

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Building Committees

NUMBER: 6.5

A. PURPOSE

To identify the makeup of a building committee, when a committee is required, and the responsibilities of the building committee.

B. DEFINITIONS

- 1. Capital Improvement:** Any addition, renovation, remodel, or maintenance and repair project that has a total cost of \$5.0M or more, including all related phases, shall be classified as a capital improvement. All new construction or any addition beyond mechanical space, regardless of building size or total project cost, will be considered a capital improvement. (SDCL 5-14-1 and 5-14-3).

C. POLICY

The Board will appoint a Building Committee for each capital improvement project at the various schools and institutions in the System. The committee shall be appointed by the President of the Board and shall consist of the Executive Director who shall chair the committee, the president or superintendent of the institution or school, a Regent, and the State Engineer.

1. Committee Responsibilities

The building committee shall assume the following responsibilities:

- 1.1. The building committee shall select architects for the purpose of developing and designing capital improvements. Architects may be contracted for two phases: 1) the program plan development, if a formal A/E engagement is deemed necessary for this phase, and 2) the final design of the project. Any A/E firm that works on a master plan which includes specific designs or floor plans for buildings, in which the A/E firm was engaged by an institution, their Foundation, or a related entity but not selected by a competitive process, will not be considered by the Building Committee for the final design and development of any project contained in the master plan or preliminary concept development.
- 1.2. The building committee shall review proposed designs to assure their compliance with the requirements of Regents Policy Manual 6.4.
- 1.3. The building committee shall review proposed project budgets to assure their compliance with the requirements of Regents Policy Manual 6.4.

- 1.4. The building committee shall direct the state engineer to refer to it for additional review and approval all proposed design modifications that would affect the operating cost, utility or life expectancy of the capital improvement.
- 1.5. The building committee shall direct the state engineer to refer to it for additional review and approval of all proposed design modifications that would significantly affect the project budget.
- 1.6. The building committee shall direct the state engineer to advise of all developments in the course of construction that might affect the legal rights or liabilities of the Board.
- 1.7. The building committee shall report to the full Board any developments that might affect the operating cost, utility or the life expectancy of the capital improvement, that might significantly affect the project budget or that might affect the legal rights or liabilities of the Board.

FORMS / APPENDICES:

None

SOURCE:

BOR June 1991; April 1992; August 2006; June 2010; August 2017; August 2019; June 2022; October 2023(Clerical).