

## Fiscal Year 2009-10 Capital Construction Request

### Metropolitan State College of Denver Neighborhood Building

#### PROGRAM PLAN STATUS

2010-102

Approved Program Plan?  Yes  No      Date Approved:  March 12, 2009

#### PRIORITY NUMBERS

Prioritized By \_\_\_\_\_ Priority \_\_\_\_\_  
Dept/Inst                      1 of 2

#### PRIOR APPROPRIATION AND REQUEST INFORMATION

<u>Fund Source</u>	<u>Prior Approp.</u>	<u>FY 2009-10</u>	<u>FY 2010-11</u>	<u>Future Requests</u>	<u>Total Cost</u>
CF	\$0	\$52,000,151	\$0	\$0	\$52,000,151
<b>Total</b>	<b>\$0</b>	<b>\$52,000,151</b>	<b>\$0</b>	<b>\$0</b>	<b>\$52,000,151</b>

#### ITEMIZED COST INFORMATION

<u>Cost Item</u>	<u>Prior Approp.</u>	<u>FY 2009-10</u>	<u>FY 2010-11</u>	<u>Future Requests</u>	<u>Total Cost</u>
Land Acquisition	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$5,146,070	\$0	\$0	\$5,146,070
Construction	\$0	\$41,928,227	\$0	\$0	\$41,928,227
Equipment	\$0	\$2,346,814	\$0	\$0	\$2,346,814
Miscellaneous	\$0	\$632,629	\$0	\$0	\$632,629
Contingency	\$0	\$1,946,411	\$0	\$0	\$1,946,411
<b>Total</b>	<b>\$0</b>	<b>\$52,000,151</b>	<b>\$0</b>	<b>\$0</b>	<b>\$52,000,151</b>

#### PROJECT DESCRIPTION / SCOPE OF WORK

Metropolitan State College of Denver (Metro) is requesting cash funds spending authority to construct a 142,231-GSF building on the corner of Auraria Parkway and 9th Street to house student services and administrative offices. The project will consolidate the various functions of enrollment services and expand the First Year Success Program in order to offer better customer service and improve student retention. According to Metro, the Neighborhood Building will be the first building on the Auraria campus solely funded by and programmed for the college. The project will be funded with revenue from a capital construction student bond fee.

The new building will accommodate enrollment services and administrative offices, which are currently located in four buildings around the campus. The first two stories of the building will house various student services. The following offices and programs will be housed in the new building:

- Enrollment services;
- First Year Success Program, including six classrooms and breakout rooms for small group collaboration;
- Student Academic Success Center;
- Student support services;
- Academic advising;
- Office of the President; and
- six offices for college vice presidents,

The project will consolidate Metro's administrative offices in a single building and vacate up to 60,000 ASF to be renovated for faculty offices, classrooms, laboratories, and conference rooms.

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According to Metro, the classrooms in the new building will be built to the smart classroom model and include LCD projectors, screens, whiteboards, network availability, smartboards, and computers.

#### PROJECT JUSTIFICATION

The project will consolidate the college's administrative functions, including student services, in a single building. The consolidation of administrative offices and student services in a single building will allow the three schools that comprise the college to move to distinct locations and meet growth needs in various academic departments, says Metro. According to Metro, there is insufficient space for the Student Academic Success Center, which provides tutoring services tailored to various student populations. The Student Academic Success Center is located along a noisy corridor and is often overcrowded. The student advising offices are not large enough to accommodate visitors and do not afford privacy in order to deal confidentially with students, says Metro. Finally, the First Year Success Program does not have enough space, and Metro says classes in academic years 2009-10 and 2010-11 will be taught in modular classrooms.

The college says the 2007 Auraria Campus Master Plan prescribes three distinct neighborhoods for the institutions that share the campus in order to allow each institution to evolve a distinct identity while continuing to share campus resources. The Neighborhood Building will give Metro a visible presence on campus and in the city of Denver, says the college, and will anchor the Metro State neighborhood. According to the college, although enrollment continues to increase, no building has been built on the Auraria campus to benefit Metro's enrollment services in the past 30 years. The college says it has the need and ability to hire additional faculty and staff, but there is no place to house new employees. The college plans to add 63 additional FTE in the next 10 years in order to better serve its student population.

**Project alternative.** The college says a possible alternative to construction of a new student services building is to cap student enrollment, but the college does not support this alternative.

#### PROGRAM INFORMATION

Metro State College of Denver is a four-year, urban university located on the Auraria Campus. The college has the second-highest enrollment of undergraduate students in the state. There are about 21,000 students currently registered. The school estimates it has 13,740 FTE in FY 2008-09 and projects an increase of 1,094 students, or 8 percent, by FY 2010-11.

#### LEED CERTIFICATION INFORMATION

The project is not required to comply with the provisions of Senate Bill 07-051 regarding LEED certification because no state funds are requested for the project. However, the college plans to build the facility to the LEED gold standard, the third highest of four possible certification levels.

#### PROJECT STATUS

This is a new request.

#### SOURCE OF CASH FUNDS

The source of cash funds for the project is a capital construction student bond fee. The fee will increase over a three-year period to a level necessary to cover the debt service. The college anticipates that in the third year the fee will be about \$166 per student based on a fee of \$13.86 per credit hour, up to 12 credit hours. Metro plans to bond for the project for a 20-year period at a rate of 6 percent.

The college expects the capital construction student bond fee will earn \$1.4 million in FY 2008-09, \$13.2 million in FY 2009-10, and \$37.4 million in FY 2010-11.

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#### STAFF QUESTIONS AND ISSUES

1. When will Metro bond for this project? What is the anticipated annual payment?

*The student body will vote on the bond fee the week of April 13th-17th. If approved, the fee will go into place in the fall 2009 semester. The first debt payment will be due in December 2011. Based on the current market, Metro State is anticipating that the annual debt service will be approximately \$5.1 million. The student bond fee is based on the 2007-08 enrollment and will cover the anticipated debt service, as well as other approved uses. A financial advisor was hired to assist in the initial planning process. An RFP for bond counsel will be released after the student fee is approved and spending authority is granted by the CDC. As shown in the "MSCD Student Capital Fee" document (see Attachment A), the fee covers more than the debt service and construction of the new building and renovation of the backfill space. Twenty percent will be set aside each year to cover scholarships and grants. An additional ten percent will be earmarked for equipment and classroom equipment enhancement.*

2. Will the capital construction student bond fee be repealed after the conclusion of the project? If not, how will Metro use future revenue after the debt for the Neighborhood Building is repaid?

*Metro State will repeal this fee at the conclusion of the project. If a fee is needed to cover future projects, it will have to be approved by the students through a future referendum.*

3. Has Metro already held a student election to pass the new student fee? If so, were all students able to participate in the election or only members of student leadership? If not, please provide details of the upcoming election, including expected participants.

*The student election will be held the week of April 13th and will be open to the entire student body. The vote will be conducted electronically. Students will be sent an email every day during the referendum to remind them to participate in the voting process. With greater access to voting and improved marketing to the students, Metro State expects an above average turnout from the student body. (See Attachment A.)*

4. Please provide a breakdown of Metro's other required student fees.

*See Attachment B.*

5. Please provide an explanation of the First Year Success Program, including its space needs and why it is important that the program be located near other support services.

*The First Year Success program was designed to provide a high-quality educational experience, increase retention, and provide support for students entering college for the first time. The transition into the collegiate environment is difficult for many students, and more so for low income and those from underrepresented groups. The components of the program are: First Year Seminar, Learning Communities, Family Orientation and Support, Sophomore Retention Services, and Services for Transfer Students. The program aims to serve at least 1,800 students during academic year 2011-2012, the first year the program will be fully operational. In the Student Success Center, the First Year Success Program will include office space for faculty, six classrooms, and six breakout rooms. It is important for this program to be located near other support services because it helps with student retention. The First Year Success program will be located adjacent to the Student Academic Success suite which includes the offices of Tutoring, Student Support Services, Student Intervention Services, and some of Metro State's scholarship programs such as PaceSetters and Summer Bridge. By providing all of these services in one building, along with Academic Advising, it allows for an easier transition to college life for the typical freshman and should greatly improve retention.*

6. Will there be any other classrooms in the new building besides the six needed for the First Year Success Program?

*The six classrooms for the First Year Success program will be the only classrooms in the new building, however once the new building is completed, over fifty-thousand assignable square feet will be vacated creating "backfill" in Central Classroom and the Administration Building. A program plan will be written for the backfill space allowing Metro State to add additional faculty offices, classrooms, and labs for academic programs.*

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7. Please describe the existing configuration of the three schools within the college and how programs and departments will be relocated as a result of consolidating administrative and student service programs in a single building.

*The college currently has three schools; Letters, Arts & Sciences, Professional Studies, and Business. With the completion of the new building, roughly fifty-thousand assignable square feet will be available for new faculty offices, labs, and classrooms. This available space will allow the college to reconfigure many departments and work towards centralizing each school and their departments. Metro State currently does not have a set plan for how the backfill space will be programmed, but a program plan and design for the backfill space will be part of the architect's contract to go along with the design of the new Student Success Center.*

*The current objective is to move departments under the School of Professional Studies into West Classroom, the School of Business departments to the Administration Building, and Letters, Arts & Sciences departments into Central Classroom. Metro State also has departments split between buildings due to a lack of office space. The main office for both Criminal Justice and Sociology, Anthropology & Behavioral Sciences (SABS) are located in West Classroom, however due to lack of office space, these two departments share a suite in the South Classroom Building with the ROTC program. In that suite ROTC has two offices, Criminal Justice has three offices and SABS has three offices. With the creation of the backfill space, Metro State will be able to bring departments together. By consolidating, staff, faculty and departments will be able to better serve the needs of students by giving them easy access to faculty in one place. Other priorities that will be addressed in the backfill space include moving thirty-one faculty out of modular buildings as well as nine classrooms, expanding the Metro State Honors program and the Center for Faculty Development, adding smart classrooms, and specialty labs for academic departments, and providing offices for affiliate faculty.*

8. Please clarify whether the student fee will be used to pay for regular operating and maintenance costs for the new building. Does Metro expect to request future state moneys for operating and maintenance expenses?

*Metro State's Administration & Finance staff has worked with the Auraria Higher Education Center staff to estimate annual operating and maintenance costs for the new building. Those costs are part of the student fee. It is possible that this project could ask for controlled maintenance expenses after fifteen years, but Metro State does not feel it will be necessary to request operating expenses.*

#### IMPACT ON OPERATING BUDGET

	1st Year	2nd Year	3rd Year	4th Year	5th Year	Total
Personnel Services	318,210	330,939	334,176	357,943	372,260	1,713,528
Maintenance	208,212	24,458	220,892	227,518	234,344	915,424
Utilities	402,688	422,822	443,964	466,162	489,770	2,225,406
Supplies/Equipment	799,114	345,370	359,620	373,870	397,154	2,275,128
Other						0
<b>Total</b>	<b>1,728,224</b>	<b>1,123,589</b>	<b>1,358,652</b>	<b>1,425,493</b>	<b>1,493,528</b>	<b>7,129,486</b>

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### PROJECT SCHEDULE

	Start Date	Completion Date
Physical Planning	April 2009	February 2009
Construction	April 2010	October 2011
Equipment		
Occupancy		Spring 2012

## Metro State College of Denver Student Capital Fee Referendum

Should a new student capital fee be established in fall 2009 to generate the necessary revenue to:

1. Establish a permanent debt service fund to pledge toward capital construction financing
2. Establish a permanent scholarship and grant fund
3. Establish a permanent fund for equipment and classroom enhancement

The debt service portion will provide capital construction financing for the construction of a new Metro State College neighborhood building. The balance of the student capital fee will be placed in restricted funds to be used exclusively for the purposes outlined in the table below.

This per credit hour fee will be assessed up to 12 credit hours. No additional fee is assessed to students taking in excess of 12 credit hours. Student approval necessary to increase fee above proposed rate.

Proposed Student Capital Fee			
No additional fee will be assessed for students taking in excess of 12 credit hours			
Maximum fee, student approval is necessary to raise the fee above the proposed rates			
	Fall 2010	Fall 2011	Fall 2012
Capital Construction & Debt Service (70%)	\$3.67	\$8.47	\$13.86
Scholarship and Grant (20%)	\$1.05	\$2.42	\$3.96
Equipment and Classroom Enhancement (10%)	\$0.53	\$1.21	\$1.98
<b>Total Fee per credit hour</b>	<b>\$5.25</b>	<b>\$12.10</b>	<b>\$19.80</b>

Credit Hours	Student Affairs Fee	Intercollegiate Athletics Fee	Health Services Fee	Registration Fee	AHEC Facilities Bond Fee	Information Technology Fee	RTD Pass Fee	Immunization Fee	Clean Energy Fee	Total Fees
1 - 3	\$36.79	\$28.42	\$30.05	\$4.09	\$36.68	\$17.60	\$37.00	\$2.04	\$3.00	\$195.67
4 - 5	\$36.79	\$28.42	\$30.05	\$4.09	\$45.86	\$35.19	\$37.00	\$2.04	\$3.00	\$222.44
6	\$59.28	\$28.42	\$30.05	\$4.09	\$45.86	\$35.19	\$37.00	\$2.04	\$3.00	\$244.93
7 - 9	\$59.28	\$28.42	\$30.05	\$4.09	\$57.06	\$52.78	\$37.00	\$2.04	\$3.00	\$273.72
10 - 11	\$59.28	\$28.42	\$30.05	\$4.09	\$57.06	\$74.77	\$37.00	\$2.04	\$3.00	\$295.71
12 - 15	\$59.28	\$28.42	\$30.05	\$4.09	\$74.39	\$74.77	\$37.00	\$2.04	\$3.00	\$313.04
16 - 18	\$59.28	\$28.42	\$30.05	\$4.09	\$74.39	\$89.45	\$37.00	\$2.04	\$3.00	\$327.72

*(This scale is for Main Campus courses. If a student has Extended Campus courses in addition to Main Campus, the scale above applies only to the credit hours taken at the main campus)*

**Student Affairs Fee:** This fee covers the cost of various campus activities and organizations in which students participate. The appropriation of this fee can be seen in greater detail within the student handbook.

**Athletic Fee:** This fee allows Metro State students free access to all Metro State intercollegiate sporting events. This fee also funds the operating budget for Metro State's NCAA-II intercollegiate athletics program, which consists of five women's and five men's varsity teams.

**Health Services Fee:** The Health Center is funded exclusively by student fees and self generated income. The Health Services fee supports the cost of medical personnel, associated operating expenses, and health education programming/outreach. Charges for services are assessed at a significantly reduced rate compared to private sector fees.

**Registration Fee:** This fee is used to support and maintain the web registration system used by students to register for classes, as well as retrieve grades and obtain other useful information.

**AHEC Facility and Bond Fee:** This fee is used to support the debt service requirements of the debt financing for the Auraria Child Care Center, the Tivoli Student Union and the Auraria Event Center.

**Information Technology Fee:** This fee is used to support and maintain student-based technology services available to all registered students. These services include (but not limited to) student email accounts and general-access student labs.

**Buss Pass Fee:** Approved by vote of the student body at Metro State, UCED, and CCD, this fee allows registered students of each institution to ride the RTD fee upon presentation of a current Metro State ID.

**Immunization Fee:** This fee supports the Auraria Health Center's efforts in providing immunization to students against Measles, Mumps, and Rubella. The program is necessary in order for the institution to remain in compliance with State Immunization Rules.

**Clean Energy Fee:** This student-approved fee is for purchasing clean, renewable, electrical power for the Auraria Campus.

**Matriculation Fee: (One Time Fee, \$50.00)** The matriculation fee, used to offset orientation, graduation and transcript costs, is charged to all students as a part of their tuition and fees for their first registration only. This fee is not included in the Tuition and Fee schedule, but will be included on the billing statement for first time students