

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

CAPITAL EXPENDITURES

Effective November 22, 2024

College Procedure 9-02 (F)

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- (1) All projects with a total estimated project budget of \$4 million or more must be presented to the Board of Trustees for project approval, including the total estimated project budget and any material threshold above that value. Additional Board approvals will be required for any Design Services and/or Construction Services related to these projects unless the Board specifically delegates authority for those actions.
- (2) The President will approve and administer projects, including all necessary contracts, for projects with a total estimated project budget of less than \$4 million.
- (3) Facilities Planning, Design and Construction is responsible for establishing, communicating and overseeing processes necessary to develop, maintain and implement plans for the college's campuses, sites, and other facilities.
- (4) Appropriate committees will be chartered as necessary to provide input into master and other facility planning processes.
- (5) Maintaining campus buildings and grounds is the primary responsibility of the facilities services department. Requests for work orders can be initiated by submitting a work order request through the department's work order process.

New Procedure: Replaces Procedure 9-02 (G) December 1, 2007;

Last Effective Date: November 22, 2024