



# Call for Concept Proposals

## 2015 SPACE MIGRATION

Issue Date: *April 6, 2015*  
Submission Deadline: *May 4, 2015*

## Summary

The 2015 Space Migration project is a formal space planning initiative focused on the organization of space on campus that will aid the University in reaching its long range goals consistent with the K-State 2025 Visionary Plans and the 2012 Campus Master Plan. It is designed to optimize the unique opportunities on the Manhattan campus provided by the completion of multiple new building construction projects over the next few years. The reallocation of the spaces being vacated due to the construction activity will be decided by our President through this proposal process. Buildings included in the 2015 Space Migration project are: Calvin Hall, Foundation Tower, Holtz Hall, and Nichols Hall. An annual formal space allocation process will be implemented at the conclusion of the 2015 Space Migration project.

## Introduction

Concept proposals are expected to reflect on more than just a need for space and will be evaluated on a set of guiding principles outlined in *Section I: The Vision*. Information on how the concept proposal aligns with the university vision and goals is important and should be included with the application. Reference section *IV. Eligibility* and section *V. How to Submit a Concept Proposal* for information on who is eligible to submit a proposal and the submission process.

The Space Migration project is administered by the university 2015 Space Migration Work Group (SMWG) as well as the President. The Office of Campus Planning and Space Management will provide the staff support to the SMWG. The SMWG will review the concept proposals to determine which applicant(s) best support the university vision and meet the requirements of the Space Migration Guiding Principles. (Reference section *I. Vision* for information on the Guiding Principles). After the initial assessment of concept proposals, a short list of applicants will be developed and asked to submit a final and more detailed proposal for review. At this stage, the SMWG may request that multiple applicants collaborate on a joint proposal to better optimize synergies in keeping with the guiding principles. The SMWG will evaluate the final proposal submissions and make recommendations to the President to determine which mix of applicants will create the diversity and synergies required to fulfill the project objectives. An announcement of the Space Migration projects going forward will be distributed to the campus community by Sept 14<sup>th</sup> 2015.

### **Space Migration Work Group (SMWG)**

- Senior Vice President/Provost - April Mason
- Vice President for Administration and Finance - Cindy Bontrager
- Vice President for Research - Karen Burg
- President of Faculty Senate - David Rintoul
- Incoming President of University Support Staff Senate – Pam Warren
- Incoming Student Body President – Andrew Hurtig
- President of Graduate School Council – Amanda Fairbanks

- Ex-Officio Members: Ryan Swanson, Heather Mills

## I. The Vision

Guiding Principles have been developed to assist in the decision making process. These principles reflect the University's commitment to openness, integrity, and its core values.

### GUIDING PRINCIPLES

#### Vision Advancement

- K-State 2025 Plans:  
<http://www.k-state.edu/2025/>
  - ▶ RSCAD: Create a culture of excellence that results in flourishing, sustainable, and widely recognized research, scholarly and creative activities, and discovery in a variety of disciplines and endeavors that benefit society as a whole.
  - ▶ Undergrad Educational Experience: Build a connected, diverse, empowered, engaged, participatory culture of learning and excellence that promotes undergraduate student success and prepares students for their professional, community, social, and personal lives.
  - ▶ Graduate Scholarly Experience: Advance a culture of excellence that attracts highly talented, diverse graduate students and produces graduates recognized as outstanding in their respective professions.
  - ▶ EEOS: Be a national leader and model for a re-invented and transformed public research land-grant university integrating research, education, and engagement.
  - ▶ Faculty and Staff: Foster a work environment that encourages creativity, excellence, and high morale in faculty and staff, responds to changing needs, embraces diversity, values communication and collaboration, and is respectful, trusting, fair, and collegial for all.
  - ▶ Facilities and Infrastructure: Provide facilities and infrastructure that meet our evolving needs at a competitive level with our benchmark institutions and are an asset to recruit and retain quality students, faculty, researchers, and staff.
  - ▶ Athletics: Strengthen the interconnectivity between intercollegiate athletics and the campus community to prepare our student-athletes for success in school, in sport, and after graduation and benefit our university, community, and state.

#### Vision Advancement

- 2025 Campus Master Plan:  
[http://www.k-state.edu/facilities/projects/planning/master\\_plans/2025\\_plan/index.html](http://www.k-state.edu/facilities/projects/planning/master_plans/2025_plan/index.html)
  - ▶ Improve utilization of existing space and technology.
  - ▶ Optimize program adjacencies in the campus core.
  - ▶ Integrate academic and research activities in shared facilities.
  - ▶ Cultivate spaces for intellectual and social collaboration.

#### Collaboration

- ▶ Develop synergistic spaces that encourage new models for collaboration, interdisciplinary/multidisciplinary work, and interaction
- ▶ Strategic groupings of programs that facilitate work and services

#### Multi-Functional

- ▶ Provide multi-functional space for optimum utilization
- ▶ Flexible space

#### Preservation

- ▶ Classroom space
- ▶ Historic campus buildings
- ▶ Friendly, student-centered campus environment

#### Cost Effective

- ▶ Utilize current space attributes
- ▶ Quality of space vs. quantity of space
- ▶ Feasibility and fiscal responsibility

#### Interdisciplinary/Multidisciplinary

- ▶ Co-locating functions and activities

#### Consolidation

- ▶ Bring departmental units together for ease of communication, collaboration, and interaction

## II. Space Descriptions

### Calvin Hall

- 32,326 NASF\*
- Built in 1908
- Located in the Historic Campus Core
- Available Spring 2017
- Contains 9 GUC\*\* along with several teaching labs and faculty offices
- [View Floor Plan](#)

### Holtz Hall

- 3,513 NASF\*
- Built in 1909
- Located in the Historic Campus Core
- Available Spring 2017
- Comprised of office space and conference rooms.
- [View Floor Plan](#)

### Foundation Tower

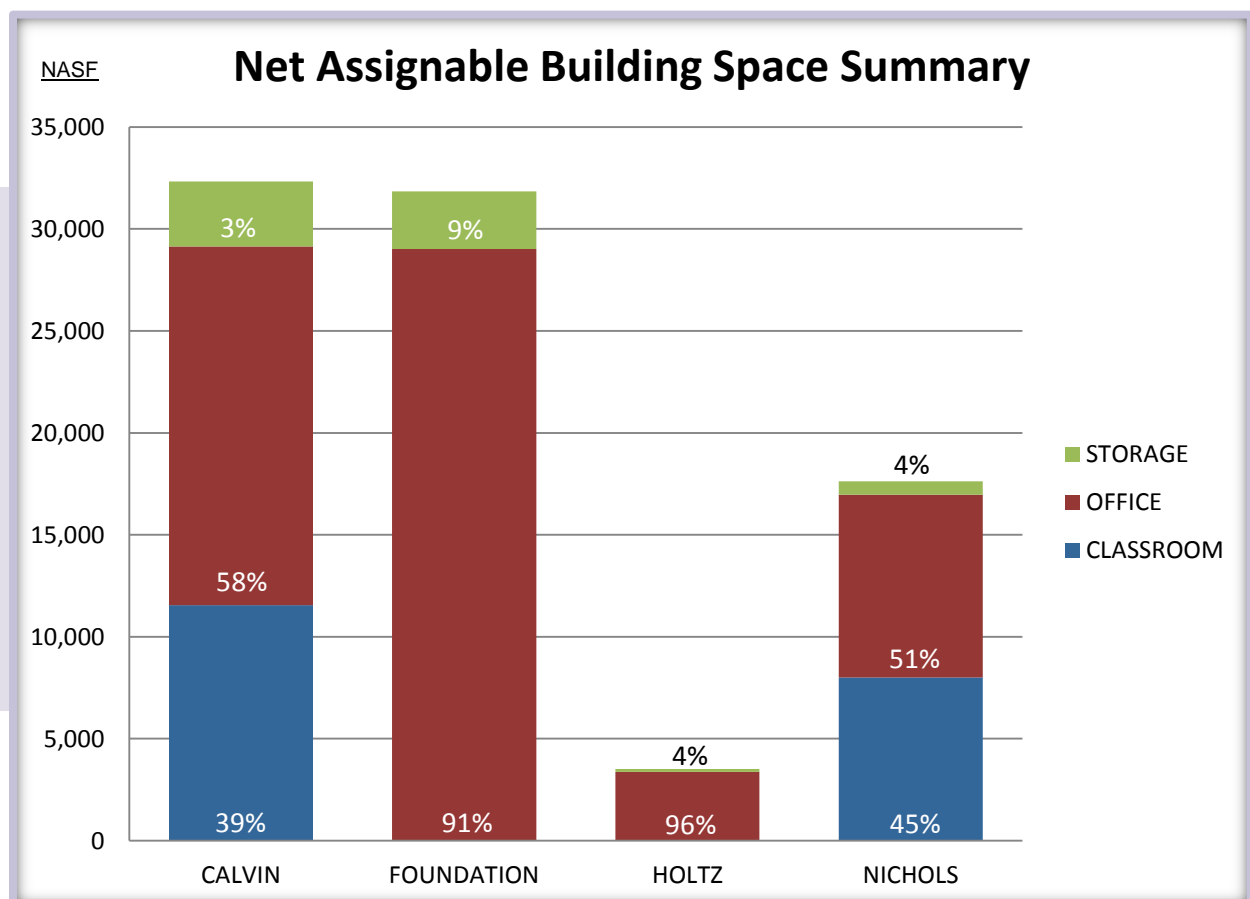
- 31,833 NASF\*
- Acquired in 1999
- Located off campus
- Available Fall 2016
- Comprised of office space and conference rooms.
- [View Floor Plan](#)

### Nichols Hall

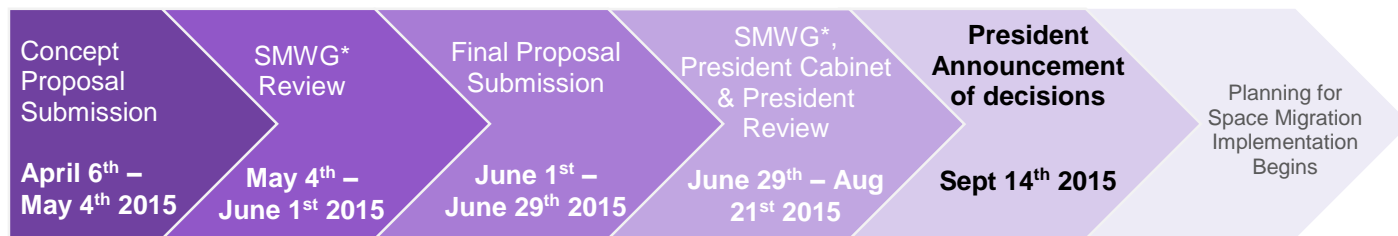
- 17,756 NASF\*
- Built in 1909
- Located in the Historic Campus Core
- Available Spring 2017
- Contains 1 GUC\*\* along with several teaching labs and faculty offices
- [View Floor Plan](#)

\*NASF – Net Assignable Square Feet

\*\*GUC – General Use Classrooms



### III. Timetable



SMWG\* - Space Migration Work Group

### IV. Eligibility

Colleges and major unit leaders (Deans, Vice Presidents, Provost, or President) will submit all concept proposals to the SMWG. Concept proposals may be developed by faculty, staff, and unit administrators in keeping with the procedures within the College or Major Unit. Concept proposals not submitted from appropriate administrators will not be considered. Student concept proposals should be sponsored by a Dean, Vice President, and/or Provost.

### V. How to Submit a Concept Proposal

#### **What** to submit:

Applicants should submit the following information to be included in the Space Migration project:

1. Completed [Application Form](#)
2. Single page concept proposal (single sided)
  - Statement of Interest: Briefly describe what space you are interested in and why. Include how your concept proposal will support the vision and guiding principles of the Space Migration project.
  - Outline of Space Requirements: Proposed use, square footage desired, number of occupants and FTE.
  - Feasibility and timing of need.

**When** to submit: Concept Proposals are due by **5:00pm (CST) May 4<sup>th</sup> 2015**.

We will not be accepting late applications.

#### **Where** to submit:

Concept Proposals should be submitted via electronic copy (pdf), hard copy, or both to:

Heather Mills  
Assistant Director Space Management  
Kansas State University  
Division of Facilities  
217A Dykstra Hall  
Manhattan KS 66506

Email: [hlmills@ksu.edu](mailto:hlmills@ksu.edu)

## VI. Communications

To promote transparency, all proposals will be made available on the Campus Planning – Space Management website throughout the duration of the project. All other information, including procedures, concept and proposal forms, and evaluation and rating criteria can be found on the website as well. All project announcements or reminders for events will be provided in K-State today as well as listed on the website.

An open forum will be held the week of April 6<sup>th</sup> as well as several building tours to allow applicants to view each space prior to submitting a concept proposal. Reference the Space Migration website for event dates and details.

Link: <http://www.k-state.edu/facilities/projects/space/migration/>

### Questions?

Questions regarding Space Migration or this Call for Concept Proposals should be directed to:

Heather Mills  
Assistant Director  
Space Management

Email: [hmills@ksu.edu](mailto:hmills@ksu.edu)

Phone: 785-532-0887