



Special Called Meeting of the Finance, Administration, and Economic Development Committee Beaufort County, SC

This meeting will be held both in person at the County Council Chambers, 100 Ribaut Road, Beaufort, and virtually through Zoom.

Monday, January 22, 2024
2:00 PM

AGENDA

COMMITTEE MEMBERS:

MARK LAWSON, CHAIRMAN
DAVID P. BARTHOLOMEW
YORK GLOVER

ANNA MARIA TABERNIK, VICE-CHAIR
GERALD DAWSON
JOSEPH F. PASSIMENT, EX-OFFICIO

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT
4. APPROVAL OF AGENDA
5. CITIZEN COMMENT PERIOD- 15 MINUTES TOTAL

Anyone who wishes to speak during the Citizen Comment portion of the meeting will limit their comments and speak no longer than three (3) minutes. Speakers will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language. In accordance with Beaufort County's Rules and Procedures, giving of a speaker's time to another is not allowed.

6. ASSISTANT COUNTY ADMINISTRATOR REPORT- Dale Butts

AGENDA ITEMS

7. PRESENTATION AND DISCUSSION OF 2% STATE A TAX- *Denise Christmas/ Christine Webb*
8. RECOMMEND APPROVAL FOR THE INTERIM COUNTY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH BRYX TO PROVIDE A UNIFIED STATION ALERTING SYSTEM (**FISCAL IMPACT: \$2,318,680.50** *The initial ARPA ordinance allocated \$2.5 Million to this project. This proposal is under budget. The current proposal is valued at \$2,318,680.50 this includes 4 years of service and maintenance. This leaves \$181,319.50 remaining for contingencies, our request has been for 2.5 million from ARPA*) - *Hank Amundson – Special Assistant to the County Administrator*

9. DISCUSSION OF RESPONSE TO RFQ SEEKING EXECUTIVE SEARCH FIRMS - *Thomas J. Keaveny, II - Beaufort County Attorney*
10. REVIEW AND DISCUSSION OF STATUS OF INVESTIGATIONS BEING CONDUCTED BY HAYNSWORTH SINKLER BOYD - *Thomas J. Keaveny, II - Beaufort County Attorney*
11. RECOMMEND APPROVAL OF THE APPOINTMENT OF TOMMY HARMON, JR. TO THE BEAUFORT MEMORIAL HOSPITAL BOARD OF TRUSTEES FOR A FIRST TERM OF 4 YEARS WITH AN EXPIRATION DATE OF 2028 & THE REAPPOINTMENT OF EUGENE RICHARDSON LABRUCE, TO THE BEAUFORT MEMORIAL HOSPITAL BOARD OF TRUSTEES FOR A SECOND TERM OF FOUR-YEARS WITH AN EXPIRATION DATE OF 2028
12. AGENCIES, BOARDS, AND COMMISSIONS APPOINTMENTS & REAPPOINTMENTS
13. ADJOURNMENT

TO WATCH COMMITTEE OR COUNTY COUNCIL MEETINGS OR FOR A COMPLETE LIST OF AGENDAS AND BACKUP PACKAGES, PLEASE VISIT:

<https://beaufortcountysc.gov/council/council-committee-meetings/index.html>

ATAX fund 2001

Summary of Actuals Fiscal Year 2021:

Beginning Fund Balance	3,829,953.10
Revenues - ATAX	1,762,045.80
Revenues - late fees	1,596.64
Revenues - interest	13,420.00
Revenues -miscellaneous	9,503.80
Expenses	(811,980.04)
Ending Fund Balance	<u>4,804,539.30</u>

Award Year 2020-2021

<u>Awardee</u>	<u>Project</u>	<u>Funding Source</u>	<u>Award Amount</u>	<u>Awarded by ordinance</u>	<u>Expenses as of 1.10.24</u>	<u>Remaining amount</u>	<u>Date of Award letter</u>	<u>Date to fully expend (1 yr. per website instr., no timeline noted on letters)</u>	<u>Comments</u>
City of Beaufort	Whitehall Board Walk	ATAX	350,000.00		(350,000.00)	0.00	4.22.21	4.22.23	No final report.
Town of Port Royal	Reconstruction Era Park	ATAX	240,500.00		(240,500.00)	0.00	4.22.21	4.22.23	Final report submitted.
Beaufort County Capital Projects	Broad River Fishing Pier -Permitting & Design	ATAX	114,000.00		(114,000.00)	0.00	4.22.21	4.22.23	No final report.
Community Foundation of the LowCountry	Grand Army Hall and Brick Baptist Church Cottage	ATAX	382,455.00		(198,700.90)	183,754.10	4.22.21	4.22.24	Resonable extention given until 4.22.24, most recent draw 6.30.23. Progress report submitted 1.16.24.
Beaufort County Parks & Recreation	Dixie Softball	ATAX	28,500.00		0.00	0.00	4.22.21	4.22.22	Did not complete this project.
Beaufort County Capital Projects	Spanish Moss Trail Battery Creek Bridge Repair (Ord 2019/43,	ATAX	359,500.00	21,677.00	(195,500.00)	185,677.00	4.22.21	4.22.24	Resonable extension given until 4.22.24. last pmt on 10.2.23. No progress reports.
			<u>1,474,955.00</u>	<u>21,677.00</u>	<u>(1,098,700.90)</u>	<u>369,431.10</u>			

Ordinance 2021/18, 3.22.21

Summary of Actuals Fiscal Year 2022:

Beginning Fund Balance	4,804,539.30
Revenues - ATAX	2,186,144.18
Revenues - late fees	2,616.66
Revenues - interest	13,355.00
Expenses	(1,163,385.14)
Ending Fund Balance	<u>5,843,270.00</u>

Award Year 2021-2022

<u>Awardee</u>	<u>Project</u>	<u>Funding Source</u>	<u>Award Amount</u>	<u>Awarded by ordinance</u>	<u>Expenses as of 1.10.24</u>	<u>Remaining amount</u>	<u>Date of Award letter</u>	<u>Date to fully expend (1 yr. per letter)</u>	<u>Comments</u>
Beaufort County Engineering	Broad River Fishing Pier Phase 2	ATAX	230,000.00		0.00	230,000.00	3.29.22	3.29.23	No progress reports.
Beaufort County Public Works	Annual Boat Landing Repairs & Maint. (ordinance 2022-41, 10.24.22)	ATAX	200,000.00	500,000.00	(501,976.36)	198,023.64	3.29.22	3.29.23	No progress reports.
Beaufort County Capital Projects	Public Beach Access on Oautuskie Island	ATAX	250,000.00		(15,178.75)	234,821.25	3.29.22	3.29.23	Last payment and progress report on 10.10.23. No updated progress reports.
First African Baptist Church	Church Preservation	ATAX	259,480.00		(63,240.41)	196,239.59	3.29.22	1.17.24	Resonable extention given until 1.17.24. Last request on 1.8.24 for \$39,100 with progress report.
Beaufort County Capital Projects	Rail Trail	ATAX	125,000.00		(125,000.00)	0.00	3.29.22	3.29.23	Transferred to fund 4806. No progress or final reports submitted.
Gullah Museum of Hilton Head Island	Migrant House Renovation	ATAX	36,875.00		(36,875.00)	0.00	3.29.22	3.29.23	No final report.
Pat Conroy Literary Center	Pat Conroy Literary Center	ATAX	134,000.00		(75,202.15)	58,797.85	3.29.22	3.29.23	Progress report submitted with last request.
			<u>1,235,355.00</u>	<u>500,000.00</u>	<u>(817,472.67)</u>	<u>917,882.33</u>			

Ordinance 2022/17, 3.28.22

Summary of Actuals Fiscal Year 2023:

Beginning Fund Balance	5,843,270.00
Revenues - ATAX	2,587,933.96
Revenues - late fees	2,533.10
Revenues - interest	79,844.00
Expenses	<u>(1,926,939.38)</u>
Ending Fund Balance	<u><u>6,586,641.68</u></u>

Award Year 2022-2023

Ordinance 2023/13, 3.27.23

<u>Awardee</u>	<u>Project</u>	<u>Funding Source</u>	<u>Award Amount</u>	<u>Awarded by ordinance</u>	<u>Expenses as of 1.10.24</u>	<u>Remaining amount</u>	<u>Date of Award letter</u>	<u>Date to fully expend (2 yrs for constr. 1 yr for others)</u>	<u>Comments</u>
Beaufort Area Hospitality Association - J.	Public Art Waterman Boot Trail	ATAX	27,015.00		(16,953.69)	10,061.31	4.14.23	4.14.24	Last progress report submitted on 6.30.23. Still should have qtrly progress reports.
Pat Conroy Literary Center	Pat Conroy Literary Center	ATAX	87,100.00		0.00	87,100.00	4.14.23	4.14.25	No progress reports since date of award letter.
The Gullah Museum of Hilton Head Island	Gullah Museum Site Renovations								
	Project - Phase I	ATAX	52,000.00		(52,000.00)	0.00	4.14.23	4.14.25	No final report.
Haig Point Foundation	Daufuskie Island Emergency Beach Sign Project	ATAX	23,491.00		0.00	23,491.00	4.14.23	4.14.24	No progress reports since date of award letter.
Beaufort County Capital Projects - E. Lars	Spanish Moss Trail - Battery Creek Bridge Repair Add#1	ATAX	470,000.00		0.00	470,000.00	4.14.23	4.14.25	No progress reports since date of award letter.
Sea Turtle Patrol Hilton Head Island	Sea Turtle Patrol Hilton Head Island 2023	ATAX	18,000.00		(18,000.00)	0.00	4.14.23	4.14.24	Final report submitted.
Friends of the Spanish Moss Trail	Spanish Moss Trail Connection to Beaufort Plaza Shopping Center	ATAX	100,000.00		(69,000.00)	31,000.00	4.14.23	4.14.25	last progress submitted on 8.22.23 with reimb. Request. Still should have quarterly progress reports.
Port Royal Sound Foundation - Kat Armst	Port Royal Sound Foundation Facility Enhancement and Marketing	ATAX	223,000.00		(146,290.61)	76,709.39	4.14.23	4.14.25	last progress submitted on 11.27.23 with reimb. Request.
Operation Patriots FOB	Multiple Fundraising Events in 2023	ATAX	10,000.00		0.00	10,000.00	4.14.23	4.14.24	
			<u>1,010,606.00</u>	<u>0.00</u>	<u>(302,244.30)</u>	<u>708,361.70</u>			

HTAX fund 2002

Summary of Actuals Fiscal Year 2021:

Beginning Fund Balance	2,338,375.52
Revenues - HTAX	2,530,541.10
Revenues - late fees	32,543.09
Revenues - interest	7,051.00
Expenses	(2,198,812.30)
Ending Fund Balance	<u>2,709,698.41</u>

Award Year 2020-2021

Ordinance 2021/18, 3.22.21

Awardee	Project	Funding Source	Award Amount	Awarded by ordinance	Expenses as of 1.10.24	Remaining amount	Date of Award letter	Date to fully expend (1 yr. per website instr., no timeline noted on letters)	Comments
Port Royal Foundation	Website development	HTAX	5,000.00		(5,000.00)	0.00	4.22.21	4.22.22	Final report submitted.
Beaufort Area Hospitality Association (BAHA)	Oyster Festival	HTAX	2,460.00		(2,460.00)	0.00	4.22.21	4.22.22	Final report submitted.
Beaufort County Parks & Recreation	Dixie Jr. Boys and Dixie Boys State	HTAX	28,500.00		(9,917.12)	18,582.88	4.22.21	4.22.22	No progress reports.
Beaufort County HHI Airport	Marketing	HTAX	30,000.00		(30,000.00)	0.00	4.22.21	4.22.22	Submitted final report.
Beaufort County Public Works	Annual boat landing maintenance	HTAX	200,000.00		(200,000.00)	0.00	4.22.21	4.22.23	No progress reports or final report.
Beaufort County BEA Airport	BEA Terminal Renovation	HTAX	80,000.00		(80,000.00)	0.00	4.22.21	4.22.23	Submitted final report.
Coastal Discovery Museum	Santa Elena Museum Construction	HTAX	750,000.00		(750,000.00)	0.00	4.22.21	4.22.23	final request 6.29.2023. No final report.
Beaufort County Parks & Recreation	Boundary Street Tennis Courts (ordinance 2022-41, 10.24.22)	HTAX	384,741.00	108,900.00	(493,641.00)	0.00	4.22.21	4.22.23	No progress reports or final report.
Mitchellville Freedom Park	Museum on HHI	HTAX	575,000.00		(575,000.00)	0.00	4.22.21	4.22.23	Final report submitted with final request.
			<u>2,055,701.00</u>	<u>108,900.00</u>	<u>(2,146,018.12)</u>	<u>18,582.88</u>			

Summary of Actuals Fiscal Year 2022:

Beginning Fund Balance	2,709,698.41
Revenues - HTAX	2,834,499.53
Revenues - late fees	11,081.13
Revenues - interest	7,071.00
Expenses	(2,293,642.02)
Ending Fund Balance	<u>3,268,708.05</u>

Award Year 2021-2022

Ordinance 2022/17, 3.28.22

Awardee	Project	Funding Source	Award Amount	Awarded by ordinance	Expenses as of 1.10.24	Remaining amount	Date of Award letter	Date to fully expend (1 yr. per letter)	Comments
Beaufort Area Hospitality Association (BAHA)	Beaufort Oyster Festival	HTAX	20,000.00		(20,000.00)	0.00	3.29.22	3.29.23	Final report submitted.
Beaufort County Parks & Recreation	Burton Wells Pickleball - Tennis Courts	HTAX	200,000.00		(200,000.00)	0.00	3.29.22	3.29.23	No progress reports or final report.
Beaufort County Passive Parks	Whitehall Park Construction	HTAX	560,478.00		(560,478.00)	0.00	3.29.22	3.29.23	Final report submitted with last request.
Beaufort County BEA Airport	BEA Terminal Exterior	HTAX	75,000.00		(75,000.00)	0.00	3.29.22	3.29.23	Final report submitted.
Daufuskie Island Foundation	Rejuvenation	HTAX	12,600.00		0.00	0.00	3.29.22	3.29.23	Did not request any funds for project.
Beaufort County HHI Airport	Daufuskie Day Celebration	HTAX	30,000.00		(30,000.00)	0.00	3.29.22	3.29.23	Final report submitted.
HHI St Patrick's Parade Foundation	Air Service Marketing	HTAX	10,000.00		0.00	10,000.00	3.29.22	3.29.23	Final report submitted.
Friends of Port Royal Cypress Wetlands	St Pat's Parade	HTAX	1,375.00		(805.60)	0.00	3.29.22	3.29.23	last request 6.29.23 under budget, submitted final report
Sea Turtle Patrol HHI	Brochure with Trail Map/Birthday for the Birds	HTAX	5,000.00		(4,986.39)	13.61	3.29.22	3.29.23	last request 5/16/23 with progress report.
Tabernacle Baptist Church	Hospitality Event	HTAX	250,000.00		(225,000.00)	25,000.00	3.29.22	3.29.23	Recent request 10.12.23 with progress report
Beaufort County Capital Projects	Harriet Tubman Monument	HTAX							
	Alljoy Boat Landing (ordinance 2022-41, 10.24.22)	HTAX		1,100,000.00	(198,287.78)	901,712.22	10.24.22	10.24.23	No progress reports.

Beaufort County Capital Projects	Pocket Park Witness Tree (ordinance 2022-41, 10.24.22)	HTAX	40,000.00	(36,650.00)	3,350.00	10.24.22	10.24.23	No progress reports.
			<u>1,164,453.00</u>	<u>1,140,000.00</u>	<u>(1,351,207.77)</u>			

[Summary of Actuals Fiscal Year 2023:](#)

Beginning Fund Balance	3,268,708.05
Revenues - HTAX	3,459,460.24
Revenues - late fees	-
Revenues - interest	45,165.00
Expenses	<u>(3,002,986.34)</u>
Ending Fund Balance	<u>3,770,346.95</u>

[Award Year 2022-2023](#)

Ordinance 2023/13, 3.27.23

<u>Awardee</u>	<u>Project</u>	<u>Funding Source</u>	<u>Award Amount</u>	<u>Awarded by ordinance</u>	<u>Expenses as of 1.10.24</u>	<u>Remaining amount</u>	<u>Date of Award letter</u>	<u>Date to fully expend (2 yrs for constr. 1 yr for others)</u>	<u>Comments</u>
Beaufort Area Hospitality Association (BAHA)	2024 Beaufort Mktg, Marathon Recreation Facilities, Rentals, Fees	HTAX	150,000.00		0.00	150,000.00	4.14.23	4.14.25	
Beaufort Area Hospitality Association (BAHA)	2024 Beaufort Marathon - Marketing only	HTAX	80,000.00		0.00	80,000.00	4.14.23	4.14.24	
Beaufort Area Hospitality Association (BAHA)	Activate Beaufort Port Royal	HTAX	20,800.00		0.00	20,800.00	4.14.23	4.14.24	
Beaufort Area Hospitality Association (BAHA)	Beaufort Oyster Festival 2024	HTAX	20,000.00		(20,000.00)	0.00	4.14.23	4.14.24	Final report submitted.
Beaufort County Parks & Rec.	Okatie River Park Construction	HTAX	1,052,824.00		0.00	1,052,824.00	4.14.23	4.14.25	
Beaufort County Airport BEA	Hilton Head Island Airport Cooperative Marketing	HTAX	30,000.00		(1,000.00)	29,000.00	4.14.23	4.14.25	
Beaufort County BEA Airport	Beaufort Executive Airport Grounds Phase	HTAX	80,000.00		(6,295.58)	73,704.42	4.14.23	4.14.25	
Beaufort County Parks & Rec.	Burton Wells Pickleball Courts	HTAX	120,000.00		(120,000.00)	0.00	4.14.23	4.14.25	No final report.
			<u>1,553,624.00</u>	<u>0.00</u>	<u>(147,295.58)</u>	<u>1,406,328.42</u>			

Recor Org	Object	Account	Description	2024 Revised Budget	2024 Actual	Local ATAX Fund
26	10000600	42320	2001-10-0000-42320	ACCOMODATIONS TAX - LOCAL	(2,000,000.00)	(1,062,674.05)
27	10000600	45600	2001-10-0000-45600	LATE PENALTIES - BUS LICENSE	(2,000.00)	(971.00)
28	10000600	46010	2001-10-0000-46010	INTEREST ON INVESTMENTS	(30,000.00)	-
30	10000600	48910	2001-10-0000-48910	CONT FROM PR YR FUND BAL	(3,350,787.39)	-
31	10000600	54200	2001-10-0000-54200	CAPITAL EQUIPMENT	250,000.00	11,946.75
33	10000600	54500	2001-10-0000-54500	INFRASTRUCTURE	711,688.00	-
34	10000600	55000	2001-10-0000-55000	DIRECT SUBSIDIES	3,542,540.00	505,523.31
35	10000600	57130	2001-10-0000-57130	GRANT EXPENDITURES	27,309.39	27,309.39
36	10000600	59100	2001-10-0000-59100	TRANSFER OUT	400,000.00	82,336.42

[Ordinance 2018/22 - Secs. 66-30 through 66-40](#)

Review of budget to actuals

		Budget	Actuals	
	Local ATAX revenue	(2,000,000.00)	(1,062,674.05)	
Sec. 66-47 (a)	xfer out to General Fund s/b 8%	8%	8%	
	xfer out to General Fund	160,000.00	85,013.92	1st and 2nd qtrly xfers completed
	subtotal	(1,840,000.00)	(977,660.13)	
Sec. 66-47 (b)	allocate to Greater Beauf. - Port Royal (\$150k)	150,000.00	75,000.00	1st and 2nd qtrly payments completed
"	allocate to HHI - Bluffton Chamber (\$150k)	150,000.00	75,000.00	1st and 2nd qtrly payments completed
"	allocate to Black Chamber (\$50k)	50,000.00	25,000.00	1st and 2nd qtrly payments completed
	subtotal	(1,490,000.00)	(802,660.13)	
	add other revenue - fees and interest	(32,000.00)	(971.00)	
	subtotal	(1,522,000.00)	(803,631.13)	
Sec. 66-47 (c) 1	20% to reserve for emergencies	304,400.00	160,726.23	
Sec. 66-47 (c) 2	to reserve for river/beach access and renourishment	304,400.00	160,726.23	
	subtotal	(2,435,200.00)	(1,285,809.80)	
Sec. 66-47 (c) 3	60% available remaining for tourism related	1,461,120.00	771,485.88	as of 1.16.24

Analysis of current stance:

Beg. Fund Balance	6,586,641.68	
add revenues to date	1,063,645.05	
less expenses to date	(627,115.87)	
less remaining known alloc. to DMOs	175,000.00	
less remaining awards to date - all 3 cycles	(1,995,675.13)	amount from Award Summary file
Ending Fund Balance	5,202,495.73	as of 1.16.24 (without reserving the 40% and transferring remaining 8% to general fund)

Record Number	Org	Object	Account	Description	2024 Revised Budget	2024 Actual	Local HTAX Fund
25	10000610	42330	2002-10-0000-42330	LOCAL HOSPITALITY TAX	(2,800,000.00)	(1,181,881.55)	
27	10000610	46010	2002-10-0000-46010	INTEREST ON INVESTMENTS	(40,000.00)	-	
28	10000610	48910	2002-10-0000-48910	CONT FROM PR YR FUND BAL	(3,220,000.00)	-	
30	10000610	51000	2002-10-0000-51000	ADVERTISING	77,083.00	1,000.00	
31	10000610	54200	2002-10-0000-54200	CAPITAL EQUIPMENT	747,941.50	4,071.90	
32	10000610	54500	2002-10-0000-54500	INFRASTRUCTURE	1,235,041.39	74,786.38	
33	10000610	55000	2002-10-0000-55000	DIRECT SUBSIDIES	3,931,842.38	-	
34	10000610	57130	2002-10-0000-57130	GRANT EXPENDITURES	80,000.00	6,295.58	
35	10000610	59100	2002-10-0000-59100	TRANSFER OUT	-	91,371.22	

[Ordinance 2009/36 - Secs. 66-531 through 66-539](#)

Review of budget to actuals

	Budget	Actuals	
Local HTAX revenue	(2,800,000.00)	(1,181,881.55)	
Sec. 66-537 (a) xfer out to General Fund s/b 8%	8%	8%	
xfer out to General Fund	224,000.00	94,550.52	1st and 2nd qtrly xfers completed
subtotal	(2,576,000.00)	(1,087,331.03)	
add other revenue - interest	(40,000.00)	-	
Sec. 66-537 (b) available remaining for tourism related	(2,616,000.00)	(1,087,331.03)	as of 1.16.24

Analysis of current stance:

Beg. Fund Balance	3,770,346.95	
add revenues to date	1,181,881.55	
less expenses to date	(177,525.08)	
less remaining awards to date - all 3 cycles	(2,364,987.13)	amount from Award Summary file
Ending Fund Balance	2,409,716.29	as of 1.16.24 (without transferring remaining 8% to general fund)



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
RECOMMEND APPROVAL FOR THE INTERIM COUNTY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH BRYX TO PROVIDE A UNIFIED STATION ALERTING SYSTEM (\$2,318,680.50)
MEETING NAME AND DATE:
Finance, Administration, and Economic Development Committee January 22, 2024
PRESENTER INFORMATION:
Hank Amundson – Special Assistant to the County Administrator Bruce Kline – Fire Chief – Lady’s Island/St.Helena Fire District <i>5 Minutes</i>
ITEM BACKGROUND:
<p>The Station Alerting System was one of the first items placed on the list of priorities for the use of ARPA funds. Chief Kline has been involved and championing this initiative for years. The system provides unified alerting system initiated through the County and HHI dispatch centers, that alerts fire and EMS stations in a targeted, slowly ramping manner as to only call specific units as needed and to do so in a way that protects the health and wellbeing of the first responders. The system will provide an enhanced level of service to all citizens of Beaufort County, while providing our emergency response personnel with accurate incident alerting through a variety of devices.</p> <p>This system uses lights, sounds and data screens to better alert and inform responders of a situation. Additionally, it unifies the systems by which our Fire and EMS stations are dispatched.</p> <p><i>These funds are already appropriated, and the procurement kept the expense within the amount allocated. We are seeking contract approval.</i></p>
PROJECT / ITEM NARRATIVE:
<p>The procurement process for the Unified Fire Department Alerting System project initially began in September 2022 with a project meeting with representatives from Lady’s Island, Hilton Head Island Fire and Rescue, Bluffton Fire District, the Sheriff’s Office, and County staff to discuss the overall project, responsibilities, and procurement requirements. As a result of the meeting, and guidance from the Procurement Services Director, the team agreed to move forward with a two-step RFQ/RFP process. Once the firms were selected based on qualifications, the selected firms would be sent a request for proposal (RFP). Procurement services along with the project committee created RFQ 101922 and received five responses for review on October 23, 2022.</p> <p>The RFQ evaluation committee consisting of representatives from the Fire Departments (Ladies Island, Hilton Head Island, Bluffton Fire District), the Sheriff’s Office, and the County’s IT department staff reviewed the five responses and after evaluation of their responses selected the top three firms (Byrx, Purvis, Motorola) to participate in the RFP process. See the attached scoring summary for RFQ 101922. Procurement Services emailed the three firms a copy of RFP 042523 and invited all firms to visit the facilities covered in the RFP. Procurement services received the RFP responses on April 25, 2023, and shared the responses with the evaluation committee. The evaluation committee reviewed and evaluated the three responses and decided to interview the top two firms, Bryx, and Purvis. Note, Motorola solution was determined to be too costly to pursue. After the interviews with</p>

the two firms the evaluation committee decided to request a “Best and Final Offer from” Purvis the top-rated firm. See the attached scoring summary for RFP 042523. Purvis provided their “Best and Final Offer on June 9, 2023. On June 13, 2023, The evaluation committee held a meeting to discuss and evaluate Purvis’ response. At this point the evaluation committee was not completely satisfied with Purvis’ Best and Final Offer” and requested additional time to review. Although Purvis received the highest ranking from the initial response, the evaluation committee wanted additional time to review and to request a” Best and Final Offer” from Bryx to compare the two solutions before moving forward. Procurement Services requested a ‘Best and Final Offer from Bryx with a due date of July 26, 2023. Some key factors and concerns about the Purvis proposal was their ability to meet the time frame based on previous projects, the cost of third-party software requirements for AutoCAD, and that the redundancy provided with their product was not what Hilton Head Fire and Rescue were requesting. Additionally, the Purvis system required major network expansion and hardware installation. The Bryx proposal offers new technology and is cloud based, which the committee believes to be the way that technology is heading. The committee met on August 8, 2023 to discuss both final offers and decided to send both firms questions that would only apply to each firms’ solutions that needed to be answered. The answers to the questions from both firms were due on September 20, 2023. On September 27, 2023, the evaluation committee met and requested additional time to review the final offers and complete their final scoring. On October 18, 2023, Procurement Services scheduled an Evaluation Committee Teams meeting for discussion and scoring based on both Purvis and Bryx “Best and Final Offers”. The evaluation committee completed their final scoring and recommended Bryx as the highest-ranking firm and to move forward with contract negotiations. The evaluation committee determined that Bryx’s “Best and Final Offer provided the best solution for the project and determined that recommending the contract award to Bryx would be in the best interest of the County, and to be the most advantageous, taking into consideration the available budget and evaluation factors set forth in the RFP.

FISCAL IMPACT:

The initial ARPA ordinance allocated \$2.5 Million to this project. This proposal is under budget.
 The current proposal is valued at \$2,318,680.50 this includes 4 years of service and maintenance. This leaves \$181,319.50 remaining for contingencies, our request has been for 2.5 million from ARPA.

STAFF RECOMMENDATIONS TO COUNCIL:

Staff requests approval of this procurement and resulting contract for service with BRYX to provide Unified Station Alerting System.

OPTIONS FOR COUNCIL MOTION:

Motion to approve and move to County Council for final approval.
 Mot to County Council meeting to be held on February 12th

Beaufort County, South Carolina Fire Station Alerting System
RFP 042523
Summary Score Sheet

Final Scores after Best and Final Offers

Evaluators	Name of Company	Name of Company
	<u>Bryx</u>	<u>Purvis</u>
Amundson	97	55
Fister	90	80
Kline	82	90
Zsamar	58	82
Boulware	90	98
Hill	100	60
TOTALS:	517	465

- 1. Bryx 517
- 2. Purvis 465

Comments from the evaluation committee members:

1. Bryx has 10 years experience, but none in SC.
2. Purvis has 50 years experience , with 8-10 installs in SC.
3. There is concern that Purvis will not be able to meet the allotted time frame
Many of their similar projects took longer than a year and they were only dealing with setting up one call center.
4. The redundancy provided with the Purvis system is not what Hilton Head Island Fire and Rescue was requesting. While there is redundancy it is not full redundancy with the same capabilities as the primary network.
5. While this is new technology, it is also the way that technology is heading.
6. The system can be up and running relatively quickly, the parts are available and are not proprietary and can be replaced quickly.
- 7 . The redundancy provided with Bryx system is what HHI Fire Rescue was requesting. The redundancy would be seamless with the same capabilities as the primary network.
8. There is not a module that needs to be installed for the Bryx system in the dispatch center, which is a plus and will serve each center well.
9. Purvis pricing is higher than our current budget and estimated at over \$200k higher than Bryx. This will need to be checked.

Beaufort County Boards & Commissions

Item 11.

Beaufort Memorial Hospital Board of Trustees

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **EUGENE LABRUCE** TO THE BEAUFORT COUNTY BEAUFORT MEMORIAL HOSPITAL BOARD OF TRUSTEES FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 8

TERM TO BE SERVED: 2ND - VOTE NEEDED: 8/11

RECOMMEND APPROVAL OF THE APPOINTMENT OF **TOMMY HARMON JR.** TO THE BEAUFORT COUNTY BEAUFORT MEMORIAL HOSPITAL BOARD OF TRUSTEES FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

- ❖ RECOMMENDED BY BEAUFORT MEMORIAL HOSPITAL BOARD OF TRUSTEES
- ❖ TERM TO BE SERVED: 1ST - VOTE NEEDED: 6/11
- ❖ OCCUPATION: RETIRED

Beaufort County Boards & Commissions

Southern Carolina Alliance Board of Directors

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **MIKE ALSKO** TO THE SOUTHERNCAROLINA ALLIANCE BOARD OF DIRECTORS FOR A THREE-YEAR TERM WITH THE EXPIRATION DATE OF 2027.

Planning Commission

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **PETER COOK** TO THE BEAUFORT COUNTY PLANNING COMMISSION FOR A THREE-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2027.

DISTRICT 6

TERM TO BE SERVED: 2nd - VOTE NEEDED: 8/11

Sheldon Fire District Board

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **ROBERT SMALLS** TO THE BEAUFORT COUNTY SHELDON FIRE DISTRICT BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 1

TERM TO BE SERVED: 3rd - VOTE NEEDED: 10/11

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **GREGGORY GILBERT** TO THE BEAUFORT COUNTY SHELDON FIRE DISTRICT BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 1

TERM TO BE SERVED: 7th - VOTE NEEDED: 10/11

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **RUDOLPH GLOVER** TO THE BEAUFORT COUNTY SHELDON FIRE DISTRICT BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 1

TERM TO BE SERVED: 5th - VOTE NEEDED: 10/11

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **GEORGE WILLIAMS** TO THE BEAUFORT COUNTY SHELDON FIRE DISTRICT BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 1

TERM TO BE SERVED: 6th - VOTE NEEDED: 10/11

Disabilities and Special Needs Board

RECOMMEND APPROVAL TO THE GOVERNOR'S OFFICE OF THE REAPPOINTMENT OF **FRANKIE MIDDLETON** TO THE BEAUFORT COUNTY DISABILITES AND SPECIAL NEEDS BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028. MISSING COI

DISTRICT 4

TERM TO BE SERVED: 3rd - VOTE NEEDED: 10/11

Accommodations Tax

RECOMMEND APPROVAL OF THE APPOINTMENT OF **KEN GUERRA** TO THE BEAUFORT COUNTY ACCOMMODATIONS TAX (2% STATE) BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

- ❖ APPROVED BY DALE BUTTS, DENISE CHRISTMAS, BRYCEN CAMPBELL, AND BOARD'S CHAIR MR. SULLIVAN
- ❖ DISTRICT 3
- ❖ TERM TO BE SERVED: 1ST - VOTE NEEDED: 6/11
- ❖ OCCUPATION: CHIEF MARKETING OFFICER (FRIPP ISLAND GOLF & BEACH RESORT)

Bluffton Township Fire District

RECOMMEND APPROVAL OF THE APPOINTMENT OF **NATALIE MAJORKIEWICZ** TO THE BEAUFORT COUNTY BLUFFTON TOWNSHIP FIRE DISTRICT BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

- ❖ RECOMMENDED BY RESIGNING BOARD'S CHAIR LOUIS POINDEXTER
- ❖ APPROVED BY COUNCIL MEMBER TABERNIK
- ❖ DISTRICT 9
- ❖ TERM TO BE SERVED: 1ST - VOTE NEEDED: 6/11
- ❖ OCCUPATION: DIRECTOR OF FINANCE (TOWN OF BLUFFTON)

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **ELAINE LUST** TO THE BEAUFORT COUNTY BLUFFTON TOWNSHIP FIRE DISTRICT BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

- DISTRICT 8
- TERM TO BE SERVED: 4th - VOTE NEEDED: 10/11

Zoning Board of Appeals

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **JANE FREDERICK** TO THE BEAUFORT COUNTY ZONING BOARD OF APPEALS FOR A THREE-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2027.

- DISTRICT 3
- TERM TO BE SERVED: 2ND - VOTE NEEDED: 8/11

Airports Board

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **MARK BAILEY** TO THE BEAUFORT COUNTY AIRPORTS BOARD FOR A TWO-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2026.

- DISTRICT
- TERM TO BE SERVED: 4th - VOTE NEEDED: 10/11

Parks and Recreation Board

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **PHILIP KISER** TO THE BEAUFORT COUNTY PARKS AND RECREATION BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

- DISTRICT 9
- TERM TO BE SERVED: 3RD - VOTE NEEDED: 10/11

Beaufort County Boards & Commissions

Item 12.

Design Review Board

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **KRIS FELDMANN** TO THE BEAUFORT COUNTY DESIGN REVIEW BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 8

TERM TO BE SERVED: 2nd - VOTE NEEDED: 8/11

Stormwater Management Utility Board

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **JAMES CLARK** TO THE BEAUFORT COUNTY STORMWATER MANAGEMENT UTILITY BOARD FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 4

TERM TO BE SERVED: 3rd - VOTE NEEDED: 10/11

Lady's Island/St. Helena Island Fire District Commission

RECOMMEND APPROVAL TO THE GOVERNOR'S OFFICE OF THE REAPPOINTMENT OF **SCOTT DENNIS** TO THE BEAUFORT COUNTY LADY'S ISLAND/ST. HELENA ISLAND FIRE DISTRICT COMMISSION FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT 3

TERM TO BE SERVED: 2nd - VOTE NEEDED: 8/11

Beaufort County Transportation Committee

RECOMMEND APPROVAL OF THE REAPPOINTMENT OF **VIRGINIA KOZAK** TO THE BEAUFORT COUNTY VIRGINIA KOZAK FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2028.

DISTRICT

TERM TO BE SERVED: 2nd - VOTE NEEDED: 8/11