Project Processes

- Basic Responsibilities specific to education capital projects:
  - For education capital needs, Board of Education identifies needs, prioritizes and submits to the county commission for funding (note- if budget is off can create time delays in process). After funding and before implementing a project, BOE could request a change if priorities shift.
  - County government figures out how to fund along with other county capital responsibilities. This can impact timeline, etc. There is some funding that has to be jointly pursued like lottery and occasionally schools can access grants independently, but schools aren't able to finance independently.
  - Example: Funding for last five years for HVAC projects (not repairs/maintenance) $6.07 million from
    - Annual County HVAC Capital Funding: $1,892,000 (does not include lottery match) *BOE identifies and prioritizes requests, county funds)
    - Lottery: 1,728,589 ($630k county+ remainder lottery) *BOE initiates request, but BOC must agree
    - ESSER (one time ARPA funding directly to schools): $2,445,156 *BOE decision
- Best Practice: (Currently being used)
  - Collaborate on assessing and prioritizing major capital needs (Axias Report)
  - Build major project planning and maintenance replacement items into a longer range financial picture (Using Axias Report to build five year capital plan that integrates into other county capital planning)
  - How to fund- financing methods, revenue streams, cash- stays with county government

Project Processes

General Public Project Process Steps

- ❑ Preliminary Scoping and Probable Cost
  - ❑ Define work to be completed, Professional cost est, project budget, soil testing, survey ordered, timeline, financial planning
- ❑ RFQ Process and Contract with Professional (6 weeks) *(can also be CMAR stage)*
- ❑ <u>Design (varies)- *refines scope, cost and timeline*</u>
- ❑ Permitting- Erosion Control, Floodplain
- ❑ Bid (6 weeks min formal bid)
- ❑ Financing if requires loan/bond sale
- ❑ Award and Contract (1-2 weeks)
- ❑ Mobilize Contractor (2 week min)
- ❑ Construction (varies)
- ❑ Close out

- ❑ Preliminary Scoping and Probable Cost
  - ❑ Define work to be completed, Professional cost est, project budget, soil testing, survey ordered, timeline, financial planning
  - ❑ For renovations, involves assessment of condition, review of previous project design documents and estimating repair/replace.
  - ❑ For new construction, involves estimating based on building type of construction on a per foot basis with some site cost estimations.
  - ❑ Reference Preliminary Engineering Reports, Preliminary Architect Cost Assessment, Program Cost Estimate or Building Condition Facility Needs Report Cost Estimate
  - ❑ Budget needed for financial planning includes:
    - ❑ Construction (usually single contract with subs)
    - ❑ Professional Services (architect/engineers,

Project Processes

HIGH COUNTRY ENGINEERING

Project Name: Calvert Rd Utility Extension - Sewer
Subject: Opinion of Probable Cost
Date: 9/25/2024
Project Number: TOR021
Prepared By: Jay Johnston, PE

Item No.	Description	Unit	Quantity	Unit Price	Total Price
1	Mobilization	LS	1	$57,000.00	$57,000.00
2	Sewer Pump Station	LS	1	$350,000.00	$350,000.00
3	8-inch Gravity Sewer	LF	5,600	$125.00	$700,000.00
4	Manholes	EA	28	$8,500.00	$238,000.00
5	16-inch Steel Casing with 8" Gravity Carrier Pipe - Hannah Ford Rd	LF	60	$550.00	$33,000.00
6	4-inch Force Main incl. fittings	LF	4,150	$60.00	$249,000.00
7	4" HDD - Morgan Mill Creek Crossing	LF	200	$250.00	$50,000.00
8	12-inch Steel Casing with 4" Force Main Carrier Pipe - Lyons Mountain Rd & Hannah Ford Rd	LF	160	$500.00	$80,000.00
9	Combination Air/Vac Release Valve and Manhole	EA	2	$10,000.00	$20,000.00
10	Sewer Services	EA	12	$1,500.00	$18,000.00
11	Driveway Repair	EA	20	$1,500.00	$30,000.00
12	Select Fill and Misc. Stone	LS	1	$45,000.00	$45,000.00
13	Rock Excavation and Removal	LS	1	$50,000.00	$50,000.00
14	Erosion Control, Site Restoration	LS	1	$40,000.00	$40,000.00
				Construction Total	$1,960,000.00
				Contingency (15%)	$294,000.00
				Surveying and Easement Plats	$25,000.00
				Legal (Easements)	$10,000.00
				Plans, Specifications, Permits, Contract Docs, Bidding, CO/CA	$380,000.00
				Recommended Project Budget:	**$2,669,000.00**

Note: The Engineer has no control over the cost of labor, materials, or equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs, as provided here, are made on the basis of the Engineer's experience and qualifications and represent the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable cost prepared for the benefit of the Owner.

PRELIMINARY
NOT FOR CONSTRUCTION

NORTH CAROLINA PROFESSIONAL SEAL 23927 ENGINEER JAMES R. JOHNSTON
10/23/24

Engineer Information:
High Country Engineering, PC
81 Central Avenue
Asheville, NC 28801
T: 828.230.4511
NC Firm No.: C-3347
Contact: Jay Johnston, PE

Attachment E

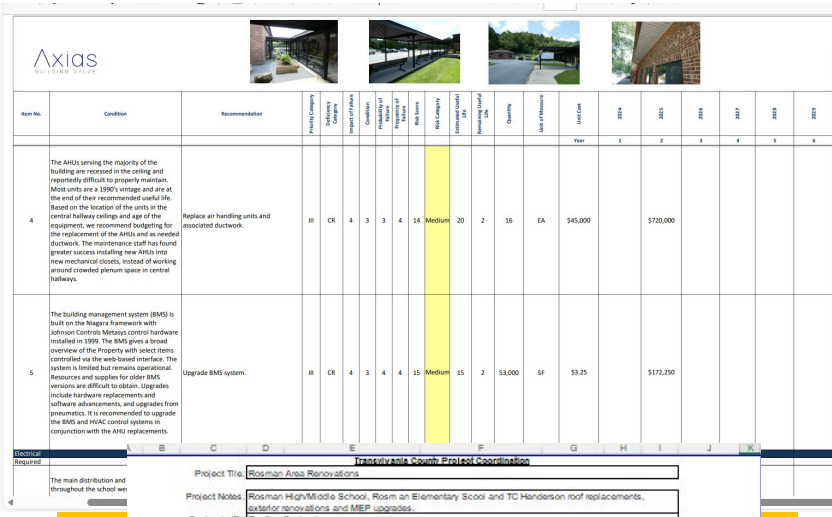
TRANSYLVANIA COUNTY SCHOOLS - BREVARD HIGH SCHOOL PROGRAM ANALYSIS

	EXISTING			DPI			NEW CONSTRUCTION		
ROOM	QUANTITY	UNIT SF	TOTAL SF	QUANTITY	NCDPI SF	NCDPI TOTAL	QUANTITY	NCDPI SF	NCDPI TOTAL
ACADEMIC - REPLACEMENT						(172)			
History Classrooms	4	807	3,228	4	850	3,400	4	850	3,400
SUBTOTAL			3,228			3,400			3,400
RESOURCE/EXCEPTIONAL - REPLACEMENT									
Resource Room				3	450	1,350	1	450	450
Exceptional S/C	2	1500	3,000	1	1,200	1,200	2	1,200	2,400
OT/PT							1	500	500
Offices							2	150	300
OCS							1	1,200	1,200
SUBTOTAL			3,000			2,550			4,850
CAREER TECHNICAL - REPLACEMENT						(11,850)			
Marketing/Computer Lab	1	956	956	1	1,500	1,500	1	1,500	1,500
Business Lab	1	1163	1,163	1	1,600	1,600	1	1,600	1,600
Entrepreneurship	1	1027	1,027	1	1,500	1,500	1	1,500	1,500
Tech Engineering	1	1407	1,407	1	1,800	1,800	1	1,800	1,800
FACS Foods Lab	1	1244	1,244	1	2,000	2,000	1	2,000	2,000
FACS Interior Design	1	1407	1,407	1	2,000	2,000	1	2,000	2,000
Health Occupations Labs	1	1331	1,331	1	2,400	2,400	1	2,400	2,400
AG/Trade & Indust	1	1238	1,238	1	3,000	3,000	1	3,000	3,000
Carpentry/Construction	1	2182	2,182	1	2,000	2,000	1	2,000	2,000
Masonry	1	2167	2,167	1	3,000	3,000	1	3,000	3,000
Welding	1	1078	1,078	1	2,000	2,000	1	2,000	2,000
ROTC	1	2000	2,000	1	4,000	4,000	1	4,000	4,000
CTE Classrooms				3	750	2,250	3	750	2,250
Teacher Workroom							1	300	300
Faculty Office							3	150	450
SUBTOTAL			17,200			29,050			29,800
CAREER TECHNICAL - CURRICULUM EXPANSION						(6,000)			
Communic./Pub. Safety Lab				1	2,400	2,400	1	2,400	2,400
Early Childhood Education Lab				1	1,600	1,600	1	1,600	1,600
HVAC				1	2,000	2,000	1	2,000	2,000
SUBTOTAL						6,000			6,000
DAVIDSON RIVER - CONSOLIDATION 100 STUDENTS									
Classrooms				5	850	4,250	4	850	3,400

Attachment D

TRANSYLVANIA COUNTY SCHOOLS - BREVARD HIGH SCHOOL PROJECT BUDGET

Scope	Square Footage	Cost/SF	Budget
New Construction	70,000	600	$42,000,000
Renovations	18,000	325	$5,850,000
Building Maintenance			$5,646,398
Cost of Work			$53,496,398
CMAR Fees 3%			$1,604,892
Estimated GMP			$55,101,290
Soft Costs 30%			$16,530,387
Project Budget			$71,631,677
NPBSCF Capital Grant			$62,000,000
Local 15% Match			$9,300,000
			$71,300,000



Project Processes

- Managing Project Budgets
  - Contracts determine the work to be performed, under what terms and cost. Contracts (includes purchase orders) have to be signed by the chief executive AND preaudited by the finance director- this assures that the adopted project budget is available, or approved, with funds that will cover that contract. (*modified accrual accounting in NC local Government)*
  - Project budgets authorize contingency to allow project management staff the ability to approve change order needs without holding up a project (slower project= cost increase)
  - For a typical design- bid project, the contractor must perform the work to the design specs for the cost provided ad remains responsible for any mistakes on their end.
  - If the designer makes an error that costs, there are errors and omissions insurance required under the state and tied to the professional seal to be carried by architects and engineers (ex- didn't design for the soils on site when there was a soil test report)
  - **If a project ends up having a cost come up that exceeds the project budget, staff cannot authorize work without getting the project budget amended by the governing board.** This is why there is the pre-audit requirement as a control to prevent contracts to be committed without funds available to complete the project.
  - Project budgets sometimes get modified after going to bid, but a contingency approval of 5-10% is standard so that project management staff can keep a project moving.
  - Project managers are responsible for monitoring for quality control, holding contractors to the contract they signed and making sure that work is progressing. Finance staff process invoices, review paperwork for compliance and make sure that the budget is approved to cover contracts before they are signed (this prevents overcommitment of funds)

Project Processes

- Current Timeline for Step One Investments Projects (renovations)
  - The first scope and the EC Wing have proceeded under emergency statutes
  - The CMAR will provide pricing for the scope of work and schematic designs prepared by the architect
    - The architect is designing to current code and materials, but keeping with the closest cost efficient replacement. This is different from new construction because it has to consider existing systems that need to integrate into the current work.
    - The CMAR will finalize a Guaranteed Maximum Price (GMP) that pairs with a timeline for conducting the work. The CMAR will be factoring in subcontractor availability, lead time ordering and how to be most efficient to complete work and keep costs down while still completing the scope of work. This will include some contingency that will return to the owner if it goes unused.
    - Once the architect and CMAR are able to review the pricing and refine, it will be ready to go to the subcommittee to review any recommended scope changes.
    - Any changes that change the budget totals will have to go back to the governing boards to approve. Funds can't just move from project scope to project scope without approval.
    - Expecting to have a subcommittee meeting in January or February.
    - Establishing the GMP will give a clearer path on timeline to expect work to progress and design drawings will be moving forward quickly.

- This is just an overview, so please let me know if you'd like to meet with me to do a deeper dive! Jaime.laughter@transylvaniacounty.org

Education Capital Project Updates

Date: 12/15/2025

Project	Project Status	Updates from Subcommittee Items	Timeline	Budget Notes
Storage Tank Project	Rosman Area Schools underground storage tanks will be replaced next summer. RHS underground tank was delayed due to insurance and will be done in summer with other tanks. S&ME will pick up additional mobilization costs for refueling and any extra work related to temporary tank.		TCH, RES, RMS/RHS will be done in summer of 2026	In Budget
BHS Scope #1	Punch list items remaining.		Project team coordinating closely with school staff as the final work is scheduled so that final punch list items are completed. A ribbon cutting date was held December 9th. County Staff working on hand over document for school staff to show work completed for documentation purposes. Practices able to resume 12/11. Mats able to be on floor 12/15.	Completion slightly under budget.
BHS Scope #2	Schematic design complete and CMAR preliminary pricing under review / EC Wing Emergency Roof Replacement interior work underway.	8/27 - Selected Blum as CMAR	CMAR Preliminary pricing under review with schematic drawings. Roof deck pull samples to be reviewed in coming week. Pricing for scope reduction based on Grant award notice as well / EC Wing estimated substantial completion now is 1/5. Appalachain to get complete ASAP to allow occupancy after Christmas break. HVAC option chosen for EC Wing Space which best fits current needs and staying in like-kind - Support work continues - Old CWS/CWR and HWS/HWR pipe coming out / Ceilings for classrooms to start Week of 12/22 and flooring to follow that activity.	In Budget
Rosman Area Scope	CMAR pricing under review. including additional geotechnical recommendations not in the original scope at RES and RHS/RMS retaining wall.	8/27 - Selected Blum as CMAR	CMAR Preliminary pricing estimate under review with schematics. CMAR is pricing structural engineer fix recommendations at RES	In Budget
Brevard Area Scope	CMAR pricing under review.	8/27 - Selected Blum as CMAR	CMAR Preliminary pricing estimate under review with schematics	In Budget
RHS Retaining Wall	Civil Engineer Evaluation Complete and provided to CMAR for pricing.	6/23 - TC Sr requested to be managed by project manager	CMAR pricing with main scope to determine next steps on moving scope/budget to Rosman Area Project. CMAR suggested moving Retaining Wall into larger Rosman Area Scope 12/12 meeting.	May need budget and scope revision
BHS Softball Lighting	Bid awarded	10/20 - TC Sr requested Management by County	Moving forward with contract after 4 responsive bids. Target to be done by end of February before Softball season	In Budget

Monthly Capital Update

Let's

CARLISLE CONSTRUCTION MATERIALS

To Whom It May Concern,

Carlisle Construction Materials would like to clarify the intended use and performance characteristics of our **TPO Contour Rib** accessory installed with Carlisle's Sure-Weld® TPO roofing systems.

The **TPO Contour Rib is designed solely for aesthetic enhancement** and is intended to provide the visual appearance of a standing-seam metal roof. The Contour Rib does **not** provide structural reinforcement, uplift resistance, or weatherproofing, and it should not be considered a substitute for metal panel systems or other structural roofing components.

Key points regarding product intent:

- The Contour Rib is a **decorative accessory** used to simulate standing-seam profiles.
- It does **not contribute to the roof system's waterproofing performance**.
- It is **not intended to resist wind uplift, structural loading, or foot traffic**.
- All waterproofing and system performance remain functions of the underlying TPO membrane roofing system.

We provide this clarification to ensure that expectations regarding appearance and performance are aligned with the product's intended purpose.

If you have any additional questions regarding the TPO Contour Rib or other Carlisle products, please feel free to contact us. We are happy to assist.

Austin Kulp
Senior Manager, Product Management - Membranes
Carlisle Construction Materials
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Monthly Capital Update

Let's