



W. Marshall Taylor Jr., Acting Director

*Promoting and protecting the health of the public and the environment*

March 3, 2015

Ms. Allyn Powell  
Capital Budgeting Unit  
Executive Budget Office  
1205 Pendleton Street, Suite 529  
Columbia, South Carolina 29201

Subject: 2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP) for DHEC

Ms. Powell,

Please find enclosed the unbound original CPIP package for South Carolina Department of Health and Environmental Control (DHEC). Please contact me Pete Creighton @ 803-413-4171 or [creighpj@dhec.sc.gov](mailto:creighpj@dhec.sc.gov) if you need any additional information for the submitted documents.

Thanks,

Pete Creighton  
DHEC Director of Facilities

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

AGENCY NUMBER: J04 NAME: SC Department of Health and Environmental Control

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

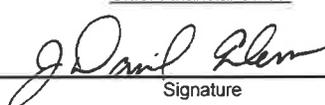
This submission presents this agency's Comprehensive Permanent Improvement Plan (CPIP) for fiscal years 2015-16, 2016-17, and for the following three fiscal years (2017-18, 2018-19, 2019-20). The plan includes all permanent improvements (as defined in the Budget and Control Board's Part I Manual and 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	
Typed Name	<u>Pete Creighton</u>
Title	<u>Director of Facilities</u>
Date	<u>3/3/15</u>

### 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.

<p><u>Agency Head</u></p>  Signature <u>Barbara Deedick, Dep Dir</u> Typed Name and Title	<p><u>Chief Financial Officer</u></p>  Signature <u>Daniel Edens, CPA, Director of Finance</u> Typed Name and Title
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### 3. AGENCY CONTACT PERSON(S) ON THIS CPIP ARE:

Name: <u>Pete Creighton</u>	Phone: <u>803-413-4171</u>	
Name: <u>Larry Maddox</u>	Phone: <u>803-898-3522</u>	

### 2014 CPIP: TABLE OF CONTENTS

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

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3. B&CB Form C2, Listing of Projects Proposed for 2015-16	<u>4</u>
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6. B&CB Forms C3 & C4, Projects Proposed for 2016-17	<u>      </u>
7. B&CB Form C2, Listing of Projects Proposed for 2017-18	<u>      </u>
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### PART II Supporting Documentation:

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### 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: J04 NAME: SC Department of Health and Environmental Control

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<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 Department of Health &amp; Environmental Control's (DHEC) Central Office staff is presently housed in twenty (22) separate office/lab/support/storage facilities within the Columbia area. All buildings are leased through General Services. Sixteen (16) of those facilities are located on the State Park Campus, 8500 Farrow Road. The Sims/Aycock Complex is in serviceable condition with a new roof (2014). The Mills/Jarrett facility is in relatively good condition, except for moisture-damaged walls in the Mills Building, primarily on the first and second floors. The large corridors and oversized rooms with decorative plaster ceilings negate the opportunity to sub-divide the large rooms at reasonable cost. Both facilities are at or near capacity. The State Park Campus buildings are old with some structural problems, but are functional. Numerous interior, exterior, electrical and mechanical upgrades have been completed. FY'15 all the shingle roofs at the State Park Campus will be replaced. In 2012 DHEC occupied the Columbia Mills building and the 4 floors and basement are filled to capacity. The B&amp;CB has requested funding to replace the windows and the roof that are in poor condition. The windows are around 30 years old and many have serious rot on the frames.</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, what is the name of that account and what is its uncommitted balance</b></p> <p>Facility maintenance has always been a priority for the Agency with a goal of providing staff with well cared for, comfortable and functional facilities that are safe, convenient and meet the needs of our staff and customer base. Scheduled preventive maintenance is stressed and encouraged. The General Services Facility Maintenance section provides routine and preventive maintenance for the Sims/Aycock, Sims/Aycock Annex, Mills/Jarrett, Hayne Lab, Hayne Lab Annex and Columbia Mills facilities. Nine (9) office facilities (converted residences and meeting facilities), six (6) support facilities and the Public Health Preparedness Pharmacy on the State Park Campus are serviced and maintained by a DHEC facility maintenance staff located on site. Additionally, DHEC uses its maintenance staff to provide renovation services for program areas in the Sims/Aycock, Mills/Jarrett and DHEC-occupied county facilities when requested. Also included in the six (6) support facilities referenced above is a vehicle repair garage for maintaining a portion of DHEC's fleet of vehicles and also the grounds maintenance equipment in support of the State Park Campus.</p>
<p><b>3. What are your facility replacement and addition needs?</b></p> <p>During FY'02 and FY'03, DHEC was in conversation with the Budget and Control Board's Office of General Services relative to the construction of a new Central Office Facility to be located at the State Park Campus, off Farrow Road. The proposed facility would include three (3) buildings: two (2) designated for office space and one (1) a special purpose building with emergency generator and UPS System support. The cost was estimated at \$75 million in 2002/2003 with a 3-year design/bid/construction time. No further discussions have been held regarding this construction. Increased homeland security and public health preparedness demands have more than strained the present Hayne Laboratory facility to its maximum capacity. The high operating costs are a challenge to the Agency. Construction of a modern lab with increased capabilities is a serious need within two/four years. The Budget &amp; Control Board's Office of General Service has demolished a portion of the wooden structures, on the State Park campus, but the non-occupied brick buildings have not been scheduled for demolition. During FY'08, DHEC, working through the Budget &amp; Control Board's Office of General Services, completed a 5,000 sf facility for the storage, maintenance and distribution of the State's Public Health Emergency Pharmacy. This facility is set up to receive, store and maintain medications for emergency response to pandemic influenza and other serious disease outbreaks. This facility is Phase I of a proposed 4-Phase construction effort.</p>	<p><b>4. What is the theme of your five-year CPIP? How does it address these questions?</b></p> <p>DHEC continues to pursue the construction of a new office facility at the State Park campus where all central office staff can co-locate. This site would provide a one-stop point of service for our customer base. Some other advantages of co-locating include a reduction in agency infrastructure, centralization of services, and the tangible results of having all DHEC staff in one location for meetings, conferences, exchange of ideas, etc.</p>

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

AGENCY NUMBER:     J04          NAME:     SC Department of Health and Environmental Control    

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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)	1.00	0.00	0.00	0.00	0.00	1.00
<b>2. ESTIMATED COSTS AND PROPOSED FUND SOURCES</b>	275,000.00					275,000.00
0 Capital Improvement Bonds						
1 Departmental CIB						
2 Institution (Tuition) Bonds						
3 Revenue Bonds						
4 Excess Debt Service						
5 Capital Reserve Fund	275,000.00					275,000.00
6 Appropriated State						
7 Federal						
8 Athletic						
9 Other						
<b>TOTAL</b>	275,000.00					275,000.00

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

AGENCY NUMBER:   J04        NAME:   SC Department of Health and Environmental Control  

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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	DHEC State Park Multiple Flat Roof Replacement Project	275,000.00	Capital Reserve funds
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
<b>TOTAL</b>		275,000.00	

Agency Number: J04 Name: SC Department of Health and Environmental Control

PROJECT PROPOSED FOR PLAN YEAR (Check One):

1: 2015-16  2: 2016-17

1. Project Name: DHEC State Park Multiple Flat Roof Replacement Project

3. Project Type: Multiple Flat Roof Replacements 100 %

2. Project Priority: 1 of 1 in Plan Year

4. Facility Type: Office/Administration 100 %

**5. What is the project?**

This project is to replace the roof on 3 buildings located at the State Park campus. The 3 buildings all have built up roof assemblies ranging in age between 25 to 30 years old and all are in poor condition requiring constant maintenance. The total square footage of the 3 buildings being replaced is 19,635 sqft. This project will replace the existing roof with a new 3ply asphalt built up roof with granular surface modified bitumen cap sheet. The new roof will have code required thermal resistance for new roof insulation or R-19. The budget includes replacing any damaged or deteriorated wood roof deck and blocking. Existing ventilators will be removed. All associated sheet metal flashing for exhaust fans, roof hatch, parapet walls and new sheet metal coping cap included in the budget.

The total projected cost of this project is \$ 275,000.00.

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 Feet
3. <u>20,000.00</u>	Professional Services Fees	Information Technology	\$ _____	
4. _____	Equipment and/or Materials			
5. _____	Site Development			
6. _____	New Construction	Floor Space:	_____	Gross Square Feet
7. _____	Renovations - Building Interior	Floor Space:	_____	Gross Square Feet
8. _____	Renovations - Utilities			
9. <u>200,000.00</u>	Roofing <u>25-30 years</u> 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. <u>35,000.00</u>	Other			
18. <u>20,000.00</u>	Contingency			
	<u>\$ 275,000.00</u>	<b>TOTAL PROJECT BUDGET</b>		

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

The roofs are all past their designed life expectancy ranging in age between 25 to 30 years old. Maintenance and repairs are increasing, patching leaks and repairing water damage is costing too much time and money.

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

Replacing the roof is the only option before any structural damage is caused to the building from the water leaks..

**9. Proposed Source of Funds**

0. _____	Capital Improvement Bonds	
1. _____	Departmental CIB	
2. _____	Institution (Tuition) Bonds	
3. _____	Revenue Bonds	
4. _____	Excess Debt Service* ( )	
5. <u>275,000.00</u>	Capital Reserve Fund	
6. _____	Appropriated State	
7. _____	Federal	
8. _____	Athletic	
9. _____	Other* ( )	
	<u>\$ 275,000.00</u>	<b>TOTAL</b>

\* Specify Type

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

A. Estimated Start Date:	<u>August 2015</u>
B. Estimated Completion Date:	<u>November 2015</u>
C. Estimated Total Expenditures	
(1) In 2015-2016 Year	\$ <u>275,000.00</u>
(2) After 2015-2016 Year	\$ _____
(3) Total Project Cost	\$ <u>275,000.00</u>



# Attachment #1

## FY 2016 - DHEC State Park Multiple Flat Roof Replacement Project

Per a 10/08/14 roof report by Floyd Abrahams Company (FAC) commissioned by DHEC to inspect all the building roofs that DHEC occupies the following was determined.

Building 20: FAC recommends complete removal and replacement of existing built up roof assemblies to roof deck with new three ply asphalt built-up roof with granular surface modified bitumen cap sheet. New built-up roof assembly comprises of code required thermal resistance for new roof insulation or R-19. Budget includes costs for replacement of damaged or deteriorated roof deck and wood blocking. Existing gravity ventilators will be removed. All associated sheet metal flashing for roof curbs, parapet walls and new sheet metal coping cap included in budget. New perimeter sheet metal gutter and downspouts (color to be selected by Owner) included in budget. Budget prepared does not include replacement of skylights for Quality Training Center portion of building, but does include flashing of skylight curbs.  
Budget for Roof Replacement \$ 64,200.00

Building 23: FAC recommends complete removal and replacement of existing built up and shingle canopy roof assemblies to roof deck with new three ply asphalt built-up roof with granular surface modified bitumen cap sheet. New built-up roof assembly comprises of code required thermal resistance for new roof insulation or R-19. Budget includes costs for replacement of damaged or deteriorated wood roof deck and wood blocking. Existing gravity ventilators will be removed. All associated sheet metal flashing for gas vents, parapet walls and new sheet metal coping cap included in budget. New perimeter sheet metal gutter and downspouts (color to be selected by Owner) included in budget. Budget prepared does not include replacement of shingle roof over porch entrance. Roof replacement of East canopy shingle roofs included in budget.  
Budget for Roof Replacement \$ 65,000.00\*

\* To change roof insulation to R-11 deduct \$2,000.00

Building 5: FAC recommends complete removal and replacement of existing built up and shingle roof assemblies to roof deck with new three ply asphalt built-up roof with granular surface modified bitumen cap sheet. New built-up roof assembly comprises of code required thermal resistance for new roof insulation or R-19. Budget includes costs for replacement of damaged or deteriorated wood roof deck and wood blocking. Existing ventilators will be removed. All associated sheet metal flashing for exhaust fans, roof hatch, parapet walls and new sheet metal coping cap included in budget. Roof replacement budget includes roof replacement of three former radiology suites additions and connecting roof to former radiology suites.  
Budget for Roof Replacement \$ 58,000.00