

DESCRIPTION OF INTERIM CAPITAL PROJECTS FOR CONSIDERATION

June 2, 2016

ORANGEBURG-CALHOUN TECHNICAL COLLEGE

PROJECT NAME: Re-Roofing Projects – Buildings A-J and Connecting Corridors (*Coming thru as an Interim Capital Project*)
REQUESTED ACTION: Increase Budget
REQUESTED ACTION AMOUNT: \$654,068
INITIAL CHE APPROVAL DATE: 5/7/2015

<u>Project Budget</u>	<u>Previous</u>	<u>Change</u>	<u>Revised</u>
Professional Service Fees	\$50,000	\$58,260	\$108,260
Roofing	\$1,845,000	\$560,280	\$2,405,280
Contingency	\$205,000	\$35,528	\$240,528
<i>Total</i>	<i>\$2,100,000</i>	<i>\$654,068</i>	<i>\$2,754,068</i>

<u>Source of Funds</u>	<u>Previous</u>	<u>Change</u>	<u>Revised</u>
Local Funds	\$2,100,000	\$654,068	\$2,754,068
<i>Total</i>	<i>\$2,100,000</i>	<i>\$654,068</i>	<i>\$2,754,068</i>

DESCRIPTION:

The College requests approval to increase the budget for a project to re-roof buildings A thru J and the connecting corridors. Scope of work will include all components of roof replacement including addressing any secondary drainage. The roofs are over 25 years old and recent assessments have confirmed the need to expedite their replacement. The cost estimate from the architect during Phase I came back higher than anticipated, and an increase in budget is needed due to higher roofing costs.

E&G MAINTENANCE NEEDS:

Based on Fall 2014 data, Buildings A thru J each have a roof system rating of 4 out of 5, and have combined existing maintenance needs of \$3,008,711 over the next twenty years.

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.

FOR DEPARTMENT USE ONLY	
CHE	_____
JBRC	_____
SFAA	_____
JBRC Staff	_____
ADMIN Staff	_____
A-1 Form Mailed	_____
SPIRS Date	_____
Summary	_____

(For Department Use Only)
SUMMARY NUMBER
FORM NUMBER

PERMANENT IMPROVEMENT PROJECT REQUEST

1. AGENCY
Code H59 Name Orangeburg Calhoun Technical College
- Contact Person Kim R Huff Phone 803-535-1204
2. PROJECT
Project # 6109 Name OCtech Re-Roofing Project - Buildings A thru J and connecting corridors
- Facility # _____ Facility Name Multiple facilities

County Code	<u>38 - Orangeburg</u>
New/Revised Budget	<u>\$2,754,068.00</u>

Project Type	<u>3 - Repair/Renovate Existing Facilities/Systems</u>
Facility Type	<u>10 - Campus Wide</u>

3. CPIP PROJECT APPROVAL FOR CURRENT FISCAL YEAR
CPIP priority number _____ of _____ for FY _____.

4. PROJECT ACTION PROPOSED (Indicate all requested actions by checking the appropriate boxes.)

Establish Project	<input type="checkbox"/>	Decrease Budget	<input type="checkbox"/>	Close Project	<input type="checkbox"/>
Establish Project - CPIP	<input type="checkbox"/>	Change Source of Funds	<input type="checkbox"/>	Change Project Name	<input type="checkbox"/>
Increase Budget	<input checked="" type="checkbox"/>	Revise Scope	<input type="checkbox"/>	Cancel Project	<input type="checkbox"/>

5. PROJECT DESCRIPTION AND JUSTIFICATION
(Explain and justify the project or revision, including what it is, why it is needed, and any alternatives considered. Attach supporting documentation/maps to fully convey the need for the request.)

This A-1 is being submitted to seek Phase 2 approval of a roof replacement project for Buildings A thru J (and connecting corridors). The scope would include all components of roof replacement, including addressing any secondary drainage. The college initially had plans to do this work as multiple projects over several years but decided to lump together, hoping to save in construction costs as a larger project. The current roofs are over 25 years old and recent assessments have confirmed the need to expedite their replacement. Funding for this project is currently available and will come from college local funds.

6. OPERATING COSTS IMPLICATIONS
Attach Form A-49 if any additional operating costs or savings will result from this request. This includes costs to be absorbed with current funding.

7. ESTIMATED PROJECT SCHEDULE AND EXPENDITURES
Estimated Start Date: August 2016 Estimated Completion Date: October 2017
Estimated Expenditures: Thru Current FY: \$26,500.00 After Current FY: \$2,727,568.00

8. ESTIMATES OF NEW/REVISED PROJECT COSTS

PROJECT #	6109
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- | | |
|---|--------------------------------------|
| 1. _____ Land Purchase ----> | Land: _____ Acres |
| 2. _____ Building Purchase ----> | Floor Space: _____ Gross Square Feet |
| 3. <u>108,260.00</u> Professional Services Fees | |
| 4. _____ Equipment and/or Materials ----> | Information Technology _____ |
| 5. _____ Site Development | |
| 6. _____ New Construction ----> | Floor Space: _____ Gross Square Feet |
| 7. _____ Renovations - Building Interior ----> | Floor Space: _____ Gross Square Feet |
| 8. _____ Renovations - Utilities | |
| 9. <u>2,405,280.00</u> Roofing - <u>26</u> Roof Age | |
| 10. _____ Renovations - Building Exterior | |
| 11. _____ Other Permanent Improvements | |
| 12. _____ Landscaping | |
| 13. _____ Builders Risk Insurance | |
| 14. _____ Other Capital Outlay | |
| 15. _____ Labor Costs | |
| 16. _____ Bond Issue Costs | |
| 17. _____ Other: _____ | |
| 18. <u>240,528.00</u> Contingency | |
| <u>\$2,754,068.00</u> TOTAL PROJECT BUDGET | |

ENVIRONMENTAL HAZARDS	
Identify all types of significant environmental hazards (including asbestos, PCB's, etc.,) present in the project and the financial impact they will have on the project.	
Type:	_____
<u>Cost Breakdown</u>	
Design Services	\$ _____
Monitoring	\$ _____
Abate/Remed	\$ _____
Total Costs	\$ _____ 0.00

9. PROPOSED SOURCE OF FUNDING

Source	Previously Approved Amount	Increase/Decrease	Original/Revised Budget	Transfer to/from Proj. #	Rev Object Code	Treasurer's ID Number	Rev Sub Fund	Exp Sub Fund
(0) CIB, Group			0.00 0.00		8115		3043	3043
(1) Dept. CIB, Group			0.00 0.00		8115		3143	3143
(2) Institution Bonds			0.00 0.00					3235
(3) Revenue Bonds			0.00 0.00					3393
(4) Excess Debt Service			0.00 0.00					3497
(5) Capital Reserve Fund			0.00 0.00		8895		3603	3603
(6) Appropriated State			0.00 0.00		8895	68800100	1001	3600
(7) Federal			0.00 0.00			78800100		5787
(8) Athletic			0.00 0.00			88800100		3807
(9) Other (Specify) College Local Funds	50,000.00	2,704,068.00	2,754,068.00 0.00 0.00			98800100		3907
TOTAL BUDGET	\$50,000.00	\$2,704,068.00	\$2,754,068.00					

10. SUBMITTED BY:

K. R. [Signature] VP Business
Signature of Authorized Official and Title

5/11/16
Date

11. APPROVED BY:

(For Department Use Only)

Authorized Signature and Title

Date

**ADDITIONAL ANNUAL OPERATING COSTS / SAVINGS
RESULTING FROM PERMANENT IMPROVEMENT PROJECT**

1. AGENCY Code H59 Name Orangeburg Calhoun Technical Colleg

2. PROJECT Project # 6109 Name OCtech Re-Roofing Project - Buildings A thru J and connecting corridors

3. ADDITIONAL ANNUAL OPERATING COSTS / SAVINGS. (Check whether reporting costs or savings.)

COSTS SAVINGS NO CHANGE

4.

TOTAL ADDITIONAL OPERATING COSTS / SAVINGS				
Projected Financing Sources				
(1)	(2)	(3)	(4)	(5)
Fiscal Year	General Funds	Federal	Other	Total
1)	\$	\$	\$	\$ 0.00
2)	\$	\$	\$	\$ 0.00
3)	\$	\$	\$	\$ 0.00

5. If "Other" sources are reported in Column 4 above, itemize and specify what the other sources are (revenues, fees, etc.). The college does anticipate a slight decline in roofing repair expenditures in future years but there is no way to quantify.

6. Will the additional costs be absorbed into your existing budget? YES NO
If no, how will additional funds be provided?

7. Itemize below the cost factors that contribute to the total costs or savings reported above in Column 5 for the first fiscal year.

	<u>COST FACTORS</u>	<u>AMOUNT</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
	TOTAL	\$0.00

8. If personal services costs or savings are reported in 7 above, please indicate the number of additional positions required or positions saved.

9. Submitted By: *K. R. Kelly* VP Business 5/11/16
Signature of Authorized Official and Title Date

**PERMANENT IMPROVEMENT PROJECT INFORMATION FORMAT
FOR PHASE II CONSTRUCTION BUDGET**

1. What is the total projected cost of the project and what is it based on? Please attach a summary of the costs prepared during the A&E pre-design phase to support the total cost.

The total projected cost of the project is \$2,754,068. The A1 previously submitted for Phase 1 was \$2.1 million and based on internal estimates for similar work a few years ago. The revised amount is based estimates provided by the architect during the A&E pre-design phase. The amount includes construction costs, A&E fees, and a 10% contingency. Documents from the architect are attached.

2. What is/are the source(s) of funds for the construction? If any private or federal funds are included, please attach a letter guaranteeing the availability of the funds.

College local funds in the college's capital projects account.

3. What is your agency/institution's definition of each fund source to be used for construction? (If any type of fee makes up a portion of the source, what is the fee called, what is the fee amount, and when it was put in place. If there is a statutory authority authorizing the use of the funds for capital projects, please cite the code section.)

The funds in the capital projects account usually result from excess operating revenues over expenses. Each year the college transfers excess funds to the capital projects account to be used for projects. Basically, it is excess tuition revenues. No state funds are included in the transfer, as all state appropriations are used for salaries and benefits each year.

4. What is the current uncommitted balance of funds for each source listed in 3 above?

As of this date, the college has \$2,754,068 of funding available in the capital projects fund for this project. In addition, there is approximately \$1.5 million of additional uncommitted funds to address future maintenance and repair needs.

5. If institution or revenue bonds are included as a source, when were the bonds issued? If not issued yet, when is the bond resolution expected to be brought for State Fiscal Accountability Authority approval?

The college has no institution or revenue bonds and has no plans to incur debt or issue bonds for this project.

6. If a student fee is used to fund debt service, what is the current amount of the fee annually or by semester? Please specify which.

The college has no student fees to fund debt service.

7. Will the use of any funds for construction require an increase in any student fee or tuition? If so, please explain in detail.

No

8. Will the project be LEED certified for energy savings and conservation and if so, at what level will it be certified? For projects requiring or using LEED certification, please attach the required cost-benefit analysis and a checklist of items to be used to achieve LEED points or a description of the energy measures to achieve LEED.

No.

9. What energy savings/conservation measures will be implemented within the project if the project will not be LEED certified? For projects that do not require/use LEED, please provide a paragraph on energy savings measures to be implemented as part of the project. If there are no energy savings measures included, please state that and explain why.

The project is re-roofing only. The college could potentially recognize some energy savings with better insulated roofs.

10. What is the projected date (month and year) for execution of the construction contract?

August 2016

11. What is the projected date (month and year) for completion of construction?

October 2017

12. What program(s) are to be included in the constructed or renovated space?

Various programs are impacted, as this involves multiple buildings on campus. These buildings house faculty and staff offices, classrooms, labs, a lecture hall, and the library.

13. What is the total square footage of the building to be renovated or constructed?

The estimated square footage of the roofs and corridors requiring work is 145,000 sq ft

14. If a portion of the building is to be renovated, what is the square footage of the portion that will be included in the renovation?

This project is only for re-roofing.

15. What is the current age of the building or building systems to be renovated?

The buildings range in age from 40-45 years. The current roofs are approximately 26 years old.

16. If any new space is being added to the facility, please provide demand/usage data to support the need.

No new space being added.

17. What are the estimated numbers of students, faculty, staff and/or clients that are expected to use the space affected by the project or the entire building? (Answer for as many as are applicable.)

The 10 buildings being re-roofed contain the following: offices for 85 faculty and/or staff, 20 classrooms with an average capacity of 21 each, 15 labs with an average capacity of 21, one large computer lab with a capacity of 90, one large lecture room with a capacity of 180, and the college's library.

18. If the construction cost increased significantly from the internal estimate (30% or more), what factors caused the cost to increase?

The college was using internal estimates based on previous roofing work done several years ago. This did not reflect increases in product costs, labor costs, or current market conditions.

19. If the contingency is more than 10%, please explain why.

Contingency is set at 10%

20. If funds are being transferred from another project, what is the current status of the project from which funds are being transferred?

No funds being transferred from another project.

21. Has the project been included in a previous year's CIP? If so, what was the last year the project was included and for which year, 1-5?

The project has been included in the 2015 and 2016 CIPs. It is on the 2016 CIP as a Yr 2 project.

22. What are the economic impacts of the project, including job creation and retention? If there are none, please explain.

N/A. This project is a re-roofing project for multiple existing buildings on campus.

23. How will your agency/institution address and fund maintenance of this facility construction/renovation?

N/A. No additional recurring costs will be incurred as a result of this project.

24. If your agency/institution has a deferred maintenance account, what is the name of the account and what is its current uncommitted balance?

The college does not have an account specifically for deferred maintenance. The college includes funds annually in its operating budget for routine maintenance. The college has been able to minimize deferred maintenance by having a system of planned maintenance projects. Funding for large maintenance projects comes from the college's capital projects account.

25. If how maintenance will be addressed and funded for this facility construction/renovation has not been determined yet, what steps are in place to begin to address how your agency/institution will fund maintenance to this and other agency/institution facilities?

N/A