
CAPITAL PROJECTS ADMINISTRATION

GENERAL FUND

GENERAL GOVERNMENT

Mission: Capital Projects Administration executes the Charleston County Facility Construction program including planning and engineering studies, design review, construction management, design and construction contract administration; and provides damage assessment, design and emergency construction contracting support for natural disasters and other contingencies affecting Charleston County.

DEPARTMENTAL SUMMARY:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Adjusted</u>	<u>FY 2004 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	12.00	20.00	17.00	17.00	0.00	0.0
Personnel	\$ 833,842	\$ 1,389,176	\$ 1,245,890	\$ 1,117,979	\$ (127,911)	(10.3)
Operating	28,141	46,897	60,199	53,497	(6,702)	(11.1)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 861,983</u>	<u>\$ 1,436,073</u>	<u>\$ 1,306,089</u>	<u>\$ 1,171,476</u>	<u>\$ (134,613)</u>	(10.3)

Funding Adjustments for FY 2004 Include:

- Personnel expenditures are reduced to reflect the full-year impact of the early retirement incentive program implemented during FY 2003. In addition, temporary staffing was eliminated due to the conversion of a temporary to full-time during FY 2003.
- Operating expenditures are decreased to reflect fewer, less costly projects currently in progress.

CAPITAL PROJECTS ADMINISTRATION (continued)

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Objectives:

- Provide accurate construction estimates by monitoring bids/proposals as compared to design estimates.
- Reduce architectural, engineering, and construction support service costs compared to the dollar value of professional fees to the construction costs.
- Monitor the design effort by measuring the value of construction designed per year.
- Improve the effectiveness of construction management.
- Ensure projects are constructed within budgeted resources.

Performance Measures:

MEASURE:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Projected</u>
Output:			
Number of contracts awarded	7	9	8
Dollar value of contracts awarded	\$808,900	\$5,459,979	n/a ¹
Design estimate for awarded contracts	\$801,000	\$6,161,454	2,963,200
Number of closed out contracts designed by A&E	7	1	2
Value of completed construction contracts designed by A&E	\$19,326,715	\$36,677,000	\$3,223,000
Total value of A&E design, engineering, and support costs for completed construction	\$3,927,424	\$4,284,883	\$364,180
Percent A&E fees of completed construction	20.2%	11.7%	11.3%
Total active architectural design contracts	3	1	2
Value of construction designed	\$2,526,731	\$17,058	\$1,001,000
Total number of active construction contracts	70	58	40
Total value of active contracts	\$71,937,492	\$54,295,337	\$20,000,000
Number of change orders negotiated	86	54	35
Dollar value of negotiated change orders	\$1,571,434	\$810,987	\$1,000,000
Total number of claims and lawsuits initiated	0	0	0
Total resources approved at construction award	\$1,085,000	\$57,744,494	\$61,169,867
Efficiency:			
Percent of awarded value to estimate	1.0%	-11.4%	n/a ¹
Average number of days from "substantial completion" to completion of "punch list"	38	32	30
Outcome:			
Number of contracts within 15% design estimate	0	5	n/a ¹
Total number of construction contracts closed out	57	49	40
Number of completed projects in which design, engineering, and support costs are within 12% goal	3	1	2
Number of contracts completed	58	49	20
Dollar value of construction completed (WIP)	\$20,762,091	\$8,751,734	\$7,100,000
Total amount saved through negotiations	\$425,105	\$252,088	\$200,000
Total number of projects completed	1	6	7
Total final cost of projects completed	\$1,076,153	\$56,242,297	\$57,793,800
Number of projects completed within approved resources	1	6	n/a ¹

¹ To be determined.