

**TOWN OF MOUNT PLEASANT, SOUTH CAROLINA  
BIDS AND PURCHASES COMMITTEE  
Monday, June 4, 2018  
Municipal Complex, Committee Meeting Room, 3<sup>rd</sup> 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

**Also Present:** Brad Morrison, Transportation Director; Paul Lykins, Transportation Infrastructure Division Chief

Mr. Owens called the meeting to order at 9:30 a.m.

**1. Approval of Minutes from the April 30, 2018 meeting**

*Mr. Santos made a motion to approve; seconded by Ms. Landing. All present voted in favor.*

**2. Public Comments**

**Elizabeth Boyles**, 601 Coral Street, as well as a Principal Planner with the Town's Planning Department. She stated that there are residents in the Town that have issues, concerns, ideas, thoughts and hopes for the Town of Mount Pleasant and tomorrow evening, Tuesday, June 5, 2018 is an opportunity to come out and share those thoughts and hopes for what they would like the Town to be. She said from 5 pm to 7 pm, the Town's Planning Department will hold the third open house of the Town's Comprehensive Long-Range Transportation planning process. They will discuss land use issues and transportation issues and sharing the recommendations of the consultants. She said this is all based on feedback from previous meetings and analysis that consultants have

accomplished. She stated that they would like input from the citizens of Mount Pleasant and need to hear from the residents of Mount Pleasant. She asked Council to reach out to the citizens to attend. She said information is available online and the consultants will be conducting presentations at 5:15 p.m. and 6:15 p.m.

### **3. Award of contract for the construction of the East Crossing Spillway repair**

Mr. DeMoura stated that the Town is very busy on several projects, which are listed on the agenda.

Mr. Griles stated that the East Crossing Spillway project is primarily composed of replacing the existing concrete structure that provides a spillway. He said the low bid was received from Gulf Stream Construction Company, Inc., in the amount of \$337,033.60; however, it exceeded the Town's budget. He stated that staff negotiated with Gulf Stream and was able to reduce the amount to \$302,000 which was a total reduction of \$35,033.60. Staff would like to make a recommendation to award the contract to Gulf Stream Construction Company, Inc., in the amount of \$302,000 to construct the spillway.

Mr. Owens asked if there was any value engineering to reduce the cost by \$35,000 and if anything was removed from the project.

Mr. Griles stated that there was no value engineering and it is the exact same scope and there were no changes from the solicitation. He stated that staff simply negotiated the cost down.

*Mr. Santos made a motion to approve a contract with Gulf Stream Construction Company, Inc., in the amount of \$302,000 to construct the East Crossing Spillway as described by staff; seconded by Ms. Landing. All present voted in favor.*

### **4. Award of contract for the conceptual design of the Maritime Port District Roadway**

Mr. Griles stated that staff is recommending using the on-call contract for design consulting firms. He stated that staff would like to recommend

contracting with CDM Smith, Inc., in the amount of \$163,458.82 to perform the design work for this project.

Mr. Owens asked if there is any indication of how this will look.

Mr. Lykins stated that this is for the improvements to Long Point Road that came out of the Economic Development Study and involves concept-level planning, survey, corridor analysis, traffic studies for Long Point Road between the State Port Authority and I-526. He stated that it includes concept level of designs for intersection improvements at Wando Park Boulevard and Shipping Lane, improvements to Long Point Road for safety, reduced speed, aesthetics and potentially the extension of Shipping Lane over the Wando Park Boulevard.

Ms. Landing asked how often staff reviews on-call companies and evaluate that they are competitive.

Mr. Griles stated that it is a one-year contract with an option to renew for an additional four years, for a total of up to five years. He stated that it is evaluated annually.

Mr. Owens asked where this contract currently stands.

Mr. Lykins stated that 2015 was the last on-call contract and was approved in 2016.

Mr. Santos asked if the State Port Authority is participating.

Mr. Lykins stated that there are also other plan improvements to the Port facility, perhaps a future interchange off I-526 which is being studied.

Mr. Santos stated that having an interchange would be a tremendous help specifically for the large trucks.

*Ms. Landing made a motion to follow staff's recommendation on contracting with CDM Smith, Inc., in the amount of \$163,458.82 to perform design work for the improvement project of the Maritime Port District; seconded by Mr. Santos. All present voted in favor.*

## **5. Award of contract for Traffic Signal Installation-Ben Sawyer Boulevard (SC703) at Center Street/Center Street Extension**

Mr. Griles stated that staff received four bids with Walker Brothers, Inc., being the lowest responsive and responsible bidder. He stated that this work will take approximately six months. He stated that the lead time on the poles is what extends out the construction time. He stated that staff would like to make a recommendation to award the contract to Walker Brothers, Inc., in the amount of \$203,883.84 to construct the traffic signal at Ben Sawyer and Center Street.

Ms. Landing asked if there was anything about this particular project that may be of concern to the public.

Mr. Griles stated that the Transportation Department indicated that there should not be an issue. He stated that the base will be installed initially, followed by the installation the poles and then the signal. He stated that this will be a two-phase process.

Mr. Santos stated that the crosswalks that have previously been installed on Coleman Boulevard have all come up and asked if any future crosswalks could be reviewed. He said the crosswalks on Coleman Boulevard did not last and are all coming up. He stated that it is his understanding that the contractor typically subcontracts this work out, because it is sole-sourced; however, he would like a review of the Town's crosswalk installation, because the current crosswalks are not functioning, especially on the heavier traveled areas. He stated that when the crosswalks were first discussed, he preferred brick. He said when he travels on Kings Street downtown Charleston, he never sees any issues with the bricks. He understands the process is more expensive; however, this is Coleman Boulevard and he would like to review other design opportunities that will last longer.

Mr. DeMoura stated that there are areas of the Town that will continue to require maintenance where crosswalks are concerned. He said that he and Transportation staff began these discussions several months ago. He stated that when these projects come due, staff is looking at already

having in place, alternatives that are acceptable to Council to ensure these last and that they are clear to the public. He stated that he will have more information in the next few months.

Mr. Santos asked if this will be reviewed prior to the crosswalk being installed at Ben Sawyer Boulevard and Center Street.

Mr. Morrison stated that this project will not have decorative crosswalks. He stated that Mr. DeMoura has tasked the Transportation Department, who is working with the Planning Department as to where decorative crosswalk product needs to be installed. He said that Coleman Boulevard and Johnnie Dodds Boulevard are places they are already installed and criteria will be developed as to where they need to be installed. He said what the technical group is also reviewing is what the product needs to be for long term maintenance, as well as the cost to the Town. He said some of the product on Coleman Boulevard has been there for ten years and is not meant to last that long.

Mr. Santos stated that it did not last two years. He stated that it began coming up two years after it was installed.

Mr. Morrison stated that the technical team is addressing long-term how it will be addressed.

Mr. Santos stated that the residents that live in the area of Chuck Dawley and Center Street are likely going to want the same traffic signal and crossing that are on Coleman Boulevard, as it is a high traffic area.

Mr. Morrison stated that the technical team is reviewing this closely.

Mr. Owens asked if the cost includes crosswalks.

Mr. Morrison stated that there are crosswalks, but this does not include decorative crosswalks.

*Ms. Landing made a motion to contract with Walker Brothers, Inc., in the amount of \$203,83.84 to construct the traffic signal on Ben Sawyer Boulevard at Center Street; seconded by Mr. Santos. All present voted in favor.*

## **6. Award of a contract change order for the design of the Track Improvements at Town Hall Complex**

Mr. Griles stated that this is a continuation of the Town Hall Complex improvements. He stated that the gymnasium is currently being constructed and this is the design services for the track improvements. He stated that staff is recommending a change order to the existing contract with the design consultant Stubbs Muldrow Herin Architects in the amount of \$127,553 for the design and construction administration for the improvements of the Town Hall track. He stated that along with this project are the improvements, if staff is able to successfully negotiate an agreement with the College of Charleston, to include some of the elements they will require to utilize the track. He stated that they will assist with the funding of the track if the Town is able to successfully negotiate this portion.

*Mr. Santos made a motion to approve the change order to Stubbs Muldrow Herin Architects existing contract to provide additional consulting services in the amount of \$127,553 for the design and construction administration of the Town Hall's track improvements; seconded by Ms. Landing.*

Mr. Santos stated that many are looking forward to the new gym and rubber on the tracks, which are easier on the joints. He stated that the Town's track program was started at the Town Hall track many years ago.

*All present voted in favor.*

## **7. Award of contract for a third-party administrator (TPA) for health insurance**

Mr. Griles stated that staff evaluated the responses and found that Thomas Cooper and Company, Inc., was found to be a responsible and qualified firm to serve as the Town Third Party Administrator. He stated that the monthly rate per person is \$50.88 which is the same amount as the current fiscal year. He stated that staff recommends executing a contract with Thomas Cooper and Company, if staff is able to successfully negotiate the contract.

Mr. Owens asked if this is the company the Town is currently utilizing.

Mr. Griles responded in the affirmative.

*Ms. Landing made a motion to approve the recommendation to execute an acceptable contract with Thomas Cooper and Company as per the terms; seconded by Mr. Santos. All present voted in favor.*

#### **8. Award of contract for health insurance stop loss coverage**

Mr. Griles stated that staff solicited proposals from qualified firms to provide health insurance stop loss coverage and after evaluation of the proposals, staff determined that Tokio Marine HCC Stop Loss Group was found to be a responsible and qualified firm. He stated that the administration rate per employee per month is \$17.70 which is the current rate and the medical and prescription rate per employee, per month is \$28.39 for single and \$90.40 for family premiums. Staff recommends awarding to Tokio Marine HCC Stop Loss Group, if staff is able to successfully negotiate this contract.

*Mr. Santos made a motion to accept staff's recommendation to execute an acceptable contract with Tokio Marine HCC Stop Loss Group as mentioned by staff; seconded Ms. Landing. All present voted in favor.*

#### **9. Adjourn**

There being no further business, meeting adjourned at 9:52 a.m.

Respectfully submitted,

Barbara Ashe

June 4, 2018