



Construction, Renovation, and Alteration
PROJECT REQUEST FORM

College Name	
Project Name	
College Campus	
Project Location	
Project Scope	
Description of Need	

COST ITEMS	
Property Purchase	\$
Architectural Programming	\$
Design Fees (Estimated)	\$
Construction Contract (Estimated)	\$
Env. Remediation	\$
FF&E	\$
Security / Access Control	\$
Telecom / AV	\$
Other Consultant Fees	\$
Other Construction Costs	\$
Contingency (10% of Construction and FF&E)	\$
TOTAL PROJECT COST (Estimated)	\$
FUNDING SOURCES AND AMOUNTS	
	\$
	\$
	\$
TOTAL FUNDING AVAILABLE	\$

Milestone/Phase 1 Schedule
Bid Date:
Construction Start Date:
Substantial Completion Date:
Final Completion Date/Closeout Complete:

Estimated Project Approval Timeline
BOT Facilities Committee Update:
BOT Work Session:
Bid Date:
BOT Meeting Approval: