

MINUTES OF
BUDGET AND CONTROL BOARD
MEETING

December 18, 1990

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STATE OF SOUTH CAROLINA
State Budget and Control Board
OFFICE OF THE EXECUTIVE DIRECTOR

CARROLL A. CAMPBELL, JR., CHAIRMAN
GOVERNOR

GRADY L. PATTERSON, JR.
STATE TREASURER

EARLE E. MORRIS, JR.
COMPTROLLER GENERAL

JAMES M. WADDELL, JR.
CHAIRMAN, SENATE FINANCE COMMITTEE

WILLIAM D. BOAN
CHAIRMAN, WAYS AND MEANS COMMITTEE

JESSE A. COLES, JR., Ph.D.
EXECUTIVE DIRECTOR

P.O. BOX 12444
COLUMBIA, SOUTH CAROLINA 29211
(803) 734-2320

December 18, 1990

MEMORANDUM

TO: Budget and Control Board Division Directors
FROM: Donna K. Williams, Assistant Executive Director
SUBJECT: Summary of Board Actions at December 18, 1990, Meeting

This listing of actions is an unofficial **summary** of the Board actions taken at the referenced meeting. The minutes of the meeting are presented in a separate, more detailed document which becomes official when approved by the Board at a subsequent meeting.

1. Acting as the State Education Assistance Authority, adopted a series resolution providing for the issuance and sale of \$48,400,000 Insured Student Loan Revenue Bonds, 1990 Series;
2. Adopted the agenda after adding to executive session receipt of legal advice relating to the budget process for the current fiscal year;
3. Received as information a Division of Insurance Services report that an Attorney General's opinion in response to a Tax Commission request has determined that there is no statutory mandate to the Board to provide coverage or amounts of liability insurance requested by the Commission;
4. Approved a \$150,000 Division of Local Government rural improvement grant to Greenville County on behalf of the Blue Ridge Rural Water Company;
5. Approved the addition of 53.30 FTE positions to the 1990-91 authorized FTE position base, as recommended by the Joint Legislative Committee on Personal Service Financing and Budgeting and the Budget Division;
6. Waived the requirements of the salary cap for the Continuum of Care for Emotionally Disturbed Children in an amount not to exceed \$465,084 for salaries and fringe benefits;

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7. In accord with Code Section 1-11-310, authorized Secretary of State John Campbell to purchase his State car, a 1990 Oldsmobile Regency 98, for the appraised value plus sales tax, when he leaves office;
8. Approved the Public Service Commission request to lease 35,876 square feet of office space at 111 Doctor's Circle in Columbia for a seven-year term, total scheduled rent over the term \$3,219,871, for an average rate of \$12.82 per square foot;
9. Authorized Vocational Rehabilitation to dispose of its 2.4 acre workshop site in Rock Hill and to retain the proceeds in accord with the provisions of Section 31.6 of the 1990-91 Appropriations Act;
10. In accord with Code Section 1-11-65, approved the following land acquisitions:
 - (a) Employment Security Commission: Approximately 2 acres in Abbeville County to construct a new office building for the appraised value of \$26,250; source of funds, federal; project R60-9503;
 - (b) Department of Mental Retardation (Florence County): 2.06 acres in Johnsonville to be used as a site for an 8-bed community residence for \$11,250; land acquisition and related construction total project cost \$312,000, excess debt service funds; project J16-9551; on the understanding that this approval does not imply a commitment to provide operating funds for the residence;
 - (c) Mental Retardation (Pickens County): 1.73 acres in Liberty to be used as a site for two 8-bed community residences for \$20,000; land acquisition and related construction total project cost \$650,000 (excess debt service \$10,000 and CIB \$640,000); project J16-9582; on the understanding that this approval does not imply a commitment to provide operating funds for the residences;
 - (d) Wildlife and Marine Resources: 33.3 acres in Greenville County to be added to Ashmore Heritage Preserve for \$63,300 Heritage Land Trust Funds; project P24-9598;
11. Approved the following permanent improvement project establishment requests and budget revisions which have been reviewed favorably by the Joint Bond Review Committee:
 - (a) Summary 8-91: Item 3: Clemson University
Project: 9520, Clemson Conference Center (Continuing Ed)
Request: Increase budget to \$5,500,000 (add \$500,000 revenue bonds and gift funds)

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- (b) Summary 8-91: Item 9: Medical University
Project: Pediatric MRI Purchase & Installation
Request: Establish project and budget - \$1,900,000 excess debt service
 - (c) Summary 9-91: Item 2: USC Columbia
Project: Marine Biology Laboratory Replacement
Request: Establish project and budget (\$866,837.11 federal and insurance reserve funds)
 - (d) Summary 9-91: Item 4: Employment Security Commission
Project: 9404, Hartsville Employment Security Construction
Request: Increase budget to \$510,000 (add \$442,000 CIB & federal)
 - (e) Summary 9-91: Item 6: Highways and Public Transportation
Project: 9567, Charleston Patrol Dist. Headquarters Construction
Request: Increase budget to \$1,100,000 (add \$250,000 SCDHPT funds)
 - (f) Summary 9-91: Item 7: Highways and Public Transportation
Project: Statewide Underground Storage Tank Replace
Request: Establish project and budget (\$1,250,000 SCDHPT funds)
 - (g) Summary 10-91: Item 4: USC Columbia
Project: 9604, Athletic Field House Replacement
Request: Increase budget to \$3,157,612.25 (add \$932,568 other funds)
 - (h) Summary 10-91: Item 5: USC Columbia
Project: Marine Organism Culture Facility
Request: Establish project and budget (\$420,000 CIB, State & Federal)
 - (i) Summary 11-91: Supplemental 1: Lander College
Project: 9506, Old Main Renovation, A&E Only
Request: Increase budget to \$771,000 (add \$335,000 local funds)
12. Agreed to consider at the January 11 meeting a regular business meeting schedule for calendar year 1991;
13. Agreed to hold a regular meeting at 10:00 a.m. on Friday, January 11, 1991, in the Governor's conference room in the State House;

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Summary of BCB Actions
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14. In regard to the disposition of CCI property, authorized the Division of General Services to open discussions with the City of Columbia or the Redevelopment Commission of the Congaree Vista Area to determine facts and to consider alternatives, and to report back to the Board in three months;
15. Received legal advice relating to a pending settlement; and
16. Based on the Board of Economic Advisors' most recent estimate:
 - (a) determined that a deficit may occur;
 - (b) rescinded its action of December 12 in which it capped personal service funds of all agencies at an amount equal to the annual cost of all positions filled at December 16; and
 - (c) limited the Budget Division authority to transfer personal service funds to a cap of \$25,000 per agency, except upon specific approval by the Budget and Control Board.

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MINUTES OF STATE BUDGET AND CONTROL BOARD MEETING

DECEMBER 18, 1990

10:00 A. M.

The Budget and Control Board met at 10:00 a.m. on Tuesday, December 18, 1990, in the Governor's conference room in the State House, with the following members in attendance:

Governor Carroll A. Campbell, Jr., Chairman;
Mr. Grady L. Patterson, Jr., State Treasurer;
Mr. Earle E. Morris, Jr., Comptroller General;
Senator James M. Waddell, Jr., Chairman, Senate Finance Committee;
Representative William D. Boan, Chairman, Ways and Means Committee.

Also attending were:

Jesse A. Coles, Jr., Ph.D.	Executive Director
Donna K. Williams	Board Secretary
J. Samuel Griswold, Ph.D.	Deputy Executive Director
Alan L. Pollack, Ph.D.	Assistant Executive Director
Roger D. Poston	Assistant Executive Director
Charles H. Smith	Assistant Executive Director
Other Board staff	
Joseph D. Shine	Chief Deputy Attorney General
Luther F. Carter, Ph.D.	Governor's Sr. Executive Assistant for Finance and Administration
Q. Whitfield Ayres, Ph.D.	Governor's Senior Executive Assistant for Budget and Policy
C. C. "Chuck" Sanders, Jr.	Senior Assistant State Treasurer
George M. Lusk	Senior Assistant Comptroller General
Robert C. Toomey	Finance Committee Dir. of Research
Susan K. Hooks	Finance Committee Research Analyst
Frank Fusco	Ways & Means Com. Dir. of Research
David Crouch	Ways & Means Com. Research Analyst

[Secretary's Note: This Board meeting was held immediately following a meeting of the State Education Assistance Authority, the members of which are Budget and Control Board members, ex-officio.]

Adoption of Agenda

The Board without objection adopted the agenda as proposed after adding executive session item #3, receipt of legal advice relating to the budget process for the current fiscal year.

Blue Agenda

Upon a motion by Senator Waddell, seconded by Mr. Morris, the Board approved the item included on the blue agenda.

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Insurance Svcs.: Attorney General Opinion re Liability Insurance (B#1)

The Division advised that the SC Tax Commission has expressed concern that currently available limits of liability insurance may prove inadequate. The Commission requested an Attorney General's opinion in regard to the Budget and Control Board's obligation to insure and any amount of insurance that might be required by law.

The opinion found no statutory mandate that the Board provide coverage or amounts of insurance requested by the Tax Commission.

The Board received as information a Division of Insurance Services report that an Attorney General's opinion in response to a Tax Commission request has determined that there is no statutory mandate to the Board to provide coverage or amounts of liability insurance requested by the Commission.

Information relating to this matter has been retained in these files and is identified as Exhibit 1.

Local Government: Rural Improvement Program Grant Request (Regular #1)

Division Director Michael Gullledge appeared before the Board on this matter.

The Division of Local Government recommended approval of a \$150,000 grant to Greenville County on behalf of the Blue Ridge Rural Water Company to assist in the construction of a 300,000 gallon water storage standpipe along with the installation of water lines.

The Board was advised that the total project cost is \$285,000. The rural improvement grant will be matched by \$135,000 local funds.

Upon a motion by Mr. Patterson, seconded by Mr. Boan, the Board approved a \$150,000 Division of Local Government rural improvement grant to Greenville County on behalf of the Blue Ridge Rural Water Company.

Information relating to this matter has been retained in these files and is identified as Exhibit 2.

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Budget Division: Adjustments to 1990-91 Authorized FTE Position Base (Reg #2)

The Division recommended approval of the Joint Legislative Committee on Personal Service Financing and Budgeting request that the Board approve the following adjustments to the authorized FTE position base: add 53.30 (0.5 State; 24.50 federal; and 28.30 other).

Upon a motion by Senator Waddell, seconded by Mr. Patterson, the Board approved the addition of 53.30 FTE positions to the 1990-91 authorized FTE position base, as recommended by the Joint Legislative Committee on Personal Service Financing and Budgeting and the Budget Division.

Information relating to this matter has been retained in these files and is identified as Exhibit 3.

Budget Division: Waiver of Personal Service Cap, Continuum of Care for Emotionally Disturbed Children (Regular Session #3)

Continuum of Care Director Paula Finlay and State Budget Analyst Ed Brophy appeared before the Board on this matter.

The Division recommended approval of the Continuum of Care for Emotionally Disturbed Children request that it be granted a waiver of its salary cap in an amount not to exceed \$465,084 for salaries and fringe benefits.

The Board was advised that this new agency is in the final stages of organizational developments and needs the flexibility of its total organization. It currently has 17.5 vacant positions (9.5 new **other fund** and 8 unfilled as a result of attrition). These positions are funded by EIA funds and DMH patient fee funds.

The Division advised that Proviso 38B.1 of the 1990-91 Appropriations Act authorizes that unused EIA funds and the patient fee funds may be carried forward.

In response to Senator Waddell, Mr. Brophy advised that granting the requested waiver will not have a negative impact on the projected Department of Social Services deficit, but rather will help alleviate the problem. Ms. Finlay advised that about fifty percent of the Continuum of Care clients are also DSS cases. She advised that, if the positions are filled, the Continuum of Care will be

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able to take in another 30-35 children this year, and estimated that 20-25 of those will be DSS clients.

Mr. Patterson asked if the service provided by the Continuum of Care is a duplication of DSS service and was advised by Ms. Finlay that it is not. She indicated that Continuum of Care clients are severely disturbed children who require intense case management.

Mr. Boan asked if it would be difficult for the Continuum of Care to prioritize cases and take DSS clients first. Ms. Finlay advised that the Continuum has a legislative mandate to serve severely disturbed children and that priority rankings are based on the severity of the problems. She noted that about 50% of Continuum clients are DSS clients.

Governor Campbell suggested that the Board look at granting a conditional waiver. He said he is sympathetic to the problem, but noted that Board staff should keep monitoring waivers to ensure they don't get out of hand.

Following a further discussion, upon a motion by Senator Waddell, seconded by Mr. Patterson, the Board waived the requirements of the salary cap for the Continuum of Care for Emotionally Disturbed Children in an amount not to exceed \$465,084 for salaries and fringe benefits, on the condition that the waiver is to be monitored by Board staff.

Information relating to this matter has been retained in these files and is identified as Exhibit 4.

General Svcs: Sale of State Car to Secretary of State John M. Campbell (R#4)

Division Director Richard W. Kelly appeared before the Board on this matter.

The Division of General Services recommended approval of Secretary of State John M. Campbell's request to purchase his State car when he leaves office.

The Board was advised that the car is a 1990 Oldsmobile Regency 98 with mileage projected to be 30,000 at the time of disposal. The appraised value is \$13,775, with a total sale price of \$14,075 including tax.

The Division noted that the request does not fall within the Board policy governing the sale of property to retiring State employees since that policy does not apply to constitutional officers.

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The Board's authority for disposing of motor vehicles is found in §1-11-310 which states that the Board "shall...dispose of all motor vehicles on the basis of maximum cost-effectiveness and lowest anticipated total life cycle costs." The Board was advised that the Division of Motor Vehicle Management has promulgated regulations for disposal of State-owned vehicles under which a vehicle may be disposed of when it is either (1) past its advantageous life; or (2) declared to be in excess of the State's needs.

The Division of Motor Vehicle Management has developed criteria for determining when a vehicle is past its advantageous life. The Board was advised that the vehicle does not meet those criteria in that it is less than four years old and has fewer than 70,000 miles on the odometer. Also, the vehicle had not been declared to be in excess of the agency's needs.

Upon a motion by Mr. Patterson, seconded by Mr. Morris, the Board, in accord with Code Section 1-11-310, authorized the sale of a 1990 Oldsmobile Regency 98 for \$14,075 (appraised value of \$13,775 plus sales tax) to Secretary of State John Campbell when he leaves office.

Information relating to this matter has been retained in these files and is identified as Exhibit 5.

General Services: Public Service Commission Lease Renewal (Regular #5)

Division Director Richard W. Kelly appeared before the Board on this matter.

The Division advised that Regulation 19-445.2121 requires that all leases which commit \$1,000,000 or more in a five-year period be approved by the Budget and Control Board and the Joint Bond Review Committee before a final lease contract may be awarded.

The Division advised that the Public Service Commission currently occupies 28,050 square feet of space at 111 Doctor's Circle in Columbia under a lease that expires December 31, 1990. The current annualized rent is \$353,991 (\$12.62 per square foot) and includes operating costs.

The Division noted that the Commission proposes to occupy an additional 7,826 square feet and to renew the lease for an additional seven years at a rent of \$439,481 per year for the first year (\$12.25 per square foot of rentable area).

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The total scheduled rent over the term will be \$3,219,871 for an average rate of \$12.82 per square foot.

The Board was advised that the Commission, through Property Management, has taken the appropriate procurement steps. All approvals have been obtained, including that of the Joint Bond Review Committee. Adequate funds exist for the lease payments. The Commission has submitted a multi-year plan and the requested space conforms to current space allocation standards.

Property Management has determined that the payments represent a fair rate. The lease terms and conditions will be according to the State standard office lease document. The Division recommended approval of the Commission's proposed lease renewal.

Upon a motion by Mr. Patterson, seconded by Senator Waddell, the Board approved the Public Service Commission request to lease 35,876 square feet of office space at 111 Doctor's Circle in Columbia for a seven-year term; total scheduled rent over the term \$3,219,871 for an average rate of \$12.82 per square foot.

Information relating to this matter has been retained in these files and is identified as Exhibit 6.

General Svcs: Vocational Rehabilitation Request to Sell Surplus Property (R#6)

Division Director Richard W. Kelly appeared before the Board on this matter.

The Division recommended approval of the Vocational Rehabilitation request to dispose of its 2.4 acre workshop site in Rock Hill and to retain the proceeds in accord with the provisions of Section 31.6 of the 1990-91 Appropriations Act.

The Board was advised that a new building had been constructed several years ago, and the old building, which has been used as a storage site, has now been determined by the Department to be surplus. Vocational Rehabilitation requested authorization to dispose of the property under the standard procedures, with the minimum bid set at \$270,000.

The Department also requested that it be allowed to retain the proceeds from the sale in accord with the provisions of Section 31.6 of the 1990-91 Appropriations Act.

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Upon a motion by Mr. Patterson, seconded by Senator Waddell, the Board authorized Vocational Rehabilitation to dispose of its 2.4 acre workshop site in Rock Hill and to retain the proceeds in accord with the provisions of Section 31.6 of the 1990-91 Appropriations Act.

Information relating to this matter has been retained in these files and is identified as Exhibit 7.

General Services: Land Acquisition Requests (Regular Session #7)

Division Director Richard W. Kelly appeared before the Board on this matter.

The Division recommended approval of the following agency requests to purchase property which have been reviewed favorably by the Joint Bond Review Committee. The Board was advised that both the appraisal and the environmental report in each instance has been approved by Property Management.

- A. Employment Security Commission: Approximately 2 acres in Abbeville County to construct a new office building for the appraised value of \$26,250; source of funds, federal; project R60-9503;
- B. Department of Mental Retardation (Florence County): 2.06 acres in Johnsonville to be used as a site for an 8-bed community residence for \$11,250; land acquisition and related construction total project cost \$312,000, excess debt service funds; project J16-9551;
- C. Mental Retardation (Pickens County): 1.73 acres in Liberty to be used as a site for two 8-bed community residences for \$20,000; land acquisition and related construction total project cost \$650,000 (excess debt service \$10,000 and CIB \$640,000); project J16-9582;
- D. Wildlife and Marine Resources: 33.3 acres in Greenville County to be added to Ashmore Heritage Preserve for \$63,300 Heritage Land Trust Funds; project P24-9598.

Upon a motion by Senator Waddell, seconded by Mr. Patterson, the Board, in accord with Code Section 1-11-65, approved the following land acquisitions:

- A. Employment Security Commission: Approximately 2 acres in Abbeville County; appraised value of \$26,250; source of funds, federal; project R60-9503;

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- B. Department of Mental Retardation (Florence County): 2.06 acres in Johnsonville to be used as a site for an 8-bed community residence for \$11,250; land acquisition and related construction total project cost \$312,000, excess debt service funds; project J16-9551; on the understanding that this approval does not imply a commitment to provide operating funds for the residence;
- C. Mental Retardation (Pickens County): 1.73 acres in Liberty to be used as a site for two 8-bed community residences for \$20,000; land acquisition and related construction total project cost \$650,000 (excess debt service \$10,000 and CIB \$640,000); project J16-9582; on the understanding that this approval does not imply a commitment to provide operating funds for the residences; and
- D. Wildlife and Marine Resources: 33.3 acres in Greenville County for \$63,300 Heritage Land Trust Funds; project P24-9598.

Information relating to this matter has been retained in these files and is identified as Exhibit 8.

General Services: Permanent Improvement Projects (Regular Session #8)

Division Director Richard W. Kelly appeared before the Board on this matter.

Mr. Kelly advised that the following project had not been reviewed by the Joint Bond Review Committee and asked that the Board carry over consideration of it:

Summary 9-91:

Item 1: Budget & Control Board, General Services
Project: 9502, Supreme Court Building, Asbestos Abate & Refurbish
Request: Increase budget to \$6,713,242.98 (add \$309,767.25 State funds)

Upon a motion by Mr. Patterson, seconded by Senator Waddell, the Board approved the following permanent improvement project establishment requests and budget revisions which had been reviewed favorably by the Joint Bond Review Committee:

(a) Summary 8-91:

Item 3: Clemson University
Project: 9520, Clemson Conference Center (Continuing Ed)
Request: Increase budget to \$5,500,000 (add \$500,000 revenue bonds and gift funds)

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- (b) Summary 8-91:
Item 9: Medical University
Project: Pediatric MRI Purchase & Installation
Request: Establish project and budget - \$1,900,000 excess debt service
- (c) Summary 9-91:
Item 2: USC Columbia
Project: Marine Biology Laboratory Replacement
Request: Establish project and budget (\$866,837.11 federal and insurance reserve funds)
- (d) Summary 9-91:
Item 4: Employment Security Commission
Project: 9404, Hartsville Employment Security Construction
Request: Increase budget to \$510,000 (add \$442,000 CIB & federal)
- (e) Summary 9-91:
Item 6: Highways and Public Transportation
Project: 9567, Charleston Patrol Dist. Headquarters Construction
Request: Increase budget to \$1,100,000 (add \$250,000 SCDHPT funds)
- (f) Summary 9-91:
Item 7: Highways and Public Transportation
Project: Statewide Underground Storage Tank Replace
Request: Establish project and budget (\$1,250,000 SCDHPT funds)
- (g) Summary 10-91:
Item 4: USC Columbia
Project: 9604, Athletic Field House Replacement
Request: Increase budget to \$3,157,612.25 (add \$932,568 other funds)
- (h) Summary 10-91:
Item 5: USC Columbia
Project: Marine Organism Culture Facility
Request: Establish project and budget (\$420,000 CIB, State & Federal)
- (i) Summary 11-91:
Supplemental 1: Lander College
Project: 9506, Old Main Renovation, A&E Only
Request: Increase budget to \$771,000 (add \$335,000 local funds)

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December 18, 1990 -- Page 10**

Information relating to this matter has been retained in these files and is identified as Exhibit 9.

Budget and Control Board: 1991 Meeting Schedule (Regular Session #9)

The Board agreed to consider at the January 11 meeting a regular business meeting schedule for calendar year 1991.

Information relating to this matter has been retained in these files and is identified as Exhibit 10.

Future Meeting

The Board agreed to meet at 10 a.m. on Friday, January 11, 1991, in the Governor's conference room in the State House.

Executive Session

Upon a motion by Mr. Patterson, seconded by Senator Waddell, the Board agreed to consider the following items, which had been published previously, in executive session, whereupon Governor Campbell declared the meeting to be in executive session:

- | | | |
|---|--------------------------|--|
| 1 | General Services | Discussion of Negotiations Incident to Sale of Property (Central Correctional Institute Real Estate) |
| 2 | Attorney General | Legal Briefing/Pending Settlement |
| 3 | Budget and Control Board | Receipt of Legal Advice (Budget Process for Current Fiscal Year) |

Report on Matters Discussed in Executive Session

Following the executive session, the meeting was opened, and the Board voted on the following items which had been discussed during executive session:

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(a) **General Services: Discussion of Negotiations Incident to Sale of Property (Central Correctional Institute Real Estate) (Exec #1)**

In regard to the disposition of CCI property, the Board, upon a motion by Mr. Patterson, seconded by Mr. Morris, authorized the Division of General Services to open discussions with the City of Columbia or the Redevelopment Commission of the Congaree Vista Area to determine facts and to consider alternatives, and to report back to the Board in three months.

(b) **Attorney General: Legal Briefing/Pending Settlement (Exec #2)**

The Board received legal advice relating to a pending settlement.

(c) **Receipt of Legal Advice Receipt of Legal Advice (Budget Process for Current Fiscal Year) (Executive Session #3)**

Based on the Board of Economic Advisors' most recent estimate, the Board, upon a motion by Mr. Morris, seconded by Mr. Patterson:

- (a) Determined that a deficit may occur;
- (b) Rescinded its action of December 12 in which it capped personal service funds of all agencies at an amount equal to the annual cost of all positions filled at December 16; and
- (c) Limited the Budget Division authority to transfer personal service funds to a cap of \$25,000 per agency, except upon specific approval by the Budget and Control Board.

Adjournment

Upon a motion by Mr. Morris, the meeting was adjourned at 12:10 p.m.

[Secretary's Note: In compliance with Code §30-4-80, public notice of and the agenda for this meeting were posted on bulletin boards in the office of the Governor's Press Secretary and in the Press Room in the State House, near the Board Secretary's office in the Wade Hampton Building, and in the lobby of the Wade Hampton Office Building at 12:15 p.m. on Friday, December 14, 1990.]

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EXHIBIT

DEC 18 1990

1

STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
BLUE AGENDA
ITEM NUMBER 1

AGENCY: Insurance Services

SUBJECT: Attorney General's Opinion re Liability Insurance (Tax Commission)

The Division advises that the SC Tax Commission has expressed concern that currently available limits of liability insurance may prove inadequate. The Commission requested an Attorney General's opinion in regard to the Budget and Control Board's obligation to insure and any amount of insurance that might be required by law.

The opinion finds no statutory mandate that the Board provide coverage or amounts of insurance requested by the Tax Commission.

BOARD ACTION REQUESTED:

Receive as information a Division of Insurance Services report that an Attorney General's opinion in response to a Tax Commission request has determined that there is no statutory mandate to the Board to provide coverage or amounts of liability insurance requested by the Commission.

ATTACHMENTS:

Agenda item worksheet; Attorney General's opinion dated November 27, 1990

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BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET (12/84)

Meeting Scheduled for: December 18, 1990

Agenda Blue - Information

1. Submitted By:

(a) Agency: Division of Insurance Services; Insurance Reserve Fund

(b) Authorized Official Signature: John Russell

2. Subject: (A) Attorney General's Opinion to South Carolina Tax Commission
(B)

3. Summary Background Information:

The South Carolina Tax Commission is concerned that currently available limits of liability insurance may prove inadequate. The Tax Commission requested an Attorney General's Opinion in regard to the Board's obligation to insure and any amount of insurance which might be required by law. The opinion finds no statutory mandate to provide coverage or amounts of insurance requested by the Tax Commission.

4. What is Board asked to do:
Receive as information.

5. What is recommendation of Board Division involved?

6. Recommendation of other Division/agency (as required)?

(a) Authorization Signature: _____

(b) Division/Agency Name: _____

7. Supporting Documents:

(a) List Those Attached: Attorney General's Opinion dated November 27, 1990

(b) List Those Not Attached But Available From Submitter:

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The State of South Carolina

4308 Ed Evans



Office of the Attorney General

T. TRAVIS MEDLOCK
ATTORNEY GENERAL

REMBERT C. DENNIS BUILDING
POST OFFICE BOX 11549
COLUMBIA, S.C. 29211
TELEPHONE: 803 734-3680
FACSIMILE: 803 253 6283

OPINION NO. _____

November 27, 1990

SYLLABI: (1) The State Budget and Control Board is clearly authorized to provide tort liability insurance to insure Tax Commission officials from personal liability that may arise during the performance of their official duties if these officials violate the federal Constitution. In addition, public policy considerations strongly support the State's provision of adequate tort liability insurance for public officials in order to protect them from potential personal financial liability for their official acts.

(2) The Budget and Control Board is required by the General Assembly to provide tort liability insurance to the South Carolina Tax Commission to cover those tort risks for which sovereign immunity is waived by the South Carolina Tort Claims Act.

TO: The Honorable S. Hunter Howard, Jr.
Chairman
South Carolina Tax Commission

FROM: Edwin E. Evans
Chief Deputy Attorney General

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The State of South Carolina



Office of the Attorney General

T. TRAVIS MEDLOCK
ATTORNEY GENERAL

REMBERT C. DENNIS BUILDING
POST OFFICE BOX 11549
COLUMBIA, S.C. 29211
TELEPHONE: 803 734-3680
FACSIMILE: 803 253-6283

November 27, 1990

The Honorable S. Hunter Howard, Jr., Chairman
S.C. Tax Commission
P. O. Box 125
Columbia, S.C. 29214

Dear Mr. Chairman:

By letter dated October 23, 1990, you have requested the opinion of this Office whether "current South Carolina law or regulation require[s] that insurance be provided to [state] employees to protect them against tort liability arising in the course of their employment when employees enforce the existing tax laws of this state even though similar laws in other states have been declared unconstitutional by the U. S. Supreme Court?" I have not located any statute or regulation that mandates the provision of tort liability insurance in this circumstance; nonetheless, it does appear that the tort liability insurance policy offered by the Budget and Control Board would likely provide insurance coverage if a claim were brought pursuant to your hypothetical theory.

South Carolina Code §1-11-140 (1989 Cum. Supp.) provides in pertinent part:

The State Budget and Control Board, through the Division of General Services, is authorized to provide insurance for the State, . . . and the personnel employed by the State . . . so as to protect the State against tort liability and to protect these personnel against tort liability arising in the course of their employment.

Several factors lead to the conclusion that this provision, while clearly enabling the Budget and Control Board to provide liability insurance, neither mandates such coverage nor prescribes the limits or scope of any coverage provided by the Budget and Control Board. In construing a statute, the legislative intent must prevail if it can reasonably be discovered in the language used,

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The Honorable S. Hunter Howard, Jr., Chairman
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November 27, 1990

and that language must be construed in light of the intended purpose. McMillen Feed Mills, Inc. v. Mager, 265 S.C. 500, 200 S.E.2d 221 (1975); Merchants Mutual Insurance Co. v. South Carolina Second Injury Fund, 277 S.C. 604, 291 S.E.2d 667 (1980). The language used in the statute should be given its plain and ordinary meaning, Merchants, supra; this is particularly appropriate if it appears that the General Assembly purposefully chose a specific verb. Sutherland Statutory Construction (4th Ed.), §57.11. We must assume that the General Assembly chose the language "[t]he Budget and Control Board . . . is authorized to provide" advisedly. In its ordinary significance "to authorize" a particular act means "[t]o empower; to give a right or authority to act." Black's Law Dictionary 6th Ed. (1990) at 133; See also, 4A Words and Phrases, "authorize" [generally, the word authorize ordinarily connotes a grant of discretion whereas the word "direct" connotes a mandate.]; Morgan v. Wilson, 450 P.2d 902, 903 (Okla. 1969) [the term "authorize" as used in the statute authorizing a municipality to establish pension and retirement systems for policemen does not mean mandatorily directed.] Thus, the terms "is authorized to provide" as used in their ordinary significance support a conclusion that the Budget and Control Board may provide tort liability insurance to public employees, but it is not so mandated or directed. Moreover, I do not discover language elsewhere within §1-11-140 that suggests that these terms should be used in other than their ordinary significance.

The legislative history of §1-11-140 similarly supports that these terms mean what they ordinarily suggest. The predecessor to §1-11-140, South Carolina Code §1-359.1 (1962) (1975 Cum. Supp.) was enacted in response to a perceived need to authorize public entities to procure general tort liability insurance for public employees. See e.g., Op. Atty. Gen. (August 20, 1973). The title to the provision as it appears in the 1975 Cum. Supp. to the 1962 Code reads:

May provide insurance for State employees;
insurance for employees of public political
subdivisions.

While this provision has been amended on approximately eight occasions, the General Assembly has not changed the critical enabling language in any way; instead, the amendments generally serve to extend the grant of authority in order that the Budget and Control Board may provide tort liability insurance to more entities.

006333

The Honorable S. Hunter Howard, Jr., Chairman
Page 3
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Another significant consideration is that the Budget and Control Board has consistently construed and administered §1-11-140 as an enabling provision rather than a mandate or direction that tort liability insurance coverage be provided. See, Budget and Control Board Rule R19-415 Code of Laws of South Carolina (1976). Construction of a statute by the agency charged with its administration is entitled to most respectful consideration and should not be overruled without cogent reasons. Logan and Associates v. Leatherman, 290 S.C. 400, 351 S.E.2d 146 (1986); Emerson Electric Company v. Wasson, Inc., 287 S.C. 394, 339 S.E.2d 118 (1986). Where, as here, the administrative interpretation is long-standing and has not been expressly changed by the General Assembly, the Board's interpretation is entitled to even greater deference. Marchant v. Hamilton, 279 S.C. 497, 309 S.E.2d 781, S.C. App. (1983). ^{1/} As earlier advised, I cannot say that the Budget and Control Board's interpretation of §1-11-140 is unreasonable as either being in conflict with the statutory language or the statute's legislative purpose; thus, this Office must defer to this interpretation.

Again, although deference to the Board's interpretation is here required, I do not suggest that the Board, as a matter of policy, should not or could not provide adequate comprehensive tort liability insurance to tax administrators for actions taken in their official course. Section 1-11-140, while not mandatory in its direction, clearly authorizes the Budget and Control Board to provide adequate comprehensive tort liability insurance to public employees. Additionally, public policy considerations strongly support the provision of adequate tort insurance for public employees to protect them from personal financial liability that may be occasioned by their vigorous pursuit of their public duties. The fear of litigation, with its attendant costs and uncertainties, is recognized as a deterrence to both the vigorous pursuit of public duties and to attracting and retaining quality public employees. cf. Harlow v. Fitzgerald, 457 U.S. 800 (1982); Anderson v. Creighton, 483 U.S. 635 (1987).

Significantly, with regard to whether tort liability insurance coverage is available to tax administrators if they are confront

^{1/} Parenthetically, this Office in the issuance of its opinion attempts to determine and advise as to how a court may rule upon a particular question. Thus, in the issuance of an opinion we are similarly constrained to defer to a reasonable agency interpretation of a statute, particularly if the administrative interpretation is long-standing and has been consistently followed.

006334

The Honorable S. Hunter Howard, Jr., Chairman
Page 4
November 27, 1990

ed with a claim that in the pursuit of their official duties they violated provisions of the United States Constitution, it appears that the current Budget and Control Board policy would likely provide coverage, at least to the extent of the policy limits. I emphasize, however, that any conclusion as to the availability of insurance coverage in response to a hypothetical claim is, at best, tentative since I can only speculate as to how such a claim may be presented. Nonetheless, it is probable that any claim that tax administrators in the pursuit of their official duties violated the federal constitution would be brought pursuant to 42 USC §1983. Section 1983 authorizes damage recovery where the Defendants are alleged to have violated a federal constitutional right of the Plaintiff and have done so under color or authority of State law. Section 1983 clearly provides a statutory tort remedy. Prosser and Keaton Torts (5th ed.), at 1128 et seq. In addition, many of the federal constitutional provisions, such as the Equal Protection Clause of the 5th Amendment of the Constitution, are made applicable to the states only by operation of the due process clause of the 14th Amendment. The tort liability insurance policy issued by the Budget and Control Board expressly provides coverage for violation of the 14th Amendment. ^{2/} Moreover, it is clear that the actions of the tax administrators, while clearly intentional acts to enforce the tax laws, would not have been taken with an intent to deprive tax payers of federally protected rights.

I note that this Office has previously realized that ordinarily the usual rules and presumptions which govern insurance coverage disputes, should apply to coverage questions arising under the Board's tort liability policy. Op. Atty. Gen., (March 22, 1983.) I reiterate that any conclusions regarding whether coverage will lie in response to a hypothetical claim is tentative, and, of course, would depend ultimately upon factors such as the nature of the claim, the type of recovery sought and the underlying legal theories presented. I also emphasize that nothing in my conclusion suggests that a damage claim for violation of the Federal Constitution or the Equal Protection Clause would be cognizable against tax administrators in the hypothetical you have submitted. There are several defenses and immunity principles that may well preclude any federal claim for damage relief.

I mention that I have located no provisions within the laws creating the South Carolina Tax Commission that mandate insurance or provide indemnification to tax officials or employees of the

^{2/} See Tort Liability Insurance Policy (CD-01) (1-87).

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The Honorable S. Hunter Howard, Jr., Chairman
Page 5
November 27, 1990

Commission for liability that may arise as a result of their official acts.

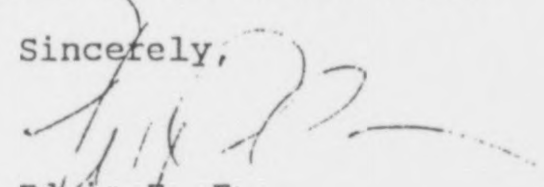
Finally, the South Carolina Tort Claims Act [South Carolina Code §15-78-10 et seq. (1989 Cum. Supp.)] mandates the provision of insurance coverage by the Budget and Control Board for those tort risks for which immunity is waived by the Tort Claims Act. Section 15-78-140 (a). Of course, your inquiry relates to a claim based upon a violation of the Federal Constitution and the mandate of tort liability insurance provided by the Tort Claims Act is inapplicable to federal claims.

In summary, I advise that I have found no statutory provision that mandates tort liability insurance coverage for claims against employees of the Tax Commission premised upon violations of provisions of the Federal Constitution, in particular, the Equal Protection Clause of the Fifth Amendment. The Budget and Control Board has consistently construed §1-11-140 as not mandating tort liability insurance. On the other hand, the Budget and Control Board is expressly authorized to provide such insurance and may, as a matter of policy, provide comprehensive tort liability insurance sufficient to protect Tax Commission employees and cover claims of the nature you identify. In that regard, the Budget and Control Board's current tort liability insurance policy would probably provide insurance coverage for such at least up to the limits provided in the tort liability insurance policy. However, any conclusion of this type is, at best, tentative, since whether insurance coverage exists depends upon many variables including the relief sought by a claimant and the underlying legal theories presented.

The scope and limits of the tort liability insurance provided to employees of the Tax Commission by the Budget and Control Board are essentially policy decisions for the Budget and Control Board.

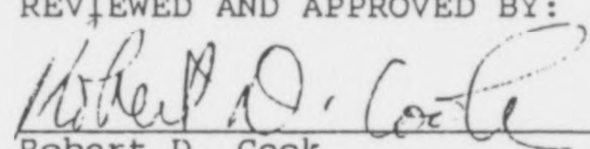
If I may answer any further questions, please contact me.

Sincerely,


Edwin E. Evans
Chief Deputy Attorney General

EEE/rho

REVIEWED AND APPROVED BY:


Robert D. Cook
Executive Assistant for Opinions

006336

1109

EXHIBIT

DEC 18 1990

2

STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
REGULAR SESSION
ITEM NUMBER 1

AGENCY: Local Government

SUBJECT: Rural Improvement Program Grant Request

The Division of Local Government recommends approval of a \$150,000 grant to Greenville County on behalf of the Blue Ridge Rural Water Company to assist in the construction of a 300,000 gallon water storage standpipe along with the installation of water lines.

The total project cost is \$285,000. The rural improvement grant will be matched by \$135,000 local funds.

BOARD ACTION REQUESTED:

Approve a \$150,000 Division of Local Government rural improvement grant to Greenville County on behalf of the Blue Ridge Rural Water Company.

ATTACHMENTS:

Agenda item worksheet; grant agreement

006337

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET (12/84)

Meeting Scheduled for: December 18, 1990 Agenda Regular

1. Submitted By:

(a) Agency: Division of Local Government

(b) Authorized Official Signature: *Nancy P. White*

2. Subject:

Grant request by Greenville County on behalf of the Blue Ridge Rural Water Company

3. Summary Background Information:

Greenville County is requesting \$150,000 from the Rural Improvement Program on behalf of the Blue Ridge Rural Water Company. The purpose of the grant is to assist in the construction of a 300,000 gallon water storage standpipe along with the installation of water lines. The total project cost is \$285,000. The Rural Improvement grant will be matched by local funds in the amount of \$135,000.

4. What is Board asked to do?

Approve request in the amount of \$150,000.

5. What is recommendation of Board Division involved?

Approve \$150,000 in matching funds.

6. Recommendation of other Division/agency (as required)?

(a) Authorized Signature: _____

(b) Division/Agency Name: _____

7. Supporting Documents:

(a) List Those Attached: Grant Agreement No. 110.

(b) List Those Not Attached But Available From Submitter:

006338

STATE OF SOUTH CAROLINA
State Budget and Control Board
DIVISION OF LOCAL GOVERNMENT



GRANT AGREEMENT

Nº 110
CERTIFIED



This grant agreement is entered into this 12th day of July 1990, between the South Carolina State Budget and Control Board, through the Division of Local Government, an agency of the State of South Carolina (the "State") and Greenville County Council/Blue Ridge Rural a County of the State of South Carolina (the "Project Sponsor"). Water Co., Inc

WHEREAS, the State is authorized to administer and manager certain State funds to be used for rural improvement, economic development and to improve the quality of life for the citizens of the State of South Carolina; and

WHEREAS, Project Sponsor may undertake projects and receive assistance in the financing of such projects by way of grants made from such State funds and to enter into grant agreements providing for the terms for using such grants and providing for the repayment of amounts received from the funds together with interest thereon in the event of violation of such terms by the Project Sponsor; and

WHEREAS, the Project Sponsor proposes to acquire and/or construct the goods and/or services for the project described in Appendix "A" hereto (the "Project");

NOW, THEREFORE, BE IT AGREED AS FOLLOWS:

ARTICLE 1

Section 1.1. Definitions: Except to the extent modified or supplemented by this Agreement, any term used herein shall have the following meaning:

- 1.1.1 Agreement means this Grant Agreement, as described above and any amendments or supplements thereto.
- 1.1.2 Grant Funds means the monies and any loans secured by loan guarantees provided under this Agreement.
- 1.1.3 Project means the construction or manufacturing program or other activities, including the administration thereof, with respect to which Grant Funds are being provided under this Agreement as more particularly described on Appendix "A" attached hereto and made a part hereof.
- 1.1.4 Project Budget means the line-item budget for the use of all grant funds as set forth on Appendix "B" attached hereto and made a part hereof.
- 1.1.5 Project Sponsor means each entity designated as a recipient for grant or loan guarantee assistance in the Grant Award and signing the acceptance provision of the Grant Award.
- 1.1.6 State means the State Budget and Control Board, Division of Local Government ("DLG").

ARTICLE 2
GRANT CONDITIONS

Section 2.1. Grant made and accepted: In consideration of the mutual promises of this Agreement and upon and subject to its terms and conditions, the State agrees to make, and the Project Sponsor agrees to accept, the Grant herein provided for Engineering and installation of a 150,000 gallon water storage tank and approximately 7000 linear feet of 8" and 10" water line and appurtenances in the Gowensville community of Greenville County.

Section 2.2 Purpose Limited to Project: The Project Sponsor shall use the proceeds of the grant only to pay the actual costs of the project described in the Project Budget. Except to the extent otherwise approved in writing by the State, only the costs shown in the Project Budget shall be allowed and only in the amounts provided for each category.

Section 2.3. Ineligible costs: Funds obligated or expended prior to the grant award or for activities which have not received prior approval from the State shall be considered ineligible costs and shall not be eligible for payment with Grant Funds.

Section 2.4. Budget Changes: Any changes in the grant budget affecting more than ten percent (10%) of any line-item must be approved in writing by the State; provided, however, that no increase for the General Administration line-item shall be allowed without prior approval of the State, regardless of the amount of percentage of increase.

Section 2.5 Grant Award and Letter of Credit: Project Sponsor whose applications for grants are approved by the State, will receive a grant award and letter of credit for the amount of the Project Budget as approved by the Division of Local Government. The Project Sponsor may receive the grant funds following approval of a draw request on the credit established by the Grant Award. Draw requests will be made on forms approved by the State and such requests are subject to approval by the State.

Section 2.6. Disbursements: The State may make and the Project Sponsor shall accept full or partial disbursements from the State only against incurred, actual, eligible costs up to the grant amount as provided in this Agreement. In those cases when the Project Sponsor has paid the incurred project costs and is seeking reimbursement for payment of such costs theretofore paid by the Project Sponsor, any check for disbursement from the fund to pay such costs, at the option of the State, shall be drawn to the Project Sponsor alone or jointly to the Project Sponsor and the vendor supplying the goods and services for the project. Such check will be mailed to the Project Sponsor. Requests for disbursement shall be made on forms of the State, unless the State otherwise directs, and shall be accompanied by such invoices and other proofs as the State may reasonably require.

Section 2.7. Time Limitation and Extension of Time: Grant funds received by the Project Sponsor must be spent as described in Section 2.2 of this Agreement within six (6) months of the date of approval by the State. All unspent grant funds at the end of the above six-month period shall be returned to the State within thirty (30) days of the expiration of the six-month period with interest at the rate of _____% per annum added thereof. The State may grant an extension of time to the Project Sponsor for spending the grant funds if there are extreme hardship circumstances which prevent the Project Sponsor from complying with the time limitation. The Project Sponsor must, prior to the expiration of the six-month period, request, in writing, an extension of time detailing the hardship circumstances, indicating how the Project Sponsor intends to overcome the hardship and projection of when the funds would be spent. In any case, the extension will not exceed three (3) months. The State, in its sole discretion, may terminate its promise to grant all, or any portion of the Grant Funds which have not been advanced if:

- 2.7.1 the Project Sponsor has not entered into a contract with respect to acquisition of goods and services to begin the Project as described in Project Budget within six (6) months of the date hereof; or
- 2.7.2 a circumstance arises or becomes known which, in the State's sole discretion and opinion, (i) substantially impairs the ability of the Project Sponsor to complete the project, or (ii) substantially impairs the merit of the Project.

Nº 110
CERTIFIED

Section 2.8. Accounting for Project Transactions: The Project Sponsor must set up a separate bank account for each separate grant agreement and account for all grant fund transactions separately. The bank, the account and a Project Sponsor representative shall be designated by the Project Sponsor before it may request disbursements and such designations shall be subject to approval by the State. The bank account used for the grant funds by the Project Sponsor shall be an interest-bearing account.

Section 2.9. Program Income: The State may require as a condition of any funds distributed by the State under the provisions of this Agreement, that the Project Sponsor pay the State any such income as is earned from the Project during the six-month period following the execution of this Agreement. However, the State shall waive such condition to the extent such income is applied by the Project Sponsor to continue the activity from which such income was derived.

ARTICLE 3

Remedies

Section 3.1. Grant Repaid: If the Project Sponsor violates the terms of this Agreement, or any applicable law or regulations, the State may, by notice in writing to the Project Sponsor, demand the principal portion of the Grant Funds which have been disbursed to the Project Sponsor immediately due and payable to the State, together with interest calculated on it at the rate of _____% per annum. Interest above shall continue to accrue and compound until the date of payment.

Section 3.2. Collection Costs and Fees: In the event of a violation of this Agreement, the State may collect Grant Funds paid plus interest as described in Section 3.1. Costs and fees associated with the collection, including attorney's fees, are also to be collected from the Project Sponsor. The Project Sponsor agrees to pay the State all such costs and fees, including attorney's fees, incurred in collecting the grant funds and interest.

Section 3.3. Additional Remedy: Upon any failure of the Project Sponsor to make any payment to the State in accordance with the provisions of this Agreement, the State, without further action, may request and, the Project Sponsor by acceptance of the grant herein, hereby specifically authorizes the State Treasurer and Comptroller General of the State to pay the State the amount of state aid to which the Project Sponsor may become entitled to until all delinquent payments described in Sections 3.1 and 3.2 have been paid.

ARTICLE 4

General

Section 4.1. Reporting Requirements: The Project Sponsor agrees to complete and submit all reports, in such form and according to such schedule, as may be required by the State.

Section 4.2. Audit: The Project Sponsor agrees to have conducted an independent audit of grant funds and submit all audit findings to the Board upon completion of project.

Section 4.3. Maintenance of Records: Records and accounts for Grant Fund transactions must be maintained using generally-accepted accounting principals. Detailed records and source documents must be maintained in a neat, easily accessible manner. Records for all grant funds must be retained for five (5) years after receipt of the final disbursement by the Project Sponsor. However, if any litigation, claim, or audit is started before the expiration of the five-year period, then records must be retained for five (5) years after the litigation, claim, or audit is resolved.

Section 4.4. Access: All records with respect to all matters covered by this Agreement shall be made available for random audit and inspection by the State.

Section 4.5. Ownership: Title to property acquired in whole or in part with grant funds shall be vested in the Project Sponsor, subject to divestment by State, where its use for project or other approved activities is discontinued. Project Sponsor should exercise caution in the use, maintenance, protection, and preservation of such property during the period of project use. The Project Sponsor must file with the State a property inventory statement (in a form acceptable to the State) within thirty (30) days of receipt of the final disbursement by the Project Sponsor and must agree to be subject to audit by State or its duly authorized representatives for verification of the information contained in the property inventory form.

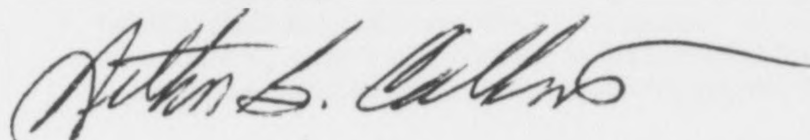
Section 4.6. Applicable Law: This Agreement is made under and shall be construed in accordance with the laws of the State of South Carolina. By accepting this grant, the Project Sponsor also agrees to submit to the jurisdiction of the courts of the State of South Carolina for all matters arising or to the arise hereunder, including but not limited to, performance of said grant and the payment of licenses and taxes of whatever kind of nature applicable hereto.

Section 4.7. Amendments: Any changes to this grant award affecting the scope of work of the project must be approved, in writing, by the State and shall be incorporated in written amendment(s) to this Agreement.

IN WITNESS WHEREOF, The Project Sponsor and the State have caused these presents to be signed, sealed and delivered all as of the date hereon.

(SEAL)

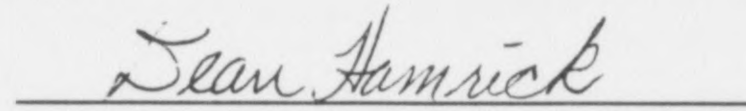
(Project Sponsor)



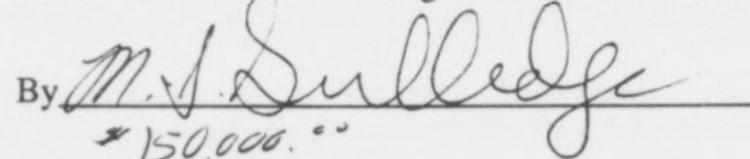
By Wayne Tate
Its President, Bd. of Commissioners
of Water Co.

MY COMMISSION EXPIRES MAY 25, 1990

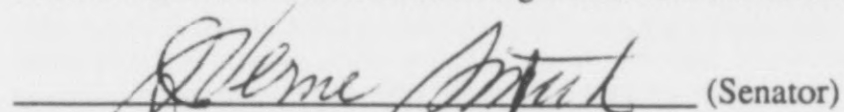
Attest:

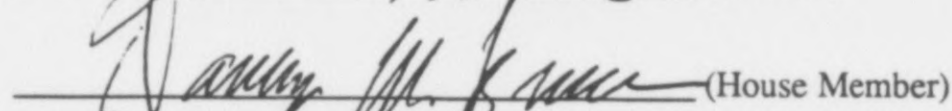

Its Secretary - Treasurer

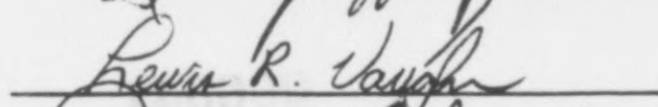
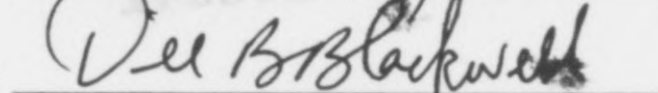
South Carolina State Budget and Control Board

By 
\$150,000.00

In accordance with Proviso 14.91 of the 1990-1991 State Appropriations Act, I hereby attest to have reviewed this Grant Agreement for the herein named project.

 (Senator)

 (House Member)

006342

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Nº 110
CERTIFIED

APPENDIX "A"

PROJECT SPONSOR: Greenville County Council/Blue Ridge Rural Water Co., Inc.

GRANT NUMBER: 110

Mr.

*2249 State Fairs Chapel Rd
Greer - 29651*

SCOPE OF WORK

	Description	Budget	Grant Funds Requested
1.	7000 LF 8" and 10" water line & appurtanences	50,000	
2.	150,000 gal. water tank & foundation	200,000	150,000
3.	Site acquisition & preparation	10,000	
4.	Engineering and inspection	25,000	
5.			
6.			
7.			
8.			
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17.			
18.			
19.			
20.			

APPENDIX "B"

The Project shall consist of the following:

Engineering and installation of a 150,000 gallon water storage tank and
approximately 7000 linear feet of 8" and 10" water lines and appurtanences
in the Gowensville community of Greenville County.

Source of Funding of Project:

Federal Funds	_____
State Funds	_____
Local Funds	\$135,000
Other Funds	_____
Budget and Control Board Funds	\$150,000
Total Project Funds	\$285,000

006344



4 September 1990

State of South Carolina
BUDGET AND CONTROL BOARD
Local Government Division
State Capitol
P. O. Box 11867
Columbia, SC 29201

Attn: Mr. Michael S. Gullledge, Director

Re: Grant No. 110
Project Sponsor: Greenville County Council/Blue Ridge Rural Water Co., Inc.

Dear Mr. Gullledge:

Our Engineers have recommended that we erect a 300,000 gallon water storage standpipe in lieu of the 150,000 gallon elevated tank which was originally proposed for subject project. The standpipe will provide twice the storage as the elevated tank, and the same desirable functions for the distribution system, at approximately the same cost.

This letter will make of record our telephone request of August 31, 1990 to your assistant for permission to erect the standpipe in lieu of the tank. All other phases of the project will remain unchanged; and, no additional costs will be incurred.

We trust that you may be able to give this request your favorable consideration. Construction documents are under way and we would like to bid the project by the end of September; therefore, time is of essence.

Very sincerely yours,

Wayne Tate

Wayne Tate,
President



006345

STATE OF SOUTH CAROLINA
State Budget and Control Board
DIVISION OF LOCAL GOVERNMENT



CARROLL A. CAMPBELL, JR., CHAIRMAN
GOVERNOR

GRADY L. PATTERSON, JR.
STATE TREASURER

EARLE E. MORRIS, JR.
COMPTROLLER GENERAL

P.O. BOX 11867
COLUMBIA, SOUTH CAROLINA 29211
(803) 734-2382

MICHAEL S. GULLEDGE
DIRECTOR

JAMES M. WADDELL, JR.
CHAIRMAN, SENATE FINANCE COMMITTEE

WILLIAM D. BOAN
CHAIRMAN, WAYS AND MEANS COMMITTEE

JESSE A. COLES, JR., Ph.D.
EXECUTIVE DIRECTOR

October 11, 1990

Mr. Lynn Breazeale, Manager
Blue Ridge Rural Water Company, Inc.
2240 Fews Chapel Road
Greer, South Carolina 29651

Re: Grant Agreement 110 - Change in Scope

Dear Mr. Breazeale:

In compliance with Section 4.7 of the Budget and Control Board Division of Local Government Grant Agreement, this letter is to advise that we accept and approve the change in scope as amended in Mr. Tate's letter dated September 4, 1990. The Project Description now calls for the construction of a 300,000 gallon water storage standpipe in lieu of the 150,000 gallon elevated tank. All other phases of the project remain as originally given.

Please advise if other changes occur.

Sincerely,

Michael S. Gulledge
Director

MSG/mwc

cc: Senator J. Verne Smith
Representative Danny Bruce

EXHIBIT

DEC 18 1990

2

STATE BUDGET & CONTROL BOARD

006346

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EXHIBIT

DEC 18 1990

3

STATE BUDGET AND CONTROL BOARD

MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
REGULAR SESSION

ITEM NUMBER

2

AGENCY: Budget Division

SUBJECT: Adjustments to 1990-91 Authorized FTE Position Base

The Division recommends approval of the Joint Legislative Committee on Personal Service Financing and Budgeting request that the Board approve the following adjustments to the authorized FTE position base: add 53.30 (0.5 State; 24.50 federal; and 28.30 other).

BOARD ACTION REQUESTED:

Approve the addition of 53.30 FTE positions to the 1990-91 authorized FTE position base, as recommended by the Joint Legislative Committee on Personal Service Financing and Budgeting and the Budget Division.

ATTACHMENTS:

Agenda item worksheet; Committee transmittal letter; schedule of recommended adjustments; agency requests; statutory reports

006347

1120

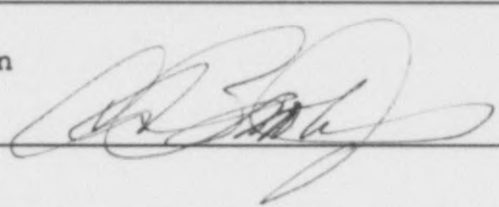
BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET (12/84)

Meeting Scheduled for: December 18, 1990

91-41
Regular Agenda

1. Submitted By:

(a) Agency: State Budget Division

(b) Authorized Official Signature: 

2. Subject:

Recommended Adjustments to the 1990-91 Authorized FTE Position Base

3. Summary Background Information:

The Joint Legislative Committee on Personal Service Financing and Budgeting, at its meeting on December 10, 1990, approved for recommendation to the Budget and Control Board the attached schedule of adjustments to the Authorized FTE Position Base, summarized as follows:

	<u>Total</u>	<u>State</u>	<u>Federal</u>	<u>Other</u>
Total (10)	53.30	0.50	24.50	28.30

We have also attached for your review a copy of the required statutory reports.

4. What is Board asked to do?

Approve the attached schedule of recommended adjustments to the Authorized FTE Position Base.

5. What is recommendation of Board Division involved?

Recommend approval.

6. Recommendation of other Division/agency (as required)?

(a) Authorized Signature: _____

(b) Division/Agency Name: _____

EXHIBIT

DEC 18 1990

3

7. Supporting Documents:

STATE BUDGET & CONTROL BOARD

(a) List Those Attached:

1. Joint Legislative Committee's Letter of Transmittal
2. Schedule of Recommended Adjustments
3. Copy of Each Agency's Request
4. Copy of Required Statutory Reports

(b) List Those Not Attached But Available From Submitter:

006348

STATE BUDGET DIVISION
SCHEDULE OF FTE REQUESTED POSITION ADJUSTMENTS
AS RECOMMENDED BY TO THE JOINT LEGISLATIVE COMMITTEE
ON PERSONAL SERVICE FINANCING AND BUDGETING
ON DECEMBER 10, 1990

ITEM NO.	SECTION NO.	AGENCY	TOTAL FTE POSITIONS	STATE FTE POSITIONS	FEDERAL FTE POSITIONS	OTHER FTE POSITIONS	COMMENTS

New FTE Positions Recommended							

91-24	17	The Citadel	4.80			4.80	To Meet Current Needs
91-29	43	Department of Social Services	47.00		23.50	23.50	Medicaid Eligibility
91-33	42	Alcohol and Drug Abuse Commission	1.00		1.00		Coordination of Women's Programs
Total New FTE Position Recommended			52.80	0.00	24.50	28.30	

Reestablish FTE Position Recommended							

91-26	30	Will Lou Gray Opportunity School	0.50	0.50			Student Health Care Services
Total Reestablish FTE Position Recommended			0.50	0.50	0.00	0.00	

Transfer FTE Position Recommended							

91-19	4	Judicial Department	(1.00)	(1.00)			Clerk - Statewide Grand Jury
91-19	10	Attorney General	1.00	1.00			
91-20	5C	Governor's Office - OEPP	(1.00)		(1.00)		Rental Rehabilitation Program
91-20	48	Housing Finance and Development Authority	1.00		1.00		
91-22	38A	Health and Human Services Finance Commission	(1.00)	(1.00)			Medicaid Client Population
91-22	14E	B&CB - Research and Statistical Service Division	1.00	1.00			
91-31	43	Department of Social Services	(1.00)	(0.33)	(0.67)		To Meet The Agency Needs
91-31	38A	Health and Human Services Finance Commission	1.00	0.33	0.67		
91-32	5C	Governor's Office - OEPP	(3.00)	(1.00)	(2.00)		Workforce Excellence Program
91-32	27	Technical and Comprehensive Education	3.00	1.00	2.00		
Total FTE Position Transfer Recommended			0.00	0.00	0.00	0.00	

Total All FTE Position Recommended			53.30	0.50	24.50	28.30	
=====							

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STATE BUDGET DIVISION
SCHEDULE OF FTE REQUESTED POSITION ADJUSTMENTS
AS RECOMMENDED BY TO THE JOINT LEGISLATIVE COMMITTEE
ON PERSONAL SERVICE FINANCING AND BUDGETING
ON DECEMBER 10, 1990

ITEM NO.	SECTION NO.	AGENCY	TOTAL FTE POSITIONS	STATE FTE POSITIONS	FEDERAL FTE POSITIONS	OTHER FTE POSITIONS	COMMENTS
Requests Withdrawn and/or Disapproved							
91-21	12	Adjutant General	0.00	1.00	(1.00)		Federal Funds Were Not Received
91-23	14	BCB-Insurance Services	4.00			4.00	
91-24	17	The Citadel	3.20	3.20			To Meet Current Needs
91-25	27	Technical and Comprehensive Education	2.75	2.75			To Meet Other Technical Colleges Needs
91-27	48	Housing Finance and Development Authority	3.00			3.00	New Program - Rental Rehabilitation
91-28	86	Accountancy Board	1.00	1.00			Investigator
91-30	43	Department of Social Services	1.00		0.66	0.34	Child Support Enforcement
Total Requests Withdrawn and/or Disapproved			14.95	7.95	(0.34)	7.34	

Prepared
December 11, 1990

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JAMES M. WADDELL, JR.
SENATOR, BEAUFORT AND
LASPER COUNTIES
SENATORIAL DISTRICT NO. 46

HOME ADDRESS
BOX 1026
BEAUFORT, S.C. 29901



COMMITTEES:
FINANCE, CHAIRMAN
FISH, GAME AND FORESTRY
INTERSTATE COOPERATION
RULES
TRANSPORTATION

December 10, 1990

RECEIVED

DEC 11 1990

Budget & Control Board
STATE BUDGET DIVISION

Mr. Charles A. Brooks, Jr., Director
State Budget Division
525 Edgar Brown Building
Columbia, South Carolina 29201

Dear Mr. Brooks:

The Joint Legislative Committee on Personal Service Financing and Budgeting met on December 10, 1990 and is forwarding to you its actions for transmittal to the Budget and Control Board.

Agency Requested Changes:

- 91-19 Judicial Department - requests authorization to transfer (1.00) State Funded FTE position to the Attorney General's Office.
RECOMMENDATION: Approval
- 91-20 Governor's Office-OEPP - requests authorization to transfer one (1.00) Federal Funded FTE position to the Housing Finance and Development Authority.
RECOMMENDATION: Approval
- 91-21 Adjutant General - requests authorization to change the source of funds on one (1.00) FTE position from Federal Funds to State Funds.
RECOMMENDATION: Disapproval
- 91-22 Health & Human Services Finance Commission - requests authorization to transfer one (1.00) State Funded FTE position to the B&C Bd-Research and Statistical Services Division.
RECOMMENDATION: Approval
- 91-23 B&C Bd-Insurance Services Division - requests authorization to establish four (4.00) new Other Funded FTE positions.
RECOMMENDATION: Withdrawn by Agency

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- 91-24 The Citadel - requests authorization to establish eight (8.00) new FTE positions funded as follows: (3.20) State and (4.80) Other Funds.
RECOMMENDATION: Approved (4.80) Other Funds, Disapproved (3.20) State Funds
- 91-25 State Board for Technical & Comprehensive Education - requests authorization to reestablish (2.75) State Funded FTE positions.
RECOMMENDATION: Disapproved
- 91-26 Wil Lou Gray Opportunity School - requests authorization to reestablish (0.50) State Funded FTE position.
RECOMMENDATION: Approved
- 91-27 Housing Finance & Development Authority - requests authorization to establish three (3.00) new Other Funded positions.
RECOMMENDATION: Disapproved pursuant to Proviso 129.52 of the FY90/91 Appropriation Bill.
- 91-28 Accountancy Board - requests authorization to establish one (1.00) new State Funded FTE position.
RECOMMENDATION: Disapproved subject to Ways & Means and Senate Finance Committee deliberations.
- 91-29 Department of Social Services - requests authorization to establish (47.00) new FTE positions funded as follows: (23.50) Federal and (23.50) Other Funds.
RECOMMENDATION: Approved
- 91-30 Department of Social Services - requests authorization to establish one (1.00) new FTE position funded as follows: (0.66) Federal and (0.34) Other Funds.
RECOMMENDATION: Disapproved pursuant to Proviso 129.52 of the FY90/91 Appropriations Bill.
- 91-31 Department of Social Services - requests authorization to transfer one (1.00) FTE position funded as follows: (0.33) State and (0.67) Federal Funds, to the Health & Human Services Finance Commission.
RECOMMENDATION: Approved

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91-32 Governor's Office-OEPP - requests authorization to transfer three (3.00) FTE positions funded as follows: (1.00) State and (2.00) Federal Funds, to the State Board for Technical and Comprehensive Education.
RECOMMENDATION: Approved

91-33 Alcohol and Drug Abuse Commission - requests authorization to establish one (1.00) new Federal Fund FTE position.
RECOMMENDATION: Approved

In other action the Committee reviewed the SC Commission on Prosecution's request to establish grades and salaries for three (3.00) new Other Funded FTE's. RECOMMENDATION: Approval

All Federal and Other Funded positions were approved based on the availability of funds.

Sincerely,

James M. Waddell, Jr.
James M. Waddell, Jr.
Chairman

JMWjr/mn
cc: Mrs. Phyllis Mayes

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4.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 11, 1990

ITEM NUMBER: 91-19

=====

AGENCY: B04 Judicial Department (4)

SUBJECT: Request to Transfer FTE Position

The Judicial Department requests authorization to transfer one (1.00) state funded FTE position to the Attorney General's Office. This position, Clerk-State Grand Jury, has been funded by the General Assembly through the Office of South Carolina Court Administration. Because of the nature of the Office of the Clerk of the State Grand Jury and the need for additional support and staffing in that office, we find that the position of the Clerk of the State Grand Jury should be transferred to the Office of the Attorney General with the Office of the Clerk of the State Grand Jury physically located in separate and secure offices provided to the Clerk of the State Grand Jury by the Attorney General. The funding for this position will be transferred also.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Approve the transfer of one (1.00) state funded FTE position from the Judicial Department to the Attorney General's Office.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

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//.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-19

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AGENCY: E20 Attorney General (10)

SUBJECT: Request to Transfer FTE Position

From the Judicial Department

To

The Attorney General's Office

One (1.00) State Funded FTE Position

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STAFF RECOMMENDATION:

Recommend approval.

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BOARD ACTION REQUESTED:

Authorize the transfer of one (1.00) state funded FTE position to the Attorney General's Office from the Judicial Department.

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JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

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ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

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18.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-20

=====

AGENCY: D17 Governor's Office-OEPP (5C)

SUBJECT: Request to Transfer FTE Position

The Governor's Office-OEPP requests authorization to transfer one (1.00) federal funded FTE position to the Housing Finance and Development Authority. The FTE transfer is needed to move the Rental Rehabilitation Program from the Governor's Office, Division of Economic Development, to the Authority. The Rental Rehabilitation Program, which is administrated by this position, is funded by HUD.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Approve the transfer of one (1.00) federal funded FTE position to the Housing Finance and Development Authority from the Governor's Office-OEPP.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006356

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27.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 10, 1990

ITEM NUMBER: 91-10

=====

AGENCY: L32 Housing Finance and Development Authority (48)

SUBJECT: Request to Transfer FTE Position

From The Governor's Office-OEPP

To

The Housing Finance and Development Authority

One (1.00) Federal Funded FTE Position

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the transfer of one (1.00) federal funded position from the Governor's Office-OEPP to the Housing Finance and Development Authority.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006357

1130

36.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-21

=====

AGENCY: E24 Adjutant General (12)

SUBJECT: Request to Change the Source of Funds

The Adjutant General's Office requests authorization to change the source of funding on one (1.00) FTE position, from federal funds to state funds. The position was approved based on the receipt of a federal program; however, the agency has been unable to secure the necessary federal authorization. The current duties performed by this position have been accomplished with a temporary employee. The agency believes that a full-time FTE is justified and that the necessary state funds are available.

STAFF RECOMMENDATION:
Recommend approval.

BOARD ACTION REQUESTED:

Authorize the change in source of funding on one (1.00) FTE position from federal to state funds at the Adjutant General's Office.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Disapproval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006358

41.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-22

=====

AGENCY: J02 Health and Human Services Finance Commission (38A)

SUBJECT: Request to Transfer FTE Position

The Health and Human Services Finance Commission requests authorization to transfer one (1.00) state funded FTE position to the BCB-Research and Statistical Services Division. The Research and Statistical Services Division will use this position to analyze and release general population characteristics with which the Medicaid client population is compared. It will also assist HHSFC in gauging the changes in the population segments from which the majority of Medicaid clients are derived.

STAFF RECOMMENDATION:
Recommend approval.

BOARD ACTION REQUESTED:

Authorize the approval of one (1.00) state funded FTE position from the Health and Human Services Finance Commission to the BCB-Research and Statistical Services Division.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006359

1132

46.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-22

=====

AGENCY: F08 BCB-Research and Statistical Services Division (14E)

SUBJECT: Request to Transfer FTE Position

From The Health and Human Services Finance Commission

To

The BCB-Research and Statistical Services Division

One (1.00) State Funded FTE Position

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Approve the transfer of one (1.00) state funded FTE position to the BCB-Research and Statistical Services Division from the Health and Human Services Finance Commission.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

EXHIBIT

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STATE BUDGET & CONTROL BOARD

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51.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-23

=====

AGENCY: F20 BCB-Insurance Services Division (14J)

SUBJECT: Request to Establish New FTE Positions

The BCB-Insurance Services Division requests authorization to establish four (4.00) new other funded FTE positions above the number authorized. The Insurance Reserve Fund (IRF) has been approved to provide an Automobile Liability Reinsurance Program. This decision will save the State at least \$4 million (and possibly \$6 million) in 1991-92. However, the decision also requires IRF to provide its own claims service. These positions will be used to staff the new Claims Service Office.

STAFF RECOMMENDATION:
Recommend approval.

BOARD ACTION REQUESTED:

Authorize the establishment of four (4.00) new other funded FTE positions at the BCB-Insurance Services Division.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Withdrawn

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006361

1134

56.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-24

=====

AGENCY: H09 The Citadel (17)

SUBJECT: Request To Establish New FTE Positions

The Citadel requests authorization to establish eight (8.00) new FTE position funded as follows: 3.20 state and 4.80 other funds. These positions were to have been made a part of the agency's 1990-91 Budget Request. The agency has now reached a point where essential services and requirements will not be met without additional personnel. Additional justification is attached.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the establishment of eight (8.00) new FTE positions at The Citadel.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend disapproval of Four (4.00) State Funds
Recommend Approval of Four (4.00) Other Funds

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006362

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62.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-25

=====

AGENCY: H59 State Board for Technical and Comprehensive Education (27)

SUBJECT: Request to Reestablish New FTE Positions

The State Board for Technical and Comprehensive Education requests authorization to reestablish two and seventy-five hundredths (2.75) state funded FTE positions. These positions were deleted under the nine month vacancy provision as required by Section 129.23 of the current Appropriation Act. Tech reports that the vacancy status of these positions was overlooked by staff, and the positions are needed for transfer to other technical colleges.

STAFF RECOMMENDATION:
Recommend approval.

BOARD ACTION REQUESTED:

Approve the reestablishment of two and seventy-five hundredths (2.75) state funded FTE positions at the State Board for Technical and Comprehensive Education.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Disapproval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006363

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70.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 29, 1990

ITEM NUMBER: 91-26

=====

AGENCY: H71 Wil Lou Gray Opportunity School (30)

SUBJECT: Request to Reestablish FTE Position

The Wil Lou Gray Opportunity School requests authorization to reestablish one-half (0.50) FTE position. This position was deleted under the nine-month vacancy provision as required by Section 129.23 of the current Appropriation Act. The agency reports that due to an administration oversight a position description was not completed which resulted in the loss of this position. The 0.50 FTE position is necessary in order for the agency to provide a full range of weekly nursing and health care services to its students.

STAFF RECOMMENDATION:
Recommend approval.

BOARD ACTION REQUESTED:

Authorize the reestablishment of one-half (0.50) FTE position at the Wil Lou Gray Opportunity School.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form
4. Budget Division's 11/2/90 Adjustment Memo to HRM

006364

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77.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-27

=====

AGENCY: L32 Housing Finance and Development Authority (48)

SUBJECT: Request to Establish New FTE Positions

The State Housing Finance and Development Authority requests the authorization of three (3.00) new other funded FTE positions above the number authorized. These positions are needed to administer the Rental Rehabilitation Program being transferred from the Governor's Office and the new Hugo Moderate Rehabilitation Development Program awarded by HUD effective December 1, 1990.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the establishment of three (3.00) new other funded FTE positions at the Housing Finance and Development Authority.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend disapproval pursuant to Proviso 129.52 of the FY90/91 Appropriations Bill.

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006365

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81.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 20, 1990

ITEM NUMBER: 91-28

=====

AGENCY: R64 Accountancy Board (86)

SUBJECT: Request to Establish New FTE Position

The Accountancy Board requests authorization to establish one (1.00) new state funded FTE position above the number authorized. In 1985, the Legislative Audit Council recommended a full-time investigator. In November, 1985, the Board engaged an investigator on a part-time basis under a special contract. Since July 1, 1990, the Board has not had an investigator except that recently a temporary investigator has been used. The workload is such that a full-time position is badly needed. A contract investigator is not satisfactory because the person should be in the office to talk with complainants, respond to correspondence, and the like.

The establishment of the position will not require any additional funding since the funds are in the budget under contractual services.

STAFF RECOMMENDATION:
Recommend approval.

BOARD ACTION REQUESTED:

Authorize the establishment of one (1.00) new state funded FTE position at the Accountancy Board.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend disapproval subject to Ways & Means and Senate Finance Committee deliberations.

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006366

1139

87.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 26, 1990

ITEM NUMBER: 91-29

AGENCY: L04 Department of Social Services (43)

SUBJECT: Request to Establish New FTE Positions

The Department of Social Services requests authorization to establish forty-seven (47.00) new FTE positions, above the number authorized, funded as follows: 23.50 federal funds and 23.50 other funds. The 47 FTE's are requested for Medicaid eligibility workers to be placed in medical clinics and hospitals to assist in maximizing benefits from the Medicaid Program. The 50 percent matching funds for salaries and related expenses will be provided by hospitals. The 117 FTE's currently in this program have been allocated. If funding for any of the new positions ceases to be available, the FTE's will be eliminated.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the establishment of forty-seven (47.00) new FTE positions at the Department of Social Services.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006367

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92.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 26, 1990

ITEM NUMBER: 91-30

AGENCY: L04 Department of Social Services (43)

SUBJECT: Request to Establish New FTE Position

The Department of Social Services requests authorization to establish one (1.00) new FTE position, above the number authorized, funded as follows: 0.66 federal funds and 0.34 other funds. This FTE position is requested to pilot county-based Child Support Enforcement services in Chesterfield County. These services are currently provided on a regional basis. The Federal Office of Child Support Enforcement has reviewed this pilot project proposal and recommended exploring the option to expand the delivery of child support services to the local jurisdictions. The 34 percent matching funds for salaries and related expenses will be provided by Chesterfield County. If funding for this position ceases to be available, the FTE will be eliminated.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the establishment of one (1.00) new FTE position at the Department of Social Services.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend disapproval pursuant to Proviso 129.52 of the FY90/91 Appropriations Bill.

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006368

97.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 26, 1990

ITEM NUMBER: 91-31

AGENCY: L04 Department of Social Services (43)

SUBJECT: Request to Transfer FTE Position

The Department of Social Services requests authorization to transfer one (1.00) FTE position, 0.33 state funds and 0.67 federal funds, to the Health and Human Services Finance Commission as agreed upon by the two agencies. This transfer will permit the agencies to better utilize the training and experience of the staff person involved.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the transfer of one (1.00) FTE position from the Department of Social Services to Health and Human Services Finance Commission.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006369

1142

102

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 26, 1990

ITEM NUMBER: 91-31

AGENCY: JO2 Health and Human Services Finance Commission (38A)

SUBJECT: Request to Transfer FTE Position

From

The Department of Social Services

To

The Health and Human Services Finance Commission

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorized the transfer of one (1.00) FTE position for The Department of Social Services to Health and Human Services Finance Commission.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006370

1143

107.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 28, 1990

ITEM NUMBER: 91-32

AGENCY: D17 Governor's Office - OEPP (5C)

SUBJECT: Request to Transfer FTE Positions

The Governor's Office - OEPP request authorization to transfer three (3.00) FTE positions, 1.00 state funded and 2.00 federal funded, to the State Board for Technical and Comprehensive Education. The Governor's Initiative for Workforce Excellence Program is being moved to the State Board for Technical and Comprehensive Education by Executive Order. These positions are currently housed in the Office of Executive Policy and Programs who administers this program.

STAFF RECOMMENDATION:
Recommend approval.

BOARD ACTION REQUESTED:

Approve the transfer of three (3.00) FTE positions to the State Board for Technical and Comprehensive Education from the Governor's Office - OEPP.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006371

1144

///.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 28, 1990

ITEM NUMBER: 91-32

AGENCY: H59 State Board for Technical and Comprehensive Education (27)

SUBJECT: Request to Transfer FTE Positions

From

The Governor's Office - OEPP

To

The State Board for Technical and Comprehensive Education

Three (3.00) FTE Positions, (1.00) State Funded and (2.00) Federal Funded

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the transfer of three (3.00) FTE positions from the Governor's Office - OEPP to The Technical and Comprehensive Education Board.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

ATTACHMENTS:

1. Agency Letter
2. Agency FTE Position Summary Report
3. Agency FTE Position Request Form

006372

1145

115.

REQUEST FOR ADJUSTMENT
IN AUTHORIZED POSITION
COUNT

DATE: November 28, 1990

ITEM NUMBER: 91-33

AGENCY: J20 Alcohol and Drug Abuse Commission (42)

SUBJECT: Request to Establish New FTE Position

The Alcohol and Drug Abuse Commission requests authorization to establish one (1.00) new federal funded FTE position above the number authorized. The attached New FTE Position Request is returned for consideration. This is one of the four position requests submitted by the agency on June 20 and subsequently turned down by the Joint Legislative Committee on Personal Service Financing and Budgeting on September 20, 1990.

The agency has elected to use provisions of Proviso 129.52 of the State Appropriation Act to establish the other three positions, but feel that the requirements for this responsibility would be best served if this was a permanent position. As indicated on the FTE Request, the position will be responsible for coordination of the State's efforts in women's alcohol and other drug abuse services.

The Alcohol, Drug Abuse and Mental Health Services Block Grant requires that 10% of the State's grant award be used to support women's programs and services. This position will coordinate SCCADA's program and budget planning, research operations and technical assistance for women's programming contracted to communities. The position will also coordinate women's programming with other state agencies and the SC Council on Maternal, Infant, and Child Health.

STAFF RECOMMENDATION:

Recommend approval.

BOARD ACTION REQUESTED:

Authorize the establishment of one (1.00) new federal funded FTE position at the Alcohol and Drug Abuse Commission.

JOINT LEGISLATIVE COMMITTEE ON PERSONAL SERVICE FINANCING AND BUDGETING

COMMENT:

Recommend Approval

006373

1146

STATE OF SOUTH CAROLINA
State Budget and Control Board
STATE BUDGET DIVISION

ROBERT A. CAMPBELL, JR. CHAIRMAN
GOVERNOR

DAVID L. PATTERSON, JR.
STATE TREASURER

ARLE E. MORRIS, JR.
COMPTROLLER GENERAL

OLIVAR BROWN BUILDING, SUITE 121
205 PENDLETON STREET
COLUMBIA, SOUTH CAROLINA 29201
(803) 734-2280

CHARLES A. BROOKS, JR.
DIVISION DIRECTOR
December 3, 1990

JAMES M. WADDELL, JR.
CHAIRMAN, SENATE FINANCE COMMITTEE

WILLIAM D. BOAN
CHAIRMAN, WAYS AND MEANS COMMITTEE

JESSE A. COLES, JR., PH.D.
EXECUTIVE DIRECTOR

The Honorable James M. Waddell, Jr.
Joint Legislative Committee on Personal
Service, Financing and Budgeting
111 Gressette Building
Columbia, SC 29201

Dear Senator Waddell:

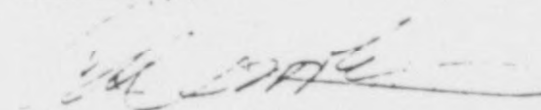
The State Budget Division has attached for the Joint Committee's consideration the following:

1. The 1989-90 vs. 1990-91 FTE Position Base Calculation
2. Budget Division 1991-92 Calculated FTE Position Statutory Limitation
3. State Budget Division FTE Position Statutory Limitation Report as of November 30, 1990
4. Budget and Control Board 1991-92 Schedule of Recommended FTE Position Appropriated Adjustment
5. The November 1990 FTE Position Monthly Operating Report
6. Fourteen (14) Position Adjustment Requests broken down as follows:

	<u>Total</u>	<u>State</u>	<u>Federal</u>	<u>Other</u>
New FTE Positions (6)	61.00	4.20	25.16	31.64
Reestablish FTE Position (2)	3.25	3.25	-	-
FTE Change in Source of Funds (1)	-	1.00	(1.00)	-
FTE Transfer Requests (5)	-	-	-	-
Total Requested Adjustments(14)	<u>64.25</u>	<u>8.45</u>	<u>24.16</u>	<u>31.64</u>

We are prepared to discuss these items with the Committee at its December 12, 1990, scheduled meeting.

Sincerely,


Charles A. Brooks, Jr.
Director

Attachments

006374

1147

STATE BUDGET DIVISION
FY 1989-90 - FY 1990-91 FTE POSITION BASE CALCULATION

	TOTAL FTE POSITIONS	STATE FTE POSITIONS	FEDERAL FTE POSITIONS	OTHER FTE POSITIONS
Total Appropriated FTE Position Base per the 1989-90 Appropriation Act	71,447.58	41,827.95	8,380.74	21,238.89
Total 1989-90 Operational Adjustments	697.64	(40.21)	(60.77)	798.62
Total Adjusted Appropriated FTE Position Base as of June 30, 1990	72,145.22	41,787.74	8,319.97	22,037.51
1990-91 Legislative Appropriated Adjustments:				
New FTE Positions Added	2,473.87	964.78	383.09	1,126.00
Existing Position Adjustments	(707.64)	0.19	(149.83)	(558.00)
Net 1990-91 Appropriated Adjustment	1,766.23	964.97	233.26	568.00
Total Appropriated FTE Position Base per the 1990-91 Appropriation Act	73,911.45	42,752.71	8,553.23	22,605.51
Less Exempt Employees:				
Legislative Employees	(716.50)	(714.50)		(2.00)
Judicial Employees	(405.47)	(405.47)		
Total Adjustment Exempt Employees	(1,121.97)	(1,119.97)	0.00	(2.00)
Total 1990-91 Authorized FTE Position Base	72,789.48	41,632.74	8,553.23	22,603.51

Prepared
November 30, 1990

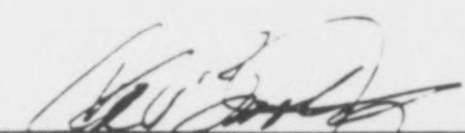
006375

1148

STATE BUDGET DIVISION
1991-92
COMPUTATION OF ANNUAL LIMITATION ON
THE NUMBER OF STATE EMPLOYEES

1980 Decennial Census	<u>3,121,833</u>	
1980-81 State Employees (FTE)	<u>38,183.69</u>	
1980-81 Ratio of State Employees (FTE) to Total State Population	<u>38,183.69</u> <u>3,121,833</u>	= 1.2231%
1991-92 State Population Estimate	3,663,000	
1980-81 State Employees (FTE) Ratio to Total State Population	<u>x 0.012231</u>	
1991-92 State Employees (FTE) Limitation	<u>44,802.15</u>	

In compliance with Section 11-11-420 of the 1981 Cumulative Supplement to the 1976 Code, I certify that the above information is true and correct to the best of my knowledge and belief.



Charles A. Brooks, Jr.
Director, State Budget Division
September 01, 1990

006376

1149

STATE BUDGET DIVISION
FTE POSITION STATUTORY LIMITATION REPORT
AS OF NOVEMBER 30, 1990

	<u>FTE Positions</u>
1991-92 FTE Position Statutory Limitation	44,802.15
1990-91 Appropriated FTE Positions	<u>42,752.71</u>
Allowable Growth through June 30, 1992	2,049.44
Less:	
1. Authorized Adjustment through November 30, 1990	(101.63)
2. Current Requested FTE Position Adjustments Before Committee (if approved)	<u>8.45</u>
Current Unencumbered Balance for the General Assembly to Work with as of January 1, 1990	<u>2,142.62</u>

EXHIBIT
DEC 18 1990 3
STATE BUDGET & CONTROL BOARD

006377

1150

**ADDITIONAL POTENTIAL AGENCY
DECREASES**

FY 1991-92

<u>Aid to Subdivisions</u>	
Reduction Planning Districts	(500,000)
<u>Department of Education</u>	
Target 2000 SOF Change to EIA	(3,003,436)
<u>Department of Archives & History</u>	
Reduction Bicentennial Commission Phase-Out	(2,458)
<u>Arts Commission</u>	
Reduction Spoleto Festival	(193,200)
Reduction Penn Community Center	(48,300)
Reduction Aid to Other State Agencies	(114,062)
<u>Department of Parks, Recreation & Tourism</u>	
Reduction Special Promotions	(1,105,989)
<u>Department of Labor</u>	
Eliminate Labor & Management Program	<u>(330,000)</u>
 TOTAL POTENTIAL AGENCY DECREASES	 <u>\$(5,297,445)</u>

006378

**RECOMMENDED
FULL-TIME EQUIVALENT POSITION
CHANGES**

FY 1991-92

	<u>TOTAL</u>	<u>STATE</u>	<u>FEDERAL</u>	<u>OTHER</u>
<u>Judicial Department</u>				
New Judgeships	41.00	41.00		
<u>Governor's Office-SLED</u>				
Drug Abuse Resistance & Educ. Program	3.00			3.00
<u>Governor's Office-OEPP</u>				
Funding Change	0.00	-3.10	0.50	2.60
<u>State Treasurer's Office</u>				
Research and Analysis	1.00	1.00		
<u>Attorney General's Office</u>				
Nine-Month Vacancy	-1.00	-1.00		
Transfer to Commission on Prosecution	-32.00	-32.00		
<u>Commission on Prosecution</u>				
Administration	3.00			3.00
Transfer from Attorney General's Office	32.00	32.00		
<u>BCB-Internal Operations</u>				
Administration	2.00			2.00
Administration	-0.10	-0.12		0.02
<u>BCB-Research & Statistical Services</u>				
Cooperative Health Statistics	2.00			2.00
State Data Center	2.00			2.00
Administration	-0.75	-0.75		
<u>BCB-Information Resource Management</u>				
Telecommunications	4.00			4.00
Information Processing Center	1.00			1.00
<u>BCB-General Services</u>				
Materials Management Office	2.00			2.00
Transfer to BCB-Internal Operations	-0.02			-0.02
<u>BCB-Fire Marshal</u>				
Administration	-2.00	-2.00		

006379

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<u>BCB-Motor Vehicle Management</u>				
Motor Pool	1.00			1.00
<u>BCB-Insurance Services</u>				
Insurance Benefits Management	10.00			10.00
<u>BCB-Retirement Division</u>				
Administration	5.00			5.00
Loan Program	4.00			4.00
<u>Commission on Higher Education</u>				
Administration	1.00	1.00		
<u>The Citadel</u>				
Instruction and Research	8.60			8.60
<u>Clemson University</u>				
Instruction and Research	221.00		20.00	201.00
<u>College of Charleston</u>				
Instruction and Research	7.80		1.00	6.80
Change in Source of Funds	0.00		-3.90	3.90
<u>Lander College</u>				
Change in Source of Funds	0.00		-2.50	2.50
<u>University of South Carolina-Columbia</u>				
Instruction and Research	77.00			77.00
Nine-Month Vacancy	-0.75			-0.75
<u>USC-Coastal</u>				
Instruction and Research	31.25		2.50	28.75
<u>USC-Beaufort</u>				
Instruction and Research	2.50			2.50
<u>USC-Lancaster</u>				
Instruction and Research	1.75			1.75
<u>Winthrop College</u>				
Instruction and Research	2.00			2.00
<u>Medical University of South Carolina</u>				
Instruction and Research	119.00		24.50	94.50
Program Realignment	-166.35	39.16	1.31	-206.82
Transfer to HHSFC	-1.00	-1.00		
<u>Medical University-Hospital</u>				
Increased Patient Activity	367.00			367.00
Program Realignment	158.00	-47.73	-1.09	206.82

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1153

<u>Consortium of Community Teaching Hospitals</u>				
Program Realignment	8.35	8.57	-0.22	
<u>State Board for Technical & Comp. Education</u>				
Nine-Month Vacancy	-2.75	-2.75		
<u>Department of Education</u>				
General Education	-1.00	-1.00		
Instructional Technology	-1.00	-1.00		
Transportation	-7.00	-7.00		
Data Center	-1.00	-1.00		
Deputy Superintendent's Office	-1.00	-0.58	-0.42	
Nine-Month Vacancy	-6.00	-4.67	-1.33	
<u>Wil Lou Gray Opportunity School</u>				
Nine-Month Vacancy	-0.50	-0.50		
<u>School for the Deaf & the Blind</u>				
Change in Source of Funds	0.00	-1.63	-0.15	1.78
<u>Museum Commission</u>				
Change in Source of Funds	0.00	-2.00		2.00
<u>Health & Human Services Finance Commission</u>				
Utilization Increase	9.00	4.02	4.98	
Transferred from MUSC	1.00	1.00		
Change in Source of Funds	0.00		3.50	-3.50
<u>Department of Health & Environmental Control</u>				
Personal Care Aide Program	31.00			31.00
<u>Department of Mental Health</u>				
Unfunded Positions	-75.00	-75.00		
<u>Department of Social Services</u>				
Additional Funding Available	0.00	-39.28	57.00	-17.72
<u>Commission for the Blind</u>				
Rehabilitation Service Program	16.00	3.36	12.64	
<u>State Housing Finance & Development Authority</u>				
Agencywide	8.00		1.00	7.00
<u>Commission on the Status of Women</u>				
Administration	0.25			0.25
Administration-Change in SOF	0.00	0.25		-0.25
<u>Department of Corrections</u>				
Unfunded Positions	-400.00	-400.00		

006381

<u>Probation, Parole & Pardon Services</u>				
Change in Source of Funds	0.00		3.00	-3.00
<u>Department of Youth Services</u>				
Unfunded Positions	-15.00	-15.00		
Educational Services	0.00	-1.50	-0.50	2.00
<u>Law Enforcement Training Council</u>				
Administration	2.00			2.00
<u>Forestry Commission</u>				
Nine-Month Vacancy	-0.50	-0.50		
<u>Wildlife & Marine Resources Department</u>				
Freshwater Fisheries-Change in SOF	0.00		-1.00	1.00
Tidling & Registration	3.00			3.00
<u>State Workers' Compensation Fund</u>				
Workers' Compensation Fund	3.00			3.00
Crime Victims' Compensation Fund	3.00			3.00
<u>Second Injury Fund</u>				
Administration	3.00			3.00
<u>Employment Security Commission</u>				
Nine-Month Vacancy	-9.00		-9.00	
<u>Residential Home Builders</u>				
Administration	12.00	12.00		
<u>Board of Veterinary Medical Examiners</u>				
Administration	-0.73	-0.73		
TOTAL	<u>485.05</u>	<u>-498.48</u>	<u>111.82</u>	<u>871.71</u>

006382

STATE OF SOUTH CAROLINA
State Budget and Control Board
STATE BUDGET DIVISION

KROEL J. IMPRELLI, JR. CHAIRMAN
GOVERNOR

KADY A. PATTERSON, JR.
STATE TREASURER

KREE E. MORRIS, JR.
COMPTROLLER GENERAL

LOGAN BROWN BUILDING, SUITE 525
205 PENDLETON STREET
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JESSE A. COLES, JR., Ph.D.
EXECUTIVE DIRECTOR

December 3, 1990

The Honorable James M. Waddell, Jr.
Joint Legislative Committee on Personal
Service Financing and Budgeting
111 Gressette Building
Columbia, South Carolina 29201

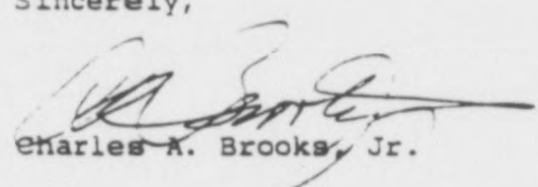
Dear Senator Waddell:

Attached is a copy of the November 1990-91 Authorized FTE Position
Operating Report. I have approved and adjusted the Authorized FTE Position
Base accordingly.

I have also attached for the Committee's review a copy of the year-to-
date monthly Authorized FTE Position Summary Report.

If you should have any questions, please feel free to call.

Sincerely,


Charles A. Brooks, Jr.

CAB/db

Attachments

006383

1156

STATE BUDGET DIVISION
FULL-TIME EQUIVALENT POSITION
OPERATIONAL REPORT
FOR THE MONTH OF NOVEMBER, 1990

SECTION NO.	AGENCY	TOTAL FTE POSITIONS	STATE FTE POSITIONS	FEDERAL FTE POSITIONS	OTHER FTE POSITIONS
Total Authorized FTE Position Base 10/31/90		72,825.81	41,602.62	8,566.97	22,656.22
November Authorized Adjustments					
10	Attorney General	(1.00)	(1.00)		
14B	BCB-Internal Operations	(0.12)	(0.12)		
14E	BCB-Research & Statistics	(0.75)	(0.75)		
14H	BCB-Fire Marshal	(2.00)	(2.00)		
23	USC-Columbia	(0.75)			(0.75)
27	Technical Education	(2.75)	(2.75)		
28	Department of Education	(11.00)	(10.58)	(0.42)	
28	Department of Education	(6.00)	(4.67)	(1.33)	
30	Wil Lou Gray Opp. School	(0.50)	(0.50)		
32	Deaf & Blind School		(1.63)	(0.15)	1.78
38A	HHSFC			3.50	(3.50)
43	DSS		(39.28)	57.00	(17.72)
54	Youth Services		(7.00)		7.00
59	Forestry Commission	(0.50)	(0.50)		
63	Wildlife Commission			(1.00)	1.00
85	Employment Security Comm.	(9.00)		(9.00)	
117	Veterinary Board	(0.73)	(0.73)		
Total Net Adjustments--November		(35.10)	(71.51)	48.60	(12.19)
Total Authorized FTE Position Base 11/30/90		72,790.71	41,531.11	8,615.57	22,644.03
Total Filled FTE Positions 11/30/90		66,397.41	38,352.00	7,448.38	20,597.03
Total Vacant FTE Positions 11/30/90		6,393.30	3,179.11	1,167.19	2,047.00

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Percent Vacant 11/30/90	8.78%	7.65%	13.55%	9.04%
Percent Vacant 11/30/89	8.77%	7.51%	11.75%	10.01%
Percent Vacant 11/30/88	7.96%	6.91%	10.51%	8.98%

Prepared:
December 3, 1990

006385

1158

STATE BUDGET DIVISION
FTE POSITION AUTHORIZED ADJUSTMENTS
TO DATE
11/30/90

	TOTAL FTE POSITIONS	STATE FTE POSITIONS	FEDERAL FTE POSITIONS	OTHER FTE POSITIONS
Total Appropriated FTE Position Base per 1990-91 Appropriation Act	73,911.45	42,752.71	8,553.23	22,605.51

Monthly Adjustments				
July	(7.92)	(7.03)	6.42	(7.31)
August	(1.00)		(7.10)	6.10
September	0.00	(4.79)	(1.08)	5.87
October	45.25	(18.30)	15.50	48.05
November	(35.10)	(71.51)	48.60	(12.19)

Total Net Adjustments	1.23	(101.63)	62.34	40.52

Total Adjusted Appropriated FTE Position Base 11/30/90	73,912.68	42,651.08	8,615.57	22,646.03

Less:				
1990-91 Legislative Employees	714.50	712.50	0.00	2.00
1990-91 Judicial Employees	407.47	407.47		

Total Authorized FTE Position Base 11/30/90	72,790.71	41,531.11	8,615.57	22,644.03
=====				

Prepared
December 3, 1990

006386

1159

STATE BUDGET DIVISION
SCHEDULE OF FTE REQUESTED POSITION ADJUSTMENTS
AS SUBMITTED TO THE JOINT LEGISLATIVE COMMITTEE
ON PERSONAL SERVICE FINANCING AND BUDGETING
ON DECEMBER 3, 1990

ITEM NO.	SECTION NO.	AGENCY	TOTAL FTE POSITIONS	STATE FTE POSITIONS	FEDERAL FTE POSITIONS	OTHER FTE POSITIONS	COMMENTS
<hr/>							
New FTE Positions Requested							
91-24	17	The Citadel	8.00	3.20		4.80	To Meet Current Needs
91-27	48	Housing Finance and Development Authority	3.00			3.00	New Program - Rental Rehabilitation
91-28	86	Accountancy Board	1.00	1.00			Investigator
91-29	43	Department of Social Services	47.00		23.50	23.50	Medicaid Eligibility
91-30	43	Department of Social Services	1.00		0.66	0.34	Child Support Enforcement
91-33	42	Alcohol and Drug Abuse Commission	1.00		1.00		Coordination of Women's Programs
Total New FTE Position Requests			61.00	4.20	25.16	31.64	
<hr/>							
Reestablish FTE Position Requests							
91-25	27	Technical and Comprehensive Education	2.75	2.75			To Meet Other Technical Colleges Needs
91-26	30	Wil Lou Gray Opportunity School	0.50	0.50			Student Health Care Services
Total Reestablish FTE Position Requests			3.25	3.25	0.00	0.00	
<hr/>							
Changes in Source of Funding Requests							
91-21	12	Adjutant General		1.00	(1.00)		Federal Funds Were Not Received
Total Change in Source of Funding Requests			0.00	1.00	(1.00)	0.00	

006387

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STATE BUDGET DIVISION
SCHEDULE OF FTE REQUESTED POSITION ADJUSTMENTS
AS SUBMITTED TO THE JOINT LEGISLATIVE COMMITTEE
ON PERSONAL SERVICE FINANCING AND BUDGETING
ON DECEMBER 3, 1990

ITEM NO.	SECTION NO.	AGENCY	TOTAL FTE POSITIONS	STATE FTE POSITIONS	FEDERAL FTE POSITIONS	OTHER FTE POSITIONS	COMMENTS
<hr/>							
Transfer FTE Position Requests							
91-19	4	Judicial Department	(1.00)	(1.00)			Clerk - Statewide Grand Jury
91-19	10	Attorney General	1.00	1.00			
91-20	5C	Governor's Office -DEPP	(1.00)		(1.00)		Rental Rehabilitation Program
91-20	46	Housing Finance and Development Authority	1.00		1.00		
91-22	38A	Health and Human Services Finance Commission	(1.00)	(1.00)			Medicaid Client Population
91-22	14E	BSCB - Research and Statistical Service Division	1.00	1.00			
91-31	43	Department of Social Services	(1.00)	(0.33)	(0.67)		To Meet The Agency Needs
91-31	38A	Health and Human Services Finance Commission	1.00	0.33	0.67		
91-32	5C	Governor's Office - DEPP	(3.00)	(1.00)	(2.00)		Workforce Excellence Program
91-32	27	Technical and Comprehensive Education	3.00	1.00	2.00		
Total FTE Position Transfer Requests			0.00	0.00	0.00	0.00	
<hr/>							
Total All FTE Position Requests			64.25	8.45	24.16	31.64	
<hr/>							

Prepared
December 3, 1990

006388

EXHIBIT

DEC 18 1990

3

STATE BUDGET & CONTROL BOARD

EXHIBIT

DEC 18 1990

4

STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
REGULAR SESSION
ITEM NUMBER 3

AGENCY: Budget Division

SUBJECT: Waiver of Personal Service Cap, Continuum of Care for Emotionally Disturbed Children

The Division recommends approval of the Continuum of Care for Emotionally Disturbed Children request that it be granted a waiver of its salary cap in an amount not to exceed \$465,084 for salaries and fringe benefits.

This new agency is in the final stages of organizational developments and needs the flexibility of its total organization. It currently has 17.5 vacant positions (9.5 new **other fund** and 8 unfilled as a result of attrition). These positions are funded by EIA funds and DMH patient fee funds.

Proviso 38B.1 of the 1990-91 Appropriations Act authorizes that unused EIA funds and the patient fee funds may be carried forward.

BOARD ACTION REQUESTED:

Waive the requirements of the salary cap for the Continuum of Care for Emotionally Disturbed Children in an amount not to exceed \$465,084 for salaries and fringe benefits.

ATTACHMENTS:

Agenda item worksheet; attachments

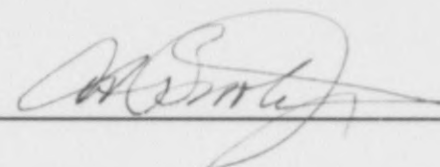

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1162

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET (12/84)

Meeting Scheduled for: December 18, 1990

91-42
Regular Agenda

1. Submitted By:
(a) Agency: State Budget Division
(b) Authorized Official Signature: 
2. Subject:
Continuum of Care-Emotionally Disturbed Children Request for Waiver of Personal Service Cap of December 16, 1990.
3. Summary Background Information:
The Continuum of Care requests waiver of its salary cap in an amount not to exceed \$465,084 for salaries and fringe benefits. This is a new agency in the final stages of organizational development and needs the flexibility of its total organization. Currently, the agency has seventeen and one-half vacant positions. Nine and one-half (9.50) new other fund unfilled positions and eight unfilled positions as a result of attrition. The funding sources for these positions are EIA funds and DMH patient fee funds. Unused EIA funds and the patient fee funds are authorized to be carried forward by Proviso 38B.1 in the FY 91 Appropriation Act.
4. What is Board asked to do?
Approve the waiver request.
5. What is recommendation of Board Division involved?
Recommend approval. 
6. Recommendation of other Division/agency (as required)?

(a) Authorized Signature: _____
(b) Division/Agency Name: _____
7. Supporting Documents:
(a) List Those Attached:
 1. Agency Letter
 2. Agency Letter Requesting Waiver
 3. FTE Position Request to Fill Vacancy Form
(b) List Those Not Attached But Available From Submitter:

006390

1163

Policy Board Members:
William H. Chandler, J.D.
Richard L. Crain



Laura R. Dawson, Ed.D.
R. Ramsey Mellette, Jr., M.D.
Brenda C. Miller

South Carolina
Continuum of Care for Emotionally Disturbed Children

1340 Pickens Street / Columbia, South Carolina 29201 / (803) 253-6272

Paula B. Finley, Executive Director

December 13, 1990

Jesse A. Coles, Ph.D.
Executive Director
S. C. Budget & Control Board
612 Wade Hampton Building
Columbia, South Carolina 29201

Dear Dr. Coles:

The action of the Budget & Control Board on December 12, 1990 which places a freeze on agency payrolls at the level of December 16, 1990 will have a severe negative effect on the operations of the Continuum of Care. As of that date, we expect to have eight positions which will be vacant as a result of normal attrition. None of these positions are funded from the State General Fund. The funding sources for these positions will either be from the Educational Improvement Act or the Department of Mental Health's Patient Fee Accounts.

Of the eight positions, five will be funded 100% from EIA funds; two will be funded 100% from Patient Fee funds, and one will be funded 50% from each of the two funds.

As you are aware, the State is experiencing a serious shortage of services to severely disturbed youngsters. In order to avoid exacerbating this problem, I respectfully request that the "cap" on personnel funds be waived. If additional information is needed, please contact me or Wendell Price, my Executive Assistant, at 253-6272. I would appreciate your favorable consideration of this request.

Sincerely,

Paula B. Finley
Paula B. Finley
Executive Director

PRF/sw

CC: Charles Brooks
Phyllis Mayes

006391

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Policy Board Members:
William H. Chandler, J.D.
Richard L. Crain



Laura R. Dawson, Ed.D.
R. Ramsey Mellette, Jr., M.D.
Brenda C. Miller

South Carolina
Continuum of Care for Emotionally Disturbed Children

1340 Pickens Street / Columbia, South Carolina 29201 / (803) 253-6272

Paula B. Finley, Executive Director
December 13, 1990

Jesse A. Coles, Ph.D.
Executive Director
S. C. Budget & Control Board
612 Wade Hampton Building
Columbia, South Carolina 29201

Dear Dr. Coles:

This letter is a request for a waiver of the December 12, 1990 action requiring that agencies not exceed the agency payroll as of December 16, 1990. The Continuum currently has 9.5 positions vacant that were among the new FTE's appropriated for this budget year. Because we are still in a developmental mode, adding new personnel requires careful planning and must be coordinated with client selection and many other factors. Therefore we have been hiring in stages and will not have completed that process by December 16, 1990.

The positions in question and funding sources for each are:

- 1 Program Director (Medicaid)
- 1 Training Coordinator (EIA)
- 1 Staff Assistant (Medicaid)
- 2 Case Services Supervisors (1-EIA, 1-Medicaid)
- 1 Administrative Specialist A (Medicaid)
- 5 Assistant Project Administrator (Medicaid)
- 1 Administrative Specialist B (Medicaid)
- 1 Social Worker I (EIA)
- 1 Social Worker III (Medicaid)

As you are aware, the State is experiencing a serious shortage of services to severely disturbed youngsters. The current "cap" on personnel funds will exacerbate that problem and would seriously impede the Continuum's ability to provide services to these children and their families.

As noted above, these positions are all funded by Medicaid and Education Improvement Act dollars rather than by the General Fund. I respectfully request a waiver and would appreciate your favorable consideration. If you have any questions, please contact me or Wendell Price at 253-6272.

Sincerely,

Paula B. Finley

Paula B. Finley
Executive Director

006392

PBF/sw

CC: Charles Brooks
Phyllis Maves

FTE POSITION
REQUEST TO FILL VACANCY(S)

CODE NO. J03

AGENCY: Continuum of Care-Emotionally Disturbed Children

SUBJECT: Request is to fill FTE position(s) as follows:

Pos. No.	Class Code	Position Title	Annual Salary	Fringe	Current Source			Proposed Source		
				Benefit Cost	State	Federal	Other	State	Federal	Other

See Attached Schedules and Letters

REQUEST JUSTIFICATION:

This new agency is in the final stage of agency's five year plan. Position funding source (EIA and DMH patient fee) will not lapse to general fund under current conditions.

REQUESTED BY : Paula Finley, Exec. Dir.

DATE: 12/13/90

STATE BUDGET DIVISION:

☒ Recommend Approval

☐ Recommend Disapproval

Edward D. Murphy
State Budget Analyst

Dec 13, 1990
Date

Assistant Director
State Budget Division

Date

BUDGET AND CONTROL BOARD ACTION:

006393

NEW POSITIONS REQUESTED BY SC CONTINUUM OF CARE

Position Number	Class Code	Position Title	Salary	Fringe	Proposed Source of Funds
125546	4639	Program Director	30,413	6,386	Other
*125538 (New Position Requested-2474)	2238	Staff Dev. & Trng. Coord. (Training Coordinator)	28,118	5,904	Other
*125528 (New Position Requested-2474)	0380	Accounting Tech I (Staff Assistant)	28,118	5,904	Other
125665	2474	Case Service Supervisor	28,118	5,904	Other
125666	2474	Case Service Supervisor	28,118	5,904	Other
125531	0511	Admin. Spec. A	13,342	2,801	Other
125534	0512	Admin. Spec. B	15,010	3,152	Other
125530	5351	Social Worker I	16,883	3,545	Other
125548	5353	Social Worker III	22,219	4,665	Other
094204	2408	Admin. Asst. I	18,261	3,834	Other
122731	0512	Admin. Spec. B	15,010	3,152	Other
027988	5353	Social Worker III	22,219	4,665	Other
110232	5353	Social Worker III	22,219	4,665	Other
110221	5353	Social Worker III	22,219	4,665	Other
116855	5353	Social Worker III	22,219	4,665	Other
113257	5590	Regional Director	32,895	6,907	Other
029388	5439	Volunteer Service Coord.	18,996	3,989	Other

STATE BUDGET & CONTROL BOARD
006394

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EXHIBIT

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EXHIBIT

DEC 18 1990

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STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
REGULAR SESSION
ITEM NUMBER 4

AGENCY: General Services

SUBJECT: Sale of State Car to Secretary of State John M. Campbell

The Division of General Services recommends approval of Secretary of State John M. Campbell's request to purchase his State car when he leaves office.

The car is a 1990 Oldsmobile Regency 98 with mileage projected to be 30,000 at the time of disposal. The appraised value is \$13,775, with a total sale price of \$14,075 including tax.

This request does not fall within the Board policy governing the sale of property to retiring State employees since that policy does not apply to constitutional officers.

The Board's authority for disposing of motor vehicles is found in §1-11-310 which states that the Board "shall...dispose of all motor vehicles on the basis of maximum cost-effectiveness and lowest anticipated total life cycle costs." The Division of Motor Vehicle Management has promulgated regulations for disposal of State-owned vehicles. Under those regulations, a vehicle may be disposed of when it is either (1) past its advantageous life; or (2) declared to be in excess of the State's needs.

The Division of Motor Vehicle Management has developed criteria for determining when a vehicle is past its advantageous life (see attachment). This vehicle does not meet those criteria in that it is less than four years old and has fewer than 70,000 miles on the odometer. The vehicle has not been declared to be in excess of the agency's needs.

BOARD ACTION REQUESTED:

Determine whether the 1990 Oldsmobile Regency 98 assigned to Secretary of State John M. Campbell may be purchased by him when he leaves office for the appraised value.

ATTACHMENTS:

Agenda item worksheet; appraisal; §1-11-310; Regulation 19-607; DMVM Disposal Criteria

006395

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BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET (12/84)

Meeting Scheduled for: December 12, 1990

Agenda: Regular

1. Submitted By:

(a) Agency: Division of General Services

(b) Authorized Official Signature: Richard W. Kelly, Division Director

2. Subject: Sale of State Car to Secretary of State John M. Campbell

3. Summary Background Information:

Secretary of State John Campbell has requested permission to purchase his state car when he leaves office. The car is a 1990 model with a projection of 30,000 miles on the odometer at the time of disposal. The appraised value is \$13,775 with a total sale price of \$14,075 including tax. This request does not fall under the Board's policy governing sale of property to retiring state employees since that policy does not apply to Constitutional Officers. The Board's authority for disposing of motor vehicles is found in §1-11-310 which states that the Board "shall...dispose of all motor vehicles on the basis of maximum cost-effectiveness and lowest anticipated total life cycle costs." The DMVM has promulgated regulations for disposal of state-owned vehicles. Under these regulations, a vehicle can be disposed when it is either:

- 1) past its advantageous life; or
- 2) is declared to be in excess of the state's needs

DMVM has developed criteria for determining when a vehicle is past its advantageous life which are attached hereto. This vehicle does not meet these criteria in that it is less than 4 years old and has less than 70,000 miles on the odometer. Also, it has not been declared to be in excess of the agency's needs.

4. What is Board asked to do?

Determine whether the car can be sold as requested.

5. What is recommendation of Board Division involved?

6. Recommendation of other Division/agency (as required)?

(a) Authorized Signature: _____

(b) Division/Agency Name: _____

7. Supporting Documents:

(a) List Those Attached:

1. Appraisal of Surplus Property Office
2. Section 1-11-310, Code of Laws of South Carolina, 1976
3. Budget and Control Board Regulation 19-607
4. DMVM Disposal Criteria

(b) List Those Not Attached But Available From Submitter:

EXHIBIT 5
DEC 18 1990
STATE BUDGET & CONTROL BOARD

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STATE OF SOUTH CAROLINA
State Budget and Control Board
DIVISION OF GENERAL SERVICES



CARROLL A. CAMPBELL, JR., CHAIRMAN
GOVERNOR

GRADY L. PATTERSON, JR.
STATE TREASURER

EARLE E. MORRIS, JR.
COMPTROLLER GENERAL

RICHARD W. KELLY
DIVISION DIRECTOR

MATERIALS MANAGEMENT OFFICE
1201 MAIN STREET, SUITE 600
COLUMBIA, SOUTH CAROLINA 29201
(803) 737-0600

JAMES J. FORTH, JR.
ASSISTANT DIVISION DIRECTOR

JAMES M. WADDELL, JR.
CHAIRMAN, SENATE FINANCE COMMITTEE

WILLIAM D. BOAN
CHAIRMAN, WAYS AND MEANS COMMITTEE

JESSE A. COLES, JR., Ph.D.
EXECUTIVE DIRECTOR

MEMORANDUM

TO: Rick Kelly
Director
General Services

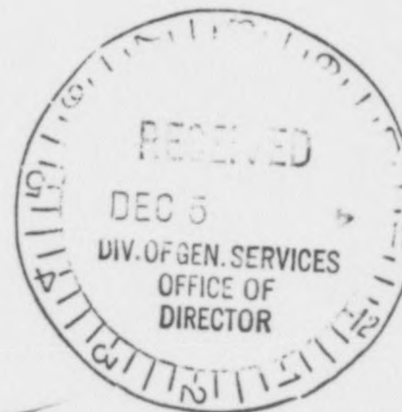
FROM: B. Thomas Rayfield, Jr.
Manager
Surplus Property

DATE: December 4, 1990

The fair market appraised value of the vehicle John Campbell wishes to purchase upon his retirement is:

1990 Olds Regency 98	\$13,775.00
Ser#1G3CX54COL4305571	
Mileage 30,000	
South Carolina Sales Tax	300.00
TOTAL VALUE	\$14,075.00

cc: Walt Taylor



006397

STATE
PROCUREMENT

INFORMATION
TECHNOLOGY
MANAGEMENT

STATE & FEDERAL
SURPLUS
PROPERTY

CENTRAL SUPPLY
& INTERAGENCY
MAIL SERVICE

OFFICE OF AUDIT
& CERTIFICATION

INSTALLMENT
PURCHASE
PROGRAM

All fuels, lubricants, parts and maintenance costs including those purchased from commercial vendors shall be charged to a state credit card bearing the license plate number of the vehicle serviced and the bill shall include the mileage on the odometer of the vehicle at the time of service.

HISTORY: 1978 Act No. 644 Part II § 24(H).

§ 1-11-300. Agencies to develop and implement uniform cost accounting and reporting system; purchase of motor vehicle equipment and supplies; use of credit cards; determination of vehicle cost per mile.

In accordance with criteria established by the Board, each agency shall develop and implement a uniform cost accounting and reporting system to ascertain the cost per mile of each motor vehicle used by the State under their control. Agencies presently operating under existing systems may continue to do so provided that Board approval shall be required and that the existing systems shall be uniform with the criteria established by the Board. Beginning July 1, 1981, all routine expenditures on a vehicle including gasoline and oil shall be purchased from state-owned facilities and paid for by the use of Universal State Credit Cards except in unavoidable emergencies. The Board shall promulgate regulations regarding the purchase of motor vehicle equipment and supplies to ensure that agencies within a reasonable distance are not duplicating maintenance services or purchasing equipment that is not in the best interest of the State. The Board shall develop a uniform method to be used by the agencies to determine the cost per mile for each vehicle operated by the State.

HISTORY: 1978 Act No. 644 Part II § 24(I); 1982 Act No. 429, § 6.

§ 1-11-310. Division of Motor Vehicle Management; acquisition and disposition of vehicles; titles.

The Budget and Control Board shall purchase, acquire, transfer, replace and dispose of all motor vehicles on the basis of maximum cost-effectiveness and lowest anticipated total life cycle costs. All state motor vehicles shall be titled to the State. All such titles shall be received by and remain in the possession of the Division of Motor Vehicle Management pending sale or disposal of the vehicle.

Titles to school buses and service vehicles operated by the State Department of Education and vehicles operated by the South Carolina Department of Highways and Public Transportation shall be retained by those agencies.

HISTORY: 1978 Act No. 644 Part II § 24(J).

of Highways and Public Transportation and Department of Education vehicles, at the time of purchase or acquisition, shall be registered with the Department of Highways and Public Transportation, showing the State of South Carolina as the owner.

(3) New vehicles delivered to the State require the following to be completed by the vendor before forwarding to DMVM:

- (a) DHPT Form 400;
- (b) Odometer (mileage) Statement - Note that the transfer-ee's name and address is to be used;
- (c) Certificate of origin.

(4) Used, donated, transferred or confiscated vehicles are to be registered through DMVM as are new vehicles. Properly executed and notarized title or bill of sale to the vehicle or a court order transferring possession to the State; and

- (a) DHPT Form 400;
- (b) Odometer (mileage) Statement.

D. Decals, Signs and Stickers. Decals, signs, and stickers other than license tags and official decals may be displayed on state-owned vehicles under the following conditions:

- (1) Decals, signs, and stickers required by law or permitted by this regulation;
- (2) Agency or commercial parking lot decals;
- (3) Agency administrative or control decals;
- (4) Others as may be approved by the Board.

19-607. Disposal of State-owned Vehicles.

A. Authority.

The sale of all state-owned vehicles that qualify for disposal or units declared to be excess to needs, shall be conducted as directed by the Board, through the Division of General Services. Sales shall be held at such places and in such manner as are deemed to be most advantageous to the State. Sales shall be conducted at public auction to the highest bidder unless otherwise provided by regulation.

B. Disposal Criteria.

DMVM shall determine whether a vehicle is past advantageous useful life to the State before allowing its sale or disposal.

C. Disposal Procedures.

- (1) When a state-owned motor vehicle has reached or exceeded the recommended disposal criteria or is excess to the needs of the owning agency, section II of DMVM Form 6-77 shall

be prepared in five (5) copies. The original and three (3) copies will be forwarded to DMVM, except for school buses and service vehicles on the property accounts of the Department of Education.

- (2) The State Fleet Manager shall determine whether the vehicle is excess to the needs of the State. If disposal or transfer is recommended, DMVM Form 6-77 shall be approved and returned to the owning agency.
- (3) The State Surplus Property Officer shall sell the vehicle for the agency unless otherwise provided by regulation.
- (4) The following documents are to be provided to the Surplus Property Officer:
 - (a) Copy of approved DMVM Form 6-77;
 - (b) Vehicle Condition Report;
 - (c) Mileage Disclosure Statement which should be completed with the exception of the current odometer reading which will be noted when the vehicle is delivered for sale;
 - (d) Affidavit of Permanent SG, CG, MG and RG license plate (DHPT Form 405) accompanied by the license plate. All license plates shall be removed before the sale;
 - (e) A memorandum from the owning agency indicating the minimum acceptable sale price. If no price is given, the Surplus Property Officer will set a minimum price. The Surplus Property Officer may adjust the minimum sale price at his discretion.
- (5) Proceeds from sales, less sales expense, will be returned to the owning agency except in cases where the units are not to be replaced. In case of a surplus sale, proceeds shall be returned to the general fund of the State. Proceeds received by the Department of Highways and Public Transportation from sales of obsolete and surplus equipment shall be retained by that agency as provided by law.
- (6) License plates, seals, decals, and other identification strips shall be removed from vehicles before delivery to the Surplus Property Officer.

D. Types of Disposal.

- (1) Public Auction. The preferred method of sale is public auction, selling to the highest qualified bidder.
- (2) Sealed Bid. Sale by sealed bid shall be permitted when the vehicle cannot be readily moved for auction.
- (3) Negotiated Sale. Negotiated sale is permitted when a vehicle

has been offered for sale at a price not met by the high bidder, or in cases where DMVM approves negotiated sale. Negotiated sales may be made to political sub-divisions, eleemosynary organizations, or for trade-in transactions.

- (4) Salvage or Scrap Sale. This sale is normally conducted on wrecked vehicles, or when the value of the unit has been reduced to scrap.
- (5) Transfer to Another State Agency. Transfer of a vehicle to another state agency shall be accomplished, rather than disposal, when the vehicle has continuing useful life.

19-608. Reimbursement Policy for Use of Privately-owned Vehicles.

A. State-owned motor vehicles are intended for use by officials, officers and employees of the State who are required to travel by motor vehicle in the performance of official business.

B. Personal vehicles shall not be used to accomplish official travel on a reimbursable basis when a state-owned vehicle is available and adequate to meet necessary travel requirements.

C. Exceptions to this policy may be approved by the agency director authorizing the travel to meet agency requirements.

D. Prior to granting an exception, the agency director shall verify that no other agency vehicle is available or adequate to meet the travel needs nor is a vehicle available at DMVM interagency or local agency motor pool.

E. This policy does not preclude the use of aircraft nor car rental services.

19-609. Complaints as to Use of State-owned Vehicles.

A. Action by the Division Upon Receipt of a Complaint.

- (1) When a complaint is made to DMVM as to misuse of a state-owned vehicle, the person taking the complaint will complete complaint work sheet provided by DMVM. This information will include the caller's full name, address and telephone number.
- (2) Anonymous complaints shall be referred to the agency concerned as information.
- (3) In the event a reply is requested by the complainant, sufficient information shall be provided by the controlling agency to enable DMVM to prepare a proper response.
- (4) Neither the name of the complainant nor the person against whom the complaint is made shall be released to sources

- (1) Odometer disclosure statement; and
- (2) DHPT Form 400.

[See main pamphlet for remainder of regulation]

Effect of Amendment—

The 1983 amendment, effective June 24, 1983, in subsection C(1)(c), deleted former (1) which related to an unencumbered title or bill of sale, and redesignated former 2 and 3 as 1 and 2 respectively.

19-607. Disposal of State-owned Vehicles.

[See main pamphlet for A and B]

C. Disposal Procedures.

- (1) When a state-owned motor vehicle has reached or exceeded the recommended disposal criteria or is excess to the needs of the owning agency, Section II of DMVM Form 6-77 shall be prepared in five (5) copies. The original and three (3) copies will be forwarded to DMVM, except for school buses and service vehicles on the property accounts of the Department of Education and the Department of Highways and Public Transportation.

[See main pamphlet for remainder of regulation]

Effect of Amendment—

The 1983 amendment, effective June 24, 1983, in subsection C(1) inserted "and the Department of Highways and Public Transportation".

19-611. Credit Cards.

A. Use of Credit Cards.

- (1) Official State of South Carolina credit cards issued by the State Budget and Control Board are valid for the purchase of gasoline, oil, lubricants, diesel fuel and other related petroleum products in an amount not to exceed the rated capacity of the vehicle or equipment. Restricted emergency repairs, not to exceed a limit set by DMVM, are also permitted.

[See main pamphlet for (2)-(4)]

B. Operator Responsibility.

Vehicle operators shall protect cards against loss or theft. Missing cards shall be reported immediately to the agency head and the DMVM. For purchases, the operator shall verify all information on the delivery ticket, including price, correct license or equipment number and total price of purchase before signing. When authorized minor services or repairs are made, the operator shall obtain an itemized statement showing charges for parts, labor and incidental charges.

C. Agency Responsibility.

- (1) The State Budget and Control Board shall purchase and issue official state credit cards.

[See main pamphlet for (2) and (3)]

- (4) The agency shall notify the appropriate State Budget and Control Board Division of changes in billing addresses. The using agency shall promptly pay invoices for credit card purchases.

[See main pamphlet for (5) and (6)]

- (7) The State Budget and Control Board shall not be held accountable for any charges incurred through the use, authorized or unauthorized, of any credit cards except the legitimate purchases made with credit

#272 P02

TEL NO: 803 737-1160

MONITOR

STATE BUDGET & CONTROL BOARD

006403

DEC 18 1990

EXHIBIT

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Appendix K

A.

DISPOSAL CRITERIA

<u>Vehicle Type</u>	<u>Vehicle Description</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Mileage</u>
1	Subcompact sedans/station wagons	4	5	60,000
2	Compact sedans/station wagons and above	4	6	70,000
3	Trucks, below 10,500 GVW 3/4 ton	4	6	70,000
4	Vans, passenger/cargo	5	6	80,000
5	Trucks, over 10,500 GVW	6	7	80,000
6	Bus, other than school, gasoline	8	9	90,000
7	Trailers/semi-trailers	15	N/A	N/A
8	Trucks, tractors	12	15	90,000
9	Motorcycle	4	5	25,000
10	Scooter, 3 wheel	3	4	12,000
11	Bus, road type, diesel	15	N/A	200,000

B.

REPAIR CRITERIA

<u>Vehicle Type</u>	<u>Age in Years</u>									
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>
1	80	65	50	30	10	5				
2	80	65	50	30	10	5				
3	80	65	50	30	10	5				
4	80	65	50	30	20	10	5			
5	80	70	60	30	25	15	10	5		
6	80	70	60	30	25	15	10	5		
7	80	75	70	65	60	55	50	45	40	35
8	80	75	70	65	60	55	50	45	40	35
9	60	40	20	10	5					
10	50	40	20	5						
11	90	85	80	75	70	65	60	55	50	45

% of current wholesale value of vehicles that could be spent on major, one-time repairs.

"Vehicle type" code used herein is for brevity and should not be confused with other vehicle codes in this manual.

EXHIBIT

DEC 18 1990

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STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
REGULAR SESSION
ITEM NUMBER 5

AGENCY: General Services

SUBJECT: Public Service Commission Lease Renewal

The Division advises that Regulation 19-445.2121 requires that all leases which commit \$1,000,000 or more in a five-year period be approved by the Budget and Control Board and the Joint Bond Review Committee before a final lease contract may be awarded.

The Public Service Commission currently occupies 28,050 square feet of space at 111 Doctor's Circle in Columbia under a lease that expires December 31, 1990. The current annualized rent is \$353,991 (\$12.62 per square foot) and includes operating costs.

The Commission proposes to occupy an additional 7,826 square feet and to renew the lease for an additional seven years at a rent of \$439,481 per year for the first year (\$12.25 per square foot of rentable area). The total scheduled rent over the term will be \$3,219,871 for an average rate of \$12.82 per square foot.

The Commission, through Property Management, has taken the appropriate procurement steps. All approvals have been obtained, including that of the Joint Bond Review Committee. Adequate funds exist for the lease payments. The Commission has submitted a multi-year plan and the requested space conforms to current space allocation standards.

Property Management has determined that the payments represent a fair rate. The lease terms and conditions will be according to the State standard office lease document. The Division recommends approval of the Commission's proposed lease renewal.

BOARD ACTION REQUESTED:

Approve the Public Service Commission request to lease 35,876 square feet of office space at 111 Doctor's Circle in Columbia for a seven-year term; total scheduled rent over the term \$3,219,871 for an average rate of \$12.82 per square foot.

ATTACHMENTS:

Agenda item worksheet; \$11-35-1590; Regulation 19-445.2121

006404

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

Meeting Scheduled for: December 18, 1990
Agenda

Regular

1. Submitted by:

- (a) Agency: Division of General Services
(b) Authorized Official Signature

Richard W. Kelly
Richard W. Kelly

2. Subject: Lease renewal for Public Service Commission

3. Summary Background Information:

Regulation 19-445.2121 requires that all leases which commit \$1 million dollars or more in a five-year period be approved by the Budget and Control Board and the Joint Bond Review Committee before a final lease contract may be awarded.

The Public Service Commission currently occupies 28,050 square feet of space at 111 Doctor's Circle in Columbia under a lease which expires December 31, 1990. Currently annualized rent is \$353,991 (\$12.62/SF) which includes operating costs. This lease expires on December 31, 1990, and the Commission proposes to occupy an additional 7,826 square feet and to renew this lease an additional seven years at a rent of \$439,481 per year for the first year. The first year rate is \$12.25 per square foot of rentable area. Total scheduled rent over the term will be \$3,219,871 for an average rate of \$12.82.

The agency has taken, through Property Management, the appropriate procurement steps according to regulation. All approvals have been made including that of the Joint Bond Review Committee and adequate funds exist for the lease payments. The agency has submitted a multi-year plan and the requested space conforms to current space allocation standards. Property Management is of the opinion that the payments represent a fair rate. The lease terms and conditions will be according to the state standard office lease document.

4. What is Board asked to do?

Approve this lease renewal

5. What is the recommendation of Board Division involved?

APPROVE

6. Recommendation of other Division/agency (as required)?

- (a) Authorized Signature:
(b) Division/Agency Name:

7. List of Supporting Documents:

- (a) Attached:
1. SC Code Section 11-35-1590
(b) Available but not attached:
1. Regulation 19-445.2121

006405

§ 11-35-1590. Leasing of real property for governmental bodies.

(1) *Designation of Board as Single Central Broker.* The board is hereby designated as the single central broker for the leasing of real property for governmental bodies. No governmental body shall enter into any lease agreement or renew any existing lease except in accordance with the provisions of this Section.

(2) *Notification as to Need When State-Owned Property is Unavailable.* When any governmental body needs to acquire real property for its operations or any part thereof and state-owned property is not available, it shall notify the Division of General Services of its requirement on rental request forms prepared by the division. Such forms shall indicate the amount and location of space desired, the purpose for which it shall be used, the proposed date of occupancy and such other information as the division may require.

Upon receipt of any such request, the division shall conduct an investigation of available rental space which would adequately meet the governmental body's requirements, including specific locations which may be suggested and preferred by the governmental body concerned. When suitable space has been located which the governmental body and the division agree meets necessary requirements and standards for state leasing as prescribed in regulations of the board as provided for in subsection (3) of this Section, the division shall give its written approval to the governmental body to enter into a lease agreement. In the event the governmental body and the division fail to reach agreement with regard to the appropriate property for leasing, the controversy shall be referred to the board which shall make a final determination of the matter. All proposed lease renewals shall be submitted to the division by the time specified by the division.

(3) *Promulgation of Regulations.* The board shall promulgate regulations to implement the provisions of this Section which shall include:

- (a) Procedures for governmental bodies to apply for rental space.
- (b) Flexible cost standards for rental space.
- (c) Procedures for competitive bidding where feasible.

HISTORY: 1981 Act No. 148, § 1.

Cross references—

As to provisions of this section constituting exception to requirements governing competitive sealed bidding in § 11-35-1520, see § 11-35-1510.

Research and Practice References—

64 Am Jur 2d, Public Works and Contracts § 45.

006406

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REGULATION 19-445.2121 TO IMPLEMENT THE PROVISIONS OF SECTION
11-35-1590 SC CODE OF LAWS FOR THE LEASING OF REAL PROPERTY

A. GENERAL REGULATIONS

1. The Division of General Services shall be accountable for the procurement of leased real property for governmental bodies in accordance with the regulations promulgated by the board.
2. All leases shall require the written approval of the Division of General Services, except when such lease is exempt from approval as provided in Regulation 19-445.2120 Subsection C or otherwise exempted by the Budget and Control Board.
3. Before approving any lease, Division of General Services shall:
 - (a) assure that all appropriate approvals have been obtained.
 - (b) verify that adequate funds exist for the lease payments;
 - (c) verify that lease payments represent no more than fair market rental;
 - (d) verify that upfitting costs represent no more than current market costs;
 - (e) verify that a multi-year financial plan has been submitted by the requesting agency for review by the Budget and Control Board's budget office.
4. All requests for leased real property by governmental bodies and agencies shall be submitted to the Division of General Services on a "Request for Space Form" provided by the Division.
 - (a) This form shall include, but not be limited to:
 - (1) The purpose for which the space will be used.
 - (2) Any special requirements or needs with written justification (computer rooms, etc.).
 - (3) Parking requirements and justification.
 - (4) The general location or area desired.
 - (5) A multi-year financial plan for review by the Board's budget office.
 - (b) The amount of office space desired shall be computed and justified using the standards specified in Section 11-35-1590.
 - (c) Other types of space (warehouse, laboratory, etc.) shall require a written letter of justification from the requesting agency or governmental body and shall include documentation of market standards for use of this type space. The Division of General Services shall be accountable for investigating the existing space or any other information given in the justification.
 - (d) The "Request for Space Form" or any other document requesting space or justifying the need for space shall be certified by the Director of the requesting agency or governmental body.
5. An agency or governmental body desiring to renew an existing lease is responsible for notifying the Office of Property Management in writing of its intention to do so at least 60 days before the renewal deadline as stated in the lease. Upon approval by appropriate boards and the Division of General Services, the governmental body or agency shall notify the Lessor that it has elected to exercise its right of renewal pursuant to the lease. The Division of General Services may send each a renewal request form and a reminder notice well in advance of these deadlines.
6. Under no circumstances will the requesting governmental body or state agency contact or negotiate lease terms with any real estate agency, broker, builder, owner, or representative in reference to space needs without the prior written consent of the Division of General Services.
7. The Division of General Services will begin investigation of available rental space within ten (10) working days after receiving the "Request for Space Form".
8. When processing requests for space, the Division of General Services will first determine whether appropriate state-owned or state-leased space is available before exploring commercial space alternatives. If such space is available, the Division of General Services will direct the requesting agency or governmental body to occupy said space. If state-owned or state-leased space is unavailable or inappropriate, the Division of General Services shall begin a formal solicitation process to secure proposals for commercial space from as many qualified developers and/or brokers as is practicable.

9. Rental rates will be determined by the Division of General Services for all leases by use of standard acceptable market rent analysis methods established by the International Association of Assessing Officers, the American Institute of Real Estate Appraisers, or other professional appraisal organizations.

B. TYPES OF LEASE TRANSACTIONS

All state leases will be categorized as one of the following five types:

1. Exempt Leases - Those leases exempted in accordance with Regulation 19-445.2120 subsection C or otherwise exempted by the Budget and Control Board.
2. Standard Leases - All leases which commit less than \$1 million in a five year period and which do not involve equity accrual.
3. Major Leases - Any lease which commits \$1 million or more in a five year period but which is otherwise standard in all respects.
4. Lease/Purchases - All lease transactions which include clauses providing for equity accrual and/or transfer.
5. Other Leases - All leases which are not encompassed by the first four categories. At its discretion, the Division of General Services may place any proposed lease transaction in this category if it involves complex issues or methodologies which warrant special handling.

C. EXEMPT LEASES

All exempt leases will be administered in accordance with regulations and procedures outlined in 19-445.2120 or Budget and Control Board directives.

D. STANDARD LEASES

1. The Division of General Services will be responsible for managing all aspects of soliciting lease proposals from commercial entities. In all solicitations, the Division is required to assure that equitable competition occurs in the broadest market practicable.
2. The Division of General Services will review all proposals from prospective Lessors with the agency or governmental body. The Division will recommend the proposal which offers the most cost effective terms and conditions to the agency or governmental body after satisfying subjective criteria such as parking, location requirements, special needs, etc. If the agency accepts the recommendation, General Services will make the selection and begin negotiations to finalize the lease transaction.
3. If the agency or governmental body cannot accept the Division of General Services recommendation, the dispute shall be referred to the Budget and Control Board, which will make the final determination.
4. Evaluation criteria shall include total cost (including rental payments, upfitting costs, escalations, additional rents, operating, and all other costs) and location. Other subjective criteria such as parking and other special needs may be included. Total cost shall be given the highest weight of any single factor.
5. Before making a recommendation, the Division of General Services shall verify that:
 - (a) all prior approvals have been obtained;
 - (b) adequate funds exist for the lease payments;
 - (c) lease payments are no more than fair market rental; and
 - (d) upfitting costs are no more than reasonable market costs.
6. The Division of General Services may reject the agency's request for additional space and/or space at a specific location.

E. MAJOR LEASES

1. All regulations and procedures for standard leases will apply to all major leases.
2. Whenever a major lease is under consideration, the Division of General Services will develop a complete written analysis comparing the total cost projected for the alternatives under consideration.

3. All major leases must be approved by the Joint Bond Review Committee and the Budget and Control Board before a final lease contract is awarded.

F. LEASE/PURCHASES

All regulations and procedures for major leases will apply to lease/purchase transactions.

G. OTHER LEASES

1. At its discretion, the Division of General Services may place any proposed lease transaction in this category if it involves complex issues or methodologies which warrant special handling.
2. The Division of General Services shall determine which of the above regulations are applicable to any special lease situation and may adopt additional procedures to meet special needs on a case by case basis.

H. STANDARD LEASE DOCUMENTS

1. The Division of General Services will be responsible for drafting and updating the state standard lease document. The document will address but not be limited to the following:

Parties	Exemptions	Terms
Covenants	Location	Services
Architectural Barriers	Annual Lease Payment	Default
Untenantable Conditions	Cancellation Privilege	Assignment
Occupancy Date	Minor Repairs	Subordination
Options to Renew	Additional Provisions	Notices

2. The state standard lease document will be used in all lease negotiations unless a substitute document is approved in advance by the Division of General Services.

3. The state lease document will incorporate cancellation provisions including a right to cancel in the event of a (a) non-appropriation of funds for the renting agency, (b) dissolution of the agency and (c) the availability of public space in substitution for private space being leased by the agency.

4. The Division of General Services shall also be responsible for drafting and updating a standard lease document for the leasing of public space between state agencies or others. This document will address, but will not be limited to, the items required in the state standard lease document.

EXHIBIT

DEC 18 1990

6

STATE BUDGET & CONTROL BOARD

006409

01P300

DEFINITIONS

Lease A written document in which the rights to use and occupancy of land or structures are transferred by the owner to another for a specified period of time in return for a specified rent. [1]

Lease/Purchase A method of buying real property through installment or lease payments. It is based on a legal arrangement in which the unit of government becomes a tenant in a facility that is nominally owned by another entity. The relationship is termed a lease because the agency does not actually receive title to the facility until all required payments are made to the entity which financed the construction. ["Advanced Construction and Financing Methods", Building on Experience, US Dept. of Justice]

Market Rent The rental income that a property would most probably command in the open market; indicated by current rents paid and asked for comparable space as of the date of the appraisal. [1]

Upfitting The finishing work done to complete interior office space including, but not limited to, acoustical ceiling, carpeting, painting, interior walls, lighting, etc..

Escalation Clause A clause in an agreement that provides for the adjustment of a price or rent based on some event or index; e.g., a provision to increase rent if expenses increase.[1]

[1] The Dictionary of Real Estate Appraisal, American Institute of Real Estate Appraisers.

EXHIBIT

DEC 18 1990

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STATE BUDGET & CONTROL BOARD
REGULAR SESSION

ITEM NUMBER

6

STATE BUDGET AND CONTROL BOARD

MEETING OF December 18, 1990

AGENCY: General Services

SUBJECT: Vocational Rehabilitation Request to Sell Surplus Property

The Division recommends approval of the Vocational Rehabilitation request to dispose of its 2.4 acre workshop site in Rock Hill and to retain the proceeds in accord with the provisions of Section 31.6 of the 1990-91 Appropriations Act.

A new building was constructed several years ago, and the old building, which has been used as a storage site, has now been determined by the Department to be surplus. Vocational Rehabilitation wants to dispose of the property under the standard procedures, with the minimum bid set at \$270,000.

The Department also wants to retain the proceeds from the sale in accord with the provisions of Section 31.6 of the 1990-91 Appropriations Act.

BOARD ACTION REQUESTED:

Authorize Vocational Rehabilitation to dispose of its 2.4 acre workshop site in Rock Hill and to retain the proceeds in accord with the provisions of Section 31.6 of the 1990-91 Appropriations Act.

ATTACHMENTS:

Agenda item worksheet; attachments

006411

1184

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

Meeting Scheduled for: December 18, 1990 Regular Agenda

1. Submitted By:

- (a) Agency: Division of General Services
(b) Authorized Official Signature: Richard W. Kelly

Richard W. Kelly

2. Subject: Vocational Rehabilitation request to sell surplus property in York County.

3. Summary Background Information:

Vocational Rehabilitation is requesting Board permission to dispose of its 2.4 acre workshop site in Rock Hill. A new building was constructed several years ago and the old building which has been used as a storage site has now been deemed surplus property by the Department. Voc Rehab desires to sell the property under standard Board procedures with the minimum bid set at \$270,000.00. The Department is requesting to retain the proceeds from the sale per Section 31.6 of the 1990-91 Appropriations Act.

4. What is Board asked to do?

Approve the Vocational Rehabilitation request to dispose of 2.4 acres of real property and the improvements thereon and to retain the proceeds based on 1990-91 Appropriations Act Section 31.6.

5. What is recommendation of Board Division Involved?

Approve

6. Recommendation of other Division/agency (as required)?

- (a) Authorized Signature: _____
(b) Division/Agency Name: _____

7. List of Supporting Documents:

LIST THOSE ATTACHED:

- (1) Letter from Agency (4) Section 31-6
(2) Appraisal (5) Code 1-11-65
(3) Map

006412

1185



South Carolina
Vocational Rehabilitation Department



JOE S. DUSENBURY, Commissioner

1410 Boston Avenue • Post Office Box 15 • West Columbia, South Carolina 29171-0015

November 28, 1990

Mr. Bruce Taylor
Property Management
Division of General Services
1201 Main Street
Columbia, South Carolina 29201



Dear Mr. Taylor:

I am writing to request that you submit the necessary paperwork to the Budget and Control Board for the sale of our old Rock Hill Workshop building and grounds. As you requested, I have provided you with a certified appraisal of the property. During the 1989-90 session of the Legislature, we had a proviso authorizing us to sell this property and maintain the proceeds for future construction needs. A copy of this proviso is attached.

This building was built over 20 years ago for the purpose of operating a rehabilitation workshop, and we have occupied the building during that entire period. As you know, we operate rehabilitation programs in these facilities which include vocational evaluation, adjustment, and training services. As part of this program, light contract work is carried out in these facilities. This work comes from local businesses and industries, and clients perform the actual industrial activities. This contract work is very clean in nature, and there would be no reason to suspect any environmental pollution resulting from these activities. As part of our overall building program, we have located prototype rehabilitation facilities throughout the state. A new building was constructed in Rock Hill several years ago, and this facility has been utilized as a storage site since that time. We now have a storage building under construction on the grounds of our new facility, and this property is now surplus to our needs.

The appraised value of this property is \$255,000.00 but since the apparent demand for this facility has been considerable, we would like to set the minimum acceptable bid at \$270,000.00.

If you have any additional questions, please let me know.

Sincerely,

Preston H. Coleman
Assistant Commissioner

PHC:sr

Enclosures

006413

1186



ADAMS APPRAISAL ASSOCIATES

1315 PICKENS STREET • P.O. BOX 11492
COLUMBIA, SOUTH CAROLINA 29211
BUSINESS: 803/799-9418

ii

November 12, 1990

Mr. William Leitner
S. C. Vocational Rehabilitation Department
P. O. Box 15
West Columbia, South Carolina 29171

Dear Mr. Leitner:

At your request, we have appraised the market value in fee simple of that property known as 2.4 acres and improvements including a manufacturing plant known as the Ben L. Strozier Rehabilitation Workshop located on Mt. Gallant Road Extension near its intersection with Langston Street, NE of Rock Hill, South Carolina, now or formerly owned by the State Agency Vocational Rehabilitation (South Carolina Vocational Rehabilitation Department).

Enclosed are three (3) copies of the appraisal report containing eighty-five (85) pages including fifteen (15) preface pages and three (3) exhibits which describe the methods and procedures used in making the appraisal.

In our opinion, the market value of the subject property in fee simple and in its "as is" condition as of November 2, 1990 was:

TWO HUNDRED FIFTY-FIVE THOUSAND DOLLARS

(\$255,000.00)

Respectfully submitted,

Henry D. Copeland
Henry D. Copeland, Appraiser

Philip W. Adams
Philip W. Adams, MAI, SRPA, RF

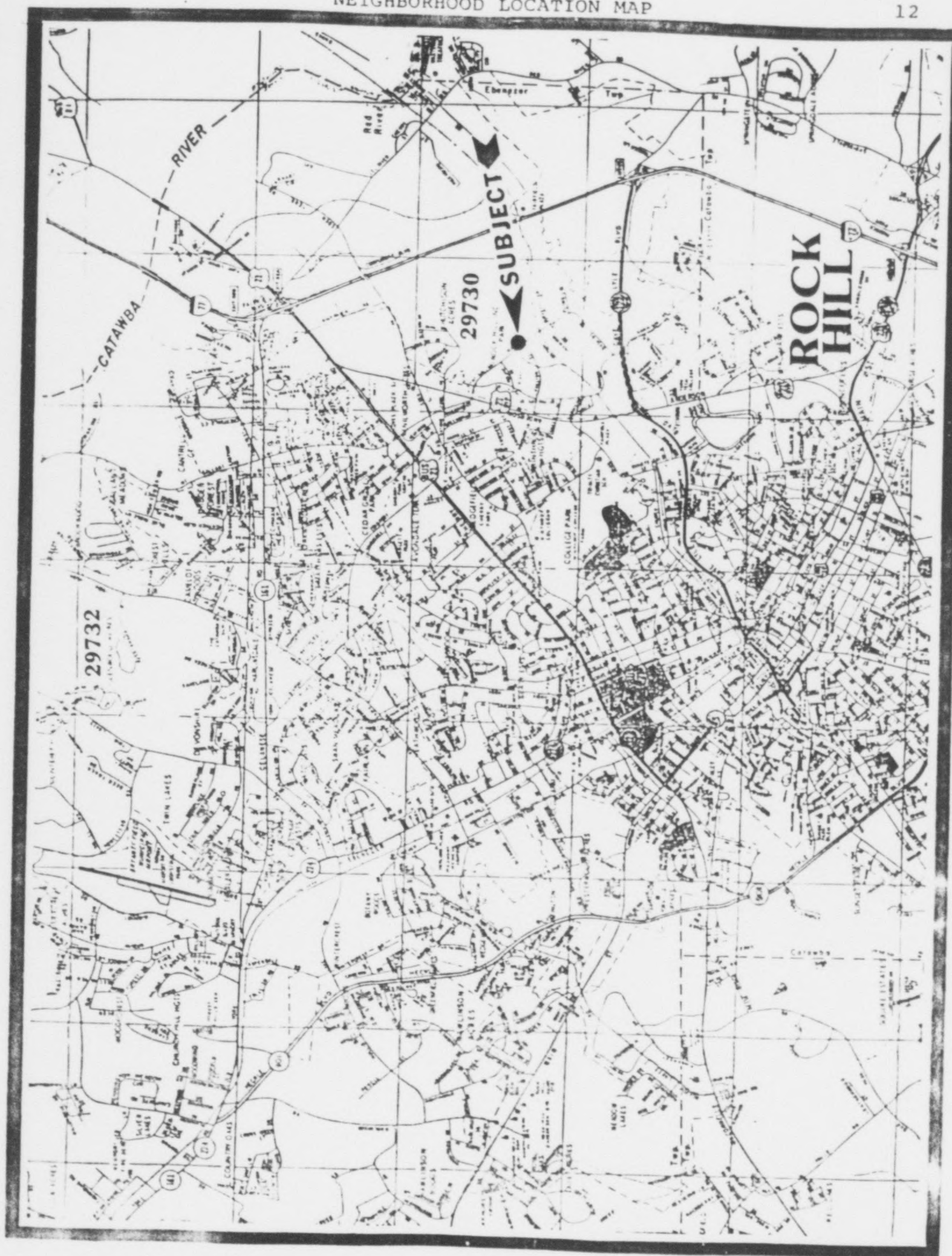
Real Estate Appraisers and Consultants
COMMERCIAL • INDUSTRIAL • APARTMENTS • RURAL

006414

1187

NEIGHBORHOOD LOCATION MAP

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006415

THIS CASE MAY HAVE SOME OR ALL OF THE FOLLOWING DEFECTS WHICH MAY BE QUESTIONABLE WHEN READING. IN SPECIAL PROBLEM AREAS, THIS ROLL NOTE MAY BE REFILMED BEFORE THE DOCUMENT OR DOCUMENTS IN QUESTION.

1. PHOTOCOPY NOT CENTERED PROPERLY CUTTING OFF SOME OF THE INFORMATION.
2. DOCUMENTS ARE OF POOR QUALITY AND MAY NOT PHOTOGRAPH WELL.
3. DOCUMENTS DAMAGED OR TORN BEFORE ARRIVING FOR FILMING.
4. DOCUMENTS CONTAIN A DOUBLE-COPY IMAGE, THE UNDERLYING IMAGE IS IRRELEVANT TO THE READABLE INFORMATION.
5. DOCUMENTS WITH GLUED INSERTS WHICH WERE OR COULD NOT BE REMOVED, INFORMATION MAY OR MAY NOT BE UNDER THE INSERT.
6. OVERSIZED DOCUMENTS THAT COMPRISE TWO OR MORE FRAMES.
7. EXTREMELY DARK COLORED DOCUMENTS THAT LACK CONTRAST BETWEEN WRITING AND BACKGROUND.
8. THE NUMBERED PAGES OF THESE FILES MAY APPEAR TO BE MISSING.

1189

TOTAL FUNDS	GENERAL FUNDS
18,000	
10,000	
32,000	
1,000	
13,000	
6,000	
80,000	
367,000	
=====	=====
412,269	
=====	=====
616,661	
616,661	
616,661	
=====	=====
5,940,674	2,325,617
5,940,674	2,325,617
=====	=====
5,940,674	2,325,617
=====	=====
6,557,335	2,325,617
=====	=====
66,550,559	15,319,030
=====	=====
(1169.70)	(468.65)
=====	=====

duction contracts earned by the
ation and Training Facilities
e State Agency of Vocational
ties for Client Wages and any
any excess funds derived from
other operating expenses and/or
ilities.

ederal funding and prevent the
the Basic Service Program, the
litation be allowed to budget
in excess of original projections

31.3. The General Assembly hereby directs the Department of Vocational Rehabilitation to complete a reconciliation of the cost to operate the Basic Support program related to the combination of State and Federal funds available following the close of each Federal fiscal year. Such reconciliation shall begin with the Federal fiscal year ending September 30, 1989. Federal funds participation for that period shall be applied at the maximum allowable percentage and the level of those funds on hand which have resulted from the overparticipation of State funds shall be remitted to the General Fund within 120 days following the close of the Federal fiscal year. This reconciliation and subsequent remission to the General Fund shall be reviewed by the State Auditor to ensure that appropriate Federal/State percentages are applied. It is the intent of the General Assembly that Federal/State percentages budgeted and appropriated shall in no way be construed as authorization for the Department to retain the Federal funds involved.

31.4. Any revenues generated from user fees or service fees charged to the general public or other parties ineligible for the Department's services may be retained to offset costs associated with the related activities so as to not affect the level of service for regular agency clients.

31.5. All revenues generated from sale of meal tickets may be retained by the agency and expended for supplies to operate the agency's food service programs or cafeteria.

31.6. The agency may sell its 2,290 acres of real property with improvements thereon in the Rock Hill Industrial Park and retain the receipts in permanent improvement accounts for current or future capital projects.

SECTION 32 SCHOOL FOR THE DEAF AND THE BLIND

	TOTAL FUNDS	GENERAL FUNDS
I. ADMINISTRATION AND PHYSICAL SUPPORT		
PRESIDENT	61,027	61,027
	(1.00)	(1.00)
CLASSIFIED POSITIONS	1,643,056	1,531,231
	(77.15)	(69.47)
OTHER PERSONAL SERVICE		
TEMPORARY POSITIONS	288,574	218,474
PER DIEM	3,000	3,000
TOTAL PERSONAL SERVICES	1,995,657	1,813,732
OTHER OPERATING EXPENSES:		
CONTRACTUAL SERVICES	469,223	204,223

"Section 1-11-65. (A) All transactions involving real property, made for or by any governmental bodies, excluding political subdivisions of the State, must be approved by and recorded with the State Budget and Control Board. Upon approval of the transaction by the Budget and Control Board, there must be recorded simultaneously with the deed, a certificate of acceptance, which acknowledges the board's approval of the transaction. The county recording authority cannot accept for recording any deed not accompanied by a certificate of acceptance. The board may exempt a governmental body from the provisions of this subsection.

(B) All state agencies, departments, and institutions authorized by law to accept gifts of tangible personal property shall have executed by its governing body an acknowledgment of acceptance prior to transfer of the tangible personal property to the agency, department, or institution."

EXHIBIT

DEC 18 1990

7

STATE BUDGET & CONTROL BOARD

006417

1191

EXHIBIT

DEC 18 1990

8

STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
REGULAR SESSION
ITEM NUMBER 7

AGENCY: General Services

SUBJECT: Land Acquisition Requests

The Division recommends approval of the following agency request to purchase property which have been reviewed favorably by the Joint Bond Review Committee. Both the appraisal and the environmental report in each instance has been approved by Property Management.

- A. Employment Security Commission: Approximately 2 acres in Abbeville County to construct a new office building for the appraised value of \$26,250; source of funds, federal; project R60-9503;
- B. Department of Mental Retardation (Florence County): 2.06 acres in Johnsonville to be used as a site for an 8-bed community residence for \$11,250; land acquisition and related construction total project cost \$312,000, excess debt service funds; project J16-9551;
- C. Mental Retardation (Pickens County): 1.73 acres in Liberty to be used as a site for two 8-bed community residences for \$20,000; land acquisition and related construction total project cost \$650,000 (excess debt service \$10,000 and CIB \$640,000); project J16-9582;
- D. Wildlife and Marine Resources: 33.3 acres in Greenville County to be added to Ashmore Heritage Preserve for \$63,300 Heritage Land Trust Funds; project P24-9598.

BOARD ACTION REQUESTED:

In accord with Code Section 1-11-65, approve the referenced land acquisitions.

ATTACHMENTS:

Agenda item worksheets; attachments

006418

1192

"Section 1-11-65. (A) All transactions involving real property, made for or by any governmental bodies, excluding political subdivisions of the State, must be approved by and recorded with the State Budget and Control Board. Upon approval of the transaction by the Budget and Control Board, there must be recorded simultaneously with the deed, a certificate of acceptance, which acknowledges the board's approval of the transaction. The county recording authority cannot accept for recording any deed not accompanied by a certificate of acceptance. The board may exempt a governmental body from the provisions of this subsection.

(B) All state agencies, departments, and institutions authorized by law to accept gifts of tangible personal property shall have executed by its governing body an acknowledgment of acceptance prior to transfer of the tangible personal property to the agency, department, or institution."

006419

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EXHIBIT

DEC 18 1990

8

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

STATE BUDGET & CONTROL BOARD

Meeting Scheduled for: December 18, 1990 Regular Agenda

1. Submitted By:

- (a) Agency: Division of General Services
(b) Authorized Official Signature: Richard W. Kelly

Richard W. Kelly

2. Subject: Employment Security Commission purchase of property in Abbeville County

3. Summary Background Information:

The Employment Security Commission desires to purchase approximately 2 acres of land in Abbeville County to construct a new office building. Employment Security Commission has currently been leasing property and during the past several years the lease payments have increased and their space has been reduced. The property has been appraised for \$26,250.00 and the sellers, Romeo Adams and Adams Building Supply, have agreed to sell the property for this price. The environmental study indicated no hazardous conditions on site. Property Management has reviewed both the appraisal and the environmental report and approves of their use in granting this request. The PIP number is R60-9503 and was favorably reviewed by JBRC on December 13, 1990. The source of funds is Federal Funds.

4. What Is Board asked to do?

Approve Employment Security Commission purchase of approximately 2 acres of land in Abbeville County for \$26,250.00.

5. What Is recommendation of Board Division Involved?

Approve

6. Recommendation of other Division/agency (as required)?

- (a) Authorized Signature: _____
(b) Division/Agency Name: _____

7. List of Supporting Documents:

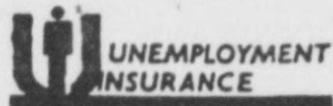
LIST THOSE ATTACHED:

- (1) Letter from Agency (4) Environmental Findings
(2) Appraisal (5) Code 1-11-65
(3) Map

006420

A.

1194



South Carolina
Employment Security Commission



COMMISSION
Cecil T. Sandifer, Chairman
737-2656
J. William McLeod, Vice-Chairman
737-2652
C. Lem Harper, Commissioner
737-2655

EXECUTIVE DIRECTOR
Robert E. "Jack" David
737-2617

1550 Gadsden Street
P. O. Box 995
Columbia, S. C. 29202

October 11, 1990

Mr. Alton Loftis
Assistant Director of
Property Management
Budget & Control Board
1201 Main Street
Columbia, S. C. 29201

Dear Mr. Loftis:

Enclosed are copies of the appraisal, environmental study
and contract of sale for property in Abbeville for your review.
We would greatly appreciate your assistance in getting this pro-
ject on the Budget and Control Board agenda as soon as possible.

If you need additional information, please contact Mike Mungo
at 737-2547.

Sincerely,

Robert E. David
Robert E. David
Executive Director

RED:lh

Attachments

ADM-9



006421

1195

RATCHFORD GROUP, INC.
REAL ESTATE APPRAISERS AND CONSULTANTS

SUITE 201
1314 LINCOLN STREET
COLUMBIA, SOUTH CAROLINA 29201

TELEPHONE (803) 252-6250

May 17, 1990
File No. 90-CO-44

CLYDE B. RATCHFORD, SREA, MAI
PRESIDENT

MYRTLE BEACH OFFICE
(803) 449-7418

Mr. C. Michael Mungo
Support Services Manager
South Carolina Employment Security Commission
1515 Gadsden Street
Post Office Box 995
Columbia, South Carolina 29202

Dear Mr. Mungo:

At your request, I have inspected and appraised an unimproved 2 +/- acre tract of land located on the southwestern side of S.C. Highway 28 Bypass, Abbeville, South Carolina. The subject property is further shown as a portion of Abbeville County Tax Map 121-00-00-016 (old number 35-3-91R). The 2 acre tract is a portion of a larger tract of land. Attached is a plat provided by the client showing the subject tract land.

After applying the methods and techniques recommended by the American Institute of Real Estate Appraisers and the Society of Real Estate Appraisers, and after analyzing the data presented, including the attached Assumptions and Limiting Conditions, I estimate the Market Value of the subject property as of May 14, 1990, to be:

TWENTY-SIX THOUSAND TWO HUNDRED FIFTY DOLLARS
(\$26,250)

Respectfully submitted,

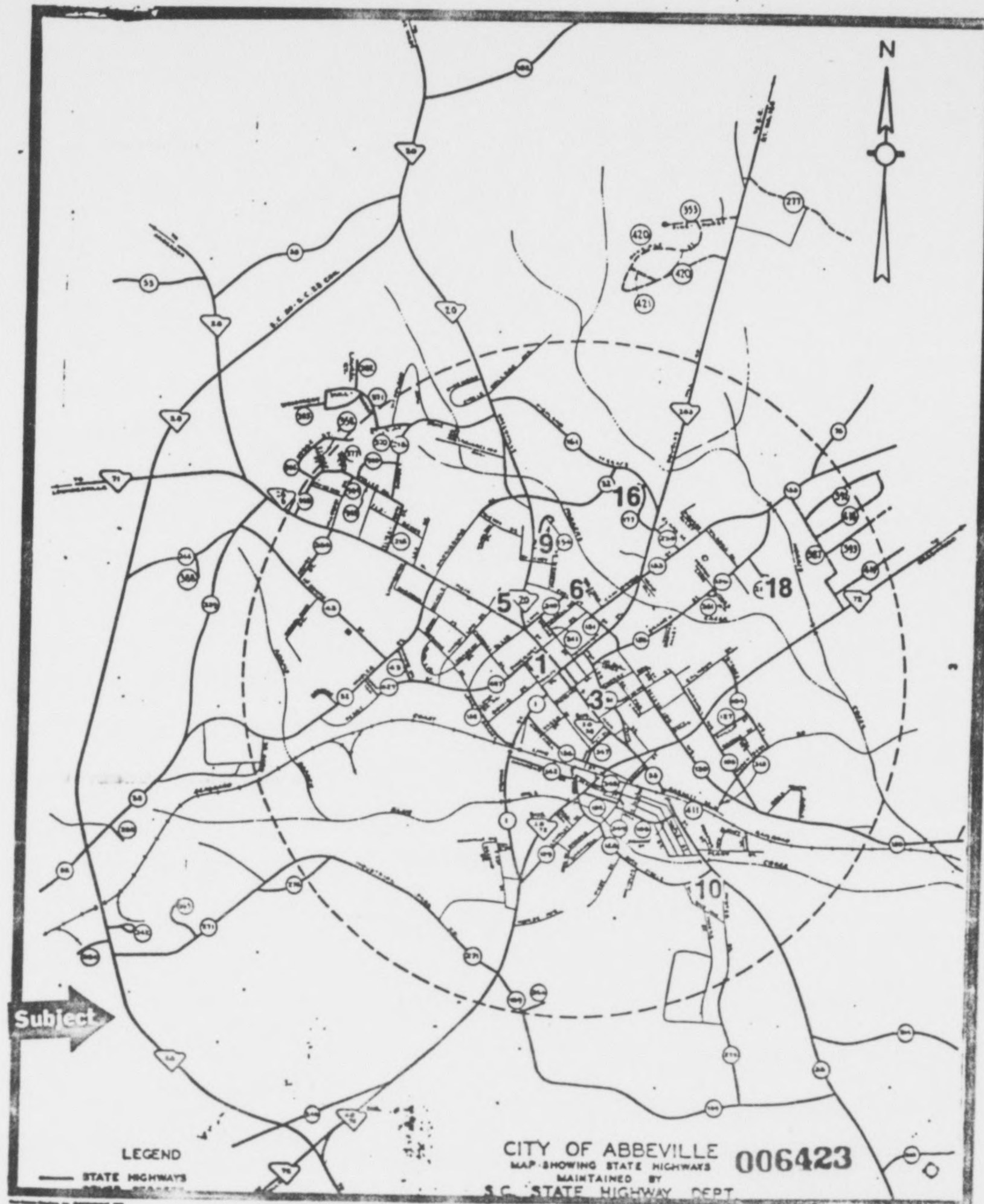
RATCHFORD GROUP, INC.

Lease F. Ratchford
Lease F. Ratchford
Inspecting Appraiser

Clyde B. Ratchford
Clyde B. Ratchford, SREA, MAI
Inspecting and Reviewing Appraiser

006422

1196



RATCHFORD GROUP, INC.

Neighborhood Map

1197

other than typical roadside litter and debris. All vegetation appeared to be normal.

Wells

No wells were observed on the subject property or adjacent properties.

Treatment Plants

There were no treatment plants found on the subject property or adjacent properties.

CONCLUSIONS

The following conclusions are based upon the information obtained as of this date:

On the basis of the findings from the environmental site assessment, no indications of environmental hazards or conditions were observed on or adjacent to the site or disclosed in a research review.

As noted in the warranty section above, this report is limited to the information available or known to PSI as of the date of the report; and if any additional information becomes available, it will be forwarded to you for your evaluation.

006424

EXHIBIT

DEC 18 1990

8

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET STATE BUDGET & CONTROL BOARD

Meeting Scheduled for: December 18, 1990 Regular Agenda

1. Submitted By:

- (a) Agency: Division of General Services
(b) Authorized Official Signature: Richard W. Kelly

Richard W. Kelly

2. Subject: Mental Retardation Department purchase of property in Florence County

3. Summary Background Information:

The Department of Mental Retardation desires to purchase 2.06 acres of land in Johnsonville, SC to be used as an eight bed community residence. This purchase would allow clients to relocate to a more normalized community setting closer to their families. The property has been appraised for \$15,100.00 and the seller, Sophie F. Poston, has agreed to sell the property for \$11,250.00. The environmental study indicated no hazardous conditions on site. Property Management has reviewed both the appraisal and the environmental report and approves of their use in granting this request. The PIP number is J16-9551 and was favorably reviewed by JBRC on December 13, 1990. The source of funds is Excess Debt Service Funds. The Board is asked to approve the land acquisition and the related construction project for a total project cost of \$312,000.00.

4. What is Board asked to do?

Approve Mental Retardation purchase of 2.06 acres of land in Johnsonville, SC and the related construction project for a total project cost of \$312,000.00.

5. What is recommendation of Board Division involved?

Approve

6. Recommendation of other Division/agency (as required)?

- (a) Authorized Signature: _____
(b) Division/Agency Name: _____

7. List of Supporting Documents:

LIST THOSE ATTACHED:

- | | |
|------------------------|----------------------------|
| (1) Letter from Agency | (4) Environmental Findings |
| (2) Appraisal | (5) A-23 Form |
| (3) Map | (6) Code 1-11-65 |

006425

B.

1199

Philip S. Massey, Ph.D.
Commissioner
Lonnie A. Bowman, Jr.
Deputy Commissioner
Support Services
James E. Kirk
Deputy Commissioner
Fiscal Affairs
Judy E. Johnson, Ed.D.
Deputy Commissioner
Client Services



MENTAL RETARDATION
COMMISSION
Melvin L. Burton, Jr., Chairman
Mrs. Doris G. Woods, Vice Chairman
Mrs. Ava M. Hope, Secretary
Clarence H. Buurman, Ph.D.
William deB. Mebane
Mrs. Mary C. Ramsay
Mrs. Emilie A. Towler

South Carolina Department of Mental Retardation

3440 Harden Street Extension
P. O. Box 4706
Columbia, South Carolina 29240
803/737-6474

October 23, 1990

Mr. Bruce Taylor
Property Management
1201 Main Street
AT&T Building, Suite 410
Columbia, South Carolina 29201

Re: Project #:J16-9551 -2.06 Acres - Florence County
-South Hampton and Stuckey Street

Dear Bruce:

The South Carolina Department of Mental Retardation is interested in purchasing the above referenced property. The original appraisal and Level I environmental assessment are attached for your review. The environmental assessment concludes that there is no visual or documented evidence to suggest that significant levels of environmental contamination are present; therefore, a Level II study is not recommended.

After receipt and review of these reports, and if all is in order, it would be appreciated if you would seek approval from the Budget and Control Board so that the Department may proceed with the acquisition of this land.

Sincerely,

Shirley A. Wilson
Project Administrator

SAW/sw
Attachments

006426

1200

ERT M. HULSART, SRPA, MAI
PRESIDENT

EDNA S. HULSART
TREASURER & SECRETARY

CAROLINA APPRAISAL ASSOCIATES, INC.

REAL ESTATE APPRAISALS CONSULTING

P. O. BOX 3881 TELEPHONE (803) 662-8749
FLORENCE, SOUTH CAROLINA 29502

July 21, 1990

Mr. Jim Taylor, Procurement Officer
SC Department of Mental Retardation
714 National Cemetery Road
Florence, South Carolina 29501

Dear Mr. Taylor:

In accordance with your request and for the purpose of estimating the present "Market Value", as herein defined, of the property located on the corner of South Hampton Avenue and Stuckey Street, Johnsonville, South Carolina, I have inspected this property and made an investigation of the factors influencing its value. The accompanying report contains the information and conclusions upon which this value estimate is predicated.

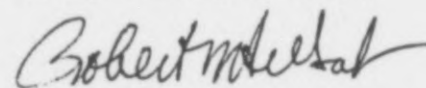
It is my opinion that the market value of this property as of July 16, 1990, is:

FIFTEEN THOUSAND ONE HUNDRED DOLLARS

(\$15,100.00)

It has been a pleasure to work with you, and I trust this information will be of value to you.

Very truly yours,



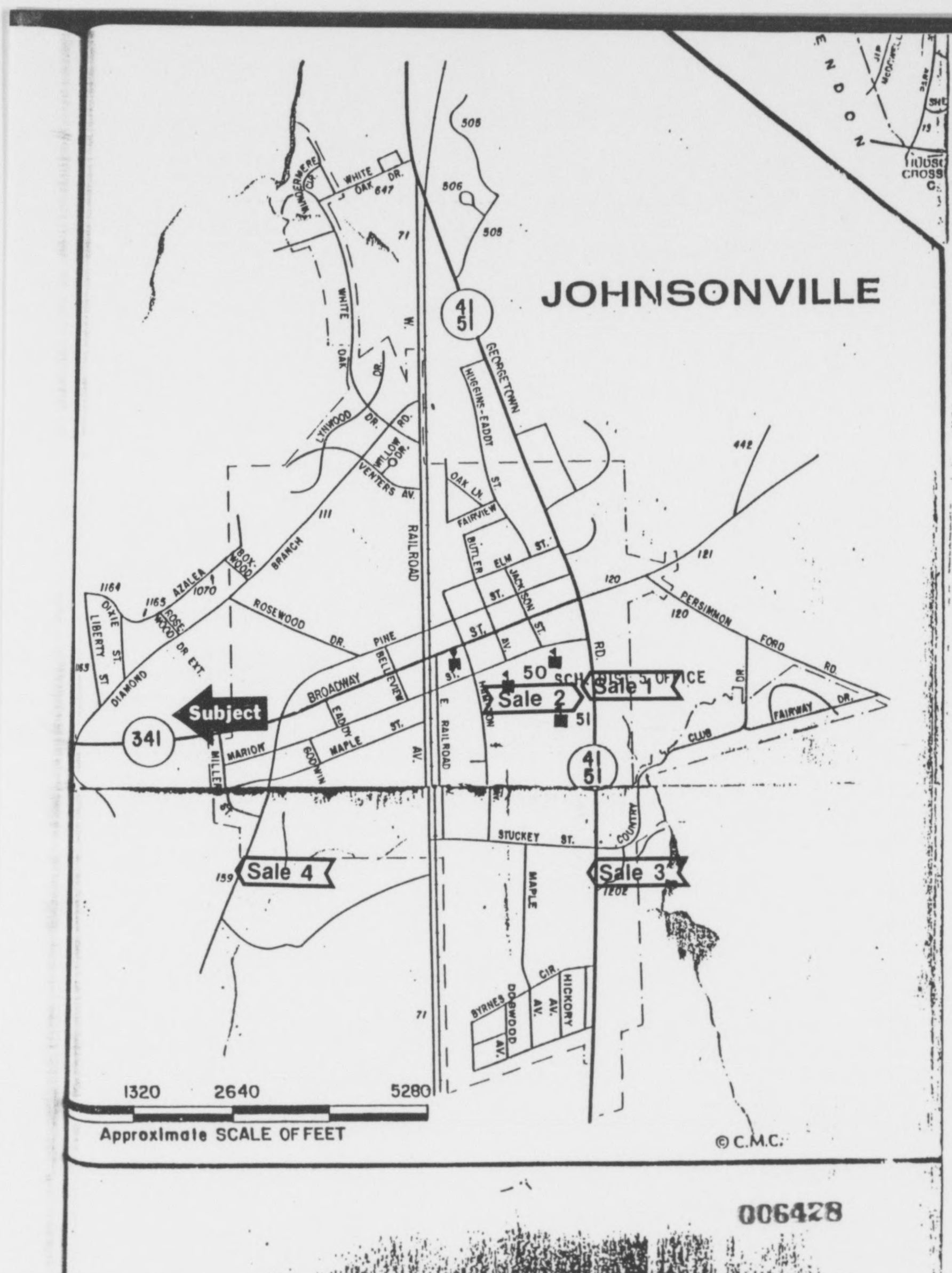
Robert M. Hulsart

RMH:paj

Enclosures

006427

1201



4.0 Summary of Findings

Based on the review of the S.C. DHEC documentation, title records, aerial photographs and site reconnaissance performed by Athena Technologies, Inc. there is no visual or documented evidence to suggest that significant levels of environmental contamination are present on the project site. It is also apparent that surface run off pools up in the middle of the site and this area is likely to be wetter than the rest of the property on a regular basis. If any potential for subsurface contamination from an off-site source would most likely come from the two older UST's located at Trend Set to the north. Furthermore, it should be noted that the surface of the property is disturbed from the agricultural land use, thus eliminating the benefit of a virgin surface soil assessment.

5.0 Recommendations

It is not recommended that any further environmental assessments be conducted at this site at this time.

6.0 Qualifications

This environmental assessment is based upon records, information, and other data made available to personnel of Athena Technologies, Inc. regarding prior and existing conditions at the subject site. It is Athena's understanding that this report is to be used by the Department of Mental Retardation for the sole purpose of concluding a real estate transaction regarding the Roper property. The use of this report by third parties will be at such parties' sole risk and Athena disclaims any liability for use or reliance on this assessment by third parties. It should also be noted that this assessment was not based upon a subsurface environmental investigation or the taking of any ground water or soil samples for analysis.

7.0 Study Guidelines

This study was conducted in accordance with guidelines as set forth by the State Budget and Control Board.

For Board Use Only

Packet Number

REVISION OF PROJECT BUDGET OR PROJECT SCOPE

FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR

1. PROJECT IDENTIFIERS:

A. Agency: Number J16 Name S. C. Department of Mental Retardation
B. Contact person: Eruch T. Tata, P. E., Director of Engr. Phone: 737-6511
C. Project Number: 9557 Name: PEE DEE REGION - EIGHT BED COMMUNITY
RESIDENCE AT JOHNSONVILLE

2. PROJECT ACTION PROPOSED:

☒ Increase total project budget ☐ Change source of funds
☐ Decrease total project budget ☐ Revise scope

3. WHAT IS THE REVISION PROPOSED?: \$ 10,000.00 - APPROVED BUDGET
+ 302,000.00 - TRANSFER FROM PROJ.
J16-9561

\$ 312,000.00 - REVISED BUDGET

4. JUSTIFICATION FOR REVISION (Why is it needed?):

To complete purchase of site and to construct an eight
bed community residence meeting ICF (Impractical)
standards.

5. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes ☒ No ☐

If yes, complete and attach Addendum A-49. (SEE ATTACHED LETTER)

6. ESTIMATES OF PROJECT COSTS AS REVISED

- A. Total estimated cost of project as revised: \$ 312,000.00
- B. Total estimated cost of project as revised includes the following (1 through 10 = 6A above)
- (1) \$ 1,000.00 SURVEYING Planning/design services
 - (2) _____ Site work (including utilities)
 - (3) _____ Central energy systems repair/replacement
 - (4) _____ Mechanical systems repair/replacement
 - (5) _____ General renovation/repair of floor space: (Gross sq. ft. _____)
 - (6) _____ Roof repair/replacement
 - (7) 200,000.00 Construction of additional floor space (Gross sq. ft. 1 @ 3,165)
 - (8) 20,000.00 Equipment/supplies
 - (9) 11,250.00 Purchase of facilities: (Floor space, gross sq. ft. _____)
(Land, acres: 2.06 APPROX.)
 - (10) 19,750.00 Other (Specify) INS; ENV. STUDY; CONTING.
- \$ 312,000.00 Total (Same as 6A)

006430

PAGE 2

Total estimated cost of project, as revised, by broad purpose: Total cost: \$ 312,000.00
(equals 1 through 8, below, and is same as 6A)

1. Purchase land	\$ <u>11,250.00</u>	5. Restore facility	\$ _____
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ <u>300,750.00</u>	8. Other	\$ _____

7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A. Estimated expenditures and expenditure purposes, this FY: 90-91 \$ 130,000.00
(expenditure purposes (use 6B categories): (1); (7); (9); (10))

B. Estimated expenditures after this FY \$ 182,000.00

C. Total (Same as 6A, 6B and 6C) \$ 312,000.00

8. PROPOSED SOURCES OF FUNDS AS REVISED:	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE + DECREASE -	REVISED AMOUNT	REVENUE CODE	TREASURER I. D. NUMBER	SUB FUND
(0) Capital Improvement Bonds	\$	\$	\$			
(1) Depart Capital Imp Bonds						
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service	10,000.00 0.00 + 302,000.00	0.00 *	10,000.00 302,000.00	4516	450-44900 450-52000	4660
(6) Appropriated State						
(7) Federal						
(8) Athletic						
(9) Other						
TOTAL	\$ 10,000.00	\$ +302,000.00	\$ 312,000.00	*TRANSFER FROM PROJ. JT6-9561		

9. Submitted By:

Authorized Official Lonnie A. Bowman, Jr. Date Submitted 10/26/1990
Typed Name and Title and Signature
Lonnie A. Bowman, Jr., Deputy Commissioner-Support Services
FY Submitted _____

10. APPROVED (For Board Use Only):

006431

Typed Name and Title and Signature

Date

EXHIBIT

DEC 18 1990

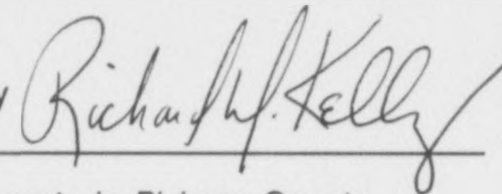
8

STATE BUDGET & CONTROL BOARD**BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET**

Meeting Scheduled for: December 18, 1990 Regular Agenda

1. Submitted By:

- (a) Agency: Division of General Services
(b) Authorized Official Signature: Richard W. Kelly

**2. Subject:** Mental Retardation Department purchase of property in Pickens County**3. Summary Background Information:**

The Department of Mental Retardation desires to purchase 1.73 acres of land in Liberty, SC to be used as two eight bed community residences. This purchase would allow clients to relocate to a more normalized community setting closer to their families. The property has been appraised for \$24,000.00 and the seller, Nancy D. Horton, has agreed to sell the property for \$20,000.00. The environmental study indicated no hazardous conditions on site. Property Management has reviewed both the appraisal and the environmental report and approves of their use in granting this request. The PIP number is J16-9582 and was favorably reviewed by JBRC on December 13, 1990. The source of funds is Excess Debt Service Funds for \$10,000.00 and Department Capitol Improvement Bonds for \$640,000.00. The Board is asked to approve the land acquisition and the related construction project for a total project cost of \$650,000.00.

4. What is Board asked to do?

Approve Mental Retardation purchase of 1.73 acres of land in Liberty, SC and the related construction project for a total project cost of \$650,000.00

5. What is recommendation of Board Division involved?

Approve

6. Recommendation of other Division/agency (as required)?

- (a) Authorized Signature: _____
(b) Division/Agency Name: _____

7. List of Supporting Documents:**LIST THOSE ATTACHED:**

- | | |
|------------------------|----------------------------|
| (1) Letter from Agency | (4) Environmental Findings |
| (2) Appraisal | (5) A-23 Form |
| (3) Map | (6) Code 1-11-65 |

006432

C.

1206

Philip S. Massey, Ph.D.
Commissioner
Lennie A. Bowman, Jr.
Deputy Commissioner
Support Services
Judy E. Johnson, Ed.D.
Deputy Commissioner
Client Services
James E. Kirk
Deputy Commissioner
Fiscal Affairs



MENTAL RETARDATION
COMMISSION
Melvin L. Burton, Jr., Chairman
Clarence H. Burman, Ph.D., Vice Chairman
Emilie A. Towler, Secretary
Annabelle S. Beykin, Ph.D.
John S. Pank
Mary C. Ramsey
Doris G. Woods

South Carolina Department of Mental Retardation

3440 Harden Street Extension
P. O. Box 4706
Columbia, South Carolina 29240
803/737-6474

October 25, 1990

Mr. Bruce Taylor
Property Management
1201 Main Street
AT&T Building, Suite 410
Columbia, South Carolina 29201

Re: Project #:J16-9582 -1.73 Acres - Pickens County
-Old Norris Road

Dear Bruce:

The South Carolina Department of Mental Retardation is interested in purchasing the above referenced property. The original appraisal and Level I environmental assessment are attached for your review. The environmental assessment concludes that there is no visual or documented evidence to suggest that significant levels of environmental contamination are present; therefore, a Level II study is not recommended.

After receipt and review of these reports, and if all is in order, it would be appreciated if you would seek approval from the Budget and Control Board so that the Department may proceed with the acquisition of this land.

Sincerely,

Shirley A. Wilson
Shirley A. Wilson
Project Administrator

SAW/sw
Attachments



1207

THE CRESTMONT COMPANY

R. Bruce Owen



August 12, 1990

Mr. James Neel
S.C. Department of Mental Retardation
Whitten Center
Highway 76 East
Clinton, SC

Dear Mr. Neel:

Pursuant to your request, we have appraised a vacant tract of land located within the city limits of Liberty, in Pickens County, SC. The property is located on the northwest side of Old Norris Road and contains approximately 1.73 acres. The property is currently owned by Nancy D. Horton. The property may be better described on Pickens County Tax Map G15, Block 13, Lot 97.

We have considered what we feel to be all of the necessary and pertinent data affecting the valuation of the subject property including the highest and best use of the tract, sales of comparable properties and the general marketing conditions in the Liberty area. The subject is currently zoned low density residential and it appears this zoning may not suit your particular needs. Therefore, it is our consensus before acquiring the referenced subject property this matter should be resolved. Based on the data set forth in this report, it is our opinion that the fair market value of the subject as of August 6, 1990 is:

Twenty Four Thousand Dollars
(\$24,000)

We certify that we have no financial interest in the subject property, present or contemplated, and that our employment is in no way contingent upon the value reported. It is assumed there are no harmful chemical spills, toxins or other waste materials (hidden or otherwise) on site and if such should be found, the reported value may not apply.

006434

803-232-3326

P.O. Box 9242 • Suite 103 • 27 Cleveland St. • Greenville, S.C. 29604

1208

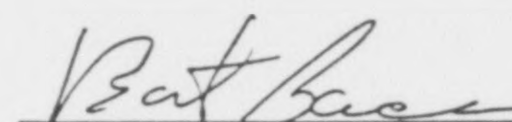
FIGURE 1. Location Map (USGS Topographic Map - Liberty Quadrangle)



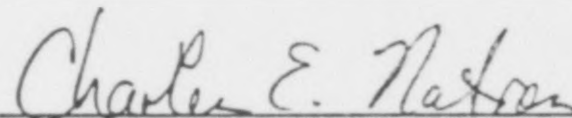
CONCLUSIONS

The results of this study suggest that it is unlikely that significant levels of contamination exist within the 1.73 acres of land presently owned by Nancy D. Horton and that a detailed level II subsurface investigation of the property does not appear to be necessary. This conclusion is based on a title and historical records search, analysis of available historic aerial photographs and topographic maps, review of available DHEC environmental records and inquiry with DHEC personnel, and site reconnaissance of the property and surrounding areas.

Respectfully submitted,
Coastal Science Associates, Inc.



Bart J. Baca, Ph.D.
President



Charles E. Nation
Associate Ecologist

006436

Liberty, Old Norris Road

BUDGET AND CONTROL BOARD FORM A-23 PAGE 1
STATEWIDE PERMANENT IMPROVEMENT REPORTING SYSTEM (SPIRS)

For Board Use Only

9-91

Packet Number

REVISION OF PROJECT BUDGET OR PROJECT SCOPE
FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR

1. PROJECT IDENTIFIERS:

A Agency Number 776 Name S. C. Department of Mental Retardation
B Contact person Smith, G. G. Jr., P. E., Director of Eng. Phone. 777-1577
C Project Number 4532 Name PIEDMONT REGION - TWO EIGHT BED
COMMUNITY RESIDENCES AT LIBERTY

2. PROJECT ACTION PROPOSED:

X Increase total project budget Change source of funds
Decrease total project budget Revise scope

3. WHAT IS THE REVISION PROPOSED?: \$ 10,000.00 - APPROVED BUDGET
+ 640,000.00 - TRANSFER FROM
PROJ. JIG-9577
\$ 650,000.00 - REVISED BUDGET

4. JUSTIFICATION FOR REVISION (Why is it needed?):

To complete purchase of site and to construct two
eight-bed community residences meeting ICFMR
(Impractical) standards. THE PROPERTY LOCATED IN LIBERTY,
WAS ABANDONED AT \$24,000 AND WILL BE PURCHASED FOR \$64,000.

5. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes X No
If yes, complete and attach Addendum A-49. (SEE ATTACHED LETTER)

6. ESTIMATES OF PROJECT COSTS AS REVISED

A. Total estimated cost of project as revised: \$ 650,000.00

B. Total estimated cost of project as revised includes the following (1 through 10) (See 10A attached)

(1)	\$ <u>2,000.00</u>	<u>SURVEYING</u> Planning/design services
(2)	<u>2,500.00</u>	Site work (including utilities) <u>LANDSCAPING</u>
(3)		Central energy systems repair/replacement
(4)		Mechanical systems repair/replacement
(5)		General renovation/repair of floor space: (Gross sq. ft. <u>3,165</u>)
(6)		Roof repair/replacement
(7)	<u>550,500.00</u>	Construction of additional floor space (Gross sq. ft. <u>3,165</u>)
(8)	<u>50,000.00</u>	Equipment/supplies
(9)	<u>20,000.00</u>	Purchase of facilities: (Floor space, gross sq. ft. <u> </u>) (Land, acres: <u>1.73 APPROX</u>)
(10)	<u>25,000.00</u>	Other (Specify) <u>INS; COATING; ENV. STUDY</u>

\$ 650,000.00 Total (Same as 6A)

006437

6. C. Total estimated cost of project, as revised, by broad purpose: Total cost: \$ 650,000.00
(equals 1 through 8, below, and is same as 6A)

1. Purchase land	\$ <u>20,000.00</u>	5. Restore facility	\$ _____
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ <u>630,000.00</u>	8. Other	\$ _____

7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A. Estimated expenditures and expenditure purposes, this FY 90-91 \$ 350,000.00
(expenditure purposes (use 6B categories) (1); (7); (9); (10))

B. Estimated expenditures after this FY \$ 300,000.00

C. Total (Same as 6A, 6B and 6C) \$ 650,000.00

8. PROPOSED SOURCES OF FUNDS AS REVISED:	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE + DECREASE -	REVISED AMOUNT	REVENUE CODE	TREASURER I. D. NUMBER	SUB FUND
TYPE						
(0) Capital Improvement Bonds	\$	\$	\$			
(1) Depart Capital Imp Bonds	\$ <u>0.00 + 640,000.00</u>	\$ <u>640,000.00</u>	\$ <u>640,000.00</u>	<u>8115</u>	<u>131-11900</u>	
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service	<u>10,000.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>4516</u>	<u>450-50700</u>	<u>4660</u>
(6) Appropriated State						
(7) Federal						
(8) Athletic						
(9) Other						
TOTAL	\$ <u>10,000.00</u>	\$ <u>640,000.00</u>	\$ <u>650,000.00</u>	*TRANSFER FROM PROJ. JTG-A577		

9. Submitted By:

Authorized Official

Lonnie A. Bowman, Jr.
Typed Name and Title and Signature

Date Submitted

10/17/1990

FY Submitted

Lonnie A. Bowman, Jr., Deputy Commissioner-Support Services

10. APPROVED (For Board Use Only):

006438

Typed Name and Title and Signature

Date

1212

EXHIBIT

DEC 18 1990

8

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

Meeting Scheduled for: December 18, 1990 Regular Agenda

1. Submitted By:

- (a) Agency: Division of General Services
(b) Authorized Official Signature: Richard W. Kelly

Richard W. Kelly

2. Subject: Wildlife Department purchase of property in Greenville County

3. Summary Background Information:

The Wildlife Department desires to purchase 33.3 acres in Greenville County to be added to the existing Ashmore Heritage Preserve. This addition will protect the federally endangered mountain pitcher plant, as well as three other species of concern to the State. The property has been appraised for \$63,300.00 and the seller, P. P. Partnership, has agreed to sell the property for this price. The environmental study indicated no hazardous conditions on site. Property Management has reviewed both the appraisal and the environmental report and approves of their use in granting this request. The PIP number is P24-9598 and was favorably reviewed by JBRC on December 13, 1990. The source of funds is Heritage Land Trust Funds.

4. What Is Board asked to do?

Approve the Wildlife Department purchase of 33.3 acres of land in Greenville County to be added to the existing Ashmore Heritage Preserve.

5. What Is recommendation of Board Division Involved?

Approve

6. Recommendation of other Division/agency (as required)?

- (a) Authorized Signature: _____
(b) Division/Agency Name: _____

7. List of Supporting Documents:

LIST THOSE ATTACHED:

- (1) Letter from Agency
(2) Appraisal
(3) Map
(4) Environmental Findings
(5) Code 1-11-65

006439

D.



*South Carolina
Wildlife & Marine
Resources Department*

James A. Timmerman, Jr., Ph.D.
Executive Director
John B. Reeves
Director of
Administrative Services

November 14, 1990

Mr. Bruce Taylor
Property Management
1201 Main Street
AT&T Building, Suite 410
Columbia, South Carolina 29201

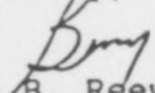
Re: 33.3 Acres - Greenville County
P24-9598 - Ashmore Land Addition II

Dear Bruce:

The S.C. Wildlife and Marine Resources Department is interested in purchasing the above referenced property. A copy of the appraisal and the environmental assessment of said property is enclosed for your review. The environmental assessment appears to be in order and suggests that a Level II Assessment is not in order.

After receipt and review of these reports, and if all is in order, it would be appreciated if you would seek approval from the Budget and Control Board so that the Department may proceed with the acquisition of this land.

Sincerely,


John B. Reeves, Director
Administrative Services

/lj
Enclosure

006440

11214



ADAMS APPRAISAL ASSOCIATES

1315 PICKENS STREET • P.O. BOX 11492
COLUMBIA, SOUTH CAROLINA 29211
BUSINESS: 803/799-9418

ii

August 20, 1990

Mr. Ron B. Deagle
S. C. Heritage Trust
S. C. Wildlife and Marine
Resources Department
Rembert C. Dennis Building
P. O. Box 167
Columbia, South Carolina 29202

Dear Mr. Deagle:

At your request, I have reappraised the market value in fee simple of that property known as 33.3 acres located on Persimmon Ridge Road, Greenville County, South Carolina, owned by P. P. Partnership.

Enclosed are three (3) copies of the appraisal report containing forty-two (42) pages including ten (10) preface pages and two (2) exhibits which describe the methods and procedures used in making the appraisal.

In my opinion, the market value of the subject property in fee simple as of August 17, 1988, was:

SIXTY-THREE THOUSAND THREE HUNDRED DOLLARS

(\$63,300.00)

1900⁰⁰ per acre

Respectfully submitted,

Philip W. Adams, MAI, SRPA, RF

Real Estate Appraisers and Consultants
COMMERCIAL • INDUSTRIAL • APARTMENTS • RURAL

006441

1215

GREENVILLE COUNTY, SOUTH CAROLINA - SHEET NUMBER 13



Adjoining Properties

Direction	Property Usage	Potential Environmental Concern(s)
North	undeveloped forest	none apparent
East	undeveloped forest	none apparent
South	undeveloped forest	none apparent
West	undeveloped forest	none apparent

Discussion

Of these adjoining properties, those toward the north are thought to be in hydraulically upgradient positions with respect to shallow ground-water flow near the Ashmore Addition II property. As indicated, the properties are currently undeveloped forest. Accordingly, there exists very little potential for contamination of the Ashmore Addition II property from any releases of contaminants to shallow ground water on adjoining properties.

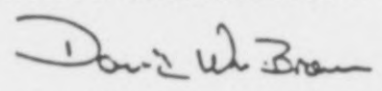
Potential Off-Site Sources Within One-Half Mile

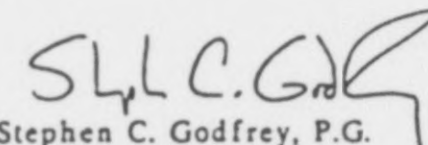
No additional potential off-site sources of contamination were identified within one-half mile of the Ashmore Addition II property from the area reconnaissance.

CONCLUSIONS

Based on review of available environmental records for the area, review of information on past ownership, inspection and interpretation of topographic maps and available aerial photography, and a site inspection and area reconnaissance by a representative of Earth Management Systems, it is highly unlikely that the Ashmore Addition II property has been significantly impacted by any on-site or off-site sources of contamination. No further assessment is recommended.

Respectfully submitted,
EARTH MANAGEMENT SYSTEMS, INC.


by: David Wm. Brown, G.I.T.
Staff Hydrogeologist


by: Stephen C. Godfrey, P.G.
Senior Hydrogeologist

006443

STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

REGULAR SESSION
ITEM NUMBER **EXHIBIT 8**

AGENCY: General Services

DEC 18 1990

9

SUBJECT: Permanent Improvement Projects

STATE BUDGET & CONTROL BOARD

Budget and Control Board approval is requested for the following permanent improvement project establishment requests and budget revisions which have been reviewed favorably by the Joint Bond Review Committee:

- (a) Summary 8-91: Item 3: Clemson University
Project: 9520, Clemson Conference Center (Continuing Ed)
Request: Increase budget to \$5,500,000 (add \$500,000 revenue bonds and gift funds)
- (b) Summary 8-91: Item 9: Medical University
Project: Pediatric MRI Purchase & Installation
Request: Establish project and budget - \$1,900,000 excess debt service
- (c) Summary 9-91: Item 1: Budget & Control Board, General Services
Project: 9502, Supreme Court Building, Asbestos Abate & Refurbish
Request: Increase budget to \$6,713,242.98 (add \$309,767.25 State funds)
- (d) Summary 9-91: Item 2: USC Columbia
Project: Marine Biology Laboratory Replacement
Request: Establish project and budget (\$866,837.11 federal and insurance reserve funds)
- (e) Summary 9-91: Item 4: Employment Security Commission
Project: 9404, Hartsville Employment Security Construction
Request: Increase budget to \$510,000 (add \$442,000 CIB & federal)
- (f) Summary 9-91: Item 6: Highways and Public Transportation
Project: 9567, Charleston Patrol Dist. Headquarters Construction
Request: Increase budget to \$1,100,000 (add \$250,000 SCDHPT funds)
- (g) Summary 9-91: Item 7: Highways and Public Transportation
Project: Statewide Underground Storage Tank Replace
Request: Establish project and budget (\$1,250,000 SCDHPT funds)
- (h) Summary 10-91: Item 4: USC Columbia
Project: 9604, Athletic Field House Replacement
Request: Increase budget to \$3,157,612.25 (add \$932,568 other funds)
- (i) Summary 10-91: Item 5: USC Columbia
Project: Marine Organism Culture Facility
Request: Establish project and budget (\$420,000 CIB, State & Federal)
- (j) Summary 11-91: Supplemental 1: Lander College
Project: 9506, Old Main Renovation, A&E Only
Request: Increase budget to \$771,000 (add \$335,000 local funds)

006444

BOARD ACTION REQUESTED:

Approve the referenced permanent improvement project establishment requests and budget revisions which have been reviewed favorably by the Joint Bond Review Committee.

ATTACHMENTS: Agenda item worksheet; A-13 and A-23 forms and attachments

EXHIBIT

DEC 18 1990

9

BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

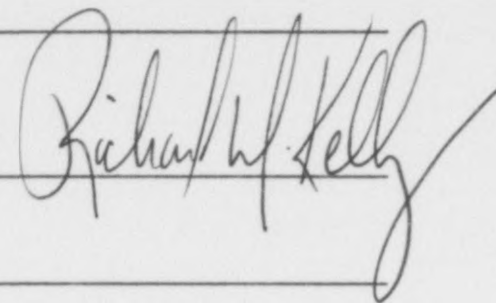
Meeting Scheduled for: December 18, 1990

STATE BUDGET & CONTROL BOARD
Regular Agenda

1. Submitted By:

(a) Agency: Division of General Services

(b) Authorized Official Signature: Richard W. Kelly



2. Subject:

Permanent Improvement Projects

3. Summary Background Information:

On Summary 8-91:

Item 3. Agency: Clemson University
Project: 9520, Clemson Conference Center (Continuing Ed)
Request: Increase budget to \$5,500,000
Amount: Add \$500,000
Source: Revenue Bonds and Other (Gift) funds
Purpose: To revise scope to add the realignment of Old Stadium Road to the project.

Item 9. Agency: Medical University
Project: Pediatric MRI Purchase & Installation
Request: Establish project and budget
Amount: \$1,900,000
Source: Excess Debt Service
Purpose: The project consists of the purchase of and necessary renovations for Pediatric Magnetic Resonance Imaging Machine. The site for the machine is the 6th floor of the Children's Hospital. Structural enhancements will be required to bear the weight of the machine in approximately 500 square feet. A special upgrade of the HVAC and electrical systems will also be required. The total square footage involved is 900 square feet.

On Summary 9-91:

Item 1. Agency: B&C Bd-General Services
Project: 9502, Supreme Court Bldg-Asbestos Abate & Refurbish
Request: Increase budget to \$6,713,242.98
Amount: Add \$309,767.25
Source: Appropriated State funds
Purpose: To replenish contingency funds which were encumbered to pay rent for the time the building is being renovated. Rent for the Supreme Court has been paid from this project since the project began. Funds are being transferred from the Supreme Court to cover rent funds needed for FY 90-91 which were encumbered from contingency funds.

Item 2. Agency: USC-Columbia
Project: Marine Biology Laboratory Replacement
Request: Establish project and budget
Amount: \$866,837.11
Source: Federal and Other (Insurance Reserve) funds
Purpose: To reconstruct the Marine Biology Laboratory in Georgetown that was totally destroyed by Hurricane Hugo.

006445

1219

BUDGET AND CONTROL BOARD AGENDA WORKSHEET

Page 2

December 18, 1990

Item 4. Agency: Employment Security Commission
Project: 9404, Hartsville Employment Security Construction
Request: Increase budget to \$510,000
Amount: Add \$442,000
Source: Capital Improvement Bond and Federal funds
Purpose: To construct a 5,000 square foot office building with a prototype design.

Item 6. Agency: Highway & Public Transportation
Project: 9567, Charleston Patrol Dist Headquarter Construction
Request: Increase budget to \$1,100,000
Amount: Add \$250,000
Source: Other (SCDH&PT) funds
Purpose: Initial estimates from A&E firm have revealed that project is underfunded.

Item 7. Agency: Highway & Public Transportation
Project: Statewide Underground Storage Tank Replace
Request: Establish project and budget
Amount: \$1,250,000
Source: Other (SCDH&PT) funds
Purpose: In accordance with DHEC regulations, the Department will remove 100 underground fuel storage tanks and replace them with 85 new tanks.

On Summary 10-91:

Item 4. Agency: USC-Columbia
Project: 9604, Athletic Field House Replacement
Request: Increase budget to \$3,157,612.25
Amount: Add \$932,568
Source: Other (Insurance) funds
Purpose: To add the insurance funding that was received as a result of the fire that damaged the facility.

Item 5. Agency: USC-Columbia
Project: Marine Organism Culture Facility
Request: Establish project and budget
Amount: \$420,000
Source: Capital Improvement Bonds, Appropriated State and Federal funds
Purpose: To establish a Marine Organism Culture Facility on 4,480 square feet of the first floor of the Earth & Water Sciences Building. The renovations to the first floor will include the installation of a sea water system as well as modifications to the mechanical system.

006446

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BUDGET AND CONTROL BOARD AGENDA WORKSHEET

Page 3

December 18, 1990

On Summary 11-91:

Suppl. 1. Agency: Lander College
Project: 9506, Old Main Renovation A&E Only
Request: Increase budget to \$771,000
Amount: Add \$335,000
Source: Other (Local) funds
Purpose: To allow the architect to complete Phase II,
construction drawings and documents.

4. What is Board asked to do?

Approve permanent improvement project establishment requests and budget revisions. All Items have been reviewed favorably by the Joint Bond Review Committee.

5. What is recommendation of Board Division involved?

Recommend approval of permanent improvement project establishment requests and budget revisions.

6. Recommendation of other Division/agency (as required)?

(a) Authorized Signature: _____

(b) Division/Agency Name: _____

7. List of Supporting Documents:

(a) Attached:

1. A-13 and A-23 (Project Forms) and Attachments

006447

1 2 2 1

BUDGET AND CONTROL BOARD FORM A-23 PAGE 1
STATEWIDE PERMANENT IMPROVEMENT REPORTING SYSTEM (SPIRS)

REVISION OF PROJECT BUDGET OR PROJECT SCOPE
FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR

1. PROJECT IDENTIFIERS:

A. Agency: Number H 12 Name Clemson University
B. Contact Person Jack N. Wilson Phone 656-5845
C. Project Number 9520 Name Clemson Conference Center (Continuing Education Center)

2. PROJECT ACTION PROPOSED:

XX Increase total project budget Change source of funds
 Decrease total project budget Revise scope

3. WHAT IS THE REVISION PROPOSED?

- A) To increase project budget \$500,000, from \$5,000,000 to \$5,500,000.
B) To add the realignment of Old Stadium Road to the project scope.

4. JUSTIFICATION FOR REVISION (Why is it needed?):

The realignment of Old Stadium Road will enhance access to the conference center, improve overall campus circulation, and decrease vehicular turn movements on Perimeter Road, thereby making the road safer to travel upon.

5. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes No X
If yes, complete and attach addendum A-49.

6. ESTIMATES OF PROPOSED PROJECT COSTS:

- A. Total estimated cost of project \$ 5,500,000
B. Total estimated cost of project including the following 1 through 10 = 7A above)
(1) \$ 475,000 Planning/design services
(2) 750,000 Site work (including utilities)
(3) Central energy systems repair/replacement
(4) Mechanical systems repair/replacement
(5) General renovation/repair of floor space (Gross Sq. Ft.)
(6) Roof repair/replacement
(7) 3,534,500 Construction of additional floor space [Gross Sq. Ft. 35,000 (Cont. Ed. Center)]
(8) 500,000 Equipment/supplies
(9) Purchase of facilities: (Floor space, gross sq. ft.)
(Land, acres:)
(10) 240,500 Other (Specify)
\$ 5,500,000 Total (Same as 6A)

For Board Use Only

Packet Number

EXHIBIT 9

DEC 18 1990

STATE BUDGET & CONTROL BOARD

RECEIVED

OCT 21 1990

PRIORITY MAIL

006448

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6. C. Total estimated cost of project by broad purpose: Total cost: \$ 5,500,000
(Equals 1 through 8 below and is same as 7A.)

1. Purchase land	\$ _____	5. Restore facility	\$ _____
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ <u>5,000,000</u>	8. Other	\$ <u>500,000</u>

7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A. Estimated expenditures and expenditure purposes, this FY 1990-91 \$ 50,000
(Expenditure purposes - use 6B categories) Planning/Design Services

B. Estimated expenditures after this FY: \$ 5,450,000

C. Total (Same as 6A, 6B, and 6C): \$ 5,500,000

8. PROPOSED SOURCES OF FUNDS AS REVISED: TYPE	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE + DECREASE -	REVISED AMOUNT	REVENUE CODE	TREASURER I.D. NO.	SUB FUND
(0) Capital Improvement Bonds Act 538 of 1986	\$ 5,000,000	\$	\$ 5,000,000	8115	02806000	3043
(1) Depart. Capital Imp. Bonds						
(2) Inst. (tuition) Bonds						
(3) Revenue Bonds Plant Improv. Bonds		250,000.00	250,000.00	8214		3393
(4) Excess Debt Service						
(6) Appropriated State						
(7) Federal						
(8) Athletic						
(9) Other Gift-In-Kind		250,000	250,000	71201 7201	98800100	3907
TOTAL	\$5,000,000	\$500,000	\$5,500,000			

10. SUBMITTED BY:

Authorized Official:

Type Name and Title
David R. Larson, Vice President
for Business and Finance

Date Submitted 10 October 1990

FY Submitted 1990-91

11. APPROVED (For Board Use Only):

Typed Name and Title:

Date

Project Number _____

Project Name _____

006449

6

1223

For Board Use Only

8-91(9)

Packet Number

PROJECT PROPOSAL AND JUSTIFICATION STATEMENT
FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR _____

1. PROJECT IDENTIFIERS:

A. Agency: Number H-51 Name Medical University of South Carolina
B. Contact Person Dr. C. Edward Kaylor, Jr. Phone: 792-4103
C. Project Name Pediatric MRI Purchase & Installation #9569
D. Facility Affected: Name Children's Hospital Number _____

2. PROJECT DESCRIPTION (What does it consist of? Attach supporting documentation):

SEE ATTACHED SHEET

Site Description: (Attach a map showing project location)

Location: _____
county code city site

3. PROJECT JUSTIFICATION (What does it consist of? Attach supporting documentation):

SEE ATTACHED SHEET

(What specific needs does this project address?):

SEE ATTACHED SHEET

4. ALTERNATIVES CONSIDERED AS A MEANS OF MEETING NEEDS SPECIFIED IN #3:

N/A

5. PRIORITY: This project is priority number _____ of _____ projects proposed in this program.

6. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs?

Yes X No _____ If yes, complete and attach addendum A-49

7. ESTIMATES OF PROPOSED PROJECT COSTS:

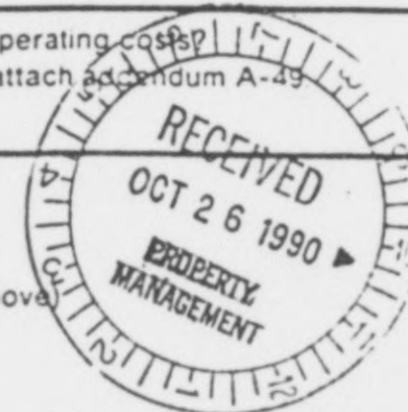
A. Total estimated cost of project \$ 1.9 million

B. Total estimated cost of project includes the following (1. through 10. = 7A above)

- (1) \$ _____ Planning/design services
(2) _____ Site work (including utilities)
(3) 60,000 Central energy systems repair/replacement
(4) 45,000 Mechanical systems repair/replacement
(5) 295,000 General renovation/repair of floor space (Gross sq. ft.: 900)
(6) _____ Roof repair/replacement
(7) _____ Construction of additional floor space: (Gross sq. ft.: _____)
(8) 1.5 million Equipment/supplies
(9) _____ Purchase of facilities: (Floor space, gross sq. ft. _____)
(Land, acres: _____)

(10) 1.9 million Other (Specify) _____

\$ _____ Total (Same as 7 A)



006450

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7. C. Total estimated cost of project by broad purpose: Total cost: \$ 1.9 million
(equals 1 through 8, below and is same as 7A)

1. Purchase land	\$ _____	5. Restore facility	\$ <u>.4</u>
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ _____	8. Other: <u>Purchase Equipment</u>	\$ <u>1.5 million</u>

8. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR:

A. Estimated expenditures and expenditure purposes, this FY: 1991 \$ 1.9 million
(Expenditure purposes (use 7B categories): _____)

B. Estimated expenditures after this FY: \$ _____

C. Total (Same as 7A, 7B and 7C): \$ 1.9 million

9. PROPOSED SOURCES OF FUNDS: Type	Amount	Revenue Code	Treasurer ID Number	Sub Fund	Mini Code	Obj. Co
(0) Capital Improvement Bonds	\$					
(1) Dept Capital Imp Bonds						
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service (Hosp. Facil. Rev. Bonds)	1.9 million	4516	-----	4915	9001	50710
(6) Appropriated State						
(7) Federal						
(8) Athletic						
(9) Other						
TOTAL (Same as 7A)	\$ 1.9 million					

10. Submitted By:

Authorized Official:

Typed Name and Title and Signature
Dr. C. Edward Kaylor, Jr.

Date Submitted: _____

FY Submitted: _____

11. APPROVED (For Board Use Only):

006451

Typed Name and Title and Signature

Date

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1 2 2 5

#2 Project Description

This project consists of the purchase of and necessary renovations for Pediatric Magnetic Resonance Imaging Machine. The site for the machine is the 6th floor of the Children's Hospital. Structural enhancements will be required to bear the weight of the machine in approximately 500 sq.ft. A special upgrade of the HVAC and electrical systems will also be required. The total square footage involved is 900 sq.ft. The machine is a .5 Tesla MRI scanner.

#3 Project Justification

a. What does it consist of?

Angiocardiology, i.e. the injection of dye into the heart chambers with recording on cine film, is the gold standard of diagnosis. It is both very expensive, and carries risk from the manipulation of the catheter, the sedation that is necessary, and possible reaction to the dye.

Echocardiography is noninvasive but provides much less clear images of the heart which are often insufficient for complete diagnosis and surgical magnetic pulses, both to respiration and cardiac activity, produce extremely clear static images of the heart. Even newer techniques provide moving pictures of the heart and representation of blood flow inside the heart chambers and blood vessels. Newly developed MRI technology allows the scanner to be much smaller, to be open on both ends, to be in a simple nonshielded room, and to be much easier to use.

b. What specific needs does this project address?

It is quite possible that many infants and children may be able to have cardiac surgery based solely on echocardiographic and MRI diagnosis without need for cardiac catheterization angiography. If we can do this we will be very much the leaders in pediatric cardiac imaging and can probably attract patients from other states. This will also help us maintain the number of patients from inside South Carolina. This clinical service is estimated to generate \$50,000 per month which will make it more than self-sufficient.

006452

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ADDENDUM TO FORM A-1, A-13, A-23

Form-Addendum A-49

ADDITIONAL ANNUAL OPERATING COSTS RELATED TO PERMANENT IMPROVEMENT PROJECT

(Copy this form as needed; submit completed, typed original as attachment to original A-1, or A-13, or A-23.)

AGENCY NUMBER: H-51 AGENCY NAME: Medical University of South Carolina

NAME OF PROJECT: Pediatric MRI Priority of

Complete the left side (below) for all additional annual operating costs attributable to the project. The dollar number entered for each year should be the amount of increase in operating costs over the year prior to the completion of this project. (Example: Assume that operating costs the year prior to the project completion were \$100; after project completion, the operating cost will be \$115; the FY 1 line then will show a \$15 increase in the total column and by financing source. Assume FY 2 costs will be \$120; line 2 then will show a \$20 increase in the total column and by financing source.)

Complete the right side (below) for additional annual personal service costs and number of positions attributable to the project. The dollar number and the position number entered for each year should be the amount of increase in number of positions and personal service costs over the year prior to the completion of the project. (For example, see paragraph above.) Note that the additional costs for personal services are included in the total additional operating costs entered in the left side of the form.

ADDITIONAL ANNUAL OPERATING COSTS RELATED TO PROJECT

FISCAL YEAR (Start with FY project is to be completed.)	TOTAL ADDITIONAL OPERATING COSTS Projected Financing Sources				PERSONAL SERVICE COSTS ONLY# Projected Financing Sources				
	Gen.Funds	Federal	Other*	Total	Gen.Funds	Federal	Other*	Amount	Positions
(1) 1991			** \$ 48,000	\$ 48,000	\$ ()	\$ ()	\$ 46,000 ()	\$ 46,000	3
(2) 1992			101,850	101,850	\$ ()	\$ ()	\$ 96,600 ()	\$ 96,600	3
(3) 1993			106,943	106,943	\$ ()	\$ ()	\$ 101,430 ()	\$ 101,430	3
(4) 1994			112,290	112,290	\$ ()	\$ ()	\$ 106,502 ()	\$ 106,502	3
(5) 1995			117,905	117,905	\$ ()	\$ ()	\$ 111,827 ()	\$ 111,827	3
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

*Specify what "Other" sources are.

*Generated Clinical Revenues

**6 months only

Show additional positions in parenthesis where appropriate.

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006453

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BUDGET AND CONTROL BOARD FORM A-23 PAGE 1
STATEWIDE PERMANENT IMPROVEMENT REPORTING SYSTEM (SPIRS)

For Board Use Only

9-91 (1)

Packet Number

REVISION OF PROJECT BUDGET OR PROJECT SCOPE

FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR 90-91

1. PROJECT IDENTIFIERS:

- A. Agency: Number F12 Name SC Budget & Control Bd./Div. of General Services
B. Contact person: William J. Clement, Asst. Division Director Phone: 737-3890
C. Project Number: 9502 Name: Supreme Court Bldg. - Asbestos Abatement & Refurbishment

2. PROJECT ACTION PROPOSED:

- XX Increase total project budget Change source of funds
 Decrease total project budget Revise scope

3. WHAT IS THE REVISION PROPOSED?:

To increase total project budget by \$309,767.25.

4. JUSTIFICATION FOR REVISION (Why is it needed?):

To provide contingencies for the project.

5. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes No XX
If yes, complete and attach Addendum A-49.

6. ESTIMATES OF PROJECT COSTS AS REVISED

- A. Total estimated cost of project as revised: \$ 6,713,242.98
- B. Total estimated cost of project as revised includes the following (1 through 10 = 6A above)
- | | | |
|------|-----------------------------|--|
| (1) | \$ <u>715,600.00</u> | Planning/design services |
| (2) | <u>50,000.00</u> | Site work (including utilities) |
| (3) | <u>712,125.00</u> | Central energy systems repair/replacement |
| (4) | <u>750,000.00</u> | Mechanical systems repair/replacement |
| (5) | <u>2,872,000.00</u> | General renovation/repair of floor space: (Gross sq. ft. <u> </u>) |
| (6) | <u> </u> | Roof repair/replacement |
| (7) | <u> </u> | Construction of additional floor space (Gross sq. ft. <u> </u>) |
| (8) | <u>440,000.00</u> | Equipment/supplies |
| (9) | <u>700,000.00</u> | Purchase of facilities: (Floor space, gross sq. ft. <u> </u>)
(Land, acres: <u> </u>) |
| (10) | <u>473,517.98</u> | Other (Specify) <u>Contingencies, Lease Agreement & Other</u>
Capital Outlay. |
| | \$ <u>6,713,242.98</u> | Total (Same as 6A) |

006454

6. C. Total estimated cost of project, as revised, by broad purpose: Total cost: \$ 6,713,242.98
(equals 1 through 8, below, and is same as 6A)

1. Purchase land	\$ _____	5. Restore facility	\$ _____
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ _____	8. Other <u>Asbestos</u> Abate. & Refurb.	\$ <u>6,713,242.98</u>

7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A. Estimated expenditures and expenditure purposes, this FY: 90-91 \$ 4,543,458.44
(expenditure purposes (use 6B categories): _____
PRIOR EXPENDITURES _____) \$ 2,169,784.54

B. Estimated expenditures after this FY \$ 000.00

C. Total (Same as 6A, 6B and 6C) \$ 6,713,242.98

8. PROPOSED SOURCES OF FUNDS AS REVISED: TYPE	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE + DECREASE -	REVISED AMOUNT	REVENUE CODE	TREASURER I. D. NUMBER	SUB FUND
(0) Capital Improvement Bonds	\$ <u>238,000.00</u> 4,000,000.00	\$ _____	\$ <u>238,000.00</u> 4,000,000.00	8115 8115	2809000 31-001	3043 3043
(1) Depart Capital Imp Bonds						
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service						
(6) Appropriated State Capital Reserve Fund Supp. Appr. Fund Pt. III	390,000.00 900,000.00		390,000.00 900,000.00	8895 8895	5-02-001-00 68800100	3603 3600
APPROPRIATED STATE (cont.) Appropriated - Judicial Dept. (804)	245,232.32	+ 309,767.25	554,999.57	8895	68800100	3600
(8) Athletic						
(9) Other Deprec. Res. (9994) Deprec. Res. (9993) Deprec. Res. (9999)	236,568.21 113,385.20 280,290.00		236,568.21 113,385.20 280,290.00	7403 7403 7403	98800100 98800100 98800100	3081 3081 3081
TOTAL	\$ 6,403,475.73	\$ + 309,767.25	\$ 6,713,242.98			

9. Submitted By:

Authorized Official William J. Clement, Asst. Dir. Director Date Submitted 11/9/90
Typed Name and Title and Signature _____ FY Submitted 90-91

10. APPROVED (For Board Use Only):

006455

Typed Name and Title and Signature

Date

BUDGET AND CONTROL BOARD
DIVISION OF GENERAL SERVICES
PROPERTY MANAGEMENT OFFICE

According to a General Services official, this budget increase is requested to replenish contingency funds which were encumbered to pay rent for the Supreme Court during the time the building is being renovated. Rent for the Supreme Court have been paid from this project since the project began. Funds are now being transferred from the Supreme Court to cover rent funds needed for FY 90-91 which were encumbered from contingency funds.

CPR

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1. PROJECT IDENTIFIERS:			
A.	Agency Number:	<u>H 27</u>	Name: <u>USC Columbia</u>
B.	Contact Person:	<u>Charles G. Jeffcoat</u>	Phone: <u>777-5993</u>
C.	Project Name:	<u>Marine Biology Laboratory Replacement - Hugo</u>	<u># 9149</u>
D.	Facility Affected Name:	<u>Marine Biology Lab</u>	Number <u>222</u>

2. PROJECT DESCRIPTION (What does it consist of? Attach supporting documentation):
 The proposed project is to reconstruct the Marine Biology Laboratory in Georgetown that was totally destroyed by Hurricane Hugo. Modifications to this facility were included in the 1989-90 APIP and were intended to be accomplished.

Site Description: (Attach a map showing project location)

Location:	<u>Georgetown</u>	<u>22</u>	<u>Georgetown</u>	<u>Baruch Institute</u>
	county	code	city	site

3. PROJECT JUSTIFICATION (What does it consist of? Attach supporting documentation):
 The establishment of this proposed project is necessary to receive construction bids to be submitted to FEMA. The FEMA estimated award for the project is significantly inadequate to meet the estimated cost of the construction.

(What specific needs does this project address?):
Building Replacement

4. ALTERNATIVES CONSIDERED AS A MEANS OF MEETING NEEDS SPECIFIED IN #3:
No suitable alternatives exist.

5. PRIORITY: This project is priority number of projects proposed in this program.

6. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes No X
 If yes, complete and attach Addendum A-49.

7. ESTIMATES OF PROJECT COSTS AS REVISED

A.	Total estimated cost of project	<u>\$866,836.12</u>
B.	Total estimated cost of project includes the following (1 through 10 = 7A above)	
(1)	<u> </u> Planning/design services	
(2)	<u> </u> Site work (including utilities)	
(3)	<u> </u> Central energy systems repair/replacement	
(4)	<u> </u> Mechanical systems repair/replacement	
(5)	<u> </u> General renovation/repair of floor space:(Gross sq.ft. <u> </u>)	
(6)	<u> </u> Roof repair/replacement	
(7)	<u> </u> Construction of additional floor space:(Gross sq.ft. <u> </u>)	
(8)	<u> </u> Equipment/supplies	
(9)	<u> </u> Purchase of facilities:(Floor space, gross sq.ft. <u> </u>)	
	<u> </u> (Land, acres: <u> </u>)	
(10)	<u>866,836.12</u> Other (Specify) <u>Building Replacement</u>	

\$866,836.12 Total (Same as 7A)

4

FORM A-13 PAGE 2

7. C. Total estimated cost of project by broad purpose: Total cost: \$866,836.12
 (equals 1 through 8, below, and is same as 7A)

1. Purchase Land _____	5. Restore Facility _____
2. Purchase Facility _____	6. Maintain Facility _____
3. Demolish Facility _____	7. Replace facility <u>866,836.11</u>
4. Construct additional facility _____	8. Other _____

8. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR:

A. Estimated expenditures and expenditure purposes, this FY: \$866,836.11
 (expenditure purposes (use 7B categories): _____)

B. Estimated expenditures after this FY: _____

C. Total (Same as 7A, 7B, and 7C) \$866,836.11

9. PROPOSED SOURCES OF FUNDS:	Amount	Revenue Code	Treasury ID Number	Sub Fund	Mini Code	Object Code
(0) Capital Improvement Bonds						
(1) Depart Capital Imp. Bonds						
(2) Inst (tuition Bonds)						
(3) Revenue Bonds						
(4) Excess Debt Service						
(6) Appropriated State						
(7) Federal FEMA	546,093.11	2601	76800100	5767	9001	700
(8) Athletic						
(9) Other Insurance Reserve Fund	320,738.00	7201	98800100	3907	9001	700
TOTAL (Same as 7A)	\$866,837.11					

10. Submitted By: Date Submitted: 25-Oct-90
 Authorized Official: Charles G. Jeffcoat FY Submitted: 89-90
 Ass't Vice President for Facilities Planning

11. APPROVED (For Board Use Only): 006458

PROJECT NUMBER: _____ Typed Name and Title and Signature: _____ Date: _____

1 2 3 2

5

BUDGET AND CONTROL BOARD FORM A-23 PAGE 1
STATEWIDE PERMANENT IMPROVEMENT REPORTING SYSTEM (SPIRS)

For Board Use Only

9-91(4)

Packet Number

REVISION OF PROJECT BUDGET OR PROJECT SCOPE

FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR _____

1. PROJECT IDENTIFIERS:

A Agency Number R60 Name Hartsville Employment Security Office
B Contact person C. Michael Mungo Phone 737-2547
C Project Number 9404 Name Hartsville Employment Security ~~Construction~~

2. PROJECT ACTION PROPOSED:

XX Increase total project budget Change source of funds
 Decrease total project budget Revise scope

3. WHAT IS THE REVISION PROPOSED? :

To increase the project budget so we can bid the project for construction.

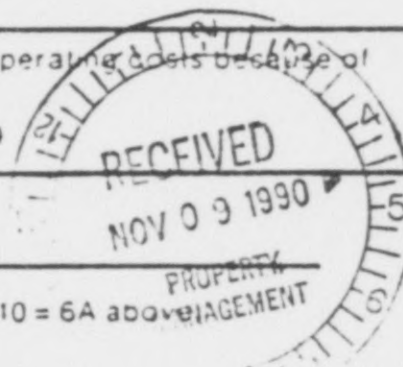
4. JUSTIFICATION FOR REVISION (Why is it needed?):

This is part of our permanent improvement plan. We will construct a 5,000 square foot office building with a prototype design.

5. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes No
If yes, complete and attach Addendum A-49

6. ESTIMATES OF PROJECT COSTS AS REVISED

A Total estimated cost of project as revised \$ 510,000.00
B Total estimated cost of project as revised includes the following (1 through 10 = 6A above)
(1) \$ 18,000.00 Planning/design services
(2) 30,000.00 Site work (including utilities)
(3) Central energy systems repair/replacement
(4) Mechanical systems repair/replacement
(5) General renovation/repair of floor space (Gross sq ft)
(6) Roof repair/replacement
(7) 412,000.00 Construction of additional floor space (Gross sq ft)
(8) Equipment supplies
(9) 40,000.00 Purchase of facilities (Floor space gross sq ft 5,000)
(Land acres 2.0)
(10) 10,000.00 Other (Specify)
 \$ 510,000.00 Total (Same as 6A)



006459

9

1 2 3 3

6. C. Total estimated cost of project, as revised, by broad purpose: Total cost: \$ 510,000.00
(equals 1 through 8, below, and is same as 6A)

1. Purchase land	\$ <u>40,000.00</u>	5. Restore facility	\$ _____
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ <u>442,000.00</u>	8. Other Contingency	<u>10,000.00</u>
		A & E	\$ <u>18,000.00</u>

7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A. Estimated expenditures and expenditure purposes, this FY 90-91 \$ 510,000.00
(expenditure purposes (use 6B categories) _____)

B. Estimated expenditures after this FY \$ - 0 -

C. Total (Same as 6A, 6B and 6C) \$ 510,000.00

PROPOSED SOURCES OF FUNDS AS REVISED: TYPE	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE + DECREASE -	REVISED AMOUNT	REVENUE CODE	TREASURER I D NUMBER	SUB FUND
(0) Capital Improvement Bonds	\$ <u>68,000</u>	\$ <u>155,000.00</u>	\$ <u>223,000.00</u>	<u>8115</u>	<u>02808400</u>	<u>3043</u>
(1) Depart Capital Imp Bonds						
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service						
(6) Appropriated State						
(7) Federal		<u>287,000.00</u>	<u>287,000.00</u>	<u>2801</u>	<u>78800100</u>	<u>5251</u>
(8) Athletic						
(9) Other						
TOTAL	\$ <u>68,000.00</u>	\$ <u>442,000.00</u>	\$ <u>510,000.00</u>		006460	

9. Submitted By:

Authorized Official

Robert E. David

Typed Name and Title and Signature

Robert E. David, Executive Director

Date Submitted

FY Submitted

10. APPROVED (For Board Use Only):

1 2 3 4

BUDGET AND CONTROL BOARD FORM A-23 PAGE 1
STATEWIDE PERMANENT IMPROVEMENT REPORTING SYSTEM (SPIRS)

For Board Use Only

9-91(6)

Packet Number

REVISION OF PROJECT BUDGET OR PROJECT SCOPE

FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR _____

1. PROJECT IDENTIFIERS:

A. Agency: Number U12 Name S. C. Dept. of Hwys. & Public Transportation
B. Contact person C. H. Mikell, Building Engineer Phone: 737-1298
C. Project Number U12-9567 Name: Charleston Patrol Distr. HQ Constr.
MJ

2. PROJECT ACTION PROPOSED:

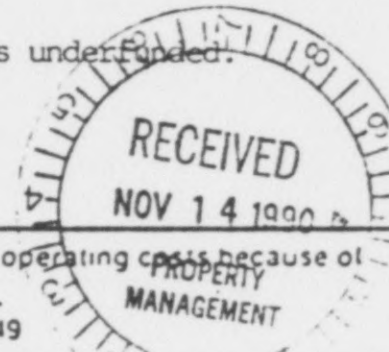
☒ Increase total project budget ☐ Change source of funds
☐ Decrease total project budget ☐ Revise scope

3. WHAT IS THE REVISION PROPOSED?:

Increase budget from \$850,000.00 to \$1,100,000.00.

4. JUSTIFICATION FOR REVISION (Why is it needed?):

Initial estimates from A/E firm have revealed that project is underfunded.



5. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes ☐ No ☒
If yes, complete and attach Addendum A-49

6. ESTIMATES OF PROJECT COSTS AS REVISED

A. Total estimated cost of project as revised: \$ 1,100,000.00
B. Total estimated cost of project as revised includes the following (1 through 10 = 6A above)
(1) \$ * Planning/design services (under proj. # U12-9559-MJ)
(2) 150,000.00 Site work (including utilities)
(3) _____ Central energy systems repair/replacement
(4) _____ Mechanical systems repair/replacement
(5) _____ General renovation/repair of floor space (Gross sq ft _____)
(6) _____ Roof repair/replacement
(7) 950,000.00 Construction of additional floor space (Gross sq ft 12,000±)
(8) _____ Equipment/supplies
(9) _____ Purchase of facilities: (Floor space, gross sq ft _____)
(Land, acres: _____)
(10) _____ Other (Specify) _____
\$ 1,100,000.00 Total (Same as 6A)

006461

14

6. C. Total estimated cost of project, as revised, by broad purpose: Total cost: \$ 1,100,000.00
 (equals 1 through 8, below, and is same as 6A)

1. Purchase land	\$ _____	5. Restore facility	\$ _____
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ <u>1,100,000.00</u>	8. Other _____	\$ _____

7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A. Estimated expenditures and expenditure purposes, this FY: 90-91 \$ 500,000.00
 (expenditure purposes (use 6B categories) _____)

B. Estimated expenditures after this FY \$ 600,000.00

C. Total (Same as 6A, 6B and 6C) \$ 1,100,000.00

8. PROPOSED SOURCES OF FUNDS AS REVISED:	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE + DECREASE	REVISED AMOUNT	REVENUE CODE	TREASURER I. D. NUMBER	SUB FUND
TYPE						
(0) Capital Improvement Bonds	\$ _____	\$ _____	\$ _____			
(1) Depart Capital Imp Bonds						
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service						
(6) Appropriated State						
(7) Federal						
(8) Athletic						
(9) Other						
S.C.D.H.&P.T. Funds	850,000.00	+250,000.00	1,100,000.00	0301	98800100	3490
TOTAL	\$ 850,000.00	\$ +250,000.00	\$ 1,100,000.00			

9. Submitted By:

Authorized Official C. H. Mikell, Building Engineer
 Typed Name and Title and Signature

Date Submitted Nov. 13, 1990
 FY Submitted 90-91

10. APPROVED (For Board Use Only):

006462

Typed Name and Title and Signature

Date

15

1 2 3 6

BUDGET AND CONTROL BOARD
DIVISION OF GENERAL SERVICES
PROPERTY MANAGEMENT OFFICE

According to a Highway Department official, the architectural/engineering firm assisting the Department on this project has revised its estimate for the cost of constructing the 12,000 square foot district headquarters building. Construction costs in the Charleston area are higher than were originally estimated. This budget increase will allow the Department to have sufficient funds to bid the project for construction.

CPR

006463

16

1 2 3 7

BUDGET AND CONTROL BOARD FORM A-13 PAGE 1
STATEWIDE PERMANENT IMPROVEMENT REPORTING SYSTEM (SPIRS)

For Board Use Only
9-91(7)
Packet Number

PROJECT PROPOSAL AND JUSTIFICATION STATEMENT
FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR _____

1. PROJECT IDENTIFIERS:
- A. Agency: Number 012 Name S.C. Dept. of Highways and Public Transportation
- B. Contact Person C. H. Mikell Phone: 732-1200
- C. Project Name: Statewide Underground Storage Tank Replacement # 9584
- D. Facility Affected: Name N/A Number N/A

2. PROJECT DESCRIPTION (What does it consist of? Attach supporting documentation):
- To replace underground fuel storage tanks throughout the state. This project will be apportioned into six different contracts by Engineering Districts.

Site Description: (Attach a map showing project location)

Location: _____
county code city site

3. PROJECT JUSTIFICATION (What does it consist of? Attach supporting documentation):
- Existing underground fuel storage tanks must be upgraded by DHEC regulations.

(What specific needs does this project address?):

4. ALTERNATIVES CONSIDERED AS A MEANS OF MEETING NEEDS SPECIFIED IN #3:
- Repair old tanks - Deemed too expensive.

5. PRIORITY: This project is priority number 1 of 1 projects proposed in this program.

6. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs?
Yes _____ No X If yes, complete and attach addendum _____

7. ESTIMATES OF PROPOSED PROJECT COSTS:

- A. Total estimated cost of project \$ 1,250,000.00
- B. Total estimated cost of project includes the following (1. through 10. = 7A above)
- (1) \$ _____ Planning/design services
- (2) _____ Site work (including utilities)
- (3) _____ Central energy systems repair/replacement
- (4) _____ Mechanical systems repair/replacement
- (5) _____ General renovation/repair of floor space (Gross sq. ft. _____)
- (6) _____ Roof repair/replacement
- (7) _____ Construction of additional floor space: (Gross sq. ft. _____)
- (8) _____ Equipment/supplies
- (9) _____ Purchase of facilities (Floor space, gross sq. ft. _____)
- (10) _____ (Land, acres _____)
- (10) 1,250,000.00 Other (Specify) Storage tank replacement
- \$ 1,250,000.00 Total (Same as 7A)

006464

17

7. C. Total estimated cost of project by broad purpose: Total cost \$ 1,250,000.00
(equals 1 through 8, below and is same as 7A)

1. Purchase land	\$ _____	5. Restore facility	\$ _____
2. Purchase facility	\$ _____	6. Maintain facility	\$ _____
3. Demolish facility	\$ _____	7. Replace facility	\$ _____
4. Construct additional facility	\$ _____	8. Other:	
		Sto. tank Repl.	\$ 1,250,000.00

8. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR:

A. Estimated expenditures and expenditure purposes, this FY: 90-91 \$ 750,000.00
(Expenditure purposes (use 7B categories): _____)

B. Estimated expenditures after this FY: \$ 500,000.00

C. Total (Same as 7A, 7B and 7C): \$ 1,250,000.00

9. PROPOSED SOURCES OF FUNDS: Type	Amount	Revenue Code	Treasurer ID Number	Sub Fund	Mini Code	Object Code
(0) Capital Improvement Bonds	\$					
(1) Debt Capital Imp Bonds						
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service						
(5) Appropriated State						
(7) Federal						
(8) Athletic						
(9) Other						
S.C.D.R. & P.T. Funds	1,250,000.00	0301	96800100	3490	3765	0700
TOTAL (Same as 7A)	\$ 1,250,000.00					

10. Submitted By: CHM

Authorized Official: C. H. Mikell, Building Engineer Date Submitted Nov. 13, 1990
Typed Name and Title and Signature

FY Submitted 90-91

11. APPROVED (For Board Use Only):

Typed Name and Title and Signature

Date

PROJECT NUMBER _____

PROJECT NAME _____

006465

BUDGET AND CONTROL BOARD
DIVISION OF GENERAL SERVICES
PROPERTY MANAGEMENT OFFICE

According to a Highway Department official, the agency plans to remove 100 underground fuel storage tanks and replace them with 85 new tanks. Some small tanks now placed side by side will be replaced with one large tank. Most of the tanks to be replaced are 20 years old or older. The average age of tanks which leak is 12 years.

DHEC regulations require that older tanks have leak detection systems installed at a cost of \$500-600 a year. Those tanks which fail the leak detection test, i.e., are leaking, must be replaced under DHEC regulations. Further, additional requirements for monitoring tanks will be initiated beginning in 1997. While it would be cheaper to install leak detection systems, the Highway Department feels many of their tanks will be found to be leaking and have to be replaced anyway. Therefore, the agency plans to replace all 100 tanks in six districts of the state.

CPR

006466

19

1240

REVISION OF PROJECT BUDGET OR PROJECT SCOPE
FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR

A23 NUMBER: 4

1. PROJECT IDENTIFIERS:

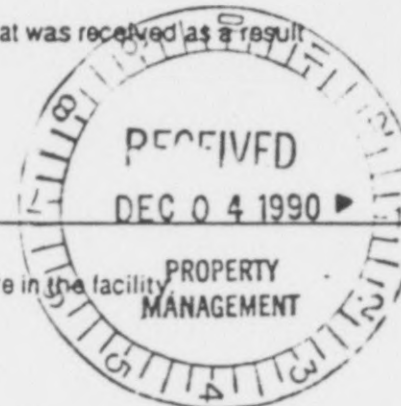
A. Agency: Number: H 27 Name: USC Columbia
B. Contact Person: Charles G. Jeffcoat Phone: 777-5993
C. Project Number: 9604 Name: Athletic Field House Replacement

2. PROJECT ACTION PROPOSED:

XX Increase total project budget Change source of fund
Decrease total project budget Revise scope
Close project Change name

3. WHAT IS THE REVISION PROPOSED?

To increase the total project budget by \$932,568.00 to add the insurance funding that was received as a result of the fire that damaged the facility.



4. JUSTIFICATION FOR REVISION (Why is it needed?):

The proposed increase is necessary to repair the damage that was caused by the fire in the facility.

5. ADDITIONAL OPERATING COSTS:

Will this project require additional annual operating costs because of the revision? Yes _____ No X
If yes, complete and attach Addendum A-49.

6. ESTIMATES OF PROJECT COSTS AS REVISED

A. Total estimated cost of project as revised: \$3,157,612.25

B. Total estimated cost of project as revised includes the following (1 through 10 = 6A above)

(1)	Planning/design services	
(2)	Site work (including utilities)	
(3)	Central energy systems repair/replacement	
(4)	Mechanical systems repair/replacement	
(5)	General renovation/repair of floor space (Gross sq. ft.)	
(6)	Roof repair/replacement	
(7)	<u>2,205,000.00</u> Construction of additional floor space (Gross sq. ft.)	<u>96,250</u>
(8)	Equipment/supplies	
(9)	Purchase of facilities (Floor space, gross sq. ft.)	
	(Land, acres)	
(10)	<u>952,612.25</u> Other (Specify) <u>Fire Repair/Tennis Courts</u>	
	<u>\$3,157,612.25</u> Total (Same as 6A)	

006467

14

FORM A-23 PAGE 2

6. C. Total estimated cost of project, as revised, by broad purpose: Total cost: \$3,157,612.25
 (equals 1 through 8, below, and is same as 6A)

1. Purchase Land	5. Restore Facility
2. Purchase Facility	6. Maintain Facility
3. Demolish Facility	7. Replace facility
4. Construct additional facility	8. Other
2,225,044.25	\$932,568.00

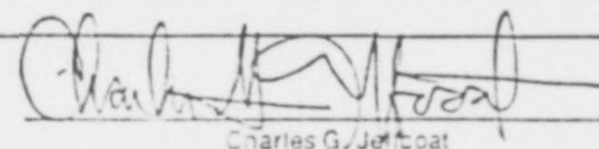
7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A. Estimated expenditures and expenditure purposes, this FY: \$3,157,612.25
 (expenditure purposes (use 6B categories):)

B. Estimated expenditures after this FY

C. Total (Same as 6A, 6B, and 6C) \$3,157,612.25

8. PROPOSED SOURCES OF FUNDS AS REVISED TYPE	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE+ DECREASE-	REVISED AMOUNT	REVENUE CODE	TREASURER I.D. NUMBER	SUB FUND
(0) Capital Improvement Bonds						
(1) Depart Capital Imp. Bonds						
(2) Inst (tuition Bonds)						
(3) Revenue Bonds Athletic BAN	1,300,000.00		1,300,000.00	8216	38800100	3374
(4) Excess Debt Service Athletic CIF	305,000.00 20,044.25		305,000.00 20,044.25	8805 8805	45050000 45051100	4619 4619
(6) Appropriated State						
(7) Federal FEMA (Estimate)	180,000.00		180,000.00	2901	78300100	3907
(8) Athletic						
(9) Other Insurance Reserve	420,000.00		420,000.00	7201	98800100	3907
Insurance (CHUBB)		932,568.00	932,568.00	7201	98800100	3907
TOTAL	\$2,225,044.25	\$932,568.00	\$3,157,612.25		006468	

9. Submitted By: Date Submitted: 20-Nov-90
 Authorized Official:  FY Submitted: 89-90
 Charles G. Jeffcoat
 Ass't Vice-President for Facilities Planning

10. APPROVED (For Board Use Only):

15

1242

For Board Use Only
10-91(5)
Packet Number

PROJECT PROPOSAL AND JUSTIFICATION STATEMENT
FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR 1989-90

1. PROJECT IDENTIFIERS:

A. Agency: Number: H 27 Name: USC Columbia
B. Contact Person: Charles G. Jeffcoat Phone: 777-5993
C. Project Name: Marine Organism Culture Facility #9649
D. Facility Affected: Name: Earth & Water Sciences Number: 89

2. PROJECT DESCRIPTION (What does it consist of? Attach supporting documentation):

The proposed project is to establish a Marine Organism Culture Facility on 4,480 square feet of the first floor of the Earth & Water Sciences Building. This project is a portion of a project that was approved as a part of the 1989-90 APIP.

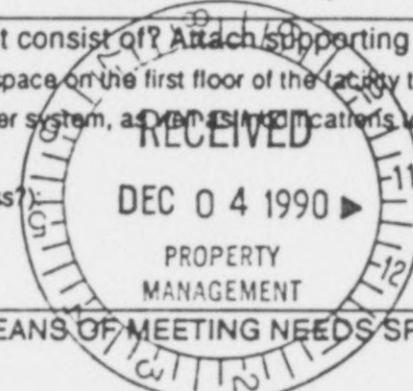
Site Description: (Attach a map showing project location)

Location: Richland 40 Columbia See attached map
county code city site

3. PROJECT JUSTIFICATION (What does it consist of? Attach supporting documentation):

The proposed project is necessary to renovate space on the first floor of the facility to accommodate the Culture Facility. The renovations include the installation of a sea water system, and modifications to the mechanical system.

(What specific needs does this project address?)



4. ALTERNATIVES CONSIDERED AS A MEANS OF MEETING NEEDS SPECIFIED IN #3:

5. PRIORITY: This project is priority number of projects proposed in this program.

6. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision?: Yes No X
If yes, complete and attach Addendum A-49.

7. ESTIMATES OF PROJECT COSTS AS REVISED

A. Total estimated cost of project \$420,000.00

B. Total estimated cost of project includes the following (1 through 10 = 7A above)

(1)	Planning/design services	
(2)	Site work (including utilities)	
(3)	Central energy systems repair/replacement	
(4)	\$71,000.00 Mechanical systems repair/replacement	
(5)	General renovation/repair of floor space (Gross sq. ft. 4,480)	
(6)	Roof repair/replacement	
(7)	Construction of additional floor space (Gross sq. ft.)	
(8)	345,560.00 Equipment/supplies	
(9)	Purchase of facilities (Floor space, gross sq. ft.)	
	(Land, acres:)	
(10)	3,440.00 Other (Specify) Contingency	

\$420,000.00 Total (Same as 7A)

006469

17

FORM A-13 PAGE 2

7. C. Total estimated cost of project by broad purpose: Total cost: \$420,000.00
(equals 1 through 8, below, and is same as 7A)

1. Purchase Land	_____	5. Restore Facility	_____
2. Purchase Facility	_____	6. Maintain Facility	_____
3. Demolish Facility	_____	7. Replace facility	_____
4. Construct additional facility	_____	8. Other	_____
			420,000.00

8. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR:

A. Estimated expenditures and expenditure purposes, this FY: \$420,000.00
(expenditure purposes (use 7B categories): _____)

B. Estimated expenditures after this FY: _____

C. Total (Same as 7A, 7B, and 7C) \$420,000.00

9. PROPOSED SOURCES OF FUNDS:	Amount	Revenue Code	Treasurer ID Number	Sub Fund	Mini Code	Object Code
Type						
(0) Capital Improvement Bonds	72,440.00	8115	3002300	3043	9001	700
(1) Depart Capital Imp. Bonds						
(2) Inst (tuition Bonds)						
(3) Revenue Bonds						
(4) Excess Debt Service						
(6) Appropriated State	137,560.00	8895	68800100	3600	9001	700
(7) Federal NSF	210,000.00	2801	78800100	5055	9001	700
(8) Athletic						
(9) Other						

TOTAL (Same as 7A) \$420,000.00

10. Submitted By: Date Submitted 02-Nov-90
Authorized Official FY Submitted 89-90
Charles G. Depiccoat
Ass't Vice President for Facilities Planning

11. APPROVED (For Board Use Only): 006470

PROJECT NUMBER _____
PROJECT NAME _____

18

For Board Use Only

11-91

Packet Number

REVISION OF PROJECT BUDGET OR PROJECT SCOPE
FOR ANNUAL PERMANENT IMPROVEMENT PROGRAM FOR FISCAL YEAR 90-91

1. PROJECT IDENTIFIERS:

A Agency: Number H21 Name Lander College
B Contact person Mr. George S. Franke Phone 229-8201
C Project Number 9506-CC Name: Old Main Renovation A & E only

2. PROJECT ACTION PROPOSED:

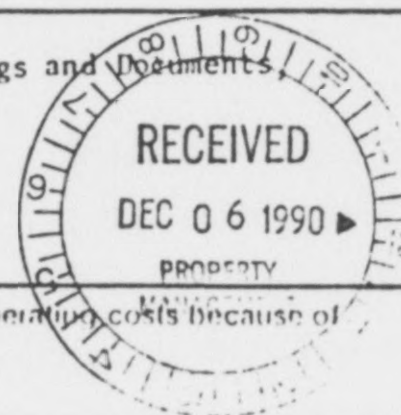
☒ Increase total project budget ☐ Change source of funds
☐ Decrease total project budget ☒ Revise scope

3. WHAT IS THE REVISION PROPOSED?:

Add \$ 335,000.00 to project at this time from other funds. To be replaced when project receives complete funding.

4. JUSTIFICATION FOR REVISION (Why is it needed?):

To Allow the architect to complete Phase II, Construction drawings and documents and be ready for Bid Phase when complete funding is received.



5. ADDITIONAL OPERATING COSTS: Will this project require additional annual operating costs because of the revision? Yes ☐ No ☒
If yes, complete and attach Addendum A-49

6. ESTIMATES OF PROJECT COSTS AS REVISED

- A Total estimated cost of project as revised: \$ 771,000.00 (A & E only)*
- B Total estimated cost of project as revised includes the following (1 through 10 = 6A above)
- (1) \$ 771,000.00 Planning/design services
 - (2) _____ Site work (including utilities)
 - (3) _____ Central energy systems repair/replacement
 - (4) _____ Mechanical systems repair/replacement
 - (5) _____ General renovation/repair of floor space: (Gross sq ft _____)
 - (6) _____ Roof repair/replacement
 - (7) _____ Construction of additional floor space (Gross sq ft _____)
 - (8) _____ Equipment/supplies
 - (9) _____ Purchase of facilities: (Floor space, gross sq ft _____)
(Land, acres: _____)
 - (10) _____ Other (Specify) _____

\$ 771,000.00 Total (Same as 6A)

* This amount to care for A & E cost through Construction Documents only

006471

11245

6 C. Total estimated cost of project, as revised, by broad purpose: Total cost \$ 771,000.00
(equals 1 through 8, below, and is same as 6A)

1. Purchase land	\$ <u> </u>	5. Restore facility	\$ <u> </u>
2. Purchase facility	\$ <u> </u>	6. Maintain facility	\$ <u> </u>
3. Demolish facility	\$ <u> </u>	7. Replace facility	\$ <u>771,000.00</u>
4. Construct additional facility	\$ <u> </u>	8. Other	\$ <u> </u>

7. PROJECT COMPLETION SCHEDULE AND ESTIMATED EXPENDITURES BY FISCAL YEAR AS REVISED:

A Estimated expenditures and expenditure purposes, this FY 90-91 \$ 373,000.00
(expenditure purposes (use 6B categories) Money spent on this project as set up on A-13 during 89-90 FY) \$ 387,059.00

B Estimated expenditures after this FY \$ 10,941.00

C Total (Same as 6A, 6B and 6C) \$ 771,000.00

8. PROPOSED SOURCES OF FUNDS AS REVISED:	PREVIOUSLY APPROVED AMOUNT	PROPOSED INCREASE + DECREASE -	REVISED AMOUNT	REVENUE CODE	TREASURER I. D. NUMBER	SUB FUND
TYPE						
(0) Capital Improvement Bonds	\$ <u>436,000.00</u>	\$ <u>-0-</u>	\$ <u>436,000.00</u>	<u>8115</u>	<u>30018</u>	<u>3043</u>
(1) Depart Capital Imp Bonds						
(2) Inst (tuition) Bonds						
(3) Revenue Bonds						
(4) Excess Debt Service						
(6) Appropriated State						
(7) Federal						
(8) Athletic						
(9) Other						
<u>Auxiliary Enterprises</u>	<u>-0-</u>	<u>335,000.00</u>	<u>335,000.00</u>	<u>7841</u>	<u>30018</u>	<u>3035</u>
<u>Local</u>						
TOTAL	\$ <u>436,000.00</u>	\$ <u>335,000.00</u>	\$ <u>771,000.00</u>			

9. Submitted By:

Authorized Official

Typed Name and Title and Signature

Date Submitted 10/15/90

W. E. Froublefield Jr. Vice President for Business & Administration

FY Submitted 90-91

10. APPROVED (For Board Use Only):

006472

Typed Name and Title and Signature

Date

(5239)

Capital Improvements
Joint Bond Review Committee

HORACE C. SMITH
SENATE
CHAIRMAN

SENATE MEMBERS:
HORACE C. SMITH
JAMES M. WADDELL JR.
HUGH K. LEATHERMAN
THOMAS L. MOORE
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VICE CHAIRMAN

SCOTT R. INKLEY
DIRECTOR OF RESEARCH
BUDGET AND CONTROL BOARD L.A.S.O.N.

LIS CHOFT
ADMINISTRATIVE ASSISTANT

September 26, 1990

EXHIBIT

DEC 18 1990

9

STATE BUDGET & CONTROL BOARD

Dr. Larry A. Jackson, President
Lander College
Greenwood
South Carolina 29646

In Re: Old Main Building Renovation, A&E Funding

Dear Dr. Jackson:

At the Joint Bond Review Committee meeting of 9/25/90, Mr. Ed Troublefield advised of Lander's need for additional funding in the amount of \$335,000 in order to complete the A&E work on the Old Main Building Renovation (Science Center) project.

This is to advise that the Committee explored all possible sources for funding of this unexpected need. Inasmuch as there are no sources available, the Committee recommends that the College pursue this funding from their Foundation with the understanding that the Committee will include this amount in their recommendations for the 1991 Bond Bill.

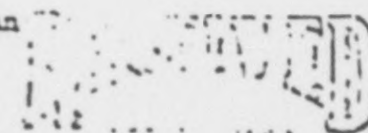
With kind regards, I am

Sincerely,

Senator Horace C. Smith, Chairman
Joint Bond Review Committee

HCS/lc

cc: Mr. W. E. Troublefield, Jr.
Vice-Pres. for Business & Admin.
Lander College



FOR CHAIRMAN
FOR SECRETARY
FOR CLERK

006473

1247

EXHIBIT

DEC 18 1990 10

STATE BUDGET AND CONTROL BOARD
MEETING OF December 18, 1990

STATE BUDGET & CONTROL BOARD
REGULAR SESSION
ITEM NUMBER 9

AGENCY: Budget and Control Board

SUBJECT: 1991 Meeting Schedule

The following schedule is proposed for regular meetings of the Budget and Control Board during calendar year 1991.

1991 Budget & Control Board Meeting Schedule

January	11		July	16 ?	30
February	12	26	August	13 ?	27
March	12	26	September	10	24
April	9 ?	23	October	22 ?	
May	14	28	November	12	26
June	11	25	December	17	

BOARD ACTION REQUESTED:

Agree to meet on the following dates in 1991:

January 11
February 12 and 26
March 12 and 26
April __ and 23
May 14 and 28
June __ and 25
July __ and 30
August 13 and 27
September 10 and 24
October __
November 12 and 26
December 17

ATTACHMENTS:

006474

1248