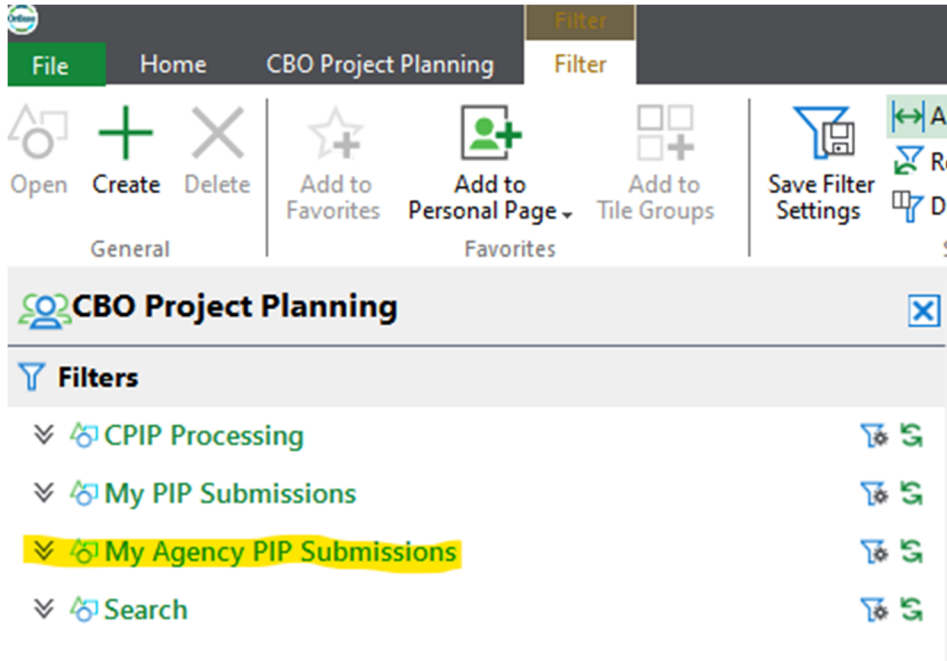


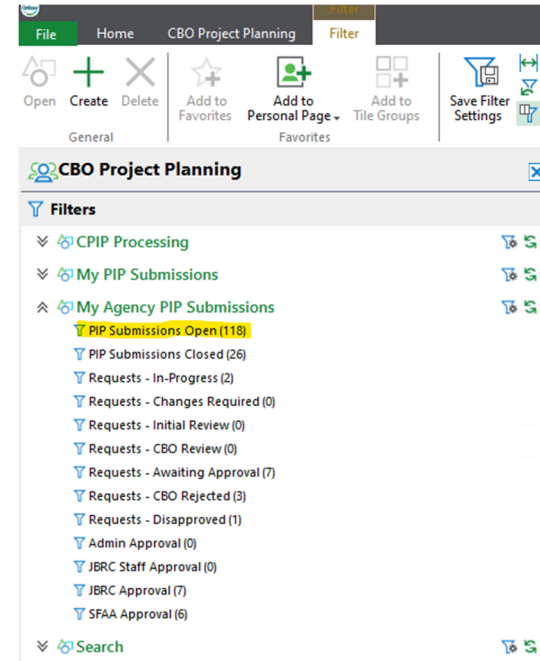
Request Type Creation Instructions (Initial Request Type) – New PIP:

Under Filters, locate My Agency PIP Submissions filter.

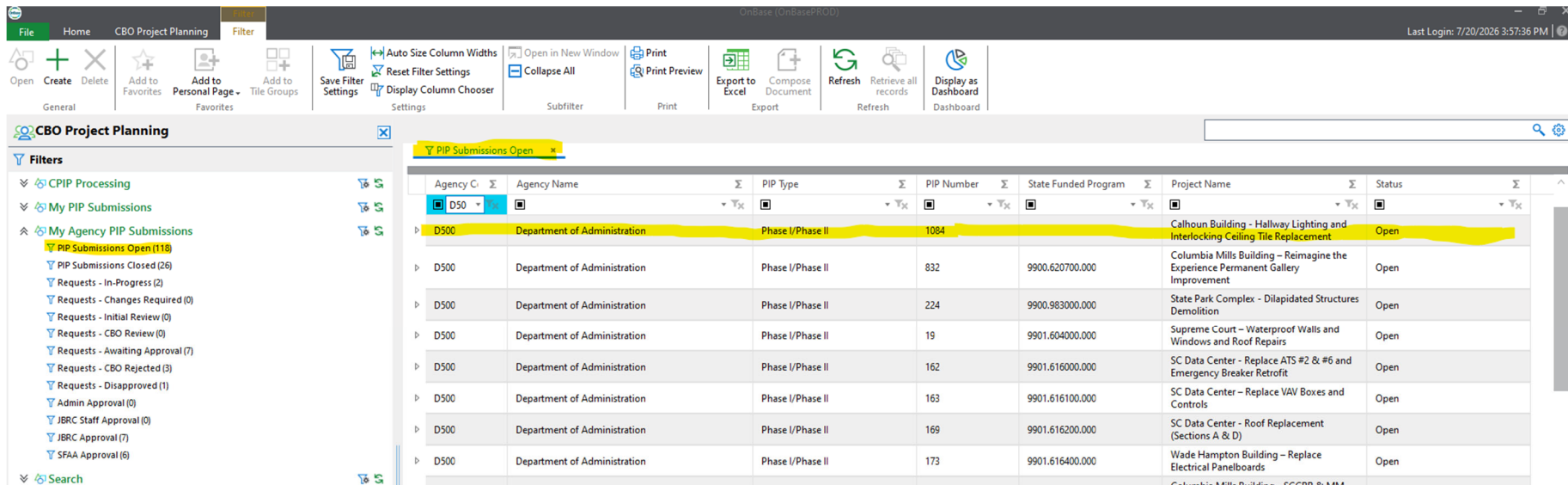
Click  to open the My Agency PIP Submissions filter.



Click the PIP Submissions Open filter option.



The PIP will be reflected in the PIP Submissions Open filter. The PIP is reflected in this filter at the highest level.



Agency C	Agency Name	PIP Type	PIP Number	State Funded Program	Project Name	Status
D50	Department of Administration	Phase I/Phase II	1084		Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement	Open
D500	Department of Administration	Phase I/Phase II	832	9900.620700.000	Columbia Mills Building – Reimagine the Experience Permanent Gallery Improvement	Open
D500	Department of Administration	Phase I/Phase II	224	9900.983000.000	State Park Complex - Dilapidated Structures Demolition	Open
D500	Department of Administration	Phase I/Phase II	19	9901.604000.000	Supreme Court – Waterproof Walls and Windows and Roof Repairs	Open
D500	Department of Administration	Phase I/Phase II	162	9901.616000.000	SC Data Center - Replace ATS #2 & #6 and Emergency Breaker Retrofit	Open
D500	Department of Administration	Phase I/Phase II	163	9901.616100.000	SC Data Center – Replace VAV Boxes and Controls	Open
D500	Department of Administration	Phase I/Phase II	169	9901.616200.000	SC Data Center - Roof Replacement (Sections A & D)	Open
D500	Department of Administration	Phase I/Phase II	173	9901.616400.000	Wade Hampton Building – Replace Electrical Panelboards	Open
					Columbia Mills Building - SCRR R/ MM	

Double click the PIP that you want to open. This is the PIP at the highest level. All Request Types will be created under the PIP.

FilePIPTasks

Save and Close

Save and New

Save

Delete

Add to -

Refresh

History

Print

First Object

Previous Object

Next Object

Last Object

Actions

History

Print

Navigation

PIP - | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Created By: TEST.SUBMITTER

7/20/2026 4:02:36 PM

Permanent Improvement Project*

Approvals

PIP - NEW | PIP - | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

PIP Details

Fiscal Year

FY2026-2027

Status

Open

Agency*

Department of Administration

Code

D500

Calendar Year

2026

Project Name*

Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

PIP Number

1083

PIP Type*

Phase I/Phase II

Requestor

Submitter, Test

Requests

Number	Request Type	Status	State Funded Program	Project Name	External Approvals	Request Approval Date	External Disapprovals
--------	--------------	--------	----------------------	--------------	--------------------	-----------------------	-----------------------

Show 100 records

SCEIS Project System Data

Edit

This table must be completed for a new project establishment. These details will become the project's Master Data in SCEIS.

Project Type

Expense

Cost Center

D500BCB005

Functional Area

D500_BC01

WBS Element

State Funded Program

To create a Request Type, click the plus  sign in the Requests table.

Requests

Number	Request Type	Status	State Funded Program	Project Name	External Approvals	Request Approval Date	External Disapprovals
--------	--------------	--------	----------------------	--------------	--------------------	-----------------------	-----------------------

Show 100 records

The Request Type is now created **but not saved**. The status of the Request Type will be reflected as “In-Progress” where it will remain until it is fully completed and submitted to the CBO.

Request: 1083-1 | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

FileRequestTasks

Save and Close

Save and New

Save

Delete

Add to

Refresh

History

Print

First Object

Previous Object

Next Object

Last Object

Actions

History

Print

Navigation

Request Type*

Request Type: | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Status: In-Progress

Created By: TEST.SUBMITTER

7/21/2026 2:53:56 PM

Request Type

PIP Number

1083

Status

In-Progress

Request Type Number

1083-1

Requestor

Submitter, Test

Agency Name

Department of Administration

Agency Code

D500

Project Name*

Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Calendar Year

2026

Request Type*

Click the  to select the Request Type option desired.

Request: 1083-1 | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

FileRequestTasks

Save and Close

Save and New

Save

Delete

Add to

Refresh

History

Print

First Object

Previous Object

Next Object

Last Object

Actions

History

Print

Navigation

Request Type*

Request Type: | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Status: In-Progress

Created By: TEST.SUBMITTER

7/21/2026 2:53:56 PM

Request Type

PIP Number

1083

Status

In-Progress

Request Type Number

1083-1

Requestor

Submitter, Test

Agency Name

Department of Administration

Agency Code

D500

Project Name*

Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Calendar Year

2026

Request Type*

Establish Phase I

Phase I/Phase II | Establish Phase I

Phase I Increase

Phase I/Phase II | Phase I Increase

Establish Phase II

Phase II/Phase III | Establish Phase II

Page | 3

In the header, click  Save. The Request Type is now saved in the system. If desired, you can now exit out of the Request Type.

Request: 1083-1 | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Request Type*
Request Type: Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement
Status: In-Progress

Created By: TEST.SUBMITTER
7/21/2026 2:53:56 PM

Request Type

PIP Number
1083

Request Type Number
1083-1

Agency Name
Department of Administration

Project Name*
Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Request Type*
Establish Phase I

Status
In-Progress

Requestor
Submitter, Test

Agency Code
D500

Calendar Year
2026

Save the Request to continue.

The Request Type will be reflected in the PIP Submissions Open filters in the PIP. The PIP is reflected in this filter at the highest level.

OnBase (OnBasePROO)

Last Login: 7/16/2026 10:56:26 AM

CBO Project Planning

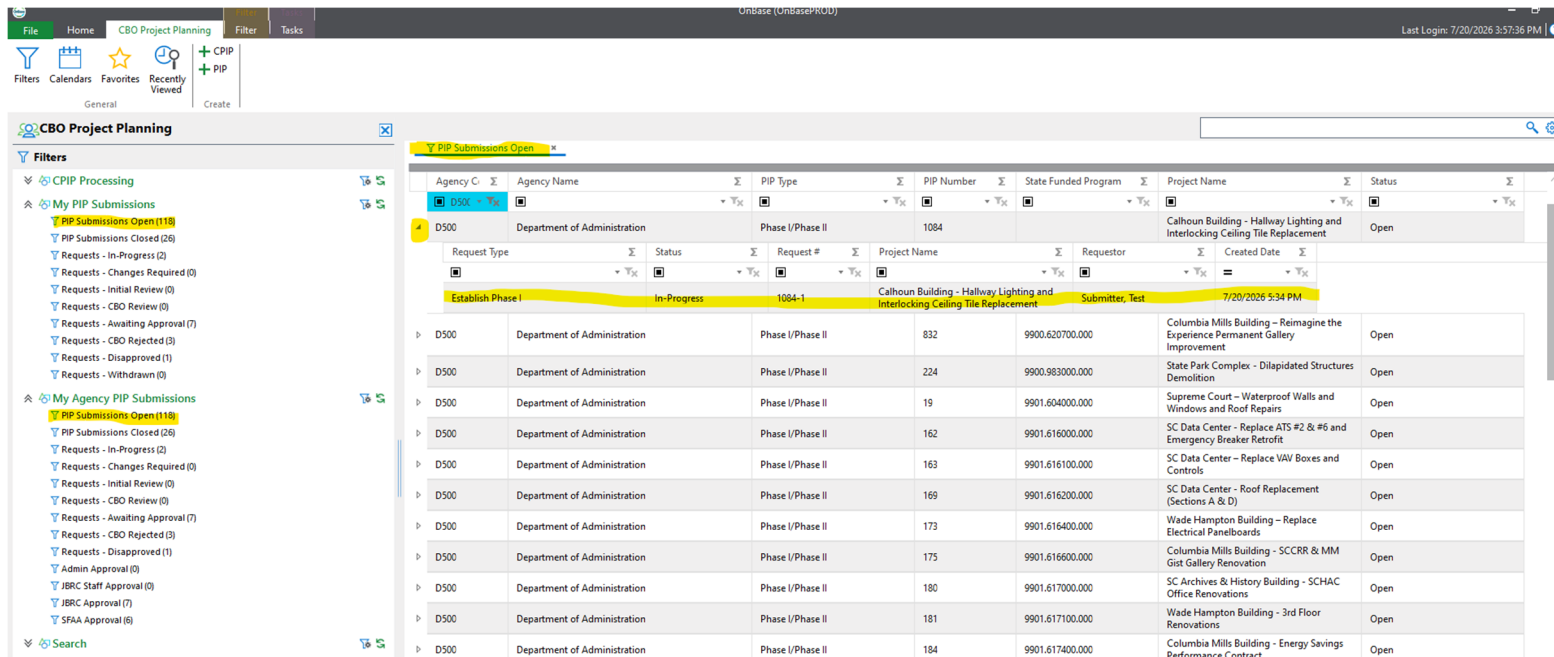
Filters

- CPIP Processing
- My PIP Submissions
 - PIP Submissions Open (118)
 - PIP Submissions Closed (26)
 - Requests - In-Progress (2)
 - Requests - Changes Required (0)
 - Requests - Initial Review (0)
 - Requests - CBO Review (0)
 - Requests - Awaiting Approval (7)
 - Requests - CBO Rejected (3)
 - Requests - Disapproved (1)
 - Requests - Withdrawn (0)
- My Agency PIP Submissions
- Search
- My Agency PIP Submissions
 - PIP Submissions Open (117)
 - PIP Submissions Closed (26)
 - Requests - In-Progress (1)
 - Requests - Changes Required (0)
 - Requests - Initial Review (0)
 - Requests - CBO Review (0)
 - Requests - Awaiting Approval (7)
 - Requests - CBO Rejected (3)
 - Requests - Disapproved (1)
 - Admin Approval (0)
 - JIRC Staff Approval (0)
 - JIRC Approval (7)
 - SFAA Approval (6)
- Search

PIP Submissions Open

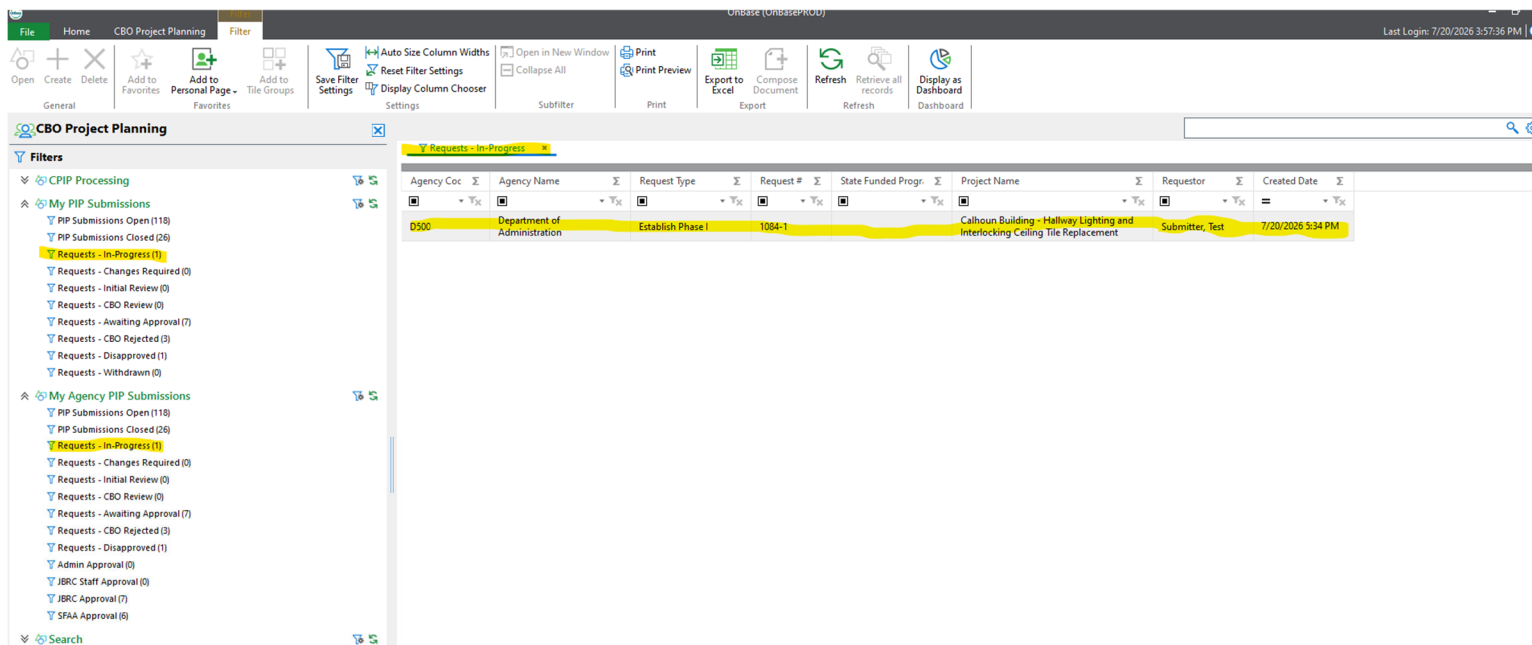
Agency C	Agency Name	PIP Type	PIP Number	State Funded Program	Project Name	Status
D500	Department of Administration	Phase I/Phase II	1084		Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement	Open
D500	Department of Administration	Phase I/Phase II	832	9900.620700.000	Columbia Mills Building - Reimagine the Experience Permanent Gallery Improvement	Open
D500	Department of Administration	Phase I/Phase II	224	9900.983000.000	State Park Complex - Dilapidated Structures Demolition	Open
D500	Department of Administration	Phase I/Phase II	19	9901.604000.000	Supreme Court - Waterproof Walls and Windows and Roof Repairs	Open
D500	Department of Administration	Phase I/Phase II	162	9901.616000.000	SC Data Center - Replace ATS #2 & #6 and Emergency Breaker Retrofit	Open
D500	Department of Administration	Phase I/Phase II	163	9901.616100.000	SC Data Center - Replace VAV Boxes and Controls	Open
D500	Department of Administration	Phase I/Phase II	169	9901.616200.000	SC Data Center - Roof Replacement (Sections A & D)	Open

Click the arrow  to open it to display the Request Type created.



Agency C	Agency Name	PIP Type	PIP Number	State Funded Program	Project Name	Status	Request Type	Status	Request #	Project Name	Requestor	Created Date
D500	Department of Administration	Phase I/Phase II	1084		Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement	Open	Establish Phase I	In-Progress	1084-1	Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement	Submitter, Test	7/20/2026 5:34 PM
D500	Department of Administration	Phase I/Phase II	832	9900.620700.000	Columbia Mills Building – Reimagine the Experience Permanent Gallery Improvement	Open						
D500	Department of Administration	Phase I/Phase II	224	9900.983000.000	State Park Complex - Dilapidated Structures Demolition	Open						
D500	Department of Administration	Phase I/Phase II	19	9901.604000.000	Supreme Court – Waterproof Walls and Windows and Roof Repairs	Open						
D500	Department of Administration	Phase I/Phase II	162	9901.616000.000	SC Data Center - Replace ATS #2 & #6 and Emergency Breaker Retrofit	Open						
D500	Department of Administration	Phase I/Phase II	163	9901.616100.000	SC Data Center – Replace VAV Boxes and Controls	Open						
D500	Department of Administration	Phase I/Phase II	169	9901.616200.000	SC Data Center – Roof Replacement (Sections A & D)	Open						
D500	Department of Administration	Phase I/Phase II	173	9901.616400.000	Wade Hampton Building – Replace Electrical Panelboards	Open						
D500	Department of Administration	Phase I/Phase II	175	9901.616600.000	Columbia Mills Building - SCCRR & MM Gist Gallery Renovation	Open						
D500	Department of Administration	Phase I/Phase II	180	9901.617000.000	SC Archives & History Building - SCHAC Office Renovations	Open						
D500	Department of Administration	Phase I/Phase II	181	9901.617100.000	Wade Hampton Building - 3rd Floor Renovations	Open						
D500	Department of Administration	Phase I/Phase II	184	9901.617400.000	Columbia Mills Building - Energy Savings Performance Contract	Open						

The Request Type will also be reflected in the Requests – In Progress filters.



Agency C	Agency Name	Request Type	Request #	State Funded Progr.	Project Name	Requestor	Created Date
D500	Department of Administration	Establish Phase I	1084-1		Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement	Submitter, Test	7/20/2026 5:34 PM

Request Type Creation Instructions (Subsequent Request Type) – Established PIP:

Double click on the PIP to open it.

Click the  sign to create a Request Type.

Note: It is recommended that a subsequent Request Type not be created until the previously finalized Request Type has reached CBO Approved status in OnBase. Any changes made to the prior Request Type after a subsequent Request Type is created will not be reflected in the new Request Type.

FilePIPTasks

Save and CloseAdd to

SaveSave and NewDelete

Refresh

HistoryHistory

Print

First ObjectPrevious ObjectNext ObjectLast Object

Navigation

Permanent Improvement Project* Approvals

PIP - NEW | PIP - | Department of Administration | Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Created By: TEST.SUBMITTER3

7/13/2026 3:54:57 PM

PIP Details

Fiscal Year

FY2026-2027

Status

Open

Agency*

Department of Administration

Code

D500

Calendar Year

2026

Project Name*

Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

PIP Number

1068

PIP Type*

Phase I/Phase II

Requestor

Submitter3, Test

Requests

Number	Request Type	Status	State Funded Program	Project Name	External Approvals	Request Approval Date	External Disapprovals
1068-1	Establish Phase I	CBO Review Complete		Calhoun Building - Hallway Lighting and Interlocking...	CBO Review - 07/14/2026		

1 - 1 of 1 records

Show100records

SCEIS Project System Data

This table must be completed for a new project establishment. These details will become the project's Master Data in SCEIS.

Project Type

Expense

Cost Center

D500BCB005

Functional Area

D500_BC01

WBS Element

State Funded Program

The system is configured to carry forward details from the previously finalized Request Type. These details must be reviewed and updated to align with the newly created Request Type.

Update the CPIP Information if the most recent CPIP details are not reflected in the Request Type.

To edit an existing table entry, click the .

To add to a table, click the  sign.

Request Type

PIP Number

1068

Request Type Number

1068-2

CPIP Information

Calendar Year

2025

Priority

15

of

17

Fiscal Year

FY2026-2027

Clear

Update

Status

In-Progress

Requestor

Submitter, Test

Agency Name

Department of Administration

Agency Code

D500

Project Name*

Calhoun Building - Hallway Lighting and Interlocking Ceiling Tile Replacement

Calendar Year

2026

Request Type*

Phase I Increase

Additional Request Types

☐ Change Source of Funds
 ☐ Revise Scope
 ☐ Change Project Name

Project Type

Project Type*	Percentage*
Repair/Renovate Existing Facili...	100

1 - 1 of 1 records

Show [100] records

Facility Type

Facility Type*	Percentage*	Location Code
Office/Administration	100	Richland

1 - 1 of 1 records

Show [100] records

Building Components Affected

Building Component Affected*	Percentage*
Electrical/Mechanical	50
Interior Finishes/Flooring/Fixd...	50

1 - 2 of 2 records

Show [100] records

Disburse*

Request

Establish Phase I Pre-Design Budget to replace the ceiling grid/tiles and replace/upgrade the office lighting.

Summary of Work*

The project will replace the ceiling grid and associated ceiling tiles and replace/upgrade the office lighting in the building. The work includes associated electrical work required to replace the LED lighting and abatement of hazardous materials as needed. The interlocking tiles are only located on floors 2, 3, 4, and 5 of the building, however it is anticipated that the current budget will only allow for floors 3, 4, and 5 to be addressed, which are the most critical. If the budget allows, upgrading the ceiling tiles and lighting on the 2nd floor will also be completed.

Rationale*

The ceiling tiles are no longer manufactured and are difficult to source when replacement is needed. The office currently has fluorescent lights that will be replaced with more energy efficient LED lights to improve lighting conditions for staff.

Alternatives Considered*

No other alternatives have been considered.

The estimated project cost should reflect the current request and include any previously approved request(s) associated with the project.

Estimated Project Cost

Expenditure Type	GL Code	Amount
Fee-Architectural, Engineering & Other	5071210000	\$4,500.00
Other Construction/Renovation/Repair Projects	5071260000	\$5,000.00

1 - 2 of 2 records

Show [100] records

Total

\$9,500.00

The fund sources should reflect the current request and include any previously approved request(s) associated with the project.

Fund Sources

Fund Type	Additional Details	GL Code	Functional Area	Cost Center	Previously Approved Amount	Increase/Decrease	Revised Amount	Transfer to/from Project
[CP] ST APPR - CAPTL	Appropriated State	36008020	D500_BC01	D500BCB005	\$9,500.00	\$0.00	\$9,500.00	No

1 - 1 of 1 records

Show [100] records

Previous Approved

\$9,500.00

Increase/Decrease

\$0.00

Revised Amount

\$9,500.00

Totals:

\$9,500.00

\$0.00

\$9,500.00

Estimated Project Closure*

June

2028

Provide the estimated project closure date, which should occur after the project is 100% physically complete and all remaining closeout activities have

Once the Request Type tab is fully updated, click  in the header.

Page | 7