STANDING COMMITTEES

Finance and Asset Management Committee

Transforming Administration Program (TAP) Regent Update

INFORMATION ITEM

This item is being presented for information only.

BACKGROUND

The Transforming Administration Program (TAP) executive sponsors and TAP team have developed the attached presentation slides as part of a regular update to the Regents about the program.

In addition, a brief update will be provided on the TAP project to construct a Business Equity Scorecard and the role UW is playing in the statewide disparity study.

The Business Equity Scorecard: UW Business Diversity Program, Capital Planning & Development and Procurement Services will hire a consultant, Logic 20/20, to conduct a data/spend report utilizing the UW’s existing payment database. The project will start in February 2016 and will be completed in approximately three months. The goal is to provide the UW with a diverse spend data reporting tool which anyone can use. This tool will allow the UW to access reliable supplier data and accurate spend reports, and capture 2nd tier and ProCard spend data.

The State of Washington Department of Enterprise Services (DES) is conducting a state-wide comprehensive disparity study. To ensure the inclusion of higher education in the scope of this study, the University has three people on the advisory board for this study: Angela Battle, Director of UW Business Diversity Program, Claudia Christensen, Contracts Manager of Procurement Services, and Jim Evans, Assistant Director of Capital Projects Office. Currently, the board is outlining the scope of the study for inclusion in the Request for Proposal that will be submitted within the next four to five months. The first board meeting will be held at UW Seattle in February.

Attachment
Capital Planning & Development Service Request
Transforming Administration Program

Capital Planning & Development Service Request

Board of Regents
February 11, 2016

Presented by
Mike McCormick, AIA
Associate Vice President
Capital Planning & Development (CPD)
CPD SERVICE REQUEST

- Response to TAP initiative for single entry point
- Clear entry point for customers
- Coordinated and timely response
- Strategic solutions
- Optimizes University resources
- Space Strategy Team ensures project alignment
- Critical to successful and efficient completion
Welcome to Capital Planning and Development

Capital Planning & Development (CPD) oversees all activities associated with real estate acquisition, capital planning, financing, and gaining approval for construction of new facilities for the University.

The following formerly independent service groups have been merged to create Capital Planning and Development:

- **Capital Projects Office (CPO)** cpo.uw.edu
  CPO serves the University of Washington community by planning and managing new construction and renovation projects on campus.

- **Office of the University Architect (OUA)** pm.uw.edu/oua
  OUA is the University's physical and capital planning office. It establishes an integrated vision of the physical campus landscape and facilities and articulates the associated capital plan and budget.

- **UW Real Estate Office (UWRE)** uwre.uw.edu
  UWRE provides strategic asset management and comprehensive real estate services that align with the University's institutional goals.

Capital Planning Metrics

An analytical framework for the evaluation and prioritization of projects within the University’s One Capital Plan. Read more...

Service Request

To request space or any of the services provided by Capital Planning and Development, go to the service request process page or directly to the request form. For Facilities Services work order requests, go to FS Works.
CPD Service Request

Request Number:
This project will be assigned a new Request Number after it is saved.

Requester

First Name  Last Name
Mike  McCormick  

E-Mail  UW Net ID
mccormi50@uw.edu  mccormi50  

Phone Number

Project Information

Project Type
Building Repair or Upgrade (> $90,000)

Project Title

Description - Include details such as lease space, remodel, relocation, convert space, etc.

Requested Completion Date

Needed for how long?
Less than 1 year

Number of persons using this space/facility
CPD Service Request

Customer Request → Intake Evaluation → Major Projects → Special Projects → University Architect

Real Estate → Facilities Services → Completion

Space Strategy Team
SPACE STRATEGY TEAM

Leaders from CPD functional areas + Facilities Services

• Focus on coordinated and strategic solutions
• Checks for project alignment
• Provides direction when projects get stuck

Alignment Criteria

• Clear space assignment
• Clear fund source and target budget
• Appropriate use
• Coordinated other planning efforts
• “See something, say something”