



## South Carolina Commission on Higher Education

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Mr. Charles L. Talbert, III, CPA  
Mr. Hood Temple  
Mr. Neal J. Workman, Jr.  
Dr. Mitchell Zais

Dr. Garrison Walters, Executive Director

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

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

**SUBJECT:** Committee Meeting, April 2

**DATE:** March 26, 2009

A meeting of the Committee is scheduled to be held in the **Commission's Palmetto Conference Room at 9:30 a.m. on Thursday, April 2.** Please note the change in time and location. 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 April 2.

*Enclosures*

**AGENDA**

COMMITTEE ON FINANCE & FACILITIES

APRIL 2, 2009

9:30 A.M.

PALMETTO CONFERENCE ROOM

SC COMMISSION ON HIGHER EDUCATION

1333 MAIN STREET, SUITE 200

COLUMBIA, SC 29201

1. Introductions
2. Minutes of March 5 Meeting
3. Interim Capital Projects
  - A. University of South Carolina Columbia
    - i. Thomas Cooper Library Safety Repairs  
*- establish project with concurrent approval of Phase II*
  - B. University of South Carolina Aiken
    - i. Etherredge Center Cooling System Repairs/Replacement  
*- establish project with concurrent approval of Phase II*
    - ii. Penland Cooling Tower Replacement  
*- establish project with concurrent approval of Phase II*
    - iii. Aiken Campus Elevator Renewal  
*- establish project with concurrent approval of Phase II*
4. Other Business
  - A. List of Capital Projects & Leases Processed by Staff for March 2009 (For Information)

**MINUTES**

SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION  
COMMITTEE ON FINANCE AND FACILITIES  
MARCH 5, 2009  
9:00 A.M.  
MAIN CONFERENCE ROOM  
SC COMMISSION ON HIGHER EDUCATION  
1333 MAIN STREET, SUITE 200  
COLUMBIA, SC 29201

**Committee Members Present**

Mr. Jim Sanders  
Dr. Doug Forbes  
Mr. Ken Jackson  
Mr. Chuck Talbert  
Mr. Neal Workman

Dr. Anthony Coyne  
Mr. John Gardner  
Mr. Jeff Lamberson  
Ms. Jennifer Pearce  
Mr. Rick Puncke  
Mr. Charles Shawver

**Committee Members Not Present**

Dr. Louis Lynn

**Staff Present**

Mr. Gary Glenn  
Ms. Courtney Blake  
Ms. Stephanie Reynolds  
Dr. Garrison Walters

**Guests Present**

Ms. Christine Smalls Brown  
Ms. Donna Collins

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 Sanders called the meeting to order at 9:10 a.m. Ms. Blake introduced the guests in attendance.

The following matters were considered:

**II. Approval of Minutes of Meeting on February 5, 2009**

Since there were no additions or corrections to the Minutes of the meeting on February 5, it was moved (Forbes), seconded (Talbert), and voted to approve the Minutes as written.

**III. Lease**

The following lease was presented and discussed:

- A.) Medical University of South Carolina
  - i. Rutledge Tower Parking Garage

Mr. Glenn stated that this is a lease renewal for 772 parking spaces in the Rutledge Tower Parking Garage. Mr. Glenn noted that the purpose of the renewal is to continue to provide parking for the University's employees. He explained that the lease term is for two years with extended terms to be negotiated, and operating expenses which are not included in the lease will be paid for through parking revenues.

With no further questions, it was moved (Workman), seconded (Jackson), and voted to approve the MUSC lease provided the rates and terms are approved by the Budget and Control Board.

#### **IV. Approval of Criteria & Evaluation Method for scoring the FY 2009-10 CPIP Year-two CIB requests**

Mr. Glenn presented the Criteria and Evaluation Method for scoring the FY 2009-10 CPIP year two CIB requests. He briefly reviewed the CPIP process noting that year one best recognizes the institutional priorities.

Mr. Glenn explained that over the past two years CHE has been working with the facilities officers at the institutions to fine tune the CPIP year two scoring matrix. He noted that this year CHE staff created an excel workbook that placed each scoring standard side by side. This allowed them to look at each project in comparison with other projects to see which standard was awarding the most points and which were not. Staff worked with facilities officers to make adjustments.

Mr. Glenn stated that the document presented is a modified CPIP scoring document. Mr. Glenn noted that the year two CPIP projects are a list of institutional wants. He explained that it is the Commission on Higher Education's responsibility to define which of those should be prioritized as "state needs," and this is the evaluation method to aid in that prioritization.

Chairman Sanders asked who had seen this version of the Criteria and Evaluation Method. Mr. Glenn responded that primarily the facilities officers have seen it, but there were some conversations with finance officers as well about the changes. Mr. Glenn noted that in some institutions the facilities officer is also the finance officer. Mr. Jackson asked if there was a plan to send this document out to the finance officers. Mr. Glenn responded that it was his hope that the facilities officers would disseminate the information within their own institutions.

Chairman Sanders asked if the Criteria and Evaluation Method was a Budget and Control Board document. Mr. Glenn stated that the CPIP is a Budget and Control Board process, but the Criteria and Evaluation Method is a CHE document that executes the Budget and Control Board CPIP process. Chairman Sanders asked Mr. Charles Shawver, from the Budget & Control Board, if the CPIP process was a statutory requirement from the Budget and Control Board. Mr. Shawver responded that it was.

Mr. Glenn reviewed the Criteria and Evaluation Method for scoring CPIP year two CIB requests noting where changes were made. Mr. Glenn noted that through this process of approving the Criteria and Evaluation Method, we should gain the consensus of the institutions and support from the institutions presidents to stand behind the CPIP statewide ranking of CIB requests.

Chairman Sanders asked if there would be any value in setting up a task force for further discussion on the Criteria and Evaluation Method. Mr. Glenn assured him that most of his questions have already been answered through the creation of these criteria, and that this document was formed following institutional consensus.

With no further questions, it was moved (Workman), seconded (Talbert), and voted to approve the Criteria & Evaluation Method for scoring the FY 2009-10 CPIP Year-two CIB requests.

**V. Other Business**

The list of Capital Projects & Leases processed by staff for February 2009 was presented for information.

With no further business, Chairman Sanders adjourned the meeting at 10:30 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 PROJECTS FOR CONSIDERATION**

April 2, 2009

**UNIVERSITY OF SOUTH CAROLINA COLUMBIA**

**PROJECT NAME:** Thomas Cooper Library Exterior Safety Repairs  
**REQUESTED ACTION:** Establish Project with Concurrent Approval of Phase II  
**REQUESTED ACTION AMOUNT:** \$3,500,000  
**INITIAL CHE APPROVAL DATE:** N/A

<b>Project Budget</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Professional Service Fees	\$0	\$210,000	\$210,000
Exterior Renovations	\$0	\$3,100,000	\$3,100,000
Contingency	\$0	\$190,000	\$190,000
<b>Total</b>	<b>\$0</b>	<b>\$3,500,000</b>	<b>\$3,500,000</b>

<b>Source of Funds</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Institutional Capital Project Fund	\$0	\$3,500,000	\$3,500,000
<b>Total</b>	<b>\$0</b>	<b>\$3,500,000</b>	<b>\$3,500,000</b>

**DESCRIPTION:**

The University requests to establish a project to repair the primary exterior concerns for the Thomas Cooper Library. Repairs include: marble cladding attachment rework, plaza waterproofing and paving material replacement, brick base veneer removal and replacement, safety railing addition, and proper water run-off changes.

During the course of new construction of the Special Collection Addition to the Library, it was discovered that the support system for the existing marble panel cladding has failed and presents serious safety as well as property damage concerns. As a result of water intrusion, the mechanical system designed to support the panels has deteriorated to the point of failure. Only the weatherproof sealant is holding the marble panels in place. Due to safety concerns, removal and re-installation of the panels as well as the rework of the deck waterproofing and the brick base veneers are proceeding as an emergency procurement.

The Thomas Cooper Library is the main library and an important center of academic life at the University. Over the years the exterior materials of the library have deteriorated. The marble clad columns and roof drainage system are leaking, which has resulted in rust and deterioration of the marble connections. The plaza deck surrounding the library is designed for heavy pedestrian traffic in the central part of campus. The failure of the panels presents a serious safety and welfare concern to the campus population and visitors.

**The Thomas Cooper Library exterior safety has been declared as an emergency and is proceeding as such. This project is being submitted for the entire budget of \$3,500,000 with concurrent approval of Phase I and Phase II.**

**E&G MAINTENANCE NEEDS REDUCTION:**

The project will alleviate a portion of the \$23,212,168 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.

**UNIVERSITY OF SOUTH CAROLINA AIKEN**

**PROJECT NAME:** Etherredge Center Cooling System Repairs/Replacement  
**REQUESTED ACTION:** Establish Project with Concurrent Approval of Phase II  
**REQUESTED ACTION AMOUNT:** \$495,000  
**INITIAL CHE APPROVAL DATE:** N/A

<b>Project Budget</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Professional Service Fees	\$0	\$34,643	\$34,643
Equipment and/or Materials	\$0	\$229,500	\$229,500
Labor Costs	\$0	\$20,000	\$20,000
Bond Issue Costs	\$0	\$59,388	\$59,388
Other	\$0	\$101,879	\$101,879
Contingency	\$0	\$49,590	\$49,590
<b>Total</b>	<b>\$0</b>	<b>\$495,000</b>	<b>\$495,000</b>

<b>Source of Funds</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Institution Bonds	\$0	\$495,000	\$495,000
<b>Total</b>	<b>\$0</b>	<b>\$495,000</b>	<b>\$495,000</b>

**DESCRIPTION:**

The University requests to establish a project to repair/replace the air conditioning system (including chillers, compressor, and controls) in the Etherredge Center.

The Etherredge Center air conditioning system is original to the 24 year old building and must be overhauled to avert breakdown. The unit will be replaced with a single chiller system with two compressors to increase plant capacity and efficiency.

As this project was considered initially as a routine maintenance project with costs under the normal \$500,000 threshold, the institution has already completed the preliminary actions normally conducted in Phase I of the approval process. Accordingly, this project is being submitted for the entire budget of \$495,000 with concurrent approval of Phase I and Phase II. Typically this type of project would not fall under the purview of CHE however; the project must now be established as a state project due to the use of Institution Bonds as the funding source.

**E&G MAINTENANCE NEEDS REDUCTION:**

The project will alleviate a portion of the \$422,164 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.

**UNIVERSITY OF SOUTH CAROLINA AIKEN**

**PROJECT NAME:** Penland Cooling Tower Replacement  
**REQUESTED ACTION:** Establish Project with Concurrent Approval of Phase II  
**REQUESTED ACTION AMOUNT:** \$250,000  
**INITIAL CHE APPROVAL DATE:** N/A

<b>Project Budget</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Professional Service Fees	\$0	\$17,493	\$17,493
Equipment and/or Materials	\$0	\$43,000	\$43,000
Labor Costs	\$0	\$20,000	\$20,000
Bond Issue Costs	\$0	\$29,988	\$29,988
Other	\$0	\$109,969	\$109,969
Contingency	\$0	\$29,550	\$29,550
<b>Total</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$250,000</b>

<b>Source of Funds</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Institution Bonds	\$0	\$250,000	\$250,000
<b>Total</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$250,000</b>

**DESCRIPTION:**

The University requests to establish a project to replace a 36 year old cooling tower for the Robert E. Penland Administrative/Classroom Building.

The Penland Building cooling tower replacement is required due to the age of the unit. Parts are becoming scarce resulting in costly repairs and potential breakdown. Replacement of the tower will increase plant reliability and efficiency.

As this project was considered initially as a routine maintenance project with costs under the normal \$500,000 threshold, the institution has already completed the preliminary actions normally conducted in Phase I of the approval process. Accordingly, this project is being submitted for the entire budget of \$250,000 with concurrent approval of Phase I and Phase II. Typically this type of project would not fall under the purview of CHE however; the project must now be established as a state project due to the use of Institution Bonds as the funding source.

**E&G MAINTENANCE NEEDS REDUCTION:**

The project will alleviate a portion of the \$1,155,943 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.

**UNIVERSITY OF SOUTH CAROLINA AIKEN**

**PROJECT NAME:** Aiken Campus Elevator Renewal  
**REQUESTED ACTION:** Establish Project with Concurrent Approval of Phase II  
**REQUESTED ACTION AMOUNT:** \$250,000  
**INITIAL CHE APPROVAL DATE:** N/A

<b>Project Budget</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Professional Service Fees	\$0	\$17,864	\$17,864
Equipment and/or Materials	\$0	\$63,800	\$63,800
Labor Costs	\$0	\$20,000	\$20,000
Bond Issue Costs	\$0	\$38,280	\$38,280
Other	\$0	\$84,736	\$84,736
Contingency	\$0	\$25,320	\$25,320
<b>Total</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$250,000</b>

<b>Source of Funds</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Institution Bonds	\$0	\$250,000	\$250,000
<b>Total</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$250,000</b>

**DESCRIPTION:**

The University requests to establish a project to renew/replace the elevator systems in the Penland Building, the Humanities and Social Sciences Building, and the Gregg-Graniteville Library.

Elevator renewal/replacement is required because each of the academic buildings has only one elevator and all are more than 30 years old. System parts have become obsolete resulting in increased downtimes and growing concerns about accessibility.

As this project was considered initially as a routine maintenance project with costs under the normal \$500,000 threshold, the institution has already completed the preliminary actions normally conducted in Phase I of the approval process. Accordingly, this project is being submitted for the entire budget of \$250,000 with concurrent approval of Phase I and Phase II. Typically this type of project would not fall under the purview of CHE however; the project must now be established as a state project due to the use of Institution Bonds as the funding source.

**E&G MAINTENANCE NEEDS REDUCTION:**

The project will alleviate a portion of the \$1,379,283 in combined existing maintenance needs for each of the academic buildings.

**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.

**INFORMATION ITEM**

**Capital Projects & Leases Processed by Staff**

**March 2009**

<b>Date Approved</b>	<b>Project #</b>	<b>Institution</b>	<b>Project Name</b>	<b>Action Category</b>	<b>Budget Change</b>	<b>Revised Budget</b>
2/26/2009	9556	Francis Marion	Deferred Maintenance-Indoor Pool Repair	decrease budget, close project	(\$41,984)	\$925,288
3/12/2009	9570	The Citadel	Stadium Replacement - Demolition & New Construction	decrease budget, close project	(\$22,229)	\$8,077,771
3/13/2009	New	Lander	Chipley Hall Life Safety Upgrades & Utility Improvements (Phase I) <sup>1</sup>	establish pre-design	\$0	\$15,000
3/18/2009	New	USC Columbia	Columbia Campus Elevator Upgrades (Phase I) <sup>1</sup>	establish pre-design	\$0	\$31,500
3/18/2009	New	USC Columbia	Williams-Brice Stadium West Side Suite Renovations (Phase I) <sup>1</sup>	establish pre-design	\$0	\$42,000
3/18/2009	New	USC Beaufort	Library Second Floor Upfit/Hargray Renovation (Phase I) <sup>1</sup>	establish pre-design	\$0	\$55,862
3/23/2009	9563	Coastal Carolina	Meade Fire Tower Site Acquisition <sup>2</sup>	increase budget	\$85,500	\$1,210,500

<sup>1</sup> See supporting narrative.

<sup>2</sup>Part of approved 2007 Master Land Acquisition Plan.

**LEASES APPROVED BY STAFF**

**March 2009**

<b>Date Approved</b>	<b>Lease #</b>	<b>Institution</b>	<b>Project Name</b>	<b>Purpose/Additional Info</b>	<b>Rates</b>	<b>Term</b>
3/16/2009	revised lease	Greenville TC	Academic Building on Brashier Campus	The College will use the leased space for night and weekend classes. Sub-lease to Brashier Middle College Charter High School to be used for their day time operations.	Annual Rate - \$274,699; Monthly Rental Rate - \$22,892	40 years

**FOR INFORMATION – PROJECT ESTABLISHMENTS PROCESSED BY STAFF  
FOR MARCH 2009**

*Note: At the June, 2008 meeting, the Finance & Facilities Committee clarified staff authority for processing institutional requests to establish capital projects. Accordingly, the following summaries are presented as information.*

**UNIVERSITY OF SOUTH CAROLINA COLUMBIA**

**PROJECT NAME:** Columbia Campus Elevator Upgrades (Phase I)  
**REQUESTED ACTION:** Establish Pre-Design  
**REQUESTED ACTION AMOUNT:** \$31,500  
**INITIAL CHE APPROVAL DATE:** N/A

<b><u>Project Budget</u></b>	<b><u>Previous</u></b>	<b><u>Change</u></b>	<b><u>Revised</u></b>
Professional Services Fees	\$0	\$31,500	\$31,500
<b><i>Total</i></b>	<b><i>\$0</i></b>	<b><i>\$31,500</i></b>	<b><i>\$31,500</i></b>

<b><u>Source of Funds</u></b>	<b><u>Previous</u></b>	<b><u>Change</u></b>	<b><u>Revised</u></b>
Institutional Capital Project Fund	\$0	\$31,500	\$31,500
<b><i>Total</i></b>	<b><i>\$0</i></b>	<b><i>\$31,500</i></b>	<b><i>\$31,500</i></b>

**DESCRIPTION:**

The University is requesting approval to establish a project to upgrade elevators in the Russell House, Thomas Cooper Library and Coker Life Sciences Building on the Columbia Campus.

In the Russell House, three traction elevators will be renovated by upgrading the controllers, providing HVAC for the control systems, replacing door equipment, upgrading signal fixtures, and repairing machine equipment. In the Thomas Cooper Library, four traction elevators will be upgraded with new control systems and a group controller, door equipment upgrades, HVAC for the equipment, and renovation of the elevator cabs. Repairs in the machine room will also be included. In the Coker Life Sciences Building, three traction elevators will be upgraded with controller upgrades, door equipment upgrades, HVAC equipment, signal fixture modifications, safety fencing and repairs to the machine room.

The University has a multi-year contract for elevator maintenance. The vendor submits an annual prioritized listing of elevators needing major upgrades and modernization. The Russell House, Thomas Cooper Library and Coker Life Sciences Building are the three highest traffic buildings on campus and consequently the three most significant E&G Facilities which are of high priority. The age of the equipment in the Russell House varies. Two are 53 years old, and one is 34 years old. The elevator equipment in the Thomas Cooper Library is 36 years old, and equipment in the Coker Life Sciences Building is 35 years old. Modernization of these older elevators will reduce the number and frequency of shutdowns and entrapments which negatively affect academic and administrative programming.

Internal estimates project a total cost of \$2,100,000. A more definite cost estimate will be developed during Phase I planning stage.

**E&G MAINTENANCE NEEDS REDUCTION:**

The project will alleviate a portion of the \$43,469,326 in combined existing maintenance needs in each of the academic buildings.

**ANNUAL OPERATING COSTS/SAVINGS:**

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

**UNIVERSITY OF SOUTH CAROLINA COLUMBIA**

**PROJECT NAME:** Williams-Brice Stadium West Side Suite Renovation (Phase I)  
**REQUESTED ACTION:** Establish Pre-Design  
**REQUESTED ACTION AMOUNT:** \$42,000  
**INITIAL CHE APPROVAL DATE:** N/A

<b>Project Budget</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Professional Services Fees	\$0	\$42,000	\$42,000
<b>Total</b>	<b>\$0</b>	<b>\$42,000</b>	<b>\$42,000</b>

<b>Source of Funds</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Athletic	\$0	\$42,000	\$42,000
<b>Total</b>	<b>\$0</b>	<b>\$42,000</b>	<b>\$42,000</b>

**DESCRIPTION:**

The University is requesting approval to establish a project to renovate eighteen Executive Suites and five Club Areas on the west side of Williams-Brice Stadium.

Renovations to the Executive Suites will include new carpet, ceilings, lighting fixtures, plumbing fixtures, televisions, seating, wall coverings, casework, HVAC, furniture, stadium seats and handrails/stair treads. Renovations to the Club Area on the 600 level of Williams-Brice Stadium will include installation of new interior finishes and modifications to the Television Press Broadcasting Area. The window façade will be modified to replace existing fixed glass with operable windows.

This project is needed to refurbish interior finishes and furnishings to maintain the appearance of these heavily used areas. The renovations are to be performed prior to the 2010 football season.

Internal estimates project a total cost of \$2,800,000. A more definite cost estimate will be developed during Phase I planning stage.

**E&G MAINTENANCE NEEDS REDUCTION:**

N/A - Auxiliary

**ANNUAL OPERATING COSTS/SAVINGS:**

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

**LANDER UNIVERSITY**

**PROJECT NAME:** Chipley Hall Life Safety Upgrades & Utility Improvements (Phase I)  
**REQUESTED ACTION:** Establish Pre-Design  
**REQUESTED ACTION AMOUNT:** \$15,000  
**INITIAL CHE APPROVAL DATE:** N/A

<b><u>Project Budget</u></b>	<b><u>Previous</u></b>	<b><u>Change</u></b>	<b><u>Revised</u></b>
Professional Services Fees	\$0	\$15,000	\$15,000
<b><i>Total</i></b>	<b><i>\$0</i></b>	<b><i>\$15,000</i></b>	<b><i>\$15,000</i></b>

<b><u>Source of Funds</u></b>	<b><u>Previous</u></b>	<b><u>Change</u></b>	<b><u>Revised</u></b>
Auxiliary Enterprises	\$0	\$15,000	\$15,000
<b><i>Total</i></b>	<b><i>\$0</i></b>	<b><i>\$15,000</i></b>	<b><i>\$15,000</i></b>

**DESCRIPTION:**

The University is requesting approval to establish a project to evaluate the life safety and utility systems of Chipley Hall.

Chipley Hall is a three story 20,694 SF dormitory. Built in 1925, it is one of the oldest buildings on campus. This project will have the existing fire protection system and the fire alarm system evaluated for effectiveness and building code compliance. Building utilities such as the electrical, plumbing, and ventilation systems will be evaluated with the intent of improving conditions.

The roof system and gutter system have deteriorated and the effective life of the shingled roof has expired. ADA access is limited and is in need of improvement. A comprehensive asbestos analysis has already been performed. The asbestos containing material is encapsulated in the bathroom flooring material and is not friable. Asbestos abatement will be performed to facilitate bathroom improvements.

**E&G MAINTENANCE NEEDS REDUCTION:**

N/A - Auxiliary

**ANNUAL OPERATING COSTS/SAVINGS:**

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

**UNIVERSITY OF SOUTH CAROLINA BEAUFORT**

**PROJECT NAME:** Library Second Floor Upfit/Hargray Renovation (Phase I)  
**REQUESTED ACTION:** Establish Pre-Design  
**REQUESTED ACTION AMOUNT:** \$55,862  
**INITIAL CHE APPROVAL DATE:** N/A

<b>Project Budget</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Professional Services Fees	\$0	\$55,862	\$55,862
<b>Total</b>	<b>\$0</b>	<b>\$55,862</b>	<b>\$55,862</b>

<b>Source of Funds</b>	<b>Previous</b>	<b>Change</b>	<b>Revised</b>
Institutional Capital Project Fund	\$0	\$55,862	\$55,862
<b>Total</b>	<b>\$0</b>	<b>\$55,862</b>	<b>\$55,862</b>

**DESCRIPTION:**

The University is requesting approval to establish a project to finish the second floor of the two story Library Building and increase usable floor space to 45,306 SF.

The Library Building was designed and constructed in 2005 as a two story building, finished on the first floor only. It is planned for the second floor space to contain the University College Center with 12-15 offices in a suite configuration containing two to three rooms for tutoring, an office for the Director of Career Services, an office for Disability Services, and three offices for the Opportunity Scholars Program function with reception, conference room, work/file room, and an office storage room. Two multi-function classrooms with 70-80 capacity each with reception and a classroom for the Osher Lifelong Learning Institute will also be included, as well as four IT offices, thirty faculty offices, 10-12 open study tables with 5-6 capacity each, and two 20 seat computer classrooms that can open up to one 40 seat room. Work will include new interior partitions and doors, electrical lighting and power, HVAC, plumbing, casework, acoustical ceilings, and room finishes.

This project is required to complete the Library Building, providing finished space to accommodate academic/programmatic needs. As functions are relocated to the newly completed space in the Library, the project will also fund building modifications required in the Hargray Building to convert the spaces for function improvements.

Internal estimates project a total cost of \$3,724,100. A more definite cost estimate will be developed during Phase I planning stage.

**E&G MAINTENANCE NEEDS REDUCTION:**

N/A – New Construction

**ANNUAL OPERATING COSTS/SAVINGS:**

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