



Physical Facilities, Planning & Management

9501 S. King Drive/ O&M 200
Chicago, IL 60628
T 773.995.2140
F773.995.3291

Construction I6-4v8og-5 7I-0.32 Td0-0.32 Td0-0.v

Contact Name & Extension _____

Building Name and Room Number(s) affected: _____

Proposed Scope of Work: _____

Multiple horizontal lines for notes or additional information.

Project Manger Assigned & Consultation Date _____

Approval options: [] Approved, [] Conditionally Approved, [] Denied, Comments:

X _____ / ____ / ____
Director, Physical Facilities

Estimated Budget _____

Scope of Work Revisions (attach additional sheet if needed) _____

Account Number (project will be funded from) _____

Fiscal Officer of Account (print name) _____

Fiscal Officer Approval (signature) _____

The necessary approval is needed from your line of supervision from one of the Vice Presidents listed below. \$ G G L W L R Q D O O \ W K H 3 U H Y e h Q e d Q W T V V L J Q D W X U H L

X _____ / ____ / ____
Provost and Vice President, Academic Affairs

X _____ / ____ / ____
President, Chicago State University

Or Vice President, Administration & Finance

Or Vice President of Enrollment Management

Physical Facilities, Planning & Management

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Memorandum

To: CSU Campus Community

From: Physical Facilities, Planning & Management

Date: July 3, 2014

Re: Construction Remodeling & Renovation Request Form

To better service your requests Physical Facilities Planning & Management (PFPM) utilizes the Construction Remodeling & Renovation Request Form for requests of the following nature to include but not limited to:

Renovations and Remodeling projects estimated below \$250,000.