

Capital Construction Projects

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I. Purpose

Capital Construction projects, including equipment purchases made from the capital project budget, are the responsibility of the Capital Project Management Division (CPMD).

II. Policy

Capital Project Management Division will manage all capital construction and renovation projects and will forward to the Purchasing Division requisitions requesting the bidding and the establishment of contracts for the required construction services and equipment purchases.

III. Procedures

Requisitions/shopping carts requesting construction services and equipment purchases in connection with such projects will be initiated by the Business Office of the Capital Project Management Division and forwarded to the Purchasing Division for processing.

- A. Furniture and equipment which is to be purchased and installed as a part of a completed construction contract may be recommended by the architects with final selection and approval to be made by the University of Kentucky Interior Design representative.
- B. All purchase requests from capital construction funds must be submitted through the assigned project manager. The project manager will consider the request and, if appropriate, will direct the Business Office to create a requisition/shopping cart to be sent to the Purchasing Division for processing and contracting. Direct purchases by departments from Capital Construction Funds are not authorized.