

April 23, 2020

Mr. Kraig Gordon, Chairman  
Beaufort County Transportation Committee  
201 Summerton Drive  
Bluffton, South Carolina 29910

Re: Beaufort County Transportation Committee Review – FY 18/19

Dear Chairman Gordon:

The South Carolina Department of Transportation (SCDOT) conducted a review of the Beaufort CTC for the 2018/2019 FY during April 2020.

Reviews of self-administered CTCs conducted by SCDOT are required in compliance with Paragraph (P) of Section 12-28-2740 of the S. C. Code of Laws 1976. The reviews are to ensure compliance with subsections C, D, F, and I and include evaluating randomly selected projects and financial records. This should not be considered an audit; however, if discrepancies in the project documentation or questions regarding management of “C” Funds exist, a formal audit may be requested.

The following projects were reviewed in accordance with the aforementioned law, and the review team noted a few issues.

**Local Projects:**

#54764 – Albertha Fields Road  
#54768 – Mary Smalls Road

**State Projects:**

#54911 – Paris Avenue – Ribaut Traffic Signal  
#54932 – 2018 Resurfacing Match City of Beaufort

The SCDOT review team discussed the process of the review and what documentation is required for SCDOT to be able to review projects to SCDOT’s standards. SCDOT provided you with procurement-documentation guidance specific to the “C” Program to assist the committee with keeping sufficient records in the future. This guidance is intended to be used as a tool by the committees for proper documentation, and it can be provided to local entities that use “C” Funds on approved projects.

“C” Fund requirements were specifically discussed during the review for project #54932 managed by the City of Beaufort. Despite the Beaufort CTC providing their expectations to the City regarding the use of “C” Funds, the City could not demonstrate that all requirements were met on the project. SCDOT notes that you have been in contact with the City in an attempt to correct the issue and provide the appropriate records. We look forward to receiving these documents as you stated in your letter to Joe Sturm. We appreciate your dedication in setting up processes and procedures to ensure that the law is followed. You have indicated that the

Beaufort CTC will add written directions in the 2020/2021 Transportation Plan describing the necessary measures to prevent a recurrence of this issue. We understand the revision to the Transportation Plan involves the CTC requiring a pre-award conference with “C” Fund recipients where they will agree to the appropriate compliance regulations. Lastly, if they do not follow the state statutes, the recipients will not get paid from “C” Funds. SCDOT is satisfied with your proposed corrective action.

During the review of the project #54911 – Paris Avenue-Ribaut Road Traffic Signal, SCDOT was informed that a sole source request was approved for Little Mountain Contracting, LLC in the amount of \$39,682.74. At the time of the project, Little Mountain Contracting, LLC held South Carolina State On-Call Contract procured by SCDOT. Additionally, a sole source purchase request was approved for ATS-Sales, LLC in the amount of \$2,305.20 to provide a decorative base for the intersection mastarm. As the contract was procured to state standards, it appears they comply with the “C” Fund Law.

SCDOT appreciates your willingness to implement new processes to ensure the “C” Fund Law is followed not only by the CTC but also by all municipalities that use “C” Funds awarded to them by the Committee. We appreciate the cooperation provided by everyone during the review. Please do not hesitate to contact me at 803-737-0038 or [gearheartic@scdot.org](mailto:gearheartic@scdot.org) if you have questions or concerns regarding the “C” Program.

Sincerely,

Ivana Gearheart  
C Program Manager