



**STATE OF NORTH CAROLINA**  
**OFFICE OF STATE BUDGET AND MANAGEMENT**

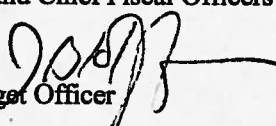
BEVERLY EAVES PERDUE  
GOVERNOR

ANDY WILLIS  
STATE BUDGET DIRECTOR

September 4, 2012

**MEMORANDUM**

**TO:** Department Heads and Chief Fiscal Officers

**FROM:** Jennifer Hoffmann   
Assistant State Budget Officer

**SUBJECT:** Reporting on Capital Projects

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Section 26.5 of S.L. 2012-142 requires State agencies to report on the status of current capital improvement (CI) projects with an estimated cost of \$100,000 or more. This requirement applies to all capital improvement projects including repairs and renovations regardless of the source of funding or who authorized the project.

For capital improvement projects that are "complete" but not yet closed, agencies should submit a budget revision returning the excess funds to the source from which they came. If the project was funded with General Fund appropriations, please submit a budget revision transferring the funds to the Project Reserve (B/C 41104).

For CI projects subject to the reporting requirement, the reports must include the following:

1. The current construction phase of the project.
2. The anticipated timeline from the current construction phase to project completion.
3. Year to date expenditures that have been made in connection with the project.
4. Information about the adequacy of funding to complete the project, including estimates of how final expenditures will relate to initial estimates of expenditures, and whether or not scope reductions will be necessary in order to complete the project within its budget.
5. For new capital projects only, an estimate of the operating costs for the project for the first five years of its operation.

To ensure consistency across state agencies, OSBM has created a common format for all agencies to use to submit the report. We have limited the number of free text fields and maximized the use of drop down boxes wherever possible to assist the user in preparing the report. There remains, however, a column for notes in the event further explanation is needed. In addition to the required elements, OSBM has added basic identifying information about the project to the spreadsheet to guide the preparer and the reviewer of the report. Please use the attached spreadsheet to gather and report the information requested. Each column of the spreadsheet should be self-explanatory, but if you have any questions please feel free to call Greg Piner at 919-807-4783.

The first report is due no later than October 1, 2012. Please submit your reports electronically to the Joint Legislative Commission on Governmental Operations, the Joint Oversight Committee on Capital Improvements, the Fiscal Research Division and the Office of State Budget and Management. After the initial submission, reports are due quarterly to FRD and OSBM, and every six months to Gov Ops and the Oversight Committee.

CC: Mark Bondo

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An EEO/AA Employer

Office location:  
5200 Administration Building  
116 West Jones Street

## **Reporting on Capital Projects**

<b>Citation of Law or Resolution:</b>	SL 2012-142
<b>Section Number:</b>	26.5
<b>Due Date:</b>	Quarterly
<b>Submission Date:</b>	April 2, 2013

### **Receiving Entities:**

Joint Legislative Commission on Governmental Operations  
Joint Legislative Oversight Committee on Capital Improvements  
Fiscal Research Division of the General Assembly  
Office of State Budget and Management

### **Submitting Entity:**

Department of Transportation

Department: Transportation  
Report Date: March 2013

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CAPITAL IMPROVEMENT PROJECTS REPORT										CAPITAL IMPROVEMENT PROJECTS REPORT							CAPITAL IMPROVEMENT PROJECTS REPORT						
Project Identification						Current Construction Phase				Funding and Sources			Adequacy of Funding			Comments	For new capital projects only (Estimate operating costs for the first five FYs of operation.)						
#	Budget Code	Fund Code	SCO Project ID#	Project Title	R&R Project? (Y/N)	Land Acquisition	Design Stages (Pick one from dropdown)	Construction Stage (Pick % complete from dropdown)	Projected Completion Date from Current Project Phase (Enter mo.&yr: XX/20XX)	Amt Expended YTD	Primary Funding Source (Pick one from dropdown)	Secondary Funding Source (Pick one from dropdown)	Is the project adequately funded? (Y/N)	How do current cost estimates compare to the project's initial authorized budget?	Will scope reductions be necessary to complete the project within its initial authorized budget? (Y/N)	Notes/Comments	Year 1	Year 2	Year 3	Year 4	Year 5	Source of Funds	
1	84210/84290	7826/9072	04-0624901	Greenville DMV/SHP	No		Schematic Design (SD)		Dec-16	2,594,800	Receipts		No	Over budget		RFQ issued for designers. DMV is re-evaluating this project.							
2	84210/84290	7826/9072	05-0645001	Huntersville (North Mecklenburg) DMV/SHP	No	Complete		25-50%	Feb-14	1,317,400	Receipts		Yes	Under budget									
3	84210/84290	7826/9072	05-0662301	Fayetteville DMV/SHP	No		-	76%-100%	May-12	1,545,600	Receipts		Yes			Due to inadequate funding and size of the project, a decision was made not to construct the designed facility. Modular units purchased for another project will be utilized in Fayetteville. Costs for the building construction will be used for the utility work and transportation and set up of the modular units.							
4	84210/84290	7826/9072	06-0696301, 09-0696302, 09-0696303	Wilmington DMV/SHP	No		Construction Drawings (CD)		Project is suspended.	264,560	Receipts		No			Project has been suspended until all funding is secured. Proceeds from the sale of the current facility has been legislatively approved to fund the construction. The property has been on the market for over 5 years with no interest. The final design is completed; however, this design was completed under the 2009 building code. A code revision just occurred in 2012; so it is likely that the current design will require revision to ensure compliance with the current code requirements.							
5	84210	7826	07-0716301	Durham Traffic Services Center - DOH 5	No			51-75%	Mar-13	1,174,500	Receipts		No	Over budget		Major change orders for inadequate soils have affected the construction costs. Have exceeded the 3% contingency							
6	84210	7826	09-0776801	Sanford Shop Addition	Yes		Design Development (DD)		Sep-13	165,300	Receipts		Yes										
7	84210	7826	09-0792001	Lincolnton Equipment Shop - DOH 12	No		Design Development (DD)		May-14	116,700	Receipts		Yes										
8	84210	7826	10-0833801	M&T Roof Replacement - Blue Ridge Facility - DOH	Yes			Complete		195,700	Receipts		Yes			Completed							
9	84210	7826	11-0891201	Beryl Road Roof Replacement	Yes	-		Complete		197,178	Receipts		Yes	Over budget	No	Part of statewide funding for roof repairs	0	0	0	0	0		
10	84200	7826	11-0894901	Roof Replacement - Raney Building	Yes			Complete		176,144	Receipts		Yes				0	0	0	0	0		
11	84210	7826	11-0896601	Roof Replacement - Newton DMV/SHP	Yes			Complete		199,591	Receipts		Yes				0	0	0	0	0		
12	84210	7826	11-0907801	Swan Quarter Comfort Center/Operations Center and Dormitory - Ferry	No		Construction Drawings (CD)		Jul-14	353,300	Receipts		Yes	Over budget	Yes	Change in project management resulted in substantial re-design fees. Will have to decrease scope and VE prior to Final Drawings and Bid Docs are finalized.							
13	84210	7826	11-0907901	Cherry Branch Comfort Center and Operations - Ferry	No		Construction Drawings (CD)		Dec-14	287,600	Receipts		Yes	Over budget	Yes	Addressing comments from State Construction Office							
14	84210/84290	7826/9072	11-0909701, 11-0909702	MLK District Office Renovation	Yes		-	Complete	Dec-12	125,200	Receipts		No			Completed							
15	84210/84290	7826/9072	11-0928201	Brookshire Renovations - DMV	Yes		Final Drawings/Bid (FD)		Dec-12	35,539	Receipts		No			This project will be funded from statewide renovation funds for DMV. The project will be bid in September.							
16	84210/84290	7826/9072	12-0937301	Addition - Ahoskie Maintenance Facility - DOH 1	Yes		Schematic Design (SD)		Aug-13	14,300	Receipts		Yes										
17	84210	7826	12-0935401	Dobson Equipment Shop - DOH 11	No		Construction Drawings (CD)		Oct-13	84,400	Receipts		Yes										
18	84210/84290	7826/9072	12-0937701	Addition - Manteo Maintenance Facility - DOH 1	Yes		Schematic Design (SD)		Aug-13	14,300	Receipts		Yes										
19	84210/84290	7826/9072	12-0937801	Addition - Maple Maintenance Facility - DOH 1	Yes		Final Drawings/Bid (FD)		Aug-13	13,900	Receipts		Yes										
20	84210	7826	N/A	ADA Modifications - DMV	Yes		Schematic Design (SD)	0-25%	unable to estimate because projects will be handled individually	11500	Receipts		Yes			Met with State Construction Office. Prioritizing projects to give preference to projects that can be handled as maintenance.							
21	84210	7826	N/A	Cooling Towers Replacement - DMV	Yes			Complete		8,485	Receipts		Yes										
22	84210/84290	7826/9072	TBA	Replacement of District Dr. HVAC System	Yes		Final Drawings/Bid (FD)	-	Mar-14	31,800	Receipts		Yes			Project size and scope have increased to accommodate other needed repairs to this building. Utilizing contractor prequalification because of the different trades and coordination.							
23	84210	7826	TBA	Statewide Storage Sheds Replacement - DOH 3, 4, and 12	Yes		Construction Drawings (CD)		Mar-14	25,000	Receipts		Yes			Delays incurred by the Designer have pushed the construction completion date by 4 months.							
24	84210	7826	TBA	Graham Roadside Environmental Building/Storage DOH 7	Yes		Schematic Design (SD)		unable the estimate because the project has not begun. A staffing issue		Receipts		Yes			Project is in design development. Have not made initial submitta to SCO. Multi-year funding.							
25	84210	7826	TBA	Asheville Roadside Environmental Building/Storage DOH 13	No				unable the estimate because the project has not begun. A staffing issue.		Receipts		Yes										
26	84210	7826		Land Purchase - Graham County - DOH 14	No	Complete					Receipts		No										
27	84210	7826	TBA	M&T Regional Laboratory - DOH 6	Yes		Construction Drawings (CD)			54,300	Receipts		Yes			Error in last month's reporting...							
28	84210/84290	7826/9072	08-0035801	DMV Raleigh Customer Service	No	Complete	-				Receipts		-			Project scope changed. Land purchase scrapped. Immediate need to relocate staff from HQ. Looking for suitable building for purchase.							
29	84210	7826	TBA	Statewide Water & Sewer Replacements, Repairs	No			-	unable to estimate because projects will be handled individually	327,900	Receipts		No			One project (DOH 5/Bunn) to date under this category. In DD phase for it.							
30	84210	7826	TBA	Lumberton Equipment Shop - DOH 6	Yes		Schematic Design (SD)		Dec-13	6,100	Receipts		Yes										
31	84210	7826	TBA	Washington County Rest Area	No		-	0-25%	Sep-13		Receipts		Yes			This project is part of the STIP.							
32	84210	7826	TBA	Johnston County Rest Area	Yes			0-25%	Nov-13		Receipts		Yes			This project is part of the STIP.							
33	84210	7826	TBA	Haywood County Rest Area	No		Schematic Design (SD)		Aug-14		Receipts		Yes			This project is part of the STIP.							
34	84210	7826	TBA	Beaufort Rest Room Renovation	No		Schematic Design (SD)		Dec-14		Receipts		Yes			This project is part of the STIP.							
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