

## Use and Finance Bi-Annual Reporting Form

Reporting Period (check one):  January 1, 2014 through June 30, 2014  
 July 1, 2014 through December 31, 2014

University/College: **Grand Rapids Community College**

Number of Projects to Report: **Three – 2 previously reported and one new**

Estimated Impact on Tuition and Fee Rates:<sup>1</sup> - **\$10.64 impact on annual tuition/fees**

	Project Description	Project Timeline	Project Costs	Funding Sources																																										
1.	<p><b>COST UPDATE ONLY – PROJECT ORIGINALLY REPORTED DECEMBER 2013</b></p> <p><u>Sneden Hall renovation project:</u></p> <p>The Sneden Hall project will encompass capital improvements to mechanical and electrical systems including conversion from a two pipe to a four pipe HVAC system, installation of horizontal unit ventilators and upgrades to the building elevator. The project also includes exterior window replacement and lighting upgrades. Design is complete. Construction is scheduled to being in March, 2014 and be completed in August, 2014</p>	<p>Start Date: November 2013</p> <p>Completion: August 2014</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Property Acquisition</td> <td style="width: 10%;">\$</td> <td style="width: 60%; text-align: right;">_____</td> </tr> <tr> <td>Remodeling</td> <td>\$</td> <td style="text-align: right;">965,470</td> </tr> <tr> <td>Additions</td> <td>\$</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Landscaping/Roads</td> <td>\$</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Equipment</td> <td>\$</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Other (fees)</td> <td>\$</td> <td style="text-align: right;"><u>140,072</u></td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$</b></td> <td style="text-align: right;"><b>1,105,542</b></td> </tr> </table> <ul style="list-style-type: none"> <li>• Prior total reported of \$1,259,708 difference related to competitive bidding environment and project cost savings</li> </ul>	Property Acquisition	\$	_____	Remodeling	\$	965,470	Additions	\$	_____	Landscaping/Roads	\$	_____	Equipment	\$	_____	Other (fees)	\$	<u>140,072</u>	<b>Total:</b>	<b>\$</b>	<b>1,105,542</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Tuition</td> <td style="width: 10%;">\$</td> <td style="width: 60%; text-align: right;">_____</td> </tr> <tr> <td>Millage</td> <td>\$</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Bond Proceeds</td> <td>\$</td> <td style="text-align: right;">1,105,542</td> </tr> <tr> <td>Donations</td> <td>\$</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Federal</td> <td>\$</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Other (specify)</td> <td>\$</td> <td style="text-align: right;">_____</td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$</b></td> <td style="text-align: right;"><b>1,105,542</b></td> </tr> </table>	Tuition	\$	_____	Millage	\$	_____	Bond Proceeds	\$	1,105,542	Donations	\$	_____	Federal	\$	_____	Other (specify)	\$	_____	<b>Total:</b>	<b>\$</b>	<b>1,105,542</b>
Property Acquisition	\$	_____																																												
Remodeling	\$	965,470																																												
Additions	\$	_____																																												
Landscaping/Roads	\$	_____																																												
Equipment	\$	_____																																												
Other (fees)	\$	<u>140,072</u>																																												
<b>Total:</b>	<b>\$</b>	<b>1,105,542</b>																																												
Tuition	\$	_____																																												
Millage	\$	_____																																												
Bond Proceeds	\$	1,105,542																																												
Donations	\$	_____																																												
Federal	\$	_____																																												
Other (specify)	\$	_____																																												
<b>Total:</b>	<b>\$</b>	<b>1,105,542</b>																																												

<sup>1</sup> This amount shall be calculated by dividing the amount of tuition revenue that is annually budgeted for the institution's share of a project's cost by the most recent fiscal year equated student count for the institution.

	Project Description	Project Timeline	Project Costs	Funding Sources																												
2.	<p><b>COST UPDATE ONLY – PROJECT ORIGINALLY REPORTED DECEMBER 2013</b></p> <p><u>Learning Resource Center renovation project:</u></p> <p>The Learning Resource Center project will encompass capital improvements to the mechanical and electrical systems including chiller and cooling tower replacement, step-down electrical transformers, perimeter heating zones, and an automated lighting control system. The project will also include window replacement, and address life safety issues including fire alarms, emergency lighting, fire strobes and fire suppression systems. Architectural design in underway. Actual construction will begin in May, 2014 and be completed in August, 2014.</p>	<p>Start Date: November 2013</p> <p>Completion: August 2014</p>	<table> <tr> <td>Property Acquisition</td> <td>\$ _____</td> </tr> <tr> <td>Remodeling</td> <td>\$ 2,059,176</td> </tr> <tr> <td>Additions</td> <td>\$ _____</td> </tr> <tr> <td>Landscaping/Roads</td> <td>\$ _____</td> </tr> <tr> <td>Equipment</td> <td>\$ _____</td> </tr> <tr> <td>Other (fees)</td> <td>\$ 254,504</td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$ 2,313,680</b></td> </tr> </table> <ul style="list-style-type: none"> <li>• Prior total reported of \$2,354,053 difference related to competitive bidding environment and project cost savings</li> </ul>	Property Acquisition	\$ _____	Remodeling	\$ 2,059,176	Additions	\$ _____	Landscaping/Roads	\$ _____	Equipment	\$ _____	Other (fees)	\$ 254,504	<b>Total:</b>	<b>\$ 2,313,680</b>	<table> <tr> <td>Tuition</td> <td>\$ _____</td> </tr> <tr> <td>Millage</td> <td>\$ _____</td> </tr> <tr> <td>Bond Proceeds</td> <td>\$ 2,313,680</td> </tr> <tr> <td>Donations</td> <td>\$ _____</td> </tr> <tr> <td>Federal</td> <td>\$ _____</td> </tr> <tr> <td>Other (specify)</td> <td>\$ _____</td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$ 2,313,680</b></td> </tr> </table>	Tuition	\$ _____	Millage	\$ _____	Bond Proceeds	\$ 2,313,680	Donations	\$ _____	Federal	\$ _____	Other (specify)	\$ _____	<b>Total:</b>	<b>\$ 2,313,680</b>
Property Acquisition	\$ _____																															
Remodeling	\$ 2,059,176																															
Additions	\$ _____																															
Landscaping/Roads	\$ _____																															
Equipment	\$ _____																															
Other (fees)	\$ 254,504																															
<b>Total:</b>	<b>\$ 2,313,680</b>																															
Tuition	\$ _____																															
Millage	\$ _____																															
Bond Proceeds	\$ 2,313,680																															
Donations	\$ _____																															
Federal	\$ _____																															
Other (specify)	\$ _____																															
<b>Total:</b>	<b>\$ 2,313,680</b>																															
3.	<p><u>Student Center:</u></p> <p>The Student Center project will encompass capital improvement to the HVAC system, upgrades to the elevator controls and electrical/lighting improvements. The project will also address life safety issues including fire alarms, fire strobes and fire suppression systems. Architectural design in underway, construction begins in March 2015.</p>	<p>Start Date: November 2014</p> <p>Completion: August 2015</p>	<table> <tr> <td>Property Acquisition</td> <td>\$ _____</td> </tr> <tr> <td>Remodeling</td> <td>\$ 1,343,203</td> </tr> <tr> <td>Additions</td> <td>\$ _____</td> </tr> <tr> <td>Landscaping/Roads</td> <td>\$ _____</td> </tr> <tr> <td>Equipment</td> <td>\$ _____</td> </tr> <tr> <td>Other (specify)</td> <td>\$ 183,164</td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$ 1,526,367</b></td> </tr> </table>	Property Acquisition	\$ _____	Remodeling	\$ 1,343,203	Additions	\$ _____	Landscaping/Roads	\$ _____	Equipment	\$ _____	Other (specify)	\$ 183,164	<b>Total:</b>	<b>\$ 1,526,367</b>	<table> <tr> <td>Tuition</td> <td>\$ _____</td> </tr> <tr> <td>Millage</td> <td>\$ _____</td> </tr> <tr> <td>Bond Proceeds</td> <td>\$ 1,526,367</td> </tr> <tr> <td>Donations</td> <td>\$ _____</td> </tr> <tr> <td>Federal</td> <td>\$ _____</td> </tr> <tr> <td>Other (specify)</td> <td>\$ _____</td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$ 1,526,367</b></td> </tr> </table>	Tuition	\$ _____	Millage	\$ _____	Bond Proceeds	\$ 1,526,367	Donations	\$ _____	Federal	\$ _____	Other (specify)	\$ _____	<b>Total:</b>	<b>\$ 1,526,367</b>
Property Acquisition	\$ _____																															
Remodeling	\$ 1,343,203																															
Additions	\$ _____																															
Landscaping/Roads	\$ _____																															
Equipment	\$ _____																															
Other (specify)	\$ 183,164																															
<b>Total:</b>	<b>\$ 1,526,367</b>																															
Tuition	\$ _____																															
Millage	\$ _____																															
Bond Proceeds	\$ 1,526,367																															
Donations	\$ _____																															
Federal	\$ _____																															
Other (specify)	\$ _____																															
<b>Total:</b>	<b>\$ 1,526,367</b>																															

Instructions:

1. Projects shall be reported on this standard form and submitted to the Joint Capital Outlay Subcommittee, the fiscal agencies, and the State Budget Office **on or before June 30 and December 31 of each year**. Submission to the above parties shall be accomplished by posting the reports on the institution's website under the "Budget and Performance Transparency Reporting" section. If an institution has no projects to report for a six-month period, enter "None" next to "Number of Projects to Report" located on the top of the form.
2. Reports shall include all contracts entered into for new construction of **self-funded projects costing in excess of \$1,000,000.00**. Projects funded by State capital outlay appropriations are not to be included in these reports. Once submitted, a project does not have to be listed in any subsequent report, unless a change in project cost has occurred. In such case, the subsequent use and finance report shall clearly state that the project cost has changed, listing the dollar amount of the change, and including reasons for the cost change.
3. New construction includes land or property acquisition, remodeling and additions, maintenance projects, roads, landscaping, equipment, telecommunications, utilities, and parking lots and structures.
4. Project Description should include a basic overview of the project including the purpose and justification for the project.
5. Reports shall detail by amount the funding sources that are supporting a project (e.g. tuition, fees, bond funds, millage, donations, etc.).
6. **Penalties:** Statutory language in the appropriation act for Universities and Community Colleges provides that institutions shall comply with the current use and finance requirements of the Joint Capital Outlay Subcommittee and provides for a 1.0% reduction in State appropriations for each violation.

Statutory References

Management and Budget Act, 1984 PA 431, Section 238, MCL 18.1238

State School Aid Act, 1979 PA 94, Section 208, MCL 388.1808

State School Aid Act, 1979 PA 94, Section 275a, MCL 388.1875a