



County Council Meeting Beaufort County, SC

This meeting will be held in person at the Hilton Head Library, 11 Beach City Road, Hilton Head Island, and virtually through Zoom.

**Monday, September 12, 2022
6:00 PM**

AGENDA

COUNCIL MEMBERS:

JOSEPH F. PASSIMENT, CHAIRMAN	D. PAUL SOMMERVILLE, VICE-CHAIRMAN
LOGAN CUNNINGHAM	GERALD DAWSON
BRIAN FLEWELLING	YORK GLOVER
CHRIS HERVOCHON	ALICE HOWARD
MARK LAWSON	LAWRENCE MCELYNN
STU RODMAN	

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION - VICE CHAIRMAN SOMMERVILLE
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. APPROVAL OF MINUTES - AUGUST 8, 2022
6. ADMINISTRATOR'S REPORT
7. PRESENTATION OF A PROCLAMATION RECOGNIZING SEPTEMBER AS RECOVERY MONTH
8. PRESENTATION OF A PROCLAMATION HONORING ELEANOR LIGHTSEY - COUNCIL MEMBER LARRY MCELYNN
9. PRESENTATION OF A PROCLAMATION HONORING THOMAS BARNWELL, KEVIN CARTER, AND JR & LESLIE RICHARDSON FOR THEIR EFFORTS TOWARDS ATTAINABLE HOUSING

CITIZEN COMMENTS

10. CITIZEN COMMENTS - (ANYONE who wishes to speak during the Citizen Comment portion of the meeting will limit their comments to no longer than three (3) minutes (a total of 15 minutes) and will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language)
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COMMITTEE REPORTS

11. LIASION AND COMMITTEE REPORTS

PUBLIC HEARINGS AND ACTION ITEMS

12. APPROVAL OF CONSENT AGENDA
13. MATTERS ARISING OUT OF CAUCUS EXECUTIVE SESSION
- [14.](#) PUBLIC HEARING AND THIRD READING OF AN ORDINANCE TO APPROPRIATE FUNDS IN ORDER TO ESTABLISH PUBLIC OWNERSHIP OF THE REAL PROPERTY WITH TMS NO. R800 021 000 006C 0000 AND R800 021 000 006B 0000 COLLECTIVELY COMMONLY KNOWN AS MELROSE LANDING. *FISCAL IMPACT: Funds from use of General Fund – Fund balance account. Funding not to exceed \$900,000 plus closing costs and legal fees*
- Vote at First Reading by Title Only on June 27, 2022: 7/4*
- Vote at Second Reading- postpone Second Reading until August 8, 2022: 10/1*
- Vote at Second Reading on August 8, 2022: 7/3*
- [15.](#) FIRST READING OF AN ORDINANCE AMENDING ORDINANCE 99/10 TO FURTHER ACCEPT DETAILS OF THE CONDUCT OF MUNICIPAL ELECTIONS FROM THE CITY OF BEAUFORT BY THE BOARD OF VOTER REGISTRATION AND ELECTIONS OF BEAUFORT COUNTY
- (public hearing to be held on September 26, 2022)*
- [16.](#) FIRST READING OF AN ORDINANCE FOR A TEXT AMENDMENT TO THE COMMUNITY DEVELOPMENT CODE (CDC): SECTION 4.1.330 (ECOTOURISM) TO CLARIFY GUIDING PRINCIPLES FOR ECOTOURISM DEVELOPMENT AND ESTABLISH BASE SITE AREA CALCULATIONS FOR ECOTOURISM DEVELOPMENT
- (public hearing to be held on September 26, 2022)*
- [17.](#) FIRST READING OF AN ORDINANCE TO ALLOCATE THE PROCEEDS FROM THE SALE OF THE MYRTLE BUSINESS PARK TO THE ECONOMIC DEVELOPMENT SITE AND JOB FUND. *FISCAL IMPACT: \$631,376.19 (proceeds from sale and interest)*
- (public hearing to be held on September 26, 2022)*
- [18.](#) FIRST READING OF AN ORDINANCE TO PROVIDE MAINTENANCE WORK ON PRIVATE ROADS
- (public hearing to be held on September 26, 2022)*
- [19.](#) FIRST READING OF AN ORDINANCE AUTHORIZING THE CONVEYANCE OF RIGHT OF WAY KNOWN AS 16TH STREET EXTENSION AND A RELATED DRAINAGE EASEMENT TO THE TOWN OF PORT ROYAL
- (public hearing to be held on September 26, 2022)*
- [20.](#) FIRST READING OF AN ORDINANCE PROVIDING AUTHORIZATION FOR GOLF CARTS TO USE MULTI-USE TRAILS AND PATHS
- (public hearing to be held on September 26, 2022)*
- [21.](#) FIRST READING OF AN ORDINANCE ESTABLISHING THE BEAUFORT COUNTY GREEN SPACE PROGRAM ORDINANCE AND SETTING FORTH THE METHODS BY WHICH COUNTY COUNCIL INTENDS TO POCURE OPEN LANDS AND GREEN SPACE FOR PRESERVATION SUBJECT TO A REFERENDUM WITHIN BEAUFORT COUNTY PURSUANT TO SECTION 4-10-1010 ET SEQ. OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976 AS AMENDED

(public hearing to be held on September 26, 2022)

- [22.](#) APPROVAL OF A RESOLUTION APPROVING THE HIRING OF AN ADDITIONAL FULL-TIME EMPLOYEE IN THE PUBLIC DEFENDER'S OFFICE TO SERVE COLLETON COUNTY
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CITIZEN COMMENTS

- 23. CITIZEN COMMENTS - (ANYONE who wishes to speak during the Citizen Comment portion of the meeting will limit their comments to no longer than three (3) minutes (a total of 15 minutes) and will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language)**
24. ADJOURNMENT

CONSENT AGENDA

Items Originating from the Community Services and Public Safety Committee

1. RECOMMEND APPROVAL TO THE GOVERNOR'S OFFICE OF THE REAPPOINTMENT OF WENDY BUKOWSKI TO THE BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS BOARD FOR A SECOND FOUR-YEAR TERM WITH AN EXPIRATION DATE OF 2026

Items Originating from the Finance Committee

2. APPROVAL OF AN AWARD TO FIRST TRYON ADVISORS FOR FINANCIAL ADVISORY CONSULTING SERVICES FOR BEAUFORT COUNTY DEBT ISSUES
3. APPROVAL OF AN AWARD TO HGAC BUY COOPERATIVE FOR THE PURCHASE OF REPLACEMENT AMBULANCES (*FISCAL IMPACT: \$817,220 FOR FOUR AMBULANCES*)
4. APPROVAL OF THE ARPA GOOD NEIGHBOR PROGRAM, MUNICIPALITY FUNDING REQUESTS (*FISCAL IMPACT TOTAL \$950,000: CITY OF BEAUFORT \$250,000; TOWN OF PORT ROYAL \$500,000; TOWN OF YEMASSEE \$200,000*)

Items Originating from the Natural Resources Committee

5. APPROVAL OF THE REAPPOINTMENT OF RANDOLPH STEWART TO THE PLANNING COMMISSION BOARD FOR A FOURTH THREE-YEAR TERM WITH AN EXPIRATION DATE OF 2025
6. APPROVAL OF THE APPOINTMENT OF GLENN MILLER TO THE PLANNING COMMISSION FOR A PARTIAL-TERM APPOINTMENT WITH AN EXPIRATION DATE OF FEBRUARY 2023

Items Originating from the Public Facilities Committee

7. APPROVAL TO AWARD J.S. CONSTRUCTION, INC. FOR IFB#060922E BLUFFTON PARKWAY PATHWAY (*FISCAL IMPACT: \$245,101.32*)
8. APPROVAL TO AWARD THE RE-IMAGINING RIBAUT ROAD MASTER PLAN TO STANTEC (*FISCAL IMPACT: TOTAL PROJECT \$297,631.84*)
9. APPROVAL OF A CHANGE ORDER DESIGN FOR NEAR-TERM INTERSECTION IMPROVEMENTS TO INCLUDE THE INTERSECTIONS OF SC170 AND DEL WEBB BLVD/SEAGRASS STATION RD AND SC170 AND OLDFIELD WAY TO THE SC170 DESIGN CONTRACT (NEAR TERM IMPROVEMENTS) (*FISCAL IMPACT: TOTAL CONTRACT AMOUNT OF \$507,850*)
10. APPROVAL TO AWARD IFB#050622E TO APAC ATLANTIC FOR THE AIRPORT FRONTAGE ROAD PHASE I PROJECT (*FISCAL IMPACT: \$2,434,778*)
11. APPROVAL OF A CHANGE ORDER TO ICE, PLLC FOR RFP#053019E PATHWAY PROJECT DESIGN SERVICES (*FISCAL IMPACT: \$3,230,518.48*)
12. APPROVAL TO AWARD RFQ#051922E ON-CALL TRANSPORTATION ENGINEERING SERVICES

END OF CONSENT AGENDA

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>



Caucus Beaufort County, SC

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

**Monday, August 08, 2022
5:00 PM**

MINUTES

Watch the video stream available on the County's website to hear the Council's full discussion of a specific topic or the complete meeting. <https://beaufortcountysc.new.swagit.com/videos/178430>

1. CALL TO ORDER

Chairman Passiment called the meeting to order at 5:00 PM.

PRESENT

Chairman Joseph F. Passiment
 Vice Chairman D. Paul Sommerville
 Council Member Logan Cunningham
 Council Member Brian Flewelling
 Council Member York Glover (arrived late)
 Council Member Chris Hervocho
 Council Member Alice Howard
 Council Member Mark Lawson
 Council Member Lawrence McElynn
 Council Member Stu Rodman

ABSENT

Council Member Gerald Dawson

2. PLEDGE OF ALLEGIANCE

Chairman Passiment led the Pledge of Allegiance.

3. FOIA

Chairman Passiment noted that the Public Notification of this meeting had been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

4. APPROVAL OF THE AGENDA

Motion: It was moved by Council Member Rodman, Seconded by Council Member Lawson, to approve the agenda.

The Vote - The motion was approved without objection.

5. AGENDA REVIEW

Chairman Passiment discussed the public hearings for agenda items nine and ten and an amendment to agenda item nine to reduce the time and amount of the green space sales tax referendum.

6. COUNCIL MEMBER DISCUSSION

No items were discussed.

7. EXECUTIVE SESSION

PURSUANT TO S.C. CODE SEC. 30-4-70 (A)(2): DISCUSSION OF NEGOTIATIONS INCIDENT TO PROPOSED CONTRACTUAL ARRANGEMENTS AND PROPOSED PURCHASE/ACQUISITION OF REAL PROPERTY (MELROSE LANDING)

PURSUANT TO S.C. CODE SEC. 30-4-70 (A)(2): DISCUSSION OF NEGOTIATIONS INCIDENT TO PROPOSED CONTRACTUAL ARRANGEMENTS AND PROPOSED PURCHASE/ACQUISITION OF REAL PROPERTY (1505 NORTH STREET)

Motion: It was moved by Council Member Glover, Seconded by Council Member Rodman, to move into executive session at 5:05 PM.

The Vote – The motion was approved without objection.

9. ADJOURNMENT

Adjournment: 5:54 PM.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph F. Passiment, Jr., Chairman

ATTEST:

Sarah W. Brock, Clerk to Council
Ratified:



County Council Meeting Beaufort County, SC

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**Monday, August 08, 2022
6:00 PM**

MINUTES

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1. CALL TO ORDER

Chairman Passiment called the meeting to order at 6:00 PM.

PRESENT

Chairman Joseph F. Passiment
Vice Chairman D. Paul Sommerville
Council Member Logan Cunningham
Council Member Brian Flewelling
Council Member York Glover
Council Member Chris Hervocho
Council Member Alice Howard
Council Member Mark Lawson
Council Member Lawrence McElynn
Council Member Stu Rodman

ABSENT

Council Member Gerald Dawson

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Chairman Passiment led the Pledge of Allegiance. Council Member Lawson led the invocation.

3. FOIA

Chairman Passiment stated that this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

4. APPROVAL OF AGENDA

Motion: It was moved by Council Member Rodman, Seconded by Council Member Cunningham, to approve the agenda.

The Vote - The motion was approved without objection.

5. APPROVAL OF MINUTES

Motion: It was moved by Council Member Cunningham, Seconded by Council Member Rodman, to approve the minutes from May 9, 2022, May 23, 2022, June 13, 2022, June 27, 2022, and July 11, 2022.

The Vote - The motion was approved without objection.

6. ADMINISTRATOR'S REPORT

Please watch the video stream available on the County's website to view the full report.

<https://beaufortcountysc.new.swagit.com/videos/178453?ts=213>

County Administrator Eric Greenway highlighted the accomplishments of Beaufort County employees:

- Sarah Brock graduated from the NACo Leadership Academy
- Katie Herrera and Neil Desai won the 2022 SCAC Barrett Lawrimore Memorial Regional Cooperation Award for Beaufort County's Southern Lowcountry Stormwater Design Manual
- Angelica Marcinkoski and Cindy Carter won the 2022 SCAC J. Mitchell Graham Memorial Award for Beaufort County's collection center decal system
- Tony Mills and Producer Rob Lewis were recognized for Coastal Kingdom's 2022 Southeastern Emmy Award

County Administrator Greenway also discussed the collection of school supplies through the Beaufort County Employee Bright Futures School Supply Drive.

7. CITIZEN COMMENTS

Please watch the video stream available on the County's website to view the full citizen comments.

<https://beaufortcountysc.new.swagit.com/videos/178453?ts=918>

Senator Tom Davis summarized the opinion from the Attorney General's Office that answered previously posed questions by Council Members about the Green Space Sales Tax Act.

Deborah Smith deferred her comment.

Scott Smith commented on the need to renovate the Melrose property, the positive impact of Whitestone Resources' development project, the implications of the County's condemnation of Melrose Landing dock, and his support for a potential deal between Whitestone and the County.

Leanne Coulter (Daufuskie Island Council) discussed the public meeting held by County Administrator Greenway and Whitestone Resources President Tim Pitcher and the need for the County to secure public landings on Daufuskie Island and in the Hilton Head-Bluffton Area.

John Schartner (Daufuskie Island Council) discussed the expense of ferry operations and support for negotiations between the County and Whitestone Resources.

Robert Vaux described progress toward an agreement between the County and Whitestone Resources, requested postponement of item eleven's second reading, and recommended that the item be referred to a Council Committee to continue discussions on ongoing issues.

Ann Ubelis (Beaufort TEA Party) commented on opposition to the green space sales tax referendum and the tools at the County's disposal to curb growth.

Carmen Manning discussed concerns about sediment barriers and runoff from development, requested that citizens of the County be provided with a methodology of how the tax revenue will be spent, and the need to have people with environmental engineering credentials in the decision-making process.

8. LIASION AND COMMITTEE REPORTS

Council Member Howard discussed items from the Technical College of the Lowcountry (TCL) Area Commission's August meeting, including a tuition increase, dual enrollment rates, and capital projects. Howard also commented on items from the Beaufort Memorial Hospital's July meeting, including renovations at the satellite site and clinical instruction in conjunction with USC Beaufort.

9. PUBLIC HEARING AND THIRD READING OF AN ORDINANCE FOR A 2022 COUNTY GREEN SPACE SALES TAX REFERENDUM

Please watch the video stream available on the County's website to view the full discussion.

<https://beaufortcountysc.new.swagit.com/videos/178453?ts=2141>

Motion: It was moved by Council Member Cunningham, Seconded by Council Member McElynn, to approve the public hearing and third reading of an ordinance for a 2022 County Green Space Sales Tax Referendum.

Chairman Passiment discussed an amendment to be added after the item's public hearing.

Chairman Passiment opened the floor for public comment.

Jessie White (Coastal Conservation League) discussed the value of and public support for land conservation, a poll conducted on the green space referendum, and the recommendation to adjust the parameters of the referendum to a two-year sales tax to raise up to 100 million dollars.

Senator Tom Davis highlighted the publishing requirement for the procurement and preservation methodology and the difficulties of using zoning or land use regulations to address growth in response to concerns raised in the citizen's comments portion of the meeting.

Chairman Passiment closed the public comment.

Motion to Amend: It was moved by Council Member Sommerville, Seconded by Council Member Cunningham, that the duration of the referendum be lowered from four years to two years and that the amount to be collected be capped at 100 million.

Discussion: Council Member Howard discussed her opposition to the referendum, referencing concerns about the purchase of development rights, condemnation, and purchase of properties in other counties, and highlighted the rural and critical lands program.

Council Member Lawson commented on his support for the referendum's duration reduction and concerns about the voter approval of the full cent tax.

Council Member Cunningham discussed the defeat of the location option sales tax referendum, the opportunity to buy down density, and his reasons for supporting the referendum.

Council Member Glover and Senator Davis discussed condemnation and a potential hybrid approach that involves the Rural and Critical Lands Program in the land evaluation and selection process.

Council Member Rodman commented on his support of the proposal and the opportunity to prepare for a transportation sales tax referendum over the next two years.

Chairman Passiment summarized the proposed green space sales tax referendum.

The Vote - Voting Yea: Chairman Passiment, Vice Chairman Sommerville, Council Member Cunningham, Council Member Flewelling, Council Member Glover, Council Member Hervochon, Council Member Lawson, Council Member McElynn, and Council Member Rodman. Voting Nay: Council Member Howard. The motion to amend passed 9:1.

Chairman Passiment clarified that the referendum is a one-cent sales tax for a two-year duration for the County to collect up to 100 million dollars, whichever comes first.

The Vote - Voting Yea: Chairman Passiment, Vice Chairman Sommerville, Council Member Cunningham, Council Member Flewelling, Council Member Glover, Council Member Hervochon, Council Member Lawson, Council Member McElynn, and Council Member Rodman. Voting Nay: Council Member Howard. The motion, as amended, passed 9:1.

10. **PUBLIC HEARING AND THIRD READING OF AN ORDINANCE TO APPROPRIATE FUNDS IN ORDER TO ESTABLISH PUBLIC OWNERSHIP OF THE REAL PROPERTY WITH TMS NO. R552 010 000 0648 0000 AND R552 010 000 0649 0000, LOCATED ON HELMSMAN WAY, HILTON HEAD ISLAND - FISCAL IMPACT: Funds from use of General Fund – Fund balance account. Funding not to exceed \$3,400,000 plus closing costs and legal fees**

Please watch the video stream available on the County's website to view the full discussion.

<https://beaufortcountysc.new.swagit.com/videos/178453?ts=3557>

Motion: It was moved by Council Member Lawson, Seconded by Council Member McElynn, to approve the public hearing and third reading of an ordinance to appropriate funds in order to establish public ownership of the real property with TMS No. R552 010 000 0648 0000 and R522 010 000 0649 0000, located on Helmsman Way, Hilton Head Island.

Chairman Passiment opened the floor for public comment.

Sallie Robinson discussed the state of Gullah homes and graveyards and concerns about profit sharing for Daufuskie businesses.

Ron Angle expressed concerns about the proposed profit-sharing business structure for Melrose vendors and possible price increases.

Grant McClure (Coastal Conservation League) and Chairman Passiment discussed the Town of Hilton Head Island's involvement in the County's Helmsman Way purchase plans.

Chairman Passiment closed the public comment.

Discussion: Council Member Hervochon opposed the appropriation of funds for the Helmsman Way property, citing the project's expense and the possible impact of condemnation on the private sector as his main concerns.

Council Member Lawson voiced his support and discussed the need to secure permanent ferry locations on the mainland and Daufuskie Island.

Council Member Rodman highlighted the County's obligation to Daufuskie residents and the opportunity to tie the ferry system to Savannah.

Council Member Cunningham voiced his opposition.

The Vote - Voting Yea: Chairman Passiment, Vice Chairman Sommerville, Council Member Flewelling, Council Member Glover, Council Member Howard, Council Member Lawson, Council Member McElynn, and Council Member Rodman. Voting Nay: Council Member Cunningham and Council Member Hervochon. The motion passed 8:2.

11. **SECOND READING OF AN ORDINANCE TO APPROPRIATE FUNDS IN ORDER TO ESTABLISH PUBLIC OWNERSHIP OF THE REAL PROPERTY WITH TMS NO. R800 021 000 006C 0000 AND R800 021 000 006B 0000 COLLECTIVELY COMMONLY KNOWN AS MELROSE LANDING. FISCAL IMPACT: Funds from use of General Fund – Fund balance account. Funding not to exceed \$800,000 plus closing costs and legal fees**

Please watch the video stream available on the County's website to view the full discussion.

<https://beaufortcountysc.new.swagit.com/videos/178453?ts=4227>

Motion: It was moved by Council Member Lawson, Seconded by Council Member McElynn, to approve the second reading of an ordinance to appropriate funds in order to establish public ownership of the real property with TMS No. R800 021 000 006C 0000 and R800 021 000 006B 0000 collectively commonly known as Melrose Landing.

Motion to Amend: It was moved by Council Member Lawson, Seconded by Council Member McElynn, to increase the funding from 800 to 900 thousand dollars.

The Vote - Voting Yea: Chairman Passiment, Vice Chairman Sommerville, Council Member Flewelling, Council Member Glover, Council Member Howard, Council Member Lawson, Council Member McElynn, and Council Member Rodman. Voting Nay: Council Member Cunningham and Council Member Hervochon. The motion to amend passed 8:2.

Discussion: Council Member Cunningham reiterated his opposition to the condemnation of Melrose Landing and discussed the expense of the proposed project.

Motion to Delay: It was moved by Council Member Flewelling, Seconded by Council Member Cunningham, to delay the third and final reading for one month and to form a committee to evaluate all the different options and meet with the developer and his attorney.

Discussion: Chairman Passiment and Council Member Flewelling discussed the proposal to delay the third reading.

Council Member Flewelling and Council Member Cunningham withdrew the Motion to Delay.

Motion to Delay: It was moved by Council Member Flewelling, Seconded by Council Member Cunningham, to delay the second reading until September 12th and to form a committee to evaluate all the different options and meet with the developer and his attorney.

Discussion: Council Member Rodman expressed his support for the delay to allow for additional time to negotiate access to the property by Melrose and the purchase price.

Council Member Lawson and Chairman Passiment discussed the delay of the second reading.

County Administrator Greenway clarified that the second reading of the main motion is for the appropriation of funds, and Council has already authorized the County Administrator to proceed with condemnation whenever that point arrives.

Chairman Passiment, County Attorney Tom Keaveny, County Administrator Greenway, and Council Member Flewelling debated whether the motion to delay negates the previously approved motion to amend or if the amendment carries to the next reading.

Council Member Flewelling, Vice Chair Sommerville, and County Administrator Greenway commented on the proposal to form a committee to negotiate with the developer.

Council Member Lawson voiced his opposition to the delay of the second reading.

Council Member Hervochon asked if Council Member Flewelling would remove the committee request from his motion to delay. Council Member Flewelling and Council Member Cunningham agreed to the withdrawal of the committee request.

Motion to Delay: It was moved by Council Member Flewelling, Seconded by Council Member Cunningham, to delay the second reading until September 12th.

Discussion: Council continued to debate whether the approved motion to amend moves forward if the motion to delay passes.

The Vote - Voting Yea: Council Member Flewelling, Council Member Cunningham, Council Member Hervochon, Council Member Lawson, and Council Member Rodman. Voting Nay: Chairman Passiment,

Vice Chairman Sommerville, Council Member Glover, Council Member Howard, and Council Member McElynn. The motion to delay the second reading failed 5:5.

Discussion: Council Member Hervochoon voiced his opposition to the motion and reiterated his concerns about the project’s expense and condemnation.

Council Member Lawson expressed his support for the motion.

The Vote - Voting Yea: Chairman Passiment, Vice Chairman Sommerville, Council Member Glover, Council Member Howard, Council Member Lawson, Council Member McElynn, and Council Member Rodman. Voting Nay: Council Member Cunningham, Council Member Flewelling, and Council Member Hervochoon. The main motion, as amended, passed 7:3.

12. CITIZEN COMMENTS

Please watch the video stream available on the County's website to view the full citizen comments.

<https://beaufortcountysc.new.swagit.com/videos/178453?ts=5824>

William Smith (Beaufort County School Board) commented on the need to provide activities for the community with the American Rescue Plan Act funds and his stance against funding a splash pad.

13. ADJOURNMENT

Adjournment: 7:41 PM

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph F. Passiment, Jr., Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Ratified:

~ Proclamation ~

Whereas, behavioral health is an essential part of one's overall health and recovery is a process through which people are able to improve their overall wellness, both physically and emotionally, live increasingly self-directed lives, and strive to fulfill their greatest potential; and

Whereas, substance use disorders, including opioid use disorder and co-occurring disorders, affect all communities nationwide; but with commitment and support, people with these disorders can seek help and treatment, recover, and achieve healthy lifestyles and lead rewarding lives in recovery; and

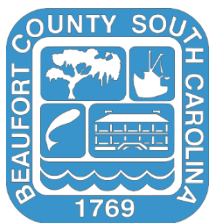
Whereas, the focus of National Recovery Month is to combat stigma and resolve misconceptions associated with addiction and to celebrate their journey with the theme Join the Voices for Recovery: Celebrating Connections. Recovery Month spreads the message that prevention and treatment are effective, and people can and do recover every day; and

Whereas, the impact of substance use disorders and opiate overdoses is apparent locally with an estimated 20,000 people in Beaufort County affected by a substance use disorder and over 100,000 United States Citizens lost their life to an overdose to an opiate overdose alone last year. Through National Recovery Month, people become more aware and able to recognize the signs of substance use disorders, as people in need of treatment and recovery services are encouraged to seek help or are provided outreach by the Beaufort County First Responder Team

Whereas, the National Recovery Month observance seeks to improve the lives of those affected by substance use disorders by raising awareness of these disorders, and educating communities about the effective treatment, available recovery services, and the danger of stigma. For the above reasons, the Beaufort County Alcohol and Drug Abuse Department and the Beaufort County First Responder Team is asking our entire community to join partners and stakeholders across the Palmetto State in celebrating September as National Recovery Month and in observation of the 33rd anniversary of Recovery Month.

Now, therefore, be it resolved, that Beaufort County Council does hereby proclaim September 2022 as

Recovery Month in Beaufort County



Dated this 12th day of September 2022.

Joseph F. Passiment, Chairman
Beaufort County Council



~ Proclamation ~

Whereas, attainable housing is part of the American Dream; and there is a major need for workforce housing in this region and on Hilton Head Island.

Whereas, each year, hundreds of Hilton Head Island and Beaufort County residents struggle to find an affordable home in one of the most expensive housing markets in the state; and

Whereas, regardless of their socio-economic status, individuals and families in Beaufort County and on Hilton Head Island must be able to remain in their homes or find high-quality, safe, well-maintained housing close to their place of employment; and

Whereas, it is our civic responsibility to provide accessible, affordable housing in the region to support the workforce in the service economy, as well as others with high cost housing burdens; and

Whereas, we must find ways to overcome barriers to affordable development, such as tax credits and availability; and

Whereas, we feel the need to help households maintain financial stability and build wealth by reducing the amount of money they must spend on housing and transportation; and

Whereas, government cannot do this alone and needs business leaders and philanthropists to contribute to solving this problem; and

Whereas, these individuals recognized today are dedicated to providing safe, stable, permanent and attainable housing for their employees and other members of the community, and are working to bring the need for affordable housing to the forefront of discussion on Hilton Head Island and throughout Beaufort County; and

Whereas, these individuals standing here today are leading the way and setting the example regarding safe, stable, and affordable housing for all residents; and

Now Therefore, be it resolved by the County Council of Beaufort County, that this Council hereby wishes to honor (Thomas Barnwell, Kevin Carter, and JR & Leslie Richardson) for their selflessness, ingenuity, and for the resources they used to provide attainable workforce housing on Hilton Head Island.

Dated this 12th Day of September 2022

Joseph F Passiment, Jr., Chairman
Beaufort County Council

CITIZEN COMMENTS

County Council Meeting
September 12, 2022

FULL NAME

PHONE # or EMAIL
ADDRESS

	FULL NAME	PHONE # or EMAIL ADDRESS
1.	FRANK MANGAN - 278 bridge	843-422-2004
X	Karen Heitman - Golf Course pathways	843-705-3378
3.	GEORGE HEITMAN PATHWAYS	"
4.	GRAY E. SMITH - 278 CORRIDOR	847-804-2448
5.	XXXXXXXXXXXXXXXXXXXX	
X	FRANK BABER PATHWAYS	843-363-6988
7.	Ray Cipollini ^{Proposed Ordinance to} allow Golfers on BIKEPATHS S.	908-887-6816
8.	ERIC Somerville	843-295-1078
9.	XXXXXXXXXXXXXXXXXXXX	843-301-310
10.	John Schartz	843-684-0714
11.	Chuck Valentino - #20 on Agenda	843 540 8536
13.	DAVID H. HURTER #20 Agenda	843-707-7633
14.	Frank Babler #20	843 412 4322
15.	John CASEY - Bldg. Expansion	973-271 5857
16.	CHUCK NEWTON	843 838 1888

17. Chuck + Madeline Dowd 18 Herotge Rd

18. Lynn + Cliff Fontaine -

19. Skip Hogland - bridge + etc.

20. Katherine Pringle widening Hwy 21

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PUBLIC HEARING COMMENTS REGARDING AGENDA ITEMS:

By signing below, you agree to adhere to the following decorum in speaking:

- 1) address the Chairman and, in speaking, avoid disrespect to Council and any personalities
- 2) Confine themselves to questions under the jurisdiction of the council
- 3) be mindful and respectful of those present and others who may be watching.

TOPICS

#14: PUBLIC HEARING AND THIRD READING OF AN ORDINANCE TO APPROPRIATE FUNDS IN ORDER TO ESTABLISH PUBLIC OWNERSHIP OF THE REAL PROPERTY WITH TMS NO. R800 021 000 006C 0000 AND R800 021 000 006B 0000 COLLECTIVELY COMMONLY KNOWN AS MELROSE LANDING

September 12, 2022

	FULL NAME	TOPIC	PHONE # or EMAIL ADDRESS
1.	Beth McIntyre	Ferry	612 578 1442
2.	Leanne M. Coulter	Melrose Landing	leanne.dicouncil@gmail.com
3.	John Schantner	Melrose Landing	John Schantner S/C
4.	Chuck		
5.	Jill Boyd		
6.			
7.			
8.			
9.			
10.			
11.			
13.			
14.			



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
AN ORDINANCE TO APPROPRIATE FUNDS IN ORDER TO ESTABLISH PUBLIC OWNERSHIP OF THE REAL PROPERTY WITH TMS NO. R800 021 000 006C 0000 AND R800 021 000 006B 0000 COLLECTIVELY COMMONLY KNOWN AS MELROSE LANDING
MEETING NAME AND DATE:
County Council; July 11, 2022
PRESENTER INFORMATION:
Brittany Ward, Deputy County Attorney 10 Minutes
ITEM BACKGROUND:
Vote at First Reading by Title Only on June 27, 2022: 7/4
PROJECT / ITEM NARRATIVE:
Beaufort County provides residents of the County with a ferry transportation service from the mainland to Daufuskie Island. A permanent embarkation location and public parking on Daufuskie Island is required to continue providing the ferry service. County staff has reviewed all available options and has identified the properties consisting of approximately 4.01 acres located on Melrose Landing Road on Daufuskie Island as the best option.
FISCAL IMPACT:
Funds from use of General Fund – Fund balance account. Funding not to exceed \$800,000 plus closing costs and legal fees
STAFF RECOMMENDATIONS TO COUNCIL:
Approve
OPTIONS FOR COUNCIL MOTION:
Approve/Deny Move forward for Third Reading

ORDINANCE 2022/_____

AN ORDINANCE TO APPROPRIATE FUNDS IN ORDER TO ESTABLISH PUBLIC OWNERSHIP OF THE REAL PROPERTY WITH TMS NO. R800 021 000 006C 0000 AND R800 021 000 006B 0000 COLLECTIVELY COMMONLY KNOWN AS MELROSE LANDING

WHEREAS, Beaufort County (“County”) provides the residents of the County with a ferry transportation service from the mainland to Daufuskie Island (“Ferry Service”) which requires an embarkation location on both the mainland as well as on Daufuskie Island; and

WHEREAS, in order for the County to continue providing the Ferry Service, the County must establish a permanent Daufuskie Island embarkation location with public parking to serve the residents of Beaufort County now and in the future; and

WHEREAS, the best site for the Ferry Service Daufuskie Island embarkation location has been identified as the real property consisting of approximately 4.01 acres on Melrose Landing Road on Daufuskie Island, and further identified with TMS NO. R800 021 000 006C 0000 AND R800 021 000 006B 0000, collectively hereinafter referred to as the “Property”; and

WHEREAS, the purchase price for the Property must be at the current fair market value which will be determined by a licensed appraiser and by way of negotiating with the current Property owner; and

WHEREAS, funding for the purchase of the Property will be appropriated from use of General Fund – Fund balance in an amount not to exceed \$800,000 plus closing costs and legal fees; and

WHEREAS, County Council finds that it is in the best interest of the citizens and residents of Beaufort County to appropriate funds as described herein for the purchase of the Property.

NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council, duly assembled, authorization to appropriate funds from General Fund – Fund balance in an amount not to exceed \$800,000 plus closing costs and legal fees in order to establish public ownership of the real property with TMS NO. R800 021 000 006C 0000 AND R800 021 000 006B 0000, located on Melrose Landing Road on Daufuskie Island.

Adopted this ____ day of _____ 2022.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

ORDINANCE

An Ordinance transferring the authority for conducting municipal elections to the county election commission, and repealing Section 1-8003 of the City Code of Ordinances

WHEREAS, §5-15-145 of the South Carolina Code of Laws provides that municipalities are authorized to transfer by Ordinance authority for conducting municipal elections to the county elections commission; and,

WHEREAS, §5-15-145 also provides that the County elections commission is authorized to conduct municipal elections; and,

WHEREAS, §5-15-145 provides that the ordinance transferring such authority must state the terms of the agreement between the municipality and the County for such transfer of authority; and,

WHEREAS, City Council for the City of Beaufort finds that it is in the best interest of the City and its citizens for the authority to conduct municipal elections to be transferred to the Board of Voter Registration and Elections of Beaufort County; and,

WHEREAS, pending approval of Beaufort County Council, the Board of Voter Registration and Elections of Beaufort County has agreed to this transfer of authority under the terms set forth below:

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Beaufort, in council duly assembled, and by the authority of the same, as follows:

1. The authority for the conducting municipal elections in the City of Beaufort is hereby transferred to the Board of Voter Registration and Elections of Beaufort County.
2. The Board of Voter Registration and Elections of Beaufort County (the Beaufort County Board) shall hereafter be empowered to conduct municipal elections in the City of Beaufort in accordance with Title 7 of the South Carolina Code of Laws, and the Code of Ordinances for the City of Beaufort. The Beaufort County Board will certify the results of each election to the municipality immediately following the certification of the votes cast in each election.
3. The City Municipal Election Commission shall be abolished, and Section 1-8003 of the City Code of Ordinances shall be repealed.
4. The City of Beaufort shall reimburse the Board of Beaufort County for all costs incurred in providing ballots, advertising elections, printing costs, poll managers compensation and other related additional expenses incurred in its conduct of

municipal elections in the City of Beaufort. Poll Managers will be paid at the standard rate set by the State Election Commission for all other elections. In the event a protest is filed, or litigation is commenced in connection with the conduct of municipal elections, the City of Beaufort shall pay all fees, costs and expenses incurred in such protest or litigation. The Beaufort County Board shall provide invoices and/or other documentation to the City of all such additional costs and expenses incurred in the conduct of City of Beaufort Municipal Elections, protests, certifications of results, litigation or other costs which may be incurred, not specifically mentioned in this ordinance.

5. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of inconsistency.
6. This Ordinance shall become finally binding upon adoption, and additionally upon the adoption of Beaufort County Council of an Ordinance accepting such transfer.



Stephen D. Murray III, Mayor

Attest



Traci Guldner, City Clerk

First Reading 5-10-22

Second Reading and adoption 5-24-22

Approved in Form: William B. Harvey, III

(1)

ORDINANCE No. 2022/_____

AN ORDINANCE AMENDING ORDINANCE 99/10 TO FURTHER ACCEPT DETAILS OF THE CONDUCT OF MUNICIPAL ELECTIONS FROM THE CITY OF BEAUFORT BY THE BOARD OF VOTER REGISTRATION AND ELECTIONS OF BEAUFORT COUNTY

WHEREAS, §5-15-145 of the South Carolina Code of Laws provides that municipalities are authorized to transfer by Ordinance authority for conducting municipal elections to the county elections commission; and,

WHEREAS, §5-15-145 also provides that county elections commissions are authorized to conduct municipal elections; and,

WHEREAS, §5-15-145 provides that the ordinance transferring such authority must state the terms of the agreement between the municipality and the County for such transfer of authority; and,

WHEREAS, on April 26, 1999, Beaufort County Council adopted ordinance 99/10 (which amended ordinance 97/11) accepting certain elements of the conduct of municipal elections for the City of Beaufort; and

WHEREAS, ordinance 99/10 provided that the City of Beaufort would retain certain elements of the conduct of municipal elections; and

WHEREAS, City Council for the City of Beaufort has adopted an ordinance dated May 24th, 2022 which finds that it is in the best interest of the City and its citizens for the full authority to conduct municipal elections to be transferred to the Board of Voter Registration and Elections of Beaufort County; and,

WHEREAS, pending approval of Beaufort County Council, the Board of Voter Registration and Elections of Beaufort County has agreed to this transfer of authority under the terms set forth below:

NOW, THEREFORE, BE IT ORDAINED by the Beaufort County Council, in meeting duly assembled, and by the authority of the same, as follows:

1. In accordance with the authority devolved by Section 5-15-145, Code of Laws of South Carolina, 1976 as amended, and pursuant to the terms of the Beaufort City ordinance adopted May 24th, 2022 Beaufort County Council approves and accepts the complete transfer of authority to conduct all aspects of municipal elections for the town to the Board of Voter Registration and Elections of Beaufort County (the "Board"). The Board shall be completely responsible for municipal elections held within the City. The authority here transferred includes, but is not limited to, addressing all disputes and questions that arise out of the election process, publishing proper notices of elections, insuring the provision of proper books for registration, preparing and distributing ballots and election materials, preparing and staffing the early voting centers absentee ballot precinct, appointing and training poll managers, providing voting machines, supervising the operation of all polling places, to include enforcement authority to insure that proper procedures and laws are being followed, certifying the results of the election, reviewing decisions on

challenges from candidates, reviewing decisions on challenged ballots, hearing protests filed or litigation commenced in connection with the conduct of a City election. All elections conducted by the board shall be in accordance with S.C. Code 1976, title 7, as amended, unless otherwise provided in or modified by S.C. Code 1976, title 5, as amended.

2. The City shall reimburse the Board for all costs incurred in providing ballots, advertising elections, printing costs, poll managers' compensation and other additional expenses incurred in, or arising from, its conduct of municipal elections in the City town. Poll managers will be paid at the standard rate set by the South Carolina State Election Commission for all other elections.

3. In the event a protest is filed or litigation is commenced in connection with the conduct of municipal elections, the same shall be heard by the Board and defended by its attorney. The City town shall pay all fees, costs, and expenses incurred in such protest or litigation, including, but not limited to, fees, costs and expenses of the board, its officers, agents and employees, and the officers, agents and employees of the county

4. The Board shall provide invoices and/or other documentation to the City town of all costs and expenses incurred in the conduct of municipal elections, protests, certification of results, litigation or other costs which may be incurred and reimbursed which are not specifically mentioned in this section.

5. If any provision of this section or its application to any circumstance is held by a court of competent jurisdiction to be invalid for any reason, this holding does not affect other provisions or applications of this section which can be given effect without the invalid provision or application, and to this end, the provisions of this section are severable.

6. This action shall take effect upon adoption of this section accepting the authority being transferred hereunder;

7. All portions of ordinances 97/11 and 99/10 which are inconsistent with the terms herein are hereby repealed.

IT IS SO ORDAINED.

Attest: Sarah Brock, Clerk to Council

Joe Passiment, Chair of Council

First Reading: _____

Second Reading: _____

Third Reading: _____

AN ORDINANCE TO AMEND ORDINANCE 97/11 AND TO EMBODY TERMS OF AGREEMENT BETWEEN THE CITY OF BEAUFORT AND THE BEAUFORT COUNTY ELECTIONS AND REGISTRATION COMMISSION REGARDING MUNICIPAL ELECTIONS AND SPECIFYING AUTHORITY BEING TRANSFERRED.

Whereas, the City of Beaufort and the Beaufort County Elections and Registration Commission have previously operated pursuant to a working agreement for the conduct of Municipal Elections; and

WHEREAS, in March 1992, the South Carolina Legislature amended Section 5-15-145 of the *Code of Laws of South Carolina*, 1976, as amended, required that, as a condition of the transfer of authority to County Elections and Registration Commission for the conduct of municipal election, the municipality must enact an Ordinance embodying the terms of the Agreement; and

WHEREAS, the City of Beaufort and the Beaufort County Elections and Registration Commission have agreed to the terms of the transfer of authority for the conduct of the upcoming Municipal Election in May 1999; and

WHEREAS, pursuant to State law, the County desires to enact an Ordinance embodying the terms of this Agreement; and

NOW, THEREFORE, BE IT ORDAINED, by the County Council of Beaufort County, South Carolina, duly assembled and by authority of the same, accepts the authority being transferred, which shall read as follows:

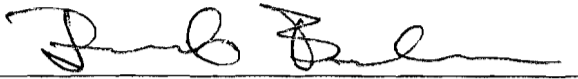
Beaufort County Council on behalf of the Beaufort County Elections and Registration Commission accepts the authority to assist the City of Beaufort and its Municipal Election Commission with City Municipal Elections. Pursuant to this authority and Agreement, the County Elections and Registration Commission hereby accepts the following authority and responsibilities for the conduct of municipal elections:

1. Preparation of voting machines, ballot pages, cards, and other documents, materials and equipment in conjunction therewith; and
2. The training of poll managers and election night workers; and
3. The total conduct of the absentee precinct; and
4. The conduct of the election procedure and tabulating of the results; and
5. The securing of polling places.


The City of Beaufort and its Municipal Election Commission shall remain responsible for the total cost of conducting all municipal elections, including providing the supplies to be used at the precincts, the certification of all candidates, the designation of polling places, the inspection and visitation of polls during election day, the recruitment and assignment of poll managers, the hearing of challenged ballots and ruling on any protest and/or complaints regarding the election or its procedures, and the certification of the election results.

Adopted this 26th day of April, 1999.

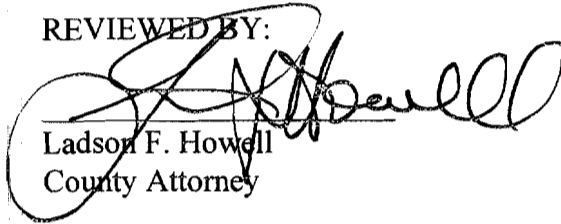
COUNTY COUNCIL OF BEAUFORT COUNTY

BY: 
Frank Brafman
Chairman

ATTEST:


Clerk to Council

REVIEWED BY:


Ladson F. Howell
County Attorney

First Reading: March 22, 1999
Second Reading: April 12, 1999
Third and Final Reading: April 26, 1999

Amending 97/11



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
<i>Text Amendment to the Community Development Code (CDC): Section 4.1.330 (Ecotourism) to clarify guiding principles for ecotourism development and establish base site area calculations for ecotourism development.</i>
MEETING NAME AND DATE:
<i>Natural Resources Committee Meeting, August 15, 2022</i>
PRESENTER INFORMATION:
<i>Robert Merchant, AICP, Director, Beaufort County Planning and Zoning (10 minutes needed for item discussion)</i>
ITEM BACKGROUND:
<p><i>Staff have been reviewing the Community Development Code (CDC) for necessary amendments as a result of the adoption of the 2040 Comprehensive Plan. During our review, staff have identified necessary major and minor corrections to the CDC to improve and clarify its standards, including changes to the County's ecotourism standards.</i></p> <p><i>At their April 4, 2022 meeting, the Beaufort County Planning Commission voted unanimously to send the amendments back to staff to create more specific and measurable standards. Staff presented the updated amendments at the June 6, 2022 meeting, where the Beaufort County Planning Commission voted unanimously to recommend approval of the amendments with the condition that wastewater treatment be added as a required component of the operational plan.</i></p>
PROJECT / ITEM NARRATIVE:
<p><i>Proposed changes to Section 4.1.330 (Ecotourism) clarify the definition of the Ecotourism use, replace the reference to the Ecotourism Society's (TES) standards with specific, measurable standards to guide Ecotourism projects in the County, specify required components of the operational plan, provide the Director opportunity to ask for more information as needed using a Community Impact Statement (Appendix A.1.30), bring the lodging allowances in line with T2 district's base zoning allowances, and clarify how base site area calculations for ecotourism projects are to be calculated to prevent artificially inflated densities.</i></p>
FISCAL IMPACT:
<i>Not applicable.</i>
STAFF RECOMMENDATIONS TO COUNCIL:
<i>Staff recommends approval.</i>
OPTIONS FOR COUNCIL MOTION:
<i>To approve or deny the proposed amendment to the Community Development Code (CDC): Section 4.1.330 (Ecotourism).</i>



MEMORANDUM

TO: Beaufort County Natural Resources Committee

FROM: Juliana Smith, Beaufort County Planning and Zoning Department

DATE: August 15, 2022

SUBJECT: Proposed Text Amendments to Section 4.1.330 (Ecotourism)

STAFF REPORT:

A. BACKGROUND: In November 2021, Beaufort County Council adopted the 2040 Comprehensive Plan. As a result, staff have been reviewing the Community Development Code (CDC) for necessary amendments. During our review, staff have identified necessary major and minor corrections to the CDC to improve and clarify its standards, including changes to the County's ecotourism standards.

Proposed changes to Section 4.1.330 (Ecotourism) were first brought before the Beaufort County Planning Commission during their April 4th, 2022 meeting. The original revisions clarified the intent of the Ecotourism use, which is allowed as a Special Use in T1 Natural Preserve and a Conditional Use in T2 Rural, T2 Rural Neighborhood, T2 Rural Neighborhood Open, and T2 Rural Center. It also replaced the reference to the Ecotourism Society's (TES) standards with actual standards to guide Ecotourism projects in the County. Finally, the original amendment directly referenced base site area calculations for ecotourism projects to prevent artificially inflated densities. At that time, the Commissioners voted unanimously to send the proposed changes back to staff to create more specific and measurable standards. Staff have made modifications to the changes in order to address the Commission's comments.

B. SUMMARY OF PROPOSED REVISIONS: Based on the discussion held during the April 4th, 2022 Planning Commission meeting, staff have made further revisions to Section 4.1.330 (Ecotourism). The new changes include:

- Directly referencing the definition of Ecotourism as outlined in Table 3.1.70 (Land Use Definitions) to provide consistency and reinforce expectations. Ecotourism is defined in Table 3.1.70 (Land Use Definitions) as follows:

Organized, educational and mainly outdoor recreation with or without lodging that invites participants to learn about and promote ecological preservation, conservation, and sustainability. This use shall include at least two of the following characteristics:

- 1. Located near or within a wilderness setting, park, or protected area;*
- 2. Interpretive educational program with or without guides;*
- 3. Outdoor activities; or*
- 4. Cultural experiences.*

- Clarifying standards for the required operational plan to include specific information, as applicable, such as emergency response plans, how utilities are provided, etc.
- Updating the lodging allowances included in ecotourism to better reflect the intention of the special and conditional ecotourism use.
- Refining the ecotourism principles to produce specific, measurable outcomes.

C. LEGAL REVIEW: Staff shared the amended ecotourism standards with the legal department for their review. Legal provided the following recommended changes be made to staff's amendment:

- Add evacuation plans and post-disaster clean-up plans as additional required components of the operational plan detailed in section B.
- Modify the first sentence of Section B so that all of the listed enhancements are equally weighted by removing "and/or" and replacing it with "and".

Because these recommendations were not received until after the Planning Commission agenda was published, staff presented the recommended changes to the Commissioners during the June 6, 2022 meeting. Staff recommended approval of the additional changes recommended by counsel.

D. STAFF RECOMMENDATION: Staff recommends approval of the deletions and amendments. Deletions are stricken through. Additions are highlighted and underlined.

E. BEAUFORT COUNTY PLANNING COMMISSION RECOMMENDATION: At the June 6, 2022 meeting of the Beaufort County Planning Commission, the Commission voted unanimously to recommend approval of the amended ecotourism standards, including the legal department's recommended additions, with the condition that waste water plans also be included as a component of the operational plan.

F. ATTACHMENTS: Revised Community Development Code Section 4.1.330 (Ecotourism)

ORDINANCE 2022 / __

**TEXT AMENDMENT TO THE COMMUNITY DEVELOPMENT CODE (CDC):
SECTION 4.1.330 (ECOTOURISM) TO CLARIFY GUIDING PRINCIPLES FOR
ECOTOURISM DEVELOPMENT AND ESTABLISH BASE SITE AREA
CALCULATIONS FOR ECOTOURISM DEVELOPMENT**

WHEREAS, the Community Development Code permits Ecotourism as a special use in T1 Natural Preserve and as a conditional use in T2 Rural, T2 Rural Neighborhood, T2 Rural Neighborhood Open, and T2 Rural Center; and

WHEREAS, Section 4.1.330 (Ecotourism) of the Community Development Code sets out the development standards for Ecotourism that reference vague guiding principles set by an outside organization and does not offer specific principles important to Beaufort County; and

WHEREAS, Section 4.1.330 sets a maximum floor area ratio for each ecotourism development, but does not specify how base site area shall be calculated; and

WHEREAS, it is necessary for the Community Development Code to provide clear guidance on ecotourism development standards and how to calculate maximum floor area ratio to achieve orderly development of Ecotourism facilities in our most rural zoning districts; and

NOW, THEREFORE be it ordained by County Council in meeting duly assembled that Section 4.1.330 of the Community Development Code is hereby amended as set forth in Exhibit A hereto. Deletions in the existing code are stricken through. Additions are highlighted and underlined.

Adopted this ___ day of _____ 2022.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, JD, Clerk to Council

4.1.330 Ecotourism

Ecotourism shall meet the definition of ecotourism as stated in the Recreation, Education, Safety, Public Assembly section of the Land Use Definitions table in Section 3.1.70 and shall comply with the following:

- A. Applications shall include a site plan whose design incorporates the building, structures, and amenities into the natural and scenic qualities of the area in a complimentary fashion.
- B. An operational plan shall indicate that this use will enhance the ecotourism experience of intended users in regard to the related wilderness setting, interpretive educational programs, wildlife viewing opportunities, outdoor activities, parks/protected areas, and/or cultural experiences. An operational plan shall also include, at a minimum, information about access to the site, on and off-site parking for guests and employees, the number and type of jobs and associated wages created, housing for employees, how supplies will be staged and delivered, hours of operation, emergency response plans, how emergency services will be provided, an evacuation plan, post-disaster clean-up plans, how utilities will be provided, how wastewater will be treated, how solid waste will be disposed of, the number and type of amenities provided, and how the operation will adaptively respond to sea level rise. Additional information may be required through a Community Impact Statement as determined by the Director and as described in Appendix A.1.30.
- C. The maximum floor area ratio for each development shall be 0.1. Base Site Area shall be calculated per Section 6.1.40.G.
- D. An open space ratio of (at least) 85% shall be required for the entire property.
- E. Impervious surface shall not exceed 8% for the entire property.
- F. There shall be a 3-acre minimum site size for this use.
- G. Lodgings are permitted with this use and include cabins, inns, B&Bs, historic properties, and small hotels. Hotel uses shall be limited to no more than 50 units per development, 8 units per building, 24 guest rooms and a maximum height of 2 stories.
- H. Operators of ecotourism uses shall adhere to the following stewardship, research, and education principles promoted by The Ecotourism Society (TES), and shall address in their application how they will adhere to them:
 - Provide benefits for local ecosystems via research, conservation, educational awareness, etc.
 - Generate financial benefits for local people via jobs, grants, community investment, etc.
 - Deliver interpretative experiences to visitors that help raise awareness and sensitivity to local environmental and cultural climates.
 - Design, construct, and operate low-impact eco-tours, activities, and facilities.



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
DISCUSSION OF AN ORDINANCE TO ALLOCATE THE PROCEEDS FROM THE SALE OF THE MYRTLE BUSINESS PARK TO THE ECONOMIC DEVELOPMENT SITE AND JOB FUND
MEETING NAME AND DATE:
Finance Committee; August 22, 2022
PRESENTER INFORMATION:
John O’Toole, Executive Director, Beaufort County Economic Development Corporation 10 Minutes
ITEM BACKGROUND:
<p>The Myrtle Business Park (“Property”) was sold May 2022. The proceeds from the sale and interest total in the amount of \$631,376.19; the funds consist of sale proceeds in the amount of \$599,979.19 and interest in the amount of \$31,397 and have been deposited into the Myrtle Park Phase II fund 4807.</p> <p>The Beaufort County Economic Development Corporation (“EDC”) is requesting the proceeds from the sale of the Property be allocated to EDC’s Site Development and Job Fund (“Job Fund”).</p> <p>The EDC previously presented to the Finance Committee on February 18, 2020, requesting the proceeds from the sale of the Property to be deposited into the EDC’s Job Fund. The Committee voted to move to full County Council after the sale of the Property a resolution for the proceeds of the Myrtle Business Park to be deposited into the EDC’s Site Development and Job Fund.</p>
PROJECT / ITEM NARRATIVE:
The Beaufort County Economic Development Corp requests that the proceeds from the sale of and interest from Myrtle Business Park (\$631,376.19) be allocated into the Economic Development Site and Job Fund.
FISCAL IMPACT:
\$631,376.19 (proceeds from sale and interest)
STAFF RECOMMENDATIONS TO COUNCIL:
OPTIONS FOR COUNCIL MOTION:
Not Approve Move forward to Council for First Reading

ORDINANCE 2020/_____

AN ORDINANCE TO ALLOCATE THE PROCEEDS FROM THE SALE OF THE MYRTLE BUSINESS PARK TO THE ECONOMIC DEVELOPMENT SITE AND JOB FUND

WHEREAS, On or about May 5, 2022, Beaufort County sold the real property with tax map number R600 031 000 1624 000 consisting of approximately 7.714 acres commonly known as the Myrtle Business Park (the “Property”); and

WHEREAS, the sale of the Property produced total funds in the amount of \$631,376.19; the funds consist of sale proceeds in the amount of \$599,979.19 and interest in the amount of \$31,397; the total funds have been deposited in the Beaufort County Myrtle Park Phase II Fund 4807; and

WHEREAS, the Beaufort County Economic Development Corporation (“EDC”) is an entity financially supported by Beaufort County (“County”) for the purpose of organizing, structuring, and leading economic development efforts on behalf of the County (“Purpose”); and

WHEREAS, the EDC requests for the proceeds from the sale of the Property be allocated to the Economic Development Site and Job Fund in order to assist its Purpose; and

WHEREAS, County Council finds that allocating the proceeds from the sale of the Property to the Economic development Site and Job Fund is in the best interest of the County, and its citizens and residents.

NOW, THEREFORE, BE IT ORDAINED, by Beaufort County Council, at a duly assembled meeting, hereby approves the allocation of the proceeds in the amount of \$631,376.19 from the sale of the Myrtle Business Park to the Economic Development Site and Job Fund.

Adopted this _____ day of _____, 2022.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Court



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Discussion of Ordinance to provide maintenance work on private roads.
MEETING NAME AND DATE:
Public Facilities Committee Meeting – August 22, 2022
PRESENTER INFORMATION:
Neil J. Desai, P.E., Public Works Director Jared Fralix, P.E., Assistant County Administrator, Engineering (5 Minutes)
ITEM BACKGROUND:
Per direction from the County Administrator, Public Works & Legal Department were tasked with creating a one-time work effort on private roads.
PROJECT / ITEM NARRATIVE:
Based on research from public works departments throughout the state and from various statewide municipal and county attorneys, both the Public Works Department and the Legal Department created the proposed ordinance that allows maintenance work efforts on countywide private roads. Originally, brought to Public Facilities Committee in April, the committee request to come back to in a few months after revisiting this issue.
FISCAL IMPACT:
Fiscal impact to the County will vary from situation to situation. For example, a small fallen tree will require minimum effort and expenditure of County funds versus a private road needing crusher run or gravel.
STAFF RECOMMENDATIONS TO COUNCIL:
Public Works Director recommends approval of Ordinance.
OPTIONS FOR COUNCIL MOTION:
Motion to either accept/deny the recommendation to approve new Ordinance for work on private roads. <i>Next Steps – A majority vote for acceptance by Committee would move item forward to final acceptance by full County Council vote.</i>

ORDINANCE 2022/_____

AN ORDINANCE TO PROVIDE FOR LIMITED CIRCUMSTANCES WHERE COUNTY STAFF MAY PERFORM WORK ON PRIVATE PROPERTY

WHEREAS Beaufort County Council hereby finds that under limited circumstances, public resources may be properly used on private property; and

WHEREAS County Council wishes to define the circumstances and limitations under which such resources may be used;

NOW, THEREFORE, be it ordained by Beaufort County Council, in meeting duly assembled, as follows:

I. Emergency maintenance of roads.

(a) No work may be performed on any roadway not already maintained by the County unless the county administrator determines that access to such roadway is necessary for the performance of one or more public functions, that the work would constitute a public purpose that and the following conditions exist:

(1) Such a roadway is the only access for one (1) or more property owners or residences, and

(2) Emergency medical services, sheriff department vehicles and other County vehicles cannot, in the lawful performance of their duties, gain full and immediate access to at least one (1) residence unless road scraping is performed, and

(3) At least one (1) of the properties to be accessed is used as a primary residence.

(b) Any work pursuant to this section will be done on a one-time basis only. In such cases, the County Department of Public Works is limited to the minimum improvements that will allow full and immediate access to the affected residences. Crusher run, gravel, pipe or other materials will not be routinely provided.

II. Other use of public resources on ostensibly private property.

The County Administrator may also direct the use of public forces and resources if he/she makes a finding that such is necessary in the following circumstances:

(a) In the event of a declared national emergency or natural disaster such as floods, tornadoes, hurricanes, earthquakes, or other acts of God or manmade disasters of similar consequences, such as explosions, fires, pollution, and other dangerous conditions; and

(b) For use upon borrow pits purchased, donated, or leased to the county for construction materials, and roads providing access thereto; and

- (c) To clean up, repair or resurface property which has been damaged or altered by the parking, storage, or transporting of county equipment or material; and
- (d) To settle or compromise litigation that is threatened or instituted because of some condition created by or for which the County is legally responsible or liable; and
- (e) For temporary detours or bypasses while County roads or bridges are being constructed, repaired, resurfaced, or maintained; and
- (f) To aid municipalities, special purpose districts, and special tax districts within Beaufort County in the construction, repair, or maintenance of roadways or other projects located within municipal or district boundaries; and
- (g) To provide minimally necessary ingress and egress, such determination to be made at the sole discretion of either the prevailing Fire Chief within that district or the EMS Director or his/her designee, when a public health or medical emergency exists or upon request and certification signed by licensed medical doctor that an urgent medical need exists or by a licensed funeral director that a need exists for receiving or burial of a deceased person. The Fire Chief or EMS Director is to furnish to the County Administrator a statement showing the name of the property owner, the property address, the request, and certification from the licensed professional, and the materials, labor, and equipment used within five business days of completing such work.
- (h) With the exception of the above seven instances, no use of County equipment upon private property shall be permitted, Additionally, any private road that services a commercial property there shall be no use of County equipment. Any County official or employee violating these rules and regulations shall be subject to disciplinary action by the County Administrator and any violations of the rules and regulations contained herein shall be reported to County Council by the County Administrator, provided, however, nothing contained herein shall be construed or interpreted in any manner to restrict the use of County equipment for the ordinary County purposes as provided by law.

IT IS SO ORDAINED this _____ day of ____, 2022.

Joseph Passiment, Council Chair

Attest:

Sarah Brock, Clerk to Council



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
AN ORDINANCE AUTHORIZING THE CONVEYANCE OF RIGHT OF WAY KNOWN AS 16TH STREET EXTENSION AND A RELATED DRAINAGE EASEMENT TO THE TOWN OF PORT ROYAL
MEETING NAME AND DATE:
Public Facilities Committee; August 22,2022
PRESENTER INFORMATION:
Brittany Ward, Deputy Attorney; and Patty Wilson, Right of Way Manager (5 Minutes)
ITEM BACKGROUND:
PROJECT / ITEM NARRATIVE:
Beaufort County ("County") currently owns a portion of 16 th Street located in the Town of Port Royal ("Town"). The Town desires to address certain drainage issues in this area and has requested the County to convey via quit claim deed the right of way and the associated easements.
FISCAL IMPACT:
Conveyance will have no monetary compensation
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of the conveyance
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny an ordinance authorizing conveyance of right of way and related drainage easements known as 16 th street to the Town of Port Royal Move forward to Council for first reading on September 12, 2022.

ORDINANCE 2022/____

**AN ORDINANCE AUTHORIZING THE CONVEYANCE OF RIGHT OF WAY
KNOWN AS 16TH STREET EXTENSION AND A RELATED DRAINAGE EASEMENT
TO THE TOWN OF PORT ROYAL**

WHEREAS, Beaufort County (“County”) had a full title search completed on right of way known as 16th Street Extension in 1999 which yielded no definitive public ownership of the road and communication with the Town of Port Royal (“Town”) claimed the road public from Old Shell Road to the high-water mark; and

WHEREAS, the County Transportation Committee selected 16th Street Extension to be paved as part of the Beaufort County Road Paving Program upon the approval of the Town; and

WHEREAS, the County obtained ownership of a portion of 16th Street when being conveyed 40’ Right of Way Deeds from Mary Ann Gray (R110-001-000-0112-0000), Ann S. Ritter (R110-011-000-0111-0000) and Delta-Beaufort Partnership C/O Mary Ellen D. Blanding (R110-011-000-0113-0000) recorded in Deed Book 1674 at pages 5054, 5056, and 5058 respectively on 12/04/2002 at the Beaufort County Register of Deeds Office; collectively hereinafter referred to as the “ROW”; and

WHEREAS, the County also obtained a 30ft drainage easement (“Easement”) from Mary Ellen D. Blanding (R110-011-000-0113-0000) recorded in Deed Book 1674 at page 5060 on 12/04/2002; and

WHEREAS, the Town desires to address certain drainage issues in the area and requested that the County convey all interest in the ROW and Easement to the Town via quit claim deed in order to be able to provide ongoing drainage maintenance; and

WHEREAS, Beaufort County Council has determined that it is in its best interest to convey the ROW and Easement to the Town and authorize the execution and delivery of the requested quit claim deed and easement; and

WHEREAS, S.C. Code Ann. §4-9-130 requires that the transfer of any interest in real property owned by the County must be authorized by the adoption of an Ordinance by Beaufort County Council.

NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council as follows:

1. the County Administrator is hereby authorized to execute the quit claim deed referenced herein; and
2. the County Administrator is hereby authorized to take all actions as may be necessary to complete the conveyance of the ROW and drainage easement to the Town of Port Royal.

DONE this ____ day of _____ 2022.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Third and Final Reading:
Public Hearing:
Second Reading:
First Reading:



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
An ordinance providing authorization for golf carts to use multi-use trails and paths
MEETING NAME AND DATE:
Public Facilities Committee August 22, 2022
PRESENTER INFORMATION:
Eric Greenway <i>5 minutes</i>
ITEM BACKGROUND:
n/a
PROJECT / ITEM NARRATIVE:
Councilmember Cunningham requested that the appropriate ordinance be drafted to allow for golf carts to be able to use the County's multi-use trail and paths
FISCAL IMPACT:
n/a
STAFF RECOMMENDATIONS TO COUNCIL:
Adopt the ordinance
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny An ordinance providing authorization for golf carts to use multi-use trails and paths Move forward to Council for First Reading

ORDINANCE No. 2022/_____

AN ORDINANCE AMENDING BEAUFORT COUNTY CODE CHAPTER 90, ARTICLE V, TO ALLOW FOR GOLF CARTS TO USE MULTI USE TRAILS

WHEREAS, §56-2-105 of the South Carolina Code of Laws refers, at Section (B) to “a vehicle commonly known as a golf cart”; and

WHEREAS, the same section 56-2-105 (F)(2) provides “A political subdivision may, on primary highways, secondary highways, streets, or roads within the political subdivision's jurisdiction, create separate golf cart paths on the shoulder of its primary highways, secondary highways, streets and roads for the purpose of golf cart transportation, if:

(a) the political subdivision obtains the necessary approvals, if any, to create the golf cart paths; and

(b) the golf cart path is:

(i) separated from the traffic lanes by a hard concrete curb;

(ii) separated from the traffic lanes by parking spaces; or

(iii) separated from the traffic lanes by a distance of four feet or more.”

WHEREAS, Beaufort County ordinance Chapter 90, Article V entitled “Multi Use Recreation Trails” provides that “Multi-use trail” means any trail or path designated by county council to be used for pleasure or as an alternative mode of transportation for use by walking, jogging, inline skating, rollerblading, skate boarding, bicycling, and other non-motorized recreation.”; and

WHEREAS, the Spanish Moss Trail, and the Bluffton Parkway and Buckwalter Parkway multi use trails meet the definition of “Multi Use Trail” and also “golf cart path”; and

WHEREAS, Sec. 90-101 provides the definition of “motorized vehicle” which specifically includes golf carts; and

WHEREAS, Sec. 90-102 prohibits the use of “motorized vehicle of any kind or nature over, through, across or upon the multi-use trail...”; and

WHEREAS, County Council wishes to amend Section 90-102 to allow for golf carts to be able to use the Spanish Moss Trail, and designated portions of the Bluffton Parkway and the Buckwalter Parkway;

NOW, THEREFORE, be it ordained by Beaufort County Council, in meeting duly assembled, as follows:

1. Beaufort County Code Section 90-102(1) is hereby amended to read as follows:” *Vehicles.* No person shall operate a motorized vehicle of any kind or nature over, through, across or upon the multi-use trail, provided that county vehicles operated while cleaning or working

on the trail and law enforcement and emergency vehicles shall be exempt from the application of this section. Low speed vehicles known as golf carts may be used on the Spanish Moss Trail, Buckwalter Parkway multi-use path and the Bluffton Parkway multi-use path, provided that the golf carts and operators comply with SC Code sections 56-2-100, 56-2-105 56-2-110, and 56-2-120.”

IT IS SO ORDAINED.

Attest: Sarah Brock, Clerk to Council

Joe Passiment, Chair of Council

First Reading:_____

Second Reading:_____

Third Reading:_____



**COUNTY COUNCIL OF BEAUFORT COUNTY
PLANNING AND ZONING DEPARTMENT**

Multi Government Center, 100 Ribaut Road, Room 115
P.O. Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2140 // FAX: (843) 255-9432

Item 20.

September 1, 2022

Mr. Eric Greenway
Beaufort County Administrator

RE: An ordinance providing authorization for golf carts to use multi-use trails and paths.

Mr. Greenway,

Please accept this list of considerations provided by the Planning Department that should be reviewed prior to implementing an ordinance that will allow golf carts on multi-use pathways in Beaufort County.

Beaufort County Council recently adopted the **Beaufort County Connects: Bicycle and Pedestrian Plan 2021** (Bike/Ped Plan) as an appendix to the simultaneously adopted 2040 Comprehensive Plan update. The Bike/Ped Plan prioritizes planning and policies to promote non-motorized bicycle and pedestrian infrastructure¹. It was regionally created, supported, and adopted by Beaufort County, the City of Beaufort, the Town of Port Royal, the Town of Hilton Head Island, the Town of Bluffton, and the City of Hardeeville.

The Bike/Ped Plan does not address golf carts, whether or where they should be accommodated on multi-use pathways, or how to accommodate them on existing multi-use pathways. It provides no guidance on including golf carts. This exclusion reinforces the Bike/Ped's intention of prioritizing non-motorized transportation alternatives and infrastructure.

As such, the Planning Department has researched how other communities have safely accommodated golf carts on multi-use pathways. The most local and best example of best practices on this matter comes from Fayette County, Georgia, which includes Peachtree City, Georgia. Peachtree City is renowned for its integration of golf carts into multi-use pathways. To help guide golf cart accommodation, Fayette County developed the **Fayette County Master Path Plan: Path System Design Guidelines**, which details best practices for developing multi-use pathways to accommodate golf carts, cyclists, and pedestrians comfortably and safely². Below are important specifications to successfully accommodate such varied traffic on one pathway:

- 1) Fourteen (14) feet is the recommended width for a multi-use pathway that accommodates cyclists, pedestrians, and golf carts.
- 2) Two (2) foot shoulders cleared of obstacles are recommended for either side of the fourteen (14) foot pathway to provide additional space for maneuvering obstacles.
- 3) In areas of high pedestrian traffic, it's recommended that an additional five (5) foot pathway be provided for pedestrian traffic only.
- 4) Signage and wayfinding ensure safe usage for all users of the multi-use pathways. Examples are provided in the design manual.

Using the above specifications, Peachtree City has successfully integrated golf carts onto their multi-use pathway systems. For comparison, staff confirmed after a site visit that the existing Bluffton and Buckwalter multi-use pathways are generally only eight (8) feet wide, though in some areas they narrow to less than four (4) feet as a result of vegetative overgrowth and in others they are as wide as nine (9) feet. Both pathways have varying shoulder widths, and, in some areas, shoulders are non-existent where the pathways abut the curb.

Additionally, current traffic conditions on these pathways are not understood by the County. We do not know how many pedestrians and cyclists use them, what times of day are peak traffic periods, and what the typical directional flow of traffic is on these pathways. This information is critical to understand in order to best determine if accommodating golf carts is appropriate and how to do so.

We also do not know if the current users of both pathways have had an opportunity to weigh in on this concept. As with any transportation infrastructure change, it's paramount to the success of a project to understand what neighboring communities and users require.

Staff also has been made aware that according to US Code § 217, where Federal Funding is available to support the installation of bicycle and pedestrian transportation infrastructure, motorized vehicles, like golf carts, are explicitly not permitted to use the pathways³. This law appears to indicate that if the County is to use Federal funding for major transportation upgrades to roads wherein bicycle or pedestrian infrastructure will be installed, no motorized vehicles may be permitted to use the pathways. Further review of this law is necessary to confirm the County is not obstructing its access to federal funding by allowing golf carts on multi-use pathways. This is especially necessary given that the Bike/Ped Plan identifies federal funding as helpful financial opportunities to complete the proposed bicycle and pedestrian infrastructure network and that County staff have recently pursued federal funding to complete proposed bicycle/pedestrian projects.

Therefore, if the County chooses to allow golf carts on any of its multi-use pathways, Staff recommends the following:

- 1) Revisit the Bike/Ped Plan to assess where golf carts may be appropriate for inclusion on extant and future multi-use pathways in the identified network. This process needs to involve the stakeholders and other jurisdictions that were contributed to the development of the existing plan.
- 2) Develop design standards and long-term maintenance guidelines for multi-use pathways to adequately address the needs of all users, including golf carts.
- 3) Confirm that the County is not prevented access from federal funding for future transportation or multi-use pathway projects by incorporating golf cart usage onto existing or future pathways.

Thank you for your consideration of these matters.

Sincerely,



Robert Merchant, AICP
Planning & Zoning Director

¹Beaufort County Bicycle and Pedestrian Task Force. (2021, November). *Beaufort County Connects: Bicycle and Pedestrian 2021*. https://beaufortcountysc.gov/planning/documents/BCC2021_Final_9.2021-1.pdf

² Fayette County. (2019, May). Fayette County Master Path Plan: Path System Design Guidelines. <https://www.fayettecountyga.gov/transportation-planning/pdf/Appendix-D-Path-Design-Guidelines.pdf>

³ Cornell Law School: Legal Information Institute. *23 U.S. Code § 217 – Bicycle transportation and pedestrian walkways*. Retrieved August 26, 2022. <https://www.law.cornell.edu/uscode/text/23/217>



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
AN ORDINANCE TO ESTABLISH THE BEAUFORT COUNTY GREEN SPACE PROGRAM ORDINANCE SUBJECT TO A REFERENDUM WITHIN BEAUFORT COUNTY PURSUANT TO SECTION 4-10-1010 ET SEQ. OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976 AS AMENDED
MEETING NAME AND DATE:
Natural Resource Committee, September 6 2022
PRESENTER INFORMATION:
Robert Merchant, Planning and Zoning Department Director and Thomas J. Keaveny, County Attorney 20 minutes
ITEM BACKGROUND:
On August 8, 2022, County Council voted to place the 2022 County Green Space Sales Tax Referendum on the November 8, 2022 ballot.
PROJECT / ITEM NARRATIVE:
This ordinance describes the methods by which County Council intends to procure open lands and green space for preservation.
FISCAL IMPACT:
If the referendum passes it will raise \$100,000,000 over two years for preservation procurement.
STAFF RECOMMENDATIONS TO COUNCIL:
Recommend approval.
OPTIONS FOR COUNCIL MOTION:
Motion to approve or deny.

ORDINANCE 2022/_____

AN ORDINANCE ESTABLISHING THE BEAUFORT COUNTY GREEN SPACE PROGRAM ORDINANCE AND SETTING FORTH THE METHODS BY WHICH COUNTY COUNCIL INTENDS TO PROCURE OPEN LANDS AND GREEN SPACE FOR PRESERVATION SUBJECT TO A REFERENDUM WITHIN BEAUFORT COUNTY PURSUANT TO SECTION 4-10-1010 ET SEQ. OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976 AS AMENDED

WHEREAS, the Beaufort County Council recognizes the need to preserve land that has scenic, natural, recreational, rural, and open space character which is deemed essential to the County’s quality of life; and

WHEREAS, in recognition of the negative consequences which are often associated with environmentally unsustainable levels of development, South Carolina adopted, the “County Green Space Sales Tax Act,” (“Act”) which is designed to empower counties to undertake land preservation efforts.; and

WHEREAS, the Beaufort County Council has, by Ordinance 2022/36, provided for the imposition of a one percent (1%) sales and use tax pursuant to the Act subject to the results of a Referendum which is to be held on November 8, 2022 (“Referendum”) on the imposition of the sales and use tax; and

WHEREAS, in the event voters approve the Referendum, the net revenues of the sales and use tax are to be applied by County Council for the purposes permitted under the Act; and

WHEREAS, the Act provides that two weeks before the Referendum a county’s election commission must publish in a newspaper of general circulation the questions which are to appear on the ballot along with a description of the methods by which County Council intends to procure open lands and green space of preservation; and

WHEREAS, by the adoption of this ordinance County Council undertakes to set forth a description of the methods by which Council intends to procure open lands and green space for preservation if voters approve the Referendum imposing a one percent (1%) sales and use tax for preservation procurement under the Act.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL OF BEAUFORT COUNTY AS FOLLOWS:

SECTION 1. TITLE

This article shall be known as the “Beaufort County Green Space Program Ordinance.”

SECTION 2. PURPOSE

It is the purpose of this ordinance to:

- (a) Provide a means by which lands may be protected and enhanced as economic and environmental resources of major importance.
- (b) Encourage landowners to make a voluntary long-term commitment to conservation by offering landowners financial incentives and security of land use.
- (c) Preserve open space; protect critical and natural resources; and/or provide land for recreation.
- (d) Leverage federal, state, local, and private conservation efforts and development rights purchase funds and protect the investment of taxpayers in purchased and donated conservation easements.
- (e) Provide a means whereby rural landowners can maintain and preserve the rural character of their land through land conservation.
- (f) Provide compensation to landowners in exchange for relinquishment, in part or in whole, of their right to develop their private property.
- (g) Reduce and defer the need for major public infrastructure improvements in the county when the expenditure of public funds is the requirement for such improvements.
- (h) Provide for the purchase of fee simple interests in lands deemed critical to provide for the protection of the natural resources, historic and cultural significance, passive recreation, viewscapes and lands suitable for public use in a manner consistent with its conservation values.
- (i) Provide for purchase of development rights and fee simple interest in lands threatened by development, which if it occurs will have detrimental effects on land use patterns, traffic, public safety, stormwater runoff, water quality or other conservation objectives.
- (j) Provide for purchase of development rights on rural lands, which provide protection of natural resources and stability of agricultural, timber, and other open space uses.
- (k) Protect and preserve watersheds; natural habitat for plants and animals.

SECTION 3. TYPES OF ACQUISITIONS

Preservation procurements are defined in the Act. They include procuring for preservation, open lands or green spaces which are located within and without, or both within and without, the boundaries of Beaufort County, other counties, municipalities, and special purpose districts by and through the acquisition of interests in real property, including:

- (a) The acquisition of fee simple titles;
- (b) Conservation easements;
- (c) Development rights;
- (d) Rights of first refusal;

- (e) Options;
- (f) Leases with options to purchase;
- (g) Any other interest in real property.

SECTION 4. GREEN SPACE ADVISORY COMMITTEE MEMBERSHIP, TERMS, ORGANIZATION

To facilitate preservation procurement purchases Council establishes the following Committee, sets forth the terms of membership and its organization:

- (a) County Council shall appoint a seven-member Green Space Advisory Committee as follows:
 - (1) one member who is a member of the County Council;
 - (2) one member who is a member of the Beaufort County Legislative Delegation;
 - (3) one member who is knowledgeable about the geography and condition of Beaufort County's land; and
 - (4) four citizen members, each representing the northern, southern, eastern, and western portions of the county.
- (b) Terms of committee members are for four years and until their successors are appointed and qualify, except that the initial terms of the members must be staggered with the initial term noted on the appointment.
- (c) The committee is a public body, and its members are subject to the South Carolina Ethics Act, as amended, and must perform their duties in accordance with its provisions.
- (d) The committee must conduct its business in accordance with the South Carolina Freedom of Information Act.

SECTION 5. GREEN SPACE ADVISORY COMMITTEE DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Green Space Advisory Committee are to:

- (a) Identify stakeholder groups with extensive knowledge of and experience in land preservation to assist with recommendations to the Advisory Committee on which areas and types of properties to target for acquisition **with guidance from the Greenprint Plan and the Comprehensive Plan** ("Stakeholder groups").
- (b) Develop and recommend to County Council for adoption program criteria to guide the identification and prioritization of lands to be acquired through the Green Space Program. At a minimum the criteria shall include:
 - (1) That the program is transparent and equally distributes the funds within the County in the interest of Beaufort County residents.

- (2) For properties which are located outside the geographic boundaries of the County known as Beaufort County, matching funds may be required.
- (3) Acquisitions of development rights secured through annexations, rezonings, and/or other entitlements occurring after the adoption of this ordinance will be closely scrutinized and use of/access to Green Space funds may be restricted or prohibited.
- (4) A jurisdictional letter of support or opposition for projects located in other governmental jurisdictions shall be required at the time of application.
- (c) Develop and recommend to County Council an application process that includes a measurable scoring system based on adopted program criteria. When applicable, scoring may at a minimum consist of the following factors:
 - (1) The extent to which the acquisition will protect valuable natural resources, habitat, and water quality.
 - (2) Consistency with adopted plans including the Beaufort County Comprehensive Plan and the Greenprint Plan.
 - (3) The extent to which the acquisition will result in the reduction of vehicle miles traveled and reduce the need for future roadway improvements.
 - (4) The extent to which matching funds will be available for applications.
 - (5) For purchases of existing development rights, how recently the property was entitled for development.
- (d) Submit to South Carolina Department of Revenue, Council approved program criteria and application process for acknowledgement.
- (e) Review and recommend to County Council Green Space lands to be acquired based on the adopted program criteria and scoring system (Section 5-a & 5-b).
- (f) Perform such other duties as may be assigned by County Council.

SECTION 6. METHOD OF PROGRAM AND PROCEDURES

The following procedures shall be followed in evaluating preservation procurements:

- (a) County Staff Receipt and Review of Applications:
 - (1) Applications for participation in the Green Space Program shall be submitted to County staff.
 - (2) County staff, upon determining completeness of the application, shall review and provide a ranking and recommendation to the Green Space Advisory Committee based on the adopted program criteria and scoring (Section 5-a & 5-b).
- (b) Review, Recommendation, and Action to Proceed with Due Diligence and Acquisition Negotiations:

- (1) The Green Space Advisory Committee shall review and make recommendations whether to engage in due diligence and acquisition negotiations based upon staff scoring and recommendation.
 - (2) The Advisory Committee recommendation will be presented to the Natural Resources Committee where a decision to fund due diligence and acquisition negotiations will or will not be approved for each application.
 - (3) If approved by the Natural Resources Committee, county staff will proceed with due diligence and acquisition negotiations.
- (c) Review, Recommendation and Action to Proceed with Acquisition:
- (1) Based on the due diligence and the acquisition negotiations, staff shall make any necessary revisions to the original scoring and recommendation to the Green Space Advisory Committee.
 - (2) The Green Space Advisory Committee shall review and make recommendations whether to approve funding for acquisitions.
 - (3) The Advisory Committee's recommendations will be presented to the Natural Resources Committee where a recommendation to acquire will or will not be approved for each application.
 - (4) The Natural Resources Committee's recommendations will be presented to County Council for final consideration. Approval will be by Resolution.

SECTION 7. DUE DILIGENCE

All proposed acquisitions will be subject to due diligence being satisfactorily completed, reviewed, and approved by the county. All due diligence shall be initiated and reviewed by appropriate county staff before being sent to County Council for action. Due diligence shall include, but may not be limited to:

- (a) An appraisal of the value of the interest being acquired prepared by a member of the appraisal institute (MAI), or other appropriately licensed or certified South Carolina Appraiser.
- (b) A boundary survey completed by a South Carolina Registered Land Surveyor. For purchase of fee simple interests, a topographic survey, tree survey, archaeological survey, or other due diligence items shall also be obtained when appropriate.
- (c) A Phase I environmental assessment by a qualified environmental consulting firm. In instances where the Phase I report so indicates, a Phase II environmental assessment including a plan for any remediation, by the seller or purchaser, is required for the property to address the concerns to the satisfaction of the county.
- (d) When warranted, a title search, title opinion, and/or title insurance commitment with only normal title exceptions will be required.

SECTION 8. CONSERVATION EASEMENTS

- (a) Conservation easements shall concurrently be placed on property where development rights are being acquired with all documents ready to be filed with the Register of Deeds.
- (b) The conservation easements shall be granted directly to an appropriate easement holder by the owner or by the county. The Green Space Advisory Committee shall recommend appropriate easement terms/language to County Council in recordable form.
- (c) The stewardship funding required by the easement holder to defend and provide the necessary annual monitoring required for the easement may be granted by the county for the easement depending on the nature of the agreement reached between the county and the easement holder.
- (d) When the county and Marine Corps Air Station (MCAS) Beaufort collaborate on a purchase of development rights acquisition, an appropriate restrictive easement will be applied to the acquired property.

SECTION 9. EFFECTIVE DATE; SEVERALBILITY

This Ordinance shall take effect immediately upon third reading; provided however, the Green Space Advisory Committee shall not be appointed, and Beaufort County shall not appropriate funds for preservation procurement under this Ordinance or under Ordinance 2022/36 unless voters approve the Referendum imposing a Green Space Sales and Use Tax.

If any provision of the Ordinance or its application to any circumstance is held by a court of competent jurisdiction to be invalid, such holding shall not affect other provisions of this Ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this Ordinance are severable.

COUNTY COUNCIL OF BEAUFORT COUNTY

Joseph Passiment, Chairman

ATTEST:

Sarah Brock
Clerk of Council



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
A RESOLUTION APPROVING THE HIRING OF AN ADDITIONAL FULL-TIME EMPLOYEE IN THE PUBLIC DEFENDER’S OFFICE TO SERVE COLLETON COUNTY
MEETING NAME AND DATE:
Finance Committee; August 22, 2022
PRESENTER INFORMATION:
Whitney Richland, Deputy Administrator 10 Minutes
ITEM BACKGROUND:
PROJECT / ITEM NARRATIVE:
Pursuant to S.C. Code Sec. 17-3-540, Beaufort County is the administrative County for the 14 th Circuit Public Defender’s Office. The Public Defender desires to hire an additional full-time attorney to work specifically in Colleton County and Colleton County has agreed to fully fund the additional full-time attorney.
FISCAL IMPACT:
\$90,000 in revenue from Colleton County \$90,000 in expenses from Public Defender’s special revenue fund
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of the Public Defender’s full-time employee
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny the Public Defender’s full-time employee

RESOLUTION 2022/_____

**A RESOLUTION APPROVING THE HIRING OF AN ADDITIONAL FULL-TIME EMPLOYEE
IN THE PUBLIC DEFENDER’S OFFICE TO SERVE COLLETON COUNTY**

WHEREAS, pursuant to S.C. Code Sec. 17-3-540, the 14th Circuit Public Defender’s office (“Public Defender”) entered into an agreement with Beaufort County (“County”) established the County as its administrative county; and

WHEREAS, pursuant to S.C. Code Sec. 17-3-540, the employees hired by the Public Defender are considered employees of the County, but serve at the pleasure of the Public Defender; and

WHEREAS, the Public Defender desires to hire additional full-time employee (“FTE”) to specifically work in Colleton County, which is a county within the 14th Circuit jurisdiction; and

WHEREAS, Colleton County has agreed to fully fund the additional FTE and as the administrative County, Beaufort County desires to approve the FTE for the benefit of Colleton County.

NOW, THEREFORE, BE IT RESOLVED, by Beaufort County Council hereby approves the hiring of an additional full-time employee in the public defender’s office to serve Colleton County.

DONE this _____ day of August, 2022.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____

Joseph Passiment, Chairman

ATTEST:

Sarah Brock, Clerk to Council



August 2, 2022

14th Circuit Public Defender's Office
1905 Duke Street, Room 210
P.O. Box 525
Beaufort, SC 29901
Attn: Amber Adams

Re: Magistrate Court Public Defender Services Contract Fiscal Year 2022-2023

Ms. Adams,

This letter is provide you with notice that funding in the amount of \$90,000 was appropriated by Colleton County Council as part of Ordinance 22-O-06 to the 14th Circuit Public Defender's Office. The purpose of these funds is to fund a public defender position to serve the Colleton County Magistrate Court. This is funding is separate from any other assistance funding that is provided by Colleton County to the 14th Circuit Public Defender's Office.

Should any further information be needed, please let me know.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jon Carpenter", is written over a horizontal line.

Jon Carpenter
Finance Director



Beaufort County Disabilities and Special Needs Department
100 Clear Water Way
Beaufort, SC 29906
Telephone: (843) 255-6300 Fax: (843) 255-9417

October 20, 2021

Mr. Joe Passiment, Chairman
Beaufort County Council
P. O. Drawer 1228
Beaufort, SC 29901-1228

Re: Reappointment to: Disabilities and Special Needs Advisory Board

Dear Mr. Passiment:

I hereby respectfully request that I be considered for reappointment to serve as a member of the Disabilities and Special Needs Advisory Board, effective February 2022.

Sincerely,

A handwritten signature in blue ink that reads "Wendy J. Bukowski". The signature is written in a cursive style.

Wendy Bukowski



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Financial Advisory Consulting Services for Beaufort County Debt Issues
MEETING NAME AND DATE:
Finance Committee – August 22, 2022
PRESENTER INFORMATION:
Hayes Williams, CFO <i>5 Minutes</i>
ITEM BACKGROUND:
The County is seeking to retain the services of financial advisor to advise it in connection with its general obligation bond financings, certificates of participation and related projects. Issuance may include a full range of available financing techniques, including the following: instruments which may be sold in the taxable bond markets, the tax-exempt bond markets, or the commercial paper markets; instruments which may be secured by letters of credit, pledges of various sources of revenue, bond insurance, or other credit enhancement; equipment financing; and other instruments for which markets may develop during the term of the Contract.
PROJECT / ITEM NARRATIVE:
A Request for Proposal was published on May 6, 2022. Proposals were due on June 7, 2022, which 3 firms proposed. Once the Evaluation Team evaluated the proposals and rated them. First Tryon Advisors was the top ranked firm. The term of the contract will be for two (2) years with three (3) additional One (1) year term. The Evaluation Score Sheet is attached.
FISCAL IMPACT:
Annual costs are not available as the Financial Consultant is paid from an account set up by the Bond Counsel. The amount paid to the Financial Advisor is dependent upon the PAR amount. You will find the fee schedule attached. These fees come out of different bond accounts depending on what type of bond, or which department will be spending funds from the bond.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of award to First Tryon Advisors for Financial Advisory Consulting Services for Beaufort County Debt Issues.
OPTIONS FOR COUNCIL MOTION:
Finance Committee to approve or deny award Move forward to County Council next meeting September 12, 2022

Financial Advisory Consulting Services for Beaufort County Debt Issues

RFP 060722

Summary Score Sheet

Evaluators	Name of Company	Name of Company	Name of Company
	<u>First Tryon Advisors</u>	<u>PFM Financial Advisors</u>	<u>Stephens</u>
D. Butts	80	80	81
D. Christmas	81	75	76
C. Webb	90	85	85
H. Williams	79	68	65
TOTALS:	330	308	307

- 1. First Tryon Advisors 330
- 2. PFM Financial Advisors 308
- 3. Stephens 307

First Tryon Advisors - Pricing Proposal Addendum

First Tryon proposes a simple approach regarding compensation which is fair to both the County and our team. Typically, prior to beginning any work with the County, First Tryon would work with County staff to establish a mutually agreeable level of compensation quoted on a flat fee basis taking into consideration the following factors:

- Services to be provided;
- Value provided;
- Time and complexity of the assignment;
- Potential long-term risk;
- For transactional work:
 - Credit type (i.e. General Obligation Bonds, Installment Purchase Revenue Bonds, Limited Obligation Bonds, Lease Purchases, etc.);
 - Market (i.e. public market vs. bank market);
 - Method of sale (i.e. competitive vs. negotiated);
 - Par amount; and
 - Efficiencies of multiple transactions within a single series (i.e. new money and refunding).

The table below sets forth First Tryon's proposed not-to-exceed fee schedules per series of bonds for various credit types that the County may consider issuing in either the public markets or via a bank placement.

Issuance Type	Public Offering	Bank Placement
General Obligation Bonds	Not-to-Exceed \$75,000	Not-to-Exceed \$35,000
Installment Purchase Revenue Bonds	Not-to-Exceed \$95,000	Not-to-Exceed \$65,000
Limited Obligation Bonds / Special Obligation Bonds ¹	Not-to-Exceed \$85,000	Not-to-Exceed \$50,000
Lease Purchase	N/A	Not-to-Exceed \$25,000
For any services requested that fall outside of the scope of services related to the transactions noted above, First Tryon will negotiate a mutually agreeable flat fee that is acceptable to the County once the task is determined (i.e. interim financings, other credit structures, capital planning model).		

¹ Assumes a pledged revenue stream with an appropriation backstop by the County's General Fund.

In addition to the compensation for professional services outlined above, First Tryon asks to be reimbursed for out-of-pocket expenses incurred in connection with providing financial advisory services. Customary out-of-pocket expenses include costs of travel, meals, lodging, etc.

All fees may vary: (i) if material changes in the structure of a financing occur, or (ii) if unusual or unforeseen circumstances arise which require a significant increase in the type or scope of our responsibilities. If at any time we believe circumstances require an adjustment of our fees as set forth above, we will consult with you.

We are not aware of any other financial advisory firm which makes the following commitment to its clients:

If at any time the County believes that the services that were provided under a task order were not consistent with the fees First Tryon proposed, the County may unilaterally adjust the fee for such services to any amount the County deems appropriate, including zero.



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Purchase of Replacement Ambulances
MEETING NAME AND DATE:
Finance Committee 8/22/2022 2:00 PM
PRESENTER INFORMATION:
Dave Thomas, Purchasing Director Howell Youmans, Deputy Director Emergency Medical Services 15 Mins
ITEM BACKGROUND:
The Purchasing Department received a request from Beaufort County's Emergency Medical Services Department to purchase two (2) new 2023 Ford 4X2 Transit Ambulance Type II conversion package to replace two older Ambulances on Daufuskie Island and two (2) new 2023 Ford 4X2 Ambulance Type I to replace two (2) older Ambulances. This purchase request will use the HGAC Buy Cooperative Contract, a National Cooperative contract used by state and local governments.
PROJECT / ITEM NARRATIVE:
Ambulance fleet replacement
FISCAL IMPACT:
Account #10401230-54000, Vehicle Purchases Type I Ambulances: \$278,112.00 each plus \$500.00 SC Sales Tax each X2= \$557,244.00 Type II Ambulance: \$129,498.00 each plus \$500.00 SC Sales Tax each X2= \$259,996.00 Total contract for (4) ambulances \$817,220.00
STAFF RECOMMENDATIONS TO COUNCIL:
The Finance Committee approve and recommend to full County Council the contract award to purchase four (4) new ambulances from the HGAC Buy Cooperative contractor for a total cost of \$817,220.00 .
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny purchase of four (4) replacement ambulances to full County Council.

Ambulance Shortage – Key Messages

- **The Situation & Impact on EMS**
 - Emergency Medical Services (EMS) Agencies across the US are now awaiting delivery of a record high number of ambulances.
 - These extended ambulance lead times have begun to impact Emergency Response Times across the US as agencies lose fleet capacity due to accidents and end-of-life vehicle breakdowns.
 - The ambulance shortage will soon lead to a national public safety issue.
 - The potential for this crisis has already been raised by the American Ambulance Association (AAA) and has been discussed with NHTSA and members of Congress who are engaged with the EMS community.
 - A growing chorus of fire chiefs have also been quoted in the press stating their concern about ambulance shortages, and key EMS providers including the Chief of EMS at the Fire Department of New York (FDNY), the Deputy Chief at the Washington DC Fire Department (DC Fire), representatives for the Fire Departments of Nashville, Detroit and Miami-Dade, in addition to the Fleet Director at American Medical Response (AMR), which is the largest private ambulance service operator in the U.S. , have raised their concerns with ambulance manufacturers.

- **Supply Chain Issues & Ramifications**
 - A multitude of supply chain issues are impacting ambulance manufacturing, but the greatly reduced and erratic supply of ambulance chassis from automotive OEMs is considered the most crippling of the shortages for ambulance production.
 - The dramatically reduced chassis deliveries that have persisted since the onset of the COVID-19 pandemic have resulted in the reduction and slowing of ambulance production across ambulance manufacturers in the U.S. Some ambulance manufacturers have simply stopped taking orders, adding further uncertainty for the industry and EMS providers.
 - Due to the constrained supply of chassis, lead times for new ambulance deliveries have extended from pre-pandemic norms of 90-120 days, from order to delivery, to 18 - 24 months and longer.
 - The chronic supply chain issues have significantly slowed and reduced REV Group's ambulance production and necessitated recent furlough and/or layoffs at REV's Horton Emergency Vehicles plant in Grove City, Ohio, and the American Emergency Vehicles plant in Jefferson, North Carolina. Employee furloughs at REV's ambulance facilities in Winter Park, Florida, and the Leader Emergency Vehicles plant in South El Monte, California may follow in the weeks ahead. These staff reductions will make a future ramp up of ambulance production all the more difficult.
 - The chronic supply chain issues have significantly slowed and reduced Demers, Braun, Crestline and Medix ambulance production and necessitated recent furlough actions at Braun's facility in Van Wert Ohio, at Medix's plants in Elkhart Indiana, in Demers' facility in Beloeil, Qc, Canada and at Crestline facility in Saskatoon, SK, Canada. These staff reductions will make a future ramp up of ambulance production even more difficult.

- **Ambulance Industry Background**
 - The annual, historical demand for new ambulances in North America is approximately 6,000 vehicles.
 - It is estimated that two organizations, REV Group companies (manufacturers of AEV, Horton, Leader, Road Rescue and Wheeled Coach ambulance brands) and Demers, Braun, Crestline and Medix account for more than 80% of the ambulance supply in the U.S.
 - Ambulance manufacturers rely on automakers to supply purpose-built ambulance chassis and Ford Motor Company accounts for about 70% of the U.S. market.
 - As perspective, it is estimated that 6,000 chassis would equate to about a week's production for OEM such as Ford and GM

- **About REV Group**
 - REV Group Inc. is a diversified specialty vehicle manufacturing company delivering recreational vehicles, school and transit buses, fire apparatus and ambulances to both private and public sector customers.
 - REV Group's ambulance division produces over half of the ambulances in North America and has done so for many years.

- **About Demers, Braun, Crestline and Medix**
 - Demers, Braun, Crestline and Medix is specialized in design and manufacturing ambulances to both private and public sector customers.
 - Demers, Braun, Crestline and Medix produces over one third of the ambulances in North America



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.:

AM10-20

Date Prepared:

7/29/2022

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	BEAUFORT COUNTY COUNCIL	Contractor:	AEV / NORTHWESTERN EMERGENCY VEHICLES
Contact Person:	HOWELL YOUMAUS	Prepared By:	DAVID HUDLER
Phone:	843-812-8030	Phone:	800-536-8488 or 336-977-1015 (cell)
Fax:	828-696-0737	Fax:	336-246-8978
Email:	howelly@bcgov.net	Email:	david@nwev.com
Product Code:	AM20AA03	Description:	FORD F-450 SUPER CAB AEV AMBULANCE

A. Product Item Base Unit Price Per Contractor's H-GAC Contract: **\$184,269.00**

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
01-FM-4WH2 ALUMINUM WHEELS	1,099.00	05-EL-2324 STOP/TAIL WHELEN M9	433.00
05-HA-13HX CONDENSER ACC X717	861.00	05-EL-2330 TURN WHELEN M9	552.00
02-BC-0500 WALK THRU CAB HIGH	806.00	05-EL-2436 BACKUP WHELEN M9	583.00
04-EA-1474 RUNNING BOARDS	1,430.00	05-EL-256B ENTRY DOOR LIGHTS	326.00
04-BW-6007 REAR BUMPER	837.00	05-EL-45L4 LEFT SCENE LIGHTS	760.00
06-IG-0310 VANNER 20-1050 CUL	1,359.00	05-EL-45TA RIGHT SCENE LIGHT	540.00
07-01-SEIV WISE CHILD SAFETY SEAT	678.00	05-EL-46R4 REAR LOAD LIGHTS	760.00
07-CA-48ZT SOLID SURFACE	840.00	05-PM-LRK3 WHELEN M9 WARNING LIGHTS	3,835.00
04-HA-1310 ARTIC WEDGE	1,466.00	05-PM-LRK1 WHELEN M9 FRONT OF BOX	2,065.00
02-B8-1D80 BODY MODIFICATION	1,349.00		
04-BW-DP00 SKIRT RAILS - D/P	569.00		
04-SU-172A LIQUID SPRING SUSPENSION	11,479.00		
		Subtotal From Additional Sheet(s):	10,374.00
		Subtotal B:	32,627.00

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
GTT OPTICOM GPS PREEMPTION HIGH PRIORITY	4,183.00		
CUSTOM PAINT	14,500.00		
CHASSIS CHANGE - FORD F-450 4X2 SUPER CAB	8,467.00		
		Subtotal From Additional Sheet(s):	0.00
		Subtotal C:	27,150.00

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). **For this transaction the percentage is: 13%**

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	2	X Subtotal of A + B + C:	\$254,420.00	=	Subtotal D:	508,840.00
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E. H-GAC Order Processing Charge (Amount Per Current Policy) **Subtotal E: 1,000.00**

F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
2023 YEAR MODEL AND INCREASE FROM FROM ALL OUR VENDORS	\$46,404.00		
		Subtotal F:	\$46,404.00

Delivery Date: **G. Total Purchase Price (D+E+F): \$556,244.00**



June 6, 2022

Dear REV Ambulance Dealers,

Since our last pricing update on January 28, 2022, the supply chain situation has worsened, driving both higher costs of production and longer lead times. Compounding factors include the war in Ukraine, severe lockdowns in China, and global inflation at a 40-year high.

Specifically, the cost of steel, aluminum and paint have increased an additional 12-15% since January, with similar increases across electrical components, HVAC systems, seating, and lighting, as well as labor and freight costs. And perhaps more challenging and concerning has been the extension of our lead times, due to delayed and inconsistent chassis deliveries from our OEM partners.

We recognize that your businesses are also experiencing the impact of these challenges. **Even under these difficult conditions, we remain committed to keeping our order book open and confirming orders to support your sales and aftermarket activity.**

Please note the following commercial actions, effective immediately:

1. Pricing Increase on all New Vehicle Orders:

- Effective today, we will implement a 7% increase on all modular unit conversions and a 7% increase on all van conversions.
- Additionally, Jefferson remount labor rates will be adjusted to align with Grove City remount labor rates, and this will be reflected in future quotes.
- For current active quotes, only quotes that have already been submitted to customers in response to active RFPs/bids will be protected for 60 days from when they were quoted by the factory.
- There will be no price protection for quotes that are work-in-process.
- Proof of proposal submission date must accompany inbound order paperwork.
- If the RFP/bid being pursued requires quote validity beyond 60 days, published bid language must also be provided to the factory with the order paperwork.
- If a quote is not accompanied by proof of proposal submission, the order will be re-priced and updated upon receipt, regardless of the date quoted in QuoteWriter or HS1.
- All standing discount programs remain suspended (e.g., multi-vehicle, conquest, etc.).
- We will support dealer efforts to modify state and cooperative pricing agreements. Please work directly with your brand sales directors.
- As a reminder, as Chassis OEMs roll out price increases, we will be passing the chassis pricing on accordingly.



2. **Customer Deposit Policy:** Effective today, we are making changes to our customer deposit policy due to extended lead times. We will be suspending all existing discount and interest programs. We will still accept prepayments if customers prefer to place a deposit on their vehicles, however, no additional concession or interest on those funds will be offered. Customer prepaid amounts will be deducted from the final invoice. Any pre-payments made prior to today, will be administered under the terms of the existing programs. If you have any questions on the policy changes, please contact your respective brand sales directors.

3. **Force Majeure:** With the uncertainty of chassis and component supply, we are also taking the additional step to issue a Force Majeure letter to all dealers and direct customers. That letter accompanies this email and represents a formal notice of our delays in production due to chassis and components in the supply chain. Each dealer principal will also receive a hardcopy of this letter via certified mail. For details on individual orders, please continue to work with your respective brand sales directors. Please also feel free to share this letter with your customers when discussing their orders.

To assist with your communication efforts with customers and stakeholders, we are providing additional PDF files with this letter that you may find useful to share with customers:

1. Advance copy of REV Ambulance Force Majeure letter
2. REV Ambulance Group Supply Chain update (June 2022)

We remain willing to participate in calls with your retail customers, should you find that to be beneficial. We also continue to be heavily engaged with OEMs, elected officials, our industry peers, and national EMS associations to bring attention to the ambulance chassis shortage. We encourage you to reach out to your members of Congress, state EMS office, and regional EMS associations regarding the extended lead times and potential impact to public safety.

Best regards,

A handwritten signature in black ink, appearing to read 'Anoop Prakash'.

Anoop Prakash
President, REV Ambulance Group
anoop.prakash@revgroup.com
262.693.8344



Road Rescue



VIA EMAIL AND CERTIFIED MAIL

June 6, 2022

Dear Valued Customer:

This letter will confirm various conversations and messages from REV Ambulance Group¹ regarding the negative impacts the current unprecedented global supply chain challenges are having on our operations and supply chain. Please be advised that REV Ambulance Group is experiencing material delays in obtaining certain critical components required to manufacture ambulances due to unforeseen circumstances that are beyond our reasonable control, including a shortage of chassis, electronic components, and HVAC units (the "Critical Supply Components").

Despite best efforts to remain fully operational during this time, REV Ambulance Group is notifying you that this Critical Supply Component shortage force majeure event will result in delayed delivery of ambulances to your dealership. REV Ambulance Group has taken significant steps to mitigate the impact of the Critical Supply Component shortage, including extensive global efforts to attempt to source comparable components from alternative suppliers and to adjust our manufacturing processes to attempt to maintain normal operations. Nevertheless, the Critical Supply Component shortage has severely limited REV Ambulance Group's ability to manufacture product. Specifically, REV Ambulance Group is unable to maintain a normal production schedule because the Critical Supply Component shortage renders REV Ambulance Group unable to build complete ambulances in accordance with required product specifications and regulatory compliance requirements. REV Ambulance Group fully intends to resume normal operations and delivery of ambulances as soon as practicable once the Critical Supply Component shortage is resolved. In addition to the foregoing, REV Ambulance Group reserves all rights and remedies afforded under the agreement and at law.

We are grateful for your partnership and regret any inconvenience this situation may cause for your organization. Though REV Ambulance Group is not responsible for our suppliers' failure to deliver materials and components in a timely manner, we will continue to use diligent efforts to mitigate the impact of this situation on you and our other customers. As we work to better understand the situation, we will continue to provide updates regarding the impacts to REV Ambulance Group and to your organization. Should you have any questions regarding this notice or would like to discuss this matter in greater detail, please contact your account representative.

Sincerely,

Anoop Prakash
President
REV Ambulance Group

¹ REV Ambulance Group (Orlando), Inc. and Halcore Group, Inc.

FIREHOUSE

[APPARATUS](#) > [APPARATUS TYPE](#) > [AMBULANCE](#)

Ambulance Chassis: Wait Times Soar, Costs Skyrocket

James Philips tells of the challenging marketplace that fire departments face when it comes to acquiring ambulances, whether new, remounted or used.

[James Philips](#)

It isn't a 9-1-1 emergency, but another quiet crisis is well under way—namely, the greatly curtailed ability for EMS providers to purchase replacement ambulances. An unprecedented storm of economic events has choked off the supply of new, remounted and used ambulances and has sent prices soaring.

Chassis

The problem starts with an ambulance prep package that's built—or not built—built by [Ford](#), [Freightliner](#), [General Motors](#), [International](#) or [RAM](#).

Furthermore, the global shortage of microchips has curtailed all automotive production sharply, and the production of the chassis that are used for ambulances has been hit particularly hard. Diesel, gasoline, 4x2, 4x4, all brands: The supply is remarkably short right now.

Ford's E-Series, Transit and F-Super Duty (F-450, F-550) chassis cabs are sold out for the 2022 model year, and many that are on order just won't be built.

Freightliner and International are sold out until the 2024 model year, mostly because of higher demand for commercial trucks for other segments.

“I’ve never had so little information on what will be built and when,” Marc McEver of **Olathe Ford**, which has been a major supplier of ambulance chassis to EMS body builders for 30 years, tells *Firehouse Magazine*. Of the crisis, he adds “I don’t think things will normalize for at least a year or more.”

The lack of clear or definitive information on chassis supply is trickling down to frustrated buyers through ambulance manufacturers and their local dealers.

Dealers across the major ambulance brands are telling surprised fire and EMS agencies that lead times are 14–24 months for built-to-order Type I and Type III ambulances. This compares with historical norms of 3–6-month lead times for the same vehicles.

The new lengthy timelines are upending customary specification, budgeting, procurement and replacement cycles.

“These are extremely difficult times for buyers, dealers and the manufacturers,” Bob Reilly, who is owner of **North Eastern Rescue Vehicles**, which is one of the largest ambulance dealers in the United States and offers five brands, says. “We’re doing all we can to support those agencies already waiting for delivery and also preparing those actively buying for the current timelines.”

Reilly also notes that the situation is driving costly maintenance challenges to keeping older units viable. So is a national shortage of repair parts and qualified mechanics.

Help Wanted

Even if the flow of new chassis were to return to “normal,” skilled labor shortages at many popular ambulance builders are evident from increased recruiting and advertising for new staff. This means that the industry’s ambulance manufacturers, which are sitting on a record backlog of orders,

won't be able to accelerate their production rate much even if material shortages ease.

Pricing

It's no secret that the United States is in a steep inflationary cycle. Nevertheless, sticker shock is a common reaction when agencies learn that their new ambulance—to the same specification as last year—jumped 25 percent–30 percent in cost. It's a never-before-seen stacking increase, one that's the result of material and labor increases being passed on by chassis manufacturers, ambulance builders, ambulance dealers and suppliers of key EMS equipment, including Ferno, Stryker, and other medical device and radio technology specialists.

Reflective striping and graphics, inspection trip travel and freight/delivery costs are up, too.

Ford and others also scaled back or eliminated incentives and rebates.

Remounts

All remounts require a new chassis and most of the material and labor that goes into a new unit. Because the cost of aluminum has increased so much, the value of a body for reuse toward a remount is on the rise.

A bit of a ray of hope: Ambulance remounters and dealers that remount in-house might have stock remounts finished and available or already in-process (with remounter-supplied bodies and/or earlier 2022 production slots ahead to remount an existing unit). This potentially can save both time and money versus waiting for a new unit.

That said, consider the fact that stock remounts often put what's available ahead of what's desired by EMS agencies. The configuration of the exterior and

interior is set, which means that if going that route is possible for your organization, these units likely will be inconsistent with others that are in your existing fleet. That lends itself to both operational and maintenance concerns.

It's a local judgement call as to whether pursuing this option is worthwhile.

Some nonfactory remounters also have stock remounts (with bodies) and/or production slots ahead.

Inventory

A collision or blown engine can result in an urgent, unplanned ambulance replacement. Previously, quick delivery of a dealer demo vehicle or a factory stock unit filled this immediate void nicely, but today, next to nothing is available right away. Unsurprisingly, the shortage of new ambulances has slimmed the supply of used ambulances, too.

Used ambulance prices, like that of other used automobiles, are up as much as 60 percent for units that are in excellent condition.

The supply of any new or used ambulance for immediate delivery is so scarce that agencies that are seeking to buy are encouraged to gain full procurement authority and approval of funds in advance of finding the actual vehicle. This allows same-day buying power.

The current situation is similar to a tight real estate market in a given area, where folks are paying more than asking price for the home that they want and making same-day payments to lock it in.

Fiscal stability

Given the circumstances, there's significant financial pressure on dealers and manufacturers as a result of their delivery of many fewer units per month. This likely will continue for a year or more.

Most dealers and manufacturers are seeking advance deposits from buyers to lock in particular chassis or production slots.

Given the length of time from order date to delivery date, buyers should exercise good business practice, using binding documentation and elevated diligence to ensure that their funds are secure.

Waiting on answers

Uncertainty reigns across the ambulance chassis industry. It still is in everyone's best interests to build and deliver as quickly as possible, but people who are accustomed to furnishing answers just don't have them.

"It's frustrating to not be able to provide accurate information to our valued customers," Steve Apgar, who for decades has specialized in supplying new 4x4 ambulances in northwestern states, including Idaho, Montana, Oregon and Washington, says.

In sync with market conditions, Apgar's AmbulanceTrader.com used ambulance marketplace has seen a marked drop in units that are available for sale.

Although your ambulance dealer or manufacturer should provide more information as it becomes available, be sure to use multiple sources to verify what you're told. It's important to stay aware of these market conditions to make the most informed decisions for your next ambulance.

Pipeline Units

Some ambulance dealers ordered new stock inventory months ago that now is sitting in a long line awaiting chassis or production slots. True, these vehicles already are configured, but if your dealer has any, purchasing from this inventory could eliminate

a wait of many months or even year. Be sure to ask whether any such vehicles are

Source URL: <https://www.firehouse.com/apparatus/type/ambulance/article/21266475/ambulance-chassis-wait-times-soar-costs-skyrocket>



Market Conditions - Update REV Ambulance Group

June 2022

REV GROUP CONFIDENTIAL

1



SUPPLY CHAIN | IN A NUTSHELL



- **Chassis Supply:** ALL OEMS struggling with micro-processor shortages and supply disruptions across major commodities. OEM OTD (on time delivery) at only 21% and volume allocations below 26% of needed supply.



- **Logistics:** Impacts from Shanghai port are just starting to hit...limits on electronic parts will become significant for the remainder of the year.



- **Broken Lead Times:** Lead times in the last 9 months have increased by 12-18 months for critical parts.



- **PPI:** (purchase price index) for most major commodities up 150% for most commodities.



- **Available Parts:** Inventory to sales ratio continues to drop ...18X vs 2020...Record low inventories contributing to record high costs

AVAILABILITY AT HISTORIC LOWS...PRICES AT HISTORIC HIGHS



CURRENT SUPPLY CHAIN | CURRENT OVERARCHING ISSUES

- Material Shortages
- Material Cost increases
- Demand volatility
- Logistics route and capacity constraints
- Cybersecurity breaches
- Production Capacity Impacts

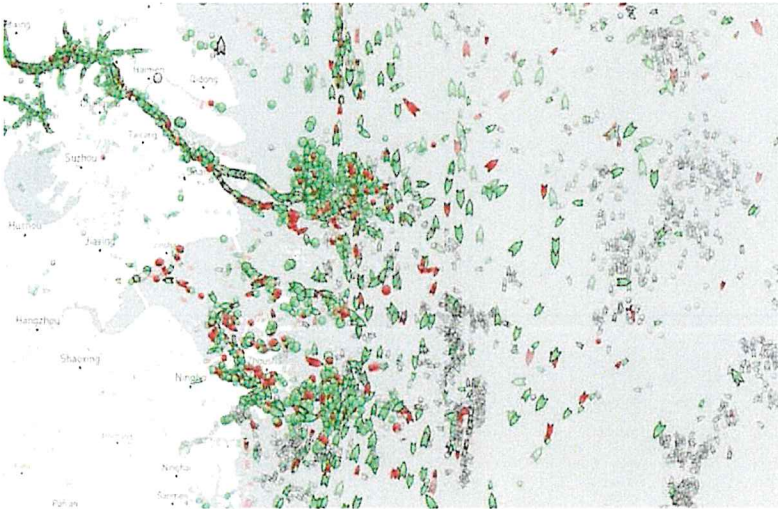


CULMINATION OF THE 'PERFECT STORM' FOR SUSTAINED INFLATION AND SHORT SUPPLY



CURRENT SUPPLY CHAIN | SEVERE IMPACTS OF SH PORT

Port of Shanghai



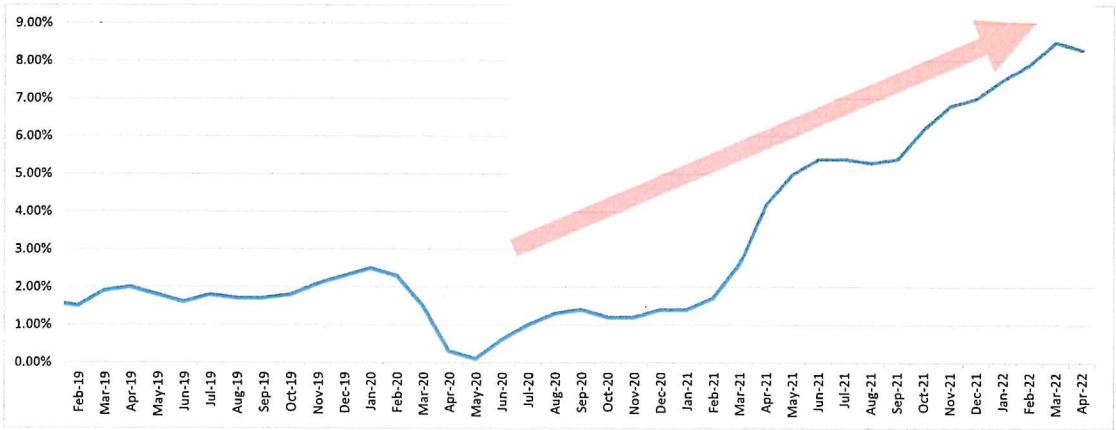
- A major challenge for factories is getting inputs needed to maintain production, while access to the ports is sharply reduced and many supplies are stuck offshore on waiting vessels.
- Vessel loading has decreased 20% to 30%, and several carriers currently not calling on the stop.
- Delays and disruptions at major Chinese airports are adding to supply chain delays.
- Shanghai city officials released a “white list” of more than 660 enterprises, many in the automotive, semiconductor, consumer electronics and biopharma sectors, permitted to operate if workers are kept in a “bubble” environment.
- Chinese officials recently issued new guidelines to normalize industrial production and logistics flows, part of an effort to minimize the impact of strict lockdown measures in Shanghai. Under rules endorsed by the central government, localities will self-select specific companies in critical industries that can restart operations

SH PORT IMPACT WILL CAUSE SUPPLY DISRUPTIONS FOR NEXT 9 MONTHS



SUPPLY CHAIN | 40-YEAR HIGH INFLATION RATE

CPI



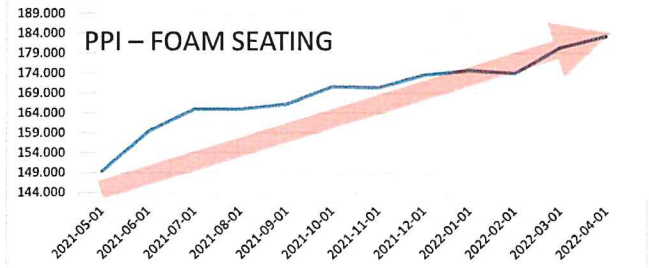
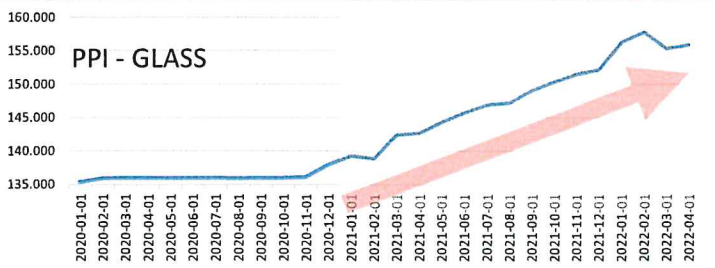
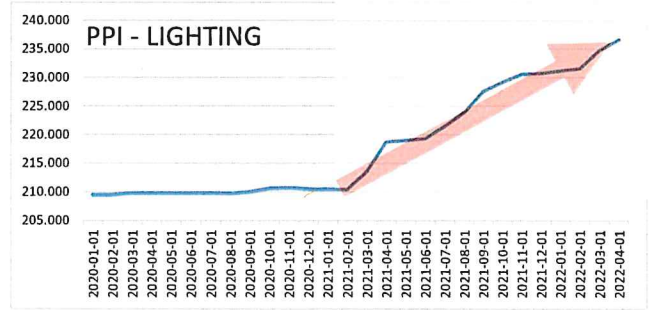
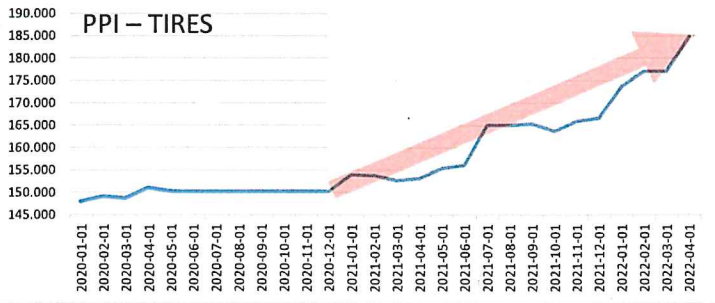
- Consumer prices (CPI) are increasing at the fastest clip in about 40 years, climbing 8.3 percent in April compared with a year earlier.
- Inflation rate is the highest in 40 years and has risen the fastest ever recorded
- Anticipation for sustained high inflation for next 12 months
- Global impacts will exacerbate problem (ex SH Port, parts availability, and continued strong demand)

RECORD LOW INVENTORIES AND EXPLODING COSTS

REV GROUP CONFIDENTIAL



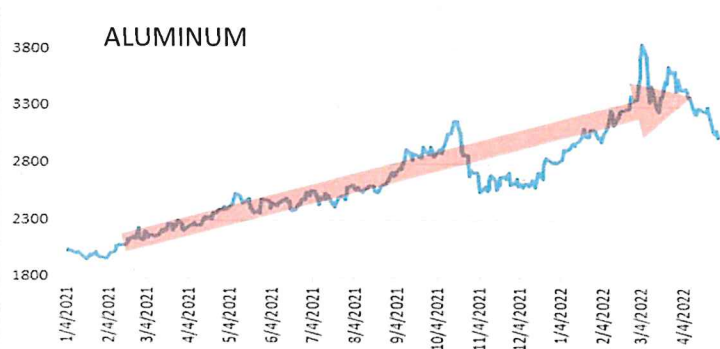
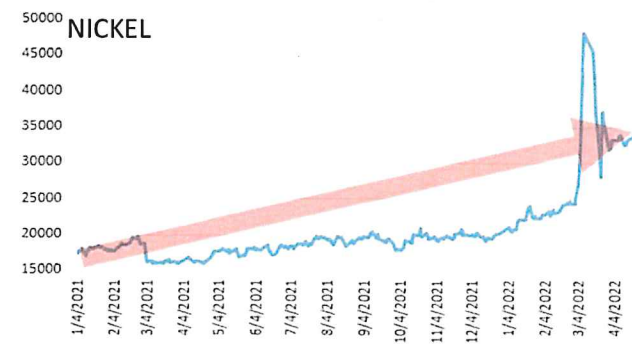
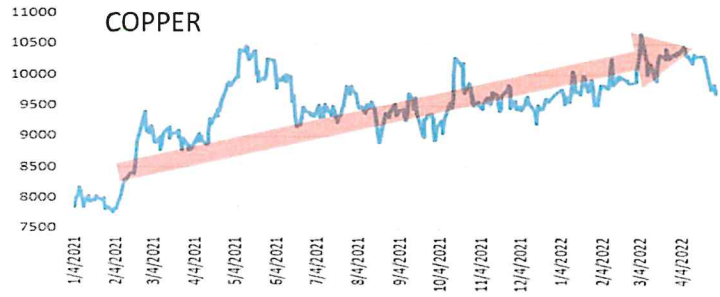
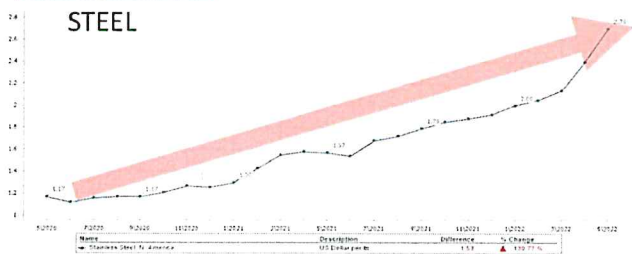
SUPPLY CHAIN | AMBULANCE COMPONENT INFLATION (PRODUCER PRICE INDEXES)



ALL AMBULANCE COMPONENTS IN SHORT SUPPLY AND ROCKETING PRICES



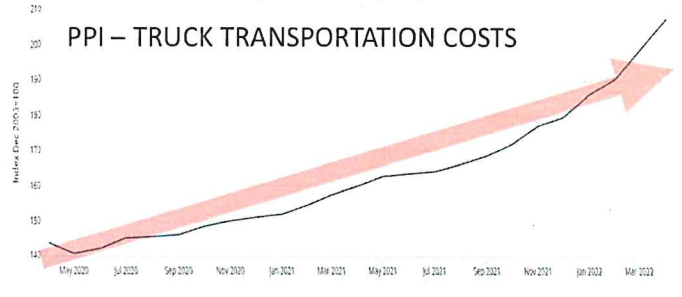
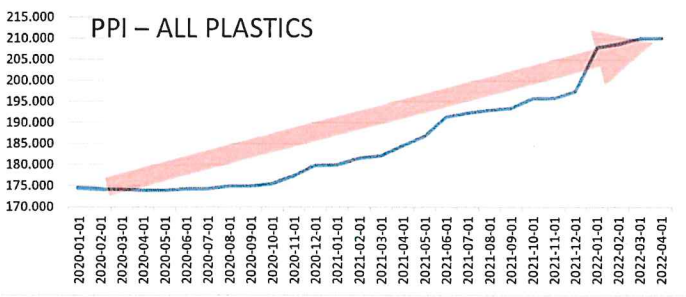
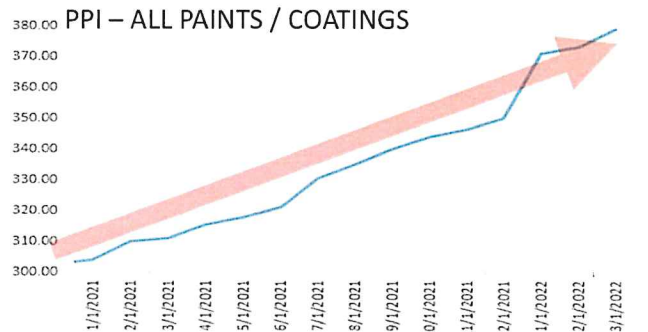
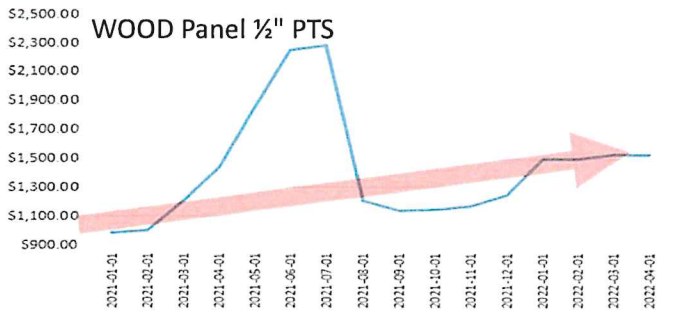
SUPPLY CHAIN | PRIMARY METAL COMMODITIES WITH SIGNIFICANT COST INCREASES



ALL METALS IN SHORT SUPPLY AND ROCKETING PRICES

REV GROUP CONFIDENTIAL

REV Vehicles for life | **SUPPLY CHAIN | PRIMARY LOGISTICS & CONSTRUCTION MATERIALS**

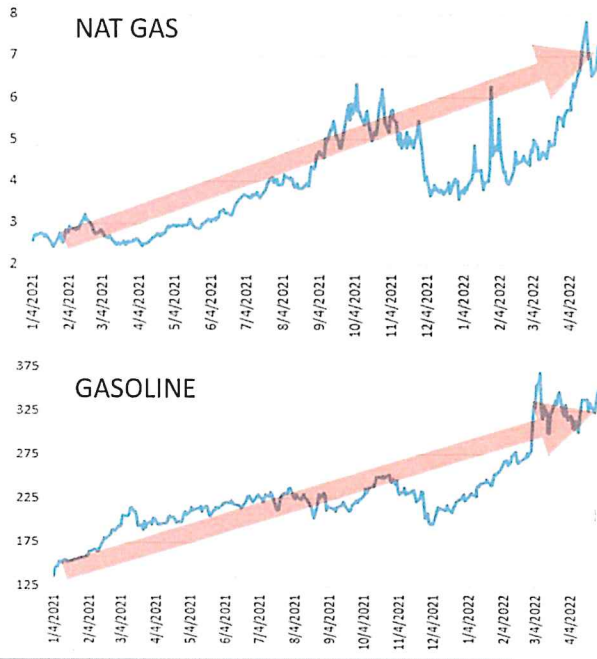
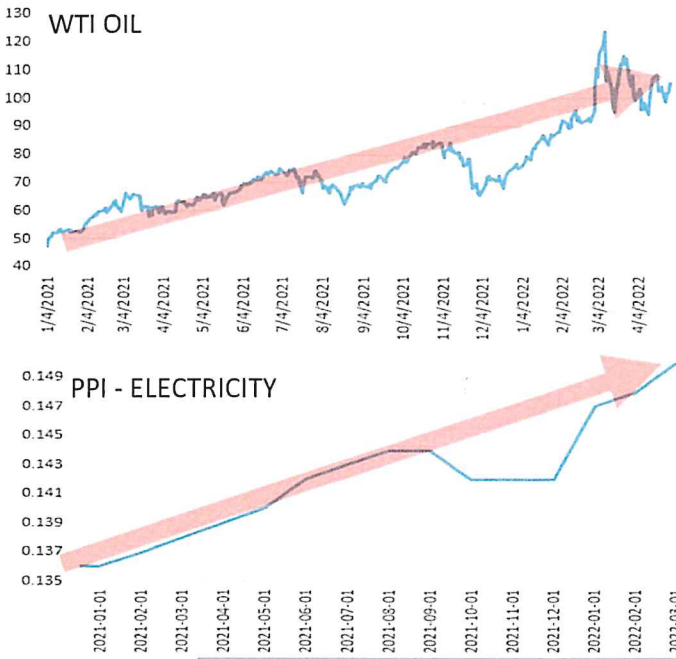


COMPONENTS AND ANCILLARY ITEMS SHORT AND EXPENSIVE

REV GROUP CONFIDENTIAL



SUPPLY CHAIN | ENERGY



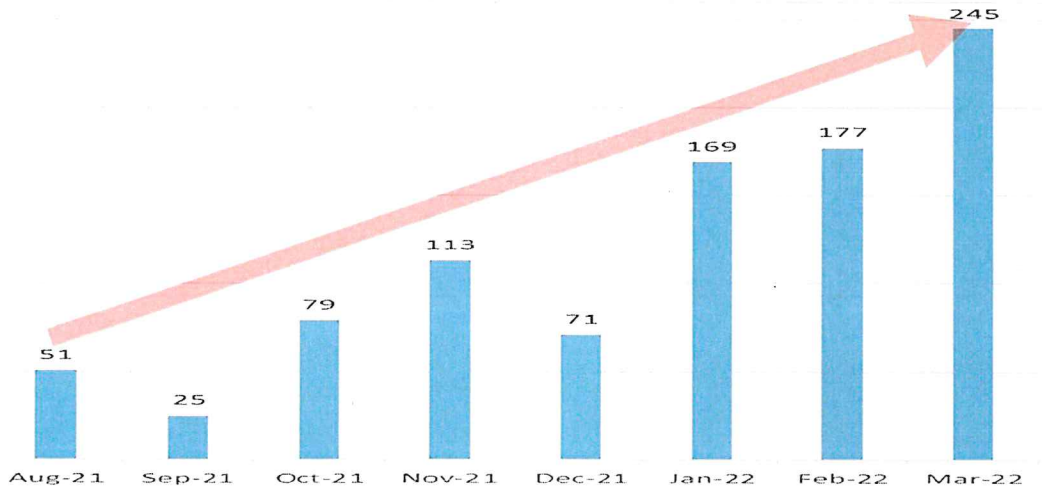
ENERGY COSTS CONTRIBUTING TO MATERIAL COSTS

REV GROUP CONFIDENTIAL



SUPPLY CHAIN | AMBULANCE MATERIAL COSTS PRICE INCREASE LETTERS

HIGHEST VOLUME AND % OF PRICE INCREASES EVER FOR OUR INDUSTRY + HIGHEST LEVEL SUPPLIER SHORTAGES



TSUNAMI OF PRICE INCREASE NOTIFICATIONS NOT ENDING OR SLOWING



SUPPLY CHAIN | REV COST EXPOSURE – MAJOR ITEMS

Area	Commentary	Current Exposure	Projected Exposure	NET
Wheels / Tires	Industry consolidation, rubber costs, strong demand, OEM growth globally	29%	17%	+46%
Engines	OEM demand, metals, limited supply, and force majeure	4%	+6%	+10%
Electronics	Wire harnesses, connectors, micro-processors, wire, switches, cameras	8%	+7%	+15%
Metals	Aluminum extrusion limited, strong global demand for both aluminum and steel	21%	+12%	+32%
Radiators	Copper prices, specialty metals demand, OEM consumption	16%	+12%	+28%
Coatings	Chemicals, pigments, and additives costs substantially up with automotive demand increasing weekly.	6%	+6%	+12%
Plastics	Demand for HDPE, PP, and feedstocks very strong. Molded plastic part manufacturing limited due to global demand	9%	+9%	+18%
Axles	Limits on supply due to parts availability and worker shortages	6%	+8%	+14%
Chassis	4 major increases on chassis, significant supply chain limits	8%	+9%	+17%

MATERIAL COSTS INCREASING FROM 10-46%



SUPPLY CHAIN CHALLENGES | PLANNING FOR THE FUTURE ISSUES



DATA DRIVEN: Identify the risk by supplier, material type, SKU, region, and business using data to support our decisions, not speculation or emotion.



CONNECTED SUPPLY: Engage with top management at supplier to collaborate on solution...use our extensive experience in all areas of supply to find a solution with our immediate supplier or elsewhere.



DEFINE THE ISSUE – Alternative-Vertical-Inventory: IF true limit, apply alternative supply points...IF true limit, buy vertically/around the primary vendor to find a solution to the real limit...IF true limit, challenge inventory to find in house options



LEVERAGE THE RELATIONSHIP: Leverage ALL global supply relationships to find a solution regardless of location



PERSISTENCE WINS: Engage, engage, engage – operations + technical + supplier + supply chain + commercial = Success!

REV SUPPLY CHAIN DOING EVERYTHING POSSIBLE TO GET PARTS AND CONTROL COSTS



Non-Competitive Purchases Form

This form shall be completed for any non-competitive purchase that is not exempt.

(a) A County contract may be awarded without competition when the Purchasing Director determines in writing, after conducting a good faith review of available sources, that there is only one source for the required supply, service, or construction item. The Purchasing Director shall conduct negotiations, as appropriate, as to price, delivery, and terms. A record of sole source procurements shall be maintained as public record and shall list each contractor's name, the amount and type of each contract, a listing of the items procured under each contract, and the identification of each contract file.

(b) Sole source procurement of a used item from the open market may only be considered, provided that:

(1) The using agency recommends purchase; (2) condition of the item is verified by appropriate County official; and (3) price analysis justifies purchase when the following factors are considered: (a) new acquisition price; (b) current book value; and (c) maintenance costs.

Code 1982 SS 12-19 Sec. 2-518 Sole source procurement

The County Council may by resolution, exempt specific supplies or services from the purchasing procedures required in the Code. The following supplies and services shall be exempt from the purchasing procedures required in this division; however, the Purchasing Director for just cause may limit or withdraw any exemption provided for in this section. (1) Works of art for museum and public display (2) Published books, library books, maps, periodicals, technical pamphlets (3) Copyrighted educational films, filmstrips, slides and transparencies (4) Postage stamps and postal fees (5) Professional dues, membership fees and seminar registration fees (6) Medicine and drugs (7) Utilities including gas, electric, water and sewer (8) Advertisements in professional publications or newspapers (9) Fresh fruit, vegetables, meats, fish, milk, bread and eggs (10) Oil company credit cards (11) Articles for commercial sale by all governmental bodies

Code 1982 SS 12-14 Ord. No. 2000-1 S 1, 1-1-0-2000 Sec. 2-514 Exemption from procedures

Notwithstanding any other section of this division, the Purchasing Director may make or authorize others to make emergency procurements of supplies, services, or construction items when there exists a threat to the functioning of county government; for the preservation or protection of property; or for the health, welfare or safety of any person, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, a listing of the items procured under the contract, and the identification number of the contract file.

Code 1982 SS 12-20 Sec. 2-519 Emergency procurements

Requesting Department: EMERGENCY MEDICAL SERVICES Requested Account Code: 1230

Department Head Email: downby@bcgov.net

Description of Requested Services:

Type II (Transit Van) Ambulances

Please provide a listing of the items purchased, if additional pages are necessary please attach to this form:

1520 Running Boards, GS13 Rear Step, Vanner 12-1050 CUL-DC, 45L6 Left Scene Lights LED, 45T6 Rear Load Lights LED, 0705
 110/12 HEAT/AC, Chassis Increase Dual wheel, Conversion Increase on Extended Length

01-FM-4WH2 ALUMINUM WHEELS, 05-HA-13HX CONDENSER ACC X717, 02-BC-0500 WALK THRU CAB HIGH, 04-EA-1474 RU
 04-BW-6007 REAR BUMPER, 06-IG-03 IO VANNER 20-1050 CUL, 07-01-SEIV WISE CHILD SAFETY SEAT, 07-CA-48ZT SOLID SURF
 02-B8-ID80 BODY MODIFICATION, 04-BW-DP00 SKIRT RAILS - DIP, LIQUID SPRING SUSPENSION, 05-EL-2324 STOP/TAIL WHE
 05-EL-2436 BACKUP WHELEN M9, 05-EL-256B ENTRY DOOR LIGHTS, 05-EL-45L4 LEFT SCENE LIGHTS, 05-EL-45TA RIGHT SCEN
 05-EL-46R4 REAR LOAD LIGHTS, 05-PM-LRK3 WHELEN M9 WARNING LIGHTS, 05-PM-LRK3 WHELEN M9 WARNING LIGHTS, C
 CHASSIS CHANGE - FORD F-450 4X2 SUPER CAB, 04-BW-DP20 ALUM. REAR KICK PLATE, 05-HA-0654 DANHARD 125 V AC SYS
 "06-EC-3070 RECORDING SYSTEM, 08-OS-0500 ZICO 02 LIFT, 07-CA-4900 SOLID SURFACE TELEMETRY:, 07-WC-LPH7 LIFE PAK

Cost of Requested Services: \$826,240.00

Requested Vendor Name: Northwestern Emergency Vehicles Transit Ambulance

Requested Vendor Address: 268 NWEV Drive, West Jefferson, NC 28694

Requested Vendor Phone Number: 336-977-1015 Requested Vendor Email Address: david@nwev.com

Type of Service Requested (Please check one) Construction Service Supply/Good

Please attach any documentation provided by the vendor that provides back up for the claims in this document.

Attachments:

Attachments:

Item 3.



Ambulance New Letter for County Council Transit Type II.docx
13.37 KB



Northwestern Emergency Vehicles Transit Ambulance.pdf
845.28 KB



Northwestern Emergency Vehicles Type I Ambulance.pdf
1.29 MB



Ambulance New Letter for County Council Type I.docx
13.32 KB



Email Verification.pdf
655.56 KB



No file attached

Please select a reason below as to why this is a non-competitive purchase and provide a brief explanation.

- It is not possible to obtain competition. There is only one source available for the supply, service, or construction item.*
- The procurement is for a used item from the open market. The item may only be considered if, (1) the using agency recommends purchase, (2) condition of the item is verified by appropriate County official, (3) Price analysis justifies purchase when the following factors are considered: (a) new acquisition price; (b) current book value; and (c) maintenance costs.*
- The item is a single source purchase. Other sources may be available but purchases are directed to one source because of factors unique to Beaufort County. Please select an option below:*
 - Standardization*
 - Warranty*
 - Other, if selected please specify below.*

-
- An emergency exists that threatens the functioning of County government.*
 - An emergency exists that threatens the preservation or protection of County property.*

What steps have been taken to verify that these features are not available elsewhere?

- Other brands/manufacturers were examined (please list names and contact information, and explain why they are not suitable for use by the County-attach additional pages as necessary):*

- Other vendors were contracted (please list names and contact information and explain why those contacted did not meet the needs of the County-attach additional pages as necessary):*

Form Completed By:

sara.rodriquez

Date: 8/1/2022

*** Department Head Section ***

Department Head Signature:

downby

Date: 8/1/2022

*** Purchasing Review Section ***

Date Received in Purchasing Department: 8/1/2022

Reviewed by Purchasing Department for completeness

Item 3.

Date: 8/1/2022

Reviewed by: dthomas

Verified that this is the only source: Yes No

Comments:

This is for two remount ambulances and two new ambulances with equipment. The price is from the HGAC Buy cooperative contract for government organizations. Vehicles will be built during FY23.

Purchasing Director Signature: Approve Disapprove dthomas 8/1/2022 11:53:02 AM
Date / Time

Associated Purchase Orders Number: _____

Associated Contract Number: _____

***** Purchasing Completion Section *****

Process Complete: victoria.moyer Date: 8/1/2022
11:53:57 AM

Submitted:



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
ARPA – GOOD NEIGHBOR PROGRAM – MUNICIPALITY FUNDING REQUESTS
MEETING NAME AND DATE:
Finance Committee – 08/22/2022
PRESENTER INFORMATION:
Hank Amundson – Special Projects Director 5 Minutes
ITEM BACKGROUND:
ARPA funds were accepted and budgeted by Beaufort earlier in 2022. One program is named the "Good Neighbor Program". It is an allocation of \$500,000 per municipality within the Beaufort County.
PROJECT / ITEM NARRATIVE:
<p>The Good Neighbor Program was an approved use of the ARPA funds as accepted by County Council in early 2022. The Good Neighbor Program was established in an effort by the County to support the municipalities’ recovery efforts with supplemental ARPA funds.</p> <p>Requests for these funds must be made by the Municipalities to ensure that the initiatives/programs funded in the municipalities conforms with ARPA guidelines. County staff will be tasked with reviewing requests prior to submission and monitoring uses and expenditures after disbursement, as required by the Federal reporting requirements.</p> <p>The City of Beaufort has requested the first half of the allocation and is considering the second portion. Proposed uses are in the request that is attached.</p> <p>The Town of Port Royal has requested their full allocation. The request is attached.</p> <p>The Town of Yemassee has made a partial fund request. See attached. Beaufort County Engineering will be handling project planning and construction under</p> <p>All proposed uses fit within the ARPA guidelines.</p>
FISCAL IMPACT:
<p>ARPA funds have been allocated.</p> <p>These requests total \$950,000 and are broken down as follows:</p> <p>City of Beaufort - \$250,000</p> <p>Town of Port Royal - \$500,000</p> <p>Town of Yemassee - \$200,000 (Allows for contingency and lighting)</p>

STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommends approval of these requests.

OPTIONS FOR COUNCIL MOTION:

Motion to approve or deny staff recommendation to disperse and monitor ARPA GOOD NEIGHBOR PROGRAM funds.

Next Step – Move forward to County Council for a motion to approve or deny staff recommendation to disperse and monitor ARPA GOOD NEIGHBOR PROGRAM funds.

Colin J Moore
Mayor
Peggy Bing-O'Banner
Mayor Pro Tempore
Matthew E. Garnes
Town Clerk



Council Members
David Paul Murray
Stacy Pinckney
Alfred Washington

July 12, 2022

Mr. Hank Amundson
Special Projects Director, Beaufort County
P.O. Drawer 1228
Beaufort, SC 29901-1228

Good afternoon Mr. Amundson,

The Town of Yemassee is submitting a project for consideration under from the Beaufort County "Good Neighbor Fund" that has been established to support municipalities within the County complete qualifying infrastructure projects. I'm pleased to submit to you a sidewalk, streetscape, and lighting project on Castle Hall Road within the Town of Yemassee.

Our project proposes to extend the sidewalk to the Beaufort Housing Authority project at 21 Castle Hall Road from the current sidewalk terminus at the corner of Wall Street and Castle Hall Road. The project would install a five-foot-wide sidewalk, approximately 1,000 linear feet which would run the east side of Castle Hall Road to the farthest entrance of the Beaufort Housing Authority project. Additionally, landscaping, and decorative lighting would be installed to improve the aesthetics of the gateway into Yemassee. Currently, residents of the housing project that walk into town to procure goods and services must walk on the shoulder of the road, causing an unsafe environment for both motorists and pedestrians. We are confident that the project will greatly improve this busy corridor and improve the aesthetics of our area of northern Beaufort County.

I appreciate your consideration and please do not hesitate to reach out should you have any questions.

Respectfully Submitted,

Matthew Garnes
Town Clerk, Town of Yemassee

Attachments (2)



CONNECT TO EXISTING SIDEWALK
INSTALL GUARD RAIL BARRIER

HART STREET

WALL STREET

PROPOSED STREET LIGHTS (10)
APPROXIMATELY EVERY 100 LF

CASTLE HALL ROAD (S-73)

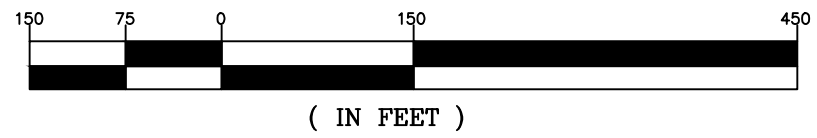
PROPOSED SIDEWALK (±1,000 LF)

CSX

APPROXIMATE WETLANDS (NWI)

END OF PROPOSED SIDEWALK

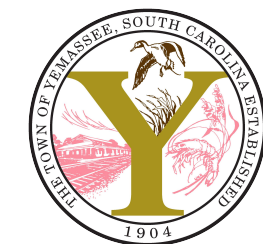
NOTE: A BOUNDARY AND TOPOGRAPHIC SURVEY ALONG WITH A WETLAND DELINEATION SHOULD BE PERFORMED TO DETERMINE ACCURATE BOUNDARY, TOPOGRAPHIC, AND WETLAND LOCATIONS.



Project No.: 21246-0025
July 8, 2022



Conceptual Plan
+/- 1,000 LF Sidewalk
Castle Hall Road
Town of Yemassee, South Carolina



Prepared by Alliance Consulting Engineers, Inc.

Preliminary Cost Opinion
+/- 1,000 LF Concrete Sidewalk
Castle Hall Road
Town of Yemassee
Beaufort County, South Carolina

Approximately 1,000 LF Concrete Sidewalk (5-Foot Width)					
No.	Quantity	Unit	Item Description	Unit Price	Total
1	1	LS	Mobilization/Bonds	\$ 5,000	\$ 5,000
2	1	LS	Traffic Control	\$ 25,000	\$ 25,000
3	1,100	LF	Silt Fence	\$ 4	\$ 4,400
4	5	EA	Sediment Tubes (24-Inch Height, 8-Foot Length)	\$ 100	\$ 500
5	0.2	AC	Clearing and Grubbing	\$ 5,000	\$ 1,000
6	1	LS	Guard Rail Installation (+/- 30 LF)	\$ 7,000	\$ 7,000
7	200	CY	Earthwork (Excavate One FT Depth - Replace with Fill)	\$ 40	\$ 8,000
8	600	SY	Concrete (4-Inch Thick, 150 psi)	\$ 80	\$ 48,000
9	1	LS	Grassing	\$ 4,000	\$ 4,000
				Subtotal:	\$ 97,900
				Contingency:	\$ 10,000
				Surveying :	\$ 7,500
				Engineering Design and Permitting:	\$ 7,500
				Bidding and Award:	\$ 6,500
				Construction Administration and Site Observation:	\$ 6,500
				Construction Materials Testing:	\$ 5,000
				Notice of Termination/Project Closeout:	\$ 5,000
				Site Preparation Total:	\$ 150,000

Notes:

- Alliance Consulting Engineers, Inc. does not guarantee the accuracy of probable costs. Such probable costs represent Alliance Consulting Engineers, Inc.'s judgement and are for the general guidance of the Town of Yemassee.
- All costs are 2022 costs based on \$114/barrel for crude oil.
- Estimate is based on the Conceptual Plan prepared by Alliance Consulting Engineers, Inc. dated March 25, 2022.
- Unit Prices and quantities are subject to variation upon final design.
- Preliminary Cost Opinion does not include any permitting or impact fees associated with the Town of Yemassee, Beaufort County, SCDOT or SCDHEC.
- Preliminary Cost Opinion does not include any allowances for Easements or acquisitions of Right of Way which is not anticipated.
- Estimate does not include costs for wetland delineations or mitigation which is not anticipated.

PRELIMINARY



From: Reece Bertholf <rbertholf@cityofbeaufort.org>
Sent: Thursday, June 23, 2022 1:39 PM
To: Amundson, Hank <henry.amundson@bcgov.net>
Cc: William Prokop [wprokop@cityofbeaufort.org] <wprokop@cityofbeaufort.org>; Alan Eisenman <aeisenman@cityofbeaufort.org>
Subject: Good Neighbor Fund

Good Afternoon Hank,

We have revised our good neighbor fund requests to reflect the available \$250,000.

Below is our request to distribute the funds directly to the recipients and the associated contacts for the organizations:

1. \$100,000: Beaufort Digital Corridor Cyber Scholarship Fund
 - a. Jess Obrien – Executive Director
Beaufort Digital Corridor
 500 Carteret Street, Suite D
 Beaufort, SC 29902
 USA
 PHONE: 843.470.3506
 MOBILE: 229.563.8319
 EMAIL: jess@beaufortdigital.com
 WEB: www.beaufortdigital.com
2. \$80,000 Technical College of the Lowcountry – Nursing School Equipment
 - a. Janis Hoffman – VP of Administrative Services
Vice President for Administrative Services
 Technical College of the Lowcountry
 921 Ribaut Road | PO Box 1288
 Beaufort, SC 29901-1288
 843.525.8251 | jhoffman@tcl.edu
3. \$24,000 – SC Nurse Retention Scholarship
 - a. Bob Elliot (I think this will ultimately go to the Community Foundation of the Low Country as they administer)
ellbob4901@gmail.com
<https://scnurseretention.org/>
4. \$46,000 – potential city contribution to the Affordable Housing Trust fund
 - a. Please keep the funds on deposit with the county.

Thank you. Please call with any questions.

Reece

Reece Bertholf
Deputy City Manager
City of Beaufort
 843-379-7525 (o)
 843-754-9144 (c)
www.cityofbeaufort.org



Council

Joe DeVito
Mayor

Darryl Owens
Mayor Pro Tempore

Jerry Ashmore
Mary Beth Heyward
Kevin Phillips

Van Willis
Town Manager

T. Alan Beach
Chief of Police

Jeffrey S. Coppinger
Operations

Noah Krepps
Planning

August 15, 2022

Beaufort County
Mr. Hank Amundson, Special Projects Director

Re: Good Neighbor Fund

Dear Hank:

The Town intends to use a portion of its designated Good Neighbors Funds for the anticipated first year funding of the recently established Housing Trust. It is anticipated, based upon the recommended formula for funding, that the Town will be asked to contribute 3% of its ARPA funds. The Town will earmark approximately \$162,000 from the Good Neighbor Fund to satisfy the funding request.

The balance of the Good Neighbor Fund will be used to offset the costs of a sewer construction project in the Royal Palms/Narcissus portion of Town. The Town was a recipient of a CDBG, but due to cost overruns, the initial estimates for construction, approximately \$900,000, have increased to \$1,300,000. The Good Neighbor Fund will allow the Town to fulfill the contract.

Sincerely,

Van Willis
Town Manager

Owens, Brenna

To: Brock, Sarah
Subject: RE: Reappointment to Beaufort County Planning Commission

From: RStewart Design <[REDACTED]>
Date: Monday, January 31, 2022 at 1:55 PM
To: "Brock, Sarah" <sbrock@bcgov.net>, Ed Pappas <[REDACTED]>
Subject: Reappointment to Beaufort County Planning Commission

[EXTERNAL EMAIL] Please report any suspicious attachments, links, or requests for sensitive information to the Beaufort County IT Division at helpdesk@bcgov.net or to 843-255-7000.

Mrs. Brock

I wish to extend my position on the Planning Commission for the next term.

Thank you and I look forward to serving the public once more.

Let me know if you need any additional information.

Regards'

Randolph Stewart
[REDACTED]
[REDACTED]



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation of Award to IFB#060922E Bluffton Parkway Pathway (\$245,101.32)
MEETING NAME AND DATE:
Public Facilities Committee – August 22, 2022
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator - Infrastructure (5 min)
ITEM BACKGROUND:
On May 9, 2022 Beaufort County published a solicitation for construction services for the 2018 One Cent Sales Tax project Bluffton Parkway Pathway.
PROJECT / ITEM NARRATIVE:
On June 9, 2022, Beaufort County received one bid from J.S. Construction, Inc. After a review of the bid, it was determined that it was responsive.
FISCAL IMPACT:
J.S. Construction, Inc. provided a bid of \$204,251.10. With a 20% contingency of \$40,850.22, the total project cost is \$245,101.32 to be funded from the 2018 One Cent Sales Tax account number 47050011-54510 with a balance of \$23,590,165.70.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends contract award IFB#060922E Bluffton Parkway Pathway to J.S. Construction, Inc.
OPTIONS FOR COUNCIL MOTION:
Motion to approve or deny recommendation to award IFB#060922E Bluffton Parkway Pathway to J.S. Construction, Inc. <i>Next Step: Execute contract with J.S. Construction, Inc. for IFB#060922E Bluffton Parkway Pathway.</i>

PRELIMINARY BID TABULATION

PURCHASING DEPARTMENT

Item 7.



Project Name:	Bluffton Parkway Pathway Project
Project Number:	IFB 060922E
Project Budget:	
Bid Opening Date:	9-Jun-22
Time:	3:00:00 PM
Location:	Beaufort County
Bid Administrator:	Dave Thomas
Bid Recorder:	Victoria Moyer

The following bids were received for the above referenced project:

BIDDER	BID FORM	BID BOND	ALL ADDE NDA	SCH OF VALUES	SUB LISTING	SMBE DOCS	Grand Total Price
JS Construction	X	X	X	X	X	X	\$ 204,251.10

Beaufort County posts PRELIMINARY bid tabulation information within 2 business days of the advertised bid opening. Information on the PRELIMINARY bid tabulation is posted as it was read during the bid opening. Beaufort County makes no guarantees as to the accuracy of any information on the PRELIMINARY tabulation. The bid results indicated here do not necessarily represent the final compliance review by Beaufort County and are subject to change. After the review, the final award will be made by Beaufort County Council and a certified bid tab will be posted online.

David L. Thomas

 Bid Administrator Signature

Victoria Moyer

 Bid Recorder



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation to Award Re-Imagining Ribaut Road Master Plan
MEETING NAME AND DATE:
Public Facilities Committee – August 22, 2022
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator – Engineering <i>(5 mins)</i>
ITEM BACKGROUND:
In February 2022, Beaufort County contracted with Stantec for RFQ#083021E Traffic Engineering On-Call Consultant Services. As projects are identified, the on-call consultant will provide a scope and fee to be considered for Committee and Council approval as outlined in the Beaufort County Procurement Code.
PROJECT / ITEM NARRATIVE:
Master planning for Ribaut Road from Boundary Street to the Russell Bell Bridge (5.5 miles) for transportation safety, mobility, and land uses to create an implementation plan for the corridor.
FISCAL IMPACT:
The contract fee is based on time and materials for the scope of work totaling \$270,574.40. Staff recommends a 10% contingency of \$27,057 for a total project cost not to exceed \$297,631.84. The funding for this project is North of the Broad Road Impact Fees Professional Services account (23030011-51160) with a balance of \$561,877.85.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval to award the Re-Imagining Ribaut Road Master Plan to Stantec.
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny recommendation to award the Re-Imagining Ribaut Road Master Plan to Stantec. <i>(Next Step: Move forward to County Council to approve the award the Re-Imagining Ribaut Road Master Plan to Stantec.)</i>

Ribaut Road Master Plan
Fee Proposal Summary
6/22/2022

Task	Stantec	Subconsultants	Total
TASK 1 - MEETINGS AND COMMUNICATION	\$32,204.20		\$32,204.20
TASK 2 - STAKEHOLDER OUTREACH	\$77,097.98		\$77,097.98
TASK 3 - BASELINE CONDITIONS	\$32,217.10		\$32,217.10
TASK 4 - DATA ANALYSIS	\$34,051.22		\$34,051.22
TASK 5 - CATALYST SITES	\$18,715.27		\$18,715.27
TASK 6 - ROADWAY AND CONCEPT	\$44,484.71		\$44,484.71
TASK 7 - PLAN REVEAL AND DOCUMENTATION	\$31,803.93		\$31,803.93
Total			\$270,574.40
	\$270,574.40		\$270,574.40

I. STANTEC LABOR COSTS & SUBCONSULTANT FEES

TASK	PIC/ Proj. Mgr.	Transp Eng./ Urban Designer	Transp Designer/ Planner			Total By Task
TASK 1 - MEETINGS AND COMMUNICATION						
Project coordination with County and subs (calls, emails, data	42		20			\$11,574.39
Advisory Committee meetings (6 - prep, mapping, travel, etc.)	54		32			\$15,508.55
PWP & Milestone Schedule, Progress Reports and Invoicing	10		20			\$4,276.25
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal	106	0	72	0	0	\$31,359.20

II. LABOR RATE DETAILS

	PIC/PM	Transp. Eng./ Urban Des.	Transp. Designer/ Planner		
Direct Rate	\$80.00	\$46.00	\$35.00		
Overhead Cost at 158.566%	\$126.85	\$72.94	\$55.50	\$0.00	\$0.00
Subtotal Labor and Overhead	\$206.85	\$118.94	\$90.50	\$0.00	\$0.00
Profit at 10%	\$20.69	\$11.89	\$9.05	\$0.00	\$0.00
FCC at 0.661%	\$0.53	\$0.30	\$0.23	\$0.00	\$0.00
Total Labor Rate	\$228.07	\$131.14	\$99.78	\$0.00	\$0.00

III. STANTEC DIRECT COSTS

DESCRIPTION	Value	Unit	Unit Cost	Cost
Rental Car (per day)	5	Sheet	65.000	\$325.00
Hotel (per night)	2	Sheet	130.000	\$260.00
Flights (per)		Sheet	300.000	\$0.00
Plotting - Full E-Size 36x48 Color	6	Sheet	6.000	\$36.00
Mileage	400	Mile	0.560	\$224.00
TOTAL DIRECT COSTS				\$845.00

IV. SUBCONSULTANT FEES

	\$0.00
	\$0.00
Total Subconsultant Fee	\$0.00

V. TOTAL TASK COSTS

	Stantec Labor	Stantec Expenses	Subconsultant FEES	Task Total
Task 1 Meetings and Communications	\$31,359.20	\$845.00	\$0.00	\$32,204.20

I. STANTEC LABOR COSTS & SUBCONSULTANT FEES

TASK	PIC/ Proj. Mgr.	Transp Eng./ Urban Designer	Transp Designer/ Planner			Total By Task
TASK 2 - STAKEHOLDER OUTREACH						
Symposium (VPS, Polling, prep, mapping, travel, PPT, etc.)	24	12	28			\$9,841.09
Walking/Riding Audit, Focus Groups (6), Website, logo, social media, Online mapping, Public Survey, Contact Database	32	68	80			\$24,197.90
Public Design Workshop/Charrette (5 - 6 staff, concepts, streetscape, photosims, visualizations, etc.)	48	88	96			\$32,066.20
Open House #2	20	8	12			\$6,807.80
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal	124	176	216	0	0	\$72,912.98

II. LABOR RATE DETAILS

	PIC/PM	Transp. Eng./ Urban Des.	Transp. Designer/ Planner		
Direct Rate	\$80.00	\$46.00	\$35.00		
Overhead Cost at 158.566%	\$126.85	\$72.94	\$55.50	\$0.00	\$0.00
Subtotal Labor and Overhead	\$206.85	\$118.94	\$90.50	\$0.00	\$0.00
Profit at 10%	\$20.69	\$11.89	\$9.05	\$0.00	\$0.00
FCC at 0.661%	\$0.53	\$0.30	\$0.23	\$0.00	\$0.00
Total Labor Rate	\$228.07	\$131.14	\$99.78	\$0.00	\$0.00

III. STANTEC DIRECT COSTS

DESCRIPTION	Value	Unit	Unit Cost	Cost
Rental Car (per day)	9	Sheet	65.000	\$585.00
Hotel (per night)	18	Sheet	130.000	\$2,340.00
Flights (per)	2	Sheet	300.000	\$600.00
Plotting - Full E-Size 36x48 Color	26	Sheet	6.000	\$156.00
Mileage	900	Mile	0.560	\$504.00
TOTAL DIRECT COSTS				\$4,185.00

IV. SUBCONSULTANT FEES

	\$0.00
	\$0.00
Total Subconsultant Fee	\$0.00

V. TOTAL TASK COSTS

	Stantec Labor	Stantec Expenses	Subconsultant FEES	Task Total
Task 2 - Stakeholder Outreach	\$72,912.98	\$4,185.00	\$0.00	\$77,097.98

I. STANTEC LABOR COSTS & SUBCONSULTANT FEES

TASK	PIC/	Transp Eng./	Transp	Total		
	Proj. Mgr.	Urban Designer	Designer/ Planner			By Task
TASK 3 - BASELINE CONDITIONS						
Plan Reviews, Data Collection, Photographs, roadway inventory, crash data, environmental, land use, utilities, etc.	24	40	54			\$16,107.22
MMLOS, Complete Streets Analysis, Corridor Profile, and Mapping	20	32	72			\$15,941.87
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal	44	72	126	0	0	\$32,049.10

II. LABOR RATE DETAILS

	PIC/PM	Transp. Eng./ Urban Des.	Transp. Designer/ Planner		
Direct Rate	\$80.00	\$46.00	\$35.00		
Overhead Cost at 158.566%	\$126.85	\$72.94	\$55.50	\$0.00	\$0.00
Subtotal Labor and Overhead	\$206.85	\$118.94	\$90.50	\$0.00	\$0.00
Profit at 10%	\$20.69	\$11.89	\$9.05	\$0.00	\$0.00
FCC at 0.661%	\$0.53	\$0.30	\$0.23	\$0.00	\$0.00
Total Labor Rate	\$228.07	\$131.14	\$99.78	\$0.00	\$0.00

III. STANTEC DIRECT COSTS

DESCRIPTION	Value	Unit	Unit Cost	Cost
Rental Car (per day)		Sheet	65.000	\$0.00
Hotel (per night)		Sheet	130.000	\$0.00
Flights (per)		Sheet	300.000	\$0.00
Plotting - Full E-Size 36x48 Color		Sheet	6.000	\$0.00
Mileage	300	Mile	0.560	\$168.00
TOTAL DIRECT COSTS				\$168.00

IV. SUBCONSULTANT FEES

	\$0.00
	\$0.00
Total Subconsultant Fee	\$0.00

V. TOTAL TASK COSTS

	Stantec Labor	Stantec Expenses	Subconsultant FEES	Task Total
Task 3 - Baseline Conditions (Discovery)	\$32,049.10	\$168.00	\$0.00	\$32,217.10

I. STANTEC LABOR COSTS & SUBCONSULTANT FEES

TASK	Sr. Traffic Eng	Traffic Engineer	Traffic Analyst			Total By Task
TASK 4 - DATA ANALYSIS						
Traffic Analysis (20 locations) - base year and design year (build condition)	12	36	72			\$13,334.39
Crash Analysis and Speed measurements (4)	6	24	64			\$10,019.66
Pedestrian Safety Analysis and Crossings (4)	4	20	24			\$5,413.17
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal	22	80	160	0	0	\$28,767.22

II. LABOR RATE DETAILS

	Sr. Traffic Eng	Traffic Engineer	Traffic Analyst		
Direct Rate	\$65.00	\$42.46	\$32.90		
Overhead Cost at 158.566%	\$103.07	\$67.33	\$52.17	\$0.00	\$0.00
Subtotal Labor and Overhead	\$168.07	\$109.79	\$85.07	\$0.00	\$0.00
Profit at 10%	\$16.81	\$10.98	\$8.51	\$0.00	\$0.00
FCC at 0.661%	\$0.43	\$0.28	\$0.22	\$0.00	\$0.00
Total Labor Rate	\$185.30	\$121.05	\$93.79	\$0.00	\$0.00

III. STANTEC DIRECT COSTS

DESCRIPTION	Value	Unit	Unit Cost	Cost
Rental Car (per day)		Sheet	65.000	\$0.00
Hotel (per night)		Sheet	130.000	\$0.00
Flights (per)		Sheet	300.000	\$0.00
Pedestrian Counts (4)	4	Intersection	400.000	\$1,600.00
Turning Movement Counts	8	Intersection	450.000	\$3,600.00
Mileage	150	Mile	0.560	\$84.00
TOTAL DIRECT COSTS				\$5,284.00

IV. SUBCONSULTANT FEES

	\$0.00
Total Subconsultant Fee	\$0.00

V. TOTAL TASK COSTS

	Stantec Labor	Stantec Expenses	Subconsultant FEES	Task Total
Task 4 - Data Analysis	\$28,767.22	\$5,284.00	\$0.00	\$34,051.22

I. STANTEC LABOR COSTS & SUBCONSULTANT FEES

TASK	PIC/ Proj. Mgr.	Transp Eng./ Urban Designer	Transp Designer/ Planner			Total By Task
TASK 5 - CATALYST SITES						
Three (3) Catalysts Sites, conceptual site plans, renderings, photosims	16	78	48			\$18,667.27
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal	16	78	48	0	0	\$18,667.27

II. LABOR RATE DETAILS

	PIC/PM	Transp. Eng./ Urban Des.	Transp. Designer/ Planner		
Direct Rate	\$80.00	\$46.00	\$35.00		
Overhead Cost at 158.566%	\$126.85	\$72.94	\$55.50	\$0.00	\$0.00
Subtotal Labor and Overhead	\$206.85	\$118.94	\$90.50	\$0.00	\$0.00
Profit at 10%	\$20.69	\$11.89	\$9.05	\$0.00	\$0.00
FCC at 0.661%	\$0.53	\$0.30	\$0.23	\$0.00	\$0.00
Total Labor Rate	\$228.07	\$131.14	\$99.78	\$0.00	\$0.00

III. STANTEC DIRECT COSTS

DESCRIPTION	Value	Unit	Unit Cost	Cost
Rental Car (per day)		Sheet	65.000	\$0.00
Hotel (per night)		Sheet	130.000	\$0.00
Flights (per)		Sheet	300.000	\$0.00
Plotting - Full E-Size 36x48 Color	8	Sheet	6.000	\$48.00
Mileage		Mile	0.560	\$0.00
TOTAL DIRECT COSTS				\$48.00

IV. SUBCONSULTANT FEES

	\$0.00
	\$0.00
Total Subconsultant Fee	\$0.00

V. TOTAL TASK COSTS

	Stantec Labor	Stantec Expenses	Subconsultant FEES	Task Total
Task 5 - Catalyst Sites	\$18,667.27	\$48.00	\$0.00	\$18,715.27

I. STANTEC LABOR COSTS & SUBCONSULTANT FEES

TASK	PIC/ Proj. Mgr.	Transp Eng./ Urban Designer	Transp Designer/ Planner			Total By Task
TASK 6 - ROADWAY AND CONCEPT						
Preferred Access Plan (PAP) - 5.5 miles	10	24	16			\$7,024.46
Concept Designs Revision (15% - 20% level of detail), streetscape - 5.5 miles	24	120	36			\$24,802.27
3D Cross sections, Visualization revisions, and Design Considerations	16	48	26			\$12,537.98
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal	50	192	78	0	0	\$44,364.71

II. LABOR RATE DETAILS

	PIC/PM	Transp. Eng./ Urban Des.	Transp. Designer/ Planner		
Direct Rate	\$80.00	\$46.00	\$35.00		
Overhead Cost at 158.566%	\$126.85	\$72.94	\$55.50	\$0.00	\$0.00
Subtotal Labor and Overhead	\$206.85	\$118.94	\$90.50	\$0.00	\$0.00
Profit at 10%	\$20.69	\$11.89	\$9.05	\$0.00	\$0.00
FCC at 0.661%	\$0.53	\$0.30	\$0.23	\$0.00	\$0.00
Total Labor Rate	\$228.07	\$131.14	\$99.78	\$0.00	\$0.00

III. STANTEC DIRECT COSTS

DESCRIPTION	Value	Unit	Unit Cost	Cost
Rental Car (per day)		Sheet	65.000	\$0.00
Hotel (per night)		Sheet	130.000	\$0.00
Flights (per)		Sheet	300.000	\$0.00
Plotting - Full E-Size 36x48 Color	20	Sheet	6.000	\$120.00
Mileage		Mile	0.560	\$0.00
TOTAL DIRECT COSTS				\$120.00

IV. SUBCONSULTANT FEES

	\$0.00
	\$0.00
Total Subconsultant Fee	\$0.00

V. TOTAL TASK COSTS

	Stantec Labor	Stantec Expenses	Subconsultant FEES	Task Total
Task 6 - Roadway and Concept Design	\$44,364.71	\$120.00	\$0.00	\$44,484.71

I. STANTEC LABOR COSTS & SUBCONSULTANT FEES

TASK	PIC/ Proj. Mgr.	Transp Eng./ Urban Designer	Transp Designer/ Planner			Total By Task
TASK 7 - PLAN REVEAL AND DOCUMENTATION						
Quantities, cost estimates, phasing, Action Plan	8	24	24			\$7,366.56
Workbook Report, Policy Recommendations	16	40	60			\$14,881.36
StoryMap (online) and GIS database	6	32	40			\$9,556.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal	30	96	124	0	0	\$31,803.93

II. LABOR RATE DETAILS

	PIC/PM	Transp. Eng./ Urban Des.	Transp. Designer/ Planner		
Direct Rate	\$80.00	\$46.00	\$35.00		
Overhead Cost at 158.566%	\$126.85	\$72.94	\$55.50	\$0.00	\$0.00
Subtotal Labor and Overhead	\$206.85	\$118.94	\$90.50	\$0.00	\$0.00
Profit at 10%	\$20.69	\$11.89	\$9.05	\$0.00	\$0.00
FCC at 0.661%	\$0.53	\$0.30	\$0.23	\$0.00	\$0.00
Total Labor Rate	\$228.07	\$131.14	\$99.78	\$0.00	\$0.00

III. STANTEC DIRECT COSTS

DESCRIPTION	Value	Unit	Unit Cost	Cost
Rental Car (per day)		Sheet	65.000	\$0.00
Hotel (per night)		Sheet	130.000	\$0.00
Flights (per)		Sheet	300.000	\$0.00
Plotting - Full E-Size 36x48 Color		Sheet	6.000	\$0.00
Mileage		Mile	0.560	\$0.00
TOTAL DIRECT COSTS				\$0.00

IV. SUBCONSULTANT FEES

	\$0.00
	\$0.00
Total Subconsultant Fee	\$0.00

V. TOTAL TASK COSTS

	Stantec Labor	Stantec Expenses	Subconsultant FEES	Task Total
Task 7 - Plan Reveal and Documentation	\$31,803.93	\$0.00	\$0.00	\$31,803.93

Re-Imagining Ribaut Road Master Plan

Scope of Work

The following approach, based on our familiarity of the corridor and subsequent discussions with the Client, explains how the Stantec project team recommends operationalizing this planning and design process. As a key element of your previous Plans, we integrate the public's ideas effectively into the planning and design process to ensure long-term community support for all of the downstream decisions that will happen after the plan has been accepted.

Transportation Safety and Mobility. Ribaut Road (from Boundary Street to the Russell Bell Bridge – 5.5 miles) has to function as a street for a wide range of **safety, economic development and mobility** needs. Part of our work on Ribaut Road will be to gather horizontal cross sectional data to supplement available LiDAR/topo data to create a thorough understanding of the design challenges and opportunities leading up to the proposed multi-day Design Workshop (charrette) described in the following approach. The preferred design will consider ALL users and land uses along the street and create an implementation plan that leverages private and public sector involvement as part of a compelling re-imagination of Ribaut Road.

TASK 1: Meetings & Communication

The Consultant will meet with Beaufort County, City of Beaufort and the Town of Port Royal staff (in partnership with SCDOT) at specific milestones throughout the planning process. County/Port Royal staff (Client Team) will provide feedback and guidance throughout the duration of plan development and work on technical and non-technical issues that arise within the overall planning and design process. The Stantec PM will coordinate directly with the Client PM including coordination meetings (approximately bi-monthly) to keep team members focused on their assignments and the overall project schedule, and to address the myriad of issues that tend to pop up during a project.

The Consultant will provide the Client Team with a **Project Work Plan** and **Milestone Schedule** developed for the project at the beginning of the planning process that outlines the overall intent of the study, key contacts, and the planning schedule.

Advisory Committee (AC) – up to 6 mtgs (2 virtual). The Advisory Committee is a mix of staff and public representatives of approximately 10-12 members that will be formed to provide local knowledge, resources and guidance throughout the study. Members of the AC will be selected by Client Team and may include representation from Beaufort County, City of Beaufort, Town of Port Royal, SCDOT, the Low Country Area Transportation Study (LATS) Metropolitan Planning Organization (MPO), Bike/Ped Advocacy, Beaufort Memorial Hospital, Technical College of the Low Country (TCL), developers and property owners, neighborhoods, Chamber of Commerce, and local community groups. The AC will be updated regularly up to 4 times by the Project Team.

A project kickoff meeting with the AC will be facilitated by the Consultant at the inception of the Study. Meetings will occur at set milestones (refer to Project Milestone Schedule) in the planning process where the Consultant will present preliminary findings, coordinate discussion of big-item issues, and obtain feedback on draft materials prepared for the project.

It is anticipated that the duration of the study will be 6 months. Continuous communication through emails and phone calls with the Consultant and Client PM will occur throughout the duration of the planning process.

Deliverables: (1) Project Work Plan, as described; (2) project invoices and progress reports; (3) a project milestone schedule; (4) Up to 6 Advisory Committee meetings and materials as described; and (5) bi-weekly meetings/calls with the Client PM. Note: Tangible work products will be submitted by the Consultant to the Client PM for review and comment.

TASK 2: Stakeholder Outreach

Outreach will be a two-way communication process — we will work to educate the public on the interrelationship of streets, transit (future), bicycle and pedestrian facilities, built environment/land use, regulatory controls, and the natural environment, and the public/stakeholders will inform the planning and design process by communicating its core values and guiding principles. Our goal is to collaborate broadly with the City, County, Town, LATS MPO, SCDOT, stakeholders, and the public to ensure “ownership” of the study recommendations.

Descriptions of the key components of the community engagement approach are outlined below.

Project Symposium/Visioning Workshop. The Consultant will work with the Client Team to prepare a flier and personal email invitations to elected officials and their key staff, which substantially boosts attendance at the visioning *workshop*. This event may be conducted twice in one day (at the same venue) to encourage healthy community attendance and participation. Part of this event will include a visioning exercise using *instant polling* technology to energize participants and help them collaborate to develop the study’s guiding principles. The Consultant will also prepare a **Visual Preference Survey** exercise for people to participate in during the meeting. This will allow participants to identify key design treatments (modal and development) that they would like to see along the corridor. We will provide the Client PM with an agenda, exercises, and summaries prior to posting onto the project website for posterity. The timing of the visioning workshop will coincide with the second Advisory Committee meeting.

Note: The Guiding Principles will be created based on the results from the Public Survey, visioning workshop and interaction with the AC.

Walking/Riding Audit: The Consultant (working with the Client Team) will host and facilitate a Walking/Riding Audit of the corridor with the AC. This will include a brief survey of infrastructure and land use decision within proximity of the Ribaut Road corridor to better understand the multimodal and development needs of the study corridor. This event typically happens same day (earlier) as the AC meeting. The Client PM will coordinate the vanpool.

Focus Groups (up to 6 groups): The Client PM will work with the Consultant to schedule small group discussions (typically 1-hour meetings) focused on topics related to the context of the corridor and community. These in-person focus groups will be conducted during the design workshop/charrette and may include emergency services, bike/ped advocacy, utility providers, transit agency, schools, hospitals, development community, businesses, aesthetics/beautification, neighborhood HOAs, SCDOT, etc.

Multiday Design Workshop (4-day “in-person” Charrette). Our proposed workshop structure incorporates the rigor of a customary planning process with the creativity of a public “design charrette” to result in Complete Streets and urban designs that are both visionary and practical. This process imparts several advantages to the project. A significant amount of work will be completed during this multi-day event, concentrating efforts in a convenient

venue (i.e., preferably along Ribaut Road corridor, secured by the Client) for the community. This venue (e.g., vacant store front, studio space, community center, etc.) will act as a “design center” during the workshop, giving stakeholders easy access to the Project Team (planners, engineers, landscape architects and urban designers). The design workshop will produce a multitude of design concepts, visual simulations, photosims, development/redevelopment opportunities, multimodal treatments, etc. The following key elements will be integral to the success of the design workshop:

Open House #1: This occurs on the first evening of the 4-day Multiday Design Workshop. It provides a chance to validate or reaffirm the Vision/Guiding Principles for the project. This interactive public meeting will also reveal the results of the visual preference survey to identify key design treatments that participants would like to see along the Ribaut Road corridor.

Pin Up Session with Advisory Committee and Public: This event occurs on the evening of the second and third day (following the results of the design work studio) and involves a presentation and discussion with the AC regarding key design concepts, deliverables and ideas for the Ribaut Road corridor, including transportation infrastructure. These are valuable feedback loops for our design team to begin incorporating changes for the next day.

Closing Presentation “Grand Finale”: Day #4 will involve an intense design work studio followed by a closing presentation that provides a summary of efforts and products. Focused on key recommendations, this event will provide a great opportunity for interested stakeholders and general public to view and critique preliminary project recommendations and discuss next steps. As a part of Day #4 exercises, we will receive and incorporate feedback from Client Team, public participants and the Advisory Committee.

Open House Meeting #2 (“The Reveal” - Concept Designs and next steps). Following the Client Team/AC review and revisions to the concept designs and recommendations, the Client PM and Consultant will host a community meeting to walk through the findings and draft (revised) recommendations to the study, including 3-D renderings or example treatments/applications. This meeting typically occurs one month after the Multiday Design Workshop/Charrette. This meeting will allow the public and stakeholders the opportunity to better understand the draft recommendations and proposed changes to the corridor. This meeting will also include a proposed **Action Plan** (next steps) including construction quantities, cost estimates and potential phasing.

Website/Logo & Social Media Campaign. Early in the process, the Consultant will coordinate with the Client Team to include a webpage (tied to the Client’s preferred website) dedicated to the Ribaut Road Study. The Consultant will create a website or the Town can host a webpage on the Town’s existing website. The website may include materials provided by the Consultant past presentations, articles, concept designs, meeting schedules/agenda’s, project material, survey questions/results and links to other resources. The Client may also conduct social media posts such as Facebook or Twitter to enhance public awareness of the project.

Interactive Online Mapping. The Consultant will create an interactive online mapping exercise to solicit public input related to problem areas, needs and potential solutions along the corridor.

Public Survey. The Consultant will create and host an online (and hardcopy) survey during the outset of the project. The purpose of the survey is to collect information relative to corridor perception, issues, problem areas and desired outcomes. The Client Team/Consultant will administer hard copies of the survey at select meetings to enhance coverage.

Project Contact Database. An initial contact database should be created by the Client PM. This database will be maintained by the Client as the project progresses and additional individuals and stakeholders are added to the list.

Deliverables: (1) Project Symposia/Visioning Workshop (Mtg #1) (2) Multiday Design Workshop/Charrette (4 days); (3) Walking/Riding Audit; (4) Focus Group meetings; (5) Project Website/Page, Logo and Interactive Online Map; (6) Project Survey; and (7) Open House Meeting #2 (revised plans).

TASK 3: Baseline Conditions (Discovery)

Existing information (including adopted Plans such as the Beaufort County Connects Bike/Ped Study and the Port Royal Transportation Study) will be utilized as much as possible to make the most efficient use of in-field data collection efforts. Areas of study will include the following.

Identify Transportation Systems and Facilities. We will collect information on the following specific transportation components for the corridor (as available):

- Roadway characteristics: right-of-way, alignment, geometry, and field-located lighting, stormwater, drainage structures, sidewalks, trails,
- Available traffic AADT, turning movements, peak volumes, congestion current / forecasted, crash data and safety (SCDOT/LATS MPO and the Town)
- Crash data will be collected from SCDOT (3-year history) and analyzed as part of the intersection review, and/or for use in vision zero elements of the recommendations
- Pedestrian environment: sidewalks, crosswalks, pedestrian signals, Spanish Moss Trail (greenways) and street-side trails existing and planned
- Existing transit plans (if applicable)
- Emergency Services (vehicle), fire and rescue needs
- Truck Route and commuter info.
- This task will include a cursory review of human environment/Title VI elements of the corridor
- Security elements: corridor lighting, fencing, maintenance, delineation of public and private spaces
- Available - location, capacity, and availability of electric, water, and sewer utilities along the corridor, in GIS format (obtained from the County/Town)
- Land use recommendations along the corridor will be summarized from existing Comp Plans, and may including:
 - Generalized existing land use and recommended community types and urban design characteristics;
 - Land use categories;
 - Underdeveloped properties;
 - Open space, parks and conservation areas;
 - Historic and environmental resources; and
 - Planned/approved development (provided by the County/City/Town) and associated infrastructure improvements. This information will include adopted site plans (as of June 2022).

The existing infrastructure context will be documented to a summary of relevant portions of the local Comp Plans and applicable growth nodes/strategies. The Port Royal Transportation Plan recommends this study support increase safety for pedestrians and cyclists, and to develop an access management plan for properties along the corridor. This study will include recommendations for additional changes to land use and zoning policies in support of corridor redevelopment.

Multimodal Level-of-Service Analysis. The transportation analysis will include the evaluation of vehicular performance to provide a comprehensive focus on methods to improve the mobility and access of the corridor to all users. This will include v/c corridor analysis based on available count data. A Multimodal Level-of-Service Analysis (MMLoS) or Stress Analysis (i.e., service comfort) will be performed for bicycle and pedestrian users within proximity of the corridor. MMLoS (based on FHWA’s approved methodology) is a tool that can be used to show the difference between existing LOS by mode and future (i.e, with recommendations) LOS by mode. It is a great tool to show how the Plan recommendations are making a difference for each mode to those who tend to support non-vehicular modes as well as those who do not. The quality and potential of the bicycling and walking environments will be assessed as described in the previous task.

Multimodal Operations. Intersection crosswalks, signalization, and opportunities for traffic calming (select segments) and separated biking and walking facilities will be evaluated. All traffic calming opportunities will be coordinated with emergency response stakeholders. We will work collaboratively to understand the barriers and choices for active modes of travel throughout the corridor. Flexibility dictated by varying and sometimes “tight” rights-of-way will be necessary to create a cost-effective solution for the majority of pedestrians and cyclists. This will include an analysis of the interaction between and bicycle/pedestrian treatments, including linkages to off road greenway network and possible bikeshare opportunities. Each mode will be prioritized and evaluated against competing modes to determine how best to integrate specific treatments. This subtask will include a Corridor Profile deliverable.

Deliverables: (1) Transportation systems inventory (i.e., photographic inventory, crashes, traffic, human environment, etc.); (2) Mapping, infographics, charts and text to support the development of the Existing Conditions (documentation); (3) Corridor Profile; (4) MMLoS or Stress Analysis.

TASK 4: Data Analysis

Traffic Analysis: Through a separate signal timing project, Beaufort County will be collecting two (2) seven-day bidirectional traffic counts on Ribaut Road. They will also be collecting AM, midday, and PM peak period turning movement counts at each of the twelve (12) signalized intersections along Ribaut Road. Beaufort County will provide that traffic data. The Consultant will supplement that data with AM, midday, and PM peak period vehicular and pedestrian intersection turning movement counts at the following eight (8) Ribaut Road unsignalized intersections: Greene Street, Prince Street, Pine Court / Spanish Point Drive, Southside Boulevard, Casablanca Circle / Shell Road, Pinckney Boulevard, Richmond Avenue, and Vaigneur Road / Edinburgh Avenue. The Consultant will review the twenty (20) peak hour turning movement count traffic volumes and create exhibits to display this traffic volume data. The Consultant will utilize historical traffic growth, planned development information, and COG travel demand modeling to project horizon year turning movement count volumes. This scope assumes any known traffic studies in the area will be provided by the Client prior to the Consultant creating future year/forecast volumes. This includes KHA’s traffic scope. The Consultant has already obtained the Ribaut Road Traffic Study (Bihl) August 2021.

The Consultant will utilize the existing volumes and horizon year turning movement count projected volumes to perform intersection level of service analysis of the study area intersections under their existing geometric conditions utilizing the Transportation Research Board's *Highway Capacity Manual* methodologies of the *Synchro*, version 10 software. We will also utilize horizon year turning movement count projected volumes to identify potential roadway and traffic operations improvements and mitigation measures for consideration and will analyze one corridor-wide improvement strategy, with variations at some intersections as determined during the design process.

Safety Analysis: Based on the crash data obtained in Task 3, we will organize the crash data by appropriate categories (including type of collision, time of collision, severity, and probable cause of collision) and analyze the data for observable crash patterns and crash hot spots. We will provide tables and graphs that clearly convey the data.

The Consultant will utilize the crash history review and speed data (spot speed data at up to 4 locations along the corridor) to identify potential safety improvement and mitigation measures to be considered. We will evaluate pedestrian, bicycle, and vehicular crashes separately, to identify improvements for each mode of travel. This includes an analysis of mid-block pedestrian or HAWK signal recommendations. This assumes up to four (4) 6-hr pedestrian crossing counts and analysis. Traffic calming measures to regulate speeds, if needed, will be explored. Safety recommendations will incorporate both the needs and preferences of the local community that travel the corridor and SCDOT practices.

Deliverables: (1) V/C and vehicular LOS/Synchro Analysis; (2) Crash analysis and Safety Analysis; (3) Up to four (4) 6-hr pedestrian crossing counts and analysis

TASK 5: Catalyst Sites

Three (3) Catalyst Sites (conceptual site plans) will be developed along the corridor as informed by the Client. A Preferred Development Strategy (plan view and representative imagery) will be developed for each site that represents best urban design principles and place-making opportunities including development locations, scale, character, and intensities favored in the study area. Possible design characteristics may include the contextual needs presented by the potential location of commercial/office development; the desire to cross Ribaut Road on foot by children and parents; and support of existing and desirable future business developments. Input used to develop the plan will be sought throughout the planning process, including stakeholder interviews; public interaction at work sessions; and interaction with the Advisory Committee.

Throughout the urban design process, we will utilize compelling and accessible means of visual communication and documentation, including highly legible analytical diagrams, hand sketches, and computer renderings and animations.

Deliverables: (1) Three Catalyst Site plans (development and/or redevelopment).

TASK 6: Roadway & Concept (Design and Discuss)

The Consultant will balance the Ribaut Road corridor needs relative to development, design and transportation to create a Complete Streets corridor concept that supports a healthy, attractive and active environment. This effort will include developing the transportation recommendations that respond to community needs and the associated anchor areas and street typology.

Utilities along the corridor will be identified (as provided by Client), but generally consist of overhead power poles, aerial telecommunication, underground water and sewer, located in

close proximity of the roadway. Turn lane, side street adjustments, or other improvements beyond the existing travel lanes warrant careful consideration of potential utility and right-of-way impacts and therefore significant costs.

Preferred Access Plan (PAP). This subtask involves analysis and mapping of existing data, field measurements, traffic operational/safety analysis, and identification of potential design constraints. Corridor context may include items listed below:

- Streetscape character
- Connectivity
- Circulation of traffic patterns and volume
- Sidewalk continuity
- Lighting and security concerns
- Stormwater drainage, infrastructure, and water quality
- Corridor assets
- Greenway connections (i.e., Spanish Moss Trail)
- Utilities infrastructure
- Safety analysis including frequency, severity, and contributing factors
- Topography constraints
- Access Management
- Median locations
- Traffic control signals
- Freight mobility and routing, including state route designations

The **Preferred Access Plan** (Ribaut Road from Boundary Street to the Russell Bell Bridge – 5.5 miles) is represented through a schematic mapping to identify the fundamental street network improvements needed to support multimodal connections, access considerations, connectivity, management of access, and alternative intersection treatments. A combination of ArcGIS and Photoshop are utilized to develop this feasibility-level schematic illustration, which allow the team to ‘test-fit’ a range of alternatives and receive feedback from stakeholders. Incorporating feedback and direction from the Client Team, we will advance to concept design.

Concept Design. The Consultant proposes to work with the Client Team to develop an initial Concept Design for 5.5 mile segment of Ribaut Road. This includes developing CAD designs (15-20%) level of detail for the corridor. We will also use 3D visualization techniques to supplement the design concepts and help stakeholders better understand the physical recommendations. Some elements, like bicycle and access management treatments may be appropriate for the entire corridor; others like gateways, pedestrian accommodations, or innovative stormwater management (green infrastructure), will be more context sensitive to their immediate surroundings. Design features may include:

- Potential road diet (specific segments) to accommodate greater sidewalk width and/or bicycle treatments.
- Sidewalk, street trees, and intersection treatments to make them more pedestrian-friendly.
- Repurposing asphalt
- Field-verify the concept design with drainage, utilities, property and right-of-way impacts in mind.
- Vehicular travel delay reduction strategies such as turn lanes, traffic calming, and access management techniques, among others.
- Connectivity improvements, cross-access and back door access recommendations.
- Pedestrian and bicycling delay and crash reduction measures including crosswalk treatments, signalization, turn restrictions, and speed controls.
- Gateway treatments, beautification, and streetscape improvements.

- Placement of landscaping, pedestrian-scale lighting, street furniture, fencing, retaining structures (general location), public space development and other opportunities to enhance the visual environment.

Design Considerations. Each alternative will consider issues such as right-of-way needs, connections to nearby areas, access and circulation, natural and historic sites, transitions between adjoining land uses, gateways, focal points and views. These alternatives will look at functional and physical relationships among different land uses, and the aesthetic character and contextual themes of development in and around the corridor area. We will evaluate existing plans, policies, and ordinances administered in the study area and recommend changes to support the integrated design principles and Complete Streets Concept Design recommendations for the corridor. Additional consideration will be given to Smart Corridor opportunities as well. A brief narrative will summarize the evaluation and identify a list of rules, policies, or standards that may be in conflict with recommendations for the corridor.

Deliverables: (1) Preferred Access Plan (PAP); (2) Concept Design (CAD designs (15-20%) level of detail):

- Draft edge of pavements (turn lanes, driveways, etc.)
- Cross sections
- Bike and Pedestrian treatments
- Built in traffic calming (speed countermeasures)
- Identify potential locations for retaining walls and right-of-way

(3) Visualization – Photosims, 3D Cross sections, etc. (4) Design considerations.

TASK 7: Reveal of the Plan (Documentation)

Implementation and Success. The following are key components of this final, and perhaps most important, part of the plan and planning process.

- The Consultant will provide effective transportation and land use planning that will dovetail seamlessly with preliminary engineering to “tee up” the Ribaut Road Complete Streets Corridor project for LATS MPO, Beaufort County or SCDOT prioritization. We will cost out the project using unit cost values provided by SCDOT. The Concept Design will allow us to develop quantities for this construction cost estimate and identify logical phases and project limits for future programming.
- A brief narrative will summarize the evaluation and identify a list of policies that may be in conflict with recommendations for the corridor.
- Part of our work will include identifying and costing out separate, “stand-alone” project elements that can be done in partnership with private development / redevelopment actions.

Separate presentations (i.e., Board Briefings) to elected/appointed boards with the County, City or Town will be conducted by Client Team with a PPT provided by the consultant.

Documentation and Suggested Report Contents. The Project Workbook report and online StoryMap (visual-based) will be graphically oriented to explain key concepts clearly and be based on the short- and long-term recommendations, but also how those recommendations were formed and informed by the Advisory Committee, public, and technical components of the planning process.

Part of this task will include the development of report and mapping templates to be used for public presentations and reporting. We will revise the draft Workbook and draft StoryMap based on one set of combined comments from the Client Team. Work will be completed in

InDesign and CADD, primarily, and the Client PM will be provided with the associated electronic files at the conclusion of the project.

Deliverables: (1) Prioritized or phasing of project recommendations and cost estimates; (2) Implementation/Action Plan; (3) Policy (in conflict) recommendations; (4) One PPT presentation provided to the Client PM for elected/appointed board(s); (5) Project Workbook report (one draft and revised final report); (6) StoryMap (online) visual and interactive graphics; (7) digital copies of data (GIS), design concepts and Project Workbook.

OPTIONAL ADDITIONAL TASKS: Market Analysis

Market Analysis (\$20K) – The market analysis task addresses the questions of designing infrastructure to accommodate projected growth and to encourage sustainable development. As a mobility corridor, there will be places along Ribaut Road where context-sensitive solutions will be required as well as places that are ripe for walkable, mixed-use development. The market analysis will delineate these locations, project the mix of land uses, and identify the transportation initiatives needed to support redevelopment and economic sustainability.

This task will include identifying potential future development sites and activity nodes. Given the developable land along this corridor and increasing demand for affordable housing options, key land use and redevelopment considerations must be made with the intent to create a walkable, accessible, and connected network.

This analysis identifies existing real estate market conditions and development patterns, as well as quantifies key demand segments that could drive the local economy moving forward, including residents, workforce, businesses, and visitors/tourists.

We will consider regional and national trends that could inform future development opportunities as they pertain to shifting demographics and changes in housing, retail, and employment preferences. The Real Estate and Demographic Analysis will be more than just a document of numbers—it will inform future planning strategies as they relate to the linkages between segments of demand (people), their preferred types of real estate and services (products), and the appropriate areas for these types of development along the corridor (places).

- 1.1 *Location Quotient.* The initial step of the assessment will be to develop a Location Quotient for major employment sector for the Town of Port Royal as a whole. This analysis will include a gap assessment of what goods and services are potential customers going outside of the study area to obtain and how the potential needs related to retail, commercial, and residential can be fulfilled within this corridor study area.
- 1.2 *Review and Validation.* The second task will be to interview developers and land planners in the region to understand viability of various types of development appropriate for the primary study area. This sub-task also includes identifying three (3) or more properties that have been developed recently as case comparisons. Development types, quantities, and site characteristics will be evaluated.
- 1.3 *Report and Review.* The consultant will prepare one draft and, upon review and comments provided by the Client, one final report that summarizes all of the preceding tasks. This document will also present guidance for preparing the sketch planning scenario to be prepared by others.



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation of Change Order Design for Near-Term Intersection Improvements to include the intersections of SC 170 & Del Webb Blvd/Seagrass Station Rd and SC 170 & Oldfield Way to the SC 170 Design Contract (Near Term Improvements) (\$507,850)
MEETING NAME AND DATE:
Public Facilities Committee – August 22, 2022
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator – Infrastructure (5 mins)
ITEM BACKGROUND:
On April 19, 2021, the Public Facilities Committee discussed and approved staff to move forward with the design of the near-term roadway improvements along SC 170 (from US 278 to SC 462) as identified in the SC 170 Access Management Study. The approval level was up to a cost of \$300,000. The item was later approved at the County Council meeting on April 26 th , 2021. This Change Order will provide the design for the additional two intersections that will have direct benefit in conjunction with the previous Near-Term design.
PROJECT / ITEM NARRATIVE:
In 2019, LATS commissioned the SC 170 Access Management Study that was performed by AECOM. In the report, AECOM identified near-term, intermediate-term, and long-term improvements to address the needs of the corridor. This project will provide an additional phase to the near-term improvements by addressing congestion and safety concerns at the SC 170 & Del Webb Blvd/Seagrass Station Rd and SC 170 & Oldfield Way intersections.
FISCAL IMPACT:
AECOM has provided a fee of \$210,750 for the design of the SC 170 & Del Webb Blvd/Seagrass Station Rd and SC 170 & Oldfield Way intersections. This Change Order and a 20% contingency of \$42,150 will be added to the previous contract amount of \$254,950, bringing the total contract amount to \$507,850. The project is to be funded from the Bluffton Road Impact Fees account 23020011-51160 with a balance of \$3,317,153.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of the change order to include the intersections of SC 170 & Del Webb Blvd/Seagrass Station Rd and SC 170 & Oldfield Way to the SC 170 Design Contract (<i>Near-term Improvements</i>).
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny the recommendation of change order to the SC 170 Design Contract (<i>Near-term Improvements</i>) to AECOM. (Next Step: Move forward to County Council for recommendation of change order to the SC 170 Design Contract (Near-term Improvements) to AECOM.



April 22, 2022

Mr. Jared Fralix, PE
 Assistant County Administrator
 Beaufort County
 100 Ribaut Road
 Beaufort, SC 29902

Subject: SC 170 Implementations Near-Term Recommendations - @ Del Webb

Dear Mr. Fralix:

AECOM Technical Services Inc. (AECOM) is pleased to be working with you on the implementation of the Near-Term Improvements on SC 170. Based on a conference call in April 2022 it was discussed that additional improvements along SC 170 just south of the existing project corridor are recommended by Beaufort County and the Town of Bluffton. These improvements include installation of an RCUT at the intersection of Del Webb Boulevard and SC 170, a U-turn area just north of the project and a U-turn area just south of the project as illustrated on the graphics below.



An existing study dated 3-8-2022 recommended the RCI and therefore additional studies will not be prepared. Our proposal and scope of services are limited to the following tasks and descriptions:

AECOM
 10 Patewood Drive
 Building 6, Suite 500
 Greenville, SC 29615
 Tel: 864.234.3000
 Fax: 864.609.9069
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- Task 1: Project Management
- Task 2: Field Surveys
- Task 3: Construction Plans and Permitting
- Task 4: Encroachment Permit
- Task 5: Right of Way Acquisition

Task 1: Project Management

This task also covers overall project management and administration including County coordination, general project correspondence and project QA/QC activities.

Deliverables: Monthly Invoices will be submitted with original contract invoices.

TASK 2: Field Surveys

Field surveys will be performed to determine accurate elevations and locations of existing facilities, as needed for design and to provide ground controls for base mapping and all design surveys. AECOM survey limits will include areas as shown below. It is approximately 2,500 linear feet and a 200 ft wide swath:



Survey will include:

- a. Horizontal and vertical control will be utilized from existing control set throughout the project. Boundary and Topographic surveying services shall be to the requirements of the Minimum Standards Manual for the Practice of Land Surveying in South Carolina.
- b. Cross-section the edge of pavement/roadway, centerline, and ditches. Cross section will be done at approximately 50-ft intervals.
- c. Locate site features on the two foot contour interval topo the with additional spot elevations as necessary to accurately depict the existing drainage patterns of the area. Horizontally and vertically locate all potential outfall drainage ditches and streams. At all outfalls obtain cross-sections 50 feet wide and 100 feet upstream and 100 feet downstream from the centerline of the roadway.
- d. Locate all visible drainage and gravity sewer structures within the corridor and one structure beyond the corridor limit. Information shall include top and invert elevations as well as pipe location, size and material.
- e. Location of all visible existing above ground utility structures such as telephone pedestals, water valves, water meters, gas valves, fire hydrants, and visible existing utility designations by others will be shown. No connectivity of underground non-gravity utilities will be shown except as marked by PUPS.
- f. Survey Control Points shall be provided throughout the project outside the physical limits of construction at 500' intervals.
- g. Surveyed property corners along with available records will be utilized to compute property lines. Records for determining property lines and right of way will be provided.
- h. Include utilities in public roads along with storm drain pipes (sizes) and collection structures. Leave at least two Bench Marks on/near site (in what one could assume to be a protected area) with the State Plane coordinates and elevation. Topo only what is necessary) to complete the project design. Of course, include all existing utilities and anything that might affect the design and construction.
- i. Provide existing property lines, right of way lines, and current property owners.
- j. Develop Existing Centerline and if possible this should be based off old SCDOT plans.
- k. Prepare a Digital Terrain Model (DTM) or TIN file and combine it with existing model from the corridor.

Deliverables:

- 1) *Drawing(s) compatible with AutoCAD 2009 and or Microstation v8i.*
- 2) *DTM or TIN file.*
- 3) *"ASCII" file formatted as, Point Number, Northing, Easting, Elevation, Description.*
- 4) *Copies of plats and deeds to verify the Right of Way*

Task 3: Construction Plans

Concept Design: The Consultant will develop geometric design criteria and prepare a preferred conceptual typical section and geometric layout for the recommended improvements; this work will be shown on survey data.

Conceptual plans will include estimated limits of construction, estimated right-of-way and property impacts and will be based on the proposed typical sections and field conditions. The conceptual designs along with cost estimates will be submitted to Beaufort County for review and approval.

Deliverables: AECOM will provide a PDF copy in 22" x 36" printable format of the concept layouts.

AECOM will prepare final roadway plans for the construction of the road based on the approved concept and survey information. The design relating to the following activities will be developed:

Geometric Design - AECOM will develop and finalize the roadway typical sections, horizontal alignment, and profile.

Hydraulic Designs - AECOM will develop and finalize the drainage design and incorporate into the roadway plans for construction. The drainage design will include removing as necessary existing structures, piping and ditches as well as the installation of new structures, piping and ditches.

Erosion Control Design/Permitting - Design for minimizing erosion and off-site sedimentation during construction will be developed. The location and type of erosion control devices will be shown on the construction plans. The plan should identify the need to maintain, clean, and relocate these erosion control measures as the project progresses. Removal of temporary erosion control devices following construction shall be addressed. Standard erosion control details will be included. It is anticipated that the work for this improvement will disturb less than ½ acre and will not require OCRM coordination. It is anticipated this project will be coordinated with Beaufort County as the Municipal Separate Storm Sewer Systems (MS4s) for approval.

Utility Impacts - AECOM will make a concerted effort to design around and try to avoid unnecessary relocations of utilities. If absolutely necessary, AECOM will coordinate with Utility Providers to develop a plan for relocation and will provide Beaufort County the proposed recommendations. The CONTRACTOR will be responsible for ensuring that utilities are relocated satisfactorily for construction to proceed.

Traffic Control/Detour Plans - AECOM will discuss with the County to determine the best path forward in regards to traffic control and will either prepare traffic control plans for staged construction or will include SCDOT guidance.

Right of Way Exhibits - It is anticipated right-of-way acquisition will be required at up to two parcels and temporary easements or permissions will be required at two parcels. AECOM engineering staff will prepare and submit a right-of-way exhibit for each parcel affected by the project. The exhibits will be prepared on a legal (8 ½ X 14”) sheet size. Should the county require more detailed Right of Way Plats showing the metes and bounds, this is not included in the scope, but can be provided at an additional cost per parcel. It is assumed up to four exhibits would be required.

Construction Plans - will be developed and included with existing plans being prepared for the project and will not be a standalone set. AECOM will submit electronic plans for 95% plan review and comment by the County and a PDF copy plans for the final submittal. It is anticipated that plans will include and/or address the following at a minimum:

- a. Title Sheet
- b. General Notes Sheet
- c. Summary of Quantities, Removal & Disposal Items
- d. Typical Sections
- e. Detailed Construction plan sheets
- f. Detailed profile sheets
- g. Driveway locations, types, and dimensions
- h. Limits of existing right-of-way, easements and adjacent properties
- i. Storm drainage plans (may be included on roadway plan)
- j. Erosion control Plans (may be included on roadway plan)
- k. Utility conflicts
- l. Traffic Control Plans
- m. Pavement Marking and Signing Plans
- n. Cross-sections at 50 foot interval.
- o. Construction limits
- p. Property lines, property parcel number, and ownership
- q. Geometric control (vertical and horizontal)
- r. Roundabout/Intersection Layout

Assumptions:

- 1) *A standalone set of plans will be prepared that could be bid out independently from the larger project or change ordered with the contractor after the initial letting of the project.*

Deliverables:

- 1) *It is assumed that AECOM will provide an electronic PDF set of plans for review at concept level and 95% Plan Level.*
- 2) *It is assumed Electronic and Hard Copies of plans will be provided to Utility Companies at 65% Plan Level for Review/Relocation Sketches/Cost Estimates.*
- 3) *AECOM will provide Final Construction Plans at a scale of 1”=50’ which will include all of the items listed above.*

Task 4: SCDOT Encroachment Permit

AECOM will coordinate with SCDOT to obtain an encroachment permit for the work. It is anticipated that submittals of the plans will be submitted to SCDOT for Review at concept and Final plan stages. This scope includes preparing checklists and supporting documentation required by SCDOT to process encroachment permit application to include Sight Distance Calculations, Functional Classifications, driveway profiles, drainage calculations/statements, etc. and up to one (1) meeting with SCDOT at District office or on-site.

Task 5: Right of Way Acquisition

AECOM will Acquire in accordance with all state laws and regulations, both Federal and State and in the name of Beaufort County, the right of way necessary to construct the project. Title shall be in fee simple absolute and have a recordable warranty deed unless otherwise authorized by the County. All titles shall be filed with the Clerk of Court Office once payment is made to the landowner, in respective Beaufort County and the original file stamped instrument will be returned to Beaufort County. AECOM is responsible for all costs associated with recording of instruments. The acquisition of property shall follow the guidelines as established by Beaufort County other State and Federal guidelines considered by the County to be appropriate. AECOM shall have the authority to make Administrative Adjustments as directed and approved by the County.

In the event of condemnation, the necessary documents as required by Eminent Domain Procedure Act Sections 28-2-10 et. Seg., South Carolina Code of Laws (1976) as amended will be prepared and submitted electronically on disk leaving the attorney's name off of the document and leaving names off all other documents necessary for filing the case with the Clerk of Court. The procedure for condemnation shall be by way of trial after rejection of the amount tendered as provided in Section 28-2-240.

Retain all records dealing with property acquisition and all other costs associated with this project for three (3) years after final phase of construction work on project. Such records will be made available for audit and review by the County or County authorized representative upon request.

AECOM is responsible for establishing and maintaining Quality Control and Quality Assurance procedures for the entire right of way acquisition process. Corrections or requests for additional information shall be due within 10 working days of written request unless otherwise specified.

It is assumed Right of Way will be required from up two parcels.

Assumptions:

- 1) *Assumed up to two appraisals.*
- 2) *Assumed up to two appraisal reviews.*
- 3) *Assumed up to two Title Reports.*
- 4) *Appraisals and Appraisal Reviews will be requested if there are damages to the property and just compensation exceeds \$20,000.00 or if no agreement can be reached and file will need to be submitted for condemnation.*
- 5) *Assumes the checks for acquisition will come from the County.*

Cost & Schedule

Task	Cost
Task 1: Project Management	\$11,000
Task 2: Survey	\$16,820
Task 3: Construction Plans	\$47,960
Task 4: Encroachment Permit	\$3,520
Task 5: Right of Way Acquisition	\$17,520
Total Design	\$96,820

Note that if a purchase order is issued as an authorization to proceed; this proposal is incorporated by reference. Where the terms and conditions stated in the purchase order conflict with terms references in the existing agreement, the terms in the existing agreement shall take precedence.

Specific Exclusions and Clarifications: Items specifically excluded from this scope of work include geotechnical explorations or design, Wetland/Stream Delineations or Permitting, FEMA Coordination, Utility Agreement Coordination or preparation, Right of Way Appraisals and Appraisal Reviews other than what is noted, Traffic Signal Designs.

We are pleased to have the opportunity to propose to complete this work on your behalf and look forward to working with you and your staff on this project. Should you have any questions or need any additional information please do not hesitate to contact me. We are prepared to begin work immediately upon receiving authorization from Beaufort County. If you have any questions or require additional information, please contact me at (803) 331-9717 or emily.swearingen@aecom.com.

Sincerely,

AECOM



Emily Swearingen, PE
SC Transportation Leader



June 23, 2022

Mr. Eric Claussen, P.E., PTOE
 Director of Engineering
 Beaufort County
 100 Ribaut Road
 Beaufort, SC 29902

Subject: SC 170 Implementations Near-Term Recommendations - @ Oldfield Way

Dear Mr. Claussen:

AECOM Technical Services Inc. (AECOM) is pleased to be working with you on the implementation of the Near-Term Improvements on SC 170. Based on a conference call in May 2022 it was discussed that additional improvements along SC 170 at Oldfield Way are recommended by Beaufort County as there is a large development that will be adding a fourth leg to the existing intersection. In an effort to address traffic concerns in the short term it is desired to install a Reduced Conflict Intersection. This RCI will allow for left turning vehicles into the new development and onto Oldfield Way, but it will not allow a left turning movement out of the development. This will require people who desire to turn left to make a right and then make a U-Turn 600 to 800 ft away from the intersection. The layout below illustrates this but also shows improvements to make the new development approach dual right lanes, with a signalized dual U-turn on SC 170. It is assumed there will only be one right turn lane required from Oldfield Way and a single U-Turn Lane.



An existing study was completed to recommend the RCI and therefore additional studies will not be prepared, but can be added as an additional service. Our proposal and scope of services are limited to the following tasks and descriptions:

Task 1: Project Management

Task 2: Field Surveys

Task 3: Construction Plans and Permitting

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Task 4: Encroachment Permit
Task 5: Right of Way Acquisition

Task 1: Project Management

This task also covers overall project management and administration including County coordination, general project correspondence and project QA/QC activities.

Deliverables: Monthly Invoices will be submitted with original contract invoices.

TASK 2: Field Surveys

Field surveys will be performed to determine accurate elevations and locations of existing facilities, as needed for design and to provide ground controls for base mapping and all design surveys. AECOM survey limits will include areas as shown below. It is approximately 2,200 linear feet along SC 170 and approximately 300 ft down each approach. The swath is approximately 250 ft wide:



Survey will include:

- a. Horizontal and vertical control will be utilized from existing control set throughout the project. Boundary and Topographic surveying services shall be to the requirements of the Minimum Standards Manual for the Practice of Land Surveying in South Carolina.
- b. Cross-section the edge of pavement/roadway, centerline, and ditches. Cross section will be done at approximately 50-ft intervals.

- c. Locate site features on the two foot contour interval topo the with additional spot elevations as necessary to accurately depict the existing drainage patterns of the area. Horizontally and vertically locate all potential outfall drainage ditches and streams. At all outfalls obtain cross-sections 50 feet wide and 100 feet upstream and 100 feet downstream from the centerline of the roadway.
- d. Locate all visible drainage and gravity sewer structures within the corridor and one structure beyond the corridor limit. Information shall include top and invert elevations as well as pipe location, size, and material.
- e. Location of all visible existing above ground utility structures such as telephone pedestals, water valves, water meters, gas valves, fire hydrants, and visible existing utility designations by others will be shown. No connectivity of underground non-gravity utilities will be shown except as marked by PUPS.
- f. Survey Control Points shall be provided throughout the project outside the physical limits of construction at 500' intervals.
- g. Surveyed property corners along with available records will be utilized to compute property lines. Records for determining property lines and right of way will be provided.
- h. Include utilities in public roads along with storm drain pipes (sizes) and collection structures. Leave at least two Bench Marks on/near site (in what one could assume to be a protected area) with the State Plane coordinates and elevation. Topo only what is necessary) to complete the project design. Of course, include all existing utilities and anything that might affect the design and construction.
- i. Provide existing property lines, right of way lines, and current property owners.
- j. Develop Existing Centerline and if possible, this should be based off old SCDOT plans.
- k. Prepare a Digital Terrain Model (DTM) or TIN file and combine it with existing model from the corridor.

Deliverables:

- 1) *Drawing(s) compatible with AutoCAD 2009 and/or Microstation v8i.*
- 2) *DTM or TIN file.*
- 3) *“ASCII” file formatted as, Point Number, Northing, Easting, Elevation, Description.*
- 4) *Copies of plats and deeds to verify the Right of Way*

Task 3: Construction Plans

Concept Design: The Consultant will develop geometric design criteria and prepare a preferred conceptual typical section and geometric layout for the recommended improvements; this work will be shown on survey data.

Conceptual plans will include estimated limits of construction, estimated right-of-way and property impacts and will be based on the proposed typical sections and field conditions. The conceptual designs along with cost estimates will be submitted to Beaufort County for review and approval.

Deliverables: AECOM will provide a PDF copy in 22" x 36" printable format of the concept layouts.

AECOM will prepare final roadway plans for the construction of the road based on the approved concept and survey information. The design relating to the following activities will be developed:

Geometric Design - AECOM will develop and finalize the roadway typical sections, horizontal alignment, and profile.

Hydraulic Designs - AECOM will develop and finalize the drainage design and incorporate into the roadway plans for construction. The drainage design will include removing as necessary existing structures, piping and ditches as well as the installation of new structures, piping and ditches.

Erosion Control Design/Permitting - Design for minimizing erosion and off-site sedimentation during construction will be developed. The location and type of erosion control devices will be shown on the construction plans. The plan should identify the need to maintain, clean, and relocate these erosion control measures as the project progresses. Removal of temporary erosion control devices following construction shall be addressed. Standard erosion control details will be included. It is anticipated that the work for this improvement will disturb less than ½ acre and will not require OCRM coordination. It is anticipated this project will be coordinated with Beaufort County as the Municipal Separate Storm Sewer Systems (MS4s) for approval.

Utility Impacts - AECOM will make a concerted effort to design around and try to avoid unnecessary relocations of utilities. If absolutely necessary, AECOM will coordinate with Utility Providers to develop a plan for relocation and will provide Beaufort County the proposed recommendations. The CONTRACTOR will be responsible for ensuring that utilities are relocated satisfactorily for construction to proceed.

Traffic Control/Detour Plans - AECOM will discuss with the County to determine the best path forward in regard to traffic control and will either prepare traffic control plans for staged construction or will include SCDOT guidance.

Signal Plans - AECOM will develop a signal plan for the U-turn area south of the intersection. This will include Dual U-Turn Lanes. Signal design will be coordinated with Beaufort County.

Right of Way Exhibits - It is anticipated right-of-way acquisition will be required at up to two parcels and temporary easements or permissions will be required at two parcels. AECOM engineering staff will prepare and submit a right-of-way exhibit for each parcel affected by the project. The exhibits will be prepared on a legal (8 ½ X 14") sheet size. Should the county require more detailed Right of Way Plats showing the metes and bounds, this is not

included in the scope, but can be provided at an additional cost per parcel. It is assumed up to four exhibits would be required.

Construction Plans - will be developed and included with existing plans being prepared for the project and will not be a standalone set. AECOM will submit electronic plans for 95% plan review and comment by the County and a PDF copy plans for the final submittal. It is anticipated that plans will include and/or address the following at a minimum:

- a. Title Sheet
- b. General Notes Sheet
- c. Summary of Quantities, Removal & Disposal Items
- d. Typical Sections
- e. Detailed Construction plan sheets
- f. Detailed profile sheets
- g. Driveway locations, types, and dimensions
- h. Limits of existing right-of-way, easements, and adjacent properties
- i. Storm drainage plans (may be included on roadway plan)
- j. Erosion control Plans (may be included on roadway plan)
- k. Utility conflicts
- l. Traffic Control Plans
- m. Pavement Marking and Signing Plans
- n. Cross-sections at 50 foot interval.
- o. Construction limits
- p. Property lines, property parcel number, and ownership
- q. Geometric control (vertical and horizontal)
- r. Roundabout/Intersection Layout

Assumptions:

- 1) *A standalone set of plans will be prepared that could be bid out independently from the larger project or change ordered with the contractor after the initial letting of the project.*

Deliverables:

- 1) *It is assumed that AECOM will provide an electronic PDF set of plans for review at concept level and 95% Plan Level.*
- 2) *It is assumed Electronic and Hard Copies of plans will be provided to Utility Companies at 65% Plan Level for Review/Relocation Sketches/Cost Estimates.*
- 3) *AECOM will provide Final Construction Plans at a scale of 1"=50' which will include all of the items listed above.*

Task 4: SCDOT Encroachment Permit

AECOM will coordinate with SCDOT to obtain an encroachment permit for the work. It is anticipated that submittals of the plans will be submitted to SCDOT for Review at concept and Final plan stages. This scope includes preparing checklists and supporting

documentation required by SCDOT to process encroachment permit application to include Sight Distance Calculations, Functional Classifications, driveway profiles, drainage calculations/statements, etc. and up to one (1) meeting with SCDOT at District office or on-site.

Task 5: Right of Way Acquisition

AECOM will Acquire in accordance with all state laws and regulations, both Federal and State and in the name of Beaufort County, the right of way necessary to construct the project. Title shall be in fee simple absolute and have a recordable warranty deed unless otherwise authorized by the County. All titles shall be filed with the Clerk of Court Office once payment is made to the landowner, in respective Beaufort County and the original file stamped instrument will be returned to Beaufort County. AECOM is responsible for all costs associated with recording of instruments. The acquisition of property shall follow the guidelines as established by Beaufort County other State and Federal guidelines considered by the County to be appropriate. AECOM shall have the authority to make Administrative Adjustments as directed and approved by the County.

In the event of condemnation, the necessary documents as required by Eminent Domain Procedure Act Sections 28-2-10 et. Seg., South Carolina Code of Laws (1976) as amended will be prepared and submitted electronically on disk leaving the attorney's name off of the document and 18 leaving names off all other documents necessary for filing the case with the Clerk of Court. The procedure for condemnation shall be by way of trial after rejection of the amount tendered as provided in Section 28-2-240.

Retain all records dealing with property acquisition and all other costs associated with this project for three (3) years after final phase of construction work on project. Such records will be made available for audit and review by the County or County authorized representative upon request.

AECOM is responsible for establishing and maintaining Quality Control and Quality Assurance procedures for the entire right of way acquisition process. Corrections or requests for additional information shall be due within 10 working days of written request unless otherwise specified.

It is assumed Right of Way will be required from up two parcels.

Assumptions:

- 1) *Assumed up to two appraisals.*
- 2) *Assumed up to two appraisal reviews.*
- 3) *Assumed up to two Title Reports.*
- 4) *Appraisals and Appraisal Reviews will be requested if there are damages to the property and just compensation exceeds \$20,000.00 or if no agreement can be reached and file will need to be submitted for condemnation.*
- 5) *Assumes the checks for acquisition will come from the County.*

Cost & Schedule

Task	Cost
Task 1: Project Management	\$11,460
Task 2: Survey	\$20,040
Task 3: Construction Plans	\$59,880
Task 4: Encroachment Permit	\$4,700
Task 5: Right of Way Acquisition	\$17,850
Total Design	\$113,930

Note that if a purchase order is issued as an authorization to proceed; this proposal is incorporated by reference. Where the terms and conditions stated in the purchase order conflict with terms references in the existing agreement, the terms in the existing agreement shall take precedence.

Specific Exclusions and Clarifications: Items specifically excluded from this scope of work include geotechnical explorations or design, Wetland/Stream Delineations or Permitting, FEMA Coordination, Structural Design, Utility Agreement Coordination or preparation, Right of Way Appraisals and Appraisal Reviews other than what is noted.

We are pleased to have the opportunity to propose to complete this work on your behalf and look forward to working with you and your staff on this project. Should you have any questions or need any additional information please do not hesitate to contact me. We are prepared to begin work immediately upon receiving authorization from Beaufort County. If you have any questions or require additional information, please contact me at (803) 331-9717 or emily.swearingen@aecom.com.

Sincerely,

AECOM



Emily Swearingen, PE
SC Transportation Leader



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation to Award IFB#050622E Airport Frontage Road Phase I Project (\$2,434,778.00)
MEETING NAME AND DATE:
Public Facilities Committee – August 22, 2022
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator – Infrastructure (5 mins)
ITEM BACKGROUND:
On April 6, 2022, Beaufort County published a solicitation for construction services for the 2018 One Cent Sales Tax project Airport Frontage Road Phase I.
PROJECT / ITEM NARRATIVE:
On May 13, 2022, Beaufort County received one (1) bid from APAC Atlantic for \$2,434,778.00. After a review, APAC Atlantic’s bid appears to be responsive.
FISCAL IMPACT:
APAC Atlantic provided a bid of \$2,434,778.00. With a 20% contingency of \$486,957.60, the total project cost is \$2,921,745.60 to be funded from the 2018 One Cent Sales Tax account number 47050011-54505 with a balance of \$23,619,391.52.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval to award IFB#050622E Airport Frontage Road Phase I Project to APAC Atlantic.
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny recommendation to award IFB#050622E Airport Frontage Road Phase I Project to APAC Atlantic. <i>Next Step: Move forward to County Council for recommendation to award IFB#050622E Airport Frontage Road Phase I Project to APAC Atlantic.</i>

PRELIMINARY BID TABULATION
PURCHASING DEPARTMENT

Item 10.



Project Name:	Airport Frontage Road Phase 1
Project Number:	IFB 050622E
Project Budget:	
Bid Opening Date:	13-May-22
Time:	3:00:00 PM
Location:	Beaufort County
Bid Administrator:	Dave Thomas
Bid Recorder:	Victoria Moyer

The following bids were received for the above referenced project:

BIDDER	BID FORM	BID BOND	ALL ADDENDA	SCH OF VALUES	SUB LISTING	SMBE DOCS	Grand Total Price
APAC Atlantic	X	X	X	X	X	X	\$2,434,778.00

Beaufort County posts PRELIMINARY bid tabulation information within 2 business days of the advertised bid opening. Information on the PRELIMINARY bid tabulation is posted as it was read during the bid opening. Beaufort County makes no guarantees as to the accuracy of any information on the PRELIMINARY tabulation. The bid results indicated here do not necessarily represent the final compliance review by Beaufort County and are subject to change. After the review, the final award will be made by Beaufort County Council and a certified bid tab will be posted online.

David L. Thomas
Bid Administrator Signature

Victoria Moyer
Bid Recorder



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation of Change Order to ICE, PLLC. for RFP#053019E Pathways Project Design Services (\$3,230,518.48)
MEETING NAME AND DATE:
Public Facilities Committee – August 22, 2022
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator – Infrastructure
ITEM BACKGROUND:
On December 9, 2019, Beaufort County Council was presented a contract award of \$3,120,862.80 to ICE, PLLC. though awarded a not to exceed amount of \$750,000 for the 2018 Pathways Project Design Services, which would allow us to proceed with 6 out of the 14 priority projects.
PROJECT / ITEM NARRATIVE:
On May 23, 2022, Beaufort County Council pass Ordinance 2022/26 to appropriate excess funds collected from the sales tax to the Sidewalks and Multi-Use Pathways program in the amount of \$15,449,734.75. With an increase in the program funding, the Engineering Department negotiated with ICE, PLLC. for the cost of services for the remaining priority projects in Resolution 2019/22.
FISCAL IMPACT:
ICE, PLLC. provided an original fee of \$2,255,016.80 to complete the design of the 14 priority projects (\$747,383.01 + \$1,507,633.79). This change order and a 10% contingency of \$225,501 will be added to the current contract valued at \$750,000, bringing the total contract to \$3,230,518.48. The contract is to be funded from the 2018 One Cent Sales Tax – Sidewalk and Multi-Use Pathways account 47050011-54510 with a balance of \$23,590,165.74.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of the change order to ICE, PLLC. for RFP#053019E Pathways Project Design Services.
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny recommendation to approval the change order to ICE, PLLC. for RFP#053019E Pathways Project Design Services. <i>(Next Step: Move forward to County Council for recommendation to approval the change order to ICE, PLLC. for RFP#053019E Pathways Project Design Services.)</i>

May 18th, 2022

Brittanee Fields
Capital Projects Coordinator
2266 Boundary Street
Beaufort, SC 29902

Re: County Pathway Projects

Dear Ms. Fields:

I am pleased to offer the following proposal to provide engineering design services for the County Pathways Project. Our firm is prepared to begin work immediately upon your authorization.

PURPOSE:

The previous fee proposal provided on 8/6/19 for Beaufort County Pathways Project RFP #053019E, with a contract value of \$3,120,862.80, was submitted to County Council for approval and award. Rather than approve the entire value, Council approved a contract value of \$750,000 and tasked staff to work as far down the list of 14 pathways as possible with the available funding. ICE then provided a fee proposal on 1/29/2020 for \$750,000 to complete the design on 6 pathways (Bluffton Parkway, Burton Hill/Old Salem Road, Depot Road, Ribaut Road to Parris Island Gateway, Dr. Martin Luther King, Jr Drive, and Big Estate Road). Since this proposal was executed some of the pathways have been re-prioritized due to public comment and the design process has been started or completed on 7 pathways (Alljoy Road, Bluffton Parkway, Dr. Martin Luther King, Jr Drive, Middle Road, Salem Road, Ribaut Road, and Stuart Point). With pathways being re-prioritized a revised fee was sent to the county for the pathways on 8/3/2020. Based on discussions with staff, this scope is to illustrate how we plan to finish the design and permitting of the current pathways and the remaining 8 pathways.

Infrastructure Consulting & Engineering, PLLC (Consultant) shall perform the following scope of work at the direction of the County to begin the Project.

SCOPE OF SERVICES OUTLINE:

The scope of services is listed below and more fully detailed in the RFP and prior proposals.

- Task 1 – Data Collection & Field Surveys
- Task 2 – Wetland Permitting
- Task 3 – Preliminary Design
- Task 4 – Final Construction Plans
- Task 5 – Final Drainage Design & Stormwater Permitting
- Task 6 – Right of Way Acquisition
- Task 7 – Utility Coordination

Original Pathways

Roadway	Task	Cost	Total
Bluffton Parkway			\$ 53,499.98
	Data Collection & Field Survey	\$ 5,650.00	
	Wetland Permitting	\$ 11,928.55	
	Preliminary Design	\$ 4,397.07	
	Final Construction Plans	\$ 16,986.09	
	Final Drainage Design & Stormwater Permit	\$ 8,341.43	
	Right of Way Acquisition	\$ 400.00	
	Utility Coordination	\$ 5,796.84	
Burton Hill/Old Salem Road			\$ 201,001.68
	Data Collection & Field Survey	\$ 30,528.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 27,837.72	
	Final Construction Plans	\$ 83,699.10	
	Final Drainage Design & Stormwater Permit	\$ 29,890.68	
	Right of Way Acquisition	\$ 260.00	
	Utility Coordination	\$ 18,786.18	
Depot Road			\$ 87,954.93
	Data Collection & Field Survey	\$ 11,520.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 10,504.80	
	Final Construction Plans	\$ 33,343.33	
	Final Drainage Design & Stormwater Permit	\$ 12,565.60	
	Right of Way Acquisition	\$ 1,800.00	
	Utility Coordination	\$ 8,221.20	
Ribaut Rd to Parris Island Gateway			\$ 63,427.30
	Data Collection & Field Survey	\$ 5,760.00	
	Wetland Permitting	\$ 11,928.55	
	Preliminary Design	\$ 9,252.40	
	Final Construction Plans	\$ 24,092.95	
	Final Drainage Design & Stormwater Permit	\$ 6,282.80	
	Right of Way Acquisition	\$ 2,000.00	
	Utility Coordination	\$ 4,110.60	
Dr. Martin Luther King, Jr. Road			\$ 161,051.11
	Data Collection & Field Survey	\$ 24,480.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 20,322.70	
	Final Construction Plans	\$ 65,324.75	
	Final Drainage Design & Stormwater Permit	\$ 23,053.61	
	Right of Way Acquisition	\$ 3,400.00	
	Utility Coordination	\$ 14,470.05	

Big Estate Road			\$ 269,408.69
	<i>Data Collection & Field Survey</i>	\$	40,320.00
	<i>Wetland Permitting</i>	\$	10,000.00
	<i>Preliminary Design</i>	\$	36,766.80
	<i>Final Construction Plans</i>	\$	115,829.00
	<i>Final Drainage Design & Stormwater Permit</i>	\$	40,404.89
	<i>Right of Way Acquisition</i>	\$	4,350.00
	<i>Utility Coordination</i>	\$	21,738.00

Re-Prioritized Pathways

Roadway	Task	Cost	Total
Bluffton Parkway			\$ 53,499.98
	<i>Data Collection & Field Survey</i>	\$	5,650.00
	<i>Wetland Permitting</i>	\$	11,928.55
	<i>Preliminary Design</i>	\$	4,397.07
	<i>Final Construction Plans</i>	\$	16,986.09
	<i>Final Drainage Design & Stormwater Permit</i>	\$	8,341.43
	<i>Right of Way Acquisition</i>	\$	400.00
	<i>Utility Coordination</i>	\$	5,796.84
Stuart Point Road			\$ 386,958.00
	<i>Data Collection & Field Survey</i>	\$	57,600.00
	<i>Wetland Permitting</i>	\$	10,000.00
	<i>Preliminary Design</i>	\$	52,524.00
	<i>Final Construction Plans</i>	\$	165,470.00
	<i>Final Drainage Design & Stormwater Permit</i>	\$	62,828.00
	<i>Right of Way Acquisition</i>	\$	7,600.00
	<i>Utility Coordination</i>	\$	30,936.00
Middle Road			\$ 451,173.25
	<i>Data Collection & Field Survey</i>	\$	69,120.00
	<i>Wetland Permitting</i>	\$	10,000.00
	<i>Preliminary Design</i>	\$	63,028.80
	<i>Final Construction Plans</i>	\$	190,564.00
	<i>Final Drainage Design & Stormwater Permit</i>	\$	75,393.60
	<i>Right of Way Acquisition</i>	\$	4,000.00
	<i>Utility Coordination</i>	\$	39,066.85

Ribaut Rd to Parris Island Gateway		\$ 63,427.30
<i>Data Collection & Field Survey</i>	\$ 5,760.00	
<i>Wetland Permitting</i>	\$ 11,928.55	
<i>Preliminary Design</i>	\$ 9,252.40	
<i>Final Construction Plans</i>	\$ 24,092.95	
<i>Final Drainage Design & Stormwater Permit</i>	\$ 6,282.80	
<i>Right of Way Acquisition</i>	\$ 2,000.00	
<i>Utility Coordination</i>	\$ 4,110.60	
Dr. Martin Luther King, Jr. Road		\$ 161,051.11
<i>Data Collection & Field Survey</i>	\$ 24,480.00	
<i>Wetland Permitting</i>	\$ 10,000.00	
<i>Preliminary Design</i>	\$ 20,322.70	
<i>Final Construction Plans</i>	\$ 65,324.75	
<i>Final Drainage Design & Stormwater Permit</i>	\$ 23,053.61	
<i>Right of Way Acquisition</i>	\$ 3,400.00	
<i>Utility Coordination</i>	\$ 14,470.05	
Salem Road		\$ 177,847.31
<i>Data Collection & Field Survey</i>	\$ 27,072.00	
<i>Wetland Permitting</i>	\$ 10,000.00	
<i>Preliminary Design</i>	\$ 24,686.28	
<i>Final Construction Plans</i>	\$ 72,770.90	
<i>Final Drainage Design & Stormwater Permit</i>	\$ 25,958.31	
<i>Right of Way Acquisition</i>	\$ 2,040.00	
<i>Utility Coordination</i>	\$ 15,319.82	
Alljoy Road		\$ 289,769.75
<i>Data Collection & Field Survey</i>	\$ 43,200.00	
<i>Wetland Permitting</i>	\$ 10,000.00	
<i>Preliminary Design</i>	\$ 39,393.00	
<i>Final Construction Plans</i>	\$ 118,066.25	
<i>Final Drainage Design & Stormwater Permit</i>	\$ 47,121.00	
<i>Right of Way Acquisition</i>	\$ 1,160.00	
<i>Utility Coordination</i>	\$ 30,829.50	

Difference in Total Cost: **\$747,383.01**

Additional Pathways

Roadway	Task	Cost	Total
Big Estate Road			\$ 269,408.69
	Data Collection & Field Survey	\$ 40,320.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 36,766.80	
	Final Construction Plans	\$ 115,829.00	
	Final Drainage Design & Stormwater Permit	\$ 40,404.89	
	Right of Way Acquisition	\$ 4,350.00	
	Utility Coordination	\$ 21,738.00	
Meridian Road			\$ 310,000.67
	Data Collection & Field Survey	\$ 46,080.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 38,019.20	
	Final Construction Plans	\$ 126,954.27	
	Final Drainage Design & Stormwater Permit	\$ 47,262.40	
	Right of Way Acquisition	\$ 8,800.00	
	Utility Coordination	\$ 32,884.80	
Broad River Drive			\$ 189,328.00
	Data Collection & Field Survey	\$ 28,800.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 23,262.00	
	Final Construction Plans	\$ 76,735.00	
	Final Drainage Design & Stormwater Permit	\$ 29,698.00	
	Right of Way Acquisition	\$ 2,280.00	
	Utility Coordination	\$ 18,553.00	
Broad River Blvd/Riley Road			\$ 208,877.14
	Data Collection & Field Survey	\$ 31,680.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 25,888.20	
	Final Construction Plans	\$ 86,008.50	
	Final Drainage Design & Stormwater Permit	\$ 32,432.14	
	Right of Way Acquisition	\$ 260.00	
	Utility Coordination	\$ 22,608.30	
Burton Hill			\$ 201,001.68
	Data Collection & Field Survey	\$ 30,528.00	
	Wetland Permitting	\$ 10,000.00	
	Preliminary Design	\$ 27,837.72	
	Final Construction Plans	\$ 83,699.10	
	Final Drainage Design & Stormwater Permit	\$ 29,890.68	
	Right of Way Acquisition	\$ 260.00	
	Utility Coordination	\$ 18,786.18	

Ulmer Road			\$ 139,600.29
	<i>Data Collection & Field Survey</i>	\$ 21,024.00	
	<i>Wetland Permitting</i>	\$ 10,000.00	
	<i>Preliminary Design</i>	\$ 21,750.97	
	<i>Final Construction Plans</i>	\$ 59,441.48	
	<i>Final Drainage Design & Stormwater Permit</i>	\$ 14,452.51	
	<i>Right of Way Acquisition</i>	\$ 2,200.00	
	<i>Utility Coordination</i>	\$ 10,731.33	
<hr/>			
Shad Road			\$ 106,829.42
	<i>Data Collection & Field Survey</i>	\$ 15,264.00	
	<i>Wetland Permitting</i>	\$ 10,000.00	
	<i>Preliminary Design</i>	\$ 13,918.86	
	<i>Final Construction Plans</i>	\$ 39,849.55	
	<i>Final Drainage Design & Stormwater Permit</i>	\$ 13,703.92	
	<i>Right of Way Acquisition</i>	\$ 3,200.00	
	<i>Utility Coordination</i>	\$ 10,893.09	
<hr/>			
Old Salem Road			\$ 82,587.90
	<i>Data Collection & Field Survey</i>	\$ 10,368.00	
	<i>Wetland Permitting</i>	\$ 10,000.00	
	<i>Preliminary Design</i>	\$ 10,454.32	
	<i>Final Construction Plans</i>	\$ 32,657.46	
	<i>Final Drainage Design & Stormwater Permit</i>	\$ 11,309.04	
	<i>Right of Way Acquisition</i>	\$ 400.00	
	<i>Utility Coordination</i>	\$ 7,399.08	

Additional Pathway Total Cost: \$1,507,633.79

Total Cost: \$747,383.01 + \$1,507,633.79 = \$2,255,016.80

Summary of Labor Rates

STAFF CLASSIFICATION	UNIT RATES
Project Administration	
Project Manager	\$207.00
Document Control	\$80.00
Public Outreach/Community Involvement/Pubic Meetings	\$125.00
Preconstruction/Design	
Design Manager	\$200.00
Utility Coordination	\$195.00
Roadway Engineer	\$175.00
Roadway Designer/EIT	\$135.00
Drainage Engineer	\$175.00
Drainage Designer/EIT	\$135.00
Traffic Engineer/Designer	\$175.00
Landscape Architect	\$185.00
Land Surveyor	\$160.00
Survey Technician	\$95.00
Environmental	
Environmental Specialist	\$200.00
Wetland Permitting & Mitigation	\$125.00
HAZMAT Environemtnal Assessments	Site Specific
Construction Management	
Pavement Design	\$230.00
Construction Administration	\$207.00
Senior Inspector	\$100.00
Junior Inspector	\$70.00



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:								
Recommendation to Award RFQ#051922E On-Call Transportation Engineering Services								
MEETING NAME AND DATE:								
Public Facilities Committee – August 22, 2022								
PRESENTER INFORMATION:								
Jared Fralix, Assistant County Administrator – Infrastructure (5 mins)								
ITEM BACKGROUND:								
On April 19, 2022, Beaufort County Transportation Engineering Department published a solicitation to contract with up to 8 qualified consultants experienced in providing transportation engineering design services.								
PROJECT / ITEM NARRATIVE:								
17 responsive submissions were received on May 19, 2022, and reviewed by an evaluation team which determined the most qualified firms to be: <table border="0"><tr><td>1. AECOM Technical Services, Inc.</td><td>5. Mead & Hunt, Inc.</td></tr><tr><td>2. CONSOR Engineers, LLC</td><td>6. SEPI Engineering & Construction, Inc.</td></tr><tr><td>3. HDR Engineering, Inc.</td><td>7. Stantec Consulting Services, Inc.</td></tr><tr><td>4. Infrastructure Consulting & Engineering, LLC</td><td>8. WSP USA</td></tr></table>	1. AECOM Technical Services, Inc.	5. Mead & Hunt, Inc.	2. CONSOR Engineers, LLC	6. SEPI Engineering & Construction, Inc.	3. HDR Engineering, Inc.	7. Stantec Consulting Services, Inc.	4. Infrastructure Consulting & Engineering, LLC	8. WSP USA
1. AECOM Technical Services, Inc.	5. Mead & Hunt, Inc.							
2. CONSOR Engineers, LLC	6. SEPI Engineering & Construction, Inc.							
3. HDR Engineering, Inc.	7. Stantec Consulting Services, Inc.							
4. Infrastructure Consulting & Engineering, LLC	8. WSP USA							
FISCAL IMPACT:								
The on-call consultants will provide proposals for each project they are assigned and will be brought before Committee and Council as outlined in the Beaufort County Procurement Code. The project will determine the funding source which could include, but not limit to, Road Use Fees, Impact Fees, C-Funds, Grants, Sales Tax, and any future funding source available for traffic and transportation projects.								
STAFF RECOMMENDATIONS TO COUNCIL:								
Staff recommends approval to award RFQ#051922E On-Call Transportation Engineering Services.								
OPTIONS FOR COUNCIL MOTION:								
Motion to approve/deny recommendation to award RFQ#051922E On-Call Transportation Engineering Services. <i>Next Step: Move forward to County Council for recommendation to award RFQ#051922E On-Call Transportation Engineering Services.</i>								

On-Call Transportation Engineering Design Services
Summary Score Sheet

Evaluators	AECOM	A. Morton Thomas and Associates	Conсор	Davis & Floyd	HDR	Holt	ICE	JMT	Kimley-Horn	Mead & Hunt	Michael Baker International	Parrish and Partners	RK&K	SEPI	Stantec	Thomas & Hutton	WSP
B.Fields	90	76	85	72	91	71	94	76	69	93	73	92	77	93	92	57	87
E.Claussen	96	85	84	86	95	76	98	86	94	90	81	80	87	90	94	80	88
D.Wilhelm	86	78	85	78	91	72	85	78	77	86	71	76	76	78	86	77	80
H.Amundson	86	80	89	73	92	71	91	71	80	92	78	80	76	84	94	79	82
M.Meetze	95	70	85	65	90	70	95	70	60	85	75	75	65	80	90	60	80
TOTAL:	453	389	428	374	459	360	463	381	380	446	378	403	381	425	456	353	417
RANK:	4	10	6	15	2	16	1	11	13	5	14	9	11	7	3	17	8