

MINUTES OF  
Budget and  
Control Board  
Meeting

April 24, 1979

MINUTES OF BUDGET AND CONTROL BOARD MEETING

APRIL 24, 1979      10:30 A. M.

The Budget and Control Board met at 10:30 a.m. on Tuesday, April 24, 1979 in the Governor's Conference Room with the following members in attendance:

Governor Richard W. Riley  
Mr. Grady L. Patterson, Jr.  
Mr. Earle E. Morris, Jr.  
Senator Rembert C. Dennis  
Representative Tom G. Mangum

Also attending were Executive Director William T. Putnam; Governor's Executive Assistant Katherine M. Clarke; State Auditor Edgar A. Vaughn, Jr., and staff members Burr and Ellis; Messrs. Furman E. McEachern, Jr., and Rudy Counts of the Division of General Services; Retirement System Director Purvis W. Collins; State Personnel Division Director Jack S. Mullins; Motor Vehicle Management Division Director Allan J. Spence; Planning Officer Dr. Jesse A. Coles; Chief of Special Projects John A. Crosscope, Jr.; State Employees Association Executive Director Larry G. Ellis; Board Secretary William A. McInnis and Donna K. Williams.

MINUTES OF PREVIOUS MEETING - A draft version of the minutes of the meeting held on April 10, 1979 previously had been furnished to members.

Upon a motion by Mr. Patterson, seconded by Representative Mangum, the Budget and Control Board approved the referenced minutes as written.

BLUE AGENDA - Upon a motion by Representative Mangum, seconded by Mr. Patterson, the Budget and Control Board approved items on the blue agenda which are identified as such in these minutes.

GENERAL SERVICES - RIGHT-OF-WAY EASEMENT GRANT (BLUE AGENDA #1) -

The Division of General Services advised that the Farmers Telephone Cooperative, Inc., has requested a right-of-way easement for a plastic underground telephone conduit thirty inches deep and approximately seven feet from the sidewalk along U.S. 15 crossing the property of the Military Department of South Carolina in Lee County. The Division further expressed the view that this conduit would not adversely affect the State property involved and recommended that the Board grant the requested easement.

Upon a motion by Representative Mangum, seconded by Mr. Patterson, the Budget and Control Board granted the referenced easement to the Farmers Telephone Cooperative, Inc., as recommended by the Division of General Services.

Information relating to this matter has been retained in these files and is identified as Exhibit I.

CONSULTANT SERVICES CONTRACTS - Upon a motion by Representative Mangum, seconded by Mr. Patterson, the Budget and Control Board approved the following consultant services contracts:

(1) Department of Education with National Evaluation Systems, Inc., consultant; Maximum Dollars: \$33,250, Federal, 100%; Time Period: 4/2/79 - 8/27/79; Purpose: To conduct a survey of teacher and administrator perceptions of South Carolina's vocational education curriculum development needs.

(2) Parks, Recreation and Tourism with Sociology Research Associates, consultant; Maximum Dollars: \$91,300, State 50%, Federal 50%; Time Period: 5/1/79 - 10/1/79; Purpose: To conduct a special study aimed at analyzing the recreation preferences of South Carolinians.

(3) Division of Research and Statistical Services with South Carolina Medical Care Foundation, consultant; Maximum Dollars: \$91,076,



Federal, 100%; Time Period - 4/1/79 - 3/31/80; Purpose: To continue acquisition and collection of descriptive and demographic statistics of hospitalization experience in South Carolina.

Information relating to these matters has been retained in these files and is identified as Exhibit II.

GRANTS AND CONTRACTS REVIEW SUBCOMMITTEE - INDIRECT COST WAIVER

REQUEST - The Budget and Control Board without objection agreed to consider the two items of this Subcommittee out of order so that staff could attend a meeting of the Joint Appropriations Review Committee being held at this same hour.

Dr. R. Archie Ellis of the Grants and Contracts Review Unit appeared before the Board in connection with these matters.

Executive Director Putnam pointed out that the Subcommittee had found the Educational Television Commission request for a waiver of the requirement to remit indirect cost recoveries to the general fund to be a most meritorious one and had recommended (1) approval of the program modification from \$513,950 to \$270,000; (2) endorsement of a supplemental appropriation request in the amount of \$34,380 for ETV with an appropriate carry over provision; and (3) disapproval of the indirect cost waiver request.

Following a brief discussion, upon a motion by Mr. Patterson, seconded by Representative Mangum, the Budget and Control Board approved the recommendations of the Subcommittee.

Information relating to this matter has been retained in these files and is identified as Exhibit III.

GRANTS AND CONTRACTS REVIEW SUBCOMMITTEE - GRANT AND CONTRACT

REQUESTS - Presented to the Board was a Subcommittee package including 47 projects involving \$8,570,664 of federal funds, \$177,752 of State funds



and \$645,880 of other funds for a total funding of \$9,394,296.

Following a brief discussion, upon a motion by Mr. Patterson, seconded by Representative Mangum, the Budget and Control Board approved the recommendations of the Subcommittee on the referenced package of 47 projects.

Information relating to this matter has been retained in these files and is identified as Exhibit IV.

[Secretary's Note: Mr. Morris joined the meeting at this point.]

MEDICAL UNIVERSITY - VAN POOL PROGRAM - President William H. Knisely and Vice President John E. Wise appeared before the Board in connection with this matter. Dr. Knisely indicated that the Medical University has worked with various State and local groups in the development of the van pool program and that funds are available to acquire four vans and that about 170 persons have signed up for the program.

Dr. Knisely indicated that his purpose in appearing before the Board is to request that, as an incentive for taking care of the vehicles, the van drivers be given first opportunity to purchase these vehicles at the time of their disposition. Dr. Knisely further indicated that he had no interest in who sets the price to be charged for these vehicles at the time of their disposal sale.

Mr. Furman E. McEachern, Director of the Division of General Services, indicated that his Division may have been misinformed in that it was their understanding that the proposal was to sell these vans at book or depreciated value which in some instances could be zero. He proposed that the value of these vehicles be established by the Surplus Property Director of the Division of General Services at the time of their proposed disposal. Dr. Knisely expressed agreement with this approach and noted that his only interest

is to provide the stimulus for taking care of the equipment by giving the drivers first opportunity to purchase the equipment at the time of disposal.

In the ensuing discussion, President Knisely indicated that the van drivers would be Medical University employees; that the program will be self-amortizing, self-supporting based on payments made by pool participants; and that he fully expects that demand will require extending the project soon.

[Secretary's Note: Senator Dennis joined the meeting at this point.]

In response to Governor Riley's question, President Knisely indicated that employees rather than students are to be served by the program as it presently stands but that no reason exists to exclude students in the future.

Following this discussion, upon a motion by Mr. Morris, seconded by Representative Mangum, the Budget and Control Board authorized granting first refusal on the purchase of any van used in the van pool program by the Medical University to its employee-driver at a price to be determined at the time of disposal by the Surplus Property Director of the Division of General Services.

Information relating to this matter has been retained in these files and is identified as Exhibit V.

MEDICAL UNIVERSITY - FUNDS ABOVE LEVEL AUTHORIZED - President William H. Knisely and Vice President John E. Wise appeared before the Budget and Control Board in connection with this matter. Mr. Wise by letter previously had advised that \$2,500,000 of additional revenue above the level authorized in the 1978-79 Appropriation Act which had been generated by patient charges are now anticipated during the current fiscal year and he submitted a revised budget reflecting the projected expenditure of \$2,368,695 of the additional revenue anticipated.

Following a brief discussion, upon a motion by Senator Dennis, seconded by Mr. Morris, the Budget and Control Board authorized the Medical University to receive and expend \$2,500,000 of additional revenue derived from patient charges above the level authorized in the 1978-79 Appropriation Act.

Executive Director Putnam noted that this Board action must be concurred in by the Joint Appropriations Review Committee.

Information relating to this matter has been retained in these files and is identified as Exhibit VI.

RETIREMENT SYSTEM - PROPOSED TERMINATION PAY AND RETIREMENT PROCEDURE -

Retirement System Director Purvis W. Collins appeared before the Board to advise that the "gap period" (the period between the last day of a pay period in any fiscal year and July 1, the effective date of retirement pay) has widened since 1975 and is causing increasing concern among State employees. He suggested that a procedure designed to allow an employee to continue working during that gap period be approved by the Board. The procedure recommended by Mr. Collins, more specifically, provides that an employee's termination pay be based on the rate of pay at the end of the pay period year; that the salary used in the Retirement Formula Calculation terminate with the last day of the pay period; that retirement be effective July 1; and that employees be allowed to continue working during the period between the end of the pay period year and July 1 at the salary rate provided for the ensuing fiscal year. He noted that the Attorney General's Office has provided an opinion which indicates that the pay of an employee during the so-called gap period need not be included within the calculation of the average final compensation but that period be considered in determining the total amount of service of an employee.



In the ensuing discussion, Executive Director Putnam urged that the Board not avoid noting that three years from now 27 pay periods technically will occur during the fiscal year. He noted that, unless the System is going to be distorted, the policy being adopted in the procedures under consideration at the present meeting should be continued even though in that year it will mean cutting off one entire pay period for purposes of determining the average final compensation. Mr. Putnam strongly urged that some public relations work be undertaken to ensure an understanding of this procedure among State employees. Mr. Putnam further noted that, while that aspect is not under consideration at the present meeting, this 27 pay period situation will present a budgetary problem as well.

Following this discussion, upon a motion by Mr. Patterson, seconded by Representative Mangum, the Budget and Control Board approved the referenced termination pay and retirement procedure suggested by Mr. Collins.

Information relating to this matter has been retained in these files and is identified as Exhibit VII.

GENERAL SERVICES - FUNDS TRANSFER REQUEST - Division of General Services Director Furman E. McEachern and Assistant Director Rudy Counts appeared before the Board to propose that \$30,000 be transferred from funds appropriated to pay rent in Ashley Center to a permanent improvements account to finance the grading and spreading of gravel on a portion of the property adjacent to Ashley Center owned by the State to provide parking area for 100 vehicles for employees of agencies other than the Medical University. The Division also recommended that a \$3.50 bi-weekly charge be made for these spaces and that the resulting revenues be returned to the general fund.

Following a brief discussion, upon a motion by Mr. Morris, seconded

by Mr. Patterson, the Budget and Control Board approved the transfer of \$30,000 from account #11060833 to account #23090120 (permanent improvements) for the purpose indicated based on the understanding that a rental charge of \$3.50 bi-weekly would apply to the resulting spaces and that the revenues generated by this charge would be returned to the general fund.

Information relating to this matter has been retained in these files and is identified as Exhibit VIII.

STATE TREASURER - EDUCATION ASSISTANCE AUTHORITY BOND AUTHORIZATION INCREASE - Upon a motion by Mr. Patterson, seconded by Senator Dennis, the Budget and Control Board endorsed the enactment of legislation to increase the aggregate principal amount of State Education Assistance Authority revenue bonds which may be outstanding from \$15,000,000 to \$25,000,000. The Board also directed the staff to advise the Joint Capital Improvement Bond Committee of this action and to request Chairman Frank L. Roddey and his Committee to support the enactment of the referenced legislation.

A draft version of the referenced legislation has been retained in these files and is identified as Exhibit IX.

BOARD OF OPTICIANRY - CIVIL CONTINGENT FUND REQUEST - Executive Director Putnam advised that the Board of Opticianry has requested an advance of \$7,550 from the Civil Contingent Fund in anticipation of its receipt of a supplemental appropriation in a like amount. Mr. Putnam further advised the Board that the Civil Contingent Fund presently has an available balance of about \$2,800 which would easily be required in the remainder of the current fiscal year to pay the expenses of the various committees. Mr. Putnam then recommended that this request be carried over and that the staff review allocations previously made from the Fund to determine if all are still required and that it conduct a survey of the several divisions of the Budget

and Control Board in search of funds which could be transferred to the Civil Contingent Fund.

Upon a motion by Mr. Patterson, seconded by Mr. Morris, the Budget and Control Board agreed with Mr. Putnam's recommendation that the Board of Opticianry request be carried over to a future meeting.

Representative Mangum urged that the financial situation of the Board of Optometry (from which the Board of Opticianry recently was separated) be reviewed as a possible source of funds.

Governor Riley expressed the view that this situation points out the need for leadership in the effort to combine some of the numerous regulatory boards.

Information relating to this matter has been retained in these files and is identified as Exhibit X.

VARIOUS AGENCIES - POSITIONS ABOVE NUMBER AUTHORIZED AND POSITION

REESTABLISHMENT - The Board considered the following requests:

(1) Aeronautics Commission: An increase of two State-funded positions which would result from a proposed change in source of funds from federal to State. Mr. Putnam noted that the request stems partially from a cash flow problem and the use of these two employees on projects for which federal reimbursements cannot be claimed. He recommended that the request be approved with the understanding that if State funds are not available for these positions next year they would be terminated. Senator Dennis observed that these two employees are involved in airport planning work and that they are used in lieu of consultants. He also pointed out that the Finance Committee has received a request for State support of these two positions in next year's budget.

Following this discussion, upon a motion by Senator Dennis, seconded



by Mr. Patterson, the Budget and Control Board approved the Aeronautics Commission request.

(2) Opportunity School: An increase of one Comptroller I, grade 29, State-funded position. Executive Director Putnam indicated that Board staff could vouch for the Opportunity School need for the proposed additional position and noted that the agency has been using outside help to prepare its budget and for other purposes.

Following a brief discussion, upon a motion by Representative Mangum, seconded by Mr. Morris, the Budget and Control Board approved the Opportunity School request.

(3) Clemson University: Request to reestablish nine positions deleted as a result of their having been vacant for a period of twelve or more months and the establishment of .5 FTE position.

(4) Water Resources Commission: Reestablishment of one Civil Engineer II position; and

(5) Highways and Public Transportation: Reestablishment of four Highway Patrol positions.

Executive Director Putnam noted that the law relating to the reestablishment of positions deleted as a result of their having been vacant for twelve or more months is to some extent at odds with the law on vacancy funding. He pointed out that this whole situation gets a bit tricky in that a certain number of positions are authorized but only 97.5% of the funding required is provided for those positions. He further recommended that the positions requested for reestablishment be approved.

Mr. Morris moved that the Board approve Mr. Putnam's recommendation and Senator Dennis seconded that motion but the Board did not vote on the matter at this point. Governor Riley inquired as to whether any net

reduction of personnel has resulted as a result of the vacancy deletion requirement and if any analysis of this situation had been accomplished. Mr. Putnam indicated that no detailed analysis had been undertaken and, in view of the fact that the vacancy factor is built in, that the proviso probably has not saved any funds and that serious consideration probably should be given to removing it from the law.

Dr. Mullins, in response to an inquiry from Senator Dennis, indicated that the sole criterion employed in deleting the Clemson University positions, the reestablishment of which is now being requested, was the fact that they had been vacant for twelve or more months. Dr. Mullins also expressed doubt that this requirement is doing very much good.

Following this discussion, Governor Riley asked Mr. Putnam to examine the whole situation involved in these requests to reestablish positions and to make recommendations to the Board at a future meeting. The Budget and Control Board without objection agreed to carry over the Clemson University, Water Resources Commission and Highways and Public Transportation requests to the next meeting.

Information relating to this matter has been retained in these files and is identified as Exhibit XI.

TAX COMMISSION - EMPLOYMENT AND PAYMENT OF APPRAISERS - Upon a motion by Mr. Patterson, the Budget and Control Board without objection agreed to add to the present agenda a request by Tax Commission Executive Director W. T. Pace for authorization to employ two outside appraisers under the terms of Code Section 12-3-250. Executive Director Putnam noted that the referenced Code section provides that the Tax Commission, with the Board's approval may incur and pay the expense of expert witnesses or other evidence for use in any judicial proceeding involving the Tax Commission and that

the amount of such expense shall be drawn upon funds from the type of tax involved in the proceeding. Mr. Putnam expressed the view that the request is totally in order but he recommended that the Board follow the precedent of a previous case in which the Tax Commission was authorized to proceed with the employment of the appraisers and to pay for their services from appropriated funds already available to the Commission. He recommended also that this approach be taken based on the understanding that, if the Tax Commission determines that appropriated funds will not be available for this purpose at the end of the fiscal year, the amount involved would be drawn in accord with Code Section 12-3-250.

Upon a motion by Mr. Patterson, seconded by Mr. Morris, the Budget and Control Board authorized the Tax Commission to employ two outside appraisers and to pay for their services from appropriated funds already available to the Commission, as recommended by Mr. Putnam. The motion also included the further understanding outlined by Mr. Putnam.

Information relating to this matter has been retained in these files and is identified as Exhibit XII.

FUTURE MEETING - The Budget and Control Board noted that the next regular meeting is scheduled for Tuesday, May 8, 1979, at 10:30 a.m.

EXECUTIVE SESSION - Executive Director Putnam announced that four contractual items and one personnel matter had been proposed for consideration in executive session and he requested that one additional contractual item be added to the executive session agenda. Upon a motion by Mr. Morris, seconded by Mr. Patterson, the Budget and Control Board agreed to consider these matters in executive session whereupon Governor Riley declared the meeting to be in executive session.



RATIFICATION OF EXECUTIVE SESSION ACTIONS - Following the Board's consideration of executive session items, the meeting was opened and, upon a motion by Mr. Morris, seconded by Mr. Patterson, the following actions taken by the Board in executive session were ratified:

(1) Approved the acquisition by the College of Charleston of approximately 1½ acres of land for parking purposes provided the Commission on Higher Education concurs in the Board's action;

(2) Approved the procurement by the Employment Security Commission of a data entry system from the low bidder meeting published specifications;

(3) Approved a University of South Carolina request for authorization to acquire from the Amdahl Corporation four additional megabytes of memory and additional input/output channels;

(4) Carried over one contractual matter and one personnel matter to a future meeting; and

(5) Authorized Executive Director Putnam to develop a procedure which does not involve the Board or any of its staff for establishing fair market values of motor vehicles in the event they are to be purchased by certain State officials.

The meeting was adjourned at 12:10 p.m.

[Secretary's Note: In compliance with Section 9 of Act 593 of 1978 (the Freedom of Information Act), public notice of and the agenda for this meeting were posted on bulletin boards in the Office of the Governor's Press Secretary in the State House and near the Board Secretary's office in the Wade Hampton Office Building on April 20, 1979.]

EXHIBIT I

STATE BUDGET AND CONTROL BOARD

BLUE AGENDA

4/24/79

MEETING OF April 24, 1979

ITEM NUMBER 1

Agency: General Services

Subject: Right-of-way Easement Grant

The Division of General Services advises that the Farmers Telephone Cooperative, Inc., requests a right-of-way easement for a plastic underground telephone conduit 30 inches deep and approximately seven feet from the sidewalk along U.S. 15 crossing the property of the Military Department of South Carolina in Lee County. The Division advises that this conduit will not adversely affect the State property and it recommends that the easement be granted.

Board Action Requested:

Grant referenced easement to the Farmers Telephone Cooperative, Inc., as recommended by the Division of General Services.

Staff Comment:

Attachments:

STATE BUDGET AND CONTROL BOARD  
DIVISION OF GENERAL SERVICES  
AGENDA

April 24, 1979

I. Purchase of SCN Property on Assembly Street

With the completion of the Dennis Building there will remain a deficit of adequate space to house State agencies in or near the State House. South Carolina National Bank has offered to sell the property in the 900 block of Assembly Street. This building will provide approximately 45,000 square feet of office space and could be utilized by the Attorney General releasing space in the Hampton Building to be utilized by the constitutional officers.

We have negotiated for the purchase of this property with a long term land lease to the bank on the north side to be utilized as a drive-in bank facility.

It is recommended that the Board approve this purchase and request adequate bond funds to purchase and renovate the property for State use.

II. Right-of-Way Easement

The Farmers Telephone Cooperative, Inc. requests a right-of-way easement for a plastic underground telephone conduit 30" deep and approximately 7' from the sidewalk along U.S. 15 crossing the property of the Military Department of the State of South Carolina in Lee County.

This conduit will not adversely affect the State property and it is recommended that the right-of-way be granted.



# RIGHT OF WAY EASEMENT

No. \_\_\_\_\_

The State of South Carolina,

COUNTY OF Lee

the Military Dept of the State of South Carolina

For and in consideration of the sum of one (\$1.00) dollar to \_\_\_\_\_ in hand paid, the receipt of which is hereby acknowledged, \_\_\_\_\_ the Military Dept of the State of S.C. hereby grant and convey to the Farmers Telephone Cooperative, Inc., its successors and assigns, the right, privilege, authority, and easement to construct, reconstruct, operate, repair, patrol, and maintain its Telephone Line or System, including the necessary poles, anchors, wires, cables, conduits, fixtures, guys, braces, and appliances necessary and/or useful in connection therewith, and the right to permit the attachment to poles and/or the installation in conduits of the wires and cables of any other company, and to string or place on said poles from time to time telegraph and electric power wires, fixtures, and appurtenances, upon, under, over, and across the property of the undersigned owner situate in the county of Lee, state of South Carolina and described as follows:

NW  
bounded on the NW by a ditch which separates it from lands of George R. Muldrow & Mrs. Goulding Muldrow.  
NE  
bounded on the NE by US Hwy #15  
SE  
bounded on the SE by lands of George Reid Muldrow & Goulding R. Muldrow.  
SW  
bounded on the SW by lands of George Reid Muldrow & Goulding R. Muldrow.  
and upon and along the roads, streets, and highways through or adjoining said property.

The structures and fixtures hereinbefore mentioned and the approximate location thereof on said property being as follows:

see cont. sheet

This easement includes the right of ingress and egress to and from said land at any time for the purpose of exercising any of the rights herein granted, together with the rights and privileges necessary for the full enjoyment and use thereof, including the right to trim or remove, and to keep clear such trees, underbrush and buildings or structures as, in the judgment of the said company's agent, may in any way interfere with the construction, maintenance, and operation of said lines or endanger the same or the operating thereof.

The undersigned agree that all poles, wires and other facilities, including all telephone equipment, installed on the above described lands or in any building on said premises at the Cooperative's expense shall remain the property of the Cooperative, removable at the option of the Cooperative.

TO HAVE AND TO HOLD the same to the said Farmer's Telephone Cooperative, Inc., its successors and assigns for so long as said property shall be used in accordance with the above described easement. In the event such easement shall be abandoned, become inoperable, or otherwise cease to be used, then this easement shall cease and be of no effect, reverting back to the State.

IN WITNESS WHEREOF I HAVE HEREUNTO SET my HANDS AND SEALS THIS 7th DAY

OF May, 19 79

Approved by State Budget and  
Control Board on April 24, 1979 (Seal)

WITNESS William A. McInnis

William T. Putnam (Seal)

WITNESS Doana K. Williams

William T. Putnam, Executive Director

Ref: minutes page 2

STATE OF SOUTH CAROLINA  
COUNTY OF RICHLAND

PROBATE

Personally appeared before me William A. McInnis who  
being sworn says that he saw the within named William T. Putnam  
sign, seal, and as his act and deed, deliver the within written Deed; and that he with Donna K. Williams witnessed the execution thereof.

SWORN to before me this the 16th day of May 19 79  
Janet P. Whisenant (L.S.)  
Notary Public for South Carolina  
My Commission expires 9-16 19 84  
William A. McInnis

# EASEMENT

From

The Military Department of South Carolina

To

FARMERS TELEPHONE COOPERATIVE, INC.

I hereby certify that the within Easement was filed for record in my  
office at        M. o'clock on the        day of        19         
and was immediately entered upon the proper indexes and duly  
recorded in Book        of Deeds,  
page        ;         
       clerk of court for  
       County.

I hereby certify that the within Easement has been this  
       day of        19         
Recorded in Book        of Deeds, page  
       ;        Auditor  
for        County.

STATE BUDGET AND CONTROL BOARD

MEETING OF April 24, 1979

BLUE AGENDA

ITEM NUMBER

EXHIBIT II

4/24/79

2

Agency: Various

Subject: Consultant Services Contracts

Please refer to attachments for details.

Board Action Requested:

Approve

Staff Comment:

Attachments:

Summary and related attachments



CONSULTANT SERVICE CONTRACTS - \$10,000 AND OVER

[illegible]

## CONSULTANT SERVICE CONTRACTS - \$10,000 AND OVER

[illegible]

SOUTH CAROLINA DEPARTMENT OF EDUCATION  
CONTRACTUAL AGREEMENTS

Section 1

Name of Contractor National Evaluation Systems, Inc. SSN \_\_\_\_\_

Address 30 Gatehouse Road, Amherst, Massachusetts 01002 EIN 04-2524119

Service(s) to be Performed Survey of vocational education teachers and administrators, and final report

Terms of Contract:

Beginning Date April 2, 1979

Ending Date August 27, 1979

Amount to be paid \_\_\_\_\_

Section 2 To be completed when competitive bidding is required (minimum of 3 bids)

| Proposed Contractor<br>(Name and Address) | Bid Method<br>(Sealed Bid, Telephone Quotation) | Bid Price       |
|---|---|-----------------|
| A. <u>National Evaluation Systems</u>     | <u>(Sealed bid (proposal))</u>                  | <u>\$33,250</u> |
| B. <u>See enclosures</u>                  | _____   | _____           |
| C. _____                                  | _____   | _____           |

Rationale for Contractor Selection (use continuation sheet if necessary) Evaluation of review committee.

\* Results are summarized in enclosures.

Section 3 Accounting Information

| Budget         | Voc. Ed.-Ancillary<br>Office | Federal<br>Account      | Professional Fee<br>Transaction | Research<br>Fund    |
|----------------|------------------------------|-------------------------|---------------------------------|---------------------|
| Classification | <u>12241200</u><br>Code      | <u>25070056</u><br>Code | <u>20208003</u><br>Code         | <u>3629</u><br>Code |

Accountant: R. W. Howard Date: 3-27-79

Section 4 Approval

Office Director: [Signature] Date: 3/27/79

Deputy Superintendent: [Signature] Date: 4-9-79

Budget & Control Board: \_\_\_\_\_ Date: \_\_\_\_\_

Section 5 Certification by Individual Performing Service

I certify that the above service as agreed to has been performed and completed.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



PROJECT TRANSMITTAL SHEET

APPLICATION FOR STATE ADMINISTERED FUNDS

Name of Project A Survey of Teacher and Administrator Perceptions of  
South Carolina's Vocational Education Curriculum Development Needs.

Purpose of Project To utilize data collected in long-range, curriculum  
development planning.

Effective Dates of Project April 2, 1979 To August 27, 1979

Submitted by: National Evaluation Systems, Inc. March 16, 1979  
Position/Agency Title Date

Reviewed by: Beggy L. Morrison March 26, 1979  
ECU Supervisor Date

Reviewed by: William C. Piment Mar. 27, 1979  
Chief Supervisor, Ancillary Date

Reviewed by: Emily L. Owens March 27, 1979  
Chief Supervisor, Program Planning & Development Date

Reviewed by: James A. Wheeler 3/28/79  
Chief Supervisor, Project Processing & Review Date

Approved by: L. L. Leger 3/27/79  
Director Date

Approved by: B. B. Coogan 4-5-79  
Deputy Superintendent Date

NOTE: Refer this form and one file copy of the approved proposal to the VRCU Supervisor

## EVALUATION SUMMARY

| PROPOSALS                          | REVIEWERS                       |    |     |     |    | COMPOSITE |
|------------------------------------|---------------------------------|----|-----|-----|----|-----------|
|                                    | I                               | II | III | IV  | V  |           |
|                                    | <u>Technical</u>                |    |     |     |    |           |
| Vismor, McGill & Bell              | 40                              | 20 | 28  | 27½ | 50 | 33.1      |
| National Evaluation Systems        | 45                              | 43 | 47  | 43  | 48 | 45.2      |
| Dun and Bradstreet                 | 39                              | 36 | 27  | 22  | 34 | 31.6      |
| Zimmerman, Evans and Leopold       | 27                              | 30 | 43  | 18  | 39 | 31.4      |
| Associated Educational Consultants | 10                              | -  | 30  | 29  | 14 | 20.75     |
|                                    | <u>Corporate Qualifications</u> |    |     |     |    |           |
| Vismor, McGill & Bell              | 30                              | 13 | 18  | 17½ | 31 | 21.9      |
| National Evaluation Systems        | 35                              | 28 | 35  | 28  | 33 | 31.8      |
| Dun and Bradstreet                 | 10                              | 23 | 8   | 16  | 30 | 17.4      |
| Zimmerman, Evans and Leopold       | 25                              | 16 | 25  | 15  | 24 | 21.0      |
| Associated Educational Consultants | 15                              | -  | 15  | 12  | 12 | 13.5      |
|                                    | <u>Cost Analysis</u>            |    |     |     |    |           |
| Vismor, McGill & Bell              | 5                               | 1  | 7   | 5   | 9  | 5.4       |
| National Evaluation Systems        | 10                              | 4  | 9   | 8   | 10 | 8.2       |
| Dun and Bradstreet                 | 3                               | 3  | 8   | 4   | 9  | 5.4       |
| Zimmerman, Evans and Leopold       | 10                              | 7  | 10  | 6   | 8  | 8.2       |
| Associated Educational Consultants | 0                               | -  | -   | -   | 0  | 0.0       |
|                                    | <u>Total</u>                    |    |     |     |    |           |
| Vismor, McGill & Bell              | 75                              | 34 | 53  | 50  | 90 | 60.4      |
| National Evaluation Systems        | 90                              | 75 | 91  | 79  | 91 | 85.2      |
| Dun and Bradstreet                 | 52                              | 62 | 43  | 42  | 73 | 54.4      |
| Zimmerman, Evans and Leopold       | 62                              | 53 | 78  | 39  | 71 | 60.6      |
| Associated Educational Consultants | 25                              | -  | 45  | 41  | 26 | 34.25     |
|                                    | <u>Rank Order</u>               |    |     |     |    |           |
| Vismor, McGill & Bell              | 2                               | 4  | 3   | 2   | 2  | 2.6       |
| National Evaluation Systems        | 1                               | 1  | 1   | 1   | 1  | 1.0       |
| Dun and Bradstreet                 | 4                               | 2  | 4   | 3   | 3  | 3.2       |
| Zimmerman, Evans and Leopold       | 3                               | 3  | 2   | 5   | 4  | 3.4       |
| Associated Educational Consultants | 5                               | 5  | 5   | 4   | 5  | 4.8       |

COST SUMMARY

|  |          |
|--|----------|
| Zimmerman, Evans and Leopold, Inc.       | \$31,918 |
| National Evaluation Systems, Inc.        | \$33,250 |
| Vismor, McGill & Bell, Inc.              | \$43,200 |
| Dun's Marketing Services                 | \$43,464 |
| Associated Educational Consultants, Inc. | -        |



*The State of South Carolina*

RECEIVED

APR 17 1979

BUDGET AND CONTROL BOARD  
OFFICE OF EXECUTIVE DIRECTOR



*Office of the Attorney General*

FRANK K. SLOAN  
DEPUTY ATTORNEY GENERAL

WADE HAMPTON OFFICE BUILDING  
POST OFFICE BOX 11549  
COLUMBIA, S. C. 29211  
TELEPHONE 803-758-3970

DANIEL R. McLEOD  
ATTORNEY GENERAL

April 16, 1979

Mr. William T. Putnam  
Executive Director  
State Budget and Control Board  
Box 11333  
Columbia, S. C.

Dear Mr. Putnam:

The State Department of Education will shortly request approval of the State Budget and Control Board for the award of a contract in the sum of \$33,250 to National Evaluation Systems, Inc., to "survey teacher and administrator perceptions of South Carolina's vocational education curriculum development needs". By reason of the fact that the Department is requesting approval of the award to the second low bidder, rather than the low bidder, the opinion of this office has been requested as to whether the procedures followed by the Department are in compliance with law and justify the award to a company other than the low bidder.

Proposals were received from five bidders pursuant to request for proposal, VRCU-RFP-79-01, dated February 1979. Bids were received March 19, 1979, the low bid being tendered by Zimmerman, Evans and Leopold, Inc., for the sum of \$31,918. The RFP specifically reserved the Department the right to reject any and all proposals and the right to award the contract to other than the low bidder. The RFP further provided bids would be evaluated by a committee from the Office of Vocational Education, State Department of Education, based upon criteria detailed in Section 6.7 of the RFP.

APR 18 1979



April 18, 1979

Mr. William A. McInnis  
Deputy Executive Director  
State Budget and Control Board  
Post Office Box 11333  
Columbia, South Carolina 29211

RE: Approval of Consultants

Dear Mr. McInnis:

The South Carolina Department of Parks, Recreation and Tourism would like to retain the firm of Sociology Research Associates to conduct the "South Carolina Recreation User Preference Study." This study is a part of the State's Comprehensive Outdoor Recreation Plan which is required by the federal government for South Carolina to remain eligible for some \$5 million per year in Land and Water Conservation Funds.

Because of the magnitude of this effort, we chose to select a consultant through the Budget and Control Board's procedure for selecting Architectural/Engineering Firms even though we were looking for planning, research or marketing capabilities to complement our in-house staff.

Attached is a copy of the newspaper advertisement, proposed contract and list of firms interviewed along with a statement that consideration was given to the amount of State projects the firms had executed in the past two years.

I hope this will be sufficient documentation for you and the board to take action on next week. Please let me know if we can furnish any further information or appear before the board in this regard.

Sincerely,

William R. Jennings Director  
Division of Planning and Development

WRJ:pd

cc: Fred P. Brinkman  
Robert L. Gunter

Enclosures

CORRECTION



Mc-I  
The State of South Carolina

RECEIVED



APR 17 1979

BUDGET AND CONTROL BOARD  
OFFICE OF EXECUTIVE DIRECTOR

Office of the Attorney General

FRANK K. SLOAN  
DEPUTY ATTORNEY GENERAL

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POST OFFICE BOX 11549  
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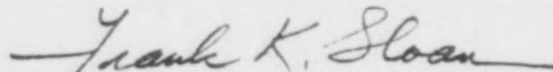
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Mr. William T. Putnam  
Page Two  
April 16, 1979

This Office has reviewed the results of the evaluation as conducted by the Department's Committee and it is noted that in all areas of the review, the second low bidder, National Evaluation Systems, Inc., rated consistently in first place in all categories of the evaluation. The Zimmerman firm, while making a bid offer some \$1,200 lower, did not scale in the first position in any of the criteria evaluated and was out scored in some categories by other bidders as well.

It is therefore the opinion of this Office that the Department has complied in all respects with the review and evaluation as provided in the RFP and that its proposal that the contract be awarded to the second low bidder is in accordance with law and within the limitations specifically set out in the RFP.

Sincerely,



Frank K. Sloan  
Deputy Attorney General

FKS/jr

CC: Dr. Charlie G. Williams  
State Superintendent of Education

APR 18 1979



April 18, 1979

Mr. William A. McInnis  
Deputy Executive Director  
State Budget and Control Board  
Post Office Box 11333  
Columbia, South Carolina 29211

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Because of the magnitude of this effort, we chose to select a consultant through the Budget and Control Board's procedure for selecting Architectural/Engineering Firms even though we were looking for planning, research or marketing capabilities to complement our in-house staff.

Attached is a copy of the newspaper advertisement, proposed contract and list of firms interviewed along with a statement that consideration was given to the amount of State projects the firms had executed in the past two years.

I hope this will be sufficient documentation for you and the board to take action on next week. Please let me know if we can furnish any further information or appear before the board in this regard.

Sincerely,

William R. Jennings Director  
Division of Planning and Development

WRJ:pd

cc: Fred P. Brinkman  
Robert L. Gunter

Enclosures



## REPORT ON CONSULTANTS

APR 18 1979

Name of State Agency: SC Dept. of Parks, Recreation & TourismDate of Report: April 18, 1979 Prepared by: William R. JenningsName of Consultant or Firm: Sociology Research AssociatesAddress of Consultant or Firm: 2817 Millwood Ave., Columbia, SC 29201

## Terms of Consultant Contract:

Beginning Date: May 1, 1979 Ending Date October 1, 1979Rate of Pay: \$ \_\_\_\_\_ per \_\_\_\_\_; Maximum under this contract: \$ 91,300.00Source of Funds: State App. (50 %); Land & Water (50 %); \_\_\_\_\_ ( %).  
Contractual Services HCRS ;

## Purpose or Goal of Consultant:

The South Carolina Overall Recreation Plan (SCORP) is the State's official recreation plan. It keeps South Carolina eligible for approximately \$5 million per year in Land and Water Conservation Funds. As part of this plan, a special study is to be conducted relative to analyzing the recreation preferences of South Carolinians. The purpose of the study is to provide PRT SCORP planners with accurate estimates of current, and forecasts of future, participation in recreation activities.

Was this Individual or Firm Selected through the Submission of Bids or Proposals?

Yes X No \_\_\_\_\_If yes, How many Bids or Proposals were Received? Four (4)

Seven firms responded to an advertisement for resumes'. Four firms were selected for detail interviews and proposals.

WORK ELEMENTS

RECREATION USER PREFERENCE STUDY

I. COLLECTION OF PRIMARY AND SECONDARY DATA

A. Secondary Data

1. Previous survey data on recreational activities
  - a. Local
  - b. State
  - c. National
2. Reports on recreational needs
  - a. Marketing studies
  - b. Recreational clubs and organizations studies
3. Population distribution and migration for South Carolina
  - a. Current
  - b. Projected

B. Primary Data

1. Telephone interviews with random sample of South Carolinians
  - a. Demographics by regional planning districts
  - b. Respondent recreational activities audit
    - (1) Participation
    - (2) Choice preferences
      - (a) Location
      - (b) Frequency
2. Personal in-depth in-the-home interviews with random sample of South Carolinians
  - a. Demographics by regional planning districts
  - b. Recreational activities audit by household member
    - (1) Frequency

- (2) Location
- (3) Preferences
- (4) Satisfaction
- (5) Needs
- (6) Seasonal Activity

c. Evaluation of recreational activities and facilities

## II. ANALYSIS AND FORECASTS OF RECREATIONAL ACTIVITIES

- A. Review and analysis of existing data and reports
- B. Analysis of telephone interviews
- C. Analysis of personal in-the-home interviews
- D. Forecasting recreational activities through 1995

## III. REPORT PREPARATION AND PRINTING

- A. Technical Report
- B. Executive Summary



## EXPLANATION OF WORK ELEMENTS

### I. COLLECTION OF PRIMARY AND SECONDARY DATA

A number of studies have already been done concerning preferences for and participation in recreation (outdoor and indoor) and leisure-time activities in national, state and local studies in the United States. As a starting point for this work element, a search will be made of the Item File Index at the Roper Center. Items (questionnaire items and responses) will be collected for possible use in the questionnaire for the telephone and in-person interviews.

National and South Carolina clubs and organizations will be approached for data and studies on recreational activities. Market research studies conducted for commercial recreation organizations will be gathered. This information as well as information from national and state recreation and park agencies will be used not only in questionnaire construction but also in analysis and forecasting.

In addition to the above secondary sources, a telephone survey of 3000 South Carolinians, selected at random so as to represent the State's ten Regional Planning Districts, will be made to audit the respondent's recreational activities in 1978-79.

As a followup to the telephone interviews, 1000 South Carolinians, randomly selected with 100 in each Regional Planning District, will be interviewed in-depth on recreational activities for each member of the household, frequency of participation in recreational activities, location of the activity, preferences for activities, satisfaction with existing recreational activities and sites, perceived need for existing and future activities and sites, and recreational activity by season. Finally, the respondent will evaluate recreational activities and facilities in South Carolina.

### II. ANALYSIS AND FORECASTS OF RECREATIONAL ACTIVITIES

Existing data will be used for comparison with data gathered in the interview situations. As relevant these data will be presented in the technical and executive summary reports.

Telephone interview data will be analyzed and crosstabulated by a number of demographic characteristics of the respondent and household members, including sex, race, age, occupation, education, size of the household, region of the State (Piedmont, Midlands, Lowlands), total family income, and regional planning district. The demographics will also be used in the analysis of the personal in-the-home interviews.

Estimates will be made of recreational activity for the population of each regional planning district. From these estimates, provided by both telephone and in-the-home interviews, and from existing census data on the State's population trends, forecasts of future activities will be made.

### III. REPORT PREPARATION AND PRINTING

Two versions of the study will be printed.

1. 30 copies of the technical report will be printed which will compile all research findings, presented in tabular and narrative form. This report will contain a description of the samples, detail how the sample was drawn and provide estimates of sampling error for each item on the questionnaires. The study will also contain a description of the final model of the forecasting procedure.
2. 500 copies of the executive summary of the study will be printed. This will summarize the findings of the study in layman's language.

## STATEMENT

## Columbia Newspapers, Inc.

Publishers of

P. O. BOX 150

COLUMBIA, S. C. 29202

## The Columbia Record

SOUTH CAROLINA'S LARGEST AFTERNOON NEWSPAPER

## REQUEST FOR RESUMES

Submission of a resume of qualifications from planning and marketing firms will be received by the South Carolina Department of Parks, Recreation and Tourism, Pendleton Street, Columbia, South Carolina 29201, for the administration of a statewide survey concerning recreation participation and preferences, and computer-assisted analysis of the results.

Firms submitting resumes must be capable of performing the services necessary to accomplish the following:

- Generate a statewide probability sample of South Carolina households;
- Assist PRT Planning Division staff in the design of a survey instrument;
- Pretest the survey instrument;
- Conduct 150 statewide household interviews using paid interviewers that have been trained in taking personal interviews; and
- Perform computer-assisted data analysis of the survey results.

The firm will also be expected to work closely with the staff of the Planning and Development Division of PRT to insure reliability of results.

Firms submitting resumes shall include a list of all contracts that firm has executed on South Carolina State work in the past two years. Resumes and/or inquiries should be directed to Barbara Beth Clure, Assistant Director, Division of Planning and Development, SC Dept. of Parks, Recreation and Tourism, Suite 113, Edger A. Town Building, 1203 Pendleton Columbia, SC 29201 no later than 3:00 p.m., February 26, 1979.

BY: Fred P. Brinkman  
Executive Director  
SC Dept. of Parks,  
Recreation and Tourism

State

LARGEST MORNING NEWSPAPER

Dept. P.R.T.  
Pendleton St., Suite 113  
Columbia, S.C. 29201

PAY  
LAST  
AMOUNT



|                               | DATE    | SPACE           |        | CHARGES | C<br>O<br>D<br>E | CREDITS | TOTAL<br>INCHES<br>FOR MONTH | BALANCE DUE |
|-------------------------------|---------|-----------------|--------|---------|------------------|---------|------------------------------|-------------|
|                               |         | RATE            | INCHES |         |                  |         |                              |             |
|                               |         | BALANCE FORWARD |        |         |                  |         |                              |             |
| THAMES<br>BY<br>PARTICIPATION | 1-4-79  | 4.75            | 4.75   | 41.56   |                  |         | 4.75                         | 41.56       |
|                               | 1-11-79 | 4.75            | 4.75   | 41.56   |                  |         | 9.50                         | 83.12       |

Charge to: 11068189  
Recreation User  
Preference Study

RECEIVED  
FEB 27 1979  
ADMIN. DIVISION

Charge to: 11068199  
Recreation User  
Preference Study





## CONTRACT

This agreement, entered into this 1st day of May, 1979, by and between the consultant firm of Sociology Research Associates, hereinafter called the "Consultant" and the South Carolina Department of Parks, Recreation and Tourism, hereinafter called "PRT": WITNESSETH THAT:

WHEREAS, PRT desires to engage the Consultant to render certain technical and professional services hereafter described in connection with an undertaking which is expected to be partially financed through the Land and Water Conservation Fund as amended:

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. EMPLOYMENT OF CONSULTANT--PRT hereby agrees to engage the Consultant and the Consultant hereby agrees to perform the services hereinafter set forth in connection with the project of PRT.
2. SCOPE OF SERVICES--The Consultant shall do, perform and carry out, in a satisfactory and proper manner, as determined by PRT, the following services in accordance with the attached work program herein called "Work Element - South Carolina Recreation User Preference Study, 'Explanation of Work Elements' and 'Project Costs by Work Element'" all of which are attached to and made a part of this contract:
  - I. Data Collection - Primary and Secondary.
  - II. Analysis and Forecasting of Recreational Activities.
  - III. Report Preparation and Printing.
3. REPORTS--The report to be performed under this contract shall be prepared on paper stock suitable for reproduction. Upon completion of the required services, all maps, stencils, negatives, plates, computer printouts, data file and other supporting materials prepared as a part of the service become the exclusive property of PRT.

4. DATA TO BE FURNISHED TO CONSULTANT--All project related information; materials, existing survey data, and reports which are available to PRT, will be furnished timely to Consultant.
5. CLOSE COORDINATION--This project necessitates the staff of the Consultant to work closely with the staff of PRT to meet the timetable which PRT established.
6. COST AND DURATION--For the work outlined in both the "Work Elements" and the "Explanation of Work Elements" of the project, PRT agrees to pay the firm of Sociology Research Associates (the Consultant) for professional services and expenses not to exceed \$91,300.00.
  - a. Expenses, such as for travel, communications, report reproduction, professional service charges will be billed as separate items but not include actual documentation. However, documentation will be maintained in the Consultant's office for a period of three (3) years for Federal audit purposes. Invoices will be submitted by work element on a monthly basis. Upon determination by PRT that the services are being satisfactorily completed and under the terms of this contract, PRT will pay to the Consultant the amount set forth in this contract.
  - b. The work will be completed in six (6) months from the date of the signing of this contract.
7. CHANGES--The parties to this contract may, from time to time, require changes in the scope of services of the Consultant to be performed hereunder. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon by and between the parties to this contract, shall be incorporated in written amendments to this contract. And any changes shall be signed by authorized representatives by both parties.

8. GENERAL PROVISIONS--All work done for PRT under the terms of this contract, by the Consultant, will be conducted on a confidential basis and Consultant will treat information developed hereunder in accordance with the established professional standards of the Consultant's profession.
- a. The Consultant will devote its best efforts to the work called for under the terms and conditions of this contract. The Consultant's recommendations and any written material provided by Consultant will be to its best judgment based on the information pertinent to the study required under this contract.
9. STAFF RESPONSIBILITY--PRT will furnish the necessary staff to coordinator the project. Consultant will furnish Dr. A. Emerson Smith, Dr. Frank K. Brown, Mr. Dal W. Maness and other staff will be drawn upon as their special skills may be needed.
10. TERMINATION OF THE CONTRACT--If, through any cause, the Consultant shall fail to fulfill, in timely and proper manner, his obligations under this contract, PRT shall thereupon have the right to terminate this contract by giving written notice to the Consultant of such termination and specifying the effective date thereof, at least thirty days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, photographs and reports prepared by the Consultant under the contract shall, at the option of PRT, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and materials.

IN WITNESS, WHEREOF, PRT, and the Consultant have executed this contract duplicate original as of the date first above written.

SOCIOLOGY RESEARCH ASSOCIATES

DEPARTMENT OF PARKS, RECREATION  
AND TOURISM

BY \_\_\_\_\_  
Authorized Contracting Officer

BY \_\_\_\_\_  
Fred P. Brinkman, Executive Director



# PROJECT COST BY WORK ELEMENTS

|                              | TOTAL<br>COST \$ | BEGINNING<br>DATE | ENDING<br>DATE |
|------------------------------|------------------|-------------------|----------------|
| I. Data Collection           | 51,600           | 5-1-79            | 6-30-79        |
| II. Analysis and Forecasting | 32,600           | 8-1-79            | 10-1-79        |
| III. Report Preparation      |                  |                   |                |
| A. Technical                 | 1,500            | 9-1-79            | 10-1-79        |
| B. Executive Summary         | 1,500            | 9-1-79            | 10-1-79        |
| IV. Report Printing          |                  |                   |                |
| A. Technical                 | 600              | 10-1-79           | 10-15-79       |
| B. Executive Summary         | 3,500            | 10-1-79           | 10-30-79       |
| TOTAL:                       | 91,300           |                   |                |

A request for resumes' of qualifications from planning and marketing research firms was published in THE STATE, The GREENVILLE NEWS and the NEWS AND COURIER on Sunday, February 4, and Sunday, February 11, for the above referenced project. Resumes' were received from seven firms before the deadline of 3:00 p.m., February 26, 1979.

A request for proposals was sent to four of the seven firms which had responded. The four firms, listed below, were selected from the original seven as those deserving a more in-depth analysis of their capabilities to do the project. The request for proposal outlined the work elements expected to be done by the consultant, summarized the purpose of the study and the desired results.

The following firms were chosen in order of preference and approved by the PRT Commission:

1. Sociology Research
2. Wilbur Smith and Associates
3. Carter-Goble-Roberts
4. Inabinet Associates

In general, PRT was seeking a firm that was strong in the technical elements of survey research. The considerations used in reviewing a firm are listed below. These considerations were used in conjunction with in-depth personal interviews with each individual firm.

#### Considerations for Reviewing Each Firm

- I. General reputation in marketing research field.
- II. Personal backgrounds of education and experience of principals and key staff members.
- III. Nature and scope of marketing research projects performed by the firm with attention to experience on projects of similar nature and scope.
- IV. Clarity and detail of specifications and cost estimates in proposal.
- V. Amount of State projects executed in the past two years.

APR 23 1979



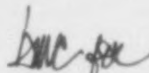
William R. Jennings, Director  
Division of Planning  
(803) 758-2863

M E M O R A N D U M

TO: William A. McInnis  
FROM: William R. Jennings  
DATE: April 23, 1979  
SUBJECT: Cost Estimates/PRT Statewide Recreation Survey

As you had requested, we are enclosing information regarding cost estimates received from those firms that were interviewed for the statewide recreation survey.

If you should need further explanation or additional information, please do not hesitate to call on me or Beth McClure.

  
WRJ

/pd

Enclosure





## MEMORANDUM

TO: Buddy Jennings  
FROM: Neal Asman  
DATE: April 20, 1979  
SUBJECT: Cost Estimates Received from Those Firms that were Interviewed  
for Statewide Survey

Each firm gave a range for the cost of the project based on the size of the sample and the type of survey administration used. Sociology Research, Wilbur Smith and Associates and Carter-Goble-Roberts included specific descriptions of the cost. Sociology Research presented three alternatives in order to inform the selection committee of the relative cost of telephone vs. mail vs. in-home personal interviews. The alternatives are as follows:

|          |   |
|----------|---|
| \$13,500 | 1,500 completed telephone interviews or \$9/interview |
| \$16,500 | 1,500 completed mail questionnaires or \$11/interview |
| \$37,500 | 1,500 completed in-home interviews or \$25/interview  |

The sample size used in these examples was based on information in the request for proposal that was sent out by the planning staff to each firm. Sociology Research suggested that a sample size of 1,500 could be used if we could group some of the smaller planning districts in order to have geographical areas with approximately equal population sizes. The result would be five recreation planning districts and 300 households within each district or 1,500 households statewide. However, as other parts of our SCORP planning process are based on the ten regional planning districts, the planning staff decided to stick to the original intention of having a sample size large enough to get estimates of participation in each and every district. This would require a sample size of 3,000 (300 in each of the ten districts) rather than 1,500 households. Therefore, the estimates from Sociology Research should be doubled as follows:

|          |   |
|----------|---|
| \$27,000 | 3,000 completed telephone interviews or \$9/interview |
| \$33,000 | 3,000 completed mail questionnaires or \$11/interview |
| \$75,000 | 3,000 completed in-home interviews or \$25/interview  |

South Carolina Department of Parks, Recreation & Tourism

Suite 113, Edgar A. Brown Building ■ 1205 Pendleton Street ■ Columbia, South Carolina 29201

Wilbur Smith and Associates gave one cost estimate for a specific data collection method. The sample size used by Wilbur Smith and Associates (4,400) was enough to give us estimates of participation in each planning district. The proposal by Wilbur Smith and Associates is as follows:

|          |  |
|----------|--|
| \$80,000 | 400 completed personal in-home interviews<br>plus<br>4,000 mail questionnaires as follows: |
|          | 1. Mail out 4,000 interviews obtained from the statistical sample;                         |
|          | 2. Second mail-out of the samples which were not responded to<br>in the initial mail-out;  |
|          | 3. Telephone interview with the samples not responding to the<br>second mail-out; and      |
|          | 4. Personal interview with the samples not responding to the<br>telephone survey.          |

Wilbur Smith and Associates did not give us a breakdown of the cost in terms of cost/interview for each stage of the data collection. The following is an estimated breakdown prepared by the planning staff:

|       |   |   |
|-------|---|---|
| 400   | completed in-home interviews  | \$10,000 using \$25/completed interview |
| 4,000 | mail-out questionnaires<br>with 50% response rate<br>or 2,000 completed questionnaires      | \$22,000 using \$11/completed interview |
| 2,000 | Second mail-out questionnaires<br>with 20% response rate<br>or 400 completed questionnaires | \$4,400 using \$11/completed interview  |
| 1,600 | Telephone follow-up interviews<br>with 60% response rate<br>or 960 completed interviews     | \$8,640 using \$9/completed interview   |
| 640   | Personal in-home follow-up<br>interviews, all completed                                     | \$16,000 using \$25/completed interview |
|       | Total staff estimated cost  | <hr/> \$61,040                          |

The total staff estimated cost is the result of applying the costs per interview for each type of data collection as was used by Sociology Research. In addition, reasonable response rates were used for each stage of the data collection.

The total cost submitted in the proposal by Wilbur Smith and Associates was \$80,000. Part of the additional \$19,000 is the cost for the forecasting part of the study.

Carter-Goble-Roberts gave a specific cost estimate for a combination of telephone interviews and person-to-person interviews at State Parks. The proposal was as follows:

Buddy Jennings  
April 20, 1979  
Page 3

\$25,000      685 completed telephone interviews  
              plus  
              100 person-to-person interviews at State Parks

Using the costs per interview as suggested by Sociology Research, the following estimates are produced:

|     |  |  |
|-----|--|--|
| 685 | completed telephone interviews                       | \$6,165 using \$9/completed interview  |
| 100 | completed person-to-person interviews at State Parks | \$2,500 using \$25/completed interview |
|     |  | _____                                  |
|     | Total staff estimated cost                           | \$8,665                                |

This staff estimated cost is approximately \$16,000 short of the \$25,000 proposed cost. Part of this \$16,000 is to cover the forecasting element of the study.

Inabinet Associates gave the least specific cost estimate of all the firms and did not present a specific data collection method to be used. It was difficult for the selection committee to compare the Inabinet Associates proposal on the basis of cost. The following range was given by Inabinet Associates in the interview:

\$20,000-\$35,000 for a sample size of 1,000-2,000

#### CONCLUSION

Although Carter-Goble-Roberts gave a specific cost estimate, their proposal was believed by the selection committee to be inadequate for our needs. Comparing Sociology Research and Wilbur Smith and Associates, the cost difference between the two is not very large. The original proposal presented by Sociology Research did not include a cost estimate for the forecasting element, whereas the Wilbur Smith and Associates proposal did include it. The total cost on the negotiated contract with Sociology Research includes this element and comes to \$91,300. This compares with the Wilbur Smith and Associates estimate of \$80,000.

*Buc for*  
NRA

/pd



STATE AUDITOR'S OFFICE

REPORT ON CONSULTANTS

Name of State Agency: State Budget and Control Board  
Division of Research and Statistical Services  
Date of Report: 4/12/79 Prepared by: Dell Kinlaw  
Name of Consultant or Firm: South Carolina Medical Care Foundation  
Address of Consultant or Firm: P.O. Box 21667 Columbia, S.C. 29221  
Terms of Consultant Contract:

Beginning Date: 4/1/79 Ending Date: 3/31/80

Rate of Pay: \$ 91,076 \* 100% Federal

Purpose or Goal of Consultant: Continuation of Activities in the Acquisition and Collection of descriptive and demographic statistics of hospitalization experiences in South Carolina. These data will be aggregated from various sources and compiled into a master file on magnetic tape. This tape will be transferred to the Division of Research and Statistical Services for analysis and dissemination. This a continuation of the attached contract with modifications of:  
(1) Date - see above (2) 1979 data, rather than 1978 and (3) cost - see above.

Was this Individual or Firm Selected through the Submission of Bids or Proposals?

Yes \_\_\_\_\_ No X  
This organization, an organizational arm of the S.C. Medical Assoc., is the only organization in the state with the capability to perform  
If yes, How many Bids or Proposals were Received? \_\_\_\_\_

This function.

\* This amount is subject to negotiation with Contracts Management Branch, DHEW, Center Bldg, 3700 East-West Highway, Hyattsville, Md. Negotiation to begin last of April, 1979 and to be retroactive to April 1, 1979.



SOUTH CAROLINA MEDICAL CARE FOUNDATION

P. O. BOX 21667 3325 MEDICAL PARK RD., COLUMBIA, S. C. 29221

APRIL 1, 1979

REVISED  
PRELIMINARY BUDGET PROPOSAL

TO

DIVISION RESEARCH/STATISTICAL SERVICES  
STATE BUDGET AND CONTROL BOARD

ON

S.C. HOSPITAL CARE INFORMATION COMPONENT  
COMPREHENSIVE HEALTH STATISTICS SYSTEM  
NATIONAL CENTER FOR HEALTH STATISTICS

FROM

SOUTH CAROLINA MEDICAL CARE FOUNDATION

1979 HOSPITAL CARE INFORMATION  
(STATEWIDE HOSPITAL DISCHARGE DATA SYSTEM)

# DELIVERY OF SERVICES-COST ESTIMATE

## SOUTH CAROLINA MEDICAL CARE FOUNDATION:

|                                 |                 |
|---------------------------------|-----------------|
| SCMCF STAFF SUPPORT/SECRETARIAL | \$24,625.00     |
| FRINGES                         | 5,215.00        |
| ADMINISTRATIVE OVERHEAD         | 4,571.00        |
| TRAVEL                          | 4,410.00        |
| DIRECT COSTS                    | 5,857.00        |
| DATA ACQUISITION                | 20,050.00       |
| DATA PROCESSING                 | 20,113.00       |
| DATA QUALITY CONTROL            | <u>6,235.00</u> |
|                                 | \$91,076.00     |

## DELIVERABLES:

MINIMUM 400,000 DISCHARGES  
FEDERAL - PAS - NON-PAS

## DELIVERY OF SERVICES:

APRIL 1,1979 - MARCH 31,1980  
1979 CALENDAR YEAR DISCHARGE DATA

Initiate Work  
Progress Reports

April 1,1979  
June 30,1979  
September 30,1979  
December 31,1979  
March 31,1980

Final Report  
Magnetic Tape Delivery



|  |   |
|--|---|
| SCMCF Staff/Support Services:                          |   |
| Staff  | 21,165.00   |
| Secretarial @ 50%                                      | 3,460.00  |
| Administrative Overhead @ 5%                           | 4,571.00  |
| Fringes:   |   |
| FICA   | 1,572.00  |
| Health/Life  | 1,343.00  |
| Fed/State Unemployment                                 | 230.00  |
| Pension  | 2,070.00  |
| Travel:  |   |
| 120 Trips x 150 x .17                                  | 3,060.00  |
| 15 Per Diems @ \$40.00                                 | 600.00  |
| Out-of-State:  |   |
| 1 - Ann Arbor  |   |
| 2 - Washington   | 750.00  |
| Direct Costs:  |   |
| Telephone \$50.00 per month x12                        | 600.00  |
| Office Space   | 2,060.00  |
| Office Supplies  | 576.00  |
| Printing/Reprod.                                       | 860.00  |
| Postage  | 490.00  |
| Abstract Costs   | 571.00  |
| Misc. Expense  | 400.00  |
| Meeting/Conference                                     | 300.00  |
| Data Acquisition:                                      |   |
| 350,000 (PAS) @ 3.3¢                                   | 11,550.00   |
| 50,000 (Computer Tapes) @ .05¢                         | 2,500.00  |
| Abstracting:   |   |
| 60,000 @ 10¢   | 6,000.00  |
| Data Processing:                                       |   |
| Key Punch 118 bytes x 60,000 Record                    |   |
| 7,080,000 strokes                                      |   |
| 7,080,000 bytes = 885 Hours                            |   |
| 8,000 strokes per hour                                 |   |
| 885 Hours @ 7.00 per                                   | 6,195.00  |
| Verify   | $\begin{array}{r} \times \quad Z \\ \hline 12,390.00 \end{array}$ |
| Addition Key Punch, Verification,<br>Entry, Site Costs | 4,610.00  |
| Computer Programming                                   |   |
| Tape Preparation                                       | 3,113.00  |
| Merger   |   |

QUALITY CONTROL (1979)

SALARIES:

|                                 |          |            |
|---------------------------------|----------|------------|
| (1979) Data Manager (10%)       | 1,360.00 |            |
| MR Technician 20 days @ \$42.00 | 840.00   |            |
| Clerical 15 hrs. @ \$3.00       | 45.00    | \$2,245.00 |

Administrative:

Scheduling

Telephone

Postage

670.00

670.00

Travel:

25 trips x 150 x .17

640.00

7 per diem @ \$40.00

280.00

920.00

Validation of AC - Fed.

750.00

750.00

Computer Processing:

Dump

Unit Record

1,650.00

1,650.00

TOTAL:

\$6,235.00

## THIS AGREEMENT

Entered into January 12, 1978, between the Division of Research and Statistical Services (hereinafter called the Grantor), State Budget and Control Board, and the South Carolina Medical Care Foundation (hereinafter known as the Grantee).

The parties hereto, for and in consideration of their mutual promises each to the other, hereby agree as follows:

Provision of Services: Pursuant to the receipt of approval from the National Center for Health Statistics under Request for Proposal HRA 232-7B-0738 for the completion of a developmental project and full operational status of a system for the collection and processing of hospital care statistics, the Grantor agrees to contract with the Grantee for the following services:

A. Completion of the development of a statewide hospital discharge data system; and full operational status for a statewide discharge data system that is built upon existing systems for collecting and processing patient care data for Calendar Year 1978 in raw element form, for analyses at the State level.

These existing systems include Professional Activities Studies (PAS), other national systems, the Case Review Record Set (PSRO), A-92-R billing forms, and "in-house" data systems. Guidance and direction in the design, implementation, and administration of the Hospital Care Information Component is to be provided by the Division's Hospital Care Information Task Force.

B. The collection of the Uniform Hospital Discharge Data Set or available individual raw elements within the Set, as well as additional elements deemed essential for effective State and local planning efforts (See Attachment I).

C. Existing sources for this data set, in raw element form for State analyses, must be utilized to the maximum extent possible by the Foundation before



new data systems or the expansion of existing systems shall be initiated by the Grantee.

D. Data acquisition activities by the Foundation shall begin no later than January 1, 1978, and shall terminate March 31, 1979, unless otherwise revised or altered.

E. In negotiations with data providers, the Grantee shall act as agent for the Division of Research and Statistical Services. Any contractual arrangements necessary to secure the release of the aforementioned data set from providers shall be executed in the name of the Division of Research and Statistical Services. The Grantee shall assume the legal responsibility to protect the confidentiality of the data in question while such data is being collected and/or assimilated. The Grantor shall assume the legal responsibility for maintaining the confidentiality of the statewide data base once such a base has been established.

F. The Grantee agrees to produce a data tape containing the UHDDS or available data elements therein for a minimum of 350,000 discharges, prepared according to specifications to be determined by the National Center for Health Statistics and forwarded to the Division of Research and Statistical Services no later than (March 31, 1979), unless approval for late submission has been granted, in writing, from the Division of Research and Statistical Services and DHEW.

G. A system of quality control and assessment for all discharge data submitted under this contract (both PAS and non-PAS data) must be implemented by the Grantee to insure that the maximum acceptable error rates for abstracting do not exceed 1% for non-medical data and 7% for medical data.

H. The Grantee shall maintain effective communications with personnel of the Grantor.

I. The Grantee shall agree to provide the Grantor free access to all financial records, cost information, system documentation, program logic, operating manuals,

procedures, other information and/or records developed or assimilated under this contract. Further, the Grantee shall maintain time sheets or efforts reports for personnel services charged to this AGREEMENT. It will also be the responsibility of the Grantee to establish and maintain a cost accounting system adequate for the determination of costs applicable to this AGREEMENT. These records shall be made available for audit purposes to the Grantor, the State Auditor, or the appropriate Federal funding agency and will be retained for three years after the final payment under this AGREEMENT.

J. It is expressly agreed and understood that there shall be no obligation or liability on the part of the Grantor to make any payments for work performed under this AGREEMENT unless and until the Grantor has received funds from the Federal government and/or, if applicable, unless and until the Grantor has received approval for the disbursement of appropriated State funds for the purpose of this AGREEMENT.

K. The Grantor may request changes in the scope of services of the Grantee to be performed under this AGREEMENT. Such changes, including any increase or decrease in the amount of the Grantee's compensation resulting therefrom which are mutually agreed upon by and between the Grantor and Grantee, shall be incorporated in duly executed written amendments to this AGREEMENT.

L. If, THROUGH ANY cause, the Grantee shall fail to fulfill or perform his duties and obligations under this AGREEMENT in a timely and proper manner, or if the Grantee shall violate or breach any of the provisions of this AGREEMENT, or where applicable, if the grant from the Federal government, pursuant to which this AGREEMENT is made, is terminated or suspended by the Federal government, the Grantor shall thereupon have the right to terminate or suspend this AGREEMENT by giving written notice to the Grantee of such termination or suspension and specifying the effective date thereof.

DELIVERY OF SERVICES - COSTS ESTIMATE

A PROGRAM TO COMPLETE DEVELOPMENT AND  
IMPLEMENT A FULLY OPERATIONAL  
STATEWIDE DISCHARGE DATA SYSTEM

1978

MINIMUM 350,000 DISCHARGES

FEDERAL PAS NON-PAS

Delivery of Services - The Grantee agrees to provide services and reports on the following schedule:

|  |                    |
|--|--------------------|
| Initiate Work                                | January 1, 1978    |
| Progress Reports                             | March 31, 1978     |
|  | June 30, 1978      |
|  | September 30, 1978 |
|  | December 31, 1978  |
| Final Report                                 | March 31, 1979     |
| Magnetic Tape<br>(Minimum 350,000 Abstracts) | March 31, 1979     |

Costs Estimate - The Grantor agrees to reimburse the Grantee on monthly basis within sixty (60) days upon receipt of services and submission of vouchers, said vouchers to be rendered monthly. The Grantor agrees to pay and the Grantee agrees to accept for services provided by the Grantee to the Grantor under this AGREEMENT a sum not to exceed \$96,451 in accordance with the following best estimate of costs:

|                                 |                 |              |
|---------------------------------|-----------------|--------------|
| Salaries:                       |                 |              |
| Asst. - Special Projects (100%) | \$ 24,690.00    |              |
| Clerical                        | 3,750.00        |              |
| Administrative                  | <u>6,000.00</u> | \$ 34,440.00 |
| Fringe Benefits:                |                 |              |
| FICA Expense                    | 1,916.00        |              |
| Insurance                       | 800.00          |              |
| Federal & State Unemployment    | 135.00          |              |
| Pension                         | <u>1,329.00</u> | 4,180.00     |
| Consulting Services:            |                 |              |
|                                 | <u>5,000.00</u> | 5,000.00     |
| Travel:                         |                 |              |
| 200 trips x 120 x 17¢           | 4,080.00        |              |
| 15 per diem @ \$40.00           | 600.00          |              |
| Out-of-State:                   |                 |              |
| 2-Ann Arbor, Michigan           |                 |              |
| 1-Washington                    | <u>750.00</u>   | 5,430.00     |



## Direct:

|                                    |                    |
|------------------------------------|--------------------|
| Telephone                          | \$ 750.00          |
| Supplies                           | 150.00             |
| Data Acquisition                   |                    |
| 250,000 (PAS) @ \$0.05             | 12,500.00          |
| 35,000 (in-house computers)@\$0.07 | 2,500.00           |
| Abstracting                        |                    |
| 60,000 @ \$0.07                    | 4,200.00           |
| Sub Total                          | <u>\$19,200.00</u> |

## Data Processing

Key Punch 118 bytes x 60,000  
records = 7,080,000 strokes  
7,080,000 bytes = 885 hours  
8,000 strokes per hour

|                             |                  |
|-----------------------------|------------------|
| 885 hours @ 7.00 per hour = | \$ 6,195.00      |
| verify                      | x 2              |
|                             | <u>12,390.00</u> |

|  |             |
|--|-------------|
| Additional Key Punch, Entry, Verifi-<br>cation on site costs | \$ 2,610.00 |
|--|-------------|

|   |                    |
|---|--------------------|
| Computer Programming - Tape Prepara-<br>tion & Merger | 2,500.00           |
| Sub Total   | <u>\$17,500.00</u> |

|              |              |
|--------------|--------------|
| Total Direct | \$ 37,600.00 |
|--------------|--------------|

## A QUALITY CONTROL PROGRAM FOR THE SHDDS

## Salaries:

|                                   |              |             |
|-----------------------------------|--------------|-------------|
| Data Manager (10%)                | \$ 2,062.00  |             |
| MR Technicians 35 days @ 42.00    | 1,875.00     |             |
| Clerical 20 hrs. @ \$3.00 per hr. | <u>60.00</u> | \$ 3,997.00 |

## Administrative:

|            |                 |          |
|------------|-----------------|----------|
| Scheduling |                 |          |
| Telephone  |                 |          |
| Postage    | <u>1,010.50</u> | 1,010.50 |

## Travel:

|                            |               |          |
|----------------------------|---------------|----------|
| 35 trips x 150 miles x 17¢ | 892.50        |          |
| 10 per diem @ 40.00        | <u>400.00</u> | 1,292.50 |

|                               |                 |          |
|-------------------------------|-----------------|----------|
| Validation of QC on FED Data: | <u>1,000.00</u> | 1,000.00 |
|-------------------------------|-----------------|----------|

## Computer Processing:

|                    |                 |                    |
|--------------------|-----------------|--------------------|
| Dump 3500 Records  |                 |                    |
| Unit Record format | <u>2,500.00</u> | <u>2,500.00</u>    |
|                    |                 | <u>\$ 9,800.00</u> |

\$ 96,451.00

The undersigned do hereby agree to the provisions of  
this AGREEMENT.

April 4, 1978  
DATE

*Eugene A. Laurent*  
Division of Research & Statistical Services

4/11/78  
DATE

*John E. McLeod*  
South Carolina Medical Care Foundation

EXHIBIT III

4/24/79

State of South Carolina

## State Budget and Control Board

RICHARD W. RILEY, CHAIRMAN  
GOVERNORGRADY L. PATTERSON, JR.  
STATE TREASUREREARLE E. MORRIS, JR.  
COMPTROLLER GENERALREMBERT C. DENNIS  
CHAIRMAN, SENATE FINANCE COMMITTEE  
TOM G. MANGUM  
CHAIRMAN, WAYS AND MEANS COMMITTEEBox 12444  
Columbia  
29211WILLIAM T. PUTNAM  
EXECUTIVE DIRECTORMEMORANDUM

TO: William T. Putnam  
Executive Director, Budget and Control Board

FROM: Earle E. Morris, Jr., Comptroller General  
Chairman, Grants & Contracts Subcommittee *EE.M.*

DATE: April 16, 1979

SUBJECT: Request for Waiver of Indirect Costs, ETV

The South Carolina Educational Television Network applied for a grant from the National Endowment for the Humanities in December, 1978 for \$513,950. The project was an instructional television project series about the South prior to the Civil War.

The National Endowment approved the request but requested the budget be revised from \$513,950 to \$270,000. ETV would like to accept the award, however the attached letter from Henry Cauthen requests a waiver of a portion of the indirect cost recovery to the General Fund. This waiver request is for \$34,380 of indirect costs which represents 12.7% of their authorized 22.6% of the total direct cost of the project. The remaining 9.9% or \$21,729 will be recovered by the General Fund.

Section 9 of Act 651 states that a waiver request may be granted if it is determined that it is in the best interest of the state and the agency seeking the grant. Further, the Budget & Control Board must be assured the waiver action will not create a fund of surplus money which can be used to expand the agency without Legislative approval.

The review of the attached project indicates that the remission by the agency of \$21,729 to the General Fund is only a partial compliance with the intent of the Budget & Control Board policy of indirect cost recovery. Further, this request could qualify for a supplemental appropriation similar to other agency actions regarding full payment of indirect costs on other federal programs to the General Fund.

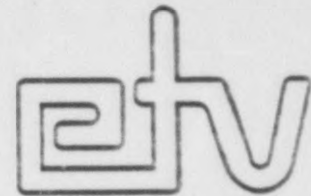


Memo to William T. Putnam  
April 16, 1979  
Page 2

Recommendation: (1) Approval of the program modification from \$513,950 to \$270,000; (2) endorsement by the Budget & Control Board for a supplemental appropriation to ETV for \$34,380 for the remaining indirect costs recovery on this program with a carryover provision into 1979-1980 when the project will be completed; and (3) disapproval of the waiver request of \$34,380.

ah

Attachments: Letter, April 16, 1979 - ETV  
Project 9-H67-016 with budget modification



SOUTH CAROLINA EDUCATIONAL TELEVISION NETWORK

Drawer L-2712 millwood avenue columbia south carolina 29250

HENRY J. CAUTHEN  
president and general manager

RECEIVED

APR 11 1979

April 6, 1979

Mr. George F. Oliver  
Grants Officer  
South Carolina Budget and Control Board  
P. O. Box 11333  
Columbia, South Carolina 29211

GRANTS & CONTRACTS  
REVIEW UNIT

CONTROL NUMBER  
9-H67-016

Dear Mr. Oliver:

On December 5, 1978 the South Carolina ETV Commission filed a Form GCR-1 regarding a proposal to be filed with the National Endowment for the Humanities. The proposal is for funding of a new instructional television series, LOOK AWAY: THE SOUTH BEFORE THE CIVIL WAR. The enclosed GCR-1 Form is to notify you that the Endowment has approved a portion of our request for the \$513,950. We have been informed that the Endowment will make a grant of \$270,000 to us for support of a pilot program for the series and preparation of the script for a second program. The series eventually will contain eight programs.

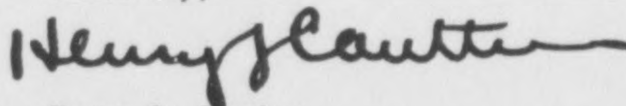
NEH has requested that we submit a revised budget for the project indicating that the \$270,000 will be sufficient to accomplish the required work. This amount of money is somewhat less than was anticipated in the original grant application. Since the original budgeting for this series, we have determined that it will be necessary to contract a substantial portion of the work to an outside production agency. This is required since the level of talent demanded by the NEH is available only through this type of arrangement. As a result of this necessity, the fact that the amount of money available has been considerably reduced and the fact that this series is of considerable importance to the State of South Carolina, we are requesting that the necessary State overhead be levied only on the \$96,144 which will be used for services directly provided by the South Carolina ETV Commission. This overhead will amount to \$21,729.

The recent action of the National Endowment for the Humanities is evidence of the importance of this television series on life in the Old South. It will make possible a public television series which will convey various aspects of Southern history and literature to the entire country. The series will, of course, be of great benefit to education in South Carolina and should reflect favorably on the State of South Carolina.

Mr. George F. Oliver  
Page 2  
April 6, 1979

We would appreciate your favorable consideration of this request. Should you have any questions, please do not hesitate to call.

Sincerely,

A handwritten signature in dark ink, appearing to read "Henry J. Cauthen", with a long, sweeping horizontal line extending from the end of the name.

Henry J. Cauthen  
President and General Manager

HJC/kkh



P.O. BOX 11333 COLUMBIA, S.C. 29211  
TEL: 803-758-7707

| FEDERAL ASSISTANCE   |  | 2. APPLICANT'S APPLICATION   | 3. NUMBER  | 3. STATE APPLICATION IDENTIFIER      | 4. NUMBER                            |
|--|--|------------------------------|--|--------------------------------------|--------------------------------------|
| 1. TYPE OF ACTION<br><input type="checkbox"/> PREAPPLICATION<br><input type="checkbox"/> APPLICATION<br><input type="checkbox"/> NOTIFICATION OF INTENT (OPL)<br><input checked="" type="checkbox"/> REPORT OF FEDERAL ACTION  |  | 4. DATE Year month day<br>19 | 5. DATE Year month day<br>19   | 6. DATE Year month day<br>1978 12 12 | 7. DATE Year month day<br>1978 12 12 |
| 4. LEGAL APPLICANT/RECIPIENT<br>a. Applicant Name :<br>b. Organization Unit :<br>c. Street/P.O. Box :<br>d. City :<br>e. State :<br>f. Contact Person (Name)<br>g. Telephone No. :   |  |                              | 5. FEDERAL EMPLOYER IDENTIFICATION NO.<br>6. PRO-GRAM (From Federal Catalog)<br>a. NUMBER :<br>b. TITLE :  |                                      |                                      |
| 7. TITLE AND DESCRIPTION OF APPLICANT'S PROJECT<br><br>LOOK AWAY: THE SOUTH BEFORE THE CIVIL WAR   |  |                              | 8. TYPE OF APPLICANT/RECIPIENT<br>A-State<br>B-Interstate<br>C-Substate<br>D-District<br>E-County<br>F-City<br>G-School District<br>H-Special Purpose District<br>I-Community Action Agency<br>J-Higher Educational Institution<br>K-Indian Tribe<br>L-Other (Specify):<br>Enter appropriate letter <input type="checkbox"/> |                                      |                                      |
| 10. AREA OF PROJECT IMPACT (Names of cities, counties, States, etc.)   |  |                              | 11. ESTIMATED NUMBER OF PERSONS BENEFITING   |                                      |                                      |
| 13. PROPOSED FUNDING<br>a. FEDERAL \$ .00<br>b. APPLICANT \$ .00<br>c. STATE \$ .00<br>d. LOCAL \$ .00<br>e. OTHER \$ .00<br>f. TOTAL \$ .00   |  |                              | 14. CONGRESSIONAL DISTRICTS OF:<br>a. APPLICANT<br>b. PROJECT<br>16. PROJECT START DATE Year month day<br>19<br>17. PROJECT DURATION Months<br>18. ESTIMATED DATE TO BE SUBMITTED TO FEDERAL AGENCY Year month day<br>19   |                                      |                                      |
| 15. TYPE OF CHANGE (For 12a or 12b)<br>A-Increase Dollars<br>B-Decrease Dollars<br>C-Increase Duration<br>D-Decrease Duration<br>E-Cancellation<br>Enter appropriate letter(s) <input type="checkbox"/>  |  |                              | 12. TYPE OF APPLICATION<br>A-New<br>B-Revised<br>C-Continuation<br>Enter appropriate letter <input type="checkbox"/>   |                                      |                                      |
| 20. FEDERAL AGENCY TO RECEIVE REQUEST (Name, City, State, ZIP code)  |  |                              | 21. REMARKS ADDED<br><input type="checkbox"/> Yes <input type="checkbox"/> No  |                                      |                                      |
| 22. THE APPLICANT CERTIFIES THAT:<br>a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is approved.<br>b. If required by OMB Circular A-95 this application was submitted, pursuant to instructions therein, to appropriate clearinghouses and all responses are attached:<br>(1)<br>(2)<br>(3) |  |                              | 23. REMARKS ADDED<br><input type="checkbox"/> Yes <input type="checkbox"/> No  |                                      |                                      |
| 23. CERTIFYING REPRESENTATIVE<br>a. TYPED NAME AND TITLE<br>b. SIGNATURE   |  |                              | 24. DATE SIGNED Year month day<br>19   |                                      |                                      |
| 24. AGENCY NAME  |  |                              | 25. APPLICATION RECEIVED Year month day<br>19  |                                      |                                      |
| 26. ORGANIZATIONAL UNIT  |  |                              | 27. ADMINISTRATIVE OFFICE  |                                      |                                      |
| 28. ADDRESS  |  |                              | 29. FEDERAL GRANT IDENTIFICATION   |                                      |                                      |
| 30. ACTION TAKEN<br><input checked="" type="checkbox"/> a. AWARDED<br><input type="checkbox"/> b. REJECTED<br><input type="checkbox"/> c. RETURNED FOR AMENDMENT<br><input type="checkbox"/> d. DEFERRED<br><input type="checkbox"/> e. WITHDRAWN  |  |                              | 31. FUNDING<br>a. FEDERAL \$270,000<br>b. APPLICANT<br>c. STATE<br>d. LOCAL<br>e. OTHER<br>f. TOTAL \$270,000  |                                      |                                      |
| 32. ACTION DATE Year month day<br>19 Pending   |  |                              | 33. CONTACT FOR ADDITIONAL INFORMATION (Name and telephone number)<br>Ruth Sproat<br>758-7261  |                                      |                                      |
| 34. STARTING DATE Year month day<br>1979 4 1   |  |                              | 35. ENDING DATE Year month day<br>1979 12 31   |                                      |                                      |
| 36. REMARKS ADDED<br><input type="checkbox"/> Yes <input type="checkbox"/> No  |  |                              | 37. REMARKS ADDED<br><input type="checkbox"/> Yes <input type="checkbox"/> No  |                                      |                                      |
| 38. FEDERAL AGENCY A-95 ACTION   |  |                              | 39. FEDERAL AGENCY A-95 OFFICIAL (Name and telephone no.)  |                                      |                                      |

GCR-1  
(Form)  
7/1/78

PART II

SECTION 1--PROPOSED BUDGET CATEGORIES, FIRST YEAR

| 1. Object Class Categories | (1) Federal | (2) State* | (3) Other* | (4) Other* | (5) Total |
|----------------------------|-------------|------------|------------|------------|-----------|
| a. Personnel               | \$          | \$         | \$         | \$         | \$        |
| b. Fringe Benefits %       |             |            |            |            |           |
| c. Travel                  | 29,522      |            |            |            |           |
| d. Equipment               |             |            |            |            |           |
| e. Supplies                | 20,670      |            |            |            |           |
| f. Contractual             | 168,327     |            |            |            |           |
| g. Construction            |             |            |            |            |           |
| h. Other                   | 29,752      |            |            |            |           |
| i. Total Direct Charges    | 248,271     |            |            |            |           |
| j. Indirect Charges %      | 21,729      |            |            |            |           |
| k. TOTALS                  | \$270,000   | \$         | \$         | \$         | \$        |
| 2. Program Income          | \$          | \$         | \$         | \$         | \$        |

\* Indicate In Kind (IK) or Cash (C) with the amount at each object class category

79 944 SECTION 2--BUDGET ESTIMATES OF FUNDS NEEDED FOR THE CONTINUATION OF THE PROJECT

| (a) Source of Funds | Future Funding Periods (Years) |           |            |           |
|---------------------|--------------------------------|-----------|------------|-----------|
|                     | (b) Second                     | (c) Third | (d) Fourth | (e) Fifth |
| 1. Federal          | \$                             | \$        | \$         | \$        |
| 2. State            |                                |           |            |           |
| 3. Other            |                                |           |            |           |
| 4. Other            |                                |           |            |           |
| 5. TOTALS           | \$                             | \$        |            | \$        |

SECTION 3

1. Method of Payment: ☒ Advance ☐ Reimbursement ☐ Letter of Credit  
☐ Other (Identify) \_\_\_\_\_

2. Will specified project obligate or require State appropriations beyond one year?  
 \_\_\_ Yes x No If yes, explain \_\_\_\_\_

#### ABSTRACT

The South Carolina ETV Network is developing a series of nine programs on the social history of the antebellum South. Documentary dramas will illuminate various ways of life in the region, to emphasize the richness of the social order and the diversity of cultures. The series' objectives are to dispell the persistent notion of the Old South as a monolithic society composed chiefly of great planters, slaves, and poor whites; to suggest the interplay of myth and reality in all history; and to portray, directly or indirectly, the work historians do in reconstructing the past. The series is being developed in historical research and consultations among academic humanists and television experts. It is designed to appeal to mass audiences on a national and international scale. The project has developed a pilot script and is ready now to produce a pilot program, write four new scripts, and complete development of four additional program ideas. In the event Federal funding is not forthcoming, this project will be abandoned.



6 STATE BUDGET AND CONTROL BOARD

REGULAR SESSION AGENDA

MEETING OF April 24, 1979

ITEM NUMBER

EXHIBIT IV  
7 4/24/79

Agency: Grants and Contracts Review Subcommittee

Subject: Grant and Contract Requests

The Subcommittee's package includes 47 projects involving \$8,570,664 federal funds, \$177,752 State funds, and \$645,880 other funds for a total of \$9,394,296.

Board Action Requested:

Approve recommendations of Subcommittee.

Staff Comment:

Attachments:

Morris April 16, 1979 memorandum to Putnam plus attachments

State of South Carolina  
**State Budget and Control Board**

RICHARD W. RILEY, CHAIRMAN  
GOVERNOR  
GRADY L. PATTERSON, JR.  
STATE TREASURER  
EARLE E. MORRIS, JR.  
COMPTROLLER GENERAL



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REMBERT C. DENNIS  
CHAIRMAN, SENATE FINANCE COMMITTEE  
TOM G. MANGUM  
CHAIRMAN, WAYS AND MEANS COMMITTEE

WILLIAM T. PUTNAM  
EXECUTIVE DIRECTOR

MEMORANDUM

TO: William T. Putnam, Executive Director  
Budget and Control Board

FROM: Earle E. Morris, Jr., Comptroller General  
Chairman, Grants and Contracts Subcommittee

DATE: April 16, 1979

The attached project summary is provided for consideration by the Budget and Control Board at the April 24, 1979 meeting. These recommendations for federal programs are provided in compliance with Section 4, of Act 651 of 1978.

There are 47 projects from 23 state agencies who are requesting the following amounts from federal, state and other sources:

|                  |                |
|------------------|----------------|
| Federal Funds -  | \$8,570,664    |
| State Matching - | 177,752        |
| Other Matching - | <u>645,880</u> |
| TOTAL            | \$9,394,296    |

(These total funds include \$2,218,121 in 13 subcontracts between state agencies.)

The total number of personnel to be hired or retained on these programs is as follows:

| New Personnel    | Continuing Personnel |
|------------------|----------------------|
| Full-Time - 13.5 | Full-Time - 216.1    |
| Part-Time - 37.6 | Part-Time - 16       |
| <u>51.1</u>      | <u>232.1</u>         |

The Grants and Contracts Review Unit recommendations for these programs are reflected in Column 10 of the attached summary.

ah  
Attachment

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| April 5, 1979                                     |                        |           |                    |                   |                  |                  |           |       |   |                  | GCR Unit   | Remarks |
|---|------------------------|-----------|--------------------|-------------------|------------------|------------------|-----------|-------|---|------------------|--|---------|
| State Agency                                      | State Identifier       | Amount    | Time Period        | % of Fed. Funds   | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose   | GCR Subcommittee |  |         |
|   |                        |           |                    |                   |                  |                  | New       | Cont. |   | Recommendation   |  |         |
| 1<br>Executive Policy & Programs - Highway Safety | 9-D15-006<br>Amendment | 1,283,845 | 10/1/78<br>9/30/79 | 1,207,835<br>94%  | 0                | 76,010<br>6%     | 0         | 0     | U.S. Dept. of Transportation<br>20.600<br>To reduce the number and severity of motor vehicle traffic accidents & to equal or better the national mileage death rate.  | Approval         | Amend. to FY79 Hwy. Safety Plan previously approved by B&C Bd. on 9/13/78. This amendment allows for the programming of additional funds & changes in the plan required by the amendments to the Fed. Hwy. Safety Act. |         |
| 2<br>Economic Opportunity                         | 9-D30-002              | 1,167,700 | 7/1/79<br>6/30/80  | 1,167,700<br>100% | 0                | 0                | 0         | 6     | U.S. Dept. of Energy<br>81.042<br>To weatherize 1712 sub-standard homes in order to reduce energy costs for low income persons.   | Approval         |  |         |
| 3<br>B&C Board - Research & Statistical Services  | 9-F08-003              | 162,655   | 4/1/79<br>3/31/80  | 162,655<br>100%   | 0                | 0                | 1         | 1.7   | Nat'l. Center for Health Statistics - 13.227<br>A program to implement a statewide information system that will collect, aggregate & analyze selected elements from each of the approximately 500,000 hospital discharges in '79. The S.C. project is one of 10 programs funded nationally & includes 100% data collection. | Approval         |  |         |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

DATE: April 3, 1979

| State Agency                   | State Identifier | Amount | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |          | Federal Agency/CFDA/<br>Program Purpose   | GCR Unit Recommendation                       | Remarks  |
|--------------------------------|------------------|--------|--------------------|-----------------|------------------|------------------|-----------|----------|---|---|--|
|                                |                  |        |                    |                 |                  |                  | New       | Cont.    |   | B&C Board/<br>GCR Subcommittee Recommendation |  |
| 4<br>Clemson                   | 9-H12-035        | 1,157  | 1/2/79<br>2/28/79  | 1,157<br>100%   | 0                | 0                | 0         | 0        | U.S. Dept. of Agriculture<br>thru CETA office - 10.663<br>To provide employment for<br>young adults in conservation<br>activities in the forests<br>at Clemson University.  | Approval                                      | This action represents<br>an amendment to re-<br>flect an increase in<br>dollars. Project was<br>previously approved on<br>3/31/79 for \$62,311. |
| 5<br>Clemson                   | 9-H12-036        | 90,804 | 3/1/79<br>9/30/79  | 90,804<br>100%  | 0                | 0                | 0         | 3<br>16T | U.S. Dept. of Agriculture<br>thru CETA office - 10.663<br>To provide employment for<br>young adults in conservation<br>activities in the forests<br>at Clemson University.  | Approval                                      | This project was not<br>included in the budget.  |
| 6<br>Francis Marion<br>College | 9-H18-007        | 69,699 | 7/15/79<br>7/14/80 | 69,699<br>100%  | 0                | 0                | .5        | 1        | U.S. Office of Education<br>13.489<br>A program to serve 3 schools<br>at Mt. Pleasant, Lee County<br>to improve opportunities<br>for elementary & secondary<br>teachers. The teachers will<br>be provided in-service<br>training by faculty of<br>Francis Marion College in<br>graduate course in education.<br>USC will also assist this<br>program. | Approval                                      |  |

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| DATE: April 3, 1979                            |                  |        |                   |                 |                  |                  |           |       |  |   |  |
|--|------------------|--------|-------------------|-----------------|------------------|------------------|-----------|-------|--|---|--|
| State Agency                                   | State Identifier | Amount | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose  | GCR Unit                                      | Remarks  |
|  |                  |        |                   |                 |                  |                  | New       | Cont. |  | B&C Board/<br>GCR Subcommittee Recommendation |  |
| 7<br>USC                                       | 9-H27-113        | 38,600 | 9/1/79<br>8/31/80 | 19,300<br>50%   | 19,300C<br>50%   | 0                | 0         | 0     | Nat'l. Science Foundation<br>47.048<br>To provide scientific equipment to improve instruction in geography. Equipment includes a scanning system & photographic image processing equipment.  | Approval                                      |  |
| 8<br>USC                                       | 9-H27-114        | 24,243 | 3/1/79<br>2/28/80 | 11,527<br>48%   | 12,716IK<br>52%  | 0                | 1.6T      | 0     | S.C. Committee for the Humanities - 45.000<br>A program that will produce a videotape, slide-tape production of southern life as described by black S. Carolinians. Program will describe sharecropping, basket weaving, secret organizations, & black business. | Approval                                      |  |
| 9<br>USC - University<br>Affiliated Facilities | 9-H27-115        | 1,500  | 3/5/79<br>6/30/79 | 0               | 1,500C           | 0                | 0         | 0     | Subcontract Dept. of Youth Services<br>To provide a program to develop a plan of action to promote citizen advocacy/action in behalf of juvenile youth throughout S.C. Program will sponsor a conference in conjunction with Greenville Junior League.           | Approval                                      | Funds are state appropriated funds. No federal funds involved. |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

DATE: April 3, 1979

| State Agency                    | State Identifier | Amount | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose   | GCR Unit<br>Recommendation<br>B&C Board/<br>GCR Subcommittee<br>Recommendation | Remarks |
|---------------------------------|------------------|--------|--------------------|-----------------|------------------|------------------|-----------|-------|---|--|---------|
|                                 |                  |        |                    |                 |                  |                  | New       | Cont. |   |  |         |
| 10<br>USC                       | 9-H27-116        | 77,000 | 7/1/79<br>6/30/80  | 77,000<br>100%  | 0                | 0                | 0         | 0     | DHEW, Public Health Service<br>13,339<br>A program to provide traineeship to individuals in School of Public Health for post-baccalaureate degrees in health admin., planning, health policy analysis, dietetics or nutrition or preventive medicine. Funds will support 35 students.       | Approval   |         |
| 11<br>USC - McKissick<br>Museum | 9-H27-117        | 29,040 | 9/1/79<br>8/31/80  | 14,520<br>50%   | 14,520IK<br>50%  | 0                | 0         | 0     | DHEW, Institute of Museum<br>Services - 13,923<br>To provide matching funds to upgrade the security system of the McKissick Museum. Installation will include TV monitoring equipment to monitor visitor activities & therefore safeguard valuable S.C. artifacts.                          | Approval   |         |
| 12<br>USC                       | 9-H27-118        | 15,074 | 4/11/79<br>3/31/80 | 9,302<br>62%    | 5,772IK<br>38%   | 0                | 2T        | 0     | Sea Grant NOAA - 11,417<br>A joint effort with S.C. State College to increase the effectiveness of marine science education at State College. USC Marine Baruch Institute will assist S.C. State to improve instruction & joint assist in overall evaluation of students in marine science. | Approval   |         |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| 13<br>USC               | State Agency | State Identifier | Amount | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel<br>New Cont. |   | Federal Agency/<br>CFDA/<br>Program Purpose   | GCR Unit<br>Recommendation<br>B&C Board/<br>GCR Subcommittee<br>Recommendation | Remarks  |
|-------------------------|--------------|------------------|--------|-------------------|-----------------|------------------|------------------|------------------------|---|---|--|--|
|                         |              |                  |        |                   |                 |                  |                  |                        |   |   |  |  |
|                         |              | 9-H27-119        | 2,080  | 3/6/79<br>6/5/79  | 830<br>40%      | 625IK<br>30%     | 625IK<br>30%     | 0                      | 0 | S.C. Committee for the Humanities - 45.129<br>To provide funds to hold a 30-day conference that will explore the ethical questions regarding the roles of universities, churches, & public schools in their willing participation in carrying out the Nazi Third Reich activities against the Jews. Program is jointly sponsored by U.S.C. Dept. of Religion & the Christian-Jewish Congress. | Approval   |  |
| 14<br>USC - Spartanburg |              | 9-H39-011        | 68,559 | 1/1/79<br>5/30/79 | 68,559<br>100%  | 0                | 0                | 0                      | 7 | Subcontract CETA Office of Manpower - 17.232 Title VI Second modification of a CETA contract to provide a 5-month extension for 7 employees including asst. professor, switchboard operators, maintenance personnel and graphics artist.  | Conditional Approval   | (1) Provided the salaries for all new public service employment (PSE) participants hired by state agencies under CETA Titles II & VI are sufficiently below the \$10,000 ceiling to allow for a cost of living & merit increase annually without augmentation of state appropriated funds with B&C Bd. approval.<br>(2) Indirect costs were not included in grant contract prior to B&C agreement on return of indirect costs to the General Fund. |

DATE: April 3, 1979

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

| DATE: April 5, 1979     |                  |        |                   |                 |                  |                  |           |       |   |   |         |
|-------------------------|------------------|--------|-------------------|-----------------|------------------|------------------|-----------|-------|---|---|---------|
| State Agency            | State Identifier | Amount | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose   | GCR Unit  | Remarks |
|                         |                  |        |                   |                 |                  |                  | New       | Cont. |   | Recommendation<br>B&C Board/<br>GCR Subcommittee Recommendation |         |
| 15<br>USC - Spartanburg | 9-H39-012        | 18,500 | 9/1/79<br>8/31/80 | 9,250<br>50%    | 9,250C<br>50%    | 0                | 0         | 0     | Nat'l. Science Foundation<br>47.048<br>To provide scientific equipment which will improve undergraduate instruction in organic chemistry. Equipment includes Nuclear Magnetic Resonance Spectrophotometer & expendable items.                                 | Approval  |         |
| 16<br>USC - Spartanburg | 9-H39-013        | 13,050 | 9/1/79<br>8/31/80 | 6,500<br>50%    | 6,550C<br>50%    | 0                | 0         | 0     | Nat'l. Science Foundation<br>47.048<br>To purchase scientific equipment to expand & improve lab course offerings in experimental psychology. Equipment includes biograph recording system, pulse stimulation & microscope.                                    | Approval  |         |
| 17<br>USC - Sumter      | 9-H43-016        | 10,700 | 7/1/79<br>6/30/80 | 5,350<br>50%    | 5,350C<br>50%    | 0                | 0         | 0     | Nat'l. Science Foundation<br>47.048<br>To purchase scientific equipment that will improve the undergraduate science education in psychology. Equipment includes human sensitivity & perceptual equipment, & animal behavior equipment & psychological models. | Approval  |         |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

DATE: April 3, 1979

| State Agency             | State Identifier | Amount  | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds                    | Personnel |       | Federal Agency/<br>CFDA/<br>Program Purpose   | GCR Unit   | Remarks   |
|--------------------------|------------------|---------|-------------------|-----------------|------------------|-------------------------------------|-----------|-------|---|--|---|
|                          |                  |         |                   |                 |                  |                                     | New       | Cont. |   | Recommendation<br>B&C Board/<br>GCR Subcommittee<br>Recommendation |   |
| 18<br>Medical University | 9-H51-050        | 71,222  | 7/1/79<br>6/30/80 | 42,353<br>60%   | 28,869IK<br>40%  | 0                                   | 1         | 0     | Public Health Service,<br>Bureau of Manpower - 13.000<br>A training program in the<br>Master in Health Sciences<br>to provide exposure for<br>allied health professionals<br>of effective clinical teach-<br>ing & to investigate roles<br>as well as participation<br>in health planning procedures.                   | Approval   | Program was concurred<br>on by the Commission<br>on Higher Education. |
| 19<br>Trident TEC        | 9-H59-156        | 122,970 | 9/1/79<br>8/30/80 | 89,174<br>73%   | 0                | 33,796<br>27%<br>30,796IK<br>3,000C | 3         | 0     | U.S. Office of Education,<br>DHEW<br>To conduct a demonstration<br>project to provide support<br>& incentives to a selected<br>group of approximately 200<br>women from the 3-county area<br>that Trident serves to assist<br>them in choosing & achieving<br>a fulfilling career in a<br>non-traditional area of work. | Approval   |   |
| 20<br>Piedmont TEC       | 9-H59-157        | 21,750  | 9/1/79<br>8/30/80 | 10,875<br>50%   | 10,875C<br>50%   | 0                                   | 0         | 0     | Nat'l. Science Foundation<br>47.031<br>To purchase equipment for<br>the Engineering Graphics<br>Technology Lab to better<br>prepare the students for<br>employment. It is proposed<br>to purchase desk top equip-<br>ment for this purpose.   | Approval   |   |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| DATE: April 2, 1979    |                  |         |                   |                 |                  |                  |           |       |   |   |         |
|------------------------|------------------|---------|-------------------|-----------------|------------------|------------------|-----------|-------|---|---|---------|
| State Agency           | State Identifier | Amount  | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose   | GCR Unit Recommendation                       | Remarks |
|                        |                  |         |                   |                 |                  |                  | New       | Cont. |   | B&C Board/<br>GCR Subcommittee Recommendation |         |
| 21<br>Williamsburg TEC | 9-H59-158        | 1,942   | 6/1/79<br>5/30/80 | 1,942<br>100%   | 0                | 0                | 0         | 0     | Subcontract U.S. Office of Education thru S.C. Dept. of Education, Voc. Ed. Div. 13.493<br>To develop course-matching materials for students to match courses to their needs & interests rather than stereotyping a student for a particular field because of the sex of the student & to develop a recruitment presentation to be utilized within the secondary schools. | Approval                                      |         |
| 22<br>Greenville TEC   | 9-H59-159        | 143,437 | 8/1/79<br>7/30/80 | 107,489<br>75%  | 23,073IK<br>16%  | 12,875IK<br>9%   | 8         | 0     | Subcontract DHEW thru Dept. of Social Services-13.644<br>To provide training to 240 Title XX child care workers in 16 counties of upper S.C. The methods of training include on-site training & consultation, course work toward a diploma & workshops conducted by outstanding consultants.  | Approval                                      |         |

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| State Agency             | State Identifier | Amount  | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel New | Personnel Cont. | Federal Agency/CFDA/<br>Program Purpose   | GCR Unit Recommendation<br>B&C Board/<br>GCR Subcommittee Recommendation | Remarks                                   |
|--------------------------|------------------|---------|--------------------|-----------------|------------------|------------------|---------------|-----------------|---|--|---|
| 23<br>Dept. of Education | 9-H63-026        | 799,555 | 10/1/79<br>9/30/80 | 799,555<br>100% | 0                | 0                | 0             | 90              | U.S. Office of Education<br>13.571<br>To support supplementary educational center services innovative projects, drop-out prevention projects, health & nutrition projects & strengthening state & local educational agencies. | Approval   | \$193,418 are carried over into 1980 pgm. |
| 24<br>Dept. of Education | 9-H63-027        | 16,811  | 7/1/79<br>6/30/80  | 16,811<br>100%  | 0                | 0                | 0             | 0               | U.S. Office of Education<br>13.433<br>To sustain & augment in primary grades the gains that children from low-income families make in Headstart & other quality preschool programs.   | Approval   |   |
| 25<br>Museum Commission  | 9-H95-001        | 14,666  | 2/1/80<br>6/30/81  | 7,333<br>50%    | 7,333C<br>50%    | 0                | 0             | 0               | Nat'l. Endowment for the Arts - 45.012<br>To render services to the 250 museums & museum related institutions of the state through personl visits, distribution of professional materials workshops & consultations.          | Approval   |   |

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| DATE: April 3, 1979     |                  |        |                    |                 |                  |                  |           |       |   |   |  |
|-------------------------|------------------|--------|--------------------|-----------------|------------------|------------------|-----------|-------|---|---|--|
| State Agency            | State Identifier | Amount | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/ CFDA/ Program Purpose   | GCR Unit  | Remarks  |
|                         |                  |        |                    |                 |                  |                  | New       | Cont. |   | Recommendation B&C Board/ GCR Subcommittee Recommendation |  |
| 26<br>Museum Commission | 9-H95-002        | 36,806 | 2/1/80<br>6/30/81  | 18,402<br>50%   | 18,404C<br>50%   | 0                | 0         | 1     | Nat'l. Endowment for the Arts - 45.012<br>To fund the position of museum liaison person & related costs for 17 mos. who will develop & implement a plan of assistance for 250 museums & museum related institutions within the state.                   | Approval  | The salary & related costs are to cover a 17 month period. |
| 27<br>DHEC              | 9-J04-065        | 8,970  | 5/1/79<br>10/30/79 | 8,970<br>100%   | 0                | 0                | 0         | 0     | U.S. Dept. of Transportation thru Office of Hwy. Safety 20.600<br>To provide intermediate level emergency medical technician training in rural areas of the state where there is a high death rate from accidents.                                      | Approval  |  |
| 28<br>DHEC              | 9-J04-066        | 15,300 | 5/1/79<br>10/31/79 | 15,300<br>100%  | 0                | 0                | 0         | 0     | U.S. Dept. of Trans. thru Office of Hwy. Safety 20.600<br>To analyze accident data related to mortality & morbidity in children under 4 yrs. & develop educational materials related to child restraints & their use in reducing mortality & morbidity. | Approval  |  |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

DATE: April 3, 1979

| State Agency                      | State Identifier | Amount    | Time Period         | % of Fed. Funds  | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose  | GCR Unit Recommendation                       | Remarks |
|-----------------------------------|------------------|-----------|---------------------|------------------|------------------|------------------|-----------|-------|--|---|---------|
|                                   |                  |           |                     |                  |                  |                  | New       | Cont. |  | B&C Board/<br>GCR Subcommittee Recommendation |         |
| 29<br>Dept. of Mental Retardation | 9-J16-032        | 725       | 3/30/79<br>12/31/79 | 725<br>100%      | 0                | 0                | 0         | 0     | Nat'l, Committee for Arts for the Handicapped<br>To provide for in-service training for all teachers & teacher assistants in the residential centers in order to show how fundamental it is to include arts in the basic curriculum of mentally retarded children, | Approval                                      |         |
| 30<br>Alcohol & Drug Abuse        | 9-J20-016        | 1,853,483 | 7/1/79<br>6/30/80   | 1,390,112<br>75% | 0                | 463,371C<br>25%  | 0         | 0     | HEW thru DSS - 13,642<br>To provide community-based counseling, residential & detoxification services to Title XX eligible alcohol & drug abusers,   | Approval                                      |         |
| 31<br>Commission on Aging         | 9-L28-002        | 525,556   | 7/1/79<br>6/30/80   | 473,000<br>90%   | 3,353C<br>1%     | 49,203<br>9%     | 0         | 1     | U.S. Dept. of Labor - 17,235<br>To provide part-time employment in community service activities to low income elderly people who have poor employment prospects,   | Approval                                      |         |

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

DATE: April 3, 1979

| State Agency                   | State Identifier | Amount | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/Program Purpose   | GCR Unit  | Remarks |
|--------------------------------|------------------|--------|--------------------|-----------------|------------------|------------------|-----------|-------|---|---|---------|
|                                |                  |        |                    |                 |                  |                  | New       | Cont. |   | Recommendation<br>B&C Board/<br>GCR Subcommittee Recommendation |         |
| 32<br>Human Affairs Commission | 9-L36-004        | 35,000 | 12/1/78<br>9/30/79 | 35,000<br>100%  | 0                | 0                | 0         | 4.5   | Equal Employment Opportunity Commission - 30,002<br>To investigate outstanding Title VII charges filed against all state agencies with the Fed. EEOC in an effort to reduce the backlog.  | Approval  |         |
| 33<br>Dept. of Corrections     | 9-N04-029        | 23,156 | 2/2/79<br>12/31/79 | 17,894<br>77%   | 5,262C<br>23%    | 0                | 33T       | 0     | U.S. Dept. of Labor thru CETA Office thru Gov's. Intern Program - 17,232<br>To provide internship opportunities for college students interested in Corrections.   | Approval  |         |
| 34<br>Land Resources           | 9-P08-011        | 5,000  | 4/1/79<br>9/30/79  | 5,000<br>100%   | 0                | 0                | 1T        | 0     | Subcontract S.P.A. thru DHEC - 66,435<br>To research & draft proposed state legislation that will address the need for controlling erosion & sediment during construction activities thus controlling the amount of sediment that leaves construction sites & gets into the water sources of the state. | Approval  |         |

DATE: April 3, 1979

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

| DATE: April 17, 1981              |                  |         |                    |                 |                  |                  |           |       |  |   |         |
|-----------------------------------|------------------|---------|--------------------|-----------------|------------------|------------------|-----------|-------|--|---|---------|
| State Agency                      | State Identifier | Amount  | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose  | GCR Unit Recommendation                       | Remarks |
|                                   |                  |         |                    |                 |                  |                  | New       | Cont. |  | B&C Board/<br>GCR Subcommittee Recommendation |         |
| 35<br>Wildlife & Marine Resources | 9-P24-011        | 40,000  | 3/14/79<br>3/13/82 | 30,000<br>75%   | 0                | 10,000C<br>25%   | 0         | 0     | U.S. Fish & Wildlife Service<br>15.611<br>To construct firing ranges in Laurens, Spartanburg, Horry & Lexington counties, giving access to these ranges to an additional 716,082 potential users. This project will support Wildlife Law Enforcement's Hunter Education Program. | Approval                                      |         |
| 36<br>State Development Board     | 9-P32-001        | 10,000  | 7/1/79<br>6/30/80  | 5,000<br>50%    | 5,000C<br>50%    | 0                | 0         | 0     | U.S. Geological Survey, Water Resources Div.<br>15.000<br>To maintain the geological repository in S.C. which will house the earth core samples collected by S.C. Geological Survey, a division of the St. Development Bd. & the U.S. Geological Survey.                         | Approval                                      |         |
| 37<br>Dept. of Labor              | 9-R36-004        | 389,435 | 1/1/79<br>6/30/79  | 389,435<br>100% | 0                | 0                | 0         | 33    | U.S. Dept. of Labor thru CETA Office - 17.230<br>To provide manpower services, i.e., outreach, intake, referral & emergency services, to migrant & seasonal farm-workers.  | Approval                                      |         |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| State Agency                            | State Identifier | Amount  | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/<br>CFDA/<br>Program Purpose   | GCR Unit Recommendation                       | Remarks |
|---|------------------|---------|--------------------|-----------------|------------------|------------------|-----------|-------|---|---|---------|
|   |                  |         |                    |                 |                  |                  | New       | Cont. |   | B&C Board/<br>GCR Subcommittee Recommendation |         |
| 38<br>Employment<br>Security Commission | 9-R60-037        | 635,217 | 10/1/78<br>9/30/79 | 635,217<br>100% | 0                | 0                | 0         | 40.8  | U.S. Dept. of Agriculture<br>10.551<br>To administer the registration, referral to appropriate job openings & necessary follow-up of food stamp applicants for the Dept. of Agriculture.  | Approval                                      |         |
| 39<br>Employment<br>Security Commission | 9-R60-038        | 335,281 | 10/1/78<br>9/30/79 | 335,281<br>100% | 0                | 0                | 0         | 27.10 | U.S. Dept. of Labor<br>17.211<br>To assist young men & women who need & can benefit from an intensive educational & vocational training program in order to become more responsible, employable, & productive citizens. Employment Security performs intake, recruiting, placement & follow-up. | Approval                                      |         |

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| DATE: April 3, 1979                     |                  |         |                   |                 |                  |                  |                     |   |  | GCR Unit<br>Recommendation<br>B&C Board/<br>GCR Subcommittee<br>Recommendation |         |  |
|---|------------------|---------|-------------------|-----------------|------------------|------------------|---------------------|---|--|--|---------|--|
| State Agency                            | State Identifier | Amount  | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel New Cont. |   | Federal Agency/<br>CFDA/<br>Program Purpose  |  | Remarks |  |
| 40<br>Employment<br>Security Commission | 9-R60-040        | 390,464 | 7/1/78<br>6/30/79 | 390,464<br>100% | 0                | 0                | 0                   | 0 | U.S. Dept. of Labor<br>17,207<br>To fund the cost of living<br>increase for 392.3 Employ-<br>ment Service personnel as<br>contained in the '78-'79<br>S.C. Appropriations Bill.<br>These are state employees<br>paid with federal funds &<br>this increase was not pro-<br>jected when the '78-'79<br>federal funds were requested<br>by Employment Security<br>because the Appropriations<br>Bill had not passed at that<br>time. | Approval   |         |  |
| 41<br>Employment<br>Security Commission | 9-R60-041        | 387,561 | 7/1/78<br>6/30/79 | 387,561<br>100% | 0                | 0                | 0                   | 0 | U.S. Dept. of Labor<br>17,225<br>To fund the cost of living<br>increase for 442.3 Unemploy-<br>ment Insurance personnel,<br>as contained in '78-'79<br>Appropriations Bill. These<br>are state employees paid with<br>federal funds & this increase<br>was not projected when the<br>'78-'79 federal funds were<br>requested by Employment<br>Security because the Appro-<br>priations Bill had not<br>passed at that time.        | Approval   |         |  |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

DATE: April 3, 1979

| State Agency                            | State Identifier | Amount | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/CFDA/<br>Program Purpose   | GCR Unit Recommendation                       | Remarks |
|---|------------------|--------|-------------------|-----------------|------------------|------------------|-----------|-------|---|---|---------|
|   |                  |        |                   |                 |                  |                  | New       | Cont. |   | B&C Board/<br>GCR Subcommittee Recommendation |         |
| 42<br>Employment<br>Security Commission | 9-R60-042        | 14,197 | 7/1/78<br>6/30/79 | 14,197<br>100%  | 0                | 0                | 0         | 0     | U.S. Dept. of Labor<br>17.232 Title III<br>To fund the cost of living increase for 14.2 Labor Market Information personnel as contained in the '78-'79 Appropriations Bill. These are state employees paid with federal funds & this increase was not projected when the '78-'79 federal funds were requested by Employment Security because the Appropriations Bill had not passed at that time. | Approval                                      |         |
| 43<br>Employment<br>Security Commission | 9-R60-043        | 14,390 | 7/1/78<br>6/30/79 | 14,390<br>100%  | 0                | 0                | 0         | 0     | U.S. Dept. of Labor<br>To fund the cost of living increase for 20 disabled veterans outreach personnel as contained in the '78-'79 Appropriations Bill. These are state employees paid with federal funds & this increase was not projected when the '78-'79 federal funds were requested by Employment Security because the Appropriations Bill had not passed at that time.                     | Approval                                      |         |



SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

DATE: April 3, 1979

| State Agency                            | State Identifier | Amount | Time Period       | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/<br>CFDA/<br>Program Purpose   | GCR Unit<br>Recommendation<br>B&C Board/<br>GCR Subcommittee<br>Recommendation | Remarks |
|---|------------------|--------|-------------------|-----------------|------------------|------------------|-----------|-------|---|--|---------|
|   |                  |        |                   |                 |                  |                  | New       | Cont. |   |  |         |
| 44<br>Employment<br>Security Commission | 9-R60-044        | 18,897 | 7/1/78<br>6/30/79 | 18,897<br>100%  | 0                | 0                | 0         | 0     | U.S. Dept. of Labor<br>17.211<br>To fund the cost of living increase for 27.1 Job Corps personnel, as contained in the '78-'79 Appropriations Bill. These are state employees paid with federal funds & this increase was not projected when the '78-'79 federal funds were requested by Employment Security because the Appropriations Bill had not passed at that time.       | Approval   |         |
| 45<br>Employment<br>Security Commission | 9-R60-045        | 38,661 | 7/1/78<br>6/30/79 | 38,661<br>100%  | 0                | 0                | 0         | 0     | U.S. Dept. of Agriculture<br>10.551<br>To fund the cost of living increase for 40.8 food stamp personnel as contained in the '78-'79 Appropriations Bill. These are state employees paid with federal funds & this increase was not projected when the '78-'79 federal funds were requested by Employment Security because the Appropriations Bill had not passed at that time. | Approval   |         |

DATE: April 3, 1979

SUMMARY  
FEDERAL GRANTS AND CONTRACTS REQUESTS

| DATE: _____                          |                  |         |                    |                 |                  |                  |           |       |   |   |         |
|--------------------------------------|------------------|---------|--------------------|-----------------|------------------|------------------|-----------|-------|---|---|---------|
| State Agency                         | State Identifier | Amount  | Time Period        | % of Fed. Funds | % of State Funds | % of Other Funds | Personnel |       | Federal Agency/ CFDA/ Program Purpose   | GCR Unit  | Remarks |
|                                      |                  |         |                    |                 |                  |                  | New       | Cont. |   | Recommendation B&C Board/ GCR Subcommittee Recommendation |         |
| 46<br>Employment Security Commission | 9-R60-046        | 121,459 | 10/1/79<br>6/30/80 | 121,459<br>100% | 0                | 0                | 0         | 0     | S.C. CETA Consortium - Gov's. Office of Executive Policy & Pgms. - 17.232<br>To fund the payment of classroom allowances for the training of migrant & seasonal farmworkers. 60 participants are enrolled in this program.  | Approval  |         |
| 47<br>Employment Security Commission | 9-R60-047        | 228,179 | 10/1/78<br>9/30/79 | 228,179<br>100% | 0                | 0                | 0         | 0     | U.S. Dept. of Labor<br>To fund a program to employ disabled Vietnam veterans to perform outreach services in behalf of other disabled vets, identifying disabled vets in need of services, seeking to bring them into the mainstream of the labor market & assisting them to avail themselves of the programs & services to which they are entitled, including special consideration for public service jobs. | Approval  |         |

7  
STATE BUDGET AND CONTROL BOARD

REGULAR SESSION AGENDA

EXHIBIT V  
2 4/24/79

MEETING OF April 24, 1979

ITEM NUMBER

Agency: Medical University

Subject: Vanpool Program

President Knisely and Vice President Wise plan to discuss the proposed vanpool program of the Medical University.

One of the issues involved involves a procedure for disposing of vans used in the initial, demonstration program.

Board Action Requested:

Consider

Staff Comment:

S.279

Attachments:

Spence April 16, 1979 letter to Ms. Patricia Mizell



MST



STATE OF SOUTH CAROLINA  
BUDGET AND CONTROL BOARD  
DIVISION OF MOTOR VEHICLE MANAGEMENT  
P. O. BOX 633  
COLUMBIA, S.C. 29202

ALLAN J. SPENCE  
DIRECTOR  
PHONE (803) 758-7818

April 16, 1979

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APR 17 1979

BUDGET AND CONTROL BOARD  
OFFICE OF EXECUTIVE DIRECTOR

Ms. Patricia Mizell  
Carpool/Vanpool Coordinator  
Department of Highways and  
Public Transportation  
Post Office Box 191  
Columbia, South Carolina 29202

Dear Pat:

Your requisition, purchase forms and specifications for one (1) twelve passenger van to be purchased by your Agency for the pilot vanpool project has been reviewed by the Division of Motor Vehicle Management and General Services. The following actions apply:

1. The vehicle purchase requisition number 38677 according to your specifications has been approved and will be forwarded to State Purchasing.
2. State Purchasing advises that there is a term contract in effect for the purchase of vans of this type and the van will be purchased from this contract. (Vendor: Benson-Plymouth-Chrysler, Greer, South Carolina)
3. The subject van shall be offered for public sale at such time and manner as to be cost beneficial to the State. The specific time and method of disposal cannot be determined at this early date. However, your request to allow the permanent employee driver the opportunity to purchase the van at the going depreciated cost of the vehicle is noted. If this method of disposal is to be recommended it should be presented to the State Budget and Control Board for approval so that this will be a clearly stated policy when the program begins. In this regards, you should advise Mr. Bill McInnis, Deputy Executive Director, State Budget and Control Board no later than April 17, 1979, so that this item can be placed on the Board's Agenda.

In regards to insurance, I suggest the higher limits of \$100,000/\$300,000/\$50,000 be utilized because of the potential risks involved. I feel that collision (\$300 deductible) insurance should also be carried. These are my thoughts; however,

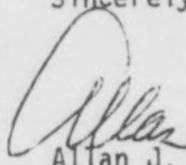
Ms. Patricia Mizell  
April 16, 1979  
Page 2

I suggest you contact Mr. Paul Hawkins, Manager, Insurance Reserve Funds at the Division of General Services for this official evaluation and review since this is his area of expertise.

Since these actions also pertain to the Medical University of South Carolina, I am sending a copy of this correspondence to Mr. W. J. Carter, Jr., Director, Business Administration.

If I can be of any further assistance, please advise.

Sincerely,



Allan J. Spence  
Director

AJS:lsW

cc: Mr. W. J. Carter, Jr.  
Mr. Furman E. McEachern, Jr.  
Mr. James H. Barnes  
Mr. W. T. Putnam  
Mr. Paul Hawkins

STATE BUDGET AND CONTROL BOARD

REGULAR SESSION AGENDA

EXHIBIT VI

MEETING OF April 24, 1979

ITEM NUMBER

3

4/24/79

Agency: Medical University

Subject: Receipt and Expenditure of Other Funds Above Level Authorized

The Medical University advises that \$2,500,000 of additional revenue generated from patient charges are now anticipated during the current fiscal year and it has submitted a revised budget reflecting the projected expenditure of \$2,368,695 of this additional revenue anticipated.

Board Action Requested:

Authorize the Medical University to receive and expend \$2,500,000 of additional revenue derived from patient charges.

Staff Comment:

Attachments:

Wise April 17, 1979 memorandum to Cooper plus attachments



Mr. Gavin

4.18.79

MUSC is requesting B & C Bd  
Approval to use \$2,368,695 in  
unanticipated patient revenue and  
today returned the completed  
forms to me.

John

Mr. Vaughan:

I assume there will be passed  
on to Mr McInnes for Board  
Approval and Joint Legislative  
Appropriation Review Committee  
Approval

Ed  
4/14/79

STATE AUDITOR'S OFFICE  
DIVISION OF ADMINISTRATION  
APR 1 9 1979

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ADMINISTRATION AND FINANCE  
(803) 792-4291




## Medical University of South Carolina

171 ASHLEY AVENUE / CHARLESTON, SOUTH CAROLINA 29403

April 17, 1979

TO: John M. Cooper  
State Budget Analyst

FROM: John E. Wise   
Vice President for Administration and Finance

The Medical University Hospital has completed the attached forms regarding the estimated expenditures for 1978-79. If you have questions regarding this, please call Ms. McCants.

JW/sh

Attachments



1978-79

CODE: \_\_\_\_\_

AGENCY: Medical University of South Carolina

| Line No.<br>(1) | Agency Level<br>(2) |         |     |         | Budget Code<br>(3) | DETAIL OF EXPENDITURES             | 1978-79                      |                                 | 1978-79 REVISED BUDGET       |                                 |
|-----------------|---------------------|---------|-----|---------|--------------------|------------------------------------|------------------------------|---------------------------------|------------------------------|---------------------------------|
|                 | Div                 | Sub Div | Sec | Sub Sec |                    | ITEMIZATION<br>(4)                 | Estimated Total Funds<br>(5) | Appropriated State Funds<br>(6) | Estimated Total Funds<br>(7) | Appropriated State Funds<br>(8) |
| 010<br>020      |                     |         |     |         |                    | Classified Positions               | 18,570,292                   | 5,078,745                       | 19,740,437                   |                                 |
| 030<br>040      |                     |         |     |         |                    | Unclassified Positions             | 4,082,570                    | 1,025,950                       | 3,912,494                    |                                 |
| 050<br>060      |                     |         |     |         |                    | Other Personal Service             | 2,388,686                    | 600,277                         | 1,674,688                    |                                 |
| 070<br>080      |                     |         |     |         |                    |                                    |                              |                                 |                              |                                 |
| 090<br>100      |                     |         |     |         |                    | Total Personal Service             | 25,041,548                   | 6,704,972                       | 25,327,619                   |                                 |
| 110<br>120      |                     |         |     |         |                    |                                    |                              |                                 |                              |                                 |
| 130<br>140      |                     |         |     |         |                    | Freight, Express, Deliveries       | 11,423                       | 3,334                           | 9,036                        |                                 |
| 150<br>160      |                     |         |     |         |                    | Travel                             | 194,466                      | 56,755                          | 165,493                      |                                 |
| 170<br>180      |                     |         |     |         |                    | Telephone And Telegraph            | 523,343                      | 152,739                         | 429,409                      |                                 |
| 190<br>200      |                     |         |     |         |                    | Repairs                            | 931,402                      | 271,832                         | 728,485                      |                                 |
| 210<br>220      |                     |         |     |         |                    | Printing, Binding, And Advertising | 49,090                       | 14,327                          | 38,400                       |                                 |
| 230<br>240      |                     |         |     |         |                    | Water, Heat, Light, And Power      | 600,000                      | 175,111                         | 875,245                      |                                 |
| 250<br>260      |                     |         |     |         |                    | Other Contractual Services         | 2,440,245                    | 616,967                         | 3,734,629                    |                                 |
| 270<br>280      |                     |         |     |         |                    | Professional And Other Fees        | 34,198                       | 9,981                           | 194,509                      |                                 |
| 290<br>300      |                     |         |     |         |                    | In-Service Training                | 600                          | 175                             | 204                          |                                 |
| 310<br>320      |                     |         |     |         |                    | Data Processing Services           | 599,571                      | 174,986                         | 784,620                      |                                 |
| 330<br>340      |                     |         |     |         |                    | Attorney Fees                      |                              |                                 |                              |                                 |
| 350<br>360      |                     |         |     |         |                    | Physician Fees                     | 732,002                      | 213,636                         | 691,645                      |                                 |

1978-79

CODE: \_\_\_\_\_

AGENCY: Medical University of South Carolina

| Line No.<br>(1) | Agency Level<br>(2) |         |     |         | Budget Code<br>(3) | DETAIL OF EXPENDITURES             | 1978-79                      |                                 | 1978-79 REVISED BUDGET       |                                 |
|-----------------|---------------------|---------|-----|---------|--------------------|------------------------------------|------------------------------|---------------------------------|------------------------------|---------------------------------|
|                 | Div                 | Sub Div | Sec | Sub Sec |                    | ITEMIZATION<br>(4)                 | Estimated Total Funds<br>(5) | Appropriated State Funds<br>(6) | Estimated Total Funds<br>(7) | Appropriated State Funds<br>(8) |
| 010<br>020      |                     |         |     |         |                    | Microfilm/Microfiche Processing    | 41,279                       | 12,047                          | 27,804                       |                                 |
| 030<br>040      |                     |         |     |         |                    | Building Renovations               | 200,000                      | 58,370                          | 125,580                      |                                 |
| 050<br>060      |                     |         |     |         |                    | Food Supplies                      |                              |                                 |                              |                                 |
| 070<br>080      |                     |         |     |         |                    | Fuel Supplies                      | 190,000                      | 55,452                          | 65,412                       |                                 |
| 090<br>100      |                     |         |     |         |                    | Feed And Veterinary Supplies       | 996                          | 291                             | 1,320                        |                                 |
| 110<br>120      |                     |         |     |         |                    | Office Supplies                    | 452,930                      | 132,189                         | 367,289                      |                                 |
| 130<br>140      |                     |         |     |         |                    | Household, Laundry, And Jan. Supp. | 208,704                      | 60,911                          | 248,485                      |                                 |
| 150<br>160      |                     |         |     |         |                    | Med., Scientific, And Lab. Supp.   | 7,215,398                    | 2,164,199                       | 7,990,924                    |                                 |
| 170<br>180      |                     |         |     |         |                    | Educational Supplies               | 9,100                        | 2,656                           | 38,976                       |                                 |
| 190<br>200      |                     |         |     |         |                    | Motor Vehicle Supplies             | 3,450                        | 1,007                           | 3,336                        |                                 |
| 210<br>220      |                     |         |     |         |                    | Clothing                           | 115,238                      | 33,632                          | 173,089                      |                                 |
| 230<br>240      |                     |         |     |         |                    | Maintenance Supplies               | 379,985                      | 110,899                         | 337,237                      |                                 |
| 250<br>260      |                     |         |     |         |                    | Postage                            | 51,200                       | 14,943                          | 55,224                       |                                 |
| 270<br>280      |                     |         |     |         |                    | Photographic Supplies              | 103,617                      | 30,241                          | 49,284                       |                                 |
| 290<br>300      |                     |         |     |         |                    | Other Supplies                     | 1,600,199                    |                                 | 490,801                      |                                 |
| 310<br>320      |                     |         |     |         |                    | Rents - State Owned                | 150,000                      | 43,778                          | 11,124                       |                                 |
| 330<br>340      |                     |         |     |         |                    | Rents - Data Processing Equipment  | 290,891                      | 84,897                          | 271,572                      |                                 |
| 350<br>360      |                     |         |     |         |                    | Rents - Equipment                  | 212,468                      | 62,009                          | 249,756                      |                                 |



1978-79

CODE: \_\_\_\_\_

AGENCY: Medical University of South Carolina

| Line No.<br>(1) | Agency Level<br>(2) |         |     |         | Budget Code<br>(3) | DETAIL OF EXPENDITURES            | 1978-79                      |                                 | 1978-79 REVISED BUDGET       |                                 |
|-----------------|---------------------|---------|-----|---------|--------------------|-----------------------------------|------------------------------|---------------------------------|------------------------------|---------------------------------|
|                 | Div                 | Sub Div | Sec | Sub Sec |                    | ITEMIZATION<br>(4)                | Estimated Total Funds<br>(5) | Appropriated State Funds<br>(6) | Estimated Total Funds<br>(7) | Appropriated State Funds<br>(8) |
| 010<br>020      |                     |         |     |         |                    | Rents - Other                     | 2,828                        | 825                             | 60,396                       |                                 |
| 030<br>040      |                     |         |     |         |                    | Rents - Photocopying Equipment    |                              |                                 | 74,248                       |                                 |
| 050<br>060      |                     |         |     |         |                    | Dues                              | 36,486                       | 10,649                          | 42,276                       |                                 |
| 070<br>080      |                     |         |     |         |                    | Insurance                         | 170,000                      | 49,615                          | 185,475                      |                                 |
| 090<br>100      |                     |         |     |         |                    | Motor Vehicles And Equipment      |                              |                                 | 14,712                       |                                 |
| 110<br>120      |                     |         |     |         |                    | Library Books And Films           |                              |                                 | 10,356                       |                                 |
| 130<br>140      |                     |         |     |         |                    | Office Equipment                  | 206,795                      | 60,353                          | 172,908                      |                                 |
| 150<br>160      |                     |         |     |         |                    | Med., Scientific, And Lab. Equip. | 906,793                      | 731,671                         | 1,999,718                    |                                 |
| 170<br>180      |                     |         |     |         |                    | Household Equipment               | 100                          | 29                              | 2,448                        |                                 |
| 190<br>200      |                     |         |     |         |                    | Educational Equipment             | 475                          | 138                             | 2,496                        |                                 |
| 210<br>220      |                     |         |     |         |                    | Other Equipment                   | 98,970                       | 28,884                          | 206,628                      |                                 |
| 230<br>240      |                     |         |     |         |                    |                                   |                              |                                 |                              |                                 |
| 250<br>260      |                     |         |     |         |                    | Total Other Expenses              | 18,764,242                   | 5,439,528                       | 20,930,549                   |                                 |
| 270<br>280      |                     |         |     |         |                    |                                   |                              |                                 |                              |                                 |
| 290<br>300      |                     |         |     |         |                    | Debt Service                      | 600,000                      |                                 | 600,000                      |                                 |
| 310<br>320      |                     |         |     |         |                    | State Employer Contribution       | 3,800,000                    | 1,735,018                       | 3,716,317                    |                                 |
| 330<br>340      |                     |         |     |         |                    |                                   |                              |                                 |                              |                                 |
| 350<br>360      |                     |         |     |         |                    | Total Medical University Hospital | 48,205,790                   | 13,879,518                      | 50,574,485                   |                                 |



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ADMINISTRATION AND FINANCE  
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BUDGET AND CONTROL BOARD  
OFFICE OF EXECUTIVE DIRECTOR



## Medical University of South Carolina

171 ASHLEY AVENUE / CHARLESTON, SOUTH CAROLINA 29403

March 29, 1979

Mr. William T. Putnam  
Executive Director  
State Budget and Control Board  
Post Office Box 11333  
Columbia, South Carolina 29211

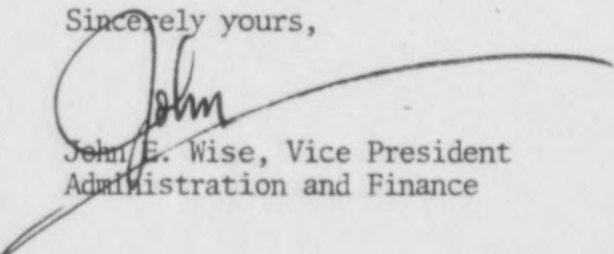
Dear Mr. Putnam:

As mentioned to you in earlier conversations, the Medical University Hospital has collected more cash from generated patient charges than was anticipated approximately 18 months ago when the budget request for 1978-79 was submitted. This additional revenue (estimated as of 2/28/79 to be \$2,500,000 for the year) has been the result primarily of increased patient care activities and some increase in hospital charges.

Based on the expenditure pattern of the Hospital, this additional revenue will be necessary to support the on-going programs. These additional generated funds have been used to cover the operating revenue portion (approximately 75%) of State-mandated raises for 1978-79, to cover the increased costs of fringe benefits (the Hospital funds 75% of the total cost of fringes), and to purchase medical equipment of a priority nature.

If you have any questions regarding this information, please do not hesitate to call me.

Sincerely yours,

  
John E. Wise, Vice President  
Administration and Finance

JW/snb

State of South Carolina  
**State Budget and Control Board**

RICHARD W. RILEY, CHAIRMAN  
GOVERNOR  
GRADY L. PATTERSON, JR.  
STATE TREASURER  
EARLE E. MORRIS, JR.  
COMPTROLLER GENERAL



Box 12444  
Columbia  
29211

REMBERT C. DENNIS  
CHAIRMAN, SENATE FINANCE COMMITTEE  
TOM G. MANGUM  
CHAIRMAN, WAYS AND MEANS COMMITTEE

WILLIAM T. PUTNAM  
EXECUTIVE DIRECTOR

April 4, 1979

Mr. John E. Wise, Vice President  
Medical University of South Carolina  
171 Ashley Avenue  
Charleston, South Carolina 29403

Dear John:

With reference to your letter of March 29, 1979, we are requesting Mr. John Cooper, budget analyst, to contact you with information pertaining to data which must be submitted prior to the expenditure of previously unbudgeted funds.

The information furnished will then be given to the Budget and Control Board for its approval and then forwarded to the Joint Appropriations Review Committee for its concurrence.

If we can be of further service, please let us know.

Yours very truly,

William T. Putnam  
Executive Director

WTP:sc

xc: John Cooper

**RECEIVED**

APR 4 1979

STATE AUDITOR'S OFFICE  
BUDGET DIVISION

*Send Sam for  
approval*

9 STATE BUDGET AND CONTROL BOARD

REGULAR SESSION AGENDA

EXHIBIT VII  
4 4/24/79

MEETING OF April 24, 1979

ITEM NUMBER

Agency: Retirement System

Subject: Proposed Termination Pay and Retirement Procedure

Director Purvis Collins will be present to suggest a procedure for dealing with the situation arising when the end of the fiscal year for pay period purposes does not coincide with the literal end of the fiscal year.

The present procedure produces a gap between the end of the pay period and the end of the fiscal year during which the employee receives no income.

The procedure suggested by Mr. Collins would allow an employee to retire effective July 1 and to continue working during the gap period at whatever the salary rate for the ensuing fiscal year would be and it would use the salary at the last day of the pay period year to calculate retirement benefits.

Board Action Requested:

Consider proposed procedure

Staff Comment:

Attachments:

Collins procedure and Woodington March 26, 1979 memorandum to Collins



Termination Pay and Retirement Procedure for Weekly and Bi-Weekly  
Paid Employees when End of Fiscal Year for Pay Purposes does Not  
Coincide with Fiscal Year

Present Procedure

1. Termination pay based on rate of pay at end of pay period year.
2. Employee is terminated at end of pay period year.
3. Retirement is effective July 1.

Problem: Gap period between end of pay year and Fiscal year, employee  
receives no income.

Suggested Procedure

1. Termination Pay based on rate of pay at end of pay period year.
2. Salary used in Retirement Formula Calculation terminates with last  
day of pay period year.
3. Retirement is effective July 1.
4. Employee continues working during gap period at new salary rate.

# The State of South Carolina



## Office of the Attorney General

KENNETH P. WOODINGTON  
ASSISTANT ATTORNEY GENERAL

WADE HAMPTON OFFICE BUILDING  
POST OFFICE BOX 11549  
COLUMBIA, S. C. 29211  
TELEPHONE 803-758-8667

DANIEL R. McLEOD  
ATTORNEY GENERAL



### MEMORANDUM

TO: Purvis W. Collins

FROM: Kenneth P. Woodington

RE: Rate at which lump sum terminal leave should be paid.

DATE: March 26, 1979

For several years, when an employee has wanted to retire at the end of a fiscal year, the Budget and Control Board has followed the practice of making his retirement effective at the time of the last paycheck paid during that fiscal year. Thus, if the last payday was June 26, for instance, his first retirement check covered only the period beginning with July 1. The resulting gap, which can be from one to fourteen days, presently stands at nine days and will continue to widen for the next four or five years. The primary reason for this policy is that it prevents terminal leave (the lump sum payment for accrued annual leave) from being valued at the increased rate which comes in at the beginning of each fiscal year as the result of a cost of living raise. (Customarily, the appropriations act begins the new rate of pay with the first pay period which extends into the new calendar fiscal year, even though most of the pay period may actually occur in the old calendar fiscal year.)

You have proposed that the employee be permitted to remain on the payroll until the end of the fiscal year, but that (1) his terminal leave be paid at the old rate, i.e., the rate of pay for the last complete pay period in the old fiscal year, and (2) anything paid between the last paycheck in the fiscal year and the end of the fiscal year (which will be paid at the rate for the new fiscal year) not be included in the computation of average final compensation (although it will, of course, count for purposes of retirement credit). The

MEMORANDUM

TO: Purvis W. Collins

March 26, 1979

Page 2

legal question raised by this proposal is whether this procedure, if adopted by the Board, would be within the Board's discretion or whether it would be contrary to some statute presently in effect.

The proposal involves either or both of two of the Board's capacities. In its capacity as administrator of the Retirement System (§§ 9-1-210 to 9-1-300, 1976 Code of Laws), it possesses the following power:

"Subject to the limitations hereof, the Board shall also, from time to time, in its discretion, adopt rules and regulations to prevent injustices and inequalities which might otherwise arise in the administration of the System."

§ 9-1-290.

In its capacity as general supervisor of state employee matters, the Board is authorized and directed to:

[e]stablish procedures for the regulation of compensation for all State employees where not otherwise regulated by the General Assembly."

§ 8-11-230.

Thus, in its "personnel" capacity, the Board can determine the rate of payment of terminal leave (unless the matter is covered by statute). And, in its "retirement" capacity, the Board can adjust injustices and inequalities which arise in the administration of the System.

The only sections of the Code which deal with terminal leave payments are sections 8-11-620 and 9-1-10(17). The latter section merely provides that the lump sum payment may be added to the pay period immediately prior to retirement and may be included within average final compensation for the last year of employment. This section does not specify the rate of compensation of terminal leave, and accordingly does not provide that the rate at which annual leave is compensated must be the rate of pay in the last pay period. Similarly, § 8-11-620 only provides that a lump sum payment for a maximum of forty-five days of unused annual leave may be made; no reference is made to the method of computation of the amount



MEMORANDUM

TO: Purvis W. Collins

March 26, 1979

Page 3

of the lump sum payment. It therefore appears that the General Assembly has not addressed the question of the method of computing the amount of terminal leave payments, and that the Budget and Control Board may determine the rate at which terminal leave is to be paid. If the Board decides to do as you have proposed, it is my opinion that the Board would be exercising its discretion in a manner permitted by § 8-11-230. This decision would prevent a cost-of-living raise from attaching to up to 45 days' terminal leave pay when the employee has actually worked less than 14 days at the higher rate.

Once this has been done, the only question which remains for the Board as administrator of the Retirement System to decide is whether the pay for the one to fourteen days which the employee works before July 1 and is paid at the higher rate must be included in the average final compensation, or whether the average final compensation must include all payments of salary until July 1. "Average final compensation" is defined by § 9-1-10(17) as "the average annual earnable compensation of a member during the three consecutive fiscal years of his creditable service..." Although § 11-9-80 provides that the state fiscal year shall start on July 1 and end on June 30, the Retirement System in practice has always treated the fiscal year for purposes of determining average final compensation as running from the first day of the pay period which the appropriations acts deem the first pay period in the fiscal year to the last day of the last such pay period. Under this arrangement average final compensation is calculated on the basis of at least 156 weeks (three times fifty-two weeks), which is what § 9-1-10(17) contemplates. If the pay discussed above for one to fourteen days were to be added to this, the employee would have his average final compensation, which already has up to 45 days' terminal leave added to it, increased to up to two weeks more than 156 weeks, which is clearly not the intent of the statute. Because this result (which would effectively increase a retired member's benefit by 2 1/2% for life) does not appear to be within the contemplation of § 9-1-10(17), it is the opinion of this Office that the one to fourteen days' pay discussed above need not be included within average final compensation, although it will be considered in

MEMORANDUM

TO: Purvis W. Collins

March 26, 1979

Page 4

determining the total amount of service.

APPROVED BY:

David R. [Signature]

STATE BUDGET AND CONTROL BOARD

MEETING OF April 24, 1979

EXHIBIT VIII  
REGULAR SESSION AGENDA  
ITEM NUMBER 5 4/24/79

Agency: General Services

Subject: Funds Transfer Request

The Division of General Services proposes that \$30,000 be transferred from the account appropriated to pay rent in Ashley Center to a permanent improvements account for the purpose of financing the grading and spreading of gravel on a portion of the property adjacent to Ashley Center owned by the State. This action would result in the provision of parking space for 100 vehicles which will serve the needs of agencies other than the Medical University housed in Ashley Center. The Division recommends that a \$3.50 bi-weekly charge be made for these spaces and that the revenue resulting be returned to the general fund.

Board Action Requested:

Approve

Staff Comment:

Attachments:

Counts April 17, 1979 letter to Putnam plus attachments



STATE OF SOUTH CAROLINA  
DIVISION OF GENERAL SERVICES  
BUDGET AND CONTROL BOARD

300 GERVAIS STREET, COLUMBIA, S. C. 29201

April 17, 1979



FURMAN E. McEACHERN, JR.  
DIVISION DIRECTOR  
803/758-2226

RUDISILL D. COUNTS  
ASSISTANT DIVISION DIRECTOR  
803/758-2226

Mr. William T. Putnam  
Executive Director  
State Budget and Control Board  
P. O. Box 12444  
Columbia, South Carolina 29211

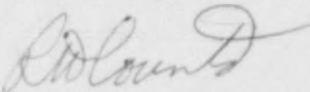
Dear Bill:

You will recall that when the State Budget and Control Board leased space in Ashley Center they rejected leasing the parking deck. It was the understanding at that time that the Medical University, the principal tenant, would be expected to provide parking for their employees.

We have subleased approximately 27,000 square feet to agencies other than the Medical University, and these agencies had access to free parking in their former locations. They have requested that we supply parking at a reasonable cost such as the present charges in the Capitol Complex.

It is respectfully requested that the Budget and Control Board approve the attached transfer. This will transfer \$30,000 from the account appropriated to pay rent in Ashley Center to a permanent improvements account to be used to grade and spread gravel on a portion of the property adjacent to Ashley Center owned by the State. This will provide parking for 100 vehicles which will be required for all agencies except the Medical University. We recommend that the State charge \$3.50 biweekly for these parking spaces and this revenue be returned to the General Fund.

Very truly yours,

  
R. D. Counts  
Deputy Director

RDC:hc

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APR 18 1979

STATE AUDITOR'S OFFICE  
BUDGET DIVISION

## State of South Carolina

## STATE BUDGET AND CONTROL BOARD

Finance Division

Columbia

Date: April 12, 1979

To the Comptroller General and the State Treasurer:

By unanimous approval of the State Budget and Control Board, the following appropriation transfers are authorized.

Department Budget and Control Board- Division of General ServicesFiscal Year 1978-79

| Section | Item | Activity and Account   | Organization No. |        | Account No. | Transaction Code | AMOUNT    |           |
|---------|------|--|------------------|--------|-------------|------------------|-----------|-----------|
|         |      |  |                  |        |             |                  | DEBIT     | CREDIT    |
|         |      | Construction & Renovation - State Buildings<br>Fixed Charges & Contributions | F1204            | 280500 | 11060833    | 21601            | 30,000.00 |           |
|         |      | Permanent Improvements   | F1204            | 000000 | 23090120    | 11601            |           | 30,000.00 |
| TOTAL   |      |  |                  |        |             |                  | 30,000.00 | 30,000.00 |

## TO DEPARTMENT AND INSTITUTIONS:

This form should be accompanied with a letter indicating fully the necessity of the transfer being requested. No commitment should be made in anticipation of the approval of a transfer.

Date Approved \_\_\_\_\_

State Auditor \_\_\_\_\_

SUBMIT ORIGINAL AND THREE (3) COPIES.

STATE BUDGET AND CONTROL BOARD

MEETING OF April 24, 1979

EXHIBIT IX  
REGULAR SESSION AGENDA

ITEM NUMBER

8

4/24/79

Agency: State Treasurer

Subject: Proposed Increase of Education Assistance Authority Bond Authorization

It is proposed that the revenue bond authorization of the Education Assistance Authority be increased from \$15,000,000 to \$25,000,000 so that the benefits of the program may be extended to other students in need of assistance.

Board Action Requested:

Consider

Staff Comment:

Attachments:

Draft of referenced legislation



AN ACT  
TO AMEND SECTION 59-115-10, ET SEQ., CODE OF LAWS OF SOUTH  
CAROLINA, 1976, BY INCREASING THE REVENUE BOND AUTHORIZATION  
FROM \$15,000,000 TO \$25,000,000.

ARTICLE I

FINDINGS OF FACT

As an incident to the enactment hereof the General Assembly has made the following findings:

1. By Chapter 115 of Title 59 of the 1976 Code, the General Assembly created the State Education Assistance Authority for the purpose of making funds available to needy students through a student loan program to be financed through the issuance of student loan revenue bonds.

2. Pursuant to Chapter 115 the Authority has issued and now has outstanding <sup>TEN</sup> ~~Five~~ Million Dollars of its revenue bonds.

3. The General Assembly finds that the purposes of the Act have been fulfilled by virtue of the revenue bonds heretofore issued by the Authority and is now minded to increase the authorization contained in Chapter 115 so that the benefits of the program may be extended to other students in need of such assistance.

ARTICLE II

AUTHORIZATION INCREASED

Section 59-115-80, Code of Laws of South Carolina, 1976, is hereby amended by increasing the aggregate principal amount of revenue bonds which may be outstanding thereunder from \$15,000,000 to \$25,000,000.

This Act shall take effect upon approval by the Governor.

STATE BUDGET AND CONTROL BOARD

REGULAR SESSION AGENDA

MEETING OF April 24, 1979

ITEM NUMBER

EXHIBIT X

9

4/24/79

Agency: Board of Opticianry

Subject: Civil Contingent Fund Request

The Board of Opticianry requests an advance of \$7,550 from the Civil Contingent Fund in anticipation of the passage of the supplemental appropriation bill.

Board Action Requested:

Consider

Staff Comment:

Attachments:

Secretary-Treasurer Brown April 10, 1979 letter to Mr. Putnam

MSI



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APR 17 1979

BUDGET AND CONTROL BOARD  
OFFICE OF EXECUTIVE DIRECTOR

The South Carolina Board Of Examiners In ~~Opticianry~~ Opticianry

April 10, 1979

Mr. William T. Putnam  
Executive Director  
State Budget and Control Board  
Columbia, S. C. 29211

Dear Mr. Putnam:

The Board Of Opticianry finds itself at this time without sufficient funds to operate. A request has been made for supplemental funds, but these have not yet been approved.

Therefore, the Opticianry Board wishes to borrow from the Civil Contingency fund an amount equal to our supplemental request so that we may carry out our duties.

Our Board has generated sufficient revenue to more than cover the requested amount and the current balance of generated funds is \$10,495.00.

We will appreciate your attention to this matter.

Sincerely yours,

*G. William Brown*

G. William Brown  
Sec.-Treas.  
P.O. Box 5703  
Spartanburg, S. C.  
29304



CIVIL CONTINGENT FUND

|  |                           |
|--|---------------------------|
| Balance as of 4/11/79                      | \$87,837.41               |
| <u>Outstanding:</u>                        |                           |
| General Services/Attorney General's Office | -15,000.00                |
| State Personnel Division                   | ---                       |
| Department of Youth Services               | - 2,100.00                |
| Charleston Aging Agency                    | -30,000.00                |
| Motor Vehicle Management Division          | -10,110.22                |
| Division of General Services               | - 2,756.00                |
| Office of Executive Director               | <u>-25,000.00</u>         |
| Net Balance                                | <u><u>\$ 2,871.19</u></u> |

STATE BUDGET AND CONTROL BOARD

REGULAR SESSION AGENDA

MEETING OF April 24, 1979

ITEM NUMBER

EXHIBIT XI  
10 4/24/79

Agency: Various

Subject: Positions Above Number Authorized and Reestablishment of Positions

Please see attachments for details.

The following is a summary of the attached requests:

- (1) Aeronautics Commission: 2 positions (shift from federal to state funds because of cash flow problems);
- (2) Opportunity School: 1 Comptroller I position;
- (3) Clemson University: 9.5 positions (reestablishment of 9 and the establishment of 0.5 FTE);
- (4) Water Resources Commission: reestablishment of 1 position; and
- (5) Highways and Public Transportation: reestablishment of 4 positions.

Board Action Requested:

Consider

Staff Comment:

Attachments:

Budget Development forms and attachments

BUDGET AND CONTROL BOARD  
FINANCE DIVISION  
BUDGET DEVELOPMENT

Code No. U04

Agency Aeronautics Commission

Subject: Request for State Funded positions exceeding number authorized in 1978-79  
Appropriation Act.

Request is to change funding source on position (s) as follows:

| Pos.<br>No. | Class<br>Code | Slot | Position Title | Annual<br>Salary | Current Source |         |       | Proposed Source |         |       |
|-------------|---------------|------|----------------|------------------|----------------|---------|-------|-----------------|---------|-------|
|             |               |      |                |                  | State          | Federal | Other | State           | Federal | Other |
| 082505      | 6773          | 0001 | Planner III    | 15,091           |                | 100     |       | 100             |         |       |
| 083193      | 6772          | 0001 | Planner II     | 12,272           |                | 100     |       | 100             |         |       |

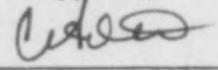
Request Justification:

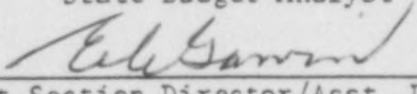
The above positions are assigned to special Federal projects for which the agency receives reimbursement based on percentage of project's completion. When work on these special projects fall behind for various reasons no reimbursement is received; therefore, no funds are available to meet the payroll.

The agency requests these positions be transferred to State funds with the understanding that all Federal funds reimbursement will be remitted to the General Funds. This will ensure that funds are always available to meet the payroll. Because of the Federal reimbursement the cost to the State should be nominal.

☒ Recommend Approval

☐ Recommend Disapproval

  
\_\_\_\_\_  
State Budget Analyst

  
\_\_\_\_\_  
Budget Section Director/Asst. Dir.

4/12/79  
\_\_\_\_\_  
Date

4/12/79  
\_\_\_\_\_  
Date



State of South Carolina  
**State Budget and Control Board**

RICHARD W. RILEY, CHAIRMAN  
GOVERNOR  
GRADY L. PATTERSON, JR.  
STATE TREASURER  
EARLE E. MORRIS, JR.  
COMPTROLLER GENERAL



Box 12444  
Columbia  
29211

REMBERT C. DENNIS  
CHAIRMAN, SENATE FINANCE COMMITTEE  
TOM G. MANGUM  
CHAIRMAN, WAYS AND MEANS COMMITTEE

WILLIAM T. PUTNAM  
EXECUTIVE DIRECTOR

March 26, 1979

Mr. John W. Hamilton, Director  
South Carolina Aeronautics Commission  
Box 1769  
Columbia, South Carolina 29202

Dear John:

Upon receipt of your letters requesting the movement of a Planner II and a Planner III from Federal funding to State funding, we assigned Curtis Holt, your budget analyst, to look into this matter. Curtis has now made his recommendations, but I feel that they need some further consideration. Therefore, your letter and the memo from Curtis pertaining to a possible solution have been referred to Ed Vaughn for his study.

We feel sure that Ed will be in touch with you promptly concerning this matter. However, if we can be of further service, please feel free to call upon us.

Yours very truly,

William T. Putnam  
Executive Director

WTP:sc

xc: Ed Vaughn

Holt  
File 7

TO: Mr. William T. Putnam, Executive Director

FROM: C. Holt *A*

DATE: March 19, 1979

SUBJECT: The Aeronautics Commission's request to exceed its total number of State positions.

In regards to the attached request several telephone conversations have been made and one meeting was conducted in my office concerning same. The problem arose when a request was made, by the agency, to transfer State funds to a Federal account to meet the payroll for authorized federally funded positions. The request was approved with the understanding this matter would be resolved.

In summary the positions are assigned to special Federal project for which the agency receives reimbursement based on percentage of project's completion. When work on these special projects fall behind, for various reason, no reimbursement is received; therefore, no funds are available to meet the payroll.

It is my recommendation that the agency's request be approved with the understanding that Federal funds reimbursement for the positions be remitted to the General Funds. This will ensure that funds are always available to meet the payroll. Because of the Federal reimbursement the cost to the State should be nominal.



## South Carolina Aeronautics Commission

BOX 1789, COLUMBIA, SOUTH CAROLINA 29201  
TELEPHONE 803-755-2766

JOHN W. HAMILTON  
DIRECTOR

JOHN F. BARRY  
DEPUTY DIRECTOR

February 21, 1979

Mr. William T. Putnam, Executive Director  
State Budget and Control Board  
Box 12444  
Columbia, South Carolina 29211

Dear Mr. Putnam:

Within the mission of fostering and promoting aviation, the Aeronautics Commission maintains activities in many areas of the aviation environment. Recent developments involving state administrative requirements as well as on going coordinating projects with federal agencies have placed a severe drain on the Commission's staff resources.

The Commission is currently authorized a classified position of Planner II grade 23. This position has been primarily involved with the implementation of state-federal grant projects and receives majority funding from federal funds. The individual filling this position is well qualified. To maximize agency efforts, the employee has occasionally been "loaned" to special projects where a high level of expertise has been required. In order to insure complete compliance with state and federal rules, the Commission request permission to transfer this position to a state funding basis. Assignment of the position would be in the Planning Division and the funds necessary to maintain the position would be taken from existing agency appropriations. Federal funds will continue to be used to defray the expense of this position, both salary and fringe, when the employees services are utilized on grant projects. The approximate personnel costs of this position are enclosed.

Very truly yours,

John W. Hamilton  
Director

Enc.



PLANNER 11

APPROXIMATE PERSONNEL COSTS

|                |            |
|----------------|------------|
| SALARY         | 12,272     |
| MERIT INCREASE | <u>790</u> |
|                | 13,062     |

|                 |                   |
|-----------------|-------------------|
| FRINGE BENEFITS | 2,228             |
|                 | <u>          </u> |
|                 | 15,290            |

|                  |              |
|------------------|--------------|
| OPERATIONAL COST |              |
| TRAVEL, ETC.     | <u>1,500</u> |
|                  | 16,790       |

BUDGET AND CONTROL BOARD  
FINANCE DIVISION  
BUDGET DEVELOPMENT

Code No. H71

Agency Wil Lou Opportunity School

Subject: Request for positions exceeding number authorized in 1978-79 Appropriation Act

Request is to establish 1 new positions at \_\_\_\_\_  
\_\_\_\_\_ as follows:

| <u>No.</u><br><u>Positions</u> | <u>Position Title</u> | <u>Grade</u> | <u>Class</u><br><u>Code</u> | <u>Est.</u><br><u>Annual</u><br><u>Salary</u> | <u>Source of Funds (Percent)</u><br><u>State Federal Other</u> |
|--------------------------------|-----------------------|--------------|-----------------------------|---|--|
|                                | Comptroller I         | 29           | 1081                        | 18,142  | 100  |

Request Justification:

This position has been approved for 1979-80. The State Auditor's Office has suggested that we fill the position as soon as possible. Funds for the position in 1978-79 are available through vacant allowance. The cost for the remainder of the fiscal year is estimated to be 3,500.

☒ Recommend Approval

☐ Recommend Disapproval

all  
PW

State Budget Analyst

Budget Section Director/Asst. Dir.

4/12/79  
Date

4/12/79  
Date

# *Wil Lou Gray Opportunity School*

J. TRUETT WILLIS, ED. D.  
DIRECTOR

W. CAMPUS ROAD  
WEST COLUMBIA, SOUTH CAROLINA 29169

TELEPHONE  
758-2503 - 758-8398

April 4, 1979

Mr. Edgar A. Vaughn  
State Auditor  
P. O. Box 11333  
Columbia, South Carolina

Dear Mr. Vaughn:

The school's personnel officer and the accountant have projected personal service needs through the remainder of this fiscal year. As a result of that projection, it is estimated that the school will have appropriated in personal service approximately \$28,000 more than will be needed. This estimated balance will be possible because some vacancies stood vacant for a period of time and because some replacements were hired in at salaries lower than had been budgeted.

I am hereby requesting approval to use approximately \$3,500 of the above estimated balance to employ a controller to begin work on or about May 1, 1979. The salary for such a position has been requested in the budget request for 1979-80.

Your consideration of this request will be appreciated.

Sincerely,

Truett Willis  
Director

## FACTS ABOUT THE OPPORTUNITY SCHOOL

1. FIRST SCHOOL OF ITS KIND IN THE UNITED STATES
2. A STATE SUPPORTED, BOARDING SCHOOL.
3. NEARLY ONE-HALF CENTURY OF CREDITABLE HISTORY.
4. PUPILS RANGE IN AGES FROM 16 TO 75. FROM BEGINNERS THROUGH HIGH SCHOOL GRADUATES.



5. STANDARD CURRICULUM
6. GENERAL EDUCATION
7. CLASSES THAT FIT EVERY PUPIL
8. A COLLEGE HOME - NOT AN INSTITUTION
9. DEVELOPMENT OF INDIVIDUAL PERSONALITY
10. EQUAL EMPLOYMENT OPPORTUNITY



BUDGET AND CONTROL BOARD  
FINANCE DIVISION  
BUDGET DEVELOPMENT

Code No. H12

Agency Clemson University

Subject: Request for positions exceeding number authorized in 1978-79 Appropriation Act

Request is to establish 9.5 new positions at Clemson University

as follows:

| <u>No.</u><br><u>Positions</u> | <u>Position Title</u>   | <u>Grade</u> | <u>Class</u><br><u>Code</u> | <u>Est.</u><br><u>Annual</u><br><u>Salary</u> | <u>Source of Funds (Percent)</u><br><u>State Federal Other</u> |  |       |
|--------------------------------|---|--------------|-----------------------------|---|--|--|-------|
| 9                              | Reinstatement of positions vacant 12 months and deleted by<br>State Personnel (see letter from Melvin Barnette) |              |                             |   |  |  |       |
| 0.5                            | Clerk Steno II  | 10           | 0337                        | 6,486   | 3,243  |  | 3,243 |

Request Justification:

See attached letters

☒ Recommend Approval

☐ Recommend Disapproval

J. H. Cooper

State Budget Analyst

Ed. Garvin

Budget Section Director/Asst. Dir.

4/17/79

Date

4/17/79

Date



CLEMSON  
UNIVERSITY

VICE PRESIDENT FOR BUSINESS AND FINANCE

April 12, 1979

Mr. William T. Putnam  
Executive Director, Budget and Control Board  
Wade Hampton Building  
P.O. Box 11333  
Columbia, SC 29211

Dear Mr. Putnam

The State Personnel Division, in compliance with Section 151 of the General Appropriations Act, has deleted the following State supported positions which are budgeted at Clemson University for some portion of fiscal year 1973-79:

| <u>Class Title</u>                | <u>Class Code</u> | <u>Slot</u> |
|-----------------------------------|-------------------|-------------|
| Asst. V.P. for Business & Finance | 2475              | 0001        |
| Ag. Aide I                        | 0321              | 0019        |
| Professor                         | 9049              | 0213        |
| Assoc. Professor                  | 9052              | 0110        |
| Assoc. Professor                  | 9052              | 0226        |
| Asst. Professor (50% time)        | 9056              | 0043        |
| Asst. Professor                   | 9056              | 0166        |
| Instructor (50% time)             | 9063              | 0010        |
| Librarian                         | 9035              | 0003        |
| Department Head                   | 9161              | 0058        |

In response to verbal instructions given by our budget analyst at the State Auditor's Office, we are soliciting your assistance in re-establishing the above nine (9) FTE positions at your earliest convenience.

Should you have any questions regarding this matter, please don't hesitate to call me.

Sincerely,

Melvin Barnette  
Vice President for Business & Finance

cc: Ray L. Thompson  
✓ John Cooper  
Darrell Mickman

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APR 16 1979

STATE AUDITOR'S OFFICE  
BUDGET DIVISION

**CLEMSON**  
UNIVERSITY

BUSINESS AND FINANCE  
Personnel Division

April 12, 1979

Mr. John Cooper  
State Budget Analyst  
Office of the State Auditor  
P. O. Box 11333  
Columbia, SC 29211

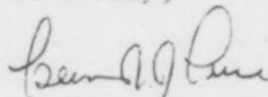
Dear Mr. Cooper:

Clemson University's Cooperative Extension Service has requested that it be authorized a new twelve (12) month, full-time classified position in the State 4-H Program Leader's Office. We have proposed that this position be classified as a Clerk Steno II (grade 10) and that 50% of its funding be provided through institutionally earned revenues (ie: camper's fees) and the remaining 50% be made up from a permanent transfer of student wage monies, currently being used to maintain the position in a temporary capacity, to an appropriate classified account.

The Clemson University Personnel Division recognizes that, if this action is approved, it will effect an increase to our total FTE for State supported positions by 50% of one FTE position. In view of this modification, we are soliciting your assistance in obtaining the appropriate authorization for this change.

Your expeditious response to this request will be most appreciated. Should you have any questions regarding this request, please don't hesitate to call me.

Sincerely,



Bernard J. Price  
Classification and Compensation Manager

BJP:dk

cc: Ray L. Thompson  
Jim Roberts

RECEIVED

APR 13 1979

STATE AUDITOR'S OFFICE  
BUDGET DIVISION



Code No. P04

Agency Water Resources Commission

**Subject:** Request to reestablish positions abolished under Section 151 of 1978-79 Appropriation Act as having been vacant 12 months or longer.

Request is to establish 1 positions at \_\_\_\_\_  
as follows:

| <u>Date</u><br><u>Abolished</u> | <u>Position Title</u> | <u>Grade</u> | <u>Class</u><br><u>Code</u> | <u>Est.</u><br><u>Annual</u><br><u>Salary</u> | <u>Source of Funds (Percent)</u><br><u>State Federal Other</u> |
|---------------------------------|-----------------------|--------------|-----------------------------|---|--|
| 3/13/79                         | Civil Engineer II     | 26           | 6222                        | 14,373  | 100% State Funds   |

**Request Justification:**

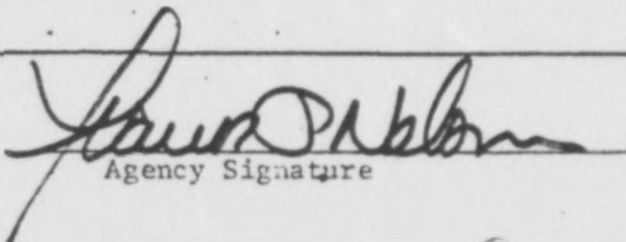
The South Carolina Water Resources Commission is responsible for survey and documentation of water use by municipalities and industries. In the past, this was done on 5-year intervals. The Commission, through its continuing cooperative agreement with the U. S. Geological Survey, became the principal cooperator in South Carolina for the National Water Use Program, effective October 1, 1978. This position will assist in the collection and storage of statewide water use data; amounts and location of water withdrawal, populations served, and maximum usage.

Assistance is required for the development of a computer water budget model, for evaluating options in managing the water resources of the Yadkin-Pee Dee Basin. This is a Task Force of the Level B study, for which the Engineering Division acts as State Coordinator.

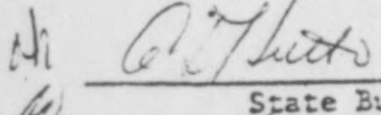
We were actively reviewing personnel for this position prior to the abolishment. We had anticipated filling the vacancy within the next month.

☒ Recommend Approval

☐ Recommend Disapproval

  
Agency Signature

4/4/79  
Date

  
State Budget Analyst

April 14, 1979  
Date

  
Budget Section Director/Asst. Dir.

4/19/79  
Date

Code No. U12

Agency South Carolina Department of Highways and Public Transportation

Subject: Request to reestablish positions abolished under Section 151 of 1978-79 Appropriation Act as having been vacant 12 months or longer.

Request is to establish 4 positions at Highway Patrol Law Enforcement

Division \_\_\_\_\_ as follows:

| <u>Date Abolished</u> | <u>Position Title</u>   | <u>Grade</u> | <u>Class Code</u> | <u>Est. Annual Salary</u> | <u>Source of Funds (Percent)</u><br><u>State Federal Other</u> |
|-----------------------|-------------------------|--------------|-------------------|---------------------------|--|
| March 13, 1979        | Hwy. Patrol First Class | 22           | 7061              | \$11,521                  | 100%   |
| March 13, 1979        | Hwy. Patrol First Class | 22           | 7061              | \$11,521                  | 100%   |
| March 13, 1979        | Hwy. Patrol Corporal    | 23           | 7062              | \$12,161                  | 100%   |
| March 13, 1979        | Hwy. Patrol Sergeant    | 24           | 7063              | \$12,824                  | 100%   |

Request Justification: See attached letter.

G.P. Bennett

*Neal Smith*

☒ Recommend/Approval

☐ Recommend Disapproval

Agency Signature

Date

*Edson*  
State Budget Analyst

4/16/79  
Date

*Edson*  
Budget Section Director/Asst. Dir.

4/16/79  
Date

April 10, 1979

Mr. William T. Putnam  
State Auditor  
P. O. Box 11333  
Columbia, South Carolina 29211

Dear Mr. Putnam:

This is to request your approval to reinstate the following listed Law Enforcement Division positions recently deleted by State Personnel.

| <u>Pos. No.</u> | <u>Class</u> | <u>Slot</u> | <u>Title</u>            | <u>Grade</u> |
|-----------------|--------------|-------------|-------------------------|--------------|
| 051645          | 7061         | 0395        | Hwy. Patrol First Class | 22           |
| 051664          | 7061         | 0416        | Hwy. Patrol First Class | 22           |
| 051773          | 7062         | 0013        | Hwy. Patrol Corporal    | 23           |
| 051864          | 7063         | 0010        | Hwy. Patrol Sergeant    | 24           |

Positions have been vacant for 14-18 months. This is due to the time required to recruit and train a class of Highway Patrol Officers. For example: three (3) months of school, plus a six (6) month probationary period, then a year after that before the officer may be eligible for promotion to Highway Patrol First Class. In order to allow time for processing of necessary paperwork, it can be expected that at least twenty-two (22) months will elapse until vacancy is filled.

I would greatly appreciate your assistance in granting a waiver for this particular situation.

Sincerely,

G.P. Bennett

*Grady P. Bennett*

Grady P. Bennett  
Personnel Director

cc: Capt. Timmerman  
Law Enforcement Division

Robert G. Hall, Director  
Classification and Compensation  
State Personnel Division



State of South Carolina  
South Carolina Tax Commission  
COLUMBIA

ROBERT C. WASSON  
CHAIRMAN



April 19, 1979

JOHN H. LAFITTE, JR.  
CHARLES N. PLOWDEN  
ROBERT C. WASSON  
COMMISSIONERS

RECEIVED

APR 19 1979

BUDGET AND CONTROL BOARD  
OFFICE OF EXECUTIVE DIRECTOR

IN REPLY REFER  
TO

Mr. William T. Putnam  
Executive Director  
Budget and Control Board  
Columbia, South Carolina

Subject: Estate of Lucille N. Campbell

Dear Mr. Putnam:

The Tax Commission has pending, in the Court of Common Pleas, a redetermination of an estate tax liability involving the above referenced Estate. The controversy involves the fair market valuation of 301 acres of land.

It is the position of the Estate that the property has a maximum valuation of not more than \$650 per acre. The Commission's position is that the property has a valuation of approximately \$1,000 per acre. In the course of litigation, the Estate will present two appraisers and, in order for the Commission's position to be considered, it will be necessary that we rebut this testimony with our own appraisers.

Authority is requested to employ two outside appraisers to make an appraisal and to testify concerning this question, and the request is made under Section 12-3-250 of the 1976 Code of Laws. It is anticipated that the fee for the two appraisers will be \$750, plus \$150 each per day for each day needed as a witness or for further interrogation.

Yours very truly,

A handwritten signature in dark ink, appearing to read "W. T. Pace".

W. T. Pace, Executive Director  
South Carolina Tax Commission

WTP:bb

Commission; *provided* that income tax records shall be made available not before July 1, 1967 and only in the event the Tax Commission has first satisfied itself that the gross receipts reported to the municipality were less than such gross receipts as indicated by the records of the Tax Commission.

**HISTORY:** 1962 Code § 65-73; 1964 (53) 1918; 1966 (54) 2424.

#### ATTORNEY GENERAL'S OPINIONS

Section permits disclosure of amounts of sales in particular municipality.—This section [Code 1962 § 65-73] permits the lawful disclosure by the Tax Commission to a particular municipality of the amounts of sales (receipts) in that particular municipality reported to the Commission. 1963-64 Ops. Att'y Gen., No 1748, p 250.

Tax Commission is required only to use such information as is readily available.—In furnishing data to a municipality from sales tax returns, the Tax Commission is required only to use such information as is readily available to restrict the information to businesses located within a municipality. 1963-64 Ops. Att'y Gen., No 1748, p 250.

It need not make complete field check or other minute examination.—The legislative intent in passing this section was not that a complete field check or other minute examination of the returns be required in order to save the Tax Commission harmless, from a situation wherein an "outside" taxpayer would be included in a list of "inside" taxpayers furnished to a municipality. 1963-64 Ops. Att'y Gen., No 1748, p 250.

And no liability for disclosure of information is assessable against Commission.—No liability for disclosure of information will be legally assessable against the Tax Commission when the Tax Commission uses such information as is readily available to it for the purpose of reporting. 1963-64 Ops. Att'y Gen., No 1748, p 250.

Reasonable care and diligence required.—The Tax Commission, pursuant to the provisions of this section [Code 1962 § 65-73], is required to furnish a municipality that imposes a license tax upon persons measured by such person's gross income (receipts) information about such person's gross income (receipts) from records possessed by the Commission when the Commission is satisfied that the gross income (receipts) reflected on the records possessed by the Commission is in an amount greater than that returned by the person to the municipality. The Commission should exercise reasonable care and diligence in determining whether such person returned a greater gross receipts to the Commission than to the municipality. 1967-68 Op. Att'y Gen., No 2506, p 188.

#### § 12-3-250. Commission may incur and pay expense of obtaining expert witnesses and other evidence.

The South Carolina Tax Commission, upon the approval of the Budget and Control Board, may incur and pay the expense of obtaining expert witnesses or of other evidence for use by the South Carolina Tax Commission in any judicial proceeding in which it is a party, and the amount of such expense shall be paid by voucher of the State Treasurer that is drawn upon funds from the type of tax that is involved in the proceeding.

**HISTORY:** 1962 Code § 65-74; 1971 (57) 209.