

# NEW MEXICO COMMISSION ON HIGHER EDUCATION

1068 Cerrillos Rd., Santa Fe, NM 87501-4295

## CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET

Check the appropriate boxes below for materials accompanying this Summary Sheet and prepare the necessary attachments. You may attach extra pages if needed. When Commission action is requested, completed material must be received by the CHE staff at least 20 working days before the Commission meeting at which approval is to be requested.

1. Institution University of New Mexico Date: December 12, 2001
2. Project Title: Property Acquisition- 1101-2 Medical Arts NE (Leasehold Estate), Albuquerque, NM
3. CHE meeting when project consideration is requested: January 18, 2002
4. Contact person Kim Murphy, Director of Real Estate Phone (505) 277-4620
5. Required Forms for Project Categories:
  - New Construction (All Forms except 3-2, 3-3 and 3-4)
  - Alterations (All Forms except 3-1 and 3-4)
  - Planning (Forms 1, 2, 6-1, 6-2, and 7)
  - Demolition or Site Clearing (Forms 1, 2, 3-4, 4, 6-1, 6-2, and 7)
  - Acquisition or Sale (Forms 1, 2, 4, 5, 6-1, 6-2, and 7)
  - Information Technology (Forms 1-1, 1-2, 5-1 and 7)
6. A site plan of the proposed project. Attach this as Exhibit 1. (Required for final project approval.)
7. Completed design development drawings of the project, including elevations and floor plans with each space numbered and identified as to use. Attach this as Exhibit 2. (Required for final project approval.)
8. Form 1 - Preliminary Data Form.
9. Form 2 - Relationship to Institutional Plan and Mission
10. Form 3 - List of Spaces involved in the project.
11. Form 4 - Physical Plant Operation and Maintenance Costs.
12. Form 5 - Equipment Purchases
13. Form 6-1 and 6-2 - Proposed Project Costs, Square Footage, and Funding Source
14. Form 7 - Certification by Governing Board

NEW MEXICO COMMISSION ON HIGHER EDUCATION

FORM 1: PRELIMINARY DATA FORM

Institution: University of New Mexico Date: December 12, 2001  
Institutional Contact Person: Kim D. Murphy Phone: (505) 277-4620

PROJECT DATA

**Title:** Property Acquisition- 1101-2 Medical Arts NE (Leasehold Estate)

**Location:** West of Main Campus & South of Lomas Blvd. (see attached location map)

**Description:** Existing medical clinic containing 6,013 SF on 0.72 acres. Clinic is located on leased land owned by Sandia Foundation. Ground lease expires on July 31, 2033, with all options exercised. Current owner of the clinic is Presbyterian Healthcare Services. The University will be purchasing the clinic and Presbyterian's leasehold interest in the land. The property will be used by UNM Hospital for its Sleep Disorders Program currently in off-campus leased space. The Board of Regents of the University of New Mexico approved this real property acquisition on October 9, 2001. The University intends to purchase the land from Sandia Foundation at a later date.

# NEW MEXICO COMMISSION ON HIGHER EDUCATION

## FORM 2: RELATIONSHIP TO INSTITUTIONAL PLAN AND MISSION

Institution: University of New Mexico Original: X  
Revision: \_\_\_\_\_  
Project: Property Acquisition: 1101-2 Medical Arts NE Rev. Date: \_\_\_\_\_

- 1) Describe how this project satisfies the goals or needs included in the Institutional Plan.
- 2) Justify the project in terms of academic need and/or institutional mission. Include a discussion of the programs which will occupy the building, addressing program growth over the past three to five years in terms of enrollment or credit-hour production.

### 1. RELATIONSHIP TO INSTITUTIONAL PLAN

UNM Hospital has numerous specialized, somewhat "free-standing", research and clinical programs in the health sciences which have been re-located out of the hospital in the past due to increasing space demands of its primary patient care functions. Sleep Disorders, located in off-campus lease space at 4775 Indian School NE in Albuquerque, is one such program.

The Hospital has implemented a plan to reduce costs associated with such programs in leased space by acquiring several of the small, private clinical buildings on Medical Arts Avenue NE just west of main campus. The University has purchased two of these clinics to date for use by the School of Medicine or the Hospital. The Presbyterian clinic at 1101-2 Medical Arts NE will be the third property acquired to further this strategy of cost containment, better facilities and improved proximity to the main Health Science complex for these types of research/clinical programs.

The Presbyterian clinic will provide improved, better-suited functional space for the Sleep Disorders program, and will offer much-needed expansion space to this growing program.

### 2. JUSTIFICATION IN TERMS OF ACADEMIC NEED AND/OR MISSION

See above.

**NEW MEXICO COMMISSION ON HIGHER EDUCATION**

**FORM 4: PHYSICAL PLANT OPERATION AND MAINTENANCE COSTS**

Institution: University of New Mexico Original:  X   
 Revision: \_\_\_\_\_  
 Project: Property Acquisition: 1101-2 Medical Arts NE Rev. Date: \_\_\_\_\_

This form is designed to estimate the project's effect on your institution's current operations and maintenance costs. Complete both sections below. Method 1 is based on estimates of expenses. Method 2 multiplies eligible gross square feet times the average formula cost per GSF for physical plant O&M, and then adds the estimated utilities expense.

Item	Current Expenses	Projected Annual Expenses After Completion	Difference Between Current and Projected (+ or -)
<b>METHOD 1 - EXPENSE ESTIMATES</b>			
Utilities	\$10,800.		
Custodial Services	\$5,400.		
Security Services			
Maintenance and Repair	\$3,000.		
Property Insurance			
Other (specify):			
Landscape Maintenance	\$1,200.		
_____			
<b>TOTAL EXPENSE ESTIMATES</b>	\$21,900.		
<b>METHOD 2 - FORMULA ESTIMATES</b>			
Eligible GSF: <u>6,013</u>			
x \$2.75 for 4-year institution	\$16,536.		
or			
x \$2.33 for 2-year institution			
+ Est'd Utilities Expense from Method 1	\$10,800.		
<b>TOTAL FORMULA ESTIMATES</b>	\$27,336.		

**NEW MEXICO COMMISSION ON HIGHER EDUCATION**

**FORM 5: EQUIPMENT PURCHASES**

Institution: University of New Mexico

Original:   X  

Revision: \_\_\_\_\_

Project: Property Acquisition: 1101-2 Medical Arts NE

Rev. Date: \_\_\_\_\_

List and total the movable and built-in equipment included in the project budget. If equipment items have not yet been specified but an amount for equipment purchase is included in the project budget, state the method used to determine the amount.

Description	Quantity	Unit Cost	Total Cost
<b>MOVABLE EQUIPMENT:</b>			
NONE			
<b>TOTAL MOVABLE EQUIPMENT</b>			
<b>BUILT-IN EQUIPMENT:</b>			
NONE			
<b>TOTAL BUILT-IN EQUIPMENT</b>			

**NEW MEXICO COMMISSION ON HIGHER EDUCATION**

**FORM 6-1: PROPOSED PROJECT COSTS**

Institution: University of New Mexico Original:      **X**

Revision:     

Project: Property Acquisition: 1101-2 Medical Arts NE Final:     

**I. PROJECT BUDGET**

Expenditures	Original Submission		Final Budget	Final Budget (As-Built)
	New Construction	Alterations		
A. BUILDING COST				
1. General				
2. Mechanical/Plumbing				
3. Electrical				
4. Special Systems				
5. Code Compliance				
BUILDING COST SUBTOTAL				
B. Energy Conservation Improvements (Not more than 10% of A)				
C. Built-in Equipment				
D. Site Development				
1. Utilities to Building				
2. Landscaping				
3. Demolition				
4. Parking / Sidewalk Improvements				
TOTAL CONSTRUCTION COST T.C.C.				
E. Construction Contingency (Not more than 5% New Const. 10% Renov. of T.C.C.)				
F. Professional Fees				
1. Architectural/Engineering				
2. Surveys and Testing				
3. Project Inspection				
4. Legal and Administrative				
G. Movable Equipment				
H. Other: Acquisition Cost	\$220,000.			
I. Art in Public Places (1% of T.C.C.)				
TOTAL PROJECT BUDGET	\$220,000.			

**NEW MEXICO COMMISSION ON HIGHER EDUCATION**

**FORM 6-2: PROPOSED PROJECT SQUARE FOOTAGE AND FUNDING SOURCES**

Institution: University of New Mexico Original: X Date: 9/3/99  
 Revision: \_\_\_\_\_ Date: \_\_\_\_\_

Project: Property Acquisition: 1101-2 Medical Arts NE Final: \_\_\_\_\_ Date: \_\_\_\_\_

**II. COSTS PER GROSS SQUARE FOOT**

Based on:	Cost	GSF	Cost per GSF
Total Const. Cost (Items A thru D, Form 6-1)			
1. New Construction			
2. Acquisition Cost	\$220,000.	6013	\$36.59

**III. RATIO OF NET ASSIGNABLE TO GROSS SQUARE FEET (NASF/GSF)**

1. New Construction		=	_____ %
2. Alterations	/	_____	Ratio
_____ NASF		GSF	

**IV. FUNDING SOURCE**

Enter the source of funding for the project (Chapter/Law/Fund Source). The total must match the total project budget shown on Form 6-1.

Funding Source	Original Submission	Revised Budget	Final Budget (As-Built)
State Appropriations (Specify legal citation.)			
Other Sources (Specify.)			
HSC Minor Capital	\$220,000.		
<b>TOTAL</b>	\$220,000.		

**NEW MEXICO COMMISSION ON HIGHER EDUCATION**

**FORM 7: CERTIFICATION BY GOVERNING BOARD**

Institution: University of New Mexico

Original:     X    

Revision: \_\_\_\_\_

Project: Property Acquisition: 1101-2 Medical Arts NE

Rev. Date: \_\_\_\_\_

**ORIGINAL CERTIFICATION**

I hereby certify that, on the basis of the information contained in Forms 1 through 6 for approval of capital projects and the attached preliminary floor plans, elevations and site plan, if appropriate, the Governing Board has approved the original submission of this project, at its meeting held on October 9, 2001.

Signed \_\_\_\_\_  
President

\* See Attached Excerpt from Minutes of Regents' Meeting

**REVISED SUBMISSION CERTIFICATION**

I hereby certify that the Governing Board approved this revised submission at its meeting on \_\_\_\_\_, 200\_\_.

Signed \_\_\_\_\_  
President



November 30, 2001

To: Julie C. Weaks, Vice President for Business and Finance  
From: Patrice Martin, Assistant to the Regents *pm*  
Subject: REGENTS' ACTIONS FROM OCTOBER 9, 2001

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Following is an excerpt from the minutes of the Regents' meeting of October 9, 2001. The minutes were approved at the November 14, 2001 Regents' meeting.

Please distribute copies within your Division as appropriate.

**APPROVAL TO ACQUIRE REAL PROPERTY: 1101 MEDICAL ARTS, NE (BUILDING 2),  
PRESBYTERIAN HEALTHCARE**

Julie Weaks, Vice President for Business and Finance, presented Kim Murphy, Director of Real Estate, who gave the Regents a synopsis of the request to purchase property. Mr. Murphy stated this request is to purchase leasehold improvements owned by Presbyterian Healthcare at 1101 Medical Arts, Building 2, an existing clinic, approximately 6,000 SF to be purchased at the appraised value of \$220,000. Plans are to relocate a unit of the University Hospital, currently in leased space, into this facility. This is part of a program to reduce UNM leased space. Discussion.

Regent Archuleta moved for approval to acquire real property: 1101 Medical Arts, NE (Building 2), Presbyterian Healthcare. Regent Fortner seconded the motion.

Voice vote was taken and Board members unanimously approved.

Motion carried.

cc: Nick Estes, Jr., Esq.