D. SUMMARY OF APPROPRIATION REQUIREMENTS

1. The appropriations of funds for most university Construction/Planning projects is accomplished via a TAMUS Form C-1, Construction Project Appropriation. The PVAMU Construction/Planning Office will generate the Form C-1 after the Service Request Form has been approved.
   
a. Construction cost: construction cost will be estimated as the amount available for Construction Contract (A/A/C/C).
   
b. Design: design cost will be calculated as a percentage of the A/A/C/C. This is a variable cost, depending on project size and complexity. This pays for designing the project.
   
c. Program Management: program management will be calculated as a percentage of the A/A/C/C. This is a fixed percentage, and pays for the planning, administration and construction management of the project.
   
d. Contingencies: contingencies will be calculated as a percentage of the A/A/C/C. This is a variable percentage and pays for any contract changes required during the construction of the project.
   
e. Program of Requirements (POR): the POR cost will be calculated as a percentage of the A/A/C/C if done In-House. This is a variable cost, depending on project size and complexity. This pays for developing the POR. Otherwise, cost is provided by A/E.
   
f. Other: other costs associated with a project such as advertisement, reproduction, site surveys, testing lab services, etc. are reimbursable and are paid separate from the A/E contract and project management.

2. Appropriations approved without the preceding Appropriation Requirements:
   
a. The construction cost will be calculated as 80% to 85% of the total project cost or the total amount appropriated. This will be used as the amount available for construction contract (A/A/C/C).
   
b. The remaining appropriation requirements will then be calculated using the A/A/C/C.

3. For multiple projects assigned to a single project account (i.e.: Deferred Maintenance)
   
a. Each project, among the multiple projects, will be treated as a separate project for budget purposes.
   
b. The A/A/C/C for each project will be the actual amount of the construction contract or purchase order awarded.
   
c. Any design cost or project management associated with the single project will then be calculated using the A/A/C/C derived in paragraph 2ab above.
   
d. Multiple projects will not be undertaken when they can be classified as “incremental construction.”

4. Programming
   
a. The PVAMU Construction/Planning Office will develop the program of requirements (POR) or Statement of Work (SOW) for construction projects or assign an A/E or consultant.
   
b. The user coordinator will supply the necessary information to the PVAMU Construction/Planning Office required for the POR or SOW.