SOUTH DAKOTA BOARD OF REGENTS

Committee on Budget & Finance

AGENDA ITEM: III-A

DATE: December 12-13, 2012

SUBJECT: BOR Policy 6:7 – Building Plaques

In December of 2010, the format of the building plaque was changed and the names of the South Dakota Building Authority (SDBA) members’ names were removed from future building plaques. The policy change was approved by the Board in December 2010.

The SDBA recently held their annual meeting and became aware of the change. Don Templeton, the SDBA Executive Secretary contacted the Board office on behalf of the SDBA Board and requested that the SDBA members’ names, as well as that of the SDBA executive secretary, be added to the building plaques for SDBA financed projects.

It is recommended that the policy be changed back to include the SDBA names on future building plaques. Plaques installed since December 2010, would also have an extension plaque added to the existing plaque as requested by SDBA. A sample extension plaque is provided as Attachment I. At their November 2012 meeting, COPS reviewed and approved the changes as noted.

Attachment II to this item is the revised policy showing the proposed layout for building plaques.

RECOMMENDED ACTION

Approve the recommended changes to BOR Policy 6:7: Building Plaques to include the names of SDBA board members and the SDBA executive secretary.
GEORGE S. MICKELSON
CRIMINAL JUSTICE CENTER

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LARRY LONG, ATTORNEY GENERAL

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CONSTRUCTION MANAGER

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SIOUX FALLS CONSTRUCTION

SPECIAL THANKS TO THE 79TH AND 80TH
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SOUTH DAKOTA BUILDING AUTHORITY

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SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Building Plaques

NUMBER: 6:7

There shall be an appropriate building plaque installed in all state building projects in the Regental system. Building plaques are to be located on the exterior of the building near the main entrance or just inside the main entrance. The plaque shall be made of appropriate material such as aluminum or bronze alloy, and its size shall complement the facility in which it is located. The president of the institution shall propose a name for the facility to the Board of Regents for approval. The format of the plaque shall be as shown on page 2 of this policy, and the names appearing shall be as of the bid letting date.

Names and Dates on Building Plaques: Plaques installed on new construction projects shall contain the following information as of the bid letting date:

1) Name of the building
2) Year of construction (the year in which the groundbreaking occurs)
3) Name of the Governor of South Dakota
4) Names of the members of the Board
   • President
   • Vice President
   • Secretary
   • Members (alphabetical order)
   • Executive Director
5) Name of the President of the institution
6) Name of the State Engineer
7) Name of architect
8) Names of general contractors (alphabetical order)
9) Names of South Dakota Building Authority board members and Executive Secretary.

The format for the plaque is shown on page 2 of this policy.
SAMPLE FORMAT

THE X-Y-Z FACILITY
Year

GOVERNOR
Name

SOUTH DAKOTA BOARD OF REGENTS

Name, President City
Name, Vice President City
Name, Secretary City
Name City
Name City
Name City
Name City
Name City
Name City
Name City
Name City
Name, Executive Director City

X-Y-Z STATE UNIVERSITY
Name, President

ARCHITECTS/ENGINEERS

D. Johnson, P.E. State Engineer
X-Y-Z Associates, Inc. Architects/Engineers
A-B-C Company, Inc. General Contractor

SOUTH DAKOTA BUILDING AUTHORITY

Name Name
Name Name
Name Name
Name, Executive Secretary Name

SOURCE: BOR, July 1968; June 1989; April 1992; March 1993; December 2010; December 2012