



Dr. Gail Morrison
Interim Executive Director

January 30, 2007

TO: Mr. Daniel Ravenel, Chair, and Members of the Committee on Finance & Facilities
FROM: Ms. Lynn W. Metcalf, Director of Finance, Facilities, & MIS
SUBJECT: Committee Meeting, February 8

A meeting of the Committee is scheduled to be held via teleconference at 9:00 a.m. on Thursday, February 8. Attached are an agenda and materials for the meeting.

The telephone number to call is (803) 896-9993 with a meeting ID of 468875. If you have any questions about placing this call, please contact the CIO Help Desk at (803) 896-0001.

If you have any questions about the materials, please contact me at (803) 737-2265. We look forward to meeting with you on February 8.

Attachments

AGENDA

COMMITTEE ON FINANCE & FACILITIES

FEBRUARY 8, 2007

9:00 A.M.

CONFERENCE ROOM (VIA TELECONFERENCE)

SC COMMISSION ON HIGHER EDUCATION

1333 MAIN STREET, SUITE 200

COLUMBIA, SC 29201

1. Introductions
2. Minutes of January 4 Meeting
3. Interim Capital Projects
 - A.) Clemson University
 - a. Institute for Packaging Design & Graphics Construction
-increase budget, revise scope, change project name
 - b. Rhodes Hall Annex Construction
-increase budget, revise scope
 - c. Earle Hall High Bay Conversion
-increase budget, revise scope
 - B.) University of South Carolina Columbia
 - a. Baseball Stadium Construction
-increase budget, revise scope, change source of funds
4. Other Business
5. Information Items
 - a. List of Staff Approvals for December 2006

MINUTES

SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION
COMMITTEE ON FINANCE AND FACILITIES (VIA TELECONFERENCE)

JANUARY 4, 2007

9:00 A.M.

CHE CONFERENCE ROOM

Committee Members Present

Dr. Louis Lynn
Mr. Dan Ravenel
Mr. Jim Sanders
Mr. Neal Workman
Mr. Ken Wingate

Mr. Steve Osborne
Ms. Jennifer Pearce
Mr. Tim Rogers
Mr. Charles Shawver

Committee Members Absent

Dr. Doug Forbes

Staff Present

Ms. Camille Brown
Mr. Gary Glenn
Ms. Alyson Goff
Dr. Lynn Kelley
Ms. Lynn Metcalf
Ms. Nicole Rowland

Guests Present

Mr. Bill Bragdon
Ms. Donna Collins

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

Mr. Ravenel called the meeting to order at 9:15 a.m. The meeting was held via teleconference.

Mr. Glenn introduced the guests in attendance. Ms. Metcalf informed the Committee page 10 was missing from the materials mailed to members. The page contained information on a lease from MUSC.

The following matters were considered:

I. Approval of Minutes of Meeting on December 6, 2006

Since there were no additions or corrections to the Minutes of the meeting on December 6, the Minutes were approved as written.

II. Consideration of Interim Capital Projects

Mr. Ravenel asked Ms. Metcalf to describe the projects. Ms. Metcalf noted institutional representatives were present to answer questions. The following projects were presented and discussed:

a. College of Charleston

- 1.) Grice Marine Laboratory – \$6,000,000 -establish project
New Construction

Ms. Metcalf informed the Committee it was responsible only for approving \$2 million of the total project budget as the remaining funds had been appropriated by the General Assembly. Mr. Ravenel asked if there was a residential component to the project. Mr. Osborne, from the College of Charleston, responded that graduate students enrolled in the marine biology program who were conducting research on site would stay in the residential portion of the facility. He also noted the scope of the project would allow 24 more students to conduct research on site.

Dr. Lynn asked if the College had a joint-degree program with MUSC. Mr. Osborne responded the two institutions collaborate on several projects at the laboratory. He stated MUSC offered a doctoral program while the College's students were completing master's degrees.

b. University of South Carolina Columbia

- 1.) 1600 Hampton Distributed Data Center \$ 650,000 -establish project
 Renovation

Ms. Metcalf stated the University was going to renovate current space to provide for a back-up data system. Mr. Ravenel asked if other institutions had similar systems. Ms. Metcalf answered yes and noted it was very important to avoid the loss of sensitive and valuable data.

Dr. Lynn asked if the University owned the facility. Ms. Collins, from the University of South Carolina, answered in the affirmative.

- 2.) Athletic Master Plan – Phase I \$ 800,000 -establish project
 Development

Dr. Lynn asked if there was any controversy between the University's plan and the City of Columbia. Ms. Metcalf answered she was not aware of any. Mr. Glenn noted the plan involved current space owned by the University and did not include expanding to new land.

It was moved (Sanders), seconded (Workman), and voted to approve the projects.

III. Lease

b. Medical University of South Carolina

- 1.) Rutledge Tower Parking Garage \$ 980,000 -lease renewal

Ms. Metcalf read a description of the lease request as it was inadvertently omitted from the meeting materials mailed to Committee members.

It was moved (Sanders), seconded (Workman), and voted to approve the lease.

IV. Other Business

Mr. Ravenel thanked the Committee for attending the meeting via teleconference. The Committee discussed the recommendations to improve the facilities approval process and the need for a statewide plan for higher education.

Ms. Metcalf stated she had set up a meeting with some of the institutional legislative liaisons to discuss language to implement two of the Commission's recommendations related to the facilities approval process. She also noted several letters of support had been received from the institutional presidents.

With no further business, the meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Alyson M. Goff
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

February 8, 2007

Clemson University

Institute for Packaging Design & Graphics Construction	\$6,700,000	-increase budget, revise scope, change project name
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Source of Funds:	\$6,700,000	-operating revenues
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Proposed Budget:	\$5,500,000	-new construction (27,000 SF)
	670,000	-professional services fees
	500,000	-site development
	280,000	-contingency
	40,000	-labor costs
	<u>10,000</u>	-builders risk insurance

Total:	\$7,000,000	
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Description

The University requests approval to construct approximately 27,000 square feet of space to support the planned establishment of the Institute of Packaging and Graphics. The Institute will engage students, faculty, and academic and industry partners in a collaborative endeavor to provide comprehensive resources and advanced thinking, research, and service to the packaging industry, the third largest industry in the world.

The focus on Packaging Design and Graphics, when combined with the University's existing core competencies in advanced packaging materials, package safety, container manufacture, printing, and transportation packaging, will provide the opportunity for the Institute to provide worldwide leadership in packaging and graphics innovation. The proposed new facility will bring together laboratories for packaging and graphics design and prototyping to enhance the educational experience for both undergraduate and graduate students.

The University originally planned to renovate and add space to Newman Hall, but it was determined it was not appropriate for the Institute. The facility was built in 1954 for agriculture operations which included meat processing and ice cream production. The University also determined the Newman Hall site was not feasible due to significant utility relocation requirements, environmental issues, and limited area for expansion. The new site was selected after analyzing multiple sites on campus. The new site is located west of Lee Hall and south of the Fluor Daniel Building.

The total project cost is expected to be approximately \$7 million which is a reduction from the original projected budget of \$14-\$18 million. The cost per square foot is \$204 for the new construction. At this time, the University does not plan to ask for new or additional state appropriations to support the Institute. Under CHE policy, centers, institutes, or bureaus in which the institution does not ask for additional or new funding from state appropriations do not have to be approved by the Commission.

E&G Deferred Maintenance Reduction:

N/A – New Construction

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.

Clemson University

Rhodes Hall Annex Construction \$1,447,485 -increase budget, revise scope

Source of Funds: \$1,447,485 -operating revenues

Proposed Budget:	\$ 8,000,000	-new construction (28,100 SF)
	1,000,000	-site development
	950,000	-professional services fees
	800,000	-equipment and materials
	636,000	-contingency
	95,000	-labor costs
	<u>19,000</u>	-builders risk insurance
Total:	\$11,500,000	

Description

The University requests approval to construct an annex adjacent to Rhodes Hall in order to provide adequate space for research faculty associated with the institution’s emphasis area of bioengineering and biomedical sciences. The department is a top generator for research and is a growing department in terms of graduate students and a recently developed, high demand undergraduate program.

The current architectural and engineering (A&E) schematic design estimate concluded this project is underfunded. The estimate was verified by an independent cost estimator and both estimates are in agreement. To meet the needs of the department, the schematic design includes an increase of 4,100 SF – for a total of 28,100 SF of new construction for the annex. The cost per square foot for the new construction is \$285.

E&G Deferred Maintenance Reduction:

N/A – New Construction

Annual Operating Costs/Savings:

Maintenance and utilities will require additional operating costs ranging from \$90,000 to \$185,000 in the three years following project completion. The costs will be absorbed into the existing budget.

Recommendation

Staff recommends approval of this project as proposed.

Clemson University

Earle Hall High Bay Conversion	\$600,000	-increase budget, revise scope
Source of Funds:	\$300,000	-institutional capital project fund (ICPF)
	300,000	-operating revenues
Proposed Budget:	\$1,030,000	-interior building renovations (10,710 SF)
	120,000	-professional services fees
	39,000	-contingency
	20,000	-labor costs
	<u>1,000</u>	-builders risk insurance
Total:	\$1,210,000	

Description

The University requests approval to convert the High Bay area in Earle Hall into two floors and provide necessary office, laboratory, and research space that will meet the current and future needs of the chemical engineering department. With the conversion, approximately 3,370 SF will be gained for a total renovated space of 10,710 SF. The project work will include HVAC, structural improvements, the addition of ventilation hoods, the addition of a stairwell, and associated work to provide for functioning offices and labs in the new space.

The extensive structural changes are necessary to bring this wing of the facility into compliance with current seismic and other codes. More accurate cost estimates related to the HVAC scope of work were obtained once these additional code and program requirements were identified. The cost per square foot for the interior renovations is \$96.

E&G Deferred Maintenance Reduction:

The renovations will alleviate a portion of the \$3,178,350 in existing deferred maintenance in the building.

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 Columbia

Baseball Stadium Construction \$3,000,000 -increase budget, revise scope, change source of funds

Source of Funds: \$3,000,000 -athletic revenue bond anticipation notes

Proposed Budget:	\$16,603,961	-new construction (57,000 GSF)
	5,000,000	-land purchase (12.5 acres)
	2,497,072	-site development
	2,334,967	-professional services fees
	1,000,000	-contingency
	<u>600,000</u>	-furniture, fixtures, and equipment
Total:	\$28,036,000	

Description

The University requests approval to increase the project budget and revise the scope to include the addition of five suites and one large club area. Also, additional funds are needed to fund costs associated with excavation of rock that was discovered on the site.

The addition of the suites and club area will provide 160 seats. This addition was based on a market analysis performed by the Gamecock Club and the Athletics Department indicating a demand for these amenities. As a result of test boring during preliminary site investigation, it has been determined that rock exists 5.5 feet below grade and will need to be excavated to construct the stadium as planned.

E&G Deferred Maintenance Reduction:

N/A – Auxiliary Space

Annual Operating Costs/Savings:

Maintenance, custodial services, and utilities will require additional operating costs ranging from \$9,292 to \$13,170 in the three years following project completion. The costs will not be absorbed into the existing budget but will be funded through athletic revenue.

Recommendation

Staff recommends approval of this project as proposed.

**Agenda Item 5
Finance & Facilities**

INFORMATION ITEM

PERMANENT IMPROVEMENT PROJECTS						
APPROVED BY STAFF						
December 2006						
Date Appr.	Project #	Institution	Project Name	Action Category	Budget Chg.	Revised Budget
12/5/2006	9599	Citadel	Infirmiry Renovation ¹	increase budget, change source of funds	\$ 1,410,000	\$ 1,500,000
12/5/2006	9998	USC Columbia	Energy Performance Implementation - Phases I & II ²	increase budget, revise scope	\$ 1,500,000	\$ 56,405,160
12/8/2006	New	Clemson	Computer Center-UPS System Replacement ³	establish project	\$ -	\$ 1,315,000
12/8/2006	9558	Francis Marion	Center for the Performing Arts Construction ¹	increase budget	\$ 7,000,000	\$ 18,000,000
12/12/2006	9780	MUSC	Parking Garage Elevator Addition ³	increase budget, revise scope	\$ 800,000	\$ 1,600,000
12/15/2006	9796	USC Columbia	Greek Housing Infrastructure	change source of funds	\$ -	\$ 3,000,000
12/15/2006	9539	USC Aiken	Pacer Downs Upgrades	increase budget	\$ 927	\$ 1,100,927
12/15/2006	9507	USC Beaufort	Campus Buildings Exterior Repairs	increase budget, revise scope	\$ 22,000	\$ 107,000
12/15/2006	9509	USC Beaufort	Performing Arts Center Renovation	decrease budget	\$ (22,000)	\$ 120,500
12/21/2006	9584	Citadel	Daniel Library Improvements	close project	\$ -	\$ 25,000
12/21/2006	9564	SC State	Camp Daniels Renovations	revise scope	\$ -	\$ 600,000
12/21/2006	New	SC State	Deferred Maintenance Repair/Renovation ¹	establish project	\$ -	\$ 2,500,000
12/21/2006	New	SC State	2257 Russell Street (1217) Land Acquisition ⁴	establish project	\$ -	\$ 10,000
12/21/2006	9556	Winthrop	Campus-Wide Deferred Maintenance Repairs	decrease budget, revise scope, change project name	\$ (275,000)	\$ 925,000
LEASES						
Date Appr.	Project #	Institution	Project Name	Terms		Renewal Term
12/5/2006	Renewal	MUSC	134 Rutledge Avenue	Monthly Rate - \$2,400; Annual Rate - \$28,800; Term Rate - \$40,800	<i>Note: 40 parking spaces; \$60/mth charge</i>	2/1/2007-7/31/2008
12/12/2006	New	MUSC	Cannon Park Place, Third Floor	Monthly Rate - \$5,309; Annual Rate - \$63,712; \$18.90/SF	<i>Note: 3,371 sf for Office of Development & Alumni Affairs</i>	2/1/2007-1/31/08
¹ The General Assembly appropriated funding for the project during the 2006 session.						
² Increases of 10% or less of total project budget can be approved by staff.						
³ Routine repair, replacement, & maintenance projects are approved at staff level.						
⁴ Part of approved Master Land Acquisition Plan (MLAP)						