

## **MAJOR PROJECT DEVELOPMENT**

(Greater than \$1.5M)

Facilities Development manages all new major construction projects as well as major renovations of existing buildings on the 3 SFU campuses.

## **STAFF & PERSONNEL**

**Funding**

All funding from the Ministry for major projects must comply with Ministry guidelines for space utilizations and costs.

**Building Programming**

A consultant is engaged to develop a detailed written statement of requirements for building uses, space and services. This "Functional Program" is documented in consultation with a user steering committee and individual departments. The Building Committee then reviews the proposal in concert with the overall prescription of area and budget in the Capital plan.

**Architect Selection**

An architect is selected, from a short list prepared by Facilities Development, in consultation with the major users of the proposed project.

**Design**

Development of a schematic design will take place in consultation with the users and in concert with the overall prescription of area and budget in the capital plan. All projects must be compatible with overall campus plans and architectural requirements. Ministry and University guidelines for room sizes, net to gross area ratios, energy conservation and environmental concerns must be respected.

**Documentation and Tendering**

University policy and provincial rules require competitive public tendering for major capital construction contracts. Tender opportunities are typically advertised on BC Bid. Working drawing and material specification documentation must be complete prior to tendering.

**Regulatory Approvals**

All projects require a building permit and inspection from the City of Burnaby.

**Construction Coordination**

During the period that construction is taking place, an SFU Construction Inspector will monitor progress and assure quality standards are satisfied. We act as liaison to coordinate the activities and requirements of user departments, contracted firms and other SFU service departments involved in a project. This includes making arrangements for access and security on the jobsite and planning work schedules to reduce inconvenience and hazards to the public and neighbouring departments.

**WHEN WILL A PROJECT BE COMPLETED?**

The time required for a project depends on its size and complexity. Typically programming and design will take up to 18 months for a major building project and construction will take from 18 to 24 months.

