

**TOWN OF MOUNT PLEASANT, SOUTH CAROLINA
BIDS AND PURCHASES COMMITTEE
Monday, November 5, 2018
Municipal Complex, Committee Meeting Room, 3rd Floor
100 Ann Edwards Lane, Mount Pleasant, SC 29464**

Minutes

MEMBERS PRESENT: Jim Owens, Chairman and Gary Santos

MEMBERS ABSENT: Kathy Landing

STAFF PRESENT: Eric DeMoura, Town Administrator;
Marcy Cotov, Chief Financial Officer,
Rick Griles, Procurement Officer

Mr. Owens called the meeting to order at 8:00 a.m.

1. Approval of Minutes from the [October 1, 2018](#) meeting

Mr. Santo moved for approval; seconded by Mr. Owens. All present voted in favor.

2. Public Comments

[None]

3. Contract approval for [Shem Creek Task Force Consultant](#)

Mr. Griles stated that this solicitation was a re-advertisement. Two responses were received, the selection committee evaluated the responses, and unanimously voted to enter negotiations with Cranston Engineering Group, P.C. Staff negotiated a final cost in the amount of \$171,184. Staff recommends award to Cranston Engineering, to perform the special area management plan for the Shem Creek study area. The consultant anticipates having a draft of the plan by June 2019.

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

4. Award of contract for the purchase of two [2019 Mack dump trucks with snow plows and spreaders](#)

4. PURCHASE TWO MACK DUMP TRUCKS WITH SNOW PLOWS & SPREADERS



4. PURCHASE TWO MACK DUMP TRUCKS WITH SNOW PLOWS & SPREADERS



Mr. Griles noted that we have pictures of the equipment. We brand named the 2019 Mack Truck with a dump body. With each vehicle is also a SnowDogg plow and a SaltDogg spreader. The SnowDogg and the SaltDogg is the brand name of the equipment. We received one response

and their bid met the specifications that were identified in the solicitation. Staff recommends contracting with Hughes Motors, Inc. in the amount of \$370,387.34 for the two Mack Trucks with the dump bodies, snow plows and spreaders. Delivery is anticipated mid-August of 2019.

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

5. Award of contract for stormwater pipe lining in [Brickyard, Chelsea Park, and North Point Subdivisions](#)

5. STORMWATER PIPE LINING



Mr. Griles stated that staff proposed to use our primary on-call contractor, Southeast Pipe Survey, Inc. to perform the pipe rehabilitation work using the cured-in-place pipe repair process. Staff recommends contracting with Southeast Pipe in the amount of \$874,572.17 to perform this work. Approximately 5,187 linear feet of pipe repair for these three neighborhoods will be performed.

Mr. Owens asked if this is like Insituform.

Mr. Peele, Public Services Director, responded it's cured-in-place pipe repair.

Mr. Santos was surprised that Brickyard was on the list for repairs.

Mr. Peele stated that Brickyard neighborhood has metal pipe.

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

6. Award of contract to add subsurface utility engineering level A and right of way acquisition services for the [Coleman Boulevard, Patriots Point Road and Magrath Darby Boulevard intersection improvements](#)

Mr. Griles stated we previously contracted with STV Inc., to provide the initial design services for Coleman Boulevard, Patriot's Point Road, and Magrath Darby Boulevard intersection improvements. This is a change order to the existing contract to provide the additional subsurface utility engineering work and right of way acquisition services that are needed to complete the project. Staff recommends executing the change order in the amount of \$132,587.42.

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

7. Award of contract for the design of the [replacement/expansion of Fire Station #4](#)

Mr. Griles stated that we received four responses to our request for qualifications (RFQ) solicitation. The selection committee unanimously voted to submit a recommendation that staff enter negotiations with Rosenblum Coe Architects, Inc. for the project. Staff recommends entering into negotiations with Rosenblum Coe to provide the architectural services for Fire Station 4, and should the negotiations be successful, staff further requests permission to contract with the firm.

Mr. Owens asked if we have a scope of the details in what they will be performing and providing.

Mr. Griles stated that this was the first solicitation, subsequently a Request for Proposals (RFP) will go out using the construction-manager-at-risk process and the scope of work for the architectural services was identified in the RFQ solicitation.

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

8. Local Vendor Quarterly Report

8. LOCAL VENDOR QUARTERLY REPORT

	Year to Date	Percentage	Quarter 1	Percentage
Local vendors *	646,890	29%	646,890	29%
Non-local vendors	1,582,185	71%	1,582,185	71%
Total vendor payments	\$ 2,229,075		\$ 2,229,075	

Mr. Griles referred to the chart that identifies the amounts of local vendors. He stated we have 29% this first quarter.

Mr. Santos asked how many vendor partners we have.

Mr. Griles stated the amount is up to 38 and we inform all new business that come in all about the program.

Mr. Owens asked if we have vendors separated in any categories.

Mr. Griles replied that for identification purposes, it is broken out in their application by the services or goods they provide.

Mr. Owens stated there might be an opportunity for us to provide, particularly at ribbon cuttings, information available to them to look into the program, even if it is only a flyer.

Mr. DeMoura stated that we will send information to new businesses through our outlets to remind them of the program.

9. Adjourn

There being no other business, meeting adjourned at 8:14 a.m.

Respectfully submitted,

Gina Artrip

November 5, 2018