The Honorable Hugh K. Leatherman, Sr., Chairman
Joint Bond Review Committee
111 Gressette Senate Office Building
Columbia, South Carolina 29201

Dear Senator Leatherman:

The Office of State Budget submits the following items for review at the August 5, 2009 meeting of the Joint Bond Review Committee.

From the General Services Division:

1) College of Charleston Lease of 5300 International Boulevard in North Charleston
2) Department of Social Services Lease of 3346 Rivers Avenue in North Charleston
3) Department of Social Services Lease of 2638 Two Notch Road in Columbia
4) Department of Social Services Lease of 714 North Pleasantburg Drive in Greenville
5) State Housing Finance and Development Authority Lease of 300-C Outlet Point Boulevard in Columbia

From the Office of State Budget:

6) Summary 1-2010, including 24 permanent improvement project requests and three land acquisitions.

If you have any questions or need additional information on these items, please do not hesitate to call me at 803-737-0699.

Sincerely,

Carol P. Routh
Assistant Director, Capital Budgeting

Enclosures
cc: George Dorm, Tim Rogers, Lib Croft, Scott English, Grant Gillespie, Brandon Gaskins, Frank Rainwater, Rick Harmon, Jim Holly, Les Boles, Charles Shawver, Stephen Gardner, John White, Patricia Dennis, Courtney Blake, Sandy Williams, J. P. McKee, Mandy Kibler, Gary Grant, Carl Chase, Jim Berry, John McEttire, Dan Marlow, Rick Elam
Subject: College of Charleston Lease at 5300 International Boulevard in North Charleston

The College of Charleston requests approval to lease from the South Carolina Research Authority, 24,046 square feet on the first and second floors at its current location at the Trident Research Center at 5300 International Boulevard in North Charleston.

The college's current lease rate at the location is $20.27 per square foot annually under a lease expiring October 14, 2009. The college is additionally responsible for any increases in annual operating expenses up to five percent per year over the previous year's costs. The proposed lease will save the college $19,236.72 in the first year of the lease over its current lease agreement. The leased space accommodates the College of Charleston North campus.

The lease term will be five years commencing September 1, 2009. Rent will be $112,294.82 per quarter or $449,179.28 per year ($18.68 per square foot) for the first year of the lease. Thereafter, rent increases two percent per year for the last four years of the lease. The leased space also houses the Lowcountry Graduate Center. The college will recoup 43 percent of the annual rent ($193,147.09 in the first year) from the Commission on Higher Education for the Lowcountry Graduate Center.

Comparables of similar state agency space leased in the Charleston area are as follows:

<table>
<thead>
<tr>
<th>Lease Date</th>
<th>Agency/Location</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-08</td>
<td>Medical University of South Carolina</td>
<td>$19.24</td>
</tr>
<tr>
<td></td>
<td>56 Courtney Drive</td>
<td></td>
</tr>
<tr>
<td>1-07</td>
<td>Medical University of South Carolina</td>
<td>$24.15</td>
</tr>
<tr>
<td></td>
<td>135 Cannon Street</td>
<td></td>
</tr>
<tr>
<td>1-06</td>
<td>Dept. of Health &amp; Human Services</td>
<td>$19.63</td>
</tr>
<tr>
<td></td>
<td>4130 Faber Place Drive, Suite 300</td>
<td></td>
</tr>
</tbody>
</table>

The landlord has committed to make renovations and upgrades to the leased space at their expense and will continue to provide adequate surface parking to the building for all employees and visitors. The college will not incur any additional expenses above the rent amount for renovations.
All maintenance and operating costs are included with basic rent for the term of the lease and the college will not be responsible for any increases in such expenses. The maximum rent over the term of the lease is as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Rate/SF</th>
<th>Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>9-1-09</td>
<td>$18.68</td>
<td>$449,179.28</td>
</tr>
<tr>
<td>2</td>
<td>9-1-10</td>
<td>$19.05</td>
<td>$458,076.30</td>
</tr>
<tr>
<td>3</td>
<td>9-1-11</td>
<td>$19.44</td>
<td>$467,454.24</td>
</tr>
<tr>
<td>4</td>
<td>9-1-12</td>
<td>$19.82</td>
<td>$476,591.72</td>
</tr>
<tr>
<td>5</td>
<td>9-1-13</td>
<td>$20.22</td>
<td>$486,210.12</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>$2,337,511.66</td>
</tr>
<tr>
<td>Average</td>
<td></td>
<td>$19.44</td>
<td>$467,502.33</td>
</tr>
</tbody>
</table>

The college has adequate funds for the lease according to a Budget Approval Form submitted May 6, 2009, which also includes a multi-year plan. Lease payments will be made from a combination of state appropriations and revenue. The space allocation of the new lease is 2,425 square feet of office space for 13 employees. 15,636 square feet is used for classrooms, 880 square feet is used for a library and 750 square feet is used for a computer lab. The remaining 4,355 square feet is to be utilized for a conference room, reception area, copy/fax area, storage, file cabinets, work area, break room/kitchenette area, computer server rooms and common areas.

No option to purchase the property is included in the lease. The building was constructed around 1988, and no environmental assessment has been performed on the subject property. The lease was approved by Stephen C. Osborne, Executive Vice President for Business Affairs on behalf of the College of Charleston and by Marvin Davis, Vice President for Property and Asset Management on behalf of the South Carolina Research Authority. The lease was approved by the Commission on Higher Education on May 7, 2009.

4. **What is JBRC asked to do?** Approve the proposed five year lease for the College of Charleston at 5300 International Boulevard in North Charleston.

5. **What is recommendation of the General Services Division?** Approval of the proposed five year lease for the College of Charleston at 5300 International Boulevard in North Charleston.

6. **List of Supporting Documents:**
   (a) Letter from the College of Charleston dated July 27, 2009
   (b) SC Code of Laws Sections 1-11-55 and 1-11-56
July 27, 2009

Lisa H. Catalanotto
Program Manager/Attorney, Real Property Management
South Carolina Budget and Control Board
General Services Division
Property Services
1201 Main Street, Suite 420
Columbia, SC 29201

RE: S.C. RESEARCH AUTHORITY LEASE NUMBER 002692

Dear Ms. Catalanotto:

The College of Charleston requests approval to renew lease number 002692 for a five year period beginning September 1, 2009.

This facility is centrally located at the intersection of I-26 and I-526, making it convenient to students and faculty in the region. There is also adequate parking consisting of 490 total parking spaces. Relocating to a different space would be costly, disrupt work, and require significant marketing dollars to remarket the facility. Upfitting a new space would be extremely expensive, due to the technology in place with smart classrooms, telephone and networking lines and systems, and a satellite dish from ETV.

The Lowcountry Graduate Center (LGC) shares the space and expense with the College of Charleston North campus. The LGC has grown in enrollment by over 50% in the past year and has tripled over the past three years. This trend indicates that a much larger space is needed. However, due to the current economic climate, funding is not available to relocate to a larger facility. For this reason, it makes sense to stay where we are for three to five additional years and avoid the expense of relocating and then move to a more suitable space when funding is available.

The Landlord has agreed to reduce the annual rental rate, which is currently $20.27 per square foot, to $18.68 per square foot. Additionally, the Landlord has agreed to provide up to $60,000 in renovations requested by the College.

At this time, the current space is the most adequate and cost effective for the College of Charleston and Lowcountry Graduate Center. We appreciate your assistance in obtaining approval for the renewal of this lease.

Sincerely,

Stephen C. Osborne
Executive Vice President for Business Affairs

66 GEORGE ST. | CHARLESTON, SC 29424-0001
SECTION 1-11-55. Leasing of real property for governmental bodies.
(1) "Governmental body" means a state government department, commission, council, board, bureau, committee, institution, college, university, technical school, legislative body, agency, government corporation, or other establishment or official of the executive, judicial, or legislative branches of this State. Governmental body excludes the General Assembly, Legislative Council, the Office of Legislative Printing, Information and Technology Systems, and all local political subdivisions such as counties, municipalities, school districts, or public service or special purpose districts.
(2) The Budget and Control Board is hereby designated as the single central broker for the leasing of real property for governmental bodies. No governmental body shall enter into any lease agreement or renew any existing lease except in accordance with the provisions of this section.
(3) When any governmental body needs to acquire real property for its operations or any part thereof and state-owned property is not available, it shall notify the Office of General Services of its requirement on rental request forms prepared by the office. Such forms shall indicate the amount and location of space desired, the purpose for which it shall be used, the proposed date of occupancy and such other information as General Services may require. Upon receipt of any such request, General Services shall conduct an investigation of available rental space which would adequately meet the governmental body's requirements, including specific locations which may be suggested and preferred by the governmental body concerned. When suitable space has been located which the governmental body and the office agree meets necessary requirements and standards for state leasing as prescribed in procedures of the board as provided for in subsection (5) of this section, General Services shall give its written approval to the governmental body to enter into a lease agreement. All proposed lease renewals shall be submitted to General Services by the time specified by General Services.
(4) The board shall adopt procedures to be used for governmental bodies to apply for rental space, for acquiring leased space, and for leasing state-owned space to nonstate lessees.
(5) Any participant in a property transaction proposed to be entered who maintains that a procedure provided for in this section has not been properly followed, may request review of the transaction by the Director of the Office of General Services or his designee.

SECTION 1-11-56. Program to manage leasing; procedures.
The State Budget and Control Board, in an effort to ensure that funds authorized and appropriated for rent are used in the most efficient manner, is directed to develop a program to manage the leasing of all public and private space of state agencies. The board's regulations, upon General Assembly approval, shall include procedures for:
(1) assessing and evaluating agency needs, including the authority to require agency justification for any request to lease public or private space;
(2) establishing standards for the quality and quantity of space to be leased by a requesting agency;
(3) devising and requiring the use of a standard lease form (approved by the Attorney General) with provisions which assert and protect the state's prerogatives including, but not limited to, a right of cancellation in the event of:
(a) a nonappropriation for the renting agency,
(b) a dissolution of the agency, and
(c) the availability of public space in substitution for private space being leased by the agency;
(4) rejecting an agency's request for additional space or space at a specific location, or both;
(5) directing agencies to be located in public space, when available, before private space can be leased;
(6) requiring the agency to submit a multi-year financial plan for review by the board's budget office with copies sent to Ways and Means Committee and Senate Finance Committee, before any new lease for space is entered into; and requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period; and
(7) requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period.
1. Submitted by:
   (a) Agency: General Services Division
   (b) Authorized Official Signature: M. Richbour Roberson, Director

2. Subject: Department of Social Services Lease at 3346 Rivers Avenue in North Charleston

3. Summary Background Information:

The Department of Social Services (DSS) requests approval to lease from 3346 Rivers Avenue, LLC, a total of 17,900 square feet on the ground floor of their current location at 3346 Rivers Avenue, Suites E and F in North Charleston. The landlord is a limited liability company with its principal office in Charleston.

DSS currently leases Suite E containing 10,831 square feet and Suite F containing 7,069 square feet at a rate of $15.25 per square foot under two separate leases expiring December 31, 2009. Recently, a temporary reduction in rent for six months through June 30, 2009 was negotiated with the landlord resulting in cost savings to DSS of $17,060.94. The two leases will be combined into one lease with a common commencement date and expiration date. The leased space will accommodate the agency’s regional offices of Child Support Enforcement and Adoptions for Charleston.

The new lease was negotiated after a solicitation for space was issued. The new lease term will be five years commencing September 1, 2009. Rent will be $20,883 per month or $250,600 per year ($14 per square foot) fixed for the term of the lease. The proposed lease will save DSS $22,375 in the first year of the lease over its current lease agreement.

Comparables of similar state agency office space leased in the North Charleston area are as follows:

<table>
<thead>
<tr>
<th>Lease Date</th>
<th>Agency/Location</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>7-09</td>
<td>Vocational Rehabilitation Department 2070 North Rivers Boulevard</td>
<td>$14.02</td>
</tr>
<tr>
<td>7-08</td>
<td>Governor’s Office 7410 Northside Drive, Suite 201</td>
<td>$19.00</td>
</tr>
<tr>
<td>7-07</td>
<td>Department of Social Services 2420 Mall Drive</td>
<td>$17.25</td>
</tr>
</tbody>
</table>

The landlord has committed to replace all carpet and paint throughout Suite F (7,069 square feet) and replace portions of the carpet and paint areas as needed and directed by DSS in Suite E (10,831 square feet) space at their expense. The landlord will continue to provide adequate surface parking adjacent to the building for all employees and visitors. DSS will not incur any additional expenses above the rent amount for renovations.
Operating costs are included with rent and DSS is not responsible for any annual increases for such expenses. The maximum rent over the term of the lease is as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Rate/SF</th>
<th>Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>9-1-2009</td>
<td>$14.00</td>
<td>$250,600.00</td>
</tr>
<tr>
<td>2</td>
<td>9-1-2010</td>
<td>$14.00</td>
<td>$250,600.00</td>
</tr>
<tr>
<td>3</td>
<td>9-1-2011</td>
<td>$14.00</td>
<td>$250,600.00</td>
</tr>
<tr>
<td>4</td>
<td>9-1-2012</td>
<td>$14.00</td>
<td>$250,600.00</td>
</tr>
<tr>
<td>5</td>
<td>9-1-2013</td>
<td>$14.00</td>
<td>$250,600.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>$1,253,000.00</td>
</tr>
</tbody>
</table>

DSS has adequate funds for the lease according to Budget Approval Forms submitted July 22, 2009, which also includes a multi-year plan. Lease payments will be made from a combination of federal funding and child support generated revenue. The space allocation of the new lease is 12,050 square feet of office space for 82 employees. There is 200 square feet for an adoptions visitation room and 1,000 square feet is for Child Support Enforcement’s high density mobile filing system. The remaining 4,650 square feet is to be utilized for conference rooms, reception areas, copy/fax areas, storage, file cabinets, work room, break room/kitchenette area, computer server room, printer/mail rooms and common areas.

No option to purchase the property is included in the lease. An environmental assessment dated May 31, 2005 recommends no further assessment is necessary. The lease was approved by Wendell Price, Senior Deputy State Director for the Department of Social Services Office of Administration and Program Support, and by J. Hagood Morrison and Robert R. Mallard, Jr. on behalf of 3346 Rivers Avenue, LLC.

4. What is JBRC asked to do? Approve the proposed five year lease for the Department of Social Services of Suites E and F, 3346 Rivers Avenue in North Charleston.

5. What is recommendation of the General Services Division? Approval of the proposed five year lease for the Department of Social Services of Suites E and F, 3346 Rivers Avenue in North Charleston.

6. List of Supporting Documents:
   (a) Letter from the Department of Social Services dated July 24, 2009
   (b) SC Code of Laws Sections 1-11-55 and 1-11-56
July 24, 2009

Ms. Lisa Catalanotto, Program Manager/Attorney
South Carolina Budget and Control Board
General Services Division, Real Property Services
1201 Main Street, Suite 420
Columbia, SC 29201

Re: Request to Lease Office Space @ 3346 Rivers Avenue, North Charleston, SC

Dear Ms. Catalanotto:

As you know, the SC Department of Social Services (SCDSS) has two Agency Regional Offices, Child Support Enforcement and Adoptions located at 3346 Rivers Avenue. These offices house 82 employees and are strategically located to best serve South Carolina residents in the lowcountry. Attached is information relevant to each office's existence and their missions.

A competitive solicitation was conducted through your office in search of equivalent space wherein the SCDSS might realize a cost savings. No proposals were submitted offering lower rental rates or a better quality facility. If a competitor had matched the rate offered for this facility, it would have cost the Agency approximately $110,000.00 to relocate elsewhere.

This facility meets all of the Agency's needs. It is in close proximity to interstates, within fifty (50) yards of the Charleston County DSS facility and, is located on a public transportation route. The Landlord always provides excellent service and is quick to respond to any facility related maintenance problems (e.g. lights burned out, heat & air adjustments/repairs, etc.). Additionally, the SCDSS staff located in this facility are pleased and not eager to move to another location.

For reasons mentioned above, the SCDSS respectfully requests the approval of JBRC and Budget and Control Board to enter into a new five year lease term.

Sincerely,

Wendell Price, Senior Deputy State Director
Administration and Program Support

WP:dw

Attachments (2)
SECTION 1-11-55. Leasing of real property for governmental bodies.
(1) “Governmental body” means a state government department, commission, council, board, bureau, committee, institution, college, university, technical school, legislative body, agency, government corporation, or other establishment or official of the executive, judicial, or legislative branches of this State. Governmental body excludes the General Assembly, Legislative Council, the Office of Legislative Printing, Information and Technology Systems, and all local political subdivisions such as counties, municipalities, school districts, or public service or special purpose districts.
(2) The Budget and Control Board is hereby designated as the single central broker for the leasing of real property for governmental bodies. No governmental body shall enter into any lease agreement or renew any existing lease except in accordance with the provisions of this section.
(3) When any governmental body needs to acquire real property for its operations or any part thereof and state-owned property is not available, it shall notify the Office of General Services of its requirement on rental request forms prepared by the office. Such forms shall indicate the amount and location of space desired, the purpose for which it shall be used, the proposed date of occupancy and such other information as General Services may require. Upon receipt of any such request, General Services shall conduct an investigation of available rental space which would adequately meet the governmental body’s requirements, including specific locations which may be suggested and preferred by the governmental body concerned. When suitable space has been located which the governmental body and the office agree meets necessary requirements and standards for state leasing as prescribed in procedures of the board as provided for in subsection (5) of this section, General Services shall give its written approval to the governmental body to enter into a lease agreement. All proposed lease renewals shall be submitted to General Services by the time specified by General Services.
(4) The board shall adopt procedures to be used for governmental bodies to apply for rental space, for acquiring leased space, and for leasing state-owned space to nonstate lessees.
(5) Any participant in a property transaction proposed to be entered who maintains that a procedure provided for in this section has not been properly followed, may request review of the transaction by the Director of the Office of General Services or his designee.

SECTION 1-11-56. Program to manage leasing; procedures.
The State Budget and Control Board, in an effort to ensure that funds authorized and appropriated for rent are used in the most efficient manner, is directed to develop a program to manage the leasing of all public and private space of state agencies. The board’s regulations, upon General Assembly approval, shall include procedures for:
(1) assessing and evaluating agency needs, including the authority to require agency justification for any request to lease public or private space;
(2) establishing standards for the quality and quantity of space to be leased by a requesting agency;
(3) devising and requiring the use of a standard lease form (approved by the Attorney General) with provisions which assert and protect the state’s prerogatives including, but not limited to, a right of cancellation in the event of:
(a) a nonappropriation for the renting agency,
(b) a dissolution of the agency, and
(c) the availability of public space in substitution for private space being leased by the agency;
(4) rejecting an agency’s request for additional space or space at a specific location, or both;
(5) directing agencies to be located in public space, when available, before private space can be leased;
(6) requiring the agency to submit a multi-year financial plan for review by the board’s budget office with copies sent to Ways and Means Committee and Senate Finance Committee, before any new lease for space is entered into; and requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period; and
(7) requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period.
Meeting Scheduled for: August 5, 2009

1. Submitted by:
   (a) Agency: General Services Division
   (b) Authorized Official Signature: M. Richbourg Roberson, Director

2. Subject: Department of Social Services Lease at 2638 Two Notch Road in Columbia

3. Summary Background Information:

The Department of Social Services (DSS) requests approval to lease from Palmetto Place Equities, LLC, a total of 42,049 square feet on the ground floor of their current location at Palmetto Place located at 2638 Two Notch Road in Columbia. The landlord is a limited liability company consisting of five members with its principal office in New York City.

DSS currently leases 22,394 square feet at an annual rate of $13.10 per square foot by lease agreement expiring December 31, 2009. DSS also leases 19,655 square feet at an annual rate of $12.30 per square foot by lease agreement expiring December 31, 2011, which lease is subject to increases in the annual rent rate on January 1, 2010 to $12.50 per square foot and on January 1, 2011 to $12.70 per square foot. DSS is also currently responsible for increases in operating expenses up to a maximum amount of five percent per year. The two leases will be combined into one lease with a common commencement date and expiration date. The leased space will accommodate DSS divisions of Professional Development & Leadership Training, Day Care Licensing, regional and state offices of Intensive Foster Care & Clinical Services, and regional Adoptions.

The new lease was negotiated after a solicitation for space was issued and proposed sites were visited. The new lease term will be five years commencing September 1, 2009. Rent will be $43,801.04 per month or $525,612.50 per year ($12.50 per square foot) fixed for the term of the lease. The landlord is also providing a credit of $26,756 to be applied to the first month’s rent payment. The proposed lease will save DSS approximately $42,000 in the first year of the lease over its current lease agreement.

Comparables of similar state agency office space leased in the Columbia area are as follows:

<table>
<thead>
<tr>
<th>Lease Date</th>
<th>Agency/Location</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-06</td>
<td>Commission on Human Affairs 2611 Forest Drive</td>
<td>$14.05</td>
</tr>
<tr>
<td>1-07</td>
<td>Department of Revenue 300 Outlet Point Boulevard</td>
<td>$11.26 Net</td>
</tr>
<tr>
<td>7-07</td>
<td>State Accident Fund 800 Dutch Square Boulevard</td>
<td>$13.10</td>
</tr>
</tbody>
</table>
The landlord has committed to replace all carpet in Suite 200, consisting of 22,394 square feet, at their expense. The landlord will continue to provide adequate surface parking adjacent to the building for all employees and visitors. DSS will not incur any additional expenses above the rent amount for renovations.

Operating costs are included with rent and DSS is not responsible for any annual increases for such expenses. The maximum rent over the term of the lease is as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Rate/SF</th>
<th>Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>9/1/09-9/30/09</td>
<td>$4.86</td>
<td>$17,045.04</td>
</tr>
<tr>
<td>1</td>
<td>10/1/09-8/31/10</td>
<td>$12.50</td>
<td>$481,811.44</td>
</tr>
<tr>
<td>2</td>
<td>9/1/10-8/31/11</td>
<td>$12.50</td>
<td>$525,612.50</td>
</tr>
<tr>
<td>3</td>
<td>9/1/11-8/31/12</td>
<td>$12.50</td>
<td>$525,612.50</td>
</tr>
<tr>
<td>4</td>
<td>9/1/12-8/31/13</td>
<td>$12.50</td>
<td>$525,612.50</td>
</tr>
<tr>
<td>5</td>
<td>9/1/13-8/31/14</td>
<td>$12.50</td>
<td>$525,612.50</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>$2,601,306.48</td>
</tr>
</tbody>
</table>

DSS has adequate funds for the lease according to a Budget Approval Forms submitted July 22, 2009, which also includes a multi-year plan. Lease payments will be made from a combination of state appropriations and federal funding. The space allocation of the new lease is 15,600 square feet of office space for 108 employees. There is 150 square feet for a foster care waiting area, 300 square feet for foster care and adoptions visitation/observation area, 150 square feet is used for car seat storage and 3,750 square feet is used for computer labs and staff training. The remaining 22,099 square feet is to be utilized for conference rooms, reception areas, copy/fax areas, storage, file cabinets, work areas, break room/kitchenette areas, computer server rooms, mail rooms, print stations and common areas.

No option to purchase the property is included in the lease. An environmental assessment dated April 24, 2004 recommends no further assessment is necessary. The leases were approved by Wendell Price, Senior Deputy State Director for the Department of Social Services Office of Administration and Program Support, and by Loren Ziff on behalf of Palmetto Place Equities, LLC.

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4. **What is JBRC asked to do?** Approve the proposed five year lease for the Department of Social Services at Palmetto Place located at 2638 Two Notch Road in Columbia.

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5. **What is recommendation of the General Services Division?** Approval of the proposed five year lease at Palmetto Place located at 2638 Two Notch Road in Columbia.

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6. **List of Supporting Documents:**
   (a) Letter from the Department of Social Services dated July 24, 2009
   (b) SC Code of Laws Sections 1-11-55 and 1-11-56
July 24, 2009

Ms. Lisa Catalanotto
Program Manager/Attorney
South Carolina Budget and Control Board
General Services Division
Real Property Services
1201 Main Street, Suite 420
Columbia, SC 29201

Re: Request to Lease Office Space @ 2638 Two Notch Road, Columbia, SC

Dear Ms. Catalanotto:

As you know, the SC Department of Social Services (SCDSS) has five Agency divisions, Professional Development and Leadership (Staff Development and Training), Adoptions, Child Care, State Office IFC&CS and a Regional Division of IFC&CS located at 2638 Two Notch Road. Combined, these divisions employ 108 staff and are strategically located to best serve South Carolina residents in the Midlands. Attached is information relevant to each division’s existence and their missions.

A competitive solicitation was conducted through your office in search of equivalent space wherein the SCDSS might realize a cost savings. No proposals were submitted offering lower rental rates or a better quality facility. The best two competitors pulled out of the running when they discovered they could not meet the Agency’s needs in terms of office design. If a competitor had matched the rate offered for this facility, it would have cost the Agency approximately $135,000.00 to relocate elsewhere. Also, the new terms for combining two leases saves the Agency approximately $42,000 in the first year.

This facility meets all of the Agency’s needs. It is centrally located, less than a mile to the Richland County DSS facility, approximately 1-1/2 miles from the State DSS facility and is located on a public transportation route. The Landlord always provides excellent service and is quick to respond to any facility related maintenance problems (e.g. lights burned out, heat and air adjustments/repairs, etc.). Additionally, the SCDSS staff located in this facility are very pleased and actually feared the possibility of moving to another location.
Ms. Lisa Catalanotto  
July 24, 2009  
Page 2

For reasons mentioned above, the SCDSS respectfully requests the approval of JBRC and Budget and Control Board to enter into a new five year lease term.

Sincerely,

[Signature]
Wendell Price, Senior Deputy State Director  
Administration and Program Support

WP:lw

Attachments (5)
SECTION 1-11-55. Leasing of real property for governmental bodies.

(1) "Governmental body" means a state government department, commission, council, board, bureau, committee, institution, college, university, technical school, legislative body, agency, government corporation, or other establishment or official of the executive, judicial, or legislative branches of this State. Governmental body excludes the General Assembly, Legislative Council, the Office of Legislative Printing, Information and Technology Systems, and all local political subdivisions such as counties, municipalities, school districts, or public service or special purpose districts.

(2) The Budget and Control Board is hereby designated as the single central broker for the leasing of real property for governmental bodies. No governmental body shall enter into any lease agreement or renew any existing lease except in accordance with the provisions of this section.

(3) When any governmental body needs to acquire real property for its operations or any part thereof and state-owned property is not available, it shall notify the Office of General Services of its requirement on rental request forms prepared by the office. Such forms shall indicate the amount and location of space desired, the purpose for which it shall be used, the proposed date of occupancy and such other information as General Services may require. Upon receipt of any such request, General Services shall conduct an investigation of available rental space which would adequately meet the governmental body’s requirements, including specific locations which may be suggested and preferred by the governmental body concerned. When suitable space has been located which the governmental body and the office agree meets necessary requirements and standards for state leasing as prescribed in procedures of the board as provided for in subsection (5) of this section, General Services shall give its written approval to the governmental body to enter into a lease agreement. All proposed lease renewals shall be submitted to General Services by the time specified by General Services.

(4) The board shall adopt procedures to be used for governmental bodies to apply for rental space, for acquiring leased space, and for leasing state-owned space to nonstate lessees.

(5) Any participant in a property transaction proposed to be entered who maintains that a procedure provided for in this section has not been properly followed, may request review of the transaction by the Director of the Office of General Services or his designee.

SECTION 1-11-56. Program to manage leasing; procedures.

The State Budget and Control Board, in an effort to ensure that funds authorized and appropriated for rent are used in the most efficient manner, is directed to develop a program to manage the leasing of all public and private space of state agencies. The board’s regulations, upon General Assembly approval, shall include procedures for:

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(2) establishing standards for the quality and quantity of space to be leased by a requesting agency;

(3) devising and requiring the use of a standard lease form (approved by the Attorney General) with provisions which assert and protect the state’s prerogatives including, but not limited to, a right of cancellation in the event of:
   (a) a nonappropriation for the renting agency,
   (b) a dissolution of the agency, and
   (c) the availability of public space in substitution for private space being leased by the agency;

(4) rejecting an agency’s request for additional space or space at a specific location, or both;

(5) directing agencies to be located in public space, when available, before private space can be leased;

(6) requiring the agency to submit a multi-year financial plan for review by the board’s budget office with copies sent to Ways and Means Committee and Senate Finance Committee, before any new lease for space is entered into; and requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period; and

(7) requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period.
1. **Submitted by:**
   (a) Agency: General Services Division
   (b) Authorized Official Signature: [Signature]

   M. Richbour Roberson, Director

2. **Subject:** Department of Social Services Lease at 714 North Pleasantburg Drive in Greenville

3. **Summary Background Information:**

   The Department of Social Services (DSS) requests approval to lease from North Pointe Buildings, LLC, a total of 22,000 square feet on the first and second floors at its current location at the North Pointe Office Building I located at 714 North Pleasantburg Drive in Greenville. The landlord is a South Carolina limited liability company with its principal office in Columbia.

   DSS currently leases 12,980 square feet on the first and second floors and 9,020 square feet on the second floor at a rate of $14.10 per square foot under two separate leases expiring October 31, 2009. The two leases will be combined into one lease with a common commencement date and expiration date. The leased space will accommodate the agency’s regional offices of Child Support Enforcement and Adoptions for Greenville.

   The new lease was negotiated after a solicitation for space was issued and proposed sites were visited. The lease term will be five years commencing September 1, 2009. Rent will be $24,566.67 per month or $294,800 per year ($13.40 per square foot) for the first two years of the lease. Thereafter, rent increases 2.5 percent per year for the last three years of the lease. The proposed lease will save DSS approximately $15,400 in the first year of the lease over its current lease agreement.

   Comparables of similar state agency office space leased in the Greenville area are as follows:

<table>
<thead>
<tr>
<th>Lease Date</th>
<th>Agency/Location</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-09</td>
<td>Vocational Rehabilitation Department</td>
<td>$15.00</td>
</tr>
<tr>
<td></td>
<td>301 N. Main Street</td>
<td></td>
</tr>
<tr>
<td>1-05</td>
<td>Department of Revenue</td>
<td>$14.00</td>
</tr>
<tr>
<td></td>
<td>Century Plaza, Suite 210-B</td>
<td></td>
</tr>
<tr>
<td>9-03</td>
<td>Governor's Office-Continuum of Care</td>
<td>$16.16</td>
</tr>
<tr>
<td></td>
<td>37 Villa Road, Suite 300</td>
<td></td>
</tr>
</tbody>
</table>

   The landlord will continue to provide adequate surface parking adjacent to the building for all employees and visitors. DSS will not incur any additional expenses above the rent amount for renovations.
Operating cost increases are capped at three percent per year, beginning with the second year. Assuming operating expenses increase at three percent per year, the maximum rent over the term of the lease is as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Base Rate/SF</th>
<th>Operating Rate/SF</th>
<th>Rate/SF</th>
<th>Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>9-1-09</td>
<td>$7.31</td>
<td>$6.09</td>
<td>$13.40</td>
<td>$294,800.00</td>
</tr>
<tr>
<td>2</td>
<td>9-1-10</td>
<td>$7.31</td>
<td>$6.27</td>
<td>$13.58</td>
<td>$298,760.00</td>
</tr>
<tr>
<td>3</td>
<td>9-1-11</td>
<td>$7.49</td>
<td>$6.46</td>
<td>$13.95</td>
<td>$306,900.00</td>
</tr>
<tr>
<td>4</td>
<td>9-1-12</td>
<td>$7.68</td>
<td>$6.65</td>
<td>$14.33</td>
<td>$315,260.00</td>
</tr>
<tr>
<td>5</td>
<td>9-1-13</td>
<td>$7.87</td>
<td>$6.85</td>
<td>$14.72</td>
<td>$323,840.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,539,560.00</td>
</tr>
<tr>
<td>Average</td>
<td></td>
<td></td>
<td></td>
<td>$14.00</td>
<td>$307,912.00</td>
</tr>
</tbody>
</table>

DSS has adequate funds for the lease according to a Budget Approval Form submitted July 20, 2009, which also includes a multi-year plan. Lease payments will be made from a combination of state appropriations, federal funding and child support generated revenue. The space allocation of the new lease is 12,075 square feet of office space for 82 employees. There is 200 square feet for an adoptions visitation room, 200 square feet for child support enforcement interview rooms, and 500 square feet for a child support enforcement high density mobile filing system. The remaining 9,025 square feet is to be utilized for conference rooms, reception areas, copy/fax areas, storage, file cabinets, work areas, break room/kitchenette area, computer server room, printer/mail rooms and common areas.

No option to purchase the property is included in the lease. The North Pointe Building I was constructed around 1989, and no environmental assessment has been performed on the subject property. The lease was approved by Wendell Price, Senior Deputy State Director for the Department of Social Services Office of Administration and Program Support, and by Alfred L. Saad, III on behalf of North Pointe Buildings, LLC.

4. What is JBRC asked to do? Approve the proposed five year lease for the Department of Social Services at the North Pointe Office Building I located at 714 North Pleasantburg Drive in Greenville.

5. What is recommendation of the General Services Division? Approval of the proposed five year lease for the Department of Social Services at the North Pointe Office Building I located at 714 North Pleasantburg Drive in Greenville.

6. List of Supporting Documents:
   (a) Letter from the Department of Social Services dated July 24, 2009
   (b) SC Code of Laws Sections 1-11-55 and 1-11-56
July 24, 2009

Ms. Lisa Catalanotto, Program Manager/Attorney
South Carolina Budget and Control Board
General Services Division, Real Property Services
1201 Main Street, Suite 420
Columbia, SC 29201

Re: Request to Lease Office Space @ 714 N. Pleasantburg Drive, Greenville, SC

Dear Ms. Catalanotto:

As you know, the SC Department of Social Services (SCDSS) has two Agency Regional Offices, Child Support Enforcement and Adoptions located at 714 N. Pleasantburg Drive. These offices house 82 employees and are strategically located to best serve South Carolina residents in the upstate. Attached is information relevant to each office’s existence and their missions.

A competitive solicitation was conducted through your office in search of equivalent space wherein the SCDSS might realize a cost savings. No proposals were submitted offering lower rental rates or a better quality facility. If a competitor had matched the rate offered for this facility, it would have cost the Agency approximately $129,000.00 to relocate elsewhere.

This facility meets all of the Agency’s needs. It is in close proximity to interstates, the Greenville County DSS facility and, is located on a public transportation route. The Landlord always provides excellent service and is quick to respond to any facility related maintenance problems (e.g. lights burned out, heat & air adjustments/repairs, etc.). Additionally, the SCDSS staff located in this facility are well pleased and actually feared the possibility of moving to another location.

For reasons mentioned above, the SCDSS respectfully requests the approval of JBRC and Budget and Control Board to enter into a new five year lease term.

Sincerely,

Wendell Price, Senior Deputy State Director
Administration and Program Support

WP:lw

Attachments (2)
SECTION 1-11-55. Leasing of real property for governmental bodies.
(1) "Governmental body" means a state government department, commission, council, board, bureau, committee, institution, college, university, technical school, legislative body, agency, government corporation, or other establishment or official of the executive, judicial, or legislative branches of this State. Governmental body excludes the General Assembly, Legislative Council, the Office of Legislative Printing, Information and Technology Systems, and all local political subdivisions such as counties, municipalities, school districts, or public service or special purpose districts.
(2) The Budget and Control Board is hereby designated as the single central broker for the leasing of real property for governmental bodies. No governmental body shall enter into any lease agreement or renew any existing lease except in accordance with the provisions of this section.
(3) When any governmental body needs to acquire real property for its operations or any part thereof and state-owned property is not available, it shall notify the Office of General Services of its requirement on rental request forms prepared by the office. Such forms shall indicate the amount and location of space desired, the purpose for which it shall be used, the proposed date of occupancy and such other information as General Services may require. Upon receipt of any such request, General Services shall conduct an investigation of available rental space which would adequately meet the governmental body’s requirements, including specific locations which may be suggested and preferred by the governmental body concerned. When suitable space has been located which the governmental body and the office agree meets necessary requirements and standards for state leasing as prescribed in procedures of the board as provided for in subsection (5) of this section, General Services shall give its written approval to the governmental body to enter into a lease agreement. All proposed lease renewals shall be submitted to General Services by the time specified by General Services.
(4) The board shall adopt procedures to be used for governmental bodies to apply for rental space, for acquiring leased space, and for leasing state-owned space to nonstate lessees.
(5) Any participant in a property transaction proposed to be entered who maintains that a procedure provided for in this section has not been properly followed, may request review of the transaction by the Director of the Office of General Services or his designee.

SECTION 1-11-56. Program to manage leasing; procedures.
The State Budget and Control Board, in an effort to ensure that funds authorized and appropriated for rent are used in the most efficient manner, is directed to develop a program to manage the leasing of all public and private space of state agencies. The board’s regulations, upon General Assembly approval, shall include procedures for:
(1) assessing and evaluating agency needs, including the authority to require agency justification for any request to lease public or private space;
(2) establishing standards for the quality and quantity of space to be leased by a requesting agency;
(3) devising and requiring the use of a standard lease form (approved by the Attorney General) with provisions which assert and protect the state’s prerogatives including, but not limited to, a right of cancellation in the event of:
(a) a nonappropriation for the renting agency,
(b) a dissolution of the agency, and
(c) the availability of public space in substitution for private space being leased by the agency;
(4) rejecting an agency’s request for additional space or space at a specific location, or both;
(5) directing agencies to be located in public space, when available, before private space can be leased;
(6) requiring the agency to submit a multi-year financial plan for review by the board’s budget office with copies sent to Ways and Means Committee and Senate Finance Committee, before any new lease for space is entered into; and requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period; and
(7) requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period.
Meeting Scheduled for: August 5, 2009

1. Submitted by:
   (a) Agency: General Services Division
   (b) Authorized Official Signature: M. Richbourg Roberson, Director

2. Subject: State Housing Finance and Development Authority Lease at 300-C Outlet Point Boulevard in Columbia

3. Summary Background Information:

State Housing Finance and Development Authority (Housing Authority) requests approval to lease from Marketplace Development, LLC, 28,000 square feet at Market Point Centre (formerly known as Outlet Point Mall) located at 300-C Outlet Point Boulevard in Columbia. Landlord is a South Carolina limited liability company with its principal office in Columbia. The Housing Authority's current lease at the location expires October 31, 2009.

The Housing Authority currently leases 25,800 square feet at Market Point Centre at the rate of $10.69 per square foot. Under the new lease, the Housing Authority will occupy an additional 2,200 square feet. The additional space will be used to house the Housing Authority's new Neighborhood Stabilization Program. The landlord will renovate the additional space and the Housing Authority will occupy the additional space upon completion of the renovations, estimated at October 31, 2009. The leased space will accommodate all of the needs of the Housing Authority to support its mission to assist low to moderate income families and the elderly and disabled find affordable housing.

The new lease was negotiated after a solicitation for space was issued and proposed sites were visited. The lease term will be seven years commencing November 1, 2009. Rent will be $25,620 per month or $307,440 per year ($10.98 per square foot) for the first year of the lease. Thereafter, rent increases at an average rate of 2.75 percent per year (rate varies each year) as follows: $11.28 (year 2), $11.59 (year 3), $11.91 (year 4), $12.24 (year 5), $12.58 (year 6) and $12.92 (year 7).

Comparables of similar state agency office space leased in the Columbia area are as follows:

<table>
<thead>
<tr>
<th>Lease Date</th>
<th>Agency/Location</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-06</td>
<td>Commission on Human Affairs 2611 Forest Drive</td>
<td>$14.05</td>
</tr>
<tr>
<td>1-07</td>
<td>Department of Revenue 300 Outlet Point Boulevard</td>
<td>$11.26 Net</td>
</tr>
<tr>
<td>7-07</td>
<td>State Accident Fund 800 Dutch Square Boulevard</td>
<td>$13.10</td>
</tr>
</tbody>
</table>
The total rent over the term of the lease is as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Rate/SF</th>
<th>Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>9-1-09</td>
<td>$10.98</td>
<td>$307,440.00</td>
</tr>
<tr>
<td>2</td>
<td>9-1-10</td>
<td>$11.28</td>
<td>$315,894.60</td>
</tr>
<tr>
<td>3</td>
<td>9-1-11</td>
<td>$11.59</td>
<td>$324,581.70</td>
</tr>
<tr>
<td>4</td>
<td>9-1-12</td>
<td>$11.91</td>
<td>$333,507.70</td>
</tr>
<tr>
<td>5</td>
<td>9-1-13</td>
<td>$12.24</td>
<td>$342,679.16</td>
</tr>
<tr>
<td>6</td>
<td>9-1-14</td>
<td>$12.58</td>
<td>$352,102.84</td>
</tr>
<tr>
<td>7</td>
<td>9-1-15</td>
<td>$12.92</td>
<td>$361,785.66</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>$2,337,991.66</td>
</tr>
<tr>
<td></td>
<td>Average</td>
<td>$11.93</td>
<td>$333,998.81</td>
</tr>
</tbody>
</table>

In addition to rent, the Housing Authority is responsible for electricity costs, estimated to be $51,000 annually or $1.82 per square foot. The Housing Authority is additionally responsible for its pro rata share of any increases in real property taxes on the leased building after the first year of the lease, such increases being capped at five percent per year. All other maintenance and operating expenses are included with basic rent. The landlord will continue to provide adequate surface parking adjacent to the building for all employees and visitors.

The Housing Authority has adequate funds for the lease according to a Budget Approval Form submitted July 16, 2009, which also includes a multi-year plan. Lease payments will be made from a combination of federal funding and revenue generated compliance fees, application fees, registration fees, and interest on mortgage loans. The space allocation of the new lease is 19,300 square feet of office space for 129 employees. The remaining 8,700 square feet is to be utilized for a board room, conference rooms, reception areas, copy/fax area, storage, file cabinets, separate file room, mail room, work areas, break room/kitchenette area, computer server room and common areas.

No option to purchase the property is included in the lease. The leased building was constructed in 1984. An environmental assessment dated January 6, 2000 recommends no further assessment is necessary. The lease was approved by Valarie M. Williams on behalf of the State Housing Finance and Development Authority and by Alfred L. Saad, III on behalf of Marketplace Development, LLC.

4. **What is JBRC asked to do?** Approve the proposed seven year lease for the State Housing Finance and Development Authority at 300-C Outlet Point Boulevard in Columbia.

5. **What is recommendation of the General Services Division?** Approval of the proposed seven year lease for the State Housing Finance and Development Authority at 300-C Outlet Point Boulevard in Columbia.

6. **List of Supporting Documents:**
   (a) Letter from the State Housing Finance and Development Authority dated July 21, 2009
   (b) SC Code of Laws Sections 1-11-55 and 1-11-56
Ms. Lisa Catalanotto  
SC Budget & Control Board  
General Services Division  
Real Property Services  
1201 Main Street, Suite 420  
Columbia, SC 29201

Dear Ms. Catalanotto:

In April of 2009, General Services solicited lease proposals for 28,000 +/- square feet of office space for the Authority. Fourteen proposals were received and reviewed. General Services and Authority staff visited the sites of the five most favorable responses. In June, General Services requested that the managing agents of the top two properties submit their best and final offer for the Authority lease.

After a thorough review of the proposals, the Authority has concluded that the proposal presented by the current landlord is the most cost beneficial lease option. The seven year lease offers first year pricing of $10.98 per square foot for 28,000 square feet of useable space. The lease provides for an annual rent escalation of 2.7 percent. The Authority is responsible for electricity at an estimated annual cost of $51,000 and the prorated share of property taxes of $18,996. The landlord is responsible for all other maintenance and operating costs.

This request is based on following factors:

- Our current landlord’s proposal is for 28,000 square feet of useable space whereas the second property proposal is for 27,940 square feet of rentable space which includes common area, thus providing only 25,400 square feet of useable space. The Authority’s current usable space needs exceed 25,400 square feet.
- The Authority’s cost for moving and up fitting the new office space would be $449,500 which the Authority had neither anticipated nor budgeted for this Fiscal Year. This does not take into account staff productivity loss and customer inconvenience associated with moving.
- Additionally, the Authority has incurred $575,000 in up fit costs over the past five years for items that would not be cost effective or would be impermissible to move to a new location.
- The present location is easily accessible to both Interstate 20 and 26 and our customer base along with our clients, partners and other associates are highly satisfied with the ease with which they can reach us, particularly the access via the Central Midlands Regional Transit Authority stop that is located in front of the current location.
- An anticipated move date of November 2009 would also coincide with the Authority’s migration to the state SCEIS software, causing significant disruption to our finance and accounting departments.

"Housing South Carolina Is Our Business"
Therefore, given the aforementioned reasons we are requesting that the Authority be granted permission to remain at its present location 300-C Outlet Pointe Blvd. Columbia, SC and enter into a seven year lease for the property. We believe that it will more beneficial to both our agency and the State of South Carolina.

Thank you for your assistance in this process and it was great working with you.

Sincerely,

Valarie M. Williams
Executive Director
SECTION 1-11-55. Leasing of real property for governmental bodies.

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(b) a dissolution of the agency, and
(c) the availability of public space in substitution for private space being leased by the agency;

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(7) requiring prior review by the Joint Bond Review Committee and the requirement of Budget and Control Board approval before the adoption of any new lease that commits more than one million dollars in a five-year period.
Summary of Permanent Improvement Project Actions Proposed by Agencies

Item 1. Agency: H17 Coastal Carolina University     Project: 9571, Athletic Training/Locker Room Renovation

Action Proposed: Establish Project for A&E Design Funding

Purpose: To begin design work to renovate current locker and training space in Brooks Stadium at Coastal Carolina. The renovation of approximately 4,514 square feet of space in the stadium will join the current small training room and home locker room to create an expanded and improved sports training facility to meet the needs of all athletic teams at the University. The work will include installing a hydroworks pool and two whirlpools, creating offices, a conference room, an exam room and treatment area for training staff, and converting the men’s restroom into men’s and women’s restrooms with showers. Two small, existing training areas are not fully equipped, are located in different buildings, and cannot adequately serve the 430 student athletes on campus. The renovation will provide a centralized training facility to support all men’s and women’s sports.

Ref: Supporting document pages 1-4

Budget After Action Proposed

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other, Renovation Reserve/Plant Expansion</td>
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</tr>
<tr>
<td>Total Funds</td>
<td>9,000.00</td>
</tr>
</tbody>
</table>

CHE Approval Date: 05/15/09
Committee Review Date:
B&C Board Approval Date:

Item 2. Agency: H47 Winthrop University     Project: 9567, Phelps Hall Renovation

Action Proposed: Establish Project for A&E Design Funding

Purpose: To begin design work to renovate portions of Phelps Hall residence hall at Winthrop. The work will include renovating the 110 bathrooms by replacing piping and ventilation, adding an elevator to the exterior of the facility, and installing new accessible ramps in the lobby on the ground floor. Phelps Hall was constructed in 1943 and houses 400 students. The renovations are needed to properly ventilate the bathrooms to improve indoor air quality and to provide full access to all floors.

Ref: Supporting document pages 5-8

Budget After Action Proposed

<table>
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<th>Source</th>
<th>Amount</th>
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<tbody>
<tr>
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<td>Total Funds</td>
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</table>

CHE Approval Date: 07/08/09
Committee Review Date:
B&C Board Approval Date:
<table>
<thead>
<tr>
<th>Item</th>
<th>Agency</th>
<th>Project:</th>
<th>Action Proposed:</th>
<th>Total Budget</th>
<th>Purpose</th>
<th>Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.</td>
<td>H59</td>
<td>6001, Lowcountry - Hampton Campus</td>
<td>Establish Project for A&amp;E Design Funding</td>
<td>$17,535.00</td>
<td>To begin design work to renovate the 15,800 square foot Mungin Center on the Hampton Campus of Lowcountry Tech in Varnville. The renovation will include installing energy efficient windows, replacing the HVAC system, repairing or replacing the roof, adding multimedia equipment and additional parking, and other interior and exterior renovations. The building was constructed in the mid-1970’s and has not had any major renovations since.</td>
<td>Supporting document pages 9-11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mungin Center Renovation</td>
<td></td>
<td></td>
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<tr>
<td>4.</td>
<td>E24</td>
<td>9750, Pine Ridge Joint Operations Center</td>
<td>Establish Project for A&amp;E Design Funding</td>
<td>$11,250.00</td>
<td>To begin design work to construct an approximately 3,768 square foot addition to the Joint Operations Center at the Pine Ridge Readiness Center for the National Guard. The work will include adding additional offices, training rooms and restrooms and renovating approximately 2,340 square feet of existing office and training room space. The addition is needed to fully support the Directorate of Military Support which has more than doubled in size since 9/11 and is housed in this facility. The renovation is needed to provide a communications room, expanded Joint Operations Center and storage.</td>
<td>Supporting document pages 12-14</td>
</tr>
</tbody>
</table>
**Item 5.** Agency: U12 Department of Transportation
Project: 9715, Research and Materials Lab HVAC Replacement

**Action Proposed:** Establish Project for A&E Design Funding

**Total budget:** $18,750.00
[9] **Other, State Highway Fund:** $18,750.00

**Purpose:** To begin design work to replace the HVAC system on the Department of Transportation’s Research and Materials Lab. The air handler and boiler are 45 years old, past their expected service lives, not energy efficient, and in jeopardy of failing, leaving portions of the 27,000 square foot building with no hot water, heating or cooling. A new system will be energy efficient and will better control humidity and temperature for the testing labs which are critical to agency testing operations.

**Ref:** Supporting document pages 15-17

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**Item 6.** Agency: U12 Department of Transportation
Project: 9716, Traffic Management/Richland Signal Building Construction

**Action Proposed:** Establish Project for A&E Design Funding

**Total budget:** $58,845.00
[9] **Other, State Highway Fund:** $58,845.00

**Purpose:** To begin design work to construct an approximately 20,000 square foot building to house Richland County Signal Shop staff, Intelligent Transportation System (ITS) support staff, and incident responders for the Department of Transportation. The facility will provide office space for these program employees, workspace for the signal shop staff to prepare signal processors, workspace for ITS staff to repair equipment, and minimal space for incident responders to complete reports. The existing signal shop is located in a 29 year-old metal building and ITS staff are housed in a leased building. The new facility will provide savings as these functions are co-located and share equipment and storage space.

**Ref:** Supporting document pages 18-20
Item 7. Agency: J12  Department of Mental Health  Project: 9703, Hall Institute Child and Adolescent Hospital Renovation and Addition

Action Proposed: Revise Scope

Purpose: To revise the scope of the Hall Institute Child and Adolescent Hospital Construction project to allow Mental Health to renovate the existing facility and construct additional square footage. The project was established in September 2006 for design services to construct a new 80 inpatient bed children’s hospital to facilitate the Department’s vacating the Bull Street campus. The scope revision is needed to support leaving the children’s hospital on the Bull Street campus instead of building a new hospital on the northeast campus. The Department does not have sufficient funds and sufficient funds will not be generated from the sale of the campus to construct a new hospital. Renovation of the existing facility is financially the best option. Acreage sufficient to support the hospital will be carved out of the 181 acres being marketed for sale. Because the remaining campus will be sold, the utilities, including water, sewer and electrical services and a chiller and boiler plant, will have to be added. Approval of the scope revision will allow the Department to initiate pre-design work for the renovation and addition.

Ref: Supporting document pages 21-23

<table>
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Item 8. Agency: H12  Clemson University  Project: 9852, Class of 1960 North Campus Green Development

Action Proposed: Establish Construction Budget for $674,000.00

(Add $624,000.00 [9] Other, Private Donation)

Purpose: To redevelop an approximately one-acre green space on the Clemson campus. The project was established in May 2005 for design work which is now complete. The Class of 1960 has provided funding restricted for the green space development bounded by Carillon Gardens, the outdoor amphitheater, and Martin and Brackett Halls. The work will include replacing sidewalks, irrigation, site lighting, site furniture and landscaping and new walls will be constructed to direct pedestrian circulation through the space. The work is needed to improve pedestrian safety and provide site amenities that improve outdoor classroom opportunities. The agency reports the total projected cost of this project is $674,000 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is November 2009 and for completion of construction is April 2010.

Ref: Supporting document pages 24-29
Item 9.  
Agency: H12  Clemson University  
Project: 9886, Lee Hall Complex Expansion/Renovation

Action Proposed: Establish Construction Budget for $31,600,000.00

(Add $11,600,000.00  [2]  Institution Bonds)
(Add $10,000,000.00  [7]  Federal)
(Add $ 9,535,000.00  [9]  Other, Institutional Capital Project Funds)

Purpose: To construct an approximately 60,000 square foot addition and renovate the existing 124,000 square foot Lee Hall Complex at Clemson. The project was established in November 2008 for pre-design work which is now complete. Lee Hall was constructed in 1958 with two additions added since and houses 950 students and more than 100 faculty and staff in architecture and related programs. In 2008, the condition of the building was cited by a visiting team from the National Architectural Accrediting Board as untenable and that the situation had reached a crisis level. Delaying this project could jeopardize Clemson’s ability to meet accreditation standards. The programs have overcrowded studio and classroom conditions and the inability to house faculty. Without additional space, several programs could lose accreditation. The building will be constructed to LEED Silver certification at a minimum and will include site, water, energy, materials, and other savings and conservation measures. The agency reports the total projected cost of this project is $31.6 million and additional annual operating costs ranging from $336,000 to $370,440 will result in the three years following project completion. The agency also reports the projected date for execution of the construction contract is June 2010 and for completion of construction is December 2011.

Ref: Supporting document pages 30-33

Item 10.  
Agency: E24  Office of the Adjutant General  
Project: 9739, Florence Field Maintenance Shop Construction - Phase I

Action Proposed: Establish Construction Budget for $4,990,070.00

(Add $4,926,725.00  [7]  Federal)

Purpose: To construct a 13,881 square foot field maintenance shop in Florence for the National Guard. The project was established in December 2009 for pre-design work which is now complete. The facility will be constructed in two phases on property to be leased from Florence-Darlington Tech. Phase I will consist of a maintenance shop with work bays, administrative space, parking and infrastructure to maintain heavy trucks, vehicles, and engineering equipment. Phase II will contain an additional 48,522 square feet of work bays and administrative spaces and will be constructed when additional federal funds become available. The existing maintenance shop in Hemingway does not meet current or future army requirements, is one fourth the size authorized to support the facility’s mission, and is in poor condition. The facility will be constructed to LEED Silver certification and will include energy efficient HVAC, window, roofing, insulation, and lighting systems. The agency reports the total projected cost of this project is $4,990,070 and additional annual operating costs ranging from $17,000 to $18,750 will result in the three years following project completion. The agency also reports the projected date for execution of the construction contract is December 2009 and for completion of construction is February 2011.

Ref: Supporting document pages 34-37
Summary of Permanent Improvement Project Actions Proposed by Agencies

May 7, 2009 through June 24, 2009


- Action Proposed: Establish Construction Budget for $362,021.00
  
  (Add $357,361.00 [7] Federal)

- Purpose: To replace the roof on the 18,400 square foot Walterboro Readiness Center for the Adjutant General’s Office. The project was established in June 2009 for pre-design work which is now complete. The existing built up roof will be replaced with a similar type roof. The roof is 39 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $362,021 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is December 2009.

Ref: Supporting document pages 38-41

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CHE Approval Date: N/A
Committee Review Date: N/A
B&C Board Approval Date: N/A


- Action Proposed: Establish Construction Budget for $674,185.00
  

- Purpose: To replace the roof on the 38,000 square foot Varnville Readiness Center for the Adjutant General’s Office. The project was established in June 2009 for pre-design work which is now complete. The existing standing seam metal roof will be replaced with a similar type roof. The roof is 25 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $674,185 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is March 2010.

Ref: Supporting document pages 42-45

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### Item 13
**Agency:** E24 Office of the Adjutant General  
**Project:** 9744, Orangeburg Roof Repair

**Action Proposed:** Establish Construction Budget for $364,644.00  
(Add $359,919.00 [7] Federal)

**Purpose:** To replace the roof on the 19,000 square foot Orangeburg Readiness Center for the Adjutant General’s Office. The project was established in June 2009 for pre-design work which is now complete. The existing built up roof will be replaced with a similar type roof. The roof is 38 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $364,644 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is December 2009.

**Ref:** Supporting document pages 46-49

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### Item 14
**Agency:** E24 Office of the Adjutant General  
**Project:** 9745, Mullins Roof Repair

**Action Proposed:** Establish Construction Budget for $709,945.00  
(Add $704,695.00 [7] Federal)

**Purpose:** To replace the roof on the 36,800 square foot Mullins Readiness Center for the Adjutant General’s Office. The project was established in June 2009 for pre-design work which is now complete. The existing standing seam metal roof will be replaced with a similar type roof. The roof is 22 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $709,945 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is April 2010.

**Ref:** Supporting document pages 50-53

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Item 15.  

**Agency:** E24  Office of the Adjutant General  
**Project:** 9746, Mount Pleasant Roof Repair  

**Action Proposed:** Establish Construction Budget for $465,123.00  
(Add $459,123.00 [7] Federal)  

**Purpose:** To replace the roof on the 24,800 square foot Mount Pleasant Readiness Center for the Adjutant General’s Office. The project was established in June 2009 for pre-design work which is now complete. The existing built up roof will be replaced with a similar type roof. The roof is 46 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $465,123 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is January 2010.  

**Ref:** Supporting document pages 54-57  

Item 16.  

**Agency:** E24  Office of the Adjutant General  
**Project:** 9747, Marion Roof Repair  

**Action Proposed:** Establish Construction Budget for $396,793.00  
(Add $391,543.00 [7] Federal)  

**Purpose:** To replace the roof on the 20,100 square foot Marion Readiness Center for the Adjutant Generals’ Office. The project was established in June 2009 for pre-design work which is now complete. The existing standing seam metal roof will be replaced with a similar type roof. The roof is 30 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $396,793 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is December 2009.  

**Ref:** Supporting document pages 58-61
### Item 17. Agency: E24 Office of the Adjutant General Project: 9748, Kingstree Roof Repair

**Action Proposed:** Establish Construction Budget for $470,213.00


**Purpose:** To replace the roof on the 24,400 square foot Kingstree Readiness Center for the Adjutant General’s Office. The project was established in June 2009 for pre-design work which is now complete. The existing standing seam metal roof will be replaced with a similar type roof. The roof is 31 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $470,213 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is January 2010.

**Ref:** Supporting document pages 62-65

### Item 18. Agency: E24 Office of the Adjutant General Project: 9749, Darlington Roof Repair

**Action Proposed:** Establish Construction Budget for $524,602.00

(Add $517,852.00 [7] Federal)

**Purpose:** To replace the roof on the 28,800 square foot Darlington Readiness Center for the Adjutant General’s Office. The project was established in June 2009 for pre-design work which is now complete. The existing standing seam metal roof will be replaced with a similar type roof. The roof is 23 years old, is original to the facility, has exceeded its life expectancy, and leaks. The roof has been patched many times, but patching is no longer effective. Replacing the roof will reduce the amount of water and air infiltration to the building and, therefore, reduce energy costs. The agency reports the total projected cost of this project is $524,602 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is September 2009 and for completion of construction is February 2010.

**Ref:** Supporting document pages 66-69
<table>
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<tr>
<th>Item</th>
<th>Agency</th>
<th>Project</th>
<th>Action Proposed</th>
<th>Purpose</th>
<th>Ref</th>
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<tr>
<td>19.</td>
<td>F03</td>
<td>9855, Calhoun Building Exterior Renovations</td>
<td>Establish Construction Budget for $2,000,000.00 (Add $1,900,725.00 Appropriated State)</td>
<td>To renovate the exterior of the Calhoun Building for the Judicial Department. The project was established in January 2008 for pre-design work which is now complete. The work will include waterproofing the foundation, constructing a new foundation retaining wall, reworking the handicapped ramp, reworking pavement grades, and making various window repairs. Water is intruding into the building and damaging the interior. The renovations are needed to seal and waterproof the building. The agency reports the total projected cost of this project is $2 million and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is February 2010 and for completion of construction is December 2010.</td>
<td>Supporting document pages 70-75</td>
</tr>
<tr>
<td>20.</td>
<td>H73</td>
<td>9570, Charleston VR Center Building Addition</td>
<td>Establish Construction Budget for $2,188,097.00 (Add $1,362,597.00 Federal)</td>
<td>To construct a 2,500 square foot addition and renovate 8,036 square feet at the existing Charleston Vocational Rehabilitation Center. The project was established in September 2005 to construct an addition and was put on hold in 2007 pending a study to evaluate the space and building needs of each VR Center. When the decision was made to proceed with the proposed project, the agency completed pre-design work. The work will include adding a 2,500 square foot addition, addressing ADA accessibility, life safety and building code deficiencies, and installing new lighting. The addition is needed because the Mount Pleasant office was closed and staff moved to this location, which created a shortage of space and overcrowding of personnel. The renovations are needed because the building is more than 30 years old and does not meet life safety codes and ADA requirements. The project will address energy conservation through the installation of energy efficient lighting and HVAC systems. The agency reports the total projected cost of this project is $2,188,097 and additional annual operating costs of $3,000 will result in the three years following project completion. The agency also reports the projected date for execution of the construction contract is April 2010 and for completion of construction is February 2011.</td>
<td>Supporting document pages 76-82</td>
</tr>
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</table>
Item 21. Agency: H17 Coastal Carolina University  Project: 9541, Campus Roads Improvements

Action Proposed: Increase budget from $555,000.00 to $1,558,490.00

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Purpose: To continue road improvements on the Coastal Carolina campus. The project was established in November 2003 for various campus road improvements and revised in April 2006 to do design work for this phase of improvements. The University has been working with the Department of Transportation since 2003 to realign University Boulevard and improve traffic safety at its intersection with US Highway 501. The work on the final phase will extend University Boulevard across Highway 501 to the Atlantic Center, Coastal Carolina’s east campus area, and include clearing, grading, road construction, utility relocation, and sidewalk, gutter and drainage construction. A full complement of science courses involving 4,100 students are taught in Atlantic Center buildings. The improvements are needed to provide safe access for students, faculty and staff traveling across the highway from the main campus to this area. The agency reports the final projected cost of this project is $1,558,490 and no additional annual operating costs will result from the project. The agency also reports the projected date for execution of the construction contract is November 2009 and for completion of construction is April 2010.

Ref: Supporting document pages 83-88

Item 22. Agency: H17 Coastal Carolina University  Project: 9551, Campus Development/Infrastructure Improvements

Action Proposed: Increase budget from $3,272,500.00 to $4,022,500.00

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Purpose: To continue developing and upgrading campus infrastructure at Coastal Carolina. The project was established in May 2006 to begin campus infrastructure improvements over multiple years. The work to be done under this phase includes improving sidewalks, bike paths, and sidewalk lighting in various locations, resurfacing the tennis court, and upgrading signage, storm drainage piping, irrigation and landscaping at the campus front entrance. The work is needed to improve safety and security on campus. Energy savings will result from replacing the front entrance sign with a new energy efficient sign. The agency reports the total projected cost of this phase is $4,022,500 and no additional annual operating costs will result from the project. The agency also reports the project date for execution of the construction contract for this phase is August 2009 and for completion of construction is December 2009.

Ref: Supporting document pages 89-92
### Item 23
**Agency:** H59 State Board for Technical and Comprehensive Education  
**Project:** 6002, York - Griffin Motors Land Acquisition

- **Proposed Action:** Establish Project for Preliminary Land Studies
- **Total Budget:** $20,000.00
- **Purpose:** To procure the investigative studies required to adequately evaluate property prior to purchase.

- **Source:** Other, Local  
  - **Amount:** $20,000.00

- **Ref:** Supporting document pages 93-95

### Item 24
**Agency:** H59 State Board for Technical and Comprehensive Education  
**Project:** 6004, York - 521 Garrison Road Property Acquisition

- **Proposed Action:** Establish Project for Preliminary Land Studies
- **Total Budget:** $15,000.00
- **Purpose:** To procure the investigative studies required to adequately evaluate property prior to purchase.

- **Source:** Other, Local  
  - **Amount:** $15,000.00

- **Ref:** Supporting document pages 96-98
Item 25.  Agency:  H47  Winthrop University 

**Project:** 9563, 304/308 Stewart Avenue Property Acquisition

**Action**

Final Land Acquisition

(Add $99,000.00 [6] Appropriated State)

**Purpose:**

To purchase .46 acres of land with a 1,500 square foot brick-faced metal office building for Winthrop University. The project was established in June 2008 to procure investigative studies required to purchase property which have now been completed. With the main University campus land-locked, limited opportunities exist for expansion outside the existing campus perimeter. This property is located immediately across Stewart Street from the main campus. It will be used for office space until it is needed for future campus development. The property has been appraised for $127,000 and the seller has agreed to sell for $95,125. The Office of State Budget has reviewed the appraisal, environmental study and building condition assessment and approves their use in granting this request. The agency reports the total projected cost of this acquisition is $119,000, including the investigative studies, and no additional annual operating costs will result from the acquisition.

**Ref:** Supporting document pages 99-109

**CHE Approval Date:** 07/13/09

**Committee Review Date:**

**B&C Board Approval Date:**

**Budget After Action Proposed**

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Item 26.  Agency:  H47  Winthrop University 

**Project:** 9564, Culp and Ivey Street Property Acquisition

**Action**

Final Land Acquisition

(Add $146,000.00 [6] Appropriated State)

**Purpose:**

To purchase approximately 5.9 acres of unimproved land adjacent to the athletic/recreational complex at Winthrop University. The project was established in June 2008 to procure the investigative studies required to purchase property, which have now been completed. Currently, the complex is accessible to traffic from only one street. Acquisition of the property will permit the future development of an alternate entryway to the athletic/recreational complex, relieving traffic congestion for scheduled athletic and recreational events. The property has been appraised for $198,000 and the seller has agreed to sell for $142,000. The Office of State Budget has reviewed the appraisal and environmental study and approves their use in granting this request. The agency reports the total projected cost of this acquisition is $166,000, including the investigative studies, and no additional annual operating costs will result from the acquisition.

**Ref:** Supporting document pages 110-119

**CHE Approval Date:** 07/13/09

**Committee Review Date:**

**B&C Board Approval Date:**

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Item 27. Agency: H47 Winthrop University  Project: 9565, 507 Park Avenue Property Acquisition

Action Proposed: Final Land Acquisition

(Add $102,000.00 [6] Appropriated State)

Purpose: To purchase .17 acres of land with a 3,250 square foot former residence for Winthrop University. The project was established in June 2008 to procure the investigative studies required to purchase property, which have now been completed. The property is located less than a half block away from the campus, is included in the University’s master land plan and will provide additional administrative space for the University. The property has been appraised for $173,900 and the seller has agreed to sell for $98,000. The Office of Budget has reviewed the appraisal, environmental study, and building condition assessment and approves their use in granting this request. The agency reports the total projected cost of this acquisition is $122,000, including the investigative studies, and no additional annual operating costs will result from the acquisition.

Ref: Supporting document pages 120-131

CHE Approval Date: 07/13/09
Committee Review Date:
B&C Board Approval Date:
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