

# **AGENDA**

## **FINANCE COMMITTEE**

**3/23/17**

A. Victor Rawl, Chairman  
Henry E. Darby  
Anna B. Johnson  
Brantley Moody  
Teddie Pryor  
Joe Qualey  
Vic Rawl  
Herb Sass  
Dickie Schweers  
Elliott Summey

**AGENDA  
FINANCE COMMITTEE  
March 23, 2017**

**5:00 PM**

1. RESOLUTIONS
  - A) Public Safety Telecommunicator Week - Request to Adopt
  - B) Tom O'Rourke - Request to Adopt
  
2. CONSENT AGENDA
  - A) Karpel Foundation Prosecutor's Media Toolkit (Solicitor) - Request to Accept
  - B) SC Dept. of Public Safety-Violence Against Women Grant (Solicitor) - Request to Approve
  - C) SC Dept. of Public Safety-Victims of Crime Act Grant (Solicitor) - Request to Accept
  - D) US Dept. of Energy, Solar Powered Bus Stops (Administrator) - Request to Approve
  - E) SC Dept. of Commerce, Locate SC Grant 'Project Bruce' (Econ. Dev.) - Request to Accept
  - F) TST Rivers Ave/Ashley Phosphate Rd Turn Lane Improvements - Award of Contract
  
3. FY2018 URBAN ENTITLEMENT FUNDS - Request to Approve  
Bustraan/Murray
  
4. TST ALLOCATION FUNDING DISTRIBUTION BY CATEGORY - Request to Approve  
Bustraan/Thigpen
  
5. PROJECT SAFETY FINANCIAL INCENTIVES - Request to Approve  
Bustraan/Dykes
  
6. MATERIAL RECOVERY FACILITY - Request to Approve  
Bustraan/Quigley
  
7. MINORITY BUSINESS DEVELOPMENT - Executive Session  
Bustraan/Dawson

1.

# RESOLUTIONS



**A RESOLUTION  
OF CHARLESTON COUNTY COUNCIL**

**Honoring our Public Safety Telecommunicators and  
Recognizing April 9-15, 2017 as "Public Safety Telecommunicator Week"  
And The Month of April 2017 at 9-1-1 Education Month**

Whereas, 9-1-1 is nationally recognized as the number to call in an emergency to receive immediate help from law enforcement, fire, EMS or other appropriate emergency response entities; and,

Whereas, the Public Safety Telecommunicators are at the core of the 9-1-1 system and all emergency response efforts, making them our first "first responders", and recognizing that their jobs answering 9-1-1 calls and dispatching emergency response units are among the toughest of public service jobs; and,

Whereas, our Public Safety Telecommunicators provide critical service to our citizens and emergency response entities which requires enormous personal dedication, ongoing training, and professional skill; and,

Whereas, the Charleston County Consolidated 9-1-1 Center serves 20 law enforcement, fire, rescue, emergency medical and emergency management entities, answers over one million calls each year, with a growing number of 9-1-1 calls from wireless and IP-based communications services; and,

Whereas, the growth and variety of communications, including wireless, IP-based and text to 9-1-1 systems, as well as the implementation of Smart 9-1-1, requires increased technology, transition, education and awareness; and,

Whereas, Charleston County Council is proud of re-accreditation and certification goals achieved this year, recognizing excellence in training, best practices and service to citizens; and

Whereas, our Public Safety Telecommunicators have faced extremely difficult circumstances due to events that occurred during 2015 in Charleston County; and,

Whereas, the Charleston County Consolidated 9-1-1 Center received the South Carolina 9-1-1 Center of the Year Award for 2015 and,

Whereas, Charleston County Council is proud of the dedication and professionalism of our Public Safety Telecommunicators, and the ongoing public safety awareness events which teach the importance and proper use of 9-1-1.

**NOW, THEREFORE BE IT RESOLVED**, that Charleston County Council honors our Public Safety Telecommunicators and recognizes April 9<sup>th</sup> through 15<sup>th</sup> as "Public Safety Telecommunicator Week" and the month of April as 9-1-1 Education Month in Charleston County.

**CHARLESTON COUNTY COUNCIL**

---

A. Victor Rawl, Chairman  
March 28, 2017



## A RESOLUTION OF CHARLESTON COUNTY COUNCIL

*Honoring Thomas J. O'Rourke on the Occasion of His Retirement  
As Executive Director of the Charleston County Park and Recreation Commission*

**WHEREAS**, from time to time Charleston County Council has the privilege of recognizing an individual who exemplifies commitment, determination, and dedication to the citizens of Charleston County; and,

**WHEREAS**, Tom O'Rourke has exemplified such commitment through his service as Executive Director of the Charleston County Park and Recreation Commission since 2001; and,

**WHEREAS**, Tom O'Rourke also serves as the Executive Director of the Parklands Foundation of Charleston County, which provides access and recreational opportunities to the underserved people of the Charleston Region; and,

**WHEREAS**, Tom O'Rourke has risen as a national leader in his profession and serves as Director of the National Recreation and Parks Association, Directors School, which is the premier professional development opportunity for Park and Recreation Directors and Senior Managers in the United States; and,

**WHEREAS**, Tom O'Rourke has spent his entire career promoting recreation through education and active lifestyle choices. Prior to joining the Charleston County PRC, he was the Director of the Mt. Pleasant Recreation Department, he also previously worked as the Manager of the Sports and Recreation Division for Seamon Whitesides and Associates, and his first job was as a high school Athletic Director and Coach; and,

**WHEREAS**, Tom O'Rourke's tenure at the CCPRC has seen the agency grow from 5,000 acres of parkland to over 12,000 acres of protected parkland, the largest capital project, budget, and attendance growth in the agency's history and under his leadership the CCPRC has been nationally recognized for operating an ever-expanding park system with little reliance on tax subsidies for growth; and,

**WHEREAS**, Tom O'Rourke has been married to Jackie O'Rourke for 37 years and they have three grown and married children and two grandchildren.

**NOW, THEREFORE, BE IT RESOLVED**, that **Charleston County Council** is proud to acknowledge the numerous contributions of Thomas J. O'Rourke to the Charleston area, and to congratulate him on a career, which has been distinguished by accomplishment and dedication to the citizens of Charleston County.

**CHARLESTON COUNTY COUNCIL**

---

A. Victor Rawl, Chairman  
March 28, 2017

**2.**

**CONSENT  
AGENDA**

**COMMITTEE AGENDA ITEM**

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR  
FROM: SCARLETT WILSON DEPT. SOLICITOR'S OFFICE  
SUBJECT: KARPEL FOUNDATION PROSECTUOR'S MEDIA TOOLKIT  
REQUEST: APPROVE MEDIA TOOLKIT FUNDED BY THE KARPEL FOUNDATION  
COMMITTEE OF COUNCIL: FINANCE DATE: March 23, 2017

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

	Yes	N/A	Signature of Individual Contacted
Legal Dept.	<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 Krenzke</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

**NEED:** Identify any critical time constraint.  
N/A

**BUDGET OFFICER SIGNATURE:** Keith Gile  
**Fiscal impact:** The \$1,000 cash match will be provided by State Appropriations.

**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 Solicitor's Office requests approval to accept an award in the amount of \$8,000 from the Karpel Foundation for a Prosecutors' Media Toolkit grant. The objective of the Prosecutors' Media Toolkit project is to improve the transparency and accountability of the criminal justice services provided by the Solicitor's Office via media relations, social media, and the internet.

Five thousand dollars (\$5,000) is budgeted for acquiring the services of an expert consulting firm to conduct a market/media audit and analysis, establish a media strategy, develop policies and procedures related to social media, provide guidance on monitoring and managing media relations, and provide general advice and training regarding media issues. Three thousand dollars (\$3,000) is allocated for development of a website that will allow the public to access current information about the services provided by the 9<sup>th</sup> Circuit Solicitor's Office.

A cash match of \$1,000 will come from the Solicitor's State Appropriations (S23501001). There are no FTEs associated with this grant award. The grant performance period is January 1, 2017 through June 30, 2017.

## **ACTION REQUESTED OF COUNCIL**

Approve Solicitor's recommendation.

## **SOLICITOR'S RECOMMENDATION**

- Approve the Solicitor's Office acceptance of the \$8,000 Prosecutors' Media Toolkit grant award from the Karpel Foundation. This grant project is designed to improve the transparency and accountability of the criminal justice services provided by the Solicitor's Office via media relations, social media, and the internet.
- Funds will be used towards a consulting package (\$5,000) and website development (\$3,000). A cash match of \$1,000 will come from the Solicitor's State Appropriations.
- There are no FTEs associated with this grant award.
- The grant performance period is January 1, 2017 through June 30, 2017.

## **ADMINISTRATOR'S RECOMMENDATION**

I concur with the Solicitor's recommendation.



**COMMITTEE AGENDA ITEM**

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR  
 FROM: SCARLETT WILSON <sup>SN</sup> DEPT. SOLICITOR'S OFFICE  
VIOLENCE AGAINST WOMEN ACT (VAWA) GRANT FROM THE SC DEPT OF  
 SUBJECT: PUBLIC SAFETY  
 REQUEST: APPLY FOR GRANT  
 COMMITTEE OF COUNCIL: FINANCE DATE: March 14, 2017

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

	Yes	N/A	Signature of Individual Contacted
Legal Dept.	<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 Keenah</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

**NEED:** Identify any critical time constraint.

**BUDGET OFFICER SIGNATURE:** Mark Hile

**Fiscal impact:** No cash match required.

**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 Violence Against Women Act (VAWA) Grant Program is a competitive grant awarded by the South Carolina Department of Public Safety with U.S. Department of Justice funds. The Solicitor's Office has been awarded this grant for the past eight years. This award is therefore a continuation of a previously awarded grant.

The Solicitor's Office is requesting to apply for a grant to fund one Prosecutor in the amount of \$140,037. The grant period will run from October 1, 2017 until September 30, 2018. There is 1.0 grant-funded FTE associated with this request. The match associated with this grant is in-kind and therefore does not cause an expense to the Solicitor's Office nor to the County.

It is understood that at the conclusion of the grant period, the FTE will be dissolved if no further grant funding is available.

## **ACTION REQUESTED OF COUNCIL**

Approve Solicitor's recommendation.

## **SOLICITOR'S RECOMMENDATION**

- Allow the Solicitor's Office to apply for and accept, if awarded, the Violence Against Women Act (VAWA) Program Grant from the South Carolina Department of Public Safety in the amount of \$ 140,037.
- There is no cash match associated with this request.
- The grant period will run from October 1, 2017 until September 30, 2018.
- There is one (1) grant-funded FTE associated with this request.
- It is understood that at the conclusion of the grant period, the FTE will be dissolved if no further grant funding is available.

## **ADMINISTRATOR'S RECOMMENDATION**

I concur with the Solicitor's recommendation.

**COMMITTEE AGENDA ITEM**

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR  
 FROM: SCARLETT WILSON DEPT. SOLICITOR'S OFFICE  
VICTIMS OF CRIME ACT (VOCA) SPECIAL SOLICITATION GRANT FROM SC  
 SUBJECT: DEPT. OF PUBLIC SAFETY  
 REQUEST: ACCEPT GRANT ALLOCATION  
 COMMITTEE OF COUNCIL: FINANCE DATE: March 14, 2017

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

	Yes	N/A	Signature of Individual Contacted
Legal Dept.	<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 Keesyok</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

**NEED:** Identify any critical time constraint.

**BUDGET OFFICER SIGNATURE:** Mark Hill

Fiscal impact: No cash match required.

**ADMINISTRATOR'S SIGNATURE:** Keith 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 Victims of Crime Act (VOCA) Program Grant is a competitive grant awarded by the South Carolina Department of Public Safety (SCDPS) with U.S. Department of Justice funds. The Solicitor's Office has been awarded the VOCA grant for the last six years. In this VOCA application, our office will apply to continue 7 full-time advocates to serve both Charleston and Berkeley counties.

The Solicitor's Office is requesting to apply for \$621,402 which includes an in kind salary match which will be provided by other victim advocates employed by our office.

The grant period will run from October 1, 2016 until September 30, 2017. There are 7.0 grant-funded FTEs associated with this request. The match associated with this grant is in-kind and therefore does not cause an expense to the Solicitor's Office or to the County.

It is understood that at the conclusion of the grant period, the FTEs will be dissolved if no further grant funding is available.

## **ACTION REQUESTED OF COUNCIL**

Approve Solicitor's recommendation.

## **SOLICITOR'S RECOMMENDATION**

- Allow the Solicitor's Office to accept this Special Solicitation Victims of Crime Act (VOCA) Program award from the South Carolina Department of Public Safety in the amount of \$621,402.
- There is no cash match associated with this request.
- The grant period will run from October 1, 2016 until September 30, 2017.
- There are seven (7) grant-funded FTEs associated with this request.
- It is understood that at the conclusion of the grant period, the FTEs will be dissolved if no further grant funding is available.

## **ADMINISTRATOR'S RECOMMENDATION**

I concur with the Solicitor's recommendations.

**COMMITTEE AGENDA ITEM**

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR  
 KEVIN LIMEHOUSE, PROJECT  
 FROM: OFFICER DEPT. ADMINISTRATOR  
 SUBJECT: SOLAR POWERED BUS STOPS  
 REQUEST: APPROVE GRANT APPLICATION TO US DEPARTMENT OF ENERGY  
 COMMITTEE OF COUNCIL: FINANCE DATE: March 23, 2017

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

	Yes	N/A	Signature of Individual Contacted
Legal Dept.	<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 Kuegel</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

**NEED:** Identify any critical time constraint.

**BUDGET OFFICER SIGNATURE:** Kevin Limehouse

Fiscal impact: No match required.

**ADMINISTRATOR'S SIGNATURE:** Keith 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**

Charleston County has been named a "Solar Ready Community" by the United States Department of Energy. The Administrator's Office requests approval to apply for and accept, if awarded, a grant application in the amount of \$24,000 to/from the Department of Energy for funding under the Solar in your Community Challenge.

The grant funding will allow the County to partner with CARTA to build solar powered bus shelters. These shelters will provide protection from the elements, lightning for safety and visibility, and advertising space promoting County Services.

## **ACTION REQUESTED OF COUNCIL**

Authorize the County to submit an application to the Department of Energy under the "Solar in your Community Challenge."

## **ADMINISTRATOR'S RECOMMENDATION**

- Authorize staff to apply for and accept, if awarded, the grant application to the Department of Energy under the "Solar in your Community Challenge" for Solar powered bus shelters - \$24,000 project.
- These funds will allow the County to partner with CARTA to build solar powered bus shelters.
- There is no match requirement for this grant.
- There are no FTEs, no vehicles, computers, etc., (re-occurring costs) associated with this request.
- The application due date is March 17, 2017. A notice of award is expected to be made May 17, 2017. The grant expenditure period is May 1, 2017- January 2019.

**COMMITTEE AGENDA ITEM**

**TO:** KEITH BUSTRAAN, COUNTY ADMINISTRATOR

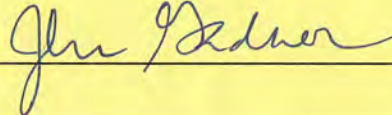
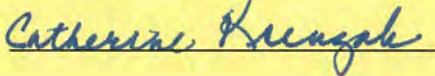
**FROM:** STEVE DYKES **DEPT.** ECONOMIC DEVELOPMENT

**SUBJECT:** LOCATE SC GRANT

**REQUEST:** ACCEPT LOCATE SC GRANT FOR UTILIZATION BY 'PROJECT BRUCE'

**COMMITTEE OF COUNCIL:** FINANCE **DATE:** March 23, 2017

**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></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 checked="" type="checkbox"/>	<input type="checkbox"/>	<u></u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

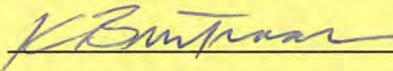
**FUNDING:** Was funding previously approved?      yes     no     n/a

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

**NEED:** Identify any critical time constraint.

**BUDGET OFFICER SIGNATURE:** 

**Fiscal impact:** No match required.

**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**

The Economic Development Director, along with the S.C. Department of Commerce, has worked throughout 2016 company pursuing a competitive expansion. In order to facilitate this expansion, a site assessment study is needed on the land that the company seeks to utilize for this expansion.

The S.C. Department of Commerce has made available a Locate SC grant to offset the costs of the needed site assessment study. The Economic Development Department will administer this Locate SC grant, and be reimbursed for pre-approved expense items associated with 'Project Bruce' upon receipt of proper invoice and payment documentation.

## **ACTION REQUESTED OF COUNCIL**

Authorize the formal acceptance of a Locate SC Grant for 'Project Bruce'.

## **DEPARTMENT HEAD'S RECOMMENDATION**

- Authorize the formal acceptance of a \$40,000 Locate SC Grant from the S.C. Department of Commerce for use in 'Project Bruce' in project related costs.
- The grant will be administered by the Economic Development Department on a reimbursable basis.



**COMMITTEE AGENDA ITEM**

**TO:** KEITH BUSTRAAN, COUNTY ADMINISTRATOR  
**THROUGH:** JENNIFER MILLER, DEPUTY COUNTY ADMINISTRATOR  
**FROM:** BARRETT J. TOLBERT *BT* **DEPT.** PROCUREMENT  
**SUBJECT:** TST RIVERS AVENUE AT ASHLEY PHOSPHATE ROAD TURN LANE IMPROVEMENTS  
**REQUEST:** AWARD OF CONTRACT  
**COMMITTEE OF COUNCIL:** FINANCE **DATE:** MARCH 23, 2017

**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 Gorden</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. Thigpen</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
	TE0310006	64842	466,399	\$466,398.95

**NEED:** Identify any critical time constraint.

**BUDGET OFFICER SIGNATURE:** *Leah Hill*

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

**ADMINISTRATOR'S SIGNATURE:** *Keith 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 Rivers Avenue at Ashley Phosphate Road Turn Lane Improvements project adds approximately 900' in length to the two left turn lanes on northbound Rivers Avenue that turn on to Ashley Phosphate Road. It also modifies the Rivers Avenue median crossing at Dunlap Street and constructs a new median crossing approximately 600' south of Dunlap. The construction work involves earthwork, asphalt milling and paving, signage, pavement marking, drainage piping, traffic control, erosion control, and a small amount of concrete sidewalk.

One bid was received in accordance with the terms and conditions of Invitation for Bid No. 5139-17C. The mandatory Small Business Enterprise (SBE) requirement for this solicitation is 12.2% and the Disadvantaged Business Enterprise (DBE) goal is 25%.

<b>Bidder</b>	<b>Total Bid Price</b>	<b>SBE Percentage</b>	<b>DBE Percentage</b>
<b>Truluck Construction Company Charleston, South Carolina 29407 Principal: Charles E. Truluck, Jr.</b>	<b>\$466,398.95</b>	<b>13.2%</b>	<b>4.24%</b>

**ACTION REQUESTED OF COUNCIL**

Authorize award of bid.

**DEPARTMENT HEAD RECOMMENDATION**

- Authorize award of bid for the TST Rivers Avenue at Ashley Phosphate Turn Lane Improvements project to Truluck Construction, Inc., the only responsive and responsible bidder, in the amount of \$ 466,398.95.
- Funds are available in the roads portion of the Transportation Sales Tax.

**3.**

**FY 2018 URBAN  
ENTITLEMENT  
FUNDS**

**COMMITTEE AGENDA ITEM**

**TO:** KEITH BUSTRAAN, COUNTY ADMINISTRATOR  
**THROUGH:** CHRISTINE DURANT, DEPUTY COUNTY ADMINISTRATOR *CD*  
**FROM:** JOHNNA MURRAY *JM* **DEPT.** COMMUNITY DEVELOPMENT  
**SUBJECT:** URBAN ENTITLEMENT FUNDS FY2018  
**REQUEST:** APPROVE BOARD RECOMMENDATIONS REGARDING FUNDING  
**COMMITTEE OF COUNCIL:** FINANCE **DATE:** MARCH 23, 2017

**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 checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Catherine Krenzak</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

**NEED:** Identify any critical time constraint.

**BUDGET OFFICER SIGNATURE:** Mark Hile  
**Fiscal impact:** No match required.

**ADMINISTRATOR'S SIGNATURE:** K Bustraan

## **SITUATION**

Charleston County Council created and authorized the Community Development Advisory Board (CDAB) to make recommendations to Council on the expenditure of funds received by Charleston County Government from the U.S. Department of Housing and Urban Development (HUD). This funding is received on behalf of Charleston County, City of North Charleston and 10 other participating jurisdictions. The Community Development Advisory Board is comprised of members representing each Participating Jurisdiction as well as seats appointed by Charleston County Council. This structure is established by Participating Jurisdiction partnerships and Certification of Cooperative Agreements signed by the Chief Elected Officials of the Towns of Awendaw, Hollywood, James Island, Lincolntonville, McClellanville, Meggett, Mount Pleasant, Ravenel, Sullivan's Island, and the City of Isle of Palms.

The purpose of the Board is to review all incoming requests for funding submitted to the Community Development Department's Urban Entitlement Program and make recommendations to County Council on the award of contracts following the Request for Application process. The Community Development staff provides the Board guidance on HUD's regulations regarding allowable activities, the required public participation process, a scoring assessment of project applications, and the Consolidated Plan's project priority rankings. These project-related priorities are determined through an extensive public process which is mandated by HUD and is the essence of the County's 2016-2020 Consolidated Plan. The table below summarizes the recommended investment of HUD funding for Fiscal Year (FY) 2018 by priority area.

<b>PRIORITY RANKING</b>	<b>RECOMMENDATION</b>	<b>FUNDING</b>
Clean Water/Sanitary Septic/Sewer Systems (2 projects)	\$319,900	CDBG
Housing Repair (4 projects)	\$115,770	CDBG
Public Services (8 projects)	\$100,000	CDBG
Housing Rehabilitation (1 project)	\$80,000	HOME/CHDO
Affordable Housing (1 project)	\$142,480	HOME/CHDO
Homeless Related Services (3 projects)	\$142,479	HESG

The total fund amount will be allocated between the County of Charleston and the City of North Charleston based on a previously established Local Elected Officials (LEO) Agreement that specifies the funding distribution. Through the county's management arrangement with the city, \$600,890 of North Charleston's allocation will be managed and administered by the County's Community Development Department in order to reduce duplication of efforts for both parties. The City of North Charleston will directly receive and manage \$447,520 to be used for the North Charleston Recreation Department as well as municipal projects such as sidewalks and demolition. The final, actual allocation

to the City of North Charleston, as determined by HUD, will be the guideline for the agreement and subsequent transfer of funds.

### **ACTION REQUESTED OF COUNCIL**

- Allocate to the City of North Charleston FY2018 Community Development Block Grant program (CDBG) funding and HOME Investment Partnerships Program (HOME) funding according to the Agreement between the City of North Charleston and the County of Charleston.
- Authorize staff to proceed with the following actions as it pertains to the Fiscal Year 2018 allocation and authorize staff to reduce these awards proportionate to any reduction received by HUD:

#### **North Charleston Project Management**

- On behalf of the City of North Charleston, administer \$236,000 of CDBG funding, of which \$15,802 is carryover from prior years;
- Administer \$364,890 in HOME Investment Partnership/CHDO funding, of which \$110,828 is carryover from previous years.

#### **County Council Approved Projects**

In accordance with Attachment A,

- Direct staff to manage \$387,078 in HOME/CHDO County funding, of which \$95,968 is carryover from previous years. An additional \$110,082 will be set-aside for future use;
  - Direct staff to manage \$840,824 in Community Development Block Grant funds;
  - Direct staff to manage \$142,479 in Emergency Solutions Grant funds with the understanding that \$17,479 will be set-aside to provide management, training, and oversight of the Homeless Management Information System (HMIS);
- Authorize the use of any recaptured CDBG funds for the County's Well and Septic Upgrade/utility connection/maintenance program.
  - Complete the public process by reviewing and, if approved, authorizing the FY2018 Annual Action Plan as recommended by the Community Development Advisory Board.

### **COMMUNITY DEVELOPMENT ADVISORY BOARD RECOMMENDATION**

Approve the funding recommendations contained in the attached FY2018 Annual Action Plan as recommended by the Community Development Advisory Board.

### **DEPARTMENT HEAD RECOMMENDATION**

- Allocate to the City of North Charleston FY2018 Community Development Block Grant program (CDBG) funding and HOME Investment Partnerships Program (HOME) funding according to the Agreement between the City of North Charleston and the County of Charleston.

- Authorize staff to proceed with the following actions as it pertains to the Fiscal Year 2018 allocation and authorize staff to reduce these awards proportionate to any reduction received by HUD:

**North Charleston Project Management**

- On behalf of the City of North Charleston, administer \$236,000 of CDBG funding, of which \$15,802 is carryover from prior years;
- Administer \$364,890 in HOME Investment Partnership/CHDO funding, of which \$110,828 is carryover from previous years.

**County Council Approved Projects**

In accordance with Attachment A,

- Direct staff to manage \$387,078 in HOME/CHDO County funding, of which \$95,968 is carryover from previous years. An additional \$110,082 will be set-aside for future use;
  - Direct staff to manage \$840,824 in Community Development Block Grant funds;
  - Direct staff to manage \$142,479 in Emergency Solutions Grant funds with the understanding that \$17,479 will be set-aside to provide management, training, and oversight of the Homeless Management Information System (HMIS);
- Authorize the use of any recaptured CDBG funds for the County’s Well and Septic Upgrade/utility connection/maintenance program.
  - Complete the public process by reviewing and, if approved, authorizing the FY2018 Annual Action Plan as recommended by the Community Development Advisory Board.

**Community Development Advisory Board Representation**

Miriam Green, Chair	Town of Awendaw
Katherine Hendricks, Vice Chair	Town of Mount Pleasant
Mark Bloomer	Town of Ravenel
Desiree Fragoso	City of Isle of Palms
Jennifer Miller	Unincorporated Charleston County*
Hartley Cooper	Town of Sullivan’s Island
Tom Hutto	Town of Meggett
Mayor Jacquelyn Heyward	Town of Hollywood
Ashley R. Kellahan	Town of James Island
Mayor Charles Duberry	Town of Lincolnville
Michelle McClellan	Town of McClellanville
Henrietta Woodward	Community-Based Representative*
Cherie Liollo	Construction Community Representative*
Rebecca Epstein	Legal Community Representative*
Patrick King	Financial Community Representative*

*\* Representatives appointed by County Council*

**PY 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING\***  
**Community Development Advisory Board Recommendations**  
**Program Year 2017 Annual Action Plan (FY 2018)**

**INFRASTRUCTURE**

**REQUESTING ORGANIZATION:** Mount Pleasant Waterworks  
**PROJECT TITLE:** Snowden Community Wastewater - Phase II LMI Connections  
**PROJECT DESCRIPTION:** Mount Pleasant Waterworks is further extending wastewater service within the Snowden Community. The funding will connect 8 households inside town limits. The CDBG funds will be used for service connections (construction, impact and connections fees) to LMI households. The Snowden Community has been identified as an environmentally distressed community due to septic system failures.  
**RECOMMENDED FUNDING:** \$ 94,900

**REQUESTING ORGANIZATION:** Charleston County Community Development Department  
**PROJECT TITLE:** Well, Septic, Infrastructure Connection, and Maintenance Program  
**PROJECT DESCRIPTION:** Provide clean water and sanitary wastewater by upgrading failing wells and septic systems, maintaining well and septic systems, or connecting LMI households to existing infrastructure and to provide HUD-related program management.  
**RECOMMENDED FUNDING:** \$ 225,000

**REHABILITATION & PRESERVATION PROJECTS**

**REQUESTING ORGANIZATION:** Charleston County Housing and Redevelopment Authority  
**PROJECT TITLE:** Emergency Housing Repairs  
**PROJECT DESCRIPTION:** The project entails replacing roofs and electrical wiring for homes.  
**RECOMMENDED FUNDING:** \$ 10,000

**REQUESTING ORGANIZATION:** Operation Home  
**PROJECT TITLE:** The Critical Home Repair Program County of Charleston  
**PROJECT DESCRIPTION:** Operation Home is partnering with the Towns of Awendaw, Hollywood, Mount Pleasant and James Island to ensure safe and accessible living environments. Repairs may include accessibility ramps, roof replacement, repair and replacement of ceilings, flooring, or walls.  
**RECOMMENDED FUNDING:** \$ 65,770

**REQUESTING ORGANIZATION:** Palmetto Community Action Partnership  
**PROJECT TITLE:** Emergency Home Repair  
**PROJECT DESCRIPTION:** County funds will be used for home repairs while our agency performs energy related services such as insulation, doors, windows, HVAC systems.  
**RECOMMENDED FUNDING:** \$ 10,000

**REQUESTING ORGANIZATION:** Town of Awendaw  
**PROJECT TITLE:** Emergency Housing Repair  
**PROJECT DESCRIPTION:** Perform emergency repairs on LMI dwellings within the Town.  
**RECOMMENDED FUNDING:** \$ 30,000



## PUBLIC SERVICE PROJECTS

<b>REQUESTING ORGANIZATION:</b>	<b>Charleston Area Senior Citizen Services</b>
<b>PROJECT TITLE:</b>	<b>In-Home Service</b>
<b>PROJECT DESCRIPTION:</b>	In-Home Service offers Personal Care and Meals on Wheels as an intervention service for homebound, LMI seniors. Clients receive meals and/or personal care to prevent or delay institutionalization. A client care plan defines the service: housekeeping; cooking; and assistance with basic daily activities such as feeding, transferring from bed, bathing/dressing; and/or meals on wheels.
<b>RECOMMENDED FUNDING:</b>	<b>\$ 10,000</b>
<b>REQUESTING ORGANIZATION:</b>	<b>Charleston Pro Bono Legal Services</b>
<b>PROJECT TITLE:</b>	<b>Legal Services Supporting Family &amp; Home Stability</b>
<b>PROJECT DESCRIPTION:</b>	Charleston Pro Bono Legal Services provides essential legal services to low-income children, families, and individuals. Specifically, the organization provides free civil legal services to overcome the legal barriers, prevent injustice, and secure basic needs such as food and shelter for those in our community who need it most.
<b>RECOMMENDED FUNDING:</b>	<b>\$ 20,000</b>
<b>REQUESTING ORGANIZATION:</b>	<b>East Cooper Community Outreach (ECCO)</b>
<b>PROJECT TITLE:</b>	<b>Access to Medical and Dental Care for Low-income Adults</b>
<b>PROJECT DESCRIPTION:</b>	ECCO will provide comprehensive health services to more than 2,000 uninsured and under-insured low-income adults with no cost to the client. Individuals will receive personalized medical and dental care, prescription assistance, eye exams and glasses along with health education from certified industry professionals. This project aims to improve the physical and/or mental well-being of ECCO's clients, while equipping individuals and their families with the knowledge and tools to prevent future health issues.
<b>RECOMMENDED FUNDING:</b>	<b>\$ 10,000</b>
<b>REQUESTING ORGANIZATION:</b>	<b>East Cooper Meals on Wheels (ECMOW)</b>
<b>PROJECT TITLE:</b>	<b>Eliminating Senior Hunger and Malnutrition</b>
<b>PROJECT DESCRIPTION:</b>	ECMOW is committed to eliminating senior and disabled resident hunger and malnutrition to allow these at-risk residents to live independently in their homes in dignity and respect and without the fear of isolation and fear of where the next meal is coming from.
<b>RECOMMENDED FUNDING:</b>	<b>\$ 20,000</b>
<b>REQUESTING ORGANIZATION:</b>	<b>Dee Norton Lowcountry Children's Center (DNLCC)</b>
<b>PROJECT TITLE:</b>	<b>Coordinated Community Response to Child Abuse</b>
<b>PROJECT DESCRIPTION:</b>	The DNLCC Coordinated Community Response to Child Abuse program provides the necessary community coordination for the identification and treatment of child abuse victims and their non-abusing family members, as well as for the successful prosecution of offenders. This project aims to prevent child maltreatment through primary prevention and education in the community and through direct interventions with children and their caregivers.
<b>RECOMMENDED FUNDING:</b>	<b>\$ 10,000</b>

**REQUESTING ORGANIZATION:** Humanities Foundation  
**PROJECT TITLE:** ShelterNet  
**PROJECT DESCRIPTION:** ShelterNet provides emergency financial assistance to very low-income households facing eviction/foreclosure or utility disconnection because they have temporarily fallen behind on their bills. The program also assists homeless individuals and families by helping with deposits to enable them to move into permanent housing.  
**RECOMMENDED FUNDING:** \$ 10,000

**REQUESTING ORGANIZATION:** The Sustainability Institute  
**PROJECT TITLE:** Housing Weatherization Repairs  
**PROJECT DESCRIPTION:** Our Energy Conservation Corps program performs housing weatherization repairs for low-income homes, reducing utility bills by 25 percent or more for families that are suffering from high energy costs. This weatherization program also serves as a workforce training and job placement program, training military service veterans and at-risk youth with in-demand skills and certifications that enable them to secure jobs in the energy efficiency and construction industries.  
**RECOMMENDED FUNDING:** \$ 10,000

**REQUESTING ORGANIZATION:** Teachers' Supply Closet  
**PROJECT TITLE:** Free School Supplies for At-risk Children  
**PROJECT DESCRIPTION:** A grant will help Teachers Supply Closet distribute free school supplies to 497 teachers in 27 Title I schools and their nearly 12,400 City of North Charleston and Charleston County children who lack pencils and paper to complete their classwork and achieve educational success.  
**RECOMMENDED FUNDING:** \$ 10,000

**CDBG PLANNING AND ADMINISTRATION**

**REQUESTING ORGANIZATION:** Charleston County Community Development Department  
**PROJECT DESCRIPTION:** Administrative support to operate, contract, and monitor the Community Development Block Grant Program.  
**RECOMMENDED FUNDING:** \$ 305,154

*\* Total funding available is an estimate; it is anticipated that final funding amounts will be available in May 2017. If funding received is less than funding estimate, all awards will be reduced proportionately while maintaining best practices in grants management.*

**PY 2017 HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) FUNDING\***  
**Community Development Advisory Board Recommendations**  
**Program Year 2017 Annual Action Plan (FY 2018)**

**AFFORDABLE HOUSING- NEW CONSTRUCTION**

**REQUESTING ORGANIZATION:** P.A.S.T.O.R.S  
**PROJECT TITLE:** Affordable Housing Initiative  
**PROJECT DESCRIPTION:** PASTORS will develop, construct, and sell two (2) single-family houses for families at or below 80% of the Charleston Area Median Income. The homes will contain three bedrooms and two bathrooms with approximately 1200 square feet of heated space.  
**RECOMMENDED FUNDING:** \$ 142,480

**REHABILITATION – RENTAL**

**REQUESTING ORGANIZATION:** Metanoia  
**PROJECT TITLE:** Rehabilitation of Rental Home  
**PROJECT DESCRIPTION:** Metanoia will rehabilitate a duplex located at 1914 Carlton Street into two (2) units of 2-bedroom affordable rental housing.  
**RECOMMENDED FUNDING:** \$ 80,000

**HOME PLANNING AND ADMINISTRATION**

**REQUESTING ORGANIZATION:** Charleston County Community Development Department  
**PROJECT DESCRIPTION:** Administrative support to operate, contract, and monitor the HOME Program.  
**RECOMMENDED FUNDING:** \$ 54,516

*\* Total funding available is an estimate; it is anticipated that final funding amounts will be available in May 2017. If funding received is less than funding estimate, all awards will be reduced proportionately while maintaining best practices in grants management.*

**PY 2017 HEARTH EMERGENCY SOLUTIONS GRANT (HESG) FUNDING\***  
**Community Development Advisory Board Recommendations**  
**Program Year 2017 Annual Action Plan (FY 2018)**

**RAPID RE-HOUSING AND SHELTER OPERATIONS**

**REQUESTING ORGANIZATION:** Florence Crittenton Programs of South Carolina  
**PROJECT TITLE:** Rapid Re-Housing for Young Families  
**PROJECT DESCRIPTION:** Project will provide housing and home-based support services for five homeless families who have at least one child under the age of five, for a time period of up to one year.  
**RECOMMENDED FUNDING:** \$ 50,000

**REQUESTING ORGANIZATION:** One80 Place  
**PROJECT TITLE:** Men's Shelter/Family Center Operations  
**PROJECT DESCRIPTION:** One80 Place requests \$85,000 to help offset the cost of shelter operations in order to provide a safe, secure environment for homeless men, women and families in need. Specifically, these funds will be used to cover the costs of utilities, repairs, maintenance, supplies and a kitchen assistant.  
**RECOMMENDED FUNDING:** \$ 75,000

**HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) SET-ASIDE**

**REQUESTING ORGANIZATION:** One80 Place (on behalf of Lowcountry Homeless Coalition)  
**PROJECT TITLE:** Homeless Management Information System (HMIS) Management  
**PROJECT DESCRIPTION:** Provide HMIS technical assistance, training, and quality assurance reporting and monitoring for all Charleston County Emergency Solutions Grant sub-recipients.  
**RECOMMENDED FUNDING:** \$17,479

*\* Total funding available is an estimate; it is anticipated that final funding amounts will be available in May 2017. If funding received is less than funding estimate, awards will be reduced proportionately while maintaining best practices in grants management.*

# 4.

# TST ALLOCATION FUNDING DISTRIBUTION

**COMMITTEE AGENDA ITEM**

**TO:** KEITH BUSTRAAN, COUNTY ADMINISTRATOR

**THROUGH:** JIM ARMSTRONG, DEPUTY COUNTY ADMINISTRATOR

**FROM:** STEVE THIGPEN, P.E. *ST* **DEPT.** TRANSPORTATION DEVELOPMENT

**SUBJECT:** TST ALLOCATION FUNDING DISTRIBUTION BY CATEGORY

**REQUEST:** ADJUST FUNDING LEVELS OF CATEGORIES

**COMMITTEE OF COUNCIL:** FINANCE **DATE:** MARCH 23, 2017

---

**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>Ma. R.</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:	<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
		TE0310005, TE0310007		

**NEED:** Identify any critical time constraint.

---

**BUDGET OFFICER SIGNATURE:** *Mark Gile*

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

---

**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**

Historically, the annual allocations approved by Council for new projects includes:

\$4 million for Pavement Management (resurfacing),  
\$2 million for Local Paving (earth road improvements),  
\$2 million for Intersection Improvements,  
\$1 million for County Council/Public Works projects,  
\$1 million for Drainage Improvements, and  
\$0.5 million for Pedestrian/Bike Enhancement Projects.

While the pedestrian/bike enhancement projects category receives the least amount of funding, the Transportation Sales Tax (TST) Allocation Program receives more TST project requests for this category than any other. During last years' allocation funding cycle, 39 pedestrian/bike projects were requested with an estimated value of \$20mil. The number of specific requests, and the magnitude of requested projects, more than doubles any other category. This illustrates strong support for more pedestrian and bicycle facilities throughout Charleston County.

Transportation Development Staff recommends increasing bike/pedestrian enhancement projects funding to \$1mil. The \$0.5mil in additional funds are recommended to be shifted from the drainage improvements category. Drainage improvement projects are the least requested out of any category. Furthermore, the County's Public Works Department and larger municipalities have established stormwater divisions since the original allocation distribution amounts were established in 2006. With the increased public support and the help of stormwater management programs, staff believes that adjusting the annual budget by increasing the amount allocated to bike/pedestrian projects will better satisfy the demand for these types of improvements.

## **ACTION REQUESTED OF COUNCIL**

Approve an annual budget adjustment to increase the pedestrian/Bike category to \$1mil and reduce the drainage improvement category to \$0.5mil.

## **DEPARTMENT HEAD RECOMMENDATION**

Approve an annual budget adjustment to increase the pedestrian/Bike category to \$1mil and reduce the drainage improvement category to \$0.5mil.

**5.**

**PROJECT SAFETY  
FINANCIAL  
INCENTIVES**



**CHARLESTON COUNTY COUNCIL**

**MEMORANDUM**

**TO: Members of Finance Committee**

**FROM: Kristen L. Salisbury, Deputy Clerk**

**DATE: March 17, 2017**

**SUBJECT: Project Safety Financial Incentives**

At the Finance Committee meeting on Thursday, March 23, 2017, the Economic Development Director will present information regarding proposed financial incentives extended to an Economic Development prospect working under the code name "Project Safety".

**6.**

**MATERIAL  
RECOVERY  
FACILITY**

**COMMITTEE AGENDA ITEM**

TO: KEITH BUSTRAAN, COUNTY ADMINISTRATOR

THROUGH: WALT SMALLS, DEPUTY COUNTY ADMINISTRATOR


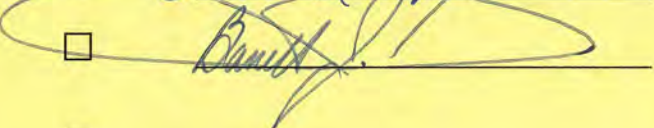
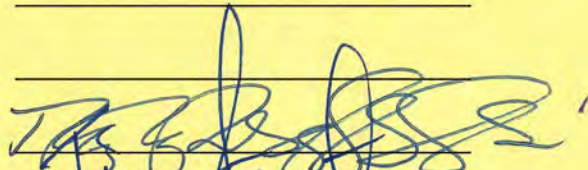

FROM: ANDREW QUIGLEY, DIRECTOR *Dept. 2* DEPT. ENVIRONMENTAL MANAGEMENT

SUBJECT: MATERIAL RECOVERY FACILITY

REQUEST: APPROVAL TO CONTRACT

COMMITTEE OF COUNCIL: FINANCE DATE: MARCH 23, 2017

**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"/>	
Procurement/Contracts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Zoning Regulations/Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Administration	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other: Tim Przybylowski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other: Jim Armstrong	<input checked="" 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:** 

Fiscal impact: Funds are available in the Environmental Management Capital Projects fund.

**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**

- A. Materials Recovery Facility (MRF):** October 13, 2016, County Council authorized staff to negotiate with Mashburn Construction Company, Inc., to provide design/build services for the construction of the Materials Recovery Facility. The design/build contract with Mashburn has two parts. The first part involves design of the MRF and associated costs. A contract was negotiated for the first part in the amount of \$1,321,944 for pre-construction, design, and design/ build management services.

The second part was to take place after the Design Development (DD) Documents were completed and approved by staff. At DD, the County and Mashburn negotiated a Guaranteed Maximum Price (GMP) for the project. By Council Directive, the GMP shall be brought back before Council for final approval and assurance that funds will be available in the Environmental Management Capital Fund.

The MRF building will be a 55,800 sq. ft. facility comprised of two major components, (1) the equipment and processing area and, (2) the office, personnel support and educational areas.

The equipment and processing component will support the single stream recycling operations with approximately 48,000 sq. ft. of space divided into a tipping floor area, equipment floor, and bale storage with loading docks.

- B. Materials Recovery Facility Equipment:** On July 28, 2016, County Council authorized staff to negotiate with the firm most advantageous to the County to equip the Material Recycling Facility (MRF). Machinex Technologies was one of five qualified firms. Machinex was selected as the equipment supplier.

During the last several months, representatives of Machinex and Mashburn, the design builder, met to incorporate their equipment into the MRF building. Machinex will provide equipment capable of processing recyclables at twenty-five tons per hour. During a one shift operation this is the equivalent of 200 tons per day. It is the annual equivalent of 52,000 tons per year.

The Machinex equipment will process all the recyclables generated and collected within the County. The equipment will encompass a bag breaker, enclosed and climate controlled sorting cabins, a ballistic sorting device, overhead film plastic separator as well as two optical sorters. The equipment will include one new baler and the County's existing baler relocated from Romney street. When installed the equipment will be subjected to a performance test as well as multiyear performance guarantees. This equipment is "state of the art" and the most comprehensive for any MRF in the southeast.

## **ACTION REQUESTED OF COUNCIL**

Approve the Department Heads Recommendation.

## **DEPARTMENT HEAD RECOMMENDATION**

- A.** Authorize the County Administrator to approve a GMP amendment to Design-Build Services Agreement N0. 5023 with Mashburn Construction Company, Inc.
- B.** Approve the selection and award of a contract to Machinex to provide and install the recycling equipment. County Administrator to sign to execute the contract.

All documents to be reviewed by the Legal Department. Prices to be discussed in Executive Session.

7.

**MINORITY  
BUSINESS  
DEVELOPMENT**

CHARLESTON COUNTY COUNCIL

MEMORANDUM

TO: Members of Finance Committee  
FROM: Kristen Salisbury, Deputy Clerk  
DATE: March 17, 2017  
SUBJECT: Minority Business Development

At the Finance Committee of March 23, 2017, there is a need for an Executive Session to discuss contractual matters regarding the Minority Business Development Program.