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REPORT

of the

DIVISION OF GENERAL SERVICES

STATE BUDGET AND CONTROL BOARD

to the

General Assembly of South Carolina

For the Period Ending June 30, 1975

FURMAN E. McEACHERN, JR., Director

Printed Under the Direction of the State Budget and Control Board

REPORT

of the

DIVISION OF GENERAL SERVICES

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STATE BUDGET AND CONTROL BOARD
1974-1975

John C. West, *Governor, Chairman*

James B. Edwards, *Governor, Chairman*

Grady L. Patterson, Jr., *State Treasurer*

Henry Mills, *Comptroller General*

Rembert C. Dennis, *Chairman, Senate Finance Committee*

R. J. Aycock, *Chairman, House Ways and Means Committee*

F. J. LeaMond, *Chairman, House Ways and Means Committee*

Columbia, S. C., Sept. 1, 1975

To the General Assembly of the State of South Carolina:

In accord with the several laws on this subject, the report of the Division of General Services for the fiscal year beginning July 1, 1974, is transmitted herewith to your honorable body.

The books, accounts, vouchers, cash balances, securities and total assets of all funds handled by this Division of the State Budget and Control Board have been thoroughly audited by the State Auditor's Office for the period July 1, 1974, to June 30, 1975.

Respectfully submitted,

STATE BUDGET AND CONTROL BOARD

John C. West, *Governor, Chairman*

James B. Edwards, *Governor, Chairman*

Grady L. Patterson, Jr., *State Treasurer*

Henry Mills, *Comptroller General*

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HISTORY OF THE DIVISION

The rapid growth in size and complexity of state government during the 1960's created an urgent need for additional office space and equipment. It became evident that a reorganization of various departments could increase efficiency and better utilize existing facilities. In a move initiated by the Governor and the Budget and Control Board, the General Assembly included in the Appropriations Act of 1964-65 authority for the Board to combine several of its existing departments into a single unit to be known as the "Division of General Services." Combined into the new Division were the following: The Division of Sinking Funds and Property, the Division of Office Supplies and Printing, the Division of Purchasing, and a new division called Departmental Services. In addition, the new General Services Division was authorized to expand the purchasing function, to provide for the management of state-owned automobiles, and to develop a system of records management which would relieve state agencies of the necessity of using valuable office space for storage of non-current records.

The Director of the Division of Sinking Funds and Property, Walter Brown, was appointed Director of the new division. Soon afterward, Mr. Brown was succeeded by Furman E. McEachern, Jr., the present Director. Since its formation the Division has provided an increasing number of services to state government. A Centrex telephone system and a data processing unit, both of which had been in formative stages, became vital parts of the Division. The Agency for Surplus Property was removed from the Purchasing Division. The state Printing Section, with a full-time administrator, was separated from the Office Supplies Section which in turn was combined with a newly-created Motor Pool. The Lands and Legal Division has since been added, and the State Fire Marshal and LP Gas Inspection services have been transferred from the Insurance Department to this Division.

One of the major activities of the Division of General Services is the construction, operation and maintenance of state-owned office buildings. In 1964 the Division of General Services moved into the Arthur Middleton Building, formerly the regional offices of the Esso Standard Oil Company, and during the summer and fall of 1965 the $3½ million Rutledge Office Building was occupied, as was the $2½ million Sims building. The years since 1964 have seen the continued growth of administrative functions of state government, and has necessitated continued expansion of office space. During these years plans have been developed and implemented for extensive construction in the Capitol Complex, and for a redesign of the Capitol landscaping. Renovation of a part of the State House allowed the Governor's office to return from the Wade Hampton Office Building to larger quarters there. In addition,

five new offices were completed under the State House portico. During fiscal 1970-71, the following projects were completed:

Renovation of the old Post Office for use by the Supreme Court of South Carolina
An addition to the Archives Building
The Energy Facility and tunnel
Renovation of the R. L. Bryan building, renamed the Sumter Office Building
Construction of the State Library
Construction of the Crippled Children's Clinic
Construction of a sewage disposal plant at State Park
Remodeling of a part of the State House

During the year 1971-72, work was continued on the underground parking garage which serves the Capitol Complex; and work was completed on the Surplus Property Office and Metrology Laboratory for the Department of Agriculture. Also in 1971-72, work was begun on the Edgar A. Brown Office Building, the central office building of the new construction in the Complex. In addition, work was started on the Argiculture Laboratory, the Criminal Justice Building, and an addition to the Sims Building.

The 1972-73 fiscal year saw completion of these buildings as well as the Main Street and Senate Street wings of the Parking Facility. The Edgar A. Brown Building is presently occupied by The Division of Administration of the Governor's Office, the Arts Commission, Alcoholic Beverage Control Commission, Personnel Division, the Department of Parks, Recreation and Tourism, the Tax Commission, and the Department of Veterans' Affairs.

During 1973-74, plans for two new office buildings in the Capitol Complex were completed. By action of the General Assembly these two buildings were named in honor of The Honorable Solomon Blatt, Speaker Emeritus of the House of Representatives, and for The Honorable L. Marion Gressette, President Pro Tempore of the Senate. Demolition of the Heyward, Lynch and Centrex Buildings was completed in preparation for their construction. Renovation and landscaping of the State House podium was completed and the pedestrian plaza enclosed by the complex was officially named Richardson Square to honor General Richard Richardson, Revolutionary War hero, whose name was formerly borne by the present Main Street. In the North Complex area, a new building was completed and named the R. J. Aycock Building, honoring the former Chairman of the House Ways and Means Committee. It is now occupied by the Department of Health and Environmental Control and temporarily by the Children's Bureau.

Renovations on the sixth floor of the Wade Hampton Building allowed this space to be occupied by the State Development Board.

During the 1974-75 fiscal year, additions and renovations were completed to the Farmer Building at the State Park Health Center. The North Complex Tower was completed with occupancy by the Department of Social Services scheduled for July 1, 1975. Work was continued on a facility for the Development Board's Division of Geology.

In the Capitol Complex, construction was started on the Blatt and Gressette buildings, and a substantial renovation project was begun in the sub-basement of the State House to provide additional office space there. Also in the State House, a complete renovation of the air conditioning system was undertaken.

A warehouse on Laurel Street, formerly occupied by the Thomas and Howard Company, was acquired and has been adapted for the use of the Office Supply Unit of the Division of General Services as well as for the Food Purchasing Facility. Finally, plans were completed for a new office building for the Employment Security Commission and construction was begun.

During the 1973-74 fiscal year, the Division was reorganized to provide a more efficient operation and clearer lines of authority and responsibility. The accompanying chart shows the new organizational plan.

The services provided to agencies of the state government and to the people of South Carolina continue to increase in number and scope. From a mere $5-6 thousand volume in 1964, the Office Supplies Section now provides nearly $400 thousand worth of material a year to state agencies. The Insurance Section administers over $2 billion insurance on public buildings. During the past two years, liability insurance covering medical employees of the state, and also tort liability insurance covering all state employees have been added. The Centrex telephone system provides service to 109 state agencies and the system grows daily. The Computer Center provides a wide range of services to 29 other state agencies, plus 7 sections of the Division of General Services. In 1974-75 purchases totaling approximately $60 million were processed by the Purchasing Office and a new section was added to purchase food for state facilities that require it. Printing contracts valued at nearly $2 million were handled by the Printing Office. And in the Surplus Property Agency, property with an original cost of almost $15 million was transferred to eligible donees from the Federal Government. Other agency services, the Inspection services, and the Engineering and Administrative services have grown proportionately, and the Division employs a wide variety of skilled personnel to provide them. The staff of the Division now numbers 460.

The Division of General Services is unique among state agencies in that its function is to provide a variety of services to the state government itself. As the needs and responsibilities of government increase, the Division will continue to provide such services as may be required to promote efficient and effective operations.

ORGANIZATION OF THE DIVISION OF GENERAL SERVICES

The Division is divided into five functional areas, all under the direction of Furman E. McEachern, Jr., who supervises the entire Division including the management of the investments of the State Sinking Funds. Operations of these five sections during 1974-75 are described in detail elsewhere in this report.

(1) **Administrative Services:** James M. Simpson, Jr.

Provides all bookkeeping, payroll and personnel record keeping for the Division.

(2) **State Insurance:** Paul V. Hawkins

Insures all state, county and school district buildings, and municipally-owned buildings where requested. The section provides fire and extended coverage insurance, as well as coverage for explosions, sprinkler leakage, vandalism and malicious mischief. Also available is the difference in conditions contract which provides coverage against the hazards of earthquake, flood, collapse, subsidence, subsonic boom, tidal wave and water damage. During 1973 this section was authorized to issue Hospital Professional Liability coverage for state employees, and in 1974, to provide tort liability coverage for employees of the state government and all its political subdivisions.

(3) **Agency Services:** John R. Turnbull, **Assistant Director**

Provides a variety of services to the state government, including the Computer Center, Central State Purchasing, the Food Facility Program, State Printing, Central Supply, Motor Pool, and Surplus Property Sections.

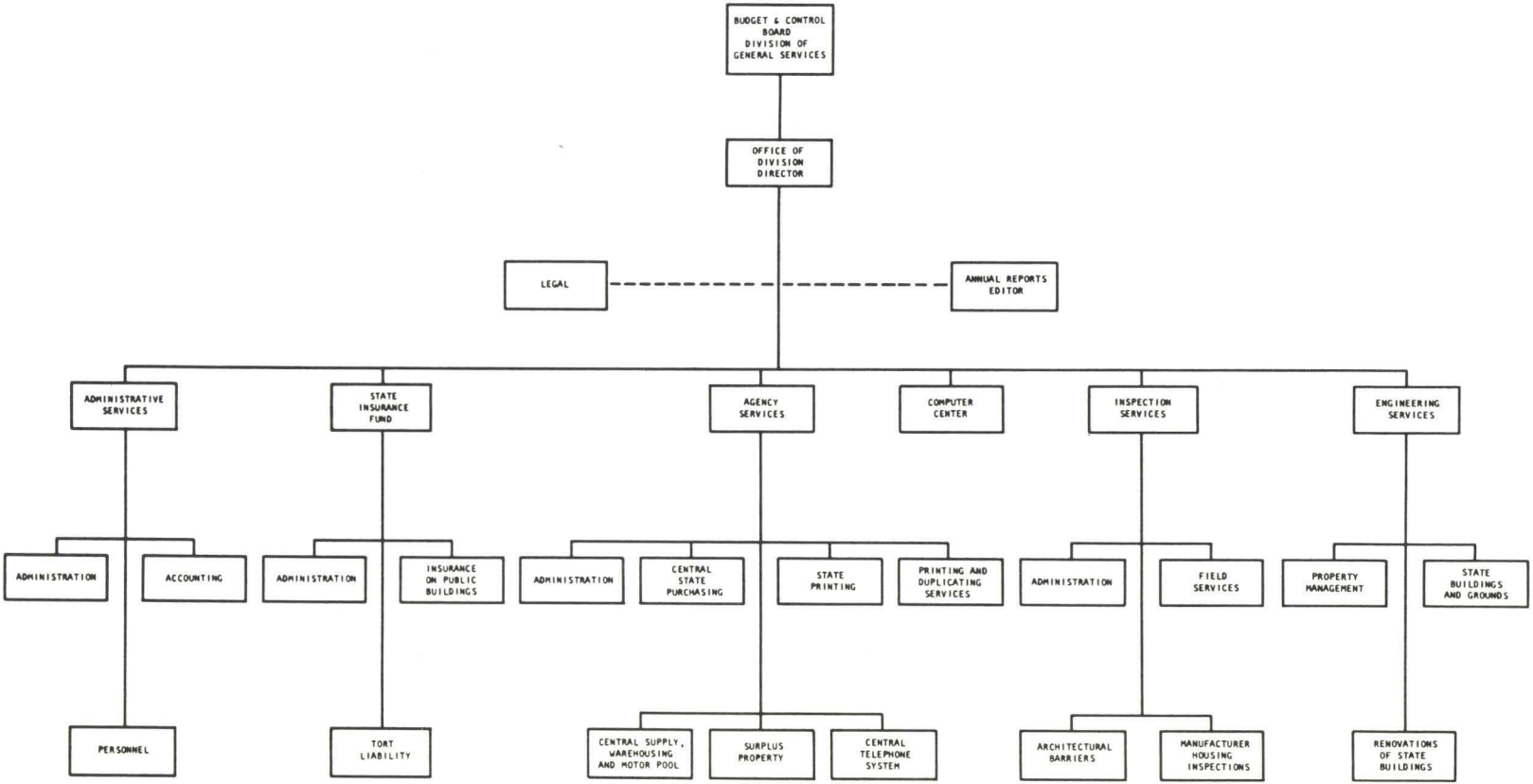
(4) **Inspection Services:** M. B. Robinson, **Assistant Director**

The Inspection Services section coordinates inspection services in all areas and provides coverage to the entire state. Many inspections are related to one another. These include inspections made by the State Fire Marshal, the LP Gas and Anhydrous Ammonia Division, and the State Building Insurance Section.

(5) **Engineering Services:** Rudisill D. Counts, **Assistant Director**

This section has the responsibility for the construction, acquisition, and renovation of state-owned buildings as well as the management of building space of state agencies in the Capitol Complex area. This space may be either state-owned or rented from commercial sources. Also, the Buildings and Grounds section is responsible for the normal day-to-day operation, maintenance, and landscaping of all buildings and grounds in the Capitol Complex as well as the operation of the parking facility. In recent months, the Central Telephone System has been transferred to the Engineering Services section.

In addition to the above five functional sections of the Division, two staff positions are shown on the organization chart. The Lands and Legal section provides legal advice to the Director and other personnel in the Division as required. An additional responsibility is the establishment of an inventory of all property owned by the state. The Annual Reports Editor is responsible for editing and coordinating annual reports from all state agencies, and also for any additional editorial, graphic, research, or public relations activities of the Division.


BUDGET & CONTROL BOARD DIVISION OF GENERAL SERVICES
OFFICE OF DIVISION DIRECTOR
LEGAL
ANNUAL REPORTS EDITOR
ADMINISTRATIVE SERVICES
STATE INSURANCE FUND
AGENCY SERVICES
COMPUTER CENTER
INSPECTION SERVICES
ENGINEERING SERVICES
ADMINISTRATION
ACCOUNTING
ADMINISTRATION
INSURANCE ON PUBLIC BUILDINGS
ADMINISTRATION
CENTRAL STATE PURCHASING
STATE PRINTING
PRINTING AND DUPLICATING SERVICES
ADMINISTRATION
FIELD SERVICES
PROPERTY MANAGEMENT
STATE BUILDINGS AND GROUNDS
PERSONNEL
TORT LIABILITY
CENTRAL SUPPLY, WAREHOUSING AND MOTOR POOL
SURPLUS PROPERTY
CENTRAL TELEPHONE SYSTEM
ARCHITECTURAL BARRIERS
MANUFACTURER HOUSING INSPECTIONS
RENOVATIONS OF STATE BUILDINGS

ADMINISTRATIVE SERVICES

Administrative Services of the Division of General Services has responsibility for Accounting, Budgeting, Fiscal and Personnel Management programs and activities for the Division. Accounting and Fiscal responsibilities include the maintenance and control of all financial records and reports including the payment of all expenditures, the accounting of all receivables, payroll administration and permanent improvement debt service. An operating budget that was less than two million dollars July 1, 1966 has increased more than 5 times to the amount exceeding ten million dollars at the close of the 1974-1975 fiscal year.

During the fiscal year 1974-75, 16,045 invoices, 16,770 receipts and 6,174 vouchers were processed by the Accounting Section. Total funds processed by this department amounted to $23,700,000.

In fiscal year 1974-75 a new computerized accounting system for accounts payable was initiated with implementation scheduled for fiscal year 1975-76.

Personnel responsibilities include position classification and compensation, recruitment, employee training, employee relations and personnel records maintenance. This section also has administrative responsibilities in the area of merit system administration, employee benefits and insurance programs and EEOC compliance. During fiscal year 1974-75, the development of a comprehensive personnel management system was initiated to provide personnel management reports necessary to this division's overall operations.

Statement No. 1

ADMINISTRATIVE SERVICES
1974-75

	Budget Function	State Appropriation	Total Funds	No. of Employees
I.	Office of the Division Director			
	A. Administration	$ 332,988	$ 332,988	4
	B. Lands and Legal	29,934	29,934	2
	C. Annual Reports Editor	18,961	18,961	1
II.	Administrative Services			
	A. Accounting and Personnel	135,691	156,905	14
III.	State Insurance			
	A. Insurance of Public Buildings[1]	91,251	91,251	7
IV.	Agency Services			
	A. Administration	42,500	42,500	
	B. Central State Purchasing	259,888	259,888	22
	C. State Printing	882,487	882,487	3
	D. Printing and Duplicating Services		33,434	3
	E. Central Supply, Warehousing and Motor Pool	123,273	537,480	10

F. Surplus Property[1]	272,811	272,811	30
G. Central Telephone System		2,321,781	9
V. Computer Center	933,282	1,416,902	51
VI. Inspection Services			
A. Administration	140,260	140,580	7
B. Field Services	351,810	354,516	27
VII. Engineering Services			
A. Property Management	36,848	88,505	6
B. Buildings and Grounds	945,907	2,917,129	276
C. Renovations of State Buildings	257,000	617,750	
TOTAL	$4,854,891	$10,515,802	472
Activities not reflected in above:			
State Sinking Funds-Investment Income:			
Insurance Sinking Fund		$ 2,308,841	
Funded Debt Sinking Fund		5,017	
Ordinary Sinking Fund		4,745	
Insurance Premiums		3,901,283	
Sale of Office Supplies		296,376	
Sale of State Owned Property		377,391	
Charges to Agencies for Handling Surplus Property		216,638	
Ordinary Sinking Fund:			
Sale of Land and Property		42,915	
Rents, Royalties, Commissions and Sales		6,613	
Food Supply Revolving Fund		80,660	
Construction Programs		5,809,022	
Parking Fees—Capitol Complex[2]		99,400	
Mobile Home Fees[2]		1,555	
Liquid Petroleum Gas Fees[2]		41,824	
GRAND TOTAL	$4,854,891	$23,708,082	472

[1]The Appropriated funds for these accounts are paid back to the General Fund from revenue sources.
[2]Fees in the amount of $142,779 were collected and deposited in the General Fund.

ORDINARY SINKING FUND

This fund is derived from the rental and sale of public lands and chattels and is applicable to the payment of any of the existing bonded indebtedness of the state at the discretion of the State Budget and Control Board.

Increase in Fund Balance to this fund for the fiscal year ending June 30, 1975, amounted to $54,235.21.

As shown below the fund balance amount to $523,262.46.

Statement No. 2

ORDINARY SINKING FUND
Account Balance
June 30, 1975

Assets

Cash on Deposit—State Treasurer	$113,702.46
Notes Receivable	409,560.00
Total Assets	$523,262.46

Liabilities and Fund Balance

Liabilities	$ .00
Fund Balance July 1, 1974	469,027.19
Net Income	54,235.21
Fund Balance June 30, 1975	523,262.40
Total Liabilities and Fund Balance	$523,262.40

Statement No. 3

ORDINARY SINKING FUND
Statement of Income and Expenditures
July 1, 1974 to June 30, 1975

Income

Investments	$ 4,745.50
Sale of State Property	115.50
Telephone Commissions	393.41
Sale of State Land	42,800.00
Rents and Royalties	6,219.80
Total Income	$54,274.21

Expenditures

Insurance Fees	$ 39.00
Total Expenses	$ 39.00
Net Income	$54,235.21

FUNDED DEBT SINKING FUND

During 1968-69 all identifiable liabilities of the fund were paid in full. The amount outstanding $2,126.14 (Principal and Interest), represents teachers' notes which were issued during the Depression years and remain unpaid at this time.

Statement No. 4

FUNDED DEBT SINKING FUND
Account Balance
June 30, 1975

Assets

Cash on Deposit—State Treasurer	$167,987.30
Notes Receivable	.00
Total Assets	$167,987.30

Liabilities and Fund Balance

Interest Payable	$ 135.14
Notes Payable	1,991.00
Total Liabilities	$ 2,126.14
Fund Balance July 1, 1974	160,844.12
Net Income	5,017.04
Fund Balance June 30, 1975	165,861.16
Total Liabilities and Fund Balance	$167,987.30

Statement No. 5

FUNDED DEBT SINKING FUND
Statement of Income and Expenditures
July 1, 1974 to June 30, 1975

Income

Investment	$5,017.04
Total Income	$5,017.04

Statement No. 6

FUNDED DEBT SINKING FUND
Schedule of Bonds and Interest Outstanding
June 30, 1974

	Principal	Interest	Total
Teachers' Notes	$1,991.00	$135.14	$2,126.14
Total	$1,991.00	$135.14	$2,126.14

INSURANCE SINKING FUND

The Insurance Fund provides fire, extended coverage, boiler loss, sprinkler leakage, vandalism and malicious mischief insurance on all state, county and public school buildings and contents. This same coverage is available to "incorporated municipalities." In addition, the Fund issues a difference in conditions endorsement that provides coverage against earthquake, flood, collapse, subsidence, sonic boom, tidal wave and water damage.

Act 371 was amended in July, 1974 to give the Fund authority to issue tort liability coverage on employees of the state government and of all political subdivisions. This has been implemented and reinsured with Michigan Mutual Liability Insurance Company. This reinsurance provides first dollar coverage and no liability remains with the Fund. A Professional Liability policy which covers employees of medical institutions operated by the state and its political subdivisions is underwritten by the Insurance Fund.

Fire and extended coverage insurance in force exceeds $2 billion. The annual growth of the Fund has resulted mainly from reevaluation by repair and replacement rather than actual cash value. Reinsurance is provided by contract with Michigan Mutual and was extended on January 1, 1975 for five years; the extension having been approved by the Budget and Control Board on December 12, 1974. This guaranteed 5-year contract has reduced the payable loss per occurrence from $250,000.00 to $175,000.00. By using the repair and replacement form as part of the Difference in Conditions contract the limit of loss per building was raised to $10 million and any deduction on the D.I.C. policy was eliminated.

The 3-year boiler contract was rebid July 1, 1974 and Kemper Insurance was the low bidder. A substantial decrease in premium was realized, and the policy was changed from ACV to repair and replacement on all boilers and machinery. This coverage is provided without cost as a supplement to the fire and extended coverage policies, and is the Department's effort to supply more coverage without additional premiums.

Engineering and inspection services are provided by both of our reinsurers. This important part of the contracts has contributed to the Department's loss prevention program, and has resulted in a very favorable claims loss ratio.

The Insurance Department is now compiling specifications which will allow it to provide liability coverage for the vehicle fleet of state and political subdivisions. Under this plan, the premiums being paid on small lot or individual policies can be drastically reduced. This coverage will become available during this current fiscal year.

Statement No. 7

INSURANCE SINKING FUND
Account Balance
June 30, 1975

ASSETS

Cash on Deposit — State Treasurer	$33,910,546.55
Accounts Receivable — Premiums	189,469.29
Accounts Receivable Premiums — Tort Liability	3,104.00
Notes Receivable — State of South Carolina	4,311,892.07
Notes Receivable — Capitol Improvement Bldg. Proceeds	5,563,513.58
Notes Receivable	1,086,259.12
Prepaid Insurance	259,994.70
Total Income	$45,324,779.31

LIABILITIES AND FUND BALANCE

Operating Expense Accounts Payable	$ 1,016.64
Fire Losses Payable	388,855.79
Extended Coverage Losses Payable	171,719.18
Reinsurance Premiums Payable	29,078.09
Boiler Premiums Refunded Due	16,230.16
Deferred Premium Income	1,639,522.40
Deferred Premium Income — Hospital Professional Liability	37,328.11
Total Liabilities	$ 2,283,750.37
Fund Balance July 1, 1974	$38,929,373.06
Add: Net Operating Income	$ 4,111,655.88
Total Liabilities and Fund Balance	$45,324,779.31

Statement No. 8

INSURANCE SINKING FUND
Statement of Income and Expenditures
July 1, 1974 to June 30, 1975

INCOME

Insurance Premium Income	$3,527,311.08
Insurance Premium Income — Hospital Professional Liability	67,605.00
Investment Income	2,308,841.12
Interest on Notes	424,021.58
Total Income	$6,327,778.78

EXPENDITURES

Fire Losses (Includes Recoveries)		$1,001,526.71
Extended Coverage Losses (Includes Recoveries)		337,003.47
Difference in Conditions Losses		11,602.57
Hospital Professional Liability Losses		275.00
Reinsurance Premiums:		
Fire and Extended Coverage	$401,325.07	
Difference in Condition	246,363.09	
Boiler Coverage	96,951.00	744,639.16
Appropriation for Administration		107,640.00
Other Expense		13,435.99
Total Expenditures		$2,216,122.90
Net Operating Income		$4,111,655.88

Statement No. 9

INSURANCE IN EFFECT JUNE 30, 1975

FIRE AND EXTENDED COVERAGE

STATE PROPERTY

Adjutant General Department	$ 12,261,673.00
Advisory Council on Vocational & Technical Education	6,500.00
Aeronautics Commission	447,772.00
Agricultural Marketing Commission	1,174,873.00
Agriculture Department	65,500.00
Attorney General Department	7,500.00
Bank Control Board	7,500.00
Barber Examiners Board	6,000.00
Blind Commission	2,852,485.00
Citadel, The	24,832,626.00
Clark Hill Authority	5,500.00
Clemson University	124,210,221.00
College of Charleston	23,641,200.00
Commission on Alcohol & Drug Abuse	55,529.00
Consumer Affairs Department	20,000.00
Corrections Department	20,569,015.00
Deaf & Blind School	8,086,534.00
Education Department	28,528,773.00
Educational Television Network	3,565,296.00
Election Commission, State	20,000.00
Employment Security Commission	1,192,499.00
Engineering Examiners Board	5,000.00
Examiners, State Board of, for Nursing Home Administrators	2,000.00
Forestry Commission	3,007,801.00
Francis Marion College	14,190,546.00
General Services Division	49,545,756.00
Governor's Office	1,700,000.00
Health & Environmental Control	832,600.00
Health Center, State Park	13,433,500.00
Highway Department	10,535,200.00
Housing Authority, State	20,000.00
Insurance Department	175,000.00
John De La Howe School	4,964,000.00
Labor Department	109,731.00
Land Resources Conservation Commission	138,000.00
Lander College	8,370,400.00
Law Enforcement Division	5,323,500.00
Library, State	25,000.00
Medical University of South Carolina	60,758,344.00
Mental Health Department	55,290,729.00
Mental Retardation Department	29,916,836.00
Museum Commission, State	10,000.00
Opportunity School, S. C.	3,203,544.00
Parks, Recreation & Tourism Department	20,656,757.00
Patriot's Point Development Authority	1,632,000.00
Ports Authority, S. C. State	35,792,077.00
Probation, Parole & Pardon Board	35,000.00
Public Railways Commission	81,837.00
Public Service Commission	120,000.00
Residential Home Builders Commission	36,000.00
Retirement System	200,000.00

Social Services, Department of	805,045.00
South Carolina State College	27,563,061.00
Secretary of State	6,572.00
Tax Commission	60,000.00
Technical & Comprehensive Education, State Board for	9,535,218.00
University of South Carolina	169,819,856.00
Vocational Rehabilitation Department	1,946,218.00
Water Resources Commission	64,500.00
Wildlife & Marine Resources Department	5,872,546.00
Winthrop College	22,870,000.00
Youth Services, Department of	13,358,249.00
TOTAL FIRE & EXTENDED COVERAGE INSURANCE IN EFFECT—STATE PROPERTY—74/75	$823,569,419.00

Statement No. 10

INSURANCE IN EFFECT JUNE 30, 1975

FIRE AND EXTENDED COVERAGE

COUNTY PROPERTY

Abbeville	$ 675,750.00
Aiken	12,029,973.00
Allendale	1,815,692.00
Anderson	8,563,700.00
Bamberg	3,011,542.00
Barnwell	4,111,800.00
Beaufort	9,280,900.00
Berkeley	2,315,369.00
Calhoun	1,642,000.00
Charleston	33,012,740.00
Cherokee	9,634,400.00
Chester	8,532,440.00
Chesterfield	3,624,250.00
Clarendon	682,750.00
Colleton	9,098,587.00
Darlington	4,105,668.00
Dillon	2,091,450.00
Dorchester	3,400,734.00
Edgefield	1,035,100.00
Fairfield	2,284,000.00
Florence	7,560,745.00
Georgetown	1,415,058.00
Greenville	22,334,076.00
Greenwood	11,499,020.00
Hampton	4,543,850.00
Horry	9,674,400.00
Jasper	1,518,600.00
Kershaw	8,979,863.00
Lancaster	1,395,750.00
Laurens	2,398,707.00
Lee	2,130,756.00
Lexington	23,866,945.00
Marion	6,275,395.00
Marlboro	760,100.00
McCormick	1,033,500.00
Newberry	8,429,823.00

Oconee	9,060,973.00
Orangeburg	6,654,944.00
Pickens	2,239,386.00
Richland	59,505,291.00
Saluda	1,528,010.00
Spartanburg	45,354,644.00
Sumter	11,051,490.00
Union	4,186,090.00
Williamsburg	4,767,300.00
York	6,418,941.00
TOTAL FIRE & EXTENDED COVERAGE INSURANCE IN EFFECT—COUNTY PROPERTY—74/75	$385,532,502.00

Statement No. 11

INSURANCE IN EFFECT JUNE 30, 1975

FIRE AND EXTENDED COVERAGE

SCHOOL PROPERTY

Abbeville	$ 5,647,735.00
Aiken	31,039,051.00
Allendale	3,273,372.00
Anderson	43,734,756.00
Bamberg	2,914,900.00
Barnwell	7,687,820.00
Beaufort	11,452,332.00
Berkeley	15,659,804.00
Calhoun	1,845,379.00
Charleston	62,170,282.00
Cherokee	16,902,915.00
Chester	10,880,252.00
Chesterfield	14,576,100.00
Clarendon	6,456,685.00
Colleton	7,333,043.00
Darlington	31,189,165.00
Dillon	9,911,057.00
Dorchester	12,260,062.00
Edgefield	3,870,000.00
Fairfield	5,467,101.00
Florence	32,847,990.00
Georgetown	9,947,239.00
Greenville	85,305,487.00
Greenwood	16,281,013.00
Hampton	4,941,052.00
Horry	22,338,380.00
Jasper	5,503,500.00
Kershaw	10,542.468.00
Lancaster	25,770,596.00
Laurens	14,954,453.00
Lee	4,332,200.00
Lexington	58,914,713.00
Marion	12,102,731.00
Marlboro	8,045,437.00
McCormick	1,901,180.00
Newberry	10,409,944.00
Oconee	16,023,450.00

Orangeburg	27,777,770.00
Pickens	18,390,737.00
Richland	112,891,861.00
Saluda	2,208,700.00
Spartanburg	64,417,057.00
Sumter	30,252,264.00
Union	13,639,110.00
Williamsburg	7,713,250.00
York	43,669,424.00
TOTAL FIRE & EXTENDED COVERAGE INSURANCE IN EFFECT—SCHOOL PROPERTY—74/75	$965,393,817.00

Statement No. 12

INSURANCE IN EFFECT JUNE 30, 1975

FIRE AND EXTENDED COVERAGE

CITY PROPERTY

Aiken	$ 170,000.00
Beaufort	132,000.00
Camden	225,000.00
Charleston	7,847,517.00
Folly Beach	233,000.00
Greenville	5,527,418.00
Hilton Head Island	2,219,400.00
Lancaster	1,904,756.00
Newberry	2,450,000.00
Sullivan's Island	196,700.00
Troy	9,000.00
Walterboro	182,500.00
West Columbia	978,000.00
TOTAL FIRE & EXTENDED COVERAGE INSURANCE IN EFFECT—CITY PROPERTY—74/75	$22,075,291.00

Statement No. 13

FIRE AND EXTENDED COVERAGE INSURANCE IN EFFECT

AS OF JUNE 30, 1975

BUILDING VALUE REPORT

Building Value Range	Number of Buildings	Insurance in Effect: Buildings	Contents	Total	% of Total
1 - 50,000	5,027	$ 74,156,826.00	$ 81,052,754.00	$ 155,209,580.00	7.060%
50,001 - 100,000	1,079	84,755,603.00	16,020,465.00	100,776,068.00	4.580%
100,001 - 150,000	609	78,959,808.00	14,252,039.00	93,211,847.00	4.240%
150,001 - 250,000	719	143,947,772.00	20,891,641.00	164,839,413.00	7.500%
250,001 - 500,000	775	282,975,840.00	48,533,313.00	331,509,153.00	15.090%
500,001 - 750,000	324	202,006,292.00	27,360,603.00	229,366,895.00	10.440%
750,001 - 1,000,000	194	173,550,026.00	37,382,949.00	210,932,975.00	9.600%
1,000,001 - OVER	355	825,622,207.00	85,102,891.00	910,725,098.00	41.490%
GRAND TOTALS	9,082	$1,865,974,374.00	$330,596,655.00	$2,196,571,029.00	100.000%

Statement No. 14

INSURANCE IN EFFECT JUNE 30, 1975

TORT LIABILITY

STATE PERSONNEL

	Limit of Liability
Aeronautics Commission, S. C.	$ 300,000.00
American Revolution Bicentennial Commission	300,000.00
Architectural Examiners, State Board of	300,000.00
Attorney General Department	300,000.00
Blind, S. C. Commission for the	300,000.00
Children's Bureau of South Carolina	300,000.00
Citadel, The	300,000.00
Clark Hill Authority	300,000.00
College of Charleston	300,000.00
Commission on Aging	300,000.00
Confederate Relic Room & Museum, S. C.	300,000.00
Contractors' Licensing Board	300,000.00
Corrections, S. C. Department of	300,000.00
Development Board, State	300,000.00
Disaster Preparedness Agency	300,000.00
Educational Television Network	300,000.00
Employment Security Commission	300,000.00
Engineering Examiners' Board	300,000.00
General Services, Division of	300,000.00
Health & Environmental Control (2 policies)	600,000.00
Higher Education Commission	300,000.00
Insurance Department	300,000.00
Labor Department	300,000.00
Land Resources Conservation Commission	300,000.00
Lander College	300,000.00
Medical University of S. C.	300,000.00
Nursing, State Board of, for S. C.	300,000.00
Nursing Home Administrators, State Board of Examiners for	300,000.00
Opportunity School, S. C.	300,000.00
Parks, Recreation and Tourism, S. C. Department of	300,000.00
Patriot's Point Development Authority	300,000.00
Probation, Parole & Pardon Board	300,000.00
Public Service Authority, S. C.	300,000.00
Second Injury Fund	300,000.00
South Carolina State College	300,000.00
Social Services, S. C. Department of	300,000.00
Technical & Comprehensive Education, State Board for	300,000.00
University of South Carolina	300,000.00
Veterans Affairs Department	300,000.00
Water Resources Department	300,000.00
Wildlife & Marine Resources Department	300,000.00
TOTAL TORT LIABILITY INSURANCE IN EFFECT—STATE PROPERTY—1974/1975	$12,600,000.00

TOTAL NUMBER OF STATE EMPLOYEES COVERED—25,135

Statement No. 15

INSURANCE IN EFFECT JUNE 30, 1975

TORT LIABILITY

COUNTY PERSONNEL

	Limit of Liability
Beaufort County, County Council of	$ 300,000.00
Charleston County Aviation Authority	300,000.00
Chesterfield County	300,000.00
Greenville County Recreation Commission	300,000.00
The Museum—Greenwood County	300,000.00
Marion County Library	300,000.00
Spartanburg General Hospital	300,000.00
Sumter County Commission	300,000.00
Hope Hospital—Union County	300,000.00
Union County Higher Education Commission	300,000.00
TOTAL TORT LIABILITY INSURANCE IN EFFECT—COUNTY PROPERTY—1974/1975	$3,000,000.00

TOTAL NUMBER OF COUNTY EMPLOYEES COVERED—789

Statement No. 16

INSURANCE IN EFFECT JUNE 30, 1975

TORT LIABILITY

SCHOOL PERSONNEL

	Limit of Liability
Anderson County Board of Education	$300,000.00
Lexington County School District No. 3	300,000.00
TOTAL TORT LIABILITY INSURANCE IN EFFECT—SCHOOL PROPERTY—1974/1975	$600,000.00

TOTAL NUMBER OF SCHOOL EMPLOYEES COVERED—271

Statement No. 17

INSURANCE IN EFFECT JUNE 30, 1975

TORT LIABILITY

CITY PERSONNEL

	Limit of Liability
Bennettsville, City of—Marlboro County	$300,000.00
Cheraw, City of—Chesterfield County	300,000.00
Folly Beach, City of—Charleston County	300,000.00
Greenwood, City of—Greenwood County	300,000.00
Greer, City of—Greenville County	300,000.00
Hanahan, City of—Berkeley County	300,000.00
Mauldin, City of—Greenville County	300,000.00

McCormick, City of—McCormick County	300,000.00
McCormick, City of, Commission of Public Works—McCormick County	300,000.00
Sullivan's Island, City of—Charleston County	300,000.00
TOTAL TORT LIABILITY INSURANCE IN EFFECT—CITY PROPERTY—1974/1975	$3,000,000.00

TOTAL NUMBER OF CITY EMPLOYEES COVERED—739

Statement No. 18

INSURANCE IN EFFECT JUNE 30, 1975

MEDICAL EMPLOYEE PROFESSIONAL LIABILITY

STATE PERSONNEL

Institution	Each Claim	Aggregate
Citadel, The	$ 100,000.00	$ 500,000.00
Clemson University	200,000.00	1,000,000.00
Corrections, S. C. Department of	100,000.00	500,000.00
Health & Environmental Control, Department of	100,000.00	500,000.00
Medical University of South Carolina	200,000.00	1,000,000.00
Mental Retardation, S. C. Department of	100,000.00	500,000.00
S. C. Crippled Children's Convalescent Center	100,000.00	500,000.00
S. C. State College	100,000.00	500,000.00
State Park Health Center	100,000.00	500,000.00
University of South Carolina	200,000.00	1,000,000.00
TOTALS	$1,300,000.00	$6,500,000.00

Statement No. 19

INSURANCE IN EFFECT JUNE 30, 1975

MEDICAL EMPLOYEE PROFESSIONAL LIABILITY

COUNTY PERSONNEL

Institution	Each Claim	Aggregate
Allendale County Hospital	$100,000.00	$500,000.00
Allendale County Hospital Nursing Center	100,000.00	500,000.00
Beaufort County Memorial Hospital	100,000.00	500,000.00
Beaufort County Ambulance Service	100,000.00	500,000.00
Chester County Hospital	200,000.00	1,000,000.00
Colleton Regional Hospital	100,000.00	500,000.00
Fairfield Memorial Hospital	100,000.00	500,000.00
Stroud Memorial Hospital (Greenville)	100,000.00	500,000.00
Greenville County Ambulance Service	100,000.00	500,000.00
Lexington County Ambulance Service	100,000.00	500,000.00
Marion County Memorial Hospital	100,000.00	500,000.00
Richland Memorial Hospital	200,000.00	1,000,000.00
Saluda County Nursing Center	100,000.00	500,000.00
Spartanburg General Hospital	100,000.00	500,000.00
B. J. Workman Memorial Hospital	100,000.00	500,000.00
TOTALS	$1,700,000.00	$8,500,000.00

Statement No. 20

TOTAL INSURANCE IN EFFECT JUNE 30, 1975

FIRE AND EXTENDED COVERAGE

State Property	$ 823,569,419.00
County Property	$ 385,532,502.00
School Property	$ 965,393,817.00
City Property	$ 22,075,291.00
TOTAL FIRE & EXTENDED COVERAGE INSURANCE IN EFFECT JUNE 30, 1975	$2,196,571,029.00

TOTAL INSURANCE IN EFFECT JUNE 30, 1975

DIFFERENCE IN CONDITIONS

State Property	$305,976,605.00
County Property	$169,531,068.00
School Property	$287,590,100.00
City Property	$ 12,133,774.00
TOTAL DIFFERENCE IN CONDITIONS INSURANCE IN EFFECT JUNE 30, 1975	$775,231,547.00

TOTAL INSURANCE IN EFFECT JUNE 30, 1975

TORT LIABILITY

State Personnel	$12,600,000.00
County Personnel	$ 3,000,000.00
School Personnel	$ 600,000.00
City Personnel	$ 3,000,000.00
TOTAL TORT LIABILITY INSURANCE IN EFFECT JUNE 30, 1975	$19,200,000.00

TOTAL INSURANCE IN EFFECT JUNE 30, 1975

MEDICAL EMPLOYEE PROFESSIONAL LIABILITY

State Personnel	$ 6,500,000.00
County Personnel	$ 8,500,000.00
School Personnel	$ .00
City Personnel	$ .00
TOTAL MEDICAL EMPLOYEE PROFESSIONAL INSURANCE IN EFFECT JUNE 30, 1975	$15,000,000.00

Statement No. 21

FIRE LOSSES PAID FISCAL YEAR 1974-1975

STATE PROPERTY

Date	Institution	Property Damaged	Cause	Amount
March 22, 1974	Clemson University	Student Information Office in Johnstone Hall	Cigarette	$ 191.02
March 24, 1974	S. C. Department of Education, Office of Text Books & Audio Visual	Films in Gayle Elementary School	Unknown	474.00
March 30, 1974	Clemson University	Room 306 at Donaldson Hall—Building No. 2001	Electrical Shortage	650.33
May 24, 1974	S. C. State Ports Authority	Stein Hall Southern Building	Furnace Malfunction	1,092.00
June 14, 1974	S. C. Water Resources Commission	A. B. Dick Offset Machine	Lightning	716.60
June 29, 1974	S. C. Department of Education Office of Text Books & Audio Visual	Text Books in John P. Thomas Elementary School	Unknown	50.20
July 2, 1974	University of South Carolina	Thomas Cooper Library	Spark from Cutting Torch	600.00
July 4, 1974	Lander College	President's Home	Unknown	10,995.00
August 5, 1974	Clemson University	133 McAdams Hall	Spark	291.48
November 2, 1974	S. C. Department of Education Office of Text Books & Audio Visual	Text Books in Elloree Elementary School	Unknown	2,713.63
December 29, 1974	S. C. State Ports Authority	Stein Hall Southern Plant	Spark from Welding Torch	431.00
January 31, 1975	S. C. Department of Education Office of Text Books & Audio Visual	Text Books in Madden Elementary School	Unknown	383.46
February 10, 1975	S. C. Department of Education Office of Text Books & Audio Visual	Text Books in Bennettsville Elementary School	Heat Shortage	169.69
February 19, 1975	S. C. Department of Education Office of Text Books & Audio Visual	Film in McCormick High School	Suspected Arson	262.00
March 22, 1975	S. C. Department of Education Office of Text Books & Audio Visual	Text Books in Moore Elementary School	Unknown	2,040.03
March 29, 1975	S. C. Agricultural Marketing Commission	Colleton County Marketing Authority Shed	Unknown	9,900.00
		TOTAL FIRE LOSSES PAID—STATE PROPERTY—1974/1975		$30,960.44

Statement No. 22

FIRE LOSSES PAID FISCAL YEAR 1974-1975

COUNTY PROPERTY

Date	County	Property Damaged	Cause	Amount
February 17, 1974	Richland	Contents in Blythewood Health Center	Suspected Arson	$ 1,000.00
February 26, 1974	Marion	Boiler at Marion County Memorial Hospital	Oil Pump Seal Failure	2,845.90
March 25, 1974	Kershaw	Crawler Tractor at County Landfill	Unknown	3,940.23
October 19, 1974	Spartanburg	East Annex at Spartanburg General Hospital	Unknown	1,041.50
December 25, 1974	Orangeburg	Orangeburg County Library	Arson	1,815.73
January 6, 1975	Anderson	Barn	Unknown	8,000.00
January 15, 1975	Pickens	Pickens County Law Enforcement Center	Heater Exploded	1,700.00
		TOTAL FIRE LOSSES PAID—COUNTY PROPERTY—1974/1975		$20,343.36

Statement No. 23

FIRE LOSSES PAID FISCAL YEAR 1974-1975

SCHOOL PROPERTY

Date	County	Property Damaged	Cause	Amount
Various	Richland	Seven (7) Various Schools	Arson & Unknown	$ 3,348.76
November 13, 1972	Greenville	Restroom at J. L. Mann High School	Unknown	1,115.00
April 21, 1973	Spartanburg	Foster Grove High School Cafetorium	Unknown	70,387.40
December 25, 1973	Spartanburg	Valley Falls Elementary School	Suspected Arson	97,500.00
March 23, 1974	Florence	Harllee Elementary School	Arson	1,479.48
April 9, 1974	Greenville	Riverside High School	Arson	74,279.59
April 9, 1974	Kershaw	Camden Middle School	Unknown	41,571.75
May 19, 1974	Laurens	Clinton High School	Unknown	5,798.20
May 25, 1974	Union	Union County Vocational High School	Unknown	363.40
June 29, 1974	Richland	John P. Thomas Elementary School	Unknown	16,758.76
July 10, 1974	Greenville	Poinsett School	Suspected Arson	8,265.92
August 18, 1974	Chester	Brockman Junior High School	Arson	35,000.00
October 20, 1974	Charleston	Portable Classroom at Middleton High School	Unknown	22, 692.67
November 2, 1974	Orangeburg	Elloree Elementary School		6,200.98

Date	Institution	Property Damaged	Cause	Amount
			Unknown	
November 23, 1974	Williamsburg	Kingstree Senior High Gym (Office Building)	Unknown	1,947.75
November 23, 1974	Williamsburg	Kingstree Senior High Gym (Office Building)	Unknown	422.34
November 29, 1974	Spartanburg	Portable Classroom at Pacolet Middle School	Unknown	4,201.19
December 8, 1974	Spartanburg	Belvedere Elementary School	Arson	1,320.00
December 15, 1974	Dillon	Superintendent's Residence	Exploding Pyrex Dish	72.08
December 21, 1974	Spartanburg	Pacolet Mills Elementary School & Cafeteria	Unknown	20,000.00
January 10, 1975	Cherokee	Video Tape Machine at Gaffney Senior High School	Spontaneous Combustion	809.50
January 16, 1975	Anderson	McCants Junior High School	Suspected Arson	2,862.00
January 30, 1975	Chesterfield	Jefferson Teacherage	Unknown	5,400.00
January 31, 1975	Spartanburg	Duplex Portable at Madden Elementary School	Arson	4,920.46
February 4, 1975	Horry	Green Sea High School	Unknown	5,048.30
February 10, 1975	Marlboro	Portable Classroom at Bennettsville Primary	Suspected Heating System	16,850.00
February 12, 1975	Orangeburg	Edisto High School	Unknown	20,250.00
February 19, 1975	McCormick	McCormick High School	Suspected Arson	22,089.17
March 6, 1975	Lexington	Dutch Fork Special Services Building	Boiler Oil Leak	247,900.00
March 22, 1975	Sumter	Moore Elementary School	Unknown	126,217.30
March 23, 1975	Charleston	St. Andrews High School	Arson	3,484.00
April 15, 1975	Dorchester	Stove at Rollings Elementary School	Safety Valve	75.35
April 26, 1975	Berkeley	Hanahan Elementary School Portable Classroom	Suspected Arson	6,400.00
May 27, 1975	Charleston	Middleton High School	Arson	10,000.00
		TOTAL FIRE LOSSES PAID—SCHOOL PROPERTY—1974/1975		$885,031.35

Statement No. 24

TOTAL FIRE LOSSES PAID FISCAL YEAR 1974-1974

State Property	$ 30,960.44
County Property	$ 20,343.36
School Property	$885,031.35
TOTAL FIRE LOSSES PAID FISCAL YEAR 1974/1975	$936,335.15

Statement No. 25

EXTENDED COVERAGE LOSSES PAID FISCAL YEAR 1974-1975

STATE PROPERTY

Date	Institution	Property Damaged	Cause	Amount
Unknown	S. C. State Ports Authority	Pier 8 (Building Number 122)	Lightning	$ 738.40
Various	South Carolina Department of Parks, Recreation and Tourism	Pumps at Kings Mountain State Park and Keowee State Park	Lightning	396.31
September 9, 1973 thru May 30, 1974	S. C. State Forestry Commission	Five (5) Lookout Towers	Lightning	97.23
December 13, 1973	S. C. Employment Security Commission	Greenwood Office Building	Hail	205.00
December 26, 1973	University of South Carolina	Physical Education Center Addition	Vandalism	516.28
January 31, 1974	Clemson University	Welding Shop	Welding Tank Explosion	11,667.72
March 21, 1974	University of South Carolina	Roof on Sims Building	Windstorm	3,984.34
March 21, 1974	University of South Carolina	Carolina Coliseum and South Building	Windstorm	37,825.48
March 21, 1974	S. C. State Board for Technical and Comprehensive Education	Columbia Technical Education Center Dorm	Windstorm	1,645.73
March 23, 1974	Francis Marion College	Pump Motor Starters at Sewage Plant	Windstorm	106.53
April 2, 1974	S. C. State Forestry Commission	Residence B and Pump House at Piedmont Nursery	Windstorm	378.00
April 2, 1974	Clemson University	Ten (10) Greenhouses	Windstorm	1,860.34
April 3, 1974	Clemson University	Computer in Room M-3 at Martin Hall	Lightning	616.82
April 3, 1974	South Carolina Department of Parks, Recreation and Tourism	Landrum Welcome Center	Windstorm	2,415.59
April 28, 1974	S. C. State Board for Technical and Comprehensive Education	Beaufort Technical Education Center	Windstorm	904.87
April 30, 1974	South Carolina Department of Parks, Recreation and Tourism	Pump at Camp York at Kings Mountain State Park	Lightning	285.00
May 15, 1974	Francis Marion College	Power Line at Sewage Plant	Windstorm	97.09
June 7, 1974	S. C. State Board for Technical and Comprehensive Education	Hampton Manpower Training Center	Windstorm	1,000.00
June 15, 1974	The Citadel	Central Boiler Plant	Vandalism	322.10
June 15, 1974 and August 4, 1974	South Carolina Department of Parks, Recreation and Tourism	Pump at Cheraw State Park	Lightning	259.70
June 25, 1974	South Carolina Department of Parks, Recreation and Tourism	Sadlers Creek and Myrtle Beach State Parks	Lightning	995.36
June 30, 1974	The Adjutant General of S. C.	Barnwell Armory (Item No. 46)	Windstorm	2,088.61
July 7, 1974	South Carolina Department of Parks, Recreation and Tourism	Ranger's Trailer at N. R. Goodale State Park	Lightning	47.90

Date	Institution	Property Damaged	Cause	Amount
July 7, 1974	South Carolina Department of Parks, Recreation and Tourism	Pump at N. R. Goodale State Park	Lightning	299.95
July 9, 1974	S. C. Department of Mental Health	Motors at Building No. 14 and Davis Building	Lightning	702.53
July 14, 1974	The Adjutant General of S. C.	Antenna System at Hampton Armory	Windstorm	137.34
July 19, 1974	Division of General Services	Intercom System at Capitol Complex Parking Garage	Lightning	331.69
July 21, 1974	Clemson University	Student Union Building	Windstorm	726.51
July 22, 1974	Division of General Services	Simplex Equipment at Supreme Court Building	Lightning	252.53
July 30, 1974	Francis Marion College	Baseball Field Lights	Lightning	785.27
August 3, 1974	Francis Marion College	Radio Antenna at Energy Facility	Lightning	178.06
August 6, 1974	Division of General Services	House of Representatives Sound System	Lightning	1,670.85
August 15, 1974	College of Charleston	Science Building	Vandalism	130.55
August 24, 1974	South Carolina Department of Parks, Recreation and Tourism	Pump at Cheraw State Park	Lightning	262.00
September 5, 1974	University of South Carolina	Pump at Bell Camp Bath House	Lightning	817.20
November 25, 1974	S. C. Department of Youth Services	Steer at Florence School for Boys	Fall (Broken Neck)	100.00
November 30, 1974	Clemson University	Building No. 8515 at Edisto Experiment Station	Windstorm	40.00
November 30, 1974	Clemson University	Buildings No. 8502 and 8527 at Edisto Experiment Station	Windstorm	197.00
December 6, 1974	S. C. Department of Mental Health	Electrical Distribution System at Crafts-Farrow	Line Shorted Out	440.24
January 5, 1975	South Carolina State Library	Building at 718 South Edisto Avenue	Vandalism	21.23
January 10, 1975	The Adjutant General of S. C.	Union Armory	Windstorm	650.00
January 15, 1975	State Park Health Center	State Park Health Center	Vandalism	379.00
January 17, 1975	Clemson University	Roof on Barn—Building No. 8616	Windstorm	325.00
February 4, 1975	S. C. School for the Deaf & Blind	Glass Door at Memminger Hall	Accident	53.36
February 15, 1975	South Carolina Department of Parks, Recreation and Tourism	Two (2) Water Heaters at Cheraw State Park	Lightning	43.25
February 18, 1975	Clemson University	Clemson House No. 13—Item 4113	Lightning	106.46
March 7, 1975	S. C. Department of Health and Environmental Control	One (1) Mobile Lab at Pee Dee Center	Windstorm	5,776.42
March 7, 1975	S. C. Department of Youth Services	Kitchen at John G. Richards School for Boys	Windstorm	133.00
March 14, 1975	South Carolina Department of Parks, Recreation and Tourism	Two (2) Pumps at Table Rock State Park	Lightning	1,299.28
March 20, 1975	Division of General Services	State House	Windstorm	339.99
March 23, 1975	Clemson University	Honeywell Equipment at Waste Treatment Plant	Lightning	830.67
March 24, 1975	Winthrop College	Various Buildings at Winthrop College	Windstorm	4,313.33
March 25, 1975	Clemson University	Skylight in Storage Lot.	Vandalism	931.75
April 2, 1975	University of South Carolina	Plate Glass at Coliseum	Windstorm	407.15
April 19, 1975	Clemson University	Shingles on Buildings No. 8017, 8018 and 8021 at Sandhill Experiment Station	Windstorm	76.00
April 29, 1975	S. C. Department of Youth Services	Infirmary at Willow Lane School for Girls	Lightning	31.20
		TOTAL EXTENDED COVERAGE LOSSES PAID—STATE PROPERTY—1974/1975		$91,243.21

Statement No. 26

EXTENDED COVERAGE LOSSES PAID FISCAL YEAR 1974-1975
COUNTY PROPERTY

Date	County	Property Damaged	Cause	Amount
February 13, 1973	Dorchester	Rooms at Dorchester County Hospital	Water from Storm	585.00
December 13, 1973	Abbeville	Abbeville County Court House	Hail	2,940.00
December 13, 1973	Greenwood	Various Buildings Owned by Greenwood County	Hail	8,794.00
March 6, 1974	Chesterfield	Chesterfield-Marlboro Technical Education Center, Switching Gear and Panel	Lightning	3,984.11
March 22, 1974	Richland	Richland Memorial Hospital Energy Facility	Windstorm	774.66
March 29, 1974	Greenwood	Light Poles at Baseball Field	Windstorm	25,339.70
April 2, 1974	Spartanburg	B. J. Workman Memorial Hospital	Hail	3,641.28
April 4, 1974	Spartanburg	Cattle Building	Windstorm	800.00
April 5, 1974	Spartanburg	County Historic Preservation Commission, Price House	Hail Storm	62.72
April 15, 1974	Dorchester	Air Conditioner at Dorchester County Court House	Lightning	4,827.31
May 15, 1974	Marion	Nymatic Recording Equipment at Mullins Hospital	Lightning	189.66
May 19, 1974	Williamsburg	Warehouse at Williamsburg Regional Manpower Training Center	Windstorm	627.12
May 25, 1974	Dillon	Dillon County Court House	Lightning	610.91
June 6, 1974	Oconee	40 H.P. Motor in Oconee County Court House	Lightning	1,162.73
June 7, 1974	Richland	Columbia Township Auditorium	Vandalism	260.30
June 23, 1974	Hampton	T.V. Antenna at General Hospital	Windstorm	92.19
June 23, 1974	Calhoun	Radio System in Sheriff's Office	Lightning	165.09
June 30, 1974	Barnwell	Court House and Agriculture Building	Windstorm	622.25
July 2, 1974	Aiken	U.S.C. Regional Campus Classroom and Administration Building	Lightning	484.22
July 6, 1974	Colleton	Colleton County Hospital Paging System	Lightning	57.24
August 6, 1974	Georgetown	Georgetown County Solid Waste Plant	Lightning	156.28
August 9, 1974	Colleton	Fence at Colleton County Hospital	Vehicle Collision	108.79
August 12, 1974	Laurens	Laurens County Library	Lightning	197.82
August 12, 1974	Greenville	Glass in Conference Room at County Museum	Vandalism	658.64
August 25, 1974	Florence	Air Conditioning at Florence-Darlington TEC	Lightning	6,947.95
August 29, 1974	Chesterfield	Chesterfield County Prison Complex	Lightning	253.62
September 3, 1974	Union	Three (3) Buildings at Union County Farm	Tornado	2,035.24
September 21, 1974	Greenwood	Two (2) Buildings at Fairgrounds	Windstorm	323.46
December 6, 1974	Horry	Horry County Airport Terminal Building	Vandalism	78.62
December 12, 1974	Colleton	Equipment at Colleton County Hospital	Vandalism	1,179.36
December 13, 1974	Sumter	Buildings at Sumter Area Technical College	Vandalism	90.13
December 18, 1974	Spartanburg	Glass in Door of Main Building at TEC	Vandalism	91.00
January 28, 1975	Lancaster	Radio Base Station at Sheriff's Office	Lightning	316.72

Date	Institution	Property Damaged	Cause	Amount
March 7, 1975	Greenwood	Buildings No. 5, 7 and 8 at Fairgrounds	Windstorm	1,900.00
March 7, 1975	Colleton	Roof on Maintenance Shed	Windstorm	146.48
March 14, 1975	Charleston	Glass Door at John L. Dart Library	Vandalism	45.52
March 21, 1975	Union	Union County Chain Gang Camp	Windstorm	153.95
March 24, 1975	Florence	Roofs on Florence-Darlington Technical College	Windstorm	3,467.00
April 4, 1975	Lexington	Storage Vault at Columbia Metropolitan Airport, Richland-Lexington Airport Commission	Taxiing Aircraft Drunk Driver	150.00
April 21, 1975	Spartanburg	Glass Door at Spartanburg Technical College	High Winds	149.80
May 1, 1975	McCormick	Glass Door at County Office Building	Windstorm	23.71
May 16, 1975	Aiken	U.S.C. Regional Campus Classroom and Administration Building	Lightning	250.00
		TOTAL EXTENDED COVERAGE LOSSES PAID—COUNTY PROPERTY—1974/1975		**$74,744.58**

Statement No. 27

EXTENDED COVERAGE LOSSES PAID FISCAL YEAR 1974-1975
SCHOOL PROPERTY

Date	County	Property Damaged	Cause	Amount
Various	Richland	Four (4) Different Schools	Vandalism	$ 928.22
Unknown	Lee	Bishopville Primary School No. 1	Lightning	910.55
February 17, 1973	Greenwood	Greenwood Senior High School	Vandalism	1,860.00
September 6, 1973	Richland	Spring Valley High School Athletic Stadium	Vandalism	695.54
October 31, 1973	Richland	Forest Lake School	Vandalism	311.50
December 2, 1973	Richland	W. A. Perry Middle School	Vandalism	3,410.54
December 13, 1973	Greenwood	Seven (7) Various Schools	Tornado	7,500.59
December 13, 1973	Greenwood	Magnolia (District Office), Emerald Junior High, Leslie Elementary, Northside Junior High and East End Elementary	Tornado & Hail	3,601.19
December 13, 1973	Newberry	Mid Carolina High School	Tornado	20,000.00
December 13, 1973	Greenwood	Southside Junior High School, Woodfields Primary, Brewer Intermediate, Central Intermediate, North Hodges Primary and Northside Junior High	Tornado & Hail	543.96
December 13, 1973	Newberry	Little Mountain Elementary School	Tornado	5,076.28
December 13, 1973	Newberry	Mid Carolina High School	Tornado	19,151.10
Various 1974	Lexington	Various Schools	Vandalism & Wind	606.00
January 2, 1974	Richland	E. L. Wright Middle School	Vandalism	187.20
February 10, 1974	Chesterfield	McBee Elementary School	Vandalism	599.74
March 3, 1974	Allendale	Allendale Middle School Library	Vandalism	523.41
March 21, 1974	Lexington	Wall at Irmo-Chapin Career Center	Windstorm	4,186.54
March 21, 1974	Florence	Light Pole at Timmonsville High Football Field	Windstorm	1,000.00

Date	Institution	Property Damaged	Cause	Amount
March 21, 1974	Barnwell	Barnwell County Area Vocational School	Vandalism	58.87
March 29, 1974	Sumter	Piano at Cherryvale School	Vandalism	75.00
March 29, 1974	Lexington	Five (5) Walls at Leaphart Elementary School	Windstorm	3,835.51
March 29, 1974	Kershaw	Kirkwood Storage Building	Windstorm	971.51
March 29, 1974	Greenwood	Camak Elementary School	Wind	318.85
March 30, 1974	Abbeville	Old Calhoun Falls Elementary School Gym	Windstorm	884.00
April 3, 1974	Greenville	Slater-Marietta High School	Tornado	830.00
April 3, 1974	Spartanburg	New Prospect Gymnasium and Dwelling	Wind	3,462.13
April 3, 1974	Spartanburg	Campobello-Gramling Elementary School	Wind	2,653.05
April 8, 1974	York	Block Fence at Fort Mill High School	Windstorm	3,400.00
April 17, 1974	Horry	Myrtle Beach Elementary School	Vandalism	927.65
May 4, 1974	Greenville	Lakeview Middle School	Lightning	9,528.08
May 12, 1974	Dorchester	Summerville Intermediate School	Wind	25,942.27
May 13, 1974	Lexington	Roofing at Leaphart Elementary School	Vandalism	472.00
May 18, 1974	Laurens	Joanna Elementary School	Vandalism	384.00
May 25, 1974	Laurens	M. S. Bailey Elementary School	Vandalism	282.00
May 25, 1974	Union	Air Conditioning at Foster Park School Classroom	Lightning	234.41
May 29, 1974	Darlington	St. John's High School	Vandalism	658.00
May 31, 1974	Darlington	Spring Elementary School	Vandalism	1,039.00
June 1974	Charleston	Eleven (11) Various Schools	Vandalism	781.12
June 3, 1974	Anderson	Townville Teacherage	Hail & Windstorm	458.70
June 3, 1974	Abbeville	John C. Calhoun Elementary School	Lightning	68.25
June 3, 1974	Darlington	Pump at Rosenwald High School	Lightning	544.00
June 1974	Saluda	Riverside Middle School	Vandalism	87.50
June 8, 1974	Lancaster	Indian Land School Gym	Vandalism	175.08
June 11, 1974	Spartanburg	Cannon Elementary School	Vandalism	242.32
June 14, 1974	Abbeville	Air Conditioning at New Dixie High School	Lightning	27.20
June 16, 1974	Greenville	Hillcrest High School Gymnasium and Greenhouse	Tornado	26,111.00
June 24, 1974	Georgetown	Andrews City School Stadium	Lightning	1,631.02
Summer of 1974	Spartanburg	Compressor in Portable Classroom at Cowpens High	Lightning	544.18
July 8, 1974	Lancaster	McDonald Green Elementary School	Vandalism	255.50
July 12, 1974	Lee	Pump at Ashwood School	Lightning	418.05
July 13, 1974	Anderson	Marshall and Belton Elementary Schools	Vandalism	1,045.94
July 14, 1974	Berkeley	Howe Hall Middle School	Vandalism	3,319.12
July 15, 1974	Spartanburg	Air Conditioning at James F. Byrnes High School New Addition	Lightning	1,252.23
July 18, 1974	Anderson	Time System and Chopper	Lightning	515.91
July 20, 1974	Anderson	Pendleton High School	Vandalism	123.68
July 29, 1974	Spartanburg	Woodland Heights Elementary School	Vandalism	225.61
July 30, 1974	Richland	E. L. Wright Middle School	Vandalism	239.78
August 1974	Spartanburg	Fairforest Junior High School, Lincoln Middle School and Jesse Bobo Elementary School	Vandalism	441.55
September 1974				

Date	County	Property Damaged	Cause	Amount
August 4, 1974	York	York Comprehensive High School	Windstorm	3,380.78
August 5, 1974	Lancaster	Dobson Elementary School	Lightning	568.00
August 7, 1974	Darlington	Pump at Southside Elementary School	Lightning	424.00
August 9, 1974	Lancaster	Kershaw Elementary School	Lightning	62.50
August 15, 1974	Sumter	Walk-In-Freezer at Oakland Elementary School	Lightning	281.82
August 24, 1974	Lancaster	Indian Land School Athletic Facility	Lightning	1,733.08
September 1, 1974	Union	Cooler at Foster Park School	Lightning	215.86
September 4, 1974	Richland	South Kilbourne Elementary School	Lightning	225.34
September 9, 1974	Darlington	Walk-In-Cooler at Sonovista Elemtary School	Lightning	90.19
September 9, 1974	Union	Five (5) Air Conditioning Units at Lockhart High School	Lightning	710.88
September 21, 1974	Jasper	Ridgeland High School	Vandalism	608.12
September 21, 1974	Lancaster	Heath Springs Middle School	Lightning	723.09
October 1974	Charleston	Eight (8) Various Schools	Vandalism	949.85
October 15, 1974	York	Stage Curtains at York High School	Vandalism	551.12
October 17, 1974	Richland	Glass at Lynhaven Career Center	Vandalism	63.95
October 18, 1974	Greenville	Pelham Road Elementary School	Vandalism	148.57
October 18, 1974	Darlington	Furnace Controls at Sonovista Elementary School	Lightning	176.92
October 19, 1974	Saluda	Saluda High and Elementary Schools	Vandalism	518.53
October 25, 1974	Richland	Spring Valley High School	Vandalism	260.00
November 5, 1974	Greenville	Fork Shoals Elementary School	Vandalism	418.41
November 12, 1974	Lexington	Wall at Irmo Middle School Complex Addition	Winds	2,405.32
November 15, 1974	Anderson	Pendleton Middle School & Pendleton Elementary	Vandalism	325.00
November 21, 1974	Oconee	Wall at Walhalla Junior High School	Windstorm	806.00
November 21, 1974	York	New York Comprehensive High School	Windstorm	2,209.30
November 21, 1974	Charleston	Pepperhill Elementary School	Windstorm	4,799.00
November 28, 1974	Union	Glass at Union County Vocational High School	Vandalism	69.90
November 30, 1974	Beaufort	Hilton Head Elementary School	Vandalism	367.49
December 17, 1974	Lexington	Wall at New Comprehensive High School	Windstorm	597.00
December 24, 1974	Georgetown	Six (6) Various Schools	Vandalism	428.00
December 25, 1974	Aiken	North Augusta Senior High School	Vandalism	937.86
January 1, thru April 12, 1975	Beaufort	Various Schools throughout District	Vandalism	1,056.45
January 5, 1975	Berkeley	Goose Creek High School	Vandalism	$ 334.36
January 10, 1975	Anderson	LaFrance Elementary School	Windstorm	2,794.16
January 10, 1975	Anderson	Portable Classroom at LaFrance Elementary School	Windstorm	104.00
January 11, 1975	Jasper	West Hardeeville High School	Vandalism	381.34
January 11, 1975	Laurens	Martha Dendy Middle School	Vandalism	184.62
January 12, 1975	Spartanburg	Hilltop Elementary School and Woodland Heights Elementary School	Vandalism	478.43
January 28, 1975	Sumter	Sumter School District #17 Administrative Office	Vandalism	1,063.52
February 2, 1975	Lexington	Pineview Elementary School	Vandalism	750.00
February 18, 1975	York	York High School	Vandalism	525.00

Date	County	Property Damaged	Cause	Amount
February 18, 1975	Darlington	Sonovista Elementary School	Lightning	242.17
February 22, 1975	Florence	Air Conditioning Unit at District Office	Lightning	380.66
March 2, 1975	Anderson	Wrenn High School	Vandalism	62.00
March 7, 1975	Greenwood	Mathews Primary School	Hail	90.00
March 14, 1975	Greenwood	Greenwood High School No. 2	Vandalism	277.52
March 22, 1975	Lancaster	Dobson Elementary School	Vandalism	272.50
March 24, 1975	Lancaster	Lancaster Vocational School Addition	Windstorm	961.00
March 24, 1975	Lee	Agriculture Shop at Ashwood-Central School	Windstorm	463.20
March 24, 1975	York	Athletic Field Wall at Fort Mill High School	Tornado	1,700.00
March 28, 1975	Florence	Compressor at Olanta Elementary No. 2	Lightning	460.62
April 2, 1975	Lancaster	Lancaster Vocational School	Windstorm	961.00
April 4, 1975	Barnwell	Barnwell High School	Vandalism	944.00
April 19, 1975	Saluda	Saluda High School	Vandalism	109.35
May 2, 1975	Florence	Poynor Junior High School	Vandalism	575.10
May 3, 1975	Saluda	Saluda High School	Vandalism	88.30
May 5, 1975	Florence	Wilson Senior High School	Vandalism	1,398.42
May 10, 1975	York	York Comprensive High School	Wind and Hail Storm	15,875.00
		TOTAL EXTENDED COVERAGE LOSSES PAID — COUNTY PROPERTY — 1974/1975		$223,145.03

Statement No. 28

EXTENDED COVERAGE LOSSES PAID FISCAL YEAR 1974-1975

CITY PROPERTY

Date	City	Property Damaged	Cause	Amount
June 8, 1974	West Columbia, South Carolina	Motor at Water Works Plant	Lightning	$ 3,367.91
August 2, 1974	West Columbia, South Carolina	Filter Plant at 406 Sunset Boulevard	Lightning	243.31
August 28. 1974	West Columbia, South Carolina	Elevated Water Tank at Filter Plant	Lightning	244.73
		TOTAL EXTENDED COVERAGE LOSSES PAID — CITY PROPERTY — 1974/1975		$ 3,855.95

Statement No. 29

TOTAL EXTENDED COVERAGE LOSSES PAID FISCAL YEAR 1974-1975

State Property	$ 91,243.21
County Property	$ 74,744.58
School Property	$ 223,145.03
City Property	$ 3,855.95
TOTAL EXTENDED COVERAGE LOSSES PAID FISCAL YEAR 1974/1975	$ 392,988.77

Statement No. 30

BOILER LOSSES PAID FISCAL YEAR 1974-1975

STATE PROPERTY

Date	Institution	Property Damaged	Cause	Amount
November 30, 1973	Division of General Services	Boiler in Archives Building	Low Water	$ 6,159.21
December 31, 1973	S. C. Department of Mental Health	Boiler at William S. Hall Psychiatric Institute	Ruptured Steam Pipes	3,241.28
October 3, 1974	S. C. Department of Corrections	Boiler at Watkins Pre-Release Center	Cracking	8,255.25
December 15, 1974	S. C. Department of Mental Retardation	Boiler at Midland Center	Cracking & Low Water	1,029.31
February 5, 1975	S. C. Department of Youth Services	Boiler in Middleton Cottage at the S. C. School for Boys in Florence	Explosion	562.98
		TOTAL BOILER LOSSES PAID — STATE PROPERTY — 1974/1975		$ 19,248.03

Statement No. 31

BOILER LOSSES PAID FISCAL YEAR 1974-1975

COUNTY PROPERTY

Date	County	Property Damaged	Cause	Amount
September 13, 1973	Marion	Boiler at Mullins Hospital	Expansion	$ 2,162.50
September 16, 1974	Beaufort	80 Ton Chiller at Beaufort Memorial Hospital	Locked Up	3,627.98
		TOTAL BOILER LOSSES PAID — COUNTY PROPERTY — 1974/1975		$ 5,790.48

Statement No. 32

BOILER LOSSES PAID FISCAL YEAR 1974-1975

SCHOOL PROPERTY

Date	County	Property Damaged	Cause	Amount
February 19, 1973	Charleston	Boiler at Craft Administration Building	Cracking	$ 3,353.45
February 19, 1973	Spartanburg	Boiler at Wellford Intermediate School (W.L.T.)	Over Heating	7,500.00
December 18, 1973	Charleston	Boiler at Burke High School	Cracking	2,891.42
January 25, 1974	Spartanburg	Boiler at James F. Byrnes High School	Low Water	3,192.11
February 4, 1974	Charleston	Boiler at Remount Road Elementary School	Over Heating	300.00
April 15, 1974	Charleston	Boiler at Midland Park Elementary School	Low Water & Over Heating	4,250.00
February 25, 1974	Orangeburg	Boiler at Sheridan Elementary School	Low Water	240.00
May 1, 1974	Richland	Boiler at C. A. Johnson High School	Cracking	3,234.30
May 21, 1974	Orangeburg	Boiler at North High School	Cracking	2,500.00
September 3, 1974	Richland	Boiler at Joseph Keels Elementary School	Low Water	3,200.00
September 15, 1974	Richland	Boiler at Frank C. Withers School	Cracking	2,042.15
October 1, 1974	Richland	Boiler at W. A. Perry Middle School	Cracking	1,766.90
October 3, 1974	Barnwell	Boiler at Barnwell Junior High School	Low Pressure	5,464.00
January 9, 1975	York	Boiler at Clover Middle School	Over Heating	5,659.66
		TOTAL BOILER LOSSES PAID — SCHOOL PROPERTY — 1974/1975		$ 45,593.99

Statement No. 33

TOTAL BOILER LOSSES PAID FISCAL YEAR 1974-1975

State Property	$ 19,248.03
County Property	$ 5,790.48
School Property	$ 45,593.99
TOTAL BOILER LOSSES PAID FISCAL YEAR 1974/1975	$ 70,632.50

Statement No. 34

DIFFERENCE IN CONDITIONS LOSSES PAID FISCAL YEAR 1974-1975

STATE PROPERTY

Date	Institution	Property Damaged	Cause	Amount
July 30, 1974	Division of General Services	Old R. L. Bryan Building at 1028 Sumter Street	Water	$ 3,804.19
December 23, 1974	Division of General Services	Emergency Generator at State Capitol Complex Parking Garage	Water	1,476.95
		TOTAL DIFFERENCE IN CONDITIONS LOSSES PAID — STATE PROPERTY — 1974/1975		$ 5,281.14

Statement No. 35

DIFFERENCE IN CONDITIONS LOSSES PAID FISCAL YEAR 1974-1975

SCHOOL PROPERTY

Date	County	Property Damaged	Cause	Amount
September 14, 1973	Spartanburg	Boiler at Lyman Elementary School	Water	$ 1,068.19
Decemger 8, 1973	Dorchester	Williams Memorial School	Water	4,350.00
July 12, 1974	Richland	A. C. Flora High School Boiler Room	Water	903.24
		TOTAL DIFFERENCE IN CONDITIONS LOSSES PAID — SCHOOL PROPERTY — 1974/1975		$ 6,321.43

Statement No. 36

TOTAL DIFFERENCE IN CONDITIONS LOSSES PAID FISCAL YEAR 1974-1975

State Property	$ 5,281.14
School Property	$ 6,321.43
TOTAL DIFFERENCE IN CONDITIONS LOSSES PAID FISCAL YEAR 1974/1975	$ 11,602.57

Statement No. 37

MEDICAL EMPLOYEE PROFESSIONAL LIABILITY LOSSES PAID FISCAL YEAR 1974-1975

STATE PERSONNEL

Date	Institution	Description	Amount
November 18, 1974	Medical University of South Carolina	Settlement of malpractice suit for Medical University of South Carolina	$ 275.00
		TOTAL MEDICAL EMPLOYEE PROFESSIONAL LIABILITY LOSSES PAID — STATE PERSONNEL — 1974/1975	$ 275.00

Statement No. 38

INSURANCE SINKING FUND

STATEMENT OF LOSSES PAID

JULY 1, 1974 THRU JUNE 30, 1975

Loss	State	County	School	City	Total
Fire	$ 30,960.44	$ 20,343.36	$ 885,031.35	$ .00	$ 936,335.15
Less Reinsurance	—	—	72,900.00	—	72,900.00
Less Salvage	—	—	—	—	—
Net Fire Loss	$ 30,960.44	$ 20,343.36	$ 812,131.35	$ .00	$ 863,435.15
Extended Coverage	$ 91,243.21	$ 74,744.58	$ 223,145.03	$ 3,855.95	$ 392,988.77
Less Reinsurance	—	—	—	—	—
Less Salvage	—	—	215.00	—	215.00
Net Extended Coverage	$ 91,243.21	$ 74,744.58	$ 222,930.03	$ 3,855.95	$ 392,773.77
Boiler	$ 19,248.03	$ 5,790.48	$ 45,593.99	$ .00	$ 70,632.50
Less Reinsurance	18,044.80	5,790.48	45,593.99	—	69,429.27
Less Salvage	—	—	—	—	—
Less Overpayment	1,203.23	—	—	—	1,203.23
Net Boiler	$ .00	$ .00	$ .00	$ .00	$ .00
Difference in Conditions	$ 5,281.14	$ .00	$ 6,321.43	$ .00	$ 11,602.57
Less Reinsurance	—	—	—	—	—
Less Salvage	—	—	—	—	—
Net Difference in Conditions	$ 5,281.14	$ .00	$ 6,321.43	$ .00	$ 11,602.57
Medical Employee Professional Liability	$ 275.00	$ .00	$ .00	$ .00	$ 275.00
Less Reinsurance	—	—	—	—	—
Net Medical Employee Professional Liability	$ 275.00	$ .00	$ .00	$ .00	$ 275.00
Tort Liability	$ .00	$ .00	$ .00	$ .00	$ .00
Less Reinsurance	—	—	—	—	—
Net Tort Liability	$ .00	$ .00	$ .00	$ .00	$ .00

LOSSES OCCURRING BUT UNPAID — $562,155.65

LANDS AND LEGAL

The legal office in the Division of General Services gives advice to the Director of the Division with regard to applicable statutes and rules and regulations, as well as to the State Fire Marshal, LP Gas Services, Central State Purchasing, and other sections of the Division. In addition, this office reviews and prepares permits for construction in the coastal areas of the state, and frequently advises the State Water Resources Commission in that regard.

Legal research and other activities are divided among the establishment and maintenance of a file of all state-owned real properties, the preparation and issuing of coastal permits, and the preparation and interpretation of applicable statutes and case law.

The file and index of state-owned real property has been programmed for computer service. This computerized information is available for agency use. The property inventory is continually being monitored and appropriate additions or deletions are being made when necessary.

Several tracts or parcels of property have been acquired for utilization in the Capitol Complex and for other state purposes. Several agreements have been negotiated relating to the use of state-owned property for the public benefit.

Assistance has been given the South Carolina Manufactured Housing Board in establishing the rules and regulations necessary to regulate the Manufactured Housing industry.

Representation and counseling is provided for the South Carolina Manufactured Housing Board, the Liquefied petroleum Gas Board, the Barrier Free Design Board and the Advisory Committee to the State Fire Marshal.

Implementation of recent legislation authorizing the Division of General Services through its Insurance department to provide liability insurance for personnel employed by the state as well as any political subdivision of the state is being coordinated with the Lands and Legal office. The defense work of four malpractice cases is being handled by this office and with the increase in policies written there undoubtedly will be an increase in the number of cases processed.

The Lands and Legal office represents the Division in legal proceedings, including administrative hearings and cases in the state courts. Assistance is also given to the South Carolina Wildlife and Marine Resources Department in prosecution of cases when requested.

CAPITOL COMPLEX (CENTREX) TELEPHONE SYSTEM

During the 1974-75 fiscal year, the size of the Centrex system, as indicated by the number of telephone sets in use, increased by a relatively modest 14 per cent while the use of the system, as indicated by

the number of intercity calls made, increased by almost 47 per cent. Total charges to state agencies increased by 37 per cent.

Approximately $8-10 thousand in printing costs have been eliminated by a change in the method of publishing the state telephone directory. An agreement was reached with Wing Publications, Inc. of Columbia whereby the directory is now printed at no cost to the state in return for the right to sell advertising in a "yellow pages" section. The first year's experience under this system has been successful, and indicates increasing benefits to both parties.

CAPITOL COMPLEX TELEPHONE SYSTEM
ANNUAL STATION GAIN

Date	Main Stations	Extension Telephones	Total	Annual Gain
June 24, 1965	763	1032	1795	
June 24, 1966	892	1166	2028	+233
June 24, 1967	961	1301	2262	+233
June 24, 1968	1060	1432	2495	+230
June 24, 1969	1160	1569	2729	+137
June 24, 1970	1298	1932	3230	+538
June 24, 1971	1415	2127	3542	+312
June 24, 1972	1595	2529	4124	+582
June 24, 1973	1842	3002	4844	+720
June 24, 1974	3167	4251	7418	+2574
June 24, 1975	3654	4788	8442	+1024

CAPITOL COMPLEX TELEPHONE SYSTEM
INTER-CITY CALLS

Date	Inter-City Calling (Calls)	Percentage Increase	Total Minutes	Percentage Increase
7/1/66 to 6/30/67	116,915		467,665	
7/1/67 to 6/30/68	156,036	33.5	627,159	34.1
7/1/68 to 6/30/69	209,391	34.2	857,581	36.7
7/1/69 to 6/30/70	306,811	46.5	1,212,101	41.3
7/1/70 to 6/30/71	456,455	48.8	1,806,834	49.1
7/1/71 to 6/30/72	604,036	32.3	2,612,793	44.6
7/1/72 to 6/30/73	781,546	29.4	3,516,957	34.6
7/1/73 to 6/30/74	1,309,813	33.0	4,679,158	33.0
7/1/74 to 6/30/75	1,527,230	46.9	5,988,707	28.0

RECAP OF CHARGES TO STATE AGENCIES

Date	Local Service	Intercity Calling	Installation And Other Charges	Total	Annual Percentage Increase
7/1/66 to 6/30/67	$ 212,387.98	$ 158,279.01	$ 6,848.00	$ 371,514.99	
7/1/67 to 6/30/68	$ 266,987.87	$ 219,987.31	$12,883.27	$ 499,858.45	34.5
7/1/68 to 6/30/69	$ 312,801.69	$ 267,474.56	$14,833.06	$ 595,109.31	19.1
7/1/69 to 6/30/70	$ 403,382.04	$ 375,338.01	$23,093.30	$ 801,813.35	34.7
7/1/70 to 6/30/71	$ 451,699.95	$ 415,971,71	$22,958.78	$ 890,630.44	11.1
7/1/71 to 6/30/72	$ 542,412.69	$ 553.981.80	$32,903.40	$1,129,297.89	26.8
7/1/72 to 6/30/73	$ 642,407.14	$ 670,532.85	$30,574.50	$1,346,514.49	19.2
7/1/73 to 6/30/74	$ 832,814.62	$ 741,900.97	$81,738.40	$1,656,453.99	23.0
7/1/74 to 6/30/75	$1,115,255.81	$1,090,708.50	$66,903.39	$2,272,867.70	37.2

COMPUTER CENTER

During the fiscal year 1974-1975, the Data Processing Unit continued to provide a full range of data processing services to state, local and county governments and municipalities. These services were provided for the following agencies: the Attorney General's Office; the South Carolina Aeronautics Commission; the Division of Administration; the Department of Agriculture; the Commission on Alcoholism; the Cosmetic Arts Examiners Board; the Department of Archives and History; Beaufort County; Commission for the Blind; Dairy Commission; Department of Corrections; Division of General Services; the Employment Security Commission; Engineering Examiners' Board; State Insurance Department; Department of Labor; Department of Parks, Recreation and Tourism; the State Personnel Division; Probation, Pardon and Parole Board; Public Service Commission; Public Service Authority; Real Estate Board; State Development Board; State Election Commission; Wildlife Resources Department; Department of Youth Services; Commission on Aging; South Carolina Arts Commission; and U. S. Forestry Service.

A major project completed during 1974-75 was a conversion to the IBM System 360 Model 65 Computer. This new computer with the increased speed and size will allow the Data Processing Unit to provide communications and time sharing capabilities to its users and will allow more computer time for additional work loads in the future.

Due to the installation of the 360 Model 65 Computer, the Data Processing Unit's computer operations section was able to reduce the number of shifts required to two shifts per day, five days per week. This reduction was primarily due to the fact that the new computer system is four times faster than the older one and can process many jobs concurrently.

The primary project for 1974-1975 continued to be the design and implementation of a centralized purchasing system for the Division of General Services. The initial phase of this system which includes online data entry and inquiry of purchase orders, vendors and commodities was implemented in January, 1975. The sharing and integration of purchasing information with other state agencies has also become a major consideration in this project. Future plans include the possible automation of bid invitations and notices of award functions in addition to providing management information from the system.

Another major project continued during the year was the implementation of a client information system for the Commission for the Blind. This system, which was retrieved from the Oklahoma Commission for the Blind, traces the progress of a client through all phases of the vocational and rehabilitative processes while providing a history of

services rendered. Information from the system is used to justify and support all state and federal project funding.

Another major project undertaken during the year was the design and implementation of an information management system for the Department of Labor. This system correlates workmen's compensation data with occupational safety and health data to provide information on illness and injuries sustained on the job.

The Wildlife Resources Department required continued support in the areas of maintenance and expansion of watercraft titling, accounting and inventory systems.

Other projects undertaken or continued during the year include an inspection services system, vehicle inventory system, personnel system, accounts payable system and insurance system for the Division of General Services.

Feasibility studies, system revisions and systems design of a more limited scope were conducted for several other agencies during the year. Among these were the Attorney General's Office, Division of Administration, Archives and History, Commission on Aging, Aeronautics Commission, State Board of Cosmetic Art Examiners, Development Board and Department of Youth Services.

DIVISION OF GENERAL SERVICES
DATA PROCESSING UNIT

	1972-73	1973-74	1974-75
Total Meter Hours on CPU	5127	4676	5038
Total Clock Hours CPU in Operation	7160	9627	11,673
Total Clock Hours of CPU in Principal Agencies:			
Department of Agriculture	127	101	85
S. C. Department of Archives and History	44	57	17
Commission for the Blind	177	197	303
Dairy Commission	30	31	37
General Services:			
Accounting	458	704	744
Data Processing	634	935	826
Buildings and Grounds	253	266	245
Motor Pool	27	64	44
Insurance	71	92	119
Purchasing	127	973	2581
Centrex System	178	423	419
Inspection Services	—	—	78
Engineering Examiner's Services	6	17	24
Employment Security Commission	—	—	306
S. C. Insurance Department	66	167	125
S. C. Commission on Aging	26	76	63
S. C. Commission on Alcoholism	—	—	41
S. C. Department of Labor	322	366	315
Mental Retardation Department	381	459	—
Parks, Recreation, and Tourism	167	87	56
Personnel Division	1272	1691	1524
Real Estate Commission	49	107	46

Retirement System	48	—	—
State Board of Health and Environmental Control	238	—	—
State Development Board	49	34	18
Public Service Authority	92	106	30
State Election Commission	1170	1269	1941
Division of Administration	227	123	149
Wildlife Resources Department:			
Division of Boating	127	271	218
Division of Game	581	816	978
Beaufort County Tax System	115	69	34
U. S. Forestry Service	—	—	106
Other Agencies: S. C. Arts Commission, Probation, Parole, and Pardon Board, Division of Research and Statistical Services, Florence County, Attorney General's Office and Public Service Commission	98	126	201
Total Number of Agencies	33	33	35
Total Number of Programs	950	1100	1200
Average Monthly Hours on CPU:			
Meter Hours	427	390	420
Clock Hours	597	802	973

PERSONAL PROPERTY INVENTORY

SUMMARY BY AGENCY

	1973-74		1974-75	
Agency	Number of Items	Value	Number of Items	Value
The Senate	560	$ 97,358	670	$ 118,239
House of Representatives[1]	1,080	27,660	1,080	27,660
Judicial Department	947	162,444	1,044	221,634
Adv. Council on Vocational Ed.	43	6,933	46	8,268
Comm. on Higher Education	274	129,446	298	65,907
Secretary of State	188	50,101	199	52,435
Comptroller General's Office	359	92,461	395	90,653
Attorney General's Office	585	76,176	697	106,368
State Treasurer's Office	249	61,032	293	70,639
Adjutant General's Office	163	18,001	152	18,861
Division of General Services	2,207	966,100	2,504	1,914,909
Real Estate Board	182	31,010	180	26,911
S. C. Opportunity School	1,483	180,578	1,566	211,115
Dept. of Archives & History	933	219,815	934	221,317
Confederate Relic Room	108	19,244	110	19,565
S. C. State Library	594	130,489	662	128,073
Codification of Laws & Legislative Council	84	103,248	84	45,091
S. C. Arts Commission[2]	291	114,283	61	11,313
Comm. on Alcohol & Drug Abuse	216	37,172	415	74,817
John de la Howe School	955	161,138	1,120	225,193
Children's Bureau	225	30,095	245	33,096
Commission for the Blind	1,590	307,016	2,122	440,084
Comm. on Status of Women			6	2,146
S. C. Museum Commission			35	5,007
Dept. of Veterans Affairs	135	19,469	149	20,956
S. C. Industrial Commission	707	131,638	613	118,752
State Development Board	962	818,518	1,326	949,455
Disaster Preparedness Agency	437	98,098	518	138,442
S. C. Council on Aging	271	54,758	277	60,677
Land Resources Conservation Comm.	259	35,998	407	54,145
Water Resources Commission	177	29,506	196	34,315
State Dairy Commission	120	14,011	121	14,492
Insurance Department	892	151,237	948	161,555
Contractors Licensing Board	164	12,588	164	13,164
Workmen's Compensation Fund			113	25,328
Public Service Commission	821	118,382	815	115,703

Agency	1973-74 Number of Items	1973-74 Value	1974-75 Number of Items	1974-75 Value
Aeronautics Commission[1]	164	$ 162,701	164	$ 162,701
Alcoholic Beverage Control Comm.	356	184,028	398	239,225
Second Injury Fund			39	9,796
S. C. Retirement System			868	151,494
Bank Control Examiners Div.	166	18,268	182	21,049
Bank Control Consumer Finance Div.	56	9,893	56	9,893
Board of Bank Control	53	6,886	53	6,866
Election Commission	63	9,482	82	19,778
State Board for Juvenile Placement & Aftercare	142	17,798	213	27,088
Div. of Research & Statistics	210	37,945	193	29,208
State Agricultural Marketing Comm.	237	72,603	Inventory not required in compliance with Section 20 Part Two of the 1967-68 Appropriation Act.	
S. C. Recreation Commission	63	17,571		
Department of Labor	514	108,274		
Total	20,285	$5,151,452	22,813	$6,523,383

Note [1] Inventory as of June 30, 1975 not received
Inventory as of June 30, 1974 used

[2] Inventory does not include State Art Collection

SUMMARY BY YEAR PURCHASED OR ACQUIRED

1973-74

	1973-74 Number of Items	1973-74 Value	1973-74 Percent	1974-75 Number of Items	1974-75 Value	1974-75 Percent
2 Years and Under	4,530	$1,684,475	22.33	5,831	$3,044,187	25.56
3-5 Years Old	4,804	1,106,214	23.68	5,220	1,198,713	22.88
6-10 Years Old	4,482	1,528,454	22.10	5,214	1,595,769	22.86
Over 10 Years Old or Unknown	6,469	832,309	31.89	6,548	684,714	28.70
	20,285	$5,151,452	100.00	22,813	$6,523,383	100.00

CENTRAL STATE PURCHASING

A policy and procedure manual was developed by Central State Purchasing and purchasing representatives of seven of the major state agencies. This was presented to and approved by the Budget and Control Board on August 14, 1974. It was then distributed to every agency, institution, department, city, county, school district, political subdivision, and independent college in the state. It was explained that the rules and regulations adopted almost twenty-five years ago had been rescinded and replaced by the Purchasing Policies and Procedures. Cost benefits derived from the manual are difficult to determine, but definite advantages have been realized from the uniformity of purchase procedures by all agencies. The manual includes topics on the solicitation of bids, purchase of used equipment, lease and lease purchase, emergency purchases, and the selection of architectural, engineering firms and other consulting services.

There are currently in effect a total of 350 statewide contracts on 676 commodities. A total of 1564 vehicles were purchased from term contracts. Purchases were made for 40 counties, 87 municipalities, 23 political subdivisions, 23 school districts, and the South Carolina College Council, Inc. in addition to the request from state agencies. Total purchases through statewide term contracts and direct purchases for the fiscal year amounted to $59,790,809.84. It is generally recognized that Central State Purchasing realizes a cost avoidance of 10 percent. Based on this percentage, a total avoidance of over $5,900,000.00 was affected. The cost savings were approximately $1,000,000.00 more than the previous fiscal year.

The number of orders issued by Central State Purchasing did not increase significantly during the period. The increased volume of purchases was made possible because of the existence of more term contracts and agencies place their own orders against these contracts.

An example of the savings were those obtained through the term contract for hearing aids. One hundred twenty-nine units, with a retail value of $40,000.00, were purchased at a savings of $21,000.00.

Blanket purchase orders have been established by which miscellaneous items are secured. This has resulted in the elimination of approximately sixty purchase orders each month with a corresponding annual cost avoidance of $10,800.00.

A bidder's application form has been designed and is being used as a means of adding interested bidders to mailing lists. All bidders were requalified by sending them a form, a new commodity code booklet, and a letter of explanation. The result was the purging from the old mailing list of approximately four thousand bidders. The bidders on the current list are responsive and it is estimated that an annual cost avoidance of

$3,000 has been realized. The bidder master file has been completed and is being used to furnish computer printed labels for the mailing of bid invitations.

Other agencies have shown an interest in the progress that has been made at General Services and have adopted the code numbers and are using them on purchase orders. When agencies that have data processing capabilities adopt and use the numbers as supplied by General Services, the volume of purchases in a particular commodity group can then be determined, using tapes, cards, or source documents furnished by the agency. This information is then used in establishing term contracts, in schedule purchasing, and in other methods of volume procurement. Any increase in volume through Central Purchasing will yield a cost avoidance of ten percent.

A food purchasing program has been developed and implemented serving the South Carolina Departments of Mental Health, Mental Retardation, Corrections, Youth Services, and the State Park Health Center. Food purchases are made on both quarterly and annual cycles. A computer-prepared requisition is mailed to these agencies each quarter. The agency inserts the quantity of each item desired. The quantities are then entered in the computer and a bid invitation is printed.

Certain items have been selected that are suitable for an annual purchase based primarily on seasonal harvest schedules of packers. The agencies submit their requirements and a bid invitation is developed.

An estimated cost avoidance of $355,654.00 has been realized through the food buying program.

The requisition and purchase orders used by Central State Purchasing have been re-designed to increase standardization and adaptability to automation. During the re-design phase, numerous meetings were conducted with representatives from the major agencies. One of the agencies has adopted the newly designed purchase order, and has found that it is no longer necessary to duplicate a Central Purchasing order. The cost avoidance to the agency during the past three years has amounted to $75,000.00

Following is a statement showing the activity of Central State Purchasing for the fiscal year, 1974-75:

SUMMARY
June 30, 1975

Total Direct Purchases for State Agencies	$33,978,697.70
Total Direct Purchases for Political Subdivisions	1,940,960.39
Total Direct Purchases	$35,919,658.09

Total Purchases against Term Contracts and Schedule Purchases	23,871,151.75
TOTAL ALL PURCHASES	$59,790,809.84

DETAIL OF TERM CONTRACTS JUNE 30, 1975

Asphalt, Cement, Emulsions, Cutback, Cold Laid Mixes	$2,581,959.00
Culvert Pipe: State Agencies Political Subdivisions Total Pipe	809,745.00
Gasoline: State Agencies Political Subdivisions Total Gasoline	9,003,600.00
Motor Oil: State Agencies Political Subdivisions Total Motor Oil	146,000.00
Automotive Replacement Parts	984,735.20
Tires, Tire Recapping and Tubes	615,983.00
Fuel Oil: State Agencies Political Subdivisions Total Fuel Oil	2,000,000.00
Welding Gases	250,000.00
Drugs, Medicines	468,138.00
Office Supplies	700,000.00
Janitorial Supplies	265,468.00
Fire Extinguishers	45,000.00
Traffic Control Equipment	365,892.00
Cement	160,000.00
Flags	3,000.00
Driver Licenses with Color Photographs	104,694.00
Greases	66,978.00
Radios	241,000.00
Television Receivers and Stands	324,632.00
Laboratory	1,180,001.00
Air Conditioners	126,876.00
Ice Machines	37,505.00
Hearing Aids	18,403.55
Audio, Visual	15,000.00
Food	3,356,542.00
	$23,871,151.75

FOOD SUPPLIES REVOLVING FUND

Balance Sheet
June 30, 1975

Assets

On Deposit—State Treasurer			$161,727.03
Accounts Receivable—Handling and Storage			3,270.58
Accounts Receivable—Sale of Food Supplies			1,092.80
Inventory			12,879.88
Total Assets			$178,970.29
Liabilities and Surplus:			
Liabilities:			
Accounts Payable			$ 35.50
Surplus:			
Donated Surplus—State of S. C.		$175,000.00	
Earned Balance—July 1, 1974	$ .00		
Add: Net Income for Period	3,934.79	$ 3,934.79	$178,934.79
Total Liabilities and Surplus			$178,970.29

FOOD SUPPLIES REVOLVING FUND

Statement of Income and Expenses
July 1, 1974 to June 30, 1975

Sale of Food Supplies			
Sales		$56,871.50	
Cost of Goods Sold:			
Inventory—July 1, 1974	$ .00		
Purchases	66,917.28		
Less: Inventory—June 30, 1975	12,879.88	$54,037.40	
Net Income for Year—Sale of Food Supplies			$2,834.10
Handling and Storage for Food Supplies:			
Income—Handling and Storage		$28,152.10	
Expenses:			
Freight	$ 9.20		
Other Contractual Service-Handling Charge by Standard Warehouse	12,468.09		
Office Supplies	176.15		
Other Supplies	5.82		
Rent—Non State Owned	14,356.65		
Rents—Equipment	35.50	$27,051.41	
Net Income for Year—Handling and Storage			$1,100.69
Total Net Income for Year			$3,934.79

STATE PRINTING

The State Printing Officer maintains supervisory administration over the print shop located in the Edgar A. Brown Building.

Printing personnel numbered two at the end of the 1973-74 fiscal year. Presently, there are four employees in the print shop.

Salaries and expenses of the operation amounted to $49,883.69 for 1974-75, up $9,484.37, or 23 per cent, over the $40,399.32 paid out for 1973-74. Printing produced during the year was billed out at $55,760.62, which is $29,806.08, or 115 per cent, more than the $25,954.54 billings for 1973-74. Operational profit for 1974-75 amounted to $5,876.93 compared to an operational loss of $14,444.78 for the prior year.

Last year there was a monthly average of 22 state agencies and/or departments that availed themselves of the services offered by the print shop. By comparison, this year's average is 28, an increase of 27 per cent. Last year an average of 122 printing jobs were produced each month. This year the average is 183, up 50 per cent.

The Printing Office continues to work closely with all cooperating state agencies and departments. Counsel and advice on printing is available and gladly rendered to anyone in our state government. Requisitions for printing are received by this section and each one is carefully reviewed and evaluated to determine whether the needs are best served by duplicating or in-house printing, or if everything is sufficiently clear for prospective bidders to render intelligent quotations on the printing that is to be done commercially. Competitive bids on printing requirements are received at least three times each week.

The following table shows the number and monetary value of printing awards each month during the 1974-75 fiscal year.

Month	Number of Contracts	Total Value
July	259	$ 133,732.08
August	261	141,629.22
September	184	135,709.16
October	256	143,349.16
November	136	62,653.13
December	184	62,998.12
January	189	125,972.64
February	184	66,540.78
March	193	101,879.57
April	244	284,274.03
May	250	155,117.11
June	271	326,585.40
Totals	2,611	$1,740,440.40

An average of 218 printing awards totaling $145,036.70 were handled each month. The difference between the low bids and second low amounted to $255,406.62, or an average of $21,283.88. The difference

between the low and high bids was $635,818.37 for a monthly average of $52,984.86.

There were 79 fewer printing contracts awarded this fiscal year — 2,611 as against 2,690 for 1973-74. The value increased $122,299.30 (plus 8 per cent) — $1,740,440.40 compared to $1,618,141.10.

The State Printing Office also approves invoices for printing and office supplies prior to payment by the Comptroller General. Invoice approvals for printing for the 1974-75 fiscal year were as follows:

Month	Printing Approvals	Amount
July	532	$ 259,373.67
August	520	362,099.33
September	361	268,737.85
October	608	184,461.86
November	488	382,053.25
December	504	444,695.00
January	610	499,212.35
February	531	179,507.57
March	450	285,451.82
April	614	512,159.19
May	533	289,022.07
June	538	288,246.56
Totals	6,289	$3,955,020.52

For an average month there were 524 printing approvals, amounting to $329,585.04.

There were 6,289 printing approvals. This is 1,212 more than the prior year or an increase of 24% — 6,289 vs. 5,077. The monetary value of these approvals increased by $1,505,796.90 (plus 61 per cent) — $3,955,020.52 compared to $2,449,223.62.

The tabulation below shows office supplies approved.

Month	Office Supplies Approvals	Amount
July	2,958	$1,137,055.91
August	2,615	647,878.68
September	2,301	599,897.41
October	2,994	686,310.68
November	2,588	504,114.05
December	2,566	759,886.61
January	3,536	671,017.95
February	3,126	697,764.51
March	3,739	710,743.18
April	2,993	710,950.59
May	2,851	626,647.40
June	2,557	809,705.02
Totals	34,824	$8,561,971.99

On average 2,902 office supplies approvals amounting to $713,497.67 were processed each month.

There were 4,711 (plus 16 per cent) more office supplies approvals during the 1974-75 fiscal year over the prior year — 34,824 compared to 30,113. There was a monetary increase of $1,838,966.45 (plus 27 per cent) — $8,561,971.99 vs. $6,723,005.54.

Yearly contracts for the 1974-75 fiscal year with comparisons for the prior year were as follows: For printing and mailing the Market Bulletin for the State Department of Agriculture: $143,003.18 as compared to $128,102.30, an increase of $14,900.88 or 12 per cent; and for business license, beer and wine, soft drinks and alcoholic liquor tax stamps for the South Carolina Tax Commission: $117,211.61 as compared to $86,765.93, an increase of $30,445.68 or 35 per cent.

Public printing expenditures for legislative printing and the publication of annual reports of the various state agencies and departments amounted to $580,226.53 against $523,302.32, an increase of $56,924.21 or 11 per cent. Of the $580,226.53 spent on public printing for the 1974-75 fiscal year $450,666.58 was for the legislative printing and $129,559.95 was for annual reports. The prior year $523,302.32 was spent on public printing — $410,499.53 for legislative printing and $112,802.79 for annual reports. By comparison, there was an increase in legislative printing — $450,666.58 vs. $410,499.53 (plus $40,167.05 or 10 per cent). The cost of annual reports increased from $112,802.79 to $129,559.95 (plus $16,757.16 or 15 per cent).

CENTRAL SUPPLY

The Office Supply Unit has continued to expand. With a Revolving Fund of $30,000.00 the unit makes purchases and maintains an inventory of supplies to serve all state agencies. Sales for the year amounted to $300,994.16. This shows an increase of over thirty five percent.

This Unit has increased both the number of items carried and quantity of stock over the past year. In some instances where it is impractical to stock certain items, competitive bids are received and contracts entered into with successful vendors. By volume buying under prevailing contract prices, agencies have the advantage of greater savings.

During the 1974-75 fiscal year, the Central Supply Unit was moved to a warehouse on Laurel Street which was acquired from the Thomas and Howard Company. It has been adapted for the use of this Unit as well as for the Food Purchasing Facility. At the same time, several functions of the Supply Unit were transferred to other departments in the Division: the mail room operation and the copy machine, used by all departments, were assigned to the Computer Center. The offset printing operation and the machine room for collating, folding and stuffing Purchasing Office bids were moved to the Brown Building Print Shop, and are under the supervision of the State Printing Officer.

A Central Supply is operated for the Buildings and Grounds Section. By Stocking and purchasing in larger quantities a great savings is being realized both in cost reduction and time involved in picking up supplies and equipment.

Monthly Sales of Office Supplies for the 1974-75 Fiscal Year were as follows:

July	$ 19,930.89	January	$ 27,334.60
August	26,048.14	February	29,524.53
September	22,982.28	March	18,974.56
October	31,020.96	April	27,814.33
November	15,250.21	May	23,212.79
December	33,049.92	June	25,850.95
		Total	$300,994.16

OFFICE SUPPLY REVOLVING FUND

Statement of Income and Expense
For Fiscal Year Ending June 30, 1975

Sales		$298,916.72
Cost of Sales		
Inventory — July 1, 1974	$ 39,032.70	
Purchases	294,850.24	
Total	333,882.94	
Inventory — June 30, 1975	77,398.46	$256,484.48
Net Income		$ 42,432.24

OFFICE SUPPLY REVOLVING FUND

Statement of receipts and disbursements

Balance — July 1, 1974 State Treasurer	$ 75,654.22
Receipts:	
Sales	293,313.91
Total Balance and Receipts	$368,968.13
Disbursements	$282,382.28
Balance June 30, 1975	86,585.85
Total Disbursements and Balance	$368,968.13

OFFICE SUPPLY REVOLVING FUND

Statement of Account Balances
June 30, 1975

Assets

State Treasurer — Cash			$ 86,585.85
On Deposit — UPS			100.00
Accounts Receivable			27,745.92
Inventory			77,398.46
Total Assets			$191,830.23
Liabilities and Surplus			
Liabilities:			
Accounts Payable			$ 39,045.93
Surplus:			
Donated Surplus — State of S.C.		$ 30,000.00	
Earned Balance, July 1, 1974	$ 80,352.06		
Add: Net Income for Period	42,432.24	122,784.30	152,784.30
Total Liabilities and Surplus			$191,830.23

MOTOR POOL

The Motor Pool, an integral part of the Division of General Services, has been in continuous operation since July 1, 1964. Initially, all funds for the purchase of vehicles were obtained from the sale of excess state-owned passenger cars. The pool has been self-sustaining and all vehicles are properly maintained, kept in good repair and updated whenever practical and feasible.

During the 1974-75 fiscal year 227 passenger cars were in operation. These vehicles were available to state agencies either on an in-and-out or permanent assigned basis. Passenger car usage was invoiced at a mileage rental of twelve cents per mile, which is two cents less than the statutory allowance of fourteen cents. Based on the approximate 4,341,398 miles traveled, the two cents differential resulted in a $86,827.96 cost reduction.

There was a net gain of 51 passenger cars during the year and, although some increase is a continuing trend, demand still far exceeds supply. Supplemented by more appropriated funds, the Motor Pool cars can become much more effective.

There are 20 trucks in the Motor Pool used by General Services.

Year Ending	Automobiles Number	Total Miles	Trucks Number
June 30, 1972	72	1,258,021	14
June 30, 1973	89	1,651,607	16
June 30, 1974	176	3,329,469	18
June 30, 1975	227	4,341,398	20

SURPLUS PROPERTY PROCUREMENT PROGRAM

The State Agency for Surplus Property is charged with the responsibility of screening, transporting, warehousing and distributing personal property surplus to the needs of Federal installations. In addition, the Surplus Property personnel assist the Department of Health, Education and Welfare in the transfer of real property when such property, located in this state, is declared surplus by a Federal Agency. Surplus real property disposals are limited to transactions primarily used for educational or public health purposes, including research.

The State Agency for Surplus Property acts as a bailee for the personal property acquired from Federal Agencies, and makes the property available for donation to eligible health and educational institutions, public libraries and Civil Defense Organizations. The acquisition cost of the inventory in our warehouse at the end of the fiscal year 1975 amounted to $1,172,373.08.

Because of a reduction in the amount of useable property generated in the United States, we deemed it advisable to enter the Overseas Surplus Property Program. As of this date, however, none of this property has been allocated to us. We hope to obtain some valuable property from this source in the near future.

Due to a re-utilization policy by the Department of Defense, the quantity and quality of property being generated is not as good as it has been in the past. At the present time we are screening two bases in North Carolina and periodically screen other state agency warehouses. These activities are very necessary to obtaining a sufficient amount of property to meet our requirements. All property disposal installations are automated and the print-outs offered us for screening purposes are complicated to the extent that our screening time has been more than doubled.

Continued implementation of Section 201(c) of the Public Federal Property and Administrative Services Act of 1949 prevents us from obtaining much property which is highly desirable and badly needed by our donees. Section 514 of the Public Works Development Act of 1965, as amended, allows for Title V Commissions under the Department of Commerce to obtain Federal excess property for any tax-supported unit of government. This encompasses the Coastal Plains Regional Commission and covers approximately half our State. We are losing much good property to this Agency. In spite of the activities and the re-utilization program mentioned above, service charges collected during the past fiscal year show an increase as compared to the previous year. Expenses were considerably higher due to substantial increase in salaries and wages, travel and motor vehicle supplies.

Practically all school districts are now eligible to procure surplus property and our services charges to recipients have been sufficient to sustain operating costs of the program. For the fiscal year 1974-75 a profit of $5,495.73 is shown.

Participation by the public schools and vocational schools in the state has been very satisfactory. Civil Defense and health institutions are participating substantially. Participation by the Technical Education System has decreased.

During the fiscal year ended June 30, 1975, 3042 issues of personal property were made to eligible institutions within the state. During the same period, 1156 requests were made to the Department of Health, Education and Welfare for property located in South Carolina and in other states.

Evaluations of personal property acquired from the Federal institutions is based on original cost of property at the time of purchase by the Federal government. Although these figures do not represent the residual value of the property, the State Agency in 1974-75 transferred to donees surplus property with an aquisition cost of $6,730,026.72. Charges to state institutions for handling this property amounted to $232,193.87. During the year, approximately 3300 eligible donees visited our warehouse to inspect and select surplus property.

SURPLUS PROPERTY REVOLVING FUND

Statement of Account Balance
July 1, 1974 to June 30, 1975

Assets

Current:		
On Deposit — State Treasurer—		
Operating Account	$119,806.31	
Improvement Account	6,878.40	
Overseas Project Fund	1,350.00	
Accounts Receivable	53,345.22	
Prepaid Insurance	480.17	$181,860.10
Fixed:		
Buildings	$162,840.73	
Office and Other Equipment	13,690.48	
Motor Vehicle Equipment	10,038.52	
	$186,569.73	
Less: Accumulated Depreciation	42,634.54	$143,935.19
Total Assets		$325,795.29

Liabilities and Donees' Equity

Current Liabilities:		
Reimbursement due General Fund		
State of South Carolina	$ 97,778.49	
Long Term Liabilities Due to		
State of South Carolina	10,000.00	$107,778.49
Donees' Equity:		
Balance July 1, 1974	$212,521.07	
Add: Ned Profit for Period	5,495.73	$218,016.80
Total Liabilities and Donees' Equity		$325,795.29

SURPLUS PROPERTY REVOLVING FUND

Statement of Profit and Loss
July 1, 1974 to June 30, 1975

Income:		
Charges to Agencies for Handling Property		$232,182.67
Expenses:		
Salaries and Wages	$171,682.75	
Freight, Express and Deliveries	4,116.04	
Travel	15,349.75	
Telephone and Telegraph	4,644.78	
Repairs	2,578.56	
Water, Heat, Light and Power	5,091.71	
Other Contractual Services	2,630.60	
Office Supplies	1,083.27	
Motor Vehicle Supplies	11,219.74	
Maintenance, Supplies	152.13	
Postage	1,024.75	
Rents Equipment	124.80	
Insurance	2,352.65	
Contributions and Dues	190.00	
Depreciation	4,445.41	$226,686.94
Net Profit for Fiscal Year 1974/75		$ 5,495,73

DIVISION OF INSPECTION SERVICES

State Fire Marshal

During 1974-75, a computerized fire inspection system was developed and put into operation. This system accounts for all fire safety inspections, routine or requested, and on all routine inspections, will annually indicate inspections due of each facility inspected. This system will simplify and organize each of the Deputy Fire Marshal's inspection schedules and give an accurate report of his activities on an annual basis.

By law, the State Fire Marshal has the responsibility of fire prevention and protection of lives and property from fire. Through the assistance of local officials and other state agencies, the State Fire Marshal makes the following report of inspections made during the fiscal year.

Theaters	8
Motion Picture Theaters	15
Assembly Halls	2
Museums	1
Gymnasiums	4
Restaurants	13
Dance Halls & Clubs	12
Recreation Halls	8
Schools	2901
Universities	9
Colleges	211
Academies	17
Nursery Schools	374
Kindergartens	93
Hospitals	88
Nurseries	8
Homes for the Aged	62
Mentally Retarded Care	117
Orphanages	36
Hotels	14
Motels	136
Dormitories	7
Lodging or Rooming Homes	2
Supermarkets	3
Department Stores	2
Shopping Centers	2
Doctors Offices	2
Court Houses	1
Factories of All Kinds	6
Laundries	1

Garages	7
Miscellaneous	593

The Institutional Training Program as was previously termed has now expanded its scope of services to include not only general institutional training, but also training in other areas never before served. The training program as it exists presently avails itself to any area in need of fire safety educational training.

Mr. B. Harvey Scurry and Mr. Carter H. Jones are employed as Training Specialists with responsibilities to provide, coordinate, and adapt fire safety programs to individual as well as local needs. The following report is submitted by Mr. Scurry and Mr. Jones for the period of July 1, 1974, through June 30, 1975.

Total Number of Programs	488
Total Attendance	13808
Hospitals Visited	59
Nursing Care Facilities Visited	67
Specialized Areas:	
Schools of Nursing	8
Safety Councils	2
Fire Departments	3
Civic Groups	6
Mental Health Facilities	4
School for Deaf & Blind	1
Public and Private Schools	4
Industries	2
Camps	1
Fire Investigations	4

In addition to the above listed programs, Mr. Scurry and Mr. Jones have been involved in other areas of training and public relations. Assistance and instruction was given at the Fourth Annual Fire School held at the S. C. Institute of Fire Technology as well as the S. C. Fire Inspectors Association Conference held in Myrtle Beach. The Training Division was represented at the East Georgia Institutional Fire School in Augusta and at the Fire Instructors' Conference held in Memphis. A Press Conference was called in the Charleston area for all the news media to acquire information concerning fires in health care facilities. Mr. Scurry and Mr. Jones also represented the Fire Marshal's Office at the activities in Charleston during Fire Prevention Week.

Mr. Henry M. Morgan, Plans Examiner for the Division of Inspection Services, submits the following report of his review of plans and specifications during the fiscal year.

Manufacturing Sites 4
Shopping Centers 6
Apartments, Townhouses,
And Condominiums 3
Hotels and Motels 1
Warehouses 2
Law Enforcement Centers 1
Schools, Colleges
And Related Buildings 10
Office Buildings 6
Sprinkler and Standpipe Systems 9
Fire Alarm Systems 2
Elevators 3
Miscellaneous 19

A report of mobile home inspection and investigation of complaints by mobile home owners is submitted by Mr. Warren Gage, Mobile Home Inspector.

Number of Dealer Lots Inspected 83
Number of Units Inspected 957
Number of Complaints Investigated 107
Number of Mobile Home Parks Inspected 113
Number of Manufacturing Plants Inspected 18

Mr. Frank Sims, Maintenance Superintendent, instructs Building and Grounds Personnel in the maintenance of public schools in the state. Mr. Sims worked in the following schools during the year in the performance of his duties.

Alcolu Elementary, Manning
Manning Middle, Manning
Ehrhardt Middle, Ehrhardt
Colleton Elementary, Walterboro
Hampton Street Elem., Walterboro
Walterboro Jr. High, Walterboro
Cottageville Elem., Cottageville
West Lee Elem., Bishopville
East Lee School, Bishopville
St. Matthews High, St. Matthews
Bamberg High, Bamberg
Bishopville Elem., Bishopville
John Ford Elem., Cameron
St. John High, Cameron
St. John Elem., Cameron
Bamberg Jr. High, Bamberg
Holly Hill High, Holly Hill
Holly Hill Elem., Holly Hill
Elloree Elem., Elloree
Elloree Jr. High, Elloree
Elloree High, Elloree
Roberts High, Holly Hill
Brunson High, Brunson
Brunson Elem., Brunson
Estill High, Estill
Estill Middle, Estill
Hardeeville Elem., Hardeeville
St. John Middle, Cameron
Hardeeville Jr. High, Hardeeville
Winnsboro High, Winnsboro
McCrory-Liston School, Blair
Ridgeway Elem., Ridgeway
Ridgeway Jr. High, Ridgeway
Geiger Elem., Ridgeway
Sims Jr. High, Union
Excelsior Elem., Union
Kingstree Jr. High, Kingstree
Kingstree High, Kingstree
Blackville High, Blackville
Blackville Jr. High, Blackville
Blackville Elem., Blackville
Branchville Jr. High, Branchville

Branchville High, Branchville
Lake City Elem., Lake City
Lake City Elem. Annex, Lake City
St. Mark School, Kingstree
Ashwood High, Bishopville
South Lee School, Bishopville
Greeleyville High, Greeleyville
Rinedon Elem., Orangeburg
Sheridan Elem., Orangeburg
Bowman Elem., Bowman
Bowman High, Bowman
Williams Mem. Elem., St. George
Hebron High, Kingstree
Hebron Middle, Kingstree

The Advisory Committee to the State Fire Marshal consists of nine appointed members listed below.

W. A. Carlisle, Columbia (Chairman)
J. Richard Coney, Columbia
W. E. Guthke, Charleston
Robert I. Upshur, Columbia
M. F. Inabinet, Orangeburg
M. Allen Gunter, Union
H. Bernard Kahn, Columbia
Bruce V. Flemming, Columbia
L. P. Hamilton, Columbia

During the fiscal year, the Advisory Committee held four meetings concerning such matters as revisions to existing codes and standards, approval of third party testing laboratories for construction of mobile homes, fireworks, self-service gasoline stations, etc. This Committee is organized to advise the State Fire Marshal in his decisions on matters involving interpretations of codes and regulations.

On January 1, 1974, Act 341, which established the S. C. Manufactured Housing Board, became effective. This Act is an amendment to Act 1389, Uniform Standards for Mobile Homes. The purpose of this Board which consists of seven appointed members is to upgrade the mobile home industry in South Carolina by having all mobile home manufacturers, manufacturer representatives, dealers, and salesmen bonded and licensed to do business in the state. During this fiscal year the Board established rules and policies and licensing procedures to become effective July 1, 1975.

Norman F. Pulliam, Spartanburg (Chairman)
R. O. Herbert, Pickens
Larry J. Emanuelson, Charleston
W. E. Mitchell, Inman
O'Neil Davis, Spartanburg
Michael L. Runey, Jr., Charleston
Willie Williams, Columbia

The S. C. Board for Barrier Free Design was organized on January 1, 1975. During the first six months of its operation, it organized itself internally and various committees were formulated. Some action has

begun toward establishing policies to direct contractors, architects, builders, etc., with reference to barrier free design in public buildings. The members of this Board are as follows:

Bill East, Columbia (Chairman)
E. L. Potter, Greenville
James Tupper, Columbia
R. Nyle Jackson, Columbia
Jerry W. Brown, Columbia
Robert A. Creed, Columbia
L. P. Hamilton, Columbia
Dr. Dill D. Beckman, Columbia
M. B. Robinson, Columbia

LIQUEFIED PETROLEUM GAS AND ANHYDROUS AMMONIA SERVICES

The Liquefied Petroleum Gas and Anhydrous Ammonia Services Office was transferred from the State Insurance Department to the Division of General Services on July 1, 1971.

The Liquefied Petroleum Gas Board consists of five members. The duties of the Board are to see that the laws of this state governing liquefied petroleum gas and anhydrous ammonia are faithfully executed, and to make rules and regulations that are necessary for the protection of the health, welfare and safety of the public and of persons using such materials. The Board Members are:

William A. Gardner, Chairman, Ninety Six, S. C.
Charles E. Denny, Hartsville, S. C.
Senator John Drummond, Greenwood, S. C.
Carl S. Hammond, Camden, S. C.
Representative Pat B. Harris, Anderson, S. C.

The Liquefied Petroleum Gas and Anhydrous Ammonia Services has, in addition to the Director and Assistant Director, eight inspectors with assigned territories who inspect both Liquefied Petroleum Gas and Anhydrous Ammonia installations, both residential and commercial, bulk plants transports, bulk trucks, and agricultural systems.

The Liquefied Petroleum Gas Services is also charged with the responsibility of safety inspections of utilities and industries utilizing propane to mix with low supply of natural gas, propane-air, and propane standby plants. During this fiscal year this storage was increased by 1,217,000 gallons.

Inspections for fiscal year July 1, 1974 through June 30, 1975 were as follows:

LIQUEFIED PETROLEUM GAS

Inspections	
Bulk Plants & Trucks	1439
Transports	140
Motor Fuel Installations	192
Cylinder Charging Installations	240
Individual residential and commercial installations	12117
Sites — Bulk Storage Plants	19
Sites — Motor Fuel Systems	2
Sites — Cylinder Filling Plants	20
Corrections Made:	
Faulty installations	3917
Corrections made	3676
Reinspections	4028
Conferences	1729
Supervising initial fill and inspection of new storage facilities at industrial plants	19
Accidents investigated	21
LP Gas Fire Demonstrations and Safety Talks	31

ANHYDROUS AMMONIA

Inspections:	
Bulk Plants	62
Applicators	78
Husbandry Tanks (farm wagons)	370
Railroad Tank Cars	21
Transports	1
Corrections Made:	
Faulty installations	196
Corrections made	173
Reinspections	261
Conferences	31
Supervising initial fill and inspection of new storage facilities	1
Anhydrous Ammonia Safety Demonstrations	4

TOTAL INSPECTIONS:

LP Gas	19997
Anhydrous Ammonia	829

The Liquefied Petroleum Gas Services also has the responsibility of licensing all Liquefied Petroleum Gas Dealers operating in this state, and of issuing vehicle decals and identification cards for each vehicle transporting LP-Gas in this state. During this fiscal period 110 dealer

licenses, 135 branch dealer licenses, and 110 sub-dealer licenses, and 1232 vehicles decals and identification cards were issued.

Thirty-one fire demonstrations were given during this fiscal year by the Director at the request of fire departments and Liquefied Petroleum Gas Dealers in South Carolina. These were attended by 1500 fire fighters and LP-Gas dealer's personnel.

The Director also instructed classes at the South Carolina Fire Inspector's seminar, the South Carolina Firemen's training school, and the South Carolina LP-Gas Association's Service Schools.

The Director and all inspectors are on 24 hour call in case of accidents and emergencies involving LP-Gas vehicles, explosions or leaks, and remain at the scene until everything is safe for the public.

The Director of the Liquefied Petroleum Gas and Anhydrous Ammmonia Services is a member of the Technology and Standards Committee of the National Liquefied Petroleum Gas Association. This committee recommends additions, deletions, and changes to the National Fire Protection Association for NFPA Pamphlet No. 58, which is incorporated in Section 66-431.2 of the Laws and Regulations of Liquefied Petroleum Gas for the State of South Carolina.

STATE PROPERTY

Continued growth of State Government during 1974-75 necessitated space for expansion in state-owned facilities and the need for additional leased space. The Development Board, Arts Commission, Recruiting and Testing Section of State Personnel, Children's Bureau and the South Carolina Residential Homebuilders Commission moved into leased space. As of June 30, 1975, state agencies were leasing 403,603 square feet of commercial space.

Renovations to the second, third and fourth floors of the Wade Hampton Building were completed. The entire fourth floor and part of the fifth floor is occupied by the Attorney General. The third floor is occupied by the comptroller General and the renovated space on the second floor is occupied by the Board of Bank Control (Consumer Finance Division) and the State Auditor.

Property at 1942 Laurel Street was purchased for a Central State Supply and Food Warehouse and for a State Records Center. Renovations were completed for the section dedicated to the warehouse and this operation was moved in March. Bidding documents are being completed for the Record Center and should be advertised for bidding during the late summer.

Bids for the completion of the Central Complex received in August exceeded the project funding and were rejected. Changes were made in the project and bids received in November again exceeded the project funding and were rejected. Additional design changes were made and bids were received in January. With additional bond funds provided by the General Assembly a contract was awarded in June with a projected completion of June 1978.

Due to inflationary trends, bids for the completion of the Agriculture Laboratory have exceeded project funds. Redesign has not reduced the cost to the funded level.

The Driver Training Course for the Criminal Justice Academy and the building for the Division of Geology were completed during the year. The North Complex Tower was completed and the Department of Social Services began occupying the building July 1, 1975. All work on the original contract for renovation and additions to the Farmer Building at State Park Health Center has been completed. However a changeorder was issued for renovation to the surgical suite and this work will be completed in October 1975.

A contract was awarded to McCrory-Sumwalt Construction Company for construction of the Employment Security Commission building. The building was planned for a site on state property in the North Complex area but was changed to a site on the block bounded by Gadsden, Taylor, Lincoln and Hampton Streets. This property was made available to the

state by the City of Columbia and the Capital City Planning Foundation in their efforts toward implementing the "Doxiadis Plan" for the City of Columbia.

The Division is supplying engineering supervision to the Commission for the Blind for their construction program in development of facilities on Bull Street.

The Department of Health and Environmental Control has outgrown the laboratory facility completed in 1965. With a Hill-Burton grant and a loan from the Insurance Sinking Fund a project has been developed to build a new facility at State Park Health Center. The new facility will function as the statewide laboratory and the hospital laboratory for State Park Health Center. Plans are completed and after review and approval by the State Engineer bids will be solicited in late summer of 1975.

A contract was awarded to Kellos Construction Company for the construction of a 280 car parking deck at the corner of Assembly and Senate Streets. The structure will be completed in December, 1975.

MINING LEASES

There has been no activity in the mining lease with Union Camp Corporation or with Hildebrand, Marsh, Williams and Kaufman but all terms have been met by the Lessees.

REAL ESTATE TRANSACTIONS

Property located at 1001 Assembly Street was purchased from Chrislev Corporation at a cost of $220,000. Property at 1001 Bull Street used as a parking lot has been exchanged for property at 914-916 Main Street owned by the University of S. C.

Lease agreements were negotiated as follows:

Cosmos Broadcasting Corp. — Access to "Rutledge Alleyway"
H. W. Baker — 805 Lady Street
Union Camp Corp. — Sand Mining, Jasper County
Kaufman & Hildebrand — Mineral Lease, Lexington County
E. I. Dupont — Dean Hall Plantation, Berkeley County
Belle Isle Corp. — 21.5 acres, Winyah Bay
Republic Contracting Corp. — 1 acre, State Park Property
Bearing Distributors — 901 Main Street Property
Technical Education — Airport Campus
Rose McCall Lewis, Capitol Terrace Motor Hotel, 1001 Assembly Street

FIXED ASSETS — LAND AND BUILDINGS
JUNE 30, 1975

State Office Buildings

Building Name	Total Bldg. Value	Structure Value	Content Value	Land Value
Surplus Property Office Bldgs.	$ 295,000	$ 290,000	$ 5,000	$ 88,000
Wade Hampton Office Building	4,450,000	4,000,000	450,000	156,000
John C. Calhoun Office Bldg.	3,750,000	3,400,000	350,000	72,000
Rutledge Office Bldg.	6,900,000	5,700,000	1,200,000	315,000
Edgar A. Brown Office Bldg.	6,800,000	5,800,000	1,000,000	250,000
S. C. Supreme Court Bldg.	2,500,000	2,000,000	500,000	200,000
J. Marion Sims Office Bldg.	2,610,000	2,000,000	610,000	40,000
Office Building 1416 Senate St.	70,000	60,000	10,000	50,000
Office Building 1028 Sumter St.	850,000	750,000	100,000	182,000
Middleton Office Building	1,250,000	500,000	750,000	30,000
Forsythe Office Building	240,000	200,000	40,000	70,000
Agriculture Laboratory	950,000	700,000	250,000	25,000
Office Building 921 Main Street	60,000	50,000	10,000	70,000
R. J. Aycock Building	3,060,000	2,560,000	500,000	20,000
Geology Building	165,000	90,000	75,000	30,000
TOTAL	$33,950,000	$28,100,000	$5,850,000	$1,598,000

CAPITAL IMPROVEMENTS — STATUS REPORT

Projects Under Construction

Project	Total Completed Value to Date
Driver Training Range for Criminal Justice Academy	$ 241,736
Modernization of Farmer Building	2,437,087
North Complex Tower	3,691,107
Health and Environmental Control Lab	276,018
Blatt and Gressette	660,082
Employment Security Adm. Bldg.	443,988
Parking Deck	34,603
Laurel Street Warehouse	579,771
TOTAL	$8,364,392

OTHER STATE BUILDINGS

Building Name	Total Bldg. Value	Structure Value	Content Value	Land Value
S. C. State Library Bldg.	$ 1,844,593	$ 1,288,231	$ 556,362	$100,000
Warehouse Rear 915 Main Street	125,000	25,000	100,000	80,000
Warehouse & Garage Rear Sims Bldg.	95,000	60,000	35,000	5,000
Warehouse Corner Lincoln & Lady Streets	7,500	7,500		7,500
Warehouse No. 1 300 Gervais Street	125,000	75,000	50,000	15,000
Warehouse No. 2 300 Gervais Street	350,000	100,000	250,000	25,000
Warehouse No. 3 300 Gervais Street	120,000	100,000	20,000	10,000
Storage Room 300 Gervais Street	15,000		15,000	
Archives Building	1,218,000	1,018,000	200,000	250,000
Lace House Richland Street	1,250,000	750,000	500,000	100,000

Energy Facility Bldg.	1,251,950	1,136,950	115,000	60,000
Capitol Complex Parking Garage	5,516,229	5,516,229		
Farrow Road Centrex Building	20,000	20,000		6,000
TOTAL	$11,938,272	$10,096,910	$1,841,362	$658,500

OTHER FIXED ASSETS

Name of Item or Place	Total Value
Two Bronze Lions at State Library	$ 2,000
Confederate Monument	20,000
George Washington Monument	20,000
Tillman Monument	20,000
Palmetto Regiment Monument	20,000
Wade Hampton Monument	20,000
Sims Monument	20,000
Revolutionary Monument	20,000
Women's Monument	20,000
Spanish American War Monument	20,000
James F. Byrnes Statue	30,000
Oil Paintings, Statues, etc. at State Capitol Building	100,000
Parking Lot at 906 Main Street	100,000
Parking Lot at 1005 Main Street	50,000
Parking Lot at 1507 Pendleton Street	100,000
Parking Lot at 1001 Bull Street	50,000
Property at 1413 Pendleton Street	62,600
Property at 901-909 Assembly Street	135,000
Property at 1101 Assembly Street	310,000
Property at Capitol Complex Site	100,000
Property at 1914-16 and 1920 Gadsden Street	90,000
Property at 814 Calhoun Street	30,000
TOTAL	$1,339,600

STATE CAPITOL BUILDING

Building Name	Total Bldg. Value	Structure Value	Content Value	Land Value
State Capitol Building	$10,000,000	$9,000,000	$1,000,000	$5,000,000

STATE BUILDINGS AND GROUNDS

The budget for maintenance and operation of the Capitol Complex buildings, Governor's Mansion, North Complex and subcontract buildings amounted to $2,176,777.58. Salaries and wages amounted to $1,135,986.99; water, electricity and fuel costs were $612,797.62. Some maintenance repairs to all state office buildings performed by independent sub-contractors amounted to approximately $100,222.99. Supplies, equipment, insurance and similar costs relating to general maintenance totaled about $290,094.31.

Renovations and repairs of offices were undertaken to improve space utilization, to keep state property in good condition and to provide additional space for growing agencies. The addition of the Laurel Street Warehouse and North Towers Complex has increased the maintained floor space to approximately 2,200,000 square feet. The lack of available private contractors has necessitated the completion of renovation projects by Buildings and Grounds personnel.

Extensive painting was done during the year. Most painting associated with renovation projects is now being subcontracted as the need for preventive maintenance painting has increased.

Routine duties of Buildings and Grounds' Custodial operation include the cleaning daily of approximately 2,200,000 sq. ft. of floor space; shampooing and static-proofing carpet; stripping, waxing and sealing floors and polishing office furniture.

The waste paper operation of the Custodial Unit continues to be successful. Waste paper is collected at the state office buildings, normally loaded at night and disposed of the following day. Due to the expansion of state agencies and the addition of state facilities, a packer truck has been purchased. We are presently removing approximately 8,000 lbs. of paper per day.

Routine maintenance of state office buildings consists of preventive maintenance of and repairs to all boilers, chillers, air handlers and water towers; replacement of fluorescent and incandescent lights, ballasts, mercury vapor flood lights and pneumatic control systems. Also included is the maintenance of all lock sets, door closers, venetian blinds, plumbing fixtures, elevators, roof coverings, underground drain lines, sprinkler systems, building exteriors and windows.

Daily cleaning of all state parking lots and grassed areas around state buildings and Governor's Mansion are responsibilities of the Grounds Unit. Grounds personnel also mow all lawns weekly, prune and fertilize shrubbery and maintain all motorized lawn equipment. Repairs to this equipment are made in the Grounds Maintenance Shop.

Duties of the Clerical Unit include preparation of the bi-weekly time books for approximately 200 janitors, issuing and maintaining files for parking permits for all automobiles parking on state property, maintaining personnel records on all wage employees, scheduling reser-

vations for a multi-purpose conference room, preparing departmental billings for renovations performed by Buildings and Grounds personnel, writing work orders for all maintenance repairs (11,000 work orders during the past year), and editing daily and weekly time cards for Buildings and Grounds personnel.