

INSTITUTION	CAMPUS
PROJECT TITLE	

SUMMARY NARRATIVE

- Problem statement (short description of the project – the needs and the benefits)
- History of the project or facility
- University programs addressed or encompassed by the project

OVERARCHING SCORING CRITERIA

1. Integral to achieving statewide policy goals

Provide degree targets and describe how the project promotes improvement on 2018-19 degree production totals in the [OEM Statewide Public Four-Year Dashboard](#). Include the degree totals and target template in an appendix.

- A. Indicate the number of bachelor’s degrees awarded at the close of the 2018-19 academic year, and the number targeted for 2021.
- B. Indicate the number of bachelor’s degrees awarded in high-demand fields at the close of the 2018-19 academic year, and the number targeted for 2021.
- C. Indicate the number of advanced degrees awarded at the close of the 2018-19 academic year, and the number targeted for 2021.

2. Integral to campus/facilities master plan

- A. Describe the proposed project’s relationship and relative importance to the institution’s most recent campus/ facilities master plan or other applicable strategic plan.
- B. Does the project follow the sequencing laid out in the Master Plan (if applicable)? If not, explain why it is being requested now.

3. Integral to institution's academic programs plan

Describe the proposed project’s relationship and relative importance to the institution’s most recent academic programs plan. Must the project be initiated soon in order to:

- A. Meet academic certification requirements?
- B. Permit enrollment growth and/or specific quality improvements in current programs?
- C. Permit initiation of new programs?

CATEGORY-SPECIFIC SCORING CRITERIA

1. Age of building since last major remodel

Identify the number of years since the last substantial renovation of the facility or portion proposed for renovation. If only one portion of a building is to be remodeled, provide the age of that portion only. If the project involves multiple wings of a building that were constructed or renovated at different times, calculate and provide a weighted average facility age, based upon the gross square feet and age of each wing.

2. Condition of building

- A. Provide the facility's condition score (1 superior – 5 marginal functionality) from the 2016 comparable framework study, and summarize the major structural and systems conditions that resulted in that score. Provide selected supporting documentation in appendix, and reference them in the body of the proposal.
- B. Identify whether the building is listed on the Washington Heritage Register, and if so, summarize its historic significance.

3. Significant health, safety, and code issues

It is understood that all projects that obtain a building permit will have to comply with current building codes. Identify whether the project is needed to bring the facility within current life safety (including seismic and ADA), or energy code requirements. Clearly identify the applicable standard or code and describe how the project will improve consistency with it. Provide selected supporting documentation in appendix and reference them in the body of the proposal.

4. Reasonableness of cost

Provide as much detailed cost information as possible, including baseline comparison of costs per square foot (SF) with the cost data provided in Chapter 5 of the scoring process instructions and a completed [OEM C-100 form](#). Also, describe the construction methodology that will be used for the proposed project.

If applicable, provide life cycle cost analysis results demonstrating significant projected savings for selected system alternates (Uniformat Level II) over 50 years, in terms of net present savings.

5. Availability of space/utilization on campus

Describe the institution's plan for improving space utilization and how the project will impact the following:

- A. The utilization of classroom space
- B. The utilization of class laboratory space

6. Efficiency of space allocation

- A. For each major function in the proposed facility (classroom, instructional labs, offices), identify whether space allocations will be consistent with Facility Evaluation and Planning Guide (FEPG) assignable square feet standards. To the extent any proposed allocations exceed FEPG standards, explain the alternative standard that has been used, and why. See Chapter 4 of the scoring process instructions for an example. Supporting tables may be included in an appendix.
- B. Identify the following on form CBS002:
 1. Usable square feet (USF) in the proposed facility
 2. Gross square feet (GSF)
 3. Building efficiency (USF divided GSF)

7. Adequacy of space

Describe whether and the extent to which the project is needed to meet modern educational standards and/or to improve space configurations, and how it would accomplish that.

TEMPLATES REQUIRED IN APPENDIX FOR SCORING

- [Degree totals and targets](#)
- [Availability of space/campus utilization](#)
- [Program-related space allocation](#)