



Virginia Department of Planning and Budget  
**Project Request Justification**

2008-2010

Biennium

Date: August 16, 2007

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### A. General Information

1. Agency Name: Virginia Tech      2. Agency Code: 208
3. Project Title: Code Compliance: Fire Alarm Systems and Access      4. Agency Priority: 13
5. Name of Person to Contact about this Form: Robert R. Broyden
6. Contact Person's Telephone Number: (540) 231-8782
7. Contact Person's E-mail Address: rbroyden@vt.edu
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### B. Proposed Project

1. Description (include project size, capacity, and purpose):

This project has been on the University's plan since 2001, formerly titled Health, Safety, and Accessibility. The University's health, safety, and accessibility initiative for the campus is an ongoing effort. The University has made important progress toward improving the campus in this regard with prior funding authorizations that supported critical safety and accessibility improvements.

This project request is for authorization and funding to continue progress on needed campus improvements in several educational and general facilities. The focus of this request is accessibility improvements, fire alarm systems, and updating needs assessment and planning that are beyond the scope of the Maintenance Reserve program.

The proposed accessibility and fire alarm improvements will benefit the students, faculty, staff, and visitors of the University for many years into the future. The scope of this project is for Educational and General facilities, thus, the funding plan calls for 100 percent state General Fund support.

2. In approved Master Site Plan:      Yes  No   
If not, explain:

3. In current Strategic Plan:      Yes  No   
If not, explain:

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### C. Project Justification

1. Programmatic:

Virginia Tech is a land-grant university with a three-part mission: instruction, research, and outreach. Under this mission, activities occurring on campus should take place in a healthy, safe, and accessible environment and should ensure compliance with federal and state requirements. The campus is a daily meeting place for students, faculty, staff, alumni, and a vast array of visitors. Ensuring the safety, health, and accessibility of the campus environment is critical to the long-term success of the University.

The University's health, safety, and accessibility initiative for the campus is an ongoing effort. This project request is for authorization and funding to continue progress on needed campus improvements in several educational and general facilities. The focus of this request is accessibility improvements, fire alarm systems, and updating needs assessment and planning.

Accessibility Improvements:

This project envisions significant accessibility and safety improvements in various campus buildings and exterior campus facilities. The improvements include installation of accessible seating and routes, upgrades to physical access, and lighting and other permanent infrastructure development to facilitate better opportunities for patrons with vision and hearing disabilities, upgrades to physical access, installation of accessible toilet facilities, replacement of non-accessible drinking fountains, installation of accessible signage, and, where applicable, accessible upgrades to existing elevator controls and existing stair handrails.

Exterior improvements across the campus include reconfiguration or installation of accessible stair handrails, installation of appropriate accessible stair markings, alteration of existing topography and installation of new accessible sidewalks or ramps at steep slopes, and installation of sidewalk curb cuts and crosswalks. Specific tasks for this portion of the project include heavily used sidewalks that are major pedestrian routes through the north zone of campus.

Fire Alarms:

This project envisions fire alarm system installations in multiple campus buildings. The fire alarm systems include fire alarm control panels, accessible pull stations, smoke detection systems, and accessible audio-visual announcement devices. The installation of these systems in these buildings will make a significant contribution to the life and safety of the occupants.

**2. Existing facilities:**

Accessibility Improvements: The following is a representative list of high priority needs in existing educational and general facility buildings based on physical assessments.

Building:  
McBryde Hall

Existing Needs  
An accessible ramp serving the auditorium, interior access to accessible toilets from the large auditorium, power-activated door openers throughout the facility, accessible way-finding signage, and automated door openers throughout the facility.

Sandy Hall	The chair lift from the building entry to interior corridors is beyond repair and must be replaced.
War Memorial	The chair lift from the building entry to interior classrooms is to be replaced with an accessible ramp.
Wallace, Whittemore and Derring Halls	Provision of accessible toilets and accessible door hardware are needed throughout the facilities.
President's Quad	Installation of accessible sidewalks in place of steep walks and/or exterior stairs, including accessible handrails.
Hancock Hall	Power-activated door openers and accessible way-finding signage is needed throughout the facility.
Burruss Hall	An accessible access route from the Drillfield into Burruss (A potential route at the west side of Burruss has been identified.)

Fire Alarms: The following is a representative list of high priority needs in existing educational and general facility buildings based on physical assessments.

<u>Building</u>	<u>Existing Needs</u>
Saunders Hall	The alarm system requires replacement and expansion to cover extensive laboratory operations and a large assembly classroom.
Price Hall	A building-wide alarm system is needed. Currently, only six detectors are provided in the entire facility.
Smyth/Hutcheson Halls	The alarm and detection system requires replacement and expansion to cover multiple laboratory operations and large assembly-type classrooms.
Lane Hall	A building-wide alarm system is needed.
Patton Hall	A building-wide alarm system is needed. Currently, only five detectors are provided in the entire facility.
Holden Hall	A building-wide alarm system is needed. Currently, only five detectors are provided in the entire facility.

Seitz Hall	A building-wide alarm system is needed. Currently, only six detectors are provided in the entire facility.
Sandy Hall	The alarm and detection systems require a complete replacement.
Norris Hall	The alarm and detection system requires replacement and expansion to cover laboratory operations and large assembly-type classrooms.

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**D. Options Considered (include as an option delaying this project until future biennia)**

Delaying this project to a future biennium is not a favorable option because of the backlog of current campus safety and accessibility projects. These projects are normally addressed ad hock as operating finances permit. Without capital funding, the accumulation of backlog of requests for improvements related to access, fire alarm systems, and code compliance will grow.

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**E. Project Scope Changes:**

None.

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**F. Project Cost Changes:**

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# Instructions for DPB Form CNJ Project Request Justification

**This form is to be prepared only for projects authorized for detailed budget development during the 2008-2010 biennium.**

The project request justification (DPB Form CNJ) details the project's scope and justifies its need. The need must be demonstrated from several perspectives, including the agency's programs and activities and the condition of the existing facilities, in order to show why it is important to fund your request. The narrative should be as thorough and complete as necessary. The quality of your submission is extremely important. Remember who your audience is for this submission and **do not** use technical engineering terms and jargon. Decision-makers may only have your narrative as the basis for considering the merits of your request.

**The justification for additional funding due to anticipated cost overruns on a currently approved and funded project must include the scope adjustments (i.e., reduction in scope) that would be needed to finish the project with existing funding.**

## Section A. General Information

- Item 1. **Agency Name.** Enter your agency's name.
- Item 2. **Agency Code.** Enter the three-digit agency code for your agency.
- Item 3. **Project Title.** Give the new project a clear descriptive title.
- Item 4. **Agency Priority.** Number from the DPB Form H-1.
- Item 5. **Name of Person to Contact about this Form.** Enter the name of the person to contact who can answer specific questions concerning the information provided on this form.
- Item 6. **Contact Person's Telephone Number.** Enter the telephone number of the contact person.
- Item 7. **Contact Person's E-mail Address.** Enter the e-mail address of the contact person.

## Section B. Proposed Project

**Item 1. Description.** The project description should be of sufficient detail to clearly define the scope of the project. This description should address the project's size and capacity. It should also describe how the project would meet specific needs. Below is some of the information that should be presented in this section, as applicable:

- The scope of the project, including type of space proposed, the square footage, and any unique or unusual features.
- Life expectancy of the new facility.
- Methods or sources used to determine the proposed scope.

**Item 2. In approved Master Site Plan.** An explanation should be provided if not in master site plan.

**Item 3. In current Strategic Plan.** An explanation should be provided if not in the current strategic plan

## **Section C. Project justification**

**Item 1. Programmatic information.** The justification for a project is based on how it supports your agency's strategic plan. Specifically, this section should address the following:

- Description of the current use of the facility(ies).
- Description of the relevant programmatic activities, both current and projected, that would be affected by the project. Indicate any services, operations, or activities that will be initiated, expanded, or improved because of this project.
- How the project will support your agency's mission and your current and planned program goals and objectives. How does the proposed project relate to the agency's strategic plan?
- The necessity of the project in terms of objectives, services, and customers. Be sure to indicate the number and type of clients or staff who will benefit from the proposed project. Provide numerical estimates of current and future users of the facility using quantitative data such as number of positions (FTE), average prisoner days, or full-time equivalent students. Highlight any population characteristics important to the project. Indicate and discuss projection methodologies used.
- Address whether the project is required to continue current services, to handle a workload increase, or to provide for new or better quality services.
- For institutions of higher education, be sure to include a summary of the impact of student fee increases

**Item 2. Existing Facility(ies).** To determine the need for a project, you must describe your present facilities. Include in this description information on the adequacy of existing facilities to meet current and projected program demands. To support the need, provide the following information, as appropriate:

- Why the existing facility is inappropriate or inadequate, such as overcrowding or the need to accommodate new programs.
- Age and condition of current facility, analysis of man-hours and expenses invested annually in repairs, interruptions of services or backlogs of services, safety hazards to customers, and health and safety code violations. (Specify which code edition.) Indicate if the request is a result of legislative (federal or state) or judicial mandate or from standards or certification requirements. Be as specific as possible. Use quantitative measures when available and applicable to demonstrate why the capital project is needed.
- Interim accommodations being used to compensate for facility deficiencies or the lack of facilities, including currently leased space.
- Information on the future use of the existing facility(ies) that could impact upon the proposed capital project, such as any future expansion or conversion of the facility.

- How the proposed project fits into the approved Master Site Plan for your agency.

#### **Section D. Options Considered**

This section should identify and discuss any alternatives to the proposed project that were considered and the rationale for selecting the requested project. Provide the estimated cost for each of the alternatives considered. **One option that must be addressed is the impact of deferring the project until a future biennium.**

#### **Section E. Project Scope Changes**

This section should identify and explain any differences between the scope on the DPB Form C-1\_S-1 in this submission and those provided on the previously submitted DPB Form H-1.

#### **Section F. Project Cost Changes**

This section should identify and explain any differences between the cost estimates on the DPB Form C-1\_S-1 in this submission and those provided on the previously submitted DPB Form H-1.