

December 19, 2018

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

Re: Beaufort County Transportation Committee Review – FY 17/18

Dear Chairman Gordon:

The South Carolina Department of Transportation (SCDOT) review team met with Ms. Diana Telford, Mr. Mark McCain and you on December 17, 2018, to conduct the Beaufort County Transportation Committee's (CTC) review.

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 deficiencies were noted.

**Local Projects:**

#50 – Dirt Road Improvements

**State Projects:**

County Resurfacing  
Intersection at Paris Avenue & Ribaut Road  
Southside Boulevard Sidewalk

- 1. Deficiency:** The bid summaries were not published for the Dirt Road Improvements, County Resurfacing or Southside Boulevard Sidewalk projects in a newspaper of general distribution as stated in subsection I of Section 12-28-2740 of the C Fund law.

**Recommended Correction:** On future projects, ensure that all bid summaries are published and documentation to this effect is placed in individual project files. Publication of bid summaries on the responsible governmental entity's website is an acceptable alternative to a newspaper of general distribution. A printed copy of the website summary page should be placed in the project file.



2. **Deficiency:** The bid advertisements for the Southside Boulevard Sidewalk project should have been placed in the South Carolina Business Opportunities (SCBO) publication to be in compliance with Article 9 (Section 11-35-3020) of the South Carolina Procurement Code and the notices should be placed in the project files.

**Recommended Correction:** On future projects, ensure that projects are advertised in SCBO and these advertisements are placed in the project files.

3. **Deficiency:** There existed no evidence that bid bonds were secured on the Southside Boulevard Sidewalk project.

**Recommended Correction:** On future projects, ensure that all work bid and awarded under the contracts in excess of \$100,000.00 are covered by the appropriate bonds for one hundred percent of the contract value.

We appreciate the cooperation provided by everyone during the review. Please do not hesitate to contact me at 803-737-4832 or [feasterbm@scdot.org](mailto:feasterbm@scdot.org) if you have questions or concerns regarding the C Program.

Sincerely,



Batina Feaster  
C Program Manager

cc: Robert McFee, Director of Engineering and Infrastructure  
ec: Randall Young, Chief Engineer for Project Delivery  
Lynsee Gibson, Director of Program Controls  
Craig Winn, C Program Manager, RPG-1