

Procedure: 3.4.4p3.

Capital Renewal and Deferred Maintenance

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I. PURPOSE:

The purpose of this procedure is to establish a systematic approach addressing capital renewal and deferred maintenance needs across TCSG institutions, ensuring the longevity and functionality of facilities while supporting the agency's mission.

The Capital Renewal Program is designed to address and prioritize the renewal of the building systems and assets that are at the end of their operational life cycle. The priorities of the program support the agency's mission while optimizing fund sources and demonstrating fiscal responsibility.

II. RELATED AUTHORITY:

O.C.G.A. § 20-4-11 – Powers of Board

O.C.G.A. § 20-4-14 – TCSG Established; Powers and Duties

TCSG State Board Policy 3.4.4. – Facilities Management and Operations

TCSG Policy 3.4.4. – Facilities Management and Operations

III. APPLICABILITY:

This procedure applies to all TCSG Technical Colleges and encompasses the processes for capital renewal planning, facility condition assessment, and participation in the Major Repair and Renovation (MRR) program.

IV. DEFINITIONS:

Capital Renewal: The systematic process of planning and funding major repairs, replacements, and upgrades of building systems and infrastructure to extend their useful life and ensure they meet current standards and needs.

Deferred Maintenance: Maintenance, repairs, and replacements that have been postponed or delayed due to budget constraints or other reasons. This can lead to a backlog of necessary work that needs to be addressed to prevent further deterioration.

Asset Management: The strategic approach to managing a university's physical assets, including buildings, infrastructure, and equipment, to maximize their value and ensure they support the institution's mission and goals.

Facility Condition Assessment (FCA): A comprehensive evaluation of the physical

condition of buildings and infrastructure to identify deficiencies, prioritize maintenance needs, and estimate costs for repairs and replacements.

Life Cycle Costing: An analysis method used to evaluate the total cost of ownership of a building or system over its entire life span, including initial construction, operation, maintenance, and eventual disposal or replacement.

Major Repair and Renovation (MRR): The Major Repair and Renovation Program (MRR) is a state-funded capital renewal program for state-owned TCSG facilities. It is intended to include projects that involve substantial repairs or upgrades to existing infrastructure to extend its useful life, improve safety, or enhance functionality. scale and cost.

Capital Renewal Budget: The portion of a College's budget allocated for major capital expenditures, such as Capital Renewal, Major Repairs, Renovations, and Improvements.

Sustainability: The practice of designing, constructing, and maintaining buildings and infrastructure in ways that minimize environmental impact, reduce energy consumption, and promote long-term ecological balance.

Preventive Maintenance (PM): Required inspections and maintenance activities that ensure efficient and reliable operations while preserving the applicable warranties and ensures that building systems achieve their optimal life cycle.

Computerized Maintenance Management System (CMMS) is a software tool designed to manage and optimize the maintenance of an organization's physical assets. This includes building systems, facilities, and infrastructure. This system helps organizations maintain their assets more effectively, reduce downtime, and extend the lifespan of their equipment. Key features include Centralized Asset Information, PM Scheduling, Work Order Management, and Data-Driven Decisions.

V. RELATED DOCUMENTS:

[SAO Policy & Procedure - Reimbursements for Bond Funded Projects](#)

[SAO Policy & Procedure - Agency Managed GO Bond Projects](#)

[GSFIC General Obligation Bond Proceeds Expenditure Policy](#)

TCSG Facility Condition Assessment Program Guidelines

VI. PROCEDURE:

A. Capital Renewal Planning

1. The **TCSG Chief Facilities Officer** in the Office of Capital Planning and Facilities will develop and maintain a system-wide capital renewal plan to include:
 - a) Strategic Capital Renewal Planning: Develop a comprehensive long-term strategic plan for capital renewal. The plan should align with the agency's mission, optimize fund sources, and demonstrate fiscal responsibility.
 - b) Identification of Needs: Work with the Technical Colleges to conduct regular reviews to identify building systems, infrastructure, and campus environments nearing the end of their operational life cycle.
 - c) Prioritize needs based on criticality, impact on the Agency's mission, and available funding sources.
 - d) Implementation: Execute the strategic plan through coordinated efforts

with TCSG institutions. Monitor progress and adjust priorities as necessary to address emerging needs and funding changes.

2. The **Technical Colleges** will actively participate in TCSG's Capital Renewal Plan through the following procedures and best practices:
 - a) Facility Condition Assessments: Periodically assess the condition and remaining useful life of buildings and assets to ensure that any deficiencies and issues are identified and addressed promptly.
 - b) Major Repair and Renovation (MRR) Program: Allocate Major Repairs and Renovation (MRR) funds towards addressing critical deferred maintenance needs where feasible. This ensures that the most urgent repairs and renovations are funded and completed in a timely manner.
 - c) Preventive Maintenance (PM) Program: Establish a program that schedules regular maintenance activities to prevent the breakdown of critical infrastructure. This proactive approach helps in optimizing the service life and performance of essential systems.
 - d) Institutional Capital Renewal Plan: Institutions should develop and maintain a Capital Renewal Plan, a prioritized list of capital renewal projects needed to maintain the function and continuity of critical campus facilities and infrastructure over a period of 3-5 years. Identify capital renewal needs and deferred maintenance; prioritize the renewal of building systems and assets nearing the end of their operational life cycles. Prioritize the renovation or adaptive re-use of buildings with high deferred maintenance when planning annual Capital Outlay Requests to ensure the most critical needs are addressed first.

B. Facility Condition Assessments (FCA)

TCSG Institutions shall periodically assess the condition and remaining useful life of buildings and components so that corrective action may be planned, included in the budget cycle, and completed in a timely manner.

1. Assessment Schedule:
 - a) TCSG institutions should conduct facility condition assessments at regular intervals.
 - b) Recommended FCA schedule would include a comprehensive FCA for buildings 10 years and older, with FCA updates every 5 years.
2. FCA Guidelines and Methodology:
 - a) Facility Condition Assessment Program Guidelines have been developed by OCPF and will be posted online on the OCPF website and are included as Appendix A. These guidelines will form the technical requirements for Facilities Condition Assessments at the system and college level. FCA Program Guidelines are subject to revision by OCPF.
 - b) Assessments should evaluate the condition and remaining useful life of buildings and components, as well as the future replacement costs for building components and systems.

3. Reporting and Documentation:
 - a) Document findings from facility condition assessments in a standardized format in conformance with the Guidelines.
 - b) Submit reports and data to the TCSG Chief Facilities Officer for review and inclusion in the strategic planning process.
 - c) Colleges shall submit FCA reports to OCPF upon their completion.
 - d) Documentation shall include FCA data submittal in the required format.
 - e) FCA's completed in support of the Facilities Master Plan shall include the BLLIP condition roll-up report for each building assessed in the required format.
4. Corrective Action Planning:
 - a) Based on assessment findings, plan corrective actions to address identified deficiencies.
 - b) Include corrective actions in the college's 10-year Capital Renewal Plan
 - c) Include selected corrective actions (next 2-3 years) in the college's Critical Infrastructure Needs Assessment (CINA) report.

C. Major Repair and Renovation (MRR) Program

1. Background
 - a) The TCSG Major Repair and Renovation (MRR) program addresses capital renewal needs in state owned and funded instructional facilities and related campus infrastructure. The program is administered by the Office of Capital Planning and Facilities in the TCSG System Office.
 - b) Each year, TCSG requests MRR funding as a part of the annual TCSG budget request. Following appropriation, these funds are subsequently allocated to the institutions by TCSG. The amount of funds allocated to each institution is informed by a formula based on the area (GSF) and Capital Renewal needs of state-owned owned instructional and administrative space. To ensure continued effectiveness, the MRR allocation formula is periodically reviewed and modified to adjust to changing conditions. Unique institutional circumstances are also considered in evaluating funding requests and allocations.
 - c) Funding for MRR projects is typically provided via state-issued General Obligation (GO) Bonds, although in some fiscal years cash is appropriated to fund part or all of the program. Administration of bond funds and cash appropriations, including allocations, budgeting, accounting, and reimbursement of MRR funds shall be performed in accordance with Division of Administrative Services policies, procedures and guidelines.

2. Project Eligibility:

- a) Only state-owned space classified for instructional and administrative use and associated campus infrastructure is eligible for MRR funding.
- b) Construction of new space is not eligible for MRR except in unusual situations where new space is required to most effectively replace existing building systems or equipment. Proposed use of MRR funds for new space requires prior approval from OCPF.
- c) Portions of new infrastructure designed to improve the reliability of existing infrastructure may be considered for MRR funding.
- d) Renovation of existing space for adaptive re-use or qualified program improvements may be considered for MRR funding.
- e) In general, MRR funding cannot be used for projects in or supporting the following unless approved in advance by OCPF:
 - Residence Halls
 - Intercollegiate Athletics space
 - Auxiliary Enterprise space
 - Other revenue-supported spaces

3. MRR Program Development and Project Identification

MRR projects are distinct from maintenance projects in that they are specifically for capital renewal. Projects may address deferred maintenance issues, but MRR funds are not intended to perform routine preventive maintenance. Routine preventive maintenance should be implemented with funds from the Maintenance and Operations (M&O) budget. The majority of MRR project funding is used for renewal of existing building systems and campus infrastructure. Interior renovation projects can be appropriate for MRR funding if clearly required to meet key academic capacity or program needs, regulatory requirements, or to provide swing space as part of a larger instructional space repair or rehabilitation project. The Institutional Renewal Plan serves as the foundation for the annual MRR funding requests.

A variety of quantitative and qualitative assessments are integral to MRR project development and prioritization:

- a) Facility Condition Assessments (FCA) identify building and system renewal necessary to maintain functional effectiveness, avoid premature aging, and attain full facilities life cycle.
- b) Critical Infrastructure Needs Assessments (CINA) help identify critical systems and equipment that require renewal or replacement to maintain safe and effective operational function and continuity.
- c) Facility Master plans identify future campus development and configuration anticipated to support institutional mission, goals, and objectives. Master plans should inform MRR planning to optimize renewal

investment within the overall campus capital planning and implementation context.

- d) Academic Program assessments provide guidance for the future academic direction of the institution. While well-planned systems and infrastructure renewal are necessary for all types of instructional and administrative space uses, interior renovation projects should only be prioritized if they support and enable key academic initiatives and instructional needs.

4. Major Repair and Renovation (MRR) Needs Reporting

- a) The TCSG chief facilities officer shall periodically request institutions to submit and maintain a current list of Major Repair and Rehabilitation (MRR) project needs. Unless otherwise directed by the Office of Capital Planning and Facilities (OCPF), institutions shall update their MRR project list annually.
- b) Institution submissions shall identify and prioritize anticipated MRR projects for the current fiscal year and the subsequent two fiscal years and should be informed by the institution's most current Facility Condition Assessment (FCA), facility inspections, maintenance records, and other relevant planning information.
- c) OCPF shall establish the format, submission method, reporting requirements, and schedule for MRR project reporting. Reported projects are intended to support statewide capital planning, capital renewal planning, budget development, and legislative funding requests. Submission of a project for MRR reporting does not constitute project approval, funding authorization, or inclusion in any TCSG capital funding program.

5. Encumbrance and Expenditure Requirements

- a) MRR funds are most commonly sourced from GO Bonds, although cash may also be appropriated. MRR has been appropriated fully in cash in recent years. Guidelines and requirements for managing, encumbering, and expending GO bond and cash MRR funds are detailed in the following sections.
- b) TCSG Administrative Services provides procedures and specific guidance to college VPA's for MRR funds allocation, transfer, budget, accounting, and reimbursement.
- c) OCPF and TCSG Administrative Services will coordinate quarterly reporting on GO Bond and Cash Appropriation MRR spend-down and reimbursement status over a four-year period.
- d) GO Bond Appropriations: Prompt encumbrance of GO Bond MRR funds is important to demonstrate the ongoing need for state-funded capital renewal, as well to prepare for timely reimbursement. GO bond funds are managed by GSFIC. Approved project expenditures are initially implemented with institution funds, then subsequently reimbursed by GSFIC upon request with proper documentation. Reimbursements must

be requested and completed in a timely manner to comply with tax-free bond arbitrage requirements. Institutions are required to periodically report the encumbrance status of current FY MRR funds.

- e) Cash Appropriations: MRR Cash Appropriations are transferred to GSFIC for management in a manner similar to GO Bond funds. Although arbitrage requirements do not apply, prompt encumbrance of MRR Cash allocations is important to demonstrate the ongoing need for state-funded capital renewal, as well to prepare for timely reimbursement.
- f) The following periodic targets are designed to ensure encumbrance and reimbursement compliance across the entire system portfolio. Listed time periods begin on the date of funds availability, which is when the VC for REF accepts the “commitment to reimburse” letter issued by the Director of the GSFIC Construction Division.

Encumbrance Targets (from date of funds availability)

24 months	95% Target (5% contingency allowance)
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Reimbursement Targets (from date of Encumbrance)

6 months	5% target
18 months	85% target
24 months	100% target

- g) Institutions failing to meet these targets are subject to having delinquent fund balances reallocated to the System MRR Contingency Reserve account.

6. System MRR Contingency Reserve

Periodically, a nominal percentage of the annual USG MRR appropriation will be held by TCSG to aid institutions that require MRR-eligible emergency capital repairs. Written requests for emergency MRR funding will be evaluated by criteria including the institution’s current level of unreimbursed or unexpended MRR funding, the record of prior Emergency MRR requests and allocations, institutional funding equity, and other factors.

END OF PROCEDURE

Facility Condition Assessment Program Guidelines

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I. PROGRAM OVERVIEW

A. FCA Guidelines

These Guidelines are designed to be a resource for the Technical College System of Georgia (TCSG), its colleges, and Consultant to provide Facility Condition Assessment Services (FCAS) for state-owned buildings operated by TCSG Entities (“Colleges”). It is the goal of TCSG to maintain facilities that are physically sound, highly functional, visually attractive and safe. To assist in maintaining this goal, TCSG recommends a Facility Condition Assessment (FCA) be conducted by a third-party Consultant, periodically, to identify imminent repairs and replacements so that action plans can be developed and availability of funds confirmed. Such Facility Condition Assessments (FCA) should be conducted on a five (5) year cycle or whenever deemed necessary.

Results of the FCA shall be documented in a Facility Condition Assessment Report (FCAR). The Facility Condition Assessment Report shall provide quantitative and qualitative data, benchmarks and metrics that determine the current physical condition and lifecycle of the facility, its building components and systems. The FCAR shall be a tool by which TCSG and its Colleges can effectively plan and execute capital renewal activities in the most efficient and cost-effective manner.

B. FCA Consultant:

The Facility Condition Assessment Services described herein shall be performed by a Consultant composed of a team of professionals (engineers, technicians, etc.) with credentials, experience, specialized skills and a high level of technical knowledge to visually inspect, evaluate and document the condition of the materials, building components, and systems of designated facilities.

C. FCA Oversight:

Unless otherwise stated herein, the processes, procedures and requirements for both the FCA and FCAR shall be in accordance with the guidelines, standards and practices as specified by the TCSG Office of Capital Planning and Facilities (OCPF).

II. PROGRAM OBJECTIVES AND REQUIREMENTS

A. Program Requirements and Methods

1. FCA Minimum Requirements: The goal of the Facility Condition Assessment program at TCSG is to evaluate and document the physical condition and lifecycle of state-owned properties and facilities, providing essential data for efficient planning and management of capital funding, maintenance, and operations.
2. The program objectives include:
 - a) Provide an inspection of all facilities identifying physical and functional deficiencies based on ASTM Uniformat II Classification of Building Elements (E1557-97)
 - b) Identify maintenance projects (“Deficiencies”) for the individual properties and facilities required to return the asset to functionality or to a minimum standard condition in order to preserve asset value.
 - c) Develop metrics for performance measures, e.g, Facilities Condition Index (FCI)
 - d) Define capital renewal and replacement projects to reduce deferred maintenance backlog.
 - e) Eliminate conditions that are either potentially damaging to property or present safety hazards.
 - f) Identify energy conservation and sustainability measures (optional).
 - g) Inventory accessibility and disabled persons requirement (optional).
 - h) Prioritize capital renewal funding needs over a ten-year period.
 - i) Collect data from inspections and document the results.
 - j) Develop life-cycle cost models, cost estimates, and schedules to correct deficiencies and for capital renewal.

III. ROLES AND RESPONSIBILITIES

A. Technical College System of Georgia (TCSG)

The Technical College System of Georgia (TCSG) System Office plays a pivotal role in the Facility Condition Assessment (FCA) program. Its responsibilities include:

1. Program Oversight and Coordination: The System Office develops standards and guidelines to ensure that the FCA program is implemented consistently across all colleges, providing guidance and support to ensure adherence to standards and protocols.
2. Data Management and Analysis: It collects, manages, and analyzes data from the assessments to inform strategic planning and decision-making. This includes maintaining a centralized database of facility conditions and lifecycle information.

3. **Funding and Resource Allocation:** The System Office oversees the allocation of funds for MRR and capital improvements based on the capital renewal needs across the system, ensuring that resources are used efficiently and effectively.
4. **Training and Support:** The System Office provides training and resources to FCA Consultants and college staff, ensuring they have the necessary skills and knowledge to conduct thorough and accurate assessments

B. College Administrators and Facilities Managers

College Administrators and Facilities Managers play vital roles in the Facility Condition Assessment (FCA) program, ensuring its successful implementation and integration with the college's overall facilities management strategy. Their responsibilities include:

1. **Coordination and Oversight:** College Administrators and Facilities Managers coordinate with FCA Consultants to schedule assessments, ensure access to facilities, and provide necessary documentation. They oversee the assessment process to ensure it aligns with the college's goals and standards.
2. **Data Integration and Management:** They are responsible for integrating FCA data into the college's Enterprise Asset Management (EAM) or Computerized Maintenance Management Systems (CMMS). This integration allows for seamless tracking of maintenance needs, lifecycle management, and strategic planning
3. **Decision-Making and Planning:** Using the data collected from FCAs, Facilities Managers and Administrators make informed decisions about maintenance priorities, budget allocations, and capital improvement projects. This data-driven approach helps optimize resource allocation and ensures that critical maintenance needs are addressed promptly
4. **Communication and Reporting:** They communicate the findings of the FCA to stakeholders, including college leadership and funding bodies. This involves preparing reports that highlight key issues, recommended actions, and associated costs, ensuring transparency and informed decision-making.

C. FCA Consultant

The Facility Condition Assessment (FCA) Consultants play a critical role in the success of the FCA program. Their responsibilities include:

1. **Conducting Assessments:** FCA Consultants perform thorough on-site inspections of facilities, evaluating the condition of building systems and components. This includes structural, mechanical, electrical, plumbing, and other essential systems.
2. **Data Collection and Analysis:** They collect detailed data on the physical condition and lifecycle of facilities, using standardized methods and tools to ensure consistency and accuracy. This data is then analyzed to identify deficiencies, estimate remaining useful life, and prioritize maintenance needs.

3. **Reporting:** FCA Consultants prepare comprehensive assessment reports that include an executive summary, detailed findings, photographic documentation, and recommendations for maintenance and repairs. These reports are crucial for informed decision-making and strategic planning.
4. **Compliance with Guidelines:** They ensure that all assessments are conducted in accordance with the guidelines and standards set by the Technical College System of Georgia (TCSG). This includes adhering to safety protocols and quality control measures.
5. **Communication and Coordination:** FCA Consultants work closely with TCSG, facility managers, and other stakeholders to coordinate assessment activities, share findings, and provide expert advice on facility management and maintenance strategies.

D. Procurement of FCA Consultant

1. TCSG may establish an Agency Contract for Facility Condition Assessment Services through an approved RFQ procurement process (DOAS) or a Qualifications-Based Selection process (GSFIC) for Professional Services. Following these processes, TCSG may identify one or more FCAS provider(s) for use by the Colleges for their FCA needs.
2. In the absence of such an Agency Contract, Colleges may direct-select a FCAS provider up to the allowable procurement limits approved by TCSG Purchasing Office. Selected FCAS providers must comply with these FCAS guidelines in all respects.
3. Upon execution of a contract or PO, a mandatory meeting shall be held with the OCPF Staff, the College, and Consultant, prior to the commencement of the Work to review and acknowledge the Scope of Services and schedule.

IV. SCOPE OF WORK

A. General Requirements

1. The Facility Condition Assessment (FCA) shall be comprehensive, thorough, and accurate. It shall be based on observations (non-destructive) and evaluations of all visible facility components and systems of the designated privatized facilities.
2. Consultant will provide qualified and experienced assessment team(s) to complete comprehensive FCAs for selected in-scope facilities.
3. FCA shall adhere to industry standards such as ASTM E 2018-01, Uniformat II, and BOMA
4. Consultant shall travel to the Institution's campus to interview facility staff, review documents and gather information, in order to conduct the required inspections, evaluations and analyses of the designated facilities.
5. Unless otherwise noted, the FCA shall be inclusive of the entire facility.
6. Identify specific substandard maintenance and operations practices, areas of neglect, construction defects, equipment failures, damages, etc.
7. Consultant shall provide asset cost data, with TCSG's preference being

RSMeans. Consultant shall disclose nature and source of any asset cost data used during the process.

8. **Capital Planning and Management Software (CPMS)**

The Consultant shall provide a scalable, web-based capital asset planning and management software product that will enable TCSG Colleges and System Office to manage information about facility assets and will provide tools for evaluating capital needs and creating capital projects, plans, and multi-year budgets and populate the information collected through the FCA services into the software.

9. **Value-Added Supplemental Services**

Consultant must be able to demonstrate experience in providing ongoing capital planning support through the delivery of professional consulting services that can be provided on an “as, if, and when” requested basis or through the provision of an ongoing capital planning program. Consultant must have dedicated resources to deliver this support and must be able to provide examples.

B. FCA Scope Development

College should work with OCPF staff and college stakeholders to develop FCA scope prior to engaging an FCA Consultant. Scope statement should include:

1. Type of FCA: Modeled, Comprehensive, or Update.
2. A list of buildings to be included in the FCA including BLLIP#, building name, location/campus, year constructed/renovated, and gross square footage (GSF).
3. Building Assets (components or systems) to be included in the FCA by Uniformat Classification (Appendix A). Colleges can refer to prior FCA's to develop an asset listing.
4. Any additional services to be included. Examples include:
 - a) Asset inventory or tagging
 - b) Identify energy conservation and sustainability opportunities
 - c) Life Safety or ADA compliance
 - d) Space inventory or utilization metrics

C. Team Requirements

1. The Consultant will determine the overall make-up and number of resources for their facility assessment team or teams; however, TCSG requires that the Consultant:
 - a) Designate a single, dedicated Project Manager who has overall responsibility for all Assessments
 - b) Designate dedicated Team Leads for each Facility Assessment Team who has overall responsibility for the FCA(s) provided by the Team and reports to the Project Manager

- c) Ensure each Facility Assessment Team has an adequate number and type of discipline expertise (i.e., architectural, mechanical, electrical, etc.) appropriate for the facility or site and systems being assessed
 - d) Ensure that all other resources provided by the Vendor are properly trained, qualified (holding all appropriate professional designations), and experienced to conduct Facility Condition Assessments
2. The Project Manager will act as the Consultant's overall lead. This person will direct and coordinate the project and ensure the completion of all activities related to the FCAs. This role will require an individual with considerable expertise and experience in delivering the requested services.
 3. All resources on a Facility Assessment Team(s) will be qualified technical personnel. These staff will be capable of effectively interpreting existing facility.

D. Site Visit and Inspection

The Consultant will visually inspect all the assets in the project's scope to assess the remaining lifecycle of major asset systems listed in specification section of this bid and identify deferred maintenance requirements. Requirements are conditional, operational and system replacement needs, all relating to the system lifecycle. Each requirement must be individually classified by priority, requirement category (cause of issue), asset system, inspector, and cost, thereby allowing for multiple queries and data analyses.

E. Data Collection and Analysis

1. The Consultant shall with the college's facility and maintenance managers via email and teleconferencing to gather essential information for assessment teams. Consultant shall host an information repository crucial for the project's progress.
2. The FCA Consultant will request baseline asset data and other informative documentation, including:
 - a) An inventory of buildings and assets to be included in the FCA.
 - b) Basic asset information (name, location/address, asset number, use/occupancy, dates of initial construction and any major renovations, number of floors, gross area, and any other relevant data.)
 - c) Construction and as-built drawings, general floor plans and site plans
 - d) Known code or safety violations, if any
 - e) A system-wide FCA was performed in 2012 for all TCSG facilities in existence at that time. TCSG OCPF can provide a spreadsheet of all building components included in that study, as well as 2012 FCAR's in PDF format. These data are available from OCPF upon request.
 - f) Any available previous (recent) studies, including condition assessments by others, accessibility studies, roof inspections, and hazardous material inspections

- g) Major capital improvement projects completed over the past 5 years, with actual cost information, including capital outlay requests, MRR requests, and locally funded capital improvement projects.
 - h) Major capital improvement projects planned over the next 5 years, including capital outlay requests, MRR requests, and locally funded capital improvement projects.
 - i) Equipment lists data, typically from computerized maintenance management system (CMMS) indicating age/install date and providing level of routine or preventative maintenance exercised
 - j) Warranty information (for roofs, boilers, chillers, cooling towers, etc.)
3. The Assessment should include the following Unifomat II systems:
- A10 Foundations
 - A20 Basement Construction
 - B10 Superstructure
 - B20 Exterior Enclosure
 - B30 Roofing
 - C10 Interior Construction
 - C20 Stairs
 - C30 Interior Finishes
 - D10 Conveying
 - D20 Plumbing
 - D30 HVAC
 - D40 Fire Protection
 - D50 Electrical
 - G20 Site Improvements
 - G30 Site Mechanical Utilities
 - G40 Site Electrical Utilities
 - G90 Other Site Construction
4. Digital Asset Data Capture: Consultant shall digitally record facility assets on-site, capturing photos and asset details utilizing a mobile asset capture system. Data shall be integrated with the database application and stored in a cloud-based platform organized by Unifomat code. (see Appendix A)
5. Consultant shall review, process, and refine the data collected on-site, ensuring that each facility's profile is accurately documented, costed, and analyzed for effective lifecycle management on the Consultant's software application. Data analysis should include locations, asset number, name, date of construction, number of floors, gross area, uses, Types of heating and cooling systems, site maps, principal asset activities, and outstanding asset code violations.
6. Photos shall be taken to identify the major asset systems and later imported and linked to assets in the Capital Planning and Management System (CPMS) application.
7. Data defining the results of the survey must be entered into the CPMS application. A separate record must be created for each asset surveyed. Assets shall be defined as buildings and linear elements.

F. Corrective Actions and Metrics

1. Identify all major repairs, replacements, routine and deferred maintenance projects.
2. Recommend corrective action for all deficiencies or code violations.
3. Provide a schedule and estimate of cost for such corrective action.
4. Identify any current or future physical or financial risks.
5. Provide the Expected Useful Life (EUL) of components and systems.
6. Provide the Remaining Useful Life (RUL) of components and systems.
7. Provide the Current Replacement Value (CRV) of the facility as required herein.
8. Provide the Facilities Condition Index (FCI) and Facilities Condition Needs Index (FCNI) as required herein.

V. DELIVERABLES

A. Facility Condition Assessment Report (FCAR)

1. The Facility Condition Assessment Report (FCAR) shall be a thorough, detailed documentation of the observations, results and conclusions of the required inspections. It shall capture and record the current physical condition, attributes and functionality of building components and systems, identifying all deficiencies. It shall provide recommendations for corrective action, estimates of costs, schedule for repair and replacement of deficient components and systems.
2. In addition, the FCAR shall provide accurate baseline data and metrics, valuable and useful information that can assist in capital renewal over the next ten years.

B. Capital Renewal Plan

Consultant shall prepare a Capital Renewal Plan in tabular format identifying capital renewal needs, priorities, and costs over a ten (10) year period. Capital Renewal Data shall be summarized at the building, campus/location, college, and system levels.

C. Data Structure and Hierarchy

1. The Consultants Capital Planning and Management Software (CPMS) shall include hierarchical data structure and roll-up reporting including but not limited to:
 - a) Data collection and reporting at the building, campus/location, college, and system levels (four hierarchical levels)
 - b) Asset data provides for roll-up reporting to Unifomat II Level 2.
2. Data shall reside in a single system that provides roll-up reporting up to the TCSG System level. The TCSG System Office shall have access to dashboard data that includes all participating college data, with each college provisioned to view only that college's data.

D. Data Submittals

1. Provide roll-up reporting to support Buildings, Land & Lease Inventory of Property (BLLIP) Building Element Database Update (See Appendix D).
2. Data File Submittal: Consultant shall submit a data file in .csv or Excel™ format that is compliant with the data elements in Appendix B. The data file shall include the required fields and format for each deficiency (“project”) identified in the final report.
3. Provide project-level reporting (“Data Submittal”) to support the College’s annual Critical Infrastructure Needs Assessment (CINA) report.

VI. EXCLUSIONS AND ADDITIONAL SERVICES

A. Exclusions and Clarifications

1. The Facility Condition Assessment shall not include instructional equipment, furniture or moveable equipment.
2. The Facility Condition Assessment shall not include asbestos inspection.
3. The Consultant must conduct ALL work of the Facility Condition Assessment in a manner that is sensitive to the operations, activities and needs of the Institution and its faculty, staff, students and occupants.
4. The Facility Condition Assessment will not require any digging, demolition, disassembly or special testing equipment.
5. If required, the Consultant’s FCA team shall be able to lift ceiling tiles, open access doors or move building components in order to perform the Work. All items that are opened or moved must be returned immediately to its original condition without damage upon completion of the inspection.

B. Additional Services (per college request)

1. Site Systems serving the building (Utility services, signage, exterior stairs, stormwater management, retaining walls, fencing/screens, exterior lighting)
2. ADA & Code Compliance (ingress/egress, accessibility, compatibility, codes and regulations)
3. Microbial Visual Survey (water and moisture intrusion, mold, indoor air quality)
4. Site Infrastructure (utilities, roads, parking, paving, sidewalks, signage, fencing, irrigation, storm water, retaining walls, sanitary sewer/drainage systems, erosion control)
5. Sustainability and Energy Conservation Opportunities
6. Security Systems (intrusion alarms, motion detectors, door locks, access control, CCTV)
7. Environmental/Health (hazardous materials, air quality, water, noise, etc.)
8. Building Management Systems and Automation

VII. TERMINOLOGY, DEFINITIONS, CLASSIFICATIONS

A. Expense Classifications

The Facility Condition Assessment Report shall identify and prioritize all deficiencies found in facility components and systems that need repair and replacement. Recommendations for repair and replacement of facility components and systems shall not be based primarily on the Expected Useful Life (EUL) but on the actual condition of such component or system at the time of the visual inspection or observation. For the purposes of this Facility Condition Assessment Report, cited deficiencies shall be categorized within one of the following classifications according to the definition provided below.

1. CR - Capital Renewal Expenses

Expenses for major repairs and replacements of a privatized facility's components and systems (roofs, HVAC, electrical and plumbing systems) that have predictable lifecycles and have a maintenance cycle in excess of one year. They extend the life and retain the usable condition of facilities, its components and systems. They are not normally in the annual operating budget and are typically funded through MRR or local College funding. To be classified as CR expenses, the work must meet all the following criteria:

- a) Is a major activity that has a maintenance cycle in excess of one year (e.g., replace roofs, paint the building exterior, resurface roads);
- b) Is an activity that extends the useful life and retains the usable condition of an associated capital asset (e.g., replacement of an HVAC system);
- c) Is a replacement or major repair of a facility's component or system whose cost is at least \$100,000 within a single year as it reaches the end or nears the end of its useful life (e.g., the replacement of flooring).

2. DM – Deferred Maintenance

Refers to the practice of postponing Capital Renewal Expenses, such as repairs and replacements beyond their lifecycle, due to budget constraints or other priorities. As a subset of Capital Renewal, it specifically includes maintenance tasks that were not completed when they should have been and have been delayed to a future period. To be classified as DM expenses, the work must meet all the following criteria:

- a) Is a major activity that has a maintenance cycle in excess of one year (e.g., replace roofs, paint the building exterior, resurface roads);
- b) Is an activity that extends the useful life and retains the usable condition of an associated capital asset (e.g., replacement of an HVAC system);
- c) Is a replacement or major repair of a facility's component or system whose cost is at least \$100,000 within a single year and is beyond its useful life or at risk of imminent failure.

3. PA - Plant Adaptation

Expenses to adapt the facility to evolving or changing standards. Examples

include compliance with changing codes (e.g., accessibility or life safety) and improvements occasioned by the adoption of modern technology (e.g. fire alarm or BAS upgrades).

4. RM - Routine Maintenance Expenses

Expenses for planned maintenance and scheduled work usually comprised of minor to moderate repairs or replacement to keep the facility functioning properly and visually attractive for the use of its occupants. It is often characterized by its routine or recurring nature. Routine Maintenance can also be described as the day-to-day efforts to control deterioration of facilities (upkeep) through scheduled repetitive activities (e.g. interior painting, replace finishes) periodic scheduled work (e.g., inspections and equipment adjustments) and minor repairs made on an as-needed basis.

To be classified as a Routine Maintenance Expense the work must meet the following criteria:

- a) Is an activity normally contained in the Maintenance & Operations budget.
- b) Is a replacement or repair of facility's individual component or system that has failed and in total, amounts to less than \$100,000 or 25 percent of the original cost of facility components and systems within a single year (e.g., the replacement of a limited number of doors or hot water heaters or flooring)
- c) Exclusions: Do not include expenses related to preventive maintenance (e.g. filter changes, equipment adjustments).

5. OE – Other Expenses

On occasion, there are unanticipated repairs, replacements, and improvements to the facility where expenses are not paid from either MRR or Operations & Maintenance funds. The following activities are typically funded from other fund sources:

- a) Warranty Claims: Work required to repair or replace materials, building components, equipment or systems that have failed and are still under a contractor or manufacturer's warranty. Typically paid by the contractor or manufacturer.
- b) Insurance Claims: Corrective work caused by unforeseen events such as storms, fires, flood, water damage, etc. that are normally covered by insurance.
- c) Programmatic Alterations: Occasionally the College will request physical alterations or reconfigurations to the facility to help with program or operational needs. These expenses are typically funded via local College funds or a Capital Outlay Request.

B. Current Replacement Value

CRV is defined as the estimated cost of materials, supplies, and labor required to replace a facility at its existing size and functional capability, and to meet applicable regulatory codes. When estimating CRV, it should be assumed that code compliant materials and systems will be used to replace the existing asset.

CRV is to be estimated for reconstructing an asset as it currently sits, without modifications or improvements. The cost of planning/design, and project management must be included in the CRV. Special study costs, such as geotechnical, hydraulic and hydrologic, permits, and applicable taxes and special assessments should also be included in the value. The value of the property/land and furnishings and equipment are not to be included. There are three methods for calculating the CRV. They are as follows:

1. Method A (Preferred): Use the most current CRV value from the Building, Land, and Lease Information Program (BLLIP) as administered by State Properties Commission (SPC) per DOAS Guidelines.
2. Method B: Use the RSMeans™ or Whitestone™ or Marshall & Swift square foot cost data to estimate the value of individual buildings using the general descriptions of buildings and cost ranges, including design and soft costs.

C. Facility Condition Index (FCI):

A Facility Condition Index (FCI) is simply the ratio of the cost of the Asset's improvements identified (Requirements) as needed in the years, in this case 10 years divided by the Asset's calculated replacement value (CRV) and expressed as a decimal fraction of one. The FCI is an indicator of condition and can be used to benchmark condition along consistent, industry standards.

$$FCI = \frac{\sum \text{Near-Term Requirement \& System Renewal Costs}}{\text{Asset Current Replacement Value}}$$

Scale Value	Condition	Implication
0.00-0.10	Excellent	Typically, New Construction
0.11-0.20	Good	Maintained within Life Cycle
0.21-0.30	Fair	Normal Renovation Required
0.31-0.50	Poor	Major Renovation Required
0.51-0.60	Very Poor	Total Renovation Required
0.61-1.00	Replacement Indicated	Unless Historic/ Heritage Asset

D. Priority Classifications:

Facility Condition Assessments (FCAs) shall prioritize all cited deficiencies by the five (5) priority classes defined as follows:

Priority 1	Immediate:	Items in this category require immediate action. A corrective action plan is needed to accomplish the corrective work.
Priority 2	Year One -Two:	Items in this category, if not corrected expeditiously will become critical within a year. A corrective action plan is needed.
Priority 3	Year Three – Five:	Items in this category include conditions requiring routine monitoring and near-term planning and preparation.
Priority 4	Year Six – Ten:	Items in this category represent out-year improvements that require routine monitoring.
Priority 5	Beyond Year Ten:	Items in this category represent anticipated replacements/improvements due to the end of useful life, periodic monitoring is required.

E. Facility Types

Academic (classroom/lab)
Study / Library
Administrative / Office
Conference / Convocation
Student Center / Student Services
Athletic / Recreational
Residential
Maintenance / Warehouse / Storage

F. Facility Class

Class of Facilities Square Footage (SF) of Property or Facility:	
Class 1	property or facility is 50,000 SF and over
Class 2	property or facility is < 50,000 SF but > 5,000 SF
Class 3	property or facility is 5,000 SF or less.

G. Life Cycle Analysis

Life Cycle Considerations: When conducting a Facility Condition Assessment

(FCA) for TCSG's colleges, focusing on the asset's useful life and reliability, several key metrics should be considered:

1. **Expected Useful Life (EUL):** This metric estimates the total period during which an asset is expected to remain functional and provide value. It helps in planning for replacements and budgeting for future capital expenditures
2. **Remaining Useful Life (RUL):** This metric assesses the remaining time an asset can be expected to function before it requires replacement or major repairs. RUL is crucial for prioritizing maintenance and capital improvement projects
3. **Renewal Year:** Recommended calendar year for asset replacement / renewal

END OF GUIDELINES

VIII. APPENDICES

Appendix A: ASTM UNIFORMAT II Classification Elements

ASTM Uniformat II Classification for Building Elements (E1557-97)

Level 1 Major Group Elements	Level 2 Group Elements	Level 3 Individual Elements
A SUBSTRUCTURE	A10 Foundations	A1010 Standard Foundations A1020 Special Foundations A1030 Slab on Grade
	A20 Basement Construction	A2010 Basement Excavation A2020 Basement Walls
B SHELL	B10 Superstructure	B1010 Floor Construction B1020 Roof Construction
	B20 Exterior Enclosure	B2010 Exterior Walls B2020 Exterior Windows B2030 Exterior Doors
	B30 Roofing	B3010 Roof Coverings B3020 Roof Openings
C INTERIORS	C10 Interior Construction	C1010 Partitions C1020 Interior Doors C1030 Fittings
	C20 Stairs	C2010 Stair Construction C2020 Stair Finishes
	C30 Interior Finishes	C3010 Wall Finishes C3020 Floor Finishes C3030 Ceiling Finishes
D SERVICES	D10 Conveying	D1010 Elevators & Lifts D1020 Escalators & Moving Walks D1090 Other Conveying Systems
	D20 Plumbing	D2010 Plumbing Fixtures D2020 Domestic Water Distribution D2030 Sanitary Waste D2040 Rain Water Drainage D2090 Other Plumbing Systems
	D30 HVAC	D3010 Energy Supply D3020 Heat Generating Systems D3030 Cooling Generating Systems D3040 Distribution Systems D3050 Terminal & Package Units D3060 Controls & Instrumentation D3070 Systems Testing & Balancing D3090 Other HVAC Systems & Equipment
	D40 Fire Protection	D4010 Sprinklers D4020 Standpipes D4030 Fire Protection Specialties D4090 Other Fire Protection Systems
	D50 Electrical	D5010 Electrical Service & Distribution D5020 Lighting and Branch Wiring D5030 Communications & Security D5090 Other Electrical Systems
E EQUIPMENT & FURNISHINGS	E10 Equipment	E1010 Commercial Equipment E1020 Institutional Equipment E1030 Vehicular Equipment E1090 Other Equipment
	E20 Furnishings	E2010 Fixed Furnishings E2020 Movable Furnishings
F SPECIAL CONSTRUCTION & DEMOLITION	F10 Special Construction	F1010 Special Structures F1020 Integrated Construction F1030 Special Construction Systems F1040 Special Facilities F1050 Special Controls and Instrumentation
	F20 Selective Building Demolition	F2010 Building Elements Demolition F2020 Hazardous Components Abatement

Level 1 Major Group Elements	Level 2 Group Elements	Level 3 Individual Elements
G BUILDING SITEWORK	G10 Site Preparation	G1010 Site Clearing G1020 Site Demolition and Relocations G1030 Site Earthwork G1040 Hazardous Waste Remediation
	G20 Site Improvements	G2010 Roadways G2020 Parking Lots G2030 Pedestrian Paving G2040 Site Development G2050 Landscaping
	G30 Site Mechanical Utilities	G3010 Water Supply G3020 Sanitary Sewer G3030 Storm Sewer G3040 Heating Distribution G3050 Cooling Distribution G3060 Fuel Distribution G3090 Other Site Mechanical Utilities
	G40 Site Electrical Utilities	G4010 Electrical Distribution G4020 Site Lighting G4030 Site Communications & Security G4090 Other Site Electrical Utilities
	G90 Other Site Construction	G9010 Service and Pedestrian Tunnels G9090 Other Site Systems & Equipment

Appendix B: TCSG Data Submission Specifications

Data Element	Data Type	Description / [Source]	Specifications / Example
College	List	Official College Name [TCSG System Office]	Chattahoochee Technical College
Code	Lookup	Standard TCSG College Code [TCSG System Office]	CHA
Property #	List	Standard TCSG Property ID [TCSG System Office]	12345
Location	Lookup	TCSG Campus Location Name [TCSG System Office]	Ackworth Campus
BLLIP #	Text (Integer)	Building BLLIP number [BLLIP File]	12345
Building Name	Text	Building name as reported in BLLIP	Building 100
System Code	N9999	[Unifomat Code]	B2020
System	Text (Lookup)	[Unifomat]	Exterior Windows
System Description	Text (50 char)	Descriptive name of system	Aluminum Windows
Deficiency Description	Text (150 Char)	Description of deficiency	The building includes aluminum framed exterior units with insulating glass. Estimated @200 Sq. Ft.
Expense Classification	Code	CR, DM, PA, RM, OE	See VII.B2
Priority Code	Code	Priority 1 – Priority 5	See VII.E
EUL (years)	Integer	Component Lifecycle in years [BOMA]	40
RUL (years)	Integer	Remaining Useful Life (years)	10
Year Installed	YYYY	Year Asset Installed	1995
Renewal Year	YYYY	Year Asset will be renewed/replaced	2035
Renewal Cost	\$ (Dollars)	Cost of asset replacement (Present Value)	\$365,600
Adjusted Cost	\$ (Dollars)	Adjusted cost of asset replacement (Adjusted Future Value)	\$502,468

Appendix C: Glossary of Terms

Asset Management: The systematic process of developing, operating, maintaining, upgrading, and disposing of assets cost-effectively.

Building Envelope: The physical separator between the interior and exterior of a building, including walls, floors, roofs, windows, and doors.

Capital Improvement: Major projects that improve the value, functionality, or lifespan of a facility, such as renovations, expansions, or new construction.

Facility Condition Index (FCI): A metric used to assess the relative condition of a facility by comparing the cost of maintenance, repair, and replacement deficiencies to the facility's Current Replacement Value (CRV). It is calculated by dividing the total renewal costs (deferred maintenance) by the CRV of the building asset. The FCI provides a benchmark to evaluate the condition of facilities, with lower values indicating better condition and higher values indicating greater need for repairs and maintenance.

Critical Systems: Essential building systems that are crucial for the operation and safety of a facility, such as HVAC, electrical, plumbing, and fire alarm systems.

Data Collection Methods: Techniques used to gather information during an assessment, including visual inspections, photographic documentation, and the use of technology like drones or mobile apps.

Computerized Maintenance Management System (CMMS): Software that helps manage maintenance activities, track work orders, and store data on equipment and facilities to improve maintenance efficiency and effectiveness.

Enterprise Asset Management (EAM): A system that combines software, systems, and services to manage the lifecycle of physical assets, ensuring optimal performance and cost-effectiveness.

Facility Condition Assessment (FCA): A systematic evaluation of the physical condition and lifecycle of a facility's building systems and components.

Lifecycle Analysis: The process of evaluating the expected useful life and remaining useful life of building systems and components to plan for future maintenance and replacements.

Major Repairs and Rehabilitation (MRR): A state-funded capital renewal program specifically for state-owned facilities within the Technical College System of Georgia (TCSG). This program focuses on significant maintenance activities, repairs, and replacements of building systems and components to ensure they function properly and have a long lifespan.

Modeled FCA: An assessment method that utilizes existing asset data from the college's Enterprise Asset Management (EAM) or Computerized Maintenance Management Systems (CMMS). This approach includes evaluating assets and components identified in these systems, as well as incorporating data modeled from previous FCAs. By leveraging historical data and predictive modeling, this method provides a comprehensive and efficient way to assess the condition and forecast future maintenance needs of facilities.

Preventive Maintenance: Regular, planned maintenance activities aimed at preventing equipment failures and extending the lifespan of building systems.

Qualification-Based Selection (QBS): A competitive procurement method used in the state of Georgia for selecting professional services, particularly in architecture and engineering.

Risk Analysis: The process of identifying and evaluating potential risks to a facility's operation and safety and developing strategies to mitigate those risks.

Self-Assessment: An internal evaluation conducted by college staff to assess the condition of facilities, assuming they have the necessary expertise and resources.

Targeted FCA: An assessment focused on specific building components or systems, often utilizing specialists or contractors with expertise in those areas.

Visual Inspection: A method of assessing the condition of building systems and components through direct observation and examination.

Appendix D: Unifomat – BLLIP Update Crosswalk

UNIFORMAT II			BLLIP
LEVEL	Primary	DESCRIPTION	Current BLLIP Description
2	B10	Superstructure	Structure Type
2	B20	Exterior Enclosure	Facade Type
2	B30	Roofing	Roof Type
1	C	Interiors	Interior Condition
2	D10	Conveying	Elevators/Escalators Type
2	D20	Plumbing	Plumbing Condition
2	D30	HVAC	Mechanical System Type
2	D40	Fire Protection	Fire Sprinkler Condition
2	D50	Electrical	<i>[See Below]</i>
3	D5010	Electrical Service & Distribution	Electrical Condition
3	D5020	Lighting and Branch Wiring	Electrical Condition
3	D5030	Communications & Security	Security/CCTV Systems Condition
4	D5037	Fire Alarm Systems	Fire Alarm Systems Condition
4	D5033	Telephone Systems	Voice/Data Condition
4	D5039	Local Area Networks	Voice/Data Condition
3	G2020	Parking Lots	Parking Type

Appendix E: TCSG BLLIP Inventory by College and County

(As of 12/31/2024)

College	County	Count of BLLIP	Sum of Gross Square Footage
Albany Technical College	Calhoun	1	4,095
	Dougherty	22	483,693
	Randolph	1	10,500
Albany Technical College Total		24	498,288
Athens Technical College	Clarke	18	383,240
	Elbert	9	119,671
	Walton	6	143,499
Athens Technical College Total		33	646,410
Atlanta Technical College	Fulton	8	526,039
Atlanta Technical College Total		8	526,039
Augusta Technical College	Burke	1	48,435
	Columbia	4	28,777
	McDuffie	3	60,516
	Richmond	16	347,220
Augusta Technical College Total		24	484,948
Central Georgia Technical College	Baldwin	5	134,661
	Bibb	19	339,542
	Houston	29	487,527
Central Georgia Technical College Total		53	961,730
Chattahoochee Technical College	Bartow	12	221,063
	Cherokee	3	100,517
	Cobb	15	385,896
	Paulding	5	152,294
	Pickens	5	136,440
Chattahoochee Technical College Total		40	996,210
Coastal Pines Technical College	Appling	1	33,700
	Bacon	2	78,850
	Camden	1	59,560
	Glynn	1	55,043
	Jeff Davis	1	11,725
	Ware	14	192,429
	Wayne	3	101,718
Coastal Pines Technical College Total		23	533,025
Columbus Technical College	Muscogee	17	463,730
Columbus Technical College Total		17	463,730

College	County	Count of BLLIP	Sum of Gross Square Footage
Georgia Northwestern Technical College	Catoosa	1	57,472
	Floyd	15	197,048
	Gordon	4	106,252
	Polk	4	66,672
	Walker	13	170,811
	Whitfield	2	93,866
Georgia Northwestern Technical College Total		39	692,121
Georgia Piedmont Technical College	DeKalb	12	302,391
	Newton	4	175,233
Georgia Piedmont Technical College Total		16	477,624
Gwinnett Technical College	Fulton	1	92,351
	Gwinnett	10	649,707
Gwinnett Technical College Total		11	742,058
Lanier Technical College	Barrow	1	66,640
	Dawson	1	31,466
	Forsyth	4	111,959
	Hall	6	327,524
Lanier Technical College Total		12	537,589
North Georgia Technical College	Habersham	24	485,693
	Stephens	2	59,340
	Union	3	63,914
North Georgia Technical College Total		29	608,947
Oconee Fall Line Technical College	Jefferson	4	17,699
	Laurens	8	258,106
	Telfair	1	6,500
	Washington	9	137,962
Oconee Fall Line Technical College Total		22	420,267
Ogeechee Technical College	Bulloch	15	313,178
	Evans	2	9,404
	Screven	1	1,549
Ogeechee Technical College Total		18	324,131
QuickStart Program	Chatham	1	47,462
	Troup	1	64,000
	Walton	1	40,305
QuickStart Program Total		3	151,767

College	County	Count of BLLIP	Sum of Gross Square Footage
Savannah Technical College	Chatham	8	366,940
	Effingham	3	44,456
	Liberty	1	47,400
Savannah Technical College Total		12	458,796
South Georgia Technical College	Crisp	2	70,180
	Sumter	25	436,993
South Georgia Technical College Total		27	507,173
Southeastern Technical College	Emanuel	9	150,098
	Tattnall	1	6,135
	Toombs	7	218,631
Southeastern Technical College Total		17	374,864
Southern Crescent Technical College	Butts	2	3,838
	Henry	3	119,954
	Spalding	17	352,783
	Stephens	1	660
	Upson	8	147,006
Southern Crescent Technical College Total		31	624,241
Southern Regional Technical College	Colquitt	12	273,780
	Decatur	17	275,862
	Grady	2	10,747
	Mitchell	1	4,850
	Thomas	8	250,426
	Tift	8	140,726
	Turner	2	18,164
	Worth	1	5,828
Southern Regional Technical College Total		51	980,383
West Georgia Technical College	Carroll	4	149,509
	Coweta	1	36,401
	Douglas	6	145,209
	Haralson	5	190,560
	Meriwether	2	2,688
	Troup	8	397,828
West Georgia Technical College Total		26	922,195
Wiregrass Georgia Technical College	Ben Hill	13	176,757
	Coffee	6	104,123
	Cook	2	216
	Echols	1	1,440
	Lowndes	31	390,282
Wiregrass Georgia Technical College Total		53	672,818
Grand Total		589	13,605,354

Appendix F: TCSG Service Delivery Area Map

