

COMMITTEE ON PUBLIC WORKS AND PURCHASING
(Standing Committee of Berkeley County Council)

Chairman: Mr. Caldwell Pinckney, Jr., District No. 7

Members: Mr. Phillip Farley, District No. 1
Mrs. Judith K. Spooner, District No. 2
Mr. William E. Crosby, District No. 3
Mr. Charles E. Davis, District No. 4
Mr. Dennis Fish, District No. 5
Mrs. Judy Mims, District No. 6
Mr. Steve C. Davis, District No. 8
Mr. James H. Rozier, Jr., Supervisor, ex officio

A meeting of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, will be held on **Monday February 14, 2005**, following the meeting of the Committee on Water and Sanitation in the Assembly Room, Berkeley County Office Building, 223 N. Live Oak Drive, Moncks Corner, S.C., at **6:00 p.m.**

AGENDA

APPROVAL OF MINUTES

January 10, 2005

EXECUTIVE SESSION to discuss matters relating to the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim; or the receipt of legal advice covered by the attorney-client privilege.

A. Consideration of a resolution to approve the implementation of a Procurement Card Program for Berkeley County and to effectuate the elimination of the existing County Credit Card System.

B. Consideration of a resolution authorizing the County Supervisor to negotiate and procure credit from Bank of America, N.A. (USA) through certain corporate card accounts and to designate authorized personnel for the use thereof

C. H. Wayne DeWitt, Sheriff, Re: Sole Source Purchase of equipment for upgrade of the Closed Circuit TV at the Detention Center.

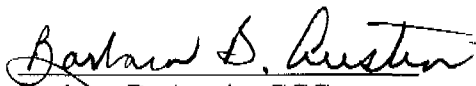
D. John F. Hamer, CPPB, Director of Procurement, Re: Bids and Recommendations:

1. Procurement Card.

E. Cheryl Lyons, Berkeley County Water and Sanitation Authority Purchasing Director, Re: Bids and Recommendations:

1. 2006 Mack Truck.
2. Purchase of Wetland Credits.
3. Surplus Property.

February 9, 2005


Barbara B. Austin, CCC
Clerk of County Council

COMMITTEE ON PUBLIC WORKS AND PURCHASING
(Standing Committee of Berkeley County Council)

Chairman: Mr. Caldwell Pinckney, Jr., District No. 7

A meeting of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, was held on **Monday February 14**, in the Assembly Room of the Berkeley County Office Building, 223 North Live Oak Drive, Moneks Corner, South Carolina, at 6:05 p.m.

PRESENT: Mr. Caldwell Pinckney, Jr., Council Member District No. 7, Chairman; Mr. Phillip Farley, Council Member District No. 1; Mrs. Judith K. Spooner, Council Member District No. 2; Mr. William E. Crosby, Council Member District No. 3; Mr. Dennis L. Fish, Council Member District No. 5; Mrs. Judy C. Mims, Council Member District No. 6; Mr. Steve C. Davis, Council Member District No. 8; Mr. James H. Rozier, Jr., Supervisor, ex officio; Mr. D. Mark Stokes, County Attorney; and Ms. Barbara B. Austin, Clerk of County Council. Mr. Charles E. Davis, Council Member District No. 4 was excused from this meeting.

In accordance with the Freedom of Information Act, the electronic and print media were duly notified.

During periods of discussion and/or presentations, minutes are typically condensed and paraphrased.

APPROVAL OF MINUTES

Chairman Pinckney called the meeting to order and asked for approval of minutes from the Committee on Public Works and Purchasing Meeting held January 10, 2005.

It was moved by Council Member Spooner and seconded by Council Member Farley to approve the minutes as presented. The motion was passed by unanimous voice vote of the Committee.

A. Consideration of a resolution to approve the implementation of a Procurement Card Program for Berkeley County and to effectuate the elimination of the existing County Credit Card System.

Supervisor Rozier explained that the new Procurement Card Program gives the County much more control over expenditures and eliminates excessive purchase orders and checks being written. This system will be phased in over the next couple of months.

Council Member Fish asked if each department would get a monthly statement with an approval process.

Supervisor Rozier explained that each department would receive a statement and Finance and Procurement would get an overall statement. Each department director or elected official would approve the statement before it is paid.

Council Member Spooner stated that a department liaison was mentioned.

Mr. John Hamer, Procurement Director, stated that each department would have a liaison that could be contacted with questions. The Policies and Procedure manual has been drafted and would be in place before a card has been issued.

It was moved by Council Member Crosby and seconded by Council Member Farley to approve the implementation of a **Procurement Card Program** for Berkeley County and to effectuate the elimination of the existing County Credit Card System. The motion was passed by unanimous voice vote of the Committee

B. Consideration of a resolution authorizing the County Supervisor to negotiate and procure credit from Bank of America, N.A. (USA) through certain corporate card accounts and to designate authorized personnel for the use thereof

It was moved by Council Member Spooner and seconded by Council Member Crosby to authorizing the County Supervisor to negotiate and procure credit from Bank of America, N.A. (USA) through certain corporate card accounts and to designate authorized personnel for the use thereof. The motion was passed by unanimous voice vote of the Committee

C. H. Wayne DeWitt, Sheriff, Re: Sole Source Purchase of equipment for upgrade of the Closed Circuit TV at the Detention Center.

Mr. Cliff McElvogue, Jr., representing Sheriff DeWitt, addressed the Committee and requested the Sole Source Purchase of equipment for upgrade of the Closed Circuit TV at the Detention Center.

It was moved by Council Member Spooner and seconded by Council Member Pinckney to approve the Sole Source Purchase of equipment for upgrade of the Closed Circuit TV at the Detention Center. The motion was passed by unanimous voice vote of the Committee.

D. John F. Hamer, CPPB, Director of Procurement, Re: Bids and Recommendations:

1. Procurement Card.

Procurement Card matters were handled in the Resolutions listed above.

**E. Cheryl Lyons, Berkeley County Water and Sanitation Authority
Purchasing Director, Re: Bids and Recommendations:**

1. 2006 Mack Truck.

Mr. Micah Miley, BCW& SA Engineer, addressed the Committee, and stated that one bid had been received from Hughes Motors in the amount of \$86,120. After additional negotiations with Hughes Motors, the contract price was lowered to \$85,000.

It was moved by Council Member Crosby and seconded by Council Member Spooner to approve the bid from **Hughes Motors for \$85,000**. The motion was passed by unanimous voice vote of the Committee.

2. Purchase of Wetland Credits.

Mr. Miley stated that with the on-going bond projects, the County was required to buy Wetland Credits from some mitigation banks. Of the two banks available, the Biedler Forest Bank was the lowest with a total of \$30,600.00.

It was moved by Council Member Farley and seconded by Council Member Spooner to approve the **Purchase of Wetland Credits from Biedler Forest in the amount of \$30,600.00**. The motion was passed by unanimous voice vote of the Committee.

3. Surplus Property.

Mr. Miley stated that the surplus equipment that has nor further use to the County and would be sold at auction.

It was moved by Council Member Crosby and seconded by Council Member Mims to approve the **sale of surplus property**. The motion was passed by unanimous voice vote of the Committee.

4. Repainting Water Tower.

Mr. Miley explained that the tank has to be taken offline to be repainted because of the condensation on the outside of the bowl. Therefore, it needs to be repainted at this time instead of during peak summer water usage. The tower is located in the Nucor area. The lowest bid was for \$46,000.

It was moved by Council Member Spooner and seconded by Council Member Fish to award the bid to **Utility Service Company** in the amount of **\$46,000 to repaint the Water Tower**. The motion was passed by unanimous voice vote of the Committee.

5. Purchase of SCADA Equipment

Mr. Miley explained that after the relocation of their offices due to the contamination problem, the old equipment was no longer compatible with the new SCADA system. The transition to the new system was only about seventy-five percent complete, leaving approximately 20 pump stations not available. This equipment monitors pump stations. The cost of the conversion and additional SCADA equipment is \$149,767.70.

It was moved by Council Member Spooner and seconded by Council Member Mims to approve the **purchase of the SCADA Equipment from Robert L. Carlson, Inc., in the amount of \$115,927.70 and the contract for the installation of the SCADA conversions to Electrical Supply Company, Inc. in the amount of \$33,840.00.** The motion was passed by unanimous voice vote of the Committee.

It was moved by Council Member Crosby and seconded by Council Member Fish to adjourn the Committee on Public Works and Purchasing. This motion was passed by unanimous voice vote of the Committee.

Meeting adjourned at 6:25 p.m.

March 14, 2005

Date Approved

COMMITTEE ON PUBLIC WORKS AND PURCHASING
(Standing Committee of Berkeley County Council)

Chairman: Mr. Caldwell Pinckney, Jr., District No. 7

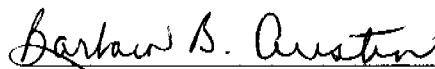
Members: Mr. Phillip Farley, District No. 1
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Mr. William E. Crosby, District No. 3
Mr. Charles E. Davis, District No. 4
Mr. Dennis Fish, District No. 5
Mrs. Judy Mims, District No. 6
Mr. Steve C. Davis, District No. 8
Mr. James H. Rozier, Jr., Supervisor, ex officio

A **Special Meeting** of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, will be held on **Monday February 28, 2005**, following the meeting of the Committee on Finance in the Assembly Room, Berkeley County Office Building, 223 N. Live Oak Drive, Moncks Corner, S.C., at **6:00 p.m.**

A G E N D A

- A. **John F. Hamer, CPPB, Director of Procurement**, Re: Bids and Recommendations:
1. Cypress Gardens.

February 23, 2005



Barbara B. Austin, CCC
Clerk of County Council

COMMITTEE ON PUBLIC WORKS AND PURCHASING
(Standing Committee of Berkeley County Council)

Chairman: Mr. Caldwell Pinckney, Jr., District No. 7

A meeting of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, was held on **Monday February 28, 2005**, in the Assembly Room of the Berkeley County Office Building, 223 North Live Oak Drive, Moncks Corner, South Carolina, at 7:31 p.m.

PRESENT: Mr. Caldwell Pinckney, Jr., Council Member District No. 7, Chairman; Mr. Phillip Farley, Council Member District No. 1; Mrs. Judith K. Spooner, Council Member District No. 2; Mr. William E. Crosby, Council Member District No. 3; Mr. Charles E. Davis, Council Member District No. 4; Mr. Dennis L. Fish, Council Member District No. 5; Mrs. Judy C. Mims, Council Member District No. 6; Mr. Steve C. Davis, Council Member District No. 8; Mr. James H. Rozier, Jr., Supervisor, ex officio; Mr. D. Mark Stokes, County Attorney; and Ms. Barbara B. Austin, Clerk of County Council.

In accordance with the Freedom of Information Act, the electronic and print media were duly notified.

During periods of discussion and/or presentations, minutes are typically condensed and paraphrased.

A. John F. Hamer, CPPB, Director of Procurement, Re: Bids and Recommendations:

1. Cypress Gardens

Mr. Dennis Ashley, with DA Architects, stated that bids were accepted for a classroom exploration building and two gazebos. The budget for this project was \$500,000.00. Mr. Ashley asked for Council's acceptance of the low bid contract submitted by Stenstrom & Associates, Inc., in the amount of \$197,900.00 (base bid and alternates).

Supervisor Rozier stated that the County had \$175,000.00 in grant funds to offset the cost of these projects.

It was moved by Council Member Fish and seconded by Council Member Spooner to approve acceptance of the low bid submitted by Stenstrom & Associates, Inc., in the amount of \$197,000.00 for the construction projects at Cypress Gardens. The motion passed by unanimous voice vote of Council.

It was moved by Council Member Crosby and seconded by Council Member Fish to adjourn the Committee on Public Works and Purchasing. This motion passed by unanimous voice vote of the Committee.

Meeting adjourned at 7:34 p.m.

March 14, 2005

Date Approved