

**OFFICE OF THE STATE ARCHITECT  
STATEWIDE PLANNING PROGRAM  
MASTER PLAN UPDATE FORM**



**COLORADO**

**Division of State Property**

Department of Personnel & Administration

Agency:	
Department:	
Prepared by:	
Contact info:	
Date:	

**POLICY:**

The Office is responsible for tracking updates to Facilities Master Plans per 24-30-1311 (5). Facilities Master Plans are valid for ten years and should be updated annually using this form.

1. Identify the master plan and the date the master plan was approved.
2. Please describe what projects identified in the master plan that have either been changed or completed.
3. Please identify and describe any changes to space utilization due to program changes.
4. Please provide any updates to facility assessments that would affect the facility condition index, facility lifecycle or changes to the risk management value.
5. Please list any other changes to the master plan that may be pertinent.