

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING  
100 RIBAUT ROAD  
POST OFFICE DRAWER 1228  
BEAUFORT, SOUTH CAROLINA 29901-1228  
TELEPHONE: (843) 255-1000

D. PAUL SOMMERVILLE  
CHAIRMAN

STEWART H. RODMAN  
VICE CHAIRMAN

COUNCIL MEMBERS

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FAX: (843) 255-9401  
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GARY KUBIC  
COUNTY ADMINISTRATOR

BRYAN J. HILL  
DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER  
COUNTY ATTORNEY

SUZANNE M. RAINEY  
CLERK TO COUNCIL

AGENDA  
WORK SESSION  
OF

FINANCE AND GOVERNMENTAL COMMITTEES

Monday, June 23, 2014  
2:30 p.m.

Executive Conference Room  
Administration Building, Government Center

Committee Members:

Rick Caporale, Chairman  
Steve Fobes, Vice Chairman  
Brian Flewelling  
William McBride  
Stu Rodman  
Jerry Stewart

Staff Support

Alicia Holland, Chief Financial Officer

1. CALL TO ORDER – 2:30 P.M.
2. CONTINUED DISCUSSION OF A RESOLUTION OF BEAUFORT COUNTY COUNCIL AMENDING THE INTERGOVERNMENTAL AGREEMENT BETWEEN BEAUFORT COUNTY AND THE TOWN OF BLUFFTON CONCERNING THE COLLECTION AND EXPENDITURE OF REVENUES FROM MUNICIPAL PROPERTIES IDENTIFIED IN THE BEAUFORT-JASPER MULTI-COUNTY INDUSTRIAL PARK
3. CONSIDERATION OF CONTRACT AWARDS
  - A. Aviation Fuel Services for Lady’s Island Airport Beaufort County/ARW ([backup](#))
  - B. Talbert & Bright Master Plan Services Agreement / Work Authorizations / HXD ([backup](#))

<u>Project</u>	<u>Contract Amount</u>	<u>FAA Funding</u>	<u>SCAC Funding</u>	<u>Local Match</u>
Runway 03 Land Acquisition	\$ 145,924	\$ 131,331	-	\$14,592
Taxiway A Relocation and Replacement Ramp (Design)	\$ 228,020	\$ 205,218	\$11,401	\$11,401
Taxiway F Realignment (Design)	\$ 132,883	\$ 119,595	\$ 6,644	\$ 6,644
Categorical Exclusion	\$ 65,014	\$ 58,513	\$ 3,251	\$ 3,251
Onsite Tree Mitigation	\$ 205,129	\$ 194,872	\$ 5,128	\$ 5,128
5,000-Foot Runway Extension (Design)	\$ 626,316	\$ 563,684	\$31,316	\$31,316
Runway 21 Land Acquisition	\$ <u>145,751</u>	\$ <u>131,176</u>	\$ -	\$14,575
	\$1,549,036	\$1,404,389	\$57,740	\$86,907

4. DISCUSSION / SANTA ELENA PROJECT
  - A. Project Update
  - B. Request for \$75,000 Accommodations Tax (3% Local) Funds ([backup](#))
5. IF NECESSARY / DISCUSSION OF SCHOOL DISTRICT BUDGET ([backup](#)) (FY 13/14 budget)
6. ADJOURNMENT





COUNTY COUNCIL OF BEAUFORT COUNTY  
**PURCHASING DEPARTMENT**  
106 Industrial Village Road, Bldg 3—Post Office Drawer 1228  
Beaufort, South Carolina 29901-1228

**TO:** Councilman Rick Caporale, Chairman, Finance Committee  
**FROM:** Dave Thomas, CPPO, Purchasing Director *DT*  
**SUBJ:** **Contract Award Recommendation for RFP # 060614 Aviation Fuel Services for Lady's Island Airport, Beaufort County**  
**DATE:** June 23, 2014

**BACKGROUND:** Beaufort County issued a Request for Proposals (RFP) in May 2014 to vendors capable of providing Aviation Fuel Services. The County operates the fixed base operation and sells approximately 44,000 gallons of aviation gasoline and 38,000 gallons of jet fuel per year. The fuel is stored in two 12,000 gallon storage tanks and dispensed from a 1,000 gallon avgas refueler and a 3,000 gallon jet refueler. The current fuel supplier, Eastern Aviation Fuels, Inc., has satisfactorily supplied Shell branded fuels to the airport for the past five years and the current contract will expire in June 30, 2014. On June 6, 2014 only one proposal was received and it was from Eastern Aviation Fuels, Inc. On June 12, 2014 a staff evaluation committee reviewed and evaluated their proposal and determined it to be a fair and reasonable response. Eastern Aviation Fuels, Inc. will upgrade the avgas refueler to a later model with no increase in lease fees, provide \$1,500 for uniforms and \$2,000 in fuel farm upgrades. They will continue to provide maintenance support, training, advertising, and will support the Beaufort County Airport annual event.

**VENDOR INFORMATION:**

**Estimated Cost**

Eastern Aviation Fuels, Inc., New Bern, NC (Shell Aviation Fuels)

\$1,080,000\*

\*The estimated annual cost per year is \$360,000 times a three (3) year initial contract term for a total estimated cost of \$1,080,000.

**FUNDING:** Account # 51000011-58000, Lady's Island Airport Operations – Purchases-Fuels/Lubes

**FOR ACTION:** Finance Committee meeting on June 23, 2014

**RECOMMENDATION:** The Finance Committee approves the purchase of Aviation Fuels from Eastern Aviation Fuels, Inc., and recommends to County Council the approval of the contract award to the aforementioned vendor for a total contract price of \$1,080,000, effective July 1, 2014 for an initial three (3) year term ending June 30, 2017 with two one-year extension options at the sole discretion of the County for a potential five (5) year contract.

**CC:** Gary Kubic, County Administrator  
Bryan Hill, Deputy Administrator  
Alicia Holland, Chief Financial Officer  
Jon Rembold, Director of Airports *JR*  
Joel Phillips, Lady's Island Airport Manager *JP*



TO: Beaufort County Airport Board  
 From: Jon Rembold, Airports Director *JR*  
 Date: June 19, 2014

**Background:** In accordance with the Federal Aviation Administration (FAA) – approved Airport Master Plan, the following Talbert and Bright work authorizations are submitted for your approval.

PROJECT #	DESCRIPTION	CURRENT CONTRACT AMOUNT	FAA Grant	FAA Grant Funding	SCAC Grant Funding	Local Match
2119-1201	HXD RUNWAY 03 LAND ACQUISITION	\$ 145,924	3-45-0030-037-2014	\$ 131,331	\$ -	\$ 14,592
2119-1302	HXD TAXIWAY A RELOCATION AND REPLACEMENT RAMP (DESIGN)	\$ 228,020	3-45-0030-035-2014	\$ 205,218	\$ 11,401	\$ 11,401
2119-1303	HXD TAXIWAY F REALIGNMENT (DESIGN)	\$ 132,883	3-45-0030-035-2014	\$ 119,595	\$ 6,644	\$ 6,644
2119-1305	HXD CATEGORICAL EXCLUSION	\$ 65,014	3-45-0030-035-2014	\$ 58,513	\$ 3,251	\$ 3,251
2119-1307	HXD ONSITE TREE MITIGATION	\$ 205,129	3-45-0030-030-2010	\$ 194,872	\$ 5,128	\$ 5,128
2119-1006	HXD 5,000-FOOT RUNWAY EXTENSION DESIGN	\$ 626,316	3-45-0030-036-2014	\$ 563,684	\$ 31,316	\$ 31,316
2119-1404	HXD RUNWAY 21 LAND ACQUISITION	\$ 145,751	3-45-0030-038-2014	\$ 131,176	\$ -	\$ 14,575
		\$ 1,549,036		\$ 1,404,389	\$ 57,740	\$ 86,907

**Funding:** General Obligation Bonds; Hilton Head Island Airport Capital Projects Enterprise Fund

For Action:  
 Recommendation:

CC: Gary Kubic, County Administrator  
 Bryan Hill, Deputy Administrator  
 Alicia Holland, Chief Financial Officer

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 12-01  
May 10, 2013  
PROJECT NO.: TBI NO. 2119-1201**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

**Description of Work Authorized:**

**Task 1: Land Acquisition** – Acquisition of approximately 5.02 acres of property adjacent to Runway 03 at the Hilton Head Island Airport (refer to Table 1) in accordance with the Master Contract.

<b>Table 1 Impacted Property Parcel Information Hilton Head Island Airport</b>			
R510 008 000 0183 0000 Billing Address:  Location:	AJA LLC John Antunes Distinctive P.O. Box 23109 Hilton Head Island, SC 29925 16 Hunter Road (has avigation easement)	0.89	commercial building
R510 008 000 0184 0000 Billing Address:  Location:	Gochnauer, LLC 6 Pender Lane Hilton Head Island, SC 29928 14 Hunter Road (has avigation easement)	1.00	commercial building
R510 008 000 184A 0000 Billing Address:  Location:	Z Investments, LLC 20 Sea Olive Road Hilton Head Island, SC 29928 12 Hunter Road (has avigation easement)	1.05	vacant
R510 008 000 0221 0000 Billing Address:  Location:	Timothy M. Reed 29 Blue Heron point Hilton Head Island, SC 29926 Airport Office Park (Dillon Road, has avigation easement)	2.08	Airport Office Park (Master)
R510 008 000 0221 0001 Billing Address:  Location:	Timothy M. Reed 29 Blue Heron Point Hilton Head Island, SC 29926 Airport Office Park (Dillon Road) - Unit A		commercial condominium
R510 008 000 0221 0002 Billing Address:  Location:	Validation Technologies, Inc. 5 Baynard Park Road Hilton Head Island, SC 29928 Airport Office Park (Dillon Road) - Unit B		commercial condominium



**Table 1  
Impacted Property Parcel Information  
Hilton Head Island Airport**

Parcel Number	Property Owner	Age	Use
R510 008 000 0221 0003 Billing Address: Location:	Dennis B. and Carol E. Rogers, Jtros 134 Via Castilla Jupiter, FL 33458 Airport Office Park (Dillon Road) - Unit C		commercial condominium
R510 008 000 0221 0004 Billing Address: Location:	Dennis B. and Carol E. Rogers, Jtros 134 Via Castilla Jupiter, FL 33458 Airport Office Park (Dillon Road) - Unit D		commercial condominium
R510 008 000 0221 0005 Billing Address: Location:	Scacchi Enterprises, LLC 16 Kings Court Hilton Head Island, SC 29926 Airport Office Park (Dillon Road) - Unit E		commercial condominium
R510 008 000 0221 0006 Billing Address: Location:	Esquivel Enterprises, LLC 4 Fox Meadow Drive Bluffton, SC 29910 Airport Office Park (Dillon Road) - Unit F		commercial condominium
R510 008 000 0221 0007 Billing Address: Location:	Fantasy Tan Air Brush Tanning System P.O. Box 5370 Hilton Head Island, SC 29938 Airport Office Park (Dillon Road) - Unit G		commercial condominium
R510 008 000 0221 0008 Billing Address: Location:	Susan K. and Rickey E. Hicks, Jtros 304 Mariners Cove Hilton Head Island, SC 29926 Airport Office Park (Dillon Road) - Unit H		commercial condominium
R510 008 000 0221 0009 Billing Address: Location:	Susan K. and Rickey E. Hicks, Jtros 304 Mariners Cove Hilton Head Island, SC 29926 Airport Office Park (Dillon Road) - Unit I		commercial condominium
R510 008 000 0221 0010 Billing Address: Location:	Barbara Baroni Trustee 5 Turrett Shell Hilton Head Island, SC 29926 Airport Office Park (Dillon Road) - Unit J		commercial condominium

Source: Talbert & Bright, Inc. (2010), "Hilton Head Island Airport Master Plan Update Final Report," prepared for Beaufort County and accepted by the FAA November 16, 2011.

The land acquisition shall include coordination with the client, appraisal, review appraisal, and property plat survey (the property survey will be a standard boundary survey and not an ALTA Land Title Survey). Condominium properties will be surveyed around entire building and not individual units. Individual parcel owners with deed, tax address and unit number information will be put on the face of plat. Most of this work will be completed by subconsultants under TBE's direction. TBE shall assist Beaufort

County but all offers to the property owner will be made by a representative from the County.

**Task 2: Relocation Assistance** – Upon notice to proceed and in the case of tenant occupied properties, after contact has been made with the owner, an initial contact meeting will be arranged with the displacee. The relocation agent will coordinate this meeting with the appraiser so that both inspections can be done at the same time. This will allow the relocation agent and appraiser to confirm what items are personal property and will be eligible for moving costs. In the initial contact the following will be discussed:

- The relocation assistance program in general
- Their rights under the program
- Moving expense eligibility
- Search expense eligibility
- Re-establishment expense eligibility
- Written Notice (eligibility letter, ninety day notice, thirty day notice)
- The project schedule
- Other pertinent issues

While the appraisal is in process, the relocation agent will perform the necessary work to compute the displacee's moving cost eligibility, either by a moving cost finding or by securing bids. Also the relocation agent will perform a study of the area to determine possible replacement properties for the displacees and identify agencies that can provide assistance in locating new locations. Once the appraisal has been completed, the relocation agent will review the report, to make sure no items being considered as personal property by the relocation agent, are paid for as real property in the appraisal.

Once an acquisition offer has been tendered to the owner of the property, the relocation agent will tender a relocation eligibility offer to the displacee, along with a 90 day vacate letter. The relocation agent will discuss the eligibility offer and the process for moving forward with relocation. Tentative vacate dates will be established in these meetings.

Once a settlement has been reached on the acquisition, and the owner has been paid, the relocation agent will issue a 30 day vacate notice, which will establish a vacate date and amount of rent to be paid, until the property is vacated.

As the properties are vacated, the relocation agent will work with the displacee to process relocation claims. The relocation agent will inspect the subject properties to confirm they have been vacated and to secure the building. Once the property is vacated and secured the relocation agent will turn a complete file and the keys over to the client.

All relocation activities will be in accordance to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

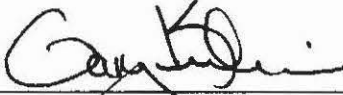
**This scope of services does not include attendance at public meetings. If this service is required, it will be performed as an amendment to this work authorization on an hourly basis and expense reimbursement in accordance with TBE hourly rates.**

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$145,923.50**.

**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY




Administrator

Title

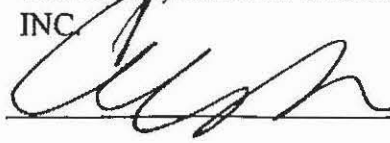
10/3/13

Date:



Witness:

**APPROVED:**  
TALBERT, BRIGHT & ELLINGTON,  
INC.

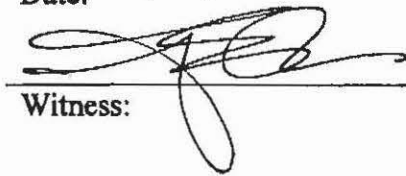


Vice President

Title:

11/4/13

Date:



Witness:



**MANHOUR ESTIMATE**

**RUNWAY 03 LAND ACQUISITION  
HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
AIP PROJECT NO:  
SCDOA PROJECT NO:  
CLIENT PROJECT NO:  
TBI PROJECT NO: 2119-1201**

May 10, 2013

DESCRIPTION	PRIN	PM	SP	E6	E3	E2	E1	T5	T3	AD4	AD3
	\$175	\$ 164	\$ 130	\$147	\$ 95	\$ 82	\$ 72	\$ 98	\$ 69	\$ 68	\$ 55
<i>Project Formulation</i>											
Coordination of Land Acquisition Requirements	1	0	1	0	0	0	0	0	0	1	0
Develop Cost Estimates and Project Budget	1	0	1	0	0	0	0	0	0	1	0
Prepare Application for Funding	1	0	2	0	0	0	0	0	0	2	0
<i>Project Administration</i>											
Attend Project Start-Up Meeting	4	4	4	0	0	0	0	0	0	0	0
Select Appraiser, Surveyor	0	1	1	0	0	0	0	0	0	0	0
Coordinate with Surveyor	0	1	1	0	0	0	0	0	0	0	0
Develop Maps	0	0	20	0	0	0	20	0	0	0	0
Coordinate Appraisals	8	0	40	0	0	0	0	0	0	0	0
Coordinate Review Appraisals	8	0	40	0	0	0	0	0	0	0	0
Coordinate with Relocation Agent	8	0	40	0	0	0	0	0	0	0	0
Prepare Just Compensation Summary Sheet	4	4	16	0	0	0	0	0	0	0	0
Assist in Issuing Offer of Purchase	4	4	16	0	0	0	0	0	0	0	0
General Assistance	0	0	24	0	0	0	0	0	0	0	0
Complete Project Application	0	1	1	0	0	0	0	0	0	2	0
Project Budget/Schedule Updates	0	1	1	0	0	0	0	0	0	2	0
Assist in Project Close-Out	0	1	1	0	0	0	0	0	0	2	0
<b>MANHOUR TOTAL</b>	<b>39</b>	<b>17</b>	<b>209</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>66</b>	<b>0</b>

**DIRECT LABOR EXPENSES**

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 175	39	\$ 6,825
Project Manager	PM	\$ 164	17	\$ 2,788
Senior Planner	SP	\$ 130	209	\$ 27,170
Engineer VI	E6	\$ 147	-	-
Engineer III	E3	\$ 95	-	-
Engineer II	E2	\$ 82	-	-
Engineer I	E1	\$ 72	20	\$ 1,440
Technician V	T5	\$ 98	-	-
Technician III	T3	\$ 69	-	-
Admin. Assistant IV	AD4	\$ 68	66	\$ 4,488
Admin. Assistant DI	AD3	\$ 55	-	-
			<b>351</b>	
<b>SUBTOTAL</b>				<b>\$ 42,711.00</b>

**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 200.00	1	\$ 200
Postage	LS	\$ 300.00	1	\$ 300
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 300.00	1	\$ 300
Travel	LS	\$ 260.00	4	\$ 1,040
<b>SUBTOTAL</b>				<b>\$ 1,840.00</b>

MANHOUR ESTIMATE

RUNWAY 03 LAND ACQUISITION  
HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
AIP PROJECT NO:  
SCDOA PROJECT NO:  
CLIENT PROJECT NO:  
TBI PROJECT NO: 2119-1201

May 10, 2013

<u>SUBCONTRACTED SERVICES:</u>	<u>UNIT</u>	<u>UNIT</u>	<u>EST.</u>	<u>EST.</u>
		<u>RATE</u>	<u>UNITS</u>	<u>COST</u>
Appraisal	LS	\$ 18,918	1	\$ 18,918
Review Appraisal	LS	\$ 13,915	1	\$ 13,915
Survey Plat	LS	\$ 17,365	1	\$ 17,365
Relocation Assistance	LS	\$ 31,175	1	\$ 31,175
<u>SUBTOTAL</u>				<u>\$ 101,373</u>
<b>TOTAL COST:</b>				<b>\$ 145,923.50</b>

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 13-02  
May 13, 2013  
PROJECT NO.: TBI NO. 2119-1302**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

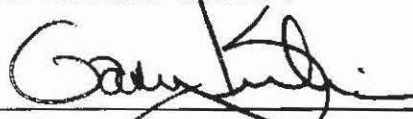
**Description of Work Authorized:** Talbert, Bright & Ellington, Inc. will provide engineering and planning services for design and bidding of the contract drawings for the Taxiway A relocation and replacement ramp project at the Hilton Head Island Airport (see attached Exhibit). As required by the FAA for commercial service airports, the surveying for the project will be done in accordance with FAA Advisory Circular 150/5300-18B, *General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards*.

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of \$127,295.00 including \$6,450.00 for expenses. Special services shall be performed on a not to exceed basis with a budget of \$100,725.00, which includes reimbursable expenses. For a total of \$228,020.00.

**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY

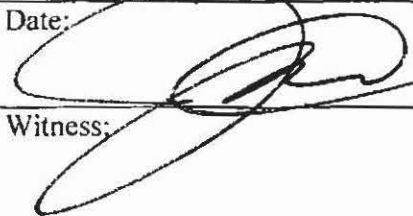
  
\_\_\_\_\_  
Administrator

Title

Date:

10/31/13

Witness:

  
\_\_\_\_\_

**APPROVED:**  
TALBERT BRIGHT & ELLINGTON,  
INC.

  
\_\_\_\_\_

Vice President

Title:

Date:

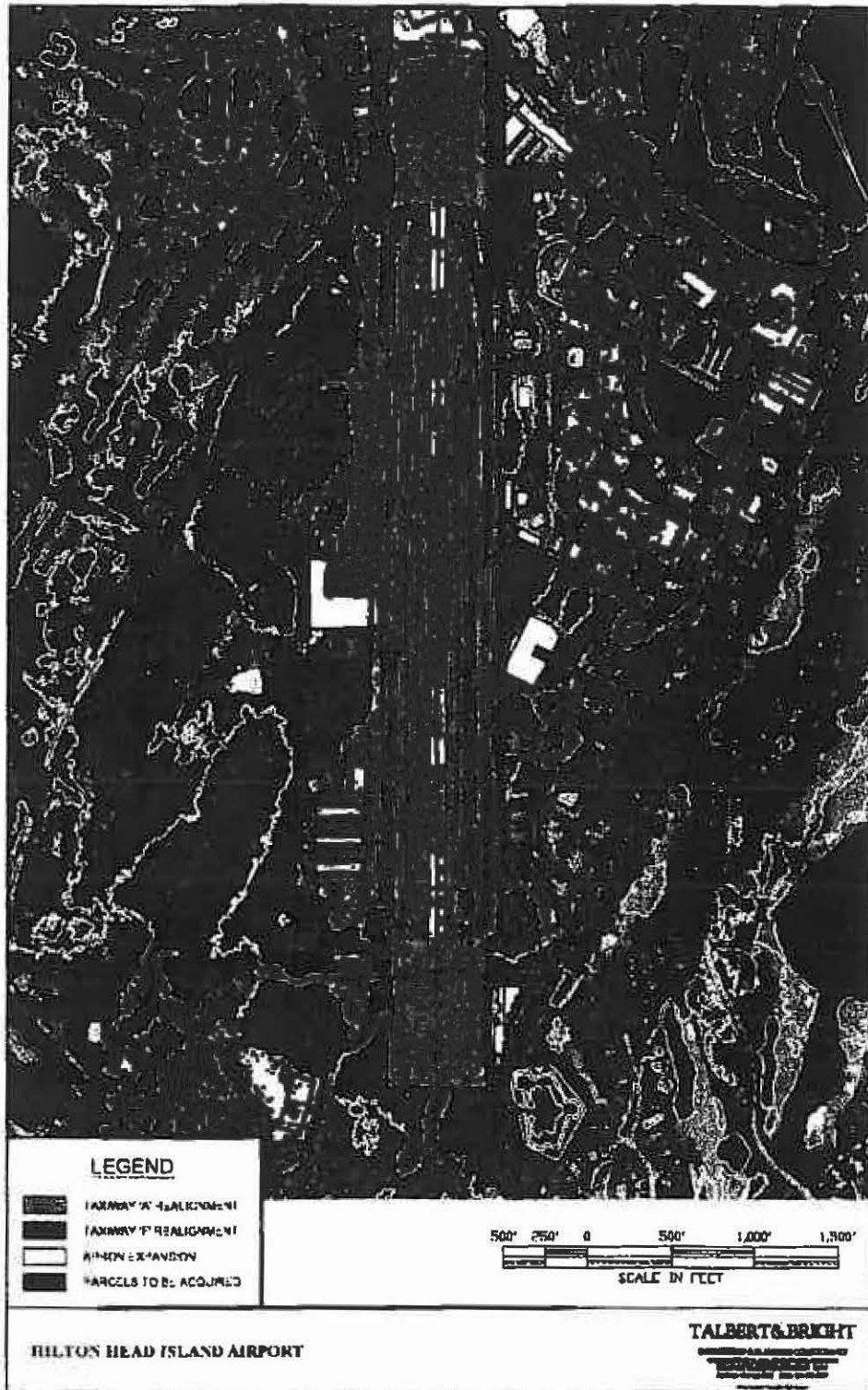
11/4/13

Witness:

  
\_\_\_\_\_

Talbert, Bright & Ellington, Inc.

Work Authorization 2119-1302





**SUMMARY OF FEES**

**TAXIWAY 'A' RELOCATION AND GA APRON EXPANSION**  
HILTON HEAD AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
AIP PROJECT NO.  
SCAA PROJECT NO.  
CLIENT PROJECT NO:  
TBI PROJECT NO- 2119-1302

May 10, 2013

DESCRIPTION	ESTIMATED
<b>BASIC SERVICES</b>	<b>COST</b>
PROJECT FORMULATION/DEVELOPMENT PHASE (01)	\$ 11,802.00
DESIGN PHASE (04)	\$ 90,191.00
BIDDING PHASE (05)	\$ 18,852.00
CONSTRUCTION ADMINISTRATION PHASE (06)	\$ -
SUBTOTAL	\$ 120,845.00
<b>EXPENSES</b>	<b>\$ 6,450.00</b>
SUBTOTAL	\$ 127,295.00
<b>SUBCONSULTANTS</b>	<b>\$ 100,725.00</b>
INSPECTION - RESIDENT PROJECT REPRESENTATIVE	\$ -
TOTAL	\$ 228,020.00

**MANHOUR ESTIMATE**

TAXIWAY 'A' RELOCATION AND GA APRON EXPANSION  
 HILTON HEAD AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AIP PROJECT NO.  
 SCAA PROJECT NO.  
 CLIENT PROJECT NO.  
 TBI PROJECT NO. 2119-1302

May 10, 2013

**PROJECT FORMULATION/DEVELOPMENT PHASE (01)**

DESCRIPTION	PRIN	PM	SP	E6	E4	E2	E1	T3	T3	AD5	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
Preliminary Project Review w/Owner	8	4	8	0	4	2	0	0	2	2	0
Develop Project Scope/Contract	2	2	4	0	0	0	0	0	1	2	0
Coordinate with Subcontractors	2	4	2	0	6	0	0	2	0	2	0
Determine Project Approach	2	4	0	0	6	0	0	2	0	0	0
Develop Preliminary Estimate	1	1	0	0	2	4	0	4	0	0	0
Project Scope/Contract Revisions	1	2	2	0	0	0	0	0	1	0	2
<b>MANHOUR TOTAL</b>	<b>16</b>	<b>17</b>	<b>16</b>	<b>0</b>	<b>18</b>	<b>6</b>	<b>0</b>	<b>8</b>	<b>4</b>	<b>6</b>	<b>2</b>

**DIRECT LABOR EXPENSES:**

CLASSIFICATION	BILL RATE	EST. MHRS	EST. COST
Principal	PRIN \$ 175	16	\$ 2,800
Project Manager	PM \$ 164	17	\$ 2,788
Senior Planner	SP \$ 130	16	\$ 2,080
Engineer V	E6 \$ 147	-	\$ -
Engineer III	E4 \$ 112	18	\$ 2,016
Engineer II	E2 \$ 82	6	\$ 492
Engineer I	E1 \$ 72	-	\$ -
Technician V	T3 \$ 98	8	\$ 784
Technician III	T3 \$ 69	4	\$ 276
Admin. Assistant IV	AD5 \$ 76	6	\$ 456
Admin. Assistant III	AD3 \$ 55	2	\$ 110
	<b>Total</b>	<b>93</b>	
<b>SUBTOTAL</b>			<b>\$ 11,002.00</b>

**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 100	1	\$ 100
Postage	LS	\$ 75	1	\$ 75
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 100	1	\$ 100
Travel	LS	\$ 250	1	\$ 250
<b>SUBTOTAL</b>				<b>\$ 525.00</b>

**SCOPE OF SUBCONTRACTED SERVICES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
	NTE		1	\$ -
	NTE		1	\$ -
<b>SUBTOTAL</b>				<b>\$ -</b>

**TOTAL PRELIMINARY COST: \$ 11,527.00**

MANHOUR ESTIMATE

TAXIWAY 'A' RELOCATION AND GA APRON EXPANSION  
 HILTON HEAD AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AJP PROJECT NO.  
 SCAA PROJECT NO.  
 CLIENT PROJECT NO.  
 TBI PROJECT NO 2119-1302

May 18, 2013

DESIGN PHASE (04)

DESCRIPTION	PRJN	PM	SP	E6	E4	E2	E1	T5	T3	ADS	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
<b>PLANS</b>											
Cover Sheet (1)	0	1	0	0	0	1	0	0	2	0	0
Quantities and General Notes (1)	0	1	0	1	0	1	2	0	0	0	0
Phasing and Safety Plan (2)	1	4	0	4	4	6	4	0	4	0	0
Geometric Plan (4)	1	2	0	0	2	4	6	0	6	0	0
Demolition Plan (4)	1	2	0	0	2	4	6	0	6	0	0
Grading and Drainage Plan (4)	2	4	0	8	16	20	28	40	8	0	0
Typical Section and Pavement Details (1)	0	1	0	2	2	4	6	2	4	0	0
Drainage Details (1)	0	1	0	2	2	4	6	2	6	0	0
Sediment and Erosion Control Plan (8)	2	6	0	12	20	16	12	24	8	0	0
Sediment and Erosion Control Details (2)	1	2	0	2	4	4	6	2	8	0	0
Marking Plan and Details (2)	0	1	0	2	4	8	10	4	4	0	0
Lighting Plan (4)	2	4	0	6	10	12	20	16	12	0	0
Electrical Details (2)	0	1	0	2	4	4	8	2	8	0	0
Vault Modification Plan (1)	1	2	0	2	4	2	4	2	4	0	0
Miscellaneous Details (2)	1	2	0	2	2	8	6	2	8	0	0
Drainage Profiles (2)	0	1	0	2	4	4	4	8	4	0	0
<b>DESIGN</b>											
Coordination/Meetings with Owner	4	4	0	0	4	0	0	0	2	0	2
Pre-design Meeting with Owner	4	4	0	0	0	0	0	0	2	0	0
Sequence of Construction	2	4	0	2	4	2	0	0	0	0	0
Grading Design	2	4	0	4	8	8	0	16	0	0	0
Pavement Design	1	2	0	0	2	2	0	2	0	0	0
Erosion Control Design	0	2	0	4	6	6	4	2	0	0	0
SWPPP Coordination and Plan Preparation	0	2	6	4	2	2	0	2	2	1	2
NFDC Coordination	0	2	6	0	0	0	0	0	0	1	2
Electrical Design	2	4	0	4	6	8	0	0	0	0	0
Specifications	2	4	0	8	4	0	0	0	0	4	8
Quantities and Construction Estimate	0	2	0	0	2	2	4	4	4	0	0
Design Review Meeting (1)	4	4	0	0	0	0	0	0	2	0	0
Quality Assurance Plan	4	8	0	0	0	0	0	0	0	0	0
Revisions	1	1	0	2	4	4	6	6	8	1	2
<b>MANHOUR TOTAL</b>	<b>38</b>	<b>82</b>	<b>12</b>	<b>73</b>	<b>122</b>	<b>136</b>	<b>142</b>	<b>136</b>	<b>132</b>	<b>7</b>	<b>16</b>

DIRECT LABOR EXPENSES

CLASSIFICATION		HILL RATE	EST. MHRS	EST COST
Principal	PRJN	\$ 175	38	\$ 6,650
Project Manager	PM	\$ 164	82	\$ 13,448
Senior Planner	SP	\$ 130	12	\$ 1,560
Engineer V	E6	\$ 147	75	\$ 11,025
Engineer III	E4	\$ 112	122	\$ 13,664
Engineer II	E2	\$ 82	136	\$ 11,152
Engineer I	E1	\$ 72	142	\$ 10,224
Technician V	T5	\$ 98	136	\$ 13,328
Technician III	T3	\$ 69	112	\$ 7,728
Admin. Assistant IV	ADS	\$ 76	7	\$ 532
Admin. Assistant II	AD3	\$ 55	16	\$ 880
	Total		878	
<b>SUBTOTAL</b>				<b>\$ 90,191.00</b>

MANHOUR ESTIMATE

TAXIWAY 'A' RELOCATION AND GA APRON EXPANSION  
 HILTON HEAD AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AIP PROJECT NO.  
 SCAA PROJECT NO.  
 CLIENT PROJECT NO.  
 TDM PROJECT NO: 2119-1302

May 10, 2013

DESIGN PHASE (04)

DIRECT EXPENSES

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephones	LS	\$ 250	1	\$ 250.00
Postage	LS	\$ 200	1	\$ 200.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 250	1	\$ 250.00
Travel	LS	\$ 750	1	\$ 750.00
<b>SUBTOTAL</b>				<b>\$ 1,450.00</b>

SCOPE OF SUBCONTRACTED SERVICES

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Ground Survey	NTE	\$ 75,000	1	\$ 75,000.00
Geotechnical Investigation	NTE	\$ 25,725	1	\$ 25,725.00
<b>SUBTOTAL</b>				<b>\$ 100,725.00</b>

**TOTAL DESIGN COST: \$ 192,366.00**



MANHOUR ESTIMATE

TAXIWAY 'A' RELOCATION AND GA APRON EXPANSION  
 HILTON HEAD AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AIF PROJECT NO:  
 SCAA PROJECT NO:  
 CLIENT PROJECT NO:  
 TBI PROJECT NO: 2119-1302

May 16, 2013

BIDDING PHASE (05)

DESCRIPTION	PRJN	PM	SP	E6	E4	E2	E1	T5	T3	AD5	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
Coordinate Advertisement	0	1	0	0	0	0	0	0	0	0	0
Distribute Bid Documents	0	0	0	0	0	0	0	0	12	20	20
Prebid Meeting	0	0	0	0	0	0	2	0	2	0	0
Bidder Question and Answers	4	0	0	0	6	4	2	2	4	2	4
Prepare Addenda	2	6	0	0	10	0	6	6	4	6	4
Rfd Opening and Tabulation	0	1	0	0	0	0	4	0	0	2	1
Recommendation of Award	0	2	0	0	0	0	0	0	0	0	2
<b>MANHOUR TOTAL</b>	<b>6</b>	<b>26</b>	<b>0</b>	<b>16</b>	<b>24</b>	<b>14</b>	<b>14</b>	<b>8</b>	<b>22</b>	<b>30</b>	<b>32</b>

DIRECT LABOR EXPENSES:

CLASSIFICATION	BILL RATE	EST. MHRS	EST. COST
Principal	PRJN \$ 175	6	\$ 1,050
Project Manager	PM \$ 164	26	\$ 4,264
Senior Planner	SP \$ 130	0	\$ -
Engineer V	E6 \$ 147	16	\$ 2,352
Engineer III	E4 \$ 112	24	\$ 2,688
Engineer II	E2 \$ 82	14	\$ 1,148
Engineer I	E1 \$ 72	14	\$ 1,008
Technician V	T5 \$ 98	8	\$ 784
Technician III	T3 \$ 69	22	\$ 1,518
Admin. Assistant IV	AD5 \$ 76	30	\$ 2,280
Admin. Assistant III	AD3 \$ 55	32	\$ 1,760
	<b>Total</b>	<b>192</b>	
<b>SUBTOTAL</b>			<b>\$ 18,852.00</b>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST COST
Telephone	LS \$	200	1	\$ 200.00
Postage	LS \$	175	1	\$ 175.00
Copying	LS \$	1,200	1	\$ 1,200.00
Reproduction	LS \$	1,000	1	\$ 1,000.00
Advertisement	LS \$	1,200	1	\$ 1,200.00
Miscellaneous expenses (prizes, fares, copies)	LS \$	200	1	\$ 200.00
Travel	LS \$	500	1	\$ 500.00
<b>EXPENSE DESCRIPTION</b>				<b>\$ 4,475.00</b>

SCOPE OF SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST COST
-	-	-	-	-
-	-	-	-	-
<b>SUBTOTAL</b>				<b>\$ -</b>
<b>TOTAL BIDDING COST:</b>				<b>\$ 23,327.00</b>

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 13-03  
May 13, 2013  
PROJECT NO.: TBI NO. 2119-1303**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

**Description of Work Authorized:** Talbert, Bright & Ellington, Inc. will provide engineering and planning services for design and bidding of the contract drawings for the Taxiway F realignment project at the Hilton Head Island Airport (see attached Exhibit). As required by the FAA for commercial service airports, the surveying for the project will be done in accordance with FAA Advisory Circular 150/5300-18B, *General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards*.

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$80,633.00** including **\$5,365.00** for expenses. Special services shall be performed on a not to exceed basis with a budget of **\$52,250.00**, which includes reimbursable expenses. For a total of **\$132,883.00**.

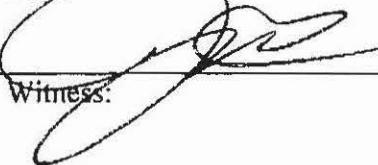
**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY

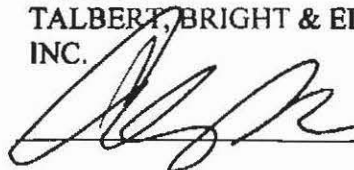
  
\_\_\_\_\_  
Administrator

Title

10/31/13  
Date:

  
\_\_\_\_\_  
Witness:

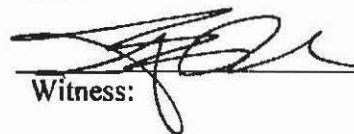
**APPROVED:**  
TALBERT, BRIGHT & ELLINGTON,  
INC.

  
\_\_\_\_\_  
Vice President

Title:

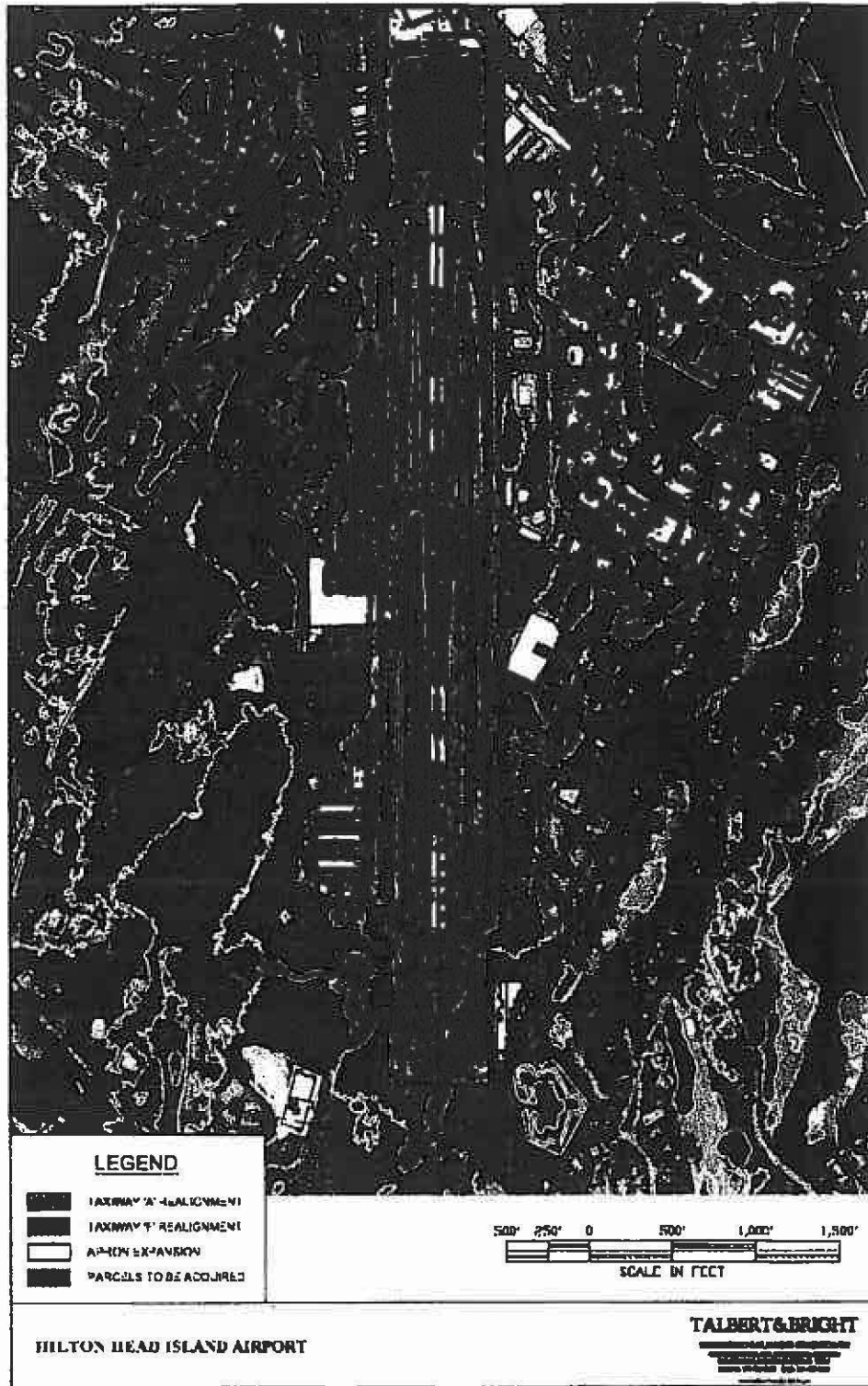
Title:

11/4/13  
Date:

  
\_\_\_\_\_  
Witness:

Talbert, Bright & Ellington, Inc.

Work Authorization 2119-1303



**SUMMARY OF FEES**

**TAXIWAY F RELOCATION**  
HILTON HEAD AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
AIP PROJECT NO:  
SCAA PROJECT NO:  
CLIENT PROJECT NO:  
TBI PROJECT NO 2119-1303

May 10, 2013

DESCRIPTION	ESTIMATED
<b>BASIC SERVICES</b>	<b>COST</b>
PROJECT FORMULATION/DEVELOPMENT PHASE (01)	\$ 6,415.00
DESIGN PHASE (04)	\$ 58,316.00
BIDDING PHASE (05)	\$ 10,537.00
CONSTRUCTION ADMINISTRATION PHASE (06)	\$ -
SUBTOTAL	<u>\$ 75,268.00</u>
<b>EXPENSES</b>	<u>\$ 5,365.00</u>
SUBTOTAL	\$ 80,633.00
<b>SUBCONSULTANTS</b>	\$ 52,250.00
INSPECTION - RESIDENT PROJECT REPRESENTATIVE	\$ -
TOTAL	<u>\$ 132,883.00</u>



**MANHOUR ESTIMATE**

**TAXIWAY 'F' RELOCATION  
HILTON HEAD AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
AIP PROJECT NO:  
SCAA PROJECT NO.  
CLIENT PROJECT NO  
TBI PROJECT NO 2119-1303**

May 10, 2013

**PROJECT FORMULATION/DEVELOPMENT PHASE (01)**

DESCRIPTION	PRN	PM	SP	B6	B4	E2	E1	T5	T3	AD5	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
Preliminary Project Review w/Owner	4	2	4	0	0	2	0	0	1	1	0
Develop Project Scope/Contract	1	1	2	0	0	0	0	0	1	1	0
Coordinate with Subconsultants	1	2	0	0	4	0	0	0	1	1	0
Determine Project Approach	1	1	0	0	6	0	0	2	0	0	0
Develop Preliminary Estimates	0	1	0	0	2	4	0	2	0	0	0
Project Scope/Contract Revisions	1	1	2	0	0	0	0	0	0	0	0
<b>MANHOUR TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>12</b>	<b>6</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>0</b>

**DIRECT LABOR EXPENSES**

CLASSIFICATION		BILL RATE	EST. MHRS	EST COST
Principal	PRIN	\$ 175	8	\$ 1,400
Project Manager	PM	\$ 164	8	\$ 1,312
Senior Planner	SP	\$ 130	8	\$ 1,040
Engineer V	B6	\$ 147	-	\$ -
Engineer III	B4	\$ 112	12	\$ 1,344
Engineer II	E2	\$ 82	6	\$ 492
Engineer I	E1	\$ 72	-	\$ -
Technician V	T5	\$ 98	4	\$ 392
Technician III	T3	\$ 69	3	\$ 207
Admin. Assistant IV	AD5	\$ 76	3	\$ 228
Admin. Assistant III	AD3	\$ 55	-	\$ -
			<b>Total</b>	<b>52</b>
<b>SUBTOTAL</b>				<b>\$ 6,413.00</b>

**DIRECT EXPENSES**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
Telephone	LS	\$ 70	1	\$ 70
Postage	LS	\$ 50	1	\$ 50
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 70	1	\$ 70
Travel	LS	\$ 150	1	\$ 150
<b>SUBTOTAL</b>				<b>\$ 340.00</b>

**SCOPE OF SUBCONTRACTED SERVICES**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
	NTR		1	\$ -
	NTR		1	\$ -
<b>SUBTOTAL</b>				<b>\$ -</b>
<b>TOTAL PRELIMINARY COST:</b>				<b>\$ 6,753.00</b>

MANHOUR ESTIMATE

TAXIWAY 'F' RELOCATION  
 HILTON HEAD AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AIP PROJECT NO  
 SCAA PROJECT NO  
 CLIENT PROJECT NO  
 TRF PROJECT NO. 2119-1303

May 14, 2013

DESIGN PHASE (04)

DESCRIPTION	PRIN	PM	SP	E6	E4	E2	E1	T5	T3	AD5	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
<b>PLANS</b>											
Cover Sheet (1)	0	1	0	0	0	1	0	0	2	0	0
Quantities and General Notes (1)	0	1	0	1	0	1	2	0	0	0	0
Planning and Safety Plan (2)	1	2	0	2	4	6	4	0	4	0	0
Geometric Plan (2)	1	2	0	0	2	4	6	0	6	0	0
Demolition Plan (2)	0	2	0	0	2	4	6	0	6	0	0
Grading and Drainage Plan (2)	2	4	0	4	8	10	12	20	4	0	0
Typical Section and Pavement Details (1)	0	1	0	1	2	2	2	2	4	0	0
Drainage Details (1)	0	1	0	1	2	2	2	2	4	0	0
Sediment and Erosion Control Plan (4)	1	4	0	4	12	10	8	12	6	0	0
Sediment and Erosion Control Details (2)	0	1	0	2	2	4	4	2	6	0	0
Marking Plan and Details (1)	0	1	0	2	2	4	8	2	4	0	0
Lighting Plan (2)	1	2	0	4	6	8	12	4	4	0	0
Electrical Details (1)	0	1	0	1	2	2	4	2	4	0	0
Miscellaneous Details (1)	0	1	0	1	2	2	4	2	4	0	0
Drainage Profiles (1)	0	1	0	1	2	4	2	4	2	0	0
<b>DESIGN</b>											
Coordination/Meetings with Owner	4	4	0	0	0	0	0	0	1	0	1
Pre-design Meeting with Owner	4	4	0	0	0	0	0	0	1	0	0
Sequence of Construction	1	2	0	2	4	2	0	0	0	0	0
Grading Design	1	2	0	2	4	2	0	6	0	0	0
Pavement Design	0	1	0	0	2	2	0	2	0	0	0
Erosion Control Design	0	2	0	4	6	4	2	2	0	0	0
SWPPP Coordination and Plan Preparation	0	2	4	2	2	2	0	0	2	1	1
NPDC Coordination	0	2	4	0	0	0	0	0	0	1	1
Electrical Design	0	1	0	4	4	6	0	0	0	0	0
Specifications	2	4	0	6	4	0	0	0	0	4	8
Quantities and Construction Estimate	0	1	0	0	2	2	4	2	4	0	0
Design Review Meeting (1)	4	4	0	0	0	0	0	0	2	0	0
Quality Assurance Plan	4	6	0	0	0	0	0	0	0	0	0
Revisions	0	0	0	2	4	4	6	6	6	0	1
<b>MANHOUR TOTAL</b>	<b>26</b>	<b>60</b>	<b>8</b>	<b>46</b>	<b>80</b>	<b>88</b>	<b>88</b>	<b>74</b>	<b>76</b>	<b>6</b>	<b>12</b>

DIRECT LABOR EXPENSES

CLASSIFICATION		BILL. RATE	EST MHRs	EST COST
Principal	PRIN	\$ 175	26	\$ 4,550
Project Manager	PM	\$ 164	60	\$ 9,840
Senior Planner	SP	\$ 130	8	\$ 1,040
Engineer V	E6	\$ 147	46	\$ 6,762
Engineer III	E4	\$ 112	80	\$ 8,960
Engineer II	E2	\$ 82	88	\$ 7,216
Engineer I	E1	\$ 72	88	\$ 6,336
Technician V	T5	\$ 98	74	\$ 7,252
Technician III	T3	\$ 69	76	\$ 5,244
Admin Assistant IV	AD5	\$ 76	6	\$ 456
Admin Assistant II	AD3	\$ 55	12	\$ 660
	<b>Total</b>		<b>564</b>	
<b>SUBTOTAL</b>				<b>\$ 38,316.00</b>

**MANHOOR ESTIMATE**

TAXIWAY 'F' RELOCATION  
HILTON HEAD AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
A/P PROJECT NO.  
SCAA PROJECT NO.  
CLIENT PROJECT NO.  
TBI PROJECT NO. 2119-1303

May 10, 2013

DESIGN PHASE (04)

**DIRECT EXPENSES**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
Telephone	LS	\$ 350	1	\$ 350.00
Passage	LS	\$ 125	1	\$ 125.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 175	1	\$ 175.00
Travel	LS	\$ 600	1	\$ 600.00
<b><u>SUBTOTAL</u></b>				<b>\$ 1,250.00</b>

**SCOPE OF SUBCONTRACTED SERVICES**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
Ground Survey	NTE	\$ 35,000	1	\$ 35,000.00
Geotechnical Investigation	NTE	\$ 17,250	1	\$ 17,250.00
<b><u>SUBTOTAL</u></b>				<b>\$ 52,250.00</b>
<b>TOTAL DESIGN COST:</b>				<b>\$ 111,616.00</b>

MANHOOR ESTIMATE

TAXIWAY 'F' RELOCATION  
 HILTON HEAD AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 A/P PROJECT NO:  
 SCAA PROJECT NO:  
 CLIENT PROJECT NO:  
 TBI PROJECT NO: 2119-1303

May 10, 2013

BIDDING PHASE (05)

DESCRIPTION	PRIN	PM	SP	E6	E4	E2	E1	T5	T3	AD5	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
Coordinate Advertisement	0	0	1	0	0	0	0	0	0	0	0
Distribute Bid Documents	0	0	0	0	0	0	0	0	6	12	12
Prebid Meeting	0	6	0	0	0	0	1	0	1	0	0
Bidder Question and Answers	2	4	0	6	4	2	2	0	1	2	2
Prepare Addenda	2	4	0	6	4	4	2	0	1	2	2
Bid Opening and Tabulation	0	1	0	0	6	0	1	0	0	0	1
Recommendation of Award	0	1	0	0	0	0	0	0	0	0	1
<b>MANHOOR TOTAL</b>	<b>4</b>	<b>16</b>	<b>1</b>	<b>12</b>	<b>14</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>9</b>	<b>16</b>	<b>18</b>

DIRECT LABOR EXPENSES:

CLASSIFICATION	BILL RATE	EST. MTRS	EST. COST
Principal	PRIN \$ 175	4	\$ 700
Project Manager	PM \$ 164	16	\$ 2,624
Senior Planner	SP \$ 130	1	\$ 130
Engineer V	E6 \$ 147	12	\$ 1,764
Engineer III	E4 \$ 112	14	\$ 1,568
Engineer II	E2 \$ 82	6	\$ 492
Engineer I	E1 \$ 72	6	\$ 432
Technician V	T5 \$ 98	0	\$ -
Technician III	T3 \$ 69	9	\$ 621
Admin. Assistant IV	AD5 \$ 76	16	\$ 1,216
Admin. Assistant III	AD3 \$ 55	18	\$ 990
	<b>Total</b>	<b>102</b>	
<b>SUBTOTAL</b>			<b>\$ 10,337.00</b>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST. COST
Telephone	LS	\$ 150	1	\$ 150.00
Postage	LS	\$ 125	1	\$ 125.00
Copying	LS	\$ 1,050	1	\$ 1,050.00
Reproduction	LS	\$ 750	1	\$ 750.00
Advertisement	LS	\$ 1,200	1	\$ 1,200.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 200	1	\$ 200.00
Travel	LS	\$ 500	1	\$ 500.00
<b>EXPENSE DESCRIPTION</b>				<b>\$ 3,975.00</b>

SCOPE OF SUBCONTRACTED SERVICES

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
-	-	-	-	-
-	-	-	-	-
<b>SUBTOTAL</b>				<b>\$ -</b>
<b>TOTAL BIDDING COST:</b>				<b>\$ 14,512.00</b>

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 13-05  
June 10, 2013  
PROJECT NO.: TBI NO. 2119-1305**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

---

**Description of Work Authorized:** Talbert, Bright & Ellington Inc.'s (TBE) scope of services relating to the preparation of a categorical exclusion (CE) for the relocation of Taxiway A and replacement ramp and realignment of Taxiway F.

The following tasks are required to achieve the aforementioned output.

**TASK 1: PROJECT MANAGEMENT**

Project goals and objectives will be determined through coordination and consultation with Beaufort County (COUNTY), in order to create a flow chart of activities and a milestone schedule. These two items will provide the COUNTY and TBE with a sequential scheme of events and the anticipated dates to achieve the project goals.

**ASSUMPTION:**

1. *For budgeting purposes, it was assumed that the project should take 6 months, not including review by resource and regulatory agencies and public review.*

Work Item	Time (Days)	Cumulative Time (Days)
Notice to Proceed	0	0
Scoping Meeting	1	1
Field Work	60	60
Document Preparation/In-house Review	30	90
FAA/Client Review		
Document Finalization	30	120

**DELIVERABLES:**

1. *A flow chart of activities and milestone schedule.*
2. *Attendance at three (3) meetings, not including a public hearing workshop (if required).*

**TASK 2: STATE, FEDERAL, AND LOCAL AGENCY COORDINATION**

Coordination will include ongoing public relation activities to ensure that the agencies are kept informed of the project's progress. Activities to be conducted for this task are as follows:

- A. Continuing research and communication with state, federal, and local environmental agencies.
- B. Preparation of a scoping letter for the South Carolina State Clearinghouse advising of the COUNTY's intent to proceed with the preparation of a categorical exclusion.

***DELIVERABLE:***

- 1. *TBE will prepare the scoping letter.*

**TASK 3: CATEGORICAL EXCLUSION CHECKLIST**

The environmental impact determination will be conducted in accordance with the requirements of the National Environmental Policy Act of 1969 (NEPA), Council on Environmental Quality (CEQ), *FAA Order 5050.4B National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions* (April 28, 2006), and *FAA Order 1050.1E Change 1 Environmental Impacts: Policies and Procedures* (March 20, 2006).

A Categorical Exclusion Checklist will be prepared; however, specific environmental impact categories will be assessed from the data collected for the runway extension environmental assessment that is currently ongoing.

**TASK 4: DRAFT CATEGORICAL EXCLUSION DOCUMENTATION**

TBE will prepare a draft CE in accordance with the requirements of National Environmental Policy Act of 1969 (NEPA), Council on Environmental Quality (CEQ), FAA Order 5050.4A, *Airport Environmental Handbook*, and FAA Order 1050.1D *Policies and Procedures for Considering Environmental Impacts*, utilizing the technical material previously collected (Task 3). The document will be concise and will include support documents, as necessary. **Four (4)** copies of the preliminary draft CE will be distributed for review and comment. Comments will be incorporated and **twenty (20)** copies of the approved draft document will be prepared for general distribution to the reviewing agencies. The draft CE will address the following items:

- A. CHECKLIST – This section will include the CE checklist.

- B. APPENDICES – Appendices will be included only for analytical information that substantiates an analysis pertinent to the document.

**ASSUMPTIONS:**

1. *The COUNTY and FAA will review the preliminary draft CE document concurrently and will provide comments to TBE.*
2. *TBE will assume one (1) concurrent independent review by the COUNTY and FAA prior to approval of the draft CE.*

**DELIVERABLES**

1. *Four (4) copies of the preliminary draft CE for review; and,*
2. *Twenty (20) copies of approved draft CE.*

**TASK 5: ADVERTISE AND EVALUATE COMMENTS**

**ASSUMPTIONS:**

1. *TBE will prepare the advertisement for the availability of the draft CE review.*
2. *Beaufort will advertise the availability of the draft CE.*
3. *It is assumed that a public hearing workshop will not be required. If required, this will be done under an amendment to this contract.*

**TASK 6: FINAL CATEGORICAL EXCLUSION DOCUMENTATION**

TBE will revise the draft CE in accordance with the appropriate regulatory guidance referenced in Task 4. Four (4) copies each of the preliminary final CE will be distributed for review and comment. Comments will be incorporated and ten (10) copies of the approved final CE will be prepared for general distribution to those agencies having provided substantive comments into the final CE. The final CE will include but not be limited to addressing the following issues:

- A. Revise project description to reflect changes as a result of circulation of draft CE and input received from the public hearing process.
- B. Revise maps and drawings to reflect changes in location, design, and impact.
- C. Attach written comments received following draft CE circulation and public information workshop. Address both verbal and written comments received.
- D. List environmental commitments.



**ASSUMPTIONS:**

1. The COUNTY and FAA will review the preliminary final CE concurrently and will provide comments to the TBE.
2. TBE will assume one (1) concurrent independent review prior to approval of the final CE.
3. FAA will prepare the Finding of No Significant Impact (FONSI).

**DELIVERABLES:**

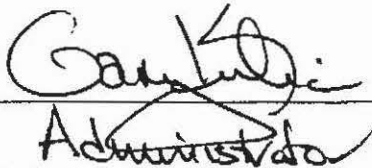
1. Four (4) copies of the preliminary final CE for review; and,
2. Ten (10) copies of approved final CE.

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$65,014.00**.

**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY

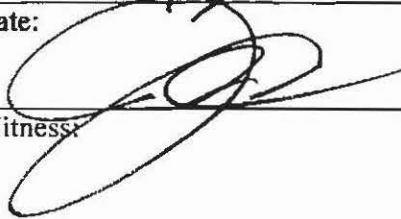
  
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Title

Date:

10/31/13

Witness:

  
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**APPROVED:**  
TALBERT BRIGHT & ELLINGTON,  
INC.

  
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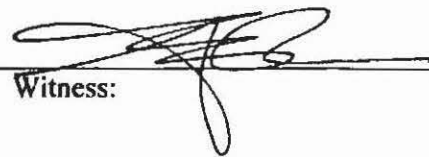
Vice President

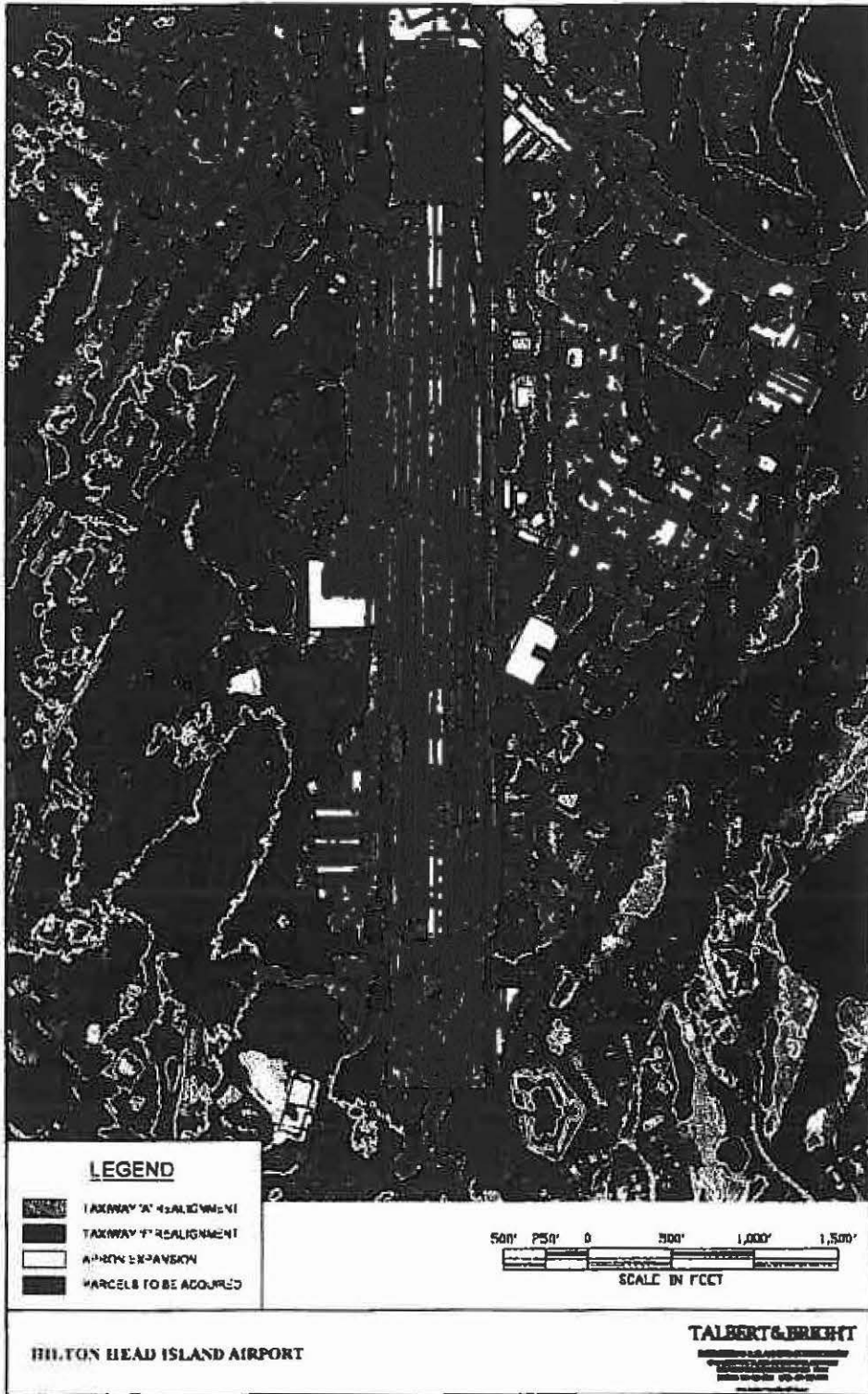
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Date:

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Witness:

  
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MANHOOR ESTIMATE

RELOCATION OF TAXIWAY A AND REPLACEMENT RAMP AND REALIGNMENT OF TAXIWAY F CATEGORICAL EXCLUSION  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AIP PROJECT NO.  
 SCAC PROJECT NO.  
 CLIENT PROJECT NO:  
 TBE PROJECT NO: 2119-1305

June 10, 2013

DESCRIPTION	PRIN	PM	SP	E6	E4	E2	E1	T3	T3	AD3	AD4
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 72	\$ 72	\$ 98	\$ 69	\$ 76	\$ 68
<b>PRELIMINARY PROJECT SCOPING</b>											
Develop Project Scope/Contract	4	4	12	0	0	0	0	0	0	0	0
<b>TASK 1 - PROJECT MANAGEMENT</b>											
Monthly Meeting	10	0	20	0	0	0	0	0	0	0	0
Monthly Status Reports	0	0	8	0	0	0	0	0	0	0	0
Project Management	8	8	20	0	0	0	0	0	0	8	0
Additional Meetings	0	0	20	0	0	0	0	0	0	8	0
<b>TASK 2 - STATE, FEDERAL, AND LOCAL AGENCY COORDINATION</b>											
Agency Meetings	0	0	16	0	0	0	0	0	0	0	0
Scoping Letter	0	0	4	0	0	0	0	0	0	0	0
Letter of Intent	0	0	4	0	0	0	0	0	0	0	0
<b>TASK 3 - CATEGORICAL EXCLUSION CHECKLIST</b>											
Review of Checklist and Revision of Phase I Development Projects EA	0	0	24	0	0	0	12	0	0	0	0
<b>TASK 4 - DRAFT CATEGORICAL EXCLUSION</b>											
Checklist	0	0	20	0	0	0	16	0	0	0	0
Comments and Coordination	0	0	4	0	0	0	2	0	0	0	0
Preliminary Draft Categorical Exclusion	8	8	16	0	0	0	16	0	0	0	0
Final Draft Categorical Exclusion	8	8	16	0	0	0	16	0	0	0	2
<b>TASK 5 - ADVERTISE, CONDUCT PUBLIC HEARING, AND EVALUATE COMMENT</b>											
Prepare Advertisement	0	0	2	0	0	0	1	0	0	0	1
Prepare Comment Responses	0	0	8	0	0	0	8	8	0	0	0
<b>TASK 6 - FINAL CATEGORICAL EXCLUSION</b>											
Revise Draft Categorical Exclusion	0	0	8	0	0	0	8	8	0	0	2
Preliminary Final Categorical Exclusion	8	8	8	0	0	0	0	0	0	0	2
Final Categorical Exclusion	8	8	16	0	0	0	16	16	0	0	0
<b>MANHOOR TOTAL</b>	<b>54</b>	<b>44</b>	<b>226</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95</b>	<b>32</b>	<b>0</b>	<b>16</b>	<b>7</b>

**DIRECT LABOR EXPENSES**  
 CLASSIFICATION

		BILL	EST	EST
		RATE	MHRS	COST
Principal	PRIN	\$ 175	54	\$ 9,450
Project Manager	PM	\$ 164	44	\$ 7,216
Senior Planner	SP	\$ 130	226	\$ 29,380
Engineer V	E6	\$ 147	-	-
Engineer III	E4	\$ 112	-	-
Engineer II	E2	\$ 72	-	-
Engineer I	E1	\$ 72	95	\$ 6,840
Technician V	T3	\$ 98	32	\$ 3,136
Technician III	T3	\$ 69	-	-

MANHOUR ESTIMATE

RELOCATION OF TAXIWAY A AND REPLACEMENT RAMP AND REALIGNMENT OF TAXIWAY F CATEGORICAL EXCLUSION  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AIP PROJECT NO:  
 SCAC PROJECT NO:  
 CLIENT PROJECT NO:  
 TBE PROJECT NO. 2119-1305

June 10, 2013

Admin. Assistant IV	ADS	\$	76	16	\$	1,216
Admin. Assistant III	ADM	\$	68	7	\$	476
			Total	474		
<b>SUBTOTAL</b>						<b>\$ 37,714.00</b>

DIRECT EXPENSES

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST	
Telephone	LS	\$ 250.00	2	\$ 500	
Postage	LS	\$ 500.00	1	\$ 500	
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 500.00	1	\$ 500	
Travel/Per Diem	LS	\$ 2,000.00	1	\$ 2,000	
Draft Categorical Exclusion	CE	\$ 100.00	24	\$ 2,400	
Final Categorical Exclusion	CE	\$ 100.00	14	\$ 1,400	
<b>SUBTOTAL</b>					<b>\$ 7,300.00</b>

SCOPE OF SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST	
	LS	\$	-	\$ -	
	LS	\$	-	\$ -	
	LS	\$	-	\$ -	
	LS	\$	-	\$ -	
<b>SUBTOTAL</b>					<b>\$ -</b>

**TOTAL PRELIMINARY COST: \$ 65,014.00**

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 13-07  
October 16, 2013  
PROJECT NO.: TBI NO. 2119-1307**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

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**Description of Work Authorized:** As part of the ongoing tree removal project at the Hilton Head Island Airport, this scope of services outlines the tasks to complete the onsite tree mitigation for the tree removal project on Runway 21. The scope of services is as follows.

**Task 1 Preliminary Design** – TBE will evaluate the design plans and specifications prepared by CDM Smith in 2012 for the tree mitigation project required because of the removal of trees on the airport property. The project was originally bid in 2012, but due to the law suit brought by the St. James Baptist Church and Palmetto Hall Plantation, as well as the lack of responsive bidders, the project was placed on hold. The lawsuit was dropped in mid 2013 and the project is proceeding by being re-bid.

**Task 2 Bid Phase Services** – In preparation for rebidding the project TBE will:

- Modify the bid documents to remove the alternative options for planting of native grasses in the runway safety area.
- Assist the County in advertising for and obtaining bids for construction services.
- Maintain a record of prospective bidders to whom Bidding Documents have been issued, and receive and process deposits for Bidding Documents.
- Answer questions from potential bidders during the bidding phase.
- Assist the County in conducting a pre-bid conference to share pertinent bidding and technical information and requirements with prospective bidders.
- Issue addenda as appropriate to interpret, clarify, or expand the Bidding Documents.
- Distribute sets of Bidding Documents to Prospective Bidders and plan offices (Dodge and AGC) during the Bidding Phase.
- Attend the bid opening, prepare bid tabulation sheets, and assist the County in evaluating bids or proposals.
- Assist County in assembling construction contracts.

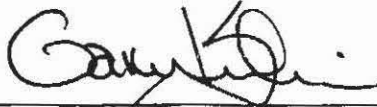
**Task 3 Construction Phase Services** – TBE shall provide construction contract administration and resident inspection services for the tree mitigation project.

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the Master Contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$205,128.50**.

**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY

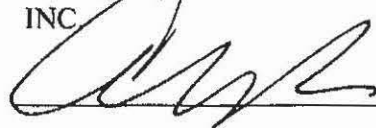
  
\_\_\_\_\_  
Administrator

Title

Date: 10/31/13

Witness: 

**APPROVED:**  
TALBERT, BRIGHT & ELLINGTON,  
INC

  
\_\_\_\_\_  
Vice President

Title:

Date: 11/4/13

Witness: 

**SUMMARY OF FEES**

**BIDDING AND CONSTRUCTION PHASE SERVICES FOR ON-  
AIRPORT TREE MITIGATION PROJECT  
HILTON HEAD ISLAND AIRPORT  
HILTON HEAD, SOUTH CAROLINA  
AIP PROJECT NO: 3-45-0030-029-2010  
TBI PROJECT NO:**

October 16, 2013

DESCRIPTION	ESTIMATED
<b>BASIC SERVICES</b>	
PROJECT FORMULATION/DEVELOPMENT PHASE (01)	\$ 7,856.00
DESIGN PHASE (04)	\$ -
BIDDING PHASE (05)	\$ 14,992.00
CONSTRUCTION ADMINISTRATION PHASE (06)	\$ 39,190.00
<b>SUBTOTAL</b>	<b>\$ 62,038.00</b>
<b>EXPENSES</b>	<b>\$ 5,968.00</b>
SUBCONSULTANTS	\$ 33,062.50
INSPECTION - RESIDENT PROJECT REPRESENTATIVE	\$ 104,060.00
<b>SUBTOTAL</b>	<b>\$ 143,090.50</b>
<b>TOTAL</b>	<b>\$ 205,128.50</b>



**MANHOOR ESTIMATE**

**BIDDING AND CONSTRUCTION PHASE SERVICES FOR ON-AIRPORT TRAFFIC MITIGATION PROJECT**  
**HILTON HEAD ISLAND AIRPORT**  
**HILTON HEAD, SOUTH CAROLINA**  
**AIF PROJECT NO: 3-11-0030-019-2010**  
**TBI PROJECT NO:**

October 16, 2013

**PROJECT FORMULATION/DEVELOPMENT PHASE (P1)**

DESCRIPTION	PRDN	PM	SP	EN	EA	E2	E1	TS	TS	AD5	AD3
	\$ 173	\$ 164	\$ 130	\$ 147	\$ 112	\$ 83	\$ 72	\$ 98	\$ 69	\$ 76	\$ 53
Preliminary project review w/Owner	1	0	0	0	0	0	0	0	0	0	0
Develop project scope/contract	2	2	0	0	0	0	0	0	0	1	0
Coordinate with subcontractors	2	2	4	0	0	0	0	0	0	0	0
Determine project approach	1	4	4	0	0	0	0	0	0	0	0
Develop preliminary estimates	0	1	1	0	0	0	0	0	0	0	0
Project scope/contract revisions	1	1	1	0	0	0	0	0	1	0	0
<b>MANHOOR TOTAL</b>	<b>14</b>	<b>10</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>

**DIRECT LABOR EXPENSES:**

CLASSIFICATION		HLL	EST	EST	
		RATE	HOURS	COST	
Principal	PRDN	1	173	14	3,439
Project Manager	PM	1	164	10	1,640
Senior Engineer	SP	1	130	28	3,380
Engineer V	EN	1	147	-	-
Engineer III	EA	1	112	-	-
Engineer II	E2	1	83	-	-
Engineer I	E1	1	72	-	-
Technician V	TS	1	98	-	-
Technician III	TS	1	69	1	69
Admin. Assistant IV	AD5	1	76	2	152
Admin. Assistant III	AD3	1	53	3	163
			<b>TOTAL</b>	<b>56</b>	
<b>SUBTOTAL</b>					<b>\$ 7,884.00</b>

**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT	EST	EST	
		RATE	UNITS	COST	
Telephone	LS	1	120	0.5	71
Postage	LS	1	150	0.5	75
Merchandise expenses (print, fax, copies)	LS	1	200	1	200
Per Diem	LS	1	147	2	294
<b>SUBTOTAL</b>					<b>\$ 644.00</b>

**SCOPE OF SUBCONTRACTED SERVICES:**

EXPENSE DESCRIPTION	UNIT	UNIT	EST	EST
		RATE	UNITS	COST
MTE	1	-	0	0
MTE	1	-	0	0
<b>SUBTOTAL</b>				<b>\$ -</b>

**TOTAL PRELIMINARY COST: \$ 8,500.00**

**MANHOOR ESTIMATE**

**BIDDING AND CONSTRUCTION PHASE SERVICES FOR ON-AIRPORT TREE MITIGATION PROJECT**  
**HILTON HEAD ISLAND AIRPORT**  
**HILTON HEAD, SOUTH CAROLINA**  
**AJP PROJECT NO 3-45-0030-029-2010**  
**TBI PROJECT NO:**

October 16, 2013

**BIDDING PHASE (05)**

DESCRIPTION	PRIN	PM	SP	E6	E4	E2	E1	T5	T3	AD5	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
Coordinate advertisement	0	1	0	0	0	0	0	0	0	0	0
Distribute bid documents	0	0	0	0	0	0	0	0	0	0	0
Prebid meeting	0	8	8	0	0	0	0	0	0	0	0
Bidder question & answers	2	6	0	4	6	4	2	0	2	2	4
Prepare addenda	2	6	8	4	0	0	0	0	0	0	0
Bid opening, tabulation	8	8	8	4	0	0	4	0	0	2	2
Recommendation of Award	2	2	2	0	0	0	0	0	0	0	2
<b>MANHOOR TOTAL</b>	<b>14</b>	<b>31</b>	<b>26</b>	<b>12</b>	<b>6</b>	<b>4</b>	<b>6</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>8</b>

**DIRECT LABOR EXPENSES:**

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 175	14	\$ 2,450
Project Manager	PM	\$ 164	31	\$ 5,084
Senior Planner	SP	\$ 130	26	\$ 3,380
Engineer V	E6	\$ 147	12	\$ 1,764
Engineer III	E4	\$ 112	6	\$ 672
Engineer II	E2	\$ 82	4	\$ 328
Engineer I	E1	\$ 72	6	\$ 432
Technician V	T5	\$ 98	0	\$ -
Technician III	T3	\$ 69	2	\$ 138
Admin. Assistant IV	AD5	\$ 76	4	\$ 304
Admin. Assistant III	AD3	\$ 55	8	\$ 440
			<b>Total</b>	<b>113</b>
<b>SUBTOTAL</b>				<b>\$ 14,992.00</b>

**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 200	0.5	\$ 100.00

Postage	LS	\$	175	1	\$	175.00
Copying	LS	\$	250	1	\$	250.00
Reproduction	LS	\$	250	1	\$	250.00
Advertisement	LS	\$	-	1	\$	-
Miscellaneous expenses (prints, faxes, copies)	LS	\$	100	1	\$	100.00
Per Diem	LS	\$	147	1	\$	147.00
<b>EXPENSE DESCRIPTION</b>						<b>\$ 1,022.00</b>

SCOPE OF SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
-	-	-	-	-
-	-	-	-	-
<b>SUBTOTAL</b>				<b>\$ -</b>
<b>TOTAL BIDDING COST:</b>				<b>\$ 16,014.00</b>

MANHOOR ESTIMATE

BIDDING AND CONSTRUCTION PHASE SERVICES FOR ON-AIRPORT TREE MITIGATION PROJECT  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD, SOUTH CAROLINA  
 AIP PROJECT NO: 3-43-0030-029-2010  
 TBI PROJECT NO:

October 16, 2013

CONSTRUCTION ADMINISTRATION PHASE (06)

DESCRIPTION	PRIN	PM	SP	E6	E4	E2	E1	T5	T3	AD5	AD3
	\$ 175	\$ 164	\$ 130	\$ 147	\$ 112	\$ 82	\$ 72	\$ 98	\$ 69	\$ 76	\$ 55
Coordinate award of contract	0	2	0	0	0	0	0	0	0	0	1
Coordinate/ conduct preconstruction	8	14	0	0	0	0	0	0	0	0	1
Preconstruction minutes	0	2	0	0	0	0	0	0	0	0	2
Coordinate project schedule	0	1	0	0	2	0	0	0	0	0	1
Coordinate submittals	1	2	0	4	12	8	0	0	0	0	6
Construction visits (E)	8	64	0	0	0	0	0	0	0	0	0
Construction observation reports	2	16	0	0	16	0	0	0	0	0	6
Review/coordinate field changes	4	6	0	0	12	0	0	0	0	0	2
Construction correspondence	2	2	0	0	12	0	0	0	0	0	4
Process requests for partial payment	1	6	0	0	4	0	0	0	0	0	1
Final inspection	0	8	0	0	6	0	0	0	0	0	2
Follow Up inspection	0	8	0	0	6	0	0	0	0	0	2
Punch List inspection	0	8	0	0	6	0	0	0	0	0	2
Coordinate record drawings	0	2	0	0	0	0	0	0	0	0	2
<b>MANHOOR TOTAL</b>	<b>26</b>	<b>141</b>	<b>0</b>	<b>4</b>	<b>76</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 175	26	\$ 4,550
Project Manager	PM	\$ 164	141	\$ 23,124
Senior Planner	SP	\$ 130	0	-
Engineer V	E6	\$ 147	4	\$ 588
Engineer III	E4	\$ 112	76	\$ 8,512
Engineer II	E2	\$ 82	8	\$ 656
Engineer I	E1	\$ 72	0	-
Technician V	T5	\$ 98	0	-
Technician III	T3	\$ 69	0	-
Admin. Assistant IV	AD5	\$ 76	0	-
Admin. Assistant II	AD3	\$ 55	32	\$ 1,760
		Total	287	
<b>SUBTOTAL</b>				<b>\$ 39,192.00</b>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 300	1	\$ 300.00
Postage	LS	\$ 250	1	\$ 250.00
Copying	LS	\$ 500	1	\$ 500.00
Reproduction-Rel. for Const	LS	\$ 500.00	1	\$ 500.00
Reproduction-As Bldg	LS	\$ 100	1	\$ 100.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 300	1	\$ 300.00
Per Diem	LS	\$ 147	16	\$ 2,352.00
<b>SUBTOTAL</b>				<b>\$ 4,362.00</b>

SCOPE OF SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
CRM Smith	LS	\$ 33,063	1	\$ 33,063.50
	LS		1	\$ -
<b>SUBTOTAL</b>				<b>\$ 33,063.50</b>

TOTAL CONSTRUCTION ADMIN. COST: \$ 76,554.50

**MANHOOR ESTIMATE**

**BIDDING AND CONSTRUCTION PHASE SERVICES FOR ON-AIRPORT  
TREE MITIGATION PROJECT  
HILTON HEAD ISLAND AIRPORT  
HILTON HEAD, SOUTH CAROLINA  
AIP PROJECT NO: 3-45-0030-029-2010  
TEI PROJECT NO**

October 16, 2013

RESIDENT PROJECT REPRESENTATIVE (PHASE 51)  
CALENDAR DAYS 120

DESCRIPTION	RPR \$ 00
Project review	4
Site mobilization	8
On site inspection	1030
Final inspection	8
Follow up inspection	8
Punch List inspection	8
Site demobilization	1
<b>MANHOOR TOTAL</b>	<b>1074</b>

**DIRECT LABOR EXPENSES:**

CLASSIFICATION	BILL RATE	EST. HRS	EST. COST
RESIDENT ENGINEER	RPR \$ 80	1074	\$ 85,920
	Total	1,074	
<b>SUBTOTAL</b>			<b>\$ 85,920.00</b>

**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS \$	200	1	\$ 200.00
Postage	LS \$	100	1	\$ 100.00
Miscellaneous expenses (prints, boxes, copies, photos)	LS \$	200	1	\$ 200.00
Travel	LS		1	\$ -
<b>SUBTOTAL</b>				<b>\$ 500.00</b>

**PER DIEM:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
DAILY PER DIEM	PD \$	147	120	\$ 17,640
	Total		120	
<b>SUBTOTAL</b>				<b>\$ 17,640.00</b>

**TOTAL INSPECTION COST: \$ 104,060.00**

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 10-06  
June 11, 2014  
PROJECT NO.: TBI NO. 2119-1006**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

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**Description of Work:** Engineering and Planning Services for preparation, design, and bidding of the contract drawings for the proposed extension of Runway 03 (297 feet long x 100 feet wide) with a proposed Engineered Materials Arresting System (EMAS) beyond the extended end of Runway 3, and proposed extension of Runway 21 (403 feet long x 100 feet wide), as depicted in the attached exhibit, for the Hilton Head Island Airport in accordance with the Master Contract.

The runway and parallel taxiways ("A" and "F") will be extended 297 feet on the south end and 403 feet to the north end to the proposed extended runway ends. These airfield pavements will be constructed of bituminous concrete over aggregate base course. The newly extended Runway 03 will have a 297-foot displaced landing threshold, and the newly extended Runway 21 will have a 403-foot displaced landing threshold. Also included is the installation of a new CAT I localizer and related shelter. The Runway 03 and Runway 21 PAPI's will be relocated to the proposed landing thresholds. Additionally, piping and backfilling of the existing drainage ditch between Runway 3-21 and Parallel Taxiway "F" will also be included.

Professional services to be provided by the consultant will include civil, electrical, and geotechnical engineering services required to accomplish the following items:

**PHASE 01 - Preliminary Design**

The preliminary design phase is intended to identify and evaluate alternatives to assure cost effective and practical solutions for the work items identified. TBE will complete its evaluation of alternatives through contacts with local authorities, field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost effective project and ensure competitive construction bids. Activities include:

- a. Conduct a project kick-off meeting. Attendees will be the Sponsor, FAA, design team, and airport tenants.
- b. Coordinate with airport staff and US Airways Express/American Airlines to minimize impacts of day-to-day flight operations at the airport (2 meetings).

- c. Coordinate with FAA on the design and installation of the new CAT I localizer and related shelter.
- d. Coordinate with FAA Flight Procedures on development of revised instrument approach procedures to reflect the proposed landing threshold shifts for both runway ends.
- e. Coordinate with Zodiac Aerospace, the FAA and the Sponsor on the preliminary design of a new Engineered Materials Arresting System (EMAS) for the proposed extension of Runway 03. Submit preliminary design of EMAS to FAA for approval.
- f. Coordinate with the following agencies for necessary permits related to the proposed improvements for this project:
  - USACE Section 404 Wetland Impact Permit (to be applied for during design)
  - SCDHEC-OCRM 401 Water Quality Certification (to be applied for during design)
  - Town of Hilton Head Island Wetland Alteration Permit (to be applied for during design)
  - SCDHEC-OCRM NPDES Permit (to be applied for during design)
  - Town of Hilton Head Island Design Plan Review Permit (to support construction activity, includes Town departments [Natural Resources, Engineering, Emergency – EMS/Fire, Planning, etc.] to be applied for during design)
  - Hilton Head Public Service District Permit (if any utilities need to be added or relocated for the expansion; if not, simple notification of construction activity, to be applied for during design)
  - Local Dry Utilities Permit (e.g., Palmetto Electric, Hargray Communications, etc.; if any dry utilities need to be added or relocated for the expansion; if not, simple notification of construction activity, to be applied for during design)
  - Beaufort County Engineering (plan review, to be performed during design)
- g. Prepare a preliminary estimate of probable construction costs and schematic design for each element of the project.
- h. Coordinate with all subconsultants on the project. This coordination will provide all geotechnical investigation and analysis required for the design, as well as the required survey information for the project.



- i. Prepare an overall construction phasing plan in order to maximize project constructability and minimize interference with airport operations.

#### **PHASE 04 - Engineering Phase Activities**

- a. Evaluate drainage alternatives for the proposed runway extension and the piping of the existing drainage ditch in the grassed area between Runway 03-21 and Parallel Taxiway "F", and proceed with the preferred alternatives for each area.
- b. Complete design of erosion and sediment control devices.
- c. Review existing electrical lighting layouts and determine required system modifications.
- d. Prepare and submit FAA coordination package for installation of new Runway 21 CAT I localizer and related shelter south of the proposed Runway 03 extension, and proposed EMAS beyond the proposed Runway 3 extension.
- e. Permitting in accordance with the Clean Water Act: The Engineer shall provide planning services for the performance of environmental permitting for the piping of the existing drainage ditch between Runway 03-21 and Parallel Taxiway "F" in order to obtain a 404 permit. The environmental permitting shall include:
  - Project Administration
  - Section 401/404 Permit Application
  - Draft Mitigation Plan

Items not included in this scope of services include:

- Purchase of mitigation credits.
- f. Complete the soils investigation, soils report, and recommendations including:
    1. Field Exploration
      - a) Conduct boring explorations at various locations in accordance with FAA Advisory Circular (AC) 150/5320-6E. Log and field classify soils and obtain samples for laboratory testing.
    2. Laboratory Testing
      - a) Perform laboratory index and strength tests as follows:
        - 1) Compacted CBR tests.
        - 2) Modified proctor compaction tests.
        - 3) Atterberg limit determinations.
        - 4) Sieve analysis.

- 5) Unit weight and water content determinations.
- 6) FAA soil classifications for all samples.
  
- g. Complete necessary topography and site surveying, including establishment of project control points in accordance with FAA AC 150/5300-18B and related advisory circulars.
- h. Complete pavement section alternatives analysis and provide recommendations.
- i. Complete preliminary plan and profile design for the runway and taxiway.
- j. Complete preliminary runway and taxiway lighting, signing, and system circuitry layout.
- k. Complete preliminary PAPI relocations for the proposed Runway 03 and Runway 21 landing thresholds.
- l. Provide recommendations for construction phasing to the sponsor for their review.
- m. Meet with Sponsor/FAA to review project after preliminary engineering report submittal, and at 60 percent and 90 percent completion (3 meetings).
- n. Complete estimates of probable construction costs for the recommended alternatives.
- o. Solicit comments on preliminary design from airport personnel and FAA.

#### **PHASE 04 - Final Design**

- a. Incorporate preliminary design comments and respond as necessary to requests for additional information.
- b. Provide final design drawings, specifications, and final estimate of probably construction costs and schedule for the project.
- c. Develop specifications using FAA AC 150/5370-10, "Standards for Specifying Construction of Airports," as amended, and utilize standard provisions supplied by the sponsor, as necessary.
- d. Development of construction safety and phasing plan in accordance with FAA AC 150/5370-2, "Operational Safety on Airports during Construction."
- e. Design all improvements in accordance with FAA standards and guidelines.
- f. Coordinate with Zodiac Aerospace, the FAA and the Owner on the final design of a new EMAS for the proposed extension of Runway 03.

- g. Provide for all required design of utilities and services within the area defined in the preliminary design.
- h. Complete final quantity calculations.
- i. Complete final engineer's report for the project. This report will detail all data utilized in the design of the project. The final design report will discuss any/all assumptions made during the design. This shall include the following: Geotechnical investigation, topographic survey, final plans, pavement section design and analysis, final drainage design, final design of proposed EMAS, final design of new CAT I localizer and related shelter, estimates of probable construction costs, and phasing/scheduling recommendations.
- j. Solicit sponsor and FAA approval.
- k. Complete and submit 7460 application.
- l. Submit project to local and state permitting agencies.
- m. Assist airport with advertising and interpretation of project requirements.
- n. Assist airport with preparation of the project application to FAA.
- o. Deliverables - Engineer will provide interim design submittals at 60 percent, 90 percent and 100 percent design completion phases. Deliverables for the 60 percent and 90 percent phases will consist of plan sheets, technical specifications, itemized construction cost estimate, and preliminary Engineer's Report – electronic copy: PDF format. Paper copy: bond full-size for plan sheets. Deliverables for the 100 percent phase will consist of plan sheets, technical specifications, itemized construction cost estimate, and final Engineer's Report.

**PHASE 05 - Bidding**

- a. Coordinate schedule and advertisement with Sponsor and FAA.
- b. Distribute plans/specifications to bidders, plan rooms, and funding agencies.
- c. Conduct the pre-bid meeting.
- d. Respond to contractor Requests for Information.
- e. Prepare addenda based off pre-bid meeting and bidders questions.

- f. Conduct the bid opening.
- g. Prepare and distribute the bid tabulation.
- h. Review bids. Coordinate with FAA Civil Rights on DBE participation.
- i. Send recommendation of award to Sponsor.
- j. Assist Sponsor with grant application.
- k. Deliverables - Engineer will provide bid tabulation of bids received, and submittal of DBE participation proposed by low responsive bidder to FAA Civil Rights for review and concurrence by the FAA. Upon receipt of written approval of DBE Participation Letter from FAA Civil Rights, Engineer will provide written summary of bids received and construction contract award recommendation for consideration by the Owner

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$290,041.00**. Special services shall be performed on a not to exceed basis with a budget of **\$336,275.00**, which includes reimbursable expenses. For a total of **\$626,316.00**.

**NOTE: This Work Authorization does not include construction administration professional services or any other construction phase professional services. These services will be included under a separate Work Authorization.**

**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY

**APPROVED:**  
TALBERT, BRIGHT & ELLINGTON,  
INC.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Title

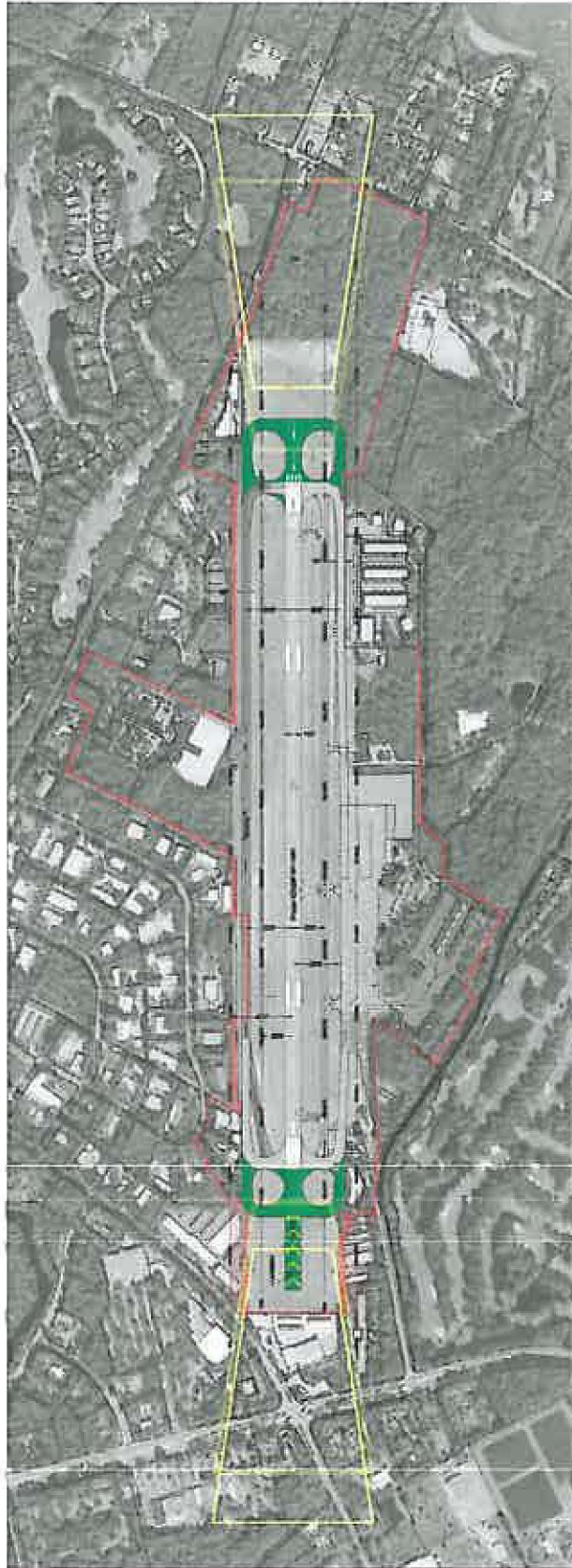
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Vice President  
Title:

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Date:

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Date:

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Witness:

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Witness:



**AIRPORT BUILDINGS**

Building no.	Name	For reference
1	Airport terminal	101
2	Airport baggage terminal	102
3	Airport control tower	103
4	Airport maintenance hangar	104
5	Airport parking garage	105
6	Airport security screening	106
7	Airport security screening	107
8	Airport security screening	108
9	Airport security screening	109
10	Airport security screening	110
11	Airport security screening	111
12	Airport security screening	112
13	Airport security screening	113
14	Airport security screening	114
15	Airport security screening	115
16	Airport security screening	116
17	Airport security screening	117
18	Airport security screening	118
19	Airport security screening	119
20	Airport security screening	120

**LEGEND**

- Point 1: Suburban Airport Terminal
- Point 2: Suburban Airport Terminal
- Point 3: Suburban Airport Terminal
- Point 4: Suburban Airport Terminal
- Point 5: Suburban Airport Terminal
- Point 6: Suburban Airport Terminal
- Point 7: Suburban Airport Terminal
- Point 8: Suburban Airport Terminal
- Point 9: Suburban Airport Terminal
- Point 10: Suburban Airport Terminal
- Point 11: Suburban Airport Terminal
- Point 12: Suburban Airport Terminal
- Point 13: Suburban Airport Terminal
- Point 14: Suburban Airport Terminal
- Point 15: Suburban Airport Terminal
- Point 16: Suburban Airport Terminal
- Point 17: Suburban Airport Terminal
- Point 18: Suburban Airport Terminal
- Point 19: Suburban Airport Terminal
- Point 20: Suburban Airport Terminal

**SUMMARY OF FEES**

**RUNWAY EXTENSION (297' ON RWY 3 & 403' ON RWY 21), PIPING OF  
DRAINAGE DITCH, AND RWY 3 EMAS  
HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SC  
AIP PROJECT NO.  
SCAA PROJECT NO.  
CLIENT PROJECT NO.  
TBI PROJECT NO. 2119-1006**

June 11, 2014

DESCRIPTION	ESTIMATED COST
<b>BASIC SERVICES</b>	
PRELIMINARY DESIGN PHASE (01)	\$ 25,289.00
DESIGN PHASE (04)	\$ 238,756.00
BIDDING PHASE (05)	\$ 25,996.00
SUBTOTAL	\$ 290,041.00
<b>EXPENSES</b>	\$ 10,825.00
SUBCONSULTANTS	\$ 325,450.00
TOTAL	\$ 626,316.00



MANHOOR ESTIMATE

RUNWAY EXTENSION (29' ON RWY 3 & 403' ON RWY 21), PIPING OF DRAINAGE  
 DITCH, AND RWY 3 EMAS  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SC  
 AIP PROJECT NO:  
 SCAA PROJECT NO:  
 CLIENT PROJECT NO:  
 TBI PROJECT NO 2119-1006

June 11, 2014

PRELIMINARY DESIGN PHASE (01)

DESCRIPTION	PRIN	PM	E6	E4	E2	E1	T5	AD5	AD3
	\$ 168	\$ 158	\$ 142	\$ 108	\$ 78	\$ 68	\$ 98	\$ 74	\$ 53
Preliminary project review w/Owner	16	16	0	2	0	0	2	2	2
Develop project scope contract	8	4	2	0	0	1	0	4	0
Coordinate with subconsultants	0	16	8	0	0	1	4	0	2
Determine project approach	12	16	8	0	0	1	2	0	0
Preliminary coordination with USACE-404	0	4	0	0	0	0	2	0	1
Develop submit phasing and security plan (7460)	2	6	8	4	2	0	2	0	0
Develop preliminary estimate	2	4	8	0	2	1	2	0	0
<b>MANHOOR TOTAL</b>	<b>40</b>	<b>66</b>	<b>34</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>14</b>	<b>6</b>	<b>5</b>

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 168	40	\$ 6,720
Project Manager	PM	\$ 158	66	\$ 10,428
Engineer VI	E6	\$ 142	34	\$ 4,828
Engineer IV	E4	\$ 108	6	\$ 648
Engineer II	E2	\$ 78	4	\$ 312
Engineer I	E1	\$ 68	4	\$ 272
Technician V	T5	\$ 98	14	\$ 1,372
Admin Assistant V	AD5	\$ 74	6	\$ 444
Admin Assistant III	AD3	\$ 53	5	\$ 265
	<b>Total</b>		<b>179</b>	
<b>SUBTOTAL</b>				<b>\$ 23,269.00</b>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST UNITS	EST COST
Telephone	LS	\$ 75	1	\$ 75.00
Postage	LS	\$ 200	1	\$ 200.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 750	1	\$ 750.00
Travel	LS	\$ 200	3	\$ 600.00
<b>SUBTOTAL</b>				<b>\$ 1,625.00</b>
<b>TOTAL PRELIMINARY DESIGN COST:</b>				<b>\$ 26,914.00</b>

MANHOUR ESTIMATE

RUNWAY EXTENSION (297' ON RWY 3 & 403' ON RWY 21), PIPING OF  
 DRAINAGE DITCH, AND RWY 3 EMAS  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SC  
 AIP PROJECT NO:  
 SCAA PROJECT NO:  
 CLIENT PROJECT NO:  
 TBI PROJECT NO: 2119-1006

June 11, 2014

DESIGN PHASE 104)

DESCRIPTION	PRIN \$ 168	PM \$ 158	E6 \$ 142	E4 \$ 108	E2 \$ 78	E1 \$ 68	T5 \$ 98	AD5 \$ 74	AD3 \$ 53
<b>PLANS</b>									
Cover Sheet	0	0	2	0	2	2	0	0	0
Quantities and General Notes	0	2	0	0	0	4	4	0	0
Safety and Phasing Plan	4	4	6	2	8	6	8	0	0
Demolition Plan	0	2	4	8	6	8	16	0	0
Geometric Plan and Profile	2	4	6	12	16	4	24	0	0
Grading and Drainage Plans	4	24	56	64	24	16	120	0	0
Erosion and Sediment Control Plans	2	12	16	20	16	8	32	0	0
Erosion and Sediment Control Details	0	2	4	4	4	8	8	0	0
Typical Sections and Pavement Details	0	2	2	4	4	8	8	0	0
Drainage Profiles	0	2	2	0	4	8	12	0	0
Marking Plan	0	8	12	4	8	8	16	0	0
Electrical Layout Plan	2	8	48	16	24	32	40	0	0
New Localizer Antenna/Shelter Grading Plan	1	4	8	4	4	0	12	0	0
New Localizer Electrical Plan	0	2	4	6	4	8	8	0	0
New Localizer Electrical Grounding Plan	1	2	6	0	0	0	0	0	0
New Localizer Line of Sight Exhibit	1	1	2	0	0	4	0	0	0
Localizer and Electrical Details	0	4	4	4	4	8	4	0	0
Miscellaneous Details	2	4	6	2	8	0	6	0	0
<b>DESIGN</b>									
Coordination/Meetings with Owner	16	16	0	0	0	0	0	0	0
Coordination with EMAS & SWPPP subs	16	24	40	0	0	4	12	0	0
Phasing and Safety Design	4	16	16	4	2	0	0	0	0
Pavement Design	0	4	6	8	0	0	0	0	0
Drainage Design	2	6	8	16	12	8	12	0	0
SWPPP/404 Coordination and Plan Preparation	0	16	80	40	24	0	72	4	2
NFDC Coordination	0	8	16	0	0	0	8	4	2
NAVAID relocation/replacement	8	64	80	44	8	4	36	0	0
FAA Flight Procedure and FCC Coordination	1	6	0	0	0	0	2	2	0
Quantities and Construction Estimates	0	2	8	8	4	4	8	0	0
Specifications	4	24	16	4	0	0	0	16	8
Design Review Meeting (3)	24	24	0	0	0	0	0	4	0
Quality assurance plan	8	8	8	4	0	0	0	0	0
Revisions	0	2	4	4	8	8	8	4	2
<b>MANHOUR TOTAL</b>	<b>102</b>	<b>307</b>	<b>470</b>	<b>282</b>	<b>194</b>	<b>160</b>	<b>476</b>	<b>34</b>	<b>14</b>

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST MHRS	EST COST
Principal	PRIN	\$ 168	102	\$ 17,136
Project Manager	PM	\$ 158	307	\$ 48,506
Engineer VI	E6	\$ 142	470	\$ 66,740
Engineer IV	E4	\$ 108	282	\$ 30,456
Engineer II	E2	\$ 78	194	\$ 15,132
Engineer I	E1	\$ 68	160	\$ 10,880
Technician V	T5	\$ 98	476	\$ 46,618
Admin Assistant V	AD5	\$ 74	34	\$ 2,516
Admin Assistant III	AD3	\$ 53	14	\$ 742

**MANHOUR ESTIMATE**

RUNWAY EXTENSION (297' ON RWY 3 & 403' ON RWY 21), PIPING OF  
 DRAINAGE DITCH, AND RWY 3 EMAS  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SC  
 AIP PROJECT NO:  
 SCAA PROJECT NO:  
 CLIENT PROJECT NO:  
 TBI PROJECT NO. 2119-1006

June 11, 2014

DESIGN PHASE (00)

<b>Total</b>	2,039
<b>SUBTOTAL</b>	<b>\$ 214,756.00</b>

**DIRECT EXPENSES**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 250	1	\$ 250.00
Postage	LS	\$ 250	1	\$ 250.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 2,400	1	\$ 2,400.00
Travel	LS	\$ 200	5	\$ 1,000.00
<b>SUBTOTAL</b>				<b>\$ 4,900.00</b>

**SCOPE OF SUBCONTRACTED SERVICES**

EXPENSE DESCRIPTION	UNIT RATE	EST. UNITS	COST
EMAS SYSTEM DESIGN (ZODIAC)	\$ 141,756	1	\$ 141,756.00
PREDESIGN GEOTECHNICAL TESTING	\$ 32,200	1	\$ 32,200.00
404 PERMITTING	\$ 52,900	1	\$ 52,900.00
TOPOGRAPHIC SURVEY	\$ 96,600	1	\$ 96,600.00
<b>SUBTOTAL</b>			<b>\$ 325,456.00</b>
<b>TOTAL DESIGN COST:</b>			<b>\$ 548,106.00</b>

MANHOUR ESTIMATE

RUNWAY EXTENSION (297' ON RWY 3 & 403' ON RWY 21), PIPING OF  
 DRAINAGE DITCH, AND RWY 3 EMAS  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SC  
 AIP PROJECT NO:  
 SCAA PROJECT NO.  
 CLIENT PROJECT NO  
 TBI PROJECT NO: 2119-1006

June 11, 2014

BIDDING PHASE (05)

DESCRIPTION	PRIN	PM	E6	E4	E2	E1	T5	AD5	AD3
	\$ 168	\$ 158	\$ 142	\$ 108	\$ 78	\$ 68	\$ 98	\$ 74	\$ 53
Coordinate advertisement	0	2	0	0	0	0	0	2	0
Distribute bid documents	0	0	0	2	4	10	2	20	24
Prebid meeting	0	8	8	0	0	0	0	0	0
Bidder question & answers	6	16	24	12	4	2	4	8	2
Prepare addenda	2	12	16	6	4	2	4	8	4
Bid opening tabulation	0	8	0	0	0	4	0	4	2
Recommendation of award	0	2	0	0	0	0	0	2	0
<b>MANHOUR TOTAL</b>	<b>8</b>	<b>48</b>	<b>48</b>	<b>20</b>	<b>12</b>	<b>18</b>	<b>10</b>	<b>44</b>	<b>32</b>

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL. RATE	EST. MHR	EST. COST
Principal	PRIN	\$ 168	8	\$ 1,344
Project Manager	PM	\$ 158	48	\$ 7,584
Engineer VI	E6	\$ 142	48	\$ 6,816
Engineer IV	E4	\$ 108	20	\$ 2,160
Engineer II	E2	\$ 78	12	\$ 936
Engineer I	E1	\$ 68	18	\$ 1,224
Technician V	T5	\$ 98	10	\$ 980
Admin. Assistant V	AD5	\$ 74	44	\$ 3,256
Admin. Assistant III	AD3	\$ 53	32	\$ 1,696
		<b>Total</b>	<b>240</b>	
<b>SUBTOTAL</b>				<b>\$ 25,996.00</b>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 200	1	\$ 200.00
Postage	LS	\$ 250	1	\$ 250.00
Copying	LS	\$ 1,500	1	\$ 1,500.00
Reproduction	LS	\$ 1,000	1	\$ 1,000.00
Advertisement	LS	\$ 1,200	1	\$ 1,200.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 750	1	\$ 750.00
Travel	LS	\$ 200	2	\$ 400.00
<b>EXPENSE DESCRIPTION</b>				<b>\$ 5,300.00</b>

**TOTAL BIDDING COST: \$ 31,296.00**

**HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND, SOUTH CAROLINA  
WORK AUTHORIZATION 14-04  
May 30, 2014  
PROJECT NO.: TBI NO. 2119-1404**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

**Description of Work Authorized:**

**Task 1: Land Acquisition** – Acquisition of approximately 8.06 acres of property adjacent to Runway 21 and Beach City Road at the Hilton Head Island Airport, as well as one property at 35 Dillon Road (refer to Table 1) in accordance with the Master Contract.

<b>Table 1 Impacted Property Parcel Information Hilton Head Island Airport</b>			
<b>Parcel #</b>	<b>Property Owner</b>	<b>Acreage</b>	<b>Use</b>
R510 004 000 0359 0000 Billing Address: Location:	Brooklyn Bridge Ltd Co 17 Plumbridge Lane Hilton Head Island, SC 29928 160 Beach City Road - has avigation easement	0.07 ac	vacant
R510 004 000 0344 0000 Billing Address: Location:	Brooklyn Bridge Ltd Co 17 Plumbridge Lane Hilton Head Island, SC 29928 154 Beach City Road - has avigation easement	2.75 ac	The Commons on Beach City Road (Master)
R510 004 000 0344 0001 Billing Address: Location:	Hilton Head Deep Well Project Inc P.O. Box 5543 Hilton Head Island, SC 29938 154 Beach City Road - Unit 1	6,212 sf	commercial condominium
R510 004 000 0344 0002 Billing Address: Location:	Junior Players Golf Academy, Inc. 154 Beach City Road Hilton Head Island, SC 29926 154 Beach City Road - Unit 2	4,997 sf	commercial condominium
R510 004 000 0344 0003 Billing Address: Location:	Tebrake Group LLC 73 Skull Creek Drive #212B Hilton Head Island, SC 29926 154 Beach City Road - Unit 3	1,566 sf	commercial condominium
R510 004 000 0344 0004 Billing Address: Location:	Ameris Bank Special Assets Division 966-C Houston Northcutt Boulevard Mt. Pleasant, C 29464 154 Beach City Road - Unit 4	1,535 sf	commercial condominium
R510 004 000 0344 0005 Billing Address: Location:	Nancy Osborne Revocable Trust 137 Cordillo Parkway #5401 Hilton Head Island, SC 29928 154 Beach City Road - Unit 5	1,674 sf	commercial condominium

**Table 1**  
**Impacted Property Parcel Information**  
**Hilton Head Island Airport**

<b>Parcel #</b>	<b>Property Owner</b>	<b>Acreage</b>	<b>Use</b>
R510 004 000 0344 0006 Billing Address:  Location:	Nancy Osborne Revocable Trust 137 Cordillo Parkway #5401 Hilton Head Island, SC 29928 154 Beach City Road - Unit 6	1,129 sf	commercial condominium
R510 004 000 0344 0007 Billing Address:  Location:	Bankmeridian NA, Division of SCBT 4210 Highway 17 Bypass Murrells Inlet, SC 29576 154 Beach City Road - Unit 7	1,299 sf	commercial condominium
R510 004 000 0344 0008 Billing Address:  Location:	Garamound LLC 154 beach City Road Unit H Hilton Head Island, SC 29926 154 Beach City Road - Unit 8	1,266 sf	commercial condominium
R510 004 000 0344 0009 Billing Address:  Location:	Bankmeridian NA, Division of SCBT 4210 Highway 17 Bypass Murrells Inlet, SC 29576 154 Beach City Road - Unit 9	1,249 sf	commercial condominium
R510 004 000 0344 0010 Billing Address:  Location:	Bankmeridian NA, Division of SCBT 4210 Highway 17 Bypass Murrells Inlet, SC 29576 154 Beach City Road - Unit 10	1,536 sf	commercial condominium
R510 004 000 0344 0011 Billing Address:  Location:	Bankmeridian NA, Division of SCBT 4210 Highway 17 Bypass Murrells Inlet, SC 29576 154 Beach City Road - Unit 11	1,548 sf	commercial condominium
R510 004 000 0344 0012 Billing Address:  Location:	Bankmeridian NA, Division of SCBT 4210 Highway 17 Bypass Murrells Inlet, SC 29576 154 Beach City Road - Unit 12	1,549 sf	commercial condominium
R510 004 000 0344 0013 Billing Address:  Location:	Bankmeridian NA, Division of SCBT 4210 Highway 17 Bypass Murrells Inlet, SC 29576 154 Beach City Road - Unit 13	1,256 sf	commercial condominium
R510 004 000 0344 0014 Billing Address:  Location:	Bankmeridian NA, Division of SCBT 4210 Highway 17 Bypass Murrells Inlet, SC 29576 154 Beach City Road - Unit 14	1,259 sf	commercial condominium
R510 004 000 0343 0000 Billing Address:  Location:	Francis Marie Hartis Trustee 148 Beach City Road Hilton Head Island, SC 29928 148 Beach City Road	1.97 ac	commercial building
R510 008 000 222A 0000 Billing Address:  Location:	Joanne Rodenberg 6 Dunecrest Lane Isle of Palms, SC 29451 35 Dillon Road - has avigation easement	3.27 ac	commercial auto repair

Source: Talbert & Bright, Inc. (2010), "Hilton Head Island Airport Master Plan Update Final Report," prepared for Beaufort County and accepted by the FAA November 16, 2011.

The land acquisition shall include coordination with the client, appraisal, review appraisal, and property plat survey (the property survey will be a standard boundary survey and not an ALTA Land Title Survey). Condominium properties will be surveyed around entire building and not individual units. Individual parcel owners with deed, tax address and unit number information will be put on the face of plat. Most of this work will be completed by subconsultants under TBE's direction. TBE shall assist Beaufort County but all offers to the property owner will be made by a representative from the County.

**Task 2: Relocation Assistance** – Upon notice to proceed and in the case of tenant occupied properties, after contact has been made with the owner, an initial contact meeting will be arranged with the displacee. The relocation agent will coordinate this meeting with the appraiser so that both inspections can be done at the same time. This will allow the relocation agent and appraiser to confirm what items are personal property and will be eligible for moving costs. In the initial contact the following will be discussed:

- The relocation assistance program in general
- Their rights under the program
- Moving expense eligibility
- Search expense eligibility
- Re-establishment expense eligibility
- Written Notice (eligibility letter, ninety day notice, thirty day notice)
- The project schedule
- Other pertinent issues

While the appraisal is in process, the relocation agent will perform the necessary work to compute the displacee's moving cost eligibility, either by a moving cost finding or by securing bids. Also the relocation agent will perform a study of the area to determine possible replacement properties for the displacees and identify agencies that can provide assistance in locating new locations. Once the appraisal has been completed, the relocation agent will review the report, to make sure no items being considered as personal property by the relocation agent, are paid for as real property in the appraisal.

Once an acquisition offer has been tendered to the owner of the property, the relocation agent will tender a relocation eligibility offer to the displacee, along with a 90 day vacate letter. The relocation agent will discuss the eligibility offer and the process for moving forward with relocation. Tentative vacate dates will be established in these meetings.

Once a settlement has been reached on the acquisition, and the owner has been paid, the relocation agent will issue a 30 day vacate notice, which will establish a vacate date and amount of rent to be paid, until the property is vacated.

As the properties are vacated, the relocation agent will work with the displacee to process relocation claims. The relocation agent will inspect the subject properties to confirm they have been vacated and to secure the building. Once the property is vacated and secured the relocation agent will turn a complete file and the keys over to the client.

All relocation activities will be in accordance to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

**This scope of services does not include attendance at public meetings. If this service is required, it will be performed as an amendment to this work authorization on an hourly basis and expense reimbursement in accordance with TBE hourly rates.**

**Estimated Time Schedule:** Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

**Cost of Services:** The method of payment shall be in accordance with Article 6 of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$145,751.00.**

**Agreed as to Scope of Services, Time Schedule and Budget:**

**APPROVED:**  
BEAUFORT COUNTY

**APPROVED:**  
TALBERT, BRIGHT & ELLINGTON,  
INC.

\_\_\_\_\_  
Title

\_\_\_\_\_  
Vice President  
Title:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Talbert, Bright & Ellington, Inc.

*Work Authorization 2119-1404*



MANHOUR ESTIMATE

RUNWAY 21 LAND ACQUISITION  
 HILTON HEAD ISLAND AIRPORT  
 HILTON HEAD ISLAND, SOUTH CAROLINA  
 AIP PROJECT NO:  
 SCDOA PROJECT NO:  
 CLIENT PROJECT NO:  
 TBI PROJECT NO: 2119-1404

May 28, 2014

DESCRIPTION	PRN \$175	PM \$ 164	SP \$ 130	E6 \$ 147	E3 \$ 95	E2 \$ 82	E1 \$ 72	T5 \$ 98	T3 \$ 69	AD4 \$ 68	AD3 \$ 55
<i>Project Formulation</i>											
Coordination of Land Acquisition Requirements	1	0	1	0	0	0	0	0	0	1	0
Develop Cost Estimates and Project Budget	1	0	1	0	0	0	0	0	0	1	0
Prepare Application for Funding	1	0	2	0	0	0	0	0	0	2	0
<i>Project Administration</i>											
Attend Project Start-Up Meeting	4	4	4	0	0	0	0	0	0	0	0
Select Appraiser, Surveyor	0	1	1	0	0	0	0	0	0	0	0
Coordinate with Surveyor	0	1	1	0	0	0	0	0	0	0	0
Develop Maps	0	0	20	0	0	0	20	0	0	8	0
Coordinate Appraisals	8	0	40	0	0	0	0	0	0	8	0
Coordinate Review Appraisals	8	0	40	0	0	0	0	0	0	8	0
Coordinate with Relocation Agent	8	0	40	0	0	0	0	0	0	8	0
Prepare Just Compensation Summary Sheet	4	4	16	0	0	0	0	0	0	8	0
Assist in Issuing Offer of Purchase	4	4	16	0	0	0	0	0	0	8	0
General Assistance	0	0	24	0	0	0	0	0	0	8	0
Complete Project Application	0	1	1	0	0	0	0	0	0	2	0
Project Budget Schedule Updates	0	1	1	0	0	0	0	0	0	2	0
Assist in Project Close-Out	0	1	1	0	0	0	0	0	0	2	0
<b>MANHOUR TOTAL</b>	<b>39</b>	<b>17</b>	<b>209</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>66</b>	<b>0</b>

DIRECT LABOR EXPENSES  
 CLASSIFICATION

		BILL RATE	EST HOURS	EST COST
Principal	PRIN	\$ 175	39	\$ 6,825
Project Manager	PM	\$ 164	17	\$ 2,788
Senior Planner	SP	\$ 130	209	\$ 27,170
Engineer VI	E6	\$ 147	-	-
Engineer III	E3	\$ 95	-	-
Engineer II	E2	\$ 82	-	-
Engineer I	E1	\$ 72	20	\$ 1,440
Technician V	T5	\$ 98	-	-
Technician III	T3	\$ 69	-	-
Admin Assistant IV	AD4	\$ 68	66	\$ 4,488
Admin Assistant III	AD3	\$ 55	-	-
				\$ -
		<b>Total</b>	<b>351</b>	
<b>SUBTOTAL</b>				<b>\$ 42,711.00</b>

DIRECT EXPENSES  
 EXPENSE DESCRIPTION

	UNIT	UNIT RATE	EST UNITS	EST COST
Telephone	LS	\$ 200.00	1	\$ 200
Postage	LS	\$ 300.00	1	\$ 300
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 300.00	1	\$ 300
Travel	LS	\$ 260.00	4	\$ 1,040
<b>SUBTOTAL</b>				<b>\$ 1,840.00</b>

MANHOUR ESTIMATE

RUNWAY 21 LAND ACQUISITION  
HILTON HEAD ISLAND AIRPORT  
HILTON HEAD ISLAND SOUTH CAROLINA  
AIP PROJECT NO.  
SCDOA PROJECT NO.  
CLIENT PROJECT NO.  
TBI PROJECT NO. 2119-1101

May 28, 2014

<u>SUBCONTRACTED SERVICES</u>	<u>UNIT</u>	<u>UNIT</u>	<u>EST</u>	<u>EST</u>
		<u>RATE</u>	<u>UNITS</u>	<u>COST</u>
Appraisal and Relocation Assistance	LS	\$ 68,885	1	\$ 68,885
Review Appraisal	LS	\$ 16,675	1	\$ 16,675
Survey Plat	LS	\$ 15,640	1	\$ 15,640
<b><i>SUBTOTAL</i></b>				<b><i>\$ 101,200</i></b>
<b>TOTAL COST:</b>				<b>\$ 145,751.00</b>

## Economic Impact of Santa Elena for Beaufort County

- **The Santa Elena site on Parris Island is within eyesight of both Hilton Head Island and the Town of Port Royal.** Santa Elena represents a unique and irreplaceable asset important to heritage and cultural visitors (Gartner, 2004; Marsh, 2012).
- **An increase in tourism of 10-20% for Beaufort County** is possible by driving visitation interest for Charlesfort and Santa Elena. We believe 50,000 to 200,000 annual visitors will visit and compares to visitor attendance at other heritage parks and monuments in the region.
- **Annual visitor spend in Beaufort County is estimated at \$1.6 billion.** Representing \$1.0 billion in annual direct visitor spend in Beaufort County (Salazar, 2013) and the 1.6 multiplier for travel dollars estimated by National Parks Service (Thomas, Huber, & Koontz, 2012).
- Tourism is the largest private employer in South Carolina (Gullah Geechee Cultural Corridor Commission, 2012). **12,200 jobs in Beaufort County are sustained by travel-related expenditures** (US Travel Association, 2013).
- A 2007 study sponsored by **Beaufort Regional Chamber of Commerce included estimates of 550,000 visitors to northern Beaufort County each year** with an estimated economic impact of \$538 million (Beaufort Regional Chamber of Commerce, 2007).
- Rob Wells, Tourism Division Executive for the Beaufort Regional Chamber, **uses an updated estimate of 750,000 annual visitors**, including
  - 20,000 visitors by scheduled tour buses, and
  - 40,000 visitors each year to the Beaufort Visitors Center.
  - **75,905 visitors attended Graduation and Family days** at Parris Island with an economic impact of \$19m. (USMC, 2013).
- Clearly Tourism is important to the Beaufort economy. Santa Elena links to other sites in the area to make Beaufort County an attractive year-round destination. **Potential Santa Elena-related tourism represents tens of millions of tourism dollars annually for Beaufort County.**

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The Economic Influence of Heritage Tourism in Beaufort County, South Carolina

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John P. Salazar, PhD

# ECONOMIC INFLUENCE OF HISTORICAL TOURISM IN BEAUFORT

## **Abstract**

The first entry point by Europeans at the Santa Elena archeological site on Parris Island, South Carolina comprises a rich history and greatly untold story. The establishment of a cultural interpretive center in Beaufort County may be the opportunity to link numerous historic locations in the coastal South Carolina Lowcountry with the multi-period, archeological site on Parris Island. The establishment of a proposed cultural interpretive center, the re-start of archeological excavation at the Santa Elena site, and promotion of the collective area history may increase historic-linked economic activity in the South Carolina Lowcountry. Economic benefits may derive from increased tourism, discovery of the area by a larger number of domestic and international visitors, increased relocation activity, the promotion of cultural bridges with heritage European countries, and direct capital investment by the business community. The following report includes a review of scholarly literature recording the economic benefits experienced by communities with heritage cultural exhibits. Included as well are economic considerations using relevant data on spending patterns by visitors to historic sites.

*Keywords:* Historical tourism, economic influence, South Carolina, Santa Elena, rural development, early American history, Beaufort County

# ECONOMIC INFLUENCE OF HERITAGE TOURISM IN BEAUFORT

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### **Economic Influence of Heritage Tourism in Beaufort County**

Notable historic locations in Beaufort County were sites of activity spanning initial European exploration, pre-Colonial, Colonial, Revolutionary, the War Between the States, and Reconstruction periods of South Carolina history (Rowland, Moore, & Rogers Jr., 1996). The following report is an evaluation of potential economic impact and benefit to Beaufort County from expanded promotion of the Charlesfort-Santa Elena historical site on Parris Island. The site contains archeological artifacts from early contact by distinct Spanish, French, and English explorers (National Parks Service, 2014). European arrival on the site first occurred in 1562 (Lyon, 1984; Rowland, et al., 1996) and is documented thoroughly in scholarly literature. The arrival of European explorers and the establishment of early settlements on Parris Island, however, are historic events with potential for additional archeological exploration (DePratter, South, & Legg, 1996; South & DePratter, 1996). The archeological site is named for a Spanish settlement of Santa Elena lasting from 1566 to 1587 (Lyon, 1984; South, 1979, 1980, 1982, 1983, 1984; South & DePratter, 1996).

Members of the Santa Elena Foundation seek to reopen the Santa Elena archeological site and to establish a cultural heritage center as a tool to communicate the pre-Colonial history of the Port Royal Sound. The purpose of the present research report is to consider possible visitor interest and summarize the economic influence of heritage sites in the United States recorded in scholarly literature. An additional objective is to estimate possible economic benefits to Beaufort County from increased historical tourism generated subsequent to the opening of the proposed cultural interpretive center based upon findings from prior and original research.



**Research Problem**

The research problem is a lack of data on increased tourism subsequent to the re-opening of the Santa Elena archaeological site and a new cultural interpretive center in the Town of Port Royal, South Carolina. Estimates of economic impact and benefit to Beaufort County subsequent to the opening of a heritage interpretive center are limited by the lack of information on probable resultant changes in visitation patterns. Leader decisions may be sub-optimized due to the poverty of information available.

**Research Purpose**

The purpose of this research report is to explore visitor interest, potential changes in tourism patterns, and associated economic impact for Beaufort County subsequent to the re-opening of the Santa Elena archaeological site and a new cultural interpretive center in the Town of Port Royal, South Carolina. A derivative objective of the report is to provide leaders with recommendations on means to obtain data and information that may improve Santa Elena project decisions.

**Background**

The Santa Elena site has a prominent place in the history of European exploration and settlement of present-day United States. A partial chronology of European settlement on the eastern coast of North America follows:

- 1562 - Jean Ribault and Charlesfort on Parris Island (DePratter, et al., 1996; Rowland, et al., 1996)
- 1565 - Fort San Augustin (St. Augustine, Florida) (Lyon, 1976, 1984; Manucy, 1992)

- 1566 - Fort San Salvador on Parris Island and Santa Elena community (Lyon, 1976, 1984; Manucy, 1992; South, 1979, 1980, 1982, 1983, 1984; South & DePratter, 1996)
- 1584 - First non-military settlement at St. Augustine (Lyon, 1984)
- 1587 - English Lost Colony of Roanoke Island (North Carolina)
- 1607- Jamestowne (Virginia)
- 1620 - Mayflower and Plymouth (Massachusetts)
- 1670 - Charlestowne (James Island, SC)

Archeological studies at the Santa Elena site conducted by Professor Stanley South of the Institute of Archeology and Anthropology at the University of South Carolina spanned 1979 to 1991(Lyon, 1984; South, 1979, 1980, 1982, 1983, 1984; South & DePratter, 1996). Professor Chester DePratter, also of the archeological department at the University of South Carolina, joined the project and discovered the remains of Charlesfort, the first European fort constructed by French explorers in 1562 (DePratter, et al., 1996). The historical record of European settlement on Parris Island is well documented by scholars, yet the activities at Charlesfort and Santa Elena are not well reported in popular American history. The Charlesfort site “predates the first English settlement at Roanoke Island (in present day North Carolina) by more than two decades. It is 45 years older than the English settlement at Jamestown, Virginia and more than one hundred years older than Charleston, the oldest English settlement in South Carolina” (DePratter, et al., 1996, p. 5).

The archeological discoveries conducted at the site were limited: at least two additional Spanish forts are to be located and 80 percent of the Santa Elena site yet to be excavated

(DePratter, et al., 1996). Reopening the archeological digs at Santa Elena and establishing a permanent cultural interpretive center are goals of the Santa Elena Foundation. The histories of early European settlements in the area of the Port Royal Sound—decades before Roanoke Island and Jamestown—are stories the foundation leaders believe members of the public wish to learn.

### **Tourism and Beaufort County**

Annual direct tourism expenditures in Beaufort County exceed \$1.0 billion (Salazar, 2013c). The US Travel Association reported for 2012 that travel revenues increased by 5.18% over 2011 in South Carolina, supporting tourism-related payrolls of \$204.4 million. Estimates of 12,200 jobs from travel-related expenditures were sustained by the tourism industry in Beaufort County in 2012 (United States Travel Association, 2013).

### **Economic Benefit from Tourism**

Economic impact is defined by the US Travel Association as “measures of spending, employment, payroll, business receipts and tax revenues generated” (United States Travel Association, 2013). The process of sharing the history of a location is growing in economic importance that must be cultivated and promoted to not lose intrinsic value (Zainaldin, 2003). Increasing public access to features unique to a location may match visitor demand for cultural and heritage experiences; active promotion of culture and heritage, therefore, are tools useful to economic development (Lacher, Oh, Jodice, & Norman, 2013).

Tourism is the largest private employer in South Carolina (Gullah Geechee Cultural Heritage Corridor Commission, 2012). The per person daily spend of \$311.00 by visitors from a radius greater than 50 miles was recorded by respondents to the Hilton Head Island and Bluffton Virtual Guestbook survey (Salazar, 2013a). In a study of the city of Charleston, host to three

million visitors each year, visitors spend an average of \$183.00 per day per person (Marsh, 2012). Local sales tax revenues from travel-related expenditures were \$33.3 million for Beaufort County in 2012. Dudley Jackson, Research Director for the South Carolina Department of Parks, Recreation, and Tourism estimates a multiplier effect of 1.76 from derivative spending over annual direct tourism revenues (Jackson, November 11, 2011). Nationally, tourism is responsible for one out of every ten jobs, “and supports 1.8 indirect jobs for each direct” tourism job (G. Fletcher & MacNulty, 2007, p. 14). Total travel-related revenues in Beaufort County may be therefore estimated at \$1.7 to \$1.8 billion for 2012. Long-term capital investment in the county is also effected by tourism: respondents to a Red Fields to Green Fields case study on Hilton Head Island reported visiting eight to ten times before investing in a home in Beaufort County (Salazar, 2013c). Travel and tourism are an important to the Beaufort County economy.

### **Heritage Tourism**

Heritage tourism includes cultural dimensions present at a destination and is a fast growing segment of the tourism industry (Gartner, 2004). Heritage touristic locations attract visitors seeking to experience assets that are unique and irreplaceable (Marsh, 2012). The unique features of a place that are inherited based on historic events or naturally occurring due to physical location are the attractions that draw visitors interested in heritage and cultural tourism (Lacher, et al., 2013). Tourism destinations are those locations that draw “visitors to stay a considerable period of time by virtue of a combination of attractions, facilities, and amenities” (G. Fletcher & MacNulty, 2007, p. 15). The Georgia governor’s commission on history identified heritage tourism as a means leaders employ successfully to vitalize downtown and

rural areas (Zainaldin, 2003). Demand for authentic, heritage tourism in rural settings is rising for an American population that is increasingly urban-based (Gartner, 2004).

Interest in cultural tourism is motivated by traveler desire to experience a culture, experience cultural events, and to learn about cultural history (Gartner, 2004). The activities of tourists, in part, reflect traveler sentimental interest in the past (Morris & Sanders, 2009). Moreover, the traveler interested in authentic cultural destinations seeks differentiated and unique experiences, avoiding homogenized travel resorts (Lacher, et al., 2013). Heritage tourists are older, more affluent, and more educated than other travelers; tourists with interest in heritage sites stay longer, spend more money, travel by car, without children, and stay in commercial accommodations (Gullah Geechee Cultural Heritage Corridor Commission, 2012; Zainaldin, 2003).

The historical heritage of Beaufort County may be understood as important by the member organizations that participate in the Beaufort County Historical Resources Consortium:

Historic Beaufort Foundation	Penn Center,
Beaufort County Library	Gullah/Geechee Sea Island Coalition,
Beaufort County Records Management,	Heritage Library,
Beaufort County Planning,	Beaufort County Historical Society,
City of Beaufort Planning,	Bluffton Historical Preservation Society,
The Parish Church of St. Helena,	Daufuskie Island Historical Society, and
Parris Island Museum,	University of South Carolina Beaufort
Coastal Discovery Museum,	(Hill, Adams, & Cordial, 2011).

## ECONOMIC INFLUENCE OF HERITAGE TOURISM IN BEAUFORT

Tourism planning is best executed by leaders who consider economic, social, and environmental benefits, a triple bottom line (Tyrrell, Paris, & Biaett, 2012). In a report to the County Administrator, Beaufort authors Hill, Adams, and Cordial recommended investment by the county to promote the heritage of the region and provide a high-quality, authentic “heritage tourism program leveraging our many and diverse heritage tourism assets” (2011, p. 21). The report suggested the following summary recommendations:

- Be sensitive to racial, ethnic, socioeconomic issues.
- Beware of improper mass-marketing that may trivialize local traditions.
- Adopt sound heritage management practices.
- Stress traditional landscapes, authentic architecture, events and customs.
- Resolve issues of historic preservation versus restoration.
- Beware of overcrowding and overuse.
- Avoid artificial branding (Hill, et al., 2011).

### **Authenticity and Sustainability**

Authenticity is an important attribute for heritage tourism (Gartner, 2004; Salazar, 2013c). Successful promotion of a tourist destination may disrupt the original appeal of the site: over use, over promotion, and factors that diminish the uniqueness of a site may lead to the destruction of the special nature of the attraction (Marsh, 2012). A challenge for the promotion of the numerous and diverse heritage sites in Beaufort county is to ensure sustainable promotion (M. Fletcher & Prashantham, 2011; Hill, et al., 2011). Visitors and residents share the same space (Salazar, 2013c). To ensure on-going support by residents who share space and utilization with visitors, development must be managed and designed with sustainability so that residents

mutually benefit and encourage an authentic heritage (Sharma & Dyer, 2009; Tyrrell, et al., 2012).

### **Visitor Demographics**

Visitors traveling more than 50 miles are often identified as tourist, those travelers who spend longer periods of time and money in a location, while excursionists commute to the location for the day (Hill, et al., 2011; Marsh, 2012). Across the State of South Carolina 29.5 million visitors in 2013 spent a total of 107.3 million visitor-days, averaged 2.1 people per group, and spent just under \$600 per party (South Carolina Department of Parks Recreation and Tourism, 2013). Three-quarters of all travel involved overnight stays and 30% of the visitors reported activities that included sightseeing, visiting historic places, visiting old homes/mansions, and museums (South Carolina Department of Parks Recreation and Tourism, 2013). National data record that 34% of domestic traveler activities include visits to historical places, museums, and state or national parks (Morris & Sanders, 2009). The management plan prepared by the National Park Service for the Gullah Geechee Cultural Heritage Corridor included data identifying heritage tourist as older and well educated, tending to travel without children, who move about by automobile, and take advantage of commercial accommodations (Gullah Geechee Cultural Heritage Corridor Commission, 2012).

### **Beaufort Visitor Demographics**

Data collected through guestbook surveys sponsored by the Beaufort Regional Chamber of Commerce show Augusta, Charlotte, Greenville, and Columbia as important origination locations for visitors (Salazar, 2013b). Current visitor traffic also records the importance of visitor populations traveling to the area from Charleston and Atlanta and then from more distant

origination locations of the New York, Cincinnati, and Knoxville statistical metropolitan areas (Salazar, 2013b). Respondents to the guest book survey were predominantly between 41 and 70 years of age, with 73.3% of all respondents over the age of 41 years. The Baby-Boomer generation in 2010 was 80 million members strong; members of this generation are people who seek to relocate from large to smaller communities seeking a more stress-free lifestyle (Williams & Page, 2011). Members of this generational group are likely buyers of second homes and appreciate expensive restaurant meals (Williams & Page, 2011). 74% of respondents reported their status as married and 67.5% do not have children under the age of 18 living at home.

Travelers completing the survey reported with a frequency of 73% that they travel in groups of two or more. Respondents reported with a frequency of 80.2% to have attended college, and 56.1% of respondents reported holding a bachelors or graduate degree. Respondents reported with a frequency of 61.7% to have annual household incomes greater than \$50,000.00 and 25.5% of respondents reported annual incomes in excess of \$100,000.00. Visitor respondents reported staying two or more days in Beaufort with a frequency of 67.5%. Visitors who answered the questionnaire reported with a frequency of 80% that historic interests were very important or somewhat important to their decision to visit Beaufort. The percentage of respondents who spent \$100 or more per day on lodging was 30%. The percentage of respondents who spent \$50 or more per day on restaurant meals was 40.3%. The percentage of respondents who reported spending \$50 or more per day on retail purchases was 29.8%.



### Demographics for Beaufort Festival Visitors

Beaufort is home to a number of annual festivals and special events. Data collected by the Lowcountry Resort Island Tourism Institute for the Beaufort Regional Chamber of Commerce is shown in Table 1.

Table 1

#### *Beaufort Festival Visitor Demographics*

	Shrimp Festival 2013	Taste of Beaufort 2012	MCAS Air Show 2011
Percentage of Respondents > Age 40	66.7%	71.2%	41.2%
Percentage Married	67.8%	68.9%	52.0%
Percentage without children at home < 18 year of age	70.8%	67.3%	53.2%
Percentage with bachelors degree or higher	53.0%	54.0%	
Percentage with household income > \$50,000	69.5%	75.4%	51.1%
Percentage spending two or more days in Beaufort	62.4%	69.0%	64.7%
Respondents who spent > \$100/ night on lodging	57.8%	35.1%	
Respondents who spent > \$50/ day on meals	58.0%	61.7%	
Respondents who spent > \$50/ day on retail purchases	45.0%	60.4%	

(Salazar, 2012, 2013)

### Economic Experience of Other Heritage Sites

“People working in the tourist industry derive economic benefit from products that represent people, places, regions, cultures and or/events, and by catering to the self-interests and identities of those who purchase them” (Morris & Sanders, 2009, p. 132). Event-based tourism may drive meaningful commercial benefits for a tourism destination, increasing traffic and

utilization rates for existing infrastructure (Litvin & Fetter, 2006). The promotion of special events may be timed to increase occupancy for accommodations and boost traffic in retail and dining locations during seasonal periods of low tourism. Moreover, recreational development that attracts higher numbers of visitors also increases the number of people who relocate permanently to the area, providing a sustained increase in the overall economy (Reeder & Brown, 2005). Scholarly literature records data supporting the conclusion that tourism may promote a flourishing economy, “attracting retirees, entrepreneurs, and young workers” and may aid rural locations to diversify with an increased range of goods and services (Hanagriff, Beverly, & Lau, 2009, p. 72).

A variety of studies support favorable economic benefits from heritage and cultural tourism. The GO TEXAS co-funding program sponsored by Texas Department of Agriculture for rural communities resulted in a 34% increase in year-over-year attendance; 56% of those events sponsored were historical or local heritage events (Hanagriff, et al., 2009). Spoleto Festival USA in Charleston offers to residents and visitors a combination of the city’s historical features and a festival that brings music, art, theatre, and dance. The annual event is considered a major factor in the success of Charleston as a tourism destination (Litvin & Fetter, 2006). Mesa Verde in Montezuma County, Colorado is a World Heritage Cultural Site and the ancestral home of the Pueblo People. The site attracts several hundred thousand visitors each year, direct tourism spending, and considerable indirect economic impact to Southwestern Colorado (Walls & Longo, 2005). The City of Tucson, Arizona invested in a 200,000 square foot cultural interpretive center designed to communicate the origins of the area and anticipated attracting an additional 280,000 visitors each year spending an anticipated \$157.00 per visitor (Moore, 2006).

Table 2

*Select National Monument Annual Statistics*

<u>Site Name</u>	<u>Annual Number of Visitors</u>		
	2011	2012	2013
Fort Pulaski National Monument	408,104	385,751	374,408
Fort Sumter National Monument	857,853	842,027	815,007
Fort Raleigh NM (Roanoke)	282,134	281,833	263,598
Castillo San Marcos NM (St. Augustine)	741,042	727,243	778,128

(National Park Service, 2013)

Table 3

*Visitor Spend Effects at National Parks in South Carolina*

<u>Park or Monument</u>	<u>Recreational Visits</u>	<u>Total Visitor Spend (\$ x000s)</u>	<u>Jobs</u>	<u>Labor Income (\$ x000s)</u>	<u>Value Added (\$ x000s)</u>	<u>Economic Output (\$ x000s)</u>
Cowpens	231,973	\$13,750.40	201	\$6,323.60	\$10,595.80	\$17,889.20
Ninety Six	73,044	\$3,930.60	58	\$1,539.90	\$2,694.30	\$4,674.10
Kings Mountain	265,713	\$9,800.70	139	\$4,373.80	\$7,293.80	\$12,329.60
Fort Sumter	842,027	\$45,310.30	650	\$19,283.40	\$31,980	\$53,245.90
Charles Pinckney	44,314	\$2,384.60	34	\$1,016.50	\$1,682.30	\$2,798.60
Congree	109,685	\$5,144.00	66	\$1,875.70	\$3,235.60	\$5,556.70

(Thomas, Huber, &amp; Koontz, 2012)

Heritage cultural sites are popular tourist destinations. Table 2 records annual visitation statistics for the Fort Raleigh National Monument (Roanoke), Castillo San Marcos National Monument in St. Augustine, Fort Sumter National Monument, and Fort Pulaski National

Monument (National Parks Service, 2013). Table 3 records the visitation to National Parks, Monuments, and Historic Sites located in South Carolina (Thomas, Huber, & Koontz, 2012).

### **Potential Economic Benefit from New Heritage Center**

A 2007 study sponsored by the Beaufort Regional Chamber of Commerce recorded an estimated 550,000 tourists visited northern Beaufort County with an estimated economic impact of \$538 million (Beaufort County Regional Chamber of Commerce, 2007). The planned Santa Elena cultural interpretive center includes features that match a national heritage site. Beaufort County will be part of commercial gateway community for the site as described by the National Park Service, a region within 60 miles of the site where visitors spend travel dollars (Thomas, et al., 2012). Visitation traffic at regionally proximate national monuments in Savannah and Charleston, and the early colonial sites of Roanoke and St. Augustine, suggest—by inference—a potential volume of visitors to the proposed Santa Elena cultural interpretive center. Visitation by local residents and tourists to a mature and promoted Santa Elena cultural interpretive center may track the range of 50,000 to 250,000 annual visitors recorded at comparable national parks and monuments (National Parks Service, 2013).

The proposed Santa Elena site may also benefit from tourists visiting Southern Beaufort County but come to Northern Beaufort County. Twenty eight percent of visitors to Hilton Head Island visit Northern Beaufort County as reported in the Hilton Head Island/Bluffton virtual guest book survey (Salazar, 2013a). These tourists stay in Beaufort County an average of 5.67 days with 31% reporting intentions to visit historical landmarks, museums, and cultural activities. Visitors to Northern Beaufort County interested in cultural and historical tourism may extend the current average length of stay of three days or less (Salazar, 2013a).

Increased visitation to Beaufort County and to the Port Royal Sound area will produce direct economic benefit from increased utilization of current facilities and from new tourism-related jobs. Every \$100,000.00 in travel-related expenditures supports one South Carolina job (United States Travel Association, 2013). A multiplier-effect benefit of tourism dollars results from cascaded consumption, capital spending, and tax revenues. Three dimensions of economic impact linked to visitor spend are direct expenses on lodging, food, and entertainment; indirect spend by suppliers to the tourism industry in anticipation of visitor demand; and induced spend, the consequent multiplier of travel dollars in the gateway community. Researchers estimate the multiplier from tourism revenues to range from 1.26 to 1.8 for every direct dollar spent on tourism (Brookover, Carey, & Salazar, 2011; G. Fletcher & MacNulty, 2007; Jackson, November 11, 2011). Frequent visitors may become investors; buyers who invest in second-homes visited Beaufort County eight times before making a purchase decision (Salazar, 2013c).

The National Parks Service visitor spending effects analysis estimates \$129.00 in spend per party per day or night; the average represents blended spend levels for visitors who use a variety of accommodations including hotels, camping, and private residences (Thomas, et al., 2012). Assuming the proposed site attracts a range of 50,000 to 250,000 annual visitors who travel in groups of two, then the annual direct spend by visitors to the Santa Elena site may be estimated to span a range of \$3.2 million and \$16.2 million. The range of visitors described is 200 to 1,000 visitors per day for a site operating 26 days per month. The national average secondary effects multiplier reported in the National Park Service study is 1.614 (Thomas, et al., 2012), therefore total economic effects may range from \$5.1 to \$26.1 million for the commercial gateway that includes Beaufort County. Using the average of \$100,000 in travel spend for each

travel job (United States Travel Association, 2013), the visitor spend effect of increased travel may generate between 51 and 261 new jobs. The cumulative anticipated economic benefit to Beaufort County from the proposed cultural interpretive center will therefore be increased travel dollars, new jobs, and value added economic impact quantified by tourism output multipliers.

### **Limitations and Recommendations**

The promotion of heritage and cultural tourism is a means used successfully by community leaders to encourage economic development and is a major driver of the South Carolina economy (Lacher, et al., 2013; United States Travel Association, 2013; Zainaldin, 2003). The benefits of travel and tourism-related revenues also have costs measured in social and ecological terms (Morris & Sanders, 2009; Tyrrell, et al., 2012). Modeling the principles of social exchange theory, wherein the relative benefits of tourism are measured against perceived costs, researchers report mixed benefits from heritage tourism (Lacher, et al., 2013; Tyrrell, et al., 2012; Wang & Pfister, 2008). For instance in a study of coastal South Carolina communities, tourist preference for locations with heritage and culture was shown as a significant factor in choosing destinations; yet the research results revealed access to activities, resort setting, restaurant quality, and overall cost to be a more significant determinant when choosing a location (Lacher, et al., 2013). Total visitation levels in Savannah, Charleston, and St. Augustine may or may not be directly tied to heritage sites in each city. Moreover, the success of comparison sites does not imply similar success will result in Beaufort County. While numerous successful examples from scholarly literature were presented in this paper, confounding influences may distort comparisons between the experience of communities that promoted successfully heritage sites and the proposed heritage site in Port Royal.

An empirical study of consumer interest designed to specifically measure demand for the cultural interpretive center is recommended. The data presented in the present report is limited to prior research from scholarly literature, government reports, and surveys conducted for local Chambers of Commerce. At present, visitor interest is being collected by a visitor survey sponsored by the Tourism Division of the Beaufort Regional Chamber of commerce.

Visitors to the Beaufort Visitors Center and to Hunting Island are offered the opportunity to respond a demographic and interest questionnaire. The following specific questions regarding Santa Elena were added:

Early European settlement of Beaufort County began in 1566. Competing French, Spanish, and English governments seeking to control resources in the region established a series of outposts, forts, and settlements on Parris Island. The history of Santa Elena remains to be told.

1. Would you visit this historic site and an interpretive museum while in Beaufort?
2. Would you extend your visit to the area an extra day to experience this attraction?

The results of this simple survey may provide decision-makers with insight on the appeal of the Santa Elena story. Findings from the survey are expected to be available in the second half of 2014. To fully gauge likely visitor interest in the Santa Elena interpretive center and resulting economic benefit a feasibility study to identify visitor demand and comprehensive economic impact analysis based on tourism is recommended.

### **Conclusion**

European settlement at Santa Elena predates other well-known historical sites in North America. The full discovery, preservation, and sharing of the Santa Elena story is an important international project. Successful development of a Santa Elena cultural interpretive center and archeological laboratory in Beaufort County will have significant economic benefit. The present report included a brief summary of the history of European settlement in the Port Royal area, a summary of the archeological discovery of Charlesfort and Santa Elena, and a preliminary review of available data on the economic impact of cultural and heritage tourism.



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ORDINANCE NO. 2014

FY 2014-2015 BEAUFORT COUNTY SCHOOL DISTRICT BUDGET

An Ordinance to provide for the levy of tax for school purposes for Beaufort County for the fiscal year beginning July 1, 2014 and ending June 30, 2015, and to make appropriations for said purposes.

BE IT ORDAINED BY COUNTY COUNCIL OF BEAUFORT COUNTY:

SECTION 1. TAX LEVY

The County Council of Beaufort County hereby appropriates the funds as detailed in Sections 3 and 4 of this Ordinance and establishes the millage rates as detailed in Section 2 of this Ordinance. The County Council of Beaufort County reserves the right to modify these millage rates at its August 25, 2014 meeting.

SECTION 2. MILLAGE

In Fiscal Year 2014-2015 and in accordance with the laws of South Carolina, the County Auditor is hereby authorized and directed to levy a tax on the following mills on the dollar of assessed value of property within the County.

School Operations	97.45
School Bond Debt Service (Principal and Interest)	31.71

These taxes shall be collected by the County Treasurer, as provided by law, and distributed in accordance with the provisions of this Ordinance and subsequent appropriations as may be hereafter passed by the County Council of Beaufort County.

SECTION 3. SCHOOL OPERATIONS APPROPRIATION

An amount of \$189,521,211 is hereby appropriated to the Beaufort County Board of Education to fund school operations. This appropriation is to be spent in accordance with the school budget approved by the County Council of Beaufort County, and will be funded from the following revenue sources:

- A. \$114,868,815 to be derived from tax collections;
- B. \$ 67,428,295 to be derived from State revenues;
- C. \$ 900,000 to be derived from Federal revenues;
- D. \$ 1,733,500 to be derived from other local sources;
- E. \$ 4,444,372 to be derived from inter-fund transfers; and
- F. \$ 146,229 to be derived from fund balance.

The Beaufort County Board of Education is responsible for ensuring that the school expenditures do not exceed those amounts herein appropriated without first receiving the approval of a supplemental appropriation from County Council.

SECTION 4. BUDGETARY ACCOUNT BREAKOUT

The line-item budgets submitted by the Beaufort County Board of Education under separate cover for FY 2014-2015 are incorporated herein by reference and shall be part and parcel of this Ordinance.

SECTION 5. OUTSTANDING BALANCE APPROPRIATION

The balance remaining in each fund at the close of the prior fiscal year, where a reserve is not required by State or Federal law, is hereby transferred to the appropriate category of Fund Balance of that fund.

SECTION 6. TRANSFERS VALIDATED

All duly authorized transfers of funds heretofore made from one account to another, or from one fund to another during Fiscal Year 2015 are hereby approved.

SECTION 7. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2014. Approved and adopted on third and final reading this \_\_\_\_\_<sup>th</sup> day of June, 2014.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Joshua A. Gruber, Staff Attorney

ATTEST:

\_\_\_\_\_  
Suzanne M. Rainey, Clerk to Council

First Reading, By Title Only: May 27, 2014  
Second Reading: June 9, 2014  
Public Hearings: June 9, 2014  
Third and Final Reading:

**BCSD '15 Appropriation**

(M's - \$) 6/23/14	'12 <u>Act</u>	'13 <u>Act</u>	'14 <u>Est</u>	<u>Inc / (Dec)</u>	'15 <u>Budget</u>	'15 <u>Inc %</u>
<u>Mill Value</u>			1.13		1.13	
<u>Mills</u>			97.5		101.7	4.3%
<u>Revenues:</u>						
Ad Valorem			110.2	4.7	114.9	
All Other			<u>69.6</u>	<u>5.3</u>	<u>74.9</u>	
			179.7	10.0	189.8	5.6%
<u>Expenditures:</u>						
State Mandates				4.0		
Enrollment Growth				3.2		
Transportation				1.2		
Non-Certified				0.7		
Lost Special Revenue				0.7		
Operational				0.6		
All Other				(0.4)		
BoE Identified Cuts				<u>(1.5)</u>		
			181.9	8.5	190.4	4.7%
<u>Net:</u>		2.4	(2.2)	1.5	(0.6)	
<u>Ending Fund Balance:</u>	28 16%	31 17%	28 15%		28 14%	

Set at 2nd Reading
Key Parameters
To be Set at 3rd Reading



ORDINANCE NO. 2013 / 26

FY 2013-2014 BEAUFORT COUNTY SCHOOL DISTRICT BUDGET

An Ordinance to provide for the levy of tax for school purposes for Beaufort County for the fiscal year beginning July 1, 2013 and ending June 30, 2014, and to make appropriations for said purposes.

BE IT ORDAINED BY COUNTY COUNCIL OF BEAUFORT COUNTY:

SECTION 1. TAX LEVY

The County Council of Beaufort County hereby appropriates the funds as detailed in Sections 3 and 4 of this Ordinance and establishes the millage rates as detailed in Section 2 of this Ordinance. The County Council of Beaufort County reserves the right to modify these millage rates at its August 26, 2013 meeting.

SECTION 2. MILLAGE

In Fiscal Year 2013-2014 and in accordance with the laws of South Carolina, the County Auditor is hereby authorized and directed to levy a tax on the following mills on the dollar of assessed value of property within the County.

School Operations	100.55
School Bond Debt Service (Principle and Interest)	31.71

These taxes shall be collected by the County Treasurer, as provided by law, and distributed in accordance with the provisions of this Ordinance and subsequent appropriations as may be hereafter passed by the County Council of Beaufort County.

SECTION 3. SCHOOL OPERATIONS APPROPRIATION

An amount of \$183,234,997 of which \$182,906,012 is hereby appropriated to the Beaufort County Board of Education to fund school operations and \$328,985 is appropriated to the Fund Balance of the School District. This appropriation is to be spent in accordance with the school budget approved by the County Council of Beaufort County, and will be funded from the following revenue sources:

- A. \$114,868,815 to be derived from tax collections;
- B. \$ 61,645,428 to be derived from State revenues;
- C. \$ 900,000 to be derived from Federal revenues;
- D. \$ 1,463,500 to be derived from other local sources;
- E. \$ 4,357,254 to be derived from inter-fund transfers;

The Beaufort County Board of Education is responsible for ensuring that the school expenditures do not exceed those amounts herein appropriated without first receiving the approval of a supplemental appropriation from County Council.

SECTION 4. BUDGETARY ACCOUNT BREAKOUT

The line-item budgets submitted by the Beaufort County Board of Education under separate cover for FY 2013-2014 are incorporated herein by reference and shall be part and parcel of this Ordinance.

SECTION 5. OUTSTANDING BALANCE APPROPRIATION

The balance remaining in each fund at the close of the prior fiscal year, where a reserve is not required by State or Federal law, is hereby transferred to the appropriate category of Fund Balance of that fund.

SECTION 6. TRANSFERS VALIDATED

All duly authorized transfers of funds heretofore made from one account to another, or from one fund to another during Fiscal Year 2013 are hereby approved.

SECTION 7. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2013. Approved and adopted on third and final reading this 24<sup>th</sup> day of June, 2013.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: 

D. Paul Sommerville, Chairman

APPROVED AS TO FORM: 

Joshua A. Gruber, Staff Attorney

ATTEST:



Suzanne M. Rainey, Clerk to Council

First Reading: May 20, 2013

Second Reading: June 10, 2013

Public Hearing: June 10, 2013

Third and Final Reading: June 24, 2013

ORDINANCE NO. 2013 / 37

AN ORDINANCE TO AMEND BEAUFORT COUNTY ORDINANCE NO. 2013/26 SO AS TO REFLECT A REDUCTION IN MILLAGE RATE.

WHEREAS, on June 24, 2013, Beaufort County Council adopted Ordinance No. 2013/26 establishing the fiscal year 2013 - 2014 budget for the Beaufort County School District; and

WHEREAS, final reassessment numbers were provided to the Beaufort County School District on August 23, 2013; and

WHEREAS, this reassessment information indicated an increase in the millage value from what was originally provided to the Beaufort County School District on March 25, 2013; and

WHEREAS, Ordinance 2013/26 established a millage rate at 100.55 appropriating \$114,868,815 in local tax revenue.

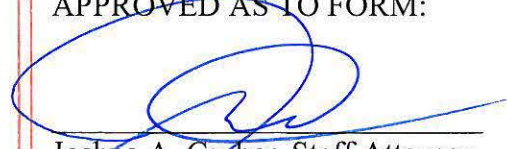
NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council that Beaufort County Ordinance No. 2013/26 is hereby amended to reflect a millage rate reduction from 100.55 to 97.45 to achieve the same appropriated revenue amount of \$121,297,587.

DONE, this 23<sup>rd</sup> day of September, 2013.

COUNTY COUNCIL OF BEAUFORT COUNTY

By:   
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

  
Joshua A. Gruber, Staff Attorney

ATTEST:

  
Suzanne M. Rainey, Clerk to Council

First Reading, By Title Only: September 9, 2013

Second Reading: September 16, 2013

Public Hearing: September 23, 2013

Third and Final Reading: September 23, 2013



# ADD-ONS

The document(s) herein were provided to Council for information and/or discussion after release of the official agenda and backup items.

Topic: School District  
Millage Value and Rate Calculation  
FY 2014 - 2015

Date Submitted: June 23, 2014

Venue: Finance Committee

**Beaufort County School District  
Millage Value and Rate Calculation  
FY 2014-2015**

	<u>Amount</u>	<u>Source</u>
Total Taxable Properties	1,602,231,010	Per Unpaid/Paid Tax File from Treasurer's Office (column AI)
Less 4% Residents	<u>(512,616,340)</u>	Per Unpaid/Paid Tax File from Treasurer's Office (marked Legal Resident or Adjusted Legal Resident)
Subtotal	1,089,614,670	
Less:		
HHI TIF Incremental Value	843,553	Per TIF files from Treasurer's Office
COB TIF Incremental Value	<u>149,790</u>	Per TIF files from Treasurer's Office
	<u>993,343</u>	<u>(993,343)</u>
Subtotal	1,088,621,327	
Allowance for 4% Switch	<u>(1,812,330)</u>	Current Year 4% to 6% switch*
Total	1,086,808,997	
Mill Value	1,086,809	
Revenue Required	114,868,815	
Mill Rate	105.69	

\*SC General Assembly passed and signed by Governor legislation that relaxes the qualifying criteria for 4% legal residence status include increase in allowable rental period from 14 to 72 days, ownership held by legal entities other than single-member LLC and active duty military who in prior years received orders for location to another SC or out of state duty station. Per Assessor, this will increase the number of 4% applications. In addition, there was also a passage of law that added an additional 1 year of reduced taxable valuations to vacant lots that qualified for the lot discount in tax year 2012.

Phyllis White

June 23, 2014

Work Session of Finance and Governmental Committees

Topic: Santa Elena  
Near Term / Private Phase  
Long Term / Public Phase

Date Submitted: June 23, 2016

Submitted By: Stu Rodman

Venue: Work Session of  
Finance and Governmental Committees

Near Term / Private Phase

Long Term / Public Phase

Maggie's Advice

- 1) Case Statement 2) Interim Director 3) Major Donor List 4) Director 5) Exhibit Designer 6) Major Gifts Officer

Documents

**Case Statement**

Archeological Case  
Historical Case

Audience

Historical Community  
Archeological Community  
USMC / Permit  
Academia  
Community

Deep Pockets

450 Year Celebrations

2015 Charlesfort  
2016 Santa Elena

Spanish Exhibits

Interim Facility  
Traveling

Interim Facility

USMC / USC Artifacts  
Old Federal Courthouse?

Investment

State \$220K  
County (25 + 75 =) \$100K  
Private

Plans

Archeological  
Business

Outcomes

Film & TV

Case Statement

Emotional Intro  
Vision / Mission  
Org History  
Programs  
Proof of Outcomes  
Funding Needs  
Means of Support

\$75K ATAX Request

Maggie (\$10K)  
Interim Dir (\$15K)  
Historical (\$10K)  
Materials (\$15K)  
Travel (\$15K)  
Misc (\$10K)

Santa Elena Tourism

Northern County  
Southern County  
Savannah to Charleston

Historical Tourism

Santa Elena  
Revolutionary War  
Civil War  
Mitchelville  
Reconstruction  
Marine Corps

Outcomes

Archeological Dig  
Tourism  
Economic Development  
Employment

Archeological Funding

Private  
State / Federal  
Public

Interpretive Center

Private Investment  
Self Supporting

Interpretive Facility

Artifact Recovery Lab  
Tourism & Retail  
Old Port ?

Exhibits

Interpretive Center  
Traveling

Stu Rodman

June 23, 2014

Work Session of Finance

and Governmental Committees