

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
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DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

AGENDA FINANCE COMMITTEE 2:00 p.m.

Monday, August 20, 2012
Conference Room, Building 2, Beaufort Industrial Village
102 Industrial Village Road, Beaufort

Staff Support

Bryan Hill, Deputy County Administrator
David Starkey, Chief Financial Officer

1. CALL TO ORDER – 2:00 P.M.
2. CONSENT AGENDA - CONTRACTS
 - A. \$279,752 contract award to purchase Mosquito Control Insecticides ([backup](#))
 - B. \$52,026 contract award with Disability/Special Needs Department in the amount of \$52,026 for Janitorial Services ([backup](#))
 - C. \$46,839.25 contract award for the Sheriff's Office-Robot Digital Radio Controller ([backup](#))
 - D. \$45,000 contract award to Hilton Head Humane Association for Veterinarian Services for County Animal Shelter ([backup](#))
 - E. \$85,000 renewal of Employee Health Benefit Consulting Service Contract with Gallagher Benefit Consultants ([backup](#))
3. CONSENT AGENDA – BUDGETS
 - A. Resolution / Adopting County FY 2013 Millage Rates ([backup](#))
 - B. Resolution / Adopting Fire Districts FY 2013 Millage Rates ([backup](#))
 - C. Resolution / Adopting School District FY 2013 Millage Rates ([backup](#))
 - D. Transfer Notification of \$130,177 FY 2013 Budget Monies from Magistrate's Court to Sheriff's Office for Magistrate Security ([backup](#))
4. APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN BEAUFORT COUNTY AND THE CITY OF BEAUFORT REGARDING BOUNDARY STREET IMPROVEMENT PROJECT
5. UPDATE / AVAILABLE 2013 2% ACCOMMODATIONS TAX MONIES ([backup](#))
6. COURTHOUSE/CORONER FACILITY/MYRTLE PARK BAN BORROWING([backup](#))
7. DISCUSSION / 2% COST OF LIVING ADJUSTMENT FOR COUNTY EMPLOYEES VS. 3% FOR STATE EMPLOYEES
8. ADJOURNMENT

Open and Priority Retreat Items
Transfer Station Analysis
Road Financing
Burton Wells Regional Park Financing
Sports Complex Economic Analysis

2013 Budget Cycle
Business License Fees
2014 Millage Policy
Joint Use of School Facilities
Airport Business Plan

A quorum of Council may be in attendance at all Committee meetings.

Please silence your cell phone during the meeting.





**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

Building 2, 102 Industrial Village Road
Post Office Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy County Administrator *BHill*
David Starkey, Chief Financial Officer *DStarkey*
Phil Foot, Public Safety Director *Phil Foot*
Gregg Hunt, Mosquito Control Director *Gregg Hunt*

FROM: Dave Thomas, CPPO, Purchasing Director *DThomas*

SUBJ: **Request to Purchase from State Contract Items over \$25,000 from Approved Vendor for Beaufort County's Mosquito Control Department.**

DATE: August 10, 2012

BACKGROUND: The Purchasing Department received a request over \$25,000 from the Mosquito Control Department to purchase public health insecticides from South Carolina State Contract.

The request is to receive permission for multiple purchases of a public health insecticide used during aerial spray missions. This purchase will be for up to five (5) 275-gallon containers of Anvil 10+10 ULV @ \$55,950.50 (including tax) per container for the OV-10 Bronco. The intent is to order products from a blanket purchase order with an annual cost of \$279,752.50. The products will be used to control adult mosquitoes and ordered throughout the mosquito season.

STATE CONTRACT VENDOR:

1. Clarke Mosquito Control Products, Roselle, IL

<u>Cost</u>	<u>Project</u>
\$279,752.50	Anvil 10+10 ULV

FUNDING AND COST BREAKDOWN:

1. Anvil 10+10 ULV, Account #43190-52320, Public Health Products. Total: \$279,752.50. Current Balance: \$346,656.

RECOMMENDATION: The Purchasing Department recommends that the Finance Committee approve and recommend to County Council the contract award to purchase insecticides from the aforementioned vendor for a total amount of \$279,752.50.

cc: Elizabeth Wooten, Richard Dimont

Attached: SC State Contract Price Information (#00150, 10% Sumithrin, Unit Price - \$52,290.19)

Contract Detail



PROCUREMENT SERVICES

Contract 4400003968

[Back to Initial Screen](#)

Validity Start 08/03/2011

Validity End 08/02/2016

Target Value \$222,003.90

FEIN 36-3672438

Buyer Info Chris Manos, CPPB

Buyer E-mail cmanos@mmo.sc.gov

Buyer Phone (803) 737-4917

Bid Invitation [5400003168 - SWT MOSQUITO CONTROL PESTICIDE](#)

Contract Notes

Vendor 7000033604

Vendor Address CLARKE MOSQUITO CONTROL PRODUCTS
110 EAST IRVING PARK RD. 4TH FL
ROSELLE IL 60172

District

E-mail gsimone@clarke.com

Telephone (630) 671-3187

Fax Number (630) 694-1774

Minority Status Not Applicable

Home Page <http://www.clarke.com>

Other URL

Vendor Contacts

5 Contacts found, displaying all Contacts.

Contact Name	Function	Phone	E-mail
JURCZEWSKI, TERRY	INSIDE SALES	(630) 671-3204	tjurczewski@clarke.com
SIMONE, GABRIELA	INSIDE SALES	(630) 671-3187	gsimone@clarke.com
STRICKHOUSER, JOE	Primary Contact	(704) 756-5837	jstrickhouser@clarke.com
STRICKHOUSER, JOE	Emergency Contact	(704) 756-5837	jstrickhouser@clarke.com
STRICKHOUSER, JOE	CONTROL CONSULTANT	(704) 756-5837	jstrickhouser@clarke.com

Attachments

One Attachment found.

Attachment Title	attachmentDate
Intent to Award.DOC	07/22/2011

Contract Items

40 Items found, displaying all Items.

Item Pricing

Item ID	Description	Unit Price	Total Price
00001	2.7% Bacillus Sphaericus+4.5% Bti	\$320.00	\$320.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00002	2.7% Bacillus Sphaericus+4.5% Bti	\$1,400.00	\$1,400.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00007	7.5% Bacillus Sphaericus	\$240.00	\$240.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00008	7.5% Bacillus Sphaericus	\$760.00	\$760.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00009	51.2% Bacillus Sphaericus	\$1,290.00	\$1,290.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00019	2.8% Bti	\$72.00	\$72.00
	Material Group: 67554 - pesticides		

Contract Detail

00020	2.6% Bti	Unit Price: \$2,124.00	Total Price: \$2,124.00
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00023	4.95% Bti	Unit Price: \$72.00	Total Price: \$72.00
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00024	4.95% Bti	Unit Price: \$2,124.00	Total Price: \$2,124.00
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00030	11.61% Bti	Unit Price: \$945.00	Total Price: \$945.00
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00031	11.61% Bti	Unit Price: \$8,252.64	Total Price: \$8,252.64
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00033	37.4% Bti	Unit Price: \$768.00	Total Price: \$768.00
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00036	24.6% Chlorpyrifos	Unit Price: \$1,783.42	Total Price: \$1,783.42
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00037	24.6% Chlorpyrifos	Unit Price: \$3,227.95	Total Price: \$3,227.95
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00038	24.6% Chlorpyrifos	Unit Price: \$16,139.76	Total Price: \$16,139.76
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00047	0.2% METHOPRENE	Unit Price: \$106.25	Total Price: \$106.25
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00055	4.25% METHOPRENE	Unit Price: \$1,102.20	Total Price: \$1,102.20
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00056	4.25% METHOPRENE	Unit Price: \$600.00	Total Price: \$600.00
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		
00057	5% METHOPRENE	Unit Price: \$991.72	Total Price: \$991.72
	Agency: STATEWIDE TERM CONTRACT		
	Material Group: 67554 - pesticides		

Contract Detail

00059	8.62% METHOPRENE	Unit Price: \$412.00	Total Price: \$412.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00084	4% Permethrin + 12 % Chlorpyrifos	Unit Price: \$1,568.45	Total Price: \$1,568.45
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00085	4% Permethrin + 12 % Chlorpyrifos	Unit Price: \$2,792.70	Total Price: \$2,792.70
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00086	4% Permethrin + 12 % Chlorpyrifos	Unit Price: \$14,741.80	Total Price: \$14,741.80
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00143	2% Sumethrin	Unit Price: \$241.64	Total Price: \$241.64
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00144	2% Sumethrin	Unit Price: \$1,449.86	Total Price: \$1,449.86
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00145	2% Sumethrin	Unit Price: \$2,658.06	Total Price: \$2,658.06
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00146	2% Sumethrin	Unit Price: \$13,290.29	Total Price: \$13,290.29
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00147	10% Sumethrin	Unit Price: \$1,012.86	Total Price: \$1,012.86
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00148	10% Sumethrin	Unit Price: \$6,029.09	Total Price: \$6,029.09
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00149	10% Sumethrin	Unit Price: \$10,975.54	Total Price: \$10,975.54
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00150	10% Sumethrin	Unit Price: \$52,290.19	Total Price: \$52,290.19
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00151	5% Sumethrin + 1% Prallethrin	Unit Price: \$920.54	Total Price: \$920.54
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00152	5% Sumethrin + 1% Prallethrin	Unit Price: \$5,311.83	Total Price: \$5,311.83

Contract Detail

	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00153	5% Sumethrin + 1% Prallethrin	Unit Price: \$9,251.18	Total Price: \$9,251.18
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00154	5% Sumethrin + 1% Prallethrin	Unit Price: \$46,280.92	Total Price: \$46,280.92
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00155	0.5% Spinosad	Unit Price: \$208.00	Total Price: \$208.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00156	2.5% Spinosad	Unit Price: \$5,089.56	Total Price: \$5,089.56
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00157	6.25% Spinosad	Unit Price: \$816.57	Total Price: \$816.57
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00158	8.33% Spinosad	Unit Price: \$519.00	Total Price: \$519.00
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		
00159	20.6% Spinosad	Unit Price: \$3,824.88	Total Price: \$3,824.88
	Material Group: 67554 - pesticides		
	Agency: STATEWIDE TERM CONTRACT		

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COMBINED VENDOR LIST OF MOSQUITO CONTROL PESTICIDE PRODUCTS FOR
2011 CONTRACT BID SUBMISSION

<u>Size of container</u>	<u>Clarke</u>	
2X2.5 gl		
30 gl DR		
55 gl		
275 gl		
2.5 gl		
4x1 gl jg/cs		
2 X 2.5 gl CS		
5 gl PL		
30 gl		
55 gl		
275 gl		
2.5 gl		
30 gl		
55 gl		
275 gl		
2 X 2.5 gl		
30 gl DR		
4X1 gl		
30 gl DR		
275 gl TOTE		
2 x 2.5 gl jugs/case		
55 gl drums		
44 lb BG		
10X40 WSP CS		
2x2.5 gl		
12 x 1 LTR		
53 gl DR		
263 gl TOTE		
5 gl PL		
30 gl DR		
55 gl DR		
275 gl DR		
5 gl PL		
55 gl DR		
275 gl TOTE		
5 gl PL		
55 gl DR		
2X2.5 gl Case	\$241.64	Anvil 2+2
30 gl drum	\$1,449.86	Anvil 2+2
55 gl drum	\$2,658.08	Anvil 2+2
275 gl tote	\$13,290.29	Anvil 2+2
2X2.5 gl Case	\$1,012.86	Anvil 10+10
30 gl drum	\$6,029.09	Anvil 10+10
55 gl drum	\$10,975.64	Anvil 10+10
275 gl tote	\$62,290.19	Anvil 10+10
2X2.5 gl Case	\$920.54	Duet
30 gl drum	\$5,311.83	Duet
55 gl drum	\$9,251.18	Duet
275 gl tote	\$46,280.92	Duet
40 lb bag	\$208.00	Natular G
40 lb bag	\$5,089.56	Natular G30
220 Tablet Case	\$816.57	Natular XRT
400 Tablet Case	\$519.00	Natular T30
2X2.5 gl Case	\$3,824.88	Natular 2EC



COUNTY COUNCIL OF BEAUFORT COUNTY PURCHASING DEPARTMENT

Building 2, 102 Industrial Village Road
Post Office Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy Administrator *BH*
David Starkey, Chief Financial Officer *DS*
Morris Campbell, Community Services Director *McC*
Mark Roseneau, Facilities Management Director *MR*
Mitzi Wagner, DSN Director *MW*
Joe Penale, PALS Director *JOP*

FROM: Dave Thomas, Purchasing Director *DT*

SUBJ: Contract Award Recommendation for Janitorial Services North of the Broad River

DATE: August 13, 2012

BACKGROUND. Beaufort County issued a Request for Proposals (RFP) from qualified vendors to provide janitorial services for ten locations north of the Broad River (see attachment 1). Proposals were received from three vendors and subsequently evaluated by a selection committee. The Beaufort County Department of Special Needs (DSN) provided a proposal as well. The selection committee consisted of the following: Mark Roseneau, Facilities Management Director, Mitzi Wagner, Department of Special Needs Director, John Donahue, DNA Technical Leader, Beaufort County Sheriff's Office, Shannon Loper, Fiscal Technician III, Parks and Leisure Department. Oversight of the process was provided by the Purchasing Director. The evaluation committee reviewed all proposals, interviewed each vendor, and selected DSN's proposal as the number 1 ranked vendor. DSN will provide the janitorial services for the recreation centers listed in attachment 1 with the exception of the DNA Lab. Carolina Cleaning was selected to provide the services for the DNA Lab. The contract term for both vendors will begin September 1, 2012 and expire on June 30, 2013, with four more one year annual renewals subject to County Council approval.

<u>VENDOR INFORMATION</u>	<u>Annual Pricing</u>	<u>Annual Pricing for DNA Lab</u>
Beaufort County Department of Special Needs	\$52,026*	NA
Heavy D's, Beaufort, SC	\$84,924	Did not bid
Carolina Cleaning, Hilton Head Island, SC	\$88,680	\$4,320
Green Solutions Group, Sandy Springs, SC	\$142,362	\$7,911

*Does not include the DNA Lab.

FUNDING: PAL's Locations: Accounts 63316-51210 PALS Athletic Centers and 63317-51210 Recreation Cleaning Services. DNA Lab: Account 33020-51210 Facilities Cleaning Services.

RECOMMENDATION The Finance Committee approve and recommend to County Council the contract awards for Janitorial Services to DSN and Carolina Cleaning for the PALS centers and the DNA Lab in the respective annual contract amounts of \$52,026 and \$4,320.

cc: Elizabeth Wooten, Richard Dimont
Att: RFP Original Pricing Form, Best and Final Pricing Information, DSN Pricing

Original & DT-6 DLT



Project Name:	Janitorial Cleaning North of the Broad
Project Number:	RFP# 3910/120221
Project Budget:	
RFP Closing	22-Mar-12
Time:	3:00 p.m.
Location	BIV #3 Conference Room, 102 Industrial Village Road, Beaufort, SC 29906
RFP Administrator:	Dave Thomas, CPPO
RFP Recorder:	Elizabeth Wooten, CPPB

	Carolina Cleaning			Heavy D's			Green Solutions Group		
Locations	Monthly Cost	Annual Cost	Frequency	Monthly Cost	Annual Cost	Frequency	Monthly Cost	Annual Cost	Frequency
1. Coosaw Center	\$125 per spec	NA	As needed	\$ 45.00		As needed	\$ 85.00		As needed
2. Booker T Center	\$125 per spec	NA	As needed	\$ 45.00		As needed	\$ 90.00		As needed
3. Broomfield Center	\$ 150.00	\$ 1,800.00	2x month	\$ 45.00		As needed		\$ 3,269.03	2x month
4. Lind Brown Gym	\$ 1,570.00	\$ 18,840.00	4x/wk/6xbball	\$ 1,800.00	\$ 21,600.00	4x/wk		\$ 24,474.25	4x/wk/6xbball
5. Scott Center	\$ 315.00	\$ 3,780.00	3x/wk	\$ 480.00	\$ 5,760.00	3x/wk		\$ 6,445.71	3x/wk
6. Seaside Center	\$ 200.00	\$ 2,400.00	1x/wk	\$ 160.00	\$ 1,920.00	1x/wk		\$ 4,135.35	1x/wk
7. St. Helena Gym	\$ 1,225.00	\$ 14,700.00	2x/wk/6xbball	\$ 840.00	\$ 10,080.00	6x/wk/2 months/2 day/9 months		\$ 16,078.23	2x/wk/6xbball
8. Port Royal Center	\$ 800.00	\$ 9,600.00	5x/wk	\$ 1,002.00	\$ 12,024.00	5x/wk		\$ 19,009.31	5x/wk
9. DSN Building	\$ 2,930.00	\$ 35,160.00	5x/wk	\$ 2,420.00	\$ 29,640.00	5x/wk		\$ 56,740.40	5x/wk
10. Sheriff's DNA Lab	\$ 200.00	\$ 2,400.00	3x/wk	\$ 325.00	\$ 3,900.00	3x/wk		\$ 12,210.24	3x/wk
Monthly Total:	\$ 7,390.00			\$ 7,162.00					
Annual Total:		\$ 88,680.00			\$ 84,924.00			\$ 142,362.52	\$150 for emergency cleaning



Bid Tab

Project Name:	Janitorial Cleaning North of the Broad
Project Number:	RFP# 3910/120221
Project Budget:	
RFP Closing	22-Mar-12
Time:	3:00 p.m.
Location	BIV #3 Conference Room, 102 Industrial Village Road, Beaufort, SC 29906
RFP Administrator:	Dave Thomas, CPPO
RFP Recorder:	Elizabeth Wooten, CPPB

	Carolina Cleaning			Heavy D's			Green Solutions Group			DSN
Locations	Monthly Cost	Annual Cost	Frequency	Monthly Cost	Annual Cost	Frequency	Monthly Cost	Annual Cost	Frequency	Annual Cost
1. Coosaw Center	\$125 per spec	NA	As needed	\$ 45.00		As needed	\$ 85.00		As needed	\$ 660.00
2. Booker T Center	\$125 per spec	NA	As needed	\$ 45.00		As needed	\$ 90.00		As needed	\$ 660.00
3. Broomfield Center	\$ 150.00	\$ 1,800.00	2x month	\$ 45.00		As needed		\$ 3,269.03	2x month	\$ 660.00
4. Lynn Brown Gym	\$ 1,570.00	\$ 18,840.00	4x/wk/6xball	\$ 1,800.00	\$ 21,600.00	4x/wk		\$ 24,474.25	4x/wk/6xball	\$ 9,000.00
5. Scott Center	\$ 315.00	\$ 3,780.00	3x/wk	\$ 480.00	\$ 5,760.00	3x/wk		\$ 6,445.71	3x/wk	\$ 4,800.00
6. Seaside Center	\$ 200.00	\$ 2,400.00	1x/wk	\$ 160.00	\$ 1,920.00	1x/wk		\$ 4,135.35	1x/wk	\$ 660.00
7. St. Helena Gym	\$ 1,225.00	\$ 14,700.00	2x/wk/6xball	\$ 840.00	\$ 10,080.00	6x/wk/2 months/2 day/9 months		\$ 16,078.23	2x/wk/6xball	NA
8. Port Royal Center	\$ 800.00	\$ 9,600.00	5x/wk	\$ 1,002.00	\$ 12,024.00	5x/wk		\$ 19,009.31	5x/wk	\$ 9,000.00
9. DSN Building	\$ 2,930.00	\$ 35,160.00	5x/wk	\$ 2,420.00	\$ 29,640.00	5x/wk		\$ 56,740.40	5x/wk	DSN
10. Sheriff's DNA Lab	\$ 200.00	\$ 2,400.00	3x/wk	\$ 325.00	\$ 3,900.00	3x/wk		\$ 12,210.24	3x/wk	NA
Monthly Total:	\$ 7,390.00			\$ 7,162.00						Supplies: \$6,786.50
Annual Total:		\$ 88,680.00			\$ 84,924.00			\$ 142,362.52		\$150 for emergency cleaning
Best and Final for the DNA Lab: 08/09/12		\$4,320			Did not Bid			\$7,911		NA

Notes: St. Helena Gym was dropped from the scope of work as well as the Recreation Centers from the RFP. DSN offered to provide the service at a reasonable cost for all the Centers. The Dale Center, Bluffton Center, Burton Wells Senior Center, Burton Wells Concession Stand or Press Box was added to the DSN proposal.

Dale Center:	\$4,800
Bluffton Center:	\$10,200
Burton Wells Center:	\$4,800
DSN Grand Total:	\$ 52,026.50

A total of ten (10) PALS facilities will be serviced by DSN. Carolina Cleaning will service the DNA Lab. DSN will clean their own building.

Sites/Frequency/ Cost

SITE	FREQUENCY	MONTHLY COST	ANNUAL COST	
Broomfield	1 x per month	\$55	\$660	Additional as needed at \$55 each time
Coosaw	1 x per month	\$55	\$660	Additional as needed at \$55 each time
Booker T	1 x per month	\$55	\$660	Additional as needed at \$55 each time
Seaside	1 x per month	\$55	\$660	Additional as needed at \$55 each time
Scott Center	2X per week after 2:00PM	\$400	\$4,800	
Dale Center	2X per week after 2:00PM	\$400	\$4,800	
Lynn Brown	3 X per week	\$750	\$9,000	
Port Royal Center	3 X per week	\$750	\$9,000	
Bluffton Center	3xper week	\$850	\$10,200	
Burton Wells Concession Stand or/ press box	As needed	0	0	\$55 each time as needed
Burton Wells Senior Center	2 x per week	\$400	\$4,800	
TOTAL COST		\$3770.00	\$45,240.00	
Cost Supplies, Equipment, travel	15% of total contract	\$6,786	\$52,026	
Grand Total			\$52,026	

Total Agreement

This agreement constitutes the entire agreement between the parties hereto. No representations, warranties or promises pertaining to this agreement have been made or shall be binding upon any of the parties, except as expressly stated herein.

This agreement shall be construed in accordance and governed by the laws of South Carolina.



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

Building 2, 102 Industrial Village Road
Post Office Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy County Administrator *BHill*
David Starkey, Chief Financial Officer *DStarkey*
Michael Hatfield, Beaufort County Sheriff's Office *MHatfield*

FROM: Dave Thomas, CPPO, Purchasing Director *DThomas*

SUBJ: Request to Purchase from State Contract Items over \$25,000 from Approved Vendor for Beaufort County's Sheriff's Office.

DATE: August 13, 2012

BACKGROUND: The Purchasing Department received a request over \$25,000 from the Beaufort County Sheriff's Office to purchase a Digital Radio Control System from Remotec, Inc., a State Contract vendor. The radio control system will be used by the Sheriff's Office Bomb Squad personnel to remotely control the bomb robot in support of operations. The current radio control system on the robot is over 10 years old and is in need of an upgrade. This new digital radio controller will allow a longer range of use for the robot. It will also allow the robot to be utilized indoors and the capability to control two robots simultaneously. Lastly, the digital controller will produce a clearer picture when performing diagnostics on an explosive device. Remotec is the sole manufacturer and only distributor for this equipment.

STATE CONTRACT VENDOR:

Cost

- | | |
|-------------------------------|-------------|
| 1. REMOTEC, Inc., Clinton, TN | \$46,839.25 |
|-------------------------------|-------------|

FUNDING AND COST BREAKDOWN:

- Digital Remote Control System, Account # 23206-54553, BCSO-SLED-11SHSP07, Total: \$46,839.25. This purchase will be made with 100% reimbursable grant funds.

RECOMMENDATION: The Purchasing Department recommends that the Finance Committee approve the contract award to purchase the equipment from the aforementioned vendor for a total amount of \$46,839.25.

cc: Elizabeth Wooten, Richard Dimont
Att: Sole Source Form, Price Quote



Non-Competitive Purchases Form



This form shall be completed for any non-competitive purchase over \$2,500 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: SHERIFF'S OFFICE Requested Account Code: _____

Description of Requested Services

DIGITAL RADIO CONTROL SYSTEM. THIS CONTROLLER WILL ALLOW THE ROBOT TO BE USED AT A GREATER DISTANCE BOTH INDOORS AND OUTDOORS. IT WILL ALLOW OUR ROBOT TO BE USED SIMULTANEOUSLY WITH ANOTHER ROBOT WHEN NEEDED.

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

ROBOT DIGITAL RADIO CONTROL SYSTEM

Cost of Requested Services: \$ 43,775.⁰⁰

Requested Vendor Name: REMOTEC, INC

Requested Vendor Address: 353 JO YARNELL PARKWAY, CLINTON TN 37716

Requested Vendor Phone Number: 865-433-0228 Requested Vendor Email Address: REMOTEC.SERVICE@NGC.COM

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

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



Non-Competitive Purchases Form

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.
- An emergency exists that threatens the health, welfare or safety of any person within the County.

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):

LITHOS ROBOTICS (716-832-4600) THIS SYSTEM IS NOT MANUFACTURED BY THE
MANUFACTURER OF OUR ROBOT. WE WANT THE SAME MANUFACTURER OF BOTH.

- 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):

Requester Name: CAPT. SCOTT JOHNSON Requester Signature: PTEB/m Date: 5-7-12

Department Head Name: _____ Department Head Signature: _____ Date: _____



Non-Competitive Purchases Form

For Purchasing Completion only:

Date Received in Purchasing Department: _____

Reviewed by Purchasing Department for completeness

Date: _____

Reviewed by: _____

Verified that this is the only source: Yes No

Comments: _____

Purchasing Director or His Designee Approval Signature: _____

Associated Purchase Orders Number: _____

Associated Contract Number: _____

SOUTH CAROLINA LAW ENFORCEMENT DIVISION

NIKKI R. HALEY
Governor



MARK A. KEEL
Chief

June 21, 2012

Sheriff P. J. Tanner
Beaufort County Sheriff's Office
Post Office Box 1758
Beaufort, SC 29901

Re: State Homeland Security Grant 11SHSP07
Low Country Regional Bomb/SWAT Team Enhancements

Dear Sheriff Tanner:

We have reviewed and approved your request on the sole source purchase of a digital radio controller for the Remotec F6A Robot from Remotec for \$43,775.00.

Your commitment to addressing the homeland security needs in your community and throughout South Carolina is appreciated. If you have any questions in the future about the grant, please call me at (803) 896-7021.

Sincerely,

Bob Connell, Program Manager
Homeland Security Program Office

Cc: Grant File

RECEIVED

JUN 26 2012

Beaufort County Sheriff's Office





S.C. Law Enforcement Division

STATE HOMELAND SECURITY GRANT PROGRAM

SOLE SOURCE PROCUREMENT FORM

Use of sole source procurement is discouraged. If, after completion of the competitive bidding process, only one responsive bid is received (less than two complete competitive bids received), then this is a sole source procurement (based on the Office of Management and Budget Circular 66). Sole source procurement will be awarded only under exceptional circumstances and must follow precisely the procedure set forth in the South Carolina Consolidated Procurement Code and the federal requirements as outlined below:

1. All sole source procurement requires the explicit prior written approval of the State Administrative Agency (SAA)-SLED.
2. This form requesting any sole source procurement approval must be submitted to SLED by the Procurement Officer for the subgrantee's unit of government prior to purchase and follow the requirements according to dollar amounts as outlined in the State Homeland Security Grant Program Procurement Procedures. This form must also contain sufficient documentation to justify the request and should address the following information:
 - a. Brief description of the program:
The Beaufort County S/O Bomb Squad is upgrading their capabilities and is need of a Digital Radio Controller for the Remotec F6A Robot.
 - b. Complete description of requested line item(s) as they are listed in the grant application, and costs for which the sole source procurement is being sought:
Remotec, INC/Digital Radio Controller/ \$43,775.00
 - c. Explanation of need to contract noncompetitively to include the expertise of the contractor, management, responsiveness, knowledge of program, and experience of contractor personnel:
Remotec INC is the manufacturer and only distributor of this item. They produce this item for Bomb Squads across the country.
 - d. Time constraints such as when contractual coverage is required and why, impact on the program if dates are not met, time it would take another contractor to reach the same level of competence (equate to dollars if desired):
None
 - e. Uniqueness:
This Digital Radio Controller will allow a longer range of use for the robot. It will allow the rbot to be used indoors and our robot will able to be used simultaneously with another robot.
 - f. Other points that should be expressed to substantiate the request; and,
The current RF Radio on the robot is over 10 years old and is need of an upgrade.
 - g. A declaration that this action is in the "best interest" of the agency.
This information has been researched and is factual.

Elizabeth Wooten 5/29/12
Procurement Officer Date

[Signature]
Project Director Date

Grant Number 11545P 07
Send the form to the following address:

State Homeland Security Grant Program Point of Contact
Donna Strange, Senior Accountant
SLED Homeland Security Grants Administration



Northrop Grumman Corporation Mission Systems

Remotec
353 JD Yarnall Parkway
Clinton, TN 37716
(865) 483-0228
(865) 483-1426 Fax

April 26, 2012

Beaufort Sheriff's Office:

REMOTEC, A Subsidiary of Northrop Grumman, is the sole manufacturer and distributor for the ANDROS line of hazardous duty robots including the ANDROS RONS, Wolverine, Mark V-A1, F6A, F6B, Mini-ANDROS II and HD-1 Robot Systems including all related upgrades, accessories, parts, training, refurbishments and service. This applies to you in relation to Quote: Q-7737 for the upgrade to F6A+ (aka F6B) for your two F6A's (Ser #FS772-01 & F5773-01N010305)

Our COFDM 5 watt Hybrid Radio System (Part Number C2456-8440) is a Radio System designed and produced by Remotec exclusively for Mobile robotic platforms and unmanned ground vehicle systems. (Patent No 7633852)

Our ANDROS Robots are in use by police departments and many different organizations in 52 countries around the world. Some of these organizations include all branches of the U.S. Military, the Federal Bureau of Investigation and the U.S. Secret Service.

REMOTEC's ANDROS systems have a unique articulated track design, which is patented under U.S. Patent No. 4,746,977, Patent No. 4,923,831 and Patent No. 5,022,812. REMOTEC is the only manufacturer that offers the articulated track design.

REMOTEC does not have any product dealers or resellers within the United States. All parts are sold and all maintenance is performed directly from REMOTEC's facility located in Clinton, Tennessee. If you have any questions, please feel free to contact me at (865) 483-1492.

Sincerely,

Bryan Gansner
Service Tech
Remotec, Inc



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

Building 2, 102 Industrial Village Road
Post Office Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy Administrator *BHill*
David Starkey, Chief Financial Officer *DStarkey*
Phillip Foot, Public Safety Director *PFoot*
Tallulah Trice, Animal Shelter Director *TTrice*

FROM: Dave Thomas, Purchasing Director *DThomas*

SUBJ: **Contract Award Recommendation for Veterinarian Services for the Beaufort County Animal Shelter**

DATE: August 14, 2012

BACKGROUND. Beaufort County issued a Request for Proposals (RFP) from qualified vendors to provide Veterinarian services for the Beaufort County Animal Shelter. One proposal was received by the Hilton Head Humane Association (HHHA) and subsequently evaluated by a selection committee. The selection committee consisted of the following County staff: Phillip Foot, Public Safety Director, Tallulah Trice, Animal Shelter Director, and Dave Thomas, Purchasing Director. The evaluation committee reviewed the proposal and interviewed the Hilton Head Humane Association. The Association will provide veterinarian services as outlined in the RFP. The Association will provide two licensed veterinarians and staff in support of the Animal Shelter. The Association proposes to furnish 5 hours per week of veterinary services to the County, the time apportioned between the two veterinarians at a cost of \$60/hour or \$15,600 annually. Any additional hours will be charged at the rate of \$60/Hour. These services would include the following: Consultation/training, examinations, recommendations for treatment, diagnosis, non-routine (not spay/neuter) surgeries. Other procedures are quoted separately in attachment 1. The total estimated cost for the first 10 month period is \$45,000. The contract term will begin September 1, 2012 and expire on June 30, 2013, with four (4) more one year annual renewals subject to County Council approval.

VENDOR INFORMATION

COST

Hilton Head Humane Association, HHI, SC \$45,000

FUNDING: Account 43180-51160 Professional Services

RECOMMENDATION: The Finance Committee approves the annual contract with the Hilton Head Humane Association to provide Veterinarian services for the Animal Shelter in the estimated amount of \$45,000.

cc: Elizabeth Wooten, Richard Dimont
Att: Attachment 1, Proposal Pricing Information

Attachment 1 Unit Pricing for Services Provided by Qualified Veterinarians

Prices indicated herein reflect strict compliance with terms, conditions, provisions and specifications of the RFP, or with exception detailed in an enclosure appended hereto. Quote all prices for services rendered at Veterinarian's Office unless specifically noted otherwise.

ITEM	TYPE OF WORK	UNIT PRICE
1	Examinations, Lab/Tests (please quote per occurrence fee for each item listed below:	Included
1.1	Blood Drawing & Processing	\$ <u> </u>
1.2	Canine Fecal Cytology	\$ <u>44.00 *</u>
1.3	Canine Fecal Parasite Exam	\$ <u>25.00 *</u>
1.4	Complete Blood Count	\$ <u>26.00</u>
1.5	Ear Cytology	\$ <u>70.25 *</u>
1.6	Feline Fecal Cytology	\$ <u>44.00 *</u>
1.7	Feline Fecal Parasite Exam	\$ <u>25.00 *</u>
1.8	Heartworm Blood Exam	\$ <u>6.00 *</u>
1.9	Office Exam, Emergency	\$ <u>Included *</u>
1.1	Office Exam, Routine	\$ <u>Included</u>
1.11	Office Re-Exam	\$ <u>Included</u>
1.12	Radiology	\$ <u>5.00</u>
1.13	Radiology, additional film, each	\$ <u>5.00</u>
1.14	Urinalysis/Sediment	\$ <u>20.25 *</u>
2	Vaccinations (Please quote per occurrence fee for each item below):	
2.1	Administer and/or supervise Rabies inoculations (Vaccines and supplies are provided by BCAS)	\$ <u>Included</u>

* see attached Deviations from terms Page 8

2.2	Heartworm treatment	\$ <u>Included</u> *
Miscellaneous Services (Please quote per occurrence fee for each item listed below:		
Autopsy		\$ <u>175</u> *
After Hours Trip Charge		\$ <u>not available</u> *
Spay/Neuter (including materials associated with surgery and post surgery pain medications)		\$ <u>see attached pg.</u>
Canine Anesthesia-Isoflurane or equal		\$ <u>20.00 per hour</u>
Health Certificate		\$ <u>Included</u>
Feral TNR fee(including materials associated with surgery, pain medications, FELV/FVRCP test, vaccines, and ear tipping)		\$ <u>no charge</u> *
Hospital Stay, Per Day		\$ <u>25-50</u> *
Consulting Services (Please quote an ANNUAL fee for each item below :)		
Use of veterinarian's license to order controlled substances for each as euthanasia serum, tranquilizers, and medications for shelter dogs (license to be posted on-site at Beaufort Animal Shelter)		\$ <u>2,400.00</u> *
Oversees administration of Beaufort County inventory sheets, approves orders for replacement drugs provides advice on administration of drugs (All meds, inventoried and drug logs shall be housed in a secured location at the Beaufort county Animal Shelter.)		\$ <u>600.00</u>
Consultation Services for raids performed by Beaufort County Animal Control Department (Doctor required to evaluate animal at the County Shelter.)		\$ <u>not available</u> *
Consultation services for injured animals (Maybe at the County Shelter or telephone).		\$ <u>Included</u>

* see attached Deviations from terms Page 8

Spay/ Neuter Pricing

RFP# 1343180071201

Pricing includes materials associated with surgery and post surgery pain medications. Rabies vaccines will also be given at time of surgery, if needed, at no extra charge.

Male cat	\$ 40.00
Female cat	\$ 50.00
Male dog	\$ 55.00
Female dog	\$ 65.00

additional charges that may apply:

pregnancy	\$ 10.00
retained testicle	\$ 10.00

Deviations from terms, conditions, provisions, specifications and enclosed contract
RFP# 1343180071201

<u>Page #</u>	<u>Item</u>	<u>Description</u>	<u>Explanation of differences</u>
12	1.2, 1.3, 1.5, 1.6, 1.7, 1.8, 1.14	Laboratory tests	Prices quoted are based on cost if sent to outside lab, however shelter staff can be trained to perform these tests in house.
12	1.9	Office Exam, Emergency	Price included in yearly fee but only available during business hours
13	2.2	Hearworm treatment	Procedure to be performed at discretion of veterinarian. Procedure included in yearly fee, however medications and supplies for treatment as well as housing for animal must be provided by the county.
		Autopsy	Procedure may be done at pathology lab at discretion of veterinarian and county would need to provide transportation of animal to lab in Columbia.
		After Hours Trip Charge	Service not available
		Feral Cat TNR	Service is free but available by appointment only , maximum 20 per week and must arrive in a trap.
		Hospital stay per day	Cost determined by level of care needed and available only when space permits.
		Use of veterinarian's license to order controlled substances	Use of controlled substance is limited to qualified animal shelter staff approved by our veterinarians and will be limited to use on the shelter premises only. The county is urged to pursue obtaining the necessary controlled substance licenses for the purpose of obtaining medications needed for euthanasias as permitted by SC law.
		Consultation services for raids performed by Beaufort County Animal Control Department	Service not available
		Consultation services for injured animals	Included in yearly fee but must be during business hours



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

Building 2, 102 Industrial Village Road
Post Office Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy Administrator *BHill*
David Starkey, Chief Financial Officer *DStarkey*
Suzanne Gregory, Employee Services Director *SG*

FROM: Dave Thomas, Purchasing Director *DThomas*

SUBJ: Request to Renew the Employee Health Benefit Consulting Services Contract with
Gallagher Benefit Consultants for Beaufort County

DATE: August 14, 2012

BACKGROUND: The Purchasing Department received a request from the Employee Services Director to renew the annual contract for benefit consulting with Gallagher Benefit Services. There are no changes to the scope of services or cost increases. The contractor will again this year provide benefit and consulting services for all lines of coverage. They will assist in plan design; plan changes, contract negotiations, and open enrollment, as well as any needed product marketing. They provide information and updates on changes in insurance trends, as well as guidance in the legal environment with mandates such as Federal Healthcare and HIPAA compliance. The contract term will cover the current fiscal year and expire on July 31, 2013, with two more one-year annual renewals subject to County Council approval.

VENDOR INFORMATION

Gallagher Benefit Services, Inc., Charlotte, NC

COST

\$85,000

FUNDING: Account 14020-51160 (Professional Services)

RECOMMENDATION: The Finance Committee approves and recommends to County Council the annual contract renewal with Gallagher Benefit Consultants to provide Benefit Consulting Services for the Employee Services Department in the amount of \$85,000.

cc: Elizabeth Wooten, Richard Dimont

RESOLUTION

In accordance with Section I of Ordinance 2012/7 County Council of Beaufort County hereby adopts the following millage rates for Fiscal Year 2012/2013:

	<u>As Adopted</u> ¹	<u>As Revised</u>
County Operations	40.21	40.21
Purchase of Real Property Program	3.87	3.87
County Debt Service	4.44	4.44

Adopted this _____ day of August, 2012.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Wm. Weston J. Newton, Chairman

ATTEST:

Suzanne M. Rainey, Clerk to Council

¹ Ordinance 2012/7, adopted June 11, 2012

RESOLUTION

In accordance with Section I of Ordinance 2012/7 County Council of Beaufort County hereby adopts the following millage rates for Fiscal Year 2012/2013:

	<u>As Adopted</u> ¹	<u>As Revised</u>
Bluffton Fire District Operations	20.49	20.49
Bluffton Fire District Debt Service	0.00	0.00
Burton Fire District Operations	58.21	58.21
Burton Fire District Debt Service	5.53	5.53
Daufuskie Island Fire District Operations	33.07	33.07
Daufuskie Island Fire District Debt Service	0.00	0.00
Lady's Island/St. Helena Fire District Operations	33.34	33.34
Lady's Island/St. Helena Fire District Debt Service	1.50	1.50
Sheldon Fire District Operations	33.11	33.11
Sheldon Fire District Debt Service	2.18	2.18

Adopted this ____ day of August, 2012.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Wm. Weston J. Newton, Chairman

ATTEST:

Suzanne M. Rainey, Clerk to Council

¹ Ordinance 2012/7, adopted June 11, 2012

RESOLUTION

In accordance with Section I of Ordinance 2012/8 County Council of Beaufort County hereby adopts the following millage rates for Fiscal Year 2012/2013:

	<u>As Adopted</u> ¹	<u>As Revised</u> ²
School Operations	92.26	91.26
School Bond Debt Service	28.00	28.00

Adopted this ____ day of August, 2012.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Wm. Weston J. Newton, Chairman

ATTEST:

Suzanne M. Rainey, Clerk to Council

¹ Ordinance 2012/8, adopted June 25, 2012

² Consideration of third and final reading to occur August 27, 2012.

Finance Committee
August 20, 2012

Topic: Transfer Notification of \$130,177 of FY 2013 Budget Monies from Magistrate's Court to Sheriff's office for Magistrate Security

Broken down as follows (all from/to accounts are general fund accounts):

\$91,000 from 11101-50020 (Beaufort Magistrate – Salaries and Wages) to 21051-50020 (Sheriff – Salaries and Wages)

\$5,642 from 11101-50100 (Beaufort Magistrate – FICA) to 21051-50100 (Sheriff – FICA)

\$1,320 from 11101-50110 (Beaufort Magistrate – Medicare) to 21051-50110 (Sheriff – Medicare)

\$10,056 from 11101-50130 (Beaufort Magistrate – PORS – Police Officers Retirement System) to 21051-50130 (Sheriff – PORS – Police Officers Retirement System)

\$17,000 from 19199-50140 (General Government Pooled Benefits – Employer Group Insurance) to 29299-50140 (Public Safety Pooled Benefits – Employer Group Insurance)

\$4,996 from 19199-50150 (General Government Pooled Benefits – Employer Workers Comp Insurance) to 29299-50150 (Public Safety Pooled Benefits – Employer Workers Comp Insurance)

\$164 from 19199-50170 (General Government Pooled Benefits – Unemployment Insurance) to 29299-50170 (Public Safety Pooled Benefits – Unemployment Insurance)

Beaufort County
State Accomodations Tax
June 30, 2012 - Preliminary & Unaudited

Description	State A-Tax
Beginning Fund Balance	251,812
Revenues	
State Accomodations Tax Fund Revenues	939,935
Expenditures	
Subsidies to Others	
Direct Subsidies	
Art League of Hilton Head - New Fine Arts Craft Guild and Show	(1,000)
Arts Center of Coastal Carolina - Tourism Marketing	(8,000)
Arts Council of Beaufort County - National Arts Marketing Campaign	(6,150)
Beaufort Art Association - Rack Card for Galleries	(500)
Beaufort County Black Chamber of Commerce - Cultural Tourism Marketing	(25,000)
Beaufort County Historical Society - Historic Markers	(4,000)
Beaufort County Soil & Conservation - Blueways Phase III	(1,500)
Beaufort Film Festival - Beaufort International Film Festival	(5,000)
Beaufort Regional Chamber of Commerce - Tourism Marketing for FY 2011-2012	(50,000)
Bluffton Historical Preservation Society - Welcome Center/Heyward House	(10,000)
Boys & Girls Club of the Lowcountry - Sea Islands 100 Bike Event	(3,000)
Coastal Discovery Museum - Cultural and Eco-Tourism Program	(8,500)
Community Foundation of the Lowcountry - Public Art Exhibit	(10,000)
Daufuskie Island Foundation - Daufuskie Day	(1,500)
Friends of Hunting Island - Pelican Plunge, 5K, and Sand Sculpture Events	(7,500)
Exchange Club of Beaufort - Ghost Tours	(1,150)
Heritage Library Foundation - Fort Mitchell Refurbishment	(2,500)
Hilton Head Choral Society - 2012 Concerts Marketing	(1,200)
Hilton Head Island-Bluffton Chamber of Commerce - Beaufort County Freedom F	(30,000)
Hilton Head Island Concours D'Elegance - Concours D'Elegance & Motoring Festi	(9,000)
Hilton Head Symphony Orchestra - 2012 International Piano Competition	(4,000)
Historic Beaufort Foundation - Fall Festival of Houses and Gardens	(3,200)
Historic Bluffton Arts and Seafood Festival - Bluffton Arts and Seafood Festival	(2,500)
Literacy Volunteers of the Lowcountry - Storytelling Festival	(2,500)
Lowcountry Estuarium - Advertising	(3,600)
Lowcountry Resort and Tourism - Promotion of Beaufort County	(15,000)
Main Street Beaufort USA - Ad Campaign	(9,200)
Main Street Youth Theater - Disney's Beauty and the Beast	(1,500)
Mitchelville Preservation Project - Mitchelville Park	(10,000)
Old Village Association of Port Royal - Port Royal Visitors Center	(3,000)
Penn Center - Heritage Days 150th Anniversary	(10,000)
The Sandbox - Summer Fun Series	(2,000)
HHI - Bluffton Chamber of Commerce	
Hilton Head Island-Bluffton Chamber of Commerce	(137,240)
Beaufort Chamber of Commerce	
Beaufort Regional Chamber of Commerce	(137,240)
	<u>(526,480)</u>

Other Financial Uses	
Transfers to County General Fund	
Transfers to General Fund	(70,746)
Total Revenues	939,935
Total Expenditures	(597,226)
Net Revenues (Expenditures)	342,709
Ending Fund Balance	594,521

Vendor Totals for FY 2012	
Beaufort County	(70,746)
Art League of Hilton Head	(1,000)
Arts Center of Coastal Carolina	(8,000)
Arts Council of Beaufort County	(6,150)
Beaufort Art Association	(500)
Beaufort County Black Chamber of Commerce	(25,000)
Beaufort County Historical Society	(4,000)
Beaufort County Soil & Conservation	(1,500)
Beaufort Film Festival	(5,000)
Beaufort Regional Chamber of Commerce	(187,240)
Bluffton Historical Preservation Society	(10,000)
Boys & Girls Club of the Lowcountry	(3,000)
Coastal Discovery Museum	(8,500)
Community Foundation of the Lowcountry	(10,000)
Daufuskie Island Foundation	(1,500)
Friends of Hunting Island	(7,500)
Exchange Club of Beaufort	(1,150)
Heritage Library Foundation	(2,500)
Hilton Head Choral Society	(1,200)
Hilton Head Island-Bluffton Chamber of Commerce	(167,240)
Hilton Head Island Concours D'Elegance	(9,000)
Hilton Head Symphony Orchestra	(4,000)
Historic Beaufort Foundation	(3,200)
Historic Bluffton Arts and Seafood Festival	(2,500)
Literacy Volunteers of the Lowcountry	(2,500)
Lowcountry Estuarium	(3,600)
Lowcountry Resort and Tourism	(15,000)
Main Street Beaufort USA	(9,200)
Main Street Youth Theater	(1,500)
Mitchelville Preservation Project	(10,000)
Old Village Association of Port Royal	(3,000)
Penn Center	(10,000)
The Sandbox	(2,000)
	(597,226)

Beaufort County
Potential/Required Borrowing Detail
August 20, 2012

Project	Estimated Remaining Cost	Currently Available Funds	Estimated Required Borrowing	Additional Millage Requirement FY 2014	Additional Millage Requirement FY 2015	Additional Millage Requirement FY 2016	Additional Millage Requirement FY 2017	Additional Millage Requirement FY 2018
Courthouse Reskin*	14,288,500	10,416,659	3,871,841	0.00	0.20	0.19	0.18	0.17
Coroner's Office Renovations**	850,000	712,943	137,057	0.00	0.01	0.01	0.01	0.01
Myrtle Park Renovations***	850,000	156,592	693,408	0.00	0.03	0.03	0.03	0.03
	15,988,500	11,286,194	4,702,306	0.00	0.24	0.22	0.22	0.21

* - Currently available funds include \$5,416,659 in settlement monies and \$5,000,000 in St. Helena Library transfer monies (as that project is now grant funded)

** - See available Available CIP detail.

*** - Current available funds are the unexpended portion of 2005 GO bond Southern County Office Space project monies

Note: Millage requirements do not take reassessment into account (for comparability), but do account for TIFs ending.

Unaudited
Beaufort County
Available CIP Summary
FY 2012 as of June 30, 2012

Account	Account Description	Encumbered to Date	Amount Available	Notes
11432-54451	Daufuskie Property Development	295,387	-	Inactive Since 4/2011
11432-56000	Retainage	-	141	Retainage - Available
11435-54424	Renovations - EMS	-	65,415	Inactive Since 12/2009
11435-54425	Renovations - Building and Grounds	-	14,070	Inactive Since 12/2010
11435-54427	Renovations - Human Services Building	-	68,562	Inactive Since 6/2010
11435-56000	Retainage	-	68,724	Retainage - Available
11436-56000	Retainage	-	10,144	Retainage - Available
11437-54201	Special Capital Equipment - ITS Camera	-	6,321	Inactive Since 3/2011
11437-56000	Retainage	-	26,069	Retainage - Available
11439-54209	Special Capital Equipment - MDCs	-	13,348	Available
11439-54210	Special Capital Equipment - Solid Waste	-	15,000	Inactive - Monies never utilized
11439-54420	Renovations - Staff Services	-	23,411	Inactive - Monies never utilized
11439-54425	Renovations - Arthur Horne Building	-	90,383	Inactive - Place holder if HVAC fails
11439-56000	Retainage	-	15,968	Retainage - Available
		295,387	417,556	
	Total Available		<u><u>712,943</u></u>	