potential and relationship to other fundraising priorities
(Responsibility: Budget Office, w/ participation from University Advancement on gift-funded projects)

Academic Senate Consultation on Land Use Issues
- Projects not consistent with LRDP
- Projects requiring ER
- Projects involving non-academic land use
(Responsibility: Environmental Planning & Sustainability)

Financial Feasibility Continued assessment of funding/financial issues above,
(Budget Office/University Advancement)

Project Planning
In consultation with BAC, and with assistance from consultants as necessary:
- Detailed building/renovation requirements
(Cap. Planning, D&CS)
- Infrastructure and parking requirements
(Environmental Planning)
- Project budget and schedule
(D&CS)
- Site studies/recommendation
(Environmental Planning)
- Environmental classification and initial estimate of mitigation requirements
(Environmental Planning)

If no or maybe

Institutional Soundness Continued assessment of funding/financial issues above,
(Responsibility: Capital Planning)

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