



Connecticut State University System

Developing a State of Minds

BR#04-45



RESOLUTION

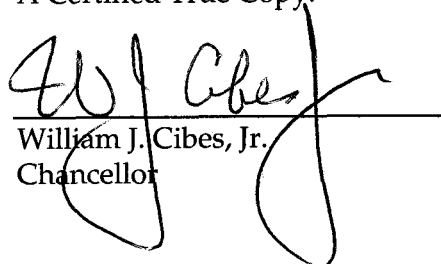
concerning

THE USE OF UNRESTRICTED PLANT FUNDS
BY
CENTRAL CONNECTICUT STATE UNIVERSITY
TO RENOVATE MEMORIAL HALL
TO ACCOMMODATE ADMINISTRATIVE OFFICES

July 23, 2004

- WHEREAS, Central would like to reorganize and co-locate its Cashier, Bursar and Financial Aid offices to provide more efficient services, and
- WHEREAS, Space for expansion is non-existent in Davidson Hall and the current floor loading is at capacity, and
- WHEREAS, Space is available within Memorial Hall for use by these departments without adversely impacting the central dining operations of the university, and
- WHEREAS, Relocation of these departments will enable the university to relocate the administrative offices currently residing on Davidson's interstitial second floor, which was recommended in Central's 1999 Master Plan, and
- WHEREAS, The university will need to renovate Memorial Hall to accommodate the needs of these administrative functions, therefore be it
- RESOLVED, That Central Connecticut State University is authorized to use up to \$310,000 in unrestricted plant funds to renovate Memorial Hall to accommodate the needs of the Cashier, Bursar and Financial Aid offices.

A Certified True Copy:



 William J. Cibes, Jr.
 Chancellor

ITEM

The use of unrestricted plant funds by Central Connecticut State University to renovate Memorial Hall to accommodate administrative offices.

BACKGROUND

Lawrence J. Davidson Hall houses the majority of the university's business departments, some of which are located on an interstitial floor situated within the structure of the original 1922 gymnasium. Several of the business office functions are severely crowded and no room is available for their expansion within the current facility. The 1999 Master Plan recommends the relocation of these functions to Willard and DiLoreto Halls and removal of the interstitial floor system.

ANALYSIS

Central would like to reorganize and co-locate three administrative departments (Cashier, Bursar and Financial Aid) to deliver more efficient and effective services to its students. There is no space available within the existing facility to reorganize these units to accommodate their needs, as they are not located contiguous to each other. Additionally, the interstitial floor was constructed of wood and was not designed to accommodate its current load, nor is there elevator access to that portion of the building which includes the Cashier's Office.

Over the years, a portion of the first floor area of Memorial Hall has been used as swing space for a variety of areas such as the Student Center Café and the Early Childhood department. Given the university's desire to reorganize some of its business office functions and provide a more effective operation for students and staff, Central has determined that relocating these departments to the Memorial Hall space, which was recently vacated, is warranted. This will allow the university to relocate the administrative offices currently residing on the interstitial second floor into space vacated by these departments.

The project includes selective demolition of floor and ceiling finishes. Renovation work includes the installation of new finishes, telecommunications systems, new drywall partitions and some reconfiguration of the HVAC distribution system. In addition, new security equipment will be installed in the interior office area as well as the perimeter of the facility to safeguard the cash and vault operations of the university. The university anticipates the cost of the project to be between \$250,000 and \$310,000.

CHANCELLOR'S RECOMMENDATION

Approve the utilization of up to \$310,000 of unrestricted plant funds by Central Connecticut State University to renovate Memorial Hall to accommodate administrative offices.