



STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT

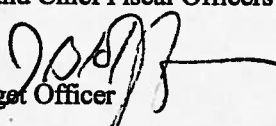
BEVERLY EAVES PERDUE
GOVERNOR

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

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

Mailing address:
20320 Mail Service Center
Raleigh, NC 27699-0320

www.osbm.state.nc.us
919-807-4700 ** FAX: 919-733-0640
An EEO/AA Employer

Office location:
5200 Administration Building
116 West Jones Street

Report Date: September 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)		Project is on hold.	2,594,800	Receipts		No	Over budget		DMV (Randy Dishong) has formally requested this project be placed on hold.						
2	84210/84290	7826/9072	05-0645001	Huntersville (North Mecklenburg) DMV/SHP	No	Complete		76%-100%	Jan-14	3,977,962	Receipts		Yes	Under budget		Working on the interior equipment purchases (cubicles) and security system.						
3	84210/84290	7826/9072	05-0662301	Fayetteville DMV/SHP	No	-		76%-100%	Oct-13	2,869,248	Receipts		Yes	Under budget		Working on user-initiated changes and roof repairs						
4	84210	7826	07-0716301	Durham Traffic Services Center - DOH 5	No			76%-100%	Dec-13	1,558,999	Receipts		No	Over budget		Problems with City of Durham/County of Durham on the utilities approval.						
5	84210	7826	09-0776801	Sanford Shop Addition	Yes		Design Development (DD)		Sep-14	169,922	Receipts		Yes	On budget		Utilizing outside designer to complete.						
6	84210	7826	09-0792001	Lincolnton Equipment Shop - DOH 12	No	-		76%-100%	Oct-13	1,161,747	Receipts		Yes	On budget		Pre-final inspection held last week.						
7	84210	7826	11-0907801	Swan Quarter Comfort Center/Operations Center and Dormitory - Ferry	No		Construction Drawings (CD)		Jul-14	426,321	Receipts		Yes	Over budget	Yes	Submitted CD to SCO for approval.						
8	84210	7826	11-0907901	Cherry Branch Comfort Center and Operations - Ferry	No		Construction Drawings (CD)		Dec-14	306,348	Receipts		Yes	Over budget	Yes	Working on the CD submittal.						
9	84210/84290	7826/9072	12-0937301	Addition - Ahsokie Maintenance Facility - DOH 1	Yes	-		76%-100%	Oct-13	64,654	Receipts		Yes	On budget		Pre-final inspection to be scheduled.						
10	84210	7826	12-0935401	Dobson Equipment Shop - DOH 11	No		Construction Drawings (CD)		Oct-13	87,732	Receipts		Yes			Working with outside designer to complete.						
11	84210/84290	7826/9072	12-0937701	Addition - Manteo Maintenance Facility - DOH 1	Yes	-		0-25%	Jan-14	24,311	Receipts		Yes	On budget								
12	84210/84290	7826/9072	12-0937801	Addition - Maple Maintenance Facility - DOH 1	Yes	-		76%-100%	Oct-13	72,887	Receipts		Yes	On budget		Pre-final inspection to be scheduled.						
13	84210/84290	7826/9072	TBA	Replacement of District Dr. HVAC System	Yes	-		0-25%	Mar-14	78,946	Receipts		Yes			Construction has started.						
14	84210	7826	TBA	Statewide Storage Sheds Replacement - DOH 3, 4, and 12	Yes		Final Drawings/Bid (FD)		May-14	1,258,863	Receipts		Yes			Project bid. Two bidders rejected. Working on new contracts with the 2nd lowest bidders.						
15	84210	7826	TBA	Graham Roadside Environmental Building/Storage DOH 7	Yes	-					Receipts		Yes			Designer selection completed. Negotiating design contract.						
16	84210	7826	TBA	Asheville Roadside Environmental Building/Storage DOH 13	No						Receipts		Yes			Designer selection completed. Negotiating design contract.						
17	84210	7826	TBA	M&T Regional Laboratory - DOH 6	Yes		Final Drawings/Bid (FD)		Mar-14	93,267	Receipts		Yes			Just received approval to bid. Setting bid date.						
18	84210	7826	TBA	Statewide Water & Sewer Replacements, Repairs	No	-		-		382,335	Receipts		No									
19	84210	7826	TBA	Lumberton Equipment Shop - DOH 6	Yes		Schematic Design (SD)		Dec-13	6,270	Receipts		Yes									
20	84210	7826		Bridge Maintenance Storage Building - DOH 1	No	-					Receipts		Yes			Not assigned						
21	84210	7826		Maintenance Office/Assembly Building - DOH 11	No	-					Receipts		Yes			Not assigned						
22	84210	7826		REU Warehouse - DOH 1	No	-					Receipts		Yes			Not assigned						
23	84210	7826		District/Resident Engineers' Office - DOH 4	No	-					Receipts		Yes			Not assigned						
24	84210	7826		Bridge Maintenance Office/Warehouse/Shop - DOH 10	No	-					Receipts		Yes			Not assigned						
25	84210	7826		Equipment Shop - Rosman	No	-					Receipts		Yes			Not assigned						
26	84210	7826		Equipment Shop - Raeford	No	-					Receipts		Yes			Not assigned						
27	84210	7826		Lexington Equipment Shop - Design - DOH 9	No		Schematic Design (SD)				Receipts		Yes			Designer has been selected. In negotiations.						
28	84210	7826		Greenville Equipment Shop - Design - DOH 2	No		Schematic Design (SD)				Receipts		Yes			Designer has been selected. In negotiations.						
29	N/A	N/A		Guaranteed Energy Savings - Performance Contract	Yes			0-25%	Sep-14		Debt Financed					Construction has started.						
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