

DESCRIPTION OF INTERIM CAPITAL PROJECTS FOR CONSIDERATION

August 3, 2017

COLLEGE OF CHARLESTON

PROJECT NAME: Avery Envelope Renovation and Mechanical System Replacement

REQUESTED ACTION: Increase Construction Budget

REQUESTED ACTION AMOUNT: \$715,672
Previous Action: \$1,551,977 – June 2016, Establish Construction Budget

INITIAL CHE APPROVAL DATE: February 4, 2016

DESCRIPTION:

The College requests approval to increase the project budget by \$715,672 to allow Phase II project plans to be revised and rebid for envelope repair and mechanical system replacement at the Avery Research Center for African American History and Culture. Previous Phase II approval, received in June 2016, included a budget increase of \$292,677. The College experienced a delay between the approval of Phase II and the project going out to bid in April 2017, due partially to back and forth discussion on the project plans with the Office of the State Engineer. The College anticipates rebidding this project in Fall 2017, and beginning construction in December 2017. The new estimated completion date is Fall 2018.

The building envelope and mechanical systems are failing and are in need of repair and replacement in order to properly preserve the important archival and exhibition materials housed within the facility. The mechanical system has exceeded its normal service life and is not holding the temperature and humidity set points required for archive areas. The project scope remains the same to include moisture intrusion; masonry wall repairs; full replacement of the windows; and total replacement of all exterior sealant systems. The building condition survey supports the weaknesses noted below.

Source of Funds	Phase I (Pre-Design)	Phase II (Construction)	Total Proposed Budget
Institutional Capital Project Funds (ICPF)	\$18,886	\$1,533,088	\$1,551,977
Institutional Capital Project Funds (ICPF)		\$715,672*	<u>\$2,267,649</u>

*Additional costs explained in the attached Questionnaire

The source of funds for this project remains the same, Institutional Capital Project Funds. The uncommitted fund balance as of June 15, 2017 is \$13,323,423, which is net of the College's commitment of \$2.3M to this project and other projects expected within the next fiscal year.

E&G MAINTENANCE NEEDS:

Overall Exterior Wall system was rated as 3.375 out of 5 on the 2014 BCS with waterproofing, caulking, pointing and painting rated at 4 out of 5 where 5 represents worst condition (i.e. replace).

ANNUAL OPERATING COSTS/SAVINGS:

Cost savings to be determined.

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 H15 Name College of Charleston
 Contact Person Aaryne Elias Phone 843-953-7512

2. PROJECT Project # 9662 Name Avery Envelope Renovation and Mechanical System Replacement
 Facility # 126 Facility Name Avery Research Center for African American History and Culture

County Code	10 - Charleston
New/Revised Budget	\$2,267,955.00

Project Type	3 - Repair/Renovate Existing Facilities/Systems
Facility Type	2 - Program/Academic

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 project received Phase II approval in June 2016. In April 2017, the project's construction contract went out to bid. Two bids were received and the low bid was 35% over the estimated cost. The independent cost consultant used for this project reported that these results are consistent with the unfavorable bidding climate currently being experienced in the Charleston area. Recent OSE guidance states that higher prices with fewer bids should be expected in the area. These accounts suggest that the bid results are indicative of current true market value. The project team has determined that the scope cannot be reduced without threatening the integrity of the project. The team determined that the best course of action is to increase the project budget to reflect current market value and to repackage the project to attract a more competitive bid environment. The original project scope limited the bid to Mechanical Contractors per LLR regulations. The project plans will be revised to broaden the bidding pool to include General Contracts to create a more competitive bid environment. The project schedule will be delayed by 10 months in order to receive approval to increase the project budget, repackage the bid, and then re-bid the project. Based on current industry trends, a 4% escalation factor should be assumed with this schedule delay.

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: March 2016 Estimated Completion Date: October 2018
 Estimated Expenditures: Thru Current FY: \$110,000.00 After Current FY: \$2,157,955.00

8. ESTIMATES OF NEW/REVISED PROJECT COSTS

PROJECT #	9662
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- 1. _____ Land Purchase ----> Land: _____ Acres
 - 2. _____ Building Purchase ----> Floor Space: _____ Gross Square Feet
 - 3. 119,000.00 Professional Services Fees
 - 4. 9,000.00 Equipment and/or Materials ----> Information Technology \$3,000.00
 - 5. _____ Site Development
 - 6. _____ New Construction ----> Floor Space: _____ Gross Square Feet
 - 7. _____ Renovations - Building Interior ----> Floor Space: _____ Gross Square Feet
 - 8. _____ Renovations - Utilities
 - 9. 92,000.00 Roofing - 17 Roof Age
 - 10. 1,750,223.00 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. 113,537.00 Other: storage, inspections, safety, hazmat testing
 - 18. 184,195.00 Contingency
- \$2,267,955.00 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	<u>\$ 0 00</u>

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) CIPF	1,551,977.00	715,978.00	2,267,955.00 0.00 0.00		8214	98800100	4910	3907
TOTAL BUDGET	\$1,551,977.00	\$715,978.00	\$2,267,955.00					

10. SUBMITTED BY: *Paul Pelt* EVP for Business Affairs

 Signature of Authorized Official and Title

June 20, 2017

 Date

11. APPROVED BY: _____
 (For Department Use Only) Authorized Signature and Title

 Date

CAPITAL PROJECT BUDGET REVISION

PROJECT NAME: AVERY RENOVATION
PROJECT MANAGER: CRISTI SCHULTZ
DATE: 6/20/2017

RENOVATION	\$ 1,750,223
ROOFING	\$ 92,000
A/E SERVICES	\$ 119,000
CABLING	\$ 3,000
SPECIALTY EQUIPMENT	\$ 6,000
MOVING	\$ 9,827
STORAGE	\$ 75,173
INSPECTIONS	\$ 5,000
FIRE/LIFE SAFETY	\$ 18,000
HAZMAT/HAZWASTE TESTING	\$ 5,537
PROJECT CONTINGENCY	\$ 184,195
TOTAL PROJECT ESTIMATE~	\$ 2,267,955



**PERMANENT IMPROVEMENT PROJECT INFORMATION FORMAT
FOR BUDGET INCREASE (AFTER CONSTRUCTION BUDGET HAS BEEN APPROVED)
AVERY ENVELOPE RENOVATION AND MECHANICAL SYSTEM REPLACEMENT**

1. Please provide a detailed explanation of the reason(s) the budget increase is required, with the dollar amount(s) attributable to each reason.

- Construction cost estimate miscalculation - \$433,253

Low bid was 35% (\$433,253) over the construction cost estimate. Market indicators suggest that this bid reflects true current market value.

- A/E additional fees - \$15,000

The project plan will be revised so the contract bidding can be opened up to general contractors when re-bid. By expanding the bidding pool, we hope to create a more competitive bid environment.

- Project Delay Escalation and Contingency Increase - \$107,780

The project schedule will be delayed by 10 months to allow for the project budget increase process, repackaging of the project plan, and the re-bidding process. Based on current industry standards, a 4% escalation factor should be assumed. Contingency cost increased accordingly with the increase in construction cost.

- Specialized Archival Storage - ~\$30,000

The Avery Center archival materials will be relocated and stored off-site in a specialized archival storage facility

- Full Window Replacement vs Selective Repairs and Replacement - ~\$130,000

Replacing the windows instead of repairing the existing windows increased their guaranteed life expectancy by 10 years.

2. What is/are the source(s) of funds for the budget increase?

Capital Improvement Project Funds

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

Capital Improvement Project Funds is defined as those revenues generated by the Capital Improvement Fee that are in excess of the current annual debt service related to bonds issued under S.C. Code of Laws Section 59-130 Article 5. This fee is that portion of the student bill earmarked for debt service and renewal of the physical infrastructure. The College has had this fee in place since it became a public institution in 1970. The AY 2016-17 per semester fee is \$804.

4. What is the uncommitted balance of funds to be used for the budget increase for each source listed above?

As of June 14, 2017, the uncommitted balance of Capital Improvement Project Funds is \$13,323,423.

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

N/A

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

No.

7. If the project has not yet been bid, what energy savings/conservation measures will be implemented in the project?

Sustainable elements to be implemented:

- Roof with max reflectivity coefficient (to reduce heat island effect)
- Low fume / low VOC roofing materials

- Increased insulation in roof
- Low VOC paint and sealants
- High (energy) Performance Windows to maximize natural light, minimize glare and control heat gain / loss
- Control of air and moisture infiltration for improved air quality
- Control of air and moisture infiltration for improved HVAC equipment efficiency
- High energy performance HVAC equipment
- Improved insulation stop condensation at ducts and registers

8. If the project has not yet been bid, what is the projected date (month and year) for execution of the construction contract?

December 2017

9. If the project has not yet been bid, what is the projected date (month and year) for completion of construction?

August 2018

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

The facility houses the Avery Research Center for African American History and Culture. The mission of the Avery Center is to collect, preserve, and promote the unique history and culture of the African diaspora through archival collections, museum exhibitions, and public programming. The Avery Research Center provides tours, hosts workshops, presents lectures, and spotlights local and national talents in various forms of creative expression. Additionally, partnerships with the Charleston Public Schools, Berkeley Public Schools, the City of Charleston Office of Cultural Affairs' MOJA Arts Festival: A Celebration of African-American and Caribbean Arts, and other community groups extend the Avery Research Center's reach into local communities.

11. What is the total square footage of the building involved in the budget increase?

17,054 GSF

12. If only a portion of the building is being renovated, what is the square footage of the portion that is included in the renovation?

Envelope and interior mechanical systems of the entire facility (17,054 GSF).

13. What is the current age of the building or building systems involved in the increase?

The building is estimated to be approximately 148 years old. The mechanical components being replaced range from 17 to 27 years old.

14. If the budget increase is a result of a change in demand or usage data of the facility, please provide the demand/usage data that resulted in the need for the increase.

N/A

15. 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 Avery Research Center for African American History and Culture consists of museum, archive, and event space and serves the campus and the community at large. In total, over 3,000 patrons visit the Avery Research Center annually, ranging from scholars and lecturers, to school groups and universities, to families and community members from all over the world.

The Avery archives and reading room averages between 300-450 patrons annually. On average, 2,200-2,500 visitors participate in guided museum tours annually. Evening events such as lectures, film screening, exhibit openings, etc. see 750-850 participants annually. Daytime events such as lectures and symposiums see 250-300 participants annually.

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

N/A

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

This project was not included in a previous year's CIP. The project is institutional priority 1 of 7 for the 2017 CIP year 1 of 5.

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

The project will require an architectural/engineering firm and a construction firm, who each employ individuals throughout the Lowcountry and state.

Institution Name:	<u>College of Charleston</u>	Respondent:	<u>Roland Craft</u>
Building Number:	<u>126</u>		<u>Name</u>
Building Name:	<u>Avery Research Center</u>	Telephone:	<u>843-953-7792</u>
Location:	<u>125 Bull Street</u>	E-Mail:	<u>crafr@cofc.edu</u>
Gross Square Feet:	<u>17,053</u>		
Year Const / Renov:	<u>1868</u> <u>2004</u>		
Replacement Cost:	<u>\$4,231,614</u>		

Comments: Owned Fee Simple

Please do not enter data in the cells below this line. Begin data entry on Page 2.					
	System Avg. Score	Multiplier	System % of Building	Current % Value Bldg.	
Foundation	2.750	0.575	x 0.13	=	0.0748
Exterior Walls	3.375	0.388	x 0.13	=	0.0504
Floor	2.000	0.800	x 0.07	=	0.0560
Roof	2.333	0.700	x 0.07	=	0.0490
Interior Walls	1.833	0.833	x 0.03	=	0.0250
Windows	3.600	0.320	x 0.02	=	0.0064
Doors	2.000	0.800	x 0.01	=	0.0080
Ceiling	2.000	0.800	x 0.03	=	0.0240
Heating	3.500	0.350	x 0.10	=	0.0350
Cooling	3.375	0.388	x 0.10	=	0.0388
Plumbing	2.000	0.800	x 0.08	=	0.0640
Electrical	1.875	0.825	x 0.08	=	0.0660
Elevators	1.667	0.867	x 0.01	=	0.0087
Safety	1.500	0.900	x 0.05	=	0.0450
Design Standards	1.667	0.867	x 0.09	=	0.0780
Agency Rating:			1.00		0.629

Replacement Cost:	\$4,231,614
Building Condition:	63
Maintenance Need Over 20 Years:	\$1,565,697

Bldg. Avg. Grade	Condition Code	Condition Multiplier	Difference
1	Satisfactory	1.00	
2	Remodel A	0.8	-0.2
3	Remodel B	0.5	-0.3
4	Remodel C	0.2	-0.3
5	Replace	0.00	-0.2

Building Name: Avery Research Center

Building Number: 126

Foundation 1 - 2 - 3 - 4 - 5		Rating
Cracked Walls		3
Foundation Settlement		3
Foundation Deterioration		2
Design Load		3
Average		2.75

Exterior Wall System 1 - 2 - 3 - 4 - 5		Rating
Physical Condition		3
Waterproofing		4
Caulking		4
Pointing		4
Code Compliance		2
Insulation		3
Maintainability		3
Painting		4
Average		3.375

Floor System 1 - 2 - 3 - 4 - 5		Rating
Structural Condition		2
Maintainability		2
Floor Finish		2
Vibration		2
Fire Rating		2
Design Load		2
Average		2

Roof System 1 - 2 - 3 - 4 - 5		Rating
Physical Condition		2
Leaks		2
Drainage		3
Insulation		3
Fire Rating		2
Design Load		2
Average		2.3333
Age of Roof Cover:	7	
Type of Roof Cover:	EPDM	
Flat:	x	
Pitched:	x	

Interior Wall System 1 - 2 - 3 - 4 - 5		Rating
Physical Condition		2
Strength & Stability		2
Acoustical Quality		2
Appearance		2
Adaptability		1
Maintainability		2
Average		1.8333

Window System 1 - 2 - 3 - 4 - 5		Rating
Physical Condition		4
Appearance		3
Functional Ability		4
Infiltration		4
Maintainability		3
Average		3.6

Door System 1 - 2 - 3 - 4 - 5		Rating
Door Leaf		2
Frame		2
Hardware		2
Security		2
Fire Rating		2
Average		2

Ceiling System 1 - 2 - 3 - 4 - 5		Rating
Structural Condition		2
Accoustical		2
Accessibility		2
Appearance		2
Average		2

Heating System 1 - 2 - 3 - 4 - 5		Rating
Heating Capacity		4
Temperature Control		3
Noise Level		2
Air Circulation & Vent		4
Reliability		4
Reasonable Energy Consumption		4
Filtration		3
Humidity		4
Average		3.5
Age of System:	20 yr	
Heating Capacity-BTUs:	511000	

Cooling System 1 - 2 - 3 - 4 - 5		Rating
Cooling Capacity		4
Reasonable Energy Consumption		3
Temperature		2
Noise Level		2
Air Circulation & Vent		4
Reliability		4
Filtration		4
Humidity		4
Average		3.375
Age of System:	20 yr	
Cooling Capacity-Tons:	30 ton	

Plumbing System 1 - 2 - 3 - 4 - 5		Rating
Water Pressure & Supply Quantities		2
Sanitation Hazards or Cross Functions		2
Drain & Waste Function		2
Fixture Quantities		2
Fixture Types & Cond.		2
Wheel Chair Fixtures		2
Restroom Facilities		2
Roof Drainage		2
Site Drainage		2
Average		2

Electrical System 1 - 2 - 3 - 4 - 5		Rating
Safety Conditions		2
Service Capacity		2
Panel Capacity		2
Convenience Outlets		3
Light Levels		2
Fixtures		2
Emergency Power		0
Exit Lighting		2
Average		1.875

Elevator System 1 - 2 - 3 - 4 - 5		Rating
Size & Number		2
Maintainability		2
Code Compliance		1
Average		1.6667

Safety Standards 1 - 2 - 3 - 4 - 5		Rating
Means of Egress		2
Fire Ratings		1
Extinguishing Systems		1
Detection & Alarm Sys.		1
Lighting Systems		2
Handicap Access		2
Average		1.5

Design Standards 1 - 2 - 3 - 4 - 5		Rating
Flexible Design		2
Suitable for Present Use		1
Gross to Assignable Area		2
Average		1.6667