

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP): COVER SHEET**

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MAR 12 2015

Budget & Control Board  
OFFICE OF STATE BUDGET

AGENCY NUMBER: H59 NAME: Central Carolina Technical College

**1. CPIP SUBMISSION AUTHORIZATION ON AVAILABILITY OF FUNDS**

This submission presents this agency's Comprehensive Permanent Improvement Plan (CPIP) for fiscal years 2015-16, 2016-17, and for the following three fiscal years (2017-18, 2018-19, 2019-20). The plan includes all permanent improvements (as defined in the Budget and Control Board's Part I Manual and in Code Section 2-47-50) which are projected and proposed for those years by this agency as of the date this document is signed.

The submission of this Comprehensive Plan is authorized by the undersigned who certifies that the information presented is true and correct.

Signature Terry L. Booth  
 Typed Name Terry L. Booth  
 Title VP for Business Affairs  
 Date January 26, 2015

**2. CERTIFICATION THAT ALL FUNDS AVAILABLE HAVE BEEN APPLIED IN PLAN**

We certify that all funds available to this agency from its own sources or capabilities for financing permanent improvements have been applied to projects proposed in this Plan. For 2015-16, we certify that the funds projected for expenditure are, or with reasonable certainty will be, available to this agency.

Agency Head  
Tim Hardee  
 Signature  
Tim Hardee, President  
 Typed Name and Title

Chief Financial Officer  
Terry L. Booth  
 Signature  
Terry L. Booth, VP for Business Affairs  
 Typed Name and Title

**3. AGENCY CONTACT PERSON(S) ON THIS CPIP ARE:**

Name: Terry Booth Phone 803-778-6624  
 Name: boothtl@cctech.edu Phone \_\_\_\_\_

**2014 CPIP: TABLE OF CONTENTS**

This Comprehensive Plan includes the following documents arranged in the order indicated.

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**PART II Supporting Documentation:**

10. <u>College Facility Master Plan</u>	<u>Attachment</u>
11. _____	_____
12. _____	_____
13. _____	_____

**SUBMIT ORIGINAL (UNBOUND) TO:**

CAPITAL BUDGETING UNIT  
 EXECUTIVE BUDGET OFFICE  
 1205 PENDLETON STREET, SUITE 529  
 COLUMBIA, SOUTH CAROLINA 29201

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP): NARRATIVE SUMMARY OF THE FIVE-YEAR PLAN**

AGENCY NUMBER: H59      NAME: Central Carolina Technical College

<p><b>1. What is the condition and adequacy of your existing facilities? Demand trends? What is the total amount of your agency's maintenance needs?</b></p> <p>The College's facilities are generally in good condition. Major maintenance needs have been met in recent years and there is not currently a material amount of deferred maintenance. The CHE calculations show a maintenance need, but that is not considered by the College to represent deferred maintenance, but rather, an ongoing need to avoid deferred maintenance.</p> <p>As explained in #4, the College's enrollment has increased greatly over the past 7 years and this has resulted in an increased need for additional facilities. The College believes that there will be no additional need for facilities other than those listed in this CPIP for some time, although maintenance funds may be needed in the future if enrollment doesn't begin to increase again (which will provide additional revenue).</p>	<p><b>2. What is your approach to maintaining existing facilities in acceptable condition? How are maintenance needs addressed? If your agency has an account dedicated to maintenance needs, is the name of that account and what is its uncommitted balance?</b></p> <p>The College has been able to keep its buildings in acceptable condition through state deferred maintenance funding, energy grants and rebates, federal Stimulus funds, and College tuition dedicated to bond payments, capital projects(including major maintenance/repairs/renovations), and equipment. Before the last fiscal year (FY 14) the College had annual tuition revenue dedicated to capital projects of approximately \$1.2 million. Due to the decline in state appropriations, and a recent decline in enrollment that has occurred, the majority of these funds have been reclaimed in the operating fund of the College, leaving only about \$400,000 to cover bond payments and a small amount of equipment and capital projects. The College's name for this account is the Capital Projects fund, and the current uncommitted balance is \$242,275.</p>
<p><b>3. What are your facility replacement and addition needs?</b></p> <p>The College has expanded facilities away from main campus in recent years in response to the needs of our service area. The College has several projects in process currently, including the renovation of the Advanced Manufacturing Technology Training Center (AMTTC) for Continental Tire and other industry training; an expansion of the Kershaw County Campus, and the renovation of main campus building 400 after the completion of the AMTTC to allow for addition and expansion of industrial programs. There is also a need to add a Student Center on main campus to allow the College to expand student services for the increased enrollment. All of these needs were identified in the College's facility master plan, which is included as supporting documentation.</p>	<p><b>4. What is the theme of your five-year CPIP? How does it address these questions?</b></p> <p>The theme of Central Carolina Technical College's five-year CPIP is : "Responding to the increased demands from service area residents and industry for training" Although enrollment has just begun to decrease somewhat, the College has had increased enrollment over the past 7 years. FTE enrollment has increased by 46% over the past 7 years, and 36% over the past 10 years. This major increase is accompanied by a greater demand from industry for a more skilled workforce. The College is currently constructing an Advanced Manufacturing Technology Training Center (AMTTC) in Sumter. This will satisfy most of industries' training needs. However, there is a need in Kershaw for some specific training programs to address the needs of Kershaw residents and industries, which the expansion of the Kershaw County Campus will fulfill.</p>

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP): FINANCIAL SUMMARY OF THE FIVE-YEAR PLAN**

AGENCY NUMBER:

H59

NAME: Central Carolina Technical College

Page

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(1)	(2) Plan Year 1 2015-16	(3) Plan Year 2 2016-17	(4) Plan Year 3 2017-18	(5) Plan Year 4 2018-19	(6) Plan Year 5 2019-20	(7) Grand Total Years 1-5
<b>1. NUMBER OF PROPOSED PROJECTS</b> (from Forms C2)	0.00	1.00	1.00	1.00	2.00	5
<b>2. ESTIMATED COSTS AND PROPOSED FUND SOURCES</b>						
0 Capital Improvement Bonds						
1 Departmental CIB						
2 Institution (Tuition) Bonds						
3 Revenue Bonds						
4 Excess Debt Service						
5 Capital Reserve Fund						
6 Appropriated State		500,000.00	500,000.00	500,000.00	11,513,786.00	13,013,786.00
7 Federal						
8 Athletic						
9 Other						
<b>TOTAL</b>		500,000.00	500,000.00	500,000.00	11,513,786.00	13,013,786.00

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

AGENCY NUMBER:     H59     NAME:     Central Carolina Technical College    

PROJECT PROPOSED FOR PLAN YEAR (Check One):

1: 2015-16 <input checked="" type="checkbox"/>	2: 2016-17 <input type="checkbox"/>	3: 2017-18 <input type="checkbox"/>	4: 2018-19 <input type="checkbox"/>	5: 2019-20 <input type="checkbox"/>
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PRIORITY NUMBER	PROJECT NAME	ESTIMATED COST	PROPOSED SOURCE(S) OF FUNDS
1	None		
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
	<b>TOTAL</b>		

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

Agency Number: H59 Name: Central Carolina Technical College

PROJECT PROPOSED FOR PLAN YEAR (Check One): 1: 2015-16 X 2: 2016-17

1. Project Name: \_\_\_\_\_

3. Project Type: \_\_\_\_\_

2. Project Priority: \_\_\_\_\_ of \_\_\_\_\_ in Plan Year

4. Facility Type: \_\_\_\_\_

**5. What is the project?**

CCTC has no projects in year 1 (not already established) because the funding is not already available. The College has requested an additional \$1,500,000 in state funding for its Kershaw expansion project and \$750,000 for its Building 400 renovation project for FY 16.

The total projected cost of this project is \$ \_\_\_\_\_.

Attach Form C4 for additional annual operating costs or savings for each proposed new project.

**8. Total estimated project cost:**

- |           |                                 |                        |                             |                 |
|-----------|---------------------------------|------------------------|-----------------------------|-----------------|
| 1. _____  | Land Purchase                   | Land                   | _____                       | Acres           |
| 2. _____  | Building Purchase               | Floor Space:           | _____                       | Gross Square Fe |
| 3. _____  | Professional Services Fees      |                        |                             |                 |
| 4. _____  | Equipment and/or Materials      | Information Technology | \$ _____                    |                 |
| 5. _____  | Site Development                |                        |                             |                 |
| 6. _____  | New Construction                | Floor Space:           | _____                       | Gross Square Fe |
| 7. _____  | Renovations - Building Interior | Floor Space:           | _____                       | Gross Square Fe |
| 8. _____  | Renovations - Utilities         |                        |                             |                 |
| 9. _____  | Roofing                         | _____                  | Roof Age                    |                 |
| 10. _____ | Renovations - Building Exterior |                        |                             |                 |
| 11. _____ | Other Permanent Improvements    |                        |                             |                 |
| 12. _____ | Landscaping                     |                        |                             |                 |
| 13. _____ | Builders Risk Insurance         |                        |                             |                 |
| 14. _____ | Other Capital Outlay            |                        |                             |                 |
| 15. _____ | Labor Costs                     |                        |                             |                 |
| 16. _____ | Bond Issue Costs                |                        |                             |                 |
| 17. _____ | Other                           |                        |                             |                 |
| 18. _____ | Contingency                     |                        |                             |                 |
|           |                                 | <b>\$</b>              | <b>TOTAL PROJECT BUDGET</b> |                 |

**6. Why is the project needed?**

**9. Proposed Source of Funds**

- |           |                             |                          |
|-----------|-----------------------------|--------------------------|
| 0. _____  | Capital Improvement Bonds   |                          |
| 1. _____  | Departmental CIB            |                          |
| 2. _____  | Institution (Tuition) Bonds |                          |
| 3. _____  | Revenue Bonds               |                          |
| 4. _____  | Excess Debt Service* (      | )                        |
| 5. _____  | Capital Reserve Fund        |                          |
| 6. _____  | Appropriated State          | \$ _____                 |
| 7. _____  | Federal                     | (2) After 2015-2016 Year |
| 8. _____  | Athletic                    | \$ _____                 |
| 9. _____  | Other* (                    | )                        |
| <b>\$</b> |                             | <b>TOTAL</b>             |

**10. Project Schedule  
(for 2015-16 only)**

- A. Estimated Start Date: \_\_\_\_\_
- B. Estimated Completion Date: \_\_\_\_\_
- C. Estimated Total Expenditure  
(1) In 2015-2016 Year  
\$ \_\_\_\_\_  
(2) After 2015-2016 Year  
\$ \_\_\_\_\_  
(3) Total Project Cost  
\$ \_\_\_\_\_

**7. What alternatives to this project were considered?**

\* Specify Type

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

**ADDITIONAL ANNUAL OPERATING COSTS/SAVINGS  
RESULTING FROM PERMANENT IMPROVEMENT PROJECT**

1. AGENCY  
Code \_\_\_\_\_ H59 Name Central Carolina Technical College

2. PROJECT  
No. \_\_\_\_\_ Name None

PROJECT PROPOSED FOR PLAN YEAR (Check One):  1: 2015-16 X  2: 2016-17 \_\_\_\_\_

3. ADDITIONAL ANNUAL OPERATING COSTS/SAVINGS.  
(Check whether reporting cost or savings.)  
 COSTS     SAVINGS     NO CHANGE

4.

TOTAL ADDITIONAL OPERATING COSTS/SAVINGS Projected Financing Sources				
(1)	(2)	(3)	(4)	(5)
Fiscal Year	General Funds	Federal	Other	Total
1)				\$
2)				\$
3)				\$

5. If "Other" sources are reported in Column 4 above, itemize and specify what the other sources are (revenue, fees, etc.).

6. Will the additional costs be absorbed into your existing budget? If no, how w funds be provided?     YES     NO

7. Itemize below the cost factors that contribute to the total costs or savings rep Column 5 for the first fiscal year.

<u>COST FACTORS</u>	<u>AMOUNT</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
TOTAL	_____

8. If personal services costs or savings are reported in 7 above, please indicate additional positions required or positions saved. \_\_\_\_\_

9. Submitted By: \_\_\_\_\_  
VP for Business Affairs  
Signature of Authorized Official and Title

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

AGENCY NUMBER:     H59     NAME:     Central Carolina Technical College    

PROJECT PROPOSED FOR PLAN YEAR (Check One):

1: 2015-16 <input type="checkbox"/>	2: 2016-17 <input checked="" type="checkbox"/>	3: 2017-18 <input type="checkbox"/>	4: 2018-19 <input type="checkbox"/>	5: 2019-20 <input type="checkbox"/>
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PRIORITY NUMBER	PROJECT NAME	ESTIMATED COST	PROPOSED SOURCE(S) OF FUNDS
1	Facility maintenance--HVAC replacement	500,000.00	Appropriated State
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
<b>TOTAL</b>		500,000.00	

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

Agency Number: H59 Name: Central Carolina Technical College

PROJECT PROPOSED FOR PLAN YEAR (Check One): 1: 2015-16  2: 2016-17

1. Project Name: Facility Maintenance--HVAC replacement

3. Project Type: Repair/renovate existing facilities 100

2. Project Priority: 1 of 1 in Plan Year

4. Facility Type: Program/academic 95  
Office/administration 5

**5. What is the project?**

HVAC replacements for multiple buildings, including building 100, 200, 300A, 300B, 400, 500.

The total projected cost of this project is \$ 500,000.00.

Attach Form C4 for additional annual operating costs or savings for each proposed new project.

**8. Total estimated project cost:**

1. _____	Land Purchase	Land	_____	Acres
2. _____	Building Purchase	Floor Space:	_____	Gross Square Fe
3. <u>20,000.00</u>	Professional Services Fees			
4. _____	Equipment and/or Materials	Information Technology	\$ _____	
5. _____	Site Development			
6. _____	New Construction	Floor Space:	_____	Gross Square Fe
7. _____	Renovations - Building Interior	Floor Space:	_____	Gross Square Fe
8. _____	Renovations - Utilities			
9. _____	Roofing	_____	Roof Age	
10. _____	Renovations - Building Exterior			
11. <u>480,000.00</u>	Other Permanent Improvements			
12. _____	Landscaping			
13. _____	Builders Risk Insurance			
14. _____	Other Capital Outlay			
15. _____	Labor Costs			
16. _____	Bond Issue Costs			
17. _____	Other			
18. _____	Contingency			
<b>\$ <u>500,000.00</u> TOTAL PROJECT BUDGET</b>				

**6. Why is the project needed?**

Multiple HVAC units on these buildings have reached the end of their life expectancy.

**7. What alternatives to this project were considered?**

The only alternative is to defer replacement, thereby increasing future needs.

**9. Proposed Source of Funds**

0. _____	Capital Improvement Bonds		
1. _____	Departmental CIB		
2. _____	Institution (Tuition) Bonds		
3. _____	Revenue Bonds		
4. _____	Excess Debt Service* ( _____ )		
5. _____	Capital Reserve Fund		
6. <u>500,000.00</u>	Appropriated State	\$ _____	
7. _____	Federal		
8. _____	Athletic	\$ _____	
9. _____	Other* ( _____ )		
<b>\$ <u>500,000.00</u> TOTAL</b>			

**10. Project Schedule**  
(for 2015-16 only)

A. Estimated Start Date: \_\_\_\_\_

B. Estimated Completion Date: \_\_\_\_\_

C. Estimated Total Expenditure

(1) In 2015-2016 Year \$ \_\_\_\_\_

(2) After 2015-2016 Year \$ \_\_\_\_\_

(3) Total Project Cost \$ \_\_\_\_\_

\* Specify Type

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

**ADDITIONAL ANNUAL OPERATING COSTS/SAVINGS  
RESULTING FROM PERMANENT IMPROVEMENT PROJECT**

1. AGENCY  
Code \_\_\_\_\_ H59 Name Central Carolina Technical College

2. PROJECT  
No. \_\_\_\_\_ Name Facility maintenance--HVAC replacement

PROJECT PROPOSED FOR PLAN YEAR (Check One):  1: 2015-16 \_\_\_  2: 2016-17 \_X\_

3. ADDITIONAL ANNUAL OPERATING COSTS/SAVINGS.  
(Check whether reporting cost or savings.)  
 COSTS  SAVINGS  NO CHANGE

4.

TOTAL ADDITIONAL OPERATING COSTS/SAVINGS Projected Financing Sources				
(1)	(2)	(3)	(4)	(5)
Fiscal Year	General Funds	Federal	Other	Total
1) 16-17			\$2,000.00	\$ 2,000.00
2) 17-18			\$2,000.00	\$ 2,000.00
3) 18-19			\$2,000.00	\$ 2,000.00

5. If "Other" sources are reported in Column 4 above, itemize and specify what the other sources are (revenue, fees, etc.).

County appropriations for plant operation and maintenance; tuition revenue

6. Will the additional costs be absorbed into your existing budget? If no, how w funds be provided?  YES  NO

7. Itemize below the cost factors that contribute to the total costs or savings rep Column 5 for the first fiscal year.

<u>COST FACTORS</u>	<u>AMOUNT</u>
1. Utilities	2,000.00
2.	
3.	
4.	
5.	
6.	
7.	
8.	
TOTAL	2,000.00

8. If personal services costs or savings are reported in 7 above, please indicate additional positions required or positions saved. \_\_\_\_\_

9. Submitted By: \_\_\_\_\_  
VP for Business Affairs  
Signature of Authorized Official and Title

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

AGENCY NUMBER:     H59     NAME:     Central Carolina Technical College    

PROJECT PROPOSED FOR PLAN YEAR (Check One):

1: 2015-16 <input type="checkbox"/>	2: 2016-17 <input type="checkbox"/>	3: 2017-18 <input checked="" type="checkbox"/>	4: 2018-19 <input type="checkbox"/>	5: 2019-20 <input type="checkbox"/>
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PRIORITY NUMBER	PROJECT NAME	ESTIMATED COST	PROPOSED SOURCE(S) OF FUNDS
1	Facility Maintenance	500,000.00	Appropriated State
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
<b>TOTAL</b>		500,000.00	

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

AGENCY NUMBER:     H59     NAME:     Central Carolina Technical College    

PROJECT PROPOSED FOR PLAN YEAR (Check One):

1: 2015-16 <input type="checkbox"/>	2: 2016-17 <input type="checkbox"/>	3: 2017-18 <input type="checkbox"/>	4: 2018-19 <input checked="" type="checkbox"/>	5: 2019-20 <input type="checkbox"/>
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PRIORITY NUMBER	PROJECT NAME	ESTIMATED COST	PROPOSED SOURCE(S) OF FUNDS
1	Facility Maintenance	500,000.00	Appropriated state
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
<b>TOTAL</b>		500,000.00	

**2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)**

AGENCY NUMBER:     H59     NAME:     Central Carolina Technical College    

PROJECT PROPOSED FOR PLAN YEAR (Check One):

1: 2015-16 <input type="checkbox"/>	2: 2016-17 <input type="checkbox"/>	3: 2017-18 <input type="checkbox"/>	4: 2018-19 <input type="checkbox"/>	5: 2019-20 <input checked="" type="checkbox"/>
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PRIORITY NUMBER	PROJECT NAME	ESTIMATED COST	PROPOSED SOURCE(S) OF FUNDS
1	Main campus--Student Center--new building	11,013,786.00	Appropriated state (\$8,811,029); Local (\$2,202,757)
2	Facility maintenance	500,000.00	Appropriated state
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
<b>TOTAL</b>		11,513,786.00	