



Level: University Policy
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Policy Owner: Board of Trustees

Policy Implementation: President/Provost-VP for Academic Affairs

FACILITIES POLICY

POLICY

The Athens State University Board of Trustees and the University shall develop and adhere to a formal system for the acquisition, maintenance, and replacement of facilities, including buildings, grounds, equipment, and other tangible tools that make work performance easier and that improve quality. This policy especially relates to real property, as noted below:

REAL PROPERTY: PURCHASE, SALE, CONSTRUCTION

1. Any type of construction or renovation of campus facilities estimated to exceed \$500,000 shall be submitted to the Board of Trustees for approval. By resolution, the Board of Trustees has given the President the authority to execute contracts for capital improvements, alterations, remodeling and changing of capital improvements not to exceed \$500,000 in the aggregate for any fiscal year, so long as sufficient budgetary resources exist and the proposed expenditure is consistent with the University's best interests and strategic priorities.
2. The President of the University shall be authorized to approve project cumulative change order increases not to exceed ten (10) percent of the Board-approved project amount. The President of the University will provide facilities project status report to the Board of Trustees at regular scheduled meetings and/or as requested by the Chair pro tempore.
3. Any sale of any building and/or land must be approved by the Board of Trustees and must be in accordance with State law. All land and building sale transactions less than \$1,000,000 shall require one (1) appraisal by a qualified MAI Real Estate appraiser. For land and building sale transactions whose estimated value is \$1,000,000 or greater, two (2) MAI appraisals shall be required.
4. Any purchase of land and/or building exceeding \$350,000 in aggregate during a fiscal year shall be approved by the Board of Trustees. By resolution, the Board of Trustees has given the President the authority to execute real property transactions not to exceed \$350,000 in the aggregate for any fiscal year, so long as sufficient budgetary resources exist and the proposed expenditure is consistent with the University's best interests and strategic priorities. All land and building purchase transactions less than \$1,000,000 shall require one (1) appraisal by a qualified MAI Real Estate appraiser. For land and building purchase transactions whose estimated value is \$1,000,000 or greater, two (2) MAI appraisals shall be required.

PURPOSE AND SCOPE

The purpose of this policy is to establish systems and processes for the procurement, preventive and corrective maintenance, and replacement of all facilities and equipment.