

ADMINISTRATIVE MEMORANDUM

SUBJECT Statement of Need for Capital Improvement,
Three Biennia Program 1973-75, 1975-77 and 1977-79

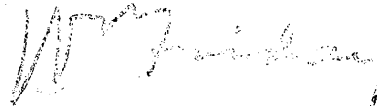
NUMBER 40

DATE November 30, 1971

Each campus has received Memorandum No. 56, dated November 8, 1971, from the State Property Control and Construction Officer in regard to the submission of Forms DA-P-105, Statement of Need for Capital Improvement. (Copy Attached)

You will note that the completed forms are due in the Department of Administration no later than March 1, 1972.

In order to meet this schedule, it is requested that the forms for each campus, prepared in accordance with the instructions of the Property Control and Construction Division, be forwarded to my office no later than February 1, 1972.



William Friday, President



STATE OF NORTH CAROLINA
DEPARTMENT OF ADMINISTRATION

RALEIGH 27603

ROBERT W. SCOTT
GOVERNOR
W. L. TURNER
DIRECTOR

CARROLL L. MANN, JR.
STATE PROPERTY CONTROL AND
CONSTRUCTION OFFICER

PROPERTY CONTROL AND
CONSTRUCTION DIVISION

8 November 1971

Memorandum No. 56

To: Chief Executive Officers and Business Managers of all State
Institutions, Departments and Agencies

From: Carroll L. Mann, Jr. *Carroll L. Mann Jr*

Subject: Capital Improvements, Three Biennia Program
1973-75, 1975-77, 1977-79

General

The purpose of this memorandum is:

- a. To describe requirements for submission of the three-biennia capital improvements program.
- b. To set forth capital improvements program.

Three-Biennia Capital Improvements Program

It is desired that Forms DA-P-105, Statement of Need for Capital Improvement, shall be submitted for each of the three subsequent biennia as was done in preparation for the 1971-73 Capital Improvement Budget. The purpose of this request is to enable each institution, department, or agency to develop a six-year program of capital improvement requirements. It is to be noted that only the most pressing needs being of priority nature should be included in the 1973-75 requests, with projects of lesser priority and timely need to be set up for either the 1975-77 biennium or the 1977-79 biennium.

Form DA-P-105 (Revised October 1969) is available in quantity desired from the Property Control and Construction Division.

Particular attention is invited to that portion of Form DA-P-105 relating to cost estimate for equipment. Dollar value of equipment is to be estimated by the institution, department, or agency and should be shown both for fixed equipment and for movable equipment in the spaces provided. The value shown should be as realistic as possible based on current day prices. Appropriate

escalations where considered advisable will be accomplished in preparation of the final cost estimate by Property Control and Construction Division.

Schedule for Submission of Forms DA-P-105 (Rev. 10-69)

It is desired that all Forms DA-P-105 for all three biennia be submitted together and at one time. When prepared and completed, it is requested that all forms shall be forwarded to the Department of Administration, Property Control and Construction Division, in accordance with the following schedule:

- Group I - On or before January 1, 1972
- Group II - On or before February 1, 1972
- Group III - On or before March 1, 1972

(See attached list for Group composition.)

CAPITAL IMPROVEMENTS

GROUP CLASSIFICATION

GROUP I

1. Department of Youth Development
and all related institutions
(Formerly Juvenile Correction)
2. Commission for the Blind
3. Pembroke State University
4. Winston-Salem State University
5. Elizabeth City State University
6. Fayetteville State University
7. Governor Morehead School
8. All Community Colleges
9. Vocational Rehabilitation
10. Vocational Textile School
11. North Carolina School for the Deaf
12. Eastern North Carolina School for the Deaf
13. State Museum of Art
14. Medical Care Commission
15. North Carolina Orthopedic Hospital
16. North Carolina Cerebral Palsy Hospital
17. North Carolina Sanatorium System and
all related institutions

CAPITAL IMPROVEMENTS

GROUP CLASSIFICATION

GROUP II

1. Department of Administration
2. Armory Commission
3. Department of Motor Vehicles
4. Agricultural and Technical State University
5. Western Carolina University
6. Appalachian State University
7. Department of Archives and History
8. State Library
9. State Highway Commission
10. State Ports Authority
11. Department of Mental Health and all
related institutions
12. Department of Natural and Economic Resources
(Formerly Department of Conservation and
Development)
13. (Kerr Reservoir Commission)
14. (Wildlife Resources Commission) Now under Natural and
Economic Resources
15. North Carolina School of the Arts
16. North Carolina Central University

CAPITAL IMPROVEMENTS

GROUP CLASSIFICATION

GROUP III

1. Department of Correction
2. Consolidated University of North Carolina,
including all institutions related thereto
3. East Carolina University
4. Department of Agriculture
5. All other institutions, departments and
agencies not listed above.