

MICHIGAN STATE UNIVERSITY

RHS Planning and Projects Office Principles
February 14, 2018

MISSION, VISION

We provide support to our customers throughout RHS in the planning, design and coordination of construction-related projects as well as initiatives linked to sustainability and regulatory compliance. Our goals include high quality service delivery that is on time and on budget, that fulfills expectations for sustainability, and that meets health, safety, and code requirements while incorporating innovative design and efficiency.

ABIDING PRINCIPLES

Oversee, coordinate and execute the following for RHS and RHS PPO:

- Health and Safety regulatory compliance including occupational health and safety; fire and safety codes; security, strategic planning, and standards; emergency management, planning and business continuity; life safety and security systems; environmental hazard remediation; and inspections, testing and maintenance
- 3 year planning and funding process for projects greater than \$25,000
- 5 year planning process including definitions and Long Range Asset Plan (LRAP)
- Construction and renovation projects less than \$25,000 depending on complexity
- Construction and renovation projects \$25,000-\$250,000
- Customer representation of RHS for IPF capital projects between \$250,000 and \$1M
- Ensure all collaboration between AE/RHS PPO and IPF follows CIPWG/BOT processes and meets CIPWG/BOT deadlines for all AE/RHS capital projects.
- Customer representation of RHS for capital projects \$1M or more that require BOT process
- Policies, procedures, laws, standards, codes and regulations outlined by MSU, RHS, IPF Construction standards, governing agencies and other legal authorities as applicable
- Sustainability standards established by RHS and MSU
- Interior design that incorporates creative and technical solutions

PURPOSE

- Support our customers according to our mission
- Support MSU's academic mission
- Enhance the student experience
- Deliver outstanding Spartan experiences

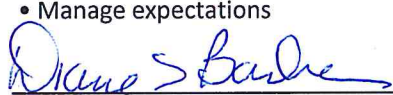
PRACTICE

Be fiscally responsible:


- Follow MSU Manual of Business Procedures, MSU Purchasing protocols, IPF standards, and other applicable policies and procedures
- Conduct transactions with attention to detail and transparency
- Account for goods received and delivered and retain records as applicable
- Ensure projects are accomplished with high quality, delivered on time, on budget, and meet expectations
- Utilize well-coordinated planning and preventative maintenance as a way to control costs

PEOPLE


- Prioritize professional development
- Communicate by listening and responding fittingly
- Utilize expertise to reach desired outcome
- Develop relationships through network interaction, trust, respect, transparency, inclusiveness
- Practice accountability to self and others
- Recognize people and their contributions
- Manage expectations


Diane Barker



Mark Bowling


Sue Campbell


Susan Dysinger


Carla Iansiti

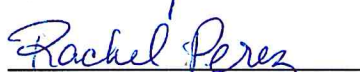

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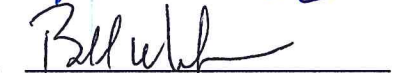

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