

AGENDA

FINANCE COMMITTEE

10/08/15

Elliott Summey, Chairman
Colleen Condon
Henry E. Darby
Anna B. Johnson
Teddie Pryor
Joe Qualey
Vic Rawl
Herb Sass
Dickie Schweers

**AGENDA
FINANCE COMMITTEE
OCTOBER 8, 2015**

4:30 p.m.

- 1. RECOGNITION/RESOLUTIONS**
 - A) Community Planning Month**
 - B) Cyber Security Awareness Month**

- 2. CONSENT AGENDA**
 - A) Consolidated Dispatch Shared Services** - Bustraan/Staff
- Request to Approve
 - B) EMS Grant in Aid** - Request to Accept
 - C) TST Pinckney St. Drainage Improvements-Town of McClellanville** - Award of Contract

- 3. CHICORA LIFE CENTER** - Presentation
Bustraan/Durbano

- 4. MAGISTRATE OVERSIGHT COMMITTEE** - Request to Approve
Bustraan/Smalls

- 5. LIBRARY PROCUREMENT PROCESS** - Request to Approve
Bustraan/Qualey

- 6. NON-COMPETITIVE PROCUREMENT/MRF ACCESS ROAD** - Request to Approve
Bustraan/Tolbert

1.

RECOGNITIONS/ RESOLUTIONS



A RESOLUTION OF CHARLESTON COUNTY COUNCIL

WHEREAS, change is constant and affects all of Charleston County and the Tri-County Region; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, The American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our settlements and environment; and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of Charleston County; and

WHEREAS, we recognize the many valuable contributions made by professional community and regional planners of Charleston County and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, BE IT RESOLVED, that Charleston County Council does hereby designate the month of October 2015 as

COMMUNITY PLANNING MONTH

in Charleston County in conjunction with the celebration of National Community Planning Month.

CHARLESTON COUNTY COUNCIL

**J. Elliott Summey, Chairman
October 13, 2015**



A RESOLUTION OF CHARLESTON COUNTY COUNCIL

WHEREAS, Charleston County recognizes the vital role of technology in our daily lives and in the future of our nation as critical sectors are increasingly reliant on information systems to support financial services, energy, telecommunications, transportation, utilities, healthcare, and emergency services and many citizens, schools, libraries, business, and other organizations use the internet daily for a multitude of purposes; and,

WHEREAS, internet users and the internet's security infrastructure are facing an increasing number of malicious cyber-attacks and the US Department of Homeland Security established the Office of Cybersecurity and Communications and devoted resources within the office to solely support the strength and security of the country's cyber infrastructure at the state, local, tribal, and territorial levels; and,

WHEREAS, the Stop.Think.Connect Campaign is a national effort coordinated by a coalition of private companies, nonprofits, and government organizations to raise awareness about cyber security among all digital citizens, helping internet users stay safe and secure online; and,

WHEREAS, maintaining the security of cyberspace is a shared responsibility in which each of us has a critical role to play as awareness of computer security essentials will improve the security of Charleston County's information infrastructure and economy.

NOW, THEREFORE, BE IT RESOLVED, Charleston County Council does hereby proclaim October 2015 to be:

CYBER SECURITY AWARENESS MONTH

in Charleston County, urges its citizens to recognize the critical importance of learning about cyber security by visiting the Stop.Think.Connect Campaign website www.dhs.gov/stophinkconnect or www.stophinkconnect.org to learn about cyber security and putting that knowledge into practice in their homes, schools, workplaces and businesses.

CHARLESTON COUNTY COUNCIL

J. Elliott Summey, Chairman
October 13, 2015

2.

**CONSENT
AGENDA**

COMMITTEE AGENDA ITEM

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR

FROM: *James R. Lake, Jr.* DEPT. CONSOLIDATED 9-1-1 CENTER

SUBJECT: CONSOLIDATED DISPATCH SHARED SERVICES TO OTHER AGENCIES

REQUEST: AUTHORIZE THE CONSOLIDATED 9-1-1 CENTER TO PROVIDE SHARED SERVICES TO AGENCIES, PROVIDING INCREASED INFORMATION SHARING, INTEROPERABILITY AND EFFICIENCIES.

COMMITTEE OF COUNCIL: FINANCE DATE: OCT. 8, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Yes	N/A	Signature of Individual Contacted
Legal Dept.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>John Gardner</i></u>
Procurement/Contracts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>[Signature]</i></u>
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Mark Hill*

Fiscal impact: Additional costs will be offset by additional revenues.

ADMINISTRATOR'S SIGNATURE: *K. Bustraan*

ORIGINATING OFFICE PLEASE NOTE:
 DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The Charleston County Consolidated 9-1-1 Center is being asked to explore enhancing information sharing and interoperability opportunities by providing shared services to other government agencies. Time efficiencies and cost efficiencies are also anticipated. Agencies will pay the costs of these services which may include the sharing of technical, network and/or operational services. Examples of shared services include:

- Computer Aided Dispatch (CAD), Situational Awareness, 9-1-1 Telephony
- Interagency Network, Emergency Services Internet Network (ESInet)
- Quality assurance, training, standard operating procedures

The Charleston County Consolidated Dispatch Board has recommended that the Consolidated 9-1-1 Center explore shared services as a means to provide improved benefit to the public and to Charleston County Consolidated 9-1-1 Center member agencies.

The College of Charleston Public Safety Department has requested shared CAD and situational awareness services, and this request has received a recommendation of approval from the Consolidated Dispatch Board. An Intergovernmental Agreement (IGA) is currently being negotiated with the assistance of County legal staff. Other entities have expressed interest in the possibility of shared services and additional IGAs for shared services are anticipated.

ACTION REQUESTED OF COUNCIL

Authorize the County Administrator to sign agreements for Consolidated Dispatch shared services.

DEPARTMENT HEAD RECOMMENDATION

Authorize the County Administrator to sign agreements which allow for other government entities (beyond those served through 9-1-1 consolidation) to utilize Consolidated Dispatch technical, network or operational services, not including call taking or dispatching, in order to increase information sharing, interoperability and efficiencies, understanding that these agencies will pay costs associated with these services.

COMMITTEE AGENDA ITEM

TO: KEITH BUSTRAAN, INTERIM COUNTY ADMINISTRATOR

THROUGH: CHRISTINE DURANT, DEPUTY COUNTY ADMINISTRATOR *CD*

FROM: DONNA KANN, DEPUTY CHIEF OF ADMINISTRATION *[Signature]* DEPT. EMS

SUBJECT: EMS GRANT-IN-AID PROGRAM FY 2015-2016

REQUEST: ACCEPT GRANT FUNDS

COMMITTEE OF COUNCIL: FINANCE DATE: OCT. 8, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input type="checkbox"/>	<input type="checkbox"/>	_____
Procurement/Contracts	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Catherine Krensch</u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item
		142500001		

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Mark Hile*

Fiscal impact: Match is available in the FY 2016 EMS grant.

ADMINISTRATOR'S SIGNATURE: *K. Bustraan*

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The South Carolina Department of Health and Environmental Control (DHEC) in accordance with Section 34.8 of part IB Provisos of the 2015-2016 Appropriations Act will distribute state appropriated funds among counties for the purpose of improving and upgrading the EMS system throughout the state. The funds are allocated in accordance with the following methodology or formula, 50% of the funds appropriated will be allocated equally among the 46 counties in SC and the remaining 50% will be allocated bases on the proportion of the population in each county. Charleston County's allocation for the FY 2015-2016 is determined to be \$26,136.30. The funds will be used in accordance with Section 34.8 of the 2015-2016 Appropriations Act and any appropriate statues and regulations.

ACTION REQUESTED OF COUNCIL

Accept the state appropriated funds from the South Carolina Department of Health and Environmental Control (DHEC) for fiscal year July, 1, 2015 through June 30, 2016.

DEPARTMENT HEAD RECOMMENDATION

- Accept the state appropriated funds at the allocated amount of \$26,136.30 from the South Carolina Department of Health and Environmental Control (DHEC) for fiscal year July, 1, 2015 through June 30, 2016
- EMS has the approved matching funds of 5.5% in their FY16 budget.
- No FTE's are requested.

COMMITTEE AGENDA ITEM

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR

THROUGH: ^{10m} JENNIFER MILLER, DEPUTY COUNTY ADMINISTRATOR

FROM: BARRETT J. TOLBERT ^{BST} DEPT. PROCUREMENT

SUBJECT: TST PINCKNEY STREET DRAINAGE IMPROVEMENTS

REQUEST: AWARD OF CONTRACT

COMMITTEE OF COUNCIL: FINANCE DATE: OCTOBER 8, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>John Gardner</i></u>
Procurement/Contracts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Barrett J. Tolbert</i></u>
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other: Transportation Development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Steven L. Thye</i></u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item
	TE0310007	64842	<u>172,020</u>	\$172,020.00

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Mack Hile*

Fiscal impact: Funds are available in the roads portion of the Transportation Sales Tax.

ADMINISTRATOR'S SIGNATURE: *K. Bustraan*

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The Pinckney Street Drainage Improvements Project is located in the Town of McClellanville. The project will improve drainage on Pinckney Street and replace the existing drainage outfall system which is not functioning. The work shall include, but is not limited to, drainage culverts and structures, concrete sidewalk installation, asphalt pavement, erosion and sedimentation control, and traffic control during construction. The project shall be constructed utilizing the items listed on the bid form and the contract duration for construction is 90 calendar days.

Bids were received in accordance with the terms and conditions of Invitation for Bid No. 4982-16C. The mandatory Small Business Enterprise (SBE) utilization for this solicitation is 12.2% and the Disadvantaged Business Enterprise (DBE) goal is 20%.

Bidder	Total Bid Price	SBE Percentage	DBE Percentage
Green Wave Contracting, Inc. Georgetown, South Carolina 29440 Principal: Blake Harwell	\$172,020.00	100%	28.25%
Eadie's Construction Company, Inc. Ridgeville, South Carolina 29472 Principal: Dawn Eadie	\$215,875.00	100%	12.51%
Allston Farrell, LLC Mount Pleasant, South Carolina 29465 Principal: Matthew Farrell	\$289,600.00	100%	8.53%

ACTION REQUESTED OF COUNCIL

Authorize award of bid.

DEPARTMENT HEAD RECOMMENDATION

- Authorize award of bid for the TST Pinckney Street Drainage Improvements project to Green Wave Contracting, Inc., the lowest responsive and responsible bidder, in the amount of \$172,020.00.
- Funds are available in the roads portion of the Transportation Sales Tax.

3.

**CHICORA LIFE
CENTER**

CHARLESTON COUNTY COUNCIL

MEMORANDUM

TO: Members of Finance Committee
FROM: Kristen Salisbury, Deputy Clerk to Council
DATE: October 1, 2015
SUBJECT: Chicora Life Center

At the Finance Committee of October 8, 2015, representatives of Chicora Life Center will make a presentation.

4.

**MAGISTRATES
OVERSIGHT
COMMITTEE**

COMMITTEE AGENDA ITEM

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR

THROUGH: WALT SMALLS, DEPUTY COUNTY ADMINISTRATOR *W.L.S. 10/1*

FROM: JUNERESE B. RHODAN DEPT. SUMMARY COURTS

SUBJECT: MAGISTRATE OVERSIGHT COMMITTEE RECOMMENDATIONS

REQUEST: ADDITIONAL FUNDS

COMMITTEE OF COUNCIL: FINANCE DATE: OCT. 8, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>W.L.S.</i></u>
Procurement/Contracts	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other: Summary Courts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Junereese B. Rhodan</i></u>
Other: Chief Judge Steinberg	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Ellen S. Steinberg</i></u>

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item
				\$

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Mark Hile*

Fiscal impact: *Funds are not available in the FY16 Magistrates Courts budget.*

ADMINISTRATOR'S SIGNATURE: *K. Bustaan*

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

On October 1, 2015 the Magistrate Oversight Committee met to consider various requests. Members present were:

- Councilman Teddie Pryor
- Councilman Joe Qualey
- Senator Chip Campsen
- Senator Paul Thurmond
- Chief Magistrate Ellen Steinberg
- Associate Chief Magistrate Leroy Linen

Also in attendance were Assistant County Attorney Austin Bruner, Deputy Administrator of General Services Walter Smalls, Summary Court Director Junerese Rhodan, and Summary Court Deputy Director Phylis Williams.

Agenda items discussed:

- Councilman Joe Qualey was elected as the Committee's Chairman and Senator Thurmond was elected as the Committee's Vice-chairman.
- Magistrate Frances Cain-Lofton requested additional hours to open the McClellanville Court location an additional day during the week. The purpose is to better serve the citizens of McClellanville and Awendaw and to allow the Sheriff's deputies better access to the court. Therefore, a request is made to increase Magistrate Cain-Lofton's position from 15 hours a week to 22.5 hours per week (see attachment 1).
- Magistrate JoAnna Summey requested full time status for the North Area 3 Magistrate Court location due to the increase in case load. Therefore, a request is made to increase Magistrate Summey's position from 35 hours a week to 40 hours per week (see attachment 2).
- Chief Magistrate Ellen Steinberg presented a proposal to establish a Night Traffic Court at the North Area 3 Magistrate Court. Additional funds are required for staff salary and security to expand the court hours for an evening docket (see attachment 3).
- Chief Magistrate Ellen Steinberg requested guidance from the Committee on the proposed North Area 4 Magistrate Court for the Ladson area.

The Magistrate Oversight Committee recommendations on the above are as follows:

- Increase Magistrate Cain-Lofton's position from 15 hours a week to 22.5 hours per week. To be implemented January 2016.
- Increase Magistrate Summey's position from 35 hours a week to 40 hours per week making this a full time position for the North Area 3 Magistrate Court. To be implemented January 2016.
- Establish a Night Traffic Court as a pilot program at the North Area 3 Magistrate Court. To be implemented January 2016.
- The Committee has asked that the discussion on a new North Area 4 Magistrate Court location be deferred until a Feasibility Study can be performed by staff. The study is to include the following information: case load, cost and statutory requirements.

Total initial cost for the above recommendations is \$25,548.31 for the remainder of the FY16 (see attachment 4).

THE ACTION REQUESTED OF COUNCIL

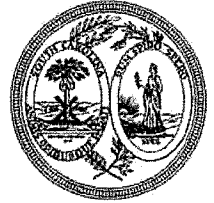
Approve the following recommendations made by the Magistrates Oversight Committee:

- Increase Magistrate Cain-Lofton's position from 15 hours a week to 22.5 hours per week to be implemented January 2016.
- Increase Magistrate Summey's position from 35 hours a week to 40 hours per week making this a full time position for the North Area 3 Magistrate Court to be implemented January 2016.
- Establish a Night Traffic Court as a pilot program at the North Area 3 Magistrate Court to be implemented January 2016.
- The Committee has asked that the discussion on a new North Area 4 Magistrate Court location be deferred until a Feasibility Study can be performed by staff. The study is to include the following information: case load, cost and statutory requirements.

and add an additional 0.32 FTE for the Magistrates Court.



JUDGE FRANCES CAIN-LOFTON
McClellanville Summary Court
P.O. Box 7
McClellanville, S.C. 29458



August 11, 2015

VIA EMAIL: esteinberg@charlestoncounty.org

Chief Magistrate Ellen Steinberg
West Ashley Area Magistrate Court
1720 Sam Rittenburg Boulevard, Unit 11
Charleston, SC 29417

Dear Ellen,

As you know I have been a Charleston County Magistrate in McClellanville, SC, since 1996. Currently the McClellanville Court is open two days a week (Mondays and Thursdays). In recent discussions with law enforcement, it has become apparent that having the court open for only two days a week is inadequate to service the needs of the law enforcement community. With the growth in population North of Mount Pleasant and the increase in traffic on Highway 17 North, the demand is there for the additional day.

First, having the Court open three days a week would better serve the citizens of McClellanville and Awendaw. Many of the officers who are writing tickets are having trouble scheduling court within the limited time our court is open, so those tickets are being set in other courts within the county such as North Charleston, requiring the citizens of McClellanville and Awendaw, whether defendants or victims, to travel 100 miles round trip for court. Also, this would give the citizens of Awendaw and McClellanville an additional day during the week to file civil papers or pay fines.

Finally, the Officers advise me that they are not working the roads in the area as consistently as possible because they cannot schedule court within the limited time that we are open. According to the deputies, if they had better access to the McClellanville Court, then substantially more tickets would be written, thereby, generating additional revenues for the county.

I believe that adding an additional day would serve two purposes; it would meet the needs of both law enforcement and the citizens of the area, and substantially increase revenues for Charleston County. If the County approves an additional day, I will be willing to make myself available.

August 11, 2015
Chief Magistrate Ellen Steinberg
Page Two

I am copying Joe Qualey, Charleston County Magistrate's Oversight Committee Member, with this letter. Should you have any questions concerning the process, please feel free to contact him.

With kindest regards, I remain

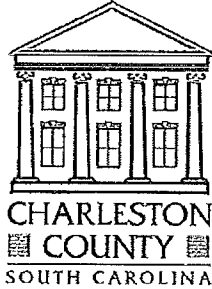
Very truly yours,

A handwritten signature in cursive script, appearing to read "Frances L. Cain-Lofton".

Frances L. Cain-Lofton

FLC-L/tra

cc: Joseph Qualey, Esquire, via email JoeQualey@Qlawfirm.com



Judge JoAnna E. Summey
Magistrate

843.553.4003
Fax: 843.573.0013
6185 Rivers Ave, Suite E
North Charleston, SC 29406

NORTH CHARLESTON MAGISTRATE'S COURT

August 18, 2015

Chief Magistrate Ellen Steinberg
West Ashley Magistrate Court

Judge Steinberg,

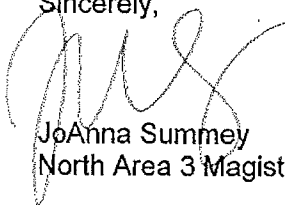
Please allow this letter to serve as my request for additional hours. I am requesting that my hours increase from 36 to 40 hours per week. When starting as the Magistrate for North Area 3, the revenue was on average \$29,000 per month. Last month the monthly revenue was \$83,000.

As you are aware, Night Court for the North Area is a project that I have been working on for the past 6 months. Thanks to you, Judge Linen and Judge Gosnell's support and hard work this project is becoming a reality. Starting out every other Thursday the Court will now have hours that extend from 6 pm to 10 pm.

I will be glad to attend the Oversight Meeting to answer any questions the Committee may have about Night Court.

Thank you for your assistance in this matter!

Sincerely,



JoAnna Summey
North Area 3 Magistrate

Night Traffic Court

Request to expand magistrate court hours to provide for an evening court docket.

- Court to be held once a month during the hours of 6pm – 9pm
- North Area 3 Magistrate Court to be used as pilot location
- Implementation date of January 2016
- The total anticipated cost - \$1,696

Budget

		Anticipated Costs (January – June 2016)
Staffing	Two Summary Court Specialist – 4 hours	\$1,306 (\$920 + 41.94% fringe)
Security	One Armed Security Guard – 4 hours	\$390
	<u>Total Request</u>	<u>\$1,696</u>

Requested Funds for North Area 3 Magistrate
(January – June 2016)

Magistrate	Additional hours 5 hours per week	\$38.58 / hr	\$7,118.85 (includes fringe)
	<u>Total Request</u>		<u>\$7,118.85</u>

Requested Funds for McClellanville Magistrate
(January – June 2016)

Magistrate	Additional hours 7.5 hours per week	\$42.86 / hr	\$11,862.91 (includes fringe)
Security	One Armed Security Guard – 7.5 hours per week	\$16.24 /hr	\$3,166.80
	<u>Total Request</u>		<u>\$15,029.71</u>

Night Traffic Court
(January – June 2016)

Staffing	Two Summary Court Specialist – 4 hours per month	\$16.10 /hr	\$1,306 (includes fringe)
Security	One Armed Security Guard – 4 hours per month	\$16.24 /hr	\$390.00
	<u>Total Request</u>		<u>\$1,696.00</u>

Total Requested Funds for FY 2016 \$23,844.56

5.

**LIBRARY
PROCUREMENT
PROCESS**

CHARLESTON COUNTY COUNCIL

MEMORANDUM

TO: Members of Finance Committee

FROM: Kristen Salisbury, Deputy Clerk to Council

DATE: October 1, 2015

SUBJECT: Library Procurement Process

This item is added to the agenda at the request of Council Member Qualey.

6.

**MRF ACCESS
ROAD**

COMMITTEE AGENDA ITEM

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR

THROUGH: JENNIFER MILLER, DEPUTY COUNTY ADMINISTRATOR *JTB for JMM*


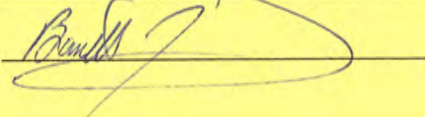
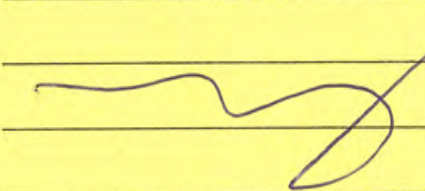
FROM: BARRETT J. TOLBERT *BSJ* DEPT. PROCUREMENT

SUBJECT: NON-COMPETITIVE PROCUREMENT FOR BANKS CONSTRUCTION CO.

REQUEST: AWARD OF CONTRACT

COMMITTEE OF COUNCIL: FINANCE DATE: October 8, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Procurement/Contracts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	
Grants Auditor	<input type="checkbox"/>	<input type="checkbox"/>	
Other: Environmental Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	

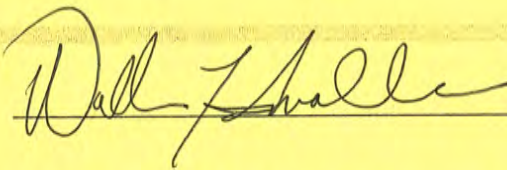
FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item
	543501101	77501	1,099,271	\$1,099,270.55

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: 

Fiscal impact: Funds are available.

for
ADMINISTRATOR'S SIGNATURE: 

ORIGINATING OFFICE PLEASE NOTE:
 DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

As a part of the Agreement with the RCRM Family Limited Partnership for the purchase of property along the Palmetto Commerce Parkway in North Charleston for a new Material Recovery Facility (MRF). The County agreed to relocate a driveway utilized by Republic Services which currently splits the County's property. The relocated access road will move to the northernmost portion of the property the County acquired.

The road construction is the first step in designing and constructing the new MRF. A cost to construct the road was requested from Banks Construction Company because of all of the work they have completed in the area and their familiarity with the terrain. Also, the work can be completed faster because of their experience, knowledge of the area, and close proximity to the site. They are available to begin construction with a 120 day schedule.

ACTION REQUESTED OF COUNCIL

Authorize as a non-competitive procurement.

DEPARTMENT HEAD RECOMMENDATION

Authorize award of contract to construct and pave access road to Material Recovery Facility to Banks Construction.