

COUNTY COUNCIL OF BEAUFORT COUNTY  
ADMINISTRATION BUILDING  
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AGENDA  
FINANCE COMMITTEE  
Monday, November 16, 2015  
2:00 p.m.  
Conference Room, Building 3  
Beaufort Industrial Village  
104 Industrial Village Road, Beaufort

Committee Members:

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

Staff Support:

Suzanne Gregory, Employee Services Director  
Alicia Holland, CPA, Assistant County Administrator, Finance  
Chanel Lewis, CPA, Controller

1. CALL TO ORDER – 2:00 P.M.
2. CONSIDERATION OF CONTRACT AWARD
  - A. Master Services Agreement with Talbert, Bright and Ellington ([backup](#))
3. VIDEO DEMONSTRATION / PROPOSED NEW WEBSITE FOR HILTON HEAD AIRPORT
4. AN ORDINANCE TO TRANSFER FUNDS IN THE AMOUNT OF \$623,280.00 FROM THE 3% LOCAL ACCOMMODATIONS TAX FUND TO THE GENERAL FUND FOR THE BROAD RIVER FISHING PIER REHABILITATION PROJECT ([backup](#))
5. CONTINUED DISCUSSION / ANTICIPATED 3% LOCAL ACCOMMODATIONS TAX FUTURE APPROPRIATION
6. CONTINUED DISCUSSION / WHITEHALL PLANTATION PROPERTY
7. CONSIDERATION OF REAPPOINTMENTS OF APPOINTMENTS
  - A. Lady's Island/St. Helena Island Fire District Commission
8. ADJOURNMENT

2015 Strategic Plan Committee Assignment

Business License: Direction on Funding Source for Economic Development





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

TO: Councilman Jerry Stewart, Chairman, Finance Committee  
FROM: Dave Thomas, CPPO, Purchasing Director *DT*  
SUBJ: **Contract Renewal Recommendation for Master Services Agreement with Talbert, Bright, and Ellington (TBE)**  
DATE: November 16, 2015

**BACKGROUND:** In August 2010, through the RFQ solicitation process, TBE was awarded a contract by Beaufort County to provide professional architectural, engineering, and planning consulting services for Beaufort County Airport projects as part of a Master Services Agreement. The resulting contract with TBE is a full service, indefinite delivery type contract with a multiple year renewal option for the County. The scope of services required TBE to oversee, design, develop and manage the various airport projects as listed in the scope of work. The current contract expired on October 31, 2015, and the Director of Airports is requesting a multi-year extension to April 30, 2018. As stated in the attached Airports Director's letter dated November 4, 2015, there are multiple projects underway, in various phases of design, permitting, and construction at both airports. The projects, many of them safety and compliance-related, are in keeping with the approved airport master plans and will be undertaken in the next two to three years. TBE is engaged with the County and airport staff in the completion of each of these projects. In total, these projects involve over \$15 million in consulting and construction costs. The next two years have a similar outlook, with approximately \$15 million in projects.

With consideration of the facts above, and given the substantial delay and financial cost that would likely result in a rebidding process, staff recommends a contract extension for TBE, which should allow for the major projects that are underway or planned for the next two years, to be completed.

**VENDOR INFORMATION:**

Talbert, Bright & Ellington, Charlotte, NC

**2.5 YEARS ESTIMATED COSTS:**

\$2,250,000\*

\*The estimated contract value for TBE is up to \$2.25 million, based on CIP forecasting. The total 2.5 years estimated costs for hard construction and TBE costs is \$15 million: \$12,750,000 is related to the construction costs and will be awarded as the projects progress over the next two years.

*AAH*  
**FUNDING:** Primarily from FAA grant funding for AIP eligible projects (95% covered by the FAA (90%) and SCAC (5%)).

**FOR ACTION:** Finance Committee meeting occurring November 16, 2015.

**RECOMMENDATION:** The Finance Committee approve and recommend to County Council the indefinite delivery contract extension to Talbert, Bright & Ellington to perform the required consulting services. Staff further recommends that the Finance Committee and County Council authorize County staff to negotiate contracts with TBE depending on the type of Airport project and the availability of the firm to meet the County's schedule and approved budget.

cc: Gary Kubic, County Administrator *GKubic*  
Joshua Gruber, Deputy County Administrator/Special Counsel *JG*  
Alicia Holland, Asst. County Administrator, Finance *AAH*  
Colin Kinton, Director, Transportation Engineering *CK*  
Jon Rembold, Airports Director *JR*

Att: Director of Airports Request Letter, August 9, 2010 award memo



## BEAUFORT COUNTY AIRPORTS



As you are aware, Beaufort County is contracted via Master Services Agreement with Talbert, Bright, and Ellington (TBE), who provides airport engineering and consulting in support of our two airports. The agreement is now due for either extension or advertisement of a new Request for Qualifications.

As you are also aware, there are multiple projects underway, in various phases of design, permitting, and construction, at both airports. The projects, many of them safety and compliance-related, are in keeping with the approved airport master plans and will be undertaken in the next two to three years. TBE is engaged with the county and airports staff in the completion of each of these projects. In total, these projects involve over \$15 million in consulting and construction costs. The next two years have a similar outlook, with approximately \$15 million in projects.

In light of these facts, and given the substantial delay and financial cost that would likely result in a rebidding process, I propose a contract extension for TBE, which should allow for the major projects that are underway or planned for the next year, to be completed. The Master Services Agreement would be extended to April 30, 2018, at which time the County would rebid the opportunity as a Request for Qualifications.

Very Respectfully,

Jon Rembold  
Airports Director



## COUNTY COUNCIL OF BEAUFORT COUNTY PURCHASING DEPARTMENT

Building 2, 102 Industrial Village Road  
Post Office Drawer 1228, Beaufort, SC 29901-1228  
Phone: (843) 255-2353 Fax: (843) 470-2738

TO: Councilman Herbert N. Glaze, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator  
Bryan Hill, Deputy County Administrator  
David Starkey, Chief Financial Officer  
Robert McFee, Director of Engineering and Infrastructure  
Paul Andres, Director of Airports

FROM: Dave Thomas, CPPO, Purchasing Director

**SUBJ: RFQ # 3905/100670 Request for Qualifications to provide "Architectural, Engineering, and Planning Consulting for Beaufort County Airport Projects"**

**DATE:** August 9, 2010

**BACKGROUND:** Beaufort County issued a Request for Qualifications (RFQ) to firms capable of providing professional architectural, engineering, and planning consulting services for Beaufort County Airport projects. The resulting contract with the successful firms shall be a full service, indefinite delivery type with a multiple year renewal option for the County. The scope of services will require the consultants to oversee, design, develop and manage the various airport projects as listed in the scope of work. The Evaluation Committee consisted of five (5) members: Pete Buchanan, Chairman Airport Board, Will Dopp, Airport's Board Committee Member, Rob McFee, Director of Engineering and Infrastructure, Bob Klink, Beaufort County Engineer, and Paul Andres, Director of Airports. Beaufort County received nine (9) responses to the RFQ. The Evaluation Committee reviewed and evaluated all responses and selected the following four (4) firms for interviews: LPA, Talbert & Bright, PBS & J, and WK Dickson.

After the interviews and based on the RFQ evaluation criteria, Talbert & Bright and LPA were selected as the top two firms to provide professional consulting services for Beaufort County Airport projects. Both firms will meet or exceed the FAA required DBE goals for each project.

### **FINAL EVALUATION RANKING:**

- 1 **Talbert & Bright, Charlotte, NC-(local subs, J.K. Tiller Asso., Planning, Bluffton., Allcare Tree Surgery, HHI, Chris Gerards, Arborist, Bluffton)**
- 2 **LPA, Columbia, SC, (local subs, J.K. Tiller Asso., Landscape design, Bluffton, Andrews & Burgess, Architectural Survey, Beaufort, BES Incorporated, Mechanical, Elec, Plumbing)**
- 3 **WK Dickson, Columbia, SC**
- 4 **PBS & J, Atlanta, GA**
- 5 **Campbell & Paris, Chantilly, VA**
- 6 **URS, Savannah, GA**
- 7 **Avcon, Charlotte, NC**
- 8 **Dennis Corp, Columbia, SC**
- 9 **Harrell, Saltuck & Hopper, Beaufort, SC**

**FUNDING:** Primarily from FAA grant funding for AIP eligible projects.

**RECOMMENDATION:** The Public Facilities Committee approve and recommend to County Council approval of indefinite delivery contract awards to Talbert & Bright and LPA, the top two firms. The Evaluation Committee further recommends that the Public Facilities Committee and County Council authorize County staff to negotiate contracts with either firm depending on the type of Airport project and the availability of the firm to meet the County's schedule and approved budget.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO TRANSFER FUNDS IN THE AMOUNT OF \$623,280.00 FROM THE 3% LOCAL ACCOMMODATIONS TAX FUND TO THE GENERAL FUND FOR THE BROAD RIVER FISHING PIER REHABILITATION PROJECT**

**WHEREAS**, County Council is authorized to utilize the 3% Local Accommodation Tax Fund for certain limited purposes, including cultural, recreational or historic facilities and highways, roads, streets, bridges and boat ramps providing access to tourist destinations; and

**WHEREAS**, Beaufort County Code Ordinance Sec. 66-44(b) states “the authorization to utilize any funds from the ‘County of Beaufort, South Carolina, Local Accommodations Tax Account,’ shall be by ordinance duly adopted by the County Council”; and

**WHEREAS**, the northernmost 1800 feet of the former Broad River Bridge, originally constructed in 1957, was converted to a fishing pier in 2004; and

**WHEREAS**, the Broad River Fishing Pier provides access to the Broad River for the enjoyment of both Beaufort County citizens and tourists; and

**WHEREAS**, O’Quinn Marine Construction has completed Stage 1 for the Broad River Fishing Pier Rehab and has presented a preservation plan; and

**WHEREAS**, the plan includes repair and preservation work on the pier from the shoreline to the end of the pier along with annual inspections and monitoring; and

**WHEREAS**, Beaufort County Council believes that it is in the best interests of its citizens to transfer funds in the amount of \$623,280.00 from the 3% Local Accommodations Tax Fund to the general fund for the Broad River Fishing Pier Project.

**NOW, THEREFORE, BE IT ORDAINED** by Beaufort County Council, duly assembled, hereby transfers funds in the amount of \$623,280.00 from the 3% Local Accommodations Tax Fund to the General Fund for the Broad River Fishing Pier Project.

Done this \_\_\_\_ day of \_\_\_\_\_, 2016.

COUNTY COUNCIL OF BEAUFORT COUNTY

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Thomas J. Keaveny, II, County Attorney

First Reading:

Second Reading:

Public Hearing:

Third and Final Reading: