

2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP): COVER SHEET

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AGENCY NUMBER: H59 NAME: Horry-Georgetown 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: *Harold Hawley*
 Typed Name: Harold Hawley
 Title: VP Business Affairs, CFO
 Date: 2/11/15

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: *Neyle Wilson* Signature
 Neyle Wilson - President
 Typed Name and Title

Chief Financial Officer: *Harold Hawley* Signature
 Harold Hawley - VP of Business Affairs
 Typed Name and Title

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

Name: Harold Hawley Phone: (843) 349-5279
 Name: Neyle Wilson Phone: (843) 349-5201

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. _____
- 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: Horry-Georgetown Technical College

1. What is the condition and adequacy of your existing facilities? Demand trends? What is the total amount of your agency's maintenance needs?

Over the past 10 years, HGTC is the fastest growing technical college in South Carolina, and is renovating and expanding existing facilities to accommodate enrollment growth and industry training needs. Most of the buildings on our campuses were built in the 1970's, or before, are not conducive to modern instructional techniques and are in need of weatherization and energy efficiency improvements. The design of the facilities, single-story flat roof structures closely situated to one another, precludes further expansion. Our 5-year maintenance needs are estimated to be approximately \$5,000,000 based on historical data. The College maintains a reserve to cover its projected 5-year maintenance needs.

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?

Each year the College makes projections of our annual maintenance needs based on projected useful lives of equipment and facilities, historical maintenance records, and manufacturer warranties, etc. Funds are set aside to cover the projected cost of those maintenance needs for the year, regardless of whether the work is actually performed. The College has no "set account" for such maintenance needs, but currently maintains a balance of approximately \$5,000,000 in "other funds" to cover specific maintenance needs. These funds are dedicated/committed for specific projects.

3. What are your facility replacement and addition needs?

- HGTC's facility replacement and addition needs include the following:
- Advanced Manufacturing Center – Conway Campus
 - Acquisition of Fire Station – Expansion of Maintenance/Storage Facilities
 - Advanced Manufacturing Center – Georgetown Campus
 - Renovation of Existing Industrial Wing – Conway Campus
 - General Purpose Classroom – Conway Campus
 - General Purpose Classroom – Grand Strand Campus

4. What is the theme of your five-year CPIP? How does it address these questions?

The "theme" of our 5-year plan is to upgrade existing and construct new facilities to meet increasing enrollment requirements and industry training demands, and to ensure that instructional space is reflective of modern instructional techniques and trends.

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

AGENCY NUMBER: H59 NAME: Horry-Georgetown Technical College

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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
1. NUMBER OF PROPOSED PROJECTS (from Forms C2)	1.00	1.00	1.00	1.00		4
2. ESTIMATED COSTS AND PROPOSED FUND SOURCES						
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		1,600,000.00	20,000,000.00	20,000,000.00		41,600,000.00
7 Federal						
8 Athletic						
9 Other - College Funds, Penny Tax, Foundation, Private Funds	7,850,000.00	400,000.00	5,000,000.00	5,000,000.00		18,250,000.00
TOTAL	7,850,000.00	2,000,000.00	25,000,000.00	25,000,000.00		59,850,000.00

2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)

AGENCY NUMBER: H59

NAME: Horry-Georgetown Technical College

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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	Advanced Manufacturing Center - Georgetown	7,850,000.00	Local Funds
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
TOTAL		7,850,000.00	

2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)

Agency Number: H59 Name: Horry-Georgetown Technical College

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

1. Project Name: Advanced Manufacturing Center - Georgetown

3. Project Type: New Construction 100

2. Project Priority: 1 of 1 in Plan Year

4. Facility Type: Academic / Instruction 95
Faculty Offices and Student Lounge 5

5. What is the project?

Construct a new Advanced Manufacturing Center on the Georgetown campus. The facility will be approximately 27,000 square feet and will include programs in Welding and Machine Tool technology.

The total projected cost of this project is \$ 7,850,000.00.

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>550,000.00</u>	Professional Services Fees			
4. <u>2,200,000.00</u>	Equipment and/or Materials	Information Technology	\$ _____	
5. <u>540,000.00</u>	Site Development			
6. <u>4,360,000.00</u>	New Construction	Floor Space:	<u>27,000</u>	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. <u>200,000.00</u>	Contingency			
	\$ <u>7,850,000.00</u> TOTAL PROJECT BUDGET			

6. Why is the project needed?

Demands from local employers require additional training space for the college's Welding and Machine Tool programs. The college is at capacity and has no additional space to grow these programs. The new facility will include space to expand existing programs and to accomodate new programs such as Robotics and Mchatronics.

7. What alternatives to this project were considered?

The college considered leasing local industrial space, but few, if any spaces were available to meet our space/budget requirements. There are no other buildings on any of our campuses that are available or that could be cost effectively converted into an Advanced Manufacturing Center.

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	\$	<u>4,710,000.00</u>
7. _____	Federal		(2) After 2015-2016 Year
8. _____	Athletic	\$	<u>3,140,000.00</u>
9. <u>7,850,000.00</u>	Other* - Local Funds		(3) Total Project Cost
	\$ <u>7,850,000.00</u> TOTAL	\$	<u>7,850,000.00</u>

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

A. Estimated Start Date:	<u>October 2015</u>
B. Estimated Completion Date:	<u>December 2016</u>
C. Estimated Total Expenditure	
(1) In 2015-2016 Year	
(2) After 2015-2016 Year	
(3) Total Project Cost	<u>7,850,000.00</u>

* Specify Type

2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)

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

1. AGENCY
Code H59 Name Horry-Georgetown Technical College

2. PROJECT
No. 1 Name Advanced Manufacturing Center - Georgetown

PROJECT PROPOSED FOR PLAN YEAR (Check One): 1: 2015-16 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)	\$85,000.00			\$ 85,000.00
2)	\$85,000.00			\$ 85,000.00
3)	\$85,000.00			\$ 85,000.00

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.

COST FACTORS	AMOUNT
1. Utilities	75,000.00
2. Custodial	10,000.00
3.	
4.	
5.	
6.	
7.	
8.	
TOTAL	85,000.00

8. If personal services costs or savings are reported in 7 above, please indicate additional positions required or positions saved. 1 (required)

9. Submitted By:

Signature of Authorized Official and Title

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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	Renovation of Industrial Wing - Conway	2,000,000.00	Appropriated State; Local Funds
2			
3			
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11			
12			
13			
14			
15			
TOTAL		2,000,000.00	

2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)

Agency Number: H59 Name: Horry-Georgetown Technical College

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

1. Project Name: Renovation of Industrial Wing - Conway

3. Project Type: Renovation 100

2. Project Priority: 1 of 2 in Plan Year

4. Facility Type: Academic / Instruction 95
Faculty Office 5

5. What is the project?

This project is to renovate the industrial wing on the Conway campus to accommodate general instructional programs and to have the capacity to accommodate other non-industrial academic programs.

The total projected cost of this project is \$ 2,000,000.00.

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>50,000.00</u>	Professional Services Fees			
4. <u>150,000.00</u>	Equipment and/or Materials	Information Technology	\$ _____	
5. _____	Site Development			
6. _____	New Construction	Floor Space:	_____	Gross Square Fe
7. <u>1,500,000.00</u>	Renovations - Building Interior	Floor Space:	<u>20,000</u>	Gross Square Fe
8. <u>200,000.00</u>	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. <u>100,000.00</u>	Contingency			
	<u>\$ 2,000,000.00</u>	TOTAL PROJECT BUDGET		

6. Why is the project needed?

To provide for additional general purpose instructional space to accommodate enrollment growth. The existing space is dedicated to industrial trades and not conducive to other/multiple purpose academic applications.

7. What alternatives to this project were considered?

The college considered new construction but renovating existing space was a more cost effective approach.

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>1,600,000.00</u>	Appropriated State	\$ _____	
7. _____	Federal		
8. _____	Athletic	\$ _____	
9. <u>400,000.00</u>	Other* - Local Funds, College Funds, Penny Tax		
	<u>\$ 2,000,000.00</u>	TOTAL	Foundation and Private Funds
			* Specify Type

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 _____

2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)

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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	General Purpose Classroom Building - Conway	25,000,000.00	Appropriated State; Local Funds
2			
3			
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11			
12			
13			
14			
15			
TOTAL		25,000,000.00	

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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	General Purpose Classroom Building - Grand Strand	25,000,000.00	Appropriated State; Local Funds
2			
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14			
15			
TOTAL		25,000,000.00	

2015 COMPREHENSIVE PERMANENT IMPROVEMENT PLAN (CPIP)

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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 checked="" type="checkbox"/>
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PRIORITY NUMBER	PROJECT NAME	ESTIMATED COST	PROPOSED SOURCE(S) OF FUNDS
1	No projects proposed at this time for 2019 - 2020	0.00	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
TOTAL		0.00	