

February 11, 2013

The Honorable Robert Wisecarver
Chairman, Davie County Commissioners
123 South Main Street
Administration Building
Mocksville, NC 27028

Dear Commissioner Wisecarver:

On behalf of the Board of Trustees, thank you for the opportunity to present the college's budget request for the 2013-2014 fiscal year. We are very grateful of the support the Davie County Commissioners and citizens have given Davidson County Community College.

The success of our students has always been our primary goal. In the 2011-2012 fiscal year, we were able to provide instruction to almost 2,000 students in Davie County. We continue to provide students access to full curriculum programs on our Davie campus. Davie students also have opportunity to take courses on the Davidson campus through utilization of our distance learning classroom and have a wide variety of online course offerings from which to choose. We also have several distinctive programs provided at our Davie campus. Some of these programs include College Transfer, Histotechnology, Welding, Advanced Manufacturing, and Truck Driver Training.

The Davie Early College High School is now in its newly renovated space that provides for maximum productivity and efficiency. We are pleased that this project was completed on time and under budget. Our curriculum offerings allow students from both the Davie Early College High School and Davie High School to complete college level courses.

In addition to serving our students, we are also very proud to help serve in the economic growth efforts for Davie County. The college's Business & Industry Division provides services that include training and support for new and existing businesses. We are working with local

Davidson Campus
P.O. Box 1287
Lexington, NC 27293-1287
336.249.8186

Davie Campus
1205 Salisbury Road
Mocksville, NC 27028
336.751.2885

industry to provide customized training solutions, including companies such as CPP Global, Avgol, VF, Amarr, Carolina Precision Machining, and Ingersoll-Rand. We look forward to working with Ashley Furniture on training projects related to manufacturing and distribution. We also held our Davie Fire College to help train our first responders in the community.

We have secured grant funding from the U.S. Department of Labor and The Golden LEAF Foundation to support advanced manufacturing in Davie County. Our Advanced Manufacturing Program is a premier initiative that has received national recognition. Certificates and degrees from this program will prepare our students for the workforce and provide local employers with the skilled workforce that is needed.

Another initiative we have for our Davie County citizens is upgrading our Truck Driver Training Program, which is exclusive to our Davie County campus. Our intention is to expand the paved area of the training grounds to meet coded regulations. We have included \$111,980 in our budget request to cover the cost of the expansion.

Taking into account the college's initiatives for 2013-2014, the Board of Trustees of Davidson County Community College approved the Davie County Budget Request for 2013-2014 on February 11, 2013. The approved budget is enclosed. The total operating budget request is \$600,133 and the total capital budget request is \$126,980, which includes the expansion of the Truck Driver training grounds discussed above.

On behalf of our students, we appreciate the support the Commissioners have provided the College. Your continued support of quality educational services is requested.

Please let us know if you have questions or need additional information.

Sincerely,

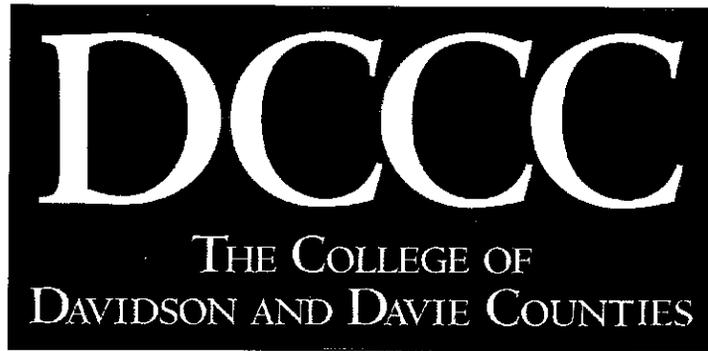


Beth B. Parrott
Chair, Board of Trustees
Davidson County Community College

cc: Beth Dirks, County Manager
Trustees
Dr. Mary Rittling
Rusty Hunt

Davidson County Community College
 Davie Campus Budget Request
 2013-2014

	2013-2014 Budget Requests	2012-2013 Budget Requests	2011-2012 Actual Expenses	2010-2011 Actual Expenses
CURRENT EXPENSE				
Salaries & Fringe Benefits:				
Physical Plant & Supervisory Staff Salaries	\$ 138,308	\$ 133,106	\$ 131,278	\$ 131,278
Fringe Benefits (Insurance, FICA, Retirement)	\$ 45,974	\$ 44,382	\$ 47,716	\$ 42,722
Total Salaries & Fringe Benefits	\$ 184,282	\$ 177,488	\$ 178,994	\$ 174,000
Contractual Services:				
Campus Security & Alarm Monitoring	\$ 121,500	\$ 137,500	\$ 117,476	\$ 122,183
Janitorial Service	\$ 6,740	\$ -	\$ 6,785	\$ 42,172
Energy & HVAC Service Contract	\$ 26,620	\$ 26,620	\$ 25,330	\$ 25,330
Water Treatment Service Agreement	\$ 900	\$ 1,000	\$ 900	\$ 988
Elevator Service Agreement	\$ 1,227	\$ 1,760	\$ 1,422	\$ 1,505
Fire System Inspection	\$ 950	\$ 200	\$ 931	\$ 399
Lawns and Grounds	\$ 5,220	\$ 15,000	\$ 5,705	\$ 22,614
Legal Services	\$ 5,000	\$ 5,000	\$ 2,186	\$ 2,410
Pest Control	\$ 2,304	\$ 2,200	\$ 2,164	\$ 2,239
Waste Removal	\$ 3,640	\$ 3,500	\$ 4,297	\$ 3,470
Garbage Disposal	\$ 6,560	\$ 6,500	\$ 6,730	\$ 6,199
Rug & Uniform Service	\$ 5,810	\$ 4,200	\$ 4,493	\$ 3,695
Total Contractual Services	\$ 186,471	\$ 203,480	\$ 178,419	\$ 233,204
Utilities:				
Electricity	\$ 84,000	\$ 82,000	\$ 80,381	\$ 76,005
Natural Gas	\$ 12,500	\$ 15,500	\$ 8,904	\$ 12,702
Water & Sewer	\$ 5,000	\$ 7,450	\$ 3,145	\$ 4,791
Total Utilities	\$ 101,500	\$ 104,950	\$ 92,430	\$ 93,498
Telecommunications	\$ 29,000	\$ 29,000	\$ 28,786	\$ 27,970
Insurance	\$ 22,000	\$ 18,000	\$ 20,583	\$ 18,433
Kinderton Site Operations	\$ 46,780	\$ 46,270	\$ 46,290	\$ 46,539
Maintenance & Custodial Supplies	\$ 30,100	\$ 23,000	\$ 32,460	\$ 29,095
TOTAL CURRENT EXPENSE	\$ 600,133	\$ 602,188	\$ 577,962	\$ 622,740
CAPITAL				
Buildings & Grounds:				
Paving Expansion at Truck Driver Training Grounds	\$ 111,980			
Repairs & Renovations - Buildings & Grounds	\$ 10,000	\$ 47,000	\$ 37,930	\$ 30,965
Equipment - New & Replacement	\$ 5,000	\$ 5,000		\$ 3,126
TOTAL CAPITAL	\$ 126,980	\$ 52,000	\$ 37,930	\$ 34,091
GRAND TOTAL	\$ 727,113	\$ 654,188	\$ 615,892	\$ 656,831



November 12, 2012

Ms. Beth Dirks
County Manager
Davie County
123 S. Main Street
Mocksville, NC 27028

Re: Funding for Paving Expansion at Truck Driver Training Grounds

Dear Beth:

Beth

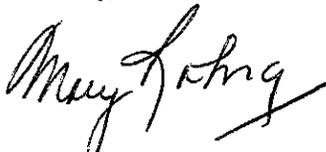
As you know, the Gantt Building addition and renovation project is now complete and we are looking forward to the Open House for the new facility on November 15th. We are thankful for the \$1.2 million allocation that Davie County provided for this project. We are also pleased to notify you that the project came in under budget by \$111,980.93. Although we are still in the process of making the final closeout payment to the architect and contractor, we are confident in this number.

As I discussed at the County Commissioners' meeting on Monday, November 5th, we would like to request that these savings be reallocated to the college in order for us to expand the paved area of the Truck Driver Training Grounds. Since January 2009, the Truck Driver Training program has been solely located on the Davie campus. This program is offered every 8 weeks with capacity enrollment and many students receive multiple employment offers before their training is complete.

Growth of the program, along with new training requirements established by the North Carolina Department of Transportation, necessitates expanding the paved area of our Truck Driver Training Grounds. As of November 5, 2012, all basic skills courses must meet minimum dimensions for 2005 CDL skill test model as stated in the NC Third Party Examiners Manual Revised June 2010. This allows for continued compliance with the Federal Motor Carrier Safety Regulation part 384. We worked with our civil engineer to develop plans for this expansion and to publicly bid the work, in order to determine a cost for the project. We received three bids for the project, ranging from \$120,635 to \$149,888. Enclosed with this letter is a schematic of the civil engineer's drawing defining the road expansion to meet requirements, as well as a copy of the certified bid tabulation sheet. Please note that the dark shaded area on the attached drawing represents the proposed expanded paving area.

Again, we respectfully request that Davie County allocate the \$111,980.93 savings from the Gantt Building addition and renovation project to the paving expansion project. The College has funded the engineering costs involved, and will fund any construction costs that exceed this county allotment. Thank you for your consideration of our request.

Sincerely,

A handwritten signature in black ink, appearing to read "Mary Ed. Rittling". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mary, Ed. Rittling, Ed.D

President

Davidson County Community College

Davidson County Community College
Davie Campus Training Ground Expansion

Project No. E-1167

Addendum #1

September 4, 2012

The following modifications and clarifications are hereby made to the contract documents, technical specifications, and drawings:

1. **The Bid Date has been changed to September 13, 2012. The time and location have not changed.**
2. **Is bonding required for this project?** Yes. There is a Bid Bond of 5% and Performance and Payment Bonds for the full contract amount.
3. **What is to be done at the obstacle course?** The cover over the end of the pipe is to be removed. The pipe is to be cut off 30' from the proposed edge of pavement and the end cap is to be put back in place. The stone and the wood border are to be moved as well. What we are looking for is for the end product to look like the existing entrance.
4. **Will you send out electronic files of the plans?** Yes. As part of Addendum #1 we will attach PDFs of the plans.
5. **Are the corners of the proposed asphalt marked in the field?** No.

End of Addendum

Clarence O. Sanchez
9/13/12

Davidson County Community College
Davie Campus Training Ground Expansion

Project No. E-1167

Addendum #2

September 11, 2012

The following modifications and clarifications are hereby made to the contract documents, technical specifications, and drawings:

1. I see where it says in the contract documents under Time of Completion, Delays, Extension of Time that the time of completion is stated in the supplementary conditions. I can't find any supplementary conditions and was wondering if you could tell me what the anticipated start date & completion date are. We would expect the construction to start as soon as possible after the contracts have been signed. We do not have a required time for completion but I wouldn't expect the job to take past 60 days.
2. Does the contract allow for any liquid adjustment for liquid AC? No. because of the short time frame for construction we didn't feel this was necessary.
3. Will a construction entrance be required as indicated on the plans? Bid the project as per the plans. If the erosion control inspector approves the use of the existing road as the construction entrance it can be deleted.
4. What type of testing will be required on the subgrade & asphalt? Normal testing per NCDOT requirements (compaction, proofroll, ect.)
5. For some reason I was thinking the pre-bid was mandatory attendance & then I believe it was stated at the pre-bid that it wasn't – Could you let me know please? The Pre-Bid Meeting was not mandatory.

End of Addendum

Clarence O. Jantz
9/13/12

PROPOSAL AND CONTRACT
for

DAVIDSON COUNTY COMMUNITY COLLEGE

BID FORM FOR DCCC DAVIE CAMPUS TRAINING GROUND EXPANSION

The undersigned, as bidder, proposes and agrees if this proposal is accepted, to contract with the State of North Carolina through Trustees of Davidson County Community College for the furnishing of all materials, equipment, and labor necessary to complete the construction of the work described in these documents in full and complete accordance with plans, specifications, and contract documents, and to the full and entire satisfaction of the Director of Construction, Davidson County Community College, for the sum of:

BASE BID: One hundred, Sixty three thousand DOLLARS \$ 120,635.00

Submitted this 13th day of September, 2012.

Name of Firm: Hanes Construction

Federal ID Number: 56-0817785

Witness: [Signature]

Witness:
(Proprietorship or partnership)

By: [Signature]

Title: President
[[Owner, Partner, President or Vice President]

Attest:

Address: PO Box 237

By: [Signature]

Lexington NC, 27293

Title: Secretary
[Corporate Secretary/Asst Secretary]

{Corporate Seal Affixed Here}

Contractors are hereby notified that they must have proper business license under the State laws governing their respective business/trades and that the North Carolina General Statute 87 will be observed in receiving and awarding contracts.

No Bid may be withdrawn after opening of bids for a period of 10 days. The owner reserves the right to reject any or all bids and waive informalities.

Proposals shall be made only on the form provided herein with all blank spaces for bids properly in and all signatures properly executed.

SCHEDULE OF VALUES
Base Bid

No.	Description	Unit	Quantity	Unit Cost	Total Cost
Base Bid					
1	Base Bid	LS	1	\$.	\$ 120,635 ⁰⁰
	TOTAL				\$ 120,635 ⁰⁰
Additional Work if Needed					
2	Remove and Replace Unsuitable Soils	CY	100	\$ 18.30	\$ 1,830 3,000 ⁻
3	Rock (remove from site)	CY	100	\$ 125	\$ 12,500 ⁰⁰
4	Seal Cracks in Asphalt (NCDOT Standards)	LF	3600	\$ 1.25	\$ 4,500 ⁰⁰
5	Full Depth Asphalt Patching	SY	175	\$ 40	\$ 7,000.00

ACCEPTED: State of North Carolina through the Board of Trustees
Davidson County Community College

Total Accepted: _____

By: _____

Title: _____

Date: _____



PROPOSAL AND CONTRACT
for

DAVIDSON COUNTY COMMUNITY COLLEGE

BID FORM FOR DCCC DAVIE CAMPUS TRAINING GROUND EXPANSION

The undersigned, as bidder, proposes and agrees if this proposal is accepted, to contract with the State of North Carolina through Trustees of Davidson County Community College for the furnishing of all materials, equipment, and labor necessary to complete the construction of the work described in these documents in full and complete accordance with plans, specifications, and contract documents, and to the full and entire satisfaction of the Director of Construction, Davidson County Community College, for the sum of:

BASE BID: ONE HUNDRED TWENTY FIVE THOUSAND TWO HUNDRED TEN DOLLARS AND ZERO CENTS DOLLARS \$ 125,210.⁰⁰

Submitted this 16th 13th COS day of SEPTEMBER, 2012.

Name of Firm: APAC ATLANTIC, INC. THOMPSON ARTHUR DIVISION

Federal ID Number: 58-1401474

Witness: [Signature]

Witness: _____
(Proprietorship or partnership)

By: [Signature]

Title: Clarence O. Brickey - Partner
[[Owner, Partner, President or Vice President]

Attest:

Address: P.O. Box 21098

By: [Signature]

GREENSBORO, NC 27420

Title: ASSISTANT SECRETARY
[Corporate Secretary/Asst Secretary]

{Corporate Seal Affixed Here}

Contractors are hereby notified that they must have proper business license under the State laws governing their respective business/trades and that the North Carolina General Statute 87 will be observed in receiving and awarding contracts.

No Bid may be withdrawn after opening of bids for a period of 10 days. The owner reserves the right to reject any or all bids and waive informalities.

Proposals shall be made only on the form provided herein with all blank spaces for bids properly in and all signatures properly executed.

SCHEDULE OF VALUES
Base Bid

No.	Description	Unit	Quantity	Unit Cost	Total Cost
Base Bid					
1	Base Bid	LS	1	\$ 125,210. ⁰⁰	\$ 125,210. ⁰⁰
	TOTAL				\$ 125,210. ⁰⁰
Additional Work if Needed					
2	Remove and Replace Unsuitable Soils	CY	100	\$ 35. ⁰⁰	\$ 3,500. ⁰⁰
3	Rock (remove from site)	CY	100	\$ 38. ⁰⁰	\$ 3,800. ⁰⁰
4	Seal Cracks in Asphalt (NCDOT Standards)	LF	3600	\$ 1. ¹⁰	\$ 3,960. ⁰⁰
5	Full Depth Asphalt Patching	SY	175	\$ 59. ⁰⁰	\$ 10,325. ⁰⁰

ACCEPTED: State of North Carolina through the Board of Trustees
Davidson County Community College

Total Accepted: _____

By: _____

Title: _____

Date: _____