

Project Management Bootcamp Webinars

Capital Improvement Budgets (CIBs) - Day 2

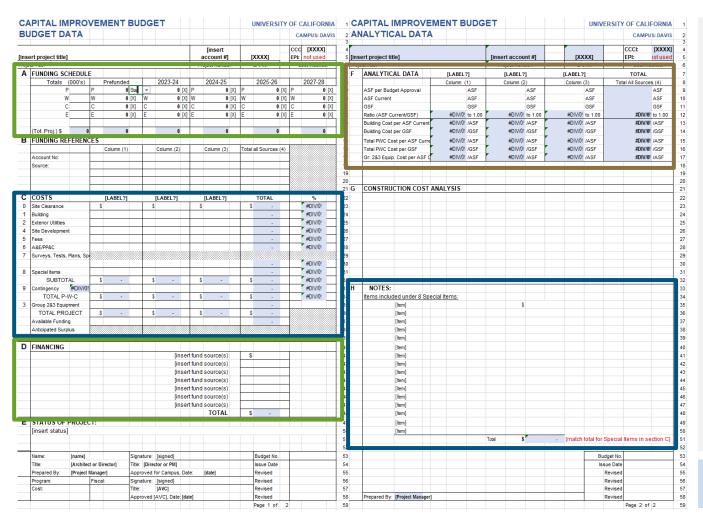
Dana Santa Cruz, Director, Capital Planning, UCOP Ellen Owens, Director, Design + Construction Services, UCOP

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Agenda – Day 2

- a. Quick review of Day 1
- b. Sources and Uses: Budget Actions
- c. Special Cases: Budget Changes (example of an augmentation
- d. Questions

Overview of Capital Improvement Budget (CIB) Form



- · Two-page excel sheet.
- Includes information on:

Funding
(sections A and D)
Cost by Category
(sections C and H)
Simple Analytics
(section F).

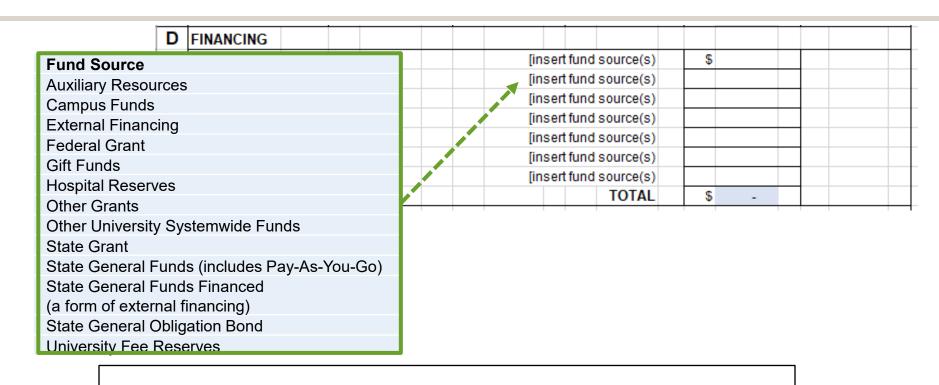
- Document's Responsibility
 - Preparer
 - Campus Approver
 - If needed, an Assistant/Associate
 Vice Chancellor Approver.
- Each budget is linked to the project's status, a CCCI, and has a number and date.

Cells shaded in blue are formulas

Review: Cost Classification

- Sub 0: Site Clearance
- Sub 1: Building
- Sub 2: Exterior Utilities
- Sub 3: Group 2 & 3 Equipment
- Sub 4: Site Development
- Sub 5: Consultant Fees
- Sub 6: Internal Fees
- Sub 7: Surveys, Tests, Plans
- Sub 8: Special Items
- Sub 9: Contingency
- Total Construction (hard) = Subs 0, 1, 2, 4
- Total P-W-C = 0-2 & 4-9 and excludes 3
- Guidelines: https://www.ucop.edu/capital-planning/files/documents/GFF_Guidelines_CIB-SectionC-Costs.pdf

Action Item: CIB and Sources and Uses



PROJECT SOURCES AND USES FOLSOM MEDICAL OFFICE BUILDING SURGERY CENTER

<u>Sources</u>	<u>Total</u>	<u>% of Total</u>
Hospital Reserves	\$70,890,000	40.3%
External Financing	\$100,800,000	59.7%
Total Sources	\$171,690,000	100%

Action Item: CIB and Sources and Uses

PROJECT SOURCES AND USES

FOLSOM MEDICAL OFFICE BUILDING SURGERY CENTER

USES

Cost Category	Total	% of Total ⁽¹⁾
Site Clearance		
Building	\$92,712,000	63.5%
Exterior Utilities		
Site Development	\$24,427,000	16.7%
A&E Fees ⁽²⁾	\$14,045,000	9.6%
Campus Administration ⁽³⁾	\$2,768,000	1.9%
Surveys, Test, and Plans ⁽⁴⁾	\$2,158,000	1.5%
Special Items ⁽⁵⁾	\$3,239,000	2.2%
Project Contingency	\$6,623,000	4.5%
Subtotal (P-W-C Cost)	\$145,972,000	100%
Group 2 & 3 Equipment	\$25,718,000	
Project Total	\$171,690,000	
GRAND TOTAL	\$171,690,000	

- (1) Because of rounding, some totals may not correspond with the sum of the separate parts.
- 2) A&E Fees include architect, professional design consultants, and external project/construction management.
- (3) Campus Administration includes project management, planning, engineering, and design review.
- Surveys, Tests, and Plans include geotechnical soil borings, site surveying, and other design-phase testing.
- (5) Special Items include programming, CEQA documentation, peer reviews, specialty consultants, and agency fees.

Budget Action: P Funding Approval

PRELIMINARY PLANS BUDGET

CENTRAL UTILITY PLANT EXPANSION, UC DAVIS HEALTH CAMPUS

Special Items ⁽⁴⁾	\$695,000	4.0%	
Surveys, Test, and Plans ⁽³⁾	\$1,583,000	11.0%	
Campus Administration ⁽²⁾	\$260,000	2.0%	
A&E Fees ⁽¹⁾	\$12,462,000	83.0%	
CATEGORY	<u>AMOUNT</u>	<u>PERCENTAGE</u>	

Notes:

- (1) A&E Fees include Architect and design professional consultants, and external project/construction management.
- (2) Campus Administration includes project management, planning, engineering, and design review through design development.
- Surveys, Tests, and Plans include geotechnical soil borings, site surveying, and other designphase testing as necessary.
- (4) Special Items include programming, CEQA documentation, peer reviews, specialty consultants, and agency fees.

Special Cases: CIB for an Augmentation

Project Source	Approved		Proposed	
	Budget August	Proposed	Budget March	% of
	<u>2018</u>	<u>Change</u>	<u>2020</u>	<u>Total</u>
Hospital Reserves	\$22,880,000	\$13,420,000	\$36,300,000	100%
Total Sources	\$22,880,000	\$13,420,000	\$36,300,000	100%

Project Uses	Approved	Proposed		
	Budget August	Proposed	Budget	% of
	<u>2018</u>	<u>Change</u>	March 2020	<u>Total</u>
Site Clearance				
Building	\$16,000,000	\$10,900,000	\$26,900,000	74.1%
Exterior Utilities				
Site Development				
A/E Fees	\$3,750,000	\$550,000	\$4,300,000	11.9%
Campus				
Administration	\$1,350,000	\$300,000	\$1,650,000	4.5%
Surveys, Tests,				
Plans	\$540,000	\$300,000	\$840,000	2.3%
Special Items	\$240,000	\$220,000	\$460,000	1.3%
Contingency	\$1,000,000	\$1,150,000	\$2,150,000	5.9%
Total P-W-C	\$22,880,000	\$13,420,000	\$36,300,000	100%
Group 2 & 3				
Equipment				
Total Project	\$22,880,000	\$13,420,000	\$36,300,000	100%

Finishing the CIB Form and Reminder on Post-Construction and Closeout CIBs

- Add additional notes to the Status of Project (section D) and Notes (section H) as needed.
- Funding References (Section B) is used to include account information. The section is rarely used.
- Construction Cost Analysis (Section G). Not used.
- A .pdf of the signed CIB can be loaded into the Oracle Capital Projects Database.

Status of Project

- · Approval to Start Construction Phase
- · Budget Augmentation
- · Budget Reduction
- Closeout
- · Construction Phase
- Equipment Phase
- Original Budget Approval
- Post Construction
- · Pre-Qualification Questionnaire
- · Preliminary Plans Funding Approval
- · Preliminary Plans Phase
- · RFQ for Design Professional
- · Request for Cost Proposal
- Scope Change
- Study Phase
- Working Drawing Funding Approval
- Working Drawings Phase
- · Other (add notes)

Applies to projects over \$10 million:

- A <u>Post Construction CIB</u> is completed approximately 60 days after the filing of the Notice of Completion. This data will be reflected in the "Major Capital Projects Report."
- A <u>Closeout CIB</u> is completed after a project has been closed out.

Resources

Guidelines For Preparing Section C: Costs of the Project Capital Improvement Budget (CIB)

https://www.ucop.edu/capital-planning/_files/documents/GFF_Guidelines_CIB-SectionC-Costs.pdf

Facilities Manual, Volume 2 (Planning), Chapter 7 (Capital Planning and Real Estate Approvals)

https://www.ucop.edu/construction-services/facilities-manual/volume-2/index.html

- Include links to:
 - Relevant Regents Policies and
 - Delegation of Authority 2629 (documents authority delegated to the Chancellors)

