

**SOUTH DAKOTA BOARD OF REGENTS**

**Budget and Finance**

**AGENDA ITEM: 6 – U**  
**DATE: December 5-7, 2017**

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**SUBJECT**

**Capital Improvement Process/Building Committee Process**

**CONTROLLING STATUTE, RULE, OR POLICY**

[SDCL 5-14-1](#) Classification of Capital Improvements.

[SDCL 5-14-2](#) Supervision by Bureau of Administration of Capital Improvement Projects  
– Payment of Appropriated Funds

[SDCL 5-14-3](#) Preparation of Plans and Specifications for Capital Improvements – State  
Building Committees – Approval by Board or Commission in Charge of Institution

[BOR Policy 6:4](#) Capital Improvements

[BOR Policy 6:5](#) Building Committees

**BACKGROUND / DISCUSSION**

BOR Policy 6:4 – Capital Improvements lays out the capital improvement requirements and the building committee steps. BOR Policy 6:5 – Building Committees lays out the responsibilities of the building committee. The policy also addresses the expectation that all A/E engagements relative to capital improvements must go through a building committee.

*All A/E engagements relative to capital improvements, whether done by the institution, their Foundation, or a related entity, must go through a Building Committee.*

Attached is the flow chart that is part of the BOR policy 6:4 which will be reviewed during the December Board meeting.

**IMPACT AND RECOMMENDATIONS**

N/A

**ATTACHMENTS**

Attachment I – Last Page of BOR Policy 6:4 – Capital Improvements

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**INFORMATIONAL ITEM**

