

**DESCRIPTION OF INTERIM CAPITAL PROJECT FOR CONSIDERATION**

March 1, 2018

**MEDICAL UNIVERSITY OF SOUTH CAROLINA**

**PROJECT NAME:** Courtenay Drive Garage Upgrades

**REQUESTED ACTION:** Establish Project (Phase I)

**REQUESTED ACTION AMOUNT:** \$37,500

*Internal Projected Cost: \$2,500,000*

**BOARD APPROVAL RECEIVED:** August 2017

**PREVIOUS CHE ACTIONS:** N/A

**DESCRIPTION:**

MUSC requests to establish a project to upgrade its 25-year-old parking garage on Courtenay Drive. This garage is the primary parking garage for the patients and staff of the Ashley River Tower Hospital. There are approximately 1,500 spaces, 545 are utilized by faculty/staff, 136 by patients, and 813 are currently leased out. Upon completion of the new hospital (SJCH), the spaces leased out will be reduced to less than 150 spaces to accommodate additional staff and patient visitors of the facility. There is no student parking associated with this facility.

Garage utilization:

Controlled access 70% of available hours

Controlled use = 1,698

Patient Activity = 340 average per day

Faculty and Staff = 545 average per day

Lease-out = 813 spaces per day

The scope of the upgrades includes installing new lighting, cleaning and painting interior concrete, new signage and wayfinding, improvements to the layout and circulation, and improvements to ADA accessibility. No additional space will be added. The timing of this project aligns with the University's preparation for the opening of the children's and women's hospital.

This project was identified as a priority during the most recent CPIP submission, and is included as priority number two for 2017-18. The funds for this project are fully collected and are parking revenue generated through the parking system. Current parking rates for employees range from \$70-\$130 per month based on salary tiers, and patient parking maximums are \$3 per day for outpatient, and \$6 per day for inpatient visitors. The uncommitted balance in the parking system fund is \$4,843,000.

Financial Information provided:

	<b>Actual</b>	<b>Projected</b>
	<b>FY17</b>	<b>FY18</b>
<b>MUSC Parking (System-Wide)</b>		
<b>Financial Schedule</b>	<b>\$</b>	<b>\$</b>
Revenue	12,953,085	12,719,628
Expense & Debt	11,528,720	12,195,989
<b>Rev. less Exp. &amp; Debt</b>	<b><u>1,424,365</u></b>	<b><u>523,639</u></b>
Ending Cash (Reserves)	7,863,748	8,387,387

**E&G MAINTENANCE NEEDS:**

N/A – Not an E&G structure

However, the approximate annual maintenance cost of the garage is \$117,184 per year which equates to approximately \$78 per space.

**ADDITIONAL ANNUAL OPERATING COSTS/SAVINGS:**

This project is not expected to impact the operating budget. Utilities, maintenance and repairs expenses are not expected to increase nor decrease.

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 H51 Name Medical University of South Carolina  
 Contact Person Philip S Mauney Phone 843-792-2490

2. PROJECT  
 Project # \_\_\_\_\_ Name Courtenay Drive Garage Upgrades  
 Facility # 130 Facility Name Courtenay Drive Garage

County Code	10 - Charleston
New/Revised Budget	\$37,500.00

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

3. CPIP PROJECT APPROVAL FOR CURRENT FISCAL YEAR  
 CPIP priority number 2 of 4 for FY 2018.

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

Establish Project	<input checked="" type="checkbox"/>	Decrease Budget	<input type="checkbox"/>	Close Project	<input type="checkbox"/>
Establish Project - CRIP	<input type="checkbox"/>	Change Source of Funds	<input type="checkbox"/>	Change Project Name	<input type="checkbox"/>
Increase Budget	<input 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 will make upgrades in MUSC's Courtenay Drive Parking Garage. Upgrades will include new lighting, cleaning & painting of interior concrete, new signage and wayfinding, layout and circulation improvements, ADA accessibility improvements. These improvements will upgrade the garage to support the New Children's and Women's Hospital currently under construction. This request is to proceed with Phase 1 schematic design.

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 2018 Estimated Completion Date: June 2020  
 Estimated Expenditures: Thru Current FY: \$37,500.00 After Current FY: \_\_\_\_\_

8. ESTIMATES OF NEW/REVISED PROJECT COSTS

<b>PROJECT #</b>	
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- 1. \_\_\_\_\_ Land Purchase ---->
- 2. \_\_\_\_\_ Building Purchase ---->
- 3. 37,500.00 Professional Services Fees
- 4. \_\_\_\_\_ Equipment and/or Materials ---->
- 5. \_\_\_\_\_ Site Development
- 6. \_\_\_\_\_ New Construction ---->
- 7. \_\_\_\_\_ Renovations - Building Interior ---->
- 8. \_\_\_\_\_ Renovations - Utilities
- 9. \_\_\_\_\_ Roofing - \_\_\_\_\_ 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. \_\_\_\_\_ Contingency

Land: \_\_\_\_\_ Acres  
 Floor Space: \_\_\_\_\_ Gross Square Feet  
 Information Technology \_\_\_\_\_  
 Floor Space: \_\_\_\_\_ Gross Square Feet  
 Floor Space: \_\_\_\_\_ Gross Square Feet

\$37,500.00 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) Parking Revenue		37,500.00	37,500.00 0.00 0.00		4141	98800100	3035	3907
<b>TOTAL BUDGET</b>	<b>\$0.00</b>	<b>\$37,500.00</b>	<b>\$37,500.00</b>					

10. SUBMITTED BY:

*Jose Edwards*  
 Signature of Authorized Official and Title

1/18/18  
 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 H51 Name Medical University of South Carolina

2. PROJECT Project # \_\_\_\_\_ Name Courtenay Drive Garage Upgrades

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.).

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: *Jose Edwary*                      1/18/18  
Signature of Authorized Official and Title                      Date

**PERMANENT IMPROVEMENT PROJECT INFORMATION FORMAT  
FOR PHASE I A&E PRE-DESIGN PROJECTS**

1. What is the internal projected cost of the project?

**\$2,500,000**

2. What is/are the source(s) of funds to be used for A&E pre-design?

**Parking Revenue**

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

**Revenue generated from operation of the MUSC parking system**

4. What is the current fund balance of uncommitted funds in the source of funds for A&E pre-design?

**\$4,843,000**

5. What is the source(s) of funds to be used for construction?

**Parking Revenue**

6. What is your agency/institution's definition of the source(s) of funds to be used for construction?  
(Please be specific for each if different from those in 3 above. If there is statutory authority authorizing the use of the funds for capital project, please cite the code section and if a source includes a fee, what is the fee called, what is the fee amount and when was it put in place?)

**Revenue generated from operation of the MUSC parking system**

7. What is the current fund balance of uncommitted funds in each source to be used for construction?

**\$4,843,000**

8. Will the use of any funds for A&E pre-design or for construction require an increase in any student fee or tuition?

**NO**

9. If the use of any funds for A&E pre-design or construction will require any student fee or tuition increase, please explain and include the amount of the fees annually or by semester, what the fee is called and when it was put in place.

**Not Applicable**

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

**559,288**

11. 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?

**559,288**

12. What program(s) will use the space to be renovated/constructed?

**Parking**

13. What is the current age of the building to be renovated?

**25 years old**

14. What is the current age of the building system(s) to be renovated or replaced?

**25years old**

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

**No new space is being added**

16. If the A&E pre-design request is above 1.5% of the internal estimated cost of the project, what is the reason the amount exceeds 1.5%?

**Not applicable**

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 for the entire building? (Answer for as many as are applicable.)

**Approximately 1500 parking spaces are available for faculty, staff, and patient parking.**

18. 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?

**2017 CPIP, FY2018, project #2 of 4**

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

**Approximately 15 - 20 construction jobs will be maintained during the construction period. The major economic impact is the continued viable operation and revenue generation of this facility.**

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

**Parking Revenue funds the maintenance of parking facilities**

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

**Yes, the name of the account is "Investment Fund-Deferred Maintenance." All funds in the account were committed to deferred maintenance projects during the FY 18 capital budget process.**

22. 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?

**Not Applicable**