



## South Carolina Commission on Higher Education

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Mr. Rodney A. Smolla  
Mr. Guy C. Tarrant, CCIM  
Mr. Hood Temple  
The Honorable Lewis R. Vaughn  
Dr. Garrison Walters, Executive Director

**TO:** Mr. Guy Tarrant, Chair, and Members of the Committee on Finance  
& Facilities

**FROM:** *GS* Mr. Gary S. Glenn, Director of Finance, Facilities, & MIS

**SUBJECT:** Committee Meeting, March 1

**DATE:** February 23, 2012

A meeting of the Committee is scheduled to **be held in the Commission's Main Conference Room at 9:30 a.m. on Thursday, March 1.** The agenda and materials for the meeting are enclosed.

If you have any questions about the materials, please contact me at (803) 737-2155. We look forward to meeting with you on March 1.

*Enclosures*

**AGENDA**  
**COMMITTEE ON FINANCE & FACILITIES**  
**MARCH 1, 2012**  
**9:30 A.M.**  
**MAIN CONFERENCE ROOM**  
**SC COMMISSION ON HIGHER EDUCATION**  
**1122 LADY STREET, SUITE 300**  
**COLUMBIA, SC 29201**

1. Introductions
2. Minutes of February 2 Meeting
3. Interim Capital Project
  - A. Aiken Technical College
    - i. Building 100/200 Student Intake Renovation  
*- increase budget, revise scope, change project name*
4. Review of SC Manufacturing Extension Partnership (SCMEP) Activities, Board Membership, and Budget Recommendations
5. Other Business
  - A. List of Capital Projects & Leases Processed by Staff for February 2012  
(For Information, No Action Required)

**MINUTES**  
COMMITTEE ON FINANCE AND FACILITIES  
FEBRUARY 2, 2012  
9:30 A.M.  
MAIN CONFERENCE ROOM  
SC COMMISSION ON HIGHER EDUCATION  
1122 LADY STREET, SUITE 300  
COLUMBIA, SC 29201

**Committee Members Present**

Chairman Guy Tarrant (Phone)

Ms. Natasha Hanna

Mr. Hood Temple

Mr. Bill Scarborough

The Honorable Lewis Vaughn

Mr. John Malmrose

Mr. Charles Shawver

Ms. Sandy Williams

**Guests Present**

Ms. Stacie Bowie

Ms. Christine Smalls Brown

Ms. Donna Collins

Dr. Anthony Coyne

Dr. David DeCenzo

**Staff Present**

Mr. Gary Glenn

Ms. Courtney Blake

Ms. Julie Carullo

Ms. Stephanie Charbonneau

Mr. Jason Cone

Ms. Trudy Norton

Dr. Garrison Walters

For the record, notification of the meeting was made to the public as required by the Freedom of Information Act.

**I. Call to Order**

Chairman Tarrant called the meeting to order at 9:35 a.m. Ms. Blake introduced guests in attendance.

The following matters were considered:

**II. Approval of Minutes of Meeting on January 5, 2012**

A motion was made (Scarborough), seconded (Temple), and carried to approve the minutes of the January 5, 2012 meeting.

**III. Interim Capital Projects**

The following projects were presented and discussed:

A.) Medical University of South Carolina

i. Clinical Sciences Building 9<sup>th</sup> Floor Renovation

Mr. Glenn presented the project stating that the request is for establishment of the project in its entirety. He noted that the project will renovate approximately 32,700 SF of office and lab space on the 9<sup>th</sup> floor of the Clinical Sciences Building. Existing lab and office configuration is inefficient and ineffective, and labs do not meet current lab standards. Renovations will add 370 linear feet of lab bench space for a total of 1,270 linear feet, 70 tech stations for a total of 90, and 4 offices for a total of 40. Building support systems will be upgraded as necessary.

Mr. Glenn noted that the projected project cost is \$10,100,000. He added that the project was not included in the institution's FY 2011-12 CPIP year one because funding was not available at the time of CPIP submission. Commissioner Vaughn asked for clarification on why this project was not on CPIP. Mr. John Malmrose, from MUSC, explained that the budget planning process at MUSC does not sync with CPIP submission. The budget at MUSC is not finalized until June and CPIP is due in February. Commissioner Temple asked what portion of deferred maintenance will be eliminated. Mr. Malmrose explained that once design is completed he will have a better idea of the exact amount. He stated that typically he quotes the amount of deferred maintenance reduction at 50% of the total project cost.

ii. Walton Research Building Renovation – Floors 2, 3, 6 & 7

Mr. Glenn presented the project stating that the request is for establishment of the project in its entirety. He noted that the project will renovate approximately 27,615 SF of space on floors 2, 3, 6 and 7 in the Walton Research Building. Renovations will include converting space into faculty offices and student study areas for the College of Medicine. The addition of a code compliant egress, a fire suppression system, and upgrades to building mechanical and electrical systems will also be included. Some minor work associated with building support systems will occur on the first floor.

Mr. Glenn noted that the projected project cost is \$6,300,000. He added that the project was not included in the institution's FY 2011-12 CPIP year one because funding was not available at the time of CPIP submission.

With no further questions, it was moved (Temple), seconded (Scarborough), and voted to approve the Medical University of South Carolina projects as proposed.

B.) Coastal Carolina University

i. New Student Housing Construction

Mr. Glenn presented the project stating that the request is for establishment of the project in its entirety. He noted that the project will construct two 135,000 SF student housing facilities. Each facility will consist of 635 beds for a total of 1,270 beds. The residence halls will be traditional but modern with double loaded corridors consisting of junior or semi-suites. They will provide double occupancy bedrooms and a minimum of one bathroom with separate vanity and water closet. A heavy emphasis will be placed on community space on each floor. The facilities will also include apartments for professional live-in staff, offices, reception area, and meeting space.

Mr. Glenn noted that the projected project cost is \$85,000,000 for both facilities. He added that the project was not included in the institution's FY 2011-12 CPIP year one because, at the time of CPIP submission, it was thought that the project might be handled through the institution's Student Housing Foundation. A lease for housing was investigated but responses came back that students would pay 20% more than they do currently to live in the University's apartment style housing.

Chairman Tarrant asked if the facilities will be multi-story. Ms. Stacie Bowie, from Coastal Carolina University, stated that the facilities are planned to be three stories each. Commissioner Vaughn asked how increased operating costs will be paid for if student fees remain the same. Dr. David DeCenzo, President of Coastal Carolina University, explained that revenue from the increase in the number of students will pay for the increased operating costs. Commissioner Scarborough asked how the cost per bed was derived. Ms. Bowie explained that the cost per bed calculation came from a 2011 survey from "College Planning and Management." Commissioner

Hanna stated that, as a Coastal Carolina University Board of Trustees member, this project is an exciting opportunity for the University and it plugs directly into the University's Master Plan.

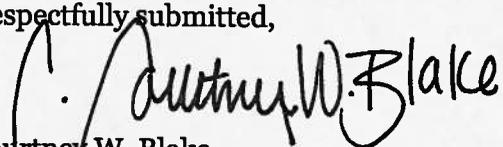
With no further questions, it was moved (Vaughn), seconded (Hanna), and voted to approve the Coastal Carolina University project as proposed.

#### **IV. Other Business**

The list of Capital Projects & Leases processed by staff for January 2012 was presented for information. Mr. Glenn noted a correction on page 9. The write-up says Lander University, which is a clerical error; it should say Coastal Carolina University. He added that all Deferred Maintenance projects using Capital Reserve Funds have come through with the exception of South Carolina State University. Mr. Glenn stated that the Universities continue to close out projects to clean up the Budget and Control Board SPIRS Report. Chairman Tarrant asked how far along the Universities are with closing out projects. Mr. Charles Shawver, from the Budget and Control Board, stated that they are about half way through the process. He expects it will take less than a year to have most of the cleaning accomplished.

With no further business, Chairman Tarrant adjourned the meeting at 10:10 a.m.

Respectfully submitted,

  
Courtney W. Blake  
Recorder

*\*Attachments are not included in this mailing but will be filed with the permanent record of these minutes and are available for review upon request.*

**DESCRIPTION OF INTERIM CAPITAL PROJECT FOR CONSIDERATION**

March 1, 2012

**AIKEN TECHNICAL COLLEGE**

**PROJECT NAME:** Building 100/200 Student Intake Renovation  
**REQUESTED ACTION:** Increase Budget, Revise Scope, Change Project Name  
**REQUESTED ACTION AMOUNT:** \$1,477,500  
**INITIAL CHE APPROVAL DATE:** October 25, 2010

<b><u>Project Budget</u></b>	<b><u>Previous</u></b>	<b><u>Change</u></b>	<b><u>Revised</u></b>
Professional Service Fees	\$22,500	\$92,900	\$115,400
Equipment and/or Materials	\$0	\$200,000	\$200,000
Interior Building Renovations	\$0	\$682,102	\$682,102
Builders Risk Insurance	\$0	\$1,000	\$1,000
Other (Additional Exterior & Landscaping)	\$0	\$421,647	\$421,647
Contingency	\$0	\$79,851	\$79,851
<b>Total</b>	<b>\$22,500</b>	<b>\$1,477,500</b>	<b>\$1,500,000</b>

<b><u>Source of Funds</u></b>	<b><u>Previous</u></b>	<b><u>Change</u></b>	<b><u>Revised</u></b>
College Local Funds	\$22,500	\$1,477,500	\$1,500,000
<b>Total</b>	<b>\$22,500</b>	<b>\$1,477,500</b>	<b>\$1,500,000</b>

**DESCRIPTION:**

The College requests approval to establish the construction budget to renovate 6,090 SF on the first floor of Building 100/200 into a Student Intake Center. The Center will be a "one-stop-shop" housing all student services (admissions, enrollment, and financial aid) in one area.

Originally, the project scope was to renovate approximately 15,775 SF in Building 100/200 and approximately 10,823 SF in Building 300. After review of the areas, it was decided that a centralized area for all student services would consolidate processes and improve efficiency.

Functions currently located on the first floor in Building 100/200 have been permanently relocated to other buildings. All of the student services that will be moved into the Student Intake Center are currently located in make-shift offices in Building 300. Once these functions move into their new space on the first floor of Building 100/200, Building 300 will be returned to classroom space.

This project was not included in the institution's FY 2011-12 CPIP year one because funding was not available at the time of CPIP submission. The project will be funded with Local College Funds which are derived from student fees. The College charges \$7.75 per credit hour as a Capital Improvement Fee. For a full-time student registered for 12 credit hours, this amounts to \$93 per semester. The use of these funds for construction will not require an increase in student tuition or fees.

**E&G MAINTENANCE NEEDS REDUCTION:**

The project will alleviate a portion of the \$1,279,199 in existing maintenance needs.

**ANNUAL OPERATING COSTS/SAVINGS:**

The project is not expected to generate additional operating costs at this time.

**RECOMMENDATION:**

Staff recommends approval of this project as proposed.

**REVIEW OF SC MANUFACTURING EXTENSION PARTNERSHIP (SCMEP)  
ACTIVITIES, BOARD MEMBERSHIP, AND BUDGET RECOMMENDATIONS**

March 1, 2012

**SC State Code of Laws**

***Section 59-103-162. South Carolina Manufacturing Extension Partnership; review of activities and board membership; budget recommendations.***

*The South Carolina Commission on Higher Education shall review annually the activities of the South Carolina Manufacturing Extension Partnership, make a budget recommendation to the General Assembly, and coordinate the allocation of funds among each participating institution. The funds appropriated to the University of South Carolina Columbia for the South Carolina Manufacturing Extension Partnership may not be used for any other purpose. The Commission shall review the membership of the South Carolina Manufacturing Extension Partnership board to insure appropriate representation of each participating institution.*

**ABOUT SCMEP:**

The South Carolina Manufacturing Extension Partnership (SCMEP) is a private, non-profit 501 (c) 3 organization funded through a cooperative agreement with the US Department of Commerce's National Institute of Standards and Technology (NIST), matching state funds and revenue from private and other grant sources. SCMEP is part of the nation's manufacturing extension partnership system which is governed by a fiduciary board of directors. SCMEP is committed to serving small- to mid-sized manufacturers with resources and services to help them become more competitive and productive. SCMEP's delivery of services is dependent upon relationships with partners, public agencies, non-profits, and numerous private consultants. The organization has formal, contracted relationships with the University of South Carolina, Clemson University, and the South Carolina Technical College System.

**WHY THEY ARE DIFFERENT:** With SCMEP you get the benefits of:

- Premium consulting services at competitive rates (starting with the no-cost **Competitiveness Review**)
- Customized services adapted to meet the company's individual needs
- Assets of the national MEP network and federal agencies
- Statewide contacts, relationships, and networking
- Diverse knowledge and practices of third party experts
- Support from Manufacturing Specialists who live and work locally
- A large and diverse network of state-wide resources including universities, technical colleges, SCRA, and SCDOC.
- A merit-based (vs. profit driven) organization that is measured independently
- An approach based on obtaining results quickly while developing competencies to raise long-term performance.

## **Methodology**

- SCMEP’s approach enables their Manufacturing Specialists to use constraint theory to quickly identify bottle necks in companies’ operations, regardless of where those limiting factors occur. Focusing on these limiting factors permits rapid improvement and shortens the “time-to-value” of projects – delivering maximum impact in the minimum time possible.
- SCMEP works with companies willing to invest in themselves and who commit the necessary time, money and human resources to improve their businesses. Through SCMEP’s role as a facilitator in the engagement process, their Manufacturing Specialists coach clients as strategic “professional business advisors.” Company personnel are trained in techniques and supplied with tools that allow them to develop the skills required to expand the company’s capabilities and improve its performance. The goal is to internalize these changes and make them self-sustaining so they become standard operating procedure enabling the company to work independently instead of becoming consultant dependent.

## **Accountability**

- Since 1996, NIST has used an independent third party organization to conduct surveys of MEP client companies collecting data on the economic “impact” – measured in dollars earned, saved and invested – of the centers’ services provided.
- These surveys provide objective, factual data NIST uses to evaluate all MEP centers through a competitive process where funding is contingent upon successful annual reviews of their impact.
- SCMEP is advised by a fiduciary Board of Directors.
- State investment was \$705,387 in 2011 and \$682,049 in 2012.

**SCMEP Client Results 2010**

New and Retained Sales	\$98 M
Cost Savings	\$22.1 M
Capital Investment	\$5.3 M
Jobs Created/Retained	1,269
Total Bottom Line Impact for Clients	\$277.7 M

**SCMEP  
FY12 Sub-awards**

<b><u>Partner</u></b>	<b><u>FY12 Award Amount</u></b>
CMAT (USC)	\$275,000
Clemson Apparel Research (CU)	\$90,000
Florence Darlington TC	\$50,000
Central Carolina TC	\$40,000
South Carolina Export Consortium	\$30,000
Midlands TC	\$30,000
<b>Total</b>	<b>\$515,000</b>
State Funds	\$682,000

**SCMEP State Funding**

<b><u>Fiscal Year</u></b>	<b><u>General Fund</u></b>	<b><u>Supplemental</u></b>	<b><u>Total</u></b>
2001	\$2,300,000		\$2,300,000
2002	\$2,300,000		\$2,300,000
2003	\$1,715,700		\$1,715,700
2004	\$1,237,343		\$1,237,343
2005	\$1,227,921		\$1,227,921
2006	\$1,227,921	\$1,200,000	\$2,427,921
2007	\$1,227,921	\$1,200,000	\$2,427,921
2008	\$1,227,921	\$1,200,000	\$2,427,921
2009	\$934,483		\$934,483
2010	\$851,917		\$851,917
2011	\$705,387		\$705,387
2012	\$682,049		\$682,049
<b>Totals</b>	<b>\$15,638,563</b>	<b>\$3,600,000</b>	<b>\$19,238,563</b>

**SCMEP**  
**Statement of Revenues & Expenditures**  
Six Months Ended December 31, 2011

	6 months ended Dec 31, 2011	Annual Budget
<b>REVENUES</b>		
Federal Grant Revenue	\$1,445,710	\$2,864,546
State of SC Funding	\$341,025	\$663,048
Project Revenue	\$1,107,288	\$2,400,000
Partner Cost Share	\$598,981	\$1,211,786
Commission Income	\$11,863	\$20,000
<b>Total Revenue</b>	<b>\$3,504,867</b>	<b>\$7,159,380</b>
<b>OPERATING EXPENDITURES</b>		
Personnel	\$1,185,990	\$2,790,583
Third Parties	\$745,845	\$1,812,752
Contractual Services	\$151,123	\$182,800
Sub-awards	\$889,046	\$1,803,998
Travel	\$87,112	\$199,400
Project Supplies	\$201,955	\$34,700
Marketing & Advertising	\$49,573	\$102,500
Professional Development	\$6,352	\$30,550
Office Expense	\$87,284	\$139,000
Occupancy	\$42,284	\$103,300
Other Administrative Costs	\$37,481	\$64,797
<b>Total Operating Expenditures</b>	<b>\$3,484,045</b>	<b>\$7,264,380</b>
<b>Operating Income (Loss)</b>	<b>\$20,822</b>	<b>(\$105,000)</b>
<b>OTHER INCOME</b>		
Bad Debt Recovery	\$863	-
Cash Contributions	-	\$180,000
In-Kind Contributions	\$394,648	\$436,900
Investment Income	\$20,311	\$42,750
Other Income	\$6,470	-
Gain (Loss) on Investments	(\$19,295)	\$2,250
Gain (Loss) on Sale of Asset	(\$3,780)	-
<b>Total Other Income</b>	<b>\$399,216</b>	<b>\$661,900</b>
<b>OTHER EXPENDITURES</b>		
Bad Debt	\$31,337	\$60,000
Depreciation	\$15,886	\$60,000
In-Kind Expenses	\$394,648	\$436,900
<b>Total Other Expenditures</b>	<b>\$441,871</b>	<b>\$556,900</b>
<b>Net Income (Loss)</b>	<b>(\$21,833)</b>	<b>-</b>

**South Carolina Manufacturing Extension Partnership (SCMEP)  
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- \* Chairman
- \*\* Secretary
- \*\*\* NIST Representative
- \*\*\*\* Treasurer

**RECOMMENDATION:**

Staff recommends the Committee accept as information the activities of SCMEP, endorse the membership of the SCMEP Board to insure appropriate representation of each participating institution, and approve the budget recommendation for continuing funding of SCMEP in the amount of \$682,049 for FY 2012-2013.

**INFORMATION ITEM**

**Capital Projects & Leases Processed by Staff**

February 2012

Date Approved	Project #	Institution	Project Name	Action Category	Budget Change	Revised Budget	Original Approval Date
<b>Routine Staff Approvals</b>							
2/15/2012	New	USC Columbia	1101 George Rogers Boulevard Acquisition <sup>1</sup>	establish project	\$0	\$5,900,000	-
2/6/2012	9793	MUSC	Psychiatric Institute 3rd Floor Main Data Center System Upgrades <sup>2</sup>	change source of funds	\$0	\$4,550,000	9/6/2007
2/13/2012	9512	USC Beaufort	Deferred Maintenance <sup>3</sup>	revise scope	\$0	\$13,893	1/9/2012
2/15/2012	9516	USC Sumter	Deferred Maintenance <sup>4</sup>	increase budget	\$44,482	\$265,000	12/28/2011
<b>Close-Outs</b>							
2/1/2012	9822	Denmark TC	Asbestos Removal & Demolition	close project	\$0	\$175,590	2/28/2001
2/1/2012	9917	Denmark TC	Buildings 100 & 200 Renovations	close project	\$0	\$475,356	5/30/2005
2/1/2012	9973	Denmark TC	Deferred Maintenance	close project	\$0	\$100,000	3/10/2006
2/1/2012	9982	Denmark TC	Roof Repair/Replacement	close project	\$0	\$469,138	2/22/2007
2/1/2012	9926	Horry-Georgetown TC	Conway Building 100 Renovation	close project	\$0	\$250,000	5/23/2005
2/1/2012	9927	Horry-Georgetown TC	Conway Building 200 Renovation	close project	\$0	\$290,416	5/23/2005
2/1/2012	9928	Horry-Georgetown TC	Grand Strand Building 200 Renovation	close project	\$0	\$150,000	5/24/2005
2/1/2012	9929	Horry-Georgetown TC	Grand Strand Building 100 Renovation	close project	\$0	\$100,000	4/26/2000
2/1/2012	9933	Horry-Georgetown TC	Conway Building 1100 Renovation	close project	\$0	\$26,154	5/24/2005
2/1/2012	9938	Midlands TC	Flooring Replacement College-Wide	close project	\$0	\$87,721	5/5/2005
2/1/2012	9976	Midlands TC	Airport/Harbison Deferred Maintenance	close project	\$0	\$100,000	9/18/2006
2/1/2012	9991	Piedmont TC	Saluda County Land Acquisition	close project	\$0	Gift	12/19/2007
2/1/2012	9951	York TC	Building B Roof Replacement (RUIB)	close project	\$0	\$260,000	7/12/2005
2/1/2012	9952	York TC	Building B Roof Replacement	close project	\$0	\$239,894	6/15/2005
2/6/2012	9593	The Citadel	Campus Wide Mechanical & Electrical Repairs	close project	\$0	\$1,003,151	6/15/2005
2/6/2012	9948	Trident TC	Berkley Campus Roof Replacement	close project	\$0	\$770,313	6/20/2005
2/6/2012	9949	Trident TC	Buildings 100, 300, & 500 & Other Deferred Maintenance	close project	\$0	\$536,814	6/20/2005
2/6/2012	9663	MUSC	Basic Science Building Infrastructure Renovation	decrease budget, close project	(\$1,742,684)	\$5,461,482	9/18/1997
2/6/2012	9679	MUSC	Parking Lot Improvements	decrease budget, close project	(\$54,664)	\$965,336	2/3/2004
2/6/2012	9792	MUSC	Psychiatric Hospital Exterior Waterproofing	decrease budget, close project	(\$176,407)	\$29,593	8/23/2007
2/13/2012	9796	USC Columbia	Greek Housing Infrastructure	decrease budget, change source of funds, close project	(\$483,710)	\$2,516,290	10/9/1997
2/13/2012	9707	USC Columbia	Housing Facilities Code Compliance	decrease budget, change source of funds, close project	(\$591,983)	\$9,208,017	12/2/1993

<sup>1</sup>Approved by CHE on May 26, 2011 as part of FY 2011-12 CPIP year one.

<sup>2</sup>MUSC was recently awarded a FEMA grant for the generator portion of this project. Grant will substitute \$1,431,361 in Institutional Capital Project Funds and Hospital Revenue.

<sup>3</sup>Revise scope of work to include maintenance and repairs to the Art Studio. Work will include grading site to improve storm water flow away from building, replacement of deteriorated exterior trim and siding, exterior painting, roof replacement, and chimney repairs.

<sup>4</sup>Estimated construction costs exceed available state funding allocated to the project to replace existing lighting fixtures in six buildings. Increase will be funded with Renovation Reserves.

**Leases Processed by Staff**

February 2012

Date Approved	Action	Institution	Project Name	Purpose/Additional Info	Rates	Term
2/13/2012	Renew	MUSC	4295 Arco Lane	The purpose of this lease renewal is to continue to provide space for the MUSC Record Center, Library Archives, Property Control, University Press, and Materials Management	Cost per SF - \$1.82; Monthly Rental Rate - \$11,400; Annual Lease Cost - \$136,800; Total Lease Cost - \$684,000; Annual Operating Costs (Utilities, Maintenance, Insurance) - \$192,995	7/1/2012 to 6/30/2017