**CERTIFICATION OF ADEQUATE PARKING**

New Mexico Higher Education

Attention: **Joe Brown, Capital Projects Director**

<Name of Institution>

<Project Title>

The undersigned is the <Title> or staff architect for the Regents of the <Name of Institution>, a body corporate and state educational institution. As such, the undersigned is the appropriate person to make the following certification to the New Mexico Higher Education as provided in the following New Mexico statute:

21-1-21.1. State Educational Institutions; Adequate Parking.

The staff architect of a university, or the commission on higher education in the case of state educational facilities that do not employ a staff architect, shall review all plans for the construction or major enlargement of a state educational facility prior to the execution of a contract for such work and shall certify to the State Board of Finance that adequate parking is provided for the use of staff employed in the facility, students who attend classes or events in the facility and members of the public reasonably expected to enter the facility. If adequate parking is not provided for, no contract may be entered into.

Recitals:

The <Name of Institution> is planning to construct a <Project Title> at the <Name of Institution> campus. The project is to be funded by a <Source of funding>. Certification:

The undersigned certifies to the New Mexico Higher Education that:

 (1) the undersigned has reviewed all plans for the construction of a <Project Title/Description>; and

1. the review by the undersigned was conducted prior to the execution of a contract by <Name of Institution> for such work; and
2. adequate parking is provided for the use of staff to be employed in the new facility, students who attend classes or events in the new facility, and members of the public reasonably expected to enter the new facility.

Discussion:

In making the above certification, <Name of Institution> has taken the following steps to address parking requirements:

1. The estimated parking demand for the new facility is:

|  |  |  |
| --- | --- | --- |
| a. | Visitors/service/ | <x> spaces |
| b. | Faculty/staff | <x> spaces |
| c. | Students | <x> spaces |
| d. | Total | <x> spaces |

1. The project preserves the existing on-site surface parking for <x> cars for students and an additional <x> spaces immediately adjacent to the <Project Title> are being added.

Date:

<Head of Institution or Staff Architect’s Name>

<Title>

<Name of Institution>

STATE OF NEW MEXICO COUNTY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sworn and subscribed to before me, a notary public this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in year \_\_\_\_\_\_\_\_.

Notary Public My commission expires:

In The Event of No Staff Architect, per Statue 21-1-21.1, HED Capital Project Director Certifies the Above.

Date:

Joe Brown

Capital Project Director

New Mexico Higher Education Department

STATE OF NEW MEXICO COUNTY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sworn and subscribed to before me, a notary public this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in year \_\_\_\_\_\_\_\_.

Notary Public My commission expires: