

FACILITIES PLANNING TEMPLATE (REQUEST FORM)

(Submit one form per project request)

Department/Program: Library

Title of Request: Electrical Poles

Location of Project: Teaching Lab, L-104

Department/Program Priority Ranking: (A Dept./Prgrm. may have more than one request with the same ranking.)

- Priority ranking options: 1 (checked), 2, 3, 4

Type of Request: (Check Below)

- Request types: Equipment, Installation, Routine Facilities Care (checked), Space allocation, Maintenance (checked), Deferred (checked), Preventative, Ongoing, Emergency, Reconstruction, Refurbish (checked), Remodel, Renovate, New Construction, Short Term 1-2 years, Mid Term 2-3 year, Long Term 3-5 years

Description of Request:

Remove electrical poles and reroute wiring into ceiling in Teaching Lab, L-104.

Justification for Request:

- Justification questions: Viability of program, Legal Mandate, Institutional Planning, Institutional Effectiveness, Collaboration

Justification narrative explaining the above answers:

Deferred maintenance

Estimated Cost of Request: (If available) \$_____ .00