SCEIS Real Estate Functionality
Pursuant to the objectives established in Proviso 118.2 and Executive Order 2016-06, The Department of Administration has been ordered to implement a strategic plan for the ownership and management of the State’s real property.

The implementation of the plan will be a long-term process that will require new functionality either in SCEIS or tightly integrated with SCEIS.

Today’s goal is to explain Phase 1 of this process which is to begin capturing actual costs of owning and maintaining the State’s Real Property.
Phase 1 will begin effective July 1, 2016.

While the Executive Order requires compliance by cabinet agencies, it is strongly suggested that all agencies and departments follow the directives.

Until a total real estate management functionality can be designed and implemented, we will focus our efforts on providing the means to capture and assign real estate repair and maintenance costs to real estate units.
The CG’s Office has created GLs that must be used when processing real estate related transactions.

Based on recommendations of consultants, the Department of Administration has requested the creation of an Internal Order for each real estate unit of the State.

SCEIS has created functionality that will require that an Internal Order be entered in the “Order” field when the GL is a real estate GL.
If you expend funds for the repair and maintenance of a building, you need to use a real estate GL.

If you use a real estate GL, you must enter an Internal Order to identify the real estate unit for which the expenditure was made.
A/P – all A/P documents related to the repair and maintenance of a State real estate unit must be coded with a real estate GL and an Internal Order.

- Direct Pay (FV60) – accounts payable clerk must enter a real estate GL and the Internal Order that identifies the appropriate real estate unit.
- Logistics (PO) Related (MIRO) – the real estate validation (Real Estate GL and Internal Order) functionality is in place at both the shopping cart and PO creation. All appropriate fields should be populated when processing a logistics invoice.
A/R – if a refund of an expenditure is coded to a real estate GL, the transaction will require an Internal Order.

AM – Enter the appropriate Internal Order on the asset shell when buying an item deemed to be an asset for a real estate unit.

• When creating the asset shell select the appropriate asset class, GLs are derived from asset class.
• Enter the Internal Order on the “Time-Dependent” tab.
FM – current budgeting processes are not impacted by the Real Estate functionality.

- When processing a Funds Reservation, consider if the Funds Reservation is for a real estate unit, if so the Internal Order can be entered on the Funds Reservation and the account assignment of all future payments against that Funds Reservation will derive the real estate GL and the correct Internal Order.

- This may be useful when establishing Funds Reservations for utility payments.
GL – when processing entries related to the repair and maintenance of a State real estate unit one must use a real estate GL. That real estate GL will require the use of an Internal Order.

- The real estate GLs presented today are all budgeted as Other Operating Expenditures (Commitment Item 512001).

There has been much discussion regarding the capture of Personnel costs related to the repair and maintenance. A method to capture these costs has yet to be determined. You will be provided guidance in the near future.
GM – when processing a grant entry that is for the repair and maintenance of a State real estate unit one must use a real estate GL. That real estate GL will require the use of an Internal Order.

- The CG created GLs that fall within the current SCEIS Chart of Accounts Structure, this means that the new GLs also fall within the ranges set for Sponsored Classes in GM.

- If your grants have special derivations for Sponsored Classes, you may want to review those derivations to ensure that these expenditures will be captured correctly.
PS – posses the most difficult technical problems related to the implementation of the Phase 1 Real Estate functionality.

- Projects are vetted through the State’s Capital Improvement process and must be accounted for and reported in SPIRS.

- State and SCEIS processes are created requiring 507* GLs for capital improvement projects (WBS)
Because projects are required to use GLs beginning in 507* and these are not included in the new Real Estate GLs, a validation will be put in place requiring the use of an Internal Order when a WBS is entered beginning in C., E. or M.

Current projects must be analyzed to determine which create new buildings and which are repairs/improvements to existing buildings.
Current projects which are for repairs/improvements to existing buildings will use the Internal Order assigned to those existing buildings.

Current projects that are for new structures will be assigned new Internal Orders.
SCEIS Real Estate
FV60 - Direct Pay

Real Estate GL and No Internal Order
This should receive an error.

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The GL 5021469302 requires an internal order for Real Estate
FI documents will receive the error message below.

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The GL 5021469302 requires an internal order for
Real Estate
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SCEIS Real Estate
Finding Real Estate GLs

Streamlining Business Processes within the Government of South Carolina

Real Estate GL Documents
Real Estate GL Codes, Finance Real Estate Functionality, Materials Management Processes

Click
Executive Order 2016-06 (Link)

Presentation by Carlos Vesga – Implementation of a Standard Chart of Accounts (Link)

Presentation by SCEIS Finance – Real Estate Functionality (Link)

Presentation by SCEIS Materials Management – Processes for Real Estate GL Accounts (Link)

Real Estate GL Codes by GL Order (Link)

Real Estate GL Codes by Real Estate Activity (Link)

Real Estate GL Codes in Excel (34kb .xls)
Transaction KO03

Click on Drop Down
### SCEIS Real Estate
Finding Internal Orders

Enter Order Type **Z009**

Enter your Business Area and * in the Request cost center field
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Thank you for attending!