

TOWN OF MOUNT PLEASANT, SOUTH CAROLINA
BIDS AND PURCHASES COMMITTEE
Monday, April 2, 2018
Municipal Complex, Committee Meeting Room, 3rd Floor
100 Ann Edwards Lane
Mount Pleasant, SC 29464

MINUTES

Members Present: Jim Owens, Chairman; Kathy Landing and Gary Santos

Staff Present: Eric DeMoura, Town Administrator; Marcy Cotov, Chief Financial Officer; Rick Griles, Procurement Officer

Mr. Owens called the meeting to order at 8:30 a.m.

1. Approval of Minutes from the February 5, 2018 meeting

Ms. Landing moved for approval; seconded by Mr. Santos. All present voted in favor.

2. Public Comments

[None]

Mr. DeMoura stated that he would like to introduce Emmiline Basco, a junior at Wando High School interested in Government. She is spending her first day of Spring Break with the Town.

3. Award of contract for the construction of a clay court at the Whipple Road Tennis Center

Mr. Griles stated that this was previously brought before this Committee and a recommendation was made to reject the bids. He said since that time, staff has entered into further negotiations with the firm and obtained the funding. He said that staff negotiated the amount down to \$212,000 which is a \$56,162 reduction from the previous bid. He stated

Mr. Owens asked if the courts to the right of the clay courts that are going to be installed are hard surface. He asked if there was any intent to stripe those for pickleball.

Mr. Gergick said there is not at this time. He said that they would like to build pickleball courts at the Whipple Road facility in the future. He said those courts are used extensively by tennis players and staff is looking for locations for them to play in other locations such as Marion Brown, Park West, and the Jones Center.

Mr. Santos stated that the Recreation Committee will also be discussing the tennis courts in the Old Village, which can also be utilized for pickleball as well. He said with Carolina Park Phase III being completed, it will free up the property at the Mugsy Kerr facility in order to add more tennis and pickleball courts.

Ms. Landing made a motion to award the contract with IPW Contracting Group, LLC in the amount of \$212,000 to construct all work in the base bid for the Whipple Road Tennis Center Clay Court addition; seconded by Mr. Santos. All present voted in favor.

4. Award of contract for the design of the Public Services Operations Center

Mr. Griles stated that staff received five responses to the RFQ (Request for Qualifications), and the Selection Committee selected three firms for the short list interviews. He said one of the three firms, ADW Architects withdrew their response. He said the other two firms, Davis & Floyd, Inc., and Stubbs Muldrow Herin Architects, did present and the Selection Committee recommended negotiating with Davis & Floyd, Inc., and if negotiations are successful, to contract with them. If negotiations are not successful, then they would like to enter into negotiations with Stubbs Muldrow Herin Architects.

Mr. Owens stated that this is for the design and asked if there is a scope for this project.

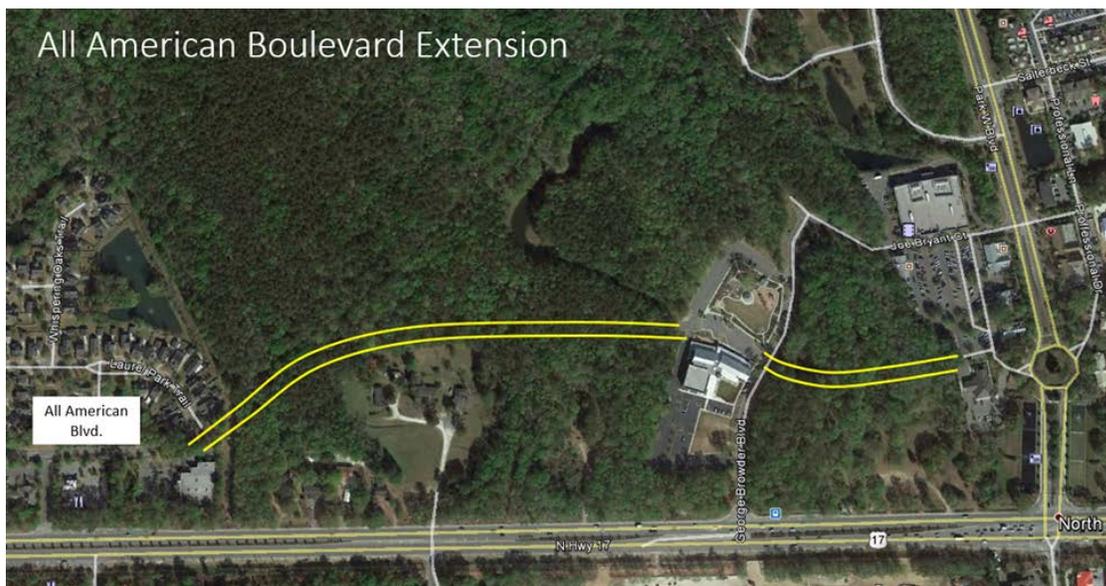
Mr. Griles stated that there is a scope of service for design elements that are required for the masterplan. He said there are several sites on Lieben

Road and the Sweetgrass Basket Parkway facility. He said there are a number of elements associated with this project, which are lengthy. Mr. Griles stated that he will forward the scope of service to Mr. Owens.

Mr. Santos made a motion to approve staff's request for permission to enter into negotiations with Davis & Floyd, Inc., to provide professional services for the Operations Facilities Masterplan. Should the negotiation be successful, staff further requests permission to contract with this firm. In the event these negotiations are unsuccessful, staff requests permission to negotiate with the next responsive qualified firm, Stubbs Muldrow Herin Architects; seconded by Ms. Landing. All present voted in favor.

5. Award of contract for the design of All-American Boulevard

Mr. Griles stated that the illustration indicates the yellow section on the right side which is being designed. He stated that this is from George Browder Road to the Park West Connection. In the center of the illustration is the Life Park Church and the area behind the church has already been constructed. He added that eventually, All American Boulevard will extend on over and connect. He said staff has negotiated with one of the on-call engineering firms for the design work and have negotiated down to an amount of \$111,920. He stated that staff recommends entering into a contract with Mead and Hunt to perform this design work.



Ms. Landing made a motion to proceed with the approval of the recommendation to contract with Mead and Hunt in the amount of \$111,920 to perform design work for the extension project of All American Boulevard; seconded by Mr. Santos.

Mr. Santos asked where curb cuts would be anticipated on that road. He said that this will be very important for the land that will be developed. He asked if this would be a Town owned road.

Mr. DeMoura responded in the affirmative.

Mr. Santos stated that if it is a Town owned road, it would be the Town's decision on where curb cuts would be placed.

Mr. DeMoura stated that a property owner is entitled to a curb cut as long as it is a proper separation from other curb cuts when building a new road. He said as properties develop or are sold off in parcels, a curb cut may be granted and in many circumstances is required to be granted. He said they will design the best road possible understanding that there will be interruptions along the way as properties develop.

Mr. Santos stated that this is what causes a great deal of development or over-developments are curb cuts.

Mr. Owens asked if there is a timeline established.

Mr. Griles stated that for the design work, it will likely take approximately eight months.

Mr. DeMoura stated that they are hopeful to include this portion of the roadway into the expansion and widening project at Park West Boulevard. He stated that they are proceeding with design in order to have the two marry up and bid it all at one time, if possible.

All present voted in favor.

6. Local Vendor Quarterly Report

Mr. Griles stated that he wanted to update the Committee on the Local Vendor spending. He said for the fiscal year, which began July 1, 2017, the Town has spent \$9.7 million dollars with local vendors which includes its Local Vendor Partners and \$22.2 million on non-local vendors for purchases.

Mr. Santos stated that this is great, because it shows the local businesses that we are supporting them.

Mr. Griles stated that this equates to 31% which is a good percentage.

Ms. Landing asked how this compares to the past.

Mr. Griles stated that the Town is maintaining that track and the Town also has a number of new businesses. He said they are attempting to increase the enrollment on the Local Vendor Partnership Program. He said they hope to increase that number. He said that it has been consistent over the years.

Local Vendor Quarterly Report

	Year to Date	Percentage	Quarter 3	Percentage
Local vendors *	9,773,830	31%	3,654,081	33%
Non-local vendors	22,234,132	69%	7,495,118	67%
Total vendor payments	\$ 32,007,962		\$11,149,199	



Mr. Santos stated that when this began in 1997, the Town was spending \$700,000 to \$900,000 with local vendors. He stated that the Town has come a long way since that time and is pleased to see the growth.

Ms. Landing stated that on behalf of the Economic Development Committee, if there is ever a time that a vendor would like to be recruited to Mount Pleasant to work and have their home, this would also be great.

Mr. Griles stated that the Assistant Procurement Officer also attended a function to enroll local vendors into our program as well. He stated that staff is attempting to be pro-active in that area.

Mr. Santos stated that when he first brought this to Town Council in 1997 it was to send a message to local vendors and businesses who moved here to sign up. He asked Mr. Griles to briefly advise the Committee on the criteria.

Mr. Griles stated that the vendor would be required to submit an application with information on their business in order to be considered for the program. He said that they would be required to adhere to the terms and their principal place of business must be located within the Town limits, which is all verified upon receipt of their application.

Mr. Santos added that they have to have a physical address and no post office boxes may be used. He said that their records may be reviewed by the Town, and all taxes and business licenses must be current.

Mr. Griles stated that the Program does not apply to professional firms.

7. Adjourn

There being no further business, meeting adjourned at 8:51 a.m.

Respectfully submitted,

Barbara Ashe

April 2, 2018