



Facilities Management
(605) 658-6100 • fmwrkctr@usd.edu

Facilities Planning & Construction

Facilities Planning and Construction is responsible for managing the planning, budgeting, scheduling, programming, design and construction of all new and renovation projects related to the University of South Dakota Facilities, including the campuses of Vermillion and Sioux Falls.

P&C currently manages projects at (73) seventy-three buildings on the Vermillion campus, (3) three buildings at the Community College Campus, and (1) one on the Sanford Campus in Sioux Falls.

Projects:

Projects can range in cost from a few hundred dollars to tens of millions of dollars. The project cost includes design, construction, project management, contract administration, equipment, furniture, and technology systems. The best time to complete projects is in the summer, so to ensure adequate time to plan and complete projects, Departments must submit a request a year in advance.

USD P&C is responsible for managing the design and construction activities for all projects, regardless of the source of funding. The primary responsibilities include the following:

1. Selection of design consultants
2. Oversight of design efforts, including the integration of campus stakeholders with the design team.
3. Coordination of construction activities with USD college/department/units.
4. Oversight and management of the project budgets.
5. See below for additional services provided by P&C.

Projects under \$50,000:

Projects with a construction cost of \$50,000 or less typically the design is done with Facilities Management design personnel, however, an outside Architects/Engineers may also be hired. The project work itself may be accomplished utilizing Facilities Management trades personnel, outside contractors, or a combination of both.

Projects between \$50,000 - \$250,000:

Projects with construction costs greater than \$50,000 typically require the hiring and utilization of Architect/Engineers and require approval from the Office of the State Engineer.

Projects over \$250,000:

Projects with construction costs greater than \$250,000 require the hiring and utilization of Architect/Engineers and require approval from the Office of the State Engineer and the Board of Regents.

A Project Manager is designated by USD for each project. All communications from the Consultant to USD shall be directed to the Project Manager. The Project Manager will provide guidance to the Consultant and responsibility for the project to ensure it meets the established budget, schedule, quality, and users' requirements.

Before moving forward with any new construction projects, building renovation, or ordering of new furniture, please fill out a Project Initiation Request form and submit a work request to the FM Work Order desk, fmwrkctr@usd.edu.

<https://my.usd.edu/SimpleContentPortlet/content/41c96864-0f92-41ce-806f-6691caeffc13/Project%20request%20form.pdf>

Additional Services:

Construction Project Management

- Project Scoping
- Cost Estimating
- Project Management
- Scheduling
- Bidding, awarding, and contracts
- Construction Management
- Warranty and Close-outs documents

Design Services

- Architectural
- Engineering
- Campus Planning
- Space Utilization
- Furniture selection
- Specifications
- Historic Preservation
- Code compliance
- Sustainability Practices
- Energy Savings

*****Construction and Projects charges a flat 5% of construction costs on projects**