

REVISED 7/19/23
PUBLIC HEARING & REGULAR MEETING OF CITY COUNCIL
JULY 20, 2023 – 5:30 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET STREET
GEORGETOWN, SOUTH CAROLINA
AND LIVESTREAM:



<https://www.facebook.com/cityoftown/>

Notice of this meeting has been made in accordance with the
South Carolina Code of Laws as amended.

1. CALL TO ORDER

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

3. INVOCATION & PLEDGE OF ALLEGIANCE

4. PUBLIC HEARING

The purpose of the Public Hearing will be to receive citizen input concerning the following item.

- A. An ordinance for an amendment to the Miscellaneous Utility Fees assessed for after-hours restoration to include a fee for Turn-off requests, so the fee applies to both after-hours Turn-on and Turn-Off services.**

5. PUBLIC COMMENTS ON CURRENT AGENDA ITEMS

6. INTRODUCTION OF NEW EMPLOYEES

7. PLANNING AND COMMUNITY DEVELOPMENT

- A. Motion to approve a Resolution of City Council adopting an ADA Access Policy.**

Attachments:

- 1 ADA Resolution
- 2 Ex. A ADA Section 504 Grievance Procedure
- 3 Ex. B Update to City of Georgetown ADA/504 Plan June 2023
- 4 Ex. C Reasonable Accommodations Policy

- B. CDBG demolition grant update.**

8. FINANCE

- A. Motion to approve first reading of a Series Ordinance providing for the issuance and sale of Combined Public Utility System Revenue Bonds of the City of Georgetown, South Carolina, in the aggregate principal amount of not exceeding \$3,000,000, and other matters relating thereto.**

Attachments:

1 Series Ordinance (2023 City of Georgetown Rev Bond)

- B. Motion to approve a contract in the amount not to exceed \$250,000.00 for new ERP software system and award contract to BS&A Software.**

Attachments:

- 1 City of Georgetown SC-EERP-Tyler Enterprise Munis Quote
- 2 Georgetown City Georgetown SC - EERP BS&A Quote
- 3 Georgetown City Georgetown SC - BSA Cloud Contract 5.26

9. POLICE

- A. Motion to approve first reading of an ordinance to amend Article III “STOPPING, STANDING, AND PARKING” of Chapter 14 of the Code of Ordinances for the City of Georgetown.**

Attachments:

- 1 Enabling ordinance for amendments to Article III “Stopping, Standing, and Parking” of Chapter 14 of the Code of Ordinances
- 2 Ex. A ARTICLE III. STOPPING STANDING AND PARKING CLEAN
- 3 Ex. B ARTICLE III. STOPPING STANDING AND PARKING redline

- B. Motion to approve first reading of an ordinance to amend Section 20-120(a) of Article VIII “Parades, events, block parties, performances, filming and picketing” of Chapter 20 of the Code of Ordinances for the City of Georgetown.**

Attachments:

- 1 Ordinance amending Section 20-120(a) of Article VIII “PARADES, EVENTS, BLOCK PARTIES, PERFORMANCES, FILMING AND PICKETING” of Chapter 20 of the Code of Ordinances
- 2 SCDOT Engineering Directive #28

10. PUBLIC WORKS

- A. Motion to approve a contract in the amount of \$92,544.00 for janitorial services and award contract to Randolph Krazy Kleaning Services LLC.**

Attachments:

- 1 BID FORM
- 2 5 Certified Bid Tab
- 3 2023 Contract

11. WATER UTILITIES

- A. Motion to approve second reading of an ordinance to amend the Miscellaneous Utility Fees for after hours restoration to after hours Turn-ON/Turn-Off.**

Attachments:

- 1 05-31-23 After Hours Fee ordinance

12. ENGINEERING

- A. **Motion to approve a contract in the amount of \$5,223,180.87 and to make payments to Consensus Construction and Consulting, Inc. to construct a Secondary Water Sedimentation Basin at the City's Water Treatment Plant.**

Attachments:

- 1 2023.06.21 EDA Bid Award Letter -GeorgetownCityWTPSC-07777.BidOpenDocs-CL
- 2 2023-4-26 Bid Tab WTP Flocculation Sedimentation Basin No 2_certified
- 3 2023-05-17 Georgetown WTP WKD Letter - Rec of Award
- 4 Consensus Bid
- 5 Consensus Bid Bond
- 6 Certified Bid Opening Minutes

- B. **Motion to approve a conditional contract in the not-to-exceed amount of \$6,251,220.00 and to make payments to Green Wave Contracting Inc. for the construction of the Historic District Stormwater Improvements project (EDA grant #04-79-07494) upon the approval of additional funding by the EDA.**

Attachments:

- 1 Green Wave Bid
- 2 Green Wave Bid Bond
- 3 2023-05-16 COG Recommendation JCR
- 4 2023-05-03 Bid Tab COG #4015 Stormwater Improvements Certified
- 5 Certified Bid Opening Minutes
- 6 SC Commerce City of Georgetown Letter of support for EDA stormwater project
- 7 2023.05.18 EDA Bid Additional Fund Request
- 8 2023.05.19 EDA Availability of Funding

- C. **Motion to authorize staff to proceed and request the SC Department of Transportation to transfer ownership of the following roads to the City of Georgetown: N. Kaminski Street (S-386, 0.098 miles) from Front Street to the dead-end; Cannon Street (S-159, 0.053 miles) from Front Street to the Inner Harbor; and Meeting Street (S-153, 0.146 miles) from Front Street to the Inner Harbor.**

Attachments:

- 1 SCDOT ROAD TRANSFER (N.Kaminski St)
- 2 SCDOT ROAD TRANSFER (Cannon St)
- 3 SCDOT ROAD TRANSFER (Meeting St)
- 4 Resolution to support road transfer

- D. **Motion to cancel the design of the Howard School Park project and request a budget amendment to decrease FY2024 by \$125,000 in the Accommodation/Hospitality Tax fund.**

Attachments:

- 1 2023.03.16 MOU - GCSD Howard Park
- 2 20235057-Howard Park Working Drawings (7-6-2023)
- 3 Howard Park Preliminary Civil Drawings- (7.17.23)
- 4 Schematic Opinion of Probable Cost (6-26-2023)

13. ELECTRIC UTILITIES

- A. Motion to approve a resolution approving the execution and delivery of a Membership Agreement between the City of Georgetown, and the S.C. Association of Municipal Power Systems ("SCAMPS"); approving the execution and delivery of a services agreement between SCAMPS and the Municipal Association of South Carolina; and other matters related thereto.**

Attachments:

- 1 Corporate Resolution - Members SCAMPS
- 2 SCAMPS Draft Membership Agreement 2023-05-21
- 3 SCAMPS Draft Services Agreement 2023-05-21
- 4 Dues and Budget Projection 5.9.23

- B. Motion to approve purchase order and payment in the amount of \$125,000.00 to Xylem Tree Experts for tree clearance contractor services for the Electric Department.**

Attachments:

- 1 Xylem Bid Form Exhibit A Bid Form
- 2 RICKYS TREE Exhibit A Bid Form
- 3 Bid Results - Tree Crew Services

- C. Motion to approve purchase order and payment in the amount of \$455,000.00 to Sumter Utilities for distribution line contractor services.**

Attachments:

- 1 Sumter Utilities Bid
- 2 Lee Electrical Bid
- 3 Bid Results - Electric Distribution Contractor

14. ADMINISTRATION

- A. Motion to approve Addendum No. 2 to the October 2016 Goat Island Property Conveyance and Acceptance Agreement to delete Section 2 in its entirety and releasing the City of Georgetown from any and all obligations to complete improvements on Goat Island.**

Attachments:

- 1 2023.06.26 Bass Goat Island Letter
- 2 2023.06.26 Ann Bass Email
- 3 2nd Amendment to Goat Island Agreement
- 4 Goat Island Extension 2021

- B. Motion to ratify payments totaling \$229,904.00 to SCMIT for Workers' Compensation for the 3rd and 4th quarters 2023 billing and \$461,712.50 to**

SCMIRF Semi Annual billing for liability insurance in the total amount of \$691,616.50.

Attachments:

- 1 SCMIRF Invoice #887581 - 3rd Quarter 2023 Billing
- 2 SCMIRF Invoice #887440 - 2nd 2023 Semi-annual payment

15. CITY ADMINISTRATOR REPORT

16. MINUTES

- A. Motion to approve minutes of June 15 and June 22, 2023 Council Meetings.**

17. OLD BUSINESS

18. NEW BUSINESS

19. DEPARTMENT MONTHLY REPORTS

A. Electric Utilities Monthly Report

Attachments:

- 1 Electric Department June 2023 Report

B. Engineering Department Monthly Report

Attachments:

- 1 Engineering Department June 2023 Report

C. Fire Department Monthly Report

Attachments:

- 1 Fire Department June 2023 Report

D. Fleet Service Monthly Report

Attachments:

- 1 Fleet Services June 2023 Report

E. Human Resources & Risk Management Department Monthly Report

Attachments:

- 1 Human Resources-Risk Management Department June 2023 Report

F. Municipal Court Monthly Report

Attachments:

- 1 Municipal Court June 2023 Report

G. Planning & Community Development Monthly Report

Attachments:

- 1 Planning & Community Development June 2023 Report
- 2 Planning & Community Development June 2023 Report Statistics

H. Police Department Monthly Report

Attachments:

- 1 Police Department June 2023 Report
- 2 Police Department June 2023 Report

I. Public Works Monthly Report

Attachments:

- 1 Public Works June 2023 Report

J. Water Utilities Monthly Report

Attachments:

- 1 Drainage Systems Inspection and Maintenance- June 2023
- 2 Water Utilities June 2023 Report

K. Finance and IT Monthly Report

Attachments:

- 1 FY23 Grant Summary Report Monthly Period of June
- 2 Current Project Listing 2023.06.30
- 3 GovDeal Report FY23 2023.06.30
- 4 OpenPOReport 2023.06.30
- 5 Budget Performance Report May 2023
- 6 Active Businesses June 2023
- 7 Finance and IT Department June 2023 Report

20. PUBLIC COMMENTS ON CITY SERVICES, BUSINESS, OR OTHER CITY MATTERS NOT ON THE AGENDA.

21. EXECUTIVE SESSION

- A. Motion to adjourn Regular Meeting and enter into Executive Session pursuant to Section 30-4-70(a)(1)(2) to discuss appointment of Municipal Court Assistant Judge position; appointments/reappointments for the City's Boards and Commissions; and to receive quarterly legal update from the city attorney on pending cases and cases adjudicated since last update.
- B. Motion to adjourn Executive Session and reconvene Regular Meeting.
- C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION.
- D. City Council may take action on items discussed in Executive Session.

22. APPOINTMENTS

23. ADJOURNMENT

- A. Motion to adjourn the Regular Meeting of City Council.



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

RESOLUTION

DOC ID: 3870

Council Meeting Date:	20 July 2023
Department:	Planning and Community Development
Issue Under Consideration:	Motion to approve a Resolution of City Council adopting an ADA Access Policy.
Amount Requested:	n/a
Is Item in Current Budget?	n/a
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	Approve or Not Approve
Staff Recommendations:	Approve

Reviews:

Brittany Powell Completed 07/13/2023 3:25 PM

Sandra E. Yudice Ph.D. Completed 07/13/2023 3:37 PM

Stephanie Buccione Completed 07/13/2023 3:55 PM

Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 ADA Resolution (PDF)
2. 2 Ex. A ADA Section 504 Grievance Procedure (PDF)
3. 3 Ex. B Update to City of Georgetown ADA/504 Plan June 2023 (PDF)
4. 4 Ex. C Reasonable Accommodations Policy (PDF)

**MOTION TO APPROVE A RESOLUTION OF CITY COUNCIL ADOPTING AN ADA ACCESS
POLICY.**

STATE OF SOUTH CAROLINA	)	RESOLUTION OF COUNCIL
	)	ADOPTING ADA ACCESS POLICY
CITY OF GEORGETOWN	)	

WHEREAS, the City of Georgetown is a municipal corporation organized under the laws of the State of South Carolina and possessing all general powers granted to such public entities; and

WHEREAS, the City Council of the City of Georgetown has adopted policies and procedures consistent with its obligations under the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973; and

WHEREAS, the City of Georgetown, as a recipient of Community Development Block Grant (CDBG) funds, last adopted a Section 504 Grievance Procedure August 16, 2018; and

WHEREAS, Mayor and Council recognize the need to update City of Georgetown ADA/504 Plan and the Section 504 Grievance Procedure; and

WHEREAS, the City Council of the City of Georgetown is committed to providing access and accommodations for citizens, employees, visitors, customers, and the public to its facilities, meetings, and full utilization of city services, compliant with the ADA;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Georgetown, in a meeting duly assembled as follows:

1. An updated Section 504 Grievance Procedure (Ex. A) is hereby adopted; and
2. The June 2023 Update to the City of Georgetown's ADA/505 Plan (Ex. B) is hereby adopted; and
3. The Reasonable Accommodations Policy of the City of Georgetown, signed by the Mayor and Council present, (Ex. C), is hereby adopted; and
4. All resolutions or parts thereof inconsistent with the provisions of this Resolution are repealed to the extent of conflict or inconsistency.

AND IT IS SO RESOLVED

DONE AND RATIFIED this ____ day of _____ 2023.

ATTEST:

CITY OF GEORGETOWN
a Municipal Corporation

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

APPROVED AS TO FORM:

Elise F. Crosby
City Attorney

Attachment: ADA Resolution (3870 : ADA Access Adoption Resolution)

Section 504 Grievance Procedure

The following grievance procedure is established to meet the requirements of Section 504 of the Rehabilitation Act of 1973, as amended.

The City of Georgetown as a recipient of Community Block Grant Funds has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action by Department of Housing and Urban Development regulations implementing Section 504.

Complaints should be addressed to: Ryan Call, Section 504 Coordinator - PO Drawer 939 Georgetown, SC 29442 - (843)-545-4010

1. A complaint should be filed in writing, (alternative methods of communication such as, personal interview, tape recording, Braille, etc. are acceptable) contain the name and address of the person filing it, and describe the alleged violation.
2. A complaint should be filed within thirty (30) days after the complainant becomes aware of the violation. (Processing of allegations of discrimination which occurred prior to adoption of this grievance procedure will handled on a case-by-case basis.)
3. An investigation, as appropriate shall follow a filing of a complaint. The investigation shall be conducted by the Section 504 Grievance Committee, which shall be appointed by the Mayor and headed by the designated Section 504 Coordinator. These procedures will allow all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
4. A written determination as to the validity of the complaint and a description of the resolution, if any, shall be issued by the Section 504 Grievance Committee and a copy (in the complainant's preferred format) forwarded to the complainant no later than fifteen days after its filing.
5. The Section 504 Coordinator shall maintain files and records relating to the complaint filed.
6. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration must be made within fifteen days of receipt of the Grievance Committee's written determination. The Request for Reconsideration may be mailed or hand delivered to the City of Georgetown- PO Drawer 939, Georgetown, SC 29442. The Request will be promptly reviewed and a final determination issued.
7. The right of a person to a prompt and equitable resolution of the complaint filed thereunder shall not be impaired by the person's pursuit of other remedies such as filing a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
8. These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards, and to assure that City of Georgetown complies with Section 504 and its implementing regulations.

The City of Georgetown Council hereby adopts this Section 504 Grievance Procedure on this 20th day of July 2023.

Hon. Carol Jayroe, Mayor

Stephanie Buccione, City Clerk

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

UPDATE TO CITY OF GEORGETOWN ADA/504 PLAN

JUNE 2023

The City of Georgetown is pleased to offer the following as updated information for its ADA/504 plan based on the 1995 assessment done by Liollo and Associates.

- City Hall- 120 N. Fraser Street
 1. The City's Administration, Finance, & H&CD Departments moved out of this facility in August 2016 due to structural foundation issues. The building has since been demolished.
- City Hall – 1134 N. Fraser Street – Temporary Location
 1. The City's Administration, Finance & H&CD Departments moved into this temporary location in August of 2016. The City does not own this building. It is leasing it from Grimes Realty.
 2. The City moved the current Handicap parking spaces that were located on the side of the building to the front of the building, where the sidewalk was ADA accessible.
 3. The only water fountain in the building is located in the kitchen which is for employee use only.
 4. Women's Restrooms are ADA compliant.
 5. Men's Bathrooms are not ADA compliant however, the building is not owned by the City and is a temporary location.
 6. Front door & Lobby are both ADA compliant.
- Police Department & Municipal Court – 2222 Highmarket Street
 1. 2014 - Made Judge's bench in Municipal Court ADA accessible for Assistant Judge Armstrong.
 2. No other changes since last review in 2010.
- Fire Station # 1 – Main Fire Station 1405 Prince Street
 1. No changes since last review in 2010.
- Old Maryville Fire Station #2 – 2014 South Island Road
 1. No longer in use
- New Maryville Fire Station #2 – 2900 South Fraser Street
 1. Newly constructed in 2017/2018 through USDA grant. Meets all code requirements for ADA access. Floorplan is attached.

- Water Treatment Plant Facility – Anthuan Maybank Drive
 1. This facility is not open to the public with the exception of an occasional tour on a scheduled basis. Job requirements are such that the essential functions of treatment operators are able to lift heavy objects, climb into or over clarifier and other wells or similar objects and enter hazardous areas. There is no clerical staff in this facility since the opening of the new administration building.
 2. Due to Homeland Security, limited tours are available and the facility is gated and under no admittance during most hours of operation.
 3. No further changes since last review in 2010.
- Wastewater Treatment Plant Facility – 125 Ridge Street
 1. The regional wastewater treatment plant facility was completed in 2003. This facility is also occupied by staff who can meet the essential functions of the job, which involve heavy exertion and force, lifting heavy objects, kneeling, climbing, standing, etc. No clerical staff work in this facility and it is secured / locked except under authorized tours. The main building is accessible for tour purposes, but an escort van can drive to other locations on the site to view plant operations.
 2. No further changes since last review in 2010.
- Electric Department Facility – 800 Church Street
 1. No changes since last review in 2010.
- Water Administration Building – 2377 Anthuan Maybank Drive
 1. This building was constructed in 1994 and houses administrative staff for the Water & Engineering Departments.
 2. There is adequate Handicap parking and signs.
 3. Adequate ADA egress throughout the building.
 4. This building is not open to the public.

Reasonable Accommodations Policy

City of Georgetown

The City of Georgetown will provide reasonable accommodations for any disabled individual provided it does not constitute an undue financial or administrative burden.

The request must be made five (5) days prior to the public event/hearing. The City of Georgetown will also accommodate any disabled job applicant or employee who becomes disabled while working for the City of Georgetown.

ATTEST:

Hon. Carol Jayroe, Mayor

Stephanie Buccione, Clerk

Jim Clements, Mayor Pro Tempore

Date:

Clarence C. Smalls, Council

Hobson H. Milton, Council

Jonathan Angner, Council

Jimmy Morris, Council

Tamika Williams-Obeng, Council



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INFORMATION ITEM

DOC ID: 3888

Council Meeting Date: 20 July 2023
Department: Planning and Community Development
Issue Under Consideration: CDBG demolition grant update.



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ORDINANCE

DOC ID: 3882

Council Meeting Date:	20 July 2023
Department:	Finance
Issue Under Consideration:	Motion to approve a Series Ordinance providing for the issuance and sale of Combined Public Utility System Revenue Bonds of the City of Georgetown, South Carolina, in the aggregate principal amount of not exceeding \$3,000,000, and other matters relating thereto.
Amount Requested:	Not to exceed \$3,000,000.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	Offset expenditures
Points to Consider:	The city received two grants: 1) EDA grant to build a 2nd water sedimentation basin at the Water Treatment Plant (bids for this project came above the budgeted amount); and 2) SCIIP grant to replace and upgrade sewer pump station #11 and replace of a sewer force main. This ordinance is to provide the local match component of the SCIIP grant funded projects (15% or \$1,717,718 plus any additional overages) and cover the funding gap for the EDA funded project (\$1,049,909, which includes a contingency of \$518,628).
Options:	Approve/Disapprove
Staff Recommendations:	Approve

Reviews:

Kathy Vermeland Completed 07/10/2023 4:01 PM

City Attorney Completed 07/11/2023 2:35 PM

approved as to form

Sandra E. Yudice Ph.D. Completed 07/11/2023 3:44 PM

Stephanie Buccione Completed 07/13/2023 10:33 AM

Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

- 1 Series Ordinance (2023 City of Georgetown Rev Bond) (PDF)

MOTION TO APPROVE A SERIES ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS OF THE CITY OF GEORGETOWN, SOUTH CAROLINA, IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT EXCEEDING \$3,000,000, AND OTHER MATTERS RELATING THERETO.

A SERIES ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS OF THE CITY OF GEORGETOWN, SOUTH CAROLINA, IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT EXCEEDING \$3,000,000, AND OTHER MATTERS RELATING THERETO.

2023 SERIES ORDINANCE

Enacted August 17, 2023

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Exhibit A – Form of Bond
Exhibit B – Form of BAN

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GEORGETOWN, IN A MEETING DULY ASSEMBLED, AS FOLLOWS:

ARTICLE I

FINDINGS AND DETERMINATIONS

Section 1.01 Findings and Determinations.

Incident to the enactment of this Series Ordinance (this “**2023 Series Ordinance**”), and the issuance of the bonds provided for herein, the City Council of the City of Georgetown (the “**City Council**”), the governing body of the City of Georgetown County, South Carolina (the “**City**”), finds that the facts set forth in this Article exist and the following statements are in all respects true and correct:

(a) The City Council has made general provision for the issuance of combined public utility system revenue bonds of the City (“**Bonds**”), through the means of an ordinance enacted on July 28, 2011, entitled “AN ORDINANCE PROVIDING FOR THE RESTRUCTURING OF THE WATER AND SEWER SYSTEM TO CREATE THE COMBINED PUBLIC UTILITY SYSTEM OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AUTHORIZING THE ISSUANCE AND SALE OF COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AND OTHER MATTERS RELATING THERETO” (the “**2011 Bond Ordinance**”), as amended by an ordinance enacted on August 20, 2015, entitled “AN ORDINANCE PROVIDING FOR AND APPROVING AMENDMENTS TO AN ORDINANCE ENTITLED, ‘AN ORDINANCE PROVIDING FOR THE RESTRUCTURING OF THE WATER AND SEWER SYSTEM TO CREATE THE COMBINED PUBLIC UTILITY SYSTEM OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AUTHORIZING THE ISSUANCE AND SALE OF COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AND OTHER MATTERS RELATING THERETO’” (the “**2015 Amendments**” and together with the 2011 Bond Ordinance, the “**Bond Ordinance**”). Capitalized terms used herein and not otherwise defined shall have the meaning given to such term in the Bond Ordinance.

(b) It is provided in and by the Bond Ordinance that, upon enactment of a “Series Ordinance,” there may be issued one or more Series of Bonds for the purpose of, *inter alia*: (1) obtaining funds for expansions, additions and improvements of the System, including the recoupment or reimbursement of funds already so expended; (2) providing funds for the payment of any Bond Anticipation Note issued in order to defray the cost of expansions, additions, and improvements to the System and that were issued in anticipation of the issuance and sale of Bonds; (3) refunding Bonds or other obligations issued to provide land or facilities or equipment which are or are to become a part of the System or which are or were payable in whole or in part from revenues of the System; (4) providing funds for the payment of interest due on any Bonds; (5) funding any Debt Service Reserve Fund or restoring the value of the cash and securities in any Debt Service Reserve Fund to the amount equal to its Reserve Requirement, and reimbursing amounts owed to any providers of a surety bond, line of credit, insurance policy or letter of credit

established pursuant to Section 7.04(D) of the Bond Ordinance; and (6) paying the costs of issuance of Bonds, including any costs of credit enhancement therefor.

(c) On the basis of the authority provided in the Bond Ordinance and upon advice received from the City staff and professional consultants, the City Council has concluded that certain improvements to the System are necessary and convenient to promote the health, safety, and general welfare of its citizens, and has determined to issue the Series 2023 Bonds (as defined herein) to provide funds: (i) to defray or reimburse a portion of the costs of certain expansions, additions and improvements to the System, including (A) a sedimentation basin at the City's water treatment plant and (B) sewer main and pump station improvements (the "**Project**"), and (ii) to pay certain costs and expenses relating to the issuance of the Series 2023 Bonds.

(d) By reason of the foregoing, the City has determined to enact this 2023 Series Ordinance in accordance with the terms and provisions of the Bond Ordinance in order to issue Bonds for the purposes described in paragraph (c) above.

Section 1.02 Determinations Required by Section 4.01(B) of the Bond Ordinance.

- (a) The City Council hereby specifies and determines that:
- (1) the System is expected to have a period of usefulness of not less than 45 years;
 - (2) the Date of Issue of any Series 2023 Bonds shall be the date on which the same are executed and delivered, or such other date as shall be determined by an Authorized Officer pursuant to Article V hereof;
 - (3) the maximum aggregate authorized principal amount of the Series 2023 Bonds is set forth at Section 4.01 hereof, and the exact principal amount of any Series of Series 2023 Bonds shall be determined by an Authorized Officer at the closing thereof pursuant to Article V hereof;
 - (4) the Bond Payment Dates, the Record Dates, and the date or dates of maturity and amounts of maturity of Series 2023 Bonds shall be determined by an Authorized Officer at the closing of such Series 2023 Bonds pursuant to Article V hereof, provided, however, no such Series 2023 Bond shall mature later than 20 years from the Date of Issue thereof;
 - (5) Series 2023 Bonds are necessary to provide funds to be used and expended for purposes set forth in Section 4.01(A) of the Bond Ordinance, as such purposes are particularly described at Section 4.02 hereof;
 - (6) the title and designation of Series 2023 Bonds shall be as set forth at Section 4.01 hereof or as otherwise determined by an Authorized Officer pursuant to Article V hereof;
 - (7) Series 2023 Bonds shall be sold in accordance with Article VIII hereof;

- (8) Series 2023 Bonds shall bear interest at rates as determined by an Authorized Officer through the sale procedures of Article VIII hereof, and the City will not enter into any interest rate swap or similar transaction with respect to the Series 2023 Bonds;
- (9) Series 2023 Bonds may be issued as either Serial Bonds or Term Bonds (with appropriate mandatory redemption provisions), but not Capital Appreciation Bonds, as determined by an Authorized Officer pursuant to Article V hereof;
- (10) the Redemption Prices and dates applicable to any Series of Series 2023 Bonds shall be as determined by an Authorized Officer at the closing of such Series 2023 Bonds pursuant to Article V hereof;
- (11) Regions Bank (the “**Trustee**”) shall serve as Trustee, Paying Agent, and Registrar for the Series 2023 Bonds;
- (12) Series 2023 Bonds shall be in the form as provided at Section 4.09 hereof and Exhibit A hereof, with such revisions as may be approved by an Authorized Officer pursuant to Article V hereof upon the advice of Bond Counsel, the execution thereof being conclusive evidence of such approval;
- (13) the initial maturity of any Series of the Series 2023 Bonds shall be numbered R-1 and successive maturities thereafter shall be sequentially numbered “R- ” thereafter, and shall be issued in denominations of \$1,000 or any integral multiple thereof in one or more Series in the denomination of the principal amount of such Series of Series 2023 Bonds;
- (14) Series 2023 Bonds shall not be issued in book-entry form;
- (15) The Reserve Requirement, as may be applicable, has been met for all Outstanding Bonds;
- (16) the proceeds of Series 2023 Bonds shall be applied as set forth at Article VII hereof; and
- (17) the 2023 Debt Service Fund is established pursuant to Section 4.06 hereof and the 2023 Construction Fund is established pursuant to Section 7.02 hereof; no Debt Service Reserve Fund shall be established in connection with the Series 2023 Bonds.

* * *

ARTICLE II

DEFINITIONS AND CONSTRUCTION

Section 2.01 Definitions.

(a) Except as provided in subsection (b) below, all capitalized terms which are defined in Section 2.02 of the Bond Ordinance shall have the meanings given the same in this 2023 Series Ordinance.

(b) As used in this 2023 Series Ordinance, unless the context shall otherwise require, the following terms shall have the following respective meanings:

“2023 Construction Fund” means the fund of that name created at Section 7.02 hereof.

“2023 Debt Service Fund” means the fund of that name created at Section 4.06 hereof pursuant to Section 7.03 of the Bond Ordinance.

“2023 Reserve Requirement” means \$0.

“2023 Series Ordinance” has the meaning ascribed thereto in Section 1.01 hereof.

“Authorized Officer” means the Mayor, City Administrator, Finance Director, any pro tem, temporary, or interim holder of the foregoing offices or positions, and other officers or employees of the City designated from time to time as such by the City Council by resolution or ordinance; each person listed above, or designated from time to time as an Authorized Officer, may act individually as the Authorized Officer or on behalf of the Authorized Officers.

“BAN Act” means Title 11, Chapter 17 of the South Carolina Code.

“Governmental Unit” means a state or local governmental unit within the meaning of Section 141(b) of the Code.

“Nongovernmental Person” means any Person other than a Governmental Unit.

“Person” means firms, associations, partnerships (including limited partnerships), trusts, corporations, or other legal entities, including public bodies, as well as natural persons.

“Project” means the project defined at Section 1.01(c) hereof.

“Rule 15c2-12” means United States Securities and Exchange Commission Rule 15c2-12, as amended.

“Series 2023 Bonds” means the one or more Series of Bonds authorized under this 2023 Series Ordinance.

“***Taxable Bonds***” has the meaning given such term in Section 10.01(g) hereof.

Section 2.02 Authority for this 2023 Series Ordinance.

This 2023 Series Ordinance is enacted as a “Series Ordinance” pursuant to the provisions of the Bond Ordinance.

* * *

ARTICLE III

USEFUL LIFE

Section 3.01 Determination of the Useful Life of the System.

The period of usefulness of the System is hereby determined to be not less than 45 years.

* * *

ARTICLE IV

AUTHORIZATION AND TERMS OF THE SERIES 2023 BONDS

Section 4.01 Principal Amount; Designation of Series 2023 Bonds.

(a) Pursuant to the provisions of the Bond Ordinance, the Series 2023 Bonds of the City, entitled to the benefits, protection, and security of the provisions of the Bond Ordinance, are hereby authorized in the aggregate principal amount of not exceeding \$3,000,000; such Series of Bonds so authorized shall be designated as the “City of Georgetown, South Carolina Combined Public Utility System Revenue Bonds, Series 2023,” and shall bear a numeric or alphanumeric Series designation as may be necessary to distinguish them from the Bonds of every other Series, and shall designate the year in which the Series is issued. The Series 2023 Bonds may be sold as a single Series or from time to time as multiple Series bearing any such designation as appropriate. References herein to the Series 2023 Bonds shall include all Series of Bonds authorized by this 2023 Series Ordinance. As authorized by Section 10.01(g) hereof, any Series of the Series 2023 Bonds may be issued as Taxable Bonds and in such event it shall bear an appropriate designation so as to distinguish its tax status.

(b) Should the Series 2023 Bond not be issued in calendar year 2023, the designation for the Series 2023 Bond and all other references to “2023” recited herein shall be changed to appropriately reflect the year of such actual issuance.

Section 4.02 Purposes of the Series 2023 Bonds.

The Series 2023 Bonds are authorized for the principal purposes of:

- (1) defraying or reimbursing the costs of the Project; and
- (2) paying costs of issuance of the Series 2023 Bonds.

Section 4.03 Date of Issue; Interest Rates; Maturity; Redemption.

(a) The Date of Issue of each Series of Series 2023 Bonds shall be the date of delivery thereof, subject to an alternate designation by the Authorized Officer pursuant to Article V hereof. Series 2023 Bonds shall mature on such dates and in such principal amounts, and shall bear interest at such rates, as may be determined by an Authorized Officer pursuant to Article V hereof, provided that the final maturity of any Series of Series 2023 Bonds shall not extend beyond 20 years from its Date of Issue. Series 2023 Bonds shall mature as Serial Bonds or Term Bonds, with such mandatory sinking fund installments as are set forth in a schedule approved by the Authorized Officer prior to or simultaneously with the issuance of such Series 2023 Bonds.

(b) Interest on any Series of Series 2023 Bonds shall be payable on such Bond Payment Dates as are determined by the Authorized Officer pursuant to Article V hereof. Such interest shall be calculated on the basis of a 360-day year consisting of twelve 30-day months. Consistent with

the terms of the Bond Ordinance, the Record Dates for the payment of interest on Series 2023 Bonds shall be the 15th day of the month prior to each Bond Payment Date.

(c) Series 2023 Bonds may be subject to redemption prior to maturity, upon such terms and conditions, and at such Redemption Prices, as may be established by an Authorized Officer pursuant to Article V hereof, prior to or simultaneously with the issuance of the applicable Series of Series 2023 Bonds.

Section 4.04 Authentication; Payment of Series 2023 Bonds.

(a) Series 2023 Bonds shall be authenticated by the Registrar on or before such date as it shall, in each case, be delivered. Each of the Series 2023 Bonds shall bear interest from its respective Date of Issue if no interest has yet been paid; otherwise from the last date to which interest has been paid and which date is on or prior to the date of authentication of such Series 2023 Bonds.

(b) The interest on the Series 2023 Bonds shall be paid by check or draft mailed from the office of the Trustee to the person in whose name each of the Series 2023 Bonds is registered at the close of business on the Record Date; provided, however, that any Holder of such Series 2023 Bonds in the aggregate principal amount of \$1,000,000 or more may request (in writing, delivered to the paying agent at least 20 days prior to the applicable Bond Payment Date) that interest payments be made by wire transfer to such Holder at an account maintained by a financial institution located in the continental United States specified in such request.

(c) Presentment of the Series 2023 Bonds for payment shall not be required, except for the final payment of the principal and interest thereon or upon such other condition or indicia of satisfaction as may be mutually agreed upon by the City and the Holder of such Series 2023 Bonds, notice of which shall be provided to the Trustee in advance of such final payment.

Section 4.05 Denomination of the Series 2023 Bonds.

(a) Series 2023 Bonds shall be issued in denominations of \$1,000 or any multiple thereof. Each Series 2023 Bond shall be numbered by the Trustee in such a fashion as to reflect the fact that it is one of the Series 2023 Bonds, and to identify the owner thereof on the books kept by the Registrar. The initial maturity of the Series 2023 Bonds shall be numbered R-1, and thereafter sequentially "R-" numbered for identification.

(b) As necessary for the marketability and sale of the Series 2023 Bonds, the Authorized Officer may determine to authorize any Serial Bonds to be issued with split serial maturities.

Section 4.06 Establishment of 2023 Debt Service Fund.

In accordance with Section 7.03 of the Bond Ordinance, the Trustee is hereby directed to establish the 2023 Debt Service Fund on the Date of Issue of the Series 2023 Bonds for the benefit of the Holders of the Series 2023 Bonds. In the event that more than one Series of Bonds is issued

pursuant to the terms of this 2023 Series Ordinance, a Debt Service Fund (and any applicable accounts permitted under the Bond Ordinance) shall be established for each such Series.

Section 4.07 No Debt Service Reserve Fund.

No Debt Service Reserve Fund shall be established in connection with the Series 2023 Bonds.

Section 4.08 Appointment of Trustee, Paying Agent and Registrar.

Regions Bank is hereby appointed as Trustee, Paying Agent, and Registrar under the Bond Ordinance and this 2023 Series Ordinance. The Trustee shall signify its acceptance of the duties of Trustee, Paying Agent, and Registrar upon delivery of the Series 2023 Bonds. The City shall pay to the Trustee from time to time reasonable compensation based on the then-standard fee schedule of such parties for all services rendered under the Bond Ordinance and this 2023 Series Ordinance, and also all reasonable expenses, charges, counsel fees, and other disbursements, including those of its attorneys, agents, and employees, incurred in and about the performance of their powers and duties under the Bond Ordinance and this 2023 Series Ordinance.

The Series 2023 Bonds shall be presented for registration of transfers and exchanges and notices and demands to or upon the Trustee and the City in respect of the Series 2023 Bonds shall be served, at the corporate trust office of the Trustee.

The Trustee (or any affiliate thereof which holds the funds and accounts hereunder as depository on behalf of the Trustee) shall be a member of the Federal Deposit Insurance Corporation (the “**FDIC**”) and shall remain such a member throughout the period during which it shall act as Trustee, Paying Agent, and Registrar. The Trustee, in its capacity as Trustee, Paying Agent, and Registrar, shall accept its appointment by a written instrument embodying its agreement to remain, or maintain an affiliate that serves as depository that is, a member of the FDIC. Unless the same be secured as trust funds in the manner provided by the applicable regulations of the Comptroller of the Currency of the United States of America, and unless otherwise provided for in the Bond Ordinance and in this 2023 Series Ordinance, all moneys in the custody of the Trustee (or such affiliate thereof) in excess of the amount of such deposit insured by the FDIC shall be secured in Authorized Investments at the written direction of the Authorized Officer that are at least equal to the sum on deposit and not insured by the FDIC.

Section 4.09 Form of Series 2023 Bonds.

Series 2023 Bonds, together with the certificate of authentication, certificate of assignment and/or statement of insurance, if any, are to be in substantially the form attached hereto as Exhibit A with such necessary and appropriate variations, omissions and insertions as permitted or required upon advice of Bond Counsel and as determined by an Authorized Officer, or as otherwise authorized by the Bond Ordinance or this 2023 Series Ordinance. The execution of a Series 2023 Bond shall constitute conclusive evidence of the approval of any changes to the form of such Series 2023 Bond.

* * *

ARTICLE V

CERTAIN DELEGATIONS AND AUTHORIZATIONS

Section 5.01 Certain Delegations.

The City Council hereby expressly delegates to the Authorized Officer the authority, with respect to the Series 2023 Bonds, to determine, in connection with any Series of Series 2023 Bonds issued hereunder:

- (1) whether to issue the Series 2023 Bonds as a single Series or from time to time in several Series;
- (2) the manner of sale of such Series 2023 Bonds in accordance with Article VIII hereof;
- (3) the award, or selection of purchaser, of such Series 2023 Bonds in accordance with Article VIII hereof;
- (4) the final form of such Series 2023 Bonds, whether to modify the Series designation in accordance with Section 4.01 hereof, and the exact principal amount of any Series of such Series 2023 Bonds, provided that the aggregate principal amount of all Series 2023 Bonds shall not to exceed \$3,000,000;
- (5) whether and the extent to which such Series of Series 2023 Bonds shall be issued as Term Bonds or Serial Bonds;
- (6) the Date of Issue, Bond Payment Dates, rate or rates of interest obtained using the sale procedures of Article VIII hereof, provided that no coupon rate of interest shall exceed 6%, the maturity schedule, and the final maturity of each Series of Series 2023 Bonds, provided, however, that no Series 2023 Bonds shall mature later than 20 years from the Date of Issue;
- (7) whether any Series of the Series 2023 Bonds shall be subject to optional or mandatory redemption prior to maturity, and if so, the redemption provisions and Redemption Prices applicable thereto;
- (8) whether to use bond insurance, and if so, to make appropriate arrangements therefor;
- (9) whether one or more Series of the Series 2023 Bonds will be designated as “qualified tax-exempt obligations” pursuant to the Code;
- (10) whether such Series 2023 Bonds (or any Series thereof) shall be issued as a Taxable Bond; and

- (11) such other matters regarding the Series 2023 Bonds as are necessary or appropriate to effect the issuance and sale thereof.

* * *

ARTICLE VI

EXECUTION; NO RECOURSE

Section 6.01 Execution of the Series 2023 Bonds.

The Series 2023 Bonds shall be executed and attested by the Mayor and the Clerk, respectively, in accordance with the applicable provisions of the Bond Ordinance; however, in the absence of the Mayor or the Clerk for any reason, an Authorized Officer shall be authorized to either execute the Series 2023 Bonds or attest to the execution of the Series 2023 Bonds on behalf of the absent party; however, in no event shall the same Authorized Officer be permitted to both execute and attest to the Series 2023 Bonds. If acting on behalf of an absent person, such Authorized Officer shall be authorized to execute, sign, certify or attest any documentation otherwise required of the Mayor or Clerk respecting the issuance and delivery of the Series 2023 Bonds.

Facsimiles or electronic signatures by the Mayor or the Clerk, or any Authorized Officer are expressly authorized and permitted with respect to the Series 2023 Bonds and all closing documents and certificates associated therewith.

Section 6.02 No Recourse on the Series 2023 Bonds.

All covenants, stipulations, promises, agreements and obligations of the City contained in the Bond Ordinance or in this 2023 Series Ordinance shall be deemed to be the covenants, stipulations, promises, agreements and obligations of the City and not those of any officer or employee of the City in his or her individual capacity, and no recourse shall be had for the payment of the principal or Redemption Price of or interest on the Series 2023 Bonds or for any claim based thereon or on the Bond Ordinance or on this 2023 Series Ordinance, either jointly or severally, against any officer or employee of the City or any person executing the Series 2023 Bonds.

* * *

ARTICLE VII

APPLICATION OF BOND PROCEEDS

Section 7.01 Use and Disposition of Bond Proceeds.

Upon the delivery of any Series 2023 Bonds and receipt of the proceeds thereof, net of underwriter's discount or premium, such funds shall be disbursed as follows:

- (1) if an Authorized Officer determines to issue a Series 2023 Note to defray the costs of the Project, the amount necessary to pay the outstanding principal amount of and interest accrued on such Series 2023 Note as of the date of maturity or the date of redemption prior to maturity as determined in accordance with the terms thereof; and
- (2) the remaining net proceeds, including any premium and sums to be used to pay costs of issuance of the Series 2023 Bonds, as shall be deemed necessary by the Authorized Officer, shall be deposited in the 2023 Construction Fund and used to defray the costs of the Project and the costs of issuance of the Series 2023 Bonds.

Section 7.02 Establishment of 2023 Construction Fund; Excess Funds.

There is hereby established, in accordance with Section 4.01 of the Bond Ordinance, the "2023 Construction Fund," and the Authorized Officer is authorized to create a "2023 Costs of Issuance Account" therein. There shall be paid into the 2023 Construction Fund the sums prescribed by paragraph (2) of Section 7.01 hereof. The 2023 Construction Fund shall be held and controlled by the City pursuant to the terms of the Bond Ordinance and this 2023 Series Ordinance, unless otherwise determined by the Authorized Officer at the closing of the Series 2023 Bonds that all or a portion of such fund should be held by the Trustee. Moneys held in the 2023 Construction Fund shall be invested and reinvested at the written direction of the Authorized Officer in Authorized Investments. If there are any funds remaining in the 2023 Construction Fund upon completion of the Project, such funds shall be transferred to the 2023 Debt Service Fund and used to pay principal of and interest on the Series 2023 Bonds as the same come due.

* * *

ARTICLE VIII

SALE OF BONDS

Section 8.01 Sale of Bonds.

Any Series of Series 2023 Bonds shall be sold to an institution or institutions as a single instrument as a means of making a commercial loan (a “**Direct Placement Purchaser**”). City Council authorizes an Authorized Officer to solicit, or cause to be solicited, financing proposals from prospective purchasers of Series 2023 Bonds and award the Series 2023 Bonds after negotiation with prospective purchasers. Such Series 2023 Bonds shall be issued as a single Series (or separate single Bonds if the Series 2023 Bonds are sold in multiple Series), without CUSIP identification (unless otherwise agreed by the Direct Placement Purchaser and an Authorized Officer on behalf of the City). The Direct Placement Purchaser of such Series 2023 Bonds shall execute an investor letter to the City acknowledging its purchase of the Series 2023 Bonds as a means of making a commercial loan.

Section 8.02 Certain Financial Information to be Provided to Purchaser.

As requested by a Direct Placement Purchaser of the Series 2023 Bonds, the City may furnish or arrange to provide all other financial information related to or affecting the System as the Direct Placement Purchaser may reasonably request or require. Upon reasonable notice, the City shall permit the any Holder of the Series 2023 Bonds, or its agents and representatives, to inspect during regular business hours the City’s books and records relating to or affecting the System and to make extractions therefrom.

* * *

ARTICLE IX

SERIES 2023 NOTES

Section 9.01 Authority to Issue Series 2023 Note.

(a) If the Authorized Officer should determine that issuance of a Series 2023 Note, in one or more series, pursuant to the BAN Act would be in the best interest of the City, upon the advice of the Financial Advisor, the Authorized Officer is hereby directed and authorized to effect the issuance of a Series 2023 Note pursuant to the BAN Act. If a Series 2023 Note is issued and if, upon the maturity thereof the Authorized Officer should determine that renewal or refunding of any Series 2023 Note would be in the best interest of the City, the Authorized Officer is directed and authorized to continue the renewal or refunding of the Series 2023 Note until the Authorized Officer determines to issue Series 2023 Bonds on the basis as aforesaid, and such Series 2023 Bonds are issued. The aggregate stated principal amount of all Series 2023 Notes outstanding from time to time shall not exceed \$3,000,000.

(b) The proceeds of any Series 2023 Note issued hereunder shall be applied for the purpose for which proceeds of the Series 2023 Bonds may be applied pursuant to Section 7.01 hereof, to provide for the renewal or refunding of any Series 2023 Note, or to provide for the costs of issuance thereof, or any combination thereof.

Section 9.02 Details of Series 2023 Note.

Subject to changes in terms required for any particular issue of Series 2023 Notes, a Series 2023 Note and additional series thereof, if any, shall be subject to the following particulars:

(a) Series 2023 Notes shall be dated and bear interest either from the original date of deliver thereof or in such manner as shall be determined by the Authorized Officer; shall be payable upon the stated maturity thereof at the interest rate or rates determined by the Authorized Officer in the manner prescribed by Sections 9.02(c) or 9.02(d) below on the basis determined by an Authorized Officer; and shall mature on such date, not to exceed one year from the date of delivery thereof. Series 2023 Notes may be issued as draw-down obligations, in which event interest shall accrue and be payable thereon based on the dates of and principal amounts advanced.

(b) Series 2023 Notes shall be numbered from R-1 upwards for each issue and shall be in the denomination of \$1,000 or any integral multiple thereof requested by the purchaser thereof or as may be specified by the Authorized Officer. The Authorized Officer shall determine the paying agent and registrar for any Series 2023 Note, if any, prior to the sale thereof. Series 2023 Notes shall be payable, both as to principal and interest, in legal tender upon maturity.

(c) Series 2023 Notes shall bear such rate or rates of interest as shall at the sale of Series 2023 Note referred to in Section 9.02(d) hereof be determined by the Authorized Officer to be in the best interest of the City; provided, however, that:

- (1) the interest rate named shall be expressed as 1/1000 of one percent;

(2) all other restrictions as may be imposed by the Authorized Officer prior to the sale of the Series 2023 Note that are deemed to be in the best interest of the City shall apply; and

(3) no rate of interest shall exceed 6% per annum.

(d) In the discretion of the Authorized Officer, Series 2023 Notes may be sold at a time certain after public notice or through negotiation.

(e) Series 2023 Notes shall be sold as tax-exempt obligations pursuant to the Code, subject to the tax covenants set forth at Section 10.01 hereof, unless the Authorized Officer determines, upon the advice of Bond Counsel, to issue such Series 2023 Note as a taxable obligation. The Authorized Officer may further designate any Series 2023 Note as a “qualified tax-exempt obligation” pursuant to the Code.

(f) Series 2023 Notes shall be issued in fully registered form, in substantially the form attached hereto as Exhibit B, provided, however, that such form may be substantially revised upon advice of Bond Counsel to achieve the objectives of the City as determined by the Authorized Officer, including any modification to accommodate a draw-down structure. Each series of the Series 2023 Notes shall state on their face that they are issued in anticipation of the issuance of the Series 2023 Bonds and are payable, both as to principal and interest, from the proceeds thereof.

(g) In the event any Series 2023 Note is mutilated, lost, stolen or destroyed, the City may execute a new Series 2023 Note of like date and denomination as that mutilated, lost, stolen or destroyed; provided that, in the case of any mutilated Series 2023 Note, such mutilated Series 2023 Note shall first be surrendered to the City or to its designated agent, and in the case of any lost, stolen or destroyed Series 2023 Note, there shall be first furnished to the City or its agent evidence of such loss, theft or destruction satisfactory to the City or its agent, together with indemnity satisfactory to it; provided that, in the case of a holder which is a bank or insurance company, the agreement of such bank or insurance company to indemnify shall be sufficient. In the event any such Series 2023 Note shall have matured, instead of issuing a duplicate Series 2023 Note, the City may pay the same without surrender thereof. The City or its agent may charge the holder of such Series 2023 Note with its reasonable fees and expenses in this connection.

(h) Any Series 2023 Note issued in fully-registered form shall be transferable only upon the books of registry of the City, which shall be kept for that purpose at the office of the registrar (the “**Note Registrar**”), by the registered owner thereof or by his attorney, duly authorized in writing, upon surrender thereof, together with a written instrument of transfer satisfactory to the Note Registrar, duly executed by the registered owner or his duly authorized attorney. Upon the transfer of any Series 2023 Note, the Note Registrar shall issue, subject to the provisions of Paragraph (i) below, in the name of the transferee, a new Series 2023 Note or Series 2023 Notes of the same aggregate principal amount as the unpaid principal amount of the surrendered Series 2023 Note or Series 2023 Notes. Any holder of a Series 2023 Note in fully registered form requesting any transfer shall pay any tax or other governmental charge required to be paid with respect thereto. As to any Series 2023 Note in fully registered form, the person in whose name the same shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of or on account of the principal and interest of any Series 2023 Note in

fully-registered form shall be made only to or upon the order of the registered holder thereof, or his duly authorized attorney, and the City, the Note Registrar shall not be affected by any notice to the contrary, but such registration may be changed as herein provided. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Series 2023 Note to the extent of the sum or sums so paid.

(i) Any Series 2023 Note issued in fully-registered form, upon surrender thereof at the office of the Note Registrar, with a written instrument of transfer satisfactory to the Note Registrar, duly executed by the holder of the Series 2023 Note or his duly authorized attorney, may, at the option of the holder of the Series 2023 Note, and upon payment by such holder of any charges which the City or the Note Registrar may make as provided in Paragraph (j) below, be exchanged for a principal amount of Series 2023 Note in fully-registered form of any other authorized denomination equal to the unpaid principal amount of surrendered Series 2023 Note.

(j) In all cases in which the privilege of exchanging or transferring Series 2023 Note in fully registered form is exercised, the City shall execute and deliver a Series 2023 Note in accordance with the provisions hereof. All Series 2023 Notes in fully-registered form surrendered in any such exchanges or transfers shall forthwith be cancelled by the City. There shall be no charge to the holder of such Series 2023 Note for such exchange or transfer of a Series 2023 Note in fully registered form except that the City and Note Registrar may make a charge sufficient to reimburse it for any tax or other governmental charge required to be paid with respect to such exchange or transfer.

(k) The Authorized Officer, in his discretion and on advice received, shall determine whether the Series 2023 Note shall be subject to redemption prior to maturity at the option of the City, including applicable redemption dates and prices. In the event that the City shall elect to redeem a Series 2023 Note, it shall give notice to the Note Registrar and paying agent, if any, of such optional redemption. Such notice shall specify the date fixed for redemption.

Section 9.03 Security for Series 2023 Note.

The City hereby obligates itself to issue the Series 2023 Bonds in an amount and in time sufficient to pay the principal of and interest on any Series 2023 Note. For the payment of any Series 2023 Note, there are hereby pledged the proceeds derived from the sale of the Series 2023 Bonds issued pursuant to this 2023 Series Ordinance or if such Series 2023 Bonds are not issued prior to the maturity of any Series 2023 Note, from the sale, issuance and delivery of renewal or refunding Series 2023 Note. The proceeds of such Series 2023 Bonds, when received by the City, shall be applied first to the payment of principal of and interest on any Series 2023 Notes. The City shall either issue such Series 2023 Bonds and apply the proceeds to the redemption of any Series 2023 Notes or shall provide funds therefor from other sources, including the issuance of renewal or refunding Series 2023 Notes.

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ARTICLE X

TAX AND DISCLOSURE COVENANTS

Section 10.01 Tax Covenants.

(a) *General Tax Covenant.* The City will comply with all requirements of the Code in order to preserve the tax-exempt status of the Series 2023 Bonds, including without limitation, (i) the requirement to file Form 8038-G, *Information Return for Tax-Exempt Government Obligations*, with the Internal Revenue Service, and (ii) the requirement to rebate certain arbitrage earnings to the United States Government pursuant to Section 148(f) of the Code. In this connection, the City covenants to execute any and all agreements or other documentation as it may be advised by Bond Counsel will enable it to comply with this Section 10.01, including its certification on reasonable grounds that the Series 2023 Bonds are not “arbitrage bonds” within the meaning of Section 148 of the Code.

(b) *Tax Representations.* The City hereby represents and covenants that it will not take any action which will, or fail to take any action which failure will, cause interest on the Series 2023 Bonds to become includable in the gross income of the Holders thereof for federal income tax purposes pursuant to the provisions of the Code and the United States Treasury Regulations (the “**Regulations**”). Without limiting the generality of the foregoing, the City represents and covenants that:

- (1) All property financed or refinanced with the proceeds of the Series 2023 Bonds will be owned by the City or another political subdivision of the State so long as the Series 2023 Bonds are Outstanding in accordance with the rules governing the ownership of property for federal income tax purposes.
- (2) The City shall not use, and will not permit any party to use, the proceeds of the Series 2023 Bonds, or any bonds refunded thereby, in any manner that would result in (i) 10% or more of such proceeds being considered as having been used directly or indirectly in any trade or business carried on by any Nongovernmental Person, (ii) 5% or more of such proceeds being considered as having been used directly or indirectly in any trade or business of any Nongovernmental Person that is either “unrelated” or “disproportionate” to the governmental use of the financed facility by the City or by any other Governmental Unit (as the terms “unrelated” and “disproportionate” are defined for purposes of Section 141(b)(3) of the Code) or (iii) 5% or more of such proceeds being considered as having been used directly or indirectly to make or finance loans to any Nongovernmental Person.
- (3) The City is not a party to, and will not enter into or permit any other party to enter into, any contract with any person involving the management of any facility financed or refinanced with the proceeds of the Series 2023 Bonds or by notes paid by the Series 2023 Bonds that does not conform to the guidelines set forth in Revenue Procedure 2017-13, or a successor revenue procedure, Code provision or Regulations.

- (4) The City will not sell, or permit any other party to sell, any property financed or refinanced with the Series 2023 Bonds to any person unless it obtains an opinion of nationally recognized bond counsel that such sale will not affect the tax-exempt status of the Series 2023 Bonds.
- (5) The Series 2023 Bonds will not be “federally guaranteed” within the meaning of Section 149(b) of the Code. The City shall not enter into, or permit any other party to enter into, any leases or sales or service contract with any federal government agency with respect to any facility financed or refinanced with the proceeds of the Series 2023 Bonds and will not enter into any such leases or contracts unless it obtains the opinion of nationally recognized bond counsel that such action will not affect the tax-exempt status of the Series 2023 Bonds.

(c) *Arbitrage Bonds, Rebate.* The City covenants that no use of the proceeds of the sale of the Series 2023 Bonds shall be made which, if such use had been reasonably expected on the date of issue of such Series 2023 Bonds, would have caused the Series 2023 Bonds to be “arbitrage bonds” as defined in the Code, and to that end the City shall:

- (1) comply with the applicable regulations of the Treasury Department previously promulgated under Section 103 of the Internal Revenue Code of 1954, as amended, and any regulations promulgated under the Code, so long as the Series 2023 Bonds are Outstanding;
- (2) establish such funds, make such calculations and pay such amounts, in the manner and at the times required in order to comply with the requirements of the Code and Regulations relating to required rebate of certain amounts to the United States Government;
- (3) make such reports of such information at the time and places required by the Code and Regulations; and
- (4) take such other action as may be required to assure that the tax-exempt status of the Series 2023 Bonds will not be impaired.

(d) *Tax Certificate.* An Authorized Officer is hereby authorized and directed to execute, at or prior to delivery of any Series of Bonds, a certificate or certificates specifying actions taken or to be taken by the City, and the reasonable expectations of such officials, with respect to such Series of Bonds, the proceeds thereof, or the City.

(e) *Bank Qualified.* A Series of Series 2023 Bonds may be designated by the Authorized Officer pursuant to Article V hereof as “qualified tax-exempt obligations” in accordance with Section 265(b)(3)(B) of the Code.

(f) *Reimbursement Declaration.* The City hereby declares its intention to reimburse itself for a portion of the costs of the Project with the proceeds of Series 2023 Bonds. To that end, the City Council determines and declares as follows:

- (1) no funds from any sources other than the Series 2023 Bonds are or are reasonably expected to be, reserved, allocated on a long-term basis or otherwise set aside by the City pursuant to the budget or financial policies of the City for the financing of the portion of the costs of acquisition, construction, and equipping of the Project to be funded with the Series 2023 Bonds;
- (2) the City reasonably expects that all or a portion of the expenditures incurred for the 2023 Project and the issuance of the Series 2023 Bonds will be paid prior to the issuance of the Series 2023 Bonds;
- (3) the City intends and reasonably expects to reimburse itself for all such expenditures paid by it with respect to the Project prior to the issuance of the Series 2023 Bonds from the proceeds of the Series 2023 Bonds, and such intention is consistent with the budgetary and financial circumstances of the City;
- (4) all of the costs to be paid or reimbursed from the proceeds of the Series 2023 Bonds will be for costs incurred in connection with the issuance of the Series 2023 Bonds, or will, at the time of payment thereof, be properly chargeable to the capital account of the Project (or would be so chargeable with a proper election) under general federal income tax principles; and
- (5) this 2023 Series Ordinance shall constitute a declaration of official intent under United States Department of the Treasury Regulation Section 1.150-2.

(g) *Taxable Bonds.* Prior to the issuance of a Series of Series 2023 Bonds, the Authorized Officer may, pursuant to Article V hereof, in consultation with Bond Counsel, designate such Series of Bonds as taxable under the Code. The election to issue a Series of Taxable Bonds shall be clearly indicated by including the phrase “Taxable Series,” or words to that effect, in the series designation of such Taxable Bonds. The above provisions of this Section 10.01 shall not be applicable to any Series of Taxable Bonds.

(h) The Trustee shall have no responsibility to monitor the City’s compliance with the covenants set forth in this Section 10.01.

Section 10.02 Disclosure Covenants.

(a) The City hereby covenants and agrees that it will comply with and carry out all of the provisions of any continuing disclosure certificate or agreement, executed by an Authorized Officer and dated the date of delivery of the Series 2023 Bonds, which will meet the requirements, as applicable, of Section 11-1-85 of the South Carolina Code, which may require, among other things, that the City file with a central repository when requested:

- (1) a copy of its annual independent audit within 30 days of its receipt and acceptance, and
- (2) event-specific information, within 30 days of an event adversely affecting more than five percent of its revenues or five percent of its tax base.

The only remedy for failure by the City to comply with the covenants in this Section 10.02 shall be an action for specific performance of this covenant. The City specifically reserves the right to amend this covenant to reflect any change in Section 11-1-85 of the South Carolina Code, without the consent of any Bondholder.

(b) The City may covenant to provide annual financial and operating information to a Direct Placement Purchaser as may be mutually agreed upon by and between the Authorized Officer and such Direct Placement Purchaser.

(c) The Trustee shall have no responsibility to monitor the City's compliance with the covenants set forth in this Section 10.02.

* * *

ARTICLE XI

MISCELLANEOUS

Section 11.01 Severability.

If any one or more of the covenants or agreements provided in this 2023 Series Ordinance on the part of the City or any fiduciary to be performed should be contrary to law, then such covenant or covenants or agreement or agreements shall be deemed severable from the remaining covenants and agreements, and shall in no way affect the validity of the other provisions of this 2023 Series Ordinance.

Section 11.02 Further Action.

The City Council authorizes the Authorized Officers to execute and sign all other documents, certificates, and agreements necessary or convenient to effect the purchase and sale of the Series 2023 Bonds.

Section 11.03 Professional Services.

The City Council hereby authorizes, approves, or ratifies, as applicable, the engagement of First Tryon Advisors to act as Financial Advisor (the “**Financial Advisor**”) and Pope Flynn, LLC to act as Bond Counsel in connection with the issuance of the Series 2023 Bonds and authorizes (or ratifies, as applicable) an Authorized Officer to engage the services of such other professionals and institutions of a type and in a manner customary in connection with the issuance of municipal bonds, including, but not limited to, contractual arrangements with other professionals, rating agencies, verification agents, financial and trust institutions, printers and the suppliers of other goods and services in connection with the sale, execution and delivery of the Series 2023 Bonds, as is necessary and desirable.

Section 11.04 Table of Contents and Section Headings Not Controlling.

The Table of Contents and the headings of the several articles and sections of this 2023 Series Ordinance have been prepared for convenience of reference only and shall not control, affect the meaning of, or be taken as an interpretation of any provision of this 2023 Series Ordinance.

Section 11.05 2023 Series Ordinance to Constitute Contract.

In consideration of the purchase and acceptance of Series 2023 Bonds by those who shall purchase and hold the same from time to time, the provisions of this 2023 Series Ordinance shall be deemed to be and shall constitute a contract between the City and the Holder from time to time of the Series 2023 Bonds, and such provisions are covenants and agreements with such Holder which the City hereby determines to be necessary and desirable for the security and payment thereof. The pledge hereof and the provisions, covenants and agreements herein set forth to be performed on behalf of the City shall be for the benefit, protection, and security of the Holder of the Series 2023 Bonds.

Section 11.06 Series 2023 Bonds Issued as Multiple Series.

In the event Series 2023 Bonds are sold in more than one Series, separate funds and accounts shall be created and maintained for each Series of Series 2023 Bonds and appropriate numeric or alphanumeric designations shall be established so as to appropriately account for the funds established pursuant to Article VII hereof, as contemplated by Article VII of the Bond Ordinance. Notwithstanding anything in the 2023 Series Ordinance to the contrary, in the event that Series 2023 Bonds are sold in more than one Series, all references in this 2023 Series Ordinance to Series 2023 Bonds shall, as the context may require, be read as referring to the applicable Series of Series 2023 Bonds.

Section 11.07 Ratification of Prior Action.

All prior actions of Authorized Officers in furtherance of the purposes of this 2023 Series Ordinance (including, but not limited to, any negotiated sale of Series 2023 Bonds or any solicitation of bids under the provisions of Article VIII hereof) are hereby approved, ratified and confirmed.

Section 11.08 General Repealer; Effective Date.

All rules, regulations, resolutions, and ordinances and parts thereof, procedural or otherwise in conflict herewith or the proceedings authorizing the issuance of the Series 2023 Bonds are, to the extent of such conflict, hereby repealed and this 2023 Series Ordinance shall take effect and be in full force upon enactment thereof.

* * *

DONE, RATIFIED, AND ENACTED this 17th day of August 2023.

CITY OF GEORGETOWN, SOUTH CAROLINA

By: _____
Mayor

(SEAL)

Attest:

City Clerk
City of Georgetown, South Carolina

First Reading: July 20, 2023
Second Reading: August 17, 2023

Attachment: Series Ordinance (2023 City of Georgetown Rev Bond) (3882 : 2023 Series Ordinance)

**EXHIBIT A
FORM OF BOND**

WITH THE CONSENT OF THE PURCHASER, AND NOTWITHSTANDING ANY CONTRARY PROVISION CONTAINED IN THE ORDINANCES, THIS BOND MAY BE SOLD OR TRANSFERRED ONLY TO PURCHASERS WHO EXECUTE AN INVESTMENT LETTER DELIVERED TO THE CITY, IN A FORM SATISFACTORY TO THE CITY, CONTAINING CERTAIN REPRESENTATIONS, WARRANTIES AND COVENANTS AS TO THE SUITABILITY OF SUCH PURCHASERS TO PURCHASE AND HOLD THE BOND. SUCH RESTRICTION SHALL BE SET FORTH ON THE FACE OF THE BOND AND SHALL BE COMPLIED WITH BY EACH TRANSFEREE OF THE BOND.

CITY OF GEORGETOWN, SOUTH CAROLINA
COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS
SERIES 2023

No. R-1 \$ _____

The CITY OF GEORGETOWN, SOUTH CAROLINA (the “**City**”), acknowledges itself indebted and for value received hereby promises to pay, solely from the sources and as hereinafter provided, to [Purchaser] or its registered assigns (the “**Purchaser**”), the principal amount of _____ (\$ _____) of this Combined Public Utility System Revenue Bond, Series 2023 (this “**Bond**”) at the corporate trust offices of Regions Bank, as trustee (the “**Trustee**”) in the manner provided herein.

Both the principal of and interest on this Bond shall be paid by check or draft from the principal office of the Trustee to the person in whose name this Bond is registered on the Record Date at the address shown on the registration books in any coin or currency of the United States of America which is, at the time of payment, legal tender for public and private debts; however, in lieu of presentation and surrender, the Purchaser may present any other indicia of final payment as may be acceptable to the City. [As permitted by the 2023 Series Ordinance (as defined below), the City and the Purchaser have mutually agreed to waive all requirements for presentation and surrender of this Bond. Upon the final payment of this Bond, the Purchaser will execute and deliver a certificate to the City and the Trustee certifying that (i) such payment represents the final payment due on this Bond and (ii) the City owes no further obligation to the Purchaser respecting this Bond.]

This Bond bears interest at a rate of ____ per annum (computed on the basis of a 360-day year of twelve 30-day months) from _____, 20__, its Date of Issue. Interest on this Bond is initially payable on _____, 20__, and thereafter on _____ 1 and _____ 1 of each year (each a “**Bond Payment Date**”) until _____ 20__, the final maturity date hereof.

This Bond is issued as a Term Bond maturing _____ 20__, and is subject to mandatory sinking fund redemption commencing _____, 20__, and will be redeemed (to the extent not previously redeemed) at one hundred percent (100%) of the principal amount, plus accrued interest to the redemption date, on [June 1] of each of the following years in the respective amounts for each year specified below:

**EXHIBIT A
FORM OF BOND**

<u>June 1</u>	<u>Principal Amount</u>
---------------	-----------------------------

*

* Final maturity

The Annual Principal and Interest Requirements of this Bond are set forth at Exhibit A, which is incorporated herein by reference.

[This Bond is subject to optional redemption prior to final maturity at the option of the City on and after ____ 1, 20__, in whole or in part at any time, upon 30 days written notice at the principal amount thereof and the interest accrued on such principal amount to the date fixed for redemption.]

This Bond is issued pursuant to and in accordance with the Constitution and statutes of the State of South Carolina (the “**State**”) including particularly Title 6, Chapters 17 and 21 of the Code of Laws of South Carolina 1976, as amended (the “**South Carolina Code**”), and by an ordinance entitled, “AN ORDINANCE PROVIDING FOR THE RESTRUCTURING OF THE WATER AND SEWER SYSTEM TO CREATE THE COMBINED PUBLIC UTILITY SYSTEM OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AUTHORIZING THE ISSUANCE AND SALE OF COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AND OTHER MATTERS RELATING THERETO” (the “**2011 Bond Ordinance**”), enacted by the City Council of the City of Georgetown (the “**City Council**”), the governing body of the City, on July 28, 2011, as amended by an ordinance enacted on August 20, 2015, entitled “AN ORDINANCE PROVIDING FOR AND APPROVING AMENDMENTS TO AN ORDINANCE ENTITLED, ‘AN ORDINANCE PROVIDING FOR THE RESTRUCTURING OF THE WATER AND SEWER SYSTEM TO CREATE THE COMBINED PUBLIC UTILITY SYSTEM OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AUTHORIZING THE ISSUANCE AND SALE OF COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS OF THE CITY OF GEORGETOWN, SOUTH CAROLINA; AND OTHER MATTERS RELATING THERETO’” (the “**2015 Amendments**” and together with the 2011 Bond Ordinance, the “**Bond Ordinance**”), and a Series Ordinance entitled, “A SERIES ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF COMBINED PUBLIC UTILITY SYSTEM REVENUE BONDS OF THE CITY OF GEORGETOWN, SOUTH

EXHIBIT A FORM OF BOND

CAROLINA IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT EXCEEDING \$3,000,000; AND OTHER MATTERS RELATING THERETO” (the “**2023 Series Ordinance**”) duly enacted by the City Council on August 17, 2023 (the Bond Ordinance and the 2023 Series Ordinance are hereinafter together referred to as the “**Ordinances**”).

Certain capitalized terms used herein and not otherwise defined shall have the meanings ascribed thereto in the Ordinances. Certified copies of the Ordinances are on file in the office of the Trustee and in the offices of the City.

For the payment of the principal of and interest on this Bond issued pursuant to the Bond Ordinance, there are hereby irrevocably pledged the Gross Revenues. As permitted by the Enabling Act, the payment of the principal of and interest on this Bond shall be additionally secured by a statutory lien upon the System. Such pledge securing this Bond shall have priority over all other pledges except those made to secure any Bonds (as defined hereinbelow) as may be currently outstanding or issued from time to time in the future.

THIS BOND SHALL NOT IN ANY EVENT CONSTITUTE AN INDEBTEDNESS OF THE CITY WITHIN THE MEANING OF ANY PROVISION, LIMITATION OR RESTRICTION OF THE CONSTITUTION OR STATUTES OF THE STATE, OTHER THAN THOSE PROVISIONS AUTHORIZING INDEBTEDNESS PAYABLE SOLELY FROM A REVENUE-PRODUCING PROJECT NOT INVOLVING REVENUES FROM ANY TAX OR LICENSE; AND THE FAITH, CREDIT AND TAXING POWER OF THE CITY ARE EXPRESSLY NOT PLEDGED THEREFOR. THE CITY IS NOT OBLIGATED TO PAY THIS SERIES 2023 BOND, OR THE INTEREST HEREON, SAVE AND EXCEPT FROM THE GROSS REVENUES.

The Bond Ordinance authorizes the issuance of Bonds on a parity with this Bond and any Bonds heretofore or hereafter issued, when issued in accordance with the provisions of the Bond Ordinance, and such Bonds will rank equally and be on a parity herewith and therewith (“**Additional Bonds**” and together with this Bond and any parity bonds, collectively the “**Bonds**”).

The City has covenanted to continuously operate and maintain the System and fix and maintain such rates for the services and facilities furnished by the System as shall at all times be sufficient (i) to maintain the Debt Service Funds and thus provide for the punctual payment of the principal of and interest on all Bonds, (ii) to maintain the Debt Service Reserve Funds, if any, in the manner prescribed in the applicable Series Ordinance, (iii) to provide for the payment of Operation and Maintenance Expenses, (iv) to build and maintain a reserve for depreciation of the System, for contingencies and for improvements, betterments and extensions to the System other than those necessary to maintain the same in good repair and working order, (v) to pay all amounts owing under a reimbursement agreement with any provider of a surety bond, insurance policy or letter of credit as contemplated under Section 7.04(D) of the Bond Ordinance, (vi) to provide for the punctual payment of the principal of and interest on all Junior Lien Bonds that may from time to time hereafter be outstanding, and (vii) to discharge all obligations imposed by the Enabling Act and by the Bond Ordinance and any applicable Series Ordinance.

**EXHIBIT A
FORM OF BOND**

The Bond Ordinance provides that, in addition to other remedies, upon a default in payment of principal of or interest on any Bond, the Trustee shall, upon the written request of the Holders of not less than twenty-five percent (25%) in aggregate principal amount of Bonds Outstanding, declare all Bonds Outstanding immediately due and payable.

This Bond is transferable, as provided in the Bond Ordinance, only upon the registration books of the City kept for that purpose and maintained by the Registrar, by the holder hereof in person or by his duly authorized attorney, upon (i) surrender of this Series 2023 Bond and an assignment with a written instrument of transfer satisfactory to the Trustee or any other Registrar, as the case may be, duly executed by the Holder hereof or his duly authorized attorney and (ii) payment of the charges, if any, prescribed in the Ordinances. Thereupon a new Bond of the then outstanding principal amount, then current maturity schedule and interest rate shall be issued to the transferee in exchange therefor as provided in the Bond Ordinance. The City, the Trustee, and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or redemption price hereof and interest due hereon and for all other purposes.

For every exchange or transfer of this Bond, the City or the Trustee or Registrar, as the case may be, may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer.

This Bond and the interest hereon are exempt from all State, county, municipal, school district, and all other taxes or assessments imposed within the State, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, transfer and certain franchise taxes.

It is hereby certified and recited that all conditions, acts, and things required by the Constitution and statutes of the State to exist, be performed or happen precedent to or in the issuance of this Bond, exist, have been performed and have happened, that the amount of this Bond, together with all other indebtedness of the City, does not exceed any limit prescribed by such Constitution or statutes.

This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been duly executed by the Trustee.

**EXHIBIT A
FORM OF BOND**

IN WITNESS WHEREOF, the CITY OF GEORGETOWN, SOUTH CAROLINA, has caused this Bond to be signed by the signature of the Mayor of the City, its corporate seal to be reproduced hereon and the same to be attested by the signature of the City Clerk of the City.

CITY OF GEORGETOWN, SOUTH CAROLINA

(SEAL)

By: _____
Mayor

Attest:

City Clerk

Attachment: Series Ordinance (2023 City of Georgetown Rev Bond) (3882 : 2023 Series Ordinance)

**EXHIBIT A
FORM OF BOND****CERTIFICATE OF AUTHENTICATION**

This Bond is a Series 2023 Bond as described in the within mentioned Ordinances.

REGIONS BANK, as Registrar

By: _____
Authorized Officer

Date: _____, 2023

Attachment: Series Ordinance (2023 City of Georgetown Rev Bond) (3882 : 2023 Series Ordinance)

**EXHIBIT A
FORM OF BOND**

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

(please print or type name and address of Transferee and Social Security or other identifying number of Transferee)

the within Bond and all rights and title thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____
(Signature Guaranty)

Authorized Individual or Officer

NOTICE: Signature(s) to the assignment must correspond with the name of the registered owner as it appears upon the face of the within bond in every particular, without alteration or any change whatever.

Signature(s) must be guaranteed by an institution which is a participant in the Securities Transfer Agents Medallion Program ("STAMP") or similar program enlargement.

EXHIBIT B
FORM OF BAN

[WITH THE CONSENT OF THE PURCHASER, AND NOTWITHSTANDING ANY CONTRARY PROVISION CONTAINED IN THE 2023 SERIES ORDINANCE, THIS SERIES 2023 NOTE MAY BE SOLD OR TRANSFERRED ONLY TO PURCHASERS WHO EXECUTE AN INVESTMENT LETTER DELIVERED TO THE CITY, IN FORM SATISFACTORY TO THE CITY, CONTAINING CERTAIN REPRESENTATIONS, WARRANTIES AND COVENANTS AS TO THE SUITABILITY OF SUCH PURCHASERS TO PURCHASE AND HOLD THIS SERIES 2023 NOTE. SUCH RESTRICTION SHALL BE COMPLIED WITH BY EACH TRANSFEREE OF THIS SERIES 2023 NOTE.]

CITY OF GEORGETOWN, SOUTH CAROLINA
COMBINED PUBLIC UTILITY SYSTEM REVENUE
BOND ANTICIPATION NOTE
SERIES 2023

No. _____

REGISTERED HOLDER: _____

PRINCIPAL SUM: _____ \$ _____

CITY OF GEORGETOWN, SOUTH CAROLINA (the “**City**”), hereby acknowledges itself indebted, and for value received, promises to pay to _____ at its principal offices in _____, South Carolina, the sum of _____ (\$ _____), [MATURITY DATE], or on the occasion of the issuance and delivery of a refunding combined public utility system revenue bond anticipation note issued for the purposes of refunding this Combined Public Utility System Revenue Bond Anticipation Note, Series 2023 (this “**Note**”) or the \$ _____ Combined Public Utility System Revenue Bond, Series 20__ of the City of Georgetown, South Carolina (the “**Series 20__ Bond**”), and to pay interest on said principal sum, from the delivery date hereof, at the rate of _____ per centum (____%) per annum (computed on the basis of [an actual over 365-day year]), payable upon the stated maturity or earlier redemption date of this Note.

[This Note shall be redeemable upon payment of the principal amount due hereon, plus interest hereon to the redemption date, upon written notice of redemption to the payee hereof, seven (7) days prior to the date fixed for redemption.]

Both the principal of and interest on this Note are payable in any coin or currency of the United States of America, which is, at the time of payment, legal tender for the payment of public and private debts.

This Note is issued pursuant to and in accordance with the Constitution and laws of the State of South Carolina, including Title 11, Chapter 17, Code of Laws of South Carolina 1976, as amended (the “**Act**”), a Bond Ordinance enacted by the City Council of the City (the “**City Council**”), the governing body of the City, on July 28, 2011, as amended on August 20, 2015, and a Series Ordinance enacted by the City Council on August 17, 2023, in anticipation of the issuance of the Series 20__ Bond to be issued by the City pursuant to Title 6, Chapters 17 and 21 of the Code of Laws of South Carolina 1976, as amended. The proceeds of this Note shall be used to

Attachment: Series Ordinance (2023 City of Georgetown Rev Bond) (3882 : 2023 Series Ordinance)

EXHIBIT B
FORM OF BAN

provide interim financing pending issuance of the Series 20__ Bond for a portion of the cost of certain improvements to the water and sewer system of the City.

For the payment of the principal of and interest on this Note, there shall be irrevocably pledged a sufficient amount of the proceeds of a Refunding Note or the Series 20__ Bond.

This Note is issued in fully registered form shall be transferable only upon the books of registry of the City, which shall be kept for that purpose at the office of the City, as note registrar (the “**Note Registrar**”), by the registered owner thereof or by his attorney, duly authorized in writing, upon surrender thereof, together with a written instrument of transfer satisfactory to the Note Registrar, duly executed by the registered owner or his duly authorized attorney.

This Note and the interest hereon are exempt from all state, municipal, school, city and all other taxes or assessments of the State of South Carolina, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, transfer or certain franchise taxes.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of South Carolina to exist, to happen, or to be performed precedent to or in the issuance of this Note and the Series 20__ Bond, do exist, have happened and have been performed in regular and due time, form and manner, and that the City has irrevocably obligated itself to issue and sell prior to the stated maturity hereof, in the manner prescribed by law, a Refunding Note or the Series 20__ Bond, in anticipation of which this Note is issued.

IN WITNESS WHEREOF, the CITY OF GEORGETOWN, SOUTH CAROLINA has caused this Note to be signed by the signature of the Mayor of the City, its corporate seal to be reproduced hereon and the same to be attested by the signature of the City Clerk of the City.

CITY OF GEORGETOWN, SOUTH CAROLINA

(SEAL)

By: _____
Mayor

Attest:

City Clerk

Attachment: Series Ordinance (2023 City of Georgetown Rev Bond) (3882 : 2023 Series Ordinance)

**EXHIBIT B
FORM OF BAN****CERTIFICATE OF AUTHENTICATION**

This Note is one of the Notes of the issue described in the within-mentioned Ordinances.

NOTE REGISTRAR

By: _____
Authorized Officer

Date of Authentication: _____, 2023

Attachment: Series Ordinance (2023 City of Georgetown Rev Bond) (3882 : 2023 Series Ordinance)

**EXHIBIT B
FORM OF BAN**

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Please print or typewrite Name, Social Security or Taxpayer Identification Number and address of Transferee)

the within Note and does hereby irrevocably constitute and appoint _____
attorney to transfer the within Note on the books kept for registration thereof, with full power of
substitution in the premises.

Dated: _____

Signature Guarantee:

Signature(s) must be guaranteed by
a member firm of the New York Stock
Exchange or a commercial bank or
trust company

NOTICE: The signature to this assignment must
correspond with the name of the registered holder
as it appear upon the face of the within Note
in every particular, without alteration or
enlargement or any change whatever.



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3868

Council Meeting Date:	20 July 2023
Department:	Finance
Issue Under Consideration:	Motion to approve a contract in the amount not to exceed \$250,000.00 for new ERP software system and award contract to BS&A Software.
Amount Requested:	Not to exceed \$250,000.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	Lowered annual cost for the City
Points to Consider:	The City's current ERP software has an antiquated platform that limits productivity city-wide. GO bond proceeds will be used to purchase the software as mentioned at the Annual Budget Retreat held on March 23, 2023, and in budget workshops held on April 20 th , and May 4 th , 2023. Our current cost with Tyler is \$130,000.00, with automatic increases of 6% annually. The annual cost with BS&A will be \$ 41,195.00 for 2 years. This cost will be subject to be increased by no more than the current CPI thereafter. City staff had software demonstrations with vendors and only two bids were received. SAP provided a presentation but was not able to accommodate the needs of the City.
Options:	Approve/Disapprove
Staff Recommendation:	Approve

Reviews:

Kathy Vermeland Completed 07/10/2023 12:10 PM
 Finance Completed 07/10/2023 12:10 PM
 City Attorney Completed 07/10/2023 1:09 PM
 Sandra E. Yudice Ph.D. Completed 07/10/2023 1:25 PM
 Stephanie Buccione Completed 07/13/2023 11:09 AM
 Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 City of Georgetown SC-EERP-Tyler Enterprise Munis Quote (PDF)
2. 2 Georgetown City Georgetown SC - EERP BS&A Quote (PDF)
3. 3 Georgetown City Georgetown SC - BSA Cloud Contract 5.26 (PDF)

Updated: 7/10/2023 1:25 PM by Sandra E. Yudice Ph.D. (Page 1)



Quoted By: Newell Price
 Quote Expiration: 12/20/23
 Quote Name: City of Georgetown SC-EERP-
 Fin/HCM/UB
 Quote Description: City of Georgetow SC-
 Finance/HCM/Utility Billing
 SaaS Term 3.00

Sales Quotation For:

City of Georgetown
 PO Box 1146
 Georgetown SC 29442-1146
 Phone: +1 (843) 546-5632

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Financial Management			
Accounting	1	112	\$ 16,851.00
Accounts Payable	1	32	\$ 4,907.00
Budgeting	1	48	\$ 4,907.00
Capital Assets	1	40	\$ 4,139.00
Cash Management	1	28	\$ 2,803.00
eProcurement (Vendor Access and Punch-Out)	1	24	\$ 2,900.00
Inventory	1	40	\$ 3,853.00
Purchasing	1	80	\$ 7,096.00
Human Resources Management			
Human Resources & Talent Management	1	88	\$ 4,835.00
Payroll w/ESS	1	168	\$ 5,910.00
Time & Attendance w Mobile Access - Up to 250 Employees	1	96	\$ 11,052.00
Revenue Management			
Accounts Receivable	1	64	\$ 3,610.00
Cashiering	1	40	\$ 6,164.00

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CONFIDENTIAL

Page 1

General Billing	1	32	\$ 2,418.00
Resident Access	1	40	\$ 3,800.00
Utility Billing CIS including Graphing Agent	1	88	\$ 10,441.00
Utility Billing Meter Interface	1	16	\$ 2,137.00
Utility Billing Special Assessments	1	32	\$ 2,914.00
Civic Services			
Business Management Suite	5	112	\$ 5,280.00
Civic Access - Business Management	1	24	\$ 6,127.00
Civic Access - Community Development	1	24	\$ 6,127.00
Community Development Suite	10	248	\$ 10,560.00
Decision Engine	1	8	\$ 7,000.00
e-Reviews	1	80	\$ 9,421.00
Enterprise Permitting & Licensing Core Foundation Bundle	1	16	\$ 2,012.00
Workforce Mobile	10	16	\$ 3,520.00
Enterprise Asset Management			
Asset Maintenance & Performance - Per User	12	136	\$ 11,472.00
Internal Requests License	1	0	\$ 1,082.00
Content Management			
Content Manager Core includes Onboarding	1	32	\$ 10,284.00
Data Insights			
Enterprise Analytics and Reporting w Executive Insights	1	80	\$ 19,480.00
Enterprise Permitting & Licensing Advanced Automation Bundle	1	8	\$ 1,460.00
Additional			
Enterprise Forms Processing Software (including Common Form Set)	1	0	\$ 5,440.00
GIS	27	8	\$ 7,992.00
Notify includes 30,000 Msgs and 1,000 Mins per year	1	16	\$ 6,000.00
Sub-Total:			\$ 213,994.00
<i>Less Discount:</i>			<i>\$ 38,951.00</i>
TOTAL		1876	\$ 175,043.00

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
2023-412991-Z7K3W7					

Capital Assets Import Hours	12	\$ 175.00	\$ 0.00	\$ 2,100.00	\$ 0.00
COA Import Hours	12	\$ 175.00	\$ 0.00	\$ 2,100.00	\$ 0.00
Executive Insights Implementation	1	\$ 4,800.00	\$ 0.00	\$ 4,800.00	\$ 0.00
Payroll Accruals Import Hours	8	\$ 175.00	\$ 0.00	\$ 1,400.00	\$ 0.00
Payroll Deductions Import Hours	12	\$ 175.00	\$ 0.00	\$ 2,100.00	\$ 0.00
Position Control Import Hours	8	\$ 175.00	\$ 0.00	\$ 1,400.00	\$ 0.00
Project Management	236	\$ 175.00	\$ 0.00	\$ 41,300.00	\$ 0.00
Conversions – See Detailed Breakdown Below				\$ 50,872.00	\$ 0.00
Onsite Implementation	500	\$ 200.00	\$ 0.00	\$ 100,000.00	\$ 0.00
Remote Implementation	1376	\$ 175.00	\$ 0.00	\$ 240,800.00	\$ 0.00
TOTAL				\$ 446,872.00	\$ 0.00

Transaction Fees

Description

Enterprise ERP Payments

3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Unit	Total
						Maint/SaaS Discount	
Cash Drawer	3	\$ 260.00	\$ 0.00	\$ 780.00	\$ 0.00	\$ 0.00	\$ 0.00
Hand Held Scanner - Model 1950GSR	3	\$ 450.00	\$ 0.00	\$ 1,350.00	\$ 0.00	\$ 0.00	\$ 0.00
Hand Held Scanner Stand	3	\$ 30.00	\$ 0.00	\$ 90.00	\$ 0.00	\$ 0.00	\$ 0.00
Printer (TM-S9000II)	3	\$ 1,623.00	\$ 0.00	\$ 4,869.00	\$ 0.00	\$ 0.00	\$ 0.00
Touchscreen 10: Biometric and Barcode Reader	1	\$ 3,010.00	\$ 0.00	\$ 3,010.00	\$ 301.00	\$ 0.00	\$ 301.00
TOTAL				\$ 10,099.00			\$ 301.00

Summary

One Time Fees

Recurring Fees

2023-412991-Z7K3W7

CONFIDENTIAL

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Total Tyler License Fees	\$ 0.00	\$ 0.00
Total SaaS	\$ 0.00	\$ 175,043.00
Total Tyler Services	\$ 446,872.00	\$ 0.00
Total Third-Party Hardware, Software, Services	\$ 10,099.00	\$ 301.00
Summary Total	\$ 456,971.00	\$ 175,344.00
Contract Total	\$ 982,401.00	
Estimated Travel Expenses excl in Contract Total	\$ 28,770.00	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Detailed Breakdown of Conversions (Included in Summary Total)

Description	Qty	Unit Price	Unit Discount	Extended Price
Conversions				
Business Management	1	\$ 8,225.00	\$ 0.00	\$ 8,225.00
Community Development	1	\$ 10,575.00	\$ 5,288.00	\$ 5,287.00
Enterprise Asset Management				
Asset Maintenance	1	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Financials				
Accounting	1	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
Accounts Payable	1	\$ 6,200.00	\$ 3,100.00	\$ 3,100.00
Inventory	1	\$ 3,240.00	\$ 1,620.00	\$ 1,620.00
Purchase Orders	1	\$ 3,600.00	\$ 1,800.00	\$ 1,800.00
Human Resources Management				
Human Resources Management	1	\$ 14,300.00	\$ 7,150.00	\$ 7,150.00
Revenue Management				

General Billing	1	\$ 6,180.00	\$ 3,090.00	\$ 3,090.00
Utility Billing	1	\$ 27,200.00	\$ 13,600.00	\$ 13,600.00
TOTAL				\$ 50,872.00

Optional Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Financial Management			
Assets Mobile	1	16	\$ 3,116.00
Contract Management	1	24	\$ 1,849.00
Inventory Mobile	1	16	\$ 3,116.00
Project & Grant Accounting	1	32	\$ 3,297.00
Human Resources Management			
Advanced Scheduling w Mobile Access - Up to 250 Employees	1	64	\$ 12,351.00
Employee Expense Reimbursement	1	32	\$ 2,115.00
Recruiting	1	16	\$ 1,046.00
Revenue			
Resident Access	1	40	\$ 3,800.00
Civic Services			
My Civic	1	44	\$ 8,000.00
Subscription Fees			
ACFR Statement Builder	1	32	\$ 6,070.00
TOTAL:		316	\$ 44,760.00

Optional Professional Services

Description	Quantity	Unit Price	Ext. Discount	Extended Price	Maintenance
Applicant Tracking Import Hours	8	\$ 175.00	\$ 0.00	\$ 1,400.00	\$ 0.00
State Retirement Tables Import Hours	8	\$ 175.00	\$ 0.00	\$ 1,400.00	\$ 0.00

Conversion – See Detailed Breakdown Below

				\$ 7,000.00	\$ 0.00
Onsite Implementation	84	\$ 200.00	\$ 0.00	\$ 16,800.00	\$ 0.00
Remote Implementation	232	\$ 175.00	\$ 0.00	\$ 40,600.00	\$ 0.00
TOTAL				\$ 67,200.00	\$ 0.00

Optional 3rd Party Hardware, Software and Services

Description	Qty	Unit Price	Unit Discount	Total Price	Unit Maint/SaaS	Unit Maint/SaaS Discount	Total Maint/SaaS
Barcode Printer Kit	1	\$ 1,445.00	\$ 0.00	\$ 1,445.00	\$ 145.00	\$ 0.00	\$ 145.00
Barcode Scanner - NX6 Rugged Mobile Scanning Device	1	\$ 1,695.00	\$ 0.00	\$ 1,695.00	\$ 170.00	\$ 0.00	\$ 170.00
Pattern Stream Automated Document System - Implementation	40	\$ 175.00	\$ 0.00	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Pattern Stream Automated Document System - SaaS	1	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,372.00	\$ 0.00	\$ 14,372.00
TOTAL				\$ 10,140.00			\$ 14,687.00

Optional Conversion Details (Prices Reflected Above)

Description	Quantity	Unit Price	Discount	Total
Financials				
Contracts	1	\$ 3,000.00	\$ 0.00	\$ 3,000.00
Project Accounting	1	\$ 4,000.00	\$ 0.00	\$ 4,000.00
TOTAL				\$ 7,000.00

Tyler Annual Discount Detail (Excludes Optional Products)

Description	Annual Fee	Annual Fee Discount	Annual Fee Net
Financial Management			
Accounting	\$ 16,851.00	\$ 4,213.00	\$ 12,638.00
Accounts Payable	\$ 4,907.00	\$ 1,227.00	\$ 3,680.00

Budgeting	\$ 4,907.00	\$ 1,227.00	\$ 3,680.00
Capital Assets	\$ 4,139.00	\$ 1,035.00	\$ 3,104.00
Cash Management	\$ 2,803.00	\$ 701.00	\$ 2,102.00
eProcurement (Vendor Access and Punch-Out)	\$ 2,900.00	\$ 290.00	\$ 2,610.00
Inventory	\$ 3,853.00	\$ 963.00	\$ 2,890.00
Purchasing	\$ 7,096.00	\$ 1,774.00	\$ 5,322.00
Human Resources Management			
Human Resources & Talent Management	\$ 4,835.00	\$ 1,209.00	\$ 3,626.00
Payroll w/ESS	\$ 5,910.00	\$ 1,478.00	\$ 4,432.00
Time & Attendance w Mobile Access - Up to 250 Employees	\$ 11,052.00	\$ 1,105.00	\$ 9,947.00
Revenue Management			
Accounts Receivable	\$ 3,610.00	\$ 903.00	\$ 2,707.00
Cashiering	\$ 6,164.00	\$ 616.00	\$ 5,548.00
General Billing	\$ 2,418.00	\$ 605.00	\$ 1,813.00
Resident Access	\$ 3,800.00	\$ 950.00	\$ 2,850.00
Utility Billing CIS including Graphing Agent	\$ 10,441.00	\$ 2,610.00	\$ 7,831.00
Utility Billing Meter Interface	\$ 2,137.00	\$ 534.00	\$ 1,603.00
Utility Billing Special Assessments	\$ 2,914.00	\$ 729.00	\$ 2,185.00
Civic Services			
Business Management Suite	\$ 5,280.00	\$ 1,320.00	\$ 3,960.00
Civic Access - Business Management	\$ 6,127.00	\$ 613.00	\$ 5,514.00
Civic Access - Community Development	\$ 6,127.00	\$ 613.00	\$ 5,514.00
Community Development Suite	\$ 10,560.00	\$ 2,640.00	\$ 7,920.00
Decision Engine	\$ 7,000.00	\$ 700.00	\$ 6,300.00
e-Reviews	\$ 9,421.00	\$ 942.00	\$ 8,479.00
Enterprise Permitting & Licensing Core Foundation Bundle	\$ 2,012.00	\$ 201.00	\$ 1,811.00
Workforce Mobile	\$ 3,520.00	\$ 350.00	\$ 3,170.00
Enterprise Asset Management			
Asset Maintenance & Performance - Per User	\$ 11,472.00	\$ 2,868.00	\$ 8,604.00
Internal Requests License	\$ 1,082.00	\$ 271.00	\$ 811.00
Content Management			
Content Manager Core includes Onboarding	\$ 10,284.00	\$ 1,028.00	\$ 9,256.00
Data Insights			
Enterprise Analytics and Reporting w Executive Insights	\$ 19,480.00	\$ 1,948.00	\$ 17,532.00
Enterprise Permitting & Licensing Advanced Automation Bundle	\$ 1,460.00	\$ 146.00	\$ 1,314.00

Additional

Enterprise Forms Processing Software (including Common Form Set)	\$ 5,440.00	\$ 544.00	\$ 4,896.00
GIS	\$ 7,992.00	\$ 1,998.00	\$ 5,994.00
Notify includes 30,000 Msgs and 1,000 Mins per year	\$ 6,000.00	\$ 600.00	\$ 5,400.00

TOTAL**\$ 213,994.00****\$ 38,951.00****\$ 175,043.00****Comments**

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

As a new Tyler client, you are entitled to a 14-day or a 30-day trial of the Managed Detection and Response cybersecurity service. Please reference <https://www.tylertech.com/services/tyler-detect> for more information on the service and contact CybersecuritySales@tylertech.com to initiate the trial.

Tyler currently supports the following identity providers (IdP's) for use with Tyler back-office solutions: Microsoft Active Directory through Azure AD, ADFS or Okta AD agent, Google Cloud Identity, Okta, and Identity Automation Rapid Identity. Any requirement by you to use an IdP not supported by

Tyler will require additional costs, available upon request.

Content Manager Core includes up to 1TB of storage. Should additional storage be needed it may be purchased as needed at an annual fee of \$5,000 per TB.

EnerGov Business Management: Tyler leads and owns the "Assess and Define" and "Configuration" of 1 unique business transactions, 1 template business transactions, 1 geo-rules and 1 automation events. Configuration elements beyond this will be

EnerGov Community Development: Tyler leads and owns the "Assess and Define" and "Configuration" 2 unique business transactions, 2 template business transactions, 1 geo-rules and 1 automation events. Configuration elements beyond this will be owned by the client.

The SaaS fees for product that are not named users are based on 32 concurrent users. Should the number of concurrent users be exceeded, Tyler reserves the right to re-negotiate the SaaS fees based upon any resulting changes in the pricing categories.

Asset Maintenance conversion includes: Work Order Asset, Closed Work Order History- No Cost Data, Work Order History with Cost Data

General Billing conversion includes: Standard - CID, Recurring Invoices, Bills(Header, Detail), Payment History, Invoices - up to 5 years

Contracts conversion includes: Standard

Project Accounting conversion includes: Standard, Actuals - up to 5 years, Budgets - up to 5 years

Financial library includes: standard A/P check, standard EFT/ACH, standard Purchase order, standard Contract, 1099M, 1099INT, 1099S, 1099NEC and 1099G.

General Billing library includes: standard invoice, standard statement, standard general billing receipt and standard miscellaneous receipt.

Personnel Actions Forms Library includes: standard Personnel Action form - New and standard Personnel Action Form - Change.

Payroll library includes: standard PR check, standard direct deposit, standard vendor from payroll check, standard vendor from payroll direct deposit, W2, W2c, ACA 1095B, ACA 1095C and 1099 R.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.

Your acquisition of clocks and/or clock maintenance is subject to the following terms: <https://www.tylertech.com/terms/executime-clock-terms>.

Tyler Notify SaaS services will renew automatically for additional one (1) year terms at our then-current fee unless terminated in writing by either part at least thirty (30) days prior to the end of the then-current term. Unused minutes and texts expire at the end of each annual term.

Utility Billing CIS includes the Graphing Agent. Utility billing library includes: standard Utility bill, standard UB receipt, standard UB delinquent notice, standard door hanger and standard final utility bill.

Your rights, and the rights of any of your end users, to use Tyler's Data & Insights SaaS Services, or certain Tyler solutions which include Tyler's Data & Insights data platform, are subject to the Terms of Services, available at <https://www.tylertech.com/terms/data-insights-saas-services-terms-of-service>. By signing this sales quotation, or accessing, installing, or using any of the Tyler solutions listed at the linked terms, you certify that you have reviewed, understand, and agree to said terms.

All hardware related to Assets Mobile and Inventory Mobile will be under a standard maintenance plan which starts when they are shipped. This includes replacement of your current hardware if it cannot be fixed through the standard helpdesk process.

Accounting conversion includes: Actuals (total balances only) up to 5 years, Budgets (total balances only) up to 5 years

Accounts Payable conversion includes: Standard - Vendors, Remit Addresses, 1099 Amounts, Check History(Header, Detail) - up to 5 years, Invoices (Header, Detail) - up to 5 years

Human Resources Management conversion includes: Standard - Employee Master, Address, Accumulators (Earnings & Deduction totals by period) - up to 5 years, Check History - up to 5 years, Earning/Deduction History - up to 5 years, PM Action History - up to 5 years, Certifications, Education

Purchase Orders conversion includes: Standard - Open POs, Closed POs - up to 5 years

Utility Billing conversion includes: Standard - UB Account, CID's, Services/Meter Inventory, Assessments, Consumption History - up to 5 years, Balance Forward AR, Service Orders, Backflow, Budget Billing, Flat Inventory/Containers

In the event Client acquires from Tyler any edition of Content Manager software other than Enterprise Edition, the license for Content Manager is restricted to use with Tyler applications only. If Client wishes to use Content Manager software with non-Tyler applications, Client must purchase or upgrade to Content Manager Enterprise Edition.

Inventory conversion includes: Standard - Master

Your use of Payments and any related items included on this order is subject to the terms found at: <https://www.tylertech.com/terms/payment-card-processing-agreement>. By signing this order or the agreement in which it is included, you agree you have read, understand, and agree to such terms. Please see attached Payments fee schedule.

Proposal for:
City of Georgetown, Georgetown County SC
May 26, 2023
Quoted by: Steve Rennell

Software and Services for BS&A Cloud



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count.

Cloud Modules

Financial Management

General Ledger	\$2,520
Accounts Payable	\$2,135
Cash Receipting	\$2,135
Accounts Receivable	\$2,135
Fixed Assets	\$2,135
Purchase Order	\$2,135
Inventory Management	\$2,135
Utility Billing (approximately 5,000 accounts, including electric)	\$6,750

Personnel Management

Payroll	\$3,455
Human Resources	\$2,520

Community Development

Building Department	\$3,305
Business License	\$2,135

BS&A Online

Community Development Permit Application Feature - Enables contractors and the general public to submit permit applications online (A fee of \$3/application is accumulated and billed to the municipality).	\$1,700
Public Records Search + Online Bill Pay With use of integrated Credit Card Processor	\$1,500

Subtotal **\$36,695**

Attachment: Georgetown City Georgetown SC - EERP BS&A Quote (3868 : Motion to approve new ERP software system)



Data Conversions/Database Setup

Convert existing New World Logos data to BS&A format:

General Ledger (COA, Balances, Budget, Up to 10 Years Journal Transaction history)	\$2,800
Accounts Payable (Vendors, Up to 10 years invoices and check history)	\$2,370
Cash Receipting (Receipt items, Up to 10 years receipt history)	\$2,370
Fixed Assets (Setup of Assets, Entry of Value, Accumulated Depreciation)	\$2,370
Utility Billing (Accounts, Services, Deposits, Rates, Meters; Up to 10 Years of Service, Billing & Payment History)	\$12,800
Payroll (Database Setup, Employee detail and YTD, Up to 10 years check history)	\$5,770
Building Department (Per Database)	\$6,280
Business Licensing (Per Database)	\$4,055

Database Setup:

Accounts Receivable (Setup of Billing Items, Penalties)	\$1,500
Human Resources (Setup of Licenses, Certifications, Benefit Plans, Positions. Not assigned to Employees)	\$3,000

Subtotal **\$43,315**

No conversion or database setup to be performed for:

- Purchase Order
- Inventory Management

Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500
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Subtotal **\$1,500**

Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$26,750



Implementation and Training

- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	6		\$6,000
Financial Management Modules	Days:	31		\$31,000
Personnel Management Modules	Days:	12		\$12,000
Community Development Modules	Days:	14		\$14,000
		Total:	63	Subtotal \$63,000



Cost Totals

Not including Annual Service Fees

Modules	\$36,695
Data Conversions/Database Setup	\$43,315
Custom Import	\$1,500
Project Management and Implementation Planning	\$26,750
Implementation and Training	\$63,000
Total Proposed	\$171,260
<i>Travel Expenses</i>	<i>\$41,140</i>
<i>Hosting Fees</i>	<i>\$4,500</i>

Payment Schedule

- 1st Payment: **\$70,065** to be invoiced upon execution of this agreement.
 2nd Payment: **\$41,195** to be invoiced at activation of customer's site.
 3rd Payment: **\$105,640** to be invoiced upon completion of training.

Attachment: Georgetown City Georgetown SC - EERP BS&A Quote (3868 : Motion to approve new ERP software system)



Cloud Annual Service Fees

Unlimited support is included in your Annual Service Fee. Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index for All Urban Consumers U.S. city average (CPI-U).

Financial Management	
General Ledger	\$2,520
Accounts Payable	\$2,135
Cash Receipting	\$2,135
Accounts Receivable	\$2,135
Fixed Assets	\$2,135
Purchase Order	\$2,135
Inventory Management	\$2,135
Utility Billing	\$6,750
Personnel Management	
Payroll	\$3,455
Human Resources	\$2,520
Community Development	
Building Department	\$3,305
Business License	\$2,135
BS&A Online	
Community Development	\$1,700
Public Records Search	\$1,500
Total Annual Service Fees	\$36,695

Hosting Fees

Fees relating to the hosting and storage of data through Microsoft Azure are to be billed annually, for all modules included above.

\$4,500

Attachment: Georgetown City Georgetown SC - EERP BS&A Quote (3868 : Motion to approve new ERP software system)



Additional Information

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- custom payment import/lock box import
- custom OCR scan-line
- custom journal export to an outside accounting system
- custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Cash Receipting Hardware

	Quantity	Cost
Epson THM-6000V Series Receipt Printer*	\$925 x _____ = \$_____	
APG Series 100Cash Drawer**	\$250 x _____ = \$_____	
Honeywell Hyperion 1300g Linear-Imaging Scanner	\$250 x _____ = \$_____	
Credit Card Reader (if using Invoice Cloud)	\$75 x _____ = \$_____	

This will add \$_____ to the Total Proposed.

**IMPORTANT. The receipt printer must be plugged into the USB port on one workstation (not your server). This printer is not to be shared with other workstations. If more than one workstation will be used for receipting, please consider purchasing more than one receipt printer.*

Please provide the number of cash drawers that will be hooked up to the printer_____

Note: The availability, model numbers, and pricing for all third party hardware listed above is subject to availability from the manufacturers. In the event that the listed hardware is no longer available at the time of purchase, a comparable replacement will be available, at the then current cost. Returns require pre-approval, and all purchased equipment must be shipped back to BS&A in its original packaging. Returns are subject to a re-stocking fee of \$50.00.

Additional Training - Building Department Report Designer

Most of our Building Department customers heavily use our Report Designer, which is included free with the program. Report Designer Training is not included in the training quoted on this proposal and is highly recommended. You may attend a class at our office in Bath Township, or we can train at your location. Report Designer Training is typically completed in one day.

Please check the option you are interested in. Report Designer Training will be scheduled after successful implementation and training of your Building Department software.

___ Classroom training, \$205/person/day

___ On-site training (unlimited attendees), \$1,000/day, travel not included



BS&A Online

Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).

Payment Processing Requirements

Acceptance of online payments requires a contract with one of BS&A's approved Online Credit Card Processing companies. Please visit <https://www.bsasoftware.com/solutions/bsonline/public-records-search/> for information.

Attachment: Georgetown City Georgetown SC - EERP BS&A Quote (3868 : Motion to approve new ERP software system)



SOFTWARE AS A SERVICE AGREEMENT

This Software as a Service Agreement, including the attached Exhibits ("Agreement"), is entered into by and between BS&A Software LLC ("BSA"), a Delaware corporation and the City of Georgetown, Georgetown County SC ("Customer"), effective the date of the signature of the last Party to sign the Agreement ("Effective Date"). Each party to the Agreement is referred to as a "Party" and the parties, collectively, are referred to as "Parties."

This Agreement sets the terms and conditions under which BSA will furnish certain Software as a Service ("SaaS") and certain professional services described herein to Customer.

SECTION A – SAAS SERVICES

1. Rights Granted.

- 1.1.** Upon the Effective Date, subject to the terms of this Agreement and Customer's ongoing compliance therewith, BSA hereby grants to Customer a non-exclusive, non-transferable, and non-assignable license to use the BSA Software Products. "BSA Software Product(s)" means, the: (i) BSA Software as a Service set forth in **Schedule 1 to Exhibit A**; (ii) related interfaces and customizations; (iii) BSA manuals, BSA official specifications, and BSA user guides provided in or with BSA software products set forth in **Schedule 1 to Exhibit A** ("Documentation"); and (iv) all modifications to the BSA software products set forth in **Schedule 1 to Exhibit A**, including, but not limited to, fixes, new versions, new releases, updates, upgrades, corrections, patches, work-arounds (collectively, "Modifications"). For the avoidance of doubt, Documentation does not include advertising, other general statements about products, or statements by sales or other staff members.
- 1.2.** Customer acknowledges that BSA will not ship copies of the BSA Software Products as part of the SaaS Services.

- 2. Restrictions.** Customer will not (i) sublicense, modify, adapt, translate, or otherwise transfer, reverse compile, disassemble or otherwise reverse engineer BSA Software Products or any portion thereof without prior written consent of BSA; (ii) access or otherwise use the BSA Software Products to create or support, and/or assist a third party in creating or supporting software products competing with the BSA Software Products; or (iii) assign, disclose, display, distribute, host, lease, license, outsource, permit timesharing or service bureau use, rent, sell, transfer or otherwise use the BSA Software Products for any commercial use other than fulfilling Customers own internal business purposes. Without limiting the foregoing, the BSA Software Products may not be modified by anyone other than BSA. If Customer modifies the BSA Software Products without BSA's prior written consent, any BSA obligation to provide support services on, and the warranty for, the BSA Software Products will be void. All rights not expressly granted are reserved.

- 3. SaaS Fees.** Customer agrees to pay BSA, and BSA agrees to accept from Customer as payment in full for the rights granted herein, the SaaS fees set forth in **Schedule 1 to Exhibit A**.

4. Ownership.

- 4.1.** BSA retains all ownership and intellectual property rights to the SaaS Services, the BSA Software Product(s), and anything developed by BSA under this Agreement. Customer does not acquire under this Agreement any license to use the BSA Software Product(s) beyond the scope and/or duration of the SaaS Services. Customer agrees not to challenge such rights and hereby assigns any and all copyrights and other intellectual property rights in and to the BSA Software Products to BSA and agrees to execute any and all documents necessary to effect the purpose of this paragraph. "Intellectual property rights" means all trademarks, copyrights, patents, trade secrets, moral rights, know-how, and all other proprietary rights.

4.2. Customer retains all ownership and intellectual property rights to the data.

5. Limited Software Warranty.

- 5.1. BSA warrants, for the term of use granted, that the BSA Software Products will perform without material defects in workmanship or materials. Customer's exclusive remedy in the event of a breach of this warranty shall be to have BSA use reasonable efforts, consistent with industry standards, to repair or replace the non-conforming BSA Software Product so as to render it conforming to the warranty, in accordance with the maintenance and support process set forth below in **Exhibit C** and BSA's then current Support Call Process.
- 5.2. THE FOREGOING LIMITED SOFTWARE WARRANTY IS IN LIEU OF ALL OTHER REPRESENTATIONS OR WARRANTIES RELATING IN ANY WAY TO THE BSA SOFTWARE PRODUCTS INCLUDING, *BUT NOT LIMITED TO*, THEIR FEATURES, ATTRIBUTES, FUNCTIONALITY, AND PERFORMANCE. THE FOREGOING LIMITED SOFTWARE WARRANTY IS IN LIEU OF ALL SUCH REPRESENTATIONS OR WARRANTIES WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OR REPRESENTATIONS OF MERCHANTABILITY, MERCHANTABLE QUALITY AND FITNESS FOR A PARTICULAR PURPOSE AND THOSE ARISING BY STATUTE OR OTHERWISE IN LAW OR FROM THE COURSE OF DEALING OR USAGE OF TRADE. BSA DOES NOT REPRESENT OR WARRANT THAT THE BSA SOFTWARE PRODUCTS WILL MEET ANY OR ALL OF CUSTOMER'S PARTICULAR REQUIREMENTS, THAT THE OPERATION OF THE BSA SOFTWARE PRODUCTS WILL OPERATE ERROR FREE OR UNINTERRUPTED, OR THAT ALL PROGRAMMING ERRORS IN THE BSA SOFTWARE PRODUCTS CAN BE FOUND IN ORDER TO BE CORRECTED.

6. **One Year Money Back Guarantee.** BSA offers a one (1) year Money Back Guarantee on all SaaS products. If, for any reason, Customer is not satisfied with the BSA Software Product, Customer may cancel service within one (1) year of the date that the BSA Software Product becomes available for use ("Activation Date"), for a full refund of the SaaS Fees, as identified in **Schedule 1 to Exhibit A**. Customer must notify BSA of intention to terminate at least thirty (30) days prior to the end of the one (1) year period.

7. SaaS Services.

- 7.1. Customer will utilize shared hardware in a data center, but in a database dedicated to Customer's use, which is not accessible to other customers.
- 7.2. Microsoft Azure data centers, or any replacement data centers utilized by BSA during the term of this Agreement are accessible only by authorized personnel, for specific business purposes, with prior approval required.
- 7.3. Data centers utilized by BSA will have redundant telecommunications access, electrical power, and the necessary hardware to provide access to the BSA Software Products in the event of a disaster or component failure. In the event any of Customer's data is lost or damaged due to a negligent act or omission of BSA, or due to a defect in the BSA Software Product, BSA will use reasonable commercial efforts to restore data on servers in accordance with the system capabilities and with the objective of minimizing any data loss possible. BSA's systems are reasonably designed to ensure that the recovery point shall not exceed a maximum of twenty-four (24) hours from declaration of disaster. For purposes of this section, the declaration of disaster shall be declared by BSA in response to issues discovered by BSA, or upon confirmation of issues relayed by Customer to BSA. Said declaration of disaster will not be unreasonably withheld by BSA.
- 7.4. In the event that a backup must be restored due to a declaration of disaster, or database failure, BSA will be responsible for importing backup data and verifying that Customer can log in. Customer will be solely responsible for running reports and testing critical processes to verify the restored data.
- 7.5. BSA's systems are reasonably designed to ensure that, access to the BSA Software Products can be restored within one (1) business day of the declaration of disaster.

- 7.6. Customer will not attempt to reverse engineer, bypass, or otherwise subvert security restrictions in the BSA Software Products or the SaaS environment related to the BSA Software Products. Unauthorized attempts to access files, passwords, other confidential information, or unauthorized vulnerability and penetration testing of BSA's system (hosted or otherwise) is prohibited without the prior express written approval of BSA.

SECTION B – PROFESSIONAL SERVICES

8. **Professional Services.** BSA shall provide the services ("Professional Services") set forth in **Schedule 2 to Exhibit A**, for the prices indicated, provided Customer fulfills its obligations set forth in this Agreement. BSA and Customer may enter into future Statements of Work, which shall become part of this Agreement. Future Statements of Work resulting from a change in scope to the contracted services may necessitate Change Orders to indicate changes to the agreed upon scope of work and any increase or decrease in costs related to the change in scope. Customer acknowledges that the fees stated in the Cost Summary are good-faith estimates of the amount of time and materials required for Customer's implementation. BSA will bill Customer for the actual fees incurred based on the services provided to Customer.
9. **Change Orders.** In the event of a change in the agreed upon project scope for professional services not covered or otherwise included in the existing Agreement, Customer shall deliver to BSA's Project Manager a written change order and specify in such change order the proposed work with sufficient detail to enable BSA to evaluate it ("Change Order"). BSA may, at its discretion, prescribe the format of the Change Order. BSA shall provide the Customer with an evaluation of the Change Order, which may include a written proposal containing the following: (i) implementation plan; (ii) the timeframe for performance; and (iii) the estimated price for performance of such change, based on the then current rates for said services. Upon execution, all Change Orders shall be governed by the terms and conditions of this Agreement, unless mutually agreed upon otherwise in writing. Customer acknowledges that such Change Orders may affect the implementation schedule and dates otherwise established as part of the project plan. The implementation schedule and schedule of activities for contracted services (the "Project") shall be established based on a timeline mutually agreed upon between the Parties following the execution of this Agreement.
10. **License and Ownership.**
- 10.1. All rights, including intellectual property rights, in and to work product delivered as a result of Professional Services under this Agreement shall be owned by BSA. For the avoidance of doubt, work product that constitutes a BSA Software Product, or portion thereof shall be governed by Section A of this Agreement, including Section 1.1 thereof.
- 10.2. Subject to Section 10.1 and Customer's compliance with this Agreement (including payment in full), BSA grants to Customer a non-exclusive, non-transferrable, and non-assignable license to use the work product and the intellectual property rights therein for Customer's internal business purposes only.
11. **Cancellation.** In the event Customer cancels or reschedules Professional Services (other than for Force Majeure or breach by BSA), and without prejudice to BSA's other rights and remedies, Customer is liable to BSA for: (i) all non-refundable expenses actually incurred by BSA on Customer's behalf; and (ii) daily Project Management or Training fees associated with the cancelled Professional Services (in accordance with the daily fee rate), if less than thirty (30) days advance notice is given regarding the need to cancel or reschedule and BSA cannot reasonably reassign its affected human resources to other projects where comparable skills are required.

12. Limited Professional Services Warranty.

- 12.1.** BSA warrants that its Professional Services will be performed in a professional and workmanlike manner, consistent with industry standards. In the event of a breach of the foregoing warranty and a claim in accordance with the breach, BSA's sole obligation and Customer's exclusive remedy with respect to such claim will be to have BSA reperform the portion of the Professional Services with respect to which the warranty has been breached, to bring it into compliance with such warranty. Any claim for breach of the foregoing warranty must be made by notice to BSA within thirty (30) days of performance of the portion of the Professional Services with respect to which the claim is made or said claim shall be deemed waived.
- 12.2.** THE FOREGOING LIMITED PROFESSIONAL SERVICES WARRANTY IS IN LIEU OF ALL OTHER REPRESENTATIONS OR WARRANTIES RELATING TO THE PROFESSIONAL SERVICES, EXPRESS OR IMPLIED. INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OR REPRESENTATIONS OF MERCHANTABILITY, MERCHANTABILITY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE, AND THOSE ARISING BY STATUTE OR OTHERWISE IN LAW, OR FROM THE COURSE OF DEALING OR USAGE OF TRADE.

13. Customer Site Access and Assistance.

- 13.1.** Customer agrees and acknowledges that the implementation of the BSA Software Products is a cooperative process requiring time and resources of Customer personnel. Customer shall, and shall cause Customer personnel to, use all reasonable efforts to cooperate with and assist BSA as may be reasonably required to meet the project deadlines and other project milestones agreed to by the Parties for implementation. BSA shall not be liable for failure to meet such deadlines and milestones when such failure is due to force majeure (as defined in Section 30, below) or to the failure by Customer personnel to provide such cooperation and assistance (either through action or omission.)
- 13.2.** At no cost to BSA, Customer agrees to provide to BSA full access to and use of personnel, facilities, and equipment as reasonably necessary for BSA to provide implementation and training services. Such access will be subject to any reasonable security protocols or written policies provided to BSA prior to Effective Date of this Agreement, or mutually agreed to thereafter.

SECTION C – MAINTENANCE AND SUPPORT

14. Maintenance and Support Generally.

- 14.1.** For a one (1) year period, commencing on the Activation Date, and subject to Customer's compliance with the Agreement, BSA will provide, at no charge to Customer, "Maintenance and Support", meaning the following; (i) Modifications (such as patches, corrections and updates) as are generally provided at no additional charge by BSA to BSA customers; and (ii) technical support assistance, as further described in Section 14, during BSA's normal business hours.
- 14.2.** Commencing one (1) year from the Activation Date, Maintenance and Support will continue to be provided subject to compliance with the terms of the Agreement and payment of the SaaS Fees outlined in **Exhibit B**.
- 14.3.** BSA guarantees that the annual SaaS Fees, as set forth in **Exhibit B** will not change for two (2) years from the Activation Date. After that date, BSA reserves the right each year to increase the fee over the previous year by no more than an amount that is proportionate to the increase (measured from the beginning of such previous year) in the Consumer Price Index as set forth by the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index – All Urban Customers – U.S. City Average (CPI-U), or a similar measure should such data become unavailable.

14.4. Maintenance and Support and the SaaS fee do not include amounts that may be due for such items as additional training, additional BSA Software Products, custom development work, hardware purchases, BSA staff time to create or modify report writer based reports, configurable imports or exports, or data entry. Additional fees may be payable for items charged on a per event basis, such as Permit Application Submission Fees related to online permit applications.

15. Support.

15.1. With respect to Errors following expiration of the Limited Software Warranty, BSA's sole obligation and Customer's sole remedy are set forth in this Section 15. Subject to Customer's compliance with the terms of the Agreement and payment of SaaS fees, BSA shall use commercially reasonable efforts, commensurate with the severity level, to achieve its support response and resolution targets with respect to Errors as set forth in **Exhibit C**. An "Error" means a verifiable and reproducible failure of a BSA Software Product to operate in accordance with the Documentation under conditions of normal use and where the Error is directly attributable to the BSA Software Product as updated with current Modifications. If the customer modifies the BSA Software Products without BSA's written consent, BSA's obligation to provide support services on the BSA Software Products will be void.

15.2. Support does not include the following: (i) installation or implementation of the BSA Software Products; (ii) onsite training/support, remote training, application design, and other consulting services; (iii) support of an operating system, hardware, or support outside of BSA's normal business hours; (iv) support or support time due to a cause external to the BSA Software Products adversely affecting their operability or serviceability, which shall include, but not be limited to, water, fire, lightning, other natural calamities, misuse, abuse, or neglect; (v) repair of the BSA Software Products modified in any way other than modifications made by BSA or its authorized agents; and (vi) support of any other third-party vendors' software, such as operating system software, network software, database managers, word processors, etc. All such excluded Maintenance and Support Services performed by BSA at Customer's request shall be invoiced to Customer on a time and materials basis, plus reasonable expenses associated therewith.

15.3. Notwithstanding anything to the contrary, Customer shall provide prompt notice of any Errors discovered by Customer, or otherwise brought to the attention of Customer. Proper notice may include, without limitation, prompt telephonic and written (either via e-mail or postal mail) notice to BSA of any purported Error. If requested by BSA, Customer agrees to provide written documentation of Errors to substantiate those Errors and to otherwise assist BSA in the detection and correction of said Errors. BSA will use its commercially reasonable judgment to determine if an Error exists, and the severity of the Error.

15.4. Customer acknowledges and agrees that BSA and product vendors may require online access to the BSA Software Product in order for BSA to provide Maintenance and Support Services hereunder. Accordingly, Customer shall provide a high-speed internet connection to facilitate BSA's remote access to the BSA Software Products. BSA shall provide remote connection software, which may require installation of a software component on a workstation or server computer.

SECTION D – THIRD PARTY PRODUCTS

16. Third Party Products.

16.1. BSA will sell, deliver and install onsite any hardware products not produced by BSA ("Third-Party Hardware"), if purchased by Customer, for the prices set forth in **Schedule 1 to Exhibit A**, as modified by any subsequent Change Order(s).

16.2. BSA shall not provide any warranty services on Third Party Hardware sold. BSA is not the manufacturer of the Third-Party Products. To the extent applicable, BSA will grant and pass through to Customer any warranty that BSA may receive from the supplier of the Third-Party Product(s).

SECTION E – GENERAL TERMS AND CONDITIONS

17. BSA Proprietary Information.

- 17.1.** Customer acknowledges that the information associated with or contained within the BSA Software Products and information used in the performance of Professional Services include information relating to BSA Software Products, BSA's business, and the terms of this Agreement (the "Proprietary Information").
- 17.2.** Customer shall maintain in confidence and not disclose Proprietary Information, directly or indirectly, to any third party without BSA's prior written consent. Customer shall safeguard the Proprietary Information to the same extent that it safeguards its own most confidential materials or data, but in no event shall the standard implemented be less than industry standard. Proprietary Information shall be used by Customer solely to fulfill its obligations under this Agreement. Customer shall limit its dissemination of such Proprietary Information to employees within the Customer's business organization who are directly involved with the performance of this Agreement and have a need to use such Proprietary Information. Customer shall be responsible for all disclosures by any person receiving Proprietary Information, by or through it, as if Customer itself disseminated such information.
- 17.3.** Proprietary Information shall not include any information that: (a) is or becomes publicly known through no wrongful act of breach of any obligation of confidentiality by Customer; (b) was lawfully known to Customer prior to the time it was disclosed to or learned by Customer in connection with this Agreement, provided that such information is not known to Customer solely because of its prior business relationship with BSA; (c) was received by Customer from a third party that is not under an obligation of confidentiality to BSA; or (d) is independently developed by Customer for a party other than BSA without the use of any Proprietary Information. The following circumstances shall not cause Proprietary Information to fall within any of the exceptions (a) through (d) above: (i) a portion of such Proprietary Information is embraced by more general information said to be in the public domain or previously known to, or subsequently disclosed to, the Customer; or (ii) it is a combination derivable from separate sources of public information, none of which discloses the combination itself.
- 17.4.** If Customer is required, or anticipates that it will be required, to disclose any Confidential Information pursuant to a court order or to a government authority, Customer shall, at its earliest opportunity, provide written notice to BSA so as to give BSA a reasonable opportunity to secure a protective order or take other actions as appropriate. Customer shall at all times cooperate with BSA so as to minimize any disclosure to the extent allowed by applicable law.

- 18. Limitation on Liability and Damages.** BSA'S ENTIRE LIABILITY AND RESPONSIBILITY FOR ANY AND ALL CLAIMS, DAMAGES, OR LOSSES ARISING FROM THE BSA SOFTWARE PRODUCTS (INCLUDING BUT NOT LIMITED TO THEIR USE, OPERATION AND/OR FAILURE TO OPERATE), PROFESSIONAL SERVICES, MAINTENANCE AND SUPPORT, ANY THIRD-PARTY PERFORMANCE OR LACK THEREOF, OR OTHERWISE ARISING OUT OF OR RELATING TO THIS AGREEMENT, SHALL BE ABSOLUTELY LIMITED IN THE AGGREGATE FOR ALL CLAIMS TO DIRECT DAMAGES NOT IN EXCESS OF THE INITIAL SAAS FEES PAID FOR THE FIRST YEAR OF SERVICE OF THE BSA SOFTWARE PRODUCTS PLUS, TO THE EXTENT APPLICABLE, THE PURCHASE PRICE OF ANY PROFESSIONAL SERVICE SET FORTH IN THIS AGREEMENT THAT GIVES RISE TO A CLAIM. NOTWITHSTANDING ANY PROVISION CONTAINED HEREIN, BSA SHALL NOT BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, OR CONTINGENT DAMAGES OR EXPENSES, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, ARISING IN ANY WAY OUT OF THIS AGREEMENT, BSA SOFTWARE PRODUCTS, ANY THIRD-PARTY PERFORMANCE, OR LACK THEREOF, OR BSA'S PERFORMANCE, OR LACK THEREOF, UNDER THIS AGREEMENT, INCLUDING, WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, LOSS OF REVENUE, PROFIT, OR LOSS OF USE. TO THE EXTENT THAT APPLICABLE LAW DOES NOT PERMIT THE LIMITATIONS SET FORTH HEREIN, THE LIABILITY AND DAMAGES SHALL BE LIMITED AND RESTRICTED TO THE EXTENT PERMITTED BY LAW.

19. Additional Disclaimer. BSA PROVIDES NO WARRANTY FOR ANY THIRD-PARTY SOFTWARE AND/OR HARDWARE, EXCEPT AS SET FORTH IN THIS AGREEMENT, BSA WILL NOT BE RESPONSIBLE FOR ANY THIRD-PARTY SOFTWARE, THIRD-PARTY SERVICES AND/OR HARDWARE.

20. Indemnification for Intellectual Property Infringement. If a claim is made or an action is brought alleging that a BSA Software Product infringes on a U.S. patent, or any copyright, trademark, trade secret or other proprietary right, BSA will defend Customer against such claim and will pay resulting costs and damages finally awarded, provided that: (a) customer promptly notifies BSA in writing of the claim; (b) BSA has sole control of the defense and all related settlement negotiations; (c) Customer reasonably cooperates in such defense at no expense to BSA; and (d) Customer remains in compliance with the Agreement and has continued to remain current on payment of SaaS fees. The obligations of BSA under this Section are conditioned on Customer's agreement that if the applicable BSA Software Product, in whole or in part, or the use or operation thereof, becomes, or in the opinion of BSA is likely to become, the subject of such a claim, BSA may at its expense and without obligation to do so, either procure the right for the Customer to continue using the BSA Software Product or, at the option of BSA, replace or modify the same so that it becomes non-infringing (provided such replacement or modification maintains the same material functionality and does not adversely affect Customer's use of the Update as contemplated hereunder). In the event that BSA provides a replacement for Customer, Customer shall cease use of the infringing product immediately upon receiving the replacement. THIS SECTION 20 SETS FORTH THE ENTIRE LIABILITY AND OBLIGATION OF BSA AND THE SOLE AND EXCLUSIVE REMEDY FOR CUSTOMER FOR ANY DAMAGES ARISING FROM ANY CLAIM OR ACTION COVERED BY THIS SECTION 20.

21. No Intended Third-Party Beneficiaries. This Agreement is entered into solely for the benefit of BSA and Customer. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement.

22. Governing Law and Venue. This Agreement shall be governed by, and construed in accordance with, the laws of the state of Michigan, without regard to its choice of law rules. BSA and the Customer agree that the exclusive venue for any legal or equitable action shall be the Courts of the County of Clinton, State of Michigan, or in any court in the United States of America lying in the Western District of Michigan.

23. Entire Agreement. This Agreement represents the entire agreement of Customer and BSA with respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. Customer hereby acknowledges that in entering into this Agreement, it did not rely on any information not explicitly set forth in this Agreement.

24. Contract Term. This initial term of this Agreement extends from the Effective Date of the Agreement until one (1) year from the Activation Date. Upon expiration of the initial term, this Agreement will renew automatically for successive one (1) year terms under the same terms and conditions set forth herein without further documentation being required unless and until either party provides written notice to the other party, at least sixty (60) days prior to the end of the then current term. Customer's right to access or use the BSA Software Product will terminate at the end of the Agreement.

25. Payment Terms. Customer shall pay BSA for all amounts in accordance with this Agreement and **Exhibit A**.

- 26. Termination.** Without prejudice to other rights and remedies, and except as otherwise provided in this Agreement, either Party may terminate this Agreement as set forth below. Upon termination of this Agreement: (a) Customer shall promptly pay BSA for all fees and expenses that are not subject to a good faith dispute and that are related to the software, products, and/or services received, or expenses BSA has incurred or delivered, prior to the effective date of the termination (b) Customer shall return or destroy, at the direction of BSA, BSA's Proprietary Information in its possession. The termination of this Agreement will not discharge or otherwise affect any pre-termination obligations of either Party existing under this Agreement at the time of termination. Sections 2, 4, 16 through 18, 21-23, 25 -39, and the provisions of this Agreement which by their nature extend beyond the termination of this Agreement, will survive the termination of the Agreement. No action arising out of this Agreement, regardless of the form of action, may be brought by Customer more than one (1) year after the date the action occurred.
- 26.1. Termination for Cause.** If Customer believes that BSA has materially breached this Agreement, Customer may terminate this Agreement for Cause in the event BSA does not cure, or create a mutually agreeable plan to address, a material breach of this agreement within thirty (30) days after Notification by Customer. Notice shall be provided in accordance with Section 31, below.
- 26.2. Force Majeure.** Either Party may terminate this Agreement if a Force Majeure event suspends performance of the SaaS Services for a period of forty-five (45) days or greater.
- 26.3. Lack of Appropriations.** If Customer cannot appropriate, or otherwise make available funds sufficient to continue to utilize the SaaS Services, Customer may unilaterally terminate this Agreement with thirty (30) days written notice to BSA. Customer shall not be entitled to a refund, offset, or credit for previously paid, but unused SaaS fees.
- 26.4. Failure to Pay SaaS Fees.** Customer acknowledges that timely payment of SaaS Fees is necessary to maintain continued access to the SaaS Services. If Customer does not make timely payment of SaaS fees, BSA may discontinue the SaaS Services, and deny access to the BSA Software Products. If such failure to pay is not cured within forty-five (45) days of receiving BSA's notice of intent to terminate, BSA may terminate this Agreement.
- 26.5. Convenience.** If Customer terminates SaaS Services for convenience, any SaaS fees already paid will not be prorated, and will be retained by BSA.
- 27. Severability.** If any term or provision of this Agreement, or the application thereof, to any extent, is held invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, will not be affected thereby, and each term and provision of this Agreement will be valid and enforced to the fullest extent permitted by law.
- 28. No Waiver.** In the event that any terms or conditions of this Agreement are not strictly enforced by either Party, such nonenforcement will not act as, or be deemed as, a waiver or modification to this Agreement, nor will such nonenforcement prevent either Party from enforcing terms of the Agreement thereafter.
- 29. Successors and Assigns.** This Agreement shall be binding upon the successors, permitted assigns, representatives, and heirs of the Parties hereto. For avoidance of doubt, any expanded use by Customer of the Program, for example, in the event of annexation or desired shared services, shall require the consent of BSA.
- 30. Force Majeure.** "Force Majeure" is defined as an event beyond the reasonable control of a Party, including governmental action, war, riot or civil commotion, fire, natural disaster, epidemic, pandemic, other public health emergency, problematic weather, lack of availability of Customer provided technology, labor disputes, restraints affecting shipping or credit, delay of carriers or any other cause that could not, with reasonable diligence, be foreseen, controlled or prevented by the Party. Neither Party shall be liable for delays in performing its obligations under this Agreement to the extent that the delay is caused by Force Majeure.

- 31. Notice.** All notices, requests, demands, and determinations under the Agreement (other than routine operational communications), shall be in writing and shall be deemed duly given: (i) when delivered by hand; (ii) one (1) business day after being given to a nationally recognized overnight delivery service for next-business-day delivery, all fees prepaid; (iii) when sent by confirmed facsimile with a copy sent by another means specified in this provision; or (iv) six (6) calendar days after the day of mailing, when mailed by United States mail, *via* registered or certified mail, return receipt requested, postage prepaid, and in each case addressed as shall be set forth below. A Party may from time-to-time change its address or designee for notification purposes by giving the other prior written notice of the new address or designee and the date upon which it will become effective.

If to BSA:
 BSA Software
 14965 Abbey Lane
 Bath, MI 48808
 Attn: Contracts Manager
 Telephone: 517-641-8900

If to Customer:
 City of Georgetown
 1134 N. Fraser St.
 Georgetown, SC 29440
 Telephone: (843) 545-4001

- 32. Independent Contractor.** This is not an agreement of partnership or employment of BSA or any of BSA's employees by Customer. BSA is an independent contractor for all purposes under this Agreement.
- 33. Cooperative Procurement.** To the maximum extent permitted by applicable law, BSA agrees that this Agreement may be used as a cooperative procurement vehicle by eligible jurisdictions. BSA reserves the right to negotiate and customize the terms and conditions set forth herein, including but not limited to pricing, to the scope and circumstances fitting to that cooperative procurement.
- 34. Business License.** In the event a local business license is required for BSA to perform the services under this Agreement, Customer agrees to promptly notify and inform BSA of such requirement, as well as to provide BSA with the necessary paperwork and contact information so that BSA can obtain such license in a timely manner.
- 35. Nondiscrimination.** BSA will not discriminate against any person employed, or applying for employment, concerning the performance of BSA's responsibilities under this Agreement. This discrimination prohibition will apply to all matters of employment including hiring, tenure, and terms of employment, or otherwise with respect to any matter directly or indirectly relating to employment concerning race, color, religion, national origin, age, sex, sexual orientation, ancestry, disability that does not impact the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. BSA will post, where appropriate, all notices related to nondiscrimination as may be required by applicable law.

- 36. Taxes.** Fees for SaaS Services, Professional Services, or any other fees shown in Schedule 1 to Exhibit A do not include any taxes, including, without limitation, any sales, use or excise tax. Customer shall be responsible for all taxes, exclusive of taxes on BSA's net income, arising out of this Agreement. If Customer is not validly tax-exempt, and BSA is required to remit taxes on customer's behalf, Customer agrees to reimburse BSA for any taxes by BSA.
- 37. U.S. Government Rights.** Each instance of the Documentation, Modifications and software that are constituents of BSA Software Products is a "commercial item" as that term is defined at 48 C.F.R. § 2.101, consisting of "commercial computer software" and "commercial computer software documentation" as such terms are used in 48 C.F.R. § 12.212. Any use, modification, reproduction release, performance, display or disclosure of the Application by the U.S. Government shall be solely in accordance with the terms of this Agreement.
- 38. Export Control.** Certain uses of the Software by Licensee may be subject to restrictions under United States regulations relating to exports and ultimate end uses of computer software. Licensee agrees to fully comply with all applicable United States laws and regulations, including but not limited to the Export Administration Act of 1979, as amended from time to time, the Arms Export Control Act, as amended from time to time, any regulations promulgated thereunder to implement those statutes, and all sanctions programs administered by the U.S. Government.
- 39. Contract Documents and Order of Precedence.** The text of this Agreement without any Exhibits and Schedules shall control over any inconsistent text in any of the Exhibits or Schedules. This Agreement includes the following Exhibits and Schedules:
- Exhibit A – Payment Terms Generally*
 - Schedule 1 to Exhibit A – SaaS/Interface/Customization Fees*
 - Schedule 2 to Exhibit A – Professional Service Fees*
 - Exhibit B – Annual Service Fees*
 - Exhibit C – Support Call Process*

IN WITNESS THEREOF, the Parties hereto have executed this Agreement as of the dates set forth below.

BS&A SOFTWARE, LLC

CUSTOMER

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A**Payment Terms**

1. Customer shall pay BSA within thirty (30) days of invoice. Payments not received within fifteen (15) days of the due date shall be subject to a one and one-half percent (1.5%) per month interest charge (or, if lower, the highest amount chargeable at law) assessed against the unpaid balance from the date due until the date payment is received
2. Any amount not subject to good faith dispute and not paid within fifteen (15) days of the due date of each invoice shall, without prejudice to other rights and remedies, be subject to an interest charge equal to the lesser of 1.5% monthly or the maximum interest charge permissible under applicable law, payable on demand. Any charges not disputed by Customer in good faith will be deemed approved and accepted by Customer. For purposes of this Agreement, a good faith dispute regarding amounts owed exists only if Customer provides in writing at least ten (10) days prior to due date of payment on the invoice, notification of such dispute, the specific portion of the invoice in dispute, and the specific grounds of the dispute (which must be asserted in good faith), and Customer pays in timely fashion such portions that are not subject to such dispute.
3. BSA shall invoice Customer \$70,065 upon Effective Date for BSA's Project Management/Implementation Planning Fees and Data Conversion fees as set forth in Schedule 2.
4. BSA shall invoice Customer \$41,195 upon activation of Customer's site for use of the BSA Software Product(s). Such amount equals BSA's SaaS Fees as set forth in Schedule 1.
5. BSA shall invoice Customer \$105,640 at completion of On-Site Implementation and Training. Such amount equals On-Site Implementation and Training costs, Customization and Interface costs, and travel expenses, as set forth in Schedule 2.

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Schedule 1 to Exhibit A**SaaS Fees****Cloud Modules****Financial Management**

General Ledger	\$2,520
Accounts Payable	\$2,135
Cash Receipting	\$2,135
Accounts Receivable	\$2,135
Fixed Assets	\$2,135
Purchase Order	\$2,135
Inventory Management	\$2,135
Utility Billing (<i>approximately 5,000 accounts, including electric</i>)	\$6,750

Personnel Management

Payroll	\$3,455
Human Resources	\$2,520

Community Development

Building Department	\$3,305
Business License	\$2,135

BS&A Online

Community Development <i>Permit Application Feature - Enables contractors and the general public to submit permit applications online (A fee of \$3/application is accumulated and billed to the municipality).</i>	\$1,700
Public Records Search + Online Bill Pay <i>With use of integrated Credit Card Processor</i>	\$1,500

Subtotal **\$36,695**

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Hosting Fees*Fees relating to the hosting and storage of data through Microsoft Azure are to be billed annually, for all modules included above.***\$4,500**

Schedule 2 to Exhibit A**Professional Services Fees****Data Conversions/Database Setup**

Convert existing New World Logos data to BS&A format:

General Ledger (COA, Balances, Budget, Up to 10 Years Journal Transaction history)	\$2,800
Accounts Payable (Vendors, Up to 10 years invoices and check history)	\$2,370
Cash Receipting (Receipt items, Up to 10 years receipt history)	\$2,370
Fixed Assets (Setup of Assets, Entry of Value, Accumulated Depreciation)	\$2,370
Utility Billing (Accounts, Services, Deposits, Rates, Meters; Up to 10 Years of Service, Billing & Payment History)	\$12,800
Payroll (Database Setup, Employee detail and YTD, Up to 10 years check history)	\$5,770
Building Department (Per Database)	\$6,280
Business Licensing (Per Database)	\$4,055

Database Setup:

Accounts Receivable (Setup of Billing Items, Penalties)	\$1,500
Human Resources (Setup of Licenses, Certifications, Benefit Plans, Positions. Not assigned to Employees)	\$3,000

Subtotal **\$43,315**

No conversion or database setup to be performed for:

- Purchase Order
- Inventory Management

Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500
--	----------------

Subtotal **\$1,500**

Project Management and Implementation Planning**Services include:**

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$26,750

Implementation and Training

- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	6		\$6,000
Financial Management Modules	Days:	31		\$31,000
Personnel Management Modules	Days:	12		\$12,000
Community Development Modules	Days:	14		\$14,000
		Total:	63	Subtotal \$63,000

Travel Expenses

\$41,140

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EXHIBIT B**Annual Service Fees**

Unlimited support is included in your Annual Service Fee. Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index for All Urban Consumers U.S. city average (CPI-U).

Financial Management	
General Ledger	\$2,520
Accounts Payable	\$2,135
Cash Receipting	\$2,135
Accounts Receivable	\$2,135
Fixed Assets	\$2,135
Purchase Order	\$2,135
Inventory Management	\$2,135
Utility Billing	\$6,750
Personnel Management	
Payroll	\$3,455
Human Resources	\$2,520
Community Development	
Building Department	\$3,305
Business License	\$2,135
BS&A Online	
Community Development	\$1,700
Public Records Search	\$1,500
Total Annual Service Fees	\$36,695

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EXHIBIT C**Support Call Process**

BSA's standard hours for telephone support are from 8:30 a.m. to 5:00 p.m. (EST), Monday through Friday, excluding holidays.

Customer can lodge a support request in three ways: (i) **Contact Customer Support** option located within the Help menu of all of BSA's applications (ii) BSA's toll-free support line (1-855-BSA-SOFT) or via email.

BSA targets less than thirty (30) minutes for initial response ("Initial Response Target").

Customer service requests fall into four main categories:

- A. Technical.** Questions or usage issues relating to I.T. functionality, future hardware purchases, and configuration. BSA tries to resolve these issues within BSA's Initial Response Target or as soon thereafter as reasonably possible.
- B. Questions/Support.** General questions regarding functionality, use, and set-up of the applications. BSA tries to resolve these issues within BSA's Initial Response Target or as soon thereafter as reasonably possible.
- C. Requests.** Customer requests for future enhancements to the applications. Key product management personnel meet with development staff on a regular basis to discuss the desirability and priority of such requests. BSA tries to resolve these issues within BSA's Initial Response Target or as soon thereafter as reasonably possible.
- D. Issues/Bugs.** Errors fall into three (3) subcategories:
 - i. Critical.** Cases where an Error has rendered the application or a material component unusable or not usable without substantial inconvenience causing material and detrimental consequences to business -- with no viable Customer workaround or alternative. The targeted resolution time for critical issues is less than one (1) business day.
 - ii. Moderate.** Cases where an Error causes substantial inconvenience and added burden, but the application is still usable by Customer. The targeted resolution time for all moderate issues is within two (2) weeks, which is within BSA's standard update cycle.
 - iii. Minimal.** Cases that are mostly cosmetic in nature, and do not substantially impede functionality in any significant way. These issues are assigned a priority level at BSA's regular meetings, and resolution times are based on the specified priority.

Remote Support Process

Some support calls may require further analysis of Customer's database or set-up to diagnose a problem or to assist Customer with a question. BSA's remote support tools share Customer's desktop *via* the Internet to provide Customer with virtual on-site support. BSA's support team is able to connect remotely to Customer's desktop and view its setup, diagnose problems, or assist Customer with screen navigation.



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ORDINANCE

DOC ID: 3877 A

Council Meeting Date:	20 July 2023
Department:	Police Department
Issue Under Consideration:	Motion to approve an ordinance to amend Article III “STOPPING, STANDING, AND PARKING” of Chapter 14 of the Code of Ordinances for the City of Georgetown.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Major revisions include: prohibiting parking vehicles on sidewalks; clarifying the 2-hour parking; increasing parking fines; cross referencing violations to Sec. 1-16 of the City Code; and revising the construction dumpsters parked on Front Street.
Options:	Approve or Deny
Staff Recommendations:	Approve

Reviews:

William Pierce Completed 07/13/2023 8:27 PM

City Attorney Skipped 07/14/2023 10:52 AM

per sandra

Sandra E. Yudice Ph.D. Completed 07/14/2023 11:12 AM

Stephanie Buccione Completed 07/14/2023 1:12 PM

Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 Enabling ordinance for amendments to Article III “Stopping, Standing, and Parking” of Chapter 14 of the Code of Ordinances (PDF)
2. 2 Ex. A ARTICLE III. STOPPING STANDING AND PARKING CLEAN (PDF)
3. 3 Ex. B ARTICLE III. STOPPING STANDING AND PARKING redline (PDF)

**MOTION TO APPROVE AN ORDINANCE TO AMEND ARTICLE III “STOPPING, STANDING,
AND PARKING” OF CHAPTER 14 OF THE CODE OF ORDINANCES FOR THE CITY OF
GEORGETOWN.**

**AN ORDINANCE TO AMEND ARTICLE III “STOPPING, STANDING, AND PARKING” OF
CHAPTER 14 OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN**

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** The City of Georgetown Code of Ordinances contains in Chapter 14 certain penalty provisions for ordinance violations, including parking violations; and
- WHEREAS,** The penalty provisions were last updated in 2008; and
- WHEREAS,** South Carolina law sets maximum penalties for municipal offense fines and gives municipalities leeway to set such penalties in accordance therewith; and
- WHEREAS,** City Council finds that parking on Front Street has become an issue over the last decade; and desires to regulate further contractors or subcontractors wishing to park along Front Street for an extended period of time during construction; and
- WHEREAS,** The Mayor and Council believe it is in the best interests of the City of Georgetown to fix penalties for parking and such other violations of Chapter 14 Article III as are consistent with customary fines for the date of offense and in compliance with state law; and
- WHEREAS,** City Council wishes to set certain administrative fees;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the City of Georgetown Code of Ordinances Chapter 14, Article III Sections 14-36(e), 14-37(b) and (c) (previously reserved), 14-40, 14-43, 14-44, and 14-45 be amended as shown on Ex. A, with changes indicated in Ex. B for reference, and Section 14-41 be deleted in its entirety and *reserved*, and that all unamended sections or subsections of Article III of Chapter 14 be retained.

BE IT FURTHER ORDAINED that the permit for a vehicle immobilizer (boot) under Sec. 14-44(d) be \$50, with such fee being updated by ordinance as desired by Council from time to time and maintained in the Clerk’s official record of fees and in the Police Department, and

BE IT FURTHER ORDAINED that the Front Street parking permit fee for Contractors to obtain under Sec. 14-44(k) is \$25 per day, with such fee being updated by ordinance as desired by Council from time to time and maintained in the Clerk’s official record of fees and in the Department of Building and Planning, and

BE IT FURTHER ORDAINED that the permit for a Business Vehicle loading space under Sec. 14-45 be \$75 annually, with such fee being updated by ordinance as desired by Council from time to time and maintained in the Clerk’s official record of fees and in the Department of Building and Planning, and

BE IT FURTHER ORDAINED by the Mayor and City Council of the City of Georgetown, that all

ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

- CODE OF ORDINANCES
Chapter 14 - MOTOR VEHICLES AND TRAFFIC
ARTICLE III. STOPPING, STANDING AND PARKING

ARTICLE III. STOPPING, STANDING AND PARKING

Sec. 14-36. Parking prohibited; authority to designate areas.

- (a) *Areas designated by signs.* It shall be unlawful to park any vehicle, at any time, within such areas as may be shown by signs placed by the city from time to time, at or near the curbing of any street, reserving such designated areas for such special purposes as may be from time to time determined by the city.
- (b) *Areas near fire hydrant.* It shall be unlawful to park any vehicle, at any time, within the areas marked on the curbing on each side of any fire hydrant, or twenty (20) feet of any fire hydrant in the city when not so designated by marking as aforesaid.
- (c) *Parking on wrong side of street.* It shall be unlawful to park any vehicle, at any time, on the left-hand side of the street, opposing traffic.
- (d) *Keys in unattended vehicle.* No person driving or in charge of a motor vehicle shall permit it to stand unattended without first stopping the engine, locking the ignition, removing the key and effectively setting the brake thereon and, when standing upon any grade, turning the front wheels to the curb or side of the highway.
- (e) *Handicapped parking.* It is unlawful to park any vehicle in a parking place clearly designated for handicapped persons unless the vehicle bears the distinguishing license plate or placard as provided in 56-3-1960, S.C. Code of Laws as amended. It is unlawful for any person who is not handicapped or who is not transporting a handicapped person to exercise the parking privileges granted handicapped persons pursuant to 56-3-1960, S.C. Code of Laws as amended.
- (f) *Parking or standing for display or repairs.* No person shall stand or park a vehicle upon any street for the principal purpose of: A) displaying it for sale, B) washing, greasing, or repairing such vehicle, except repairs necessitated by an emergency. Vehicles awaiting repairs or undergoing repairs at garages shall not be parked on sidewalks, or between sidewalks and street curbing.

(Code 1964, § 17-70; Ord. of 12-16-99)

Sec. 14-37. Parking so as to interfere with the free movement of traffic.

- (a) *All areas except Front Street.* No person shall stop, stand, or park [any vehicle] upon a street, other than an alley, in such a manner or under such conditions as to interfere with the free movement of vehicular traffic, except that a driver may stop temporarily during the actual loading or unloading of passengers, or when necessary in obedience to traffic regulations or traffic signs, signals or a police officer.
- (b) No person shall stop, stand, or park any vehicle in violation of any sign, signal, or other direction within the city.
- (c) No person shall park a vehicle so as to block a private driveway owned by another

(Ord. of 8-19-93; Ord. of 12-16-99)

State law reference(s)—Authority to regulate stopping, standing and parking, S.C. Code 1976, § 56-5-710(1); stopping, standing, parking regulated, S.C. Code 1976, § 56-5-2510.

Sec. 14-38. Zones for parking of public conveyances; designation.

The city council, upon written recommendation of the chief of police, may designate zones or places for the parking of all vehicles used as public conveyances, whether for freight or for passengers, and failure of any person to park within the areas and as required shall constitute a violation of the terms of this chapter. However, the conversion of public parking spaces for use as taxicab stands is subject to the requirements of section 14-39.

(Code 1964, § 17-72; Ord. of 3-17-83, § 17-72; Ord. of 6-16-94)

Sec. 14-39. Establishment of taxicab stands.

Upon written request of a licensed taxi service, the city council is empowered to designate up to two (2) public parking spaces located within the right-of-way of a public street, per block, as a cab stand. Once so designated, the city shall erect signage prohibiting parking in the allotted space(s) by any vehicle other than a taxicab. The council may establish one cab stand per block upon any public street within the city except along Front Street between Queen and King Streets.

- (1) *Application procedures.* Licensed taxi services operating within the city must make application for the establishment of a cab stand and present it to the chief of police for review. The chief of police shall evaluate the application from a traffic management and safety standpoint, and make recommendation for approval or denial of the request to city council. Applicants must include a map showing the proposed location of the cab stand, a copy of their current business license, and proof of liability insurance. In addition, the applicant must sign an indemnification certificate releasing the city from all liability with respect to the applicant's use of the stand.
- (2) *Fees.* The applicant and any other licensed taxi service thereafter using the cab stand shall pay a fee of one hundred dollars (\$100.00) per year for each parking space that is designated as a cab stand at its request or thereafter used by it. Cessation of use of the cab stand by licensed users for more than ten (10) days shall be grounds for immediate revocation of cab stand designation, with no refund of fees for less than yearly use of the space.
- (3) *Identification.* No person shall park any vehicle in an area designated as a cab stand without first prominently displaying a municipal license authorizing use of the specific cab stand being so used.

(Ord. of 6-16-94)

Sec. 14-40. Parking prohibited on sidewalks and certain streets .

(1) It shall be unlawful for any person to park an automobile, truck, or other motorized vehicle upon any sidewalk in the city.

(2) It shall be unlawful for any person or persons to park an automobile, truck or other vehicle upon the following streets or parts of streets, at any time unless otherwise indicated:

Front Street, southwestern side, between Queen Street and Greenwich Drive.

Prince Street, northeastern side, between Fraser Street and Greenwich Drive.

(Code 1964, § 17-74; Ord. of 3-17-83; Ord. of 7-15-93)

Sec. 14-40.1. Parking certain vehicles and components prohibited.

No person shall park a bus, commercial vehicle rated in excess of eighteen thousand five hundred (18,500) pounds gross vehicle weight, watercraft, or any component thereof upon any street or right-of-way within the corporate limits of the City of Georgetown, except for the purpose of loading or unloading. Component parts include the tractor unit of a tractor-trailer type vehicle, as well as trailers for marine craft.

(Ord. of 3-20-97)

Sec. 14-41. Reserved

Sec. 14-42. Abandoned vehicles.

- (a) *Authority of city.* Vehicles, including trailers of any kind, left unattended in the city upon any street or on other public or private property without the property owner's permission for a period of seven (7) days or more shall be deemed to have been abandoned. In such circumstances the city shall be authorized to remove such vehicle from its location to a public garage or other place of safety or to an area designated or maintained by the city.
- (b) *Removal; notice to owner; sale; recovery of expenses; records.* If any vehicle is found by city law enforcement officer to be in violation of this Code or other ordinances of the city, or abandoned in the city, it shall be the duty of the law enforcement officer to cause such vehicle to be removed and conveyed to the area or garage designated by the city. The owner or person in whose name such vehicle is registered shall be given immediate personal notice, if he is a resident of the city, but if he is a nonresident of the city, he shall be given notice by registered mail, if his address can be ascertained. If the address of such owner cannot be ascertained, then the city shall advertise that such vehicle has been abandoned and impounded, giving an accurate description thereof, the name of the person licensed to operate it and the circumstances under which the same was found and/or removed and calling upon the owner to reclaim the same within thirty (30) days. Such notice shall be published once a week for four (4) consecutive weeks in any newspaper published in the city. If such vehicle is not reclaimed after such advertisement, then the same shall be sold for cash to the highest bidder in front of the city hall or such other place as may be designated therefore. The expenses of removing, keeping, advertising and selling the vehicle shall be paid from the proceeds of such sale, and the balance, if any, deposited with the municipal clerk, subject to the claim of the owner to be filed and proven within twelve (12) months thereafter, and if no such claim is filed and proven within that time, then such proceeds are to be forfeited to the city. The city shall keep a record of such vehicle, the name of the registered owner, the license number and the circumstances under which it was found, impounded, stored and sold.
- (c) *Notice to state.* In the event the city does not know and is unable to ascertain the identity of the owner, or for any other reason is unable to give the notice hereinbefore provided, and in the event the vehicle is not returned to the owner, the city shall immediately send or cause to be sent written report of such removal by mail to the state agency whose duty it is to register motor vehicles, and shall file a copy of such notice with the proprietor of any public garage or designated area in which the vehicle may be stored.

(Code 1964, § 17-76; Ord. of 9-21-06; Ord. of 8-15-13(1))

Sec. 14-43. Two-hour parking.

- (a) *Purpose and intent.* The purpose and intent of regulated parking within the City of Georgetown is for the benefit of the citizenry as a whole. Of particular benefit to downtown merchants and business people is the

two-hour parking limit in designated areas of the city. The purpose of the two-hour parking zones is to provide customers of downtown businesses adequate parking. By providing the designated time limits on downtown parking in the business district, those who patronize downtown businesses will be insured of adequate parking for such purpose. The designated two-hour on street parking area is from the intersection of Front and King Streets to the intersection of Front and Queen Streets.

- (b) It shall be unlawful for any owner or operator of any vehicle to allow, permit, or cause such vehicle to be parked in any parking space within any two-hour parking zone, as established by the city, for a period of time in excess of two (2) hours and each two (2) hour violation shall constitute a separate offense. (c) *Hours of enforcement.* The enforcement of the two-hour parking zone section of this section by the Georgetown Police Department shall be Monday through Saturday during the normal business hours of 9:00 a.m. and 5:00 p.m. This clause shall not prohibit any police officer from enforcement of all other applicable statutes or ordinances.

(Ord. of 8-19-99)

Editor's note(s)—An ordinance adopted Aug. 19, 1999, deleted § 14-43 in its entirety and enacting similar new provisions in lieu thereof as §§ 14-43 and 14-44. Formerly, such provisions derived from an ordinance adopted July 15, 1993.

Sec. 14-44. Penalties and fines.

- (a) Graduating penalties. Any person violating the provisions of this Chapter shall be subject to the following penalties for each violation, unless otherwise specified:

Violation	
Exceeding two hour parking 14-43	\$25.00
blocking fire hydrant 14-36(b)	50.00
Parked on wrong side of street 14-36(c)	25.00
Parked in no parking/ fire zone 14-36(a), 14-40(2)	50.00
Blocking traffic 14-37	25.00
Blocking driveway 14-37(c)	50.00
Parking in loading zone 14-36(a), 14-45	50.00
Parking certain large conveyances 14-40.1	75.00
Parking on the sidewalk 14-40(1)	25.00
Parking illegally in handicapped space §14-36(e)	500.00 -1,000.00
Other violations in Ch. 14	25.00

- (b) Habitual Violators. Those persons who repeatedly violate the City of Georgetown parking ordinance may be deemed habitual violators by the municipal court judge for receiving more than three (3) parking citations within a six-month period. This is a separate offense. The fine(s) for habitual parking violators will be three times the fine on the most recent underlying ticket on the first offense after

being so designated. The fine must be paid within ten (10) days of receipt of the citation. If it is not paid within ten (10) days, the fine will double to one hundred dollars.. If the fine is not paid within thirty (30) days, the vehicle will be identified as a public nuisance.

- (c) Outstanding fines. Any vehicle parked on a street or publicly accessible parking lot within the City of Georgetown, which is found to be the subject of three or more past due over 61 days on outstanding fines issued pursuant to any state or city parking ordinance, resolution, rule, or regulation is declared a public nuisance.
- (d) Any vehicle identified as a public nuisance shall be impounded by the city by attaching a wheel immobilizer (boot) to the vehicle. For the purpose of this section, owner shall be defined as the individual claiming ownership and if no claim is made, the individual or chief agent of the business, firm or partnership in whose name the vehicle is registered as determined by records of the South Carolina Department of Transportation. The city is authorized to assess a fee for installation of the wheel immobilizer which civil fee shall be added to and collected with the fines.
- (e) No vehicle shall be released to the owner until satisfactory proof of ownership has been demonstrated and all outstanding parking obligations and fees have been paid. Towing and storage charges shall be the responsibility of the vehicle owner.
- (f) The wheel immobilizer is the property of the city. Any person damaging or defacing the device shall be liable for malicious injury to personal property.
- (g) The city assumes no liability for loss or damage to the impounded vehicle or its contents while immobilized.
- (h) Any vehicle that has been identified as a public nuisance which remains unclaimed for forty-eight (48) hours after the use of the immobilizing device, shall be impounded by the city by giving authorization to a commercial towing or wrecker service to tow the vehicle and store it in a safe place until claimed by the owner. After the vehicle is towed, the city shall notify in writing by registered or certified mail (return receipt requested) the person in whose name the vehicle was last registered at the last address reflected by the South Carolina Department of Transportation records and to any lienholder of record, by registered or certified mail (return receipt requested) that the vehicle is being held designating the place where it is being held. The owner shall have seventy-two (72) hours from the date of receipt of registered or certified mail in which to claim the automobile and pay all outstanding obligations. Should the owner fail to claim the automobile and pay all outstanding obligations within the seventy-two-hour period as above stated, a warrant shall be issued and the owner prosecuted in accordance with applicable city Code of Ordinances.
- (i) Chalk marks shall be placed on tires of vehicles in order to determine if violations have occurred. Any person that is found eliminating a chalk mark from a tire shall be fined under Sec. 1-16 of this Code. and/or imprisoned for a period not to exceed thirty (30) days.
- (j) It shall be unlawful for any owner, driver, or other person to intentionally violate the intention of this section of the Code by moving a previously parked car from one parking space within a designated two-hour parking zone to another so designated parking space, so as to avoid enforcement action by a police officer or parking control officer of the City of Georgetown.

Any person who violates this subsection shall be fined under Sec. 1-16 of this Code.

- (k) Any contractor or subcontractor who wishes to park along Front Street for an extended period of time must acquire a construction parking permit from the city's building and planning department. Each construction job will be limited to three (3) parking spaces for a maximum of 90 days, with a maximum of two (2) dedicated to dumpsters for construction debris. Permit applications shall include a timeline for construction. Permits will be issued at a cost of twenty-five dollars (\$25.00) per parking space, per day and are to be placed in a visible area of the vehicle so as to be seen by the city's police department. The construction timeline shall be attached to the permit. Permits may be renewed every 90 days.

(Ord. of 8-19-99; Ord. of 10-28-99; Ord. of 12-16-99; Ord. of 5-18-06; Ord. of 12-18-08)

Sec. 14-45. Business vehicle loading spaces.

- (a) Four (4) business vehicle loading spaces may be permitted within the Core Commercial Zone District in the area bound on the West by King Street, on the North by Prince Street, on the East by Screven Street and the South by Front Street.
- (b) Usage of the loading spaces will be restricted to permittees only. Businesses located within the area defined above in paragraph (a) may submit an application for a vehicle loading space to the police department. Permits will be issued by the city and will be utilized by permittees in accordance with the following criteria:
 - (1) Merchants or businesses which are at least fifty (50) per cent delivery dependent, or which are operated by a handicapped person, shall be eligible for a loading space permit. Fifty (50) per cent delivery dependent" shall mean that at least fifty (50) per cent of the annual revenues of the business are derived from the sale of merchandise to the public by the means of outgoing delivery from the location requesting a vehicle loading space using vehicles either owned, leased or rented by the business or merchant.
 - (2) Permits will be assigned to a specific loading space. Any permitted loading space will be located as close to a permittee as possible. Initial permits will be issued on a first come, first serve basis, and will be limited in number to two (2) permits per loading space; provided that no second permit shall be issued for any loading space until all four (4) spaces have first been filled by permits.
 - (3) Permits shall be valid for one year from the date of issuance, and may be renewed. Permits shall be transferable in the event a business changes ownership. Renewal permit applications shall be given priority over first time permit applicants.
 - (4) There will be a fee for each permit or renewal, as adopted by City Council from time to time and maintained in the Clerk to Council's record of fees.

(Ord. of 11-1-2000; Ord. No. 2022-01, 1-20-22)

Secs. 14-46—14-50. Reserved.

- CODE OF ORDINANCES
Chapter 14 - MOTOR VEHICLES AND TRAFFIC
ARTICLE III. STOPPING, STANDING AND PARKING

ARTICLE III. STOPPING, STANDING AND PARKING

Sec. 14-36. Parking prohibited; authority to designate areas.

- (a) *Areas designated by signs.* It shall be unlawful to park any vehicle, at any time, within such areas as may be shown by signs placed by the city from time to time, at or near the curbing of any street, reserving such designated areas for such special purposes as may be from time to time determined by the city.
- (b) *Areas near fire hydrant.* It shall be unlawful to park any vehicle, at any time, within the areas marked on the curbing on each side of any fire hydrant, or twenty (20) feet of any fire hydrant in the city when not so designated by marking as aforesaid.
- (c) *Parking on wrong side of street.* It shall be unlawful to park any vehicle, at any time, on the left-hand side of the street, opposing traffic.
- (d) *Keys in unattended vehicle.* No person driving or in charge of a motor vehicle shall permit it to stand unattended without first stopping the engine, locking the ignition, removing the key and effectively setting the brake thereon and, when standing upon any grade, turning the front wheels to the curb or side of the highway.
- (e) *Handicap~~ped~~ parking.* It is unlawful to park any vehicle in a parking place clearly designated for handicapped persons unless the vehicle bears the distinguishing license plate or placard as provided in 56-3-1960, S.C. Code of Laws as amended. It is unlawful for any person who is not handicapped or who is not transporting a handicapped person to exercise the parking privileges granted handicapped persons pursuant to 56-3-1960, S.C. Code of Laws as amended.
- (f) *Parking or standing for display or repairs.* No person shall stand or park a vehicle upon any street for the principal purpose of: A) displaying it for sale, B) washing, greasing, or repairing such vehicle, except repairs necessitated by an emergency. Vehicles awaiting repairs or undergoing repairs at garages shall not be parked on sidewalks, or between sidewalks and street curbing.

(Code 1964, § 17-70; Ord. of 12-16-99)

Sec. 14-37. Parking so as to interfere with the free movement of traffic.

- (a) *All areas except Front Street.* No person shall stop, stand, or park [any vehicle] upon a street, other than an alley, in such a manner or under such conditions as to interfere with the free movement of vehicular traffic, except that a driver may stop temporarily during the actual loading or unloading of passengers, or when necessary in obedience to traffic regulations or traffic signs, signals or a police officer.
- (b) ~~Reserved.~~ No person shall stop, stand, or park any vehicle in violation of any sign, signal, or other direction within the city.
- (c) No person shall park a vehicle so as to block a private driveway owned by another~~Reserved.~~

(Ord. of 8-19-93; Ord. of 12-16-99)

State law reference(s)—Authority to regulate stopping, standing and parking, S.C. Code 1976, § 56-5-710(1); stopping, standing, parking regulated, S.C. Code 1976, § 56-5-2510.

Sec. 14-38. Zones for parking of public conveyances; designation.

The city council, upon written recommendation of the chief of police, may designate zones or places for the parking of all vehicles used as public conveyances, whether for freight or for passengers, and failure of any person to park within the areas and as required shall constitute a violation of the terms of this chapter. However, the conversion of public parking spaces for use as taxicab stands is subject to the requirements of section 14-39.

(Code 1964, § 17-72; Ord. of 3-17-83, § 17-72; Ord. of 6-16-94)

Sec. 14-39. Establishment of taxicab stands.

Upon written request of a licensed taxi service, the city council is empowered to designate up to two (2) public parking spaces located within the right-of-way of a public street, per block, as a cab stand. Once so designated, the city shall erect signage prohibiting parking in the allotted space(s) by any vehicle other than a taxicab. The council may establish one cab stand per block upon any public street within the city except along Front Street between Queen and King Streets.

- (1) *Application procedures.* Licensed taxi services operating within the city must make application for the establishment of a cab stand and present it to the chief of police for review. The chief of police shall evaluate the application from a traffic management and safety standpoint, and make recommendation for approval or denial of the request to city council. Applicants must include a map showing the proposed location of the cab stand, a copy of their current business license, and proof of liability insurance. In addition, the applicant must sign an indemnification certificate releasing the city from all liability with respect to the applicant's use of the stand.
- (2) *Fees.* The applicant and any other licensed taxi service thereafter using the cab stand shall pay a fee of one hundred dollars (\$100.00) per year for each parking space that is designated as a cab stand at its request or thereafter used by it. Cessation of use of the cab stand by licensed users for more than ten (10) days shall be grounds for immediate revocation of cab stand designation, with no refund of fees for less than yearly use of the space.
- (3) *Identification.* No person shall park any vehicle in an area designated as a cab stand without first prominently displaying a municipal license authorizing use of the specific cab stand being so used.

(Ord. of 6-16-94)

Sec. 14-40. Parking prohibited on sidewalks and certain streets ~~at all times unless otherwise designated.~~

(1) It shall be unlawful for any person to park an automobile, truck, or other motorized vehicle upon any sidewalk in the city.

(2) It shall be unlawful for any person or persons to park an automobile, truck or other vehicle upon the following streets or parts of streets, at any time unless otherwise indicated:

Front Street, southwestern side, between Queen Street and Greenwich Drive.

Prince Street, northeastern side, between Fraser Street and Greenwich Drive.

(Code 1964, § 17-74; Ord. of 3-17-83; Ord. of 7-15-93)

Sec. 14-40.1. Parking certain vehicles and components prohibited.

No person shall park a bus, commercial vehicle rated in excess of eighteen thousand five hundred (18,500) pounds gross vehicle weight, watercraft, or any component thereof upon any street or right-of-way within the corporate limits of the City of Georgetown, except for the purpose of loading or unloading. Component parts include the tractor unit of a tractor-trailer type vehicle, as well as trailers for marine craft.

(Ord. of 3-20-97)

Sec. 14-41. ~~Penalty. Reserved~~

~~Any owner or operator violating any of the sections of this article shall pay a fine of ten dollars (\$10.00) up to a period of thirty (30) days; thereafter, such violator shall pay a fine of fifty dollars (\$50.00), with the following exceptions:~~

- ~~(1) Violators of section 14-36(e) shall be subject to a fine of seventy-five dollars (\$75.00) per day for each separate offense.~~
- ~~(2) Violators of section 14-39 shall be subject to a fine of ten dollars (\$10.00) during the first thirty (30) days and fifty dollars (\$50.00) thereafter.~~
- ~~(3) Violators of section 14-43 shall be guilty of a misdemeanor, and subject to a penalty of up to five hundred dollars (\$500.00) per day and/or thirty (30) days in jail for each offense.~~

~~(Ord. of 3-17-83, § 17-75; Ord. of 8-19-93; Ord. of 12-16-99; Ord. of 12-18-08)~~

Sec. 14-42. Abandoned vehicles.

- (a) *Authority of city.* Vehicles, including trailers of any kind, left unattended in the city upon any street or on other public or private property without the property owner's permission for a period of seven (7) days or more shall be deemed to have been abandoned. In such circumstances the city shall be authorized to remove such vehicle from its location to a public garage or other place of safety or to an area designated or maintained by the city.
- (b) *Removal; notice to owner; sale; recovery of expenses; records.* If any vehicle is found by city law enforcement officer to be in violation of this Code or other ordinances of the city, or abandoned in the city, it shall be the duty of the law enforcement officer to cause such vehicle to be removed and conveyed to the area or garage designated by the city. The owner or person in whose name such vehicle is registered shall be given immediate personal notice, if he is a resident of the city, but if he is a nonresident of the city, he shall be given notice by registered mail, if his address can be ascertained. If the address of such owner cannot be ascertained, then the city shall advertise that such vehicle has been abandoned and impounded, giving an accurate description thereof, the name of the person licensed to operate it and the circumstances under which the same was found and/or removed and calling upon the owner to reclaim the same within thirty (30) days. Such notice shall be published once a week for four (4) consecutive weeks in any newspaper

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(Supp. No. 74)

published in the city. If such vehicle is not reclaimed after such advertisement, then the same shall be sold for cash to the highest bidder in front of the city hall or such other place as may be designated therefore. The expenses of removing, keeping, advertising and selling the vehicle shall be paid from the proceeds of such sale, and the balance, if any, deposited with the municipal clerk, subject to the claim of the owner to be filed and proven within twelve (12) months thereafter, and if no such claim is filed and proven within that time, then such proceeds are to be forfeited to the city. The city shall keep a record of such vehicle, the name of the registered owner, the license number and the circumstances under which it was found, impounded, stored and sold.

- (c) *Notice to state.* In the event the city does not know and is unable to ascertain the identity of the owner, or for any other reason is unable to give the notice hereinbefore provided, and in the event the vehicle is not returned to the owner, the city shall immediately send or cause to be sent written report of such removal by mail to the state agency whose duty it is to register motor vehicles, and shall file a copy of such notice with the proprietor of any public garage or designated area in which the vehicle may be stored.

(Code 1964, § 17-76; Ord. of 9-21-06; Ord. of 8-15-13(1))

Sec. 14-43. Two-hour parking—~~Generally.~~

- (a) *Purpose and intent.* The purpose and intent of regulated parking within the City of Georgetown is for the benefit of the citizenry as a whole. Of particular benefit to downtown merchants and business people is the two-hour parking limit in designated areas of the city. The purpose of the two-hour parking zones is to provide customers of downtown businesses adequate parking. By providing the designated time limits on downtown parking in the business district, those who patronize downtown businesses will be insured of adequate parking for such purpose. The designated two-hour on street parking area is from the intersection of Front and King Streets to the intersection of Front and Queen Streets.
- (b) It shall be unlawful for any owner or operator of any vehicle to allow, permit, or cause such vehicle to be parked in any parking space within any two-hour parking zone, as established by the city, for a period of time in excess of two (2) hours and each two (2) hour violation shall constitute a separate offense.
- (c) *Hours of enforcement.* The enforcement of the two-hour parking zone section of this section by the Georgetown Police Department shall be Monday through Saturday during the normal business hours of 9:00 a.m. and 5:00 p.m. This clause shall not prohibit any police officer from enforcement of all other applicable statutes or ordinances.

(Ord. of 8-19-99)

Editor's note(s)—An ordinance adopted Aug. 19, 1999, deleted § 14-43 in its entirety and enacting similar new provisions in lieu thereof as §§ 14-43 and 14-44. Formerly, such provisions derived from an ordinance adopted July 15, 1993.

Sec. 14-44. ~~Same—Penalties~~ ~~Violations~~ and fines.

- (a) ~~No person shall stop, stand, or park any vehicle in violation of any sign, signal, or other direction within the city.~~
- (b) ~~It shall be unlawful for any owner or operator of any vehicle to allow, permit, or cause such vehicle to be parked in any parking space within any two-hour parking zone, as established by the city, for a period of time in excess of two (2) hours and each two (2) hour violation shall constitute a separate offense.~~
- (a) Gratuating penalties. Any person violating the provisions of ~~this Chapter section 14-43~~ shall be subject to the following penalties for each violation, unless otherwise specified:

<u>Violation</u>	
<u>Exceeding two hour parking 14-43</u>	<u>\$25.00</u>
<u>blocking fire hydrant 14-36(b)</u>	<u>50.00</u>
<u>Parked on wrong side of street 14-36(c)</u>	<u>25.00</u>
<u>Parked in no parking/ fire zone 14-36(a), 14-40(2)</u>	<u>50.00</u>
<u>Blocking traffic 14-37</u>	<u>25.00</u>
<u>Blocking driveway 14-37(c)</u>	<u>50.00</u>
<u>Parking in loading zone 14-36(a), 14-45</u>	<u>50.00</u>
<u>Parking certain large conveyances 14-40.1</u>	<u>75.00</u>
<u>Parking on the sidewalk 14-40(1)</u>	<u>25.00</u>
<u>Parking illegally in handicapped space §14-36(e)</u>	<u>500.00 -1,000.00</u>
<u>Other violations in Ch. 14</u>	<u>25.00</u>

- (1) ~~On the first offense the fine will be ten dollars (\$10.00) for a period of up to thirty (30) days. After thirty (30) days, such violator will pay a fine of fifty dollars (\$50.00).~~
- (b2) Habitual Violators. Those persons who repeatedly violate the City of Georgetown parking ordinance may be deemed habitual violators by the municipal court judge for receiving more than three (3) parking citations within a six-month period. This is a separate offense. The fine(s) for habitual parking violators will be three times the fine on the most recent underlying ticket fifty dollars (\$50.00) on the first offense after being so designated. The fine ~~of fifty dollars (\$50.00)~~ must be paid within ten (10) days of receipt of the citation. If it is not paid within ten (10) days, the fine will double to one hundred dollars. ~~(\$100.00).~~ If the fine is not paid within thirty (30) days, the vehicle will be identified as a public nuisance.
- (cd) Outstanding fines. Any vehicle parked on a street or publicly accessible parking lot, public, or private property within the City of Georgetown, which is found to be the subject of three fifty dollars (\$50.00) or more past due over 61 days on outstanding fines issued pursuant to any state or city parking ordinance, resolution, rule, or regulation is ~~hereby~~ declared a public nuisance.
- (de) Any vehicle identified as a public nuisance shall be impounded by the city by attaching a wheel immobilizer (boot) to the vehicle. For the purpose of this section, owner shall be defined as the individual claiming ownership and if no claim is made, the individual or chief agent of the business, firm or partnership in whose name the vehicle is registered as determined by records of the South Carolina Department of Transportation. The city is authorized to assess a fee ~~of thirty-five dollars (\$35.00)~~ for installation of the wheel immobilizer which civil fee shall be added to and collected ~~with as a part of~~ the fines.
- (ef) No vehicle shall be released to the owner until satisfactory proof of ownership has been demonstrated and all outstanding parking obligations and fees have been paid. Towing and storage charges shall be the responsibility of the vehicle owner.
- (fg) The wheel immobilizer is the property of the city. Any person damaging or defacing the device shall be liable for malicious injury to personal property.
- (gh) The city assumes no liability for loss or damage to the impounded vehicle or its contents while immobilized.
- (hi) Any vehicle that has been identified as a public nuisance which remains unclaimed for forty-eight (48) hours after the use of the immobilizing device, shall be impounded by the city by giving authorization to a

commercial towing or wrecker service to tow the vehicle and store it in a safe place until claimed by the owner. After the vehicle is towed, the city shall notify in writing by registered or certified mail (return receipt requested) the person in whose name the vehicle was last registered at the last address reflected by the South Carolina Department of Transportation records and to any lienholder of record, by registered or certified mail (return receipt requested) that the vehicle is being held designating the place where it is being held. The owner shall have seventy-two (72) hours from the date of receipt of registered or certified mail in which to claim the automobile and pay all outstanding obligations. Should the owner fail to claim the automobile and pay all outstanding obligations within the seventy-two-hour period as above stated, a warrant shall be issued and the owner prosecuted in accordance with applicable city Code of Ordinances.

- (j) Chalk marks shall be placed on tires of vehicles in order to determine if violations have occurred. Any person that is found eliminating a chalk mark from a tire shall be fined under Sec. 1-16 of this Code, a minimum of two hundred dollars (\$200.00) and/or imprisoned for a period not to exceed thirty (30) days.
- (jk) It shall be unlawful for any owner, driver, or other person to intentionally violate the intention of this section of the Code by moving a previously parked car from one parking space within a designated two-hour parking zone to another so designated parking space, so as to avoid enforcement action by a police officer or parking control officer of the City of Georgetown.
- ~~(j)~~ — Any person who violates this subsection ~~14-44(k)~~ shall be fined under Sec. 1-16 of this Code, a minimum of two hundred dollars (\$200.00) and/or imprisoned for a period not to exceed thirty (30) days.
- ~~(km)~~ Any contractor or subcontractor who wishes to park along Front Street for an extended period of time must acquire a construction parking permit from the city's building and planning department. Each construction job will be limited to ~~four (4)~~ three (3) parking spaces for a maximum of 90 days, with a maximum of two (2) dedicated to dumpsters for construction debris. Permit applications shall include a timeline for construction. Permits will be issued at a cost of ~~twenty-five ten~~ dollars (~~\$25~~40.00) per parking space, per day and are to be placed in a visible area of the vehicle so as to be seen by the city's police department. The construction timeline shall be attached to the permit. Permits may be renewed every 90 days.

(Ord. of 8-19-99; Ord. of 10-28-99; Ord. of 12-16-99; Ord. of 5-18-06; Ord. of 12-18-08)

Sec. 14-45. ~~Same~~—Business vehicle loading spaces.

- (a) Four (4) business vehicle loading spaces may be permitted within the Core Commercial Zone District in the area bound on the West by King Street, on the North by Prince Street, on the East by Screven Street and the South by Front Street.
- (b) Usage of the loading spaces will be restricted to permittees only. Businesses located within the area defined above in paragraph (a) may submit an application for a vehicle loading space to the police department. Permits will be issued by the city and will be utilized by permittees in accordance with the following criteria:
 - (1) Merchants or businesses which are at least fifty (50) per cent delivery dependent, or which are operated by a handicapped person, shall be eligible for a loading space permit. Fifty (50) per cent delivery dependent" shall mean that at least fifty (50) per cent of the annual revenues of the business are derived from the sale of merchandise to the public by the means of outgoing delivery from the location requesting a vehicle loading space using vehicles either owned, leased or rented by the business or merchant.
 - (2) Permits will be assigned to a specific loading space. Any permitted loading space will be located as close to a permittee as possible. Initial permits will be issued on a first come, first serve basis, and will be limited in number to two (2) permits per loading space; provided that no second permit shall be issued for any loading space until all four (4) spaces have first been filled by permits.

-
- (3) Permits shall be valid for one year from the date of issuance, and may be renewed. Permits shall be transferable in the event a business changes ownership. Renewal permit applications shall be given priority over first time permit applicants.

- (4) There will be a ~~seventy-five dollar (\$75.00)~~ fee for each permit or renewal, as adopted by City Council from time to time and maintained in the Clerk to Council's record of fees.

(Ord. of 11-1-2000; Ord. No. 2022-01, 1-20-22)

Secs. 14-46—14-50. Reserved.

Attachment: Ex. B ARTICLE III. STOPPING STANDING AND PARKING redline (3877 : GPD - Ordinance for parking fines)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ORDINANCE

DOC ID: 3878 A

Council Meeting Date:	20 July 2023
Department:	Police Department
Issue Under Consideration:	Motion to approve an ordinance to amend Section 20-120(a) of Article VIII "Parades, events, block parties, performances, filming and picketing" of Chapter 20 of the Code of Ordinances for the City of Georgetown.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	Revision adds requirements from SCDOT Engineering Directive #28 regarding the temporary closing of roads in the state system on the city's Special Events applications.
Options:	Approve or Deny
Staff Recommendations:	Approve

Reviews:

William Pierce Completed 07/13/2023 8:28 PM

City Attorney Skipped 07/14/2023 10:53 AM

per sandra

Sandra E. Yudice Ph.D. Completed 07/14/2023 11:22 AM

Stephanie Buccione Completed 07/14/2023 1:10 PM

Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 Ordinance amending Section 20-120(a) of Article VIII "PARADES, EVENTS, BLOCK PARTIES, PERFORMANCES, FILMING AND PICKETING" of Chapter 20 of the Code of Ordinances (PDF)
2. 2 SCDOT Engineering Directive #28 (PDF)

**MOTION TO APPROVE AN ORDINANCE TO AMEND SECTION 20-120(A) OF ARTICLE VIII
“PARADES, EVENTS, BLOCK PARTIES, PERFORMANCES, FILMING AND PICKETING”
OF CHAPTER 20 OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN.**

AN ORDINANCE TO AMEND SECTION 20-120(a) OF ARTICLE VIII "PARADES, EVENTS, BLOCK PARTIES, PERFORMANCES, FILMING AND PICKETING" OF CHAPTER 20 OF THE CODE OF ORDINANCES FOR THE CITY OF GEORGETOWN

- WHEREAS,** Section 1-9 of the Code of Ordinances of the City of Georgetown allows for the amendment of the Code of Ordinances from time to time; and
- WHEREAS,** Under Sec. 20-120 of the Code of Ordinances, a person seeking a parade, event, block party, performance or other permit for a Special Event using public streets in the City of Georgetown is required to file an application with the administration department for the event; and
- WHEREAS,** Pursuant to Title 56 of the S.C. code of Laws, as amended, the South Carolina Department of Transportation (SCDOT) promulgated Engineering Directive 28, as revised July 27, 2009, setting forth procedures for the temporary closing of state roadways for special events; and
- WHEREAS,** The Mayor and Council desire for the City to maintain compliance with state law and SCDOT policy directives, in the interest of public safety; and

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, in council duly assembled, that the City of Georgetown Code of Ordinances Chapter 20, Article VIII Section 20-120(a) be amended to include language applicable to special event permits needing closure of certain roads, in compliance with SCDOT Engineering Directive 28, with the additional language shown in **bold** below (to be codified un-bolded), and that unamended subsections (b) and (c) of Section 20-120 be retained.

Sec. 20-120. - Application for permit.

(a)*Generally.* A person seeking the issuance of a parade, event, block party, performance or filming permit shall file an application with the administration department.

Any special event that will impact traffic on a Primary or US Highway controlled by the SC Department of Transportation (SCDOT) shall submit a written request to the SCDOT district engineering administrator for review and approval. An approval letter must accompany the special event permit application when submitted for consideration. The City of Georgetown will not be responsible for submitting any requests to the SCDOT. A copy of the SCDOT letter responding to the request for temporary road closure shall be included with the completed special event permit application.

Upon receipt of the application, the city official shall notify the appropriate staff members, who will make a recommendation to the city administrator as expeditiously as possible. The following departments are listed for internal distribution for approval: (1) Housing and community development department; (2) Police department; (3) Fire department; (4) Risk manager; (5) City administrator.

BE IT FURTHER ORDAINED by the Mayor and City Council of the City of Georgetown, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

South Carolina Department of Transportation

Engineering Directive

Directive Number: ED-28 **Effective:** July 27, 2009

Subject: Road Closures for Parades, Festivals, or Other Events

References: S.C. Code of Laws, Section 56-5-710. Powers of local authorities.
 S.C. Code of Laws, Section 56-5-930. Placing and maintaining traffic-control devices on State highways.
 Others – S.C. Code of Laws, Sections 57-7-10, 56-5-3160, 56-5-3170, 56-5-615, 56-5-910, 56-5-2540, 56-5-3860, 56-5-3900, and 56-4-4450.

Purpose: Provide Guidance for Road Closures for Public Events

This Directive Applies to: Maintenance and Traffic Engineering

The South Carolina Department of Transportation (SCDOT) has no objections to municipalities, county governments, state government, or others endorsed by a municipality, county, or state government wishing to hold parades, festivals, or other events that may involve the temporary closing of one or more roads in the state system, provided however, that the parades, festivals, or other events are held in a safe and orderly manner and that motorist and pedestrian safety, as well as adequate traffic movement and accessibility for persons with disabilities, is maintained. The following procedures shall be required for such temporary state roadway closures:

1. All requests shall be submitted to the district engineering administrator (DEA), who shall be responsible for signing all letters addressing requests for temporary road closures in conjunction with parades, festivals, or other events within the district. If the event affects multiple districts, the request shall be forwarded to the Chief Engineer for Operations to coordinate and respond on a statewide perspective.
2. The requests shall be in writing and, if not submitted by a local authority, shall include the local authority's permit or written authorization for the event.
3. All SCDOT responses to requests for such temporary road closures shall clearly state the following:
 - a. Local or other law enforcement agencies are responsible for and shall provide all necessary traffic control when state roadways are temporarily closed, to include adequate detours for the safe and efficient movement of the traveling public around the closed area. The traveling public expects state routes to be open and free of delay. Therefore, adequate signs and traffic control devices shall be used to clearly mark the area to minimize inconvenience to through traffic. SCDOT is not responsible for traffic control or notification of local or other law enforcement for these events.

Engineering Directive 28
Page 2 of 2

- b. The local authority shall be responsible to ensure that all traffic control devices, utilized by the local or other law enforcement agencies for the parades, festivals, or other events, shall conform to the Manual on Uniform Traffic Control Devices (MUTCD), latest edition.
 - c. Pavement markings are not allowed unless specifically approved by SCDOT.
 - d. No equipment or structures that would damage the pavement shall be located on the roadway surface, including but not limited to, petroleum products, such as hydraulic fluid, diesel fuel, gasoline, etc., mechanical stabilizers, and anchoring systems.
 - e. SCDOT does not recommend parades, festivals, or other events crossing a railroad track. However, if the parade, festival, or other event unavoidably uses a state roadway that crosses a railroad line, the requester and/or local authority is responsible for contacting the railroad company to advise of the event and coordinating any needed precautions to ensure the public's safety.
 - f. SCDOT shall not be held responsible for any personal and/or property damage or injury incident to or arising from these events.
 - g. Access to and the use of curb ramps and other facilities for any person(s) with disabilities shall not be blocked.
4. Temporary state roadway closures for parades, festivals, and other events are considered on a case-by-case basis using SCDOT engineering judgment.
 5. Copies of the letter responding to the request for temporary state road closure shall be sent by the DEA or Chief Engineer for Operations to the South Carolina Department of Public Safety and the SCDOT resident maintenance engineer.

Submitted by: David B. Cook
Acting Director of Maintenance

Recommended by: James J. Feda, Jr.
Acting Chief Engineer for Operations

Approved: Christy A. Hall
Deputy Secretary for Engineering

Lead: Director of Maintenance

History: Issued on January 9, 2006
First Revision on April 4, 2007
Second Revision on July 27, 2009



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3871

Council Meeting Date:	20 July 2023
Department:	Public Works
Issue Under Consideration:	Motion to approve a contract in the amount of \$92,544.00 for janitorial services and award contract to Randolph Krazy Kleaning Services LLC
Amount Requested:	\$92,544.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$92,544.00
Points to Consider:	• Providing janitorial services to City departments and public restrooms. • Agreement is for one (1) year and is subject to an annual renewal for up to three (3) additional one-year terms upon mutual agreement of both parties.
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Scott Whittier Completed 07/13/2023 7:25 AM

Kathy Vermeland Completed 07/13/2023 12:17 PM

Sandra E. Yudice Ph.D. Completed 07/13/2023 12:24 PM

Stephanie Buccione Completed 07/13/2023 2:23 PM

Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 BID FORM (PDF)

2. 2 5 Certified Bid Tab (PDF)

3. 3 2023 Contract (PDF)

JANITORIAL SERVICES FOR VARIOUS CITY OF GEORGETOWN FACILITIES

EXHIBIT A - BID FORM

COST OF SERVICES FOR NORMAL CLEANING

VENDOR NAME:						
				COSTS		
		AVERAGE CLEANINGS PER MONTH		RATE		PER MONTH
1.	341 East Bay Street (East Bay Park Public Restrooms) Frequency varies, see attached schedule	91	x	13	=	1,183
2.	700 Screven Street (Public Restrooms) Frequency varies, see attached schedule	91	x	13	=	1,183
3.	1003 Front Street (Kaminski House Museum Public Restrooms) Frequency varies, see attached schedule	91	x	13	=	1,183
4.	2125 Prince Street (Ben Cooper Park Public Restrooms) Frequency varies, see attached schedule	46	x	13	=	598.0
5.	417 Wood Street (Administration Dept.) 1 time per week	4	x	35	=	140.00
6.	800 Church Street (Electric Dept.) 1 time per week	4	x	55	=	220.0
7.	125 Kaminski Street (Public Works Dept.) 2 times per week	9	x	45	=	405.0
8.	126 Ridge Street (Wastewater Treatment Plant) 1 time per week	4	x	50	=	200.00
9.	2377 Maybank Drive (Water Utilities Dept.) 1 time per week	4	x	50	=	200.00
10.	2377 Maybank Drive (Field Services Building) 1 time per week	4	x	50	=	200.00
11.	2355 Maybank Drive (Water Treatment Plant) 1 time per week	4	x	50	=	200.00
12.	1134 N Fraser Street (City Hall) 3 times per week	13	x	50	=	650.0
13.	2222 Highmarket Street (Police Dept.) 2 times per week	9	x	75	=	675.0
14.	2222 Highmarket Street (Municipal Court) 2 times per week	9	x	75	=	675.0
MONTHLY TOTAL		384				0.00
Hourly rate for emergency/unplanned circumstance, or on call services:		35.00				7,710 10

Attachment: BID FORM (3871 : Annual janitorial services for City of Georgetown)

Exhibit A.2

Bid Form

Services for the Police Department and Municipal Court contingent upon the term of the need.

Cost Proposal to be valid for ninety (90) days. Quoted price shall include all labor, equipment, supplies, materials, taxes, applicable insurance, business license fees, permits, or any other costs relative to the scope of work and requirements in the RFP. City is not tax exempt.

Company Name Randolph Krazy Kleaning Services LLC
 Signature Kisha Randolph 4/18/23
 By: Duly Authorized Officer Date
 Printed Name Kisha Randolph
 Title Owner
 Federal ID/SS # 84-5070551/251-39-7186
 Business Address 7935 Santee Rd
Marietta, GA 30067 Business Phone 843-887-2111
 Email Randolphkk2020@gmail.com
 Cell 843-833-4534

By signature hereto the undersigned declares that I acknowledge that I have read and understand all items to be furnished and will comply fully with the requirements and specifications, except where otherwise specifically noted. I understand that the City shall evaluate proposals in accordance with its Municipal Code and policies, and that it reserves the right to reject any and all proposals and to waive any irregularities which it may deem to be in its best interest.

I affirm that I am a duly authorized legal agent and/or employee of the firm for which I am making the foregoing proposal on its behalf, and that no collusion in any form has occurred, either directly or indirectly.

I confirm that I have attended site visits for all locations to be provided janitorial services as outlined in the RFP. In addition, I acknowledge that I have read and understand any and all Addenda published in regard to this RFP.

Attachment: BID FORM (3871 : Annual janitorial services for City of Georgetown)

JANITORIAL SERVICES FOR VARIOUS CITY OF GEORGETOWN FACILITIES												
EXHIBIT A - BID FORM												
				<u>COSTS</u>								
				Chano and Sons Inc.				Randolph Krazy Kleaning Service LLC				
		AVERAGE CLEANINGS PER MONTH		RATE	SUBMITTED PER MONTH	ACTUAL PER MONTH	DIFFERENCE	RATE	SUBMITTED PER MONTH	ACTUAL PER MONTH	DIFFERENCE	
1.	341 East Bay Street (East Bay Park Public Restrooms) Frequency varies, see attached schedule	91	x	18.95	1,724.45	1,724.45	0.00	13.00	1,183.00	1,183.00	0.00	
2.	700 Screven Street (Public Restrooms) Frequency varies, see attached schedule	91	x	18.95	1,724.45	1,724.45	0.00	13.00	1,183.00	1,183.00	0.00	
3.	1003 Front Street (Kaminski House Museum Public Restrooms) Frequency varies, see attached schedule	91	x	18.95	1,724.45	1,724.45	0.00	13.00	1,183.00	1,183.00	0.00	
4.	2125 Prince Street (Ben Cooper Park Public Restrooms) Frequency varies, see attached schedule	46	x	18.95	871.70	871.70	0.00	13.00	598.00	598.00	0.00	
5.	417 Wood Street (Administration Dept.) 1 time per week	4	x	34.98	139.92	151.58	-11.66	35.00	140.00	151.67	-11.67	
6.	800 Church Street (Electric Dept.) 1 time per week	4	x	57.45	229.80	248.95	-19.15	55.00	220.00	238.33	-18.33	
7.	125 Kaminski Street (Public Works Dept.) 2 times per week	9	x	34.98	314.82	303.16	11.66	45.00	405.00	390.00	15.00	
8.	126 Ridge Street (Wastewater Treatment Plant) 1 time per week	4	x	34.98	139.92	151.58	-11.66	50.00	200.00	216.67	-16.67	
9.	2377 Maybank Drive (Water Utilities Dept.) 1 time per week	4	x	35.00	140.00	151.67	-11.67	50.00	200.00	216.67	-16.67	
10.	2377 Maybank Drive (Field Services Building) 1 time per week	4	x	35.00	140.00	151.67	-11.67	50.00	200.00	216.67	-16.67	
11.	2355 Maybank Drive (Water Treatment Plant) 1 time per week	4	x	34.98	139.92	151.58	-11.66	50.00	200.00	216.67	-16.67	
12.	1134 N Fraser Street (City Hall) 3 times per week	13	x	54.95	714.35	714.35	0.00	50.00	650.00	650.00	0.00	
13.	2222 Highmarket Street (Police Dept.) 2 times per week	9	x	119.94	1,079.46	1,039.48	39.98	75.00	675.00	650.00	25.00	
14.	2222 Highmarket Street (Municipal Court) 2 times per week	9	x	54.95	494.55	476.23	18.32	75.00	675.00	650.00	25.00	
	MONTHLY TOTAL				9,577.79	\$9,585.30	\$(7.51)		7,712.00	\$7,743.67	-31.67	
	Hourly rate for emergency/unplanned circumstance, or on call services:					19.50				35.00		
	***Apparent Low Bidder	Randolph Krazy Kleaning Service LLC										



JANITORIAL SERVICES AGREEMENT BETWEEN THE CITY OF GEORGETOWN AND RANDOLPH KRAZY KLEANING

GENERAL REQUIREMENTS

Randolph Krazy Kleaning Service LLC, hereafter referred to as “Contractor” shall provide timely and professional janitorial services in accordance with the requirements or scope of work herein. Disinfection sanitization services and treatments to be included with normal cleaning schedule to treat all common area touch points with a hospital grade disinfectant approved for the use to prevent the spread of the Coronavirus. These services will be performed during each visit.

All disinfecting products used must be on the EPA list of products approved for use against the virus that causes COVID 19.

Restrooms:

- Empty trash containers and replace liners
- Sweep and mop floors with disinfectant detergent
- Clean and sanitize all fixtures and commode areas
- Clean walls and dust heating and air condition units as needed
- Polish mirrors and dust all flat surfaces
- Stock toilet paper, soap dispensers and air fresheners.
- Collect and remove all trash placed inside or outside trash bins. Replace trash bins with liners.

Common Areas:

- Collect and remove all trash from city office buildings and public restrooms, replace trash can liners.
- Sweep and clean floors, area rugs and chair mats, entrance glass doors
- Dust all blinds, window treatments, pictures or wall-mounted items
- Dust all window sills, ledges, lamps/lampshades and other flat exposed surfaces and

furniture. (i.e., desk and computer stations, bookcases, bookshelves, kitchen counter, tables and other) Dust all blinds and window treatments, dust pictures or wall-mounted items. Vacuum upholstered equipment. Wipe down all solid furniture surfaces, spot clean upholstery as needed, and remove all cobwebs. Clean kick boards, baseboards and chair molding in all areas including restrooms.

Clean inside of all window areas

Strip all bathroom, kitchen & lobby and entrance area floors with wax and/or seal.

Alternate services may be bid separately as needed (outside pressure washing, window cleaning and shampooing carpets)

Sweep and clean outside mats, porches and clean ashtray containers as needed.

Sweep and mop all uncarpeted floors using proper cleaner/detergent - (Note: some floors are sealed)

Clean tables and counters in kitchens. Sanitize sinks, door handles and all glass in doors

Vacuum all carpeted areas. Spot clean as needed. Clean plastic chair mats

Maintain cleanliness of kitchen equipment, (ex. refrigerators, microwave, toaster, coffee pots)

Supplies and Equipment:

All cleaning supplies and equipment are to be furnished by the janitorial firm

Paper products such as toilet paper, paper towels, trash can liners, and Kleenex are to be supplied by the City

On Call Services:

On Call services to be provided if needed during special events or unexpected situations which may occur requiring janitorial services. One week notice will be provided for special events.

WORK SCHEDULE

Contractor will be responsible for providing janitorial services for the duration of this contract. Cleaning is to be performed on all days and occurrences as scheduled for the Public Restrooms, and for all offices with the only exception Holidays.

Public Restrooms (4 locations)

Point of Contact:
Natrona Simmons
843.545.4700

Cleaning Schedule for Public Restrooms:

Three times Per Day, every day, 7 days a week:

1. East Bay Park Boat Landing – 341 East Bay Street
2. Screven Street – Corner of Screven & Front Street
3. Kaminski House Museum – 1003 Front Street

1x Per Day, every day, 7 days a week from October to March

2x Per Day, every day, 7 days a week from April to October

4. Ben Cooper Park – 2125 Prince Street

City Hall (1 location) - 1134 N Fraser St, Georgetown, SC 29440

Point of Contact:
Nereo Parreno
843.545.4046

Cleaning Schedule: Monday, Wednesday, and Friday - before 8:00 am
Kitchens: 1; Restrooms: 2

Administration (1 location) – 417 Wood St, Georgetown, SC 29440

Point of Contact:

Debra Grant
843.545.4003

Cleaning Schedule: Wednesday (Minimum of 1 day/week - after 5:30 pm
Kitchens: 1; Restrooms: 1

Electric Department (1 location) - 800 Church St, Georgetown, SC 29440

Point of Contact:

Rhonda Sims
843.545.4600

Cleaning Schedule: Wednesday after 4 pm
Kitchens: 1; Restrooms: 5

Water Utilities Departments (4 locations)

Cleaning Schedule: One Time Each Week on Fridays after 4 pm – ALL LOCATIONS

Point of Contact:

Michelle Jordan
843.545.4500

Water Utilities Field Services (2 buildings) - 2377 Anthuan Maybank Drive
1 breakroom in equipment building, 1 restroom in office building, 1 restroom with a shower in equipment building

Water Utilities Administration Office - 2377 Anthuan Maybank Drive
1 kitchen, 2 restrooms

Water Treatment Plant - 2355 Anthuan Maybank Drive
1 kitchen, 2 restrooms downstairs, 1 restroom with a shower upstairs

Wastewater Treatment Plant - 126 Ridge Street
1 shower room and 2 restrooms in lab building, 1 restroom in maintenance building)

Public Works (1 location) - 125 N Kaminski St, Georgetown, SC 29440 (Administrative Office and Breakroom Areas)

Point of Contact:
Natrona Simmons
843.545.4700

Cleaning Schedule:

Twice Per Week – After 4 p.m. Breakroom, After 5 p.m. Admin Offices
Break Room Areas – (1) Restroom, Kitchen and Lounge Areas
Administration Offices – (2) Restrooms, 5 Workstations, Kitchen / Pantry Areas

Police Department (1 location) - 2222 Highmarket Street, Georgetown, SC 29440

Point of Contact:
Police Chief Nelson Brown
843.241.4188

Cleaning Schedule: Monday & Thursday before 8:00 am

Offices: 13
Gym: 1
Locker Rooms with bathrooms and showers: 2
Kitchen: 1
Patrol Area: 1
Training Room and 6 Restrooms

Municipal Court (1 location) - 2222 Highmarket Street, Georgetown, SC 29440

Point of Contact:
Cindy Owens
843.545.4021

Cleaning Schedule: Monday & Thursday at 3:00 pm

Offices - 4 desks, front counter, bathroom, break room area
Jury Rooms: 2 (each has a bathroom) Judge's office and bathroom
Courtroom (Judge's bench and clerk's desk, clerk's desk in back of courtroom, 2 conference tables)
Public Restrooms in the area between the lobby and courtroom: 2 - (3 stalls in each bathroom)

CLEANING SUPPLIES

- The City of Georgetown will furnish all paper products and trashcan liners. Paper products for the Public Restrooms will be stored at the Public Works Facility. Each Department will supply paper products at their facility.
- Contractor will furnish all cleaning supplies and equipment necessary to complete the work.
- Contractor will be responsible for proper cleaning of any and all surfaces according to manufacturer instructions.

POINT OF CONTACT

Contractor shall notify each department's point of contact in writing of janitorial or maintenance issues on a timely basis.

POINT OF CONTACT EMERGENCY

During business hours, Contractor must contact the Public Works Manager at nsimmons@georgetownsc.gov or (843) 241.6227 to report plumbing problems, fixtures or maintenance repairs and damages. Contractor must contact the Public Works Manager at (843) 241.6227 after business hours and during weekends.

ADDITIONAL REQUIREMENTS

Contractor must provide a current City business license and the City must receive the insurance certificate with the City named as an additional insured per our standard requirements as follows:

Insurance Provisions: The selected vendor will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000 as follows:

1. Comprehensive General Liability (per occurrence)
2. Comprehensive Auto Liability (per occurrence)
3. Workers' compensation Liability (as required by State of South Carolina statutes)
4. Bonding in an amount no less than \$10,000

HOLD HARMLESS

Contractor will indemnify, defend and hold harmless the City of Georgetown, its subsidiaries, affiliates, officers, directors, agents, servants, employees, and assigns from and against any all loss, liability, claims damage or expenses (including but not limited to attorney's fees) arising out of, or related to, the use or operation of janitorial services, whether or not caused, in whole or in part, by the negligence of the City of Georgetown, or its agents, servants or employees.

INVOICING AND PAYMENT

The city does not prepay for goods or services. The City’s policy is to remit full payment on all undisputed invoices within thirty (30) days from receipt of invoice. Payments will be made on a monthly basis during the term of this Agreement. All payments must be mailed via the US Postal Service.

TERMS OF CONTRACT

The terms of this contract will be effective_____, and is subject to an annual renewal for up to three (3) additional one-year terms upon mutual agreement of both parties. Either party, without cause, may terminate this contract or any portion thereof, with a 30 day advance written notice.

Contractor

Date

Natrona Simmons,
Public Works Manager

Date

Sandra E. Yúdice, Ph.D.
City Administrator
City of Georgetown

Date

Contract Addendum:

- 1) Bid Submittal

Attachment: 2023 Contract (3871 : Annual janitorial services for City of Georgetown)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ORDINANCE

DOC ID: 3845

Council Meeting Date:	20 July 2023
Department:	Water Utilities
Issue Under Consideration:	Motion to approve an ordinance to amend the Miscellaneous Utility Fees for after hours restoration to after hours Turn-ON/Turn-Off.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	This will result in covering the cost of after-hours turn on and turn off requests to the utility customer requesting this service.
Points to Consider:	Currently the miscellaneous utility fees include an "After Hours Restoration Fee" (i.e., Turn On Fee) in the amount of \$75.00. This charge is applied to a customer's account when the customer request to have their service reconnected after the regular office hours. The charge covers the cost to pay staff to turn 'ON' the service. The requested change is to have a charge when a utility customer request to have a service turn-on or off outside of the regular office hours. There is a cost to the City when a staff member is requested to work outside their normal office hours. This change will cover the cost to the service being requested.
Options:	Approve or Not Approve
Staff Recommendations:	Approve

Reviews:

Scott Whittier Completed 06/02/2023 11:09 AM
 City Attorney Completed 06/02/2023 2:44 PM
 Sandra E. Yudice Ph.D. Completed 06/02/2023 3:05 PM
 Stephanie Buccione Completed 06/06/2023 11:50 AM
 Georgetown City Council Completed 06/15/2023 5:30 PM

Attachments:

- 1 05-31-23 after hours fee ordinance (PDF)

**MOTION TO APPROVE AN ORDINANCE TO AMEND THE MISCELLANEOUS UTILITY
FEES FOR AFTER HOURS RESTORATION TO AFTER HOURS TURN-ON/TURN-OFF.**

**AN ORDINANCE TO AMEND MISCELLANEOUS UTILITY FEES AND
CHARGES ON FILE IN THE OFFICE OF THE CITY CLERK
OF THE CITY OF GEORGETOWN**

WHEREAS, Under Section 22-31 of the Code of Ordinances of the City of Georgetown, all rates, deposits and miscellaneous charges for utility service shall be adopted and amended from time to time by ordinance of city council, and a schedule of all such rates, deposits and charges in effect will be maintained and on file in the office of the city clerk for the amendment of the Code of Ordinances from time to time; and

WHEREAS, The City Clerk maintains the Miscellaneous Utility Fees Schedule, including **After Hours Restoration Fee.....\$75.00**, which fee was last updated February 16, 2012; and

WHEREAS, It is prudent and fiscally responsible for the city Council of the City of Georgetown to review periodically its established fees and charges; and

WHEREAS, The After-Hours Restoration Fee is assessed to customers requesting service reconnected outside of regular office hours, and the City desires to extend this to after-hours requests to turn on and off services;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina, that the miscellaneous fees and charges contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Charges be revised as follows:

Amendment:

From:

After Hours Restoration Fee.....\$75.00

The after hours restoration fee is assessed to customers requesting to have their service reconnected at any time other than regular office hours. There is no restoration fee assessed for reconnections scheduled during regular office hours.

To:

After Hours **Turn-On/ Turn-Off Fee.....\$75.00**

The afterhours **turn-on/ turn-off** fee is assessed to customers requesting to have their utility service **turned on or off** at any time other than regular office hours. There is no fee assessed for requests scheduled during regular office hours.

BE IT FURTHER ORDAINED by the Mayor and City Council of the City of Georgetown, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

ATTEST:

Stephanie Buccione, City Clerk

Carol Jayroe, Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3879

Council Meeting Date:	20 July 2023
Department:	Engineering
Issue Under Consideration:	Motion to approve a contract in the amount of \$5,223,180.87 and to make payments to Consensus Construction and Consulting, Inc. to construct a Secondary Water Sedimentation Basin at the City's Water Treatment Plant.
Amount Requested:	\$5,223,180.87
Is Item in Current Budget?	Yes (partial)
If no, please explain:	\$1,500,000 are budget for this FY 24. The City will apply for reimbursement at 25% of construction put in place. An ordinance is being considered by city council to supplement about \$1.05 million towards the construction costs.
Financial Impact:	This is an EDA grant funded project.
Points to Consider:	1) The City of Georgetown has \$1,500,000 available per approved FY 24 budget. 2) The City will issue a revenue bond for \$1,050,000 to supplement the bid construction cost overage. 3) EDA grant amount towards construction is \$3,404,000
Options:	Approve or Disapprove
Staff Recommendation:	Approve

Reviews:

Scott Whittier Completed 07/11/2023 1:10 PM
 Finance Completed 07/11/2023 2:30 PM
 City Attorney Completed 07/11/2023 2:34 PM
 Sandra E. Yudice Ph.D. Completed 07/11/2023 4:08 PM
 Stephanie Buccione Completed 07/13/2023 2:45 PM
 Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 2023.06.21 EDA Bid Award Letter -GeorgetownCityWTPSC-07777.BidOpenDocs-CL (PDF)
2. 2 2023-4-26 Bid Tab WTP Floc Sed Basin No 2_certified(PDF)
3. 3 2023-05-17 Georgetown WTP WKD Letter - Rec of Award (PDF)
4. 4 Consensus Bid (PDF)
5. 5 Consensus Bid Bond (PDF)
6. 6 Certified Bid Opening Minutes (PDF)

Updated: 7/19/2023 2:06 PM by Stephanie Buccione (Page 1)



WACCAMAW
REGIONAL
COUNCIL OF GOVERNMENTS

ONE REGION MOVING FORWARD TOGETHER

Serving Georgetown, Horry, and Williamsburg Counties

1230 Highmarket Street
Georgetown, SC 29440
(P) 843.546.8502
(F) 843.527.2302
www.wrcog.org

Date: 5/23/2023

Asa R. Williams, E.I., Civil Engineer/Project Manager
U.S. Department of Commerce
Economic Development Administration
Atlanta Regional Office
401 West Peachtree Street, N.W., Suite 1820
Atlanta, Georgia 30308-3510

Re: EDA Award Number: 04-79-07777
Georgetown, SC

Subject: **Request for Bid Approval**
Request for Additional EDA Funding

Dear Mr. Williams:

The City of Georgetown is requesting approval of the construction bid for the Water Treatment Plant Improvements Project. The City is also requesting additional EDA funding in order to complete this critical project.

Enclosed Please find the following:

- Bid opening checklist and all required bid documents as indicated on the bid opening checklist.
- Request for additional EDA funding letter

Please review and sign below indicating EDA's acceptance and email a copy of this letter for our records to the project/grant administrator at msmith@wrcog.org **and mail to the above address.**

Should you require additional information please contact Marsha Smith (msmith@wrcog.org or 843-436-6141).

Sincerely,
MSmith

Marsha Smith, Grant Services Director

1. EDA does approve the results of this Bid. However, we cannot recommend that you move forward until you have all the necessary funds on-hand to complete the project. Please call should you have any questions.

ASA WILLIAMS

Digitally signed by ASA
WILLIAMS

Date: 2023.06.21 13:35:39 -04'00'

☐ EDA Concurrence:

☒ EDA Acceptance: (Insert Name of EDA Engineer)
Civil Engineer/Project Manager

Date

☐ EDA Remarks, notes, and/or further instructions are attached as a separate page(s) (if checked)

CERTIFIED BID TABULATION				BIDDER #1		BIDDER #2		BIDDER #3	
WTP Floc/Sed Basin No. 2 (COG#1606)				Consensus Construction & Consulting, LLC		Republic Contracting Corporation		M.B. Kahn Construction Co., Inc.	
City of Georgetown				4722 Hwy 12 Bypass		869 Pepper St.		101 Flitlake Rd.	
Bid Date: 4/26/2023 (ReBid)				South Myrtle Beach, SC 29588		PO Box 9167		Columbia, SC 29223	
WKD#20210110.00.CH						Columbia, SC 29290			
ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	AMOUNT	UNIT/LS	AMOUNT	UNIT/LS	AMOUNT
Item -1	Mobilization and General Conditions	1	LS	\$246,000.00	\$246,000.00	\$808,800.00	\$808,800.00	\$260,000.00	\$260,000.00
Item -2	Sitework (Excavation and Grading)	1	LS	\$235,738.00	\$235,738.00	\$150,000.00	\$150,000.00	\$350,000.00	\$350,000.00
Item -3	Site Piping and Valves	1	LS	\$539,796.00	\$539,796.00	\$625,000.00	\$625,000.00	\$750,000.00	\$750,000.00
Item -4	Erosion Control and Grassing	1	LS	\$21,471.00	\$21,471.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Item -5	Sidewalks and Paving	1	LS	\$41,051.00	\$41,051.00	\$32,000.00	\$32,000.00	\$25,000.00	\$25,000.00
Item -6	Foundation Piles (104 Piles at 38 ft. long)	1	LS	\$512,822.00	\$512,822.00	\$350,000.00	\$350,000.00	\$500,000.00	\$500,000.00
Item -7	Cast-in-place Concrete Structure	1	LS	\$1,362,553.00	\$1,362,553.00	\$1,100,000.00	\$1,100,000.00	\$1,729,984.13	\$1,729,984.13
Item -8	Stairs, Metal Platforms, and Handrails	1	LS	\$171,920.00	\$171,920.00	\$120,000.00	\$120,000.00	\$95,000.00	\$95,000.00
Item -9	Painting and Coatings	1	LS	\$27,131.00	\$27,131.00	\$40,000.00	\$40,000.00	\$15,000.00	\$15,000.00
Item -10	Floculation Basin Sluice Gates	1	LS	\$115,145.00	\$115,145.00	\$75,000.00	\$75,000.00	\$110,000.00	\$110,000.00
Item -11	Floculation Basin Mixers	1	LS	\$146,422.00	\$146,422.00	\$210,000.00	\$210,000.00	\$110,000.00	\$110,000.00
Item -12	Sedimentation Basin Plate Settler System	1	LS	\$420,472.00	\$420,472.00	\$630,000.00	\$630,000.00	\$375,000.00	\$375,000.00
Item -13	Sedimentation Basin Sludge Collector System	1	LS	\$148,829.00	\$148,829.00	\$210,255.00	\$210,255.00	\$125,000.00	\$125,000.00
Item -14	Sludge Metering Station	1	LS	\$83,101.00	\$83,101.00	\$30,000.00	\$30,000.00	\$125,000.00	\$125,000.00
Item -15	Chemical Junction Boxes and Piping	1	LS	\$59,187.00	\$59,187.00	\$50,000.00	\$50,000.00	\$75,000.00	\$75,000.00
Item -16	Electrical	1	LS	\$900,927.00	\$900,927.00	\$675,000.00	\$675,000.00	\$475,000.00	\$475,000.00
Item -17	Equipment Allowance: Controls and SCADA System Modifications	1	LS	\$133,715.87	\$133,715.87	\$133,715.87	\$133,715.87	\$133,715.87	\$133,715.87
Item -18	Cash Allowance: Soils, Concrete and Pile Testing and Special	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00		\$20,000.00
BASE BID TOTAL OF ITEMS 1 THROUGH 18 INCLUSIVE, THE AMOUNT OF:					\$5,186,280.87		\$5,274,770.87		\$5,288,700.00
ADDITIONAL WORK IF ORDERED BY THE ENGINEER				Add/Deduct Unit Price (\$)	Add/Deduct Cost (\$)	Add/Deduct Unit Price (\$)	Add/Deduct Cost (\$)	Add/Deduct Unit Price (\$)	Add/Deduct Cost (\$)
Item -19	Add Pile Length (over 38 ft long)	100	LF	\$134.00	\$13,400.00	\$70.00	\$7,000.00	\$65.00	\$6,500.00
Item -20	Deduct Pile Alength (under 38 ft long)	-100	LF	\$0.00	\$0.00	\$10.00	-\$1,000.00	\$25.00	-\$2,500.00
Item -21	Add foundation Piles (each 38 ft long)	5	EA	\$6,000.00	\$30,000.00	\$2,685.00	\$13,425.00	\$2,500.00	\$12,500.00
Item -22	Omit Foundation Piles (each 38ft long)	-5		\$1,300.00	-\$6,500.00	\$1,985.00	-\$9,925.00	\$2,000.00	-\$10,000.00
TOTAL ADD/DEDUCT WORK IF ORDERED BY THE ENGINEER					\$36,900.00		\$9,500.00		\$6,500.00
TOTAL OF ITEMS 1 THROUGH 18 AND TOTAL ADD/DEDUCT WORK IF ORDERED BY THE ENGINEER, THE AMOUNT OF:					\$5,223,180.87 *		\$5,284,270.87		\$5,295,200.00

I hereby certify to the best of my knowledge, the above
is a true tabulation of BIDS received April 26, 2023.



William H. Young, PE
S.C. Professional Engineering License No. 23253

* Indicates error in Bid.
Consensus Construction & Consulting, LLC's submitted Bid amount was \$5,149,380.87. Actual Bid is \$5,223,180.87.
This error does not change the outcome of the Bids.



May 17, 2023

Mr. Orlando Arteaga
City of Georgetown
PO Box 939
Georgetown, SC 29440

RE: WTP Floc-Sed Basin No. 2
COG PROJECT # 1606; EDA # 04-79-07777
Bid Tabulation and Recommendation

Dear Mr. Arteaga:

As you are aware, bids were opened on April 26, 2023 for the re-bid of the referenced project. Three bids were received. Consensus Construction & Consulting, Inc. (Consensus) was the apparent low bidder with a total bid in the amount of \$5,223,180.87. Note that this is the corrected total bid amount as shown in the certified bid tabulation. The bid submitted by Consensus included a math error in adding the base bid to the add/deduct work. This error did not impact the bid results. Republic Contracting Corporation (Republic) and M.B. Kahn Construction Co., Inc. (M.B. Kahn) submitted total bids in the amounts of \$5,284,270.87 and \$5,295,200.00, respectively.

All three bids were above the EDA-approved construction budget of \$4,255,000. However, the three bids were very close and competitive, with the highest bid approximately 1.4% above the lowest bid. The bids appeared reasonable based on the current economic and construction environment.

Bidder qualifications were requested from the three lowest, responsive bidders per Section 00 10 00, Information For Bidders, Page 3, Qualifications Of Bidder And Its Subcontractors, and Section 01 20 00, Contractor/Subcontractor Qualification. We received bidder qualifications from all three bidders. We completed our review and concluded that Consensus' and Republic's submitted qualifications did not meet the intent of the qualification requirements as specified in Section 01 20 00, and concluded that M.B. Kahn's submitted qualifications did meet the intent of the specified qualification requirements.

On May 15, 2023, the City and WK Dickson interviewed Consensus to obtain more information related to their qualifications to construct this project. We concluded that Consensus does have recent experience as a prime contractor in constructing major projects with similar aspects to this project such as driving deep piles, concrete work and site piping. However, Consensus' past experience does not include construction of similar projects that include the installation of water treatment plant equipment. Based upon our meeting, we would concur with the City's decision to award the project

4105 Faber Place Drive, Suite 410
North Charleston, SC 29405
Tel. 843.416.5560
www.wkdickson.com

May 17, 2023
Mr. Orlando Arteaga
Page 2

to Consensus with the understanding that there is risk associated with this being Consensus' first major water treatment plant project. Please also note that we will support the City with engineering services during construction as defined under our engineering services contract, and the contractor will be responsible for the construction means, methods, techniques, sequences and procedures.

We appreciate the opportunity to provide bidding services for the City of Georgetown, look forward to providing support during construction, and we are available to discuss further as needed.

Sincerely,

W. K. Dickson & Co., Inc.

A handwritten signature in blue ink, appearing to read 'W. H. Young', with a stylized flourish at the end.

William H. Young, P.E.

**WTP FLOC/SED BASIN NO. 2
CITY OF GEORGETOWN**

**SECTION 00 31 10
BID FORM**

WTP FLOC/SED BASIN NO. 2

Date: 04/26/2023
Project No.: 1606

PROPOSAL OF Consensus Construction & Consulting, LLC., doing business as a corporation / a partnership / an individual (Strike out inapplicable terms), with its principal office in the City of Myrtle Beach, County of Horry, State of South Carolina, (hereinafter called "Bidder").

TO: City of Georgetown, SC

Gentlemen:

The Bidder, in compliance with your invitation for bids for the **WTP Floc/Sed Basin No. 2**, having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within **360 consecutive calendar days** thereafter as stipulated in the specifications. Bidder further agrees to pay as liquidated damages the sum of **\$1,000 for each consecutive calendar day** thereafter as hereinafter provided in Paragraph 19 of the General Conditions.

The plans, specifications, and addenda are complementary of each other. What is called for by one shall be as binding as if called for by all. If a conflict between any of the above is discovered by the contractor, the problem shall be referred to the Engineer as soon as possible for resolution by the Engineer. Should a conflict occur which is not resolved before bid time and/or is necessary to comply with mandatory requirements (i.e., codes, ordinances, etc.), it shall be the contractor's responsibility to price and bid the more expensive method.

Bidder acknowledges receipt of the following addendum:

No: 1 Dated: 3-27-2023 
No: 2 Dated: 4-20-2023 
No: _____ Dated: _____

WTP FLOC/SED BASIN NO. 2 CITY OF GEORGETOWN

BASE BID: Bidder agrees to perform the work as described in the specifications and shown on the plans to furnish all products, materials and equipment and performing all labor necessary to complete the WTP Flocc/Sed Basin No. 2 for the following unit or lump sum (LS) prices:

No.	Description	Qty.	Unit	Unit Price (\$)	Cost (\$)
1	Mobilization and General Conditions	1	LS	\$ 246,000.00	\$ 246,000.00
2	Sitework (Excavation and Grading)	1	LS	\$ 235,738.00	\$ 235,738.00
3	Site Piping and Valves	1	LS	\$ 539,796.00	\$ 539,796.00
4	Erosion Control and Grassing	1	LS	\$ 21,471.00	\$ 21,471.00
5	Sidewalks and Paving	1	LS	\$ 41,051.00	\$ 41,051.00
6	Foundation Piles (104 Piles at 38 ft long)	1	LS	\$ 512,822.00	\$ 512,822.00
7	Cast-in-Place Concrete Structure	1	LS	\$ 1,362,553.00	\$ 1,362,553.00
8	Stairs, Metal Platforms, and Handrails	1	LS	\$ 171,920.00	\$ 171,920.00
9	Painting and Coatings	1	LS	\$ 27,131.00	\$ 27,131.00
10	Flocculation Basin Sluice Gates	1	LS	\$ 115,145.00	\$ 115,145.00
11	Flocculation Basin Mixers	1	LS	\$ 146,422.00	\$ 146,422.00
12	Sedimentation Basin Plate Settler System	1	LS	\$ 420,472.00	\$ 420,472.00
13	Sedimentation Basin Sludge Collector System	1	LS	\$ 148,829.00	\$ 148,829.00
14	Sludge Metering Station	1	LS	\$ 83,101.00	\$ 83,101.00
15	Chemical Junction Boxes and Piping	1	LS	\$ 59,187.00	\$ 59,187.00
16	Electrical	1	LS	\$ 900,927.00	\$ 900,927.00
17	Equipment Allowance: Controls and SCADA System Modifications	1	LS	\$ 133,715.87	\$ 133,715.87
18	Cash Allowance: Soils, Concrete and Pile Testing and Special Inspections	1	LS	\$ 20,000.00	\$ 20,000.00
TOTAL BASE BID AMOUNT INCLUDING ALLOWANCES					\$ 5,186,280.87

Amounts shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern.

Total Base Bid Amount Including Allowances Lump Sum Amount of:

Five Million One Hundred Eighty Six Thousand Dollars
Two Hundred Eighty Dollars and $\frac{87}{100}$
 (\$ 5,186,280.87)

BID FORM 00 31 10-2 of 3

Attachment: Consensus Bid (3879 : WTP Secondary Sedimentation Basin-Construction Bid Approval)

**WTP FLOC/SED BASIN NO. 2
CITY OF GEORGETOWN**

ADD/DEDUCT WORK IF ORDERED BY ENGINEER:

No.	Description	Qty.	Unit	Add/Deduct Unit Price (\$)	Add/Deduct Cost (\$)
19	Add Pile Length (over 38 ft long)	Add 100	LF	\$134.00	\$13,400.00
20	Deduct Pile Length (under 38 ft long)	Deduct 100	LF	(0)	(0)
21	Add Foundation Piles (each 38 ft long)	Add 5	EA	\$6,000	\$30,000.00
22	Omit Foundation Piles (each 38 ft long)	Deduct 5	EA	\$1,300.00	(\$6,500.00)
TOTAL ADD/DEDUCT WORK IF ORDERED BY ENGINEER					\$43,400 Add / \$6,500 Deduct

Amounts shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern.

Total Add/Deduct Work If Ordered By Engineer Amount of:

(Add) Forty Three Thousand Dollars + 00/100 (Deduct) Six Thousand Five Hundred Dollars
(\$ 36,900.00)

TOTAL BID:

Amounts shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern.

Total Bid includes Total Base Bid Amount Including Allowances plus Total Add/Deduct Work If Ordered By Engineer Amount of:

Five Million One Hundred Forty Nine Thousand Three Hundred
Dollars
Dollars and 87/100 (Words)
(\$ 5,149,380.87)

**WTP FLOC/SED BASIN NO. 2
CITY OF GEORGETOWN**

The lump sum price indicated above shall include all labor, materials, equipment, overhead, profit, insurance, taxes, business license, construction permit fees, etc., to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part of.

The Bidder declares that he/she understands that the quantities shown in the Proposal are subject to adjustment by either increase or decrease and that should the quantities of any of the items of the work be increased, the undersigned proposed to do the additional work at the unit prices stated herein, and should the quantities be decreased, he also understands that payment will be made on actual quantities at the unit price bid, and will make no claim for anticipated profits for any decrease in the quantities and that actual quantities will be determined upon completion of the work, at which time adjustment will be made to the contract amount by direct increase or decrease.

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 90 calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute the formal contract attached within 10 days and deliver a Surety Bond or Bonds as required by Paragraph 30 of the General Conditions. The bid security attached in the sum of

One Hundred and 00/100 Dollars

(\$ 100.00) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

By submission of this bid, each bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, that this bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this bid, with any other bidder or with any competitor.

[SEAL – (If bid is by a corporation)]

Respectfully submitted:



BY: Consensus Construction & Consulting, LLC

John O'Brien

(Print Name)

President

(Title)

4722 Hwy 12 Bypass South Myrtle Beach, SC 29588

(Business Address)

Bids@Consensusconstruction.com

(Email)

843-546-2667

(Telephone)

**WTP FLOC/SED BASIN NO. 2
CITY OF GEORGETOWN**

**SECTION 00 35 00
BID BOND**

KNOW ALL MEN BY THESE PRESENT:

That we, the undersigned Consensus Construction & Consulting, Inc., as Principal, and American Alternative Insurance Corporation, as Surety, are hereby held and firmly bound unto the City of Georgetown, South Carolina, as Owner, in the penal sum of (5% of total bid) Five Percent of Amount Bid Dollars

(\$ ---5%---), for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this 26th day of April, 2023.

The condition of the above obligation is such that:

WHEREAS, the Principal has submitted to City of Georgetown a certain Bid, attached hereby and by reference made a part hereof, to enter into a contract in writing for the **WTP FLOC/SED BASIN NO. 2** project.

NOW, THEREFORE,

- (A) If said Bid shall be rejected, or
- (B) If said Bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said Bid) and shall furnish a Bond for faithful performance of said contract, and for the payment of all persons performing labor furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Bid, then this obligation shall be void; otherwise the same shall remain in force and effect - it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall be in no way impaired or affected by an extension of the time within which the Owner may accept such Bid, and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

**BID BOND
00 35 00-1**

Attachment: Consensus Bid Bond (3879 : WTP Secondary Sedimentation Basin-Construction Bid Approval)

**WTP FLOC/SED BASIN NO. 2
CITY OF GEORGETOWN**

Consensus Construction & Consulting, Inc.

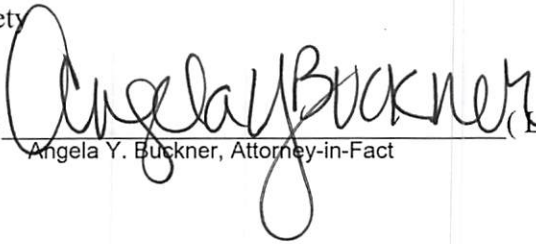
Principal

By :  (L.S)



American Alternative Insurance Corporation

Surety

By :  (L.S)

Angela Y. Buckner, Attorney-in-Fact

(Corporate Seal)



Important:

Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.

(END OF SECTION)

BID BOND
00 35 00-2

Attachment: Consensus Bid Bond (3879 : WTP Secondary Sedimentation Basin-Construction Bid Approval)

CERTIFIED COPY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the AMERICAN ALTERNATIVE INSURANCE CORPORATION, a corporation organized and existing by virtue of the laws of the State of Delaware ("Corporation") with offices at 555 College Road East, Princeton, N.J. 08543, has made, constituted and appointed, and by these presents, does make, constitute and appoint:

Brad W. Gibson; H. Thomas Dawkins; Martin D. Pallazza; Robert C. Tresher; Erin Brooks;
Angela Y. Buckner; Debra S. Ritter; Leah E. Farnsworth; and Wendy E. Lahm

its true and lawful Attorneys-in-Fact, at Princeton, in the State of New Jersey, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety or Co-surety, bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking so made, executed and delivered shall obligate said Company for any portion of the penal sum thereof in excess of the sum of **One Hundred Million Dollars (\$100,000,000)**. Such bonds and undertakings for said purposes, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary. This appointment is made under and by authority of a certain Resolution adopted at a meeting of the Board of Directors of said Company duly held on the 27th day of August, 1975, a copy of which appears below.

IN WITNESS WHEREOF, the AMERICAN ALTERNATIVE INSURANCE CORPORATION has caused its corporate seal to be hereunto affixed, and these presents to be signed by its duly authorized officers this 24th day of September, 2021.



By:

Michael G. Kerner
Michael G. Kerner
President

Attest:

Ignacio Rivera
Ignacio Rivera
Deputy General Counsel & Secretary

STATE OF NEW JERSEY, COUNTY OF SOMERSET

The foregoing instrument was acknowledged before me by means of online notarization this 24th day of September, 2021, by Michael G. Kerner and Ignacio Rivera, who are personally known to me.



Jillian Sanfilippo
Jillian Sanfilippo, Notary Public
State of New Jersey
My Commission Expires February 8, 2026

SECRETARY'S CERTIFICATE

The undersigned, Ignacio Rivera, hereby certifies:

1. That the undersigned is Secretary of American Alternative Insurance Corporation, a corporation of the State of Delaware;
2. That the original power of attorney of which the foregoing is a copy was duly executed on behalf of said Corporation on the day of its date, and has not since been revoked, amended or modified; that the undersigned has compared the foregoing copy thereof with said original power of attorney, and that the same is a true and correct copy of said original power of attorney and of the whole thereof;
3. That the original resolution of which the following is a copy was duly adopted at, and recorded in the minutes of, a regular meeting of the Board of Directors of said Corporation duly held on August 4, 1998, and has not since been revoked, amended or modified.

RESOLVED, that each of the following officers of this Corporation, namely, the President, the Executive Vice President, the Senior Vice Presidents, and the Vice Presidents, be, and they hereby are, authorized, from time to time in their discretion, to appoint such agent or agents or attorney or attorneys-in-fact as deemed by them necessary or desirable for the purpose of carrying on this Corporation's business, and to empower such agent or agents or attorney or attorneys-in-fact to execute and deliver, in this Corporation's name and on its behalf, and under its seal or otherwise, surety bonds, surety undertakings or surety contracts made by this Corporation as surety thereon.

RESOLVED, that the signature of any authorized officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney and revocation of any power of attorney or certificate of either given for the execution of any surety bond, surety undertaking, or surety contract, such signature and seal, when so used being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed.

FURTHER RESOLVED, that any prior appointments by the Corporation of MGAs are, in all respects, hereby ratified, confirmed and approved.

FURTHER RESOLVED, that the Secretary or any Assistant Secretary of this Corporation is hereby authorized to certify and deliver to any person to whom such certification and delivery may be deemed necessary and desirable in the opinion of such Secretary or Assistant Secretary, a true copy of the foregoing resolution.

4. The undersigned has compared the foregoing copies of said original resolutions as so recorded, and they are the same true and correct copies of said original resolutions as so recorded and of the whole thereof.

Witness the hand of the undersigned and the seal of said Corporation this 26th day of April, 2023.



AMERICAN ALTERNATIVE INSURANCE CORPORATION

Ignacio Rivera
Ignacio Rivera (Sep 24, 2021 16:06 EDT)

Ignacio Rivera
Deputy General Counsel & Secretary

TRS-1001-1

Certified Bid Opening Minutes

Project: Water Treatment Plant Flocc/Sed Basin No. 2

Project No.: #1606

EDA Award Number: 04-79-07777

Bid Opening Date: April 26, 2023

Time: 2:00 PM

Recipient: City of Georgetown

To Whom It May Concern:

On Wednesday, April 26, 2023 at 2:00 PM, The City of Georgetown held a bid opening for the above-referenced project via Facebook Live. The purchasing agent Mrs. Daniella Howard opened the bids submitted electronically and Mr. Nick Ard, IT Technician, witnessed the procedure.

The City received three bids from the following contracting firms:

1. Consensus Construction & Consulting, LLC
2. Republic Contracting Corp.
3. M.B. Kahn Construction Co. Inc.

Consensus was the apparent low bidder.

Certified By:

**Orlando
Arteaga**

Digitally signed by Orlando
Arteaga
DN: cn=Orlando Arteaga, o=City
of Georgetown, ou=Engineering,
email=oarteaga@georgetownsc.g
ov, c=US
Date: 2023.05.15 15:48:17 -04'00'

Orlando Arteaga, PE
City Engineer

5/15/2023

Date

Attachment: Certified Bid Opening Minutes (3879 : WTP Secondary Sedimentation Basin-Construction Bid Approval)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3883

Council Meeting Date:	20 July 2023
Department:	Engineering
Issue Under Consideration:	Motion to approve a conditional contract in the not-to-exceed amount of \$6,251,220.00 and to make payments to Green Wave Contracting Inc. for the construction of the Historic District Stormwater Improvements project (EDA grant #04-79-07494) upon the approval of additional funding by the EDA.
Amount Requested:	\$6,251,220
Is Item in Current Budget?	Yes (partially)
If no, please explain:	
Financial Impact:	The project's bid cost exceeds the approved EDA budget amount.
Points to Consider:	1) This approval is conditional upon the availability of additional funding provided by the federal Economic Development Administration. 2) The City has made a formal request to the EDA for an additional \$2,882,849 3) The county is contributing a 20% local match of \$841,353. 4) The EDA approved budget is \$3,428,371 for construction. 5) The City has committed an additional \$500,000 as local match from the hospitality fund. 6) The Department of Commerce Rural Initiative Grant Program provided a letter of support for \$781,764 contingent upon commitment from other sources.
Options:	Conditional Approval/Not approve
Staff Recommendation:	Conditional Approval

Reviews:

Scott Whittier Completed 07/11/2023 1:13 PM
 Finance Completed 07/11/2023 2:29 PM
 City Attorney Completed 07/11/2023 2:35 PM
 Sandra E. Yudice Ph.D. Completed 07/11/2023 3:51 PM
 Stephanie Buccione Completed 07/13/2023 11:00 AM
 Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 Green Wave Bid (PDF)
2. 2 Green Wave Bid Bond (PDF)
3. 3 2023-05-16 COG Recommendation JCR (PDF)
4. 4 2023-05-03 Bid Tab COG #4015 Stormwater Impvts_Certified (PDF)

Updated: 7/19/2023 2:08 PM by Stephanie Buccione (Page 1)

- 5. 5 Certified Bid Opening Minutes (PDF)
- 6. 6 SC Commerce City of Georgetown_Letter of support for EDA stormwater project (PDF)
- 7. 7 2023.05.18 EDA Bid Additional Fund Request (PDF)
- 8. 8 2023.05.19 EDA Availibity of Funding (PDF)

**SECTION 00 31 10
BID FORM**

STORMWATER SYSTEM IMPROVEMENTS – HISTORIC DISTRICT

Date:

5/3/23

Project

COG# 4015

No.:

WKD#20210777.00.CH

PROPOSAL OF

Green Wave Contracting Inc., doing
business as a corporation / a ~~partnership~~ / an ~~individual~~ (Strike out inapplicable terms), with its
principal office in the City of Georgetown, County of Georgetown, State
of South Carolina, (hereinafter called "Bidder").

TO: City of Georgetown, SC

Gentlemen:

The Bidder, in compliance with your invitation for bids for the **Stormwater System Improvements – Historic District**, having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within **560 consecutive calendar days** thereafter as stipulated in the specifications. Bidder further agrees to pay as liquidated damages the sum of **\$1,000 for each consecutive calendar day** thereafter as hereinafter provided in Paragraph 19 of the General Conditions.

The plans, specifications, and addenda are complementary of each other. What is called for by one shall be as binding as if called for by all. If a conflict between any of the above is discovered by the contractor, the problem shall be referred to the Engineer as soon as possible for resolution by the Engineer. Should a conflict occur which is not resolved before bid time and/or is necessary to comply with mandatory requirements (i.e., codes, ordinances, etc.), it shall be the contractor's responsibility to price and bid the more expensive method.

Bidder acknowledges receipt of the following addendum:

No: 1 Dated: 4/26/23No: 2 Dated: 5/3/23

No: _____ Dated: _____

BID FORM

00 31 10-1 of 10 - Rev 2-13-23

Bidder agrees to perform the work as described in the specifications and shown on the plans for the following unit or lump sum (LS) prices:

No.	Description	Qty.	Unit	Unit Price	Extended Price
Division I – Front Street System					
1.	Mobilization (Maximum 3% of Total for Division I)	1	LS	72,500	72,500
2.	Traffic Control	1	LS	235,000	235,000
3.	Sediment and Erosion Control				
	a. Silt Fence	300	LF	6	1,800
	b. Temporary Construction Entrance	1	EA	3,000	3,000
	c. Fiber Roll	100	LF	30	3,000
	d. Inlet Protection	23	EA	150	3,450
	e. Grassing (Sod, and Hydroseed)				
	i. Sod	590	SY	20	11,800
	ii. Hydroseed	280	SY	6	1,680
4.	New Bulkhead (200 LF +/-) – Install and Backfill (Sheets S-001 – S-701)	1	LS	1,000,000	1,000,000
5.	Constitution Park Walkway (Sheets S1.01 thru S2.01, S3.01)	1	LS	200,000	200,000
6.	Constitution Park – Guardian Retention System Wall (Sheet S2.02)	1	LS	235,000	235,000
7.	Place and Compact Select Borrow Material – Constitution Park	760	CY	80	60,800
8.	Remove and Replace Concrete Sidewalk	310	SY	80	24,800
9.	Remove and Replace 6" Concrete Curb	305	LF	50	15,250
10.	Remove and Replace 4" Brick Curb	205	LF	80	16,400
11.	Remove and Replace Brick Pavement	180	SY	100	18,000
12.	Remove Existing Drainage Structure				
	a. Catch Basin	8	EA	750	6,000
	b. Drop Inlet	7	EA	750	5,250
13.	Remove Existing Drainage Pipe				
	a. 12" Pipe (Clay, HDPE)	180	LF	20	3,600
	b. 15" Pipe (RCP)	10	LF	30	300
	c. 18" Pipe (Clay, RCP, CPP)	450	LF	30	13,500
	d. 24" Pipe (RCP)	540	LF	35	18,900
	e. 30" Pipe (CPP)	20	LF	55	1,100

BID FORM
00 31 10-2 of 10 - Rev 2-13-23

No.	Description	Qty.	Unit	Unit Price	Extended Price
Division I – Front Street System					
14.	Flowable Fill in Abandoned Storm Drains				
	a. 12" Pipe	70	LF	30	2,100
	b. 18" Pipe	60	LF	35	2,100
15.	2" Asphalt Resurface (Mill & Overlay)	2,380	SY	35	83,300
16.	New 1½" Asphalt Pavement	575	SY	35	20,125
17.	New Concrete Curb and Gutter (18")	167	LF	30	5,010
18.	SCDOT Pavement Markings	1	LS	24,000	24,000
19.	15" RCP Class IV (0' – 6' Deep)	220	LF	175	38,500
20.	18" RCP Class IV (0' – 6' Deep)	136	LF	270	36,720
21.	30" RCP Class IV (0' – 6' Deep)	362	LF	290	104,980
22.	36" HDPE (6' – 8' Deep)	50	LF	400	20,000
23.	30x19 Elliptical RCP Class IV (0' – 6' Deep)	276	LF	300	82,800
24.	38x24 Elliptical RCP Class IV (0' – 6' Deep)	160	LF	400	64,000
25.	45x29 Elliptical RCP Class IV (0' – 6' Deep)	90	LF	500	45,000
26.	45x29 Elliptical RCP Class IV (6' – 8' Deep)	200	LF	500	100,000
27.	18" Tide Gate / Flex Valve	1	EA	10,000	10,000
28.	36" Tide Gate / Flex Valve	2	EA	21,000	42,000
29.	Concrete Collar 18" RCP	2	EA	1,500	3,000
30.	Concrete Collar 36" RCP	2	EA	2,000	4,000
31.	2'x3' Catch Basin (SCDOT Type 1 - 0 – 6' Deep)	1	EA	4,500	4,500
32.	3'x3' Catch Basin (SCDOT Type 1 - 0 – 6' Deep)	11	EA	4,500	49,500
33.	4'x9' Junction Box (0 – 6' Deep)	2	EA	10,500	21,000
34.	4'x9' Catch Basin / Junction Box (0 – 6' Deep)	1	EA	10,500	10,500
35.	4'x11' Catch Basin / Junction Box (0 – 6' Deep)	1	EA	15,000	15,000
36.	4'x11' Junction Box (0 – 6' Deep)	1	EA	15,000	15,000
37.	9'x11' Junction Box (0 – 6' Deep)	1	EA	40,000	40,000
38.	11'x12' Catch Basin / Junction Box (6' – 8' Deep)	1	EA	45,000	45,000
39.	Utility Relocations (Water)				
	a. Relocate 17 LF 10" DIP Water Line at Sta. 2+14 Line A (w/valves)	1	LS	22,000	22,000
	b. Relocate 32 LF 8" DIP Water Line at Sta. 4+04 Line A (w/valves)	1	LS	20,000	20,000

Attachment: Green Wave Bid (3883 : Historic District Stormwater Improvements- Construction Bid Approval)

No.	Description	Qty.	Unit	Unit Price	Extended Price
Division I – Front Street System					
	c. Relocate 18 LF 8" DIP Water Line at Sta. 3+56 Line A (w/valves)	1	LS	15,000	15,000
	d. Relocate 18 LF 10" DIP Water Line at Sta. 4+8 (w/valves)	1	LS	22,000	22,000
40.	Utility Relocations (Sanitary Sewer)				
	a. Relocate 20 LF 4" DIP Sanitary Sewer Service at Sta. 1+16 Line A	1	LS	13,000	13,000
41.	Utility Relocations (Electric, Communications, Gas) - Allowances				
	a. Unknown - Fiber Optic Cable	1	ALLOWANCE		\$25,000.00
	b. Dominion Energy – Gas Relocations	1	ALLOWANCE		\$25,000.00
	c. HTC	1	ALLOWANCE		\$47,500.00
42.	Compaction and Materials Testing Allowance (Section 01 40 00)	1	ALLOWANCE		\$10,000.00
TOTAL DIVISION I					\$

3,038,765

Attachment: Green Wave Bid (3883 : Historic District Stormwater Improvements- Construction Bid Approval)

No.	Description	Qty.	Unit	Unit Price	Extended Price
Division II – Orange Street System					
1.	Mobilization (Maximum 3% of Total for Division II)	1	LS	68,700	68,700
2.	Traffic Control	1	LS	255,000	255,000
3.	Sediment and Erosion Control				
	a. Silt Fence	920	LF	5	4,600
	b. Temporary Construction Entrance	1	EA	3,000	3,000
	c. Fiber Roll	100	LF	25	2,500
	d. Inlet Protection	40	EA	150	6,000
	e. Grassing (Hydroseed)	1980	SY	1	1,980
4.	Remove and Replace Existing Wooden Fence	280	LF	38	10,640
5.	Remove Existing Chain Link Fence	420	LF	5	2,100
6.	Remove Existing Drainage Structure				
	a. Catch Basin	14	EA	750	10,500
	b. Drop Inlet	4	EA	750	3,000
7.	Remove Existing Drainage Pipe				
	a. 12" Pipe (RCP)	85	LF	20	1,700
	b. 15" Pipe (RCP)	190	LF	22	4,180
	c. 18" Pipe (RCP)	460	LF	25	11,500
8.	Place and Compact Select Borrow Material – Bethel Methodist Detention Pond	340	CY	50	17,000
9.	Flowable Fill in Abandoned Storm Drains				
	a. 12" Pipe	90	LF	25	2,250
	b. 15" Pipe	430	LF	16	6,880
	c. 18" Pipe	260	LF	22	5,720
	d. 24" Pipe	190	LF	42	7,980
	e. 30" Pipe	100	LF	65	6,500
	f. Existing Drainage Structure – Near STA 7+68 Line A	5	CY	200	1,000
10.	2" Asphalt Resurface (Mill and Overlay)	4,110	SY	37	152,070
11.	Remove and Replace Concrete Sidewalk	160	SY	80	12,800
12.	Remove and Replace 18" Concrete Curb and Gutter	710	LF	38	26,980
13.	Remove and Replace 6" Concrete Curb	60	LF	50	3,000
14.	Remove and Replace Concrete Driveway	150	SY	100	15,000
15.	Remove and Replace ADA Ramp	4	EA	2,000	8,000

BID FORM
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No.	Description	Qty.	Unit	Unit Price	Extended Price
Division II – Orange Street System					
16.	SCDOT Pavement Markings	1	LS	12,000	12,000
17.	15" RCP Class IV (0' – 6' Deep)	663	LF	155	102,765
18.	18" RCP Class IV (6' – 8' Deep)	21	LF	250	5,250
19.	24" RCP Class IV (0' – 6' Deep)	25	LF	250	6,250
20.	24" RCP Class IV (6' – 8' Deep)	46	LF	300	13,800
21.	23"x14" Elliptical RCP Class IV (0' – 6' Deep)	180	LF	200	36,000
22.	30"x19" Elliptical RCP Class IV (0' – 6' Deep)	406	LF	250	101,500
23.	30"x19" Elliptical RCP Class IV (6' – 8' Deep)	329	LF	275	90,475
24.	38"x24" Elliptical RCP Class IV (6' – 8' Deep)	178	LF	510	90,780
25.	53"x34" Elliptical RCP Class IV (0' – 6' Deep)	289	LF	500	144,500
26.	53"x34" Elliptical RCP Class IV (6' – 8' Deep)	184	LF	550	101,200
27.	53"x34" Elliptical RCP Class IV (8' – 10' Deep)	135	LF	575	77,625
28.	60"x38" Elliptical RCP Class IV (0' – 6' Deep)	174	LF	725	126,150
29.	60"x38" Elliptical RCP Class IV (6' – 8' Deep)	83	LF	750	62,250
30.	60"x38" Elliptical RCP Class IV (8' – 10' Deep)	161	LF	800	128,800
31.	Concrete Collar (24")	1	EA	3,000	3,000
32.	3'x3' Catch Basin (SCDOT Type 1)	7	EA	4,500	31,500
33.	4' Inside Diameter Manhole w/ Drop Inlet (6' – 8' Deep)	1	EA	4,700	4,700
34.	4' Inside Diameter Manhole w/manhole Frame and Cover (6' – 8' Deep)	1	EA	4,700	4,700
35.	4'x6' Catch Basin	2	EA	8,000	16,000
36.	4'x7' Catch Basin/Junction Box (0' – 6' Deep)	5	EA	9,000	45,000
37.	4'x7' Catch Basin/Junction Box (6' – 8' Deep)	1	EA	9,200	9,200
38.	4'x8' Catch Basin	3	EA	9,200	27,600
39.	4'x10' Catch Basin/Junction Box (6' – 8' Deep)	2	EA	14,000	28,000
40.	6'x6' Catch Basin/Junction Box	3	EA	9,500	28,500
41.	7'x7' Catch Basin/Junction Box (0' – 6' Deep)	1	EA	13,000	13,000
42.	7'x7' Catch Basin/Junction Box (6' – 8' Deep)	1	EA	14,000	14,000
43.	8'x8' Junction Box (8' – 10' Deep)	1	EA	18,000	18,000
44.	8'x10' Junction Box (8' – 10' Deep)	1	EA	20,000	20,000
45.	9'x9' Junction Box (0' – 6' Deep)	1	EA	20,000	20,000
46.	9'x9' Junction Box (6' – 8' Deep)	1	EA	21,000	21,000

BID FORM
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No.	Description	Qty.	Unit	Unit Price	Extended Price
Division II – Orange Street System					
47.	Headwall for 60" x 38" HERCP	1	EA	16,000	16,000
48.	Headwall for 15" RCP	1	EA	2,500	2,500
49.	Utility Relocation (Water)				
	a. Relocate 48 LF 2" PVC Water Line at Sta. 3+18 Line A (w/valves)	1	LS	4,000	4,000
	b. Relocate 53 LF 2" PVC Water Line at Sta. 4+64 Line A (w/valves)	1	LS	4,500	4,500
	c. Relocate 21 LF 2" PVC Water Line at Sta. 13+26 Line A (w/valves)	1	LS	3,500	3,500
	d. Relocate 20 LF 6" DIP Water Line at Sta. 4+32 Line A (w/valves)	1	LS	13,000	13,000
	e. Relocate 22 LF 6" DIP Water Line at Sta. 6+48 Line A (w/valves)	1	LS	15,500	15,500
	f. Relocate 15 LF 6" DIP Water Line at Sta. 11+32 Line A (w/valves)	1	LS	13,000	13,000
	g. Relocate 20 LF 6" DIP Water Line at Sta. 2+45 Line C (w/valves)	1	LS	13,000	13,000
	h. Relocate 15 LF 12" DIP Water Line at Sta. 11+56 Line A (w/valves)	1	LS	23,000	23,000
	i. Relocate 20 LF 12" DIP Water Line at Sta. 2+69 Line C (w/valves)	1	LS	23,000	23,000
	j. Relocate 140 LF 2" PVC Water Line at Sta. 4+13 Line A (w/valves)	1	LS	13,000	13,000
	k. Relocate 19 LF 2" PVC Water Line at Sta. 8+51 Line A (w/valves)	1	LS	3,500	3,500
	l. Relocate 11 LF 2" PVC Water Line at Sta. 9+15 Line A (w/valves)	1	LS	3,500	3,500
	m. Relocate 11 LF 2" PVC Water Line at Sta. 9+67 Line A (w/valves)	1	LS	3,500	3,500
	n. Relocate 11 LF 2" PVC Water Line at Sta. 9+98 Line A (w/valves)	1	LS	3,500	3,500
	o. Relocate 48 LF 6" DIP Water Line at Sta. 0+14 Line A1 (w/valves)	1	LS	15,000	15,000
50.	Utility Relocations (Electric, Communications, Gas) - Allowances				
	a. Dominion Energy – Gas Relocations	1	ALLOWANCE		\$115,000.00
	b. Unknown – Fiber Optic Cable in Church Street	1	ALLOWANCE		\$25,000.00
51.	Compaction and Materials Testing – Section 01 40 00 (Allowance)	1	ALLOWANCE		\$10,000.00
TOTAL DIVISION II					\$

2,377,125

Attachment: Green Wave Bid (3883 : Historic District Stormwater Improvements- Construction Bid Approval)

No.	Description	Qty.	Unit	Unit Price	Extended Price
Division III – Queen Street System					
1.	Mobilization (Maximum 3% of Total for Division III)	1	LS	24,000	24,000
2.	Traffic Control	1	LS	80,000	80,000
3.	Sediment and Erosion Control				
	a. Fiber Roll	110	LF	24	2,640
	b. Inlet Protection	16	EA	150	2,400
4.	Remove and Replace 18" Concrete Curb and Gutter	150	LF	50	7,500
5.	Remove Existing Drainage Structures				
	a. Catch Basin	8	EA	750	6,000
	b. Drop Inlet	3	EA	750	2,250
6.	Flowable Fill in Abandoned Storm Drains				
	a. 12" Pipe	90	LF	25	2,250
	b. 18" Pipe	30	LF	50	1,500
7.	Remove Existing Drainage Pipe				
	a. 12" Pipe	50	LF	15	750
	b. 15" Pipe	100	LF	15	1,500
	c. 18" Pipe	50	LF	15	750
8.	2" Asphalt Resurface (Mill and Overlay)	2,450	SY	35	85,750
9.	Remove and Replace Concrete Sidewalk	40	SY	80	3,200
10.	Remove and Replace ADA Ramp	4	EA	1,500	6,000
11.	SCDOT Pavement Markings	1	LS	3,500	3,500
12.	15" RCP Class IV	124	LF	235	29,140
13.	30" RCP Class IV	540	LF	305	164,700
14.	23x14 Elliptical RCP Class IV	160	LF	275	44,000
15.	4' Inner Diameter Manhole with Catch Basin	10	EA	4,500	45,000
16.	4' Inner Diameter Manhole with Drop Inlet	1	EA	4,500	4,500
17.	4' Inner Diameter Manhole (SCDOT 719-505-01)	1	EA	4,500	4,500
18.	5' Inner Diameter Manhole (SCDOT 719-505-01)	4	EA	5,000	20,000
19.	Utility Relocation (Water)				
	a. Relocate 21 LF 6" DIP Water Line at Sta. 6+01 Line A (w/valves)	1	LS	13,000	13,000
	b. Relocate 29 LF 6" DIP Water Line at Sta. 5+54 Line A (w/valves)	1	LS	13,000	13,000

Attachment: Green Wave Bid (3883 : Historic District Stormwater Improvements- Construction Bid Approval)

No.	Description	Qty.	Unit	Unit Price	Extended Price
Division III – Queen Street System					
	c. Relocate 20 LF 6" DIP Water Line at Sta. 4+00 Line A (w/valves)	1	LS	13,000	13,000
	d. Relocate 20 LF 6" DIP Water Line at Sta. 2+76 Line A (w/valves)	1	LS	13,000	13,000
	e. Relocate 19 LF 6" DIP Water Line at Sta. 2+19 Line A (w/valves)	1	LS	13,000	13,000
	f. Relocate 19 LF 6" DIP Water Line at Sta. 1+18 Line A (w/valves)	1	LS	13,000	13,000
	g. Relocate 19 LF 6" DIP Water Line at Sta. 0+25 Line A (w/valves)	1	LS	13,000	13,000
	h. Relocate 26 LF 6" DIP Water Line at Sta. 0+06 Line A1R (w/valves)	1	LS	13,000	13,000
	i. Relocate 20 LF 6" DIP Water Line at Sta. 0+18 Line A1L (w/valves)	1	LS	13,000	13,000
	j. Relocate 28 LF 6" DIP Water Line at Sta. 0+17 Line A2L (w/valves)	1	LS	13,000	13,000
	k. Relocate 28 LF 6" DIP Water Line at Sta. 0+06 Line A2R (w/valves)	1	LS	13,000	13,000
	l. Relocate 28 LF 6" DIP Water Line at Sta. 0+14 Line A3L (w/valves)	1	LS	13,000	13,000
	m. Relocate 28 LF 6" DIP Water Line at Sta. 0+06 Line A3R (w/valves)	1	LS	13,000	13,000
	n. Relocate 25 LF 6" DIP Water Line at Sta. 0+41 Line A4 (w/valves)	1	LS	13,000	13,000
	o. Relocate 29 LF 6" DIP Water Line at Sta. 0+05 Line A4 (w/valves)	1	LS	13,000	13,000
20.	Utility Relocations (Electric, Communications, Gas) - Allowances				
	a. Dominion Energy – Gas Relocations	1	ALLOWANCE		\$60,000.00
	b. Unknown – Fiber Optic Cables	1	ALLOWANCE		\$25,000.00
	c. Frontier	1	ALLOWANCE		\$3,500.00
21.	Compaction and Materials Testing – Section 01 40 00 (Allowance)	1	ALLOWANCE		\$10,000.00
TOTAL DIVISION III AMOUNT					\$

835,330

Amounts shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern.

TOTAL BASE BID TO INCLUDE DIVISIONS I, II, AND III INCLUSIVE:

Six Million, Two Hundred Fifty One Thousand, Two Hundred Twenty Dollars

(\$ 6,251,220)

The lump sum price indicated above shall include all labor, materials, equipment, overhead, profit, insurance, taxes, business license, construction permit fees, etc., to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part of.

The Bidder declares that he/she understands that the quantities shown in the Proposal are subject to adjustment by either increase or decrease and that should the quantities of any of the items of the work be increased, the undersigned proposed to do the additional work at the unit prices stated herein, and should the quantities be decreased, he also understands that payment will be made on actual quantities at the unit price bid, and will make no claim for anticipated profits for any decrease in the quantities and that actual quantities will be determined upon completion of the work, at which time adjustment will be made to the contract amount by direct increase or decrease.

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 90 calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute the formal contract attached within 10 days and deliver a Surety Bond or Bonds as required by Paragraph 30 of the General Conditions. The bid security attached in the sum of

Three Hundred Twelve Thousand, Five Hundred Sixty One Dollars

(\$ 312,561) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

By submission of this bid, each bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, that this bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this bid, with any other bidder or with any competitor.

SEAL – (If bid is by a corporation)

Respectfully submitted:

BY:

Blake Harwell

(Print Name)

President

(Title)

3989 Highmarket St. Georgetown, SC 29112

(Business Address)

mail@greenwavecontracting.com

(Email)

843-485-4203

(Telephone)

Attachment: Green Wave Bid (3883 : Historic District Stormwater Improvements- Construction Bid Approval)

BID FORM

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AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)
Green Wave Contracting, Inc.
3989 Highmarket Street
Georgetown, SC 29440

SURETY:

(Name, legal status and principal place of business)
Merchants National Bonding, Inc.
P.O. Box 14498
Des Moines, IA 50306-3498

OWNER:

(Name, legal status and address)
City of Georgetown
P.O. Drawer 939
Georgetown, SC 29442

BOND AMOUNT: Five percent (5%) of the attached bid***

PROJECT:

(Name, location or address, and Project number, if any)
Stormwater System Improvements - Historic District

Project Number, if any:
4015

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

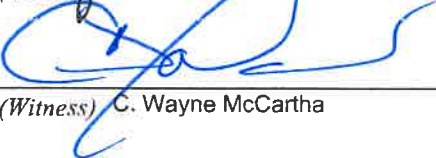
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 3rd day of May, 2023


(Witness)


(Witness) C. Wayne McCarthy

Green Wave Contracting, Inc.

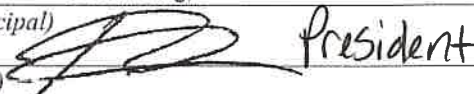
(Principal)

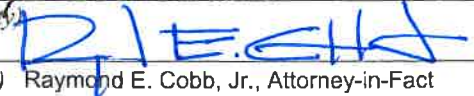
(Title)

Merchants National Bonding, Inc.

(Surety)

(Title) Raymond E. Cobb, Jr., Attorney-in-Fact

 President (Seal)

 (Seal)

Init.

MERCHANTS BONDING COMPANY. POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

C Wayne McCartha; M Kathryn McCartha-Powers; Raymond E Cobb Jr

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 28th day of December, 2022.



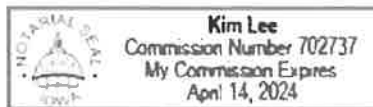
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss

On this 28th day of December, 2022, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Kim Lee
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 3rd day of May, 2023.



William Warner Jr.
Secretary



May 16, 2023

Mr. Orlando Arteaga, PE
City of Georgetown
P.O. Box 939
Georgetown, SC 29440

**RE: Stormwater System Improvements Historic District
COG Project # 4015; EDA Award No. 04-79-07494
Recommendation of Award; WK Dickson Project No. 20210777.00.CH**

Dear Mr Arteaga:

Bids were received for the referenced project at 2:00 PM on Wednesday, May 3rd. Three (3) bids were received from qualified contractors. Green Wave Contracting, Inc. submitted the low bid of \$6,251,220.00 and the high one was \$8,749,253.00. A copy of the detailed, itemized bid tabulation is attached.

The low bid by Green Wave Contracting, Inc. of Georgetown, SC, is a reasonable one based on the current economic, business and construction environment. Based on the information submitted, we believe that Green Wave Contracting, Inc. meets the qualification requirements submitted in accordance with Section 01 20 00 of the Specifications.

We recommend Green Wave Contracting, Inc. as the qualified, responsive, and responsible low bidder. We believe Green Wave Contracting, Inc. has demonstrated adequate construction experience and maintains the financial resources to successfully complete the required work. Therefore, we recommend awarding the contract for the Stormwater System Improvements Historic District to Green Wave Contracting, Inc. in the amount of \$6,251,220.00.

Please do not hesitate to contact me with any questions.

Sincerely,
W.K. Dickson & Co., Inc.


James C. Reigart, PE
Senior Project Manager

Attachment

162 Seven Farms Drive, Suite 210
Charleston, SC 29492
Tel. 843.416.5560
Fax 843.416.5563
www.wkdickson.com

CERTIFIED BID TABULATION Stormwater System Improvements (COG#4015) City of Georgetown Bid Date: 5/3/2023 WKD#20210777.00.CH				BIDDER #1 Green Wave Contracting, Inc. 3989 Highmarket St. Georgetown, SC 29440 (843) 485-4203 mail@greenwavecontracting.com		BIDDER #2 Ben Cox, LLC 7124 Ten Acre Road Andrews, SC 29510 (843) 264-5947 ben@bencoxllc.com		BIDDER #3 R.H. Moore Company, Inc. PO Box 830 Murrells Inlet, SC 29576 (843) 650-2155 set13@rhmoorecompany.com	
ITEM	DESCRIPTION	QTY.	UNIT	UNIT PRICE	AMOUNT	UNIT/LS PRICE	AMOUNT	UNIT/LS PRICE	AMOUNT
DIVISION I - FRONT STREET SYSTEM									
Item -1	Mobilization (Maximum 3% of Total Division I)	1	LS	\$72,500.00	\$72,500.00	\$84,000.00	\$84,000.00	\$100,000.00	\$100,000.00
Item -2	Traffic Control	1	LS	\$235,000.00	\$235,000.00	\$70,845.00	\$70,845.00	\$84,000.00	\$84,000.00
Item -3	Sediment and Erosion Control								
a.	Silt Fence	300	LF	\$6.00	\$1,800.00	\$7.00	\$2,100.00	\$9.00	\$2,700.00
b.	Temporary Construction Entrance	1	EA	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00	\$5,400.00	\$5,400.00
c.	Fiber Roll	100	LF	\$30.00	\$3,000.00	\$13.10	\$1,310.00	\$25.00	\$2,500.00
d.	Inlet Protection	23	EA	\$150.00	\$3,450.00	\$258.68	\$5,949.64	\$300.00	\$6,900.00
e.	Grassing (Sod and Hydroseed)								
i.	Sod	590	SY	\$20.00	\$11,800.00	\$12.16	\$7,174.40	\$15.00	\$8,850.00
ii.	Hydroseed	280	SY	\$6.00	\$1,680.00	\$1.85	\$518.00	\$6.00	\$1,680.00
Item -4	New Bulkhead (200 LF +/-) Install and backfill (Sheets S-001 - S-701)	1	LS	\$1,000,000.00	\$1,000,000.00	\$1,284,660.00	\$1,284,660.00	\$945,000.00	\$945,000.00
Item -5	Constitution Park Walkway (Sheets S1.01 thru S2.01, 3.01)	1	LS	\$200,000.00	\$200,000.00	\$150,000.00	\$150,000.00	\$84,300.00	\$84,300.00
Item -6	Constitution Park - Guardian Retention System Wall (Sheet S2.02)	1	LS	\$235,000.00	\$235,000.00	\$136,217.52	\$136,217.52	\$97,000.00	\$97,000.00
Item -7	Place and Compact Select Borrow Material - Constitution Park	760	CY	\$80.00	\$60,800.00	\$85.00	\$64,600.00	\$75.00	\$57,000.00
Item -8	Remove and Replace Concrete Sidewalk	310	SY	\$80.00	\$24,800.00	\$120.67	\$37,407.70	\$127.00	\$39,370.00
Item -9	Remove and Replace 6" Concrete Curb	305	LS	\$50.00	\$15,250.00	\$84.89	\$25,891.45	\$58.00	\$17,690.00
Item -10	Remove and Replace 4" Brick Curb	205	LF	\$80.00	\$16,400.00	\$91.18	\$18,691.90	\$82.00	\$16,810.00
Item -11	Remove and Replace Brick Pavement	180	SY	\$100.00	\$18,000.00	\$200.00	\$36,000.00	\$375.00	\$67,500.00
Item -12	Remove Existing Drainage Structure								
a.	Catch Basin	8	EA	\$750.00	\$6,000.00	\$2,550.00	\$20,400.00	\$600.00	\$4,800.00
b.	Drop Inlet	7	EA	\$750.00	\$5,250.00	\$2,550.00	\$17,850.00	\$600.00	\$4,200.00
Item -13	Remove Existing Drainage Pipe								
a.	12" Pipe (Clay, HDPE)	180	LF	\$20.00	\$3,600.00	\$36.40	\$6,552.00	\$6.00	\$1,080.00
b.	15" Pipe (RCP)	10	LF	\$30.00	\$300.00	\$63.50	\$635.00	\$6.00	\$60.00
c.	18" Pipe (Clay, RCP, CPP)	450	LF	\$30.00	\$13,500.00	\$87.33	\$39,298.50	\$6.00	\$2,700.00
d.	24" Pipe (RCP)	540	LF	\$35.00	\$18,900.00	\$87.50	\$47,250.00	\$6.00	\$3,240.00
e.	30" Pipe (CPP)	20	LF	\$55.00	\$1,100.00	\$71.50	\$1,430.00	\$6.00	\$120.00
Item -14	Flowable Fill in Abandoned Storm Drains								
a.	12" Pipe	70	LF	\$30.00	\$2,100.00	\$228.43	\$15,990.10	\$107.00	\$7,490.00
b.	18" Pipe	60	LF	\$35.00	\$2,100.00	\$235.37	\$14,122.20	\$116.00	\$6,960.00
Item -15	2" Asphalt Resurface (Mill & Overlay)	2,380	SY	\$35.00	\$83,300.00	\$65.00	\$154,700.00	\$28.00	\$66,640.00
Item -16	New 1-1/2" Asphalt Pavement	575	SY	\$35.00	\$20,125.00	\$50.00	\$28,750.00	\$80.00	\$46,000.00
Item -17	New Concrete Curb and Gutter (18")	167	LF	\$30.00	\$5,010.00	\$30.00	\$5,010.00	\$64.00	\$10,688.00
Item -18	SCDOT Pavement Markings	1	LS	\$24,000.00	\$24,000.00	\$5,988.00	\$5,988.00	\$8,500.00	\$8,500.00
Item -19	15" RCP Class IV (0' - 6' Deep)	220	LF	\$175.00	\$38,500.00	\$305.91	\$67,300.20	\$694.00	\$152,680.00
Item -20	18" RCP Class IV (0' - 6' Deep)	136	LF	\$270.00	\$36,720.00	\$336.55	\$45,770.80	\$813.00	\$110,568.00

Item- 21	30" RCP Class IV (0'-6' Deep)	362	LF	\$290.00	\$104,980.00	\$356.88	\$129,190.56	\$820.00	\$296,840.00
Item-22	36" HDPE (6'-8' Deep)	50	LF	\$400.00	\$20,000.00	\$372.16	\$18,608.00	\$923.00	\$46,150.00
Item-23	30x19 Elliptical RCP Class IV (0'-6" Deep)	276	LF	\$300.00	\$82,800.00	\$443.60	\$122,433.60	\$780.00	\$215,280.00
Item-24	38x24 Elliptical RCP Class IV (0'-6' Deep)	160	LF	\$400.00	\$64,000.00	\$466.77	\$74,683.20	\$817.00	\$130,720.00
Item-25	45x29 Elliptical RCP Class IV (0'-6' Deep)	90	LF	\$500.00	\$45,000.00	\$550.23	\$49,520.70	\$856.00	\$77,040.00
Item-26	45x29 Elliptical RCP Class IV (6'-8' Deep)	200	LF	\$500.00	\$100,000.00	\$570.06	\$114,012.00	\$856.00	\$171,200.00
Item-27	18" Tide Gate/Flex Valve	1	EA	\$10,000.00	\$10,000.00	\$15,368.80	\$15,368.80	\$13,000.00	\$13,000.00
Item-28	36" Tide Gate/Flex Valve	2	EA	\$21,000.00	\$42,000.00	\$26,603.50	\$53,207.00	\$25,000.00	\$50,000.00
Item-29	Concrete Collar 18" RCP	2	EA	\$1,500.00	\$3,000.00	\$1,440.00	\$2,880.00	\$2,050.00	\$4,100.00
Item-30	Concrete Collar 36" RCP	2	EA	\$2,000.00	\$4,000.00	\$2,160.00	\$4,320.00	\$3,000.00	\$6,000.00
Item-31	2'x3' Catch Basin (SCDOT Type 1 - 0'-6' Deep)	1	EA	\$4,500.00	\$4,500.00	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00
Item-32	3'x3' Catch Basin (SCDOT Type 1 - 0'-6' Deep)	11	EA	\$4,500.00	\$49,500.00	\$5,000.00	\$55,000.00	\$7,400.00	\$81,400.00
Item-33	4'9' Junction Box (0'-6' Deep)	2	EA	\$10,500.00	\$21,000.00	\$10,551.70	\$21,103.40	\$21,000.00	\$42,000.00
Item-34	4'9' Catch Basin / Junction Box (0'-6' Deep)	1	EA	\$10,500.00	\$10,500.00	\$12,891.66	\$12,891.66	\$21,000.00	\$21,000.00
Item-35	4'x11' Catch Basin / Junction Box (0'-6' Deep)	1	EA	\$15,000.00	\$15,000.00	\$15,260.66	\$15,260.66	\$22,500.00	\$22,500.00
Item-36	4'x11' Junction Box (0'-6' Deep)	1	EA	\$15,000.00	\$15,000.00	\$15,260.66	\$15,260.66	\$22,000.00	\$22,000.00
Item-37	9'x11' Junction Box (0'-6' Deep)	1	EA	\$40,000.00	\$40,000.00	\$23,361.26	\$23,361.26	\$40,000.00	\$40,000.00
Item-38	11'x12' Catch Basin / Junction Box (6'-8' Deep)	1	EA	\$45,000.00	\$45,000.00	\$32,399.65	\$32,399.65	\$47,000.00	\$47,000.00
Item-39	Utility Relocations (Water)								
a.	Relocate 17 LF 10" DIP Water Line at Sta. 2+14 Line A w/valves	1	LS	\$22,000.00	\$22,000.00	\$20,744.83	\$20,744.83	\$26,000.00	\$26,000.00
b.	Relocate 32 LF 8" DIP Water Line at Sta. 4+04 Line A w/valves	1	LS	\$20,000.00	\$20,000.00	\$15,280.00	\$15,280.00	\$25,000.00	\$25,000.00
c.	Relocate 18 LF 8" DIP Water Line at Sta. 3+56 Line A w/valves	1	LS	\$15,000.00	\$15,000.00	\$15,849.47	\$15,849.47	\$23,000.00	\$23,000.00
d.	Relocate 18 LF 10" DIP Water Line at Sta. 4+8 Line A w/valves	1	LS	\$22,000.00	\$22,000.00	\$19,525.75	\$19,525.75	\$26,000.00	\$26,000.00
Item-40	Utility Relocations (Sanitary Sewer)								
a.	Relocate 20 LF 4" DIP Sanitary Sewer Service at Sta. 1+16 Line A	1	LS	\$13,000.00	\$13,000.00	\$11,657.82	\$11,657.82	\$24,500.00	\$24,500.00
Item-41	Utility Relocations (Electric, Communications, Gas) - Allowances								
a.	Unknown - Fiber Optic Cable	1	ALLOWANCE		\$25,000.00		\$25,000.00	\$1.00	\$25,000.00
b.	Dominion Energy - Gas Relocations	1	ALLOWANCE		\$25,000.00		\$25,000.00	\$1.00	\$25,000.00
c.	HTC	1	ALLOWANCE		\$47,500.00		\$47,500.00	\$1.00	\$47,500.00
Item-42	Compaction and Materials Testing Allowances (Section 01 40 00)	1	ALLOWANCE		\$10,000.00		\$10,000.00	\$1.00	\$10,000.00
	TOTAL DIVISION I - FRONT STREET SYSTEM				\$3,038,765.00		\$3,355,471.43 E		\$3,487,156.00
	DIVISION II - ORANGE STREET SYSTEM								
Item -1	Mobilization (Maximum 3% of Total Division II)	1	LS	\$68,700.00	\$68,700.00	\$69,000.00	\$69,000.00	\$111,000.00	\$111,000.00
Item -2	Traffic Control	1	LS	\$255,000.00	\$255,000.00	\$119,396.00	\$119,396.00	\$117,000.00	\$117,000.00
Item -3	Sediment and Erosion Control								
a.	Silt Fence	920	LF	\$5.00	\$4,600.00	\$7.00	\$6,440.00	\$9.00	\$8,280.00
b.	Temporary Construction Entrance	1	EA	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00	\$5,400.00	\$5,400.00
c.	Fiber Roll	100	LF	\$25.00	\$2,500.00	\$13.10	\$1,310.00	\$25.00	\$2,500.00
d.	Inlet Protection	40	EA	\$150.00	\$6,000.00	\$258.68	\$10,347.20	\$300.00	\$12,000.00
e.	Grassing (Sod and Hydroseed)	1,980	SY	\$1.00	\$1,980.00	\$1.85	\$3,663.00	\$6.00	\$11,880.00
Item -4	Remove and Replace Existing Wooden Fence	280	LF	\$38.00	\$10,640.00	\$93.60	\$26,208.00	\$75.00	\$21,000.00
Item -5	Remove Existing Chain Link Fence	420	LS	\$5.00	\$2,100.00	\$40.00	\$16,800.00	\$75.00	\$31,500.00
Item -6	Remove Existing Drainage Structure								
a.	Catch Basin	14	EA	\$750.00	\$10,500.00	\$1,800.00	\$25,200.00	\$600.00	\$8,400.00
b.	Drop Inlet	4	EA	\$750.00	\$3,000.00	\$1,800.00	\$7,200.00	\$600.00	\$2,400.00

Item -7	Remove Existing Drainage Pipe								
a.	12" Pipe (RCP)	85	LF	\$20.00	\$1,700.00	\$40.00	\$3,400.00	\$6.00	\$510.00
b.	15" Pipe (RCP)	190	LF	\$22.00	\$4,180.00	\$42.50	\$8,075.00	\$6.00	\$1,140.00
c.	18" Pipe (RCP)	460	LF	\$25.00	\$11,500.00	\$49.50	\$22,770.00	\$6.00	\$2,760.00
Item -8	Place and Compact Select Borrow Material - Bethel Methodist Detention Pond	340	CY	\$50.00	\$17,000.00	\$42.00	\$14,280.00	\$47.00	\$15,980.00
Item -9	Flowable Fill and Abandoned Storm Drains								
a.	12" Pipe	90	LF	\$25.00	\$2,250.00	\$30.00	\$2,700.00	\$50.00	\$4,500.00
b.	15" Pipe	430	LF	\$16.00	\$6,880.00	\$30.00	\$12,900.00	\$56.00	\$24,080.00
c.	18" Pipe	260	LF	\$22.00	\$5,720.00	\$30.00	\$7,800.00	\$61.00	\$15,860.00
d.	24" Pipe	190	LF	\$42.00	\$7,980.00	\$31.60	\$6,004.00	\$75.00	\$14,250.00
e.	30" Pipe	100	LF	\$65.00	\$6,500.00	\$56.00	\$5,600.00	\$92.00	\$9,200.00
f.	Existing Drainage Structure - Near STA 7+68 Line A	5	CY	\$200.00	\$1,000.00	\$1,500.00	\$7,500.00	\$640.00	\$3,200.00
Item -10	2" Asphalt Resurface (Mill and Overlay)	4,110	SY	\$37.00	\$152,070.00	\$50.00	\$205,500.00	\$28.00	\$115,080.00
Item -11	Remove and Replace Concrete Sidewalk	160	SY	\$80.00	\$12,800.00	\$92.00	\$14,720.00	\$127.00	\$20,320.00
Item -12	Remove and Replace 18" Concrete Curb and Gutter	710	LF	\$38.00	\$26,980.00	\$44.00	\$31,240.00	\$61.00	\$43,310.00
Item -13	Remove and Replace 6" Concrete Curb	60	LF	\$50.00	\$3,000.00	\$40.00	\$2,400.00	\$60.00	\$3,600.00
Item -14	Remove and Replace Concrete Driveway	150	SY	\$100.00	\$15,000.00	\$98.00	\$14,700.00	\$145.00	\$21,750.00
Item -15	Remove and Replace ADA Ramp	4	EA	\$2,000.00	\$8,000.00	\$1,374.00	\$5,496.00	\$4,800.00	\$19,200.00
Item -16	SCDOT Pavement Markings	1	LS	\$12,000.00	\$12,000.00	\$3,528.00	\$3,528.00	\$6,800.00	\$6,800.00
Item -17	15" RCP Class IV (0' - 6' Deep)	663	LF	\$155.00	\$102,765.00	\$305.91	\$202,818.33	\$597.00	\$395,811.00
Item -18	18" RCP Class IV (6'-8' Deep)	21	LF	\$250.00	\$5,250.00	\$336.55	\$7,067.55	\$607.00	\$12,747.00
Item -19	24" RCP Class IV (0' - 6' Deep)	25	LF	\$250.00	\$6,250.00	\$350.62	\$8,765.50	\$671.00	\$16,775.00
Item -20	24" RCP Class IV (6' - 8' Deep)	46	LF	\$300.00	\$13,800.00	\$366.88	\$16,876.48	\$931.00	\$42,826.00
Item- 21	23"x14" Elliptical RCP Class IV (0'-6' Deep)	180	LF	\$200.00	\$36,000.00	\$340.17	\$61,230.60	\$635.00	\$114,300.00
Item-22	30"x19" Elliptical RCP Class IV (0'-6' Deep)	406	LF	\$250.00	\$101,500.00	\$443.60	\$180,101.60	\$693.00	\$281,358.00
Item-23	30"x19" Elliptical RCP Class IV (6'-8' Deep)	329	LF	\$275.00	\$90,475.00	\$476.09	\$156,633.61	\$709.00	\$233,261.00
Item-24	38"x24" Elliptical RCP Class IV (6'-8' Deep)	178	LF	\$510.00	\$90,780.00	\$495.13	\$88,133.14	\$844.00	\$150,232.00
Item-25	53"x34" Elliptical RCP Class IV (0'-6' Deep)	289	LF	\$500.00	\$144,500.00	\$510.21	\$147,450.69	\$885.00	\$255,765.00
Item-26	53"x34" Elliptical RCP Class IV (6'-8' Deep)	184	LF	\$550.00	\$101,200.00	\$550.21	\$101,238.64	\$895.00	\$164,680.00
Item-27	53"x34" Elliptical RCP Class IV (8'-10' Deep)	135	EA	\$575.00	\$77,625.00	\$620.33	\$83,744.55	\$972.00	\$131,220.00
Item-28	60"x38" Elliptical RCP Class IV (0'-6' Deep)	174	EA	\$725.00	\$126,150.00	\$660.16	\$114,867.84	\$996.00	\$173,304.00
Item-29	60"x38" Elliptical RCP Class IV (6'-8' Deep)	83	EA	\$750.00	\$62,250.00	\$710.00	\$58,930.00	\$1,006.00	\$83,498.00
Item-30	60"x38" Elliptical RCP Class IV 8'-10' Deep)	161	EA	\$800.00	\$128,800.00	\$770.00	\$123,970.00	\$1,018.00	\$163,898.00
Item-31	Concrete Collar (24")	1	EA	\$3,000.00	\$3,000.00	\$1,800.00	\$1,800.00	\$2,500.00	\$2,500.00
Item-32	3'x3' Catch Basin (SCDOT Type 1)	7	EA	\$4,500.00	\$31,500.00	\$5,700.00	\$39,900.00	\$8,300.00	\$58,100.00
Item-33	4' Inside Diameter Manhole w/drop Inlet (6'-8' Deep)	1	EA	\$4,700.00	\$4,700.00	\$9,916.20	\$9,916.20	\$8,300.00	\$8,300.00
Item-34	4' Inside Diameter Manhole w/manhole Frame and Cover (6'-8' Deep)	1	EA	\$4,700.00	\$4,700.00	\$11,010.00	\$11,010.00	\$7,900.00	\$7,900.00
Item-35	4'x6' Catch Basin	2	EA	\$8,000.00	\$16,000.00	\$7,237.00	\$14,474.00	\$14,800.00	\$29,600.00
Item-36	4'x7' Catch Basin/ Junction Box (0'-6' Deep)	5	EA	\$9,000.00	\$45,000.00	\$8,828.58	\$44,142.90	\$17,700.00	\$88,500.00

Item-37	4'x7' Catch Basin/ Junction Box (6'-8' Deep)	1	EA	\$9,200.00	\$9,200.00	\$9,100.00	\$9,100.00	\$17,700.00	\$17,700.00
Item-38	4'x8' Catch Basin	3	EA	\$9,200.00	\$27,600.00	\$9,247.14	\$27,741.42	\$16,500.00	\$49,500.00
Item-39	4'x10' Catch Basin/ Junction Box (6'-8' Deep)	2	EA	\$14,000.00	\$28,000.00	\$13,786.83	\$27,573.66	\$23,000.00	\$46,000.00
Item-40	6'x6' Catch Basin/ Junction Box	3	EA	\$9,500.00	\$28,500.00	\$13,211.92	\$39,635.76	\$20,500.00	\$61,500.00
Item-41	7'x7' Catch Basin/ Junction Box (0'-6' Deep)	1	EA	\$13,000.00	\$13,000.00	\$14,088.58	\$14,088.58	\$23,000.00	\$23,000.00
Item-42	7'x7' Catch Basin/ Junction Box (6'-8' Deep)	1	EA	\$14,000.00	\$14,000.00	\$16,542.00	\$16,542.00	\$24,000.00	\$24,000.00
Item-43	8'x8' Junction Box (8'-10' Deep)	1	EA	\$18,000.00	\$18,000.00	\$17,951.26	\$17,951.26	\$26,000.00	\$26,000.00
Item-44	8'x10' Junction Box (8'-10' Deep)	1	EA	\$20,000.00	\$20,000.00	\$23,519.30	\$23,519.30 E	\$30,000.00	\$30,000.00
Item-45	9'x9' Junction Box (0'-6' Deep)	1	EA	\$20,000.00	\$20,000.00	\$25,503.37	\$25,503.37	\$26,000.00	\$26,000.00
Item-46	9'x9' Junction Box (6'-8' Deep)	1	EA	\$21,000.00	\$21,000.00	\$28,280.00	\$28,280.00	\$27,000.00	\$27,000.00
Item-47	Headwall for 60" x 38" HERCP	1	EA	\$16,000.00	\$16,000.00	\$12,321.60	\$12,321.60	\$32,000.00	\$32,000.00
Item-48	Headwall for 15" RCP	1	EA	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$9,900.00	\$9,900.00
Item-49	Utility Relocation (Water)								
a.	Relocate 48 LF 2" PVC Water Line at Sta. 3+18 Line A w/valves	1	LS	\$4,000.00	\$4,000.00	\$5,805.00	\$5,805.00	\$12,500.00	\$12,500.00
b.	Relocate 53 LF 2" PVC Water Line at Sta. 4+64 Line A w/valves	1	LS	\$4,500.00	\$4,500.00	\$5,810.16	\$5,810.16	\$12,500.00	\$12,500.00
c.	Relocate 21 LF 2" PVC Water Line at Sta. 13+26 Line A w/valves	1	LS	\$3,500.00	\$3,500.00	\$4,784.07	\$4,784.07	\$12,500.00	\$12,500.00
d.	Relocate 20 LF 6" DIP Water Line at Sta. 4+32 Line A w/valves	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$16,600.00	\$16,600.00
e.	Relocate 22 LF 6" DIP Water Line at Sta. 6+48 Line A w/valves	1	LS	\$15,500.00	\$15,500.00	\$14,640.02	\$14,640.02	\$17,200.00	\$17,200.00
f.	Relocate 15 LF 6" DIP Water Line at Sta. 11+32 Line A w/valves	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$16,600.00	\$16,600.00
g.	Relocate 20 LF 6" DIP Water Line at Sta. 2+45 Line C w/valves	1	LS	\$13,000.00	\$13,000.00	\$13,984.82	\$13,984.82	\$16,600.00	\$16,600.00
h.	Relocate 15 LF 12" DIP Water Line at Sta. 11+56 Line A w/valves	1	LS	\$23,000.00	\$23,000.00	\$29,984.95	\$29,984.95	\$27,000.00	\$27,000.00
i.	Relocate 20 LF 12" DIP Water Line at Sta. 2+69 Line C w/valves	1	LS	\$23,000.00	\$23,000.00	\$35,942.87	\$35,942.87	\$27,000.00	\$27,000.00
j.	Relocate 140 LF 2" PVC Water Line at Sta. 4+13 Line A w/valves	1	LS	\$13,000.00	\$13,000.00	\$6,048.62	\$6,048.62	\$12,700.00	\$12,700.00
k.	Relocate 19 LF 2" PVC Water Line at Sta. 8+51 Line A w/valves	1	LS	\$3,500.00	\$3,500.00	\$5,923.15	\$5,923.15	\$12,400.00	\$12,400.00
l.	Relocate 11 LF 2" PVC Water Line at Sta. 9+15 Line A w/valves	1	LS	\$3,500.00	\$3,500.00	\$5,923.15	\$5,923.15	\$12,400.00	\$12,400.00
m.	Relocate 11 LF 2" PVC Water Line at Sta. 9+67 Line A w/valves	1	LS	\$3,500.00	\$3,500.00	\$5,923.15	\$5,923.15	\$12,400.00	\$12,400.00
n.	Relocate 11 LF 2" PVC Water Line at Sta. 9+98 Line A w/valves	1	LS	\$3,500.00	\$3,500.00	\$5,923.15	\$5,923.15	\$12,400.00	\$12,400.00
o.	Relocate 48 LF 6" PVC Water Line at Sta. 0+14 Line A1 w/valves	1	LS	\$15,000.00	\$15,000.00	\$16,673.71	\$16,673.71	\$18,000.00	\$18,000.00
Item-50	Utility Relocations (Electric, Communications, Gas) - Allowances								
a.	Dominion Energy - Gas Relocations	1	ALLOWANCE		\$115,000.00		\$115,000.00		\$115,000.00
b.	Unknown - Fiber Optic Cable in Church Street	1	ALLOWANCE		\$25,000.00		\$25,000.00		\$25,000.00
Item-42	Compaction and Materials Testing Allowances (Section 01 40 00)	1	ALLOWANCE		\$10,000.00		\$10,000.00		\$10,000.00
	TOTAL DIVISION II - ORANGE STREET SYSTEM				\$2,377,125.00		\$2,714,286.62 E		\$3,828,875.00
	DIVISION III - QUEEN STREET SYSTEM								
Item -1	Mobilization (Maximum 3% of Total Division III)	1	LS	\$24,000.00	\$24,000.00	\$25,500.00	\$25,500.00	\$41,000.00	\$41,000.00
Item -2	Traffic Control	1	LS	\$80,000.00	\$80,000.00	\$62,600.00	\$62,600.00	\$39,000.00	\$39,000.00
Item -3	Sediment and Erosion Control								
a.	Fiber Roll	110	LF	\$24.00	\$2,640.00	\$13.10	\$1,441.00	\$25.00	\$2,750.00
b.	Inlet Protection	16	EA	\$150.00	\$2,400.00	\$258.68	\$4,138.88	\$300.00	\$4,800.00
Item -4	Remove and Replace 18" Curb and Gutter	150	LF	\$50.00	\$7,500.00	\$45.00	\$6,750.00	\$66.00	\$9,900.00
Item -5	Remove Existing Drainage Structure								
a.	Catch Basin	8	EA	\$750.00	\$6,000.00	\$2,550.00	\$20,400.00	\$600.00	\$4,800.00
b.	Drop Inlet	3	EA	\$750.00	\$2,250.00	\$2,550.00	\$7,650.00	\$600.00	\$1,800.00
Item -6	Flowable Fill and Abandoned Storm Drains								
a.	12" Pipe	90	LF	\$25.00	\$2,250.00	\$228.43	\$20,558.70	\$82.00	\$7,380.00
b.	18" Pipe	30	LF	\$50.00	\$1,500.00	\$235.37	\$7,061.10	\$94.00	\$2,820.00
Item -7	Remove Existing Drainage Pipe								
a.	12" Pipe	50	LF	\$15.00	\$750.00	\$36.40	\$1,820.00	\$6.00	\$300.00
b.	15" Pipe	100	LF	\$15.00	\$1,500.00	\$63.50	\$6,350.00	\$6.00	\$600.00
c.	18" Pipe	50	LF	\$15.00	\$750.00	\$87.33	\$4,366.50	\$6.00	\$300.00

Item -8	2" Asphalt Resurface (Mill and Overlay)	2,450	SY	\$35.00	\$85,750.00	\$50.00	\$122,500.00	\$28.00	\$68,600.00
Item -9	Remove and Replace Concrete Sidewalk	40	SY	\$80.00	\$3,200.00	\$120.67	\$4,826.80	\$127.00	\$5,080.00
Item -10	Remove and Replace ADA Ramp	4	EA	\$1,500.00	\$6,000.00	\$1,374.00	\$5,496.00	\$4,800.00	\$19,200.00
Item -11	SCDOT Pavement Markings	1	LS	\$3,500.00	\$3,500.00	\$2,100.00	\$2,100.00	\$3,400.00	\$3,400.00
Item -12	15" RCP Class IV	124	LF	\$235.00	\$29,140.00	\$325.91	\$40,412.84	\$848.00	\$105,152.00
Item -13	30" RCP Class IV	540	LF	\$305.00	\$164,700.00	\$356.88	\$192,715.20	\$903.00	\$487,620.00
Item -14	23"x14" Elliptical RCP Class IV	160	LF	\$275.00	\$44,000.00	\$350.17	\$56,027.20	\$822.00	\$131,520.00
Item -15	4' Diameter Manhole with Catch Basin	10	EA	\$4,500.00	\$45,000.00	\$6,959.65	\$69,596.50	\$8,200.00	\$82,000.00
Item -16	4' Diameter Manhole with Drop Inlet	1	EA	\$4,500.00	\$4,500.00	\$5,334.68	\$5,334.68	\$8,400.00	\$8,400.00
Item -17	4' Diameter Manhole (SCDOT 719-505-01)	1	EA	\$4,500.00	\$4,500.00	\$7,425.17	\$7,425.17	\$8,400.00	\$8,400.00
Item -18	5' Diameter Manhole (SCDOT 719-505-01)	4	EA	\$5,000.00	\$20,000.00	\$7,754.35	\$31,017.40	\$11,200.00	\$44,800.00
Item- 19	Utility Relocation (Water)								
a.	Relocate 21 LF 6" DIP Water Line at Sta. 6+01 Line A (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,300.00	\$17,300.00
b.	Relocate 29 LF 6" DIP Water Line at Sta. 5+54 Line A (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$17,300.00	\$17,300.00
c.	Relocate 20 LF 6" DIP Water Line at Sta. 4+00 Line A (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$16,600.00	\$16,600.00
d.	Relocate 20 LF 6" DIP Water Line at Sta. 2+76 Line A (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$16,600.00	\$16,600.00
e.	Relocate 19 LF 6" DIP Water Line at Sta. 2+19 Line A (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$16,600.00	\$16,600.00
f.	Relocate 19 LF 6" DIP Water Line at Sta. 1+18 Line A (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$16,600.00	\$16,600.00
g.	Relocate 19 LF 6" DIP Water Line at Sta. 0+25 Line A (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$16,600.00	\$16,600.00
h.	Relocate 26 LF 6" DIP Water Line at Sta. 0+06 Line A1R (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,200.00	\$17,200.00
i.	Relocate 20 LF 6" DIP Water Line at Sta. 0+18 Line A1L (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$13,784.77	\$13,784.77	\$16,600.00	\$16,600.00
j.	Relocate 28 LF 6" DIP Water Line at Sta. 0+17 Line A2L (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,200.00	\$17,200.00
k.	Relocate 28 LF 6" DIP Water Line at Sta. 0+06 Line A2R (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,300.00	\$17,300.00
l.	Relocate 28 LF 6" DIP Water Line at Sta. 0+14 Line A3L (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,300.00	\$17,300.00
m.	Relocate 28 LF 6" DIP Water Line at Sta. 0+06 Line A3R (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,300.00	\$17,300.00
n.	Relocate 25 LF 6" DIP Water Line at Sta. 0+41 Line A4 (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,300.00	\$17,300.00
o.	Relocate 29 LF 6" DIP Water Line at Sta. 0+05 Line A4 (w/valves)	1	LS	\$13,000.00	\$13,000.00	\$14,629.25	\$14,629.25	\$17,300.00	\$17,300.00
Item- 20	Utility Relocations (Electric, Communications, Gas) - Allowances								
a.	Dominion Energy - Gas Relocations	1	ALLOWANCE		\$60,000.00		\$60,000.00		\$60,000.00
b.	Unknown - Fiber Optic Cables	1	ALLOWANCE		\$25,000.00		\$25,000.00		\$25,000.00
c.	Frontier	1	ALLOWANCE		\$3,500.00		\$3,500.00		\$3,500.00
Item-21	Compaction and Materials Testing Allowances (Section 01 40 00)	1	ALLOWANCE		\$10,000.00		\$10,000.00		\$10,000.00
	TOTAL DIVISION III - QUEEN STREET SYSTEM				\$835,330.00		\$1,018,115.36		\$1,433,222.00
	TOTAL BASE BID TO INCLUDE DIV. I, II & III INCLUSIVE				\$6,251,220.00		\$7,087,873.41 E		\$8,749,253.00

E = Error in Bid

I hereby certify to the best of my knowledge, the above is a true tabulation of BIDS received May 3, 2023.

James C. Rugart
James C. Rugart, P.E.
S.C. Professional Engineering License No. 14613

Bidder 2 had two math errors in bid as noted.

Division I total submitted was actually \$3,000 more.

Division II total submitted was actually \$.03 less.

Combined Total Actual Bid is as noted. These errors do change the outcome.



Certified Bid Opening Minutes

Project: Stormwater System Improvements-Historic District

Project No.: #4015

EDA Award Number: 04-79-07494

Bid Opening Date: May 3, 2023

Time: 2:00 PM

Recipient: City of Georgetown

Co-Recipient: Georgetown County

To Whom It May Concern:

On Wednesday, May 3, 2023 at 2:00 PM, The City of Georgetown held a bid opening for the above-referenced project via Facebook Live. The purchasing agent Mrs. Daniella Howard opened the bids submitted electronically and Mr. Nick Ard, IT Technician, witnessed the procedure.

The City received three bids from the following contracting firms:

1. Green Wave Contracting, Inc.
2. Ben Cox, LLC
3. RH Moore Company Inc.

Green Wave was the apparent low bidder.

Certified By:

**Orlando
Arteaga**

Digitally signed by Orlando Arteaga
DN: cn=Orlando Arteaga, o=City of
Georgetown, ou=Engineering,
email=orarteaga@georgetownsc.gov
, c=US
Date: 2023.05.11 10:50:58 -04'00'

5/11/2023

Orlando Arteaga, PE
City Engineer

Date

Attachment: Certified Bid Opening Minutes (3883 : Historic District Stormwater Improvements- Construction Bid Approval)



Henry McMaster
Governor

SOUTH CAROLINA
DEPARTMENT OF COMMERCE

Robert M. Hitt III
Secretary

June 26, 2023

Dr. Sandra Yudice
City Administrator
City of Georgetown
Drawer 939
Georgetown, SC 29442

Dear Sandra,

Rural South Carolina and its economic future remain a priority for the South Carolina Department of Commerce. Together, we are committed to seeking solutions that will have a lasting impact on the rural areas of our state. In fact, legislators allocated funds to the Department of Commerce to assist rural communities through the Rural Initiative Grant Program. Georgetown County was identified as one of the counties eligible to receive funding.

Our team has reviewed your request for support for the City's Stormwater Improvement Project and we view this project as an applicable use of the Rural Initiative Grant Program funds. Our approval of the \$781,764 grant is contingent upon identification and commitments from other sources for the entire project costs.

We look forward to working with the City of Georgetown to make this project a reality. Please contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink that reads "Peggy McLean".

Peggy McLean
Business Incentives & Community Development

Attachment: SC Commerce City of Georgetown_Letter of support for EDA stormwater project (3883 : Historic District Stormwater

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Executive Office
(843) 545-4001

May 18, 2023

US Department of Commerce
Economic Development Administration
Atlanta Regional Office
401 West Peachtree Street, NW, Suite 1820
Atlanta, Georgia 30308-3510

Attn. Mr. Asa R. Williams
E.I. Civil Engineer/Project Manager

c/o Ms. Marsha Smith-WRCOG

Re: Project Bid Award Recommendation and Additional Funding Request
EDA Award Number 04-79-07494
Stormwater System Improvements-Historic District
Project # 4015
City of Georgetown-SC

Dear Mr. Williams:

On May 3, 2023, the City received three valid bids ranging from \$6,251,220 to \$8,749,253. Please see the attached certified bid table prepared by WK Dickson. The lowest bid exceeds the approved EDA construction budget. The lowest qualified and responsive bid for this project is from Green Wave Contracting Inc. at \$6,251,220.

As you know, the City applied and received an EDA grant based on the market conditions known at that time, Georgetown County provided the match, making it the grant co-recipient. Furthermore, City Council reaffirmed the commitment towards this project by approving a budget amendment on December 15, 2023, for an additional \$500,000 from the Hospitality tax funds. Attached is the breakdown of the current funding available.

The unprecedented inflationary costs in the last 18 months, COVID-19 effects, and the disruption in the construction materials supply chain have created extraordinary material and labor cost increases. Therefore, we respectfully request an adjustment of the award amount with an increase of **\$2,822,849** (\$2,634,519 plus \$188,330 for contingency due to unforeseen conditions or current inflationary construction costs) for a total of \$500,000 in contingency to avoid further delays on this project.

Drawer 939
Georgetown, SC 29442

Attachment: 2023.05.18 EDA Bid Additional Fund Request (3883 : Historic District Stormwater Improvements- Construction Bid Approval)

We hope that this request for additional funds is granted. If you have any questions, please do not hesitate to contact Marsha Smith at msmith@wrcog.org or City Engineer Orlando Arteaga at oarteaga@georgetownsc.gov.

Sincerely,



Digitally signed by Sandra E. Yúdice, Ph.D.
DN: cn=Sandra E. Yúdice, Ph.D., o=City of
Georgetown, SC, ou=City Administrator,
email=syudice@georgetownsc.gov, c=US
Date: 2023.05.19 13:56:14 -04'00'

Sandra E. Yúdice, Ph.D.
City Administrator

cc: Orlando Arteaga, City Engineer
Kathy Vermeland, Finance Director
Eliza Jagger-Assistant Finance Director
Scott Whittier, Utilities and Public Works Director
Marsha Smith, Grant Manager- WRCOG
Sarah Smith, Director-WRCOG
Bill Young, VP-WK Dickson

Cost Classification Approved by EDA	EDA 80%	Local Match (County) 20%	Total Approved Budget
Administrative and legal expenses	\$51,427	\$12,858	\$64,284
Land, structures, and rights-of-way appraisals, etc.	\$76,000	\$19,000	\$95,000
Architectural and engineering fees	\$274,270	\$68,567	\$342,837
Other architectural and engineering fees	\$1,600	\$400	\$2,000
Project inspection fees and audit	\$219,416	\$54,854	\$274,270
Construction	\$2,493,361	\$623,340	\$3,116,701
Contingencies	\$249,336	\$62,334	\$311,670
	\$3,365,410	\$841,353	\$4,206,762

Lowest Bid	Additional Funds Needed	Local Match (City)	Total Funds Needed
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
\$6,251,220	\$3,134,519	\$500,000	\$2,634,519
-	\$188,330	-	\$188,330
Additional Funds Needed			\$2,822,849

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Executive Office
(843) 545-4001

May 19, 2023

US Department of Commerce
Economic Development Administration
Atlanta Regional Office
401 West Peachtree Street, NW, Suite 1820
Atlanta, Georgia 30308-3510

Attn. Mr. Asa R. Williams
E.I. Civil Engineer/Project Manager

c/o Ms. Marsha Smith-WRCOG

Re: Availability of Funds: EDA Award Number 04-79-07494
Stormwater System Improvements-Historic District
Project # 4015-City of Georgetown-SC

Dear Mr. Williams:

The City of Georgetown has a total of \$1,341,353 (Local match: \$841,353 from Georgetown County and \$500,000 from City of Georgetown) available. The City of Georgetown assures that the contractor will be paid in full with these funds until EDA funds are available for reimbursement of incurred and approved costs.

Please note that we are submitting a request for additional funds to EDA as previously discuss with you. We are also submitting a similar request to the SC Department of Commerce under the Rural Initiative Grant program. We hope that one of these requests is approved to complete this project without further delays.

If you have any questions, please do not hesitate to contact Finance Director Kathy Vermeland kvermeland@georgetownsc.gov or Assistant Finance Director Eliza Jagger EJagger@georgetownsc.gov

Sincerely,

Digitally signed by Sandra E. Yudice, Ph.D.
DN: cn=Sandra E. Yudice, Ph.D., o=City of
Georgetown, SC, ou=City Administrator,
email=syudice@georgetownsc.gov, c=US
Date: 2023.05.19 14:10:19 -04'00'

Sandra E. Yudice, Ph.D.
City Administrator

cc: Orlando Arteaga, City Engineer
Kathy Vermeland, Finance Director
Eliza Jagger-Assistant Finance Director
Scott Whittier, Deputy City Administrator
Marsha Smith, Grant Manager- WRCOG

Drawer 939
Georgetown, SC 29442

Attachment: 2023.05.19 EDA Availability of Funding (3883 : Historic District Stormwater Improvements- Construction Bid Approval)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3885

Council Meeting Date:	20 July 2023
Department:	Engineering
Issue Under Consideration:	Motion to authorize staff to proceed and request the SC Department of Transportation to transfer ownership of the following roads to the City of Georgetown: N. Kaminski Street (S-386, 0.098 miles) from Front Street to the dead-end; Cannon Street (S-159, 0.053 miles) from Front Street to the Inner Harbor; and Meeting Street (S-153, 0.146 miles) from Front Street to the Inner Harbor.
Amount Requested:	\$0
Is Item in Current Budget?	N/A
If no, please explain:	
Financial Impact:	None
Points to Consider:	1. Streets are currently maintained by SCDOT 2. The City will be responsible in perpetuity for the maintenance and upkeep of the pavement, sidewalks, and underground stormwater utilities. 3. The City will be responsible to issue utility encroachment permits for any above or below-ground utility activities.
Options:	Approve or Not Approve
Staff Recommendation:	This is a request from city council. Staff will complete council's directive

Reviews:

Scott Whittier Completed 07/11/2023 1:11 PM
 City Attorney Completed 07/11/2023 2:36 PM
 Sandra E. Yudice Ph.D. Completed 07/11/2023 4:06 PM
 Stephanie Buccione Completed 07/13/2023 2:38 PM
 Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 SCDOT ROAD TRANSFER (N.Kaminski St) (PDF)
2. 2 SCDOT ROAD TRANSFER (Cannon St) (PDF)
3. 3 SCDOT ROAD TRANSFER (Meeting St) (PDF)
4. 4 Resolution to support road transfer (PDF)

Updated: 7/19/2023 2:07 PM by Stephanie Buccione (Page 1)

South Carolina Department of Transportation

Engineering Directive

Directive Number: ED-41 **Effective:** November 17, 2015

Subject: Removal of Roads or Sections of Roads from the State Highway System

References: S.C. Code of Laws, Sections 57-5-10, 57-5-80, 57-5-120, 57-5-600, and 57-9-10, *et seq.*

Purpose: Provide Procedural Guidance in Performing Actions to Remove State Roads from the Highway System

This Directive Applies to: All Employees

At the June 21, 2007, meeting the South Carolina Department of Transportation (SCDOT) Commission recognized the need to reduce the size of the secondary road system and implemented a new policy to begin this process. State law allows the removal of roads from the state highway system under specific circumstances. Removal of a road from the state highway system must be authorized by at least one of the statutes listed below and must follow the processes set forth herein.

Authorizing Statutes:

Transfer of Roads from Secondary System to another Entity or Person - S.C. Code of Laws, Section 57-5-80

SCDOT may transfer from the state highway secondary system any road under its jurisdiction determined by SCDOT to be of low traffic importance to one of the parties indicated below, if mutual consent is reached between SCDOT and the transferee:

- (a) a county or municipality,
- (b) a school,
- (c) a governmental agency,
- (d) a nongovernmental entity, or
- (e) a person.

In all cases, the county or municipality shall have right of first refusal to accept roads into their maintenance responsibility when roads are considered for transfer from the state highway system to a nongovernmental entity or person. If a road or a portion of a road is considered for transfer from the state highway secondary system to a nongovernmental entity or person, all persons, businesses, and entities having property interests located on that section of road must be in agreement with the transfer. Maintenance responsibility for the removed road will transfer to the transferee upon notice from SCDOT of the official action removing the road from the state highway system. Notification of the transfer must be given to the county legislative delegation.

Abandonment of Section of Relocated Highway - S.C. Code of Laws, Section 57-5-120

SCDOT may abandon any section of highway that has been relocated. At its discretion, SCDOT may choose to retain the old section when it serves as a needed connection to the new section or when it serves as a proper part of the state highway system. All other sections should be abandoned. Every section abandoned due to relocation reverts to the local government having jurisdiction (city or county) or is abandoned as a public way.

Abandonment of Right-of-Way - S.C. Code of Laws, Section 57-5-600

Right-of-way previously acquired by SCDOT may be removed from the state highway system when it is determined that the right-of-way is not required for either right-of-way or departmental purposes. Removal of right of way must be primarily for public benefit, not private benefit. SCDOT's Rights of Way Office must determine what, if any, charge shall be made for the abandonment and/or transfer.

Court Ordered Closure - S.C. Code of Laws, Section 57-9-10, *et seq.*

Any interested person, the State, or any of its political subdivisions or agencies may petition a court of competent jurisdiction to abandon or close any street, road, or highway whether opened or not. Certain notice procedures must be followed as set forth in the statute. If the court shall determine that it is in the best interest of all concerned that such street, road, or highway be abandoned or closed, the court shall then determine in whom the title shall be vested and issue an appropriate order.

Removal Procedures:

Court Ordered Closures - All petitions for court ordered closures shall follow the following procedures:

1. The Legal Office shall send a copy of the initial petition for closure to the Director of Planning, Director of Rights of Way, and the appropriate district engineering administrator.
2. Each office should then determine if the petition covers a state system road. Once determined, each office must decide if they have objections to closure and notify the Legal Office within the time frame specified. Some examples of objections include sight distance concerns due to loss of right-of-way and the closure resulting in other state maintained roads becoming disconnected from the state system. The Legal Office will then convey any concerns to the courts.
3. If the court approves the closure, the final order of closure should be forwarded to the Director of Planning.
4. If the road was a state maintained road, the Director of Planning shall notify the SCDOT Commission.

Engineering Directive 41

Page 3 of 5

Upon approval of the closure by the Commission (if state maintained), the following actions shall be taken:

1. The Director of Planning shall make the necessary adjustments in SCDOT's official mileage records, including those records necessary for enforcement of the secondary road mileage limitation (state and non-state maintained roads).
2. The Director of Planning shall notify the district engineering administrators of all actions taken by the Commission (state maintained roads only).
3. Based on the Commission minutes or a copy of Commission action available online, the district engineering administrator shall remove all SCDOT signs designating a road or route number (S-marker) from the section of road closed.

Other Removals:

All other requests for removal of a road or a portion of a road from the state highway system shall follow the procedures outlined below:

1. The Director of Traffic Engineering, Director of Construction, Director of Maintenance, Director of Planning, Director of Preconstruction, or a district engineering administrator may make a request for removal. A request for removal may also be initiated by the local entity (county, city, or school district) having jurisdiction or by other government agencies, a nongovernmental entity, or individuals with property interest along the section of roadway. Requests for removal must be submitted using the "Request for Removal from State Highway System" electronic form (Request for Removal from Highway System) located on SCDOT's Intranet as well as in Appendix A of this directive. A PDF fillable form is also available from the Director of Planning.
2. The SCDOT office initiating the request for removal must work with the Rights of Way Office to determine if the checkbox in the "Acceptance of Maintenance Responsibility by Other Entity" should be checked Yes or No. This will primarily depend on how the road was initially built and whether the right-of-way for the section proposed to be removed could generate revenue for SCDOT.

If the person or entity requesting to assume maintenance responsibility is not a governmental agency:

1. The SCDOT department initiating the request should confirm the requestor's identity by checking their state issued driver's license or identification card. If the requestor is an entity, not an individual, confirm identity by some other form of identification.
2. The requestor should include a letter from the county or municipality stating that the county or municipality refuses to accept maintenance of the described road. If the person or entity cannot obtain such letter, the SCDOT department initiating the request should contact the county or municipality only after the person or entity has provided proof they have tried to contact the local government. A sample form letter that should be used when contacting the local government is provided in Appendix B of this directive.

3. The requestor must obtain a statement from all persons, businesses, and entities having property interests on the road that they are in agreement with the transfer and provide adequate documentation that these are the only property owners with interests in the road. A sample affidavit documenting property owners is provided in Appendix C of this directive.
4. All requests for removal forms must be forwarded to the Director of Planning for appropriate action. The Director of Planning will maintain records of each removal request with supporting documentation and record the action taken on each request. The Director of Planning shall review the request for accuracy of description, location, and mileage, and shall verify the requested removal is in compliance with one of the statutes authorizing removal listed above. The Director of Planning shall also forward the request to the appropriate district engineering administrator for completion and concurrence as necessary. If a "Request for Removal from State Highway System" form or letter accepting maintenance responsibility is not attached to the request, the Director of Planning shall request the district engineering administrator to secure a completed form or letter.
5. Upon verification of the request for accuracy, compliance, and appropriate signatures, the Director of Planning shall forward the request to the Deputy Secretary for Intermodal Planning in the form of a recommendation to the Commission. If the road to be removed intersects a state maintained road it is important to include a plan sheet showing what right-of-way needs to be retained. Each recommendation for removal shall also include the person or entity requesting the removal (i.e., SCDOT, county, city, school district, government agency, private company, or individual), a description of the portion of road to be removed, and the statutory authority for removal along with the information required below:
 - a. Abandonment of Section of Relocated Highway
 - i. If the section was maintained by easement only - a copy of the letter or email notifying the local government of the abandonment and a copy of any response received.
 - ii. If SCDOT owns fee simple interest in the section to be abandoned – a "Request for Removal from State Highway System" form (preferred), or a statement of acceptance of maintenance responsibility by letter from the local government, or a request for quitclaim deed, or a court ordered closure action.
 - b. Transfer from Secondary Road System to another Person or Entity
 - i. "Request for Removal from State Highway System" form signed by the party to whom the road is requested to be transferred.
 - ii. Letter of right of first refusal from the county or municipality, if appropriate.
 - iii. If the requestor is a non-governmental entity or person, a statement that all persons and businesses on the road are in agreement with the transfer and adequate documentation that these are the only property owners with interests in the road. A sample affidavit documenting property owners is provided in Appendix C of this directive.

- c. Abandonment of Right of Way - "Request for Removal from State Highway System" form (preferred), or a statement of acceptance of maintenance responsibility by letter from the local government or entity (county, city, school district, or government agency).

Upon approval of the removal by the Commission, the following actions shall be taken:

1. The Director of Planning shall make the necessary adjustments in SCDOT's official mileage records, including those records necessary for enforcement of the secondary road mileage limitation.
2. The Director of Planning shall notify the district engineering administrators and Chief of Staff of all actions taken by the Commission.
3. The district engineering administrator shall ensure all SCDOT signs designating a road or route number (S-marker) are removed from the section of road transferred to a local government or agency.
4. If the entire road is to be abandoned, the district engineering administrator shall ensure all SCDOT signs are removed.
5. The district engineering administrator shall notify the requestor, in writing, of the action taken by the Commission and send an electronic copy to the Director of Planning.
6. The Chief of Staff shall notify the appropriate county legislative delegations of the actions taken by the Commission.

Based on the Commission minutes or a copy of Commission action available online, the Director of Rights of Way, if appropriate, shall prepare and forward a quitclaim deed for the removed road to the party to whom the road is being transferred. The quitclaim deed shall, in addition to transferring the right of way, specifically transfer any bridge within the limits of the removed road, and transfer all future maintenance responsibility.

Submitted and Recommended by: Mark Pleasant
Director of Planning

Approved: Ron K. Patton
Deputy Secretary for Intermodal Planning

Approved: Christy A. Hall
Deputy Secretary for Engineering

Lead: Director of Planning

History: Issued on September 15, 2008
First Revision on April 13, 2015
Second Revision on November 17, 2015

APPENDIX A
FOR ENGINEERING DIRECTIVE 41

REQUEST FOR REMOVAL FROM

12.C.1

STATE HIGHWAY SYSTEM

(REVISED 09/2015)

DESCRIPTION OF SECTION OF ROAD TO BE REMOVEDCOUNTY: Georgetown ROAD NUMBER: S-386 ROAD NAME: North Kaminski StLENGTH TO BE REMOVED: .098 MILESBEGINNING POINT: Intersection of Front St and N. Kaminski St ENDING POINT: End of North Kaminski St

DESCRIPTION: (PLEASE ATTACH LOCATION MAP)

PDF of location map is attached.

ACCEPTANCE OF MAINTENANCE RESPONSIBILITY BY OTHER ENTITY OR PERSON

IT IS REQUESTED THAT THE ABOVE DESCRIBED ROAD BE REMOVED FROM THE STATE HIGHWAY SYSTEM. OWNERSHIP AND MAINTENANCE OF THIS ROAD WILL BECOME THE RESPONSIBILITY OF THE ENTITY LISTED BELOW. **IF THIS ENTITY IS NOT A GOVERNMENTAL ENTITY, A LETTER FROM THE COUNTY OR MUNICIPALITY STATING THAT THEY REFUSE TO ACCEPT MAINTENANCE OF THE DESCRIBED ROAD SHOULD BE INCLUDED WITH THIS FORM.**

YES ☒ NO ☐ IF YES IS CHECKED AND THE ENTITY OR PERSON BELOW CEASES TO UTILIZE THIS PROPERTY FOR PUBLIC PURPOSES, THEN EITHER THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION MUST BE COMPENSATED FAIR MARKET VALUE BY THE ENTITY OR PERSON OR THE PROPERTY WILL REVERT TO THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION, WHO WILL HAVE THE RIGHT TO RE-ENTER AND TAKE POSSESSION OF THE PROPERTY FREE OF ALL RESTRICTIONS AND RESTRAINTS.

NAME / ENTITY: Sandra E. Yudice, Ph.D/City of Georgetown

PLEASE TYPE OR PRINT

TITLE: City Administrator

PLEASE TYPE OR PRINT

SIGNED: _____ DATE: _____

NOTE TO DISTRICT ENGINEERING ADMINISTRATOR:

THIS COMPLETED FORM AND MAP SHOULD BE FORWARDED TO:

SCDOT DIRECTOR OF PLANNING

955 PARK STREET - ROOM 515, P.O. BOX 191

COLUMBIA, S.C. 29202

Attachment: SCDOT ROAD TRANSFER (N.Kaminski St) (3885 : Transfer of SCDOT Road Ownership)

BASIS FOR REMOVAL

12.C.1

(TO BE COMPLETED BY SCDOT)

CHECK ONE OF THE (3) THREE OPTIONS BELOW AND COMPLETE:

1. ☐ ABANDONMENT OF SECTION OF RELOCATED HIGHWAY

2. ☐ DELETION AND REMOVAL OF ROADS FROM THE SECONDARY SYSTEM (SWAP MILES ONLY)

ROADS TO BE ADDED IN SWAP OF MILES:

<u>ROADS NUMBER</u>	<u>ROAD MILEAGE</u>	<u>AVERAGE DAILY TRAFFIC (ADT)</u>	<u>NUMBER OF LANES</u>	<u>TRAFFIC IMPORTANCE</u>
_____	(_____ X _____ / _____)	=	_____	_____
_____	(_____ X _____ / _____)	=	_____	_____

ROADS TO BE DELETED IN SWAP OF MILES:

<u>ROADS NUMBER</u>	<u>ROAD MILEAGE</u>	<u>AVERAGE DAILY TRAFFIC (ADT)</u>	<u>NUMBER OF LANES</u>	<u>TRAFFIC IMPORTANCE</u>
_____	(_____ X _____ / _____)	=	_____	_____
_____	(_____ X _____ / _____)	=	_____	_____

NOTE: ROADS TO BE ADDED MUST BE OF HIGHER TRAFFIC IMPORTANCE THAN ROADS TO BE DELETED AS DETERMINED BY THE CALCULATIONS ABOVE.

3. ☐ DELETION AND REMOVAL OF ROADS FROM THE SECONDARY SYSTEM (NO SWAP MILES)

Or

☐ ABANDONMENT OF RIGHT-OF-WAY - (REMOVAL OF ROADS FROM STATE HWY. SYSTEM ONLY)

DETERMINATION OF RIGHT-OF-WAY NEED (CHECK APPROPRIATE BOX(ES) BELOW)

YES NO

- ☐ ☐ PROPERTY IS REQUIRED FOR SCDOT RIGHT-OF-WAY ¹
- ☐ ☐ PROPERTY IS REQUIRED FOR DEPARTMENT PURPOSES ¹
- ☐ ☐ ABANDONMENT IS IN THE INTEREST OF THE PUBLIC AND SCDOT
- ☐ ☐ ABANDONMENT ADVERSELY AFFECTS THE INDIVIDUAL RIGHTS OF OTHERS

THE RIGHT OF WAY LIMITS RETAINED AT THE INTERSECTING ROADS WILL BE ESTABLISHED AS FOLLOWS:

ADDITIONAL COMMENTS:

¹ A COPY OF THE PLAN SHEET WITH THE NEW RIGHT OF WAY LIMITS MUST BE INCLUDED.

REQUEST SUBMITTED BY: _____ DATE: _____

CONCURRENCE BY: _____ DATE: _____

FOR PRIMARY ROUTES ONLY:

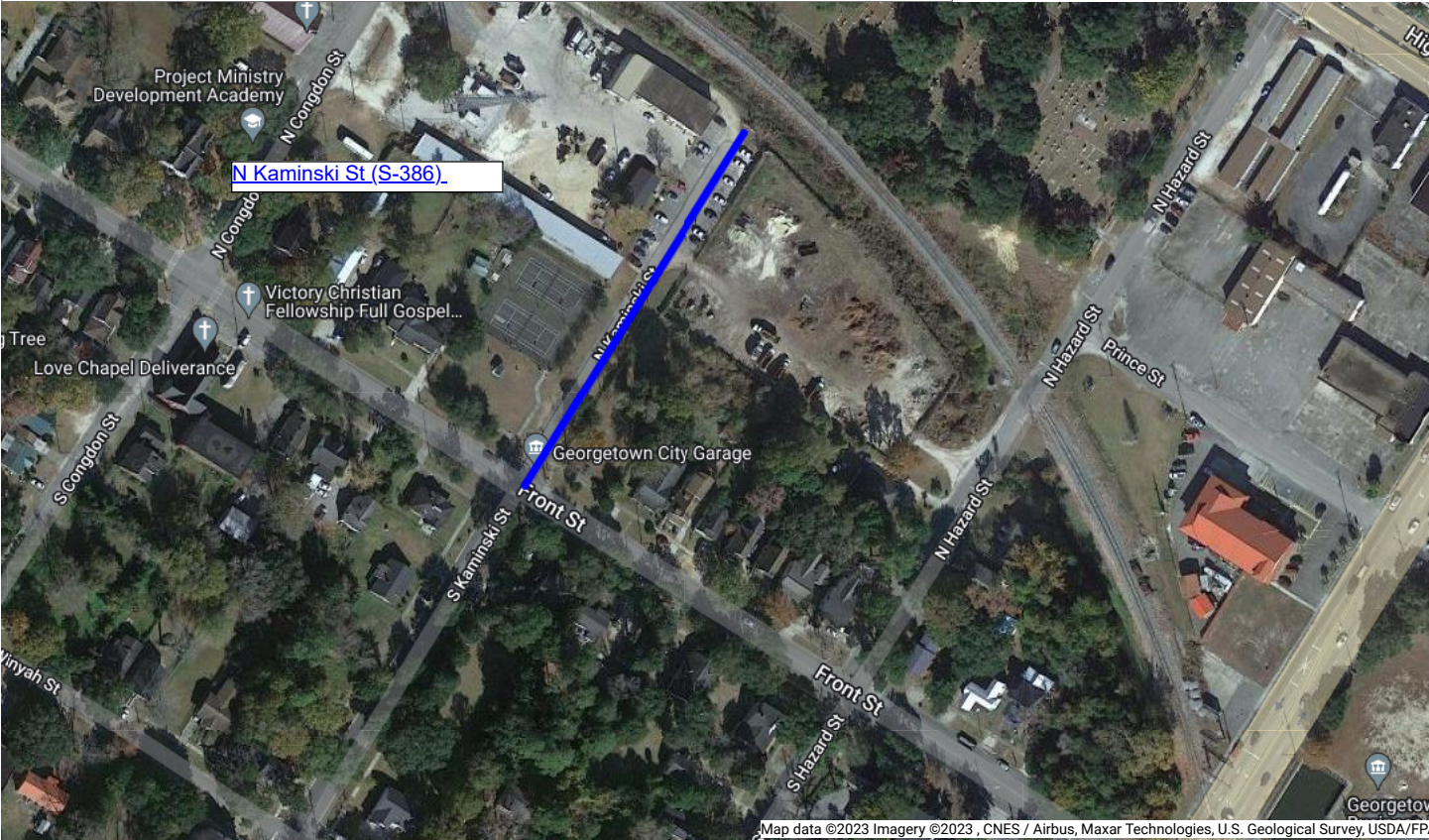
APPROVAL BY: _____ DATE: _____

DIRECTOR OF PLANNING

County (Required) Georgetown

Municipality (Optional) Georgetown

Street Name N Kaminski St



Our records indicate the road you have selected is maintained by SCDOT. If you would like additional information pertaining to this road, please contact our local Resident Engineer's office at 843-546-2405

Attachment: SCDOT ROAD TRANSFER (N.Kaminski St) (3885 : Transfer of SCDOT Road Ownership)

REQUEST FOR REMOVAL FROM

12.C.2

STATE HIGHWAY SYSTEM

(REVISED 09/2015)

DESCRIPTION OF SECTION OF ROAD TO BE REMOVEDCOUNTY: Georgetown ROAD NUMBER: S-159 ROAD NAME: Cannon StLENGTH TO BE REMOVED: .053 MILESBEGINNING POINT: Intersection of Front St and Cannon St ENDING POINT: End of Cannon St, Marina side

DESCRIPTION: (PLEASE ATTACH LOCATION MAP)

PDF of location map is attached.

ACCEPTANCE OF MAINTENANCE RESPONSIBILITY BY OTHER ENTITY OR PERSON

IT IS REQUESTED THAT THE ABOVE DESCRIBED ROAD BE REMOVED FROM THE STATE HIGHWAY SYSTEM. OWNERSHIP AND MAINTENANCE OF THIS ROAD WILL BECOME THE RESPONSIBILITY OF THE ENTITY LISTED BELOW. **IF THIS ENTITY IS NOT A GOVERNMENTAL ENTITY, A LETTER FROM THE COUNTY OR MUNICIPALITY STATING THAT THEY REFUSE TO ACCEPT MAINTENANCE OF THE DESCRIBED ROAD SHOULD BE INCLUDED WITH THIS FORM.**

YES ☒ NO ☐ IF YES IS CHECKED AND THE ENTITY ABOVE CEASES TO UTILIZE THIS PROPERTY FOR PUBLIC PURPOSES, THEN THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION SHALL BE COMPENSATED FAIR MARKET VALUE BY THE ENTITY OR ELSE THE PROPERTY SHALL REVERT TO THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION, WHO WILL HAVE THE RIGHT TO RE-ENTER AND TAKE POSSESSION OF THE PROPERTY FREE OF ALL RESTRICTIONS AND RESTRAINTS.

NAME / ENTITY: Sandra E. Yudice, Ph.D/City of Georgetown

PLEASE TYPE OR PRINT

TITLE: City Administrator

PLEASE TYPE OR PRINT

SIGNED: _____ DATE: _____

NOTE TO DISTRICT ENGINEERING ADMINISTRATOR:

THIS COMPLETED FORM AND MAP SHOULD BE FORWARDED TO:

SCDOT DIRECTOR OF PLANNING

955 PARK STREET - ROOM 515, P.O. BOX 191

COLUMBIA, S.C. 29202

Attachment: SCDOT ROAD TRANSFER (Cannon St) (3885 : Transfer of SCDOT Road Ownership)

BASIS FOR REMOVAL

12.C.2

(TO BE COMPLETED BY SCDOT)

CHECK ONE OF THE (3) THREE OPTIONS BELOW AND COMPLETE:

1. ☐ ABANDONMENT OF SECTION OF RELOCATED HIGHWAY

2. ☐ DELETION AND REMOVAL OF ROADS FROM THE SECONDARY SYSTEM (SWAP MILES ONLY)

ROADS TO BE ADDED IN SWAP OF MILES:

<u>ROADS NUMBER</u>	<u>ROAD MILEAGE</u>	<u>AVERAGE DAILY TRAFFIC (ADT)</u>	<u>NUMBER OF LANES</u>	<u>TRAFFIC IMPORTANCE</u>
_____	(_____ X _____ / _____)	=	_____	_____
_____	(_____ X _____ / _____)	=	_____	_____

ROADS TO BE DELETED IN SWAP OF MILES:

<u>ROADS NUMBER</u>	<u>ROAD MILEAGE</u>	<u>AVERAGE DAILY TRAFFIC (ADT)</u>	<u>NUMBER OF LANES</u>	<u>TRAFFIC IMPORTANCE</u>
_____	(_____ X _____ / _____)	=	_____	_____
_____	(_____ X _____ / _____)	=	_____	_____

NOTE: ROADS TO BE ADDED MUST BE OF HIGHER TRAFFIC IMPORTANCE THAN ROADS TO BE DELETED AS DETERMINED BY THE CALCULATIONS ABOVE.

3. ☐ DELETION AND REMOVAL OF ROADS FROM THE SECONDARY SYSTEM (NO SWAP MILES)

Or

☐ ABANDONMENT OF RIGHT-OF-WAY - (REMOVAL OF ROADS FROM STATE HWY. SYSTEM ONLY)

DETERMINATION OF RIGHT-OF-WAY NEED (CHECK APPROPRIATE BOX(ES) BELOW)

YES NO

- ☐ ☐ PROPERTY IS REQUIRED FOR SCDOT RIGHT-OF-WAY ¹
- ☐ ☐ PROPERTY IS REQUIRED FOR DEPARTMENT PURPOSES ¹
- ☐ ☐ ABANDONMENT IS IN THE INTEREST OF THE PUBLIC AND SCDOT
- ☐ ☐ ABANDONMENT ADVERSELY AFFECTS THE INDIVIDUAL RIGHTS OF OTHERS

THE RIGHT OF WAY LIMITS RETAINED AT THE INTERSECTING ROADS WILL BE ESTABLISHED AS FOLLOWS:

ADDITIONAL COMMENTS:

¹ A COPY OF THE PLAN SHEET WITH THE NEW RIGHT OF WAY LIMITS MUST BE INCLUDED.

REQUEST SUBMITTED BY: _____ DATE: _____

CONCURRENCE BY: _____ DATE: _____

FOR PRIMARY ROUTES ONLY:

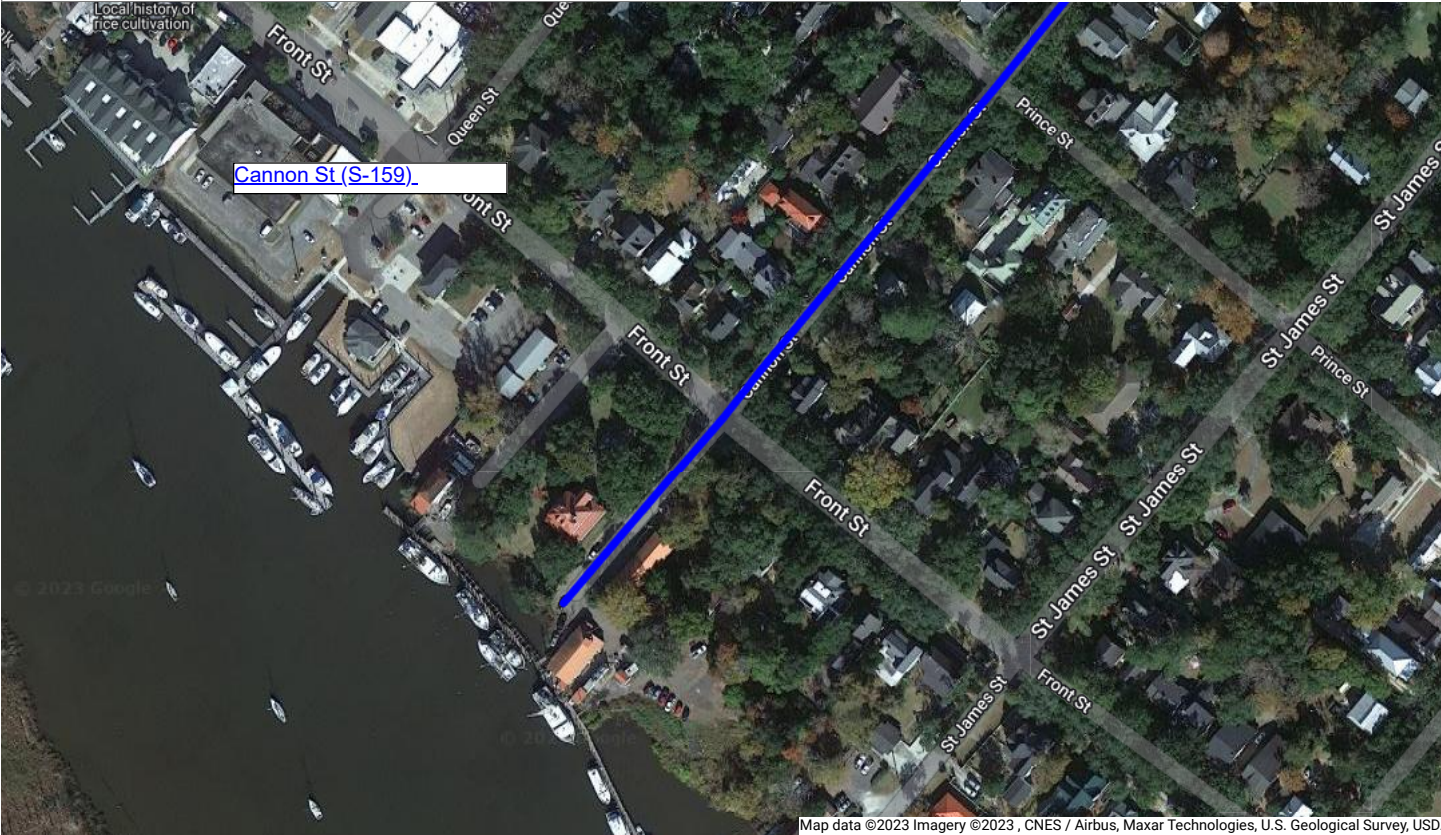
APPROVAL BY: _____ DATE: _____

DIRECTOR OF PLANNING

County (Required) Georgetown

Municipality (Optional) Georgetown

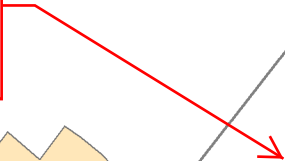
Street Name Cannon St



Our records indicate the road you have selected is maintained by SCDOT. If you would like additional information pertaining to this road, please contact our local Resident Engineer's office at 843-546-2405

Attachment: SCDOT ROAD TRANSFER (Cannon St) (3885 : Transfer of SCDOT Road Ownership)

Proposed Road
Jurisdiction by City
of Georgetown



CANNON ST

CANNON ST

FRONT ST

FRONT ST

ST JAMES ST

ST JAMES ST

REQUEST FOR REMOVAL FROM

12.C.3

STATE HIGHWAY SYSTEM

(REVISED 09/2015)

DESCRIPTION OF SECTION OF ROAD TO BE REMOVEDCOUNTY: Georgetown ROAD NUMBER: S-153 ROAD NAME: Meeting StLENGTH TO BE REMOVED: .146 MILESBEGINNING POINT: Intersection of Front St and Meeting St ENDING POINT: End of Meeting St, Marina side

DESCRIPTION: (PLEASE ATTACH LOCATION MAP)

PDF of location map is attached.

ACCEPTANCE OF MAINTENANCE RESPONSIBILITY BY OTHER ENTITY OR PERSON

IT IS REQUESTED THAT THE ABOVE DESCRIBED ROAD BE REMOVED FROM THE STATE HIGHWAY SYSTEM. OWNERSHIP AND MAINTENANCE OF THIS ROAD WILL BECOME THE RESPONSIBILITY OF THE ENTITY LISTED BELOW. **IF THIS ENTITY IS NOT A GOVERNMENTAL ENTITY, A LETTER FROM THE COUNTY OR MUNICIPALITY STATING THAT THEY REFUSE TO ACCEPT MAINTENANCE OF THE DESCRIBED ROAD SHOULD BE INCLUDED WITH THIS FORM.**

YES ☒ NO ☐ IF YES IS CHECKED AND THE ENTITY OR PERSON BELOW CEASES TO UTILIZE THIS PROPERTY FOR PUBLIC PURPOSES, THEN EITHER THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION MUST BE COMPENSATED FAIR MARKET VALUE BY THE ENTITY OR PERSON OR THE PROPERTY WILL REVERT TO THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION, WHO WILL HAVE THE RIGHT TO RE-ENTER AND TAKE POSSESSION OF THE PROPERTY FREE OF ALL RESTRICTIONS AND RESTRAINTS.

NAME / ENTITY: Sandra E. Yudice, Ph.D/City of Georgetown

PLEASE TYPE OR PRINT

TITLE: City Administrator

PLEASE TYPE OR PRINT

SIGNED: _____ DATE: _____

NOTE TO DISTRICT ENGINEERING ADMINISTRATOR:

THIS COMPLETED FORM AND MAP SHOULD BE FORWARDED TO:

SCDOT DIRECTOR OF PLANNING

955 PARK STREET - ROOM 515, P.O. BOX 191

COLUMBIA, S.C. 29202

Attachment: SCDOT ROAD TRANSFER (Meeting St) (3885 : Transfer of SCDOT Road Ownership)

BASIS FOR REMOVAL

12.C.3

(TO BE COMPLETED BY SCDOT)

CHECK ONE OF THE (3) THREE OPTIONS BELOW AND COMPLETE:

1. ☐ ABANDONMENT OF SECTION OF RELOCATED HIGHWAY2. ☐ DELETION AND REMOVAL OF ROADS FROM THE SECONDARY SYSTEM (SWAP MILES ONLY)ROADS TO BE ADDED IN SWAP OF MILES:

<u>ROADS NUMBER</u>	<u>ROAD MILEAGE</u>	<u>AVERAGE DAILY TRAFFIC (ADT)</u>	<u>NUMBER OF LANES</u>	<u>TRAFFIC IMPORTANCE</u>
_____	(_____ X _____ / _____)	=	_____	_____
_____	(_____ X _____ / _____)	=	_____	_____

ROADS TO BE DELETED IN SWAP OF MILES:

<u>ROADS NUMBER</u>	<u>ROAD MILEAGE</u>	<u>AVERAGE DAILY TRAFFIC (ADT)</u>	<u>NUMBER OF LANES</u>	<u>TRAFFIC IMPORTANCE</u>
_____	(_____ X _____ / _____)	=	_____	_____
_____	(_____ X _____ / _____)	=	_____	_____

NOTE: ROADS TO BE ADDED MUST BE OF HIGHER TRAFFIC IMPORTANCE THAN ROADS TO BE DELETED AS DETERMINED BY THE CALCULATIONS ABOVE.

3. ☐ DELETION AND REMOVAL OF ROADS FROM THE SECONDARY SYSTEM (NO SWAP MILES)

Or

☐ ABANDONMENT OF RIGHT-OF-WAY - (REMOVAL OF ROADS FROM STATE HWY. SYSTEM ONLY)

DETERMINATION OF RIGHT-OF-WAY NEED (CHECK APPROPRIATE BOX(ES) BELOW)

YES NO

- ☐ ☐ PROPERTY IS REQUIRED FOR SCDOT RIGHT-OF-WAY ¹
- ☐ ☐ PROPERTY IS REQUIRED FOR DEPARTMENT PURPOSES ¹
- ☐ ☐ ABANDONMENT IS IN THE INTEREST OF THE PUBLIC AND SCDOT
- ☐ ☐ ABANDONMENT ADVERSELY AFFECTS THE INDIVIDUAL RIGHTS OF OTHERS

THE RIGHT OF WAY LIMITS RETAINED AT THE INTERSECTING ROADS WILL BE ESTABLISHED AS FOLLOWS:

ADDITIONAL COMMENTS:

¹ A COPY OF THE PLAN SHEET WITH THE NEW RIGHT OF WAY LIMITS MUST BE INCLUDED.

REQUEST SUBMITTED BY: _____ DATE: _____

CONCURRENCE BY: _____ DATE: _____

FOR PRIMARY ROUTES ONLY:

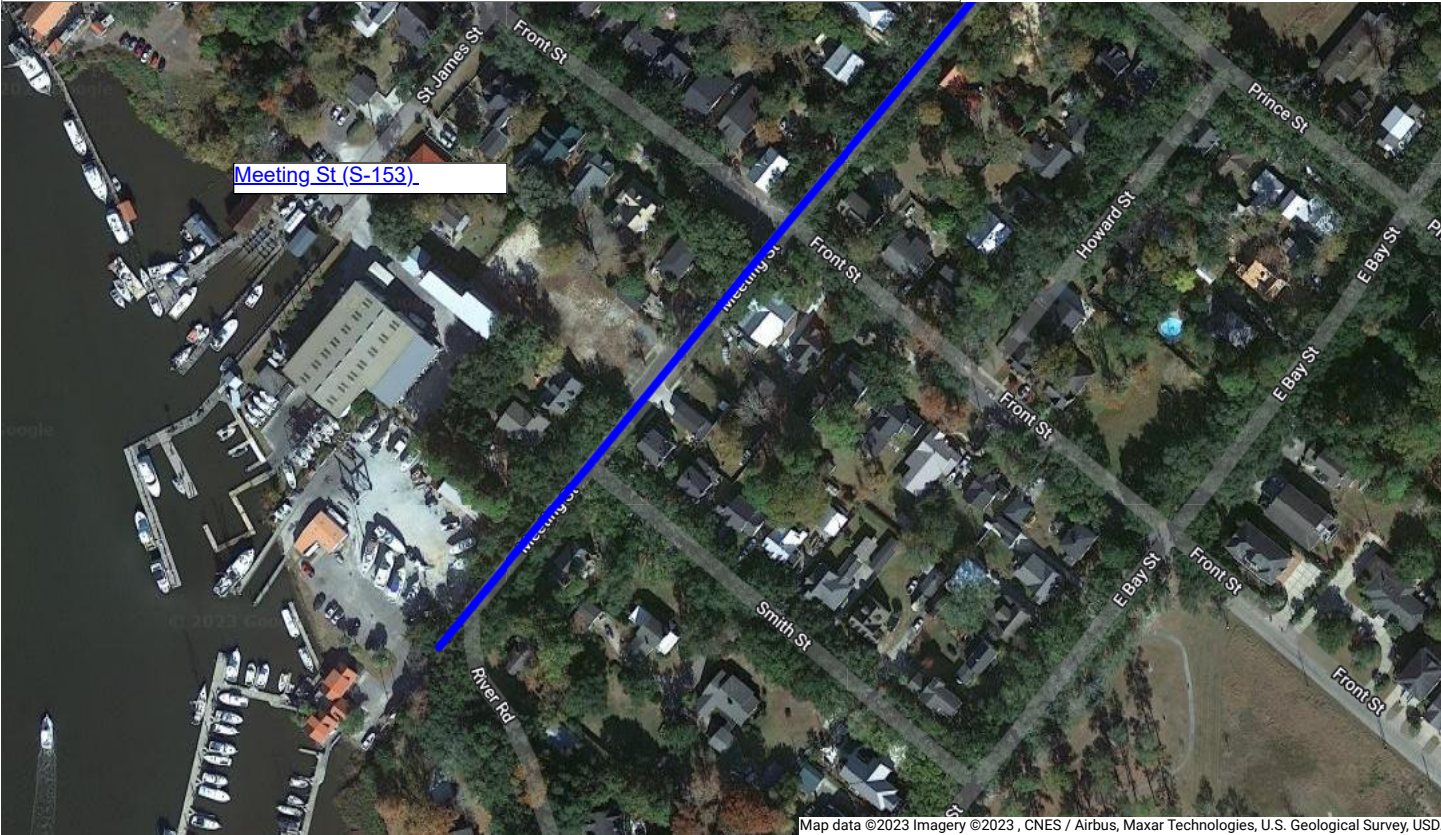
APPROVAL BY: _____ DATE: _____

DIRECTOR OF PLANNING

County (Required) Georgetown ▾

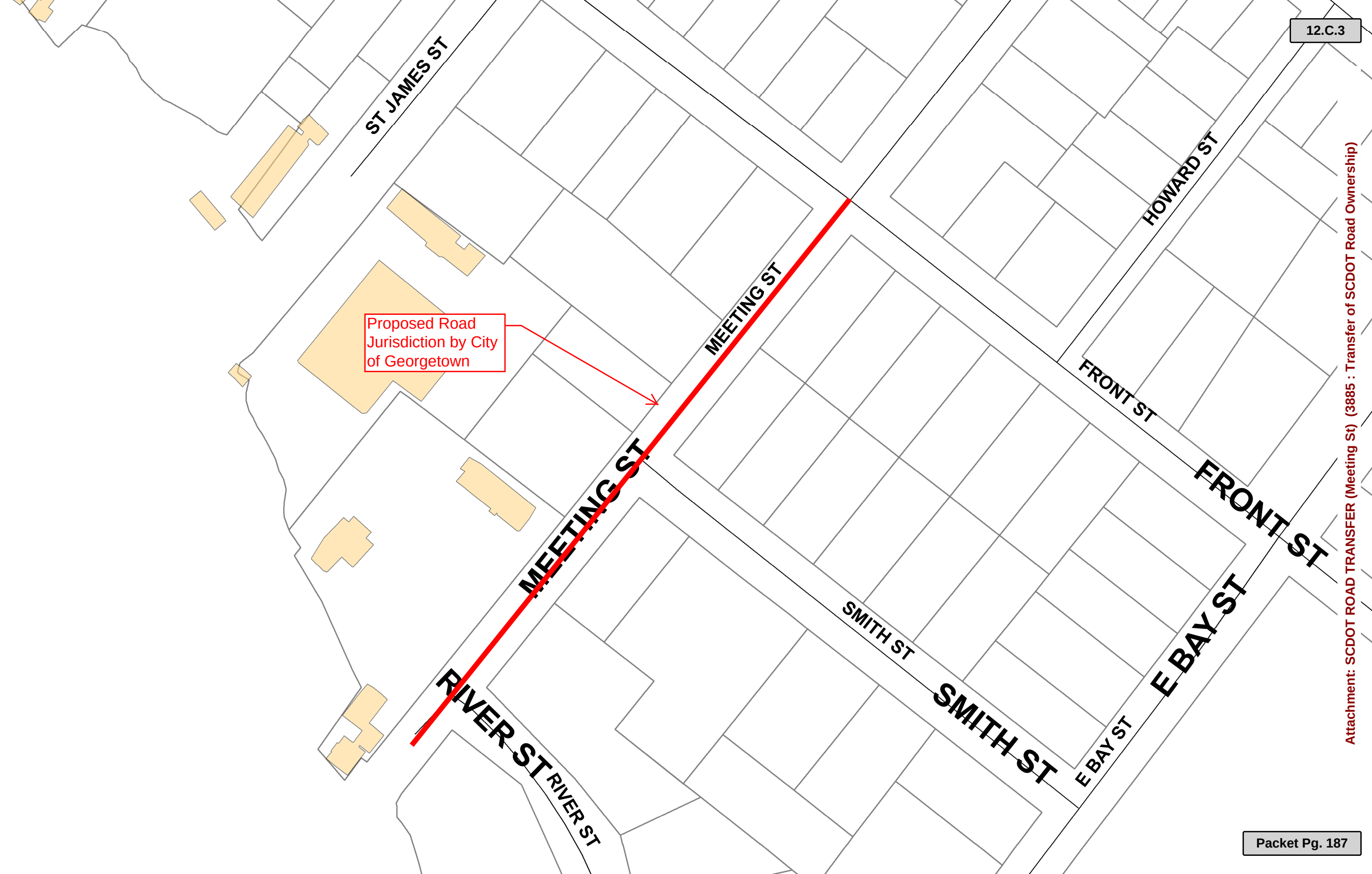
Municipality (Optional) Georgetown ▾

Street Name Meeting St



Our records indicate the road you have selected is maintained by SCDOT. If you would like additional information pertaining to this road, please contact our local Resident Engineer's office at 843-546-2405

Attachment: SCDOT ROAD TRANSFER (Meeting St) (3885 : Transfer of SCDOT Road Ownership)



Proposed Road
Jurisdiction by City
of Georgetown

STATE OF SOUTH CAROLINA	)	RESOLUTION OF COUNCIL
	)	IN SUPPORT OF ACCEPTANCE
CITY OF GEORGETOWN	)	OF ROADS

WHEREAS, the City of Georgetown is a municipal corporation organized under the laws of the State of South Carolina and possessing all general powers granted to such public entities; and

WHEREAS, the City of Georgetown recognizes the importance of its historic waterfront location for tourism, industry, and recreation; and

WHEREAS, certain streets and roads in the downtown area, historic district, and / or waterfront commercial district that terminate at or near the Sampit River have been laid out and dedicated to use by the public for over one hundred years; and

WHEREAS, certain of those streets of the city are presently kept and maintained within the South Carolina Department of Transportation System; and

WHEREAS, the Mayor and Council of the City of Georgetown recognize that securing certain access to the waterfront is vital to the city; and

WHEREAS, the Mayor and Council of the City of Georgetown desire to obtain or re-secure express ownership of these city streets, weighing and acknowledging the costs of maintenance of the infrastructure and the benefits to the city;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Georgetown, in a meeting duly assembled that:

1. The City Administrator or her designee is authorized and directed to prepare a **Request for Transfer of Road from state secondary system to another governmental agency** for presentation to the South Carolina Department of Transportation Commission requesting the deeded transfer of the following streets or sections of streets in the City to the City of Georgetown:

- (1) Cannon Street (S-159) from Front Street to the Inner Harbor;
- (2) Meeting Street (S-153) from Front Street to the Inner Harbor; and
- (3) N Kaminski Street (S-386) from Front Street to the end.

2. Should the Commissioners consider and grant the City's requests, the Mayor, Administrator, or designee is authorized to take all steps to accept ownership of such roads, record any such deeds, and make such changes as necessary to maps and records.

AND IT IS SO RESOLVED

DONE AND RATIFIED this ____ day of _____ 2023.

ATTEST:

CITY OF GEORGETOWN
a Municipal Corporation

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

APPROVED AS TO FORM:

Elise F. Crosby
City Attorney

Attachment: Resolution to support road transfer (3885 : Transfer of SCDOT Road Ownership)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3887 A

Council Meeting Date:	20 July 2023
Department:	Engineering
Issue Under Consideration:	Motion to cancel the design of the Howard School Park project and request a budget amendment to decrease FY2024 by \$125,000 in the Accommodation/Hospitality Tax fund.
Amount Requested:	None
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	The FY 2023 budget included funds to Purchase Land for a Basketball Court - West End. City Council approved reallocating this funding to design Howard Park as part of approving a Memorandum of Understanding with the GC School District on 3/16/2023 to use the Howard School property to build a park in the West End community.
Points to Consider:	1. The City and GCSD signed a Memo of Understanding on March 16, 2023 agreeing to the design and construction of the project at the Howard School premises. 2. The City engaged three consultants to work towards the design of this project: Parker Land Surveying (Survey), SGA/NW (landscaping design); and Rowe (civil design) 3. The total design cost is \$64,500 (Survey: \$3,000, LD: \$36,500; CD: \$25,000). 4. A project kickoff meeting was held on March 8, 2023 with all project stakeholders including representatives of city council, school district, and county council. 5. The survey was completed on June 2, 2023. 6. A second project meeting was held on June 21, 2023 to present and agree on the proposed conceptual plan. 7. After consulting with the project stakeholders, the city directed the consultants to proceed with the conceptual design plans on July 6, 2023. 8. Preliminary and conceptual plans have been prepared by both SGA and Rowe. 9. The City must pay any expenditures up to date on the design which were budgeted in FY2023. 10. City notified Rowe and SGA to pause on the design work on July 18, 2023. 11. The construction budget for Phase I is estimated at \$426,037.20. 12. The City has budgeted \$125,000 in FY 2024 towards the payment of one basketball court.

Updated: 7/19/2023 11:42 AM by Stephanie Buccione A (Page 1)

	13. There is no other funding committed by the county at this time. 14. There may be grant opportunities the city may apply in the future for the construction.
Options:	Cancel or Continue
Staff Recommendation:	Staff recommends to continue with the design work and to seek funding for Phase I construction for the next fiscal year through the county and other funding sources such as grants.

Reviews:

Scott Whittier Completed 07/18/2023 3:07 PM

Sandra E. Yudice Ph.D. Completed 07/18/2023 3:36 PM

Stephanie Buccione Completed 07/19/2023 11:43 AM

Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 2023.03.16 MOU - GCSD Howard Park (PDF)
2. 2 20235057-Howard Park Working Drawings (7-6-2023) (PDF)
3. 3 Howard Park Preliminary Civil Drawings- 7.17.23 (PDF)
4. 4 Schematic Opinion of Probable Cost (6-26-2023) (PDF)

STATE OF SOUTH CAROLINA)
) Memorandum of Understanding
IN THE CITY OF GEORGETOWN)
IN THE COUNTY OF GEORGETOWN)

In re Howard School Park

This Memorandum of Understanding ("MOU") dated March 3, 2023, by and between the City of Georgetown, South Carolina (the "City") and the Georgetown County School District ("the District"), is intended to memorialize certain agreements and understandings of the parties regarding the planning, funding, construction, maintenance, and operation of a planned recreational park to be located on the District's property in the City of Georgetown, herein collectively referred to as "Parties."

WITNESSETH

WHEREAS, the City of Georgetown is a municipal corporation existing under the laws of the State of South Carolina, which is located in and is the county seat of Georgetown County, South Carolina; and

WHEREAS, the Georgetown County School District operates the local public school district, and owns real property and operates facilities in the City of Georgetown, including the Howard Education Center for Adult and Alternative Education ("Howard School"); and

WHEREAS, the City and the District desire to create a mutually beneficial park at Howard School to provide both greenspace and recreational facilities, to include but not be limited to basketball courts, for the use and enjoyment of the Howard School students and the city's residents and visitors, and to enhance citizens' and their children's safe, walkable access to recreational facilities in the West End neighborhood; and

WHEREAS, the City and the District wish to memorialize certain terms of their agreement, conditions precedent, and public actions regarding the development and construction of the park; and

NOW THEREFORE, in witness hereof, and for and in consideration of the exchange of mutual promises and covenants, the sufficiency of which is acknowledged by the Parties, the Parties agree to the provisions of the MOU as follows:

I. The Park

A. Property. The park is to be an outdoor park located on the premises of Howard School, located and bounded between S. Merriman Road and S. Kaminski Street, and Butts Street and Hawkins Street, in the city.

B. Concept. The working name for the proposed park is Howard School Recreational Park, or "Howard School Park" (also "the Park" in this MOU.) Conceptually, Howard School Park is depicted on Ex. A, attached to and incorporated into this MOU. The parties acknowledge Ex. A is conceptual; it is not a final engineered plan and is subject to change, potentially to include moving the basketball court or courts to the corner of the property. The proposed Park entrance is adjacent to the Howard Auditorium parking lot.

C. Uses. The parties envision a daytime-only use park, with a securable gate, with no outdoor lighting. Two primary uses are anticipated at the outset: passive greenspace, to include space for children's play, and basketball courts. One basketball court is contemplated, but the parties would like and have not ruled out two courts: one for older teens and adults, and one for youth, for Howard School students' use as well as public use after-school and in summertime or during school breaks.

II. Obligations and Commitments of the Parties

The parties agree each bears a different role in the park project and some obligations hereinbelow are contingent on approval and the satisfaction of funding objections by the parties' governing bodies, both each's own and that of the other parties, and all are subject to non-appropriation.

A. The City agrees to:

1. Co-sign and submit a joint funding request letter with the District for additional park amenities funding by Georgetown County.
2. Procure engineering, design services, and fund such costs up to **\$68,750**. Upon receipt of the final design plans, the City will share with the District and Georgetown County, which will include separate construction cost for both the basketball courts and the remaining park amenities.
3. Procure construction oversight services under the construction budget.
4. Design the new outdoor recreational facilities per Office of School Facilities (OSF) standards.
5. Pay for up to two basketball courts. Funding will be included in the FY 2024 proposed budget.
6. Provide park security utilizing the Georgetown Police Department.
7. Employ city resources and equipment to contribute to construction.

8. Employ the individual(s) who will be responsible for maintaining the park grounds and equipment.
9. Amend city ordinances and/or policy and signage as necessary to establish "Howard School Park" as a park within the City's jurisdiction.
10. On an annual basis, contribute 50% of an agreed upon amount to the Park's ongoing Operations and Maintenance, acknowledging the benefit of the Park to the citizens.
11. Enter into an Operating Agreement with the District, which will include, but not be limited to, a description of the responsibility for securing the Park and for granting access to the Park.

B. The District agrees to:

1. Co-sign and submit a joint funding request letter with the City for funding additional park amenities by Georgetown County.
2. Timely advise the City of its calendar, bell schedule, special events, and any planned summer school programs at Howard School.
3. Provide access to the school grounds to all City staff, consultants, contractors, subcontractors, and material vendors during daylight hours Monday thru Friday for the purposes of design and construction of proposed outdoor facilities.
4. Provide a staging area for contractor's material storage and laydown.
5. Provide a District staff contact name and number for the purposes of coordinating the field work activities and in the event of an emergency.
6. On an annual basis, contribute 50% of an agreed upon amount to the Park's ongoing Operations and Maintenance, acknowledging the 180-day school year and the benefit of the Park to the Howard students, and the City's provision of Park security.
7. Enter into an Operating Agreement for the Park with the City.

III. Mutual Aid; Resource Sharing and Communication

For the purposes of planning for and initially operating the Park, the City and District agree to dedicate personnel and/or elected officials to comprise a working committee. Further, the City and the District agree to dedicate resources and equipment as needed for operational implementation of this MOU.

IV. Term

This Agreement shall remain in effect until such time as a party makes written notification to terminate this agreement. A party may terminate this Agreement by providing 30 days' written notice. The Parties contemplate this Agreement will be reviewed regularly by and between the City and the District to address issues of mutual concern and the implementation and operation of this Agreement.

Further, should Georgetown County fail to appropriate sufficient resources to the Howard School Park amenities, this agreement shall be null, and the Parties will work together to create a new agreement for construction/maintenance of the basketball courts.

V. Independent Parties, Liability

- A. This Agreement shall not be construed to, in any manner, abrogate or limit the rights, powers or functions of the parties. The parties to this Agreement shall perform as independent agencies under this Agreement. Neither party, nor its employees, agents, or representatives shall be considered employees of the other party for any purpose, including, but not limited to, the application of the Social Security Services Act, the South Carolina Unemployment Compensation Act, the South Carolina Workers Compensation Act, or any claims, demands, or suits. Except to the extent specified in this Agreement, each party will retain sole and absolute discretion regarding the manner and means of carrying out its activities and responsibilities under this Agreement.
- B. Each party agrees to assume its own liability for any and all claims of any nature including all costs, expenses and attorney's fees which in any manner may result from or arise out of this agreement or the services provided hereunder. Each party shall be responsible for its own acts and/or omissions of its officers or employees.
- C. This Agreement shall not be deemed an agreement for the benefit of any third party or parties, and no third party shall have any right of action hereunder for any cause whatsoever.
- D. Consultants and contractors working for the City will name all Parties as additionally insured.

VI. Severability; Savings

If any paragraph, sentence, clause or phrase of this Agreement is for any reason invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Agreement.

VII. Entire Agreement; Counterparts

This Agreement constitutes the entire Agreement and supersedes all prior agreements and understandings, oral and written, between the parties on this subject. Duplicates of this MOU in executed form shall function as originals.

VIII. Amendment of Agreement.

This is a nascent public project and the Parties anticipate amendment of this MOU as plans evolve. However, no amendment shall be effective except in writing.

IX. Notices.

Notices between or among the parties or contemplated under this MOU, unless expressly provided for otherwise, shall be in writing and may be delivered: (1) personally; 2) via email, delivery receipt and read receipt confirmed; or 3) by placing in the United States mail, with postage prepaid to:

City of Georgetown
Attention: City Administrator Dr. Sandra Yúdice
1134 N. Fraser St.
Georgetown, SC 29440
syudice@georgetownsc.gov

Georgetown County School District
Attention: Superintendent Keith Price
2018 Church Street
Georgetown, SC 29440
KPrice@gcsd.k12.sc.us

X. EFFECTIVE DATE

The Effective Date of this MOU is the date appearing at the top of page 1. If the date is not filled in, the effective date is the latter date of execution hereunder.

[END OF AGREEMENT]

City of Georgetown

BY: _____

[signature]

Sandra E. Yüdice Ph.D.

[print name]

ITS: City AdministratorDATE: 3/16/2023

Witness: _____

[signature]

Stephanie Buccione

[print name]

Georgetown County School District

BY: _____

[signature]

Keith Price

[print name]

ITS: SuperintendentDATE: 3/3/23

Witness: _____

[signature]

Lindsay Anne Thompson

[print name]

Progress Drawings

Not for pricing, permitting or construction. If used for estimating, it must be understood by all that the drawings and specifications at this point in time are incomplete and cannot be assumed to be the basis for correct budgeting or bidding.

Howard Park - Phase One
City of Georgetown, SC

Attachment: 20235057-Howard Park Working Drawings (7-6-2023) (3887 : Howard School Park)

PROJECT NUMBER:
20235057
ISSUE DATE:
06/07/2023

DRAWN BY: KSP
CHECKED BY: JW

SCHEMATIC DESIGN

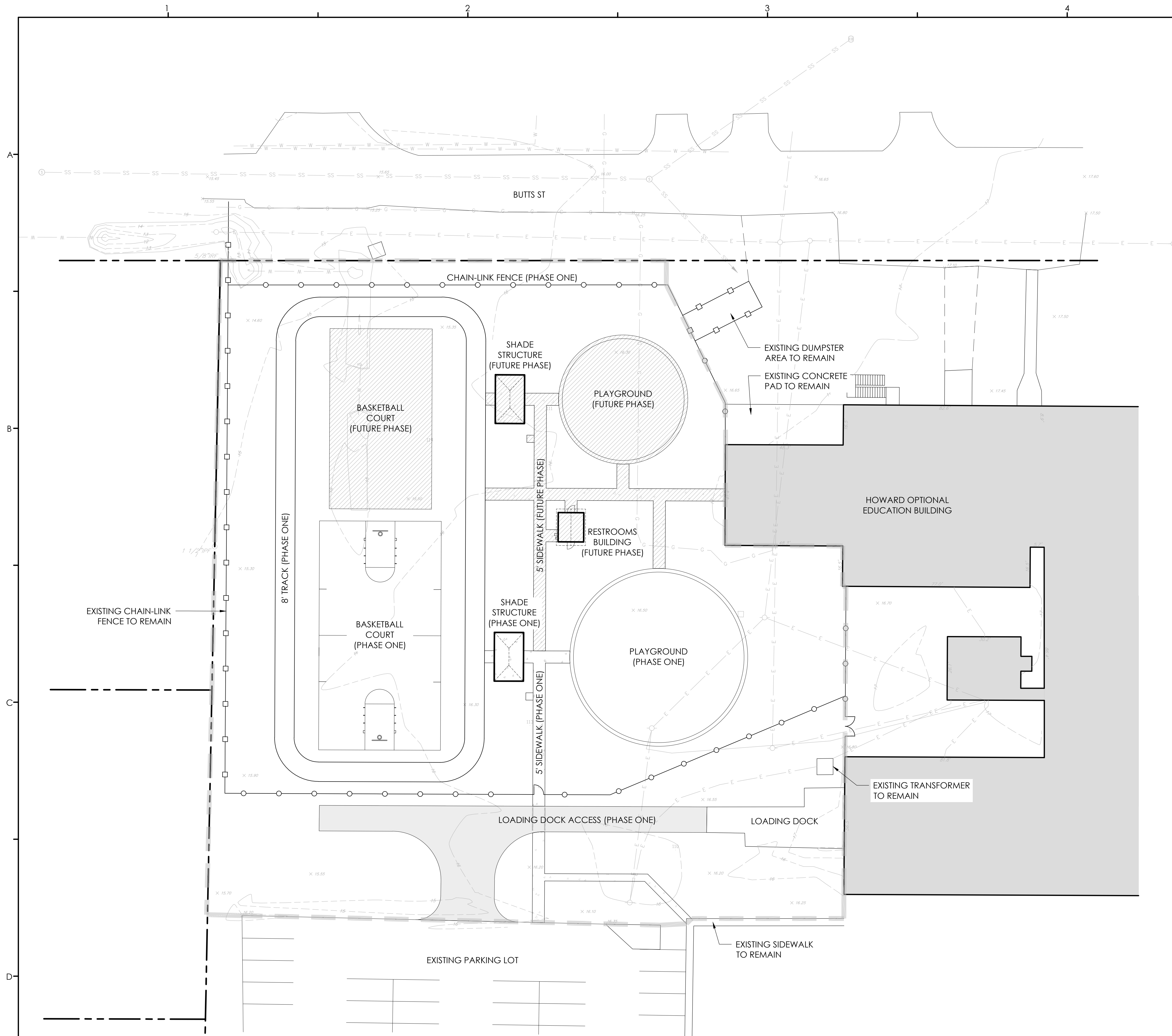
Revision Schedule

#	Description	Date
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NOT FOR
CONSTRUCTION

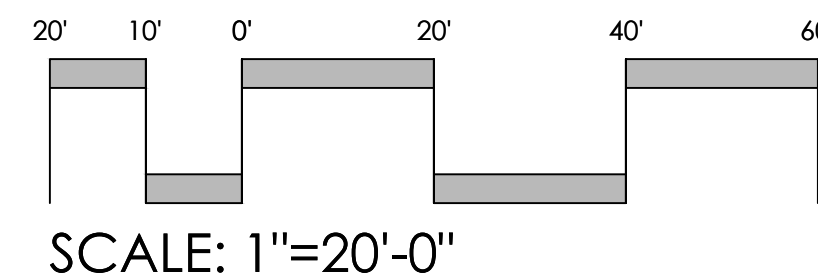
MASTER PLAN

L001



General Notes:

1. Base information including streets, right-of-ways, lot lines, existing structures, utilities and topography obtained from PARKER LAND SURVEYING, LLC in a file named "G23-206 TOPO.dwg" dated 06/06/23. SGA | NW, a GF Design Company assumes no responsibility for the accuracy of this information.
2. The Contractor shall verify plans in the field and notify the Landscape Architect of any discrepancies prior to construction.
3. The Contractor is responsible for contacting the local Utility Protection Service to locate all existing underground electrical and telephone utilities prior to construction, and sewer for underground water and sewer lines. The Contractor shall make these contacts prior to beginning work.
4. The Contractor shall exercise extreme caution in areas where additional underground utilities may exist. The Contractor shall be responsible for all damage to existing utilities, both known and unknown. The Contractor shall observe safety practices while working near vehicular traffic.
5. The Contractor shall be responsible for obtaining all licenses and permits.
6. Contractor to demolish, grade, prepare and install proposed utilities within entire site limits. See civil plan set for scope of work.
7. Phase One to consist of:
 - playground
 - chain-link fence & gates
 - sidewalk
 - shade structure
 - track
 - basketball court
 - site work / utility relocation
 - loading dock access



Progress Drawings

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Howard Park - Phase One

City of Georgetown, SC

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20235057
ISSUE DATE:
06/07/2023

DRAWN BY: KSP
CHECKED BY: JW

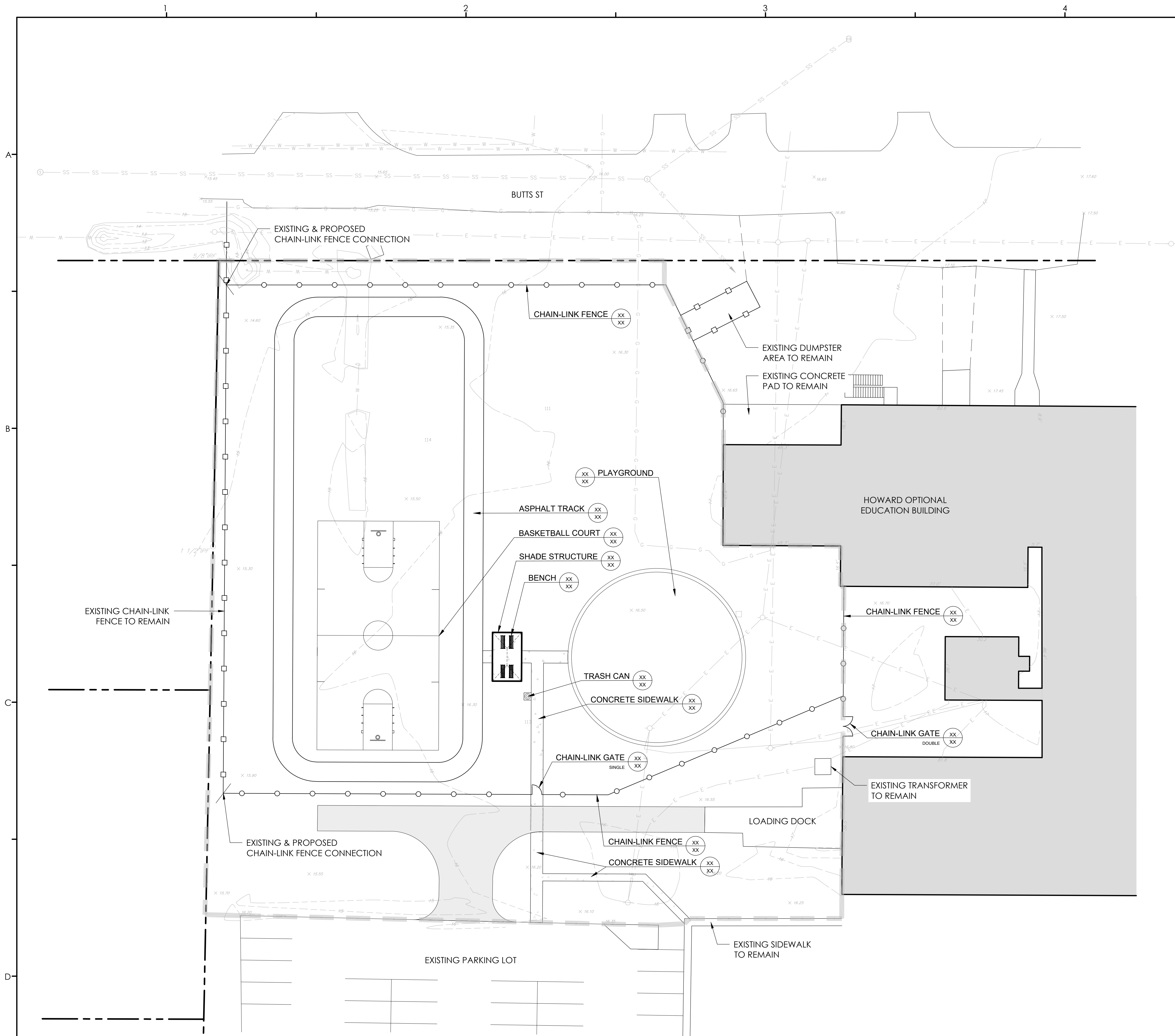
SCHEMATIC DESIGN

Revision Schedule

#	Description	Date
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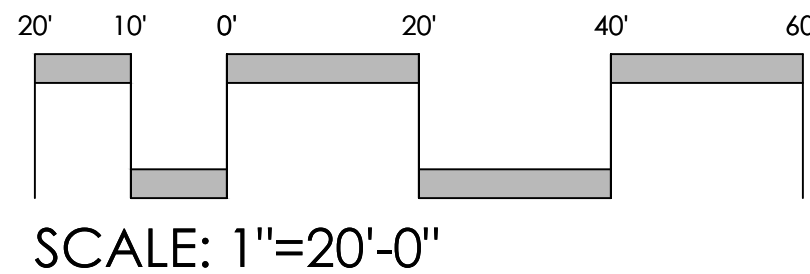
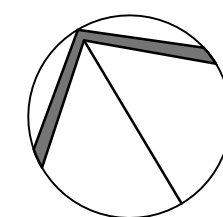
NOT FOR
CONSTRUCTION
PLAN

L101



General Notes:

1. Base information including streets, right-of-ways, lot lines, existing structures, utilities and topography obtained from PARKER LAND SURVEYING, LLC in a file named "G23-206 TOPO.dwg" dated 06/06/23. SGA | NW, a GF Design Company assumes no responsibility for the accuracy of this information.
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 - shade structure
 - track
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THESE DOCUMENTS PROVIDED BY SGA | NW, A GF DESIGN COMPANY ARE SUBJECT TO THE ARCHITECTURAL WORKS COPYRIGHT PROTECTION ACT AS INTELLECTUAL PROPERTY. SIMILAR PROTECTION IS ALSO APPLICABLE TO ELECTRONIC INFORMATION IN ANY FORM. THE USE OF THESE DOCUMENTS OR THE ELECTRONIC INFORMATION THAT PRODUCED THEM IS PROHIBITED UNLESS OTHERWISE PROVIDED IN WRITING BY AND COMPENSATION TO THE ARCHITECT.

Progress Drawings

Not for pricing, permitting or construction. If used for estimating, it must be understood by all that the drawings and specifications at this point in time are incomplete and cannot be assumed to be the basis for correct budgeting or bidding.

Howard Park - Phase One

City of Georgetown, SC

Attachment: 20235057-Howard Park Working Drawings (7-6-2023) (3887 : Howard School Park)

PROJECT NUMBER:
20235057
ISSUE DATE:
06/07/2023

DRAWN BY: KSP
CHECKED BY: JW

SCHEMATIC DESIGN

Revision Schedule		
#	Description	Date

NOT FOR
CONSTRUCTION
DETAILS

A	1	2	3	4	5
	01 BENCH SCALE: 1" = 1'-0"	02 TRASH CAN SCALE: 1" = 1'-0"	05 SHADE STRUCTURE SCALE: ¼" = 1'-0"	XX DETAIL NAME SCALE: 1" = 1'-0"	
	XX DETAIL NAME SCALE: 1" = 1'-0"	XX DETAIL NAME SCALE: 1" = 1'-0"	XX DETAIL NAME SCALE: 1" = 1'-0"	XX DETAIL NAME SCALE: 1" = 1'-0"	
B					
C					
D					
	XX DETAIL NAME SCALE: 1" = 1'-0"	XX DETAIL NAME SCALE: 1" = 1'-0"	XX DETAIL NAME SCALE: 1" = 1'-0"	XX DETAIL NAME SCALE: 1" = 1'-0"	

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Howard Park - Phase One
City of Georgetown, SC

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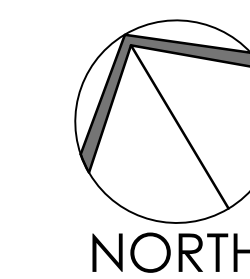
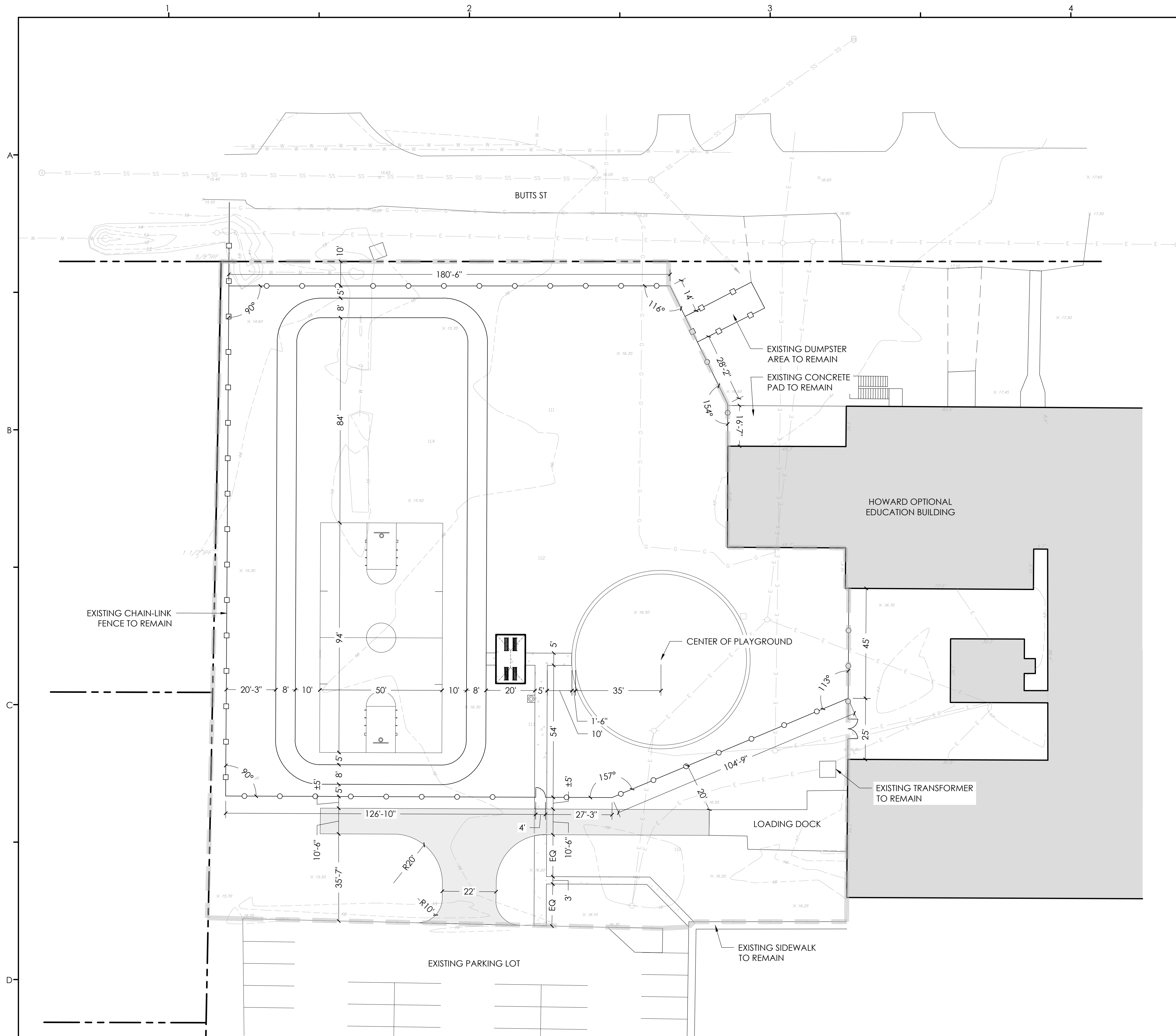
Revision Schedule

#	Description	Date
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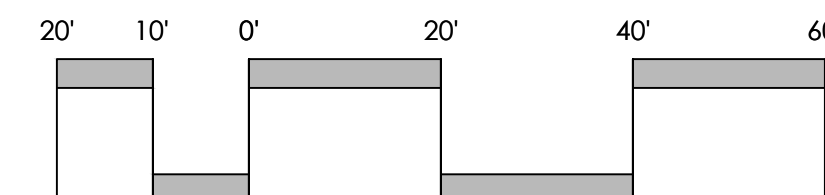
NOT FOR
CONSTRUCTION

LAYOUT PLAN

L301



NORTH



SCALE: 1"=20'-0"

Layout Notes:

1. Contractor shall stake out all construction in the field for review and approval by the Landscape Architect prior to installation.
2. Contractor shall review the plans in the field and notify the Landscape Architect with any discrepancies prior to construction.
3. No substitutions are allowed without prior written authorization by the Landscape Architect.

General Notes:

1. Base information including streets, right-of-ways, lot lines, existing structures, utilities and topography obtained from PARKER LAND SURVEYING, LLC in a file named "G23-206 TOPO.dwg" dated 06/06/23. SGA | NW, a GF Design Company assumes no responsibility for the accuracy of this information.
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 - sidewalk
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 - track
 - basketball court
 - site work / utility relocation
 - loading dock access

Progress Drawings

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Howard Park - Phase One

City of Georgetown, SC

Attachment: 20235057-Howard Park Working Drawings (7-6-2023) (3887 : Howard School Park)

PROJECT NUMBER:
20235057
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DRAWN BY: KSP
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SCHEMATIC DESIGN

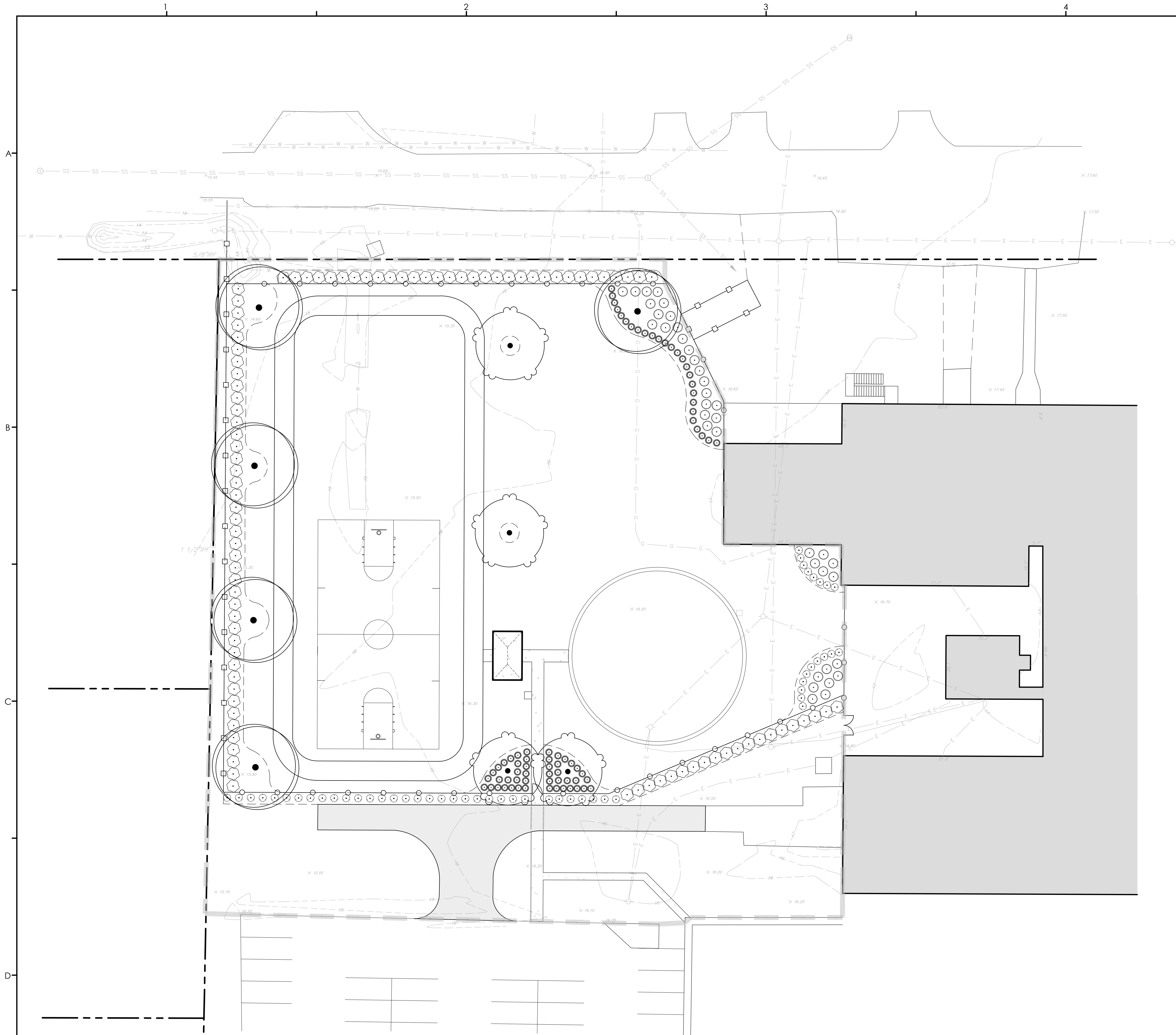
Revision Schedule

#	Description	Date
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NOT FOR
CONSTRUCTION

LANDSCAPE PLAN

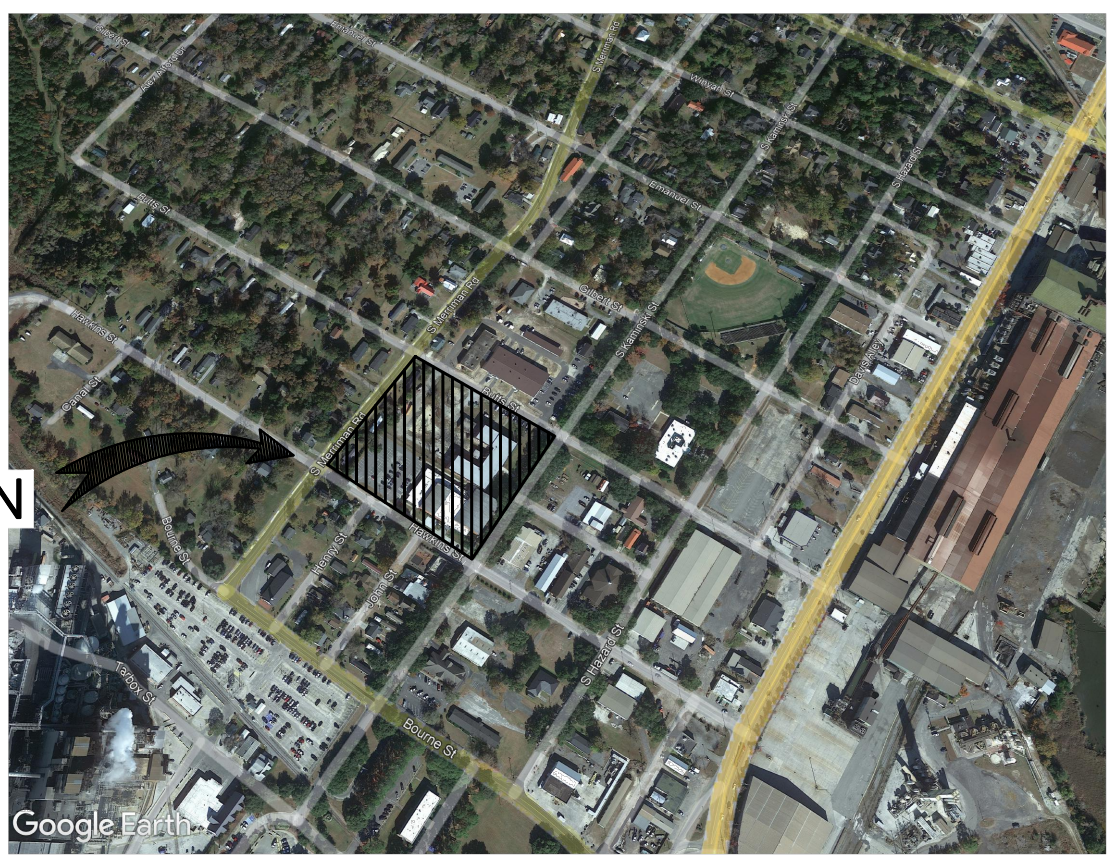
L401



CONSTRUCTION PLANS FOR HOWARD SCHOOL PARK

INCLUDES SITE PLAN, GRADING & DRAINAGE,
EROSION & SEDIMENT CONTROL, AND DETAILS.

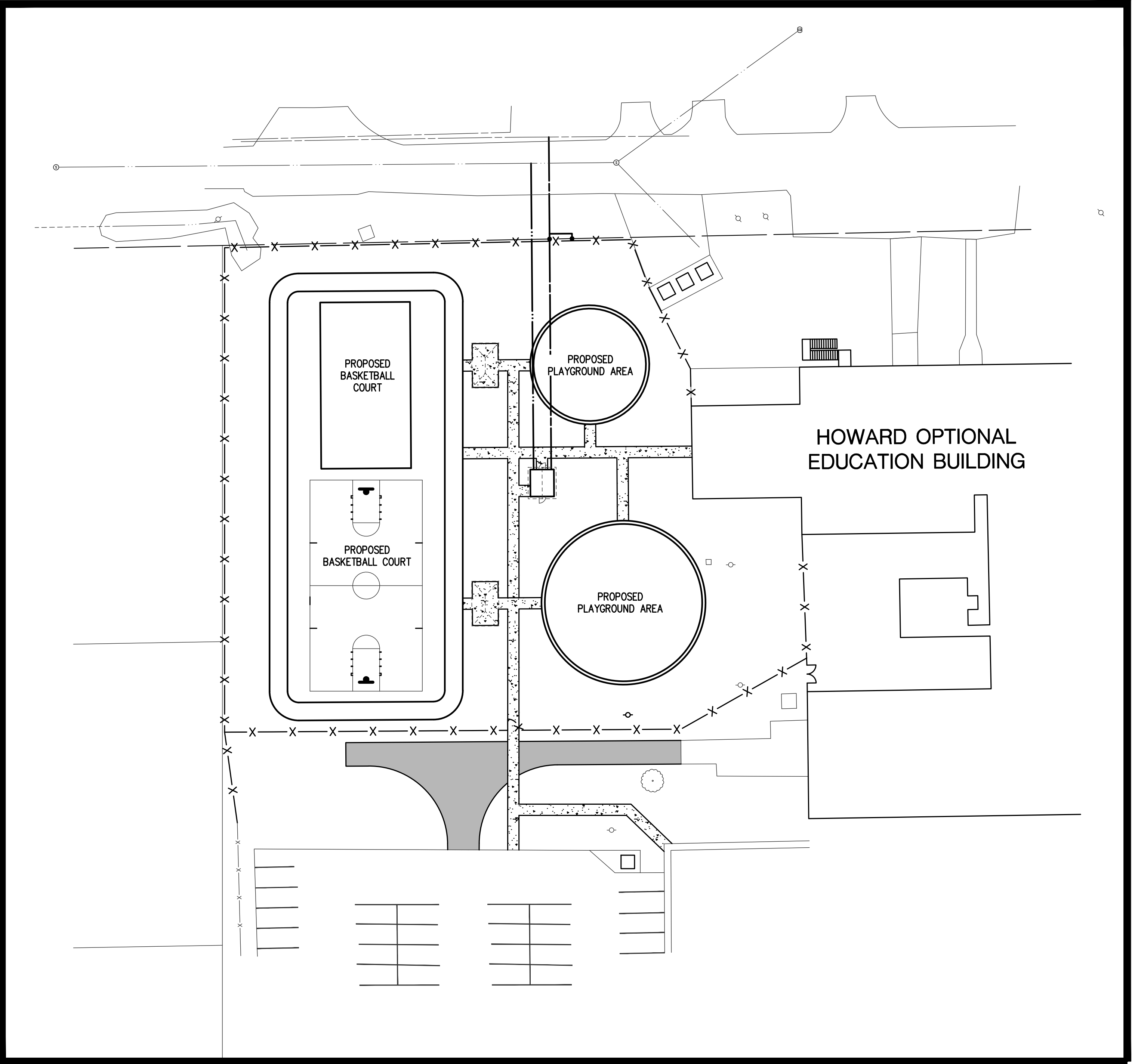
SITE LOCATION



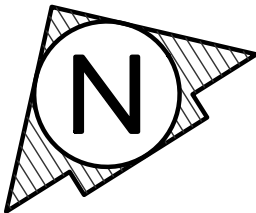
VICINITY MAP
NOT TO SCALE



SHEET LIST TABLE	
SHEET NUMBER	SHEET TITLE
C-1	COVER
C-2	GENERAL LEGEND
C-3	GENERAL NOTES
C-4	EX. COND. AND REMOVALS
C-5	SITE PLAN
C-6	GRADING AND DRAINAGE PLAN
C-7	DETAILS



OVERALL SITE PLAN
NOT TO SCALE



PROPERTY OWNER

CONTACT: GEORGETOWN COUNTY BOARD OF EDUCATION
ADDRESS: 2018 W CHURCH ST
GEORGETOWN, SC 29440
PHONE: 843-436-7000

CIVIL ENGINEER

COMPANY: ROWE PROFESSIONAL SERVICES COMPANY
ADDRESS: 6009 N KINGS HWY
MYRTLE BEACH, SC 29577
CONTACT: RYAN HARVEY, P.E.
PHONE: (843) 444-1020

PROPERTY INFORMATION

OWNER: GEORGETOWN COUNTY SCHOOL DISTRICT

PROPERTY: 500 S KAMINSKI ST
ADDRESS: GEORGETOWN, SC 29440
TMS #: 05-0025-024-00-00

THIS PROPERTY IS NOT LOCATED IN A FLOOD ZONE ACCORDING TO F.I.R.M. #45043C0485G DATED MAY 9, 2023

REVISIONS	
NO.	DATE



ROWE PROFESSIONAL
SERVICES COMPANY

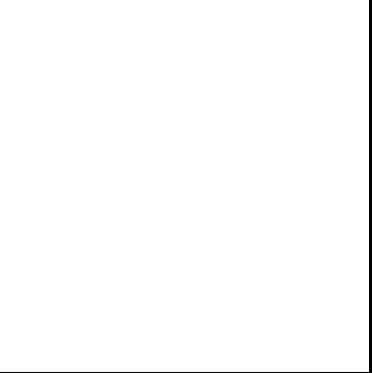
O: (843) 444-1020
F: (843) 448-3936
www.rowepsc.com

6009 N. Kings Highway
Myrtle Beach, SC 29577

COVER

HOWARD PARK
CONSTRUCTION PLANS
GEORGETOWN COUNTY SCHOOL DISTRICT
GEORGETOWN, SC

SCALE: N.T.S.
PROJECT MGR: REH
DESIGNED BY: AJN
CHECKED BY: REH
DATE ISSUED: AUG 2023



SHEET NO.
C-1

JOB No: 2300357

3 DAYS BEFORE DIGGING IN
SOUTH CAROLINA
CALL 1-888-721-7877
PALMETTO UTILITY PROTECTION SERVICE

R:\Projects\2300357\Draw\Construction Drawings\SP-2300357-COVER.dwg

STRUCTURE SYMBOLS

EXISTING CATCH BASIN IN CURB LINE

PROPOSED CATCH BASIN IN CURB LINE

EXISTING CATCH BASIN IN GREEN SPACE

PROPOSED CATCH BASIN IN GREEN SPACE

EXISTING STORM MANHOLE

PROPOSED STORM MANHOLE

PROPOSED CULVERT END SECTION

EXISTING HEADWALL

PROPOSED HEADWALL

EXISTING GATE VALVE AND BOX

EXISTING WATER SHUT OFF (CURB BOX)

PROPOSED GATE VALVE AND BOX

EXISTING GATE VALVE AND WELL

PROPOSED GATE VALVE AND WELL

EXISTING SPRINKLER HEAD

EXISTING WATER WELL

EXISTING FIRE HYDRANT

PROPOSED FIRE HYDRANT

PROPOSED WATER MAIN FITTINGS

EXISTING CLEAN OUT

EXISTING SANITARY SEWER MANHOLE

PROPOSED SANITARY SEWER MANHOLE

EXISTING MONITORING WELL

EXISTING TOPOGRAPHICAL SYMBOLS

SIGN

STREET SIGN

END OF PIPE

SWAMP OR WETLAND

DECIDUOUS TREE

CONIFEROUS TREE

TREE STUMP

MAIL BOX

SOIL BORING

ROCK

METAL POST

BUMPER BLOCK

UTILITY SYMBOLS

UTILITY POLE

GUY ANCHOR CABLE

LIGHT POLE / ORNAMENTAL LIGHT

POWER LIGHT POLE

TELEPHONE MANHOLE

UNDERGROUND GAS LINE MARKER

GAS RISER

GAS VENT

GAS VALVE

RAILROAD SIGNAL

METAL LIGHT POLE

OUTLET

CIRCUIT BREAKER PANEL

ELECTRICAL TRANSFORMER PAD

ELECTRICAL TRANSFORMER RISER

ELECTRIC METER

TELEPHONE PEDESTAL / RISER

TRAFFIC SIGNAL ON POLE

PHONE BOOTH / PAY PHONE

SURVEY SYMBOLS

MONUMENT

BENCHMARK

TRAVERSE POINT

SECTION CORNER

FOUND SURVEY MONUMENTATION

MISCELLANEOUS SYMBOLS

EXISTING STORM SEWER STRUCTURE NUMBER

EXISTING SANITARY SEWER STRUCTURE NUMBER

PROPOSED STORM SEWER STRUCTURE NUMBER

PROPOSED SANITARY SEWER STRUCTURE NUMBER

FLOW DIRECTION

EXISTING RIP-RAP

PROPOSED RIP-RAP

CAUTION SYMBOLS

USED WITH UNDERGROUND GAS & ELECTRICAL LINES

USED WITH FIBER OPTIC LINES

USED WITH CRITICAL UNDERGROUND LINES

PLAN VIEW LINE TYPES

EXISTING STORM SEWER

EXISTING CULVERT

PROPOSED STORM SEWER LESS THAN 24"

PROPOSED STORM SEWER 24" AND GREATER

EXISTING SANITARY SEWER

PROPOSED SANITARY SEWER

EXISTING WATER MAIN

PROPOSED WATER MAIN

SECTION LINE

EXISTING RIGHT OF WAY

PROPOSED RIGHT OF WAY

PROPOSED EASEMENT

EXISTING CENTER LINE DITCH

PROPOSED DITCH CENTERLINE

EXISTING CENTER LINE ROADWAY

PARCEL LINE / LOT LINE

EXISTING OVERHEAD UTILITIES

UNDERGROUND ELECTRICAL LINE

GAS LINE OR PETROLEUM PIPELINE

UNDERGROUND TELEPHONE LINE

UNDERGROUND CABLE TV LINE

UNDERGROUND FIBER OPTIC

PROJECT CONTROL LINE

TREE LINE

BRUSH LINE

EXISTING FENCE

PROPOSED FENCE

EXISTING GUARD RAIL

PROPOSED SLOPE STAKE LINE

PROPOSED SILT FENCE

TOPOGRAPHY

EXISTING CONTOURS MAJOR

EXISTING CONTOURS MINOR

PROPOSED CONTOURS MAJOR

PROPOSED CONTOURS MINOR

PARCEL INFORMATION

PARCEL/TAX IDENTIFICATION NUMBER

ADDRESS/BUSINESS NAME

HATCHING LEGEND

TO BE BUILT IN PHASE 2

REMOVE SLAG DRIVE

PROPOSED CONCRETE SIDEWALK

PROPOSED HMA DRIVE

PROPOSED CALLOUTS

TOPO CALLOUTS

PLAN VIEW

ADJ

ADJ-X

ADJ-B/O

REC

REL

REL-B/O

REM

R&R

SALV

SAVE

ABN

CLR

ADJ

ADJ-X

ADJ-B/O

REC

REL

REL-B/O

R

R&R

SALV

S

A

C

B

SR-F

6

ADJUST STRUCTURE

ADJUST STRUCTURE W/ NEW COVER

ADJUST STRUCTURE BY OTHERS

RECONSTRUCT STRUCTURE

RELOCATE

RELOCATE BY OTHERS

REMOVE

REMOVE AND REPLACE

SALVAGE

SAVE

ABANDON

CLEARING

BULKHEAD

SIDEWALK RAMP TYPE

SOIL EROSION CONTROL MEASURE

GENERAL LEGEND

HOWARD PARK CONSTRUCTION PLANS

GEORGETOWN COUNTY SCHOOL DISTRICT

GEORGETOWN, SC

SCALE: N.T.S.

PROJECT MGR: REH

DESIGNED BY: AJN

CHECKED BY: REH

DATE ISSUED: AUG 2023

ROWE PROFESSIONAL SERVICES COMPANY

STATE OF SOUTH CAROLINA

REGISTERED PROFESSIONAL ENGINEER

No. C05888

DATE OF EXPIRATION

3 DAYS BEFORE DIGGING IN SOUTH CAROLINA

CALL 1-888-721-7877

PALMETTO UTILITY PROTECTION SERVICE

SHEET NO.

C-2

JOB No: 2300357

Attachment: Howard Park Preliminary Civil Drawings- 7/17/23 (9887 : Howard School Park)

PA Projecta 2300357.dwg Construction Drawings (S)F-2300357-LEGEND.dwg

PL01TED: 7/17/2023 10:56 AM

Packet Pg. 204

GENERAL

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THESE PLANS, SCDOT STANDARD SPECIFICATIONS ed. 2007 WITH SUPPLEMENTS, AND HORRY COUNTY STANDARD SPECIFICATIONS AND GENERAL DESIGN STANDARDS.
- WHERE EVER A CONFLICT IN STANDARDS AND SPECIFICATIONS OCCUR THE MOST RESTRICTIVE STANDARD OR SPECIFICATION WILL GOVERN.
- THREE WORKING DAYS PRIOR TO BEGINNING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO CONTACT PALMETTO UTILITY PROTECTION SERVICE (1-888-721-7877) TO VERIFY THE LOCATION OF ALL EXISTING UTILITIES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING OR VERIFYING THAT ALL PERMITS AND APPROVALS ARE OBTAINED FROM THE PERSPECTIVE CITY, COUNTY AND STATE AGENCIES PRIOR TO STARTING CONSTRUCTION.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONSTRUCT THIS PROJECT ACCORDING TO THE DETAILS PROVIDED IN THE PLAN SET.
- THE CONTRACTOR IS RESPONSIBLE FOR KEEPING EXISTING UTILITIES IN FULL SERVICE FOR THE DURATION OF THE WORK. IN THE EVENT THAT SOME SERVICES WOULD BE TEMPORARILY SUSPENDED TO CONDUCT WORK, ARRANGEMENTS MUST BE MADE TO COMPLETE THE WORK AFTER HOURS OR ON WEEKENDS AT NO ADDITIONAL COST TO THE OWNER.
- ALL INFORMATION REGARDING HOW THE PROJECT IS TO BE CONSTRUCTED MUST BE FOLLOWED, FAILURE TO DO SO WILL RESULT IN WORK THAT MAY BE REMOVED AND REPLACED AT THE CONTRACTOR'S EXPENSE.
- ANY MATERIALS USED SHALL BE NEW AND OF THE QUALITY CALLED OUT IN THE PLANS AND SPECIFICATIONS AND PLACED ACCORDING TO THE DETAILS AND AGENCY REQUIREMENTS.
- REGULATORY AGENCIES' REQUIREMENTS AND SPECIFICATIONS SHALL BE FOLLOWED ON THIS PROJECT. ANY DISCREPANCIES BETWEEN THEIR STANDARDS AND THESE PLANS SHALL BE BROUGHT TO THE ENGINEER'S ATTENTION IMMEDIATELY.
- THIS PROJECT IS NOT LOCATED WITHIN A REGULATED FLOODPLAIN PER PANEL NO. 45051C0531K, NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP.
- A PRE-CONSTRUCTION CONFERENCE AT THE CITY OF CONWAY OFFICES IS MANDATORY. THE DEVELOPER, ENGINEER OF RECORD, AND CONTRACTOR ARE REQUIRED TO ATTEND. 5 COPIES OF THE APPROVABLE PLANS ARE TO BE BROUGHT TO THE PRE-CON FOR SIGNING.
- NO WORK IS TO BE PERFORMED ON THE PROJECT UNTIL PLANS HAVE BEEN APPROVED BY THE CITY OF CONWAY.
- ALL PROPOSED STREETS AND INFRASTRUCTURE ARE TO BE INSPECTED AND APPROVED BY THE CITY OF CONWAY. ALL CITY OF CONWAY ENGINEERING AND STORM WATER INSPECTIONS ARE TO BE SCHEDULED THROUGH THE CITY OF CONWAY.
- ANY WORK PERFORMED WITHOUT PROPER INSPECTIONS MAY BE REQUIRED TO BE REMOVED AND REINSTALLED.
- ALL INSPECTIONS ARE GOOD FOR 30-DAYS EXCEPT BASE INSPECTIONS WHICH ARE GOOD FOR 10-DAYS UNLESS THE BASE HAS BEEN PRIMED.
- ALL REQUIRED ON-SITE TESTING SHALL BE PERFORMED BY AN INDEPENDENT INSPECTOR CERTIFIED BY THE SCDOT TO PERFORM SUCH INSPECTION/TESTING. ALL REQUIRED TESTING PERFORMED IN A LABORATORY MUST BE PERFORMED IN AN AASHTO CERTIFIED LABORATORY. INSPECTOR AND/OR LABORATORY CERTIFICATION NUMBERS SHALL BE PRESENT ON ALL INSPECTION REPORTS SUBMITTED TO THE ENGINEERING DEPARTMENT.
- ALL TRUCKS USED FOR PROOF ROLLS SHALL PRESENT TO THE INSPECTOR A WEIGHT TICKET SHOWING THE CURRENT LOAD COMING FROM A SC CERTIFIED SCALE MASTER WITHIN AN HOUR OF THE PROOF ROLL. THE LOAD MUST BE DUMPED ON SITE AT THE END OF THE PROOF ROLL.
- NO PIPES WITHIN THE RIGHT OF WAY ARE TO BE BACK FILLED BEFORE INSPECTION. IF THIS INSPECTION CANNOT BE DONE WITHIN 24 BUSINESS HOURS THEN THE INSPECTION WILL NEED TO BE CERTIFIED BY THE ENGINEER OF RECORD.
- NOTE THAT TAILWATER JUSTIFICATION MUST BE WITH THE OUTFALL DETAIL.
- PLANS MUST BE APPROVED THROUGH A PRE-CONSTRUCTION MEETING BEFORE STARTING ANY CONSTRUCTION OF THIS PROJECT.

WATER & SEWER

- THE CONTRACTOR SHALL CONFORM TO THE REQUIREMENTS SET FORTH BY THE GRAND STRAND WATER & SEWER AUTHORITY (GWSWA), AND SOUTH CAROLINA DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL (SCDHEC) AND IBC 2000 FOR ALL MATERIALS AND WORKMANSHIP FOR THE SANITARY SEWER AND WATER SYSTEMS. IN THE EVENT AN ITEM IS NOT COVERED BY THESE PLANS, THEN THE GRAND STRAND WATER AND SEWER AUTHORITY, SCDHEC, AND IBC 2000 SPECIFICATIONS COVERING SUCH ITEMS SHALL APPLY.
- IN THE EVENT OF DISCREPANCIES BETWEEN THESE PLANS, GWSWA, AND SC DEPT. OF HEALTH AND ENVIRONMENTAL CONTROLS GENERAL SPECIFICATIONS, THE REGULATORY AGENCY'S SPECIFICATIONS SHALL APPLY.
- HYDRANTS SHALL BE MUELLER SUPER CENTURION A423 (5 1/4" MAIN VALVE) AND SHALL BE FACTORY PAINTED PER GWSWA SPECIFICATIONS.
- IT IS THE CONTRACTORS RESPONSIBILITY TO FIELD VERIFY EXACT LOCATIONS OF EXISTING PUBLIC AND PRIVATE UTILITIES AND SERVICES PRIOR TO COMMENCING CONSTRUCTION.
- LOCATIONS AND SIZES OF EXISTING PUBLIC AND PRIVATE UTILITIES SHOWN ON THESE PLANS ARE FROM "AS-BUILT" RECORDS ONLY. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR LOCATING ALL UTILITIES AND FOR DAMAGES RESULTING FROM FAILURE TO DO SO.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TESTING OF WATER AND SEWER IN ACCORDANCE WITH GWSWA AND DHEC REQUIREMENTS. CONTRACTOR WILL PROVIDE ALL REQUIRED DOCUMENTATION TO THE OWNER AND ENGINEER.
- THE CONTRACTOR SHALL PROVIDE ALL MATERIALS AND APPURTENANCES NECESSARY FOR COMPLETE INSTALLATION OF THE UTILITIES. ALL PUBLIC PIPE, STRUCTURES, AND FITTINGS SHALL BE INSPECTED BY A GWSWA INSPECTOR PRIOR TO BEING COVERED. THE INSPECTOR MUST ALSO BE PRESENT DURING DISINFECTION AND PRESSURE TESTING OF ALL MAINS. THE CONTRACTOR'S BID PRICE SHALL INCLUDE ALL INSPECTION.
- IN NO SUCH CASE SHALL SANITARY SEWER SLOPES BE LESS THAN INDICATED ON THESE PLANS.
- ALL PIPING, VALVES, FITTINGS, PACKING, JOINT MATERIALS, FIRE HYDRANTS, AND ACCESSORIES SHALL CONFORM TO AWWA STANDARDS AS REQUIRED BY SCDHEC'S REGULATIONS.
- ALL ABOVE GRADE UTILITIES ARE TO BE OUT OF THE RIGHT-OF-WAY AND ALL AT GRADE UTILITIES ARE TO BE OUT OF THE CURB LINE.
- ALL SEWER SERVICE LINES SHALL BE AT A MINIMUM 1.00% SLOPE.
- A 3' MINIMUM COVERAGE AND 18" VERTICAL SEPARATION TO BE MAINTAINED AT ALL TIMES ON ALL UTILITY LINES UNLESS OTHERWISE SPECIFIED.
- HORIZONTAL LENGTHS ARE FROM CENTER OF MANHOLE TO CENTER OF THE NEXT MANHOLE.

CONSTRUCTION SEQUENCE

- OBTAIN PERMITS
- MOBILIZATION ON-SITE
- INSTALLATION OF PERIMETER EROSION CONTROL AND WEET PROTECTION FOR EXISTING INLETS
- CLEAR / GRUB / ROUGH GRADING FOR INSTALLATION OF CONSTRUCTION ENTRANCE PADS
- INSTALL SILT FENCING AND TREE PROTECTION, CLEAR ONLY AS NECESSARY TO INSTALL THESE DEVICES
- DEMOLITION OF EXISTING FACILITIES (IF REQUIRED)
- RESURFACE BASKETBALL COURT AND CONSTRUCT PICKLEBALL COURTS
- INSTALL COURT FINISHES
- FINISH SITE GRADING
- SEED DISTURBED AREAS
- SITE CLEANUP / DEMOBILIZATION

GRADING & STORM DRAINAGE

- PRIOR TO THE START OF CONSTRUCTION, THE CONTRACTOR SHALL LOCATE AND EXPOSE ALL EXISTING UTILITIES THAT CROSS THE PROPOSED CONSTRUCTION SO THAT THE ENGINEER MAY DETERMINE IF A VERTICAL CONFLICT EXISTS BETWEEN THE EXISTING UTILITY AND THE PROPOSED CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING THE EXISTING UTILITIES WITHIN THE SCOPE OF CONSTRUCTION, IF ANY DAMAGE OCCURS THE CONTRACTOR WILL REMOVE AND REPLACE THEM AT THEIR OWN EXPENSE.
- THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN ADEQUATE SITE DRAINAGE DURING ALL PHASES OF CONSTRUCTION. THE CONTRACTOR SHALL INSTALL SILT FENCES (OR OTHER METHODS APPROVED BY THE ENGINEER AND OCRM) AS REQUIRED TO PREVENT SILT AND CONSTRUCTION DEBRIS FROM FLOWING OFF THE SITE. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE FEDERAL, STATE, OR LOCAL EROSION, CONSERVATION AND SILTATION ORDINANCES. THE CONTRACTOR SHALL REMOVE ALL TEMPORARY EROSION CONTROL DEVICES UPON COMPLETION OF PERMANENT DRAINAGE FACILITIES AND THE ESTABLISHMENT OF VEGETATION TO PREVENT EROSION.
- BEFORE EARTH MOVING ACTIVITIES START THE CONTRACTOR SHALL VISIBLY STAKE OUT THE CLEARING LIMITS AND ESTABLISH PERIMETER SEDIMENT CONTROL MEASURES.
- EXISTING CONTOURS AND PROPOSED GRADES ARE BASED ON THE BENCHMARK SHOWN, THE CONTRACTOR SHALL REFERENCE THE SAME BENCHMARK FOR ALL SITEWORK. IN THE EVENT THAT THE NOTED BENCHMARK IS UNAVAILABLE, THE CONTRACTOR SHALL CALL ROWE PROFESSIONAL SERVICES COMPANY TO ESTABLISH A NEW BENCHMARK.
- THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE OWNER, THE CITY OF CONWAY, AND ENGINEER OF RECORD WITH ALL COMPACTION TESTING, PERFORMED BY A QUALIFIED TECHNICIAN.
- THE EXCAVATION CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANIES FOR ANY REQUIRED UTILITY ADJUSTMENTS AND/OR RELOCATIONS.
- REFER TO GRADING AND EROSION CONTROL SHEET FOR EROSION CONTROL DEVICES TO BE INSTALLED PRIOR TO COMMENCING CONSTRUCTION.
- EXISTING TREE AREAS SHALL BE PRESERVED AS SHOWN ON THE PLANS; NO TREE AREAS SHOWN TO BE PROTECTED SHALL BE REMOVED OR DAMAGED WITHOUT PRIOR AUTHORIZATION OF THE OWNER OR OWNER'S REPRESENTATIVE.
- THE CONTRACTOR IS RESPONSIBLE FOR PROPERLY DISPOSING OF EXCESS MATERIAL AT A LOCATION PROVIDED BY THE CONTRACTOR AT THEIR EXPENSE.
- ALL BACKFILL AND FILL SOILS SHOULD BE NON-PLASTIC AND GRANULAR IN NATURE AND SHOULD BE PLACED IN MAXIMUM EIGHT (8) INCH LIFTS. EACH LIFT SHOULD BE COMPACTED TO AT LEAST NINETY-FIVE PERCENT (95%) OF THE SOIL'S STANDARD PROCTOR MAXIMUM DRY DENSITY.
- THE GEOTECHNICAL ENGINEER WILL FURTHER ANALYZE THE SUBGRADE AFTER PRELIMINARY EARTH WORK HAS BEEN PERFORMED AND SUBMIT SPECIFIC RECOMMENDATIONS FOR CONSTRUCTION.
- THE CONTRACTOR SHALL BRACE, SHEET, AND SUPPORT TRENCH WALLS IN SUCH A MANNER THAT THEY WILL BE SAFE AND THAT THE GROUND ALONGSIDE THE EXCAVATION WILL NOT SLIDE OR SETTLE, AND THAT ALL EXISTING IMPROVEMENTS OF EVERY KIND, WHETHER ON PUBLIC OR PRIVATE PROPERTY, WILL BE FULLY PROTECTED FROM DAMAGE.
- A QUALIFIED INSPECTOR SHALL INSPECT ALL "PUBLIC" CONSTRUCTION, AND INSPECTION FEES SHALL BE INCLUDED IN THE BID PRICE.
- DRAINAGE PIPE SHALL BE TYPE I REINFORCED CONCRETE PIPE (RCP) PER SECTION 714 OF SCDOT STANDARD SPECIFICATIONS UNDER ROADWAYS. POLYPROPYLENE (PP) PIPE CAN BE USED WHERE APPROVED BY THE CITY OF CONWAY. PP PIPE SHALL BE DUAL WALL WITH SMOOTH INTERIOR.
- PRIOR TO FINAL INSPECTION, THE ENTIRE DRAINAGE SYSTEM IS TO BE CLEARED. ALL PIPES AND DRAINAGE STRUCTURES MUST BE CLEAN AND FREE OF ALL SEDIMENT PRIOR TO FINAL INSPECTION.
- AN INSPECTION MUST BE PERFORMED BY THE CITY OF CONWAY ON ALL DRAINAGE STRUCTURES BEFORE LIDS CAN BE PLACED.
- HORIZONTAL LENGTHS IN PROFILE ARE FROM CENTER OF MANHOLE TO CENTER OF THE NEXT MANHOLE.

SEEDING SCHEDULE

DATE	TYPE	PLANTING RATE
AUG 15 - NOV 1	TALL FESCUE	300 lbs/acre
NOV 1 - MAR 1	TALL FESCUE	300 lbs/acre
	& ABRUZZI RYE	25 lbs/acre
MAR 1 - APR 15	TALL FESCUE	300 lbs/acre
APR 15 - JUN 30	HULLED COMMON BERMUDAGRASS	25 lbs/acre
JUL 1 - AUG 15	TALL RESCUE &	120 lbs/acre
	***BROWN TOP MILLET	35 lbs/acre
	*** or SORGHUM-SUDAN HYBRIDS	30 lbs/acre
	SLOPES (3:1 TO 2:1)	
MAR 1 - JUN 1	SERICEA LESPEDEZA (SCARIFIED)	50 lbs/acre
	ADD TALL FESCUE	120 lbs/acre
	or ADD WEEPING LOVEGRASS	10 lbs/acre
	or ADD HULLED COMMON BERMUDAGRASS	25 lbs/acre
(MAR 1 - JUN 30)	***TALL FESCUE &	120 lbs/acre
(MAR 1 - JUN 30)	***BROWNTOP MILLET	25 lbs/acre
	*** or SORGHUM-SUDAN HYBRIDS	30 lbs/acre
JUN 1 - SEP 1	SERICEA LESPEDEZA (UNHULLED-UNSCARIFIED)	70 lbs/acre
	& TALL FESCUE	120 lbs/acre
	ADD ABRUZZI RYE	25 lbs/acre

CONSULT CONSERVATION ENGINEER OR SOIL CONSERVATION SERVICE FOR ADDITIONAL INFORMATION CONCERNING OTHER ALTERNATIVES FOR VEGETATION OF DENUED AREAS. THE ABOVE VEGETATION RATES ARE THOSE WHICH DO WELL UNDER LOCAL CONDITIONS; OTHER SEEDING RATE COMBINATIONS ARE POSSIBLE

*** TEMPORARY - RESEED ACCORDING TO OPTIMUM SEASON FOR DESIRED PERMANENT VEGETATION. DO NOT ALLOW TEMPORARY COVER TO GROW OVER 12" IN HEIGHT BEFORE MOWING; OTHERWISE FESCUE MAY BE SHADED OUT.

NOTE: SHOULDER AND DITCH GRASSING WILL BE REQUIRED. THE FULL SITE SHALL BE AT 70% COVERAGE PRIOR TO FINAL INSPECTION. A GOOD STAND OF PERMANENT GRASS (70% COVERAGE) SHALL BE PRESENT BY THE FINAL INSPECTION OR THE AREA SHALL BE RE-SEEDDED OR SODDED. IF A GOOD STAND OF PERMANENT GRASS (70% COVERAGE) HAS NOT BECOME ESTABLISHED WITHIN 180 DAYS, SODDING MAY BE REQUIRED BY THE CITY OF CONWAY.

EROSION CONTROL NOTES

- CONTRACTOR SHALL INSTALL AND MAINTAIN THROUGHOUT THE CONSTRUCTION PROJECT ALL EROSION CONTROL COUNTER MEASURES SHOWN ON THESE PLANS IN ACCORDANCE WITH THE SOUTH CAROLINA NPDES GENERAL PERMIT FOR STORMWATER DISCHARGE.
- GROUND COVER SHALL BE ESTABLISHED PER "SEEDBED PREPARATION NOTES" PROVIDED IN PLANS.
- DURING CONSTRUCTION OF THE PROJECT, SOIL STOCKPILES AND BORROW AREAS SHALL BE STABILIZED OR PROTECTED WITH SEDIMENT TRAPPING MEASURES. THE APPLICANT IS RESPONSIBLE FOR THE TEMPORARY PROTECTION AND PERMANENT STABILIZATION OF ALL SOIL STOCKPILES ON SITE AS WELL AS BORROW AREAS AND SOIL INTENTIONALLY TRANSPORTED FROM THE PROJECT SITE.
- SEDIMENT BASINS AND TRAPS, PERIMETER DIKES, SEDIMENT BARRIERS AND OTHER MEASURES INTENDED TO TRAP SEDIMENT SHALL BE CONSTRUCTED AS A FIRST STEP IN ANY LAND-DISTURBING ACTIVITY AND SHALL BE MADE FUNCTIONAL BEFORE UPSLOPE LAND DISTURBANCE TAKES PLACE.
- STABILIZATION MEASURES SHALL BE APPLIED TO EARTHEN STRUCTURES SUCH AS DAMS, DIKES, AND DIVERSIONS IMMEDIATELY AFTER INSTALLATION.
- UNDERGROUND UTILITY LINES SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING STANDARDS IN ADDITION TO OTHER APPLICABLE CRITERIA:
 - 6.a.d. NO MORE THAN 500 LINEAR FEET OF TRENCH MAY BE OPENED AT ONE TIME.
 - 6.a.b. EXCAVATED MATERIAL SHALL BE PLACED ON THE UPHILL SIDE OF TRENCHES.
 - 6.a.c. EFFLUENT FROM DEWATERING OPERATIONS SHALL BE FILTERED OR PASSED THROUGH AN APPROVED SEDIMENT TRAPPING DEVICE, OR BOTH, AND DISCHARGED IN A MANNER THAT DOES NOT ADVERSELY AFFECT FLOWING STREAMS OR OFF-SITE PROPERTY.
 - 6.a.d. MATERIAL USED FOR BACK FILLING TRENCHES SHALL BE PROPERLY COMPACTED IN ORDER TO MINIMIZE EROSION AND PROMOTE STABILIZATION.
 - 6.a.e. RESTABILIZATION SHALL BE ACCOMPLISHED IN ACCORDANCE WITH THESE REGULATIONS.
 - 6.a.f. APPLICABLE SAFETY REGULATIONS SHALL BE COMPLIED WITH.
- WHERE CONSTRUCTION VEHICLE ACCESS ROUTES INTERSECT PAVED OR PUBLIC ROADS, PROVISIONS SHALL BE MADE TO MINIMIZE THE TRANSPORT OF SEDIMENT BY VEHICULAR TRACKING ONTO THE PAVED SURFACE. WHERE SEDIMENT IS TRANSPORTED ONTO A PAVED OR PUBLIC ROAD SURFACE, THE ROAD SURFACE SHALL BE CLEANED THOROUGHLY AT THE END OF EACH DAY. SEDIMENT SHALL BE REMOVED FROM THE ROADS BY SHOVELING OR SWEEPING AND TRANSPORTED TO A SEDIMENT CONTROL DISPOSAL AREA. STREET WASHING SHALL BE ALLOWED ONLY AFTER SEDIMENT IS REMOVED IN THIS MANNER. THIS PROVISION SHALL APPLY TO INDIVIDUAL DEVELOPMENT LOTS AS WELL AS TO LARGER LAND-DISTURBING ACTIVITIES.
- ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE REMOVED WITHIN 30 DAYS AFTER FINAL SITE STABILIZATION OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED, UNLESS OTHERWISE AUTHORIZED BY THE LOCAL PROGRAM AUTHORITY. TRAPPED SEDIMENT AND THE DISTURBED SOIL AREAS RESULTING FROM THE DISPOSITION OF TEMPORARY MEASURES SHALL BE PERMANENTLY STABILIZED TO PREVENT FURTHER EROSION AND SEDIMENTATION.
- ALL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE SOUTH CAROLINA NPDES GENERAL PERMIT FOR STORMWATER DISCHARGE, U.S. DEPT. OF AGRICULTURE, AND U.S. SOIL CONSERVATION SERVICE.
- THE CONTRACTOR SHALL DILIGENTLY AND CONTINUOUSLY MAINTAIN ALL EROSION CONTROL DEVICES AND STRUCTURES TO MINIMIZE EROSION. THE CONTRACTOR SHALL MAINTAIN CLOSE CONTACT WITH THE HORRY COUNTY EROSION CONTROL INSPECTOR SO THAT PERIODIC INSPECTIONS CAN BE PERFORMED AT APPROPRIATE STAGES OF CONSTRUCTION.
- WHEREAS SITES HAVE BEEN STABILIZED, EROSION CONTROL INSPECTIONS SHALL BE CONDUCTED AND LOGGED BY A WRITTEN REPORT AT LEAST EVERY SEVEN(7) DAYS OR AFTER A ONE HALF (1/2) INCH OR GREATER RAIN EVENT. ALL REPORTS SHALL BE KEPT ON SITE AT ALL TIMES AND BE PLACED IN A LOCATION EASILY ACCESSIBLE BY OCRM PERSONNEL (STORMWATER POLLUTION PREVENTION PLAN - SWPPP). ONE SET WILL BE KEPT BY THE DEVELOPER IN HIS/HER OFFICE. THE DEVELOPER WILL ALSO STORE THE SWPPP FOR THREE (3) YEARS AFTER THE NOTICE OF TERMINATION (NOT).

SEEDBED PREPARATION

- CHISEL COMPACTED AREAS AND SPREAD TOPSOIL 3 INCHES DEEP OVER ADVERSE SOIL CONDITIONS, IF AVAILABLE.
- RIP THE ENTIRE AREA TO 6 INCHES DEPTH.
- REMOVE ALL LOOSE ROCK, ROOTS, AND OTHER OBSTRUCTIONS LEAVING SURFACE REASONABLY SMOOTH AND UNIFORM.
- APPLY AGRICULTURAL LIME, FERTILIZER, AND SUPERPHOSPHATE UNIFORMLY AND MIX WITH SOIL
- CONTINUE TILLAGE UNTIL A WELL-PULVERIZED, FIRM REASONABLY UNIFORM SEEDBED IS PREPARED TO 4 TO 6 INCHES DEEP.
- SEED ON A FRESHLY PREPARED SEEDBED AND COVER SEED LIGHTLY WITH SEEDING EQUIPMENT OR CULTIPACK AFTER SEEDING.
- MULCH IMMEDIATELY AFTER SEEDING AND ANCHOR MULCH.
- INSPECT ALL SEEDD AREAS AND MAKE NECESSARY REPAIRS OR RESEED WITHIN THE PLANTING SEASON, IF POSSIBLE. IF STAND IS OVER 60% DAMAGED, RE-ESTABLISH ORIGINAL LIME, FERTILIZER AND SEEDING RATES.
- CONSULT CONSERVATION INSPECTOR ON MAINTENANCE AND FERTILIZATION AFTER PERMANENT COVER IS ESTABLISHED.
 - * APPLY: AGRICULTURAL LIME - 2 TONS/ ACRE (3 TONS/ACRE IN CLAY SOILS)
 - FERTILIZER - 1,000 lbs. / ACRE -10-10-10
 - SUPERPHOSPHATE - 500 lbs. / ACRE -20% ANALYSIS
 - MULCH - 2 TONS / ACRE - SMALL GRAIN STRAW
 - ADHESIVE - ASPHALT EMULSION @ 300 GALS. / ACRE

PAVEMENT / PAVEMENT MARKING

- UPON COMPLETION OF PAVING, CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING PAVEMENT CORE, DENSITIES AND GRADATIONS DATA AS REQUESTED BY HORRY COUNTY OR THE ENGINEER OF RECORD. ALL CORE HOLES SHALL BE PROMPTLY PATCHED.
- ROAD BEDS SHALL BE PRIMED PER SCDOT STANDARD SPECIFICATIONS, ed. 2007, PRIOR TO PLACING BINDER.
- A TACK COAT SHALL BE APPLIED TO THE BINDER COARSE AND CONCRETE SURFACES BEFORE FINAL PAVING PER SCDOT STANDARDS SPECIFICATIONS, ed. 2007.
- ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES ON PUBLIC STREETS SHALL CONFORM TO THE SCDOT STANDARDS/FOR ROADWAY CONSTRUCTION AND THE SCDOTCD FOR HIGHWAY CONSTRUCTION.
- UNLESS OTHERWISE DIRECTED, ALL PAVEMENT MARKINGS SHALL BE FAST DRY WATERBORNE PAINT AND CONFORM TO SCDOT STANDARD SPECIFICATIONS, ed. 2007 PAINT IS PERMITTED FOR INITIAL PAVEMENT MARKINGS.
- A MINIMUM OF THREE TEST CYLINDERS EQUALLY SPACED SHALL BE TAKEN IN THE FIRST 1000 LINEAR FEET OF CURBING. AN ADDITIONAL CYLINDER SHALL BE TAKEN FOR EACH ADDITIONAL 500 LINEAR FEET OF CURBING. ALL TESTS SHALL BE LABELED WITH ROAD NAME AND STATION NUMBERS. WHERE ANY SAMPLE IS LESS THAN 2500 PSI OR AN AVERAGE IS LESS THAN 3000 PSI SECTION SHALL BE REMOVED.
- SURFACE COURSE SHALL BE INSTALLED NO EARLIER THAN WHEN THE PHASE HAS EITHER RECEIVED CERTIFICATES OF OCCUPANCY FOR 90% OF THE LOTS ON THE APPROVED PLAT OR ELEVEN MONTHS AFTER ACCEPTANCE BY THE CITY FOR OWNERSHIP AND MAINTENANCE.
- ASPHALT PAVEMENT SURFACE COURSE IS REQUIRED TO BE ONE-QUARTER INCH (1/4") ABOVE THE LIP OF THE ADJACENT CURB AND GUTTER. ANY PAVEMENT SECTION NOT MEETING THIS REQUIREMENT FOR MORE THAN TWENTY LINEAR FEET MUST BE REMOVED (FULL LANE WIDTH) AND REPLACED AT THE SOLE EXPENSE OF THE DEVELOPER.

SCDHEC CONSTRUCTION NOTES

- IF NECESSARY, SLOPES, WHICH EXCEED EIGHT (8) VERTICAL FEET SHOULD BE STABILIZED WITH SYNTHETIC OR VEGETATIVE MATS, IN ADDITION TO HYDROSEEDING. IT MAY BE NECESSARY TO INSTALL TEMPORARY SLOPE DRAINS DURING CONSTRUCTION. TEMPORARY BERMS MAY BE NEEDED UNTIL THE SLOPE IS BROUGHT TO GRADE.
- STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN FOURTEEN (14) DAYS AFTER WORK HAS CEASED, EXCEPT AS STATED BELOW.
 - WHERE STABILIZATION BY THE 14TH DAY IS PRECLUDED BY SNOW COVER OR FROZEN GROUND CONDITIONS STABILIZATION MEASURES MUST BE INITIATED AS SOON AS PRACTICABLE.
 - WHERE CONSTRUCTION ACTIVITY ON A PORTION OF THE SITE IS TEMPORARILY CEASED, AND EARTH-DISTURBING ACTIVITIES WILL BE RESUMED WITHIN 14 DAYS, TEMPORARY STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE.
- ALL SEDIMENT AND EROSION CONTROL DEVICES SHALL BE INSPECTED ONCE EVERY CALENDAR WEEK. IF PERIODIC INSPECTION OR OTHER INFORMATION INDICATES THAT A BMP HAS BEEN INAPPROPRIATELY, OR INCORRECTLY, THE PERMITTEE MUST ADDRESS THE NECESSARY REPLACEMENT OR MODIFICATION REQUIRED TO CORRECT THE BMP WITHIN 48 HOURS OF IDENTIFICATION.
- PROVIDE SILT FENCE AND/OR OTHER CONTROL DEVICES, AS MAY BE REQUIRED, TO CONTROL SOIL EROSION DURING UTILITY CONSTRUCTION. ALL DISTURBED AREAS SHALL BE CLEANED, GRADED, AND STABILIZED WITH GRASSING IMMEDIATELY AFTER THE UTILITY INSTALLATION. FILL, COVER, AND TEMPORARY SEEDING AT THE END OF EACH DAY ARE RECOMMENDED. IF WATER IS ENCOUNTERED WHILE TRENCHING, THE WATER SHOULD BE FILTERED TO REMOVE SEDIMENT BEFORE BEING PUMPED BACK INTO ANY WATERS OF THE STATE.
- ALL EROSION CONTROL DEVICES SHALL BE PROPERLY MAINTAINED DURING ALL PHASES OF CONSTRUCTION UNTIL THE COMPLETION OF ALL CONSTRUCTION ACTIVITIES AND ALL DISTURBED AREAS HAVE BEEN STABILIZED. ADDITIONAL CONTROL DEVICES MAY BE REQUIRED DURING CONSTRUCTION IN ORDER TO CONTROL EROSION AND/OR OFFSITE SEDIMENTATION. ALL TEMPORARY CONTROL DEVICES SHALL BE REMOVED ONCE CONSTRUCTION IS COMPLETE AND THE SITE IS STABILIZED.
- THE CONTRACTOR MUST TAKE NECESSARY ACTION TO MINIMIZE THE TRACKING OF MUD ONTO PAVED ROADWAY(S) FROM CONSTRUCTION AREAS AND THE GENERATION OF DUST. THE CONTRACTOR SHALL DAILY REMOVE MUD/SOIL FROM PAVEMENT, AS MAY BE REQUIRED.
- RESIDENTIAL SUBDIVISIONS REQUIRE EROSION CONTROL FEATURES FOR INFRASTRUCTURE AS WELL AS FOR INDIVIDUAL LOT CONSTRUCTION. INDIVIDUAL PROPERTY OWNERS SHALL FOLLOW THESE PLANS DURING CONSTRUCTION OR OBTAIN APPROVAL OF AN INDIVIDUAL PLAN IN ACCORDANCE WITH S.C REG. 72-300 ET SEQ. AND SCR100000.
- TEMPORARY DIVERSION BERMS AND/OR DITCHES WILL BE PROVIDED AS NEEDED DURING CONSTRUCTION TO PROTECT WORK AREAS FROM UPSLOPE RUNOFF AND/OR TO DIVERT SEDIMENT-LADEN WATER TO APPROPRIATE TRAPS OR STABLE OUTLETS.
- ALL WATERS OF THE STATE (WOS), INCLUDING WETLANDS, ARE TO BE FLAGGED OR OTHERWISE CLEARLY MARKED IN THE FIELD. A DOUBLE ROW OF SILT FENCE IS TO BE INSTALLED IN ALL AREAS WHERE A 50-FOOT BUFFER CAN'T BE MAINTAINED BETWEEN THE DISTURBED AREA AND ALL WOS. A 10-FOOT BUFFER SHOULD BE MAINTAINED BETWEEN THE LAST ROW OF SILT FENCE AND ALL WOS.
- LITTER, CONSTRUCTION DEBRIS, OILS, FUELS, AND BUILDING PRODUCTS WITH SIGNIFICANT POTENTIAL FOR IMPACT (SUCH AS STOCKPILES OF FRESHLY TREATED LUMBER) AND CONSTRUCTION CHEMICALS THAT COULD BE EXPOSED TO STORM WATER MUST BE PREVENTED FROM BECOMING A POLLUTANT SOURCE IN STORM WATER DISCHARGES.
- A COPY OF THE SWPPP, INSPECTIONS RECORDS, AND RAINFALL DATA MUST BE RETAINED AT THE CONSTRUCTION SITE OR A NEARBY LOCATION EASILY ACCESSIBLE DURING NORMAL BUSINESS HOURS, FROM THE DATE OF COMMENCEMENT OF CONSTRUCTION ACTIVITIES TO THE DATE THAT FINAL STABILIZATION IS REACHED.
- INITIATE STABILIZATION MEASURES ON ANY EXPOSED STEEP SLOPE (3H:1V OR GREATER) WHERE LAND-DISTURBING ACTIVITIES HAVE PERMANENTLY OR TEMPORARILY CEASED, AND WILL NOT RESUME FOR A PERIOD OF 7 CALENDAR DAYS.
- MINIMIZE SOIL COMPACTION AND, UNLESS INFEASIBLE, PRESERVE TOPSOIL.
- MINIMIZE THE DISCHARGE OF POLLUTANTS FROM EQUIPMENT AND VEHICLE WASHING, WHEEL WASH WATER, AND OTHER WASH WATERS. WASH WATERS MUST BE TREATED IN A SEDIMENT BASIN OR ALTERNATIVE CONTROL THAT PROVIDES EQUIVALENT OR BETTER TREATMENT PRIOR TO DISCHARGE.
- MINIMIZE THE DISCHARGE OF POLLUTANTS FROM DEWATERING OF TRENCHES AND EXCAVATED AREAS. THESE DISCHARGES ARE TO BE ROUTED THROUGH APPROPRIATE BUMPS (SEDIMENT BASIN, FILTER BAG, ETC.).
- THE FOLLOWING DISCHARGES FROM SITES ARE PROHIBITED:
 - WASTEWATER FROM WASHOUT OF CONCRETE, UNLESS MANAGED BY AN APPROPRIATE CONTROL;
 - WASTEWATER FROM WASHOUT AND CLEANOUT OF STUCCO, PAINT, FORM RELEASE OILS, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS;
 - FUELS, OILS, OR OTHER POLLUTANTS USED IN VEHICLE AND EQUIPMENT OPERATION AND MAINTENANCE; AND
 - SOAPS OR SOLVENTS USED IN VEHICLE AND EQUIPMENT WASHING.
- AFTER CONSTRUCTION ACTIVITIES BEGIN, INSPECTIONS MUST BE CONDUCTED AT A MINIMUM OF AT LEAST ONCE EVERY CALENDAR WEEK AND MUST BE CONDUCTED UNTIL FINAL STABILIZATION IS REACHED ON ALL AREAS OF THE CONSTRUCTION SITE.
- IF EXISTING BMPS NEED TO BE MODIFIED OR IF ADDITIONAL BMPS ARE NECESSARY TO COMPLY WITH THE REQUIREMENTS OF THIS PERMIT AND/OR SOUTH CAROLINA'S WATER QUALITY STANDARDS, IMPLEMENTATION MUST BE COMPLETED BEFORE THE NEXT STORM EVENT WHENEVER PRACTICABLE. IF IMPLEMENTATION BEFORE THE NEXT STORM EVENT IS IMPRACTICABLE, THE SITUATION MUST BE DOCUMENTED IN THE SWPPP AND ALTERNATIVE BMPS MUST BE IMPLEMENTED AS SOON AS REASONABLY POSSIBLE.
- A PRE-CONSTRUCTION CONFERENCE MUST BE HELD FOR EACH CONSTRUCTION SITE WITH AN APPROVED ON-SITE SWPPP PRIOR TO THE IMPLEMENTATION OF CONSTRUCTION ACTIVITIES. FOR NON-LINEAR PROJECTS THAT DISTURB 10 ACRES OR MORE, THIS CONFERENCE MUST BE HELD ON-SITE UNLESS THE DEPARTMENT HAS APPROVED OTHERWISE.

TESTING NOTES

- ALL REQUIRED ON-SITE TESTING SHALL BE PERFORMED BY AN INDEPENDENT INSPECTOR CERTIFIED BY SCDOT (SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION) TO PERFORM SUCH INSPECTION/TESTING. ALL REQUIRED TESTING PERFORMED IN A LABORATORY MUST BE PERFORMED IN AN AASHTO CERTIFIED LABORATORY.

REVISIONS

NO.	DATE	

ROWE PROFESSIONAL SERVICES COMPANY

O: (843) 444-1020
F: (843) 448-3936
www.rowepsc.com

6009 N. Kings Highway
Myrtle Beach, SC 29577

GENERAL NOTES

HOWARD PARK
CONSTRUCTION PLANS
GEORGETOWN COUNTY SCHOOL DISTRICT
GEORGETOWN, SC

SCALE: N.T.S.
PROJECT MGR: REH
DESIGNED BY: AJN
CHECKED BY: REH
DATE ISSUED: AUG 2023

SHEET NO.
C-3

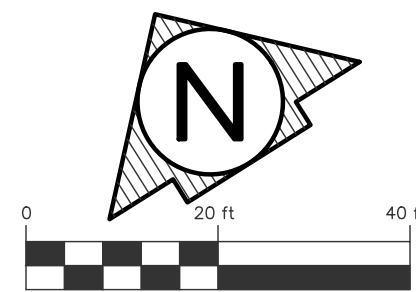
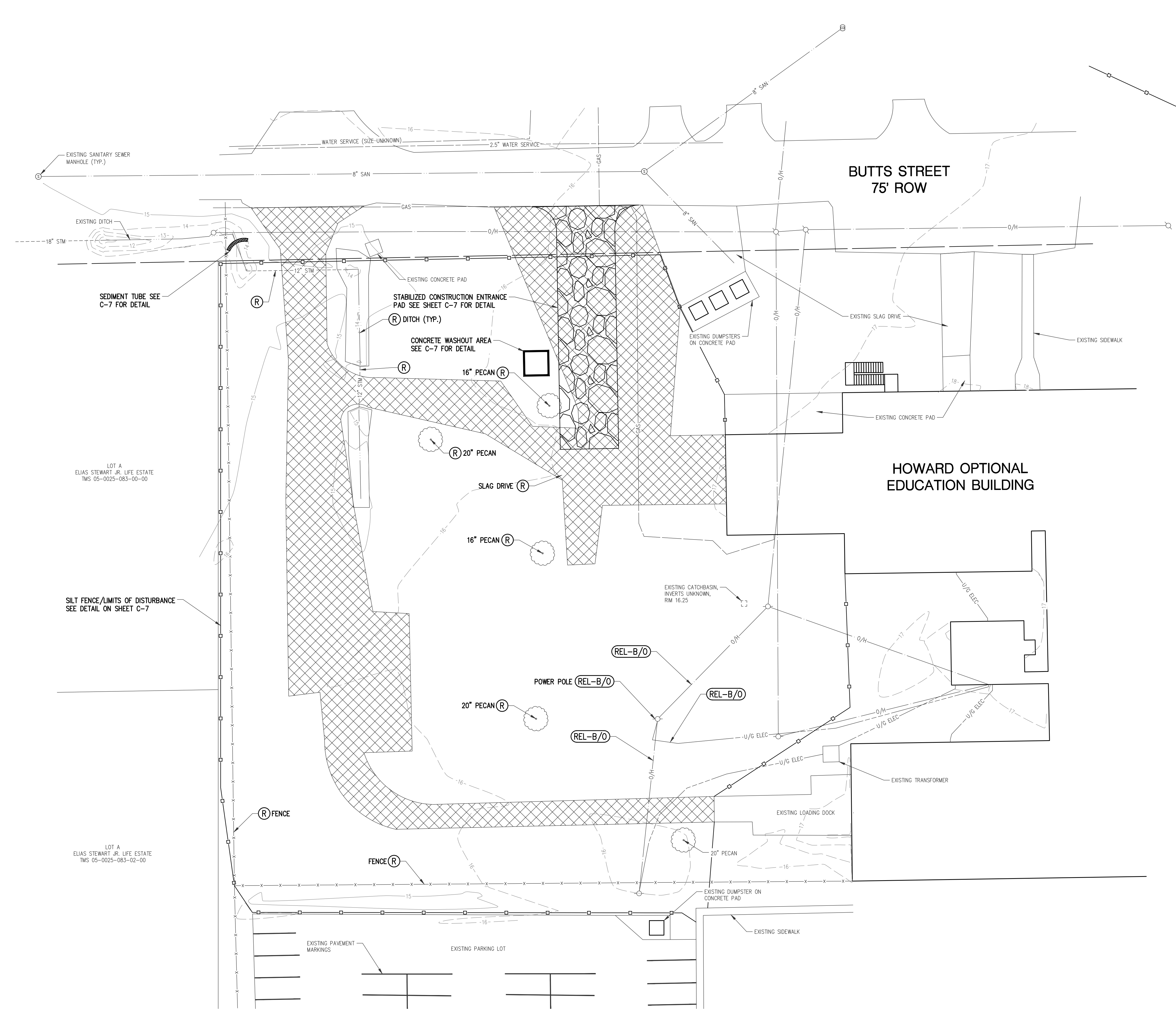
JOB No: 2300357

Attachment: Howard Park Preliminary Civil Drawings- 7.17.23 (8887 : Howard School Park)

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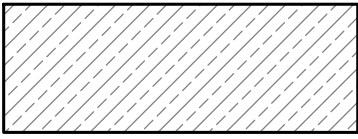
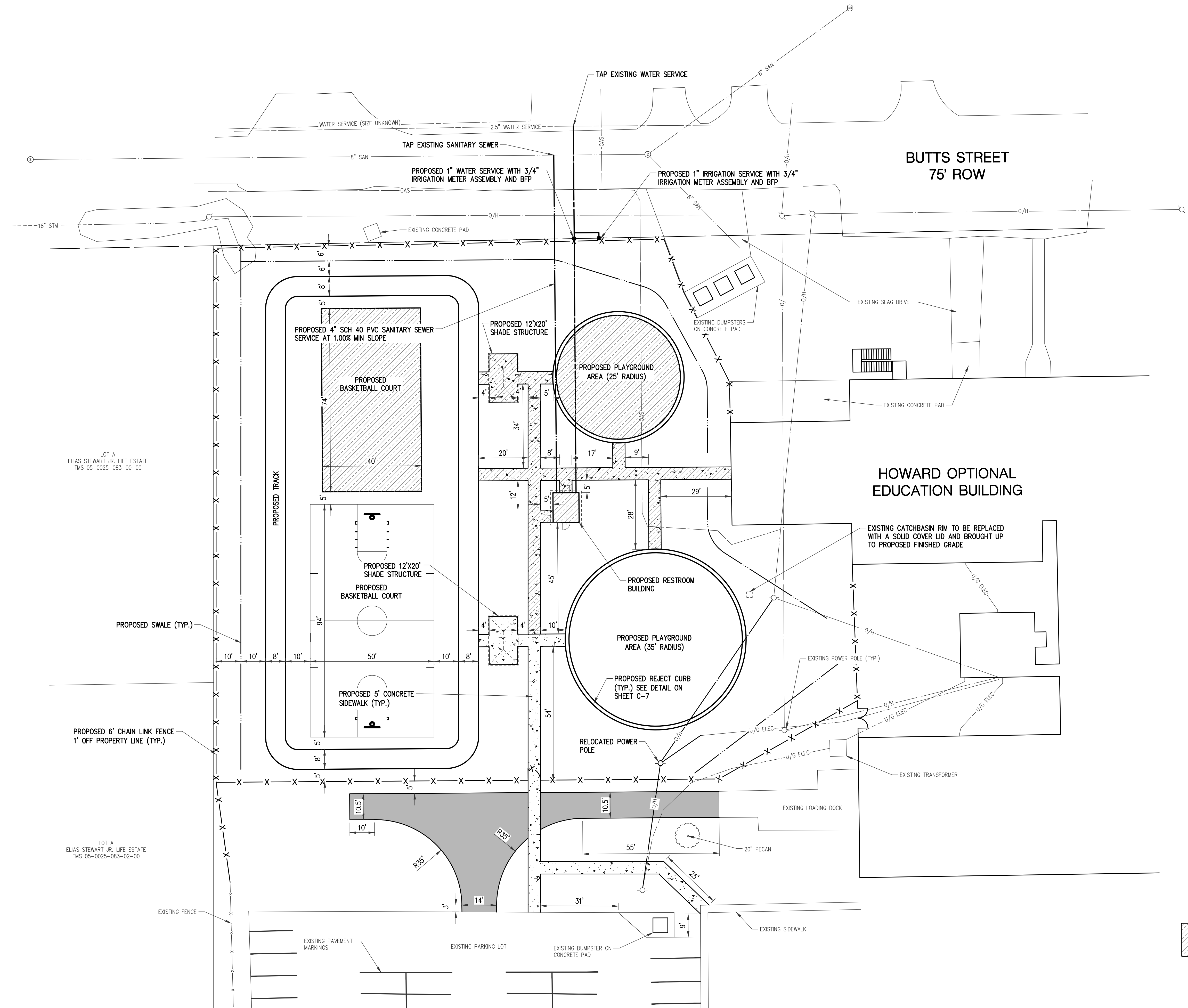
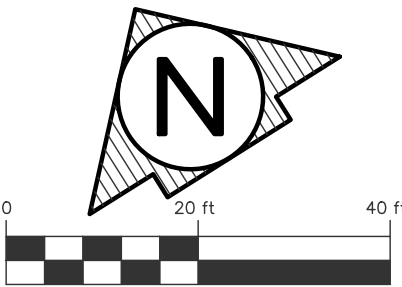
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ROWE PROFESSIONAL SERVICES COMPANY O: (843) 444-1020 F: (843) 448-3936 www.rowepsc.com	EX. COND. AND REMOVALS HOWARD PARK CONSTRUCTION PLANS GEORGETOWN COUNTY SCHOOL DISTRICT GEORGETOWN, SC	SCALE: N.T.S.
		PROJECT MGR: REH DESIGNED BY: AJN CHECKED BY: REH DATE ISSUED: AUG 2023
6009 N. Kings Highway Myrtle Beach, SC 29577		SHEET NO. C-4

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Myrtle Beach, SC 29577

SITE PLAN
HOWARD PARK
CONSTRUCTION PLANS
GEORGETOWN COUNTY SCHOOL DISTRICT
GEORGETOWN, SC

SCALE: 1" = 20'
PROJECT MGR: REH
DESIGNED BY: AJN
CHECKED BY: REH
DATE ISSUED: AUG 2023



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SHEET NO.
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JOB No: 2300357

SA:\Projects\2300357\Draw\Construction Drawings\SP-2300357-SITE.dwg PLOTTED: 7/17/2023 10:55 AM



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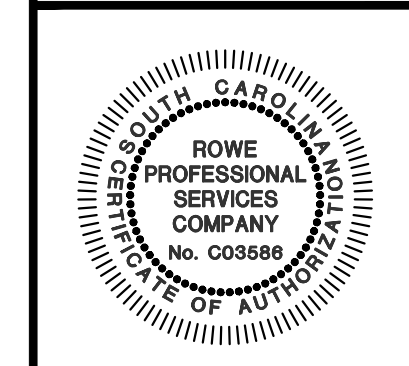
GRADING AND DRAINAGE PLAN

HOWARD PARK

CONSTRUCTION PLANS

GEORGETOWN COUNTY SCHOOL DISTRICT
GEORGETOWN, SC

SCALE: 1" = 20'
PROJECT MGR: REH
DESIGNED BY: AJN
CHECKED BY: REH
DATE ISSUED: AUG 2023







a / GF design company
529A Broadway St
Myrtle Beach, SC 29577

OPINION OF PROBABLE COST

PROJECT HOWARD PARK
LOCATION GEORGETOWN, SC
OWNER CITY OF GEORGETOWN
DATE 6/26/2023

BASED ON: CONSTRUCTION PLAN (DATED 6/7/2023)	QUANTITY		COST	
	NUMBER OF UNITS	UNIT MEASURE	UNIT COST	TOTAL COST

PHASE ONE				
1. 70' DIA PLAYGROUND SURFACING (WOOD CHIPS)	3,850	SF	\$ 5.00	\$19,250.00
2. 70' DIA PLAYGROUND CONCRETE CURBING	225	LF	\$ 18.00	\$4,050.00
3. ASPHALT BASKETBALL COURT (94'x50') - ALL INCLUSIVE	1	EA	\$ 100,000.00	\$100,000.00
4. ASPHALT TRACK (8' WIDTH)	457	SY	\$ 26.00	\$11,882.00
5. ASPHALT DRIVE	300	SY	\$ 34.00	\$10,200.00
6. 5' SIDEWALK	1,020	SF	\$ 10.00	\$10,200.00
7. 6' HT CHAIN LINK FENCE	563	LF	\$ 23.00	\$12,949.00
8. 6' HT / 4' WIDTH CHAIN LINK FENCE GATE	3	EA	\$ 500.00	\$1,500.00
9. COVERED PAVILION OR SHADE STRUCTURE (12'x20')	1	EA	\$ 20,000.00	\$20,000.00
10. SITE WORK ALLOWANCE (see notes below)	1	EA	\$ 70,000.00	\$70,000.00
11. LANDSCAPE ALLOWANCE (see notes below)	1	EA	\$ 30,000.00	\$30,000.00
12. PLAYGROUND EQUIPMENT ALLOWANCE (see notes below)	1	EA	\$ 40,000.00	\$40,000.00
13. SITE FURNISHINGS ALLOWANCE (see notes below)	1	EA	\$ 25,000.00	\$25,000.00
PHASE ONE SUBTOTAL				\$355,031.00
20% CONTINGENCY				\$71,006.20
PHASE ONE TOTAL				\$426,037.20

PHASE TWO				
1. 50' DIA PLAYGROUND SURFACING (WOOD CHIPS)	1,963	SF	\$ 5.00	\$9,815.00
2. 50' DIA PLAYGROUND CONCRETE CURBING	2,083	LF	\$ 18.00	\$37,494.00
3. ASPHALT BASKETBALL COURT (74'x42') - ALL INCLUSIVE	1	EA	\$ 75,000.00	\$75,000.00
4. 5' SIDEWALK	1,528	SF	\$ 10.00	\$15,280.00
5. COVERED PAVILION OR SHADE STRUCTURE (12'x20')	1	EA	\$ 20,000.00	\$20,000.00
6. BATHROOM BUILDING (CITY-PROVIDED PROTOTYPE)	1	EA	\$ 200,000.00	\$200,000.00
7. LANDSCAPE ALLOWANCE (see notes below)	1	EA	\$ 40,000.00	\$40,000.00
8. PLAYGROUND EQUIPMENT ALLOWANCE (see notes below)	1	EA	\$ 32,000.00	\$32,000.00
PHASE TWO SUBTOTAL				\$429,589.00
20% CONTINGENCY				\$85,917.80
PHASE TWO TOTAL				\$515,506.80

CONSTRUCTION TOTAL (PHASE ONE & PHASE TWO)	\$941,544.00
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DESIGN FEES				
1. DESIGN FIRM - SGA NW, A GF DESIGN COMPANY				\$36,500.00
2. SURVEYOR - PARKER LAND SURVEYING				\$3,000.00
3. CIVIL ENGINEER - ROWE PROFESSIONAL SERVICES COMPANY				\$25,000.00

PROJECT TOTAL (CONSTRUCTION TOTAL & DESIGN FEES)	\$1,006,044.00
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Notes

Opinion of Probable Cost is based on schematic plan only and is subject to change.
Opinion of Probable Cost is not guaranteed to be accurate.
Contractor items (mobilization, bonds and insurance, etc) are not included in Opinion of Probable Cost.
Site work allowance includes, but is not limited to: demo, site prep, stormwater, grading, etc.
Addressing unsuitable soils and/or hazardous materials found on site is not included in Opinion of Probable Cost.
Fees associated permitting are not included in Opinion of Probable Cost.
Phase One landscape allowance includes, but is not limited to: sod, seed and irrigation.
Phase Two landscape allowance includes, but is not limited to: trees and shrubs.
Specific playground equipment to be decided by owner.
Site furnishings allowance includes, but is not limited to: benches, trash cans and picnic tables.
Allowances have been provided, but are not guaranteed to be accurate.
There is no lighting proposed.

Attachment: Schematic Opinion of Probable Cost (6-26-2023) (3887 : Howard School Park)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

RESOLUTION

DOC ID: 3876

Council Meeting Date:	20 July 2023
Department:	Electric
Issue Under Consideration:	Motion to approve a resolution approving the execution and delivery of a Membership Agreement between the City of Georgetown, and the S.C. Association of Municipal Power Systems ("SCAMPS"); approving the execution and delivery of a services agreement between SCAMPS and the Municipal Association of South Carolina; and other matters related thereto.
Amount Requested:	N/A
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$4,220.04
Points to Consider:	The City of Georgetown's Electric Department has been members of the South Carolina Association of Municipal Power Systems (SCAMPS) for a very long time. SCAMPS is made up of 20 municipal electric systems in South Carolina. The organization provides support to the electric utilities such as mutual aid coordination, legislative lobbying, and education sessions. There has not been a formal agreement between the association and members in the past. This resolution is to approve the execution of the Membership Agreement and Service Agreement between SCAMPS and the City of Georgetown. SCAMPS decided to hire a full time employee through the Municipal Association of South Carolina (MASC) to be able to fully focus on the services provided. This will result in an increase of cost for the members. For calendar year 2024, the cost to the City of Georgetown will be approximately \$4,300.00 (there is a subsidy from SCAMPS funding for the first year). The following year will cost the City approximately \$7,700.00.
Options:	Approve or disapprove
Staff Recommendations:	Staff recommends approval

Reviews:

Scott Whittier Completed 07/10/2023 9:43 AM
City Attorney Completed 07/10/2023 10:38 AM
Sandra E. Yudice Ph.D. Completed 07/10/2023 11:25 AM
Stephanie Buccione Completed 07/13/2023 11:56 AM
Georgetown City Council Pending 07/20/2023 5:30 PM

Updated: 7/10/2023 11:26 AM by Sandra E. Yudice Ph.D.

Page 1

Attachments:

1. 1 Corporate Resolution - Members SCAMPS (PDF)
2. 2 SCAMPS Draft Membership Agreement 2023-05-21 (PDF)
3. 3 SCAMPS Draft Services Agreement 2023-05-21 (PDF)
4. 4 Dues and Budget Projection 5.9.23 (PDF)

MOTION TO APPROVE A RESOLUTION APPROVING THE EXECUTION AND DELIVERY OF A MEMBERSHIP AGREEMENT BETWEEN THE CITY OF GEORGETOWN, AND THE S.C. ASSOCIATION OF MUNICIPAL POWER SYSTEMS (“SCAMPS”); APPROVING THE EXECUTION AND DELIVERY OF A SERVICES AGREEMENT BETWEEN SCAMPS AND THE MUNICIPAL ASSOCIATION OF SOUTH CAROLINA; AND OTHER MATTERS RELATED THERETO.

CITY OF GEORGETOWN

**A RESOLUTION APPROVING THE EXECUTION AND DELIVERY OF A MEMBERSHIP AGREEMENT
BETWEEN THE CITY OF GEORGETOWN, AND THE S.C. ASSOCIATION OF MUNICIPAL
POWER SYSTEMS ("SCAMPS"); APPROVING THE EXECUTION AND DELIVERY OF A SERVICES
AGREEMENT BETWEEN SCAMPS AND THE MUNICIPAL ASSOCIATION OF SOUTH CAROLINA;
AND OTHER MATTERS RELATED THERETO**

WHEREAS, the City of Georgetown, South Carolina (the "**Member**") is a member of the South Carolina Association of Municipal Power Systems ("**SCAMPS**")

WHEREAS, SCAMPS is an unincorporated nonprofit association existing under South Carolina law and comprising twenty members located in the State of South Carolina, including the City of Abbeville, Bamberg Board of Public Works, City of Bennettsville, City of Camden, City of Clinton, Town of Due West, Easley Combined Utilities, Gaffney Board of Public Works, City of Georgetown, Greenwood Commissioners of Public Works, Laurens Commission of Public Works, McCormick Commission of Public Works, City of Newberry, Orangeburg DPU, Town of Prosperity, City of Rock Hill, Seneca Light & Water, City of Union, City of Westminster, and Town of Winnsboro (collectively the "**SCAMPS Members**");

WHEREAS, the Member is governed by the Mayor and Council of the City of Georgetown (the "**Governing Body**");

WHEREAS, the Governing Body now wishes to approve a Membership Agreement (the "**Membership Agreement**") between the Member and SCAMPS for the purposes of providing the terms and conditions on which the Member will participate in SCAMPS and SCAMPS will provide services to the Member, and the costs and expenses attendant thereto;

WHEREAS, the Governing Body further now wishes to approve a Services Agreement (the "**Services Agreement**," and together with the Membership Agreement, the "**Agreements**") between SCAMPS and the Municipal Association of South Carolina (the "**Association**") for the purpose of providing the terms and conditions on which the Association will provide services to SCAMPS, including without limitation the employment of a Program Manager for SCAMPS, and the costs and expenses attendant thereto; and

WHEREAS, the Governing Body deems it in the best interests of Member (a) to approve the execution and delivery of and the entry into the Membership Agreement in substantially the form attached hereto as Exhibit A, and (b) to approve the entry into the Services Agreement by SCAMPS in substantially in the form of the draft attached hereto as Exhibit B.

NOW THEREFORE LET IT BE:

RESOLVED, that the Member be, and hereby is, authorized to enter into the Membership Agreement and that the form, term, and provisions of the Membership Agreement be, and hereby are, approved;

RESOLVED, that each of the Mayor and City Administrator (each such person, an “**Authorized Officer**”) be, and each hereby is, authorized, empowered, and directed to execute and deliver the Membership Agreement in the name of and on behalf of the Member with such additions, deletions, or changes therein as the Authorized Officer executing the same shall approve (the execution and delivery thereof by any such Authorized Officer to be conclusive evidence of his or her approval of any such additions, deletions, or changes);

RESOLVED, that the Member approves the form, term, and provisions of the Services Agreement, and consents to the execution and delivery of and the entry into the Services Agreement by SCAMPS, with such additions, deletions, or changes therein as an authorized officer of SCAMPS executing the same shall approve (the execution and delivery thereof by such authorized officer of SCAMPS to be conclusive evidence of his or her approval of any such additions, deletions, or changes);

RESOLVED, that Member be, and hereby is, authorized and empowered to perform all of its obligations under the Agreements;

RESOLVED, that each of the Authorized Officers be, and each of them hereby is, authorized and directed to take all such further actions and to execute and deliver, in the name and on behalf of the Member, all such further documents and instruments, and to pay all such expenses, as they or any of them may deem necessary, desirable, advisable, or appropriate to effectuate or carry out the purposes of all of the foregoing resolutions and the transactions contemplated thereby; and that the taking of each such action, the execution and delivery of each such document or instrument, and the payment of each such expenses shall be conclusive evidence of its necessity or advisability;

RESOLVED, that all actions taken by any of the Authorized Officers prior to the date of the foregoing resolutions that are within the authority conferred thereby are hereby ratified, confirmed, approved, and adopted as actions of the Member; and

RESOLVED, that the Clerk to Council of the Member be, and hereby is, authorized in the name and on behalf of the Member to certify the passage of the foregoing resolutions.

DONE IN MEETING duly assembled this ____ day of _____, 2023.

ATTEST:

CITY OF GEORGETOWN
a Municipal Corporation

Stephanie Buccione
City Clerk

Carol Jayroe
Mayor

APPROVED AS TO FORM:

Elise F. Crosby
City Attorney

State of South Carolina

County of (_____)

SCAMPS Membership Agreement

WHEREAS, The South Carolina Association of Municipal Power Systems ("SCAMPS") is an unincorporated non-profit organization established to protect and advance the collective interests of municipal electric utilities in South Carolina; and

WHEREAS, twenty of South Carolina's twenty-one municipal electric utilities currently participate as members of SCAMPS; and

WHEREAS, SCAMPS exists to provide mutual aid, legislative advocacy, regulatory agency coordination, public relations programs, conference/meeting facilitation, and training to support municipal electric utilities; and

WHEREAS, SCAMPS has historically operated as an affiliate of the Municipal Association of South Carolina ("MASC"), and the SCAMPS Board desires to continue this affiliation as defined through a revised services agreement; and

WHEREAS, the (____City or CPW_____) desires to maintain its membership in SCAMPS; and,

NOW, THEREFORE, (____City or CPW_____), by and through its duly authorized representative, agrees to the following, policies, terms and conditions:

Governance and Policy. The Board of Directors shall have such powers as ordinarily incident to a Board of Directors, including general supervision and control of SCAMPS. The Board may adopt by-laws, rules, or practices and procedures to govern its internal affairs. The Board shall be empowered to determine all questions of policy and is authorized to represent and advance any such policies as the collective position of the member municipal electric utilities.

The Board is authorized and intends to contract with MASC (a) to employ a Program Manager assigned to provide services to SCAMPS under contract and (b) to provide other limited support services, including accounting, communications, event/training planning and execution, member services, and legislative advocacy as defined in a services agreement (the "Services Agreement"). The initial term of the Services Agreement shall extend through December 31, 2026.

The Program Manager shall serve as the primary spokesperson for SCAMPS and shall be and is hereby authorized to represent SCAMPS in public communications of SCAMPS, including without limitation with respect to the organization's position on issues affecting one or more SCAMPS members. With respect to transactions or negotiations between SCAMPS and MASC, however, the Program Manager's authority to act on behalf of or bind either entity shall be subject to approval by the SCAMPS Board of Directors or MASC's executive leadership, as applicable.

Membership Benefits. Through its Board and contracted services, SCAMPS will support member municipal electric utilities and add member value in the following areas:

1. mutual aid assistance,
2. legislative advocacy,
3. member communications,
4. public relations programs,
5. conference/meeting facilitation,
6. training programs for municipal electric utilities,
7. limited technical assistance,
8. annual education programs, and
9. legal assistance.

Annual Service Fee. Each of the undersigned agrees to pay SCAMPS an Annual Service Fee (See Exhibit A) for the first year and then annually as established by SCAMPS Board.

The Annual Service Fee calculation shall be based on three components: Meter Share (33.33%), Revenue Share (33.33%), and Equal Share (33.33%). Regardless of the fiscal years of the respective members, the Annual Service Fee shall be calculated based on a calendar year.

- (a) The Meter Share will be calculated by dividing the total number of meters of each SCAMPS member (as reported to the Energy Information Administration (EIA)) as of the last day of the immediately preceding calculation period by the total number of meters of all the SCAMPS members as of the same date to produce a pro rata share of all existing meters. The pro rata share shall then be multiplied by 33.33% of the total budgeted costs of the SCAMPS organization.
- (b) The Revenue Share will be calculated by dividing the total annual revenues of each SCAMPS member (as reported to the EIA) during the immediately preceding calculation period by the total annual revenues of all the SCAMPS members during the same calculation period to produce a pro rata share of all existing revenues. The pro rata share shall then be multiplied by 33.33% of the total budgeted costs of the SCAMPS organization.
- (c) The Equal Share charge is capped at \$1,200.00 for all SCAMPS members with 2,500 or fewer electric meters. For those SCAMPS members above 2,500 electric meters, the Equal Share charge will be calculated by i) multiplying the total budgeted cost of the SCAMPS organization by 33.33%, ii) then subtracting the total Equal Share charges from capped Equal Share SCAMPS members, iii) then dividing the remaining balance of the cost by the remaining number of non-capped Equal Share SCAMPS members.

For each calculation period, SCAMPS shall promptly calculate and invoice the Annual Service Fee for each SCAMPS member as set forth above. The components of the Annual Service Fee will be evaluated annually and presented to the SCAMPS Board of Directors for review. To the extent practicable SCAMPS will bill the Annual Service Fee to its members on the first business day of each February. The SCAMPS members shall have 45 days from the invoice date to pay.

The obligation to pay the Annual Service Fee shall be deemed an unconditional obligation of each member and shall be payable by each member, notwithstanding any such member's earlier termination of its membership in SCAMPS, through the expiration of the initial term of the Services Agreement on December 31, 2026. If the Services Agreement is extended or renewed for a term extending beyond December 31, 2026, SCAMPS and the member shall renegotiate in good faith to extend the term of this unconditional obligation to pay in light of the extended or renewed term of the Services Agreement.

For 2024, the Annual Service fee for all members will be phased in and subsidized with existing SCAMPS funds (See Exhibit B).

Designated Representatives. The member agrees to designate a primary and alternate contact/representative for their utility, provide accurate contact information, and promptly report changes to SCAMPS' program manager.

Member Duties. Each of the undersigned members acknowledges that membership in SCAMPS requires specific duties and obligations by the member and SCAMPS. Each member agrees to abide by the terms of SCAMPS Constitution and Bylaws and to support SCAMPS in its mission by, at a minimum, actively participating in mutual aid, legislative initiatives, public relations programs, and training and education programs and by making timely payment of its Annual Service Fee.

Each member further agrees to provide timely and accurate responses for data requests from federal and state regulatory agencies or from other sources necessary to support SCAMPS' mission and to furnish copies to the SCAMPS Program Manager for preparation of consolidated responses, including but not limited to:

- State Energy Office – Municipal Data Request,
- State Energy Office – Solar Data Request,
- State Energy Office – Demand Side Management Data Request,
- Southeastern Power Administration Data,
- Annual Mutual Aid Handbook, and
- Annual Energy Information Administration - Report 861 (within 30 days of the federal deadline)

Liability. The undersigned member releases SCAMPS from any liability, loss, expense, attorneys' fees, or claims for injury or damages that the member might incur while participating as a member of SCAMPS. Further, the undersigned member agrees that SCAMPS cannot guarantee any results for its membership.

Privacy. Except as required by applicable law or court order, or as officially requested by a federal or state regulatory agency, SCAMPS will not share any contact or privileged information about the undersigned member with other members, non-members or any third parties.

Membership Terms. The SCAMPS' Board shall be vested with the authority to accept new Members and/or terminate membership. SCAMPS may terminate the undersigned's membership in SCAMPS for violation of any of the terms and conditions of this agreement. The undersigned member may terminate

its membership at any time and for any reason, provided that notice of termination is received no later than 365 days in advance of the annual renewal date of January 1.

The member acknowledges that the termination of membership by either party shall result in the immediate termination of all services provided by SCAMPS to the terminated member, including eligibility to receive mutual aid through SCAMPS or its partners.

The undersigned represents and warrants that he/she has the authority to bind the (____ City or CPW_____) and by signing below, the undersigned confirms that he/she has read, understood, and agree to the terms and conditions outlined in this agreement

_____ (Member Utility Name)

_____ (Member Representative's Name)

By: _____ (Member Representative's Signature)

Title: _____ (Member Representative's title)

Date _____

SOUTH CAROLINA ASSOCIATION OF
MUNICIPAL POWER SYSTEMS

By: _____

Title: _____

Date _____

SERVICES AGREEMENT
Between
The Municipal Association of South Carolina
and
The South Carolina Association of Municipal Power Systems

THIS SERVICES AGREEMENT ("Agreement") is made and entered into this _____ day of _____, 2023 by and between The Municipal Association of South Carolina (the "Association"), a South Carolina non-profit corporation, and the South Carolina Association of Municipal Power Systems ("SCAMPS"), an unincorporated non-profit South Carolina Association. The Association and SCAMPS are collectively referred to as the "Parties" in this Agreement, or they may be individually referred to as a "Party" in this Agreement.

RECITALS

WHEREAS, SCAMPS is comprised of twenty (20) members located in the State of South Carolina, with those members consisting of the following: the City of Abbeville, Bamberg Board of Public Works, City of Bennettsville, City of Camden, City of Clinton, Town of Due West, Easley Combined Utilities, Gaffney Board of Public Works, City of Georgetown, Greenwood Commissioners of Public Works, Laurens Commission of Public Works, McCormick Commission of Public Works, City of Newberry, Orangeburg DPU, Town of Prosperity, City of Rock Hill, Seneca Light & Water, City of Union, City of Westminster, and Town of Winnsboro (collectively "SCAMPS Members" or "Members");

WHEREAS, the Association serves the state's 271 incorporated municipalities. The Association is dedicated to the principle of its founding members: to offer the services, programs and tools that provide municipal officials the knowledge, experience, and tools to efficiently and effectively operate their municipalities;

WHEREAS, the purpose of this Agreement is to identify the Services (defined below) that the Association will provide to SCAMPS, to identify the consideration that SCAMPS will provide in exchange for the Services, and to address other matters concerning the relationship between the Parties;

NOW, THEREFORE, for and in consideration of the promises set forth in this Agreement, the Parties agree as follows:

1. **Recitals.** The above Recitals are incorporated herein and are made part and parcel of this Agreement.
2. **The Association's Obligations.** The Association agrees to provide the following Services to SCAMPS (collectively "the Services").

- a. Principal Place of Business for the Association. The Association's offices, located at 1411 Gervais Street, Columbia, South Carolina, shall serve as SCAMPS's principal place of business. All correspondence and communications to and from SCAMPS are to be directed through the Association office on a daily basis.
- b. Meeting Space. The offices of the Association shall serve as a central meeting facility for SCAMPS unless otherwise approved by the SCAMPS Board and the Association. SCAMPS acknowledges that the Association's office is frequently used for meetings by and among the Association and its members, affiliate organizations, customers, and vendors. SCAMPS shall provide reasonable advance notice to the Association of any SCAMPS meeting, function, or event to be held at the Association's offices and will cooperate in good faith with the Association in scheduling an appropriate time and meeting place within the Association's office.
- c. Records. The Association shall provide physical space for SCAMPS to keep its financial and membership records. The Association will provide commercially reasonable measures to protect the physical security, integrity, and accessibility of such records, but shall not be liable for any destruction of or damage to such records for reasons beyond the reasonable control of the Association. SCAMPS agrees that the Association is not responsible for the safe keeping of any of SCAMPS' data, documents, materials, money, information, records, or other things (whether tangible or intangible) physically maintained outside the Association's place of business.
- d. SCAMPS Program Manager. The Association shall employ a Program Manager to manage, provide or oversee the delivery of the services defined in this Agreement and serve as secretary to the SCAMPS Board of Directors ("SCAMPS Board"). The Executive Director of the Association or his designee ("the Association ED"), in coordination with the SCAMPS Board, shall prepare a job description and notice for a SCAMPS Program Manager position and advertise, screen and develop a short list of candidates for the position. The Association ED shall select the SCAMPS Program Manager with the advice and consent of the SCAMPS Board. The Program Manager shall be an employee of the Association and report to the Association ED, who will provide direction as required based on the strategic and operational work plan established by the SCAMPS Board. The Association ED shall conduct an annual employee performance review of the SCAMPS Program Manager in the same manner as other Association employees. As part of the review process, the Association ED shall seek and afford reasonable deference to input from the SCAMPS Board. However, the Parties acknowledge that the Association shall retain the sole authority for employment matters related to the Program Manager, including standards of conduct and decorum; performance evaluations; hours of work, methods of availability, and required reporting to the Association; compensation, eligibility for bonuses, cost-of-living adjustments, and merit-based adjustments; and disciplinary actions, up to and including

termination of employment. The parties hereto agree that in the event of a dispute arising over the continued employment by the Program Manager, the ED and SCAMPS Board will work collaboratively to determine whether the Program Manager shall remain in the Association's employ.

- e. Mutual Aid. After execution of this Agreement, the parties shall develop a succession plan to transition management and coordination of the current mutual aid program from oversight by the City of Rock Hill to the SCAMPS Program Manager. The plan shall provide for transferring the extensive knowledge and experience acquired by Rock Hill staff during the period the city has generously provided mutual aid coordination for SCAMPS. Upon completion of the transition period, the SCAMPS Program Manager shall assume primary responsibility for the mutual aid program.
- f. Reasonable Support Services. In addition to the services of the Program Manager, the Association shall provide reasonable but limited support services, which may consist of the following
 - i. Administrative Services
 1. routine document preparation,
 2. collecting data through surveys on topics of interest and at the request of SCAMPS,
 3. maintaining and updating information in the SCAMPS Mutual Aid Directory,
 4. planning, scheduling, and developing programs and agendas for regular and special meetings of SCAMPS,
 5. drafting, typing, and addressing notices and announcements of SCAMPS programs or meetings,
 6. maintaining the membership database,
 7. coordinating room accommodations, and
 8. taking, preparing, and distributing minutes of meetings.
 - ii. Meeting, Event and Training Services.
 1. researches and recommends venues for holding meetings, events and training sessions,
 2. negotiates contracts with venues, entertainment, and transportation,
 3. prepares detailed meeting specifications and logistics, including catering needs, meeting room assignments, audio-visual needs, and exhibit set-up,
 4. researches and secures speakers,
 5. solicits and coordinates all exhibitor and sponsor activities,
 6. oversees the marketing, registration process and execution of all meeting logistics, and

7. prepares and submits vouchers for payment of invoices for venues, speakers, and vendors.
 - iii. **Financial Services.** The Association shall keep and maintain the financial records of SCAMPS. Financial Services may consist of the following
 1. billing and collecting dues from SCAMPS Members,
 2. paying accounts chargeable to SCAMPS,
 3. receiving and depositing SCAMPS funds,
 4. preparing financial statements and reports,
 5. other routine bookkeeping functions,
 6. preparing and filing income tax returns,
 7. preparing for and coordinating an annual independent financial audit, and
 8. recommending investment options and managing investments approved by the SCAMPS Board.
 - iv. **Lobbying.** As part of the Association's Advocacy Initiatives and through its existing advocacy staff, the Association shall represent the collective interests of municipal electric utilities expressed through the policy positions of the SCAMPS Board. In the rare case that the policy position of SCAMPS conflicts with the position of the Association, the Association shall promptly declare the conflict and notify the SCAMPS Board of the need to retain advocacy support outside of this Agreement for the duration of the conflict. In the event of a legislative issue affecting SCAMPS that requires extraordinary resources and time commitments beyond the capability of Association staff, the Association shall notify the SCAMPS Board of the need for SCAMPS to seek supplemental lobbying services outside of this Agreement. The Association would continue to support and coordinate with SCAMPS and any contractor retained by SCAMPS on the legislative issue(s).
3. **SCAMPS Obligations.** For and in consideration of the services defined in this Agreement, SCAMPS Board agrees to the following provisions:
- a. **Corporate Resolution.** By January 1, 2024, SCAMPS shall deliver a Corporate Resolution to the Association signed by all SCAMPS Members. The Corporate Resolution shall authorize SCAMPS to enter into this Agreement and that SCAMPS Members agree to be bound by and responsible for this Agreement in the same manner as SCAMPS. The Corporate Resolution shall include or be accompanied by documentary proof, reasonably acceptable to the Association, from each SCAMPS Member that the person signing on behalf of such Member has been authorized by the Member's code of ordinances or other governmental action to bind the Member to the resolution.

- b. Annual Payment for Services. The SCAMPS annual payment shall have two components: (i) the direct cost of providing the services of the Program Manager, and (ii) the indirect costs incurred by Association staff in providing support services to SCAMPS. It is understood and agreed upon that the initial direct cost to SCAMPS for the Association to provide the services of the Program Manager to SCAMPS, according to this Agreement, is \$175,000 per year, payable to the Association in quarterly installments. The indirect costs shall be calculated according to subsection (c) below. The annual payment shall be calculated based on a calendar year, commencing on January 1, 2024. Quarterly payments shall be due on each January 1, April 1, July 1, and October 1.

No later than December 1, 2024, and then no later than December 1 of each year during the term, the Association shall prepare and present an estimated cost for the Program Manager and support services to the SCAMPS Board for approval. Approval of the recommended budget by the SCAMPS Board shall bind SCAMPS to the payment of the budgeted amount. In the event that the Program Manager position is vacant and the Association fails to substitute professional staff with the approval of the SCAMPS Board to fulfill the responsibilities, the annual payment for services shall be prorated by multiplying the total compensation to be paid to the Program Manager during such annual period by a fraction, (i) the numerator of which is the total number of weeks in which professional staff approved by the SCAMPS Board is available to fulfill the responsibilities described herein during such annual period, and (ii) the denominator of which is 52 weeks.

- c. Expenses. The SCAMPS Board agrees to appropriate funds annually in its budget for reasonable expenses in support of the Program Manager for travel, training, professional dues, supplies, printing, postage and other reasonable and customary expenses incurred by the Association's staff in direct support of SCAMPS meetings, training or other events. The Program Manager shall be authorized to determine the required support level and charge these expenses to the SCAMPS budget subject to the financial policies and appropriations approved by the SCAMPS Board.
- d. Board Meetings and Communications. The SCAMPS Board acknowledges and agrees that the Program Manager, as manager of SCAMPS and Board Secretary, shall be included as a recipient or copied on all correspondence, regardless of electronic or written form, and notified of and allowed to attend all gatherings of a quorum of the SCAMPS Board, whether such gathering be held electronically, in person, concurrently, sequentially, serially, or by exchange of emails, texts, or other virtual communications. The only exception to this provision is privileged communications related to, or gatherings of a quorum of the SCAMPS Board held in a properly called executive session for, the sole purpose of evaluating or discussing the performance of the Program Manager. In such cases, the SCAMPS Board shall notify the Association ED of the time and location of the meeting and

the subject matters to be discussed, and shall allow the Association ED to attend and participate in such gathering of a quorum of the SCAMPS Board.

- e. Indemnification; Disclaimer of Liability. The parties agree to defend, indemnify and hold one another harmless from and against any and all liability, loss, expense, attorneys' fees or claims for injury or damages arising the performance of this agreement, but only in proportion to and the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts of omission of the indemnifying party, its officers, agents or employees; provided that neither the Association nor its officers, agents, or employees shall be liable (whether under this section or otherwise) for recommendations, actions, courses of conduct, or discretionary determinations of the Program Manager that have been approved, ratified, confirmed, or directed by the SCAMPS Board. The parties hereby agree that under no circumstance shall the indemnifying party, its directors, officers, agents, employees or members be liable to the other party or its directors, officers, agents, employees or members for any indirect, consequential, special or exemplary damages, whether in contract or tort (including strict liability and negligence) arising out of or based upon the Association's services hereunder the performance of this agreement. The Association acknowledges and agrees that the obligations of SCAMPS under this provision are an obligation of SCAMPS and not its members; that such obligations shall be limited to the lawful funds of SCAMPS; and that SCAMPS has no right to and shall not make capital calls on or expense requests to its members to satisfy any obligations under this section.
- f. Term of Agreement, Termination of Agreement. This Agreement shall last for a duration of three (3) years beginning January 1, 2024 and ending December 31, 2026. Either Party may terminate this Agreement prior to December 31, 2026 for any reason by providing the other Party with three hundred sixty-five (365) days advance written notice prior to the termination date.
- g. Waiver of Right to Jury Trial. Should any question arise regarding the breach of this Agreement, or should one of the Parties attempt to enforce this Agreement, each Party expressly waives any right to a jury trial on any issues/claims in dispute and hereby agrees that any and all disputed issues/claims shall be determined by a single judge.
- h. Governing Law, Jurisdiction, & Exclusive Venue. This Agreement was made and entered into in Richland County, South Carolina. This Agreement shall be construed and governed by the laws of the State of South Carolina. The Parties agree that the proper venue for any legal disputes shall be either the United States District Court for the District of South Carolina, Columbia Division (if diversity jurisdiction and the amount in controversy are satisfied) or the Richland County Court of Common Pleas in Columbia, South Carolina. By virtue of signing this

Agreement, the Parties submit to jurisdiction in either of the Courts identified in this Paragraph.

- i. Headings. Section headings are for convenient reference only and shall not affect the meaning or have any bearing on interpreting any provision of this Agreement.
- j. Entire Agreement. This Agreement constitutes the entire Agreement of the Parties pertaining to this subject matter and supersedes all prior or contemporaneous agreements, undertakings, and understandings of the Parties in connection with the subject matter hereof, and it may be modified or amended only in writing duly signed by the Parties.
- k. Partial Invalidity. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.
- l. Amendments. This Agreement may only be amended, modified, or supplemented by an agreement in writing signed by each Party hereto.
- m. No Inferences Against Author. No provision of this Agreement shall be interpreted against any Party because such Party, or its legal representative, drafted such provision.

[Signatures on following page]

IN WITNESS WHEREOF, the fully authorized agents of the Association and SCAMPS have executed this Agreement on the day, month and year first above.

SOUTH CAROLINA ASSOCIATION OF
MUNICIPAL POWER SYSTEMS

MUNICIPAL ASSOCIATION OF SOUTH
CAROLINA

By: _____
Its: _____

By: _____
Its: _____

Phase In Credit Credit per MEU up to Inflation factor/ merit	Year 1		Year 2		Year 3	
	\$ 54,009.05		\$ -		\$ -	
	\$ 3,250.00		50%	% subsidy < 2,500 meters	\$ - 0%	
	0%		2.5%		2.5%	

MEU	2019 EIA-861 Data				33.3%		33.3%		33.4%		Proposed Dues 2024	Current Dues	Difference in Dues	YEAR 1		YEAR 2		Year 3	
	Total Revenue *	Total Meters *	Rate	Total Meters	Rate	Total Revenue	Total Share	2024 Dues		2025 Dues				2025 Dues		2026 Dues	2026 Dues		
								Subsidy	Dues					Subsidy	Dues		Total	Subsidy	Dues
City of Due West - (SC)	1,351	485	\$ 0.39	\$ 189.39	\$ 0.15	\$ 201.23	\$ 1,200.00	\$ 1,590.61	\$ 136.50	\$ 1,454.11	\$ 795.31	\$ 795.31	\$ 1,630.38	\$ -	\$ 1,630.38	\$ 1,671.14	\$ -	\$ 1,671.14	
Town of Prosperity - (SC)	1,494	817	\$ 0.39	\$ 319.03	\$ 0.15	\$ 222.53	\$ 1,200.00	\$ 1,741.55	\$ 242.70	\$ 1,498.85	\$ 870.78	\$ 870.78	\$ 1,785.09	\$ -	\$ 1,785.09	\$ 1,829.72	\$ -	\$ 1,829.72	
Town of McCormick - (SC)	2,358	1,090	\$ 0.39	\$ 425.63	\$ 0.15	\$ 351.22	\$ 1,200.00	\$ 1,976.85	\$ 293.40	\$ 1,683.45	\$ 988.42	\$ 988.42	\$ 2,026.27	\$ -	\$ 2,026.27	\$ 2,076.92	\$ -	\$ 2,076.92	
City of Westminster - (SC)	3,954	1,490	\$ 0.39	\$ 581.83	\$ 0.15	\$ 588.93	\$ 1,200.00	\$ 2,370.76	\$ 451.50	\$ 1,919.26	\$ 1,185.38	\$ 1,185.38	\$ 2,430.03	\$ -	\$ 2,430.03	\$ 2,490.78	\$ -	\$ 2,490.78	
Bamberg Board of Public Works	5,604	2,058	\$ 0.39	\$ 803.62	\$ 0.15	\$ 834.70	\$ 1,200.00	\$ 2,838.32	\$ 540.00	\$ 2,298.32	\$ 1,419.16	\$ 1,419.16	\$ 2,909.28	\$ -	\$ 2,909.28	\$ 2,982.01	\$ -	\$ 2,982.01	
Town of Winnsboro - (SC)	6,612	3,163	\$ 0.39	\$ 1,235.11	\$ 0.15	\$ 984.84	\$ 3,833.00	\$ 6,052.95	\$ 990.00	\$ 5,062.95	\$ 3,250.00	\$ 2,802.95	\$ 6,204.27	\$ -	\$ 6,204.27	\$ 6,359.38	\$ -	\$ 6,359.38	
City of Abbeville - (SC)	7,536	3,844	\$ 0.39	\$ 1,501.03	\$ 0.15	\$ 1,122.46	\$ 3,833.00	\$ 6,456.50	\$ 1,050.00	\$ 5,406.50	\$ 3,250.00	\$ 3,206.50	\$ 6,617.91	\$ -	\$ 6,617.91	\$ 6,783.36	\$ -	\$ 6,783.36	
Clinton Combined Utility Sys	13,141	4,056	\$ 0.39	\$ 1,583.81	\$ 0.15	\$ 1,957.31	\$ 3,833.00	\$ 7,374.12	\$ 1,290.00	\$ 6,084.12	\$ 3,250.00	\$ 4,124.12	\$ 7,558.48	\$ -	\$ 7,558.48	\$ 7,747.44	\$ -	\$ 7,747.44	
City of Bennettsville - (SC)	9,716	4,373	\$ 0.39	\$ 1,707.60	\$ 0.15	\$ 1,447.17	\$ 3,833.00	\$ 6,987.77	\$ 1,389.60	\$ 5,598.17	\$ 3,250.00	\$ 3,737.77	\$ 7,162.46	\$ -	\$ 7,162.46	\$ 7,341.52	\$ -	\$ 7,341.52	
City of Newberry - (SC)	24,212	4,907	\$ 0.39	\$ 1,916.12	\$ 0.15	\$ 3,606.30	\$ 3,833.00	\$ 9,355.42	\$ 1,592.10	\$ 7,763.32	\$ 3,250.00	\$ 6,105.42	\$ 9,589.30	\$ -	\$ 9,589.30	\$ 9,829.03	\$ -	\$ 9,829.03	
City of Georgetown - (SC)	11,297	5,005	\$ 0.39	\$ 1,954.39	\$ 0.15	\$ 1,682.65	\$ 3,833.00	\$ 7,470.04	\$ 1,521.00	\$ 5,949.04	\$ 3,250.00	\$ 4,220.04	\$ 7,656.79	\$ -	\$ 7,656.79	\$ 7,848.21	\$ -	\$ 7,848.21	
City of Laurens - (SC)	13,303	5,362	\$ 0.39	\$ 2,093.79	\$ 0.15	\$ 1,981.44	\$ 3,833.00	\$ 7,908.23	\$ 1,613.10	\$ 6,295.13	\$ 3,250.00	\$ 4,658.23	\$ 8,105.94	\$ -	\$ 8,105.94	\$ 8,308.58	\$ -	\$ 8,308.58	
City of Union - (SC)	16,834	6,969	\$ 0.39	\$ 2,721.30	\$ 0.15	\$ 2,507.37	\$ 3,833.00	\$ 9,061.67	\$ 2,074.50	\$ 6,987.17	\$ 3,250.00	\$ 5,811.67	\$ 9,288.21	\$ -	\$ 9,288.21	\$ 9,520.42	\$ -	\$ 9,520.42	
City of Gaffney - (SC)	24,526	7,407	\$ 0.39	\$ 2,892.34	\$ 0.15	\$ 3,653.06	\$ 3,833.00	\$ 10,378.40	\$ 2,700.00	\$ 7,678.40	\$ 3,250.00	\$ 7,128.40	\$ 10,637.86	\$ -	\$ 10,637.86	\$ 10,903.81	\$ -	\$ 10,903.81	
City of Seneca - (SC)	16,492	7,629	\$ 0.39	\$ 2,979.02	\$ 0.15	\$ 2,456.38	\$ 3,833.00	\$ 9,268.41	\$ 2,079.60	\$ 7,188.81	\$ 3,250.00	\$ 6,018.41	\$ 9,500.12	\$ -	\$ 9,500.12	\$ 9,737.62	\$ -	\$ 9,737.62	
City of Camden	22,666	10,924	\$ 0.39	\$ 4,265.68	\$ 0.15	\$ 3,376.02	\$ 3,833.00	\$ 11,474.70	\$ 2,789.10	\$ 8,685.60	\$ 3,250.00	\$ 8,224.70	\$ 11,761.57	\$ -	\$ 11,761.57	\$ 12,055.61	\$ -	\$ 12,055.61	
Greenwood CPW	22,747	14,128	\$ 0.39	\$ 5,516.80	\$ 0.15	\$ 3,388.09	\$ 3,833.00	\$ 12,737.89	\$ 3,613.20	\$ 9,124.69	\$ 3,250.00	\$ 9,487.89	\$ 13,056.34	\$ -	\$ 13,056.34	\$ 13,382.75	\$ -	\$ 13,382.75	
Easley Combined Utility System	36,909	14,957	\$ 0.39	\$ 5,840.51	\$ 0.15	\$ 5,497.47	\$ 3,833.00	\$ 15,170.99	\$ 4,500.00	\$ 10,670.99	\$ 3,250.00	\$ 11,920.99	\$ 15,550.26	\$ -	\$ 15,550.26	\$ 15,939.02	\$ -	\$ 15,939.02	
City of Orangeburg - (SC)	76,773	24,421	\$ 0.39	\$ 9,536.08	\$ 0.15	\$ 11,435.08	\$ 3,833.00	\$ 24,804.16	\$ 7,912.80	\$ 16,891.36	\$ 3,250.00	\$ 21,554.16	\$ 25,424.26	\$ -	\$ 25,424.26	\$ 26,059.87	\$ -	\$ 26,059.87	
City of Rock Hill - (SC)	108,641	39,471	\$ 0.39	\$ 15,412.91	\$ 0.15	\$ 16,181.75	\$ 3,833.00	\$ 35,427.66	\$ 11,929.80	\$ 23,497.86	\$ 3,250.00	\$ 32,177.66	\$ 36,313.36	\$ -	\$ 36,313.36	\$ 37,221.19	\$ -	\$ 37,221.19	
	426,166	162,556		\$ 63,475.99		\$ 63,475.99	\$ 63,495.03	\$ 190,447.00	\$ 48,708.90	\$ 141,738.10	\$ 54,009.05	\$ 136,437.95	\$ 195,208.18	\$ -	\$ 195,208.18	\$ 200,088.38	\$ -	\$ 200,088.38	

Targeted 2024 Dues Revenue	\$ 190,447.00	\$ 63,475.99	\$ 63,475.99	\$ 63,495.03	\$ 190,447.00	\$ 190,447.00	\$ 190,447.00	\$ 195,208.18	\$ 200,088.38
		\$ 0.39		\$ 0.149					
Salary plus benefits	\$ 155,000.00				\$ 57,495.03	15 MEUs > 2,500 meters	Subsidy \$ 54,009.05	2024	
Operating expenses	\$ 15,447.00				\$ 6,000.00	5 MEUs < 2,500 meters	\$ -	2025	
MASC Admin Fee	\$ 20,000.00				\$ 63,495.03		\$ -	2026	
	\$ 190,447.00						\$ -	2027	
					\$ 3,833.00	Fixed charge MEUs > 2,500 meters	\$ 54,009.05		
					\$ 1,200.00	Fixed charge MEUs > 2,500 meters			



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3874

Council Meeting Date:	20 July 2023
Department:	Electric
Issue Under Consideration:	Motion to approve purchase order and payment in the amount of \$125,000.00 to Xylem Tree Experts for tree clearance contractor services for the Electric Department.
Amount Requested:	\$125,000.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$125,000.00
Points to Consider:	This funding will provide the City with approximately four months of work, depending on overtime and storm issues. The contractors will focus on areas where tree clearance around electric lines are reaching the point where it can affect safety and reliability. This will help the City to maintain with clearance issues and will ensure that we have extra crews available through hurricane season. This work was advertised and put out for bid according to City procurement policies. Only two bids were received. Xylem Tree Experts of Norfolk, Virginia was the lowest qualified bidder.
Options:	Approve or disapprove
Staff Recommendation:	Staff recommends approval

Reviews:

Scott Whittier Completed 07/10/2023 8:15 AM
 Kathy Vermeland Completed 07/10/2023 9:01 AM
 Sandra E. Yudice Ph.D. Completed 07/10/2023 2:49 PM
 Stephanie Buccione Completed 07/13/2023 12:08 PM
 Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 Xylem Bid Form Exhibit A Bid Form (PDF)
2. 2 RICKYS TREE Exhibit A Bid Form (PDF)
3. 3 Bid Results - Tree Crew Services (PDF)

Updated: 7/10/2023 8:15 AM by Scott Whittier (Page 1)



BID FORM

Tree Crew Services Exhibit A

Due: Wednesday, July 5, 2023 on or before 2:15 PM

Company Name: XYLEM TREE EXPERTS

Personnel: <u>SUPERVISOR/CLIMBER</u>	\$ <u>43.22</u> per hour
Personnel: <u>TRIMMER</u>	\$ <u>38.81</u> per hour
Personnel: <u>EQUIPMENT OPERATOR/GROUNDPERSON</u>	\$ <u>29.99</u> per hour
Chip Trucks/ <u>BUCKET COMBO</u>	\$ <u>26.05</u> per hour
Chippers	\$ <u>5.91</u> per hour
Chainsaws (<u>EACH</u>)	\$ <u>1.08</u> per hour
Other Equipment	\$ <u>N/C</u> per hour
	\$ <u>145.05</u> Total

Unit price shall include all labor, equipment, materials, taxes, applicable insurance, business license fees, permits, and any other costs relative to the scope of work herein.

Note: The City of Georgetown is not exempt from federal or state excise tax.

By signature hereto the undersigned declares that I acknowledge that I have read and understand all items to be furnished and will comply fully with the requirements and specifications, except where otherwise specifically noted. I also understand that the City shall evaluate proposals in accordance with its Municipal Code and policies, and that it reserves the right to reject any and all proposals and to waive any irregularities which it may deem to be in its best interest. I also represent that I am a duly authorized legal agent and/or employee of the vendor on which I am making the foregoing proposal on its behalf, and that no collusion in any form has occurred, either directly or indirectly.

Dated this 5TH day of JULY, year 2023

Signature 

Typewritten/Printed Name JOE CLARKSON

Title VP BUSINESS DEV Name of Firm XYLEM I LLC dba XYLEM TREE EXPERTS

Federal ID# 27-2183056

Business Address 208 E. PLUME ST SUITE 250

City, State, Zip NORFOLK VA 23510

Telephone Number 757-406-5568 Fax 757-392-0095

Email: jclarkson@xylemtree.com

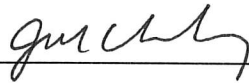
Vendor Comments:

SEE ADDITIONAL ~~RE~~ RATES ATTACHED

Xylem Rate sheet for City of Georgetown

Personnel	Straight time per hour	Overtime per hour
Supervisor/Climber	\$ 43.22	\$ 62.67
Trimmer/Climber	\$ 40.57	\$ 58.83
Trimmer	\$ 38.81	\$ 56.27
Equipment Operator/Groundperson	\$ 29.99	\$ 43.48
Equipment	Per hour	
Bucket/Chip Combo	\$ 26.05	
Split Dump	\$ 16.72	
Chipper	\$ 5.91	
Crew Cab P/U 2X4	\$ 14.23	
Chainsaws (Each)	\$ 1.08	

Signed



Print Name

JOE CLARKSON

Title

VP, BUSINESS DEVELOPMENT

Date

7/5/2023

July 5th, 2023

Daniella Howard
Purchasing Agent
City of Georgetown
1134 North Fraser Street
Georgetown, SC 29440

Re: Request for Proposal (RFP) for Tree Crew Services

Dear Ms. Howard,

Thank you for inviting Xylem Tree Experts to submit a bid for Tree Trimming Services for the City of Georgetown. We have reviewed the RFP, contractual requirements and specifications and have no exceptions. Attached is the background and other requested information about Xylem Tree Experts and the required bid documents.

Xylem is excited about the prospect of continuing to work with the Georgetown team and have enjoyed working with and developing a relationship this last year. We have dozens of ROW maintenance contracts throughout the southeastern United States with investor-owned utilities, membership corporations, cooperatives, and municipalities. Customers near your area are Horry Electric, Santee Cooper, and Duke Energy. We extend to you a commitment to quality work, safety and to sourcing within your communities.

If you have any questions regarding our response, please do not hesitate to contact me at 757-406-5568 or Ryan Haynes at 757-807-9998.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joe Clarkson', is written over a light blue horizontal line.

Joe Clarkson
VP, Business Development
jclarkson@xylemtree.com
contracts@xylemtree.com

July 5th, 2023

City of Georgetown
RFP for Tree Crew Services
Vendor information – Xylem Tree Experts

Background Information.

Company overview.

Xylem 1 LLC, doing business as Xylem Tree Experts, is a privately held Virginia based corporation performing Line Clearance Tree Trimming and Vegetation Management throughout the southeast United States. Xylem Tree Experts roots date back to its original founding in 1974 and the company transitioned to the second generation of ownership in 2009. Xylem has over 1300 employees and an extensive network of contracts, customers and vendors in Virginia, the Carolinas, Maryland, Tennessee, West Virginia, Arkansas, Mississippi, Kentucky, Louisiana, and Georgia. Additionally, the company has provided emergency (storm) restoration response in Florida, Oklahoma, New Jersey, New York, Connecticut, and New England.

Xylem is fully qualified to provide vegetation management services for the City of Georgetown. Xylem is an Accredited Utility Contractor Certification through the Tree Care Industry Association (TCIA). Specific support to Georgetown will be provided by our Regional Manager Jamie Johnson who has over 40 years of experience in tree trimming and is qualified as a Climber, Equipment Operator, General Foreman, and Tree Care Safety Professional. Xylem also maintains a fully qualified Safety Specialist who has specific responsibility for the area around Georgetown. Jamie and his team will train the personnel devoted to Georgetown and provide management, safety support, and customer interface for the project. Additionally, Xylem maintains a 24/7 Central Office operations center in Norfolk, VA to provide full-time support to our field projects.

Financial Statement.

Xylem 1 LLC is a privately held Delaware corporation based in Virginia and has working capital sufficient to support employment of approximately 1400 employees with operations in multiple states across the southeast. The company is internally capitalized with the heavy equipment necessary to provide the requested services to the City of Georgetown.

Performance Monitoring.

The core of Xylem's performance and production monitoring process is our Asset Management System (AMS), our field Managers, the Central Office operations center, and the Contract Management staff. Xylem's AMS was developed as our proprietary mobile based workflow management system. This system provides Xylem with a mobile platform allowing General Foreman and crew leaders to access, in

208 E. Plume Street, Suite 250
Norfolk, VA 23510

757 627-8873 Office
757 392-0095 Fax

real time, the pertinent information they need to perform daily tasks. This includes but is not limited to; pre job site hazard analysis, daily time keeping, daily production/billing/unit information, circuit maps, current fleet status (meters for service intervals), current employee training status (meters for training intervals), equipment assignments, and much more. All forms and tasks tracked in AMS are communicated to our Operations center to provide daily real time feedback. Weekly production is compiled in our billing department and shared with Contract Management to ensure production goals are being met. AMS also allows the Managers and Foremen to communicate any impediments to production that need to be resolved at the corporate level. Daily monitoring of project workflow by the Operations Project Manager assigned to the project through AMS provides the oversight needed to ensure success.

Equipment and Maintenance.

With almost 1300 pieces of rolling stock Xylem has the equipment needed to rapidly stand-up this project Xylem provides new or late model equipment for every new project. An example equipment load for a recent new project is:

Equipment	Model Year	Asset Number
Freightliner Bucket Truck 70FT Dump bed	2023	1357
Freightliner Bucket Truck 70FT Dump bed	2023	1358
Freightliner Bucket Truck 56FT Dump bed	2023	1395
Freightliner Bucket Truck 56FT Dump bed	2023	1396
Freightliner Bucket Truck 56FT Dump bed	2023	1397
Bandit Model 200 12" chipper	2023	6220
Bandit Model 200 12" chipper	2023	6221
Bandit Model 200 12" chipper	2023	6222
Bandit Model 200 12" chipper	2023	6223
Bandit Model 200 12" chipper	2023	6224
Catepillar Mower	2022	7137
Jarraff Trimmer	2023	7158
Ford F150 4x4 Crew Cab	2023	4369

The Asset Management System (AMS) described in the paragraph above also tracks all equipment and scheduled (preventative) and unscheduled maintenance. AMS provides the General Foreman, Crew Leaders and the Fleet Manager with a mobile platform allowing, in real time, the pertinent information they need to maintain equipment and purchase consumables. This includes current fleet status (meters for service intervals), equipment assignments, supply order status, and much more.

Xylem performs major maintenance and repairs at our state-of-the-art fleet management facility located in Wakefield, VA just off the Interstate 95 corridor. The entire fleet is work order driven through our mobile platform. Our system allows employees in the field to create and communicate directly with the

Fleet Manager. Employees can create a work order from their tablet identifying issues in real time. The fleet office can move and transfer major repairs to the shop utilizing our own transport vehicles. Other repairs and maintenance are completed in the field at job location by our mobile technicians. Replacement equipment is available on an as needed basis to ensure reliable operations.

References.

1. Reed Cooper: Horry Electric: 843-369-2211: reed.cooper@horryelectric.com
2. Adam Bradshaw: Berkeley Electric: 843-761-8200: adamb@bec.coop
3. Jay Hammond: Dominion SC: 803-217-9423 Jay.hammond@dominionenergy.com

Safety Program.

Xylem maintains a robust safety program and an outstanding safety record. Xylem's EMR effective in September of 2022 is 0.83. Our safety motto of "Surrounded by Safety" underpins everything we do. Our Director of Safety has over 30 years' experience in the utility and related industries and our mobile asset management system provides for real time safety information to be shared to and from our field employees, field safety representatives and our corporate safety department. Field safety representatives conduct assessments in the field as crews perform their daily work. Xylem recently instituted a Human Organizational Performance (HOP) program which stresses recognizing that undesirable events and outcomes can be avoided through an understanding of the reasons mistakes occur and applying lessons learned from past events to prevent undesirable outcomes and break the error chain. One part of this program is training and performance assessments to help crews recognize human error probabilities and mitigate them. Xylem has instituted the "Xylem 6" which are procedures to follow when preparing for and executing six critical tasks that many of our workgroups do every day. All safety training both in the classroom and in the field is documented and electronically recorded in online training jackets. Our multi-section and comprehensive company safety manual is available electronically on request.

Training program.

All Xylem field level employees are trained to industry standards appropriate to the level of the position or positions they fill. This training includes indoctrination into Xylem's safety program and familiarization with the safety manual and Xylem's safety standards. At a project launch event Xylem's training team conducts a day and a half event where new employees receive initial or refresher training (as appropriate to experience level) and complete the training workbooks and examinations. These training records are maintained electronically, and refresher training is conducted as needed. Safety training is part of these events including training in Xylem's Human Organization Performance program. Printed copies are available on request. All field employees are trained to the appropriate ANSI-300 guidelines using ISA approved training materials. Training records are maintained for all employees and an individual employee's record is available upon request.

Overtime/Standby Policy and Major Storm Events.

Xylem crews are always available to be placed on standby when after-hours events are anticipated or to be called out even when not in a standby status. Standby crews are paid at normal applicable rates. General Foreman and Crew Leader contact information is given to all our customer representatives as the first contact for after-hours events. Additionally, our Central Office department has a 24/7 telephone number in the unlikely event that other communication channels are not responding. Call outs following a normal workday are billed as overtime, but this does not preclude the crew resuming straight time billing during the next normal workday. Xylem is also available to respond to major storm events whether using on system or off system crews. On system response is billed at normal contracted rates. Off system crews, when needed, are billed at storm rates which can be made available on request.

Signed:

A handwritten signature in black ink, appearing to read 'Joe Clarkson', is written over a horizontal line.

Printed name: Joe Clarkson

Title: VP Business Development



Exhibit B

MANDATORY VENDOR SUBMITTAL FORM

The City's Procurement Ordinance to include the Local Vendor Preference Option, can be found in its entirety on the City's website.

SECTION 2-185 COMPETITIVE SEALED PROPOSAL DURING LOCAL VENDOR PREFERENCE

☐ I certify that [Company Name] _____ is a **Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is _____ [City and State].

☒ I certify that [Company Name] XYLEM TREE EXPERTS is a **Non-Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is NORFOLK, VA [City and State].

(X) 
Signature of Company Officer

(X) 07/05/2023
Date



REQUEST FOR PROPOSAL (RFP)

REQUESTOR: City of Georgetown
 1134 North Fraser Street
 Georgetown, SC 29440
 Contact: Daniella Howard, Purchasing Agent
 Email: purchasing@georgetownsc.gov
 Phone: 843.545.4043

PROJECT: Tree Crew Services

RELEASE DATE: Wednesday, June 21, 2023

DUE DATE: **On or before 2:15 PM EST (local time) Wednesday, July 5, 2023**

Proposals must be submitted electronically through the City's website, www.georgetownsc.gov.
 The City will not accept Proposals by hard copy, fax, or email.

For instructions on how to submit your proposal electronically, please refer to the City's website, under "Business", or [click here](#) for a direct link.

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Important hyperlinks and email addresses:

1. City of Georgetown website
2. City of Georgetown Public Facebook
3. City of Georgetown Purchasing Ordinance in its entirety.
4. All available project documents
5. All questions must be in writing and emailed to: purchasing@georgetownsc.gov.

Communication

It is the policy of the City of Georgetown to commit to transparency, ensure impartiality, and complete procurement processes free of internal and external influences. To accomplish this policy, ex parte communication about the bid, between the time of commencement of preparation of the solicitation document and the bid award (written or oral), is prohibited. Therefore, potential respondents and/or respondents submitting proposals, bids, qualifications, quotes, etc. shall not engage in communication with any City employee, including elected officials, except the City official(s) designated as the contact in the solicitation document.

Any communication outside the one between the designated City contact in the solicitation document and respondents shall be considered ex parte communication and shall not be relied upon. The City shall disqualify any potential respondent and/or respondent's proposal if the City discovers that the potential respondent and/or respondent engaged in ex parte communication.

City employees and/or elected officials shall neither initiate nor engage in ex parte communication with the potential respondent and/or respondents.

Background

The City of Georgetown (City) is an incorporated municipality with a population of nearly 9,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as "The Grand Strand." The Winyah Bay borders the City to the east and the Sampit River to the south. Tourism is a significant economic driver in the area and local industries, such as International Paper and Tideland Hospital. The City is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.georgetownsc.gov.

Purpose

The City of Georgetown Electric Department is accepting proposals for contractor personnel and equipment for electric line tree clearance work.

Work will be issued on a project by project basis with no guarantees as to the amount of work that will be involved. However, it is estimated that approximately 4 months of work for one crew will be accomplished with budgeted funds during FY 2023/24. Bidders shall provide hourly personnel rates (base and overtime) for Supervisor/Climber (qualified for line clearance tree trimming and climbing), Trimmer/Climber (qualified for line clearance tree trimming and climbing), Trimmer

(qualified for line clearance tree trimming but not for climbing), and Equipment Operator/Groundworker.

Hourly equipment rates (base only; City will not pay overtime rates for equipment) should be provided for chip/bucket trucks (65 ft bucket preferred), chippers, chainsaws, and other equipment needed for line clearance tree trimming. Crew MUST have at least one member qualified as a climber.

Scope of Services

All equipment shall be in good and safe operating condition and ratings shall be proper for working near 12.47 kv 3-phase distribution. Trucks shall be stocked with all tools needed for tree clearance work. All personnel shall be properly trained according to their classification and documentation must be provided upon request to verify that training qualifies personnel for electric line clearance tree work. All personnel shall possess CDL or driver's license as appropriate for the equipment they operate.

Contractor shall have an active safety program and must be able to provide documentation if requested. A current City of Georgetown business license will be required before work can commence.

Site Visit

Not applicable

Process

The City reserves the right to request additional information from any, and all prospective bidders or individuals deemed necessary by the City to evaluate the Proposals. However, this process may not be used as an opportunity to submit missing documentation or information or make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the schedule at any time.

The City also reserves the right to accept or reject any proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

By initialing the bottom of each page of this RFP document, firms represent that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. The firm's representatives are expected to examine this RFP thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFP shall be interpreted to require the better quality or greater quantity of work unless otherwise directed by addendum. Firms assume responsibility for any ambiguity in the solicitation that their representatives do not bring to the City's attention.

The City shall have the absolute sole discretion in evaluating both the proposal and qualifications of the firms. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the project, considering the fee and qualifications.

This solicitation will be conducted in accordance with the City's Purchasing Ordinance which can be found in its entirety on the City's website, www.georgetownsc.gov.

It is the responsibility of the submitting consultant to familiarize themselves with the City's procurement process.

The City will conduct the selection of a qualified contractor in the following manner:

1. The solicitation documents will be available on our website.
2. Proposals will be publicly opened and read aloud via the City's public Facebook page, <https://www.facebook.com/cityofgtown/>. Best qualified, lowest responsible and responsive bid will be presented to the Georgetown City Council or City Administrator for approval, as required.
3. After Council approval, the City will issue the Notice of Award.
4. The Submittal Listing will be published on the City's website, www.georgetownsc.gov, within forty-eight (48) hours of opening.

Award

Contract shall be awarded to the best qualified, and lowest responsive and responsible proposer. In determining the best qualified, responsive and responsible proposer, in addition to bid price, the City, shall consider:

- A. The ability, capacity, and skill of the proposer to perform the contract to provide the service required;
- B. Whether the proposer can perform or provide the service promptly, or within the time specified, without delay or interference;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the proposer;
- D. The quality of performance of previous contracts or services similar to services being sought in this solicitation;
- E. The previous and existing compliance by the proposer with laws and ordinances relating to the contract or services;
- F. The sufficiency of the financial resources and ability of the proposer to perform the contract or provide the service;
- G. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- H. The ability of the proposer to provide services for the nature of the requirements of an awarded contract as required in this solicitation; and
- I. Whether the proposer has met the criteria of the specifications, terms and conditions of this solicitation.

Protest Procedure

In accordance with the City's Procurement Ordinance, any protest or objection to this RFP award process must be submitted in writing to the City of Georgetown, Attn: Daniella Howard, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the City's website.

Questions

No answers will be given over the phone.

Questions regarding this solicitation should be submitted in writing and emailed to purchasing@georgetownsc.gov, no later than 2:00 PM EST (local time), Monday, June 26, 2023.

Please note - if you do not receive confirmation from the City that your email was received before the deadline, it is the Contractor's sole responsibility to contact the Purchasing Agent at 843.545.4043.

No questions will be accepted after the deadline mentioned above. All submittals shall include the following in the subject line: **Tree Crew Services.**

Answers to questions or Addenda will be posted on the City's website as an Addendum no later than 2:00 PM EST (local time), Wednesday, June 28, 2023.

Schedule of Events

MILESTONE EVENT	DATE	TIME EST (LOCAL TIME)
1. Request for Proposal (RFP) Release Date	Wednesday, June 21, 2023	
2. Deadline for written questions. Email to purchasing@georgetownsc.gov	Monday, June 26, 2023	2:00 pm
3. Deadline for addendum or answer(s) to be posted on the City's website, www.georgetownsc.gov	Wednesday, June 28, 2023	2:00 pm
4. Proposal Due Date	Wednesday, July 5, 2023	On or before 2: 15 pm

When the Procurement Division is closed due to force majeure, proposal openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding proposal submittals directly from the City's website.

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement)). The City's Procurement Ordinance can be found in its entirety on the City's website.

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post notice of such on the City's website and notify known participants. The City reserves the right to issue addenda to this RFP up to two (2) days before the RFP due date as needed to clarify the City's desires or to make corrections or changes to the RFP document or submittal process.

The City reserves the right to request additional information from any and all prospective contractors or individuals deemed necessary by the City to evaluate the Proposals. However, this process may not be used as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the schedule at any time.

The City also reserves the right to accept or reject any or all Proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

Once a final determination is made, the City is not required to furnish a statement of the reason(s) a proposal was not selected.

All information will be updated and posted on the City's website.

It is the bidder's sole responsibility to obtain the information directly from the City's website regarding this project.

The bidder will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: N/A Dated: _____

No: _____ Dated: _____

No: _____ Dated: _____

Submittal Instructions

The proposal price shall be valid for a period of 60 calendar days from the date of proposal opening.

Proposals must be submitted on the required Bid Form (Exhibit A) and executed by a legal duly authorized officer of the bidder submitting the RFP.

By initialing the bottom of each page of this RFP document, the Contractor represents that (1) their representatives have read and understood the solicit

ation and (2) their proposal is made in compliance with this solicitation. The contractor's representatives are expected to examine this RFP thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City's procurement policies as outlined in Section 2-187 of the City's municipal code.

The City's Purchasing Ordinance can be found in its entirety on the City's website.

It is the sole responsibility of the Contractor to have their Proposals delivered to the City before the closing hour and date. The City assumes no responsibility **for technological failure in submitting Proposals electronically**. It is the sole responsibility of the Contractor to confirm that their proposal was submitted on time, and that their PDF file/files are not corrupt.

Submittals may be rejected if deemed non-responsive. To be considered, interested parties **must** submit the following no later than the aforementioned deadline:

The City **WILL NOT** accept bids by:

Hard copy

Fax

Email

To be considered responsive, interested parties **must** comply with the following:

Submit proposal electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline, to include the following items. Submittal package must include **all** of the following items.

The PDF file upload limit is 5. If more than one PDF file is uploaded, each PDF file should be clearly labeled with the name of the respondent:

1. Bid Form (Exhibit A)
 2. Complete initialed copy of this RFP document
 3. Complete Mandatory Local Vendor Submittal Form (Exhibit B)
 4. Proof of Insurance Coverage
 5. Background Information
 6. List of work references
 7. Detailed evidence of company's safety program
 8. Evidence of company's training program
 9. Statement of company's overtime/standby policy and availability during and after major storm events.
1. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include: failing to initial the proposal, failing to acknowledge addenda, or not submitting the Local Vendor Preference Option Form, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all contractors correct the minor informality or irregularity within the same specified time.
 2. Proposal must be received electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline. **It is the sole responsibility of the bidder to have their quotes delivered to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting quotes electronically. It is the sole responsibility of the bidder to consider that their quote was submitted on time, and that their PDF file/files are not corrupt.** Late quotes will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to accept or reject any or all quotes and to waive any informalities and technicalities in the quote process. No additional fees, costs, or any other reimbursable expenses will be allowed.
 3. This solicitation does not commit the City to award a contract. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the contractors submitting a proposal.
 4. Any contractor may withdraw their proposal only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete Proposals may be rejected.
 5. All costs incurred in preparing the proposal, or costs incurred in any other manner by the Contractor in responding to this RFP, will be wholly the Contractor's responsibility. All materials and documents submitted by the Contractor in response to this RFP become the property of the City and will not be returned.

6. Any proprietary information contained in the proposal should be so indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

"The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA."

We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font as "PROPRIETARY INFORMATION" so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released.

7. Proposals must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals having any erasures or corrections must be initialed in ink by the vendor.
8. Disqualification and Rejection of Proposal – The City reserves the right to reject any proposal from a contractor who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFP documents, contract of similar nature, or to reject the proposal from a contractor who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the Contractor that best meets the requirements as set forth herein.
9. Assignment of Contract – Assignment to the selected Contractor of any contract to be entered into in accordance with this RFP will not be recognized by the City unless such assignment has prior written approval of the City.
10. Insurance Provisions - The selected Contractor will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000.00 and as required at the point of contract negotiation by the City's Risk Manager as follows:
 - Comprehensive General Liability (per occurrence);
 - Comprehensive Auto Liability (per occurrence); and
 - Workers' Compensation Liability
 - Automobile Liability
 - Builder's Risk Insurance

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the agreement. Further, it shall be an affirmative obligation upon the Contractor to advise the City's Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

- Email – itucker@georgetownsc.gov
- Fax - 843.527.6173
- Mailing address - PO Box 939, Georgetown, SC 29442

Failure to do so shall be construed to be a breach of the agreement:

11. Indemnification - The selected Contractor agrees to indemnify, defend and hold harmless the City and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
12. Compliance With Law – The selected Contractor and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
13. City Business License and Permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for construction permit information. These expenses shall be included in the total proposal cost.
14. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).

General Contractual Requirements

1. Force Majeure - The Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.

3. Contractor Qualifications - Contractor must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFP. The City reserves the right to make the final determination as to the Contractor's ability to provide the services herein.
4. Contractor Responsibility - Each Contractor shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFP. It is expected that this will sometimes require on-site observation. The failure or omission of the Contractor to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFP or to a contract.
5. Affirmative Action - The Contractor will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this request for Proposals may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the Contractor:
 - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If the sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City.
 - 7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.
 - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the Contractor, shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.
 - 7.4 Default - In case of default by the Contractor, the City reserves the right to purchase any and all items/services in default in open market, charging Contractor with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING CONTRACTOR WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.
8. Prime Contractor Responsibilities - The Contractor will be required to assume sole responsibility for the complete effort as required by this RFP. The City will consider the Contractor to be the sole point of contact with regard to all contractual matters.

9. Subcontracting - If any part of the work covered by this RFP is to be subcontracted, the Contractor shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful Contractor will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the Contractor.
10. Ownership of Material - All materials and documents submitted by the Contractor in response to this specification become the property of the City and will not be returned to the Contractor.
11. Compliance with State and Federal Requirements - State and Federal requirements that are more restrictive than these set forth herein shall be followed by the Contractor.
12. Contract Amendments - Amendments to any agreement between the City and the Contractor must be reviewed and approved in writing by the City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City Finance Department.
14. Records Retention and Right to Audit - The City shall have the right to audit the books and records of the Contractor as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The City may conduct performance audits of the Contractor, as determined necessary by the City. Pertaining to all audits, the Contractor shall make available to the City access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the Contractor shall be made available for auditing purposes at no cost to the City.
16. Independent Contractor Status - The parties hereby agree that the Contractor is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to the performance of its obligations of an agreement.
17. Representations of Contractor - Contractor represents, warrants, and covenants that:
 - (a) In providing the services contractor shall utilize the care and skill used by members of the Contractor's profession practicing under similar circumstances at the same time and in the same locality.
 - (b) All employees provided by the Contractor to the City shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request the removal of any employee for a good cause.
 - (c) Contractor is a business validly existing and in good standing under the laws of the State of South Carolina.

18. Indemnity Provisions - Contractor agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or Contractor's performance thereunder.
19. City Business License and permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses **prior to work commencing**. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total proposal cost.

Exhibits Available

- A) Bid Form
- B) Mandatory Vendor Submittal Form



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/31/2022

13.B.1

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DC Metro-Norfolk Brown & Brown of Virginia 4500 Main Street, Suite 600 Virginia Beach VA 23462		CONTACT NAME: Emily Fought PHONE (A/C, No, Ext): E-MAIL ADDRESS: Emily.Fought@bbrown.com FAX (A/C, No): (757) 340-1035	
INSURED Xylem, Inc. 208 E. Plume St., Ste 250 Norfolk VA 23510		INSURER(S) AFFORDING COVERAGE INSURER A: Houston Specialty Insurance Company INSURER B: Imperium Insurance Company INSURER C: The Hanover Insurance Company INSURER D: INSURER E: INSURER F:	
		NAIC # 22292	

COVERAGES **CERTIFICATE NUMBER:** 22-23 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			ECAP1-HS-GL-000001-04	09/06/2022	09/06/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			ECAP1-IIC-CA-000001-04	09/06/2022	09/06/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ COMP/COLL \$ 5,000
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			ECAP1-HS-CX-000001-04	09/06/2022	09/06/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	ECAP1-IIC-WC-000001-04	09/06/2022	09/06/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	LEASED/RENTED EQUIPMENT DEDUCTIBLE: \$2,500			IHRD511695	03/06/2022	03/06/2023	Limit \$1,000,000 Deductible \$2,500 Equipment Value \$17,989,709

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance

CERTIFICATE HOLDER

CANCELLATION

City of Georgetown
1134 N Fraser St.

Georgetown

SC 29440

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

NE Strahan

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BID FORM

Tree Crew Services Exhibit A

Due: Wednesday, July 5, 2023 on or before 2:15 PM

Company Name: RICKY'S TREE SERVICE

<u>Personnel: FOREMAN</u>	\$ <u>30.00</u>	<u>per hour</u>
<u>Personnel: GROUNDSMAN</u>	\$ <u>25.00</u>	<u>per hour</u>
<u>Personnel: GROUNDSMAN</u>	\$ <u>25.00</u>	<u>per hour</u>
<u>Chip Trucks</u>	\$ <u>30.00</u>	<u>per hour</u>
<u>Chippers</u>	\$ <u>20.00</u>	<u>per hour</u>
<u>Chainsaws</u>	\$ <u>10.00</u>	<u>per hour</u>
<u>Other Equipment</u>	\$ <u>10.00</u>	<u>per hour</u>
	\$ <u>150.00</u>	<u>Total</u>

Unit price shall include all labor, equipment, materials, taxes, applicable insurance, business license fees, permits, and any other costs relative to the scope of work herein.

Note: The City of Georgetown is not exempt from federal or state excise tax.

By signature hereto the undersigned declares that I acknowledge that I have read and understand all items to be furnished and will comply fully with the requirements and specifications, except where otherwise specifically noted. I also understand that the City shall evaluate proposals in accordance with its Municipal Code and policies, and that it reserves the right to reject any and all proposals and to waive any irregularities which it may deem to be in its best interest. I also represent that I am a duly authorized legal agent and/or employee of the vendor on which I am making the foregoing proposal on its behalf, and that no collusion in any form has occurred, either directly or indirectly.

Dated this 28 day of JUNE, year 2023

Signature CHARLES RICKY BARNES

Typewritten/Printed Name CHARLES RICKY BARNES

Title OWNER Name of Firm RICKY'S TREE SERVICE

Federal ID# 80-0163605

Business Address 6081 RACCOON ROAD

City, State, Zip MANNING, SC 29102

Telephone Number 803-473-2202 Fax 803-473-2204

Email: RICKYSTREESERVICE2223@YAHOO.COM

Vendor Comments:



Exhibit B

MANDATORY VENDOR SUBMITTAL FORM

The City's Procurement Ordinance to include the Local Vendor Preference Option, can be found in its entirety on the City's [website](#).

SECTION 2-185 COMPETITIVE SEALED PROPOSAL DING LOCAL VENDOR PREFERENCE

☐ I certify that [Company Name] _____ is a **Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is _____ [City and State].

☒ I certify that [Company Name] RICKY'S TREE SERVICE is a **Non-Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is MANNING, SC [City and State].

(X) CHARLES RICKY BARNES (X) JUNE 28, 2023
 Signature of Company Officer Date



REQUEST FOR PROPOSAL (RFP)

REQUESTOR: City of Georgetown
 1134 North Fraser Street
 Georgetown, SC 29440
 Contact: Daniella Howard, Purchasing Agent
 Email: purchasing@georgetownsc.gov
 Phone: 843.545.4043

PROJECT: Tree Crew Services

RELEASE DATE: Wednesday, June 21, 2023

DUE DATE: **On or before 2:15 PM EST (local time) Wednesday, July 5, 2023**

Proposals must be submitted electronically through the City's website, www.georgetownsc.gov.
 The City will not accept Proposals by hard copy, fax, or email.

For instructions on how to submit your proposal electronically, please refer to the City's website, under "Business", or [click here](#) for a direct link.

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Important hyperlinks and email addresses:

1. [City of Georgetown website](#)
2. [City of Georgetown Public Facebook](#)
3. [City of Georgetown Purchasing Ordinance in its entirety.](#)
4. [All available project documents](#)
5. All questions must be in writing and emailed to: purchasing@georgetownsc.gov.

Communication

It is the policy of the City of Georgetown to commit to transparency, ensure impartiality, and complete procurement processes free of internal and external influences. To accomplish this policy, ex parte communication about the bid, between the time of commencement of preparation of the solicitation document and the bid award (written or oral), is prohibited. Therefore, potential respondents and/or respondents submitting proposals, bids, qualifications, quotes, etc. shall not engage in communication with any City employee, including elected officials, except the City official(s) designated as the contact in the solicitation document.

Any communication outside the one between the designated City contact in the solicitation document and respondents shall be considered ex parte communication and shall not be relied upon. The City shall disqualify any potential respondent and/or respondent's proposal if the City discovers that the potential respondent and/or respondent engaged in ex parte communication.

City employees and/or elected officials shall neither initiate nor engage in ex parte communication with the potential respondent and/or respondents.

Background

The City of Georgetown (City) is an incorporated municipality with a population of nearly 9,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as "The Grand Strand." The Winyah Bay borders the City to the east and the Sampit River to the south. Tourism is a significant economic driver in the area and local industries, such as International Paper and Tideland Hospital. The City is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.georgetownsc.gov.

Purpose

The City of Georgetown Electric Department is accepting proposals for contractor personnel and equipment for electric line tree clearance work.

Work will be issued on a project by project basis with no guarantees as to the amount of work that will be involved. However, it is estimated that approximately 4 months of work for one crew will be accomplished with budgeted funds during FY 2023/24. Bidders shall provide hourly personnel rates (base and overtime) for Supervisor/Climber (qualified for line clearance tree trimming and climbing), Trimmer/Climber (qualified for line clearance tree trimming and climbing), Trimmer

(qualified for line clearance tree trimming but not for climbing), and Equipment Operator/Groundworker.

Hourly equipment rates (base only; City will not pay overtime rates for equipment) should be provided for chip/bucket trucks (65 ft bucket preferred), chippers, chainsaws, and other equipment needed for line clearance tree trimming. Crew MUST have at least one member qualified as a climber.

Scope of Services

All equipment shall be in good and safe operating condition and ratings shall be proper for working near 12.47 kv 3-phase distribution. Trucks shall be stocked with all tools needed for tree clearance work. All personnel shall be properly trained according to their classification and documentation must be provided upon request to verify that training qualifies personnel for electric line clearance tree work. All personnel shall possess CDL or driver's license as appropriate for the equipment they operate.

Contractor shall have an active safety program and must be able to provide documentation if requested. A current City of Georgetown business license will be required before work can commence.

Site Visit

Not applicable

Process

The City reserves the right to request additional information from any, and all prospective bidders or individuals deemed necessary by the City to evaluate the Proposals. However, this process may not be used as an opportunity to submit missing documentation or information or make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the schedule at any time.

The City also reserves the right to accept or reject any proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

By initialing the bottom of each page of this RFP document, firms represent that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. The firm's representatives are expected to examine this RFP thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFP shall be interpreted to require the better quality or greater quantity of work unless otherwise directed by addendum. Firms assume responsibility for any ambiguity in the solicitation that their representatives do not bring to the City's attention.

The City shall have the absolute sole discretion in evaluating both the proposal and qualifications of the firms. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the project, considering the fee and qualifications.

This solicitation will be conducted in accordance with the City's Purchasing Ordinance which can be found in its entirety on the City's website, www.georgetownsc.gov.

It is the responsibility of the submitting consultant to familiarize themselves with the City's procurement process.

The City will conduct the selection of a qualified contractor in the following manner:

1. The solicitation documents will be available on our [website](#).
2. Proposals will be publicly opened and read aloud via the City's public Facebook page, <https://www.facebook.com/cityofgtown/>. Best qualified, lowest responsible and responsive bid will be presented to the Georgetown City Council or City Administrator for approval, as required.
3. After Council approval, the City will issue the Notice of Award.
4. The Submittal Listing will be published on the City's [website](#), www.georgetownsc.gov, within forty-eight (48) hours of opening.

Award

Contract shall be awarded to the best qualified, and lowest responsive and responsible proposer. In determining the best qualified, responsive and responsible proposer, in addition to bid price, the City, shall consider:

- A. The ability, capacity, and skill of the proposer to perform the contract to provide the service required;
- B. Whether the proposer can perform or provide the service promptly, or within the time specified, without delay or interference;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the proposer;
- D. The quality of performance of previous contracts or services similar to services being sought in this solicitation;
- E. The previous and existing compliance by the proposer with laws and ordinances relating to the contract or services;
- F. The sufficiency of the financial resources and ability of the proposer to perform the contract or provide the service;
- G. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- H. The ability of the proposer to provide services for the nature of the requirements of an awarded contract as required in this solicitation; and
- I. Whether the proposer has met the criteria of the specifications, terms and conditions of this solicitation.

Protest Procedure

In accordance with the City's Procurement Ordinance, any protest or objection to this RFP award process must be submitted in writing to the City of Georgetown, Attn: Daniella Howard, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the City's website.

Questions

No answers will be given over the phone.

Questions regarding this solicitation should be submitted in writing and emailed to purchasing@georgetownsc.gov, no later than 2:00 PM EST (local time), Monday, June 26, 2023.

Please note - if you do not receive confirmation from the City that your email was received before the deadline, it is the Contractor's sole responsibility to contact the Purchasing Agent at 843.545.4043.

No questions will be accepted after the deadline mentioned above. All submittals shall include the following in the subject line: **Tree Crew Services**.

Answers to questions or Addenda will be posted on the City's website as an Addendum no later than 2:00 PM EST (local time), Wednesday, June 28, 2023.

Schedule of Events

MILESTONE EVENT	DATE	TIME EST (LOCAL TIME)
1. Request for Proposal (RFP) Release Date	Wednesday, June 21, 2023	
2. Deadline for written questions. Email to purchasing@georgetownsc.gov	Monday, June 26, 2023	2:00 pm
3. Deadline for addendum or answer(s) to be posted on the City's website, www.georgetownsc.gov	Wednesday, June 28, 2023	2:00 pm
4. Proposal Due Date	Wednesday, July 5, 2023	On or before 2:15 pm

When the Procurement Division is closed due to force majeure, proposal openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding proposal submittals directly from the [City's website](#).

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement)). The City's Procurement Ordinance can be found in its entirety on the [City's website](#).

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post notice of such on the City's website and notify known participants. The City reserves the right to issue addenda to this RFP up to two (2) days before the RFP due date as needed to clarify the City's desires or to make corrections or changes to the RFP document or submittal process.

The City reserves the right to request additional information from any and all prospective contractors or individuals deemed necessary by the City to evaluate the Proposals. However, this process may not be used as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the schedule at any time.

The City also reserves the right to accept or reject any or all Proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

Once a final determination is made, the City is not required to furnish a statement of the reason(s) a proposal was not selected.

All information will be updated and posted on the [City's website](#).

It is the bidder's sole responsibility to obtain the information directly from the [City's website](#) regarding this project.

The bidder will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: _____ Dated: _____

No: _____ Dated: _____

No: _____ Dated: _____

Submittal Instructions

The proposal price shall be valid for a period of 60 calendar days from the date of proposal opening.

Proposals must be submitted on the required Bid Form (Exhibit A) and executed by a legal duly authorized officer of the bidder submitting the RFP.

By initialing the bottom of each page of this RFP document, the Contractor represents that (1) their representatives have read and understood the solicit

ation and (2) their proposal is made in compliance with this solicitation. The contractor's representatives are expected to examine this RFP thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City's procurement policies as outlined in Section 2-187 of the City's municipal code.

The City's Purchasing Ordinance can be found in its entirety on the [City's website](#).

It is the sole responsibility of the Contractor to have their Proposals delivered to the City before the closing hour and date. The City assumes no responsibility **for technological failure in submitting Proposals electronically**. It is the sole responsibility of the Contractor to confirm that their proposal was submitted on time, and that their PDF file/files are not corrupt.

Submittals may be rejected if deemed non-responsive. To be considered, interested parties **must** submit the following no later than the aforementioned deadline:

The City **WILL NOT** accept bids by:

Hard copy

Fax

Email

To be considered responsive, interested parties **must** comply with the following:

Submit proposal electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline, to include the following items. Submittal package must include **all** of the following items.

The PDF file upload limit is 5. If more than one PDF file is uploaded, each PDF file should be clearly labeled with the name of the respondent:

1. Bid Form (Exhibit A)
 2. Complete initialed copy of this RFP document
 3. Complete Mandatory Local Vendor Submittal Form (Exhibit B)
 4. Proof of Insurance Coverage
 5. Background Information
 6. List of work references
 7. Detailed evidence of company's safety program
 8. Evidence of company's training program
 9. Statement of company's overtime/standby policy and availability during and after major storm events.
1. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include: failing to initial the proposal, failing to acknowledge addenda, or not submitting the Local Vendor Preference Option Form, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all contractors correct the minor informality or irregularity within the same specified time.
 2. Proposal must be received electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline. **It is the sole responsibility of the bidder to have their quotes delivered to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting quotes electronically. It is the sole responsibility of the bidder to consider that their quote was submitted on time, and that their PDF file/files are not corrupt.** Late quotes will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to accept or reject any or all quotes and to waive any informalities and technicalities in the quote process. No additional fees, costs, or any other reimbursable expenses will be allowed.
 3. This solicitation does not commit the City to award a contract. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the contractors submitting a proposal.
 4. Any contractor may withdraw their proposal only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete Proposals may be rejected.
 5. All costs incurred in preparing the proposal, or costs incurred in any other manner by the Contractor in responding to this RFP, will be wholly the Contractor's responsibility. All materials and documents submitted by the Contractor in response to this RFP become the property of the City and will not be returned.

6. Any proprietary information contained in the proposal should be so indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

“The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.”

We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font as “PROPRIETARY INFORMATION” so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released.

7. Proposals must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals having any erasures or corrections must be initialed in ink by the vendor.
8. Disqualification and Rejection of Proposal – The City reserves the right to reject any proposal from a contractor who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFP documents, contract of similar nature, or to reject the proposal from a contractor who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the Contractor that best meets the requirements as set forth herein.
9. Assignment of Contract – Assignment to the selected Contractor of any contract to be entered into in accordance with this RFP will not be recognized by the City unless such assignment has prior written approval of the City.
10. Insurance Provisions - The selected Contractor will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000.00 and as required at the point of contract negotiation by the City's Risk Manager as follows:
 - Comprehensive General Liability (per occurrence);
 - Comprehensive Auto Liability (per occurrence); and
 - Workers' Compensation Liability
 - Automobile Liability
 - Builder's Risk Insurance

The City of Georgetown is to be named as “Additional Insured” on the above insurance coverage as respect to the City’s interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the agreement. Further, it shall be an affirmative obligation upon the Contractor to advise the City’s Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

- Email – itucker@georgetownsc.gov
- Fax - 843.527.6173
- Mailing address - PO Box 939, Georgetown, SC 29442

Failure to do so shall be construed to be a breach of the agreement:

11. Indemnification - The selected Contractor agrees to indemnify, defend and hold harmless the City and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
12. Compliance With Law – The selected Contractor and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
13. City Business License and Permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for construction permit information. These expenses shall be included in the total proposal cost.
14. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).

General Contractual Requirements

1. Force Majeure - The Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.

3. Contractor Qualifications - Contractor must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFP. The City reserves the right to make the final determination as to the Contractor's ability to provide the services herein.
4. Contractor Responsibility – Each Contractor shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFP. It is expected that this will sometimes require on-site observation. The failure or omission of the Contractor to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFP or to a contract.
5. Affirmative Action - The Contractor will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this request for Proposals may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the Contractor:
 - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If the sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City.
 - 7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.
 - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the Contractor, shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.
 - 7.4 Default – In case of default by the Contractor, the City reserves the right to purchase any and all items/services in default in open market, charging Contractor with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING CONTRACTOR WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.
8. Prime Contractor Responsibilities - The Contractor will be required to assume sole responsibility for the complete effort as required by this RFP. The City will consider the Contractor to be the sole point of contact with regard to all contractual matters.

9. Subcontracting - If any part of the work covered by this RFP is to be subcontracted, the Contractor shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful Contractor will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the Contractor.
10. Ownership of Material – All materials and documents submitted by the Contractor in response to this specification become the property of the City and will not be returned to the Contractor.
11. Compliance with State and Federal Requirements – State and Federal requirements that are more restrictive than these set forth herein shall be followed by the Contractor.
12. Contract Amendments - Amendments to any agreement between the City and the Contractor must be reviewed and approved in writing by the City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City Finance Department.
14. Records Retention and Right to Audit – The City shall have the right to audit the books and records of the Contractor as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The City may conduct performance audits of the Contractor, as determined necessary by the City. Pertaining to all audits, the Contractor shall make available to the City access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the Contractor shall be made available for auditing purposes at no cost to the City.
16. Independent Contractor Status - The parties hereby agree that the Contractor is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to the performance of its obligations of an agreement.
17. Representations of Contractor - Contractor represents, warrants, and covenants that:
 - (a) In providing the services contractor shall utilize the care and skill used by members of the Contractor's profession practicing under similar circumstances at the same time and in the same locality.
 - (b) All employees provided by the Contractor to the City shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request the removal of any employee for a good cause.
 - (c) Contractor is a business validly existing and in good standing under the laws of the State of South Carolina.

18. Indemnity Provisions - Contractor agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or Contractor's performance thereunder.
19. City Business License and permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses **prior to work commencing**. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total proposal cost.

Exhibits Available

- A) Bid Form
- B) Mandatory Vendor Submittal Form



CERTIFICATE OF LIABILITY INSURANCE

13.B.2
DATE (MM/DD/YYYY)
06/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CRW Insurance PO Box 70 Sumter SC 29151	CONTACT NAME: Kelly Wenzel	FAX (A/C, No): (803) 773-8855	
	PHONE (A/C, No, Ext): (803) 775-1168	E-MAIL ADDRESS: kwenzel@crwins.com	
INSURED Charles Barnes DBA Ricky's Tree Service 6081 Raccoon Rd Manning SC 29102 (803) 460-9212	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Amerisafe Inc		019436
	INSURER B: Kinsale Insurance Company		38920
	INSURER C: Atlantic Casualty Insurance Co		42846
	INSURER D: Progressive Northern Insurance		38628
	INSURER E:		
INSURER F:			

COVERAGES AY **CERTIFICATE NUMBER: Cert ID 13497** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			L364000320-0	05/03/2023	05/03/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
D	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			954106620	12/07/2022	12/07/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			0100218368-1	05/03/2023	05/03/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y	N/A	AVWCSC3135782022	11/17/2022	11/17/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
							\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Georgetown
Electric Department
1134 North Fraser St

Georgetown SC 29440

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Molly Smith

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Tree Crew Services Bid Results (July 2023)

Ricky's Tree Service	
Item	Cost/hour
Personnel; Foreman	\$30.00
Personnel; Groundsman	\$25.00
Personnel: Groundsman	\$25.00
Chip Trucks	\$30.00
Chippers	\$20.00
Chainsaws	\$10.00
Other Equipment	\$10.00
Total	\$150.00

Xylem Tree Experts	
Item	Cost/hour
Personnel: Supervisor/climber	\$43.22
Personnel: Trimmer	\$38.81
Personnel: Equipment Operator/groundperson	\$29.99
Chip Trucks/Bucket Combo	\$26.05
Chipper	\$5.91
Chainsaws (Each)	\$1.08
Other Equipment	
Total	\$145.06

Attachment: Bid Results - Tree Crew Services (3874 : Motion to approve purchase order for tree clearance contractor services)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3875

Council Meeting Date:	20 July 2023
Department:	Electric
Issue Under Consideration:	Motion to approve purchase order and payment in the amount of \$455,000.00 to Sumter Utilities for distribution line contractor services.
Amount Requested:	\$445,000.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$445,000.00
Points to Consider:	This request is for the electric department's use of a distribution line contractor crew with line upgrades and additions. The City's crew stays busy with service related work and cannot devote time to projects such as pole replacements or line reconductoring that may take several days or longer. The request of \$455,000 is an increase of \$25,000 from what was budget last year. A request for bid was advertised in June in accordance with the City's procurement policies. Only two bids were received with Sumter Utilities as the lowest qualified bidder. Sumter Utilities has worked with the City for many years and their crew knows the system as well as City staff. This promotes efficiency and timely responses to problems that may occur on the system.
Options:	Approve or disapprove
Staff Recommendation:	Staff recommends approval

Reviews:

Scott Whittier Completed 07/10/2023 8:26 AM
 Kathy Vermeland Completed 07/10/2023 8:56 AM
 Sandra E. Yudice Ph.D. Completed 07/10/2023 5:13 PM
 Stephanie Buccione Completed 07/13/2023 11:16 AM
 Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 Sumter Utilities Bid (PDF)
2. 2 Lee Electrical Bid (PDF)
3. 3 Bid Results - Electric Distribution Contractor (PDF)

Updated: 7/13/2023 11:10 AM by Stephanie Buccione (Page 1)



REQUEST FOR PROPOSAL (RFP)

REQUESTOR: City of Georgetown
 1134 North Fraser Street
 Georgetown, SC 29440
 Contact: Daniella Howard, Purchasing Agent
 Email: dhoward@georgetownsc.gov
 Phone: 843.545.4043

PROJECT: Electric Distribution Contractor Services

DATE OF ISSUE: Wednesday, June 21, 2023

DUE: **On or before 2:00 PM EST (local time), Wednesday, July 5, 2023**

Proposals must be submitted electronically through the City's website, www.georgetownsc.gov.
 The City will not accept Proposals by hard copy, fax, or email.

For instructions on how to submit your proposal electronically, please refer to the City's website, [click here](#) for a direct link.

Attachment: Sumter Utilities Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

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Important hyperlinks and email addresses:

1. [City of Georgetown website](#)
2. [City of Georgetown Public Facebook](#)
3. [City of Georgetown Purchasing Ordinance in its entirety.](#)
4. [All available project documents](#)
5. All questions must be in writing and emailed to: purchasing@georgetownsc.gov.

Communication

It is the policy of the City of Georgetown to commit to transparency, ensure impartiality, and complete procurement processes free of internal and external influences. To accomplish this policy, ex parte communication about the bid, between the time of commencement of preparation of the solicitation document and the bid award (written or oral), is prohibited. Therefore, potential respondents and/or respondents submitting proposals, bids, qualifications, quotes, etc. shall not engage in communication with any City employee, including elected officials, except the City official(s) designated as the contact in the solicitation document.

Any communication outside the one between the designated City contact in the solicitation document and respondents shall be considered ex parte communication and shall not be relied upon. The City shall disqualify any potential respondent and/or respondent's proposal if the City discovers that the potential respondent and/or respondent engaged in ex parte communication.

City employees and/or elected officials shall neither initiate nor engage in ex parte communication with the potential respondent and/or respondents.

Background

The City of Georgetown (City) is an incorporated municipality with a population of nearly 9,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as "The Grand Strand." The Winyah Bay borders the City to the east and the Sampit River to the south. Tourism is a significant economic driver in the area and local industries, such as International Paper and Tideland Hospital. The City is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.georgetownsc.gov.

Purpose

The City of Georgetown Electric Department is accepting proposals for contractor personnel and equipment for overhead and underground distribution work.

Scope of Services

The City wishes to perform minor upgrades to its 12.47 distribution system. Work will be issued on a project by project bases with no guarantees as to the amount of work that will be involved. Projects can include some overhead reconductoring, line extensions, single-phase to three-phase conversion, and replacement of old poles. It is possible that work could also include installation of underground conductors, elbow cabinets, and transformers.

This work needs to be performed during the months of August 2023 through June of 2024. There are no guarantees as to the amount of work, but it is anticipated that approximately 8 months of work for one crew will be funded in FY 23/24 budget. It could be possible to renew the contract for a second year (after July 2024) if rates are agreeable to both parties.

Bidders shall provide hourly personnel rates for a working Crew Supervisor, and Class A, B and C line Technicians, and Equipment Operators. Equipment rates should be provided for pickup trucks, line trucks, bucket trucks, pole trailers, and cable tension trailers. All equipment shall be in good and safe operating condition and ratings shall be proper for working on 12.47 kv 3-phase distribution

All personnel shall be properly trained according to their classification and documentation must be provided upon request to verify training. Contractor shall have an active safety program and shall provide all required PPE.

A current City of Georgetown business license will be required before work can commence.

Site Visit

Not applicable

Process

The City reserves the right to request additional information from any, and all prospective bidders or individuals deemed necessary by the City to evaluate the Proposals. However, this process may not be used as an opportunity to submit missing documentation or information or make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the schedule at any time.

The City also reserves the right to accept or reject any proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

By initialing the bottom of each page of this RFP document, firms represent that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. The firm's representatives are expected to examine this RFP thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFP shall be interpreted to require the better quality or greater quantity of work unless otherwise directed by addendum. Firms assume responsibility for any ambiguity in the solicitation that their representatives do not bring to the City's attention.

The City shall have the absolute sole discretion in evaluating both the proposal and qualifications of the firms. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the project, considering the fee and qualifications.

This solicitation will be conducted in accordance with the City's Purchasing Ordinance which can be found in its entirety on the City's website, www.georgetownsc.gov.

It is the responsibility of the submitting consultant to familiarize themselves with the City's procurement process.

The City will conduct the selection of a qualified contractor in the following manner:

1. The solicitation documents will be available on our [website](#).
2. Proposals will be publicly opened and read aloud via the City's public Facebook page, <https://www.facebook.com/cityoftown/>. Best qualified, lowest responsible and responsive bid will be presented to the Georgetown City Council or City Administrator for approval, as required.
3. After Council approval, the City will issue the Notice of Award.
4. The Submittal Listing will be published on the City's [website](#), www.georgetownsc.gov, within forty-eight (48) hours of opening.

Award

Contract shall be awarded to the best qualified, and lowest responsive and responsible proposer. In determining the best qualified, responsive and responsible proposer, in addition to bid price, the City, shall consider:

- A. The ability, capacity, and skill of the proposer to perform the contract to provide the service required;
- B. Whether the proposer can perform or provide the service promptly, or within the time specified, without delay or interference;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the proposer;
- D. The quality of performance of previous contracts or services similar to services being sought in this solicitation;
- E. The previous and existing compliance by the proposer with laws and ordinances relating to the contract or services;
- F. The sufficiency of the financial resources and ability of the proposer to perform the contract or provide the service;
- G. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- H. The ability of the proposer to provide services for the nature of the requirements of an awarded contract as required in this solicitation; and
- I. Whether the proposer has met the criteria of the specifications, terms and conditions of this solicitation.

Protest Procedure

In accordance with the City's Procurement Ordinance, any protest or objection to this RFP award process must be submitted in writing to the City of Georgetown, Attn: Nereo Parreno, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the City's website. The City's Procurement Ordinance to include Section 2-194, Protest Procedure, can be found in its entirety on the City's website.

Questions

No answers will be given over the phone.

Questions regarding this solicitation should be submitted in writing and emailed to purchasing@georgetownsc.gov, no later than 2:00 PM EST (local time), Monday, June 26, 2023.

Please note - if you do not receive confirmation from the City that your email was received before the deadline, it is the sole responsibility of the proposer to contact the purchasing agent at 843.545.4043.

No questions will be accepted after the aforementioned deadline. All submittals shall include the following in the subject line: **Electric Distribution Contractor Services**

Answers to questions will be posted on the City's [website](#) as an Addendum no later than 2:00 pm EST (local time), Wednesday, June 28, 2023.

Schedule of Events

MILESTONE EVENT		TIME EST (LOCAL TIME)
1. Request for Proposal (RFP) issued	Wednesday, June 21, 2023	
2. Deadline for questions - emailed to: purchasing@georgetownsc.gov	Monday, June 26, 2023	2:00 pm
3. Deadline for addenda to be posted to the City's website, www.georgetownsc.gov , under "Bids"	Wednesday, June 28, 2023	2:00 pm
4. Proposal due date	Wednesday, July 5, 2023	On or before 2:00 pm

When the Procurement Division is closed due to force majeure, bid openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding bid submittals directly from the [City's website](#).

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement)). The City's Procurement Ordinance can be found in its entirety on the [City's website](#).

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post such notice on the City's website and notify known participants. The City reserves the right to issue addenda to this solicitation up to two (2) days before the solicitation due date as needed to clarify the City's desires or to make corrections or changes to the solicitation document or submittal process.

The City reserves the right to request additional information from any and all prospective bidders or individuals deemed necessary by the City to evaluate the bids. However, this process may not be used as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original bid.

The City reserves the right to cancel or reissue the solicitation and/or revise the schedule at any time.

The City also reserves the right to accept or reject any or all bids deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

All information will be updated and posted on the [City's website](#).

It is the bidder's sole responsibility to obtain the information directly from the [City's website](#) regarding this project.

The bidder will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: 1 Dated: 06/26/2023

No: _____ Dated: _____

No: _____ Dated: _____

Submittal Instructions

The bid price shall be valid for a period of 60 calendar days from the date of bid opening.

Proposals must be submitted on the required Bid Form (Exhibit A) and executed by a legal duly authorized officer of the bidder submitting the RFP.

By initialing the bottom of each page of this solicitation document, the bidder represents that (1) their representatives have read and understood this solicitation document, and (2) their bid is made in compliance with this solicitation. The bidder's representatives are expected to examine this solicitation document thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City's procurement policies as outlined in Section 2-187 of the City's municipal code.

The City's Purchasing Ordinance can be found in its entirety on the [City's website](#).

It is the sole responsibility of the bidder to have their quotes delivered to the City before the closing hour and date. The City assumes no responsibility **for technological failure in submitting quotes electronically**. It is the sole responsibility of the bidder to consider that their quote was submitted on time, and that their PDF file/files are not corrupt.

Attachment: Sumter Utilities Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

Submittals may be rejected if deemed non-responsive. To be considered responsive, interested parties **must** submit the following no later than the aforementioned deadline:

The City **WILL NOT** accept bids by:

Hard copy

Fax

Email

To be considered responsive, interested parties **must** comply with the following:

Submit proposal electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline, to include the following items. Submittal package must include **all** of the following items.

The PDF file upload limit is 5. If more than one PDF file is uploaded, each PDF file should be clearly labeled with the name of the respondent:

1. Bid Form (Exhibit A)
 2. Complete initialed copy of this RFP document
 3. Complete Mandatory Local Vendor Preference Form (Exhibit B)
 4. Proof of Insurance Coverage
 5. Background Information
 6. List of work references
 7. Detailed evidence of company's safety program
 8. Evidence of company's training program
 9. Statement of company's overtime/standby policy and availability during and after major storm events.
1. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include: failing to initial the proposal, failing to acknowledge addenda, or not submitting the Local Vendor Preference Option Form, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all contractors correct the minor informality or irregularity within the same specified time.
 2. Proposal must be received electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline. **It is the sole responsibility of the bidder to have their quotes delivered to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting quotes electronically. It is the sole responsibility of the bidder to consider that their quote was submitted on time, and that their PDF file/files are not corrupt.** Late quotes will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to accept or reject any or all quotes and to waive any informalities and technicalities in the quote process. No additional fees, costs, or any other reimbursable expenses will be allowed.

3. This solicitation does not commit the City to award a contract. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the contractors submitting a proposal.
4. Any contractor may withdraw their proposal only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete Proposals may be rejected.
5. All costs incurred in preparing the proposal, or costs incurred in any other manner by the Contractor in responding to this RFP, will be wholly the Contractor's responsibility. All materials and documents submitted by the Contractor in response to this RFP become the property of the City and will not be returned.
6. Any proprietary information contained in the proposal should be so indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

“The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.”

We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font as “PROPRIETARY INFORMATION” so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released.

7. Proposals must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals having any erasures or corrections must be initialed in ink by the vendor.
8. Disqualification and Rejection of Proposal – The City reserves the right to reject any proposal from a contractor who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFP documents, contract of similar nature, or to reject the proposal from a contractor who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the Contractor that best meets the requirements as set forth herein.
9. Assignment of Contract – Assignment to the selected Contractor of any contract to be entered into in accordance with this RFP will not be recognized by the City unless such assignment has prior written approval of the City.

10. Insurance Provisions - The selected Contractor will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000.00 and as required at the point of contract negotiation by the City's Risk Manager as follows:

- Comprehensive General Liability (per occurrence);
- Comprehensive Auto Liability (per occurrence); and
- Workers' Compensation Liability
- Automobile Liability
- Builder's Risk Insurance

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the agreement. Further, it shall be an affirmative obligation upon the Contractor to advise the City's Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

- Email – itucker@georgetownsc.gov
- Fax - 843.527.6173
- Mailing address - PO Box 939, Georgetown, SC 29442

Failure to do so shall be construed to be a breach of the agreement:

11. Indemnification - The selected Contractor agrees to indemnify, defend and hold harmless the City and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
12. Compliance With Law – The selected Contractor and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
13. City Business License and Permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for construction permit information. These expenses shall be included in the total proposal cost.
14. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).

General Contractual Requirements

1. Force Majeure - The Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.
3. Contractor Qualifications - Contractor must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFP. The City reserves the right to make the final determination as to the Contractor's ability to provide the services herein.
4. Contractor Responsibility – Each Contractor shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFP. It is expected that this will sometimes require on-site observation. The failure or omission of the Contractor to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFP or to a contract.
5. Affirmative Action - The Contractor will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this request for Proposals may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the Contractor:
 - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If the sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City.
 - 7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.
 - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the Contractor, shall be excluded from the foregoing provisions; termination costs, if any shall

not apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.

7.4 Default – In case of default by the Contractor, the City reserves the right to purchase any and all items/services in default in open market, charging Contractor with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING CONTRACTOR WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.

8. Prime Contractor Responsibilities - The Contractor will be required to assume sole responsibility for the complete effort as required by this RFP. The City will consider the Contractor to be the sole point of contact with regard to all contractual matters.
9. Subcontracting - If any part of the work covered by this RFP is to be subcontracted, the Contractor shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful Contractor will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the Contractor.
10. Ownership of Material – All materials and documents submitted by the Contractor in response to this specification become the property of the City and will not be returned to the Contractor.
11. Compliance with State and Federal Requirements – State and Federal requirements that are more restrictive than these set forth herein shall be followed by the Contractor.
12. Contract Amendments - Amendments to any agreement between the City and the Contractor must be reviewed and approved in writing by the City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City Finance Department.
14. Records Retention and Right to Audit – The City shall have the right to audit the books and records of the Contractor as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The City may conduct performance audits of the Contractor, as determined necessary by the City. Pertaining to all audits, the Contractor shall make available to the City access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the Contractor shall be made available for auditing purposes at no cost to the City.
16. Independent Contractor Status - The parties hereby agree that the Contractor is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to the performance of its obligations of an agreement.

17. Representations of Contractor - Contractor represents, warrants, and covenants that:
 - (a) In providing the services contractor shall utilize the care and skill used by members of the Contractor's profession practicing under similar circumstances at the same time and in the same locality.
 - (b) All employees provided by the Contractor to the City shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request the removal of any employee for a good cause.
 - (c) Contractor is a business validly existing and in good standing under the laws of the State of South Carolina.
18. Indemnity Provisions - Contractor agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or Contractor's performance thereunder.
19. City Business License and permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses **prior to work commencing**. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total proposal cost.

Exhibits Available

- A) Bid Form
- B) Mandatory Vendor Submittal Form

EXCEPTIONS in the Form of a Proposed ADDENDUM to the
Contract for Electric Distribution Contractor Services By and Between
CITY OF GEORGETOWN, SC ("City" / "Owner") and
SUMTER UTILITIES, INC. ("Contractor")

The following language is hereby incorporated into the Agreement by reference as if more fully set forth therein. Newly added blocks of text are indicated by *italicized text*; language added to existing text is indicated via underlined italics or blocks of *italics*; and language to be stricken is indicated using ~~strikeout~~ font:

Revisions to General Contractual Requirements

10. Ownership of Material – All materials and documents submitted by the Contractor in response to this specification become the property of the City and will not be returned to the Contractor. *Notwithstanding the foregoing, as between City and Contractor, Contractor shall retain ownership of pre-existing intellectual property rights owned by Contractor (hereinafter referred to as "Contractor's Intellectual Property"), regardless of whether such Contractor's Intellectual Property is included in the Work Product. With respect to such Contractor's Intellectual Property and any pre-existing Intellectual Property Rights owned or licensed by Contractor's Subcontractors ("Third Party Intellectual Property") relating to the Work, Contractor, on its own behalf and on behalf of Contractor's Subcontractors (as applicable), hereby grants to City an irrevocable (unless breached), perpetual and royalty-free transferable (including with right to assign its rights without consent to any purchaser of the completed Work) license and sublicense under the Contractor's Intellectual Property and Third Party Intellectual Property to engineer, procure, design, finance, construct, commission, operate, repair, maintain, upgrade and expand the Work and use, operate and maintain the Work. Contractor shall identify and provide notice to City of any Third Party Intellectual Property. Contractor may revoke City's use of affected pre-existing materials to the extent City breaches the restrictions set forth herein with respect to any such pre-existing materials.*

18. Indemnity Provisions - Contractor agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, ~~or during~~ Contractor's performance thereunder, related to third-party claims, losses, or damages. *Contractor shall have no obligation nor liability whatsoever to indemnify, defend, nor hold harmless any person, except to the extent of the fault or negligence of Contractor (and/or its subcontractors) in and during the performance of the Work. Contractor's indemnity obligations shall be limited to third-party claims and damages and costs related thereto.*

Contractor shall defend the City against all such third-party claims in the first instance, to the extent Contractor is alleged to be solely or partly at fault; however, anything to the contrary notwithstanding, to the extent Contractor is found, by adjudication, arbitration, or mutual agreement, to

Commented [BG1]: While we limit our obligations to and hold harmless our customers, we do offer the following front defense of claims.

be not in fact responsible under the terms and conditions of this Agreement or otherwise for the relevant Claim(s), due to the proportional partial or sole fault of any person(s) indemnified by Contractor, City will proportionally reimburse the defense costs incurred by Contractor in proportion thereto, plus 15% of such amount towards Contractor's administrative costs and cost of money and City shall promptly pay all judgments, awards, settlement agreement payments, fines, and penalties in the proportion for which it is (and/or any such indemnitees are) so determined liable (or indemnify Contractor against same in a manner reasonably satisfactory to Contractor).

Additional Language Hereby Incorporated Into the Contract

Waiver of Certain Damages: Notwithstanding any other provisions of this Agreement to the contrary, neither Owner nor Contractor shall be liable under this Agreement or under any cause of action related to the subject matter of this Agreement, whether in contract, tort (including negligence), strict liability, products liability, indemnity, contribution, or any other cause of action for punitive, special, indirect, incidental or consequential losses or damages, including loss of profits, use, opportunity, revenues, financing, bonding capacity, or business interruptions; provided that the limitation of liability set forth in this Section shall not apply to Contractor's : (i) indemnity obligations with respect to Third-Party Claims, (ii) willful misconduct, (iii) gross negligence, and/or (iv) breach of confidentiality provisions; nor shall the limitation apply to Owner's liability, if any, for payment for termination without cause or suspension of Contractor without Contractor's fault. "Third-Party Claim" means a claim by any person other than (i) a Party, (ii) person providing or receiving indemnity under this Contract, or (iii) a third-party beneficiary to this Agreement.

Contractor's Maximum Liability. Other than with regard to third party claims indemnified hereunder by Contractor, notwithstanding anything in this Agreement or otherwise to the contrary, and in addition to, cumulative of and not in limitation of any other limits on liability herein, the maximum aggregate liability of Contractor and Contractor Indemnified Parties under this Agreement or the relevant Order, regardless of cause (whether in contract, tort, strict liability, or otherwise), shall not exceed in the aggregate an amount equal to (A) (with respect to losses covered by policies of insurance Contractor is required to obtain and maintain under this Agreement) actual proceeds from the coverage amounts required under this Agreement for the policy covering such loss, and (B) for claims as to which no such coverage is required (e.g., for ordinary breach of contract) the total amount of compensation paid to Contractor under or for this Agreement or the relevant Order.

Hazardous Materials: Anything to the contrary notwithstanding, Contractor shall have no liability for any hazardous material not introduced to the Work location by it, and Owner shall indemnify, defend and hold harmless Contractor for any claims or liabilities arising from preexisting or latent hazardous material, except to the extent Contractor negligently or willfully exacerbates same and fails to take action to mitigate any resultant damage.

Insurance

Additional Insured status required by and/or provided under this Agreement of Contractor and/or its insurers is provided pursuant and subject to ISO Endorsement Form CG 20 10 12 19 and/or CG 20 37 12 19 for Commercial General Liability, and standard forms for policies other than Commercial General Liability, but only to the extent of Contractor's expressly assumed indemnification obligations under this Agreement.

Any requisite levels of coverage shall be construed as exact amounts (i.e.; "\$1M per Occurrence and Aggregate), as opposed to "minimums", "not less than" levels, or levels of "at least" a stated amount.

Waiver of subrogation by Contractor and/or its insurers shall be provided, if mandated by the Contract, to the extent permitted by law, and except to the extent any loss, claim, damage, etc. is caused by the negligence, recklessness or willful misconduct of any party indemnified hereunder by Contractor.

Latent Site Conditions: *Anything to the contrary notwithstanding, should concealed or unknown physical conditions be encountered in the performance of the Work, below the surface of the ground or in an existing structure, of an unusual nature, differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Agreement, the Agreement sum and Agreement time for performance shall be equitably adjusted by Change Order.*

Liens: *The validity and enforceability of any and all lien waivers, releases, claim waiver, or any similar document provided by Contractor are conditioned upon Contractor's receipt of funds from Owner with respect to the payment at issue, and all claim waivers, releases or any similar document or waiver provided by Contractor shall be limited to waiving and releasing Contractor's and its subcontractors' and vendors' claim(s) for payment only, notwithstanding contrary or inconsistent terms contained in such waiver or release.*

Warranty:

Contractor's warranty for workmanship and materials, if any, shall extend one (1) year from substantial completion of Contractor's Work (or the earlier termination of this contract); and in addition, with regard to defects and non-conformances corrected pursuant thereto, Contractor's warranty term shall extend one (1) year from the date of repair; however, in no event shall Contractor's foregoing warranty, nor any warranty obligations of Contractor under this Agreement, extend for more than two (2) years from Substantial Completion of its Work (or the earlier termination of this Agreement).

THE EXPRESS WARRANTIES OF CONTRACTOR SET FORTH IN CONTRACTOR'S PROPOSAL ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER STATUTORY, EXPRESS, OR IMPLIED, (INCLUDING, BUT NOT LIMITED TO, ALL WARRANTIES OF PERFORMANCE, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL WARRANTIES ARISING FROM COURSE OF DEALING AND USAGE OF TRADE), AND CONTRACTOR HEREBY DISCLAIMS, AND OWNER HEREBY WAIVES, ANY AND ALL SUCH

Commented [BG2]: Unless the scope of adding our customers as an additional insured(s) is limited, they may not be able to claim the full extent of our insurance coverage, independent of (and in addition to) our obligations under the agreement. It is reasonable to expect our customers to require us to insure their indemnity obligations we have agreed to in the relevant contract. It is unreasonable to require us to insure their obligations beyond those we have specifically agreed to. We respectfully submit that we should not be acting as our customers' – nor any third party insurer for risks we do not assume under the contract.

Commented [BG3]: We routinely object to vague terms such as "minimum," "at least," and "no less than." Courts have interpreted such language as giving certain persons (including additional insureds) access to the entire insurance policy and not just the stated amount. We are happy to provide coverage for the stated limits. We are not eager to open our entire insurance policy to any customer. If it is Owner's intent to require insurance beyond the limits required under the contract, we can discuss pricing insurance with higher limits.

OTHER WARRANTIES. THE WARRANTY COVERAGE SET FORTH IN CONTRACTOR'S PROPOSAL IS THE SOLE AND EXCLUSIVE REMEDY BY OWNER FOR CLAIMS RELATED TO AND ARISING FROM DEFECTIVE WORK.

CONTRACTOR IS NOT AND SHALL NOT BE HELD LIABLE FOR ANY ALLEGED BREACH OF THE WARRANTIES GIVEN IN THIS AGREEMENT TO THE EXTENT CAUSED BY OR ARISING OUT OF:

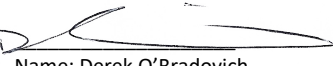
- (a) ORDINARY WEAR AND TEAR IN THE OPERATION OF THE PROJECT;*
- (b) ALTERATIONS OR REPAIRS CARRIED OUT BY PERSONS NOT AUTHORIZED BY CONTRACTOR;*
- (c) SERVICES PROVIDED BY, OR THE USE OF MATERIALS, EQUIPMENT, LAYOUTS OR DESIGNS SUPPLIED OR REQUIRED BY, ANY PARTY OTHER THAN CONTRACTOR, ITS SUBCONTRACTORS OR SUPPLIERS UNLESS APPROVED BY CONTRACTOR IN WRITING; OR*
- (d) A FORCE MAJEURE EVENT; OR*
- (e) OWNER'S FAILURE TO MAINTAIN THE PROJECT OR ANY PART THEREOF.*

This Addendum is hereby agreed to as evidenced by the Parties' duly authorized signatures below:

City / Owner- CITY OF GEORGETOWN, SC

By: _____
 Name:
 Title:
 Date:

Contractor – SUMTER UTILITIES, INC.

By: 
 Name: Derek O'Bradovich
 Title: President
 Date: 7/5/23



BID FORM
Electric Distribution Contractor Services

Exhibit A

Due: Wednesday, July 5, 2023 on or before 2:00 PM

Company Name: Sumter Utilities, Inc.

No.	Description	Straight Time	Overtime	Doubletime
1	Foreman	\$ 92.20	\$133.69	NO BID
2	A Line Tech	\$ 87.10	\$126.30	NO BID
3	B Line Tech	\$ 68.30	\$ 99.04	NO BID
4	C Line Tech	\$ 54.60	\$ 79.17	NO BID
5	Equip Operator	\$ 44.35	\$ 64.31	NO BID
6	Groundman	\$ 40.95	\$ 59.38	NO BID
7	Pickup	\$ 13.96		
8	Line Truck	\$ 30.34		
9	2 Man Bucket	\$ 28.18		
10	Pole trailers	\$ 2.50		
11	Cable tension trailers	\$ 6.21		

Unit price shall include all labor, equipment, materials, taxes, applicable insurance, business license fees, permits, and any other costs relative to the scope of work herein.

Note: The City of Georgetown is not exempt from federal or state excise tax.

By signature hereto the undersigned declares that I acknowledge that I have read and understand all items to be furnished and will comply fully with the requirements and specifications, except where otherwise specifically noted. I also understand that the City shall evaluate proposals in accordance with its Municipal Code and policies, and that it reserves the right to reject any and all proposals and to waive any irregularities which it may deem to be in its best interest. I also represent that I am a duly authorized legal agent and/or employee of the vendor on which I am making the foregoing proposal on its behalf, and that no collusion in any form has occurred, either directly or indirectly.

Dated this 5th day of July, year 2023

Signature  _____

Typewritten/Printed Name Derek O'Bradovich,

Title President Name of Firm Sumter Utilities, Inc.

Federal ID# 76-0577089

Business Address 1151 N Pike West

City, State, Zip Sumter, SC 29153

Telephone Number 803-469-8585 Fax _____

Email: dobradovich@suimail.com

Vendor Comments:



Exhibit B

MANDATORY VENDOR SUBMITTAL FORM

The City's Procurement Ordinance to include the Local Vendor Preference Option, can be found in its entirety on the City's [website](#).

SECTION 2-185 COMPETITIVE SEALED PROPOSAL DING LOCAL VENDOR PREFERENCE

☐ I certify that [Company Name] _____ is a **Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is _____ [City and State].

☒ I certify that [Company Name] Sumter Utilities, Inc. is a **Non-Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is Sumter, South Carolina [City and State].

(X) 

Signature of Company Officer
Derek O'Bradovich
President

(X) July 5, 2023

Date


SUMTER UTILITIES

A QUANTA SERVICES COMPANY

1151 N Pike West, Sumter, SC 29153

803-469-8585 ph

www.sumter-utilities.com

A. Executive Summary

Sumter Utilities, a subsidiary of Quanta Services, is a non-union full EPC electric power contractor specializing in the construction, maintenance and modification of electric utilities, electric cooperatives, and municipality underground and overhead power lines, overhead transmission lines, substations and solar power cell fields. With over 75 years of distribution, transmission and substation experience, Sumter Utilities is uniquely qualified to meet the requirements found within this RFP. Our large experienced workforce, modern fleet, and experienced management can capably meet all OH and UG Distribution, Transmission and Substation construction and maintenance needs. Sumter Utilities also utilizes industry leading project management principles from the design phase through job close-out. Our PMP certified project managers ensure projects are carefully managed using the latest project management software. In addition to our construction and maintenance services, Sumter Utilities' crews are also available to respond at any time for any emergency storm response requirements.

Safety is our number one priority and our commitment to safety excellence is unmistakable to our employees and customers. In fact, Sumter Utilities' EMR, TIIR, and DART safety ratings are well below the average for the industry. Sumter Utilities currently employs approximately 1400 employees, with 1200+ being in the field.

In addition to providing competitive wages and benefits to our employees, Sumter Utilities is the only electrical contractor in the Southeast to have a Department of Labor certified apprenticeship program located at the site of our headquarters in Sumter, SC. Our four-year apprenticeship program addresses the specific training needs and safety requirements necessary to work safely and efficiently on our customer's systems. This apprenticeship program is also responsible for improving employee productivity and safety performance and also serves as an excellent incentive tool to retain current employees as well as attracting new employees.


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B. Project Plan

Sumter Utilities implements industry leading project management principles and techniques for each project it is successfully awarded. These principles begin with the project's design phase and are continually reinforced up through project completion. As a subsidiary of Quanta Services, Sumter Utilities has the unique capability to approach each project as a turn-key opportunity. The ability to provide a single point-of-contact from the design phase through project completion is a significant advantage. This ability allows Sumter Utilities to better manage all phases of construction. This turn-key approach helps mitigate the likelihood of any disputes and delays occurring during each phase of construction.

Our key operations and project management personnel have been trained in all facets of project preparation and execution through training certified by the Project Management Institute. This training covers bid preparation, job-setup, job-execution, and job close-out. The training provided to our operations personnel ensures that all phases of the project are properly executed and that each phase transitions seamlessly. Sumter Utilities currently has five Project Management Professionals (PMP's) serving as project managers over its awarded projects. In addition to continuing project management education and training, our PMP's also have undergone Oracle certified Primavera P6 Training. The use of this scheduling software on competitively bid projects allows for the successful queuing of awarded projects to ensure that any resource conflicts are avoided. This capability also allows for our project managers to have greater control over direct and subcontractor resource utilization, and our project managers can address any potential issues that may cause delays before they can adversely impact the project's schedule.

All projects are thoroughly discussed and analyzed during our monthly management meetings to ensure our customer's requirements and needs are being met and that any and all construction issues are being addressed in a timely matter. The frequency of such meetings increases as projects become larger and more technical in scope. Quality Control reviews are held during these meetings to confirm that all work is performed in


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accordance with our customer's construction specifications. Furthermore, after a project is completed, all key personnel affiliated with the particular project conduct a post-mortem. This post-mortem serves to create a forum where those key personnel affiliated with a project can discuss any issues that may have arisen during project execution so that they may be better managed if encountered again.

C. Labor Philosophy/Strategy

Sumter Utilities is a non-union contractor and only employs non-union labor. As previously discussed our project management and scheduling techniques allows for Sumter Utilities to proactively manage any project we are successfully awarded. Sumter Utilities is capable of performing construction in a sequential manner or depending on customer and scheduling requirements can overlap construction tasks to fast-track construction activities, if needed.

Our competitive wages and benefits are advantageous in that it allows for Sumter Utilities to attract, develop, and retain qualified labor to support all of our construction activities. Another attractive incentive to employees is Sumter Utilities' four-year Department of Labor certified lineman apprenticeship training program. This program ensures our apprenticeship lineman are effectively trained and developed to stay current in today's most current linework means, methods, technologies, and industry leading safety best practices. This program, located at our headquarters in Sumter, SC, guarantees our employees are given plenty of advancement opportunities within the organization while also receiving first-class training. We believe the combination of our competitive benefits and wages, and our ability to develop and retain qualified lineman through our apprenticeship training program uniquely qualifies Sumter Utilities over our competition. Our reputation and quality workmanship is also evident in the duration of our construction and maintenance contracts. Almost all our contracts are long-term contracts with many being consistently extended for several years beyond their original intended contract duration as customer's have come to rely on the quality of workmanship and professionalism our employees convey while working on their systems.


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In a standard work week, our crews work four ten-hour days, Monday through Thursday. This is subject to change based on customer and project requirements. As a non-union contractor Sumter Utilities is exposed to very little risk in terms of the likelihood of experiencing a labor dispute that could adversely impact a project's schedule.

D. Emergency Availability Plan

In the event of an emergency, all key Sumter Utilities management personnel are available twenty-four hours a day. Contact numbers and email addresses will be provided for each key employee so they may be reached at work, on their mobile or home telephone. Key personnel are provided with wireless air cards to ensure they can access the internet outside of the office. In the event of a medical emergency, each foreman's and superintendent's truck is equipped with an AED. Our Sumter, SC office is also equipped to run off a generator in the event of a power outage.

E. Corporate Human Resources Policies:

Contractor Standard Work Week/Overtime Policy:

- The standard workweek will vary according to specific customer and project requirements but they typical work week is four ten-hour days, Monday through Thursday. Work hours vary by department, location and job requirements. Overtime rates apply for all hours worked in excess of forty hours in a workweek. Premium time rates apply for all hours worked on Sundays or contractor observed Holidays.

Contractor Observed Holidays:

- Contractor observes the following as holidays: New Year's Day, 4th of July, Labor Day, Thanksgiving, and Christmas.

Contractor Safety Meeting/Pre-job Briefing Policy:

- Pre-job safety meetings and pre-job briefings are held each morning prior to the start of any work. A follow-up safety briefing is conducted in the event that any job conditions or job scope changes occur.



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F. Equipment Availability:

Sumter Utilities has an extensive fleet to serve any project. We have everything from standard material handler bucket trucks of every height to mini derrick trucks for back yard access as well as track and flotation equipment for swamp access. We can provide whatever piece of equipment is needed to complete the task.

G. Accounting Department:

Our accounting department is very experienced in whatever form of payment procedure is required by the client. We routinely deal with all types of contracts including cost plus, lump sum, unit work, etc.

PROJECT UNDERSTANDING, PROPOSED APPROACH AND METHODOLOGY

Sumter Utilities Inc. is a company founded on the principles of serving our customers. We've been serving our customers for over 75 years. The scope of work required by the RFP is what we perform every day for other clients such as Dominion Energy South Carolina, Duke Energy, Florida Power and Light, Georgia Power, Alabama Power, Gulf Power, City of Camden, Berkeley Electric Coop, and many more. We are well versed in the electrical distribution, transmission and substation upgrades such as circuit reliability upgrades, reconductoring, coordination and pole change-outs. Our safety management plan and record is second to none in the industry. Sending our employees home safely at the end of each day is priority #1.



ELECTRICAL CONTRACTOR
Work References

Type of Projects	Client Company Name & Contact	Client Telephone	Type of Work
Annual Master Contract - Cost Plus	Alabama Power Company, Birmingham, AL Tim Tavel	(205) 257-4388	OH Distribution
Annual Master Contract - Cost Plus	South Carolina Public Service Authority (Santee Cooper), Myrtle Beach, SC Rusty Norris	(843) 248-5755	OH Distribution UG Distribution
Annual Master Contract Hourly/Units	Georgia Power Company, Atlanta, GA Walt Skupien	(404) 506-4401	OH/UG Distribution
Annual Master Contract - Streetlight Units	Georgia Power Company, Atlanta, GA Ken Leonard	(770) 621-2453	OH Distribution (Streetlights)
Annual Hourly Contract	Georgia Power Company Atlanta, GA Ben Webb	(404) 608-5137	Transmission Maintenance
Annual Master Contract - Unit/Cost Plus Lump Sum	Dominion Energy South Carolina Columbia, SC	(803) 217-2754	OH Distribution UG Distribution
Annual Master Contract - Cost Plus	South Carolina Electric & Gas, Columbia, SC Ryan Dennis	(803) 217-8832	Substation Maintenance and Construction
Annual Master Contract Units	Berkeley Electric Cooperative, Moncks Corner, SC Sheila Bodiford	(843) 899-8438	OH/UG Distribution

Attachment: Sumter Utilities Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)



ELECTRICAL CONTRACTOR
Work References

Type of Projects	Client Company Name & Contact	Client Telephone	Type of Work
Annual Master Contract - Cost Plus	Duke Power Company Charlotte, NC Chester Ferguson	(864) 439-5288	OH Distribution UG Distribution
Annual Unit Contract	Carteret-Craven Electric Cooperative Moorehead City, NC Jacob Joplin	(252) 247-3107	UG Contract
Annual Master Contract Units	Four County EMC Burgaw, NC	(910) 259-2171	OH Distribution
Annual Master Contract -Cost Plus -Units	Blue Ridge Electric Cooperative, Inc. Pickens, SC Sam McMillan	(864) 903-5137	OH Distribution UG Distribution
System Improvement Contract	Santee Electric Cooperative Kingstree, SC Ricky McConnell	(803) 354-6187	OH Distribution
Annual Master Contract Cost Plus, Units	City of Orangeburg, DPU Orangeburg, SC Wade Holmes	(803) 268-4201	OH/UG Distribution
Annual Master Contract Units, Cost Plus	Duke Energy Raleigh, NC Donald Gower	(919) 546-6391	OH Distribution

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ELECTRICAL CONTRACTOR
Work References

Type of Projects	Client Company Name & Contact	Client Telephone	Type of Work
Annual Master Contract Cost Plus	Duke Energy Raleigh, NC Kevin Butler	(910) 914-2016	Transmission Maintenance
Lump Sum Contracts Cost Plus	Dominion Power Richmond, VA Mike Evans	(804) 775-5320	OH Distribution Substation
Annual Hourly Rate and Lump Sum Contract	City of Camden Camden, SC Jerry Marthers	(803) 420-9111	OH, UG Distribution and Substation Maintenance

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SUMTER UTILITIES 4 YEAR PERFORMANCE RECORD

Through February 2023

	2020	2021	2022	2023
OSHA Recordable Rate (TIIR)	1.59	0.85	0.84	0.40
Number of Recordable Cases	23	12	13	1
Lost Time Rate (DART)	0.76	0.21	0.32	0.40
Number of Lost Time Cases	11	3	5	1
Total Hours Worked	2,892,569	2,816,639	3,111,945	502,844
Number of Employees	1309	1306	1470	1488
Number of Fatalities	0	0	0	0
EMR Rate	0.68	0.65	0.65	0.65

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TRAINING MATRIX

Course	Renewal	Allotted Time	Required Employee
First Aid/CPR/AED Blood Borne	2 yrs	4 Hours	Minimum of 2 per crew at all times
Flagger	2	4 Hours	Anyone subjected to flagging/traffic control Must have a minimum of 1 employee on every crew when an employee is working in an elevated position
Pole Top/Bucket Rescue	1	2 Hours	
Trenching / Excavation	2	4 Hours	Anyone exposed to an excavation
OSHA 10	Once *	12 Hours	All employees (With Updates)
OSHA 20 Leadership	Once *	27 Hours	Foreman level and above
Rigging	*	8 Hours	All employees
Signal Person	*	6 Hours	All employees
Defensive Driving	3	2 Hours	Anyone that has a Commercial Driver's License
CMV	Once *	1 Hour	Anyone that has a Commercial Driver's License
QPM (Performance & Safety)	Once *	3 Hours	All Employees
Forklift	3	3 Hours	Anyone subjected to operate a forklift
JTSA (Job Briefing)	*	3 Hours	Crew Leaders, Foreman
Confined Space (Manhole)	1	4 Hours	Anyone subjected to enter an enclosed space

Attachment: Sumter Utilities Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)



CERTIFICATE OF LIABILITY INSURANCE

5/1/2024

DATE (MM/DD/YYYY)

04/25/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LOCKTON COMPANIES 3657 BRIARPARK DRIVE, SUITE 700 HOUSTON TX 77042 866-260-3538		CONTACT NAME: PHONE (A/C No, Ext): FAX (A/C No): E-MAIL: ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Old Republic Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES DASIN01 **CERTIFICATE NUMBER:** 13202162 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			MWZY 313093 23 MWZX 313095 23	05/01/2023 05/01/2023	05/01/2024 05/01/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	CLAIMS-MADE ☒ OCCUR						
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	POLICY ☐ PRO-JECT ☐ LOC						
	OTHER:						
A	☒ AUTOMOBILE LIABILITY			MWTB 313092 23 MWZX 313091 23	05/01/2023 05/01/2023	05/01/2024 05/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX
	ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY						
	SCHEDULED AUTOS NON-OWNED AUTOS ONLY						
	UMBRELLA LIAB						
	EXCESS LIAB						
	DED RETENTION \$						
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			MWC 313094 23	05/01/2023	05/01/2024	X PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						
	If yes, describe under DESCRIPTION OF OPERATIONS below						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Additional Insured in favor of City of Georgetown (on all policies except Workers' Comp/EL) where and to the extent required by written contract.

CERTIFICATE HOLDER

CANCELLATION

13202162
 City of Georgetown
 800 Church Street
 Georgetown, SC 29440

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

[Signature]

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LEE ELECTRICAL CONSTRUCTION, LLC

POST OFFICE BOX 55 • ABERDEEN, NC 28315-0055 • OFFICE: (910) 944-9728 • FAX: (910) 944-7294 • E-MAIL: info@lee-electrical.com

BID ENCLOSED

Bid Date: July 5, 2023 @2pm

**City of Georgetown
1134 North Frazier Street
Georgetown, SC 29440**

Sealed Proposal for: Electric Distribution Contractor Services

Enclosed you will find our proposal for the above referenced project. In addition, we are enclosing a "proposed" addendum for a contract. If we are the awarded bidder, we would like the opportunity to discuss and negotiate mutually acceptable terms for both Lee Electrical Construction, LLC and City of Georgetown.

Below is our policy for Storm or Emergency Work:

Compensation for Storm or Emergency Work:

1) All working hours will be billed at OT (including standby time, mobilization and demobilization) excluding Sundays and Holidays which will be billed at Double Time.

Holidays are: New Year's Day, Fourth of July, Labor Day, Thanksgiving, and Christmas.

2) Per Diem - \$75 per day / per man will be charged if Lee Electrical Construction provides lodging, laundry, tolls, etc.

3) Per Diem - \$20 per meal / per man will be charged if Lee Electrical Construction provides meals.

Thank you for the opportunity.

Sincerely,

Jason Lee
President

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

EXCEPTIONS in the Form of a Proposed ADDENDUM to the

Contract for _____ By and Between

CUSTOMERNAME ("Owner") and

OPUNAME ("Contractor")

The following language is hereby incorporated into the Agreement by reference as if more fully set forth therein. Newly added blocks of text are indicated by *italicized text*; language added to existing text is indicated via underlined italics or blocks of *italics*; and language to be stricken is indicated using ~~strikeout~~ font:

Revisions to [Section]

Sss

Revisions to [Section]

Sss

Additional Language Hereby Incorporated Into the Contract

Waiver of Certain Damages: Notwithstanding any other provisions of this Agreement to the contrary, neither Owner nor Contractor shall be liable under this Agreement or under any cause of action related to the subject matter of this Agreement, whether in contract, tort (including negligence), strict liability, products liability, indemnity, contribution, or any other cause of action for punitive, special, indirect, incidental or consequential losses or damages, including loss of profits, use, opportunity, revenues, financing, bonding capacity, or business interruptions; provided that the limitation of liability set forth in this Section shall not apply to Contractor's : (i) indemnity obligations with respect to Third-Party Claims, (ii) willful misconduct, (iii) gross negligence, and/or (iv) breach of confidentiality provisions; nor shall the limitation apply to Owner's liability, if any, for payment for termination without cause or suspension of Contractor without Contractor's fault. "Third-Party Claim" means a claim by any person other than (i) a Party, (ii) person providing or receiving indemnity under this Contract, or (iii) a third-party beneficiary to this Agreement.

Contractor's Maximum Liability. Other than with regard to third party claims indemnified hereunder by Contractor, notwithstanding anything in this Agreement or otherwise to the contrary, and in addition to, cumulative of and not in limitation of any other limits on liability herein, the maximum aggregate liability of Contractor and Contractor Indemnified Parties under this Agreement or the relevant Order, regardless of cause (whether in contract, tort, strict liability, or otherwise), shall not exceed in the aggregate an amount equal to (A) (with respect to losses covered by policies of insurance Contractor is required to obtain and maintain under this Agreement) actual proceeds from the coverage amounts required under this Agreement for the policy covering such loss, and (B) for claims as to which

OPUNAME/ CUSTOMERNAME

Addendum to Contract for _____

Page 1

no such coverage is required (e.g., for ordinary breach of contract) the total amount of compensation paid to Contractor under or for this Agreement or the relevant Order.

Escalation. The price for labor and commodity elements of the Work (including, but not necessarily limited to, fuel, copper, aluminum, and steel) may be adjusted quarterly, and shall be adjusted at Contractor's election, to reflect the percentage change in the CPI index for the labor and/or relative commodity(ies) over the immediately preceding quarter. Notwithstanding the above, any increase in commodity price under this Section will be capped at [X]%. Commodities that may be subject to pricing adjustment pursuant to this paragraph may be clearly identified and labeled in Attachment / Exhibit ____.

Force Majeure: Contractor shall not be responsible for any delays in performance hereunder caused by force majeure events, including but not limited to, fires, strikes, embargo, acts or inaction of governments, civil or military authorities, acts of God, acts or inaction of Owner or of the public enemy or other like causes which are beyond Contractor's reasonable control. Contractor shall be entitled to an equitable adjustment in schedule and compensation for any such events.

Hazardous Materials: Anything to the contrary notwithstanding, Contractor shall have no liability for any hazardous material not introduced to the Work location by it, and Owner shall indemnify, defend and hold harmless Contractor for any claims or liabilities arising from preexisting or latent hazardous material, except to the extent Contractor negligently or willfully exacerbates same and fails to take action to mitigate any resultant damage.

Indemnity: Contractor shall have no obligation nor liability whatsoever to indemnify, defend, nor hold harmless any person, except to the extent of the fault or negligence of Contractor (and/or its subcontractors) in and during the performance of the Work.

Insurance

Additional Insured status required by and/or provided under this Agreement of Contractor and/or its insurers is provided pursuant and subject to ISO Endorsement Form CG 20 10 12 19 and/or CG 20 37 12 19 for Commercial General Liability, and standard forms for policies other than Commercial General Liability, but only to the extent of Contractor's expressly assumed indemnification obligations under this Agreement.

Any requisite levels of coverage shall be construed as exact amounts (i.e.; "\$1M per Occurrence and Aggregate), as opposed to "minimums", "not less than" levels, or levels of "at least" a stated amount.

Waiver of subrogation by Contractor and/or its insurers shall be provided, if mandated by the Contract, to the extent permitted by law, and except to the extent any loss, claim, damage, etc. is caused by the negligence, recklessness or willful misconduct of any party indemnified hereunder by Contractor.

Latent Site Conditions: Anything to the contrary notwithstanding, should concealed or unknown physical conditions be encountered in the performance of the Work, below the surface of the ground or in an existing structure, of an unusual nature, differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Agreement, the Agreement sum and Agreement time for performance shall be equitably adjusted by Change Order.

Liens: The validity and enforceability of any and all lien waivers, releases, claim waiver, or any similar document provided by Contractor are conditioned upon Contractor's receipt of funds from Owner with respect to the payment at issue, and all claim waivers, releases or any similar document or waiver provided by Contractor shall be limited to waiving and releasing Contractor's and its subcontractors' and vendors' claim(s) for payment only, notwithstanding contrary or inconsistent terms contained in such waiver or release.

Warranty:

Contractor's warranty for workmanship and materials, if any, shall extend one (1) year from substantial completion of Contractor's Work (or the earlier termination of this contract); and in addition, with regard to defects and non-conformances corrected pursuant thereto, Contractor's warranty term shall extend one (1) year from the date of repair; however, in no event shall Contractor's foregoing warranty, nor any warranty obligations of Contractor under this Agreement, extend for more than two (2) years from Substantial Completion of its Work (or the earlier termination of this Agreement).

THE EXPRESS WARRANTIES OF CONTRACTOR SET FORTH IN CONTRACTOR'S PROPOSAL ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER STATUTORY, EXPRESS, OR IMPLIED, (INCLUDING, BUT NOT LIMITED TO, ALL WARRANTIES OF PERFORMANCE, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL WARRANTIES ARISING FROM COURSE OF DEALING AND USAGE OF TRADE), AND CONTRACTOR HEREBY DISCLAIMS, AND OWNER HEREBY WAIVES, ANY AND ALL SUCH OTHER WARRANTIES. THE WARRANTY COVERAGE SET FORTH IN CONTRACTOR'S PROPOSAL IS THE SOLE AND EXCLUSIVE REMEDY BY OWNER FOR CLAIMS RELATED TO AND ARISING FROM DEFECTIVE WORK.

CONTRACTOR IS NOT AND SHALL NOT BE HELD LIABLE FOR ANY ALLEGED BREACH OF THE WARRANTIES GIVEN IN THIS AGREEMENT TO THE EXTENT CAUSED BY OR ARISING OUT OF:

- (a) ORDINARY WEAR AND TEAR IN THE OPERATION OF THE PROJECT;
- (b) ALTERATIONS OR REPAIRS CARRIED OUT BY PERSONS NOT AUTHORIZED BY CONTRACTOR;
- (c) SERVICES PROVIDED BY, OR THE USE OF MATERIALS, EQUIPMENT, LAYOUTS OR DESIGNS SUPPLIED OR REQUIRED BY, ANY PARTY OTHER THAN CONTRACTOR, ITS SUBCONTRACTORS OR SUPPLIERS UNLESS APPROVED BY CONTRACTOR IN WRITING; OR
- (d) A FORCE MAJEURE EVEN; OR
- (e) OWNER'S FAILURE TO MAINTAIN THE PROJECT OR ANY PART THEREOF.T.

This Addendum is hereby agreed to as evidenced by the Parties' duly authorized signatures below:

Owner- CUSTOMERNAME

By: _____
Name:
Title:
Date:

Contractor – OPUNAME

By: _____
Name:
Title:
Date:

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)



REQUEST FOR PROPOSAL (RFP)

REQUESTOR: City of Georgetown
 1134 North Fraser Street
 Georgetown, SC 29440
 Contact: Daniella Howard, Purchasing Agent
 Email: dhoward@georgetownsc.gov
 Phone: 843.545.4043

PROJECT: Electric Distribution Contractor Services

DATE OF ISSUE: Wednesday, June 21, 2023

DUE: **On or before 2:00 PM EST (local time), Wednesday, July 5, 2023**

Proposals must be submitted electronically through the City's website, www.georgetownsc.gov.
 The City will not accept Proposals by hard copy, fax, or email.

For instructions on how to submit your proposal electronically, please refer to the City's website, [click here](#) for a direct link.

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

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Important hyperlinks and email addresses:

1. City of Georgetown website
2. City of Georgetown Public Facebook
3. City of Georgetown Purchasing Ordinance in its entirety
4. All available project documents
5. All questions must be in writing and emailed to: purchasing@georgetownsc.gov.

Communication

It is the policy of the City of Georgetown to commit to transparency, ensure impartiality, and complete procurement processes free of internal and external influences. To accomplish this policy, ex parte communication about the bid, between the time of commencement of preparation of the solicitation document and the bid award (written or oral), is prohibited. Therefore, potential respondents and/or respondents submitting proposals, bids, qualifications, quotes, etc. shall not engage in communication with any City employee, including elected officials, except the City official(s) designated as the contact in the solicitation document.

Any communication outside the one between the designated City contact in the solicitation document and respondents shall be considered ex parte communication and shall not be relied upon. The City shall disqualify any potential respondent and/or respondent's proposal if the City discovers that the potential respondent and/or respondent engaged in ex parte communication.

City employees and/or elected officials shall neither initiate nor engage in ex parte communication with the potential respondent and/or respondents.

Background

The City of Georgetown (City) is an incorporated municipality with a population of nearly 9,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as "The Grand Strand." The Winyah Bay borders the City to the east and the Sampit River to the south. Tourism is a significant economic driver in the area and local industries, such as International Paper and Tideland Hospital. The City is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.georgetownsc.gov.

Purpose

The City of Georgetown Electric Department is accepting proposals for contractor personnel and equipment for overhead and underground distribution work.

Scope of Services

The City wishes to perform minor upgrades to its 12.47 distribution system. Work will be issued on a project by project bases with no guarantees as to the amount of work that will be involved. Projects can include some overhead reconductoring, line extensions, single-phase to three-phase conversion, and replacement of old poles. It is possible that work could also include installation of underground conductors, elbow cabinets, and transformers.

This work needs to be performed during the months of August 2023 through June of 2024. There are no guarantees as to the amount of work, but it is anticipated that approximately 8 months of work for one crew will be funded in FY 23/24 budget. It could be possible to renew the contract for a second year (after July 2024) if rates are agreeable to both parties.

Bidders shall provide hourly personnel rates for a working Crew Supervisor, and Class A, B and C line Technicians, and Equipment Operators. Equipment rates should be provided for pickup trucks, line trucks, bucket trucks, pole trailers, and cable tension trailers. All equipment shall be in good and safe operating condition and ratings shall be proper for working on 12.47 kv 3-phase distribution

All personnel shall be properly trained according to their classification and documentation must be provided upon request to verify training. Contractor shall have an active safety program and shall provide all required PPE.

A current City of Georgetown business license will be required before work can commence.

Site Visit

Not applicable

Process

The City reserves the right to request additional information from any, and all prospective bidders or individuals deemed necessary by the City to evaluate the Proposals. However, this process may not be used as an opportunity to submit missing documentation or information or make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the schedule at any time.

The City also reserves the right to accept or reject any proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

By initialing the bottom of each page of this RFP document, firms represent that (1) their representatives have read and understood the solicitation and (2) their proposal is made in compliance with this solicitation. The firm's representatives are expected to examine this RFP thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFP shall be interpreted to require the better quality or greater quantity of work unless otherwise directed by addendum. Firms assume responsibility for any ambiguity in the solicitation that their representatives do not bring to the City's attention.

The City shall have the absolute sole discretion in evaluating both the proposal and qualifications of the firms. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the project, considering the fee and qualifications.

This solicitation will be conducted in accordance with the City's Purchasing Ordinance which can be found in its entirety on the City's website, www.georgetownsc.gov.

It is the responsibility of the submitting consultant to familiarize themselves with the City's procurement process.

The City will conduct the selection of a qualified contractor in the following manner:

1. The solicitation documents will be available on our website.
2. Proposals will be publicly opened and read aloud via the City's public Facebook page, <https://www.facebook.com/cityofgtown/>. Best qualified, lowest responsible and responsive bid will be presented to the Georgetown City Council or City Administrator for approval, as required.
3. After Council approval, the City will issue the Notice of Award.
4. The Submittal Listing will be published on the City's website, www.georgetownsc.gov, within forty-eight (48) hours of opening.

Award

Contract shall be awarded to the best qualified, and lowest responsive and responsible proposer. In determining the best qualified, responsive and responsible proposer, in addition to bid price, the City, shall consider:

- A. The ability, capacity, and skill of the proposer to perform the contract to provide the service required;
- B. Whether the proposer can perform or provide the service promptly, or within the time specified, without delay or interference;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the proposer;
- D. The quality of performance of previous contracts or services similar to services being sought in this solicitation;
- E. The previous and existing compliance by the proposer with laws and ordinances relating to the contract or services;
- F. The sufficiency of the financial resources and ability of the proposer to perform the contract or provide the service;
- G. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- H. The ability of the proposer to provide services for the nature of the requirements of an awarded contract as required in this solicitation; and
- I. Whether the proposer has met the criteria of the specifications, terms and conditions of this solicitation.

Protest Procedure

In accordance with the City's Procurement Ordinance, any protest or objection to this RFP award process must be submitted in writing to the City of Georgetown, Attn: Nereo Parreno, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the City's website. The City's Procurement Ordinance to include Section 2-194, Protest Procedure, can be found in its entirety on the City's website.

Questions

No answers will be given over the phone.

Questions regarding this solicitation should be submitted in writing and emailed to purchasing@georgetownsc.gov, no later than 2:00 PM EST (local time), Monday, June 26, 2023.

Please note - if you do not receive confirmation from the City that your email was received before the deadline, it is the sole responsibility of the proposer to contact the purchasing agent at 843.545.4043.

No questions will be accepted after the aforementioned deadline. All submittals shall include the following in the subject line: **Electric Distribution Contractor Services**

Answers to questions will be posted on the City's website as an Addendum no later than 2:00 pm EST (local time), Wednesday, June 28, 2023.

Schedule of Events

MILESTONE EVENT		TIME EST (LOCAL TIME)
1. Request for Proposal (RFP) issued	Wednesday, June 21, 2023	
2. Deadline for questions - emailed to: purchasing@georgetownsc.gov	Monday, June 26, 2023	2:00 pm
3. Deadline for addenda to be posted to the City's website, www.georgetownsc.gov , under "Bids"	Wednesday, June 28, 2023	2:00 pm
4. Proposal due date	Wednesday, July 5, 2023	On or before 2:00 pm

When the Procurement Division is closed due to force majeure, bid openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding bid submittals directly from the City's website.

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement)). The City's Procurement Ordinance can be found in its entirety on the City's website.

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post such notice on the City's website and notify known participants. The City reserves the right to issue addenda to this solicitation up to two (2) days before the solicitation due date as needed to clarify the City's desires or to make corrections or changes to the solicitation document or submittal process.

The City reserves the right to request additional information from any and all prospective bidders or individuals deemed necessary by the City to evaluate the bids. However, this process may not be used as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original bid.

The City reserves the right to cancel or reissue the solicitation and/or revise the schedule at any time.

The City also reserves the right to accept or reject any or all bids deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

All information will be updated and posted on the City's website.

It is the bidder's sole responsibility to obtain the information directly from the City's website regarding this project.

The bidder will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: 1 Dated: 6-26-23

No: _____ Dated: _____

No: _____ Dated: _____

Submittal Instructions

The bid price shall be valid for a period of 60 calendar days from the date of bid opening.

Proposals must be submitted on the required Bid Form (Exhibit A) and executed by a legal duly authorized officer of the bidder submitting the RFP.

By initialing the bottom of each page of this solicitation document, the bidder represents that (1) their representatives have read and understood this solicitation document, and (2) their bid is made in compliance with this solicitation. The bidder's representatives are expected to examine this solicitation document thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City's procurement policies as outlined in Section 2-187 of the City's municipal code.

The City's Purchasing Ordinance can be found in its entirety on the City's website.

It is the sole responsibility of the bidder to have their quotes delivered to the City before the closing hour and date. The City assumes no responsibility **for technological failure in submitting quotes electronically**. It is the sole responsibility of the bidder to consider that their quote was submitted on time, and that their PDF file/files are not corrupt.

Submittals may be rejected if deemed non-responsive. To be considered responsive, interested parties **must** submit the following no later than the aforementioned deadline:

The City **WILL NOT** accept bids by:

Hard copy

Fax

Email

To be considered responsive, interested parties **must** comply with the following:

Submit proposal electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline, to include the following items. Submittal package must include **all** of the following items.

The PDF file upload limit is 5. If more than one PDF file is uploaded, each PDF file should be clearly labeled with the name of the respondent:

1. Bid Form (Exhibit A)
 2. Complete initialed copy of this RFP document
 3. Complete Mandatory Local Vendor Preference Form (Exhibit B)
 4. Proof of Insurance Coverage
 5. Background Information
 6. List of work references
 7. Detailed evidence of company's safety program
 8. Evidence of company's training program
 9. Statement of company's overtime/standby policy and availability during and after major storm events.
1. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include: failing to initial the proposal, failing to acknowledge addenda, or not submitting the Local Vendor Preference Option Form, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all contractors correct the minor informality or irregularity within the same specified time.
 2. Proposal must be received electronically through the City's website, www.georgetownsc.gov, no later than the aforementioned deadline. **It is the sole responsibility of the bidder to have their quotes delivered to the City before the closing hour and date. The City assumes no responsibility for technological failure in submitting quotes electronically. It is the sole responsibility of the bidder to consider that their quote was submitted on time, and that their PDF file/files are not corrupt.** Late quotes will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to accept or reject any or all quotes and to waive any informalities and technicalities in the quote process. No additional fees, costs, or any other reimbursable expenses will be allowed.

3. This solicitation does not commit the City to award a contract. The City reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the contractors submitting a proposal.
4. Any contractor may withdraw their proposal only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete Proposals may be rejected.
5. All costs incurred in preparing the proposal, or costs incurred in any other manner by the Contractor in responding to this RFP, will be wholly the Contractor's responsibility. All materials and documents submitted by the Contractor in response to this RFP become the property of the City and will not be returned.
6. Any proprietary information contained in the proposal should be so indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

"The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA."

We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the City's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font as "PROPRIETARY INFORMATION" so that it can be readily recognized. In the event the City receives a request for this material, the City will notify those parties who have identified information they believe is proprietary or trade secret of the request. The City has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the City is not served with such an action, the information will be released.

7. Proposals must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. Proposals having any erasures or corrections must be initialed in ink by the vendor.
8. Disqualification and Rejection of Proposal – The City reserves the right to reject any proposal from a contractor who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFP documents, contract of similar nature, or to reject the proposal from a contractor who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the Contractor that best meets the requirements as set forth herein.
9. Assignment of Contract – Assignment to the selected Contractor of any contract to be entered into in accordance with this RFP will not be recognized by the City unless such assignment has prior written approval of the City.

10. Insurance Provisions - The selected Contractor will be required to provide and maintain proof of insurance throughout the contract term in the amount of \$1,000,000.00 and as required at the point of contract negotiation by the City's Risk Manager as follows:

- Comprehensive General Liability (per occurrence);
- Comprehensive Auto Liability (per occurrence); and
- Workers' Compensation Liability
- Automobile Liability
- Builder's Risk Insurance

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificates showing proof of insurance shall be submitted to the City prior to commencement of services under the agreement. Further, it shall be an affirmative obligation upon the Contractor to advise the City's Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

- Email – jtucker@georgetownsc.gov
- Fax - 843.527.6173
- Mailing address - PO Box 939, Georgetown, SC 29442

Failure to do so shall be construed to be a breach of the agreement:

11. Indemnification - The selected Contractor agrees to indemnify, defend and hold harmless the City and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the City therefore under an agreement.
12. Compliance With Law – The selected Contractor and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
13. City Business License and Permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for construction permit information. These expenses shall be included in the total proposal cost.
14. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the City for services performed. The City will remit full payment on all undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).

General Contractual Requirements

1. Force Majeure - The Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.
3. Contractor Qualifications - Contractor must, upon request of the City, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFP. The City reserves the right to make the final determination as to the Contractor's ability to provide the services herein.
4. Contractor Responsibility – Each Contractor shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFP. It is expected that this will sometimes require on-site observation. The failure or omission of the Contractor to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFP or to a contract.
5. Affirmative Action - The Contractor will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the City to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the City to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
7. Termination - Subject to the following provisions, any contract resulting from this request for Proposals may be terminated by the City provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the Contractor:
 - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If the sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the City.
 - 7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the City without the required thirty (30) day advance written notice, then the City shall negotiate reasonable termination costs, if applicable.
 - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the Contractor, shall be excluded from the foregoing provisions; termination costs, if any shall

not apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.

7.4 Default – In case of default by the Contractor, the City reserves the right to purchase any and all items/services in default in open market, charging Contractor with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING CONTRACTOR WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.

8. Prime Contractor Responsibilities - The Contractor will be required to assume sole responsibility for the complete effort as required by this RFP. The City will consider the Contractor to be the sole point of contact with regard to all contractual matters.
9. Subcontracting - If any part of the work covered by this RFP is to be subcontracted, the Contractor shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the City. The successful Contractor will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the Contractor.
10. Ownership of Material – All materials and documents submitted by the Contractor in response to this specification become the property of the City and will not be returned to the Contractor.
11. Compliance with State and Federal Requirements – State and Federal requirements that are more restrictive than these set forth herein shall be followed by the Contractor.
12. Contract Amendments - Amendments to any agreement between the City and the Contractor must be reviewed and approved in writing by the City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City Finance Department.
14. Records Retention and Right to Audit – The City shall have the right to audit the books and records of the Contractor as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The City may conduct performance audits of the Contractor, as determined necessary by the City. Pertaining to all audits, the Contractor shall make available to the City access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the Contractor shall be made available for auditing purposes at no cost to the City.
16. Independent Contractor Status - The parties hereby agree that the Contractor is an independent contractor of the City and that nothing in an agreement with the City shall be deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to the performance of its obligations of an agreement.

17. Representations of Contractor - Contractor represents, warrants, and covenants that:
 - (a) In providing the services contractor shall utilize the care and skill used by members of the Contractor's profession practicing under similar circumstances at the same time and in the same locality.
 - (b) All employees provided by the Contractor to the City shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The City may request the removal of any employee for a good cause.
 - (c) Contractor is a business validly existing and in good standing under the laws of the State of South Carolina.
18. Indemnity Provisions - Contractor agrees to and shall indemnify and hold the City harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the City, arising from or related to the terms of this project, or Contractor's performance thereunder.
19. City Business License and permits - The selected Contractor shall be required to obtain all applicable City permits and business licenses **prior to work commencing**. Contact the Finance Department at 843.545.4041 for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total proposal cost.

Exhibits Available

- A) Bid Form
- B) Mandatory Vendor Submittal Form



Electric Distribution Contractor Services Request for Proposal (RFP)

Date: June 26, 2023

ADDENDUM I

Please note that the Milestone Events for this project have been revised to the following:

MILESTONE EVENTS	DATE	TIME EST (LOCAL TIME)
1. Request for Proposal (RFP) issued	Wednesday, June 21, 2023	
2. Deadline for questions - emailed to: purchasing@georgetownsc.gov	Wednesday, June 28, 2023	2:00 PM
3. Deadline for addenda to be posted to the City's website, www.georgetownsc.gov, under "Bids"	Friday, June 30, 2023	2:00 PM
4. Proposal due date	Wednesday, July 5, 2023	On or before 2:00 pm



BID FORM
Electric Distribution Contractor Services

Exhibit A

Due: Wednesday, July 5, 2023 on or before 2:00 PM

Company Name: Lee Electrical Construction, LLC

No.	Description	Straight Time	Overtime	Doubletime
1	Foreman	101.42	152.13	202.84
2	A Line Tech	95.81	143.72	191.62
3	B Line Tech	75.13	112.70	150.26
4	C Line Tech	60.06	90.09	120.12
5	Equip Operator	48.79	73.19	97.58
6	Groundman	45.05	67.58	90.10
7	Pickup	15.36		
8	Line Truck	45.51		
9	2 Man Bucket	31.00		
10	Pole trailers	3.75		
11	Cable tension trailers	6.83		

Unit price shall include all labor, equipment, materials, taxes, applicable insurance, business license fees, permits, and any other costs relative to the scope of work herein.

Note: The City of Georgetown is not exempt from federal or state excise tax.

By signature hereto the undersigned declares that I acknowledge that I have read and understand all items to be furnished and will comply fully with the requirements and specifications, except where otherwise specifically noted. I also understand that the City shall evaluate proposals in accordance with its Municipal Code and policies, and that it reserves the right to reject any and all proposals and to waive any irregularities which it may deem to be in its best interest. I also represent that I am a duly authorized legal agent and/or employee of the vendor on which I am making the foregoing proposal on its behalf, and that no collusion in any form has occurred, either directly or indirectly.

Dated this 5th day of July, year 2023

Signature 

Typewritten/Printed Name Jason Lee

Title President Name of Firm Lee Electrical Construction, LLC

Federal ID# 56-1494779

Business Address 12828 Highway 15-501 South

City, State, Zip Aberdeen, NC 28315

Telephone Number 910-944-9728 Fax 910-944-7294

Email: jasonlee@lee-electrical.com

Vendor Comments:



Exhibit B

MANDATORY VENDOR SUBMITTAL FORM

The City's Procurement Ordinance to include the Local Vendor Preference Option, can be found in its entirety on the City's website.

SECTION 2-185 COMPETITIVE SEALED PROPOSAL DING LOCAL VENDOR PREFERENCE

☐ I certify that [Company Name] _____ is a **Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is _____ [City and State].

☒ I certify that [Company Name] Lee Electrical Construction LLC is a **Non-Resident Bidder** of Georgetown City/County as defined in the City of Georgetown Ordinance Chapter 2 Administration, Article IV Procurement, Section 2-185, and our principal place of business is Aberdeen NC [City and State].

(X) 
Signature of Company Officer

(X) 6-26-23
Date



LEE ELECTRICAL CONSTRUCTION, LLC.

12828 HIGHWAY 15-501 SOUTH • ABERDEEN, NC 28315-0055 • OFFICE: (910) 944-9728 • E-MAIL: info@lee-electrical.com

ABOUT LEE

The Lee Family has been in power line construction for over fifty years. The sons of Robert E. Lee, Jerry and Donnie, dreamed of owning their own power line construction company since graduating from high school. Jerry and Donnie's determination provided an opportunity for work with a South Carolina Co-op, allowing them the ability to start the Company in 1988, operating from Jerry's home. In 1989, the damage from Hurricane Hugo, prompted the co-op to request that the Company add more crews. Hence, the Company's growth began. In 1991, the Company was awarded a contract with CP&L in the Moore County, North Carolina area which became the location of the main office.

Lee Electrical Construction has proudly served the Carolinas since 1988 with expansion into the states of Virginia, Georgia, Alabama, Tennessee, Louisiana, Maryland, Delaware, and Florida.

Lee Electrical is a power line construction company headquartered in Aberdeen, North Carolina. The company's commitment to professional service of high voltage power line construction has awarded it growth from the original one crew consisting of Jerry R. Lee and Robert D. Lee, to a corporation employing over 800 employees serving North Carolina, South Carolina and Virginia, Georgia, Alabama, and Florida. The company's officers and its 17 field supervisors have a combined 400 years of line experience. Upgrading our employee skills and safety consciousness are a continuous priority.

Lee Electrical maintains the most modern, up-to-date power line equipment and fleet vehicles in the Southeast. We currently have Over 1600 active pieces of equipment in the fleet. This consists of a Amphibious Bucket, Digger and Personnel Carrier, Track diggers and Track Buckets, Bucket Trucks, Digger Derricks, Excavators, Boring Machines, and other electrical equipment needed to perform any project to meet our clients' business needs.

The company employs 14 full time mechanics to keep its equipment fully maintained and operational. Of those 14 mechanics, 7 are in the field continuously maintaining and servicing equipment at the job sites, which results in minimal equipment downtime. Our mechanics provide the support needed to keep our equipment in service at all costs.

Lee Electrical strives on providing good, quality service to all our customers. We currently offer our services in the following areas:

- Overhead and Underground Distribution
- Transmission and Substation
- Storm Restoration
- Fiber Optic Make Ready and Installation
- Solar Farms
- Horizontal Directional Boring
- Substation Maintenance and Testing

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)



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OVERHEAD & UNDERGROUND DISTRIBUTION

For the first three years, the Company performed overhead distribution work, adding underground distribution in 1991. Our crews have one of the highest capabilities standards in setting poles, cable replacement, installing underground service from overhead, terminating, and energizing all electrical systems. We have successfully completed all projects on time and to the complete satisfaction of our clients. The ability to complete all projects timely and efficiently is a quality that makes us proud.

TRANSMISSION & SUBSTATION

In our efforts to fully service our customers, we developed expertise in construction techniques for larger structures and heavier conductors. We offer comprehensive transmission construction and maintenance of voltages up to and including 500kv with substations. Utilizing wood, concrete, or steel poles for single pole and H-frame structures, we are able to provide excellent service for your area and any upcoming projects. The company also maintains full capabilities to construct distribution substations. This includes foundations, steel erection, bus installation, equipment placement, and control wiring. Our staff delivers effective results to our clients due to our team leaders and high quality of work performance. Our transmission department consists of two highly experienced superintendents with over 60 years' experience. We have four qualified crews with four foremen and approximately 40 crew members that work in concert to accomplish any task presented to them.

STORM RESTORATION

Storm restoration is an important part of our service. Our crews work around the clock to promptly get the power restored due to loss during snowstorms, ice storms, hurricanes, tornadoes, or any occurrence Mother Nature can throw upon us. We cover the entire eastern United States, from Maryland to Florida. We can use our resources to rebuild electrical systems that are literally torn apart. Our crews are ready, willing, and able to proceed to any destination when major storms approach. When Hurricane Hugo and Hurricane Isabel hit the mid-Atlantic, we were able to respond quickly and efficiently to the emergency calls for storm restoration. Therefore, the company constantly reviews the safety and emergency procedures to remain in a state of readiness.

FIBER OPTIC MAKE READY AND INSTALLATION

SOLAR FARMS

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HORIZONTAL DIRECTIONAL BORING

Lee Electrical Construction, LLC. has provided Directional Drilling service for our clientele for several years. With our experience in directional drilling, we have provided excellent service and knowledge for cable replacement, overhead and underground conversion. Lee provides excellent installation guidelines that serve as the backbone of our service. Successful installation requires well-trained and experienced operators as well as knowledgeable supervisors who practice all safety aspects for quality reassurance to our customers, pedestrians, and our employees.

To provide excellent service and guidance, Lee has top of the line equipment designed to be highly portable and to operate efficiently in specific lengths and diameters that may be required. Out of the active pieces of equipment, Lee Electrical has six Ditch Witch machines being utilized for service. Our modern boring machines are state-of-the-art ranging within the model years of 2000 to 2004.

SAFETY

Lee Electrical is committed to excellence and dedicated to quality. We strive to merit the goodwill of our customers, our employees and our public by working together with mutual respect, friendly cooperation and sincere dedication. This enables us to provide stable employment and ensure continued growth through expansion and the development of new business.

In keeping our goals focused for the future, we are always trying to improve upon the security of our day-to-day procedures, to protect the emotional surety of all pedestrians, clients, and our employees.

With this in mind, we would like to extend our appreciation and commend the strong sense of responsibility our superintendents and foremen display to maintain a high level of performance while ensuring the safety of our employees. It is our obligation to extend to our customers that we hold the utmost confidence in our employees, and that we are attempting to reach all possible criteria, which will provide the safest measures for all human life for all customers.

Lee Electrical Construction is extremely proud of the safety record we offer clients. With a crew of 6 safety representatives in the field at all times, Lee Electrical has become an industry leader in developing innovative ways to work at top production without compromising the safety of our employees or the general public.

Lee Electrical has also maintained an OSHA Incident Rate and a DART Rate that falls well below the national average.

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Lee has also been recently awarded the Superior Sustained Safety Performance honor by the Savannah District South Atlantic Division of the United States Corp of Army Engineers for sustained overall excellence in safety while working on Corp of Engineer Projects.

Lee Electrical Construction has a zero-tolerance drug policy and our employees are tested for pre-employment, random and for their involvement in any accident regardless of who is at fault.

In 2018, Lee Electrical Construction, LLC. opened a new Orientation and Training Facility which has 2 Full Time Trainers along with 8 Safety Personnel. All new hires are required to attend a two-week training class that offers both classroom and practical experience training.

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ADDITIONAL INFORMATION

Contact Information:

Jason Lee, President
Cell: (910) 695-3278
Phone: (910) 944-9728 x 225
Fax: (910) 944-2247
Email: jasonlee@lee-electrical.com

Donnie Lee, Vice President
Cell: (910) 695-5652
Phone: (910) 944-9728 x 226
Fax: (910) 944-7294
Email: dlee@lee-electrical.com

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REFERENCES

Josh Winslow / Rodney Scruggs
Brunswick EMC
PO Box 826
Shallotte, NC 28459
(910) 754-4391

Chris Locklear
Lumbree River EMC
PO Box 830
Red Springs, NC 28377
(910) 843-4131

Chuck Richardson
South River EMC
PO Box 931
Dunn, NC 28335
(910) 230-2983

Zack Watkins
Cape Hatteras Electric Cooperative
PO Box 9
Buxton, NC 27920
(252) 995-7085

Eddie Oldham
Central Electric Membership Cooperative
PO Box 1107
Sanford, NC 27331
(919) 774-4900

Roderick D. Bozard
Halifax Electric Membership Cooperative
PO Box 667
Enfield, NC 27823
(252) 445-5111

Nick Shealy
Newberry Electric Cooperative
PO Box 477
Newberry, SC 29108
(803) 276-1121

Randy Norris
City of Lexington
28 Center Street
Lexington, NC 27292
(336) 243-2489

Jack Dearhart
Pee Dee Electric Cooperative
1355 East McIver Road
Darlington, SC 29540
(843) 665-4070

Tony Grantham / Michael Wood
Tri-County EMC
PO Box 130
Dudley, NC 28333
(919) 735-2611

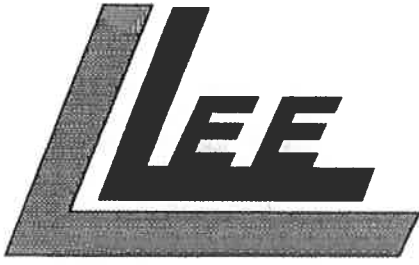
David Gross
Union Power Cooperative
PO Box 5014
Monroe, NC 28111
(704) 289-3145

Kevin P. Heath
Albemarle EMC
PO Box 69
Hertford, NC 27944
(252) 426-4400

Reed Cooper
Horry Electric Cooperative
PO Box 119
Conway, SC 29528
(843) 369-2211

Mike Mathews
Dominion
PO Box 25459
Richmond, VA 23219
(804) 775-5439

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REFERENCES

Rodney Bradley
Edgecombe-Martin County Electric
P.O. Box 188
Tarboro, NC 27886
(800) 445-6486

Larry Hopkins
Piedmont Electric Membership
2500 NC 86 S
Hillsborough, NC 27278
(800) 222-3107

Dennis Mabe
Randolph Electric Membership Corporation
879 McDowell Road
Asheboro, NC 27204
(800) 672-8212

Ben Beagle
Tideland Electric Membership Corporation
25831 Highway 264 East
Pantego, NC 27860
(800) 637-1079

Tim Mobley
Berkeley Electric Cooperative
414 Highway 52 North
Moncks Corner, SC 29461
(843) 761-8200

David E. Felkel / Clint Smoak
Edisto Electric Cooperative
896 Calhoun Street
Bamberg, SC 29003
(803) 245-5141

J. Mark Rhyne
Pee Dee Electric Membership
575 Highway 52 South
Wadesboro, NC 28170
(800) 992-1626

Tony Barrow
Pitt & Greene Electric Membership
3989 West Wilson Street
Farmville, NC 27828
(800) 622-1362

Jimmy Liverman
Roanoke Electric Cooperative
518 NC 561 West
Ahoskie, NC 27910
(800) 433-2236

Chris Fettes
Coastal Electric Cooperative
P.O. Box 109
Midway, GA 31320
(912) 880-4002

Mark Walling
Coastal Electric Cooperative
2269 Jefferies Highway
Walterboro, SC 29488
(843) 538-5700

Bruce G. Bacon
Fairfield Electric Cooperative
701 Blythewood Road
Blythewood, SC 29016
(803) 425-1059

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REFERENCES

Nathan Brown
Laurens Electric Cooperative
Highway 14
Laurens, SC 29360
(864) 682-3141

Robert A. Wilbur, Jr
Mid-Carolina Electric Cooperative
254 Longs Pond Road
Lexington, SC 29071
(888) 813-9000

Dennis Lynn
York Electric Cooperative
1385 East Alexander Love Highway
York, SC 29745
(803) 684-4247

C. Scott Emerson
Community Electric Cooperative
52 W. Windsor Boulevard
Windsor, VA 23487
(757) 242-6181

Skip Hollcroft
Northern Virginia Electric Cooperative
10323 Lomond Drive
Manassas, VA 20108
(703) 335-0500

Dan Garman
Aiken Electric Cooperative, Inc.
P.O. Box 417
Aiken, SC 29802
(803) 649-6245

Troy Coyner
Marlboro Electric Cooperative
254 Highway 15-401 Bypass East
Bennettsville, SC 29512
(843) 479-3855

Wilson D. Saleeby
Palmetto Electric Cooperative
4063 Grays Highway
Ridgeland, SC 29936
(843) 726-5551

Robert Harris
Central Virginia Electric Coop.
800 Cooperative Way
Arrington, VA 22922
(434) 263-8336

John Lee
Mecklenburg Electric Cooperative
11633 Hwy 92 West
Chase City, VA 23924
(800) 989-4161

Jeff Edwards
Southside Electric Cooperative
2000 West Virginia Avenue
Crewe, VA 23930
(800) 552-2118

Adam Johnson
Santee Electric Cooperative
424 Sumter Highway
Kingstree, SC 29556
(843) 355-6187

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SAMPLE OF CURRENT/COMPLETED PROJECTS

Name of Project: Overhead System Improvements Date of Completion: 2017-Current
 Size/Length of Project: 2017-2019 Amount: \$1,500,000
 Customer's Name: South River EMC
 Representative: David Akers Telephone: 910-820-0581

Name of Project: 792 Work Date of Completion: 1999-Current
 Size/Length of Project: Various, under waterway, under highway, normal drilling
 Customer's Name: Brunswick EMC Amount: \$25,000,000
 Representative: Currie Batchelor Telephone: (910) 755-4239

Name of Project: Overhead/Underground Construction Date of Completion: 2008-Current
 Size/Length of Project: 2015-Current
 Customer's Name: Newberry Electric Amount: \$500,000
 Representative: Nick Shealy Telephone: (803) 276-1121

Name of Project: Overhead/Underground System Construction Date of Completion: 2015-Current
 Size/Length of Project: 2015-Current
 Customer's Name: Central EMC Amount: 1,100,000
 Representative: Eddie Oldham Telephone: 919-774-4900

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Name of Project: Overhead Construction Date of Completion: 2018-2021
 Size/Length of Project: _____
 Customer's Name: Carroll EMC Amount: \$4,500,000
 Representative: Jerome Johnston Telephone: 770-832-3552 ext 738

Name of Project: Overhead/Underground Construction Date of Completion: 2017-Current
 Size/Length of Project: _____
 Customer's Name: Sawnee EMC Amount: \$4,400,000
 Representative: Gary Mauldin Telephone: 770-887-2363

Name of Project: Overhead/Underground Construction Date of Completion: 2010-Current
 Size/Length of Project: _____
 Customer's Name: Mid Carolina Electric Cooperative Amount: \$1,000,000
 Representative: Bobby Wilbur Telephone: 888-813-9000

Name of Project: Overhead/Underground Construction Date of Completion: 2014-Current
 Size/Length of Project: _____
 Customer's Name: Horry Electric Cooperative Amount: \$3,700,000
 Representative: Danny Shelley Telephone: 843-362-2211

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)



LEE ELECTRICAL CONSTRUCTION, LLC

POST OFFICE BOX 55 · ABERDEEN, NC 28315-0055 · OFFICE: (910) 944-9728 · FAX: (910) 944-7294 · E-MAIL: info@lee-electrical.com

SUPERVISION

	<u>Employee Name</u>	<u>Title</u>	<u>Years Experience</u>
<i>Overhead</i>	Bobby Curry	Vice President of Operations	35+
	Jason Merchant	Southeast Project Manager	30+
	Chris Tyler	Area Manager	30+
	Andy Grant	Superintendent	40+
	Ashley Williams	Superintendent	20+
	Pete McNeil	Superintendent	40+
	Richard Stancil	Superintendent	35+
	Virgil Adams	Superintendent	25+
	Ben Stinson	General Foreman	30+
	Brian Matthews	General Foreman	20+
	Dennis Creech	General Foreman	29+
	James Smith	General Foreman	30+
	JJ Altman	General Foreman	35+
	Pat Collins	General Foreman	20+
	Richard Little	General Foreman	20+
	Rick Annunzi	General Foreman	30+
	Roger Owens	General Foreman	26+
<i>Overhead (Dominion)</i>	David Curlee	Director of Operations	40+
	Adam Sawyer	Area Manager	15+
	Joe Jenkins	Area Manager	40+
	Art Oliver	General Foreman	30+
	Don Stanley	General Foreman	10+
	Josh Tart	General Foreman	25+
	Lee Davis	General Foreman	15+
	Mike Bunch	General Foreman	10+
	Shane Perry	General Foreman	20+
	William Shaw	General Foreman	15+
<i>Overhead (Duke Energy)</i>	Daniel Edge	Director of Operations	20+
	Tim Martines	Superintendent	25+
	Kenneth Milliken	Superintendent	15+
	Bobby Duckworth	General Foreman	20+
	Jeremy Windham	General Foreman	20+
	Justin Caskey	General Foreman	20+
	Terry Chapman	General Foreman	20+
	William Faulk	General Foreman	10+
<i>Transmission</i>	Daryl Flippin	Vice President of Transmission	30+
	Ricky Coltren	Superintendent	20+
	Steve Durden	Superintendent	20+

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)



LEE ELECTRICAL CONSTRUCTION, LLC

POST OFFICE BOX 55 • ABERDEEN, NC 28315-0055 • OFFICE: (910) 944-9728 • FAX: (910) 944-7294 • E-MAIL: info@lee-electrical.com

<i>Directional Boring</i>	John Dawson	Superintendent	35+
	Jimmy Aycock	Superintendent	20+
<i>Underground</i>	David Burns	Operations Manager	40+
	David Coye Burns	General Foreman	5+
	James Stewart	Superintendent	
	Mike Gibson	Superintendent	20+
	Wade Lee	Superintendent	40+
<i>Substation</i>	Steve Ott	Vice President of Substations	35+
	Jim Sweat	Superintendent	40+
<i>Executive</i>	Jason Lee	President	16+
	Donnie Lee	Executive Vice President	50+
	Jerry Lee	Senior Advisor	50+
	Tim Moore	Senior Vice President	35+
	Bill Hart	Business Economic Development	35+
	Pat Howle	Business Economic Development	35+

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

**LEE ELECTRICAL CONSTRUCTION, LLC****Orientation Schedule****Monday**

7:00 am	Drug Testing/FR Clothing and PPE Fitting/HR and Benefit Paperwork/Competency Testing
Noon	Lunch
12:30 pm	OSHA 10-Hr ET&D Training Intro to OASHA
1:30 pm	Confined Space—ET&D
2:30 pm	Break
2:40 pm	Fall Protection—ET&D
4:10 pm	Break
4:20 pm	Job Briefings—ET&D

Tuesday

7:00 am	Personal Protective Equipment—ET&D
8:00 am	Break
8:10 am	Electrical Safety—ET&D
10:10 am	Break
10:20 am	Grounding—ET&D
11:50 am	Lunch
12:30 pm	Grounding —ET&D
1:30 pm	Trenching & Excavations—ET&D
2:30 pm	Break
2:40 pm	Lifting & Rigging—ET&D
3:40 pm	Break
3:50 pm	HAZCOM---GHS
4:20 pm	Ladder Safety Training
4:50 pm	Fire Extinguishers & Flammable Liquids Training
5:20 pm	Heat related Illnesses Training

**LEE ELECTRICAL CONSTRUCTION, LLC****Wednesday**

7:00 am	NC/VA Flagger Training
8:30 am	Break
8:40 am	1st Aid/CPR Training
10:40 am	Break
11:00 am	1st Aid/CPR Training (continued)
Noon	Lunch
12:30 pm	Capacity Model Training
2:00 pm	STAR/Stop Work Authority/3-way Communication
3:00 pm	Skills assessments Pole Top Rescue Bucket Rescue Bucket Safety Digger Safety 811- Trenching/Shoring Practical

Thursday

7:00 am	Safety Driving
8:00 am	Backing
8:30 am	Break
8:40 am	Pre/Post Trip Air Brake Video
9:40 am	DOT Rules & Regulations
10:10 am	Equipment Tie Downs/Chain Working Load Limits
10:40 am	Break
10:50 am	Auger Safety / HOP Illustration
11:20 am	Review Quiz
11:50 am	Lunch
12:20 pm	CDL/Pre/Post Trip Inspection Practical Air Brake Leak Down Practical CDL Driving
4:00 pm	Closing Video/Closing Comments

Pre-Job Briefing

Required by OSHA 29 CFR1910.269

Date: _____ Time: _____	Address of nearest Urgent Care or Hospital: _____
Employee in Charge (EIC): _____	911 Response Location: _____
Briefing Conducted by: _____	AED Location: _____
Critical Task Observer (CTO): _____	
Job Name/#/or/Line Name: _____	

Line Clearance/ Hot line tag Holder:	Name:
Verification of Line Clearance Opening Points	YES/NO Name:
Other protective devices used: EX. Hoods, pole guards etc.	List:
Voltages: _____ Minimum Approach Distance: _____	Task inspection before planned work begins: YES NO
Adjacent poles/structures inspected:	YES NO If deficiencies found, STOP all work, address hazards
Work Zone set up per DOT regulations: Yes / No	Valid Locate Ticket # _____
Hydration Monitor Name:	
☐ Rubber Goods in date	☐ Locate Expiration Dates: _____
☐ Take 1 / Take 2 Grounding Checklist completed (If required)	☐ 811 Positive Responses Verified
☐ Wire Pulling Checklist completed (If required)	☐ Excavation Checklist Completed
☐ Inspection Of All Rigging Equipment Yes No	☐ All licenses & medical cards checked & valid.
☐ Pre-Excavation Pictures Taken	☐ Cover-up has been checked for gaps.
☐ Proper Grounding of Lines / Equipment	☐ Equipment is barricaded when it is inside MAD.
☐ Equipment Pre-flight Inspections / Inspections / All Loads Secure	☐ All required PPE & protection for job. (Identified in the Lee Electrical Safety Manual section 8.)
☐ Live Line Tools in Date	☐ Identified roles and responsibilities and discussed.
☐ Review HP concepts and how they apply to this job. (STAR, 3-Way Communication, Procedure Verification and A Questioning Attitude)	☐ Cardinal Electrical Safety Rules (CESR) Action Plan to be discussed followed and documented as needed. (PPE, Grounding/Testing, Insulate/Isolate)
☐ Keys To Life Discussed	☐ Stretch & Flex Completed
☐ All Employees Are Fit for Duty	☐ Glove Air Test Completed (Time: _____)
☐ Personal Cell Phone Policy Is Being Followed	☐ Defensive driving at all times discussed.
☐ Crane Operator Name:	☐ Crane Operator's Cert # _____

Hydration Guidelines

Temperature	Work Level	Max Minutes Worked Between Hydration Breaks	Hydration Target
80 – 85	Normal	N/A	8 – 16 oz.
86 – 90	Normal	50 minutes	12 – 20 oz.
91 – 95	Normal	45 minutes	16 – 24 oz.
> 95	Normal	40 minutes	24 – 32 oz.

*Increase hydration as work levels increase.

Hydration Monitor should initial and document the time in each box at the end of the break.

This signifies that you have observed every crew member complying with our hydration guidelines.

Hydration Time													
Hydro Monitor Initials													

Reminder to all employees.

- You have the right to stop the job if you do not feel safe at any point.
- Pre job briefing forms expire at the end of the day it was written.
- When starting a new job or day, or scope of work changes use a new form.

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

Pre-Job Briefing

Required by OSHA 29 CFR1910.269

Briefly describe the scope of work to be performed: Energized/Not Energized

Use the Energy Wheel to assist in identifying STKY hazards.

Energy Wheel	What is STKY on this Jobsite? What are we doing about it? List the actions (STKY Controls) that will be put in place to build capacity into our work scope.
Gravity (Falling Objects Suspended loads)	
Mechanical (Twists, Turns Pounds)	
Electrical (Insulate / Isolate)	
Motion (Anything that Moves)	
Pressure (Hydraulic Lines)	
Temperature (Hot or Cold)	
Chemical (Toxic)	
Biological (Living Things/Animals)	
Radiation (X-Rays)	
Sound (Noise)	

Pre-Job Employees & Persons On-Site (Signatures)	PJB (Initials)	Afternoon PJB (Initials)

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)



CERTIFICATE OF LIABILITY INSURANCE

10/1/2023

DATE (MM/DD/YYYY)
04/25/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LOCKTON COMPANIES
LOCKTON COMPANIES
3657 BRIARPARK DRIVE, SUITE 700
HOUSTON TX 77042

CONTACT
NAME:
PHONE (A/C No. Ext.): FAX (A/C No.):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Old Republic Insurance Company

24147

INSURER B : — SEE ATTACHMENT —

INSURER C : ACE Property and Casualty Insurance Company

20699

INSURER D : Illinois Union Insurance Company

27960

INSURER E :

INSURER F :

INSURED Lee Electrical Construction, LLC
1491593 A QUANTA SERVICES COMPANY
12828 US Hwy 15-501 S
Aberdeen, NC 28315

COVERAGES

CERTIFICATE NUMBER: 16903472

REVISION NUMBER: XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			MWZY 313093 23	05/01/2023	05/01/2024	EACH OCCURRENCE \$ 2,000,000
A	☐ CLAIMS-MADE ☒ OCCUR			MWZX 313095 23	05/01/2023	05/01/2024	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
		Y	Y				MED EXP (Any one person) \$ Excluded
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	☐ POLICY ☒ PRO-JECT ☐ LOC						GENERAL AGGREGATE \$ 4,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 4,000,000
							\$
A	AUTOMOBILE LIABILITY			MWTB 313092 23	05/01/2023	05/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
A	☒ ANY AUTO			MWZX 313091 23	05/01/2023	05/01/2024	BODILY INJURY (Per person) \$ XXXXXXXX
	☒ OWNED AUTOS ONLY		Y				BODILY INJURY (Per accident) \$ XXXXXXXX
	☒ HIRED AUTOS ONLY		Y				PROPERTY DAMAGE (Per accident) \$ XXXXXXXX
	☒ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						\$ XXXXXXXX
C	☒ UMBRELLA LIAB ☒ OCCUR	Y	Y	XEU G27972032 008	05/01/2023	05/01/2024	EACH OCCURRENCE \$ 10,000,000
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE \$ 10,000,000
	DED ☐ RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	MWC 313094 23	05/01/2023	05/01/2024	☒ PER STATUTE ☐ OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☒ N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
B	Property			See Attached	05/01/2023	05/01/2024	See Attached
D	Pollution Liability	N	N	CPY G24882895 009	10/01/2022	10/01/2023	\$1,000,000 Each Occurrence \$2,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

See Attachment

City of Georgetown
1134 North Frazier Street
Georgetown, SC 29440

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CONTINUATION DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS (Use only if more space is required)

The General Liability and Auto Liability contain a blanket automatic additional insured endorsement [provision] that confers additional insured status to the certificate holder only if there is a written contract between the named insured and the certificate holder that requires the named insured to name the certificate holder as an additional insured. In the absence of such a contractual obligation on the part of the named insured, the certificate holder is not an additional insured under the policy. The General Liability, Auto Liability, and Workers' Compensation/EL include a blanket automatic waiver of subrogation endorsement [provision] that provides this feature only when there is a written contract between the named insured and the certificate holder that requires it. In the absence of such a contractual obligation on the part of the named insured, the waiver of subrogation feature does not apply. The Insurance afforded to the Additional as described in this Certificate of Insurance for work performed by the Named Insured is Insured primary and non-contributory to any similar coverage maintained by the Additional Insured where and to the extent required by contract. Umbrella Policy follows form to General Liability, Automobile Liability and Employers Liability policies. 30 Day Notice of Cancellation is included on all policies. Boom, Jib, and Overload coverage is not excluded from the referenced property policy.

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

Miscellaneous Attachment : M486359 Master ID: 1491593, Certificate ID: 16903472

Builder's Risk / Contractor's Equipment/Real & Personal Property

Policy Term: May 1, 2023 to May 1, 2024

Insurers:

Security	Policy Number(s)	Line	A.M. Best
			Rating
Starr Surplus Lines Insurance Company	SLSTPTY11786923 / ITH11860623/ SLSTPTY11609722	30%	A
General Security Indemnity Company of Arizona	FA0071813-2023-1	10%	A+
Great Lakes Insurance SE, MR F&C London	ENCST2300116	25%	A+
Swiss Re	ENCST2300116	9%	A
Underwriting Syndicate at Lloyd's – AXS 1686 (AXIS)	ENCST2300116	10%	A
Zurich Commercial Insurance UK	ENCST2300116	10%	A+
Aviva Insurance Limited	ENCST2300116	6%	A

SECTION I — BUILDER'S RISK

Limit of Liability

USD 150,000,000 any one OCCURRENCE* for any INSURED PROJECT*; plus

As declared To and agreed by Insurers for an individual INSURED PROJECT* in respect of Delay in Completion, subject to a maximum of 30% of the amount of the estimated contract value for the relevant INSURED PROJECT* in the aggregate

Annual Aggregate Limits of Liability

EARTHQUAKE*

USD 25,000,000 Within the entire state of California

USD 50,000,000 Within all other EARTHQUAKE ZONE 1*

FLOOD*

USD 50,000,000 Within FLOOD ZONE 1*

USD 50,000,000 Within U.S. Territories & Possessions, and the Commonwealth of Puerto Rico

NAMED WINDSTORM*

USD 50,000,000 Within WIND ZONE 1*

SECTION II — CONTRACTOR'S EQUIPMENT & PROPERTY FOR RIGGING

Limits of Liability

USD 50,000,000 any one OCCURRENCE* in respect of CONTRACTOR'S EQUIPMENT*

USD 5,000,000 any one OCCURRENCE* in respect of PROPERTY FOR RIGGING*

Annual Aggregate Limits of Liability

EARTHQUAKE*

USD 10,000,000 Within the entire state of California

USD 25,000,000 Within all other EARTHQUAKE ZONE 1*

FLOOD*

USD 25,000,000 Within FLOOD ZONE 1*

USD 50,000,000 Within U.S. Territories & Possessions, and the Commonwealth of Puerto Rico

NAMED WINDSTORM*

USD 25,000,000 Within WIND ZONE 1*

SECTION III — Real & Personal Property

Limit of Liability

USD 50,000,000 any one OCCURRENCE*

Annual Aggregate Limits of Liability

EARTHQUAKE*

USD 10,000,000 Within the entire state of California

USD 25,000,000 Within all other EARTHQUAKE ZONE 1*

FLOOD*

USD 25,000,000 Within FLOOD ZONE 1*

USD 50,000,000 Within U.S. Territories & Possessions, and the Commonwealth of Puerto Rico

NAMED WINDSTORM*

USD 25,000,000 Within WIND ZONE 1*

Attachment: Lee Electrical Bid (3875 : Motion to Approve Purchase Order for Distribution Line Contractor)

Electric Distribution Contractor Services Bid Results (July 2023)

Lee Electrical Construction LLC			
Item	Cost/Hour		
	Straight Time	Overtime	Doubletime
Foreman	\$101.42	\$152.13	\$202.84
A Line Tech	\$95.81	\$143.72	\$191.62
B Line Tech	\$75.13	\$112.70	\$150.26
C Line Tech	\$60.06	\$90.09	\$120.12
Equip Operator	\$48.79	\$73.19	\$97.58
Groundman	\$45.05	\$67.58	\$90.10
Pickup	\$15.36		
Line Truck	\$45.51		
2 Man Bucket Truck	\$31.00		
Pole Trailers	\$3.75		
Cable Tension Trailers	\$6.83		
Total	\$528.71		

Sumter Utilities, Inc.			
Item	Cost/Hour		
	Straight Time	Overtime	Doubletime
Foreman	\$92.20	\$133.69	No bid
A Line Tech	\$87.10	\$126.30	No bid
B Line Tech	\$68.30	\$99.04	No bid
C Line Tech	\$54.60	\$79.17	No bid
Equip Operator	\$44.35	\$64.31	No bid
Groundman	\$40.95	\$59.38	No bid
Pickup	\$13.96		
Line Truck	\$30.34		
2 Man Bucket Truck	\$28.18		
Pole Trailers	\$2.50		
Cable Tension Trailers	\$6.21		
Total	\$468.69		



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3861

Council Meeting Date:	20 July 2023
Department:	Administration
Issue Under Consideration:	Motion to approve Addendum No. 2 to the October 2016 Goat Island Property Conveyance and Acceptance Agreement to delete Section 2 in its entirety and releasing the City of Georgetown from any and all obligations to complete improvements on Goat Island.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	Future expenditures to make improvements on Goat Island will translate into savings to the city.
Points to Consider:	• Ms. Ann Bass, heir of Mr. and Mrs. John and Irene Blackmon, signed the 2nd amendment to the Property Conveyance and Acceptance Agreement. • Goat Island improvements for day docks and passive parks (\$1.5 million) will need to be eliminated from the TIF list of approved projects. • City will own Goat Island with no obligation to make improvements.
Options:	Approve/Deny
Staff Recommendation:	City council consensus at its meeting on May 5, 2023, was to reach out to Ms. Bass. Staff has no recommendation.

Reviews:

Sandra E. Yudice Ph.D. Completed 06/27/2023 3:17 PM
 City Attorney Completed 06/27/2023 3:56 PM
 Sandra E. Yudice Ph.D. Completed 06/27/2023 4:10 PM
 Stephanie Buccione Completed 07/13/2023 10:54 AM
 Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 2023.06.26 Bass Goat Island Letter (PDF)
2. 2 2023.06.26 Ann Bass Email (PDF)
3. 3 2nd Amendment to Goat Island Agreement (PDF)
4. 4 Goat Island Extension 2021 (PDF)

Updated: 6/27/2023 3:17 PM by Sandra E. Yudice Ph.D. (Page 1)

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Executive Office
(843) 545-4001

June 26, 2023

Via USPS and Email: annbbass@gmail.com

Ms. Ann Bass
1650 Maryland Ave.
Charlotte, NC 28209

Re: Goat Island, Georgetown, SC

Dear Ms. Bass:

As you will recall, in June 2021, we requested an extension to the construction deadline requirements under the October 2016 Property Conveyance and Acceptance Agreement for Goat Island by three (3) more years to October 1, 2024. The acceptance agreement required the City of Georgetown to begin improvements no later than 5 years from the date of the agreement. Graciously, you extended the deadline to October 1, 2024.

At its May 5, 2023, meeting, Georgetown City Council discussed the matter of the city's inability to fulfill the agreement's requirements and the two alternatives: 1) giving Goat Island back to you as heir of Mr. and Mrs. John G. Blackmon, or 2) pursuing an amendment to the agreement so that the deed is unencumbered by the obligation.

Please let us know if you might consider Option 2. Otherwise, the city will pursue Option 1. Because it is a disposition of a public asset, the council will need to approve returning Goat Island by ordinance. This should take place at the meetings on July 20th and August 17th. Unless we hear from you regarding Option 1, City Attorney Elise Crosby will prepare all the documents that will need to be executed to effect the transfer under Option 1.

Please let me know if you have any questions.

Sincerely,

Sandra E. Yúdice, Ph.D.
City Administrator

cc: Mayor Carol Jayroe
Elise F. Crosby, City Attorney

Drawer 939
Georgetown, SC 29442

Attachment: 2023.06.26 Bass Goat Island Letter (3861 : Goat Island 2nd amendment to conveyance agreement)

Yúdice, Sandra

From: ann bass [REDACTED]
Sent: Monday, June 26, 2023 12:08 PM
To: Yúdice, Sandra
Subject: Re: City of Georgetown (SC) - Goat Island

CAUTION: This e-mail originated from outside of the organization!

CAUTION: This e-mail originated from outside of the organization. DO NOT click links, open files, or respond to this message unless you recognize the sender and know the content is safe..

- Helpdesk

Hi Sandra. Per our conversation, we do not want Goat Island and are willing to pursue an amendment to the agreement so that the deed is unencumbered by the obligation. Please let me know when the documents are ready.

Ann Bass

On Jun 26, 2023, at 11:05 AM, Yúdice, Sandra <syudice@georgetownsc.gov> wrote:

Good morning Ms. Bass,

Attached please find a letter regarding Goat Island in the City of Georgetown. I'll send the original via USPS.

Please let me know if you have any questions. My direct line is 843-545-4175.

Thank you.

Sandra E. Yúdice, Ph.D. | City Administrator

City of Georgetown Administration Department

417 Wood Street (29440) : PO Drawer 939, Georgetown, SC 29442

Contact | **P**: 843-545-4175 | **F**: 843-527-6173 | **E**: syudice@georgetownsc.gov

www.georgetownsc.gov

[<imageb23955.JPG>](#)

Attachment: 2023.06.26 Ann Bass Email (3861 : Goat Island 2nd amendment to conveyance agreement)

All e-mail correspondence to and from this address may be subject to public disclosure under the South Carolina Freedom of Information Act (FOIA). This correspondence is intended exclusively for the individual or entity to which it is addressed and may contain information that is proprietary, privileged, confidential or otherwise legally exempt from disclosure.

<2023.06.26 Bass Goat Island.pdf>

Attachment: 2023.06.26 Ann Bass Email (3861 : Goat Island 2nd amendment to conveyance agreement)

NOW, THEREFORE, in consideration of the mutual commitments agreed upon, the parties agree to amend the Agreement by deleting Section 2 in its entirety and releasing the City from any and all obligations to complete improvements on Goat Island.

All other terms of the Agreement not modified hereinabove remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused this Amendment to the Goat Island Property Conveyance and Acceptance Agreement to be fully executed by their authorized representative as of the date written below.

WITNESSES:

CITY OF GEORGETOWN

BY: Carol Jayroe

ITS: Mayor

DATE:

WITNESSES:

**ESTATES OF IRENE H. AND JOHN
G. BLACKMON**



BY: Ann Bass

ITS: Executor

DATE: 6-27-23

Attachment: 2nd Amendment to Goat Island Agreement (3861 : Goat Island 2nd amendment to conveyance agreement)

STATE OF SOUTH CAROLINA)
)
 COUNTY OF GEORGETOWN) ADDENDUM TO GOAT ISLAND
) PROPERTY CONVEYANCE AND
) ACCEPTANCE AGREEMENT

WHEREAS, In 2016, the City of Georgetown (“the City”) and Irene H. Blackmon and John G. Blackmon (“Mr. and Mrs. Blackmon”) entered into an Agreement for the transfer and acceptance of five parcels on Goat Island in the City of Georgetown, known as the Upper Island of Goat Island; and

WHEREAS, The Agreement was memorialized as the Goat Island Property Acceptance and Conveyance Agreement (“the Agreement”), executed by Mr. and Mrs. John G. Blackmon on October 1, 2016, and by the City on October 28, 2016, respectively (Ex. A.); and

WHEREAS, The deed to the Goat Island property was recorded December 8, 2016, in the Office of the Register of Deeds for Georgetown County; and

WHEREAS, Under a term of the Agreement, the city agreed to begin to construct certain improvements identified in the Agreement within five (5) years from October 1, 2016; and

WHEREAS, From March 20, 2020 through June 21, 2021, the City operated under a declared statewide emergency due to COVID-19, which impacted city finances and resulted in delays to several capital projects, including improvements to Goat Island, so the city could devote resources to providing essential services; and

WHEREAS, The City desires to amend the Agreement to extend its terms and allow the City time to budget for and commence construction; and

WHEREAS, Under Section 7 of the Agreement, an “amendment shall not be binding upon the parties unless such amendment is in writing, executed by all parties”; and

WHEREAS, On June 25, 2021, the City delivered Notice under the terms of the Agreement of its desire to extend the terms by written amendment; and

WHEREAS, Ann Bass accepted Notice on behalf of the Estates of her parents, the late Mr. and Mrs. Blackmon, and agreed grant the City’s request to extend the terms;

NOW, THEREFORE, in consideration of the mutual commitments agreed upon, the parties agree to amend the five-year commencement deadline in Section 1(b) to extend it by three (3) years, so that 1(b) reads as follows:

- (b) that such commencement of construction shall occur prior to the City applying for a permit or permits for mooring buoys to operate within the City Maritime Field, as authorized under Article X, §20-149 *et seq.* City of

Georgetown Code of Ordinances, but in no event shall work begin later than
 October 20, 2024, except in the event of Non-Appropriation by a future City
 Council or by further amendment.

All other terms of the Agreement not modified hereinabove remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused this Amendment to the Goat Island
 Property Conveyance and Acceptance Agreement to be fully executed by their authorized
 representative as of the date written below.

WITNESSES:

CITY OF GEORGETOWN

Stephanie Buccione Brendon M. Barber, Sr.
 BY: Brendon M. Barber, Sr.

ITS: Mayor

Cindy Owens 8-19-21
 DATE: 8-19-21

WITNESSES:

ESTATES OF IRENE H. AND JOHN
 G. BLACKMON

Don B... C. J. B...
 BY: C. J. B...

B. J. B... Executor
 ITS: Executor

7-22-21
 DATE: 7-22-21

MAYOR
BRENDON M. BARBER, SR.

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
MAYOR PRO TEMPORE
CLARENCE C. SMALLS

JONATHAN ANGNER
TUPELO HUMES
CAROL JAYROE
AL JOSEPH
HOBSON H. MILTON

Office of the Mayor
(843) 545-4002

June 25, 2021

Mr. and Mrs. John G. Blackmon
2445 Selwyn Ave. #403
Charlotte, NC 28209

Dear Mr. and Mrs. Blackmon:

The attached October 2016 Property Conveyance and Acceptance Agreement ("Agreement") requires that the City of Georgetown, in consideration of your gracious donation of the upper part of Goat Island, begins "to construct the improvements shown as phase 1 of the itemized improvements enumerated on the Conceptual Masterplan (revised), prepared by SGA Architecture and dated September 17, 2014 (EX. B)" no later than 5 years from the date of the Agreement. This deadline is October 1, 2021.

There have been delays and setbacks, with respect to timeline and City finances, related to the declared statewide and citywide emergencies due to COVID-19 from March 2020 – June 2021. Understandably, since March 2020, the City postponed several capital projects, hence, unable to spend funds on projects such as improvements on Goat Island. During this time, the City limited its efforts to the provision of essential services to maintain the health and safety of our residents. This spring, however, the City began collaborative efforts with Clemson University's Georgetown County Cooperative Extension Office, residents, and local organizations to improve existing conditions including litter cleanup, invasive species removal, habitat improvement, etc.

I am hereby requesting your assistance with extending the 5-year construction deadline by three (3) more years to October 1, 2024. Extending the deadline will provide the City ample time to align construction expenditures with raising revenue from the Tax Increment Financing (TIF) District. As you may know, in April 2019, City Council created the TIF District and included \$1.5 million in the District's redevelopment projects for improvements on Goat Island (i.e., day docks and passive parks). As the post-COVID-19 economy improves, the City will make its best efforts to progress with the project in order for the development plan to remain on-track. To the extent you object to the City's progress to date or extension of the timeline, please advise.

Also please let me know if additional information is needed to ensure the City is in compliance with our Agreement. Thank you in advance for your consideration.

Sincerely,

Brendon M. Barber, Sr.
Mayor

cc: Sandra Yúdice, Ph.D., City Administrator
Elise Crosby, City Attorney

Drawer 939
Georgetown, SC 29442

Attachment: Goat Island Extension 2021 (3861 : Goat Island 2nd amendment to conveyance agreement)

STATE OF SOUTH CAROLINA)
)
 COUNTY OF GEORGETOWN) GOAT ISLAND
) PROPERTY CONVEYANCE AND
) ACCEPTANCE AGREEMENT

This Property Conveyance and Acceptance Agreement is entered into to be effective as of the 1st day of October, ~~2015~~ ²⁰¹⁶ by and between the **City of Georgetown, South Carolina, a body politic ("City")** and **Irene H. and John G. Blackmon ("Mr. and Mrs. Blackmon")**.

WHEREAS, Mr. and Mrs. Blackmon are the owners of Goat Island (EX. A), an island located in the Sampit River in the City of Georgetown; and

WHEREAS, Goat Island is situated in the River between the Maryville section of Georgetown and the Waterfront Commercial district and historic district, its Northeast shore facing the City of Georgetown Harborwalk and its Southwest shore abutting the shipping channel; and

WHEREAS, Goat Island is scenic undeveloped property containing wetlands and high ground; and

WHEREAS, Mr. and Mrs. Blackmon have generously offered to donate the Northern or Upper portion of Goat Island ("Upper Island") to the City of Georgetown and its people, subject to certain conditions; and

WHEREAS, the City would like to accept Mr. and Mrs. Blackmon's donation consistent with his wishes, to preserve and utilize Goat Island for future generations;

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS for and consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties do agree as follows:

10/1/16 IAB gaa

1. Conveyance by Mr. and Mrs. Blackmon. The parties agree that as soon as is practicable, at a mutually-agreed-upon time and contingent upon approval of this Agreement by the City Council of the City of Georgetown, Mr. and Mrs. Blackmon shall convey by deed the upper part of Goat Island to the City of Georgetown, such parcel(s) further identified as:

"Upper Island"

All that certain piece, parcel or tract of land, situate, lying and being in the City of Georgetown, State of South Carolina, known and designated as Lot 1, 16.288 acres, as shown on a plat thereof entitled "PLAT SHOWING GOAT ISLAND, 22.175 ACRES, PROPERTY OF IRENE H & JOHN G. BLACKMON, LOCATED IN THE CITY OF GEORGETOWN, GEORGETOWN COUNTY, SOUTH CAROLINA" dated May 8, 2009, surveyed and mapped by Trico Engineering Consultants, Inc.

Exclusion:

"Lower Island"

Saving and Excepting to that certain piece, parcel of tract of land, situate, lying and being in the City of Georgetown, State of South Carolina, known and designated as Lot 2, 5.887 acres, as shown on a plat thereof entitled "PLAT SHOWING GOAT ISLAND, 22.175 ACRES, PROPERTY OF IRENE H & JOHN G. BLACKMON, LOCATED IN THE CITY OF GEORGETOWN, GEORGETOWN COUNTY, SOUTH CAROLINA" dated May 8, 2009, surveyed and mapped by Trico Engineering Consultants, Inc.

2. Obligations of the City.

In consideration of the donation, the City agrees:

- (a) to begin to construct the improvements shown as phase 1 of the itemized improvements enumerated on the Conceptual Masterplan (revised), prepared by SGA Architecture and dated September 17, 2014 (EX. B), and
- (b) that such commencement of construction shall occur prior to the City applying for a permit or permits for mooring buoys to operate within the City Maritime Field, as authorized under Article X, §20-149 *et seq.* City of Georgetown Code of Ordinances, but in no event shall work begin later than

10-1-16 IHB

five (5) years from the date of this Agreement's approval by Council, except in the event of Non-Appropriation by a future City Council.

3. Obligations of Mr. and Mrs. Blackmon. In consideration of the promises made by the City of Georgetown regarding the property development, and in addition to ~~the~~ ^{the} ~~(c), supra.~~, Mr. and Mrs. Blackmon agree to provide the City with access to the property prior to transfer.
4. Mutual Cooperation. Each party agrees to use good-faith best efforts to complete this transaction.
5. Notices. Any notices which may be associated with this Agreement shall be in writing and addressed as follows:

City of Georgetown
P.O. Box 939
Georgetown, SC 29442
Attn: Jack M. Scoville, Jr., Mayor
Facsimile No.: 843-545-4006

with a copy to:

Elise F. Crosby, Esq.
Crosby Law Firm, LLC
405 Dozier Street
Georgetown, SC 29440
Facsimile No.: 843-546-0747

Mr. and Mrs. John G. Blackmon
2445 Selwyn Ave

403

Charlotte, N.C. 28209

with a copy to:

6. General Provisions. This Agreement contains the entire agreement of the parties hereto, and no representations, promises or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect. Any

amendment shall not be binding upon the parties unless such amendment is in writing, executed by all parties. The provisions of this Agreement shall inure to the benefit of and be binding upon the parties and their respective personal representatives, heirs, successors and assigns. This Agreement shall be governed by and construed under the laws of the State of South Carolina.

78. Recording. The parties acknowledge this Agreement may be incorporated into a deed or other document(s) recorded in the Office of the Georgetown County Register of Deeds. Upon demand from the City or Mr. and Mrs. Blackmon, either party shall execute and deliver this Agreement in recordable form.

89. Confidentiality. The parties acknowledge all documents are subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.

[END OF AGREEMENT – NEXT PAGE IS SIGNATURE PAGE]

Attachment: Goat Island Extension 2021 (3861 : Goat Island 2nd amendment to conveyance agreement)

10-1-16
JHB
AEB

WITNESSES:

James M. Foxworth
Ann U. Mercer

William Bass
W. B.
Jane S. Campbell
Jane S. Campbell

CITY OF GEORGETOWN, SOUTH
 CAROLINA, a body politic

By: [Signature]
 Its: Mayor
 Date: October 28, 2016

IRENE H. BLACKMON
Irene H. Blackmon

Date: October 1, 2016
 JOHN G. BLACKMON
[Signature]
 Date: October 1, 2016



SGA ARCHITECTURE
 Pawleys Island / Charleston
 245 Business Center Lane
 PO Box 1139
 Pawleys Island, SC 29825
 Phone: (803) 237-3431
 Fax: (803) 237-1988
 www.SGAArchitecture.com

CONCEPTUAL MASTERPLAN
 (REVISED)
GOAT ISLAND MASTERPLAN
 CITY OF GEORGETOWN, SC
 SEPTEMBER 17, 2014

10-1-16
 1148





Attachment: Goat Island Extension 2021 (3861 : Goat Island 2nd amendment to conveyance agreement)

10-1-16
RDP INB

PUBLIC HEARING & REGULAR MEETING OF CITY COUNCIL OCTOBER 20, 2016 PAGE 11 OF 11

Mayor Scoville called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Carol R. Jayroe, Council Member
SECONDER:	Al Joseph, Council Member
AYES:	Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls

Executive Session was adjourned and the Regular Meeting was reconvened at 7:09 PM.

Mayor Scoville announced no formal action was taken in Executive Session.

18. CITY COUNCIL MAY TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

Mayor Scoville moved to approve an agreement with Mr. and Mrs. Blackmon, (Irene H. and John G.) titled Goat Island Property Conveyance and Acceptance Agreement, to accept the gift of the Blackmon's for about 20 acres of Goat Island which will be developed in accordance with the agreement, etc. and so forth, seconded by Council Member Joseph.

Mayor Scoville called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack M. Scoville Jr., Mayor
SECONDER:	Al Joseph, Council Member
AYES:	Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls

Member Jayroe noted it is 16 acres.

19. ADJOURNMENT

Motion to adjourn the Regular Meeting of City Council

Mayor Pro Tempore Barber moved, seconded by Council Member Jayroe.

Mayor Scoville called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brendon M. Barber Sr., Mayor Pro Tempore
SECONDER:	Carol R. Jayroe, Council Member
AYES:	Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls

The Regular Meeting was adjourned at 7:10 PM.

Ann U. Mercer
City Clerk

Date Approved: 11/17/16

Attachment: Goat Island Extension 2021 (3861 : Goat Island 2nd amendment to conveyance agreement)



120 North Fraser Street • Georgetown, SC 29440 • (843) 545-4000

ACTION ITEM

DOC ID: 3860 A

Council Meeting Date:	20 July 2023
Department:	Administration
Issue Under Consideration:	Motion to ratify payments totaling \$229,904.00 to SCMIT for Workers' Compensation for the 3rd and 4th quarters 2023 billing and \$461,712.50 to SCMIRF Semi Annual billing for liability insurance in the total amount of \$691,616.50.
Amount Requested:	\$691,616.50
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	\$229,904.00 and \$461,712.50 for total requested amount of \$691,616.50
Points to Consider:	Ratify the issuance of purchase orders and payments to SCMIRF (Property, Auto & General Liability) for the 2 nd half of the 2023 calendar year and SCMIT Insurance (Worker's Compensation) premiums for the 3 rd and 4 th quarters (Note: staff is requesting authorization from city council to pay also the 4 th quarter to SCMIT when the invoice is received).
Options:	1. Approve payment request 2. Do not approve payment request
Staff Recommendation:	Approve payment request so that the City's insurance can be renewed.

Reviews:

Gladys Rutledge-Livingston Completed 07/10/2023 4:31 PM

Sandra E. Yudice Ph.D. Completed 07/10/2023 5:12 PM

Stephanie Buccione Completed 07/13/2023 2:33 PM

Georgetown City Council Pending 07/20/2023 5:30 PM

Attachments:

1. 1 SCMIT Invoice #887581 - 3rd Quarter 2023 Billing (PDF)
2. 2 SCMIRF Invoice #887440 - 2nd 2023 Semi-annual payment (PDF)

Updated: 7/13/2023 2:33 PM by Stephanie Buccione A (Page 1)

RECEIVED

INVOICE

SC Muni Insurance Trust **Human Resources**
 1411 Gervais Street
 PO Box 12109
 Columbia, SC 29211

Invoice # **887581**
 Due Date: **7/1/2023**
 Customer # **GEORGE2210**
 Invoice Date: **6/1/2023**
 Partic. ID **SCMIT**

Bill to:

City of Georgetown
 P O Drawer 939
 Georgetown, SC 29442-0939



Customer - Due on the 1st

Invoice Description: SCMIT 3rd Qtr 2023 Billing

External Ref. Number	Transactional Description	Total
	SCMIT 3rd Qtr 2023 Billing	\$114,952.00
Total Amount Due		\$114,952.00

The invoice is due on July 1, 2023. If you are a member that utilizes automatic bank draft, your account will be drafted on July 20, 2023. Make checks payable to SCMIT. For questions contact Danielle at 803-933-1237.

Please refer to the invoice number on your remittance check. Please return the bottom portion with your remittance check.

Invoice # **887581** Partic. ID **SCMIT**
 Invoice Date: **6/1/2023** Customer # **GEORGE2210**
 Due Date: **7/1/2023** City of Georgetown

Invoice Description: SCMIT 3rd Qtr 2023 Billing

Total Amount Due **\$114,952.00**

Total Amount Remitted:

Remit to:

SC Muni Insurance Trust, P. O. Box 12220, Columbia, SC 29211

Attachment: SCMIT Invoice #887581 - 3rd Quarter 2023 Billing (3860 : SCMIRF 2nd 2023 Semi Annual & SCMIT 3rd & 4th Quarter Billing)

RECEIVED

14.B.2

JUN 21 2023

INVOICE

SC Muni Ins Risk & Fin Fund
1411 Gervais Street
PO Box 12109
Columbia, SC 29211

Human Resources

Invoice # 887440
Due Date: 7/1/2023
Customer # GEORGE2210
Invoice Date: 6/1/2023
Partic. ID SCMIRF

Bill to:

City of Georgetown
P O Drawer 939
Georgetown, SC 29442-0939



Customer - Due on the 1st

Invoice Description: SCMIRF 2nd 2023 SemiAnnual

External Ref. Number	Transactional Description	Total
	SCMIRF 2nd 2023 SemiAnnual	\$461,712.50
Total Amount Due		\$461,712.50

The invoice is due on July 1, 2023. If you are a member that utilizes automatic bank draft, your account will be drafted on July 20, 2023. Make checks payable to SCMIRF. For questions contact Danielle at 803-933-1237.

Please refer to the invoice number on your remittance check. Please return the bottom portion with your remittance check.

Invoice # 887440 Partic. ID SCMIRF
Invoice Date: 6/1/2023 Customer # GEORGE2210
Due Date: 7/1/2023 City of Georgetown

Invoice Description: SCMIRF 2nd 2023 SemiAnnual

Total Amount Due **\$461,712.50**

Total Amount Remitted:

Remit to:

SC Muni Ins Risk & Fin Fund, P. O. Box 12220, Columbia, SC 29211

Attachment: SCMIRF Invoice #887440 - 2nd 2023 Semi-annual payment (3860 : SCMIRF 2nd 2023 Semi Annual & SCMIT 3rd & 4th Quarter

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3873)**

Meeting: 07/20/23 05:30 PM

Department: Electric

Category: Report

Prepared By: Scott Whittier

Initiator: Scott Whittier

Sponsors:

DOC ID: 3873

Electric Utilities Monthly Report

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Electric Utility Department
Office: (843) 545-4600
Fax: (843) 527-7591
July 10, 2023

The following is a brief summary of major activities in the Electric Utility Department for June 2023:

Peak shaving was successful for the month of June. The coincidental electrical peak load, with Santee Cooper, was correctly projected and the generation plant fully operated during that time. The generators only ran approximately 9.5 hours during the month to capture the peak load.

The remaining decorative light poles that were not painted last fall were completed in June. There are a few lamp post globes that are discolored which will be replaced in the next few months.

A request for proposals for the Front Street Electric Distribution Upgrade project was advertised in December 2022 and bids were received on January 26th. The City received two bids, both exceeding what was budgeted. Staff along with the electric consultant, UTEC, has assessed options to be able to move the project forward. City Staff, the electric consultant and the lowest qualify bidder met to discuss different options available to cut cost, such as having the City responsible for some of the work needing to be performed and having the City supply some of the materials. There will be savings for the City to purchase the materials rather than having the contractor purchase them. A request for bid was released in June for the materials and the bids are due back July 13th. Additional funds were approved for FY 23/24 to be able to complete this project.

The June safety meeting was held on the 16th. The topic was "Mid-Year Review".

Other statistics of interest for June:

Electric Department Statistics (FY 2023)													
Description	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Totals
Cut-on – regular	114	209	177	145	107	138	122	134	177	87	103	129	1,642
Cut-off – regular	43	68	103	83	72	64	102	59	88	122	153	69	1,026
Cut-off – non-pay	131	235	126	160	150	134	215	196	154	165	288	198	2,152
Non-pay restores	112	170	88	79	104	96	138	113	121	127	187	145	1,480
Re-read orders (City Staff)	2,543	4,426	2,337	3,784	2924*	2670*	2316*	2,080	2,529	1,949	2,591	2,248	24,487
Re-read orders (Contractor)			1,051	1,895									
Miscellaneous order	-	2	6	5	1	3	5	2	2	2	3	2	33
Void orders	1	9	4	3	10	6	1	3	-	1			38
Total orders worked	2,942	5,101	3,884	6,148	3,368	3,099	2,897	2,581	3,071	2,451	3,325	2,791	41,658
PUPS locates	131	137	108	104	93	126	158	163	201	158	151	98	1,628
Accidents – lost time	-	-	-	-	-								-
Accidents – first aid/property damage	-	-	-	-	-								-

Notes:

*Re-read orders of staff and contractor were combined.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3881)**

Meeting: 07/20/23 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Scott Whittier

Sponsors:

DOC ID: 3881 A

Engineering Department Monthly Report



**City of Georgetown
Engineering Department June 2023 Report**

Date: July 10, 2023

DESIGN

PUBLIC WORKS

1. Baruch Park Bathroom

- Council Approval: 1/19/2023
- Contract Amount: \$79,560.79
- Contractor: CXT
- Status Comments:
 1. Shop drawings are approved
 2. Delivery date Mid-October

2. Cleland Street Parking Lot

- CDBG Grant Award Date: 12/14/2022
- CDBG Grant Amount: \$250,000
- Engineer: Hanna Engineering
- Engineering Fee: \$22,500
- Design Notice to Proceed: April 3, 2023
- Status Comments:
 1. Design is on hold
 2. We need to resolve the use of adjacent 17-ft. alley due to landscaping buffer requirements

3. Gilbert, Hawkins, and Butts Street Sidewalk Extension Program

- Award Date: 12/8/2022
- Award from Rep. Carl Andersen Amount: \$375,000
- Engineer: Cagle Engineering
- Engineering Fee: \$44,900
- Design Notice to Proceed: March 20, 2023
- Design and Permitting: 9 to 10 months
- Construction: 6 months from NTP
- Status Comments:
 1. Kick-off meeting held with Cagle and City staff on 3/28/23.
 2. Surveying completed as of 6/30/23.
 3. Design is ongoing.



**City of Georgetown
Engineering Department June 2023 Report**

4. Harborwalk Deck and Pile Inspection

- This has been re-budgeted for FY 24
- Proposals are due on 7/14/2023.
- Inspection is anticipated to take place during the month of August.

5. Howard School Park

- Consultants: Parker (Surveying)
SGA/NTV (Landscaping design)
Rowe (Civil design)

Design Fee: SGA: \$36,500 Rowe: \$25,000

Notice to Proceed: 6/1/2023

Status:

- Survey completed
- Conceptual plan completed
- Civil design on going
- Project meeting held on 6/21/23

WATER & WASTEWATER

1. WTP Secondary Sedimentation Basin –EDA Grant

- EDA approved grant application on 6/7/2022. Total grant award is \$3,428,000. City's cost share is \$857,000.
- Engineer: WK Dickson
- Design Fee: \$428,000
- Design Amendment #01: \$11,652
- Design Notice to Proceed: 2/15/2021
- Re-Bid document releases date: 3/22/2023
- Pre-bid Conference Date: 4/4/2023
- Status Comments:
 1. Bids received on 4/26/2023.
 2. Consensus Construction Inc. is the lowest qualified bidder.
 3. Bid Amount: \$5,223,180.87
 4. Bid will be presented for council approval on 7/20/23



**City of Georgetown
Engineering Department June 2023 Report**

2. SCDOT Black River Road Widening Project- Water and Sewer Relocations

- Engineer: Rowe
- Design Fee: \$36,100
- Engineering Notice of Award: 3/31/2023
- Status:
 1. Design kickoff meeting held on 4/26/2023.
 2. Design is ongoing.

3. Maryville Water Distribution Improvements-Phase I (ARPA)

- Engineer: G3 Engineering & Surveying, LLC
- Notice of Award: 4/11/2023
- Fee: \$62,500.
- Status:
 1. Consultant agreement is fully executed.
 2. Design kickoff meeting held on 4/28/2023.
 3. Survey completed.
 4. Design is ongoing.

4. Sanitary Sewer Line and Manhole Inspections and Repairs-S. Fraser St. (ARPA)

- Engineer: Weston and Sampson Inc.
- Fee: \$100,525
- Notice of Award: 3/17/2023
- Notice to Proceed: 5/15/2023
- Status:
 1. Agreement is fully executed.
 2. Vortex mobilized on May 15th to begin CCTV sewer line inspection work.
CCTV work is ongoing.

5. WWTP SCADA Upgrades

- Vendor: Aqua Aerobics
- P.O. Amount: \$184,000



**City of Georgetown
Engineering Department June 2023 Report**

- Start Date: July 2023
- Finish Date: December 2023
- Status:
 1. Work scheduled to start in July.

STORMWATER

1. Historic District Stormwater System Improvements-EDA Grant

- This project is 80% funded by EDA and the 20% match is funded by the county.
- Engineer: WK Dickson
- Design Notice to Proceed: 1/11/22
- Fee: \$625,155 (Amended)
- Bid released on: 3/29/2023
- Status Comments:
 1. Three bids received on 5/3/2023
 2. Bids range from \$6,251,220 to \$8,749,253.
 3. All bids exceed the approved budget.
 4. Green Wave Contracting Inc. is the lowest qualified bidder.
 5. Bid Amount: \$6,251,220.
 6. Notice of Intent to Award issued on May 25, 2023.
 7. Bid is pending Council approval.

CONSTRUCTION

WATER

1. West End District Water Main Upgrades –CDBG Grant

- CDBG grant approved on 6/23/2021.
- Grant Award: \$750,000 (Amended)
- Engineer: In-house
- Contractor: ARC, Inc.
- Notice of Award: 1/23/23
- Notice to Proceed: 3/6/2023
- Bid amount: \$1,013,380
- Status Comments:
 1. Pre-construction meeting held on 2/16/2023.
 2. Contractor mobilized on 5/1/2023.



**City of Georgetown
Engineering Department June 2023 Report**

3. Work on Bourne Street is complete.
4. Waiting for additional materials (brass connectors)

WASTEWATER

1. Maryville School Lift Station Replacement-RIA Grant

- RIA grant amount: \$403,178
- Engineer: The Wooten Company
- Contractor: MB Kahn Construction, Co.
- Bid: \$927,729
- Notice to Proceed dated 4/7/2022.
- Project Start Date: 9/6/22
- Change orders:
 - CO #1- Extension of Time until June 2023. No added cost. Approved.
 - CO #2-Partial demolition and removal of old underground structure: \$44,225- Approved.
 - CO #3-Modification of wetwell hatch: \$811-Approved.
 - CO #4- Generator Pad Modifications: \$5,517- Approved.
 - CO #5- Influent Line Relocation: \$7,379- Approved.
 - CO #6-Housekeeping Pad-\$5,381-Approved
- Status Comments:
 1. All work completed except for housekeeping pad and installation of standby generator.
 2. Project substantially complete on 5/1/2023.
 3. Generator is scheduled to arrive in mid-July.

2. Sewer Pump Station Generators-FEMA Grant

- FEMA grant amount:\$160,665.75
- Contractor: Melton Electric.
- Bid Amount: \$215,862
- Notice of Award:7/26/2022



**City of Georgetown
Engineering Department June 2023 Report**

- Pre-Construction Meeting: 11/16/22.
- Project Start date: January 2024 (Anticipated)
- Status Comments: No updates

PUBLIC WORKS

1. Bobby Alford Picnic Pavilion –CDBG Grant

- CDBG amount: \$ 844,298 (Amended)
- A/E Fee NTE: \$68,000.
- Design Notice To Proceed: 9/6/22
- Design Complete: 1/25/2023
- Request for Bid (RFB) released on: 1/30/2023
- Bids received on: 3/10/2023
- Contractor: Pyramid Contracting LLC
- Notice of Award: April 11, 2023
- Notice to Proceed: May 30, 2023
- Bid amount: \$887,098
- Status Comments:
 1. Contract is fully executed.
 2. Pre-construction meeting held on May 9, 2023
 3. Contractor mobilized on May 30, 2023.
 4. Asbestos abatement and demolition complete as of 6/30/23.
 5. Steel frame has some heavy rusting and corrosion. Steel column sections will need to be replaced via change order. Currently, contractor is pricing up the design revisions.

SCDOT ENCROACHMENT PERMITS PROCESSED:

Two (2) permits filed.

OTHER ACTIVITIES:

- 1) Participated in RIA/SCIIP grant kickoff meeting.



**City of Georgetown
Engineering Department June 2023 Report**

- 2) Review Valvoline site plans.
- 3) Review Winyah Fishing Village site plans.

Prepared by: Orlando Arteaga, P.E., City Engineer

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3864)**

Meeting: 07/20/23 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 3864

Fire Department Monthly Report

The FIRE Report

A monthly report of Fire Department activities to City Council

July
2023



Fire Prevention Bureau

	2023
	June
Inspections	38
Violations Found	12
Buildings without Violations	30
Buildings Cleared of Violations	2
Violations Corrected	6
Violations Not Corrected	5
3rd Party Inspection Review	1
Assemblies Inspected:	7
Business Inspected:	14
Educational Buildings Inspected:	0
Factories Inspected:	0
Mobile Food Trucks	0
Hazardous Buildings Inspected	0
Institutional Inspected:	0
Mercantile Inspected:	1
Residential Inspected:	13
Storage Buildings Inspected:	3
Construction Meetings:	1
Plans Review:	7
Test Conducted:	0
Compliance Issues:	0
Complaints Reviewed:	0
Business License:	17
Citation Issued:	0

Public Education

Programs	2
Participants	76

Suppression Division

A Brief Look at Emergency Responses

June 2023

- Two Medical Calls; One MVA; One Detector Activation; Two Public Service Calls
- Six Medical Calls; One MVA; One Public Service Call
- Three Medical Calls; One False Alarm; Two Public Service Calls
- Three Medical Calls
- Four Medical Calls; One Public Service Call
- Seven Medical Calls; Four MVA's
- Seven Medical Calls; One Alarm Malfunction; One Detector Activation; One Unauthorized Burn; Three Public Service Calls
- Six Medical Calls; One Mutual Aid Fire; One Alarm Activation; Three Public Service Calls
- Four Medical Calls; One False Alarm Call; One Outside Rubbish Fire; One Outside Equipment Fire; One Mutual Aid Fire Call; One Assist Other Agency
- Ten Medical Calls; One Alarm System Activation; One Detector Activation; One Smoke Removal; Three Public Service Call
- Four Medical Calls; One MVA; Three Public Service Call
- Nine Medical Calls; Two MVA's; One Detector Activation; One Police Matter; Two Public Service Calls
- Four Medical Calls; One Detector Activation; One Public Service Call
- Five Medical Calls; One MVA; Two Public Service Calls
- Three Medical Calls; Two MVA's
- Four Medical Calls; One Public Service Call
- Five Medical Calls; One MVA; One Vehicle Fire; Four Public Service Calls
- Seven Medical Calls; Two MVA's
- Seven Medical Calls
- Three Medical Calls; One Alarm Activation; Two MVA's
- Six Medical Calls; Two Public Service Calls
- Eight Medical Calls; One Unauthorized Burn
- Three Medical Calls; One Missing Person Search; Two Public Service Call
- Eight Medical Calls; One Detector Activation
- Seven Medical Calls; One Structure Fire; Four Public Service Calls
- Five Medical Calls; Two MVA; One Detector Activation; One Assist Police Agency; Two Public Service Calls
- Six Medical Calls; One Detector Activation; Two MVA's; One Electrical Short; Two Public Service Calls
- Five Medical Calls; Three Public Service Calls
- Four Medical Calls; One False Alarm; One Gasoline Spill; One MVA
- Eight Medical Calls; Two Alarm Activations; One MVA

Attachment: Fire Department June 2023 Report (3864 : Fire Department Monthly Report)



Total Call Volume	June		Year to Date	
	2023	2022	2023	2022
As defined by the National Fire Incident Report System				
Fires	6	1	29	19
Rescue Calls/EMS	188	202	1180	1150
Hazardous Conditions	2	9	26	36
Service Calls	48	37	236	200
Good Intent Calls	7	30	95	117
False Alarms	17	11	86	82
Weather/Flood	0	0	0	0
Special Incident Type	0	2	1	7
Total Calls	268	292	1653	1611

Save/Loss Analysis

	Losses	Property Values
June 2023	\$ 3,301	\$ 333,560
June 2022	\$ 4,000	\$ 5,275
Year to Date	\$ 60,555	\$ 1,085,160

Property values are estimates based on the Georgetown County Assessor's Office 2020 Market Values.

Mutual Aid Calls

	June	YTD
To Georgetown County Fire	1	4
To Midway Fire	2	4
To other Departments	0	0
From Georgetown County Fire	0	0
From Midway	1	6
From other Departments	0	0

	June	YTD
Staff Training Hours	520.50	4460.50

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3862)**

Meeting: 07/20/23 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Natrona Simmons

Initiator: Isaac Williams

Sponsors:

DOC ID: 3862

Fleet Service Monthly Report

FLEET SERVICES MONTHLY REPORT (FY 22-23)													
Task	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Cummulative
Repairs	67	96	68	78	55	65	58	62	78	60	56	71	814
Preventative Maintenance	15	38	16	13	11	17	14	16	18	15	20	22	215
Tires repaired or Replaced	32	24	37	34	28	15	24	29	26	43	45	35	372
Services Past Due	-	-											-
Monthly Totals	114	158	121	125	94	97	96	107	122	118	121	128	1,401

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3872)**

Meeting: 07/20/23 05:30 PM

Department: Administration

Category: Report

Prepared By: Gladys Rutledge-Livingston

Initiator: Gladys Rutledge-Livingston

Sponsors:

DOC ID: 3872

Human Resources & Risk Management Department Monthly Report

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Administration
Human Resources & Risk Management
Gladys Livingston, Consultant
Office: (843) 545.4001
Fax: (843) 527.6173

Human Resources-Risk Management Department June 2023 Report

New Hires:

Department	Employee Name	Position
Finance	Spinoso, Alexandra	Accounting Technician

Separations:

Department	Employee Name	Position
Fire	Lange, Karsen	Firefighter
Water Utilities	McFalls, James	Facilities Maintenance Tech
Administration	Tucker, Ieshia	Director of HR & Risk Management

Promotions:

Department	Employee Name	Position
Police	James, Tracy	Police Corporal

Positions Opened in June:

Department	Title
Public Works	Equipment Operator
Public Works	Ground Maintenance (2023 Summer Opening)
Electric	Manager of Electric Utility
Administration	Human Resources Manager
Police	Police Investigator
Water Utilities	Facilities Maintenance Tech II
Water Utilities	Wastewater Treatment Plant Operator I or II
Fire	Firefighter EMT
Fire	Fire Lieutenant (Internal Only)
Fire	Battalion Chief (Internal Only)

Open Until Filled Positions:

Department	Job Title	Date Position Opened
Public Works	Equipment Operator	30-June-2023
Public Works	Ground Maintenance (2023 Summer Opening)	07-June-2023

Drawer 939
Georgetown, SC 29442

Attachment: Human Resources-Risk Management Department June 2023 Report (3872 : Human Resources & Risk Management Department Monthly

Electric	Manager of Electric Utility	23-June-2023
Administration	Human Resources Manager	16-June-2023
Police	Police Investigator	12-June-2023
Water Utilities	Facilities Maintenance Tech II	09-June-2023
Water Utilities	Wastewater Treatment Plant Operator I or II	05-June-2023
Fire	Firefighter EMT	14-June-2023

Risk Management

Department	SCMIT/SCMIRF	Loss Description
Public Works	SCMIT – 3 SCMIRF – 0	Injury by object from vehicle accident; nonphysical related injuries
Water Utilities	SCMIT – 1 SCMIRF – 0	Injury sustained from vehicle accident
Electric Utilities	SCMIT – 1 SCMIRF – 0	Injury sustained from vehicle accident
Fleet	SCMIT – 0 SCMIRF – 0	
Finance	SCMIT – 0 SCMIRF – 0	
Fire	SCMIT – 1 SCMIRF – 0	Injury sustained from a work tool
Administration	SCMIT – 0 SCMIRF – 0	
Engineering	SCMIT – 0 SCMIRF – 0	
Municipal Court	SCMIT – 0 SCMIRF – 0	
Planning & Community Development	SCMIT – 0 SCMIRF – 0	
Police Department	SCMIT – 0 SCMIRF – 0	

Safety Committee meeting was held on June 28, 2023.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3866)**

Meeting: 07/20/23 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 3866

Municipal Court Monthly Report

Municipal Court Monthly Report (Fiscal Year 2023)

Cases Disposed	July		August		September		October		November		December	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid	21	\$ 4,433.00	20	\$ 3,795.00	28	\$ 5,855.00	38	\$ 7,164.00	39	\$ 6,503.23	62	\$ 10,667.75
Served Time	8	\$ 9,530.00	12	\$ 14,877.50	7	\$ 8,235.00	8	\$ 10,957.50	14	\$ 23,317.50	16	\$ 12,882.50
Scheduled Time Payment	13	\$ 4,011.89	24	\$ 11,809.78	15	\$ 4,839.52	16	\$ 7,507.32	8	\$ 4,947.47	13	\$ 4,481.38
NRVC	5	\$ 1,577.50	13	\$ 3,870.00	9	\$ 2,257.50	9	\$ 3,452.00	19	\$ 7,454.00	19	\$ 3,977.50
Tried in Absence	24	\$ 13,967.50	9	\$ 5,153.34	20	\$ 11,333.50	9	\$ 7,270.00	8	\$ 10,535.00	5	\$ 4,360.00
Parking Tickets Paid	34	\$ 460.00	43	\$ 1,255.00	14	\$ 245.00	22	\$ 340.00	37	\$ 540.00	43	\$ 825.00
Nolle Prosequi/Dismissed/Not Guilty	27		53		43		45		41		80	
Transferred to General Sessions Court	18		25		31		35		21		41	
Voided	10		3		5		3		5		5	
Fine Suspended	1	\$ 1,087.50							1	\$ 1,087.50		
Total	161	\$ 35,067.39	202	\$ 40,760.62	172	\$ 32,765.52	185	\$ 36,690.82	193	\$ 54,384.70	284	\$ 37,194.13

Cases Disposed	January		February		March		April		May		June	
	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts	# of Cases Disposed	Fine Amounts
Paid	91	\$ 17,404.00	53	\$ 8,121.50	76	\$ 14,641.50	72	\$ 11,603.50	60	\$ 13,053.25	66	\$ 12,175.56
Served Time	7	\$ 5,435.00	13	\$ 8,302.50	3	\$ 3,445.00	7	\$ 7,347.50	11	\$ 8,127.50	9	\$ 8,932.50
Scheduled Time Payment	21	\$ 8,192.87	15	\$ 6,990.98	16	\$ 11,086.20	31	\$ 12,030.05	12	\$ 3,619.01	18	\$ 8,386.36
NRVC	22	\$ 4,538.75	5	\$ 617.00	25	\$ 6,819.00	36	\$ 12,634.75	9	\$ 1,760.00	20	\$ 5,291.50
Tried in Absence	12	\$ 9,916.25	16	\$ 7,395.50	24	\$ 13,640.00	23	\$ 15,766.50	3	\$ 1,050.00	11	\$ 8,185.00
Parking Tickets Paid	33	\$ 620.00	46	\$ 735.00	60	\$ 1,295.00	73	\$ 885.00	113	\$ 1,805.00	107	\$ 2,985.00
Nolle Prosequi/Dismissed/Not Guilty	110		64		114		109		59		73	
Transferred to General Sessions Court	14		25		31		23		24		20	
Voided	5		5		14		11		18		18	
Fine Suspended			1	\$ 465.00								
Total	315	\$ 46,106.87	243	\$ 32,627.48	363	\$ 50,926.70	385	\$ 60,267.30	309	\$ 29,414.76	342	\$ 45,955.92

Cases Disposed	Cummulative Totals	
	# of Cases Disposed	Fine Amounts
Paid	626	\$ 115,417.29
Served Time	115	\$ 121,390.00
Scheduled Time Payment	202	\$ 87,902.83
NRVC	191	\$ 54,249.50
Tried in Absence	164	\$ 108,572.59
Parking Tickets Paid	625	\$ 11,990.00
Nolle Prosequi/Dismissed/Not Guilty	818	\$ -
Transferred to General Sessions Court	308	\$ -
Voided	102	\$ -
Fine Suspended	3	\$ 2,640.00
Total	3154	\$ 502,162.21

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3869)**

Meeting: 07/20/23 05:30 PM

Department: Planning and Community Development

Category: Report

Prepared By: Brittany Powell

Initiator: Brittany Powell

Sponsors:

DOC ID: 3869

Planning & Community Development Monthly Report

MAIN STREET MONTHLY UPDATE JUNE 2023

- Was interviewed by Georgetown County PIO for the new Farmers Market
- Completed final site visit of the old City Hall site with Carol Williams and Public Works prior to the opening of the new market
- Opened the new Farmers Market on 6/3
- Lunch meeting with Vu Nyguen, his builder, architect and others about the property he is opening at the corner of Front and Orange
- Attended a three day Main Street summer retreat in Beaufort, SC
- Attended the Flag Retirement ceremony at Morgan Park
- Participated and volunteered at the Georgetown Art and Wine Walk June 9-11
- Attended the June Bring Harriet Home committee meeting
- Attended the June Arts and Cultural Commission meeting
- Presented three agenda items to council at the June regular meeting
- Met with Scott Whittier to discuss covering the Front St. transformers with some kind of art
- Meeting with Susan Lumpkin to prepare for the SC Arts Commission site visit
- Conducted the half day site visit in Georgetown with the SC Arts Commission, step 3 in becoming a state Cultural District
- Site visit for Bring Harriet Home event in Rainey Park with Gullah Geechee Chamber and Coastal Structures
- Attended the Business Excellence Award ceremony at Grit and Grind
- Attended the Carolina Day celebration in Francis Marion and Joseph Rainey Parks
- Brought Foundation Forward back to repair the setting that was damaged during rainstorms after the dedication
- Ordered swings for the Front St. parks from True Blue Nursery
- Met with a developer from Charleston to discuss economic opportunities in the city
- Attended an artist reception/opening at Brookgreen Gardens representing the city Arts and Cultural Commission

FRIENDS OF THE KAMINSKI HOUSE REPORT – JUNE 2023

- Year to date, visitors have come from 50 different states and 16 foreign countries. We have seen an 18% increase in total visitors for the year.
- Volunteers put in a total of 149 hours of work in May.
- The new climate control system is awaiting one last piece of specialty equipment that was ordered last fall. The electrical work on the system is almost complete. In the meantime, the new equipment is up and running and is working well.

- Planning and fundraising for the annual July 4th Concert.
- Staff have been busy with year-end activities:
 - reports for various granting agencies
 - inventory of the museum shop
 - report for the State Historic Preservation Office on the use of state funds for the Interior Stabilization Project (new climate control system)
- We continue to search for a qualified painter who is used to working with 18th century plaster and architectural details to paint the interior of the Kaminski House.
- Contacted a skilled furniture restorer to hopefully work on an 18th C butler's desk in the museum's collection.
- Transition to new Point-of-Sale (POS) equipment for the museum shop and an update to using QuickBooks online software.

Robin Gabriel
Executive Director

JUNE 2023 REPORT- PETER GAYTAN

- Planning Commission Workshop for Tarbox Properties
- Attended NAPC Webinar
- Took Class for Life Safety
- Approved three plats
- ARB Applications-9
- Two Staff level Approval ARB
- CAB Meeting Canceled
- Three Sign Permits Issued
- One CAB Application
- Planning Commission Meeting Canceled
- Four Plat Approvals
- One Mobile Home Permit

PLANNING AND BUILDING – RYAN CALL

- Building Inspections: 165
- Stop work orders: 1-2
- Business license: 2-3

**Planning & Community Development
Monthly Report (2023)**

Boards and Commissions Applications Heard													
Boards & Commissions	January	February	March	April	May	June	July	August	September	October	November	December	Total
Architectural Review Board	1	1	4	1	2	2							11
Board of Zoning Appeals	1	1	0	1	1	0							4
Planning Commission	0	0	2	0	2	0							4
Community Appearance Board	1	1	1	2	0	0							5
Construction Board of Appeals	0	0	0	0	0	0							0
Totals	3	3	7	4	5	2	0	0	0	0	0	0	24

Number of Inspections													
Inspection Type	January	February	March	April	May	June	July	August	September	October	November	December	Total
Certificates of Occupancy Issued	3	3	2		4	3							15
Stop Work	3	4	3	3	2	2							17
Inspections	129	123	148	94	104	165							763
Technical Review Committee	0	0			0	0							0
Plan Review & Sign	1	0			0	0							1
Business Licenses	3	3	4	3	4	3							20
Totals	139	133	157	100	114	173	0	0	0	0	0	0	816

Code Enforcement													
Enforcement	January	February	March	April	May	June	July	August	September	October	November	December	Total
Calls/Complaints	25	19	28	0	0	0							72
Site Vistis	95	68	33	0	0	0							196
Courtesy Notices sent/In person notice	66	45	25	0	0	0							136
Sign Violations	16	8	53	0	0	0							77
Other Issues Addressed and Meetings	6	17	4	0	0	0							27
Totals	208	157	143	0	0	0	0	0	0	0	0	0	508

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3880)**

Meeting: 07/20/23 05:30 PM
Department: Police Department
Category: Report
Prepared By: Tenetra Sellers
Initiator: William Pierce
Sponsors:
DOC ID: 3880

Police Department Monthly Report

MAYOR
CAROL JAYROE

CITY ADMINISTRATOR
SANDRA E. YUDICE, Ph.D.

CITY CLERK
STEPHANIE BUCCIONE



COUNCIL MEMBERS
JIM CLEMENTS
MAYOR PRO TEMPORE

JONATHAN ANGNER
HOBSON H. MILTON
JIMMY MORRIS
CLARENCE SMALLS
TAMIKA WILLIAMS-OBENG

Georgetown Police Department
William Pierce, Jr, Chief of Police
Office: (843) 545-4300
Fax: (843) 520-5848

July 10, 2023

Honorable Mayor Carol Jayroe
And Members of City Council
City of Georgetown, South Carolina

Dear Mayor Carol Jayroe and Council Members:

Training was held on-site during the week of June 5 – June 8 for our new operating platform SOMA. Our go-live date is tentatively scheduled for June 26. This project start date has been pushed back due to Georgetown County requiring additional time to build the CAD system and train staff.

On June 7th, I met with Chris Radcliff from the MASC concerning our annual law enforcement risk assessment. Each year the MASC conducts risk assessments statewide as a means to identify opportunity areas within each department's risk management, to review compliance criteria, and to address any concerns. This year's assessment review identified no deficiencies or concerns.

On June 15th, the GPD participated in the Juneteenth Parade by providing security and traffic control along the parade route. The event was well-attended and held without incident.

On June 23rd, Reginald Green was shot and killed at Money Saver. Three suspects were quickly identified. Two of the three have been arrests, one suspect remains at large.

We continue to work towards achieving state accreditation. Our team has completed the lengthy initial phase of compiling all documentation necessary to satisfy the required "proofs". This documentation has been forwarded to state accreditation assessors for a "pre-mock" valuation. Once this has been completed, based on their findings, adjustments will be made. We will then schedule our official "mock" assessment, prior to our final on-site assessment.

Sincerely,

William Pierce,
Chief of Police

Drawer 939
Georgetown, SC 29442

Attachment: Police Department June 2023 Report (3880 : Police Department Monthly Report)

Enforcement	January	February	March	April	May	June	July	August	September	October	November	December	Total
Calls for Service	1430	1193	1513	1418	1498	1524							8576
Incident Reports	187	161	154	151	164	180							997
Arrest	42	40	68	61	62	56							329
Traffic Accidents													
Responded To	54	54	68	53	74	82							385
TR310s completed	41	32	49	39	49	48							258
Uniform Traffic Ticket	200	141	199	228	139	195							1102
Male	116	78	102	124	101	102							623
Female	84	63	97	104	38	93							479
Caucasian	97	71	90	125	59	110							552
African American	36	17	35	31	35	35							189
Hispanic	17	19	13	22	11	13							95
Other	50	34	61	50	34	37							266
Warning/Public Contact	300	198	245	183	213	174							1313
Male	167	102	129	88	124	106							716
Female	133	90	116	98	89	68							594
Caucasian	166	122	143	98	119	90							738
African American	120	21	29	24	79	75							348
Hispanic	12	4	7	7	12	8							50
Other	2	51	66	51	3	1							174
Property Check	2428	1783	1056	356	506	278							6407
Signal 99	69	109	58	49	33	26							344
Overdose	2	1	3	1	3	1							11
Non-death	1	1	3	1	3	1							10
Death	1	0	0	0	0	0							1
Narcan by GPD	0	0	0	0	0	0							0
Parking Tickets	59	42	106	130	139	130							606
Derelict Vehicles	2												16
Follow Up	0												0
Removed	0												0
Ticket Issued	0												0
Corrected	0												0

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3865)**

Meeting: 07/20/23 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Scott Whittier

Sponsors:

DOC ID: 3865

Public Works Monthly Report

MONTHLY REPORT (FY 2022-2023)

Division	Task	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Cummulative
Curbside Debris	Yard Waste: Leaves, Grass & Straw collected	60	93	57	240	130	81	77	80	81	89	116	146	1,248
Curbside Debris	Brown & White Goods collected (Net Tons)	161	189	165	152	119	147	167	211	165	146	133	191	1,947
Garbage Collections	Residential Solid Waste Collection (Net Tons)	291	331	291	330	313	330	330	287	283	303	328	373	3,790
Recycle Collections	Recyclables Collected (Net Tons)	12	10	10	10	12	11	14	10	11	10	11	12	135
	Monthly Totals (Net Tons)	525	623	523	732	574	569	588	588	540	548	588	721	7,119

MONTHLY WORK ORDERS REPORT (FY 2022-2023)

Division	Task	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Cummulative
Solid Waste Maintenance	# of work orders requests completed for roll-out cart repairs, new roll out cart deliveries, and/or replacements and recycle bins	8	27	13	23	14	19	28	23	37	28	36	93	349
Streets/Curbside Crews	Work Order requests/assignments completed for repairs or installations of residential street signs, curbside debris collections, pot holes and sidewalks, park maintenance	21	32	41	32	2	4	15	28	21	20	10	8	234
	Monthly Work Orders Totals	29	59	54	55	16	23	43	51	58	48	46	101	583
Grounds Maintenance	Assigned areas consists of grass cutting, park and sidewalk maintenance, litter, curbside and garbage collections.													

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3867)**

Meeting: 07/20/23 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Scott Whittier

Initiator: Scott Whittier

Sponsors:

DOC ID: 3867

Water Utilities Monthly Report

DRAINAGE SYSTEM INSPECTION AND MAINTENANCE LOG

ADDRESS OF INSPECTION	DATE	INSPECTED BY	PROBLEMS OBSERVED	ASSIGNED TO	ACTION TAKEN	PIPE SIZE	CLEANING FOOTAGE	COMPLETED DATE
2032-A Winyah st	6/13/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	24"		6/13/2023
2032-B Winyah st	6/13/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	24"		6/13/2023
606 Tulip st	6/14/23	Freddie Darby	Ditch need mowing / cleaning	Stormwater	Mow and clean ditch			6/14/2023
1907 Loblolly st	6/14/23	Freddie Darby	Ditch need mowing / cleaning	Stormwater	Mow and clean ditch			6/14/2023
1911 Winyah st	6/15/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	18"		6/15/2023
1915 Winyah st	6/15/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	18"		6/15/2023
1921 Winyah st	6/15/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	18"		6/15/2023
1923 Winyah st	6/15/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	18"		6/15/2023
1925 Winyah st	6/15/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	18"		6/15/2023
1927 Winyah st	6/15/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	18"		6/15/2023
1929 Winyah st	6/15/23	Freddie Darby	Catch basin / lines need cleaning	Stormwater	Clean drainage lines	18"		6/15/2023
Church st and Lynch st	6/16/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/16/2023
Duke st and North Congdon st	6/16/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/16/2023
Palm st and Duke st	6/16/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/16/2023
Church st and North Congdon st	6/16/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/16/2023
North Merriman Rd and Church st	6/16/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/16/2023
Liberty st and Duke st	6/16/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/16/2023
North Alex Alford Dr and Duke st	6/16/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/16/2023
2311 South Bay st	6/16/23	Daniel Sumpter	Ditch need mowing / cleaning	Stormwater	Mow and clean ditch			6/16/2023
2313 South Bay st	6/16/23	Daniel Sumpter	Ditch need mowing / cleaning	Stormwater	Mow and clean ditch			6/16/2023
2319 South Bay st	6/16/23	Daniel Sumpter	Ditch need mowing / cleaning	Stormwater	Mow and clean ditch			6/16/2023
1307 Heyward st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
1308 Saville st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
1312 Saville st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
1306 Richmond Dr	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
719 North Hazard st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
Saville st and North Hazard st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
Azalea Cir and North Fraser st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
Gardenia Cir and North Fraser st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
413 Palm st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
507 Palm st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/20/2023
810 Palm st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023

219 North Congdon st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
225 North Congdon st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
615 North Congdon st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
701 North Congdon st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
702 North Congdon st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
708 North Congdon st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
State st and North Congdon st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
North Merriman Rd and State st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
Sims st and North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
North Merriman Rd and Hampton st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
North Merriman Rd and Timrod st	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
317 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
717 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
801 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
914 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
918 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
1103 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
1105 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
1201 North Merriman Rd	6/20/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/20/2023
619 North Fraser st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
809 North Fraser st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
312 Liberty st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
212 Lee st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
315 Lee st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
2420 Church st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
Sedge st and Dekalb st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
417 Reservoir st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
White Bridge st and White Bridge st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
Collins st and Prince st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
2021 Prince st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris from CB			6/21/2023
Prince st and Alex Alford Dr	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
1606 Front st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
2008 Front st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
Front st and A st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
Front st and B st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
Front st and Kaminski st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
South Congdon st and Winyah st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
South Merriman Rd and Winyah st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
A st and Winyah st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
H st and Winyah st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
H st and A ave	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023

Dusenberry st and Winyah st	6/21/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/21/2023
Duke st and Screven st	6/22/23	Freddie Darby	Catch basin and line need cleaning	Stormwater	Clean CB and lines	12"		6/22/2023
510 Front st	6/23/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/23/2023
926 Front st	6/23/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/23/2023
Kaminski st and Hawkins st	6/23/23	John Britton	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/23/2023
2355 Maybank Dr	6/26/23	Freddie Darby	Drainage pipe need cleaning	Stormwater	Clean drainage pipe	48"		6/27/2023
Spruce st and South Island Rd	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
1020 Oakley st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
1024 Oakley st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
1039 Oakley st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
1041 Oakley st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
502 Rosemary st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
704 Rosemary st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
406 Olive st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
S. Bay st and Dawson st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
2510 S. Bay st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
Wayne st and S. Bay st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
Withers st and Wayne st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023
Redwood st and Wayne st	6/29/23	Michael Miller	Debris on catch basin grate / in CB box	Stormwater	Remove debris			6/29/2023

WATER - WASTEWATER - STORMWATER UTILITY REPORT (FY 2023)

Description of Work Performed	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Cumulative
Water Treatment Plant (WTP)													
Filtered Water Total (MG)	31.649	30.890	29.822	29.557	26.944	31.701	29.558	24.533	28.842	28.939	31.402	31.241	355.078
Average Daily Flow Finished Water (MGD)	1.021	0.996	0.994	0.953	0.898	1.023	0.953	0.876	0.930	0.965	1.013	1.041	11.663
King Well (MG)	6.505	6.734	6.256	6.749	6.260	6.851	6.463	5.832	6.247	6.260	6.613	6.261	77.031
Maryville Well (MG)	7.472	7.455	7.057	7.362	7.161	7.914	7.517	6.472	7.432	7.200	7.547	7.124	87.713

Wastewater Treatment Plant (WWTP)

Influent Flow Total (MG)	95.496	97.347	101.359	107.097	89.125	93.496	98.882	133.574	107.478	106.761	99.984	101.671	1232.270
Average Daily Influent Flow (MGD)	3.081	3.140	3.379	3.455	2.971	3.016	3.190	4.771	3.467	3.559	3.225	3.389	40.643
Effluent Flow Total (MG)	74.918	90.397	97.207	99.065	86.630	84.880	91.613	133.576	89.158	91.973	91.334	102.831	1133.582
Average Daily Effluent Flow (MGD)	2.417	2.916	3.240	3.196	2.888	2.738	2.955	4.771	2.876	3.066	2.946	3.428	37.437
Rainfall Total (Inches)	6.260	5.020	7.260	1.320	3.030	1.140	3.960	4.470	1.550	4.440	5.670	4.940	49.060

Water Distribution

Work Orders Completed	62	64	86	73	68	93	72	72	98	59	47	40	834
Water Leak Repairs	19	20	9	24	20	55	40	25	55	10	13	11	301
Water Meter Replacements	1	3	2	4	5	3	3	7	3	5	2	0	38
Locates Completed	131	136	107	104	92	124	158	138	200	154	111	116	1571

Wastewater Collection

Work Orders Completed	40	37	45	39	41	49	48	76	36	32	36	27	506
Backup Responses	17	16	12	19	17	24	28	29	20	9	11	12	214
Locates Completed	131	136	107	104	92	124	158	138	200	154	111	116	1571
Routine Line Cleaning													0

Maintenance

Work Orders Completed	28	31	40	24	32	21	27	37	33	22	25	36	356
Work Orders on Pump Stations Completed	0	0	1	0	0	5	2	6	5	2	0	0	21
Work Orders for the WWTP Completed	7	10	11	2	11	5	8	9	7	5	8	10	93
Work Orders for the WTP Completed	0	3	8	6	0	0	3	3	5	0	1	1	30

Stormwater

Work Orders Completed	3	7	3	7	1	1	1	3	2	4	1	5	38
Locates Completed	131	136	107	104	92	124	158	138	200	154	111	116	1571

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 3863)**

Meeting: 07/20/23 05:30 PM

Department: Finance

Category: Report

Prepared By: Kathy Vermeland

Initiator: Kathy Vermeland

Sponsors:

DOC ID: 3863

Finance and IT Monthly Report

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
FEDERAL GRANTS								
1	Bureau of Justice Assistance	Bullet Proof Vest Grant 2021 Regular Solicitation	4,327.12	-	3,176.52	1,150.60	-	
2	US Department of Agriculture	Fire Training Center and Equipment for Fire Station II	49,900.00	41,100.00	68,050.44	22,949.56	-	
3	US Department of Commerce	Stormwater System Improvements (EDA)	3,365,409.00	841,353.00	341,934.57	3,864,827.43	04-79-07494	
4	US Department of Commerce	Water Treatment Plant Improvements (EDA)	3,428,000.00	857,000.00	308,577.44	3,976,422.56	04-79-07777	
5	SC Department of Commerce	Demolition of Dilapidated Units : West End (CDBG)	375,000.00	37,500.00	35,839.96	376,660.04	4-CE-20-007	
6	SC Department of Commerce	West End District Water Upgrades (CDBG)	750,000.00	36,628.00	163,348.62	623,279.38	4-CI-21-008	
7	SC Department of Commerce	Cleland Street Public Parking Lot (CDBG)	250,000.00	110,933.00	6,647.50	354,285.50	4-SP-22-004	
8	SC Department of Commerce	Bobby Alford Pavilion (CDBG-CV1) Proj# 1222	844,298.00	150,000.00	70,438.26	923,859.74	CV1-019	
9	SC Department of Commerce	Wi-Fi in Parks (CDBG-CV1)	144,604.00	-	-	144,604.00		
10	Federal Emergency Management Agency (FEMA)	HMGP : Pump Station Generators	192,798.90	21,422.10	-	214,221.00	4542-0004-R	
11	SC Infrastructure Investment Program (SCIIP)	Sewer Pump Station #11 Replacement	3,888,325.00	686,175.00	-	4,574,500.00	A-23-C079	
	<i>Award \$9,733,783 Match \$1,717,718</i>	Sewer Force Main Replacement	5,845,413.00	1,031,543.00	328,473.90	6,548,482.10		
STATE GRANTS								
12	Rural Infrastructure Authority	Maryville Lift Station	403,178.00	182,308.00	499,270.03	86,215.97	S-21-1287	
13	SC Parks, Recreation, & Tourism (PARD)	East Bay Park Boat Landing	42,117.58	10,529.40	40,960.32	11,686.66	2022020	
14	Municipal Association of South Carolina	Front Street Parks Improvements	25,000.00	18,069.82	18,069.82	25,000.00	-	
15	SC Department of Public Safety	FY22 School Resource Officer Program	105,544.00	-	97,812.89	7,731.11	SR-024-2202-22	
16	SC Department of Public Safety	FY23 School Resource Officer Program	211,113.00	-	93,926.79	117,186.21	SR-05-C2202-23	
17	SC DHEC	FY23 Solid Waste Grant	15,000.00	-	10,032.97	4,967.03	22.01SW23	
18	Body Armor Award Grant Program	Bulletproof Vest	11,636.00	-		11,636.00	1BA23077	NEW

OTHER GRANTS**19.K.1**

19	Palmetto Pride	Keep South Carolina Beautiful 2023	6,100.00	-	3,490.20	2,609.80	-	
20	Arbor Day Foundation and International Paper	2022 International Paper Tree Distribution	13,750.00	-	11,561.81	2,188.19	-	
	<i>*Balance will go to Butterfly Garden</i>							
21	State of South Carolina	Gilbert/Hawkins/Butts St Sidewalk Extension Program	375,000.00	-	1,500.00	373,500.00	-	
22	SC Municipal Risk & Financing	2023 Law Enforcement Liability Reduction Grant	4,000.00	4,000.00	5,136.23	2,863.77	-	
23	SC Muni Insurance Trust	2023 Law Enforcement Officer Safety Grant	2,000.00	2,000.00	-	4,000.00	-	
24	SC Municipal Risk & Financing	2023 Public Works Property Liability Reduction Grant	4,000.00	4,000.00	8,000.00	-	-	CLOSED
25	SC Muni Insurance Trust	2023 Public Works Equipment Cost Sharing	4,000.00	4,000.00	3,896.60	4,103.40	-	
26	SC Muni Insurance Trust	2023 Fire Service Grant	4,000.00	4,000.00	-	8,000.00	-	
TOTAL			20,364,513.60	4,042,561.32	2,120,144.87	22,286,930.05		

CURRENT PROJECT LISTING REPORT

FOR THE PERIOD ENDING 6.30.2023

PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	NOTES FROM ENGINEERS MONTHLY REPORT DATED 6.05.2023	Vendor	Cost	% Complete
2001	2001	City Hall Rebuild	A new site has been identified	TBD		
2002	TBD	Wi-Fi in Public Parks - State CDBG Cares Act Funding - CDBG-CV1-022 - RFP Rebid issued - Bids received 6.21.2023, but were non-responsive - asked COG for guidance on how to proceed		TBD		
1220	TBD	Public Works Office Building Improvements - The city is looking at other site options at this time.		TBD		
1222	2023.087	East Bay Park Bobby Alford Pavilion - CDBG Project #CV1-019 - A/E Services - PO issued 9.08.2022		ROSENBLUM COE	68,000.00	0.74
1222	2023.261	East Bay Park Bobby Alford Pavilion - CDBG Project #CV1-019	Demolition scheduled for the month of June	Pyramid Contracting	887,098.00	0.00
1230	2023.068	East Bay Park Boat Landing Repairs - SCPARD GRANT #2022020 - PO issued 8.26.2022 with anticipated completion date of 1.30.2023		ASSOCIATES ROOFING & CONSTRUCTION (ARC)	48,759.00	0.88
1236	2023.212	Gilbert Hawkins Butts Street Sidewalk Extension - Rep Anderson Grant	Kick-off meeting held with Cagle and City staff on 3/28/23 - Street surveying delayed for about a month.	Cagle Consulting Engineers, LLC	44,900.00	0.00
1515	2023.078	West End District Water Main Improvements - drafting and engineering support	Pre-construction meeting held on 2/16/2023 - Contractor mobilized on 5/1/2023 - Work on Bourne Street is ongoing	Rowe	24,860.00	0.60
1515	2023.180	West End District Water Main Improvements - Construction - PO issued 2.02.2023	Pre-construction meeting held on 2/16/2023 - Contractor mobilized on 5/1/2023 - Work on Bourne Street is ongoing	ARC Inc.	1,013,380.00	0.12
1517	2023.232	Black River Road Water and Sewer Line Relocation - Engineering	Design is ongoing - Coordinating work with City's electrical utilities, SCDOT, and hospital	Rowe Professional Services Inc.	18,050.00	0.00
1817	2023.233	Black River Road Water and Sewer Line Relocation - Engineering	Design is ongoing - Coordinating work with City's electrical utilities, SCDOT, and hospital	Rowe Professional Services Inc.	18,050.00	0.00
1516	2023.247	Maryville Water Distribution Improvements Phase I - Notice of Intent to Award issued 4.05.2023	Will begin survey work week of June 5th.	G3 Engineering	62,500.00	0.00

Attachment: Current Project Listing 2023.06.30 (3863 : Finance and IT Monthly Report)

CURRENT PROJECT LISTING REPORT

FOR THE PERIOD ENDING 6.30.2023

PROJ #	PO #	PROJECT NAME - DESC/COMMENTS	NOTES FROM ENGINEERS MONTHLY REPORT DATED 6.05.2023	Vendor	Cost	% Complete
1606	2023.080	WTP Secondary Sedimentation Basin - Engineering Services - EDA Grant #04-79-07777	Bid is pending Council and EDA approval.	WK Dickson	428,000.00	0.69
1606	TBD	WTP Secondary Sedimentation Basin/WTP FLOC/SED Basin No. 2 - RFB RE Bid issued - Received bids 4.26.2023 - currently under review	Bid is pending Council and EDA approval.	TBD	TBD	TBD
1815	2023.077	Maryville School Lift Station Replacement Proj - SC RIA grant - Construction	Change orders: CO #1- Extension of Time until June 2023. No added cost. Approved. CO #2-Partial demolition and removal of old underground structure: \$44,225- Approved. CO #3-Modification of wetwell hatch: \$811-Approved. CO #4- Generator Pad Modifications: \$5,517- Approved. CO #5- Influent Line Relocation: \$7,379- Approved. CO #6-Housekeeping Pad-\$5,381-Approved Status Comments: 1 All work completed except for housekeeping pad and installation of standby generator. 2. Project substantially complete on 5/1/2023. 3. Generator is scheduled to arrive in July.	MB Kahn Inc.	403,178.00	0.72
1818	2023.234	Sanitary Sewer and Manhole Surveys - RFP for Engineering issued 1.25.2023 - proposals received 2.22.2023 - Notice of Intent to Award issued	Vortex mobilized on May 15th to begin CCTV sewer line inspection work. CCTV work is ongoing.	Weston & Sampson	100,525.00	0.00
1819	2023.104	Historic District Sewer Line Repairs - King Street Project - ARPA Related - bids received 8.17.2022 - Green Wave Contracting approved by council 9.15.2022	Contractor mobilized in April 3, 2023. 2. Sewer pipeline and manhole installed. 3. Asphalt milling and paving is complete.	Green Wave Contracting Inc	395,661.00	0.81
1927	2023.120	Front St Under Ground (UG) Infrastructure Upgrade Project - Engineering		Utility Technology	76,600.00	0.26
2402	2023.224	Cleland Street Parking Lot - RFP for engineering	Design is ongoing	Hanna Engineering	22,500.00	0.23
2403	2023.248	Howard School Park	Agreements with SGA and Rowe are now fully executed. 2. Site survey has been completed. 3. Need to finalize conceptual design.	Rowe	25,000.00	0.00
4015	2023.079	Stormwater System Improvements - Engineering - EDA Grant number 04-79-07494 - Change orders 1, 2 & 3 processed 2.17.2023	Status Comments: 1. Three bids received on 5/3/2023 2. Bids range from \$6,251,220 to \$8,749,253. 3. All bids exceed the approved budget. 4. Green Wave Contracting Inc. has been identified as the low qualified responsive bidder with a bid amount of \$6,251,220. 5. Notice of Intent to Award issued on May 25, 2023. 6. Bid is pending Council and EDA approval.	WK Dickson	567,200.00	0.47

Attachment: Current Project Listing 2023.06.30 (3863 : Finance and IT Monthly Report)

CITY OF GEORGETOWN

SALE OF ASSETS - FY23

GovDeal Payment	Govdeal #	Asset ID	Dept.	Description	Amount/Total Proceeds	Notations	Receipt #
				no activity	-		
				Total July	-		
				no activity			
				Total August	-		
				no activity			
				Total September	-		
2022.10.11	615	NA	Water 31.16	Club Car Electric Golf Cart	-	Listed on 10.11.2022, with the bid closing on 10.31.2022	sold, but not picked up yet
2022.10.11	616	NA	Water 31.16	Diamond Products Core Cut Saw	-	Listed on 10.11.2022, with the bid closing on 10.31.2022	not sold, will rebid
				Total October	-		
2022.11.28	615	NA	Water 31.16	Club Car Electric Golf Cart	925.00		2023-22560
2022.11.04	616	NA	Water 31.16	Diamond Products Core Cut Saw	-	Re bid 11.04.2022 - 11.28.2022	not sold, to be scrapped
				Total November	925.00		
				no activity			
				Total December	-		
				no activity			
				Total January	-		
				no activity			
				Total February	-		
				no activity			
				Total March	-		
				no activity			
				Total April	-		
				no activity			
				Total May	-		
				no activity			
				Total June	-		
				TOTAL PER G/L	925.00		

Attachment: GovDeal Report FY23 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/23

Report by Department - Purchase Order Number
Summary Listing

Department 01 Administration

Purchase Order 2023-00000165
Description CROSBY LAW FIRM
Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - LEGAL FEES

Department 01 Administration
Vendor 10151 - CROSBY LAW FIRM LLC
CROSBY LAW FIRM LLC
405 DOZIER STREET
GEORGETOWN, SC 29440

G/L Date	01/18/2023	Amount	25,000
Deliver by Date	06/30/2023	Voided	
Printed Date	01/20/2023	Discounted	
Completed Date		Expensed	11,860
Expiration Date	07/30/2023	Remaining	13,139
		Encumbered	13,139

Purchase Order 2023-00000219
Description SCMIRF - BLANKET
Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROPERTY INSURANCE

Department 01 Administration
Vendor 330 - SCMIRF
SCMIRF
SC MUNICIPAL INSURANCE RISK AND
FINANCING FUND
PO BOX 12220
COLUMBIA, SC 29211

G/L Date	03/17/2023	Amount	35,000
Deliver by Date	06/30/2023	Voided	
Printed Date	03/23/2023	Discounted	
Completed Date		Expensed	16,817
Expiration Date	07/30/2023	Remaining	18,182
		Encumbered	18,182

Purchase Order 2023-00000243
Description CROSBY LAW FIRM
Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - LEGAL FEES

Department 01 Administration
Vendor 10151 - CROSBY LAW FIRM LLC
CROSBY LAW FIRM LLC
405 DOZIER STREET
GEORGETOWN, SC 29440

G/L Date	04/27/2023	Amount	25,000
Deliver by Date	06/30/2023	Voided	
Printed Date	04/29/2023	Discounted	
Completed Date		Expensed	5,731
Expiration Date	07/30/2023	Remaining	19,268
		Encumbered	19,268

Purchase Order 2023-00000256
Description SCMIRF - BLANKET
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROPERTY INSURANCE

Department 01 Administration
Vendor 330 - SCMIRF
SCMIRF
SC MUNICIPAL INSURANCE RISK AND
FINANCING FUND
PO BOX 12220
COLUMBIA, SC 29211

G/L Date	05/18/2023	Amount	25,000
Deliver by Date	06/30/2023	Voided	
Printed Date	05/18/2023	Discounted	
Completed Date		Expensed	7,735
Expiration Date	07/30/2023	Remaining	17,264
		Encumbered	17,264

Department 01 Administration Totals

Purchase Orders	4	Amount	\$110,000
		Voided	\$0
		Discounted	\$0
		Expensed	\$42,145
		Remaining	\$67,854
		Encumbered	\$67,854

Department 04 Finance

Purchase Order 2023-00000064
Description ERIN BAILEY - TO REPRESENT INDIGENT
DEFENDANTS

Department 04 Finance
Vendor 18315 - THE LAW OFFICE OF ERIN E BAILEY LLC

G/L Date	08/18/2022	Amount	25,000
Deliver by Date	06/30/2023	Voided	



OPEN PURCHASE ORDER REPORT - MONTHLY

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As of G/L Date 06/30/22

Report by Department - Purchase Order Number
Summary Listing

Department 04 Finance

Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES

THE LAW OFFICE OF ERIN E BAILEY LLC
407 CHURCH ST SUITE G
GEORGETOWN, SC 29440

Printed Date	08/18/2022	Discounted	
Completed Date		Expensed	14,000
Expiration Date	07/30/2023	Remaining	11,000
		Encumbered	11,000

Department 04 Finance Totals	Purchase Orders	1	Amount	\$25,000
			Voided	\$0
			Discounted	\$0
			Expensed	\$14,000
			Remaining	\$11,000
			Encumbered	\$11,000

Department 05 Police

Purchase Order 2023-00000074
Description SC DJJ
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - JUVENILE HOUSING

Department Vendor 05 Police
4085 - SC DEPARTMENT OF JUVENILE JUSTICE
SC DEPARTMENT OF JUVENILE JUSTICE
P O BOX 21069
COLUMBIA, SC 29221

G/L Date	08/26/2022	Amount	10,000
Deliver by Date	06/30/2023	Voided	
Printed Date	10/07/2022	Discounted	
Completed Date		Expensed	725
Expiration Date	07/30/2023	Remaining	9,275
		Encumbered	9,275

Purchase Order 2023-00000089
Description SAINT FRANCES ANIMAL CENTER
Type Standard
Status Open
Bill To Location P-05 - Police
Assigned To Buyer
Resolution Number CONTRACT SERVICES - ANIMAL CONTROL

Department Vendor 05 Police
6700 - ST FRANCES ANIMAL CENTER
ST FRANCES ANIMAL CENTER
125 RIDGE ST
GEORGETOWN, SC 29440

G/L Date	08/08/2022	Amount	75,000
Deliver by Date	06/30/2023	Voided	
Printed Date	09/15/2022	Discounted	
Completed Date		Expensed	56,250
Expiration Date	07/30/2023	Remaining	18,750
		Encumbered	18,750

Purchase Order 2023-00000126
Description MOBILE COMMUNICATIONS AMERICA - POLICE
DEPT GO NOTE
Type Standard
Status Open
Bill To Location P-05 - Police
Assigned To Buyer
Resolution Number EQUIPMENT

Department Vendor 05 Police
18200 - MOBILE COMMUNICATIONS AMERICA INC
MOBILE COMMUNICATIONS AMERICA INC
DEPT #125
PO BOX 37904
CHARLOTTE, NC 28237-7904

G/L Date	10/31/2022	Amount	11,683
Deliver by Date	06/30/2023	Voided	
Printed Date	11/03/2022	Discounted	
Completed Date		Expensed	8,651
Expiration Date	07/30/2023	Remaining	3,032
		Encumbered	3,032

Purchase Order 2023-00000130
Description MOBILE COMMUNICATIONS AMERICA - VEH
#638 LEASE PURCHASE
Type Standard

Department Vendor 05 Police
18200 - MOBILE COMMUNICATIONS AMERICA INC
MOBILE COMMUNICATIONS AMERICA INC

G/L Date	11/04/2022	Amount	16,287
Deliver by Date	06/30/2023	Voided	
Printed Date	11/08/2022	Discounted	

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/22

Report by Department - Purchase Order Number
Summary Listing

Department 05 Police							
Status	Open	DEPT #125	Completed Date	Expensed	10,181		
Bill To Location	P-04 - Finance	PO BOX 37904	Expiration Date	Remaining	6,106		
Assigned To Buyer		CHARLOTTE, NC 28237-7904		Encumbered	6,106		
Resolution Number	VEH #638 - LEASE PURCHASE						
Purchase Order	2023-00000154	Department	05 Police	G/L Date	12/05/2022	Amount	32,575
Description	MOBILE COMMUNICATIONS AMERICA - REP ANDERSON EARMARKED	Vendor	18200 - MOBILE COMMUNICATIONS AMERICA INC	Deliver by Date	06/30/2023	Voided	
Type	Standard		MOBILE COMMUNICATIONS AMERICA INC	Printed Date	12/22/2022	Discounted	
Status	Open		DEPT #125	Completed Date		Expensed	20,487
Bill To Location	P-04 - Finance		PO BOX 37904	Expiration Date	07/30/2023	Remaining	12,087
Assigned To Buyer			CHARLOTTE, NC 28237-7904			Encumbered	12,087
Resolution Number	REP ANDERSON EARMARKED						
Purchase Order	2023-00000168	Department	05 Police	G/L Date	01/11/2023	Amount	16,287
Description	MOBILE COMMUNICATIONS AMERICA - POLICE DEPT	Vendor	18200 - MOBILE COMMUNICATIONS AMERICA INC	Deliver by Date	04/30/2023	Voided	
Type	Standard		MOBILE COMMUNICATIONS AMERICA INC	Printed Date	01/20/2023	Discounted	
Status	Open		DEPT #125	Completed Date		Expensed	10,181
Bill To Location	P-04 - Finance		PO BOX 37904	Expiration Date	05/30/2023	Remaining	6,106
Assigned To Buyer			CHARLOTTE, NC 28237-7904			Encumbered	6,106
Resolution Number	FY23 SCDPS SRO GRANT #SR-05-C2202-23						
Purchase Order	2023-00000277	Department	05 Police	G/L Date	06/09/2023	Amount	7,003
Description	WACCAMAW TELECOMMUNICATIONS SYSTEM INC	Vendor	17069 - WACCAMAW TELECOMMUNICATIONS SYSTEMS INC	Deliver by Date	07/30/2023	Voided	
Type	Standard		WACCAMAW TELECOMMUNICATIONS SYSTEMS INC	Printed Date	06/30/2023	Discounted	
Status	Open		3930 WESLEY STREET	Completed Date		Expensed	
Bill To Location	P-04 - Finance		SUITE 1205	Expiration Date	12/31/2023	Remaining	7,003
Assigned To Buyer			MYRTLE BEACH, SC 29579			Encumbered	7,003
Resolution Number	REPAIRS						
Department 05 Police Totals		Purchase Orders	7	Amount	\$168,839		
				Voided	\$0		
				Discounted	\$0		
				Expensed	\$106,477		
				Remaining	\$62,361		
				Encumbered	\$62,361		
Department 09 Housing and Community Dev.							
Purchase Order	2023-00000093	Department	09 Housing and Community Dev.	G/L Date	09/15/2022	Amount	19,886
Description	WRCOG - CDBG GRANT #4-CE-20-007	Vendor	1137 - WACCAMAW REGIONAL & PLANNING	Deliver by Date	06/30/2023	Voided	

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

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As of G/L Date 06/30/22

Report by Department - Purchase Order Number
Summary Listing

Department **09 Housing and Community Dev.**
Type Standard

Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES - CDBG GRANT #4-CE-20-007

Purchase Order 2023-00000097
Description SUMMIT ENGINEERING - CDBG GRANT #4-CE-20-007 - WEST END DEMO PROJECT
Type Standard

Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WEST END NEIGHBORHOOD DEMO PROJECT - ASBESTOS TESTING

WACCAMAW REGIONAL COUNCIL OF GOVERNMENT
1230 HIGHMARKET ST
GEORGETOWN, SC 29440

Printed Date 09/15/2022
Completed Date
Expiration Date 07/30/2023
Discounted
Expensed
Remaining
Encumbered

2,965
16,921
16,921

Department Vendor 09 Housing and Community Dev.
19232 - SUMMIT ENGINEERING LABORATORY & TESTING INC
SUMMIT ENGINEERING LABORATORY & TESTING INC
3575 CENTRE CIRCLE
FORT MILL, SC 29715

G/L Date 09/19/2022
Deliver by Date 06/30/2023
Printed Date 09/23/2022
Completed Date
Expiration Date 07/30/2023
Amount
Voided
Discounted
Expensed
Remaining
Encumbered

14,190
8,420
5,770
5,770

Department **09 Housing and Community Dev.** Totals

Purchase Orders 2
Amount \$34,076
Voided \$0
Discounted \$0
Expensed \$11,385
Remaining \$22,691
Encumbered \$22,691

Department **11 Fire**

Purchase Order 2023-00000204
Description RHINEHART FIRE SERVICES - SCBA FOR FIRE DEPT USDA
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number SCBA COMPRESSOR REPLACEMENT - USDA

Purchase Order 2023-00000236
Description MOTOROLA - FIRE DEPT RADIOS
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number RADIOS

Department Vendor 11 Fire
16567 - RHINEHART FIRE SERVICES
RHINEHART FIRE SERVICES
PO BOX 36
CANDLER, NC 28715

G/L Date 02/21/2023
Deliver by Date 06/30/2023
Printed Date 03/03/2023
Completed Date
Expiration Date 07/30/2023
Amount
Voided
Discounted
Expensed
Remaining
Encumbered

67,146
67,146
67,146

Department Vendor 11 Fire
3613 - MOTOROLA SOLUTIONS INC
MOTOROLA SOLUTIONS INC
PO BOX 404059
ATLANTA, GA 30384-4059

G/L Date 04/19/2023
Deliver by Date 06/30/2023
Printed Date 04/21/2023
Completed Date
Expiration Date 07/30/2023
Amount
Voided
Discounted
Expensed
Remaining
Encumbered

12,804
12,804

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/22

Report by Department - Purchase Order Number
Summary Listing

Department 11 Fire

Purchase Order 2023-00000266
Description THOMAS J MADDEN - FIRE DEPT EQUIP FOR
NEW VEH
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number EQUIPMENT FOR THE REPLACEMENT OF TRUCK
22

Department 11 Fire
Vendor 4598 - THOMAS J MADDEN & ASSOC. INC.

THOMAS J MADDEN & ASSOC. INC.
3545 CRUSE ROAD NW
SUITE 301
LAWRENCEVILLE, GA 30044

G/L Date	06/01/2023	Amount	9,272
Deliver by Date	06/19/2023	Voided	
Printed Date	06/02/2023	Discounted	
Completed Date		Expensed	
Expiration Date	07/30/2023	Remaining	9,272
		Encumbered	9,272

Department 11 Fire Totals	Purchase Orders	3	Amount	\$89,223
			Voided	\$0
			Discounted	\$0
			Expensed	\$0
			Remaining	\$89,223
			Encumbered	\$89,223

Department 12 Public Works

Purchase Order 2023-00000020
Description GEORGETOWN COUNTY BOARD OF DISABILITIES

Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number 6 MONTH BLANKET

Department 12 Public Works
Vendor 4200 - GEORGETOWN COUNTY BOARD OF
DISABILITIES
GEORGETOWN COUNTY BOARD OF
& SPECIAL NEEDS
PO BOX 1471
GEORGETOWN, SC 29442

G/L Date	07/07/2022	Amount	18,500
Deliver by Date	12/31/2022	Voided	
Printed Date	07/07/2022	Discounted	
Completed Date		Expensed	15,546
Expiration Date	01/30/2023	Remaining	2,953
		Encumbered	2,953

Purchase Order 2023-00000068
Description ASSOCIATES ROOFING & CONSTRUCTION DBA
ARC - PARC #2022020
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number EAST BAY PARK PUBLIC BOAT LANDING
IMPROVEMENTS PROJ #1230

invoice for the period of MAY
paid 5.25.2023

Department 12 Public Works
Vendor 18295 - ASSOCIATES ROOFING & CONSTRUCTION
INC
ASSOCIATES ROOFING & CONSTRUCTION INC
1135 BURGESS RD
MURRELLS INLET, SC 29576

G/L Date	08/24/2022	Amount	48,759
Deliver by Date	01/30/2023	Voided	
Printed Date	08/26/2022	Discounted	
Completed Date		Expensed	43,127
Expiration Date	03/30/2023	Remaining	5,632
		Encumbered	5,632

Purchase Order 2023-00000087
Description ROSENBLUM COE - EBP BOBBY ALFORD BLDG
PROJ #1222 - CV1-019
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer

Department 12 Public Works
Vendor 18750 - ROSENBLUM COE ARCHITECTS INC

ROSENBLUM COE ARCHITECTS INC
1643 MEANS ST
CHARLESTON, SC 29412

G/L Date	09/08/2022	Amount	68,000
Deliver by Date	06/30/2023	Voided	
Printed Date	09/15/2022	Discounted	
Completed Date		Expensed	50,326
Expiration Date	07/30/2023	Remaining	17,673
		Encumbered	17,673.24

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

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As of G/L Date 06/30/22

Report by Department - Purchase Order Number
Summary Listing

Department 12 Public Works

Resolution Number EAST BAY PARK IMPROVEMENTS - BOBBY
ALFORD BLDG PROJ #1222

Purchase Order 2023-00000105
Description THE CART GUY
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number ROLL OUT CARTS

Department 12 Public Works
Vendor 18827 - THE CART GUY LLC
THE CART GUY LLC
2929 N 215TH ST W
COLWICH, KS 67030

G/L Date 09/26/2022 Amount 11,087
Deliver by Date 12/30/2022 Voided
Printed Date 10/07/2022 Discounted
Completed Date Expensed
Expiration Date 01/30/2023 Remaining 11,087
Encumbered 11,087

manual close needed
per NS 7.6.2023

Purchase Order 2023-00000117
Description AMICK EQUIPMENT - REPLACEMENT OF
GARBAGE TRUCK #1305
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number REPLACEMENT OF GARBAGE TRUCK #1305

Department 12 Public Works
Vendor 19 - AMICK EQUIPMENT COMPANY INC
AMICK EQUIPMENT COMPANY INC
PO BOX 1965
LEXINGTON, SC 29071

G/L Date 10/23/2022 Amount 285,483
Deliver by Date 06/30/2023 Voided
Printed Date 10/28/2022 Discounted
Completed Date Expensed
Expiration Date 07/30/2023 Remaining 285,483
Encumbered 285,483

Purchase Order 2023-00000184
Description DOBBS EQUIPMENT - 244 K WHEEL LOADER -
TRACTOR
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number 244 K WHEEL LOADER - TRACTOR

Department 12 Public Works
Vendor 19249 - DOBBS EQUIPMENT SOUTHEAST LLC
DOBBS EQUIPMENT SOUTHEAST LLC
1206 BLAYLOCK ST
ALBANY, GA 31705

G/L Date 01/23/2023 Amount 125,609
Deliver by Date 06/30/2023 Voided
Printed Date 02/02/2023 Discounted
Completed Date Expensed
Expiration Date 07/30/2023 Remaining 125,609
Encumbered 125,609

Purchase Order 2023-00000199
Description GEORGETOWN COUNTY BOARD OF DISABILITIES
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number 6 MONTH BLANKET

Department 12 Public Works
Vendor 4200 - GEORGETOWN COUNTY BOARD OF
DISABILITIES
GEORGETOWN COUNTY BOARD OF
& SPECIAL NEEDS
PO BOX 1471
GEORGETOWN, SC 29442

G/L Date 02/18/2023 Amount 18,500
Deliver by Date 06/30/2023 Voided
Printed Date 02/24/2023 Discounted
Completed Date Expensed 16,110
Expiration Date 07/30/2023 Remaining 2,389
Encumbered 2,389

Purchase Order 2023-00000207
Description WP LAW INC - BEN COOPER PARK SPLASH PAD
REPAIRS
Type Standard
Status Open
Bill To Location P-04 - Finance

Department 12 Public Works
Vendor 8521 - WP LAW INC
WP LAW INC
303 RIVERCHASE WAY
LEXINGTON, SC 29072

G/L Date 02/22/2023 Amount 12,210
Deliver by Date 05/30/2023 Voided
Printed Date 03/02/2023 Discounted
Completed Date Expensed 7,760
Expiration Date 06/30/2023 Remaining 4,450.00

paid on 4.13.2023 - manual
close needed

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OPEN PURCHASE ORDER REPORT - MONTHLY

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As of G/L Date 06/30/2023

Report by Department - Purchase Order Number
Summary Listing

Department 12 Public Works

Assigned To Buyer

Resolution Number BEN COOPER PARK SPLASH PAD REPAIRS

Purchase Order 2023-00000212

Description CAGLE CONSULTING - PROJ# 1236

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROJ #1236

Department 12 Public Works

Vendor 17829 - CAGLE CONSULTING ENGINEERS LLC

CAGLE CONSULTING ENGINEERS LLC

181 E EVANS ST SUITE E2

FLORENCE, SC 29508

G/L Date 03/10/2023

Deliver by Date 08/30/2023

Printed Date 03/16/2023

Completed Date

Expiration Date 09/30/2023

Encumbered

4,450

Amount

44,900

Voided

Discounted

Expensed

Remaining

44,900

Encumbered

44,900

Purchase Order 2023-00000224

Description HANNA ENGINEERING - PROJ #2402 - CDGB #4-SP-22-004

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROJ #2402 - CDGB #4-SP-22-004

Department 12 Public Works

Vendor 18731 - HANNA ENGINEERING LLC

HANNA ENGINEERING LLC

2412 PISGAH RD

FLORENCE, SC 29501

G/L Date 03/28/2023

Deliver by Date 06/30/2023

Printed Date 03/30/2023

Completed Date

Expiration Date 07/30/2023

Amount

22,500

Voided

Discounted

Expensed

5,200

Remaining

17,300

Encumbered

17,300

Purchase Order 2023-00000248

Description ROWE PROFESSIONAL SERVICE - PROJECT #2403

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number HOWARD SCHOOL PARK PROJECT #2403

Department 12 Public Works

Vendor 18619 - ROWE PROFESSIONAL SERVICES COMPANY

ROWE PROFESSIONAL SERVICES COMPANY

540 S SAGINAW ST STE 200

FLINT, MI 48502

G/L Date 05/09/2023

Deliver by Date 12/31/2023

Printed Date 05/12/2023

Completed Date

Expiration Date 01/30/2024

Amount

25,000

Voided

Discounted

Expensed

Remaining

25,000

Encumbered

25,000

Purchase Order 2023-00000251

Description CXT INCORPORATED - PROJ #1237

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number BARUCH PARK RESTROOMS - PROJECT #1237

Department 12 Public Works

Vendor 19298 - CXT INCORPORATED

CXT INCORPORATED

415 HOLIDAY DR

PITTSBURGH, PA 15220

G/L Date 05/18/2023

Deliver by Date 12/30/2023

Printed Date 05/18/2023

Completed Date

Expiration Date 01/30/2024

Amount

79,560

Voided

Discounted

Expensed

Remaining

79,560

Encumbered

79,560

Purchase Order 2023-00000261

Description PYRAMID CONTRACTING - PROJ #1222

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Department 12 Public Works

Vendor 19376 - PYRAMID CONTRACTING

PYRAMID CONTRACTING

951 WESTERN LANE

IRMO, SC 29063

G/L Date 05/04/2023

Deliver by Date 11/30/2023

Printed Date 05/25/2023

Completed Date

Expiration Date 12/30/2023

Amount

887,098

Voided

Discounted

Expensed

Remaining

887,098

Encumbered

887,098

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/23

Report by Department - Purchase Order Number
Summary Listing

Department 12 Public Works

Resolution Number EAST BAY PARK - BOBBY ALFORD PAVILLION
PROJ #1222

Purchase Order 2023-00000265
Description GREENBERG FARROW ARCH - PROJ #2403
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number HOWARD SCHOOL PARK PROJ #2403

Purchase Order 2023-00000273
Description ARC INC - PROJ #2001

Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number DUKE STREET YARD IMPROVEMENTS PROJ
#2001

Department 12 Public Works
Vendor 19433 - GREENBERG FARROW ARCHITECTURE INC
GREENBERG FARROW ARCHITECTURE INC
DBA SGA NW, A GF DESIGN COMPANY
1230 PEACHTREE ST NE SUITE 2900
ATLANTA, GA 30309

G/L Date	06/01/2023	Amount	36,500
Deliver by Date	06/30/2023	Voided	
Printed Date	06/02/2023	Discounted	
Completed Date		Expensed	
Expiration Date	07/30/2023	Remaining	36,500
		Encumbered	36,500

Department 12 Public Works
Vendor 18295 - ASSOCIATES ROOFING & CONSTRUCTION
INC
ASSOCIATES ROOFING & CONSTRUCTION INC
1135 BURGESS RD
MURRELLS INLET, SC 29576

G/L Date	06/09/2023	Amount	60,727
Deliver by Date	07/31/2023	Voided	
Printed Date	06/15/2023	Discounted	
Completed Date		Expensed	
Expiration Date	08/30/2023	Remaining	60,727
		Encumbered	60,727

Department 12 Public Works Totals	Purchase Orders	15	Amount	\$1,744,435
			Voided	\$0
			Discounted	\$0
			Expensed	\$138,070
			Remaining	\$1,606,365
			Encumbered	\$1,606,365

Department 14 Fleet Services

Purchase Order 2023-00000138
Description ALAN JAY AUTOMOTIVE - REPLACEMENT TRUCK
#1402
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number VEH #1402 - LEASE PURCHASE

invoice paid 3.16.2023 -
manual close needed

Department 14 Fleet Services
Vendor 19241 - ALAN JAY AUTOMOTIVE MANAGEMENT
ALAN JAY AUTOMOTIVE MANAGEMENT
DBA ALAN JAY FLEET SALES
PO BOX 9200
SEBRING, FL 33871-9200

G/L Date	11/29/2022	Amount	50,899
Deliver by Date	06/30/2023	Voided	
Printed Date	12/01/2022	Discounted	
Completed Date		Expensed	50,399
Expiration Date	07/30/2023	Remaining	500
		Encumbered	500

Department 14 Fleet Services Totals	Purchase Orders	1	Amount	\$50,899
			Voided	\$0
			Discounted	\$0
			Expensed	\$50,399
			Remaining	\$500

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As of G/L Date 06/30/2023
Report by Department - Purchase Order Number
Summary Listing

					Encumbered	\$500
Department 19 Electric						
Purchase Order	2023-00000016	Department	19 Electric	G/L Date	07/07/2022	Amount 24,671
Description	CANNON TECHNOLOGIES - METER SUPPLIES	Vendor	16312 - CANNON TECHNOLOGIES INC	Deliver by Date	11/18/2022	Voided
Type	Standard		CANNON TECHNOLOGIES INC	Printed Date	07/07/2022	Discounted
Status	Open		DBA EATON CORP	Completed Date		Expensed 22,175
Bill To Location	P-04 - Finance		28370 NETWORK PLACE	Expiration Date	12/30/2022	Remaining 2,495
Assigned To Buyer			CHICAGO, IL 60673-1283			Encumbered
Resolution Number	METER SUPPLIES					
manual close needed per RS 7.06.2023						
Purchase Order	2023-00000027	Department	19 Electric	G/L Date	07/01/2022	Amount 25,000
Description	LINE EQUIPMENT - BLANKET	Vendor	8540 - LINE EQUIPMENT SALES CO INC	Deliver by Date	06/30/2023	Voided
Type	Blanket		LINE EQUIPMENT SALES CO INC	Printed Date	07/07/2022	Discounted
Status	Open		ELECTRIC UTILITY SUPPLY LTD	Completed Date		Expensed 22,539
Bill To Location	P-04 - Finance		PO BOX 3269	Expiration Date	07/30/2023	Remaining 2,460
Assigned To Buyer			WEST COLUMBIA, SC 29171-3269			Encumbered
Resolution Number	BLANKET - INVENTORY & MATERIALS					
Purchase Order	2023-00000036	Department	19 Electric	G/L Date	07/01/2022	Amount 25,000
Description	WESCO DISTRIBUTION - INVENTORY	Vendor	367 - WESCO DISTRIBUTION INC	Deliver by Date	06/30/2023	Voided
Type	Standard		WESCO DISTRIBUTION INC	Printed Date	07/07/2022	Discounted
Status	Open		1050 CHRIS CIRCLE	Completed Date		Expensed 6,775
Bill To Location	P-04 - Finance		WEST COLUMBIA, SC 29170	Expiration Date	07/30/2023	Remaining 18,224
Assigned To Buyer						Encumbered
Resolution Number	BLANKET - INVENTORY & MATERIALS					
Purchase Order	2023-00000095	Department	19 Electric	G/L Date	09/19/2022	Amount 25,000
Description	LINE EQUIPMENT - BLANKET	Vendor	8540 - LINE EQUIPMENT SALES CO INC	Deliver by Date	10/30/2022	Voided
Type	Blanket		LINE EQUIPMENT SALES CO INC	Printed Date	09/22/2022	Discounted
Status	Open		ELECTRIC UTILITY SUPPLY LTD	Completed Date		Expensed 13,142
Bill To Location	P-04 - Finance		PO BOX 3269	Expiration Date	11/30/2022	Remaining 11,857
Assigned To Buyer			WEST COLUMBIA, SC 29171-3269			Encumbered
Resolution Number	BLANKET - INVENTORY & MATERIALS					
manual close needed per RS 7.06.2023						
Purchase Order	2023-00000098	Department	19 Electric	G/L Date	09/19/2022	Amount 25,000
Description	SUNBELT SOLOMON SERVICES	Vendor	19074 - SUNBELT SOLOMON SERVICES LLC	Deliver by Date	06/30/2023	Voided
Type	Standard		SUNBELT SOLOMON SERVICES LLC	Printed Date	09/22/2022	Discounted
Status	Open		PO BOX 245	Completed Date		Expensed 24,511
Bill To Location	P-04 - Finance		SOLOMON, KS 67480	Expiration Date	07/30/2023	Remaining 488
Assigned To Buyer						Encumbered
Resolution Number	BLANKET - SOLE SOURCE					
Purchase Order	2023-00000110	Department	19 Electric	G/L Date	10/17/2022	Amount 25,000

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Department 19 Electric

Description	BORDER STATES	Vendor	18809 - BORDER STATES INDUSTRIES INC	Deliver by Date	06/30/2023	Voided	
Type	Blanket		BORDER STATES INDUSTRIES INC	Printed Date	10/20/2022	Discounted	
Status	Open		PO BOX 603585	Completed Date		Expensed	23,557
Bill To Location	P-04 - Finance		CHARLOTTE, NC 28260-3585	Expiration Date	07/30/2023	Remaining	1,442
Assigned To Buyer						Encumbered	
Resolution Number	BLANKET - INVENTORY & MATERIALS						
Purchase Order	2023-00000120	Department	19 Electric	G/L Date	10/21/2022	Amount	102,500
Description	UTEC - PROJECT #1927	Vendor	6254 - UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	Deliver by Date	06/30/2023	Voided	
Type	Blanket		UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	Printed Date	10/28/2022	Discounted	
Status	Open		DBA UTILITY TECHNOLOGY	Completed Date		Expensed	45,619
Bill To Location	P-04 - Finance		147 DUBLIN SQUARE RD	Expiration Date	07/30/2023	Remaining	56,880
Assigned To Buyer			ASHEBORO, NC 27203			Encumbered	58,676
Resolution Number	PROJECT #1927						
Purchase Order	2023-00000144	Department	19 Electric	G/L Date	12/06/2022	Amount	25,000
Description	BORDER STATES	Vendor	18809 - BORDER STATES INDUSTRIES INC	Deliver by Date	06/30/2023	Voided	
Type	Blanket		BORDER STATES INDUSTRIES INC	Printed Date	12/08/2022	Discounted	
Status	Open		PO BOX 603585	Completed Date		Expensed	19,586
Bill To Location	P-04 - Finance		CHARLOTTE, NC 28260-3585	Expiration Date	07/30/2023	Remaining	5,413
Assigned To Buyer						Encumbered	
Resolution Number	BLANKET - INVENTORY & MATERIALS						
Purchase Order	2023-00000148	Department	19 Electric	G/L Date	12/06/2022	Amount	25,000
Description	SUNBELT SOLOMON SERVICES	Vendor	19074 - SUNBELT SOLOMON SERVICES LLC	Deliver by Date	06/30/2023	Voided	
Type	Standard		SUNBELT SOLOMON SERVICES LLC	Printed Date	12/08/2022	Discounted	
Status	Open		PO BOX 245	Completed Date		Expensed	23,124
Bill To Location	P-04 - Finance		SOLOMON, KS 67480	Expiration Date	07/30/2023	Remaining	1,875
Assigned To Buyer						Encumbered	
Resolution Number	BLANKET - SOLE SOURCE						
Purchase Order	2023-00000172	Department	19 Electric	G/L Date	01/19/2023	Amount	25,000
Description	UTEC - PROFESSIONAL SERVICES - ASSOC WITH NEW WHOLESALE POWER	Vendor	6254 - UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	Deliver by Date	06/30/2023	Voided	
Type	Blanket		UTILITY TECHNOLOGY ENGINEERS-CONSULTANTS PLLC	Printed Date	01/20/2023	Discounted	
Status	Open		DBA UTILITY TECHNOLOGY	Completed Date		Expensed	1,929
Bill To Location	P-04 - Finance		147 DUBLIN SQUARE RD	Expiration Date	07/30/2023	Remaining	23,070
Assigned To Buyer			ASHEBORO, NC 27203			Encumbered	23,070
Resolution Number	PROFESSIONAL SERVICES						

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Report by Department - Purchase Order Number
Summary Listing

Department 19 Electric

Purchase Order 2023-00000181
Description BORDER STATES
Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - INVENTORY & MATERIALS

Department 19 Electric
Vendor 18809 - BORDER STATES INDUSTRIES INC
BORDER STATES INDUSTRIES INC
PO BOX 603585
CHARLOTTE, NC 28260-3585

G/L Date	01/31/2023	Amount	75,000
Deliver by Date	06/30/2023	Voided	
Printed Date	02/02/2023	Discounted	
Completed Date		Expensed	25,820
Expiration Date	07/30/2023	Remaining	49,179
		Encumbered	

Purchase Order 2023-00000189
Description LINE EQUIPMENT - BLANKET
Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - INVENTORY & MATERIALS

Department 19 Electric
Vendor 8540 - LINE EQUIPMENT SALES CO INC
LINE EQUIPMENT SALES CO INC
ELECTRIC UTILITY SUPPLY LTD
PO BOX 3269
WEST COLUMBIA, SC 29171-3269

G/L Date	02/07/2023	Amount	75,000
Deliver by Date	06/30/2023	Voided	
Printed Date	02/09/2023	Discounted	
Completed Date		Expensed	12,922
Expiration Date	07/30/2023	Remaining	62,077
		Encumbered	

Purchase Order 2023-00000198
Description CANNON TECHNOLOGIES - METERS
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Department 19 Electric
Vendor 16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date	02/23/2023	Amount	22,611
Deliver by Date	06/30/2023	Voided	
Printed Date	02/24/2023	Discounted	
Completed Date		Expensed	
Expiration Date	07/30/2023	Remaining	22,611
		Encumbered	

Purchase Order 2023-00000206
Description SUNBELT SOLOMON SERVICES
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - SOLE SOURCE

Department 19 Electric
Vendor 19074 - SUNBELT SOLOMON SERVICES LLC
SUNBELT SOLOMON SERVICES LLC
PO BOX 245
SOLOMON, KS 67480

G/L Date	02/24/2023	Amount	75,000
Deliver by Date	06/30/2023	Voided	
Printed Date	03/02/2023	Discounted	
Completed Date		Expensed	58,217
Expiration Date	07/30/2023	Remaining	16,782
		Encumbered	

Purchase Order 2023-00000208
Description UTILITY TRANSFORMER BROKERS
Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Department 19 Electric
Vendor 19316 - UTILITY TRANSFORMER BROKERS LLC
UTILITY TRANSFORMER BROKERS LLC
PO BOX 535
SANTAQUIN, UT 84655

G/L Date	03/01/2023	Amount	75,000
Deliver by Date	06/30/2023	Voided	
Printed Date	03/03/2023	Discounted	
Completed Date		Expensed	
Expiration Date	07/30/2023	Remaining	75,000
		Encumbered	

Purchase Order 2023-00000209
Description COASTAL STRUCTURES - CONTRACTING OF
EMPLOYEE

Department 19 Electric
Vendor 6524 - COASTAL STRUCTURES CORPORATION

G/L Date	03/09/2023	Amount	25,000
Deliver by Date	02/28/2024	Voided	

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Report by Department - Purchase Order Number
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Department **19 Electric**

Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES

Purchase Order 2023-00000214
Description CANNON TECHNOLOGIES - METERS
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Purchase Order 2023-00000220
Description SUNBELT SOLOMON SERVICES
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Purchase Order 2023-00000229
Description UTILITY TRANSFORMER BROKERS
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number INVENTORY

Purchase Order 2023-00000252
Description JOHN D MCALISTER - PAINTING SERVICES
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PAINTING OF ELECTRIC LAMP POSTS ON FRONT STREET

COASTAL STRUCTURES CORPORATION
PO BOX 937
GEORGETOWN, SC 29442

Printed Date 03/09/2023
Completed Date
Expiration Date 03/30/2024
Discounted Expensed 14,985
Remaining 10,015
Encumbered 10,015

Department 19 Electric
Vendor 16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date 03/20/2023
Deliver by Date 06/30/2023
Printed Date 03/23/2023
Completed Date
Expiration Date 07/30/2023
Amount 11,246
Voided
Discounted
Expensed
Remaining 11,246
Encumbered

Department 19 Electric
Vendor 19074 - SUNBELT SOLOMON SERVICES LLC
SUNBELT SOLOMON SERVICES LLC
PO BOX 245
SOLOMON, KS 67480

G/L Date 03/21/2023
Deliver by Date 06/30/2023
Printed Date 03/23/2023
Completed Date
Expiration Date 07/30/2023
Amount 63,820
Voided
Discounted
Expensed 38,249
Remaining 3,680
Encumbered

Department 19 Electric
Vendor 19316 - UTILITY TRANSFORMER BROKERS LLC
UTILITY TRANSFORMER BROKERS LLC
PO BOX 535
SANTAQUIN, UT 84655

G/L Date 04/05/2023
Deliver by Date 06/30/2023
Printed Date 04/06/2023
Completed Date
Expiration Date 07/30/2023
Amount 69,200
Voided
Discounted
Expensed
Remaining 69,200
Encumbered

Department 19 Electric
Vendor 18944 - JOHN D MCALISTER
JOHN D MCALISTER
DBA JOHNNY'S PAINTING
11100 COUNTY LINE RD
ANDREWS, SC 29510

G/L Date 04/27/2023
Deliver by Date 06/30/2023
Printed Date 05/18/2023
Completed Date
Expiration Date 07/30/2023
Amount 10,050
Voided
Discounted
Expensed 5,000
Remaining 5,050
Encumbered 5,050

Department 19 Electric Totals	Purchase Orders	20	Amount	\$829,099
			Voided	\$0
			Discounted	\$0
			Expensed	\$358,154.00

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Report by Department - Purchase Order Number
Summary Listing

					Remaining Encumbered	\$449,054 \$96,812	
Department 21 G & A							
Purchase Order Description	2023-00000023 INDUSTRIAL REWINDING - ELECTRIC MOTOR REPAIRS 32.18	Department Vendor	21 G & A 1128 - INDUSTRIAL REWINDING INC	G/L Date Deliver by Date	07/05/2022 06/30/2023	Amount Voided	25,000
Type	Standard		INDUSTRIAL REWINDING INC	Printed Date	07/07/2022	Discounted	
Status	Open		PO BOX 3442	Completed Date		Expensed	
Bill To Location	P-04 - Finance		MYRTLE BEACH , SC 29578	Expiration Date	07/30/2023	Remaining Encumbered	25,000 25,000
Assigned To Buyer							
Resolution Number	BLANKET - ELECTRIC MOTOR REPAIRS						
Purchase Order Description	2023-00000039 THOMAS SUPPLY - ELECTRICAL WIRE	Department Vendor	21 G & A 356 - THOMAS SUPPLY CO INC	G/L Date Deliver by Date	07/05/2022 06/30/2023	Amount Voided	10,000
Type	Standard		THOMAS SUPPLY CO INC	Printed Date	07/13/2022	Discounted	
Status	Open		PO BOX 610	Completed Date		Expensed	8,109
Bill To Location	P-04 - Finance		MARION, SC 29571	Expiration Date	07/30/2023	Remaining Encumbered	1,891 1,891
Assigned To Buyer							
Resolution Number	SUPPLIES - ELECTRICAL WIRE						
Purchase Order Description	2023-00000054 COASTAL ASPHALT LLC - CONTRACT LABOR	Department Vendor	21 G & A 15796 - COASTAL ASPHALT LLC	G/L Date Deliver by Date	08/01/2022 06/30/2023	Amount Voided	25,000
Type	Blanket		COASTAL ASPHALT LLC	Printed Date	08/04/2022	Discounted	
Status	Open		2142 WINBURN ST	Completed Date		Expensed	
Bill To Location	P-04 - Finance		CONWAY, SC 29527	Expiration Date	07/30/2023	Remaining Encumbered	25,000 25,000
Assigned To Buyer							
Resolution Number	CONTRACT LABOR						
Purchase Order Description	2023-00000070 Jones Chemicals - WTP Chlorine Cylinders 31.16	Department Vendor	21 G & A 9909 - JONES CHEMICALS INC	G/L Date Deliver by Date	08/25/2022 06/30/2023	Amount Voided	25,000
Type	Blanket		JONES CHEMICALS INC	Printed Date	08/26/2022	Discounted	
Status	Open		PO BOX 25035	Completed Date		Expensed	16,541
Bill To Location	P-04 - Finance		BRADENTON, FL 34206	Expiration Date	07/30/2023	Remaining Encumbered	8,458 8,458
Assigned To Buyer							
Resolution Number	BLANKET - CHLORINE FOR WTP						
Purchase Order Description	2023-00000077 MB KAHN CONSTRUCTION CO - PROJ #1815 RIA GRANT	Department Vendor	21 G & A 5906 - MB KAHN CONSTRUCTION CO INC	G/L Date Deliver by Date	09/01/2022 06/30/2023	Amount Voided	408,559
Type	Standard		MB KAHN CONSTRUCTION CO IN	Printed Date	09/01/2022	Discounted	
Status	Open		101 FLINTLAKE ROAD	Completed Date		Expensed	293,893
Bill To Location	P-04 - Finance		COLUMBIA, SC 29223	Expiration Date	07/30/2023	Remaining Encumbered	114,665 114,665
Assigned To Buyer							

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Report by Department - Purchase Order Number
Summary Listing

Department **21 G & A**

Resolution Number PROJ #1815 - SC RIA GRANT #S-21-1287

Purchase Order 2023-00000078
Description ROWE PROFESSIONAL SERVICE PROJ #1515
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROJ #1515

Department 21 G & A
Vendor 18619 - ROWE PROFESSIONAL SERVICES COMPANY
ROWE PROFESSIONAL SERVICES COMPANY
540 S SAGINAW ST STE 200
FLINT, MI 48502

G/L Date 07/07/2022
Deliver by Date 06/30/2023
Printed Date 09/01/2022
Completed Date
Expiration Date 07/30/2023
Amount 10,770
Voided
Discounted
Expensed 902
Remaining 9,867
Encumbered 9,867

Purchase Order 2023-00000079
Description W K DICKSON - PROJ #4015 - EDA GRANT #04-79-07494
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROJ #4015 - EDA GRANT #04-79-07494

Department 21 G & A
Vendor 5417 - W K DICKSON & CO INC
W K DICKSON & CO INC
PO BOX 36005
CHARLOTTE, NC 28236

G/L Date 07/07/2022
Deliver by Date 06/30/2023
Printed Date 09/01/2022
Completed Date
Expiration Date 07/30/2023
Amount 489,247
Voided
Discounted
Expensed 188,613
Remaining 300,633
Encumbered 300,633

Purchase Order 2023-00000080
Description WK DICKSON - PROJ #1606
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROJ #1606

Department 21 G & A
Vendor 5417 - W K DICKSON & CO INC
W K DICKSON & CO INC
PO BOX 36005
CHARLOTTE, NC 28236

G/L Date 08/04/2022
Deliver by Date 06/30/2023
Printed Date 09/01/2022
Completed Date
Expiration Date 07/30/2023
Amount 163,765
Voided
Discounted
Expensed 30,292
Remaining 133,473
Encumbered 133,473

Purchase Order 2023-00000084
Description WRCOG - ARPA
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROFESSIONAL SERVICES

Department 21 G & A
Vendor 1137 - WACCAMAW REGIONAL & PLANNING
WACCAMAW REGIONAL COUNCIL OF GOVERNMENT
1230 HIGHMARKET ST
GEORGETOWN, SC 29440

G/L Date 09/15/2022
Deliver by Date 06/30/2023
Printed Date 09/15/2022
Completed Date
Expiration Date 07/30/2023
Amount 94,308
Voided
Discounted
Expensed 7,458
Remaining 86,850
Encumbered 86,850

Purchase Order 2023-00000091
Description WRCOG - PROJ #1515 - CDBG #4-21-008
Type Standard
Status Open
Bill To Location P-04 - Finance

Department 21 G & A
Vendor 1137 - WACCAMAW REGIONAL & PLANNING
WACCAMAW REGIONAL COUNCIL OF GOVERNMENT
1230 HIGHMARKET ST
GEORGETOWN, SC 29440

G/L Date 07/05/2022
Deliver by Date 06/30/2023
Printed Date 09/15/2022
Completed Date
Expiration Date 07/30/2023
Amount 31,420
Voided
Discounted
Expensed 8,905
Remaining 22,515

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Report by Department - Purchase Order Number
Summary Listing

Department **21 G & A**

Assigned To Buyer

Resolution Number PROFESSIONAL SERVICES - PROJ #1515

Purchase Order 2023-00000092

Description WRCOG - PROJ #4015 - EDA GRANT #04-79-07494

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROFESSIONAL SERVICES - PROJ #4015

Purchase Order 2023-00000102

Description CANNON TECHNOLOGIES - WATER METER NODES

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number WATER METER NODES

Purchase Order 2023-00000104

Description GREEN WAVE - PROJ 1819

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PROJECT #1819 - ARPA 2021

Purchase Order 2023-00000113

Description MELTON ELECTRIC - PUMP STATION GENERATORS

Type Standard

Status Open

Bill To Location P-04 - Finance

Assigned To Buyer

Resolution Number PUMP STATION GENERATORS - FEMA/SCMD HMGP #4542 PROJ #F4-S132

Purchase Order 2023-00000128

Description AQUA AEROBIC - WWTP SCADA UPGRADE PROJ #3407

Type Standard

Department

Vendor

21 G & A

1137 - WACCAMAW REGIONAL & PLANNING

WACCAMAW REGIONAL COUNCIL OF GOVERNMENT

1230 HIGHMARKET ST
GEORGETOWN, SC 29440

Department

Vendor

21 G & A

16312 - CANNON TECHNOLOGIES INC

CANNON TECHNOLOGIES INC

DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

Department

Vendor

21 G & A

16954 - GREEN WAVE CONTRACTING INC

GREEN WAVE CONTRACTING INC
3989 HIGHMARKET ST
GEORGETOWN, SC 29440

Department

Vendor

21 G & A

18607 - MELTON ELECTRIC CO INC

MELTON ELECTRIC CO INC
111 JACOB LANE
MYRTLE BEACH, SC 29579

Department

Vendor

21 G & A

9140 - AQUA - AEROBIC SYSTEMS INC

AQUA - AEROBIC SYSTEMS INC

G/L Date 07/05/2022

Deliver by Date 06/30/2023

Printed Date 09/15/2022

Completed Date

Expiration Date 07/30/2023

G/L Date 10/05/2022

Deliver by Date 06/30/2023

Printed Date 10/07/2022

Completed Date

Expiration Date 07/30/2023

G/L Date 10/04/2022

Deliver by Date 06/30/2023

Printed Date 10/07/2022

Completed Date

Expiration Date 07/30/2023

G/L Date 10/19/2022

Deliver by Date 06/30/2023

Printed Date 10/20/2022

Completed Date

Expiration Date 07/30/2023

G/L Date 11/07/2022

Deliver by Date 06/30/2023

Printed Date 11/08/2022

Encumbered

22,515

Amount

22,764

Voided

Discounted

Expensed

6,356

Remaining

16,407

Encumbered

16,407

Amount

14,674

Voided

Discounted

Expensed

Remaining

14,674

Encumbered

14,674

Amount

413,410

Voided

Discounted

Expensed

336,573

Remaining

76,837

Encumbered

76,837

Amount

215,862

Voided

Discounted

Expensed

Remaining

215,862

Encumbered

215,862

Amount

180,953

Voided

Discounted

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/22

Report by Department - Purchase Order Number
Summary Listing

Department **21 G & A**

Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WWTP SCADA UPGRADE PROJ #3407

6306 NORTH ALPINE RD
ROCKFORD, IL 61130-0026

Completed Date
Expiration Date 07/30/2023
Expensed
Remaining 180,953
Encumbered 180,953

Purchase Order 2023-00000131
Description BRENNTAG - ORTHOPOSHATE
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - ORTHOPOSPHATE FOR WATER FILTRATION

Department Vendor 21 G & A
9902 - BRENNTAG MID-SOUTH INC
BRENNTAG MID-SOUTH INC
PO BOX 7410714
CHICAGO, IL 60674-0714

G/L Date 11/23/2022
Deliver by Date 06/30/2023
Printed Date 11/23/2022
Completed Date
Expiration Date 07/30/2023
Amount 12,000
Voided
Discounted
Expensed 11,603
Remaining 396
Encumbered 396

Purchase Order 2023-00000132
Description INDUSTRIAL REWINDING - WWTP 32.34
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - ELECTRIC MOTOR REPAIRS - WWTP 32.34

Department Vendor 21 G & A
1128 - INDUSTRIAL REWINDING INC
INDUSTRIAL REWINDING INC
PO BOX 3442
MYRTLE BEACH , SC 29578

G/L Date 11/15/2022
Deliver by Date 06/30/2023
Printed Date 11/23/2022
Completed Date
Expiration Date 07/30/2023
Amount 25,000
Voided
Discounted
Expensed 21,212
Remaining 3,787
Encumbered 3,787

Purchase Order 2023-00000150
Description CANNON TECHNOLOGIES - WATER METER NODES
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WATER METER NODES

Department Vendor 21 G & A
16312 - CANNON TECHNOLOGIES INC
CANNON TECHNOLOGIES INC
DBA EATON CORP
28370 NETWORK PLACE
CHICAGO, IL 60673-1283

G/L Date 12/12/2022
Deliver by Date 06/30/2023
Printed Date 12/15/2022
Completed Date
Expiration Date 07/30/2023
Amount 14,630
Voided
Discounted
Expensed
Remaining 14,630
Encumbered 14,630

Purchase Order 2023-00000179
Description ANDRITZ SEPARATION INC
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number SOLE SOURCE

Department Vendor 21 G & A
9846 - ANDRITZ SEPARATION INC
ANDRITZ SEPARATION INC
DEPT 0312
PO BOX 120312
DALLAX, TX 75312-0312

G/L Date 01/26/2023
Deliver by Date 06/30/2023
Printed Date 02/02/2023
Completed Date
Expiration Date 07/30/2023
Amount 5,444
Voided
Discounted
Expensed 5,136
Remaining 308
Encumbered 308

Purchase Order 2023-00000180
Description ARC - PROJ #1515 - CDGG #4-CI-21-008

Department Vendor 21 G & A
18295 - ASSOCIATES ROOFING & CONSTRUCTION INC

G/L Date 01/26/2023
Deliver by Date 06/30/2023
Amount 1,013,380
Voided

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/23

Report by Department - Purchase Order Number
Summary Listing

Department 21 G & A

Type	Standard	ASSOCIATES ROOFING & CONSTRUCTION INC	Printed Date	02/02/2023	Discounted	
Status	Open	1135 BURGESS RD	Completed Date		Expensed	119,250
Bill To Location	P-04 - Finance	MURRELLS INLET, SC 29576	Expiration Date	07/30/2023	Remaining	894,130
Assigned To Buyer					Encumbered	894,130
Resolution Number	PROJ #1515 - CDGS #4-CI-21-008					

Purchase Order	2023-00000185	Department	21 G & A	G/L Date	01/30/2023	Amount	25,000
Description	INDUSTRIAL SOLUTIONS - CAUSTIC WTP	Vendor	89 - INDUSTRIAL SOLUTIONS & SUPPLY	Deliver by Date	06/30/2023	Voided	
Type	Standard		INDUSTRIAL SOLUTIONS & SUPPLY	Printed Date	02/02/2023	Discounted	
Status	Open		PO BOX 1172	Completed Date		Expensed	18,294
Bill To Location	P-04 - Finance		MARION, SC 29571	Expiration Date	07/30/2023	Remaining	6,705
Assigned To Buyer						Encumbered	6,705
Resolution Number	CAUSTIC FOR WTP						

Purchase Order	2023-00000210	Department	21 G & A	G/L Date	03/09/2023	Amount	18,859
Description	LE WOOTEN & COMPANY - PROJ #1815	Vendor	18836 - L.E WOOTEN & COMPANY	Deliver by Date	06/30/2023	Voided	
Type	Standard		L.E WOOTEN & COMPANY	Printed Date	03/09/2023	Discounted	
Status	Open		DBA THE WOOTEN COMPANY	Completed Date		Expensed	12,250
Bill To Location	P-04 - Finance		120 N BOYLAN AVENUE	Expiration Date	07/30/2023	Remaining	6,608
Assigned To Buyer			RALEIGH, NC 27603			Encumbered	6,608
Resolution Number	MARYVILLE SCHOOL LIFT STATION #16 PROJ #1815						

Purchase Order	2023-00000217	Department	21 G & A	G/L Date	03/14/2023	Amount	250,000
Description	COASTAL HYDRAULICS - REP ANDERSON	Vendor	15064 - COASTAL HYDRAULICS	Deliver by Date	06/30/2023	Voided	
Type	Standard		COASTAL HYDRAULICS	Printed Date	03/24/2023	Discounted	
Status	Open		2251 TECHNICAL PARKWAY	Completed Date		Expensed	
Bill To Location	P-05 - Police		NORTH CHARLESTON, SC 29406	Expiration Date	07/30/2023	Remaining	250,000
Assigned To Buyer						Encumbered	250,000
Resolution Number	REPAIRS						

Purchase Order	2023-00000222	Department	21 G & A	G/L Date	03/16/2023	Amount	7,000
Description	CHLORINATOR SALES - ANNUAL SERVICE ON CHLORINE SYSTEM	Vendor	75 - CHLORINATOR SALES & SERVICE INC	Deliver by Date	06/30/2023	Voided	
Type	Standard		CHLORINATOR SALES & SERVICE INC	Printed Date	03/30/2023	Discounted	
Status	Open		PO BOX 549	Completed Date		Expensed	5,862
Bill To Location	P-04 - Finance		MATTHEWS, NC 28106	Expiration Date	07/30/2023	Remaining	1,137
Assigned To Buyer						Encumbered	1,137
Resolution Number	ANNUAL SERVICE ON CHLORINE SYSTEM						

Purchase Order	2023-00000223	Department	21 G & A	G/L Date	03/30/2023	Amount	7,000
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Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/23

Report by Department - Purchase Order Number
Summary Listing

Department 21 G & A

Description CHLORINATOR SALES - ANNUAL SERVICE ON CHLORINE SYSTEM
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number ANNUAL SERVICE ON CHLORINE SYSTEM

Vendor 75 - CHLORINATOR SALES & SERVICE INC
CHLORINATOR SALES & SERVICE INC
PO BOX 549
MATTHEWS, NC 28106

Deliver by Date 06/30/2023
Printed Date 03/30/2023
Completed Date
Expiration Date 07/30/2023
Voided
Discounted
Expensed 2,694
Remaining 4,305
Encumbered 4,305

Purchase Order 2023-00000231
Description Jones Chemicals - WWTP Chlorine Cylinders 32.34
Type Blanket
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number BLANKET - CHLORINE FOR WWTP

Department 21 G & A
Vendor 9909 - JONES CHEMICALS INC
JONES CHEMICALS INC
PO BOX 25035
BRADENTON, FL 34206

G/L Date 04/14/2023
Deliver by Date 06/30/2023
Printed Date 04/14/2023
Completed Date
Expiration Date 07/30/2023
Amount 25,000
Voided
Discounted
Expensed 7,571
Remaining 17,428
Encumbered 17,428

Purchase Order 2023-00000232
Description ROWE PROFESSIONAL SERVICE - PROJECT #1517
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROJECT #1517

Department 21 G & A
Vendor 18619 - ROWE PROFESSIONAL SERVICES COMPANY
ROWE PROFESSIONAL SERVICES COMPANY
540 S SAGINAW ST STE 200
FLINT, MI 48502

G/L Date 04/11/2023
Deliver by Date 06/30/2023
Printed Date 04/14/2023
Completed Date
Expiration Date 07/30/2023
Amount 18,050
Voided
Discounted
Expensed
Remaining 18,050
Encumbered 18,050

Purchase Order 2023-00000233
Description ROWE PROFESSIONAL SERVICE - PROJECT #1817
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number PROJECT #1817

Department 21 G & A
Vendor 18619 - ROWE PROFESSIONAL SERVICES COMPANY
ROWE PROFESSIONAL SERVICES COMPANY
540 S SAGINAW ST STE 200
FLINT, MI 48502

G/L Date 04/14/2023
Deliver by Date 06/30/2023
Printed Date 04/14/2023
Completed Date
Expiration Date 07/30/2023
Amount 18,050
Voided
Discounted
Expensed
Remaining 18,050
Encumbered 18,050

Purchase Order 2023-00000234
Description WESTON & SAMPSON ENGINEERS INC PROJ #1818
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number SANITARY AND MH SURVEY PROJECT #1818 ARPA

Department 21 G & A
Vendor 18055 - WESTON & SAMPSON ENGINEERS INC
WESTON & SAMPSON ENGINEERS INC
5 CENTENNIAL DR
PEABODY, MA 01960

G/L Date 04/10/2023
Deliver by Date 06/30/2023
Printed Date 04/14/2023
Completed Date
Expiration Date 07/30/2023
Amount 100,525
Voided
Discounted
Expensed
Remaining 100,525
Encumbered 100,525

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/23

Report by Department - Purchase Order Number
Summary Listing

Department 21 G & A

Purchase Order Description	2023-00000247 G3 ENGINEERING & SURVEYING LLC - PROJ 1516 - ARPA	Department Vendor	21 G & A 19372 - G3 ENGINEERING & SURVEYING LLC	G/L Date	05/01/2023	Amount	62,500
Type	Standard			Deliver by Date	06/30/2023	Voided	
Status	Open		G3 ENGINEERING & SURVEYING LLC	Printed Date	05/12/2023	Discounted	
Bill To Location	P-04 - Finance		24 COMMERCE DR	Completed Date		Expensed	
Assigned To Buyer			PAWLEYS ISLAND, SC 29585	Expiration Date	07/30/2023	Remaining	62,500
Resolution Number	PROJ #1516					Encumbered	62,500
Purchase Order Description	2023-00000254 PVS - FERRIC CHLORIDE	Department Vendor	21 G & A 8905 - PVS TECHNOLOGIES INC	G/L Date	05/18/2023	Amount	25,000
Type	Blanket		PVS TECHNOLOGIES INC	Deliver by Date	06/30/2023	Voided	
Status	Open		25212 NETWORK PLACE	Printed Date	05/18/2023	Discounted	
Bill To Location	P-04 - Finance		CHICAGO, IL 60673-1503	Completed Date		Expensed	10,715
Assigned To Buyer				Expiration Date	07/30/2023	Remaining	14,284
Resolution Number	BLANKET - FERRIC CHLORIDE FOR WTP					Encumbered	14,284
Purchase Order Description	2023-00000257 WRCOG - PROJ #1606 - EDA GRANT #04-79-07777	Department Vendor	21 G & A 1137 - WACCAMAW REGIONAL & PLANNING	G/L Date	05/16/2023	Amount	30,000
Type	Standard		WACCAMAW REGIONAL COUNCIL OF GOVERNMENT	Deliver by Date	06/30/2023	Voided	
Status	Open		1230 HIGHMARKET ST	Printed Date	05/18/2023	Discounted	
Bill To Location	P-04 - Finance		GEORGETOWN, SC 29440	Completed Date		Expensed	
Assigned To Buyer				Expiration Date	07/30/2023	Remaining	30,000
Resolution Number	PROFESSIONAL SERVICES - PROJ #1606					Encumbered	30,000
Purchase Order Description	2023-00000258 COASTAL ASPHALT - REPAIRS - PARKING LOT AT WATER DEPT	Department Vendor	21 G & A 15796 - COASTAL ASPHALT LLC	G/L Date	05/22/2023	Amount	5,717
Type	Standard		COASTAL ASPHALT LLC	Deliver by Date	06/30/2023	Voided	
Status	Open		2142 WINBURN ST	Printed Date	05/25/2023	Discounted	
Bill To Location	P-04 - Finance		CONWAY, SC 29527	Completed Date		Expensed	
Assigned To Buyer				Expiration Date	07/30/2023	Remaining	5,717
Resolution Number	REPAIRS					Encumbered	5,717
Purchase Order Description	2023-00000259 CP&G - BLDG MAINTENANCE AT WATER ADMIN BUILDING	Department Vendor	21 G & A 19388 - PRABHAKAR MORO	G/L Date	05/22/2023	Amount	20,945
Type	Standard		PRABHAKAR MORO	Deliver by Date	06/30/2023	Voided	
Status	Open		DBA CP&G CONSTRUCTION LLC	Printed Date	05/25/2023	Discounted	
Bill To Location	P-04 - Finance		829 FRONT ST SUITE B	Completed Date		Expensed	
Assigned To Buyer			GEORGETOWN, SC 29440	Expiration Date	07/30/2023	Remaining	20,945
						Encumbered	20,945.00

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/2023

Report by Department - Purchase Order Number
Summary Listing

Department **21 G & A**

Resolution Number MAINTENANCE - WATER ADMIN BUILDING

Purchase Order 2023-00000260
Description PROSPECT FABRICATION INC - REPAIRS TO
FILTER BLDG
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number REPAIRS

Department 21 G & A
Vendor 16258 - PROSPECT FABRICATION INC
PROSPECT FABRICATION INC
PO BOX 840
JOHNSONVILLE, SC 29555

G/L Date 05/23/2023 Amount 21,650
Deliver by Date 06/30/2023 Voided
Printed Date 05/25/2023 Discounted
Completed Date Expensed
Expiration Date 07/30/2023 Remaining 21,650
Encumbered 21,650

Purchase Order 2023-00000264
Description CITI INC - WTP SCADA SYSTEM - ARPA
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WTP SCADA SYSTEM - ARPA

Department 21 G & A
Vendor 19356 - CITI INC
CITI INC
4030 YANCEY RD
CHARLOTTE, NC 28217

G/L Date 05/30/2023 Amount 160,773
Deliver by Date 06/30/2023 Voided
Printed Date 06/02/2023 Discounted
Completed Date Expensed
Expiration Date 07/30/2023 Remaining 160,773
Encumbered 160,773

Purchase Order 2023-00000274
Description TENCARVA - 32.34 WWTP - REPAIR PARTS FOR
SLUDGE PUMP
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number REPAIR PARTS FOR SLUDGE PUMP

Department 21 G & A
Vendor 15565 - TENCARVA
TENCARVA
MACHINERY COMPANY
2460 REMOUNT ROAD
STE 107
NORTH CHARLESTON, SC 29406

G/L Date 06/15/2023 Amount 6,688
Deliver by Date 06/30/2023 Voided
Printed Date 06/15/2023 Discounted
Completed Date Expensed
Expiration Date 07/30/2023 Remaining 6,688
Encumbered 6,688

Purchase Order 2023-00000275
Description PUMPS PARTS AND SERVICE
Type Standard
Status Open
Bill To Location P-04 - Finance
Assigned To Buyer
Resolution Number WASTE WATER TREATMENT PUMP REPLACEMENT

Department 21 G & A
Vendor 924 - PUMPS PARTS & SERVICE INC
PUMPS PARTS & SERVICE INC
PO BOX 538247
ATLANTA, GA 30353-8247

G/L Date 06/15/2023 Amount 59,103
Deliver by Date 09/15/2023 Voided
Printed Date 06/23/2023 Discounted
Completed Date Expensed
Expiration Date 12/31/2023 Remaining 59,103
Encumbered 59,103

Department 21 G & A Totals	Purchase Orders 38	Amount \$4,063,049
		Voided \$0
		Discounted \$0
		Expensed \$1,112,238
		Remaining \$2,950,811
		Encumbered \$2,950,811

Attachment: OpenPOReport 2023.06.30 (3863 : Finance and IT Monthly Report)



OPEN PURCHASE ORDER REPORT - MONTHLY

19.K.4

As of G/L Date 06/30/23
Report by Department - Purchase Order Number
Summary Listing

Grand Totals	Purchase Orders	91	Amount	\$7,114,623
			Voided	\$0
			Discounted	\$0
			Expensed	\$1,832,870
			Remaining	\$5,259,862
			Encumbered	\$4,907,620

Attachment: OpenPORReport 2023.06.30 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
311.001	Property Taxes - Real	3,637,037.00	682.00	3,637,719.00	.00	.00	3,717,058.30	(79,339.30)	102	3,433,941
311.003	Property Taxes - Vehicles	335,647.00	.00	335,647.00	.00	.00	288,174.94	47,472.06	86	285,400
311.004	Inventory Tax	133,000.00	.00	133,000.00	.00	.00	99,733.59	33,266.41	75	99,733
311.005	Prop Tax-Penalties & Cost	32,000.00	.00	32,000.00	.00	.00	.00	32,000.00	0	
311.006	Homestead Exemption Tax	150,000.00	.00	150,000.00	156,322.14	.00	156,322.14	(6,322.14)	104	148,411
311.007	Manufacturer's Tax Reduce	40,000.00	.00	40,000.00	.00	.00	171,444.08	(131,444.08)	429	70,200
311.008	Motor Carrier Lieu of Tax	15,000.00	.00	15,000.00	.00	.00	17,242.14	(2,242.14)	115	16,341
311.011	Boat and Motor Taxes	.00	.00	.00	.00	.00	144,602.70	(144,602.70)	+++	
321.001	Business Licenses	3,100,000.00	.00	3,100,000.00	404,694.78	.00	1,223,389.69	1,876,610.31	39	1,056,951
321.002	Business Lic - Penalties	2,000.00	.00	2,000.00	3,047.46	.00	4,759.17	(2,759.17)	238	7,211
322.001	Cable TV Franchise	112,500.00	.00	112,500.00	29,393.36	.00	115,069.32	(2,569.32)	102	195,611
322.002	S.C. Electric & Gas Co.	65,000.00	.00	65,000.00	.00	.00	.00	65,000.00	0	
323.001	Electrical Permits	5,000.00	.00	5,000.00	115.00	.00	9,299.00	(4,299.00)	186	3,940
323.002	Plumbing Permits	3,200.00	.00	3,200.00	80.00	.00	2,227.00	973.00	70	1,910
323.003	Gas Permits	2,500.00	.00	2,500.00	47.00	.00	1,346.00	1,154.00	54	1,900
323.004	Building Permits	110,000.00	.00	110,000.00	16,896.00	.00	174,434.00	(64,434.00)	159	149,990
323.005	Yard Sale Permits	75.00	.00	75.00	.00	.00	18.00	57.00	24	30
323.006	Mobile Home Permits	500.00	.00	500.00	150.00	.00	900.00	(400.00)	180	150
323.007	Demolition & Clearance	2,500.00	.00	2,500.00	150.00	.00	3,150.00	(650.00)	126	2,400
323.008	Mechanical Permits	9,000.00	.00	9,000.00	241.00	.00	6,013.00	2,987.00	67	8,510
323.010	Bus Lic Inspection Fee	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	470
323.013	Burning Permit	100.00	.00	100.00	.00	.00	.00	100.00	0	50
323.014	Construct Parking Permit	50.00	.00	50.00	20.00	.00	245.00	(195.00)	490	70
323.015	Reinspection Fee	5,000.00	.00	5,000.00	150.00	.00	4,840.00	160.00	97	3,370
323.016	Permit Not Posted On-Site	100.00	.00	100.00	.00	.00	.00	100.00	0	70
323.018	Moving Permit	.00	.00	.00	.00	.00	150.00	(150.00)	+++	
323.019	Stop Work Order Fee	1,000.00	.00	1,000.00	.00	.00	2,131.00	(1,131.00)	213	1,290
323.020	Board of Appeals Fee	500.00	.00	500.00	.00	.00	900.00	(400.00)	180	
323.021	Zoning Fees	7,500.00	.00	7,500.00	1,200.00	.00	8,950.00	(1,450.00)	119	9,500
323.022	Plan Review Fee	40,000.00	.00	40,000.00	7,841.00	.00	91,205.00	(51,205.00)	228	80,680
323.023	Sign Permit Fee	2,000.00	.00	2,000.00	135.00	.00	3,468.78	(1,468.78)	173	2,860
323.024	Planning Commission Fees	1,000.00	.00	1,000.00	.00	.00	150.00	850.00	15	600
323.025	ARB Fees	1,000.00	.00	1,000.00	50.00	.00	1,450.00	(450.00)	145	1,920
323.026	Plat Approval Fees	500.00	.00	500.00	60.00	.00	1,203.00	(703.00)	241	460
323.027	Special Events Permit	750.00	.00	750.00	545.00	.00	2,150.00	(1,400.00)	287	560
323.028	Miscellaneous permits	500.00	.00	500.00	500.00	.00	710.00	(210.00)	142	300
324.008	Fire Impact Fee	55,000.00	.00	55,000.00	6,407.12	.00	126,352.87	(71,352.87)	230	108,120
331.000	Federal Grants	519,604.00	.00	519,604.00	.00	.00	14,204.00	505,400.00	3	

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
REVENUE										
Department 00 - Revenue										
332.000	State Grants	284,235.00	.00	284,235.00	.00	.00	93,937.33	190,297.67	33	11,988
332.008	Other Local Grants	5,000.00	.00	5,000.00	.00	.00	8,600.00	(3,600.00)	172	28,438
335.001	Local Government Fund	230,000.00	.00	230,000.00	.00	.00	147,699.42	82,300.58	64	141,141
335.004	Fema Recovery	.00	.00	.00	.00	.00	.00	.00	+++	15,700
344.005	SRO Reimbursement	150,000.00	.00	150,000.00	176,249.45	.00	176,249.45	(26,249.45)	117	
351.001	Police Fines	55,000.00	.00	55,000.00	7,970.14	.00	72,620.88	(17,620.88)	132	51,068
351.003	Parking Fines	5,500.00	.00	5,500.00	1,840.00	.00	12,308.48	(6,808.48)	224	7,520
351.007	Sunday Liquor Sales	15,000.00	.00	15,000.00	.00	.00	11,250.00	3,750.00	75	8,800
351.008	Victim's Asst. Fees-(%)	5,000.00	.00	5,000.00	1,166.64	.00	9,198.71	(4,198.71)	184	7,140
351.009	Victim's Asst. Flat Fees	3,000.00	.00	3,000.00	408.50	.00	3,066.63	(66.63)	102	3,470
351.010	Misc Police Revenue	5,000.00	.00	5,000.00	2,397.00	.00	11,066.50	(6,066.50)	221	19,940
351.012	Traffic Education Program Fees	100.00	.00	100.00	.00	.00	.00	100.00	0	
361.001	Investment Earnings	15,000.00	.00	15,000.00	38,428.39	.00	296,829.09	(281,829.09)	1979	19,440
362.000	Rents and Royalties	15,000.00	.00	15,000.00	.00	.00	17,762.87	(2,762.87)	118	31,240
363.001	Fees for GIS/B&P Documents	75.00	.00	75.00	.00	.00	.00	75.00	0	60
363.005	FOIA Fees	500.00	.00	500.00	3.00	.00	1,103.81	(603.81)	221	320
364.000	Housing Authority FILOT	45,000.00	.00	45,000.00	.00	.00	56,752.90	(11,752.90)	126	93,820
364.001	Steel Mill FILOT	5,000.00	.00	5,000.00	.00	.00	5,843.40	(843.40)	117	
367.007	Donations and Promotions-Police Dept	.00	.00	.00	.00	.00	5,276.00	(5,276.00)	+++	
368.000	Work Comp Reimbursement	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	19,840
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	.00	.00	+++	45,180
369.000	Cash Over & Short	100.00	.00	100.00	.00	.00	(135.00)	235.00	-135	(
369.002	Miscellaneous Revenue	70,000.00	.00	70,000.00	122.62	.00	968,625.66	(898,625.66)	1384	(13,002
369.003	Insurance Proceeds	15,000.00	.00	15,000.00	7,269.16	.00	30,573.06	(15,573.06)	204	27,460
369.005	Set-off Debt Collection Fees	1,500.00	.00	1,500.00	450.00	.00	1,725.00	(225.00)	115	870
369.013	Returned Check Fees	3,400.00	.00	3,400.00	120.00	.00	2,790.00	610.00	82	2,370
391.001	Sale of Assets	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	4,860
392.001	From Electric Fund	730,628.00	.00	730,628.00	60,885.67	.00	669,742.37	60,885.63	92	663,580
392.002	From Water Fund	295,279.00	.00	295,279.00	24,606.67	.00	270,673.37	24,605.63	92	238,890
392.003	From Accom Tax Fund	32,000.00	.00	32,000.00	.00	.00	29,250.14	2,749.86	91	29,530
392.005	From Wastewater Fund	319,817.00	.00	319,817.00	26,651.33	.00	293,164.63	26,652.37	92	289,980
392.007	From Stormwater Fund	.00	.00	.00	.00	.00	.00	.00	+++	156,380
392.009	From Hospitality Fund	125,000.00	.00	125,000.00	10,416.67	.00	114,583.37	10,416.63	92	114,580
392.017	Transfers from ARPA Funds	.00	.00	.00	.00	.00	.00	.00	+++	295,950
394.002	Transfer from fund balance	1,800,000.00	.00	1,800,000.00	.00	.00	.00	1,800,000.00	0	
Department 00 - Revenue Totals		\$12,636,697.00	\$682.00	\$12,637,379.00	\$987,030.10	\$0.00	\$9,703,850.79	\$2,933,528.21	77%	\$8,009,740
REVENUE TOTALS		\$12,636,697.00	\$682.00	\$12,637,379.00	\$987,030.10	\$0.00	\$9,703,850.79	\$2,933,528.21	77%	\$8,009,740

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
400.101	Regular Pay	372,929.00	.00	372,929.00	35,548.48	.00	356,850.28	16,078.72	96	311,451
401.103	Overtime	3,000.00	.00	3,000.00	833.80	.00	7,178.94	(4,178.94)	239	4,441
401.106	Contract Labor	1,500.00	.00	1,500.00	.00	.00	1,800.00	(300.00)	120	2,831
405.114	FICA	28,874.00	.00	28,874.00	2,692.61	.00	26,693.98	2,180.02	92	23,351
406.116	Retirement	66,276.00	.00	66,276.00	6,363.56	.00	63,083.87	3,192.13	95	48,951
408.125	SCMIT Worker's Comp Ins.	11,638.00	.00	11,638.00	.00	.00	8,792.96	2,845.04	76	8,261
410.001	Health Claims Cost	50,050.00	.00	50,050.00	2,714.84	.00	24,041.04	26,008.96	48	26,381
410.002	Health Claim Costs-Retire	.00	.00	.00	.00	.00	606.80	(606.80)	+++	
500.101	Supplies and Materials	5,000.00	.00	5,000.00	1,392.93	.00	6,568.34	(1,568.34)	131	4,311
500.102	Equipment	2,900.00	.00	2,900.00	349.85	.00	3,688.79	(788.79)	127	481
500.103	Furniture	125.00	.00	125.00	.00	.00	.00	125.00	0	1,271
500.105	Printing and Binding	250.00	.00	250.00	.00	.00	.00	250.00	0	
610.111	Communications- Landline	6,000.00	.00	6,000.00	349.37	.00	4,861.87	1,138.13	81	4,921
610.112	Postage	600.00	.00	600.00	46.03	.00	809.30	(209.30)	135	851
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	174.72	.00	1,863.77	1,136.23	62	1,351
620.114	Advertising	500.00	.00	500.00	.00	.00	285.46	214.54	57	381
640.124	Travel Expense	3,000.00	.00	3,000.00	103.00	.00	1,901.77	1,098.23	63	2,521
650.127	Electricity	3,900.00	.00	3,900.00	286.31	.00	2,930.27	969.73	75	2,811
650.128	Water	500.00	.00	500.00	52.29	.00	571.94	(71.94)	114	431
650.129	Wastewater	700.00	.00	700.00	57.20	.00	625.94	74.06	89	551
650.130	Sanitation	1,000.00	.00	1,000.00	85.24	.00	937.64	62.36	94	931
650.133	Stormwater	700.00	.00	700.00	.00	.00	756.37	(56.37)	108	621
650.134	Security Lights	1,900.00	.00	1,900.00	157.50	.00	1,732.50	167.50	91	1,731
650.1271	Electricity- Sales Tax	150.00	.00	150.00	7.76	.00	94.10	55.90	63	111
660.105	COVID-19 Pandemic Expense	1,500.00	.00	1,500.00	.00	.00	1,796.29	(296.29)	120	8,191
660.139	Fleet Services-RTA Mtce Allocation	100.00	.00	100.00	.00	.00	176.87	(76.87)	177	551
660.145	Gasoline & Oil	500.00	.00	500.00	45.99	.00	45.99	454.01	9	321
660.1391	Fleet Services -Departmental Expense Allocation	600.00	.00	600.00	35.14	.00	581.03	18.97	97	771
660.1392	Fleet Svcs- Outside Vends	500.00	.00	500.00	.00	.00	306.34	193.66	61	
670.156	Equipment Rental/Lease	5,900.00	.00	5,900.00	79.50	.00	4,207.54	1,692.46	71	4,541
685.180	Membership Dues and Fees	3,184.00	.00	3,184.00	.00	.00	2,918.50	265.50	92	1,821
685.182	Other Operating Expenses	3,750.00	.00	3,750.00	393.25	.00	1,999.61	1,750.39	53	1,881
685.186	Training	5,375.00	.00	5,375.00	.00	.00	2,862.43	2,512.57	53	671
685.1801	Subscriptions	300.00	.00	300.00	.00	.00	25.31	274.69	8	71
686.187	Professional Services	55,000.00	.00	55,000.00	16,055.62	.00	16,055.62	38,944.38	29	21,021
686.189	Employee Medical	.00	.00	.00	.00	.00	150.00	(150.00)	+++	151
686.195	Repair/Maint Svc Contract	2,400.00	.00	2,400.00	.00	.00	745.44	1,654.56	31	901
686.1895	Employee wellness services	1,250.00	.00	1,250.00	.00	.00	1,491.79	(241.79)	119	1,341

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 01 - Administration										
795.001	IT Internal Allocations	.00	.00	.00	4,849.13	.00	31,289.61	(31,289.61)	+++	26,533
795.995	GF Cost Distribution	(257,940.00)	.00	(257,940.00)	(21,495.00)	.00	(236,445.00)	(21,495.00)	92	(286,714)
Sub Department 02 - Mayor and Council										
400.101	Regular Pay	111,105.00	.00	111,105.00	10,354.59	.00	107,862.04	3,242.96	97	111,603
405.114	FICA	8,499.00	.00	8,499.00	751.32	.00	7,695.01	803.99	91	7,823
406.116	Retirement	19,509.00	.00	19,509.00	1,314.68	.00	13,008.97	6,500.03	67	12,811
408.125	SCMIT Worker's Comp Ins.	2,832.00	.00	2,832.00	.00	.00	.00	2,832.00	0	
410.001	Health Claims Cost	63,700.00	.00	63,700.00	1,678.38	.00	19,302.18	44,397.82	30	24,233
500.101	Supplies and Materials	1,000.00	.00	1,000.00	201.78	.00	2,865.99	(1,865.99)	287	2,791
500.102	Equipment	500.00	.00	500.00	.00	.00	25.73	474.27	5	23
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	
610.111	Communications- Landline	600.00	.00	600.00	22.10	.00	478.76	121.24	80	490
610.112	Postage	250.00	.00	250.00	.00	.00	92.22	157.78	37	61
610.1110	Communications- Wireless	6,300.00	.00	6,300.00	514.98	.00	4,973.54	1,326.46	79	5,461
620.114	Advertising	2,500.00	.00	2,500.00	84.00	.00	1,641.75	858.25	66	1,231
640.124	Travel Expense	7,200.00	.00	7,200.00	.00	.00	2,830.36	4,369.64	39	8,351
660.105	COVID-19 Pandemic Expense	250.00	.00	250.00	.00	.00	.00	250.00	0	
670.156	Equipment Rental/Lease	10,000.00	.00	10,000.00	1,514.78	.00	9,088.68	911.32	91	7,781
685.180	Membership Dues and Fees	2,000.00	.00	2,000.00	.00	.00	285.00	1,715.00	14	2,201
685.182	Other Operating Expenses	2,700.00	.00	2,700.00	.00	.00	574.87	2,125.13	21	761
685.186	Training	6,200.00	.00	6,200.00	.00	.00	1,500.00	4,700.00	24	1,401
685.1801	Subscriptions	.00	.00	.00	.00	.00	.00	.00	+++	50
686.187	Professional Services	300.00	.00	300.00	.00	.00	.00	300.00	0	
686.1895	Employee wellness services	5,500.00	.00	5,500.00	.00	.00	5,469.85	30.15	99	4,931
795.001	IT Internal Allocations	19,300.00	.00	19,300.00	2,776.15	.00	35,966.33	(16,666.33)	186	31,083
Sub Department 02 - Mayor and Council Totals		\$270,845.00	\$0.00	\$270,845.00	\$19,212.76	\$0.00	\$213,661.28	\$57,183.72	79%	\$223,141
Department 01 - Administration Totals		\$657,756.00	\$0.00	\$657,756.00	\$70,391.88	\$0.00	\$558,544.58	\$99,211.42	85%	\$454,233
Department 04 - Finance										
400.101	Regular Pay	533,374.00	.00	533,374.00	42,594.75	.00	429,311.87	104,062.13	80	425,343
401.103	Overtime	5,000.00	.00	5,000.00	111.31	.00	2,437.46	2,562.54	49	3,791
401.106	Contract Labor	10,000.00	.00	10,000.00	.00	.00	6,778.81	3,221.19	68	
405.114	FICA	41,949.00	.00	41,949.00	3,156.01	.00	31,697.30	10,251.70	76	31,411
406.116	Retirement	96,294.00	.00	96,294.00	7,460.30	.00	74,749.69	21,544.31	78	63,891
408.125	SCMIT Worker's Comp Ins.	16,426.00	.00	16,426.00	.00	.00	4,820.51	11,605.49	29	4,531
410.001	Health Claims Cost	118,755.00	.00	118,755.00	3,844.40	.00	40,820.44	77,934.56	34	51,001
410.002	Health Claim Costs-Retire	10,535.00	.00	10,535.00	.00	.00	1,526.80	9,008.20	14	1,651
500.101	Supplies and Materials	6,500.00	.00	6,500.00	1,135.56	.00	4,745.41	1,754.59	73	3,831
500.102	Equipment	2,500.00	.00	2,500.00	.00	.00	423.98	2,076.02	17	231

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Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 04 - Finance										
500.103	Furniture	400.00	.00	400.00	.00	.00	.00	400.00	0	80
610.111	Communications- Landline	3,500.00	.00	3,500.00	153.57	.00	2,650.06	849.94	76	2,718
610.112	Postage	11,600.00	.00	11,600.00	309.84	.00	5,990.85	5,609.15	52	3,058
610.1110	Communications- Wireless	750.00	.00	750.00	46.18	.00	462.54	287.46	62	47
620.114	Advertising	.00	.00	.00	.00	.00	.00	.00	+++	150
640.124	Travel Expense	5,000.00	.00	5,000.00	69.50	(1,040.00)	2,072.15	3,967.85	21	2,748
650.127	Electricity	3,200.00	.00	3,200.00	179.62	.00	2,118.04	1,081.96	66	2,008
650.128	Water	500.00	.00	500.00	44.81	.00	490.23	9.77	98	370
650.129	Wastewater	600.00	.00	600.00	49.03	.00	536.47	63.53	89	478
650.130	Sanitation	1,000.00	.00	1,000.00	73.06	.00	803.66	196.34	80	80
650.133	Stormwater	625.00	.00	625.00	.00	.00	648.08	(23.08)	104	53
650.134	Security Lights	1,750.00	.00	1,750.00	135.00	.00	1,485.00	265.00	85	1,488
650.1271	Electricity- Sales Tax	200.00	.00	200.00	6.65	.00	80.64	119.36	40	9
660.105	COVID-19 Pandemic Expense	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	618
670.156	Equipment Rental/Lease	9,000.00	.00	9,000.00	190.80	.00	7,311.88	1,688.12	81	7,758
685.180	Membership Dues and Fees	1,800.00	.00	1,800.00	.00	.00	1,670.00	130.00	93	1,468
685.182	Other Operating Expenses	25,000.00	(140.00)	24,860.00	33.89	(6,717.24)	6,584.33	24,992.91	-1	36,978
685.184	Continuing Education	2,500.00	.00	2,500.00	450.00	.00	450.00	2,050.00	18	2,048
685.186	Training	3,250.00	140.00	3,390.00	.00	.00	1,347.70	2,042.30	40	958
685.1801	Subscriptions	550.00	.00	550.00	.00	.00	.00	550.00	0	50
686.189	Employee Medical	750.00	.00	750.00	.00	.00	150.00	600.00	20	308
686.195	Repair/Maint Svc Contract	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
686.1895	Employee wellness services	6,250.00	.00	6,250.00	.00	.00	4,972.58	1,277.42	80	4,488
795.001	IT Internal Allocations	30,000.00	.00	30,000.00	2,429.13	.00	28,869.63	1,130.37	96	24,118
795.995	GF Cost Distribution	(381,023.00)	.00	(381,023.00)	(31,751.92)	.00	(349,271.12)	(31,751.88)	92	(260,571)
Department 04 - Finance Totals		\$571,535.00	\$0.00	\$571,535.00	\$30,721.49	(\$7,757.24)	\$316,734.99	\$262,557.25	54%	\$419,608
Department 05 - Police										
Sub Department 05 - Police Staff Services										
400.101	Regular Pay	1,950,574.00	682.00	1,951,256.00	160,815.87	.00	1,603,149.92	348,106.08	82	1,606,908
401.103	Overtime	105,000.00	.00	105,000.00	7,581.26	.00	118,310.22	(13,310.22)	113	91,488
401.105	On-call pay	6,000.00	.00	6,000.00	400.00	.00	4,800.00	1,200.00	80	4,800
405.114	FICA	157,706.00	.00	157,706.00	12,367.80	.00	125,856.07	31,849.93	80	123,638
406.116	Retirement	417,261.00	.00	417,261.00	30,874.00	.00	331,329.67	85,931.33	79	290,618
408.125	SCMIT Worker's Comp Ins.	138,421.00	.00	138,421.00	1,463.97	.00	124,497.34	13,923.66	90	122,558
410.001	Health Claims Cost	356,265.00	.00	356,265.00	19,695.98	.00	208,294.88	147,970.12	58	236,878
410.002	Health Claim Costs-Retire	38,179.00	.00	38,179.00	(2,212.12)	.00	41,487.76	(3,308.76)	109	41,538
500.101	Supplies and Materials	22,005.00	.00	22,005.00	5,633.19	.00	22,514.59	(509.59)	102	23,108
500.102	Equipment	20,650.00	4,900.00	25,550.00	7,894.56	9,244.26	25,273.61	(8,967.87)	135	7,798

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Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 05 - Police Staff Services										
500.103	Furniture	6,000.00	.00	6,000.00	.00	.00	1,532.76	4,467.24	26	111
501.101	Uniforms and Clothing	47,900.00	.00	47,900.00	8,130.35	.00	28,938.50	18,961.50	60	27,530
610.111	Communications- Landline	7,000.00	.00	7,000.00	415.87	.00	6,513.03	486.97	93	6,230
610.112	Postage	250.00	.00	250.00	22.13	.00	222.38	27.62	89	100
610.1110	Communications- Wireless	68,084.00	.00	68,084.00	10,075.51	.00	63,094.49	4,989.51	93	58,550
620.114	Advertising	1,500.00	.00	1,500.00	.00	.00	718.36	781.64	48	
640.124	Travel Expense	17,712.00	.00	17,712.00	176.00	.00	8,806.13	8,905.87	50	4,690
650.127	Electricity	29,500.00	.00	29,500.00	1,766.62	.00	23,832.88	5,667.12	81	23,430
650.128	Water	2,800.00	.00	2,800.00	302.24	.00	3,316.62	(516.62)	118	2,810
650.129	Wastewater	2,600.00	.00	2,600.00	227.16	.00	2,490.72	109.28	96	2,250
650.130	Sanitation	2,300.00	.00	2,300.00	182.46	.00	2,007.06	292.94	87	2,000
650.133	Stormwater	2,500.00	.00	2,500.00	.00	.00	2,657.93	(157.93)	106	2,180
650.134	Security Lights	4,000.00	.00	4,000.00	309.89	.00	3,408.79	591.21	85	3,400
650.1271	Electricity- Sales Tax	1,200.00	.00	1,200.00	54.57	.00	777.18	422.82	65	950
660.105	COVID-19 Pandemic Expense	1,500.00	.00	1,500.00	.00	.00	5,088.00	(3,588.00)	339	6,830
660.133	Repairs & Maint. Services	23,150.00	.00	23,150.00	2,405.60	.00	24,546.68	(1,396.68)	106	11,150
660.139	Fleet Services-RTA Mtce Allocation	15,000.00	.00	15,000.00	3,035.13	.00	28,667.97	(13,667.97)	191	24,280
660.145	Gasoline & Oil	83,780.00	.00	83,780.00	11,129.79	.00	82,020.08	1,759.92	98	76,940
660.1391	Fleet Services -Departmental Expense Allocation	30,000.00	.00	30,000.00	4,514.85	.00	47,989.99	(17,989.99)	160	42,590
660.1392	Fleet Svcs- Outside Vends	30,000.00	.00	30,000.00	3,723.97	.00	37,889.92	(7,889.92)	126	19,660
670.156	Equipment Rental/Lease	6,600.00	.00	6,600.00	108.12	.00	5,506.37	1,093.63	83	5,900
682.1721	Prisoner Housing	70,000.00	.00	70,000.00	1,710.00	9,275.00	33,485.00	27,240.00	61	26,980
685.180	Membership Dues and Fees	1,800.00	.00	1,800.00	.00	.00	1,120.00	680.00	62	1,220
685.182	Other Operating Expenses	6,900.00	.00	6,900.00	658.01	.00	5,665.05	1,234.95	82	5,220
685.184	Continuing Education	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	2,000
685.186	Training	8,946.00	.00	8,946.00	1,060.28	.00	6,084.28	2,861.72	68	3,360
685.187	Special Projects	18,779.00	.00	18,779.00	1,550.00	(4,141.94)	16,132.08	6,788.86	64	8,210
685.189	Reserve Program	2,500.00	.00	2,500.00	1,080.00	.00	2,502.52	(2.52)	100	2,590
685.1801	Subscriptions	4,825.00	.00	4,825.00	418.91	.00	5,004.76	(179.76)	104	4,660
685.1861	Law Enforce Accreditation/Policy	6,500.00	.00	6,500.00	.00	.00	5,207.11	1,292.89	80	3,960
686.184	Technology Services	40,000.00	.00	40,000.00	.00	.00	.00	40,000.00	0	38,170
686.189	Employee Medical	14,550.00	.00	14,550.00	275.00	.00	5,232.96	9,317.04	36	2,400
686.194	Other Prof/Tech Services	75,000.00	.00	75,000.00	18,750.00	18,750.00	56,250.00	.00	100	56,250
686.195	Repair/Maint Svc Contract	36,800.00	.00	36,800.00	807.00	.00	9,272.02	27,527.98	25	33,580
686.200	Credit Card Fraudulent Charges	.00	.00	.00	.00	.00	.00	.00	+++	1,660
686.1895	Employee wellness services	15,000.00	.00	15,000.00	.00	.00	17,404.10	(2,404.10)	116	15,700
687.203	Contract Services	15,170.00	.00	15,170.00	659.95	.00	8,059.45	7,110.55	53	6,590

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 05 - Police Staff Services										
720.120	Donations and Promotions	.00	.00	.00	.00	.00	3,701.29	(3,701.29)	+++	
795.001	IT Internal Allocations	22,500.00	.00	22,500.00	2,429.13	.00	31,470.52	(8,970.52)	140	26,580
795.010	911 Expense Billing	(2,000.00)	.00	(2,000.00)	(157.30)	.00	(9,714.84)	7,714.84	486	(1,573)
900.4100	Vehicles	.00	.00	.00	10,181.69	6,106.26	102,578.07	(108,684.33)	+++	
900.4300	Other Equipment	.00	.00	.00	.00	(12,868.07)	5,551.84	7,316.23	+++	
Sub Department 05 - Police Staff Services Totals		\$3,935,707.00	\$5,582.00	\$3,941,289.00	\$330,517.44	\$26,365.51	\$3,290,546.11	\$624,377.38	84%	\$3,108,620
Sub Department 07 - Victim's Advocate										
400.101	Regular Pay	35,797.00	.00	35,797.00	.00	.00	23,718.65	12,078.35	66	33,250
401.103	Overtime	2,000.00	.00	2,000.00	.00	.00	284.44	1,715.56	14	320
405.114	FICA	2,891.00	.00	2,891.00	.00	.00	1,753.48	1,137.52	61	2,450
406.116	Retirement	7,245.00	.00	7,245.00	.00	.00	4,115.06	3,129.94	57	4,890
408.125	SCMIT Worker's Comp Ins.	723.00	.00	723.00	.00	.00	1,071.22	(348.22)	148	1,000
410.001	Health Claims Cost	9,100.00	.00	9,100.00	.00	.00	3,777.48	5,322.52	42	5,030
500.101	Supplies and Materials	1,000.00	.00	1,000.00	853.61	.00	853.61	146.39	85	360
501.101	Uniforms and Clothing	400.00	.00	400.00	.00	.00	290.90	109.10	73	160
610.111	Communications- Landline	180.00	.00	180.00	5.53	.00	119.69	60.31	66	120
610.112	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	470
610.1110	Communications- Wireless	1,300.00	.00	1,300.00	198.50	.00	1,091.75	208.25	84	1,050
640.124	Travel Expense	552.00	.00	552.00	.00	.00	.00	552.00	0	570
660.133	Repairs & Maint. Services	500.00	.00	500.00	.00	.00	.00	500.00	0	
660.139	Fleet Services-RTA Mtce Allocation	200.00	.00	200.00	.00	.00	.00	200.00	0	
660.145	Gasoline & Oil	1,000.00	.00	1,000.00	.00	.00	305.02	694.98	31	500
660.1391	Fleet Services -Departmental Expense Allocation	600.00	.00	600.00	52.72	.00	624.07	(24.07)	104	520
670.156	Equipment Rental/Lease	200.00	.00	200.00	.00	.00	.00	200.00	0	
685.180	Membership Dues and Fees	250.00	.00	250.00	.00	.00	.00	250.00	0	300
685.182	Other Operating Expenses	1,200.00	.00	1,200.00	.00	.00	30.72	1,169.28	3	1,700
685.186	Training	650.00	.00	650.00	.00	.00	399.00	251.00	61	480
685.187	Special Projects	200.00	.00	200.00	.00	.00	.00	200.00	0	
686.189	Employee Medical	425.00	.00	425.00	.00	.00	.00	425.00	0	120
686.195	Repair/Maint Svc Contract	500.00	.00	500.00	.00	.00	385.00	115.00	77	380
686.1895	Employee wellness services	500.00	.00	500.00	.00	.00	497.25	2.75	99	440
795.001	IT Internal Allocations	4,500.00	.00	4,500.00	347.02	.00	4,495.78	4.22	100	3,790
Sub Department 07 - Victim's Advocate Totals		\$72,013.00	\$0.00	\$72,013.00	\$1,457.38	\$0.00	\$43,813.12	\$28,199.88	61%	\$57,720
Sub Department 26 - Grants										
500.101	Supplies and Materials	1,350.00	.00	1,350.00	1,296.10	.00	1,296.10	53.90	96	1,350
500.102	Equipment	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
501.101	Uniforms and Clothing	800.00	.00	800.00	.00	.00	.00	800.00	0	380

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 05 - Police										
Sub Department 26 - Grants										
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	548.44	.00	3,016.42	(16.42)	101	2,851
640.124	Travel Expense	2,732.00	.00	2,732.00	.00	.00	.00	2,732.00	0	1,310
660.133	Repairs & Maint. Services	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
660.139	Fleet Services-RTA Mtce Allocation	600.00	.00	600.00	152.97	.00	1,017.63	(417.63)	170	681
660.145	Gasoline & Oil	3,500.00	.00	3,500.00	220.04	.00	2,381.16	1,118.84	68	791
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	.00	1,000.00	92.52	.00	1,319.68	(319.68)	132	941
660.1392	Fleet Svcs- Outside Vends	.00	.00	.00	.00	.00	2,063.18	(2,063.18)	+++	381
685.182	Other Operating Expenses	2,500.00	.00	2,500.00	.00	.00	106.90	2,393.10	4	2,501
685.186	Training	800.00	.00	800.00	.00	.00	.00	800.00	0	
685.187	Special Projects	1,000.00	.00	1,000.00	.00	.00	1,017.16	(17.16)	102	
Sub Department 26 - Grants Totals		\$20,282.00	\$0.00	\$20,282.00	\$2,310.07	\$0.00	\$12,218.23	\$8,063.77	60%	\$11,211
Department 05 - Police Totals		\$4,028,002.00	\$5,582.00	\$4,033,584.00	\$334,284.89	\$26,365.51	\$3,346,577.46	\$660,641.03	84%	\$3,177,561
Department 09 - Planning & Community Development										
400.101	Regular Pay	494,977.00	.00	494,977.00	23,859.73	.00	315,179.34	179,797.66	64	270,071
401.103	Overtime	2,500.00	.00	2,500.00	.00	.00	1,674.82	825.18	67	2,011
401.106	Contract Labor	.00	.00	.00	.00	.00	.00	.00	+++	731
405.114	FICA	38,057.00	.00	38,057.00	1,766.64	.00	23,367.19	14,689.81	61	19,961
406.116	Retirement	87,357.00	.00	87,357.00	4,314.31	.00	56,466.17	30,890.83	65	41,581
408.125	SCMIT Worker's Comp Ins.	8,748.00	.00	8,748.00	.00	.00	4,240.26	4,507.74	48	3,981
410.001	Health Claims Cost	72,800.00	.00	72,800.00	1,875.72	.00	30,996.48	41,803.52	43	31,041
500.101	Supplies and Materials	3,540.00	.00	3,540.00	291.54	.00	3,928.05	(388.05)	111	3,291
500.102	Equipment	3,500.00	.00	3,500.00	583.00	.00	2,435.04	1,064.96	70	3,741
500.103	Furniture	200.00	.00	200.00	.00	.00	.00	200.00	0	
500.105	Printing and Binding	2,320.00	.00	2,320.00	.00	.00	.00	2,320.00	0	191
610.111	Communications- Landline	2,000.00	.00	2,000.00	98.43	.00	1,454.93	545.07	73	1,471
610.112	Postage	1,300.00	.00	1,300.00	66.00	.00	2,906.61	(1,606.61)	224	1,241
610.1110	Communications- Wireless	3,000.00	.00	3,000.00	362.94	.00	4,585.32	(1,585.32)	153	2,211
620.114	Advertising	3,820.00	.00	3,820.00	168.00	.00	4,444.60	(624.60)	116	2,501
640.124	Travel Expense	2,640.00	.00	2,640.00	.00	.00	2,820.80	(180.80)	107	491
650.127	Electricity	2,000.00	.00	2,000.00	119.75	.00	1,412.01	587.99	71	1,331
650.128	Water	300.00	.00	300.00	29.88	.00	326.84	(26.84)	109	241
650.129	Wastewater	400.00	.00	400.00	32.69	.00	357.70	42.30	89	311
650.130	Sanitation	625.00	.00	625.00	48.70	.00	535.79	89.21	86	531
650.133	Stormwater	450.00	.00	450.00	.00	.00	431.14	18.86	96	351
650.134	Security Lights	1,250.00	.00	1,250.00	90.00	.00	990.00	260.00	79	991
650.1271	Electricity- Sales Tax	75.00	.00	75.00	4.44	.00	53.76	21.24	72	61
660.103	Emergency Preparedness	.00	.00	.00	.00	.00	.00	.00	+++	71

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 09 - Planning & Community Development										
660.105	COVID-19 Pandemic Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	
660.133	Repairs & Maint. Services	927.00	.00	927.00	.00	.00	.00	927.00	0	
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	.00	.00	746.40	(246.40)	149	1,120
660.145	Gasoline & Oil	3,500.00	.00	3,500.00	212.10	.00	3,342.00	158.00	95	2,280
660.1391	Fleet Services -Departmental Expense Allocation	1,000.00	.00	1,000.00	115.98	.00	1,785.43	(785.43)	179	1,480
660.1392	Fleet Svcs- Outside Vends	.00	.00	.00	.00	.00	99.95	(99.95)	+++	
670.156	Equipment Rental/Lease	7,500.00	.00	7,500.00	221.06	.00	8,969.60	(1,469.60)	120	7,250
685.180	Membership Dues and Fees	1,623.00	.00	1,623.00	.00	.00	2,246.00	(623.00)	138	570
685.182	Other Operating Expenses	600.00	.00	600.00	49.85	.00	1,787.63	(1,187.63)	298	1,470
685.184	Continuing Education	450.00	.00	450.00	.00	.00	3,184.45	(2,734.45)	708	430
685.186	Training	3,783.00	.00	3,783.00	.00	.00	4,042.52	(259.52)	107	8,140
685.192	KGB Operations	.00	.00	.00	.00	.00	.00	.00	+++	2,170
685.1801	Subscriptions	500.00	.00	500.00	.00	.00	.00	500.00	0	
686.189	Employee Medical	.00	.00	.00	150.00	.00	585.00	(585.00)	+++	510
686.191	Contract Services/Studies	391,000.00	.00	391,000.00	.00	5,770.00	120,052.55	265,177.45	32	117,800
686.1895	Employee wellness services	.00	.00	.00	.00	.00	2,486.31	(2,486.31)	+++	2,240
795.001	IT Internal Allocations	18,400.00	.00	18,400.00	1,041.06	.00	13,487.39	4,912.61	73	11,390
Department 09 - Planning & Community Development Totals		\$1,162,142.00	\$0.00	\$1,162,142.00	\$35,501.82	\$5,770.00	\$621,422.08	\$534,949.92	54%	\$545,410
Department 10 - Municipal Court										
400.101	Regular Pay	135,379.00	1,657.00	137,036.00	12,687.63	.00	132,220.16	4,815.84	96	128,540
401.103	Overtime	5,000.00	(857.00)	4,143.00	274.00	.00	3,462.07	680.93	84	3,570
401.105	On-call pay	6,000.00	(800.00)	5,200.00	400.00	.00	4,800.00	400.00	92	4,700
405.114	FICA	11,198.00	.00	11,198.00	1,012.27	.00	10,627.56	570.44	95	10,340
406.116	Retirement	25,704.00	.00	25,704.00	2,341.97	.00	24,391.68	1,312.32	95	20,180
408.125	SCMIT Worker's Comp Ins.	4,386.00	.00	4,386.00	.00	.00	2,633.44	1,752.56	60	2,470
410.001	Health Claims Cost	31,850.00	.00	31,850.00	437.30	.00	4,810.30	27,039.70	15	5,450
500.101	Supplies and Materials	2,500.00	.00	2,500.00	153.68	.00	2,534.60	(34.60)	101	1,970
500.102	Equipment	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
610.111	Communications- Landline	400.00	.00	400.00	16.58	.00	359.04	40.96	90	370
610.112	Postage	3,000.00	.00	3,000.00	180.60	.00	2,770.87	229.13	92	2,100
610.1110	Communications- Wireless	200.00	.00	200.00	.00	.00	.00	200.00	0	100
640.124	Travel Expense	1,600.00	.00	1,600.00	.00	.00	59.21	1,540.79	4	70
650.127	Electricity	5,100.00	.00	5,100.00	328.52	.00	4,343.64	756.36	85	4,430
650.128	Water	400.00	.00	400.00	46.07	.00	505.62	(105.62)	126	420
650.129	Wastewater	300.00	.00	300.00	34.64	.00	379.76	(79.76)	127	340
650.130	Sanitation	100.00	.00	100.00	9.67	.00	106.37	(6.37)	106	100
650.133	Stormwater	200.00	.00	200.00	.00	.00	230.86	(30.86)	115	190

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Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 10 - Municipal Court										
650.134	Security Lights	500.00	.00	500.00	38.11	.00	419.21	80.79	84	419.21
650.1271	Electricity- Sales Tax	200.00	.00	200.00	10.15	.00	144.51	55.49	72	170.00
660.105	COVID-19 Pandemic Expense	400.00	.00	400.00	.00	.00	3,561.60	(3,161.60)	890	220.00
660.133	Repairs & Maint. Services	9,300.00	.00	9,300.00	5,819.97	.00	8,431.94	868.06	91	2,930.00
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
660.145	Gasoline & Oil	800.00	.00	800.00	.00	.00	296.79	503.21	37	400.00
660.1391	Fleet Services -Departmental Expense Allocation	500.00	.00	500.00	35.14	.00	416.04	83.96	83	340.00
670.156	Equipment Rental/Lease	2,300.00	.00	2,300.00	172.04	.00	1,748.59	551.41	76	1,790.00
685.180	Membership Dues and Fees	100.00	.00	100.00	.00	.00	110.00	(10.00)	110	80.00
685.182	Other Operating Expenses	3,600.00	.00	3,600.00	1,010.07	.00	3,123.44	476.56	87	2,710.00
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	130.00
686.187	Professional Services	66,300.00	.00	66,300.00	.00	18,000.00	9,073.43	39,226.57	41	42,040.00
686.189	Employee Medical	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
686.195	Repair/Maint Svc Contract	2,200.00	.00	2,200.00	201.75	.00	509.56	1,690.44	23	1,230.00
686.1895	Employee wellness services	1,500.00	.00	1,500.00	.00	.00	1,491.79	8.21	99	1,340.00
795.001	IT Internal Allocations	22,500.00	.00	22,500.00	1,735.09	.00	22,478.94	21.06	100	18,980.00
Department 10 - Municipal Court Totals		\$346,267.00	\$0.00	\$346,267.00	\$26,945.25	\$18,000.00	\$246,041.02	\$82,225.98	76%	\$258,260.00
Department 11 - Fire										
400.101	Regular Pay	1,533,053.00	.00	1,533,053.00	127,375.16	.00	1,274,968.22	258,084.78	83	1,312,600.00
401.103	Overtime	125,000.00	.00	125,000.00	23,676.85	.00	191,559.92	(66,559.92)	153	108,930.00
402.111	Volunteer Employees	3,000.00	.00	3,000.00	30.00	.00	270.00	2,730.00	9	420.00
405.114	FICA	126,840.00	.00	126,840.00	11,097.63	.00	106,283.95	20,556.05	84	101,650.00
406.116	Retirement	335,586.00	.00	335,586.00	30,336.97	.00	288,176.42	47,409.58	86	244,860.00
408.125	SCMIT Worker's Comp Ins.	89,092.00	.00	89,092.00	.00	.00	67,218.84	21,873.16	75	63,450.00
410.001	Health Claims Cost	304,850.00	.00	304,850.00	15,044.36	.00	175,585.61	129,264.39	58	215,350.00
410.002	Health Claim Costs-Retire	49,969.00	.00	49,969.00	(1,014.56)	.00	20,019.50	29,949.50	40	41,170.00
500.101	Supplies and Materials	20,000.00	.00	20,000.00	601.38	.00	14,988.42	5,011.58	75	17,860.00
500.102	Equipment	35,800.00	.00	35,800.00	4,394.26	.00	18,933.82	16,866.18	53	23,850.00
500.103	Furniture	6,200.00	.00	6,200.00	288.55	.00	1,637.91	4,562.09	26	3,560.00
500.105	Printing and Binding	500.00	.00	500.00	.00	.00	76.54	423.46	15	250.00
500.107	Technology Supplies	11,440.00	.00	11,440.00	287.96	.00	6,645.86	4,794.14	58	5,440.00
501.101	Uniforms and Clothing	31,700.00	.00	31,700.00	4,257.35	.00	10,440.77	21,259.23	33	26,070.00
515.121	Safety Supplies	9,000.00	.00	9,000.00	.00	.00	7,136.56	1,863.44	79	3,950.00
515.128	Medical Supplies	16,500.00	.00	16,500.00	960.29	.00	12,538.83	3,961.17	76	13,230.00
531.140	Haz Mat Supplies/Equipmnt	10,000.00	.00	10,000.00	531.06	.00	6,347.36	3,652.64	63	6,920.00
610.111	Communications- Landline	6,500.00	.00	6,500.00	423.76	.00	6,198.63	301.37	95	6,220.00
610.112	Postage	1,000.00	.00	1,000.00	16.20	.00	308.85	691.15	31	710.00
610.1110	Communications- Wireless	30,000.00	.00	30,000.00	2,450.37	.00	24,585.12	5,414.88	82	28,620.00

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 11 - Fire										
620.114	Advertising	750.00	.00	750.00	.00	.00	.00	750.00	0	
630.121	Fire Prevention Materials	9,000.00	.00	9,000.00	673.62	.00	5,781.18	3,218.82	64	7,698
640.124	Travel Expense	8,942.00	(4,000.00)	4,942.00	.00	.00	1,458.88	3,483.12	30	1,438
650.127	Electricity	16,000.00	.00	16,000.00	917.79	.00	13,819.84	2,180.16	86	13,320
650.128	Water	4,000.00	.00	4,000.00	419.05	.00	4,139.30	(139.30)	103	3,841
650.129	Wastewater	3,000.00	.00	3,000.00	237.67	.00	2,623.69	376.31	87	2,488
650.130	Sanitation	1,000.00	.00	1,000.00	78.76	.00	866.36	133.64	87	860
650.133	Stormwater	1,600.00	.00	1,600.00	.00	.00	1,555.82	44.18	97	1,270
650.134	Security Lights	2,000.00	.00	2,000.00	151.00	.00	1,661.00	339.00	83	1,660
650.1271	Electricity- Sales Tax	500.00	.00	500.00	21.19	.00	295.75	204.25	59	330
660.103	Emergency Preparedness	2,500.00	.00	2,500.00	.00	.00	27.74	2,472.26	1	
660.105	COVID-19 Pandemic Expense	20,000.00	.00	20,000.00	3,200.31	.00	6,266.74	13,733.26	31	6,541
660.133	Repairs & Maint. Services	38,000.00	.00	38,000.00	448.61	.00	23,876.52	14,123.48	63	24,320
660.139	Fleet Services-RTA Mtce Allocation	28,000.00	.00	28,000.00	451.78	.00	27,627.06	372.94	99	28,320
660.145	Gasoline & Oil	36,000.00	.00	36,000.00	4,476.46	.00	33,021.99	2,978.01	92	28,231
660.1391	Fleet Services -Departmental Expense Allocation	15,000.00	.00	15,000.00	1,036.79	.00	18,106.89	(3,106.89)	121	12,390
660.1392	Fleet Svcs- Outside Vends	40,000.00	4,000.00	44,000.00	3,936.93	.00	27,662.10	16,337.90	63	32,030
670.156	Equipment Rental/Lease	8,500.00	.00	8,500.00	334.83	.00	4,324.03	4,175.97	51	4,440
682.169	Laundry & Linen	2,000.00	.00	2,000.00	127.20	.00	368.31	1,631.69	18	940
685.180	Membership Dues and Fees	2,218.00	.00	2,218.00	.00	.00	667.81	1,550.19	30	1,030
685.182	Other Operating Expenses	3,000.00	.00	3,000.00	373.60	.00	2,031.45	968.55	68	2,970
685.184	Continuing Education	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
685.186	Training	23,840.00	.00	23,840.00	4,556.28	.00	11,588.24	12,251.76	49	11,730
685.1801	Subscriptions	14,943.00	.00	14,943.00	.00	.00	11,564.53	3,378.47	77	12,340
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	248.95	(248.95)	+++	
686.189	Employee Medical	13,800.00	.00	13,800.00	160.00	.00	9,132.00	4,668.00	66	12,490
686.195	Repair/Maint Svc Contract	67,552.00	.00	67,552.00	1,945.28	.00	34,346.26	33,205.74	51	55,500
686.1895	Employee wellness services	15,000.00	.00	15,000.00	.00	.00	14,956.49	43.51	100	13,450
795.001	IT Internal Allocations	22,000.00	.00	22,000.00	2,082.11	.00	26,974.74	(4,974.74)	123	22,780
Department 11 - Fire Totals		\$3,148,175.00	\$0.00	\$3,148,175.00	\$246,386.85	\$0.00	\$2,518,914.80	\$629,260.20	80%	\$2,527,690
Department 12 - Public Works										
400.101	Regular Pay	406,431.00	.00	406,431.00	33,262.76	.00	418,184.93	(11,753.93)	103	444,750
401.103	Overtime	18,000.00	.00	18,000.00	212.34	.00	14,689.55	3,310.45	82	19,600
401.106	Contract Labor	35,000.00	.00	35,000.00	.00	.00	.00	35,000.00	0	
405.114	FICA	32,470.00	.00	32,470.00	2,441.49	.00	31,503.48	966.52	97	33,010
406.116	Retirement	74,531.00	.00	74,531.00	5,834.68	.00	73,350.52	1,180.48	98	68,600
408.125	SCMIT Worker's Comp Ins.	25,549.00	.00	25,549.00	.00	.00	30,174.39	(4,625.39)	118	33,540
410.001	Health Claims Cost	92,820.00	.00	92,820.00	4,765.34	.00	62,281.87	30,538.13	67	77,860

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 12 - Public Works										
410.002	Health Claim Costs-Retire	20,361.00	.00	20,361.00	(1,151.88)	.00	23,124.72	(2,763.72)	114	22,711.00
500.101	Supplies and Materials	10,000.00	.00	10,000.00	150.68	.00	12,877.89	(2,877.89)	129	8,861.00
500.102	Equipment	11,000.00	12,000.00	23,000.00	.00	.00	12,443.13	10,556.87	54	5,361.00
500.103	Furniture	1,000.00	.00	1,000.00	.00	.00	1,030.40	(30.40)	103	
500.105	Printing and Binding	2,500.00	.00	2,500.00	54.33	.00	828.54	1,671.46	33	1,621.00
501.101	Uniforms and Clothing	16,000.00	.00	16,000.00	725.97	.00	12,004.41	3,995.59	75	12,471.00
513.112	Asphalt/Concrete/Gravel	67,500.00	(26,800.00)	40,700.00	1,636.79	.00	17,130.33	23,569.67	42	93,921.00
515.121	Safety Supplies	7,500.00	.00	7,500.00	1,153.02	.00	6,419.50	1,080.50	86	2,061.00
610.111	Communications- Landline	3,500.00	.00	3,500.00	279.09	.00	3,589.26	(89.26)	103	3,591.00
610.112	Postage	700.00	.00	700.00	.00	.00	323.28	376.72	46	341.00
610.1110	Communications- Wireless	5,150.00	.00	5,150.00	272.91	.00	2,682.88	2,467.12	52	2,731.00
620.114	Advertising	750.00	.00	750.00	.00	.00	84.00	666.00	11	781.00
640.124	Travel Expense	500.00	1,300.00	1,800.00	.00	.00	1,166.00	634.00	65	61.00
650.127	Electricity	1,500.00	.00	1,500.00	94.79	.00	1,364.29	135.71	91	1,431.00
650.128	Water	600.00	.00	600.00	60.88	.00	685.01	(85.01)	114	631.00
650.129	Wastewater	750.00	.00	750.00	63.18	.00	709.61	40.39	95	761.00
650.130	Sanitation	500.00	.00	500.00	38.03	.00	418.42	81.58	84	411.00
650.133	Stormwater	500.00	.00	500.00	.00	.00	465.47	34.53	93	381.00
650.134	Security Lights	600.00	.00	600.00	44.54	.00	489.94	110.06	82	481.00
650.1271	Electricity- Sales Tax	90.00	.00	90.00	.19	.00	7.15	82.85	8	.00
660.105	COVID-19 Pandemic Expense	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,711.00
660.133	Repairs & Maint. Services	10,000.00	.00	10,000.00	788.02	.00	9,964.38	35.62	100	11,431.00
660.139	Fleet Services-RTA Mtce Allocation	10,000.00	.00	10,000.00	3,605.06	.00	22,820.82	(12,820.82)	228	26,471.00
660.145	Gasoline & Oil	28,000.00	.00	28,000.00	2,275.99	.00	22,433.65	5,566.35	80	32,611.00
660.1391	Fleet Services -Departmental Expense Allocation	25,000.00	.00	25,000.00	3,389.94	.00	39,351.09	(14,351.09)	157	36,031.00
660.1392	Fleet Svcs- Outside Vends	2,000.00	.00	2,000.00	.00	.00	4,820.69	(2,820.69)	241	1,321.00
663.142	Street Sign Maintenance	6,000.00	8,000.00	14,000.00	2,419.25	.00	10,937.15	3,062.85	78	4,801.00
663.148	Maintenance of Parks	40,000.00	.00	40,000.00	3,379.79	4,450.00	24,651.27	10,898.73	73	11,311.00
670.156	Equipment Rental/Lease	3,000.00	.00	3,000.00	284.54	.00	3,257.73	(257.73)	109	3,231.00
685.180	Membership Dues and Fees	200.00	500.00	700.00	.00	.00	357.00	343.00	51	181.00
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	726.39	773.61	48	391.00
685.186	Training	1,700.00	.00	1,700.00	.00	.00	1,707.62	(7.62)	100	621.00
685.187	Special Projects	5,000.00	.00	5,000.00	6,620.01	.00	12,030.21	(7,030.21)	241	2,911.00
685.192	KGB Operations	6,000.00	.00	6,000.00	1,129.34	.00	5,035.14	964.86	84	2,831.00
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	1,221.44	(1,221.44)	+++	
685.1921	KGB grant expenses	6,000.00	.00	6,000.00	.00	.00	2,561.49	3,438.51	43	5,171.00
686.187	Professional Services	5,000.00	.00	5,000.00	1,573.18	2,759.72	5,572.78	(3,332.50)	167	4,991.00
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	300.00	700.00	30	971.00

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 12 - Public Works										
686.195	Repair/Maint Svc Contract	10,000.00	5,000.00	15,000.00	2,179.50	.00	13,098.98	1,901.02	87	6,979
686.1895	Employee wellness services	3,505.00	.00	3,505.00	.00	.00	6,961.62	(3,456.62)	199	6,288
687.203	Contract Services	65,000.00	.00	65,000.00	16,416.70	.00	27,955.02	37,044.98	43	14,390
687.204	Janitorial Services	5,000.00	.00	5,000.00	.00	.00	2,047.90	2,952.10	41	3,179
795.001	IT Internal Allocations	6,500.00	.00	6,500.00	694.04	.00	8,991.57	(2,491.57)	138	7,599
900.4100	Vehicles	.00	.00	.00	.00	.00	17.79	(17.79)	+++	
Department 12 - Public Works Totals		\$1,077,207.00	\$0.00	\$1,077,207.00	\$94,694.49	\$7,209.72	\$954,850.70	\$115,146.58	89%	\$1,021,560
Department 13 - Information Technology										
400.101	Regular Pay	94,228.00	.00	94,228.00	8,273.11	.00	83,876.96	10,351.04	89	81,899
405.114	FICA	7,209.00	.00	7,209.00	612.35	.00	6,169.91	1,039.09	86	5,970
406.116	Retirement	16,546.00	.00	16,546.00	938.13	.00	14,614.84	1,931.16	88	12,530
408.125	SCMIT Worker's Comp Ins.	1,983.00	.00	1,983.00	.00	.00	1,071.22	911.78	54	1,000
410.001	Health Claims Cost	13,195.00	.00	13,195.00	768.70	.00	8,455.70	4,739.30	64	10,060
500.101	Supplies and Materials	2,000.00	.00	2,000.00	.00	.00	1,106.52	893.48	55	510
500.102	Equipment	89,825.00	.00	89,825.00	1,319.70	.00	7,073.97	82,751.03	8	7,620
500.107	Technology Supplies	500.00	.00	500.00	.00	.00	257.58	242.42	52	
610.111	Communications- Landline	500.00	.00	500.00	16.58	.00	359.04	140.96	72	370
610.1110	Communications- Wireless	700.00	.00	700.00	46.18	.00	463.33	236.67	66	460
640.124	Travel Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	
650.127	Electricity	1,000.00	.00	1,000.00	59.87	.00	706.01	293.99	71	660
650.128	Water	150.00	.00	150.00	14.94	.00	163.40	(13.40)	109	120
650.129	Wastewater	200.00	.00	200.00	16.34	.00	178.80	21.20	89	150
650.130	Sanitation	375.00	.00	375.00	24.35	.00	267.76	107.24	71	260
650.133	Stormwater	750.00	.00	750.00	.00	.00	1,338.88	(588.88)	179	1,090
650.134	Security Lights	650.00	.00	650.00	45.00	.00	495.00	155.00	76	490
650.1271	Electricity- Sales Tax	40.00	.00	40.00	2.22	.00	26.87	13.13	67	30
685.180	Membership Dues and Fees	50.00	.00	50.00	.00	.00	.00	50.00	0	30
685.182	Other Operating Expenses	5,000.00	.00	5,000.00	2,708.30	.00	10,589.24	(5,589.24)	212	1,230
685.186	Training	.00	.00	.00	.00	.00	.00	.00	+++	130
685.1801	Subscriptions	.00	5,172.00	5,172.00	.00	.00	4,879.10	292.90	94	
686.184	Technology Services	166,508.00	.00	166,508.00	11,281.09	13,251.86	128,072.81	25,183.33	85	126,710
686.194	Other Prof/Tech Services	.00	.00	.00	.00	.00	87.98	(87.98)	+++	840
686.195	Repair/Maint Svc Contract	250.00	.00	250.00	.00	.00	.00	250.00	0	16,110
686.1895	Employee wellness services	.00	.00	.00	.00	.00	497.25	(497.25)	+++	440
795.001	IT Internal Allocations	(325,000.00)	.00	(325,000.00)	(34,701.86)	.00	(314,332.28)	(10,667.72)	97	(251,220)
900.3950	Computer Software	81,750.00	(5,172.00)	76,578.00	8,575.00	.00	8,575.00	68,003.00	11	
900.4100	Vehicles	.00	.00	.00	.00	.00	34,397.50	(34,397.50)	+++	
900.4300	Other Equipment	.00	.00	.00	.00	(5,431.91)	5,431.91	.00	+++	

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
	Department 13 - Information Technology Totals	\$158,909.00	\$0.00	\$158,909.00	\$0.00	\$7,819.95	\$4,824.30	\$146,264.75	8%	\$17,591
	Department 14 - Fleet Services									
400.101	Regular Pay	152,264.00	.00	152,264.00	13,446.86	.00	140,397.35	11,866.65	92	136,228
401.103	Overtime	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	260
405.114	FICA	11,725.00	.00	11,725.00	996.76	.00	10,362.41	1,362.59	88	10,021
406.116	Retirement	26,913.00	.00	26,913.00	2,176.48	.00	24,351.71	2,561.29	90	20,333
408.125	SCMIT Worker's Comp Ins.	4,590.00	.00	4,590.00	.00	.00	7,498.56	(2,908.56)	163	7,041
410.001	Health Claims Cost	27,300.00	.00	27,300.00	1,705.28	.00	19,293.82	8,006.18	71	21,501
410.002	Health Claim Costs-Retire	10,535.00	.00	10,535.00	(364.46)	.00	9,414.24	1,120.76	89	9,701
500.101	Supplies and Materials	5,600.00	.00	5,600.00	118.13	.00	2,731.97	2,868.03	49	5,771
500.102	Equipment	3,000.00	.00	3,000.00	1,786.72	.00	4,166.77	(1,166.77)	139	1,671
500.105	Printing and Binding	500.00	.00	500.00	.00	.00	331.63	168.37	66	81
501.101	Uniforms and Clothing	2,700.00	.00	2,700.00	134.52	.00	2,180.56	519.44	81	1,751
515.121	Safety Supplies	2,300.00	.00	2,300.00	248.45	.00	1,549.89	750.11	67	871
610.111	Communications- Landline	1,500.00	.00	1,500.00	125.70	.00	1,810.47	(310.47)	121	1,811
610.112	Postage	100.00	.00	100.00	.00	.00	.00	100.00	0	11
610.1110	Communications- Wireless	600.00	.00	600.00	41.18	.00	412.54	187.46	69	411
620.114	Advertising	100.00	.00	100.00	.00	.00	.00	100.00	0	
640.124	Travel Expense	500.00	.00	500.00	59.00	.00	59.00	441.00	12	121
650.127	Electricity	11,500.00	.00	11,500.00	883.76	.00	11,824.69	(324.69)	103	12,241
650.128	Water	590.00	.00	590.00	60.88	.00	684.95	(94.95)	116	631
650.129	Wastewater	800.00	.00	800.00	63.17	.00	709.55	90.45	89	761
650.130	Sanitation	550.00	.00	550.00	36.92	.00	405.94	144.06	74	401
650.133	Stormwater	925.00	.00	925.00	.00	.00	848.62	76.38	92	691
650.134	Security Lights	615.00	.00	615.00	42.57	.00	468.27	146.73	76	461
650.1271	Electricity- Sales Tax	575.00	.00	575.00	32.89	.00	449.83	125.17	78	601
660.133	Repairs & Maint. Services	3,000.00	.00	3,000.00	.00	.00	656.03	2,343.97	22	931
660.139	Fleet Services-RTA Mtce Allocation	750.00	.00	750.00	.00	.00	9,137.18	(8,387.18)	1218	651
660.145	Gasoline & Oil	3,000.00	.00	3,000.00	350.12	.00	2,783.65	216.35	93	2,311
660.1391	Fleet Services -Departmental Expense Allocation	600.00	.00	600.00	.00	.00	2,571.25	(1,971.25)	429	371
660.1392	Fleet Svcs- Outside Vends	500.00	.00	500.00	.00	.00	1,305.90	(805.90)	261	
662.140	Building Repairs	2,000.00	.00	2,000.00	.00	.00	29.70	1,970.30	1	
685.182	Other Operating Expenses	500.00	.00	500.00	.00	.00	452.62	47.38	91	521
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	131
686.189	Employee Medical	250.00	.00	250.00	28.00	.00	116.00	134.00	46	61
686.195	Repair/Maint Svc Contract	11,100.00	.00	11,100.00	837.80	.00	8,813.96	2,286.04	79	8,601
686.1895	Employee wellness services	1,150.00	.00	1,150.00	.00	.00	994.51	155.49	86	891
735.122	Services Billed	(255,000.00)	.00	(255,000.00)	(22,810.73)	.00	(264,878.27)	9,878.27	104	(233,532)
795.001	IT Internal Allocations	5,500.00	.00	5,500.00	694.04	.00	8,991.58	(3,491.58)	163	7,591

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 14 - Fleet Services										
900.4100	Vehicles	.00	.00	.00	.00	.00	526.79	(526.79)	+++	
Department 14 - Fleet Services Totals		\$40,632.00	\$0.00	\$40,632.00	\$694.04	\$0.00	\$11,453.67	\$29,178.33	28%	\$22,021.37
Department 20 - General Government										
401.106	Contract Labor	4,000.00	.00	4,000.00	.00	.00	1,085.00	2,915.00	27	2,171.00
410.001	Health Claims Cost	.00	.00	.00	.00	.00	92,945.25	(92,945.25)	+++	
410.002	Health Claim Costs-Retire	27,295.00	.00	27,295.00	(3,621.22)	.00	8,759.32	18,535.68	32	4,960.00
510.106	Cleaning & Sanitation Sup	2,500.00	.00	2,500.00	391.29	.00	3,260.56	(760.56)	130	1,660.00
515.124	Department Supplies	.00	.00	.00	.00	.00	48.60	(48.60)	+++	
600.110	SCMIRF Property/Liab Ins	270,000.00	.00	270,000.00	13,350.06	35,447.19	294,889.60	(60,336.79)	122	252,281.00
600.112	Survivors Health Ins	10,000.00	.00	10,000.00	(152.98)	.00	4,370.02	5,629.98	44	6,510.00
600.1051	Employee Wellness &Safety	20,700.00	.00	20,700.00	759.01	.00	15,132.31	5,567.69	73	17,750.00
600.1052	Unemployment Insurance	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	
620.114	Advertising	5,200.00	.00	5,200.00	168.00	.00	2,126.26	3,073.74	41	5,160.00
640.124	Travel Expense	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
650.127	Electricity	600.00	.00	600.00	.00	.00	1,803.69	(1,203.69)	301	1,330.00
650.128	Water	320.00	.00	320.00	.00	.00	375.12	(55.12)	117	350.00
650.129	Wastewater	420.00	.00	420.00	.00	.00	410.48	9.52	98	470.00
650.133	Stormwater	1,000.00	.00	1,000.00	.00	.00	1,386.80	(386.80)	139	1,130.00
650.1271	Electricity- Sales Tax	80.00	.00	80.00	.00	.00	118.28	(38.28)	148	150.00
660.105	COVID-19 Pandemic Expense	2,000.00	.00	2,000.00	.00	.00	776.19	1,223.81	39	4,200.00
660.133	Repairs & Maint. Services	5,000.00	.00	5,000.00	257.25	.00	3,238.07	1,761.93	65	1,630.00
685.180	Membership Dues and Fees	3,500.00	.00	3,500.00	.00	.00	2,980.86	519.14	85	3,060.00
685.181	City Hall Demolition/Rebuild Expenses	.00	40,000.00	40,000.00	.00	.00	.00	40,000.00	0	
685.182	Other Operating Expenses	30,000.00	.00	30,000.00	6,084.24	.00	110,530.99	(80,530.99)	368	12,500.00
685.187	Special Projects	125,780.00	.00	125,780.00	.00	.00	.00	125,780.00	0	
685.1822	City Hall - Temporary Locations	130,200.00	.00	130,200.00	8,652.00	.00	103,824.00	26,376.00	80	103,820.00
686.186	Legal Services	65,000.00	.00	65,000.00	8,161.92	32,407.66	84,715.66	(52,123.32)	180	119,870.00
686.187	Professional Services	14,500.00	.00	14,500.00	1,250.00	.00	35,428.50	(20,928.50)	244	10,740.00
686.189	Employee Medical	.00	.00	.00	.00	.00	500.00	(500.00)	+++	400.00
686.192	Elections	10,500.00	.00	10,500.00	.00	.00	7,529.27	2,970.73	72	6,210.00
686.194	Other Prof/Tech Services	.00	35,000.00	35,000.00	.00	.00	.00	35,000.00	0	1,500.00
686.195	Repair/Maint Svc Contract	6,000.00	.00	6,000.00	14.42	.00	1,510.42	4,489.58	25	1,110.00
686.196	Bank Charges/Fees	5,000.00	.00	5,000.00	510.96	.00	4,978.04	21.96	100	2,980.00
686.199	Internal Engineering	35,000.00	.00	35,000.00	.00	.00	31,917.95	3,082.05	91	18,180.00
686.1871	Audit Services	55,000.00	.00	55,000.00	.00	.00	38,500.00	16,500.00	70	36,500.00
686.1895	Employee wellness services	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	
687.203	Contract Services	75,000.00	(75,000.00)	.00	.00	.00	.00	.00	+++	
687.204	Janitorial Services	10,000.00	.00	10,000.00	1,200.00	.00	10,261.40	(261.40)	103	8,520.00

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Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0010 - General Fund										
EXPENSE										
Department 20 - General Government										
691.002	Clearing Expense Account	.00	.00	.00	4,559.56	.00	4,559.56	(4,559.56)	+++	
720.002	Unclaimed funds to the State	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	1,921
795.995	GF Cost Distribution	(320,926.00)	.00	(320,926.00)	(26,743.83)	.00	(294,182.13)	(26,743.87)	92	(235,262)
900.6000	Other Improvements	18,824.00	.00	18,824.00	.00	.00	.00	18,824.00	0	
Department 20 - General Government Totals		\$625,993.00	\$0.00	\$625,993.00	\$14,840.68	\$67,854.85	\$573,780.07	(\$15,641.92)	102%	\$391,911
Department 21 - Debt Service										
681.100	Capital Lease Principal	38,000.00	.00	38,000.00	.00	.00	38,421.06	(421.06)	101	37,510
681.120	Capital Lease Interest	2,800.00	.00	2,800.00	.00	.00	925.96	1,874.04	33	1,830
Department 21 - Debt Service Totals		\$40,800.00	\$0.00	\$40,800.00	\$0.00	\$0.00	\$39,347.02	\$1,452.98	96%	\$39,347
Department 22 - Other Financing Uses										
750.127	Transfers to Waste Mgmt	5,635.00	.00	5,635.00	.00	.00	.00	5,635.00	0	36,300
750.128	Transfer to Electric Fund	106,940.00	.00	106,940.00	.00	.00	.00	106,940.00	0	
750.134	Transfer to Storm Water	37,487.00	.00	37,487.00	.00	.00	.00	37,487.00	0	318,150
750.140	Transfer to Capital Projects Reserve Fund	575,880.00	.00	575,880.00	.00	.00	.00	575,880.00	0	892,270
750.141	Transfer to Water Utility	51,710.00	.00	51,710.00	.00	.00	.00	51,710.00	0	911,610
750.142	Transfer to Wastewater	1,627.00	.00	1,627.00	.00	.00	.00	1,627.00	0	21,050
Department 22 - Other Financing Uses Totals		\$779,279.00	\$0.00	\$779,279.00	\$0.00	\$0.00	\$0.00	\$779,279.00	0%	\$2,179,400
EXPENSE TOTALS		\$12,636,697.00	\$5,582.00	\$12,642,279.00	\$854,461.39	\$125,262.79	\$9,192,490.69	\$3,324,525.52	74%	\$11,054,620
Fund 0010 - General Fund Totals										
REVENUE TOTALS		12,636,697.00	682.00	12,637,379.00	987,030.10	.00	9,703,850.79	2,933,528.21	77%	8,009,740
EXPENSE TOTALS		12,636,697.00	5,582.00	12,642,279.00	854,461.39	125,262.79	9,192,490.69	3,324,525.52	74%	11,054,620
Fund 0010 - General Fund Totals		\$0.00	(\$4,900.00)	(\$4,900.00)	\$132,568.71	(\$125,262.79)	\$511,360.10	(\$390,997.31)		(\$3,044,880)
Fund 0011 - Debt Service										
REVENUE										
Department 00 - Revenue										
311.002	Property Taxes -Debt Mill	145,000.00	.00	145,000.00	.00	.00	180,429.85	(35,429.85)	124	138,490
Department 00 - Revenue Totals		\$145,000.00	\$0.00	\$145,000.00	\$0.00	\$0.00	\$180,429.85	(\$35,429.85)	124%	\$138,490
REVENUE TOTALS		\$145,000.00	\$0.00	\$145,000.00	\$0.00	\$0.00	\$180,429.85	(\$35,429.85)	124%	\$138,490
EXPENSE										
Department 21 - Debt Service										
681.130	GO Bond Principal	84,000.00	.00	84,000.00	85,112.48	.00	85,112.48	(1,112.48)	101	807,830
681.140	GO Bond Interest	47,360.00	.00	47,360.00	46,247.52	.00	46,247.52	1,112.48	98	49,920
750.137	Trns from/to Fund Balance	13,640.00	.00	13,640.00	.00	.00	.00	13,640.00	0	
Department 21 - Debt Service Totals		\$145,000.00	\$0.00	\$145,000.00	\$131,360.00	\$0.00	\$131,360.00	\$13,640.00	91%	\$857,750
EXPENSE TOTALS		\$145,000.00	\$0.00	\$145,000.00	\$131,360.00	\$0.00	\$131,360.00	\$13,640.00	91%	\$857,750
Fund 0011 - Debt Service Totals										

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Budget Performance Report

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Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
REVENUE TOTALS		145,000.00	.00	145,000.00	.00	.00	180,429.85	(35,429.85)	124%	138,496.00
EXPENSE TOTALS		145,000.00	.00	145,000.00	131,360.00	.00	131,360.00	13,640.00	91%	857,751.00
Fund 0011 - Debt Service Totals		\$0.00	\$0.00	\$0.00	(\$131,360.00)	\$0.00	\$49,069.85	(\$49,069.85)		(\$719,261.00)
Fund 0012 - Capital Projects Reserve Fund										
REVENUE										
394.002	Transfer from fund balance	80,699.00	.00	80,699.00	.00	.00	.00	80,699.00	0	
Department 00 - Revenue										
331.000	Federal Grants	60,110.00	.00	60,110.00	.00	.00	24,331.00	35,779.00	40	
331.010	Grant Revenue	504,338.00	.00	504,338.00	.00	.00	.00	504,338.00	0	
392.004	From General Fund	575,880.00	.00	575,880.00	.00	.00	.00	575,880.00	0	892,271.00
393.003	GO Bond Proceeds	.00	.00	.00	.00	.00	.00	.00	+++	704,561.00
Department 00 - Revenue Totals		\$1,140,328.00	\$0.00	\$1,140,328.00	\$0.00	\$0.00	\$24,331.00	\$1,115,997.00	2%	\$1,596,831.00
REVENUE TOTALS		\$1,221,027.00	\$0.00	\$1,221,027.00	\$0.00	\$0.00	\$24,331.00	\$1,196,696.00	2%	\$1,596,831.00
EXPENSE										
Department 26 - Special Projects										
750.141	Transfer to Water Utility	.00	.00	.00	.00	.00	.00	.00	+++	476,371.00
750.142	Transfer to Wastewater	.00	.00	.00	.00	.00	.00	.00	+++	89,061.00
900.903	Sidewalk Program	564,838.00	.00	564,838.00	.00	.00	.00	564,838.00	0	
900.1000	Infrastructure Improvemts	.00	.00	.00	.00	44,900.00	83,077.54	(127,977.54)	+++	
900.3000	Buildings & Improvements	55,500.00	.00	55,500.00	.00	.00	178,055.35	(122,555.35)	321	41,911.00
900.3950	Computer Software	82,500.00	.00	82,500.00	27,540.80	.00	27,540.80	54,959.20	33	2,921.00
900.4100	Vehicles	271,439.00	.00	271,439.00	40,911.02	(102,503.55)	391,060.26	(17,117.71)	106	46,221.00
900.4200	Heavy Equipment	.00	.00	.00	.00	(549,750.00)	549,750.00	.00	+++	
900.4300	Other Equipment	246,750.00	(4,900.00)	241,850.00	82,527.38	15,531.18	276,579.07	(50,260.25)	121	59,201.00
900.6000	Other Improvements	.00	.00	.00	.00	(39,886.00)	39,886.00	.00	+++	
Department 26 - Special Projects Totals		\$1,221,027.00	(\$4,900.00)	\$1,216,127.00	\$150,979.20	(\$631,708.37)	\$1,545,949.02	\$301,886.35	75%	\$715,701.00
EXPENSE TOTALS		\$1,221,027.00	(\$4,900.00)	\$1,216,127.00	\$150,979.20	(\$631,708.37)	\$1,545,949.02	\$301,886.35	75%	\$715,701.00
Fund 0012 - Capital Projects Reserve Fund Totals										
REVENUE TOTALS		1,221,027.00	.00	1,221,027.00	.00	.00	24,331.00	1,196,696.00	2%	1,596,831.00
EXPENSE TOTALS		1,221,027.00	(4,900.00)	1,216,127.00	150,979.20	(631,708.37)	1,545,949.02	301,886.35	75%	715,701.00
Fund 0012 - Capital Projects Reserve Fund Totals		\$0.00	\$4,900.00	\$4,900.00	(\$150,979.20)	\$631,708.37	(\$1,521,618.02)	\$894,809.65		\$881,131.00
Fund 0013 - TIF District										
REVENUE										
302.006	TIF Proceeds	40,000.00	.00	40,000.00	(11,302.29)	.00	33,207.04	6,792.96	83	(37,968.00)
Department 00 - Revenue										
302.006	TIF Proceeds	.00	.00	.00	.00	.00	(6,263.94)	6,263.94	+++	42,741.00
Department 00 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,263.94)	\$6,263.94	+++	\$42,741.00
REVENUE TOTALS		\$40,000.00	\$0.00	\$40,000.00	(\$11,302.29)	\$0.00	\$26,943.10	\$13,056.90	67%	\$4,771.00
EXPENSE										
690.003	TIF Expenditures	.00	.00	.00	.00	.00	.00	.00	+++	4,771.00

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Budget Performance Report

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Fiscal Year to Date 05/31/22

Exclude Rollup Accounts

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Fund 0013 - TIF District										
EXPENSE										
750.137	Trns from/to Fund Balance	40,000.00	.00	40,000.00	.00	.00	.00	40,000.00	0	
EXPENSE TOTALS		\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0%	\$4,777.00
Fund 0013 - TIF District Totals										
REVENUE TOTALS		40,000.00	.00	40,000.00	(11,302.29)	.00	26,943.10	13,056.90	67%	4,777.00
EXPENSE TOTALS		40,000.00	.00	40,000.00	.00	.00	.00	40,000.00	0%	4,777.00
Fund 0013 - TIF District Totals		\$0.00	\$0.00	\$0.00	(\$11,302.29)	\$0.00	\$26,943.10	(\$26,943.10)		\$0.00
Fund 0014 - American Rescue Plan Act (ARP)										
REVENUE										
Department 00 - Revenue										
306.001	Investment Earnings	5,000.00	.00	5,000.00	13,622.46	.00	103,751.68	(98,751.68)	2075	3,280.00
331.011	American Rescue Plan (ARP) Proceeds	2,176,075.00	.00	2,176,075.00	.00	.00	2,176,075.95	(.95)	100	2,176,075.00
Department 00 - Revenue Totals		\$2,181,075.00	\$0.00	\$2,181,075.00	\$13,622.46	\$0.00	\$2,279,827.63	(\$98,752.63)	105%	\$2,179,360.00
REVENUE TOTALS		\$2,181,075.00	\$0.00	\$2,181,075.00	\$13,622.46	\$0.00	\$2,279,827.63	(\$98,752.63)	105%	\$2,179,360.00
EXPENSE										
687.203	Contract Services	.00	.00	.00	.00	(1,812.00)	3,715.52	(1,903.52)	+++	200,000.00
750.124	Transfers to General Fund	.00	.00	.00	.00	.00	.00	.00	+++	295,950.00
750.127	Transfers to Waste Mgmt	.00	.00	.00	.00	.00	.00	.00	+++	30,410.00
750.128	Transfer to Electric Fund	.00	.00	.00	.00	.00	.00	.00	+++	43,440.00
750.134	Transfer to Storm Water	.00	.00	.00	.00	.00	.00	.00	+++	14,410.00
750.137	Trns from/to Fund Balance	2,181,075.00	.00	2,181,075.00	.00	.00	.00	2,181,075.00	0	
750.141	Transfer to Water Utility	.00	.00	.00	.00	.00	.00	.00	+++	250,470.00
750.142	Transfer to Wastewater	.00	.00	.00	.00	.00	.00	.00	+++	1,138,630.00
750.143	Transfer to Hospitality Fund	.00	.00	.00	.00	.00	.00	.00	+++	2,450.00
EXPENSE TOTALS		\$2,181,075.00	\$0.00	\$2,181,075.00	\$0.00	(\$1,812.00)	\$3,715.52	\$2,179,171.48	0%	\$1,975,780.00
Fund 0014 - American Rescue Plan Act (ARP) Totals										
REVENUE TOTALS		2,181,075.00	.00	2,181,075.00	13,622.46	.00	2,279,827.63	(98,752.63)	105%	2,179,360.00
EXPENSE TOTALS		2,181,075.00	.00	2,181,075.00	.00	(1,812.00)	3,715.52	2,179,171.48	0%	1,975,780.00
Fund 0014 - American Rescue Plan Act (ARP) Totals		\$0.00	\$0.00	\$0.00	\$13,622.46	\$1,812.00	\$2,276,112.11	(\$2,277,924.11)		\$203,570.00
Fund 0015 - Agency Fund										
REVENUE										
Department 00 - Revenue										
361.001	Investment Earnings	.00	.00	.00	155.47	.00	1,217.16	(1,217.16)	+++	70.00
Department 00 - Revenue Totals		\$0.00	\$0.00	\$0.00	\$155.47	\$0.00	\$1,217.16	(\$1,217.16)	+++	\$70.00
REVENUE TOTALS		\$0.00	\$0.00	\$0.00	\$155.47	\$0.00	\$1,217.16	(\$1,217.16)	+++	\$70.00
Fund 0015 - Agency Fund Totals										
REVENUE TOTALS		.00	.00	.00	155.47	.00	1,217.16	(1,217.16)	+++	70.00

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
EXPENSE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	
Fund 0015 - Agency Fund	Totals	\$0.00	\$0.00	\$0.00	\$155.47	\$0.00	\$1,217.16	(\$1,217.16)		\$71
Fund 0017 - Federal Grants										
EXPENSE										
Department 69 - Federal Grants										
500.101	Supplies and Materials	.00	.00	.00	.00	.00	1,985.63	(1,985.63)	+++	1,700
Department 69 - Federal Grants	Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,985.63	(\$1,985.63)	+++	\$1,700
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,985.63	(\$1,985.63)	+++	\$1,700
Fund 0017 - Federal Grants Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	
EXPENSE TOTALS		.00	.00	.00	.00	.00	1,985.63	(1,985.63)	+++	1,700
Fund 0017 - Federal Grants	Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,985.63)	\$1,985.63		(\$1,700)
Fund 0018 - State and Local Grants										
REVENUE										
Department 00 - Revenue										
331.069	Match Revenue	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	
331.070	Hazard Mitigation Grant	.00	.00	.00	.00	.00	.00	.00	+++	19,930
332.000	State Grants	.00	.00	.00	.00	.00	3,412.96	(3,412.96)	+++	
332.008	Other Local Grants	.00	.00	.00	4,618.42	.00	6,228.94	(6,228.94)	+++	6,590
Department 00 - Revenue	Totals	\$100,000.00	\$0.00	\$100,000.00	\$4,618.42	\$0.00	\$9,641.90	\$90,358.10	10%	\$26,530
REVENUE TOTALS		\$100,000.00	\$0.00	\$100,000.00	\$4,618.42	\$0.00	\$9,641.90	\$90,358.10	10%	\$26,530
EXPENSE										
Department 70 - State and Local Grants										
500.101	Supplies and Materials	.00	.00	.00	.00	.00	13,911.41	(13,911.41)	+++	15,160
685.187	Special Projects	.00	.00	.00	.00	.00	.00	.00	+++	63,760
750.137	Trns from/to Fund Balance	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	
Department 70 - State and Local Grants	Totals	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$13,911.41	\$86,088.59	14%	\$78,920
EXPENSE TOTALS		\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$13,911.41	\$86,088.59	14%	\$78,920
Fund 0018 - State and Local Grants Totals										
REVENUE TOTALS		100,000.00	.00	100,000.00	4,618.42	.00	9,641.90	90,358.10	10%	26,530
EXPENSE TOTALS		100,000.00	.00	100,000.00	.00	.00	13,911.41	86,088.59	14%	78,920
Fund 0018 - State and Local Grants	Totals	\$0.00	\$0.00	\$0.00	\$4,618.42	\$0.00	(\$4,269.51)	\$4,269.51		(\$52,392)
Fund 0019 - Res. Utilities Round Up Program										
REVENUE										
Department 00 - Revenue										
302.007	Residential Utilities Round Up Program	.00	.00	.00	64.59	.00	483.30	(483.30)	+++	
Department 00 - Revenue	Totals	\$0.00	\$0.00	\$0.00	\$64.59	\$0.00	\$483.30	(\$483.30)	+++	\$0
REVENUE TOTALS		\$0.00	\$0.00	\$0.00	\$64.59	\$0.00	\$483.30	(\$483.30)	+++	\$0

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0019 - Res. Utilities Round Up Program Totals										
	REVENUE TOTALS	.00	.00	.00	64.59	.00	483.30	(483.30)	+++	
	EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	
Fund 0019 - Res. Utilities Round Up Program Totals										
		\$0.00	\$0.00	\$0.00	\$64.59	\$0.00	\$483.30	(\$483.30)		\$0.00
Fund 0020 - State Accommodations Tax										
REVENUE										
Department 00 - Revenue										
318.001	Accommodations Tax	130,000.00	.00	130,000.00	.00	.00	110,002.79	19,997.21	85	115,650.00
361.001	Investment Earnings	250.00	.00	250.00	.00	.00	.00	250.00	0	170.00
Department 00 - Revenue Totals		\$130,250.00	\$0.00	\$130,250.00	\$0.00	\$0.00	\$110,002.79	\$20,247.21	84%	\$115,830.00
	REVENUE TOTALS	\$130,250.00	\$0.00	\$130,250.00	\$0.00	\$0.00	\$110,002.79	\$20,247.21	84%	\$115,830.00
EXPENSE										
Department 33 - State Accommodations Tax										
620.114	Advertising	250.00	.00	250.00	.00	.00	84.00	166.00	34	70.00
683.173	Tourism Related	75,000.00	.00	75,000.00	10,410.00	.00	67,045.62	7,954.38	89	53,560.00
683.174	Tourism Advertise/Promote	25,000.00	.00	25,000.00	.00	.00	43,500.84	(18,500.84)	174	27,190.00
685.187	Special Projects	.00	.00	.00	18,687.80	10,050.00	34,137.80	(44,187.80)	+++	
750.124	Transfers to General Fund	30,000.00	.00	30,000.00	.00	.00	29,250.14	749.86	98	29,530.00
Department 33 - State Accommodations Tax Totals		\$130,250.00	\$0.00	\$130,250.00	\$29,097.80	\$10,050.00	\$174,018.40	(\$53,818.40)	141%	\$110,360.00
	EXPENSE TOTALS	\$130,250.00	\$0.00	\$130,250.00	\$29,097.80	\$10,050.00	\$174,018.40	(\$53,818.40)	141%	\$110,360.00
Fund 0020 - State Accommodations Tax Totals										
	REVENUE TOTALS	130,250.00	.00	130,250.00	.00	.00	110,002.79	20,247.21	84%	115,830.00
	EXPENSE TOTALS	130,250.00	.00	130,250.00	29,097.80	10,050.00	174,018.40	(53,818.40)	141%	110,360.00
Fund 0020 - State Accommodations Tax Totals										
		\$0.00	\$0.00	\$0.00	(\$29,097.80)	(\$10,050.00)	(\$64,015.61)	\$74,065.61		\$5,460.00
Fund 0022 - Local Hospitality/ATax										
REVENUE										
Department 00 - Revenue										
324.001	Hospitality Fee	850,000.00	.00	850,000.00	86,841.24	.00	765,892.71	84,107.29	90	774,680.00
324.002	Accommodation Fees	160,000.00	.00	160,000.00	34,461.82	.00	166,478.75	(6,478.75)	104	136,730.00
331.000	Federal Grants	458,200.00	.00	458,200.00	.00	.00	.00	458,200.00	0	
331.069	Match Revenue	150,000.00	.00	150,000.00	.00	.00	.00	150,000.00	0	
332.015	DBA State Grant	78,178.00	.00	78,178.00	32,768.26	.00	88,815.26	(10,637.26)	114	44,680.00
335.004	Fema Recovery	.00	.00	.00	.00	.00	.00	.00	+++	1,270.00
361.001	Investment Earnings	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	2,020.00
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	.00	.00	+++	40.00
369.002	Miscellaneous Revenue	1,500.00	.00	1,500.00	12,746.25	.00	15,346.25	(13,846.25)	1023	
392.017	Transfers from ARPA Funds	.00	.00	.00	.00	.00	.00	.00	+++	2,450.00
394.002	Transfer from fund balance	705,949.00	.00	705,949.00	.00	.00	.00	705,949.00	0	
Department 00 - Revenue Totals		\$2,406,827.00	\$0.00	\$2,406,827.00	\$166,817.57	\$0.00	\$1,036,532.97	\$1,370,294.03	43%	\$962,250.00
	REVENUE TOTALS	\$2,406,827.00	\$0.00	\$2,406,827.00	\$166,817.57	\$0.00	\$1,036,532.97	\$1,370,294.03	43%	\$962,250.00

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0022 - Local Hospitality/ATax										
EXPENSE										
Department 08 - Winyah Auditorium										
650.127	Electricity	9,000.00	.00	9,000.00	480.22	.00	7,295.60	1,704.40	81	8,141
685.182	Other Operating Expenses	16,000.00	.00	16,000.00	.00	.00	.00	16,000.00	0	
Department 08 - Winyah Auditorium Totals		\$25,000.00	\$0.00	\$25,000.00	\$480.22	\$0.00	\$7,295.60	\$17,704.40	29%	\$8,141
Department 23 - Accommodation Taxes (ATAX)										
400.101	Regular Pay	141,727.00	.00	141,727.00	4,200.60	.00	43,570.65	98,156.35	31	5,571
401.103	Overtime	.00	.00	.00	2,945.62	.00	12,272.67	(12,272.67)	+++	
405.114	FICA	10,842.00	.00	10,842.00	568.09	.00	4,155.89	6,686.11	38	411
406.116	Retirement	26,038.00	.00	26,038.00	881.52	.00	8,866.94	17,171.06	34	1,033
408.125	SCMIT Worker's Comp Ins.	5,838.00	.00	5,838.00	.00	.00	.00	5,838.00	0	
410.001	Health Claims Cost	25,935.00	.00	25,935.00	290.50	.00	3,195.50	22,739.50	12	290
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	214.90	(214.90)	+++	181
685.1871	Way-finding project	.00	.00	.00	.00	.00	115.60	(115.60)	+++	
750.124	Transfers to General Fund	125,000.00	.00	125,000.00	10,416.67	.00	114,583.37	10,416.63	92	114,583
900.905	Park Improvements	.00	.00	.00	.00	.00	.00	.00	+++	1,771
Department 23 - Accommodation Taxes (ATAX) Totals		\$335,380.00	\$0.00	\$335,380.00	\$19,303.00	\$0.00	\$186,975.52	\$148,404.48	56%	\$123,851
Department 24 - Hospitality Taxes (HTAX)										
400.101	Regular Pay	.00	.00	.00	.00	.00	.00	.00	+++	32,951
401.103	Overtime	.00	.00	.00	.00	.00	13,286.38	(13,286.38)	+++	
405.114	FICA	.00	.00	.00	.00	.00	.00	.00	+++	2,411
406.116	Retirement	.00	.00	.00	.00	.00	.00	.00	+++	5,681
410.001	Health Claims Cost	.00	.00	.00	.00	.00	.00	.00	+++	2,901
620.1141	Advertising- Other	.00	.00	.00	.00	.00	168.00	(168.00)	+++	251
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	4,421
683.174	Tourism Advertise/Promote	279,000.00	(12,083.00)	266,917.00	39,320.18	.00	145,842.96	121,074.04	55	61,661
685.182	Other Operating Expenses	25,000.00	.00	25,000.00	1,652.48	.00	19,226.82	5,773.18	77	10,821
685.187	Special Projects	112,647.00	33,083.00	145,730.00	12,196.99	5,632.00	108,715.87	31,382.13	78	86,201
685.1871	Way-finding project	50,000.00	(25,000.00)	25,000.00	.00	.00	4,256.20	20,743.80	17	18,521
686.195	Repair/Maint Svc Contract	20,000.00	.00	20,000.00	1,500.00	.00	39,667.38	(19,667.38)	198	14,821
687.204	Janitorial Services	40,000.00	.00	40,000.00	.00	.00	50,049.70	(10,049.70)	125	47,571
900.905	Park Improvements	760,700.00	137,500.00	898,200.00	4,639.91	932,735.57	47,962.43	(82,498.00)	109	4,961
900.1000	Infrastructure Improvemts	.00	.00	.00	3,600.00	18,900.00	6,647.50	(25,547.50)	+++	
900.2000	Land	237,500.00	(137,500.00)	100,000.00	.00	.00	.00	100,000.00	0	
900.3000	Buildings & Improvements	100,000.00	.00	100,000.00	.00	79,560.79	.00	20,439.21	80	
900.4300	Other Equipment	73,500.00	4,000.00	77,500.00	3,012.87	.00	85,842.65	(8,342.65)	111	
900.6000	Other Improvements	.00	.00	.00	.00	.00	18,069.82	(18,069.82)	+++	76,281
Department 24 - Hospitality Taxes (HTAX) Totals		\$1,698,347.00	\$0.00	\$1,698,347.00	\$65,922.43	\$1,036,828.36	\$539,735.71	\$121,782.93	93%	\$369,501
Department 29 - Kaminski House										
600.110	SCMIRF Property/Liab Ins	24,000.00	.00	24,000.00	.00	.00	21,171.94	2,828.06	88	19,741

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0022 - Local Hospitality/ATax										
EXPENSE										
Department 29 - Kaminski House										
650.127	Electricity	2,600.00	.00	2,600.00	169.25	.00	2,368.76	231.24	91	2,090
650.133	Stormwater	1,500.00	.00	1,500.00	.00	.00	1,519.58	(19.58)	101	1,240
650.1271	Electricity- Sales Tax	.00	.00	.00	5.37	.00	80.29	(80.29)	+++	80
685.182	Other Operating Expenses	.00	.00	.00	.00	.00	70.00	(70.00)	+++	70
687.203	Contract Services	320,000.00	.00	320,000.00	66,325.14	.00	242,672.14	77,327.86	76	165,000
Department 29 - Kaminski House Totals		\$348,100.00	\$0.00	\$348,100.00	\$66,499.76	\$0.00	\$267,882.71	\$80,217.29	77%	\$188,240
EXPENSE TOTALS		\$2,406,827.00	\$0.00	\$2,406,827.00	\$152,205.41	\$1,036,828.36	\$1,001,889.54	\$368,109.10	85%	\$689,740
Fund 0022 - Local Hospitality/ATax Totals										
REVENUE TOTALS		2,406,827.00	.00	2,406,827.00	166,817.57	.00	1,036,532.97	1,370,294.03	43%	962,250
EXPENSE TOTALS		2,406,827.00	.00	2,406,827.00	152,205.41	1,036,828.36	1,001,889.54	368,109.10	85%	689,740
Fund 0022 - Local Hospitality/ATax Totals		\$0.00	\$0.00	\$0.00	\$14,612.16	(\$1,036,828.36)	\$34,643.43	\$1,002,184.93		\$272,510
Fund 0030 - Electric Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	11,810,126.00	.00	11,810,126.00	768,163.22	.00	9,297,400.15	2,512,725.85	79	9,735,140
301.001	Revenue from Energy Efficiency Program	50,000.00	.00	50,000.00	1,698.25	.00	19,681.95	30,318.05	39	29,270
301.002	New Turn Ons	4,250.00	.00	4,250.00	380.00	.00	4,190.00	60.00	99	3,990
301.004	Security Lights	290,000.00	.00	290,000.00	24,498.00	.00	268,618.00	21,382.00	93	266,400
301.012	Restores	70,000.00	.00	70,000.00	10,335.00	.00	72,825.00	(2,825.00)	104	64,820
302.001	Penalties	120,000.00	.00	120,000.00	8,742.46	.00	119,565.76	434.24	100	104,610
302.002	Pole Rental	250,000.00	.00	250,000.00	.00	.00	195,162.00	54,838.00	78	264,550
302.003	Fiber Rental	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	18,000
302.005	Santee Cooper Settlement	.00	.00	.00	.00	.00	519,385.81	(519,385.81)	+++	
306.001	Investment Earnings	5,000.00	.00	5,000.00	21,796.38	.00	172,810.40	(167,810.40)	3456	9,710
307.002	Sale Of Scrap	500.00	.00	500.00	.00	.00	970.00	(470.00)	194	
335.004	Fema Recovery	.00	.00	.00	.00	.00	.00	.00	+++	20,120
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	.00	.00	+++	7,000
369.002	Miscellaneous Revenue	3,000.00	.00	3,000.00	.00	.00	482.82	2,517.18	16	853,500
369.003	Insurance Proceeds	1,000.00	.00	1,000.00	.00	.00	1,000.00	.00	100	
392.017	Transfers from ARPA Funds	.00	.00	.00	.00	.00	.00	.00	+++	43,440
395.001	Transfer from General Fund	106,940.00	.00	106,940.00	.00	.00	.00	106,940.00	0	
Department 00 - Revenue Totals		\$12,735,816.00	\$0.00	\$12,735,816.00	\$835,613.31	\$0.00	\$10,672,091.89	\$2,063,724.11	84%	\$11,420,590
REVENUE TOTALS		\$12,735,816.00	\$0.00	\$12,735,816.00	\$835,613.31	\$0.00	\$10,672,091.89	\$2,063,724.11	84%	\$11,420,590
EXPENSE										
Department 19 - Electric										
400.101	Regular Pay	871,314.00	.00	871,314.00	57,142.39	.00	640,765.69	230,548.31	74	767,830
401.103	Overtime	15,000.00	.00	15,000.00	1,729.71	.00	18,383.17	(3,383.17)	123	14,080

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Budget Performance Report

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Fiscal Year to Date 05/31/22

Exclude Rollup Accounts

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Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
401.105	On-call pay	12,000.00	.00	12,000.00	800.00	.00	9,600.00	2,400.00	80	9,600.00
401.106	Contract Labor	630,000.00	.00	630,000.00	72,592.20	37,880.00	540,390.31	51,729.69	92	508,170.00
401.107	Labor Billed	.00	.00	.00	(402.39)	.00	(2,320.12)	2,320.12	+++	(2,617.00)
405.114	FICA	68,721.00	.00	68,721.00	4,376.59	.00	48,838.73	19,882.27	71	57,950.00
406.116	Retirement	157,744.00	.00	157,744.00	10,420.10	.00	115,635.14	42,108.86	73	115,630.00
408.125	SCMIT Worker's Comp Ins.	56,003.00	.00	56,003.00	.00	.00	74,583.92	(18,580.92)	133	73,890.00
410.001	Health Claims Cost	149,240.00	.00	149,240.00	6,234.76	.00	71,525.90	77,714.10	48	91,250.00
410.002	Health Claim Costs-Retire	29,000.00	.00	29,000.00	(1,621.99)	.00	27,281.53	1,718.47	94	25,910.00
500.101	Supplies and Materials	13,800.00	.00	13,800.00	60.38	.00	11,105.17	2,694.83	80	10,670.00
500.102	Equipment	11,500.00	.00	11,500.00	.00	.00	2,708.92	8,791.08	24	8,420.00
500.103	Furniture	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	.00
500.105	Printing and Binding	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
501.101	Uniforms and Clothing	15,900.00	.00	15,900.00	2,875.71	.00	10,283.41	5,616.59	65	10,270.00
514.114	Wire Expense	25,000.00	.00	25,000.00	19,342.95	.00	87,084.10	(62,084.10)	348	15,140.00
514.115	Christmas Decorations	8,800.00	.00	8,800.00	.00	.00	8,729.22	70.78	99	18,890.00
514.116	Pole Line Hardware	12,000.00	.00	12,000.00	23,801.70	.00	35,422.63	(23,422.63)	295	21,960.00
514.117	Poles & Crossarms	10,000.00	.00	10,000.00	11,193.33	.00	17,837.09	(7,837.09)	178	19,450.00
514.118	Fuel for Peak Shaving Generation	130,000.00	.00	130,000.00	21,192.12	.00	111,841.23	18,158.77	86	83,490.00
515.121	Safety Supplies	300.00	.00	300.00	.00	.00	897.00	(597.00)	299	300.00
515.123	Special Dept Supplies	16,000.00	.00	16,000.00	.00	.00	13,185.57	2,814.43	82	12,440.00
521.128	Meter Supplies	40,000.00	.00	40,000.00	19,023.94	.00	57,060.00	(17,060.00)	143	20,570.00
523.133	Street Light Supplies	3,000.00	.00	3,000.00	2,266.81	.00	14,076.42	(11,076.42)	469	3,780.00
531.143	Security Lights	32,000.00	.00	32,000.00	3,897.42	.00	34,191.07	(2,191.07)	107	33,160.00
531.145	Transformer Supplies	128,000.00	(22,500.00)	105,500.00	46,067.87	.00	66,009.87	39,490.13	63	22,700.00
540.150	Power Purchases	7,270,000.00	.00	7,270,000.00	517,313.68	.00	6,291,885.98	978,114.02	87	6,455,760.00
540.153	Energy Efficiency Program	50,000.00	.00	50,000.00	1,289.89	.00	20,654.97	29,345.03	41	32,120.00
541.001	Santee Cooper Settlement Expenses	.00	.00	.00	.00	.00	.00	.00	+++	4,610.00
600.110	SCMIRF Property/Liab Ins	100,000.00	.00	100,000.00	.00	.00	91,773.85	8,226.15	92	85,580.00
610.111	Communications- Landline	5,000.00	.00	5,000.00	352.25	.00	5,130.07	(130.07)	103	4,750.00
610.112	Postage	5,000.00	.00	5,000.00	624.73	.00	6,753.18	(1,753.18)	135	5,470.00
610.1110	Communications- Wireless	10,000.00	.00	10,000.00	748.62	.00	7,934.72	2,065.28	79	7,740.00
620.114	Advertising	600.00	.00	600.00	.00	.00	158.00	442.00	26	.00
640.124	Travel Expense	9,600.00	.00	9,600.00	.00	.00	2,160.56	7,439.44	23	320.00
650.127	Electricity	25,000.00	.00	25,000.00	1,780.34	.00	22,426.43	2,573.57	90	21,920.00
650.128	Water	1,700.00	.00	1,700.00	189.53	.00	2,073.40	(373.40)	122	1,490.00
650.129	Wastewater	2,500.00	.00	2,500.00	186.77	.00	2,119.71	380.29	85	1,930.00
650.130	Sanitation	2,000.00	.00	2,000.00	168.66	.00	1,855.26	144.74	93	1,850.00
650.133	Stormwater	1,600.00	.00	1,600.00	.00	.00	1,648.76	(48.76)	103	1,350.00

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
650.134	Security Lights	11,000.00	.00	11,000.00	849.00	.00	9,339.00	1,661.00	85	9,339.00
650.1271	Electricity- Sales Tax	3,200.00	.00	3,200.00	27.84	.00	432.31	2,767.69	14	530.00
660.105	COVID-19 Pandemic Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	550.00
660.133	Repairs & Maint. Services	8,000.00	.00	8,000.00	.00	.00	501.97	7,498.03	6	2,200.00
660.139	Fleet Services-RTA Mtce Allocation	15,000.00	.00	15,000.00	1,037.46	.00	11,879.89	3,120.11	79	11,030.00
660.140	Hydraulic Repair	12,000.00	.00	12,000.00	.00	.00	440.30	11,559.70	4	1,370.00
660.145	Gasoline & Oil	25,000.00	.00	25,000.00	2,257.90	.00	27,367.42	(2,367.42)	109	21,850.00
660.1391	Fleet Services -Departmental Expense Allocation	25,000.00	.00	25,000.00	1,993.76	.00	23,506.77	1,493.23	94	21,550.00
660.1392	Fleet Svcs- Outside Vends	2,500.00	.00	2,500.00	.00	.00	14,654.09	(12,154.09)	586	1,360.00
662.140	Building Repairs	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
662.141	Department Repairs	38,500.00	.00	38,500.00	.00	.00	18,625.82	19,874.18	48	3,720.00
663.145	Sub-Station Maintenance	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
663.146	Transformers Repairs	8,000.00	.00	8,000.00	.00	.00	75.00	7,925.00	1	
664.101	Community Education	1,500.00	.00	1,500.00	.00	.00	404.26	1,095.74	27	1,260.00
670.155	Building Rental	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	
670.156	Equipment Rental/Lease	3,800.00	.00	3,800.00	.00	.00	3,343.03	456.97	88	3,030.00
682.170	Infrared Test	800.00	.00	800.00	.00	.00	735.00	65.00	92	690.00
682.171	Safety Testing/Compliance	3,500.00	.00	3,500.00	.00	.00	2,649.06	850.94	76	1,910.00
682.173	Tree Crew Maintenance	12,000.00	.00	12,000.00	937.64	.00	6,437.31	5,562.69	54	9,690.00
685.180	Membership Dues and Fees	30,415.00	.00	30,415.00	6,760.24	(6,760.24)	16,747.24	20,428.00	33	18,840.00
685.182	Other Operating Expenses	75,000.00	.00	75,000.00	4,873.88	.00	11,224.87	63,775.13	15	7,230.00
685.183	Depreciation	900,000.00	.00	900,000.00	60,166.55	.00	664,644.64	235,355.36	74	686,980.00
685.186	Training	18,700.00	.00	18,700.00	.00	.00	10,789.00	7,911.00	58	4,360.00
685.190	Landfill Fees	8,000.00	.00	8,000.00	.00	.00	6,793.35	1,206.65	85	3,710.00
685.1821	Hurricane/Storm Expense	.00	.00	.00	.00	.00	34,257.55	(34,257.55)	+++	
686.186	Legal Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
686.187	Professional Services	10,200.00	22,500.00	32,700.00	1,573.18	(7,347.58)	36,961.51	3,086.07	91	34,560.00
686.188	Architect/Engineer Svcs	121,000.00	.00	121,000.00	7,033.40	23,260.35	90,207.21	7,532.44	94	71,460.00
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	278.00	722.00	28	1,150.00
686.191	Contract Services/Studies	2,400.00	.00	2,400.00	253.36	.00	2,169.75	230.25	90	1,810.00
686.195	Repair/Maint Svc Contract	23,500.00	.00	23,500.00	338.83	.00	20,429.26	3,070.74	87	20,960.00
686.196	Bank Charges/Fees	.00	.00	.00	2,350.42	.00	22,899.04	(22,899.04)	+++	13,710.00
686.199	Internal Engineering	21,500.00	.00	21,500.00	.00	.00	15,958.98	5,541.02	74	9,090.00
686.1895	Employee wellness services	8,000.00	.00	8,000.00	.00	.00	6,961.62	1,038.38	87	6,280.00
687.202	Utility Billing Services	55,000.00	.00	55,000.00	2,850.25	.00	41,385.67	13,614.33	75	37,700.00
687.204	Janitorial Services	2,500.00	.00	2,500.00	.00	.00	2,078.70	421.30	83	2,280.00
689.800	Equipment Charges	.00	.00	.00	(337.00)	.00	(1,706.23)	1,706.23	+++	(2,354.00)
702.105	Interest on Bonds	70,000.00	.00	70,000.00	.00	.00	.00	70,000.00	0	

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0030 - Electric Utility Fund										
EXPENSE										
Department 19 - Electric										
702.110	Bond Principal	600,000.00	.00	600,000.00	.00	.00	.00	600,000.00	0	
720.001	Provision for Bad Debts	40,000.00	.00	40,000.00	3,333.33	.00	36,666.63	3,333.37	92	36,666.63
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	.00	.00	+++	36,500.00
720.006	Public Assistance Program	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	(7,110.00)
750.124	Transfers to General Fund	730,628.00	.00	730,628.00	60,885.67	.00	669,742.37	60,885.63	92	663,580.00
795.001	IT Internal Allocations	.00	.00	.00	8,675.46	.00	112,394.74	(112,394.74)	+++	94,940.00
795.995	GF Cost Distribution	462,951.00	.00	462,951.00	38,579.25	.00	424,371.75	38,579.25	92	377,420.00
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	96,694.20	(96,694.20)	+++	1,250.00
900.3100	Electric Distribution	880,000.00	(92,000.00)	788,000.00	2,013.23	59,712.17	51,526.50	676,761.33	14	99,940.00
900.4100	Vehicles	40,000.00	.00	40,000.00	.00	.00	26,636.00	13,364.00	67	
900.4200	Heavy Equipment	180,000.00	92,000.00	272,000.00	.00	540,800.00	.00	(268,800.00)	199	
900.4300	Other Equipment	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	9,690.00
7999.9999	Principal Reclassified	(600,000.00)	.00	(600,000.00)	.00	.00	.00	(600,000.00)	0	
9999.9999	Assets Reclassified	(1,106,000.00)	.00	(1,106,000.00)	.00	.00	(163,441.58)	(942,558.42)	15	(110,891.00)
Department 19 - Electric Totals		\$12,710,816.00	\$0.00	\$12,710,816.00	\$1,030,101.72	\$647,544.70	\$10,828,752.86	\$1,234,518.44	90%	\$10,778,020.00
Department 36 - Fiber Optics										
662.141	Department Repairs	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	
685.183	Depreciation	.00	.00	.00	19.11	.00	210.16	(210.16)	+++	210.16
900.1000	Infrastructure Improvemts	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
9999.9999	Assets Reclassified	(15,000.00)	.00	(15,000.00)	.00	.00	.00	(15,000.00)	0	
Department 36 - Fiber Optics Totals		\$25,000.00	\$0.00	\$25,000.00	\$19.11	\$0.00	\$210.16	\$24,789.84	1%	\$210.16
EXPENSE TOTALS		\$12,735,816.00	\$0.00	\$12,735,816.00	\$1,030,120.83	\$647,544.70	\$10,828,963.02	\$1,259,308.28	90%	\$10,778,230.00
Fund 0030 - Electric Utility Fund Totals										
REVENUE TOTALS		12,735,816.00	.00	12,735,816.00	835,613.31	.00	10,672,091.89	2,063,724.11	84%	11,420,590.00
EXPENSE TOTALS		12,735,816.00	.00	12,735,816.00	1,030,120.83	647,544.70	10,828,963.02	1,259,308.28	90%	10,778,230.00
Fund 0030 - Electric Utility Fund Totals		\$0.00	\$0.00	\$0.00	(\$194,507.52)	(\$647,544.70)	(\$156,871.13)	\$804,415.83		\$642,360.00
Fund 0031 - Water Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	3,476,665.00	.00	3,476,665.00	277,831.81	.00	2,950,478.08	526,186.92	85	2,388,160.00
301.002	New Turn Ons	3,500.00	.00	3,500.00	315.00	.00	2,860.00	640.00	82	2,990.00
301.006	Sale Of Raw Water	7,500.00	.00	7,500.00	1,070.46	.00	12,629.73	(5,129.73)	168	12,030.00
301.009	New Service Taps	21,500.00	.00	21,500.00	3,000.00	.00	24,270.00	(2,770.00)	113	35,170.00
301.013	Meter Installation	10,000.00	.00	10,000.00	450.00	.00	10,808.62	(808.62)	108	14,980.00
302.001	Penalties	27,000.00	.00	27,000.00	3,895.47	.00	38,118.38	(11,118.38)	141	27,280.00
306.001	Investment Earnings	1,500.00	.00	1,500.00	4,309.47	.00	33,728.62	(32,228.62)	2249	2,160.00
324.020	Water Impact Fee	21,000.00	.00	21,000.00	1,100.00	.00	42,900.00	(21,900.00)	204	56,620.00

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
REVENUE										
Department 00 - Revenue										
331.000	Federal Grants	.00	.00	.00	18,685.00	.00	18,685.00	(18,685.00)	+++	
335.004	Fema Recovery	.00	.00	.00	.00	.00	.00	.00	+++	7,421
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	.00	.00	+++	6,201
369.002	Miscellaneous Revenue	5,000.00	.00	5,000.00	6,556.76	.00	12,721.27	(7,721.27)	254	10,091
391.001	Sale of Assets	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	4,971
392.015	Transfer from Capital Projects Fund	.00	.00	.00	.00	.00	.00	.00	+++	476,371
392.017	Transfers from ARPA Funds	.00	.00	.00	.00	.00	.00	.00	+++	250,471
395.001	Transfer from General Fund	51,710.00	.00	51,710.00	.00	.00	.00	51,710.00	0	911,611
Department 00 - Revenue Totals		\$3,628,875.00	\$0.00	\$3,628,875.00	\$317,213.97	\$0.00	\$3,147,199.70	\$481,675.30	87%	\$4,206,571
REVENUE TOTALS		\$3,628,875.00	\$0.00	\$3,628,875.00	\$317,213.97	\$0.00	\$3,147,199.70	\$481,675.30	87%	\$4,206,571
EXPENSE										
Department 15 - Water Distribution										
400.101	Regular Pay	173,741.00	.00	173,741.00	21,787.05	.00	166,222.70	7,518.30	96	128,321
401.103	Overtime	12,000.00	.00	12,000.00	(478.18)	.00	18,519.65	(6,519.65)	154	12,021
401.105	On-call pay	6,000.00	.00	6,000.00	100.00	.00	4,500.00	1,500.00	75	4,801
405.114	FICA	14,668.00	.00	14,668.00	1,632.83	.00	13,827.01	840.99	94	10,561
406.116	Retirement	33,669.00	.00	33,669.00	3,757.24	.00	32,792.74	876.26	97	21,271
408.125	SCMIT Worker's Comp Ins.	7,908.00	.00	7,908.00	503.59	.00	15,322.18	(7,414.18)	194	17,551
410.001	Health Claims Cost	27,300.00	.00	27,300.00	420.00	.00	15,807.32	11,492.68	58	16,511
410.002	Health Claim Costs-Retire	10,535.00	.00	10,535.00	(200.24)	.00	(862.60)	11,397.60	-8	51
500.101	Supplies and Materials	3,500.00	.00	3,500.00	123.72	.00	2,711.11	788.89	77	1,661
500.102	Equipment	11,500.00	.00	11,500.00	.00	.00	1,684.12	9,815.88	15	3,281
501.101	Uniforms and Clothing	4,400.00	.00	4,400.00	.00	.00	2,353.43	2,046.57	53	2,771
513.112	Asphalt/Concrete/Gravel	25,000.00	.00	25,000.00	10,004.75	2,192.24	32,558.14	(9,750.38)	139	10,251
514.110	Water Dist System Supply	90,000.00	.00	90,000.00	4,694.29	29,304.00	70,003.43	(9,307.43)	110	45,861
515.129	Permit Fees Due To Others	1,000.00	.00	1,000.00	.00	.00	720.34	279.66	72	671
523.136	Hydrant Replacement	6,000.00	.00	6,000.00	.00	.00	(1,838.76)	7,838.76	-31	7,451
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	152.91	147.09	51	341
600.110	SCMIRF Property/Liab Ins	55,000.00	.00	55,000.00	.00	.00	48,652.23	6,347.77	88	45,371
610.112	Postage	1,000.00	.00	1,000.00	.00	.00	48.31	951.69	5	771
610.1110	Communications- Wireless	2,040.00	.00	2,040.00	79.19	.00	832.38	1,207.62	41	1,241
620.114	Advertising	600.00	.00	600.00	.00	.00	210.00	390.00	35	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	8,500.00	.00	8,500.00	594.16	.00	7,491.47	1,008.53	88	6,981
650.128	Water	24,000.00	.00	24,000.00	3,243.87	.00	28,656.84	(4,656.84)	119	22,261
650.129	Wastewater	12,000.00	.00	12,000.00	876.95	.00	9,490.52	2,509.48	79	10,561
650.130	Sanitation	750.00	.00	750.00	55.96	.00	615.56	134.44	82	611
650.133	Stormwater	5,000.00	.00	5,000.00	.00	.00	4,777.09	222.91	96	3,911

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 15 - Water Distribution										
650.1271	Electricity- Sales Tax	500.00	.00	500.00	24.27	.00	269.50	230.50	54	29%
660.105	COVID-19 Pandemic Expense	200.00	.00	200.00	.00	.00	.00	200.00	0	10%
660.133	Repairs & Maint. Services	15,000.00	.00	15,000.00	.00	.00	24,480.33	(9,480.33)	163	26,41%
660.139	Fleet Services-RTA Mtce Allocation	6,000.00	.00	6,000.00	76.07	.00	5,710.88	289.12	95	4,23%
660.145	Gasoline & Oil	9,000.00	.00	9,000.00	31.99	.00	6,500.31	2,499.69	72	6,88%
660.1391	Fleet Services -Departmental Expense Allocation	8,000.00	.00	8,000.00	608.21	.00	8,379.95	(379.95)	105	7,52%
660.1392	Fleet Svcs- Outside Vends	2,000.00	.00	2,000.00	.00	.00	3,405.00	(1,405.00)	170	1,04%
670.156	Equipment Rental/Lease	500.00	.00	500.00	.00	.00	.00	500.00	0	
685.180	Membership Dues and Fees	475.00	.00	475.00	.00	.00	.00	475.00	0	
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	.00	.00	4,998.21	(3,498.21)	333	28%
685.183	Depreciation	455,000.00	.00	455,000.00	38,203.20	.00	417,853.97	37,146.03	92	416,95%
685.186	Training	2,100.00	.00	2,100.00	.00	.00	768.75	1,331.25	37	44%
686.187	Professional Services	6,420.00	.00	6,420.00	524.86	920.74	2,254.26	3,245.00	49	2,18%
686.189	Employee Medical	900.00	.00	900.00	.00	.00	.00	900.00	0	32%
686.191	Contract Services/Studies	67,100.00	.00	67,100.00	1,663.36	25,000.00	9,664.62	32,435.38	52	1,81%
686.196	Bank Charges/Fees	.00	.00	.00	919.73	.00	8,960.48	(8,960.48)	+++	5,36%
686.199	Internal Engineering	10,000.00	.00	10,000.00	.00	.00	15,958.98	(5,958.98)	160	9,09%
686.1895	Employee wellness services	2,700.00	.00	2,700.00	.00	.00	2,486.31	213.69	92	2,24%
687.202	Utility Billing Services	9,000.00	.00	9,000.00	431.12	.00	6,259.88	2,740.12	70	5,70%
687.204	Janitorial Services	1,000.00	.00	1,000.00	.00	.00	686.40	313.60	69	75%
702.106	Interest- Bonds	115,000.00	.00	115,000.00	.00	.00	15,713.46	99,286.54	14	79,66%
702.110	Bond Principal	401,000.00	.00	401,000.00	.00	.00	53,812.20	347,187.80	13	140,96%
703.109	Agents Fee	8,000.00	.00	8,000.00	.00	.00	4,550.00	3,450.00	57	7,16%
720.001	Provision for Bad Debts	9,000.00	.00	9,000.00	666.67	.00	7,333.37	1,666.63	81	7,33%
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	.00	.00	+++	6,87%
750.124	Transfers to General Fund	156,143.00	.00	156,143.00	13,011.92	.00	143,131.12	13,011.88	92	126,32%
795.995	GF Cost Distribution	99,907.00	.00	99,907.00	8,325.58	.00	91,581.38	8,325.62	92	81,44%
795.999	Allocation G&A Services	65,000.00	.00	65,000.00	.00	.00	66,189.55	(1,189.55)	102	57,58%
900.3500	Water Distribution	800,000.00	.00	800,000.00	119,250.00	964,872.36	128,155.14	(293,027.50)	137	16,80%
900.4100	Vehicles	40,000.00	.00	40,000.00	.00	.00	31,088.00	8,912.00	78	
7999.9999	Principal Reclassified	(401,000.00)	.00	(401,000.00)	.00	.00	(53,812.20)	(347,187.80)	13	(140,964)
9999.9999	Assets Reclassified	(840,000.00)	.00	(840,000.00)	.00	.00	(31,088.00)	(808,912.00)	4	(16,801)
Department 15 - Water Distribution Totals		\$1,586,956.00	\$0.00	\$1,586,956.00	\$230,932.16	\$1,022,289.34	\$1,450,539.97	(\$885,873.31)	156%	\$1,233,25%
Department 16 - Filtration										
400.101	Regular Pay	278,565.00	.00	278,565.00	23,698.05	.00	221,967.56	56,597.44	80	241,92%
401.103	Overtime	7,500.00	.00	7,500.00	369.71	.00	3,687.47	3,812.53	49	4,04%
401.105	On-call pay	6,000.00	.00	6,000.00	533.36	.00	6,100.32	(100.32)	102	6,40%
405.114	FICA	22,344.00	.00	22,344.00	1,791.13	.00	16,576.52	5,767.48	74	17,96%

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 16 - Filtration										
406.116	Retirement	51,287.00	.00	51,287.00	4,075.89	.00	40,115.79	11,171.21	78	37,437
408.125	SCMIT Worker's Comp Ins.	11,863.00	.00	11,863.00	.00	.00	13,345.66	(1,482.66)	112	12,547
410.001	Health Claims Cost	50,052.00	.00	50,052.00	3,667.50	.00	40,245.30	9,806.70	80	39,277
410.002	Health Claim Costs-Retire	10,535.00	.00	10,535.00	.00	.00	12.00	10,523.00	0	6,111
500.101	Supplies and Materials	2,300.00	.00	2,300.00	141.08	.00	2,210.82	89.18	96	1,867
500.102	Equipment	6,500.00	.00	6,500.00	.00	.00	1,431.79	5,068.21	22	3,687
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	.00	.00	1,683.52	2,316.48	42	1,647
512.108	Chemicals	304,000.00	.00	304,000.00	39,735.16	28,561.11	252,775.59	22,663.30	93	165,007
512.109	Laboratory Supplies	20,000.00	.00	20,000.00	350.07	.00	18,793.32	1,206.68	94	17,357
515.121	Safety Supplies	1,550.00	.00	1,550.00	.00	.00	232.14	1,317.86	15	207
515.129	Permit Fees Due To Others	22,000.00	.00	22,000.00	.00	.00	20,422.00	1,578.00	93	20,637
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	285.95	14.05	95	290
540.151	IP Raw Water Contract-Cty	22,960.00	.00	22,960.00	.00	.00	12,731.51	10,228.49	55	16,267
540.152	Raw Water Pump Maint.	60,000.00	.00	60,000.00	4,768.57	.00	54,705.91	5,294.09	91	49,707
540.157	Treated Water Purchase	200.00	.00	200.00	6.84	.00	68.40	131.60	34	117
540.1510	IP Raw Water Contract-Stl	11,808.00	.00	11,808.00	.00	.00	5,028.18	6,779.82	43	7,057
600.110	SCMIRF Property/Liab Ins	150,000.00	.00	150,000.00	.00	.00	146,648.04	3,351.96	98	136,760
610.111	Communications- Landline	1,300.00	.00	1,300.00	122.46	.00	1,196.50	103.50	92	1,017
610.112	Postage	800.00	.00	800.00	.00	.00	.00	800.00	0	
610.1110	Communications- Wireless	660.00	.00	660.00	41.18	.00	412.54	247.46	63	417
620.114	Advertising	1,000.00	.00	1,000.00	831.92	.00	915.92	84.08	92	727
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	85,000.00	.00	85,000.00	7,194.52	.00	82,063.47	2,936.53	97	68,067
650.130	Sanitation	975.00	.00	975.00	75.20	.00	827.20	147.80	85	827
650.133	Stormwater	2,500.00	.00	2,500.00	.00	.00	2,407.56	92.44	96	1,977
650.134	Security Lights	1,700.00	.00	1,700.00	132.00	.00	1,452.00	248.00	85	1,457
650.1271	Electricity- Sales Tax	1,000.00	.00	1,000.00	6.96	.00	81.40	918.60	8	87
660.105	COVID-19 Pandemic Expense	400.00	.00	400.00	.00	.00	.00	400.00	0	300
660.133	Repairs & Maint. Services	68,589.00	13,423.00	82,012.00	21,517.85	21,650.00	56,165.61	4,196.39	95	25,897
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	475.89	.00	1,317.34	(817.34)	263	1,807
660.145	Gasoline & Oil	1,750.00	.00	1,750.00	250.66	.00	876.66	873.34	50	777
660.1391	Fleet Services -Departmental Expense Allocation	900.00	.00	900.00	437.50	.00	2,590.33	(1,690.33)	288	1,907
670.156	Equipment Rental/Lease	500.00	.00	500.00	.00	.00	178.40	321.60	36	
685.180	Membership Dues and Fees	955.00	.00	955.00	.00	.00	215.00	740.00	23	207
685.182	Other Operating Expenses	25,000.00	(24,673.00)	327.00	.00	.00	326.62	.38	100	137
685.183	Depreciation	325,000.00	.00	325,000.00	23,920.18	.00	262,615.83	62,384.17	81	269,647
685.186	Training	1,450.00	.00	1,450.00	228.00	.00	1,368.75	81.25	94	287
686.187	Professional Services	17,625.00	11,250.00	28,875.00	45.00	1,137.61	32,385.70	(4,648.31)	116	12,917

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 16 - Filtration										
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	530.00	470.00	53	741
686.191	Contract Services/Studies	.00	.00	.00	.00	.00	3,350.00	(3,350.00)	+++	
686.195	Repair/Maint Svc Contract	1,800.00	.00	1,800.00	.00	.00	1,297.40	502.60	72	1,219
686.199	Internal Engineering	15,000.00	.00	15,000.00	.00	.00	15,958.98	(958.98)	106	9,099
686.1895	Employee wellness services	3,000.00	.00	3,000.00	.00	.00	2,983.55	16.45	99	2,699
687.204	Janitorial Services	2,000.00	.00	2,000.00	.00	.00	2,048.00	(48.00)	102	2,259
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	.00	.00	+++	2,119
750.124	Transfers to General Fund	139,136.00	.00	139,136.00	11,594.75	.00	127,542.25	11,593.75	92	112,560
795.995	GF Cost Distribution	89,024.00	.00	89,024.00	7,418.66	.00	81,605.26	7,418.74	92	72,570
795.999	Allocation G&A Services	92,000.00	.00	92,000.00	.00	.00	66,189.55	25,810.45	72	57,580
900.3300	Water Filtration Plant	4,500,000.00	.00	4,500,000.00	4,357.00	173,624.45	29,652.55	4,296,723.00	5	217,590
900.4100	Vehicles	.00	.00	.00	.00	(27,308.00)	27,308.00	.00	+++	
9999.9999	Assets Reclassified	(4,500,000.00)	.00	(4,500,000.00)	.00	.00	(44,055.63)	(4,455,944.37)	1	(217,595)
Department 16 - Filtration Totals		\$1,924,428.00	\$0.00	\$1,924,428.00	\$157,787.09	\$197,665.17	\$1,620,874.53	\$105,888.30	94%	\$1,435,540
Department 41 - General & Administrative										
400.101	Regular Pay	151,317.00	.00	151,317.00	5,775.25	.00	130,615.69	20,701.31	86	118,150
401.103	Overtime	.00	.00	.00	.00	.00	59.00	(59.00)	+++	
405.114	FICA	11,576.00	.00	11,576.00	414.99	.00	9,567.89	2,008.11	83	8,650
406.116	Retirement	26,571.00	.00	26,571.00	536.36	.00	22,649.43	3,921.57	85	17,830
408.125	SCMIT Worker's Comp Ins.	3,478.00	.00	3,478.00	.00	.00	4,061.72	(583.72)	117	3,810
410.001	Health Claims Cost	20,020.00	.00	20,020.00	821.36	.00	14,819.98	5,200.02	74	15,110
500.101	Supplies and Materials	4,800.00	.00	4,800.00	151.06	.00	2,758.60	2,041.40	57	3,610
500.102	Equipment	2,000.00	.00	2,000.00	.00	.00	405.42	1,594.58	20	4,050
500.103	Furniture	800.00	.00	800.00	.00	.00	554.37	245.63	69	
501.101	Uniforms and Clothing	500.00	.00	500.00	.00	.00	.00	500.00	0	
600.110	SCMIRF Property/Liab Ins	.00	.00	.00	.00	.00	259.24	(259.24)	+++	240
610.111	Communications- Landline	4,800.00	.00	4,800.00	199.36	.00	3,734.51	1,065.49	78	3,740
610.112	Postage	250.00	.00	250.00	94.49	.00	912.29	(662.29)	365	80
610.1110	Communications- Wireless	660.00	.00	660.00	41.18	.00	412.54	247.46	63	410
620.114	Advertising	200.00	.00	200.00	.00	.00	.00	200.00	0	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	2,700.00	.00	2,700.00	146.28	.00	2,042.07	657.93	76	2,060
650.128	Water	260.00	.00	260.00	24.66	.00	303.39	(43.39)	117	210
650.129	Wastewater	375.00	.00	375.00	28.00	.00	340.62	34.38	91	280
650.130	Sanitation	525.00	.00	525.00	39.33	.00	432.63	92.37	82	430
650.133	Stormwater	2,100.00	.00	2,100.00	.00	.00	2,224.85	(124.85)	106	1,820
650.134	Security Lights	700.00	.00	700.00	53.00	.00	583.00	117.00	83	580
650.1271	Electricity- Sales Tax	150.00	.00	150.00	5.00	.00	73.40	76.60	49	90

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 41 - General & Administrative										
660.103	Emergency Preparedness	.00	.00	.00	.00	.00	.00	.00	+++	19%
660.105	COVID-19 Pandemic Expense	500.00	.00	500.00	.00	.00	.00	500.00	0	64%
660.133	Repairs & Maint. Services	30,000.00	.00	30,000.00	.00	26,662.25	1,339.89	1,997.86	93	1,56%
660.139	Fleet Services-RTA Mtce Allocation	500.00	.00	500.00	102.58	.00	202.15	297.85	40	41%
660.145	Gasoline & Oil	3,000.00	.00	3,000.00	199.39	.00	1,809.19	1,190.81	60	1,83%
660.1391	Fleet Services -Departmental Expense Allocation	1,800.00	.00	1,800.00	273.11	.00	2,029.39	(229.39)	113	1,78%
660.1392	Fleet Svcs- Outside Vends	.00	.00	.00	.00	.00	1,297.48	(1,297.48)	+++	
670.156	Equipment Rental/Lease	3,120.00	.00	3,120.00	209.60	.00	2,525.31	594.69	81	2,57%
685.180	Membership Dues and Fees	1,500.00	.00	1,500.00	.00	.00	1,226.00	274.00	82	1,03%
685.182	Other Operating Expenses	1,500.00	.00	1,500.00	84.80	.00	771.78	728.22	51	35%
685.183	Depreciation	.00	.00	.00	590.84	.00	6,499.14	(6,499.14)	+++	6,49%
685.186	Training	460.00	.00	460.00	.00	.00	.00	460.00	0	13%
686.187	Professional Services	1,640.00	.00	1,640.00	194.33	(900.00)	3,286.89	(746.89)	146	16,91%
686.189	Employee Medical	250.00	.00	250.00	.00	.00	150.00	100.00	60	
686.195	Repair/Maint Svc Contract	2,000.00	.00	2,000.00	.00	.00	1,103.52	896.48	55	1,08%
686.1895	Employee wellness services	1,200.00	.00	1,200.00	.00	.00	994.51	205.49	83	89%
687.204	Janitorial Services	2,000.00	.00	2,000.00	.00	.00	2,059.20	(59.20)	103	2,26%
795.001	IT Internal Allocations	80,000.00	.00	80,000.00	8,675.46	.00	112,394.75	(32,394.75)	140	94,94%
795.999	Allocation G&A Services	(300,000.00)	.00	(300,000.00)	.00	.00	(330,947.65)	30,947.65	110	(287,925%
Department 41 - General & Administrative Totals		\$63,352.00	\$0.00	\$63,352.00	\$18,660.43	\$25,762.25	\$3,552.19	\$34,037.56	46%	\$26,43%
Department 42 - Engineering Services										
400.101	Regular Pay	147,654.00	.00	147,654.00	12,307.21	.00	123,244.64	24,409.36	83	85,34%
405.114	FICA	11,295.00	.00	11,295.00	887.31	.00	8,800.84	2,494.16	78	5,98%
406.116	Retirement	25,928.00	.00	25,928.00	1,519.50	.00	21,416.26	4,511.74	83	13,11%
408.125	SCMIT Worker's Comp Ins.	2,362.00	.00	2,362.00	.00	.00	.00	2,362.00	0	
410.001	Health Claims Cost	18,200.00	.00	18,200.00	1,455.72	.00	14,753.76	3,446.24	81	11,59%
500.101	Supplies and Materials	250.00	.00	250.00	.00	.00	220.74	29.26	88	24%
500.105	Printing and Binding	300.00	.00	300.00	61.43	.00	178.67	121.33	60	19%
501.101	Uniforms and Clothing	1,000.00	.00	1,000.00	.00	.00	127.18	872.82	13	
515.121	Safety Supplies	250.00	(200.00)	50.00	.00	.00	.00	50.00	0	
515.124	Department Supplies	2,550.00	200.00	2,750.00	.00	.00	2,681.11	68.89	97	2,10%
600.110	SCMIRF Property/Liab Ins	475.00	.00	475.00	.00	.00	432.08	42.92	91	40%
610.112	Postage	75.00	.00	75.00	.00	.00	.00	75.00	0	1%
610.1110	Communications- Wireless	1,200.00	.00	1,200.00	82.36	.00	837.25	362.75	70	44%
640.124	Travel Expense	300.00	.00	300.00	.00	.00	187.17	112.83	62	
685.180	Membership Dues and Fees	600.00	.00	600.00	.00	.00	599.00	1.00	100	77%
685.183	Depreciation	5,500.00	.00	5,500.00	435.10	.00	4,786.10	713.90	87	4,78%
685.184	Continuing Education	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0031 - Water Utility Fund										
EXPENSE										
Department 42 - Engineering Services										
685.186	Training	800.00	.00	800.00	.00	.00	465.00	335.00	58	351
686.187	Professional Services	7,700.00	.00	7,700.00	194.33	.00	4,560.01	3,139.99	59	2,951
686.189	Employee Medical	.00	.00	.00	60.00	.00	60.00	(60.00)	+++	
686.1895	Employee wellness services	1,200.00	.00	1,200.00	.00	.00	994.51	205.49	83	891
735.122	Services Billed	(175,000.00)	.00	(175,000.00)	.00	.00	(159,589.84)	(15,410.16)	91	(90,913)
Department 42 - Engineering Services Totals		\$54,139.00	\$0.00	\$54,139.00	\$17,002.96	\$0.00	\$24,754.48	\$29,384.52	46%	\$38,281
EXPENSE TOTALS		\$3,628,875.00	\$0.00	\$3,628,875.00	\$424,382.64	\$1,245,716.76	\$3,099,721.17	(\$716,562.93)	120%	\$2,733,521
Fund 0031 - Water Utility Fund Totals										
REVENUE TOTALS		3,628,875.00	.00	3,628,875.00	317,213.97	.00	3,147,199.70	481,675.30	87%	4,206,571
EXPENSE TOTALS		3,628,875.00	.00	3,628,875.00	424,382.64	1,245,716.76	3,099,721.17	(716,562.93)	120%	2,733,521
Fund 0031 - Water Utility Fund Totals		\$0.00	\$0.00	\$0.00	(\$107,168.67)	(\$1,245,716.76)	\$47,478.53	\$1,198,238.23		\$1,473,051
Fund 0032 - Wastewater Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	3,043,332.00	(57,187.00)	2,986,145.00	251,949.75	.00	2,676,582.13	309,562.87	90	2,573,331
301.002	New Turn Ons	3,000.00	.00	3,000.00	285.00	.00	2,755.00	245.00	92	2,841
301.009	New Service Taps	9,500.00	.00	9,500.00	.00	.00	11,705.00	(2,205.00)	123	16,201
301.014	Fixed Charges - Andrews	120,000.00	.00	120,000.00	10,119.80	.00	111,317.80	8,682.20	93	111,311
301.015	Fixed Charges - GCWSD	232,000.00	.00	232,000.00	19,241.87	.00	192,418.70	39,581.30	83	230,901
301.016	Fixed Charges - COG	336,000.00	.00	336,000.00	27,651.27	.00	304,163.97	31,836.03	91	304,161
301.017	Volume Charges - Andrews	220,000.00	.00	220,000.00	12,777.83	.00	132,152.79	87,847.21	60	98,601
301.018	Volume Charges - GCWSD	450,000.00	.00	450,000.00	29,411.02	.00	287,845.63	162,154.37	64	192,131
301.019	Volume Charges - COG	1,250,000.00	.00	1,250,000.00	79,324.25	.00	826,989.03	423,010.97	66	893,901
301.026	Fixed- Elim Georgetown	(336,000.00)	.00	(336,000.00)	(27,651.27)	.00	(304,163.97)	(31,836.03)	91	(304,163)
301.029	Volume-Elim-Georgetown	(1,250,000.00)	.00	(1,250,000.00)	(79,324.25)	.00	(826,989.03)	(423,010.97)	66	(893,907)
302.001	Penalties	35,000.00	.00	35,000.00	3,641.29	.00	37,214.45	(2,214.45)	106	30,891
303.006	Septic Tank Dumping	50,000.00	.00	50,000.00	3,030.00	.00	32,978.00	17,022.00	66	28,681
306.001	Investment Earnings	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,101
324.017	Wastewater Impact Fee	12,000.00	.00	12,000.00	850.00	.00	65,150.00	(53,150.00)	543	82,931
332.009	Other State Grants	.00	.00	.00	100,397.74	.00	168,337.36	(168,337.36)	+++	
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	.00	.00	+++	4,331
369.002	Miscellaneous Revenue	2,000.00	.00	2,000.00	1,232.95	.00	1,266.58	733.42	63	961
392.015	Transfer from Capital Projects Fund	.00	.00	.00	.00	.00	.00	.00	+++	89,061
392.017	Transfers from ARPA Funds	.00	.00	.00	.00	.00	.00	.00	+++	1,138,631
395.001	Transfer from General Fund	1,627.00	.00	1,627.00	.00	.00	.00	1,627.00	0	21,051
Department 00 - Revenue Totals		\$4,179,459.00	(\$57,187.00)	\$4,122,272.00	\$432,937.25	\$0.00	\$3,719,723.44	\$402,548.56	90%	\$4,623,011
REVENUE TOTALS		\$4,179,459.00	(\$57,187.00)	\$4,122,272.00	\$432,937.25	\$0.00	\$3,719,723.44	\$402,548.56	90%	\$4,623,011

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 18 - Wastewater Collections										
400.101	Regular Pay	244,335.00	.00	244,335.00	16,582.79	.00	183,515.26	60,819.74	75	187,800
401.103	Overtime	5,000.00	.00	5,000.00	87.88	.00	2,336.87	2,663.13	47	1,550
401.105	On-call pay	6,000.00	.00	6,000.00	433.32	.00	3,099.84	2,900.16	52	3,590
405.114	FICA	19,534.00	.00	19,534.00	1,228.04	.00	13,411.88	6,122.12	69	13,620
406.116	Retirement	44,836.00	.00	44,836.00	2,986.20	.00	32,706.95	12,129.05	73	28,760
408.125	SCMIT Worker's Comp Ins.	9,586.00	.00	9,586.00	.00	.00	24,727.39	(15,141.39)	258	23,240
410.001	Health Claims Cost	54,599.00	.00	54,599.00	3,256.70	.00	35,823.70	18,775.30	66	42,570
410.002	Health Claim Costs-Retire	10,535.00	.00	10,535.00	.00	.00	13,423.30	(2,888.30)	127	13,710
500.101	Supplies and Materials	5,500.00	.00	5,500.00	101.24	.00	5,384.27	115.73	98	5,840
500.102	Equipment	24,000.00	.00	24,000.00	.00	.00	21,920.68	2,079.32	91	13,120
501.101	Uniforms and Clothing	7,200.00	.00	7,200.00	606.76	.00	5,279.24	1,920.76	73	4,850
512.108	Chemicals	4,500.00	1,000.00	5,500.00	.00	.00	5,282.59	217.41	96	2,540
513.112	Asphalt/Concrete/Gravel	28,300.00	.00	28,300.00	750.48	2,999.89	25,153.63	146.48	99	14,110
514.111	WW Collection Syst Supply	10,000.00	(1,000.00)	9,000.00	1,763.36	.00	11,063.75	(2,063.75)	123	11,350
515.121	Safety Supplies	900.00	.00	900.00	.00	.00	300.00	600.00	33	300
515.126	Department Equipment	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	6,390
532.148	Small Hand Tools	350.00	.00	350.00	.00	.00	126.23	223.77	36	200
532.1481	Small Hand Tools - Maintenance	450.00	.00	450.00	33.50	.00	33.50	416.50	7	
600.110	SCMIRF Property/Liab Ins	42,500.00	.00	42,500.00	.00	.00	41,393.29	1,106.71	97	38,600
610.112	Postage	1,000.00	.00	1,000.00	85.56	.00	864.09	135.91	86	700
610.1110	Communications- Wireless	3,120.00	.00	3,120.00	185.55	.00	1,916.50	1,203.50	61	2,310
620.114	Advertising	500.00	.00	500.00	.00	.00	200.00	300.00	40	190
640.124	Travel Expense	200.00	.00	200.00	.00	.00	.00	200.00	0	
650.127	Electricity	85,000.00	.00	85,000.00	5,918.88	.00	65,324.46	19,675.54	77	61,480
650.133	Stormwater	10,000.00	.00	10,000.00	.00	.00	10,748.67	(748.67)	107	8,810
650.134	Security Lights	1,750.00	.00	1,750.00	121.00	.00	1,331.00	419.00	76	1,330
650.1271	Electricity- Sales Tax	2,750.00	.00	2,750.00	166.38	.00	1,813.37	936.63	66	2,170
660.105	COVID-19 Pandemic Expense	250.00	.00	250.00	.00	.00	.00	250.00	0	400
660.133	Repairs & Maint. Services	126,500.00	.00	126,500.00	.00	25,000.00	7,286.49	94,213.51	26	147,540
660.139	Fleet Services-RTA Mtce Allocation	19,000.00	.00	19,000.00	841.74	.00	21,709.16	(2,709.16)	114	12,410
660.145	Gasoline & Oil	20,000.00	.00	20,000.00	1,707.23	.00	20,839.88	(839.88)	104	15,590
660.1391	Fleet Services -Departmental Expense Allocation	25,000.00	.00	25,000.00	1,932.96	.00	23,305.46	1,694.54	93	20,750
660.1392	Fleet Svcs- Outside Vends	2,000.00	.00	2,000.00	1,330.00	.00	3,709.59	(1,709.59)	185	1,670
670.156	Equipment Rental/Lease	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
681.100	Capital Lease Principal	.00	.00	.00	.00	.00	56,000.00	(56,000.00)	+++	
681.120	Capital Lease Interest	.00	.00	.00	.00	.00	8,548.51	(8,548.51)	+++	
685.180	Membership Dues and Fees	1,100.00	.00	1,100.00	.00	.00	45.00	1,055.00	4	70
685.182	Other Operating Expenses	5,000.00	.00	5,000.00	.00	.00	743.42	4,256.58	15	160

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 18 - Wastewater Collections										
685.183	Depreciation	400,000.00	.00	400,000.00	32,652.21	.00	350,705.88	49,294.12	88	335,410
685.186	Training	2,810.00	.00	2,810.00	.00	.00	418.75	2,391.25	15	13,360
686.187	Professional Services	9,400.00	.00	9,400.00	524.39	(8,375.09)	8,562.63	9,212.46	2	13,360
686.189	Employee Medical	1,000.00	.00	1,000.00	314.00	.00	852.00	148.00	85	51,100
686.191	Contract Services/Studies	2,040.00	.00	2,040.00	253.43	.00	2,170.39	(130.39)	106	1,820
686.195	Repair/Maint Svc Contract	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
686.196	Bank Charges/Fees	.00	.00	.00	766.44	.00	7,467.08	(7,467.08)	+++	4,470
686.199	Internal Engineering	15,000.00	.00	15,000.00	.00	.00	15,958.98	(958.98)	106	9,090
686.1895	Employee wellness services	4,800.00	.00	4,800.00	.00	.00	3,480.81	1,319.19	73	3,140
687.202	Utility Billing Services	9,000.00	.00	9,000.00	390.34	.00	5,667.72	3,332.28	63	5,160
687.204	Janitorial Services	3,000.00	.00	3,000.00	.00	.00	2,734.30	265.70	91	3,000
702.106	Interest- Bonds	30,000.00	.00	30,000.00	.00	.00	14,571.26	15,428.74	49	31,660
702.110	Bond Principal	107,000.00	.00	107,000.00	.00	.00	47,387.33	59,612.67	44	98,830
703.1001	Agent Fees	8,000.00	.00	8,000.00	.00	.00	6,800.00	1,200.00	85	6,800
720.001	Provision for Bad Debts	8,000.00	.00	8,000.00	625.00	.00	6,875.00	1,125.00	86	6,870
750.124	Transfers to General Fund	192,183.00	.00	192,183.00	16,015.17	.00	176,166.87	16,016.13	92	174,250
795.995	GF Cost Distribution	92,727.00	.00	92,727.00	7,727.25	.00	84,999.75	7,727.25	92	75,590
795.999	Allocation G&A Services	.00	.00	.00	.00	.00	82,736.92	(82,736.92)	+++	71,980
900.3700	Wastewater Collection Sys	635,353.00	.00	635,353.00	389,897.45	(367,547.29)	1,176,868.35	(173,968.06)	127	4,840
900.4100	Vehicles	80,000.00	.00	80,000.00	78,559.00	(89,065.00)	140,735.00	28,330.00	65	417,350
900.4300	Other Equipment	250,581.00	.00	250,581.00	.00	.00	161,796.24	88,784.76	65	
7999.9999	Principal Reclassified	(107,000.00)	.00	(107,000.00)	.00	.00	(47,387.33)	(59,612.67)	44	(98,835)
9999.9999	Assets Reclassified	(965,934.00)	.00	(965,934.00)	.00	.00	(821,556.73)	(144,377.27)	85	(422,204)
Department 18 - Wastewater Collections Totals		\$1,625,255.00	\$0.00	\$1,625,255.00	\$567,844.25	(\$436,987.49)	\$2,077,379.17	(\$15,136.68)	101%	\$1,431,150
Department 34 - Regional Wastewater Plant										
400.101	Regular Pay	257,846.00	.00	257,846.00	30,307.42	.00	256,822.54	1,023.46	100	244,630
401.103	Overtime	10,000.00	.00	10,000.00	1,770.69	.00	11,060.71	(1,060.71)	111	8,860
401.105	On-call pay	8,000.00	.00	8,000.00	533.32	.00	6,399.84	1,600.16	80	6,390
405.114	FICA	21,102.00	.00	21,102.00	2,362.78	.00	19,500.81	1,601.19	92	18,310
406.116	Retirement	48,437.00	.00	48,437.00	5,700.01	.00	47,571.89	865.11	98	38,490
408.125	SCMIT Worker's Comp Ins.	12,813.00	.00	12,813.00	.00	.00	5,356.11	7,456.89	42	5,420
410.001	Health Claims Cost	50,049.00	.00	50,049.00	4,888.54	.00	47,010.18	3,038.82	94	45,410
500.101	Supplies and Materials	2,300.00	.00	2,300.00	38.93	.00	2,235.30	64.70	97	2,250
500.102	Equipment	7,800.00	.00	7,800.00	542.81	308.17	7,479.57	12.26	100	12,350
501.101	Uniforms and Clothing	4,000.00	.00	4,000.00	96.88	.00	1,714.63	2,285.37	43	2,440
512.108	Chemicals	120,400.00	.00	120,400.00	7,571.93	29,092.31	82,332.68	8,975.01	93	80,940
512.109	Laboratory Supplies	22,400.00	.00	22,400.00	1,707.89	.00	15,730.65	6,669.35	70	19,090
515.121	Safety Supplies	900.00	.00	900.00	401.73	.00	401.73	498.27	45	

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
515.129	Permit Fees Due To Others	9,100.00	.00	9,100.00	.00	.00	8,388.98	711.02	92	8,099
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	292.61	7.39	98	25
600.110	SCMIRF Property/Liab Ins	250,000.00	.00	250,000.00	.00	.00	228,829.70	21,170.30	92	213,409
610.111	Communications- Landline	2,400.00	.00	2,400.00	152.68	.00	1,856.24	543.76	77	1,86
610.112	Postage	1,000.00	.00	1,000.00	.00	.00	81.44	918.56	8	57
610.1110	Communications- Wireless	660.00	.00	660.00	65.18	.00	652.98	7.02	99	65
620.114	Advertising	500.00	.00	500.00	.00	.00	.00	500.00	0	
640.124	Travel Expense	100.00	200.00	300.00	.00	.00	224.38	75.62	75	1
650.127	Electricity	360,000.00	.00	360,000.00	25,582.88	.00	254,947.62	105,052.38	71	280,66
650.128	Water	3,600.00	.00	3,600.00	172.73	.00	2,267.23	1,332.77	63	1,40
650.130	Sanitation	3,600.00	.00	3,600.00	262.13	.00	2,883.43	716.57	80	2,88
650.133	Stormwater	3,000.00	.00	3,000.00	.00	.00	2,823.44	176.56	94	2,31
650.134	Security Lights	5,000.00	.00	5,000.00	347.00	.00	3,817.00	1,183.00	76	3,81
650.1271	Electricity- Sales Tax	15,000.00	.00	15,000.00	870.16	.00	9,696.42	5,303.58	65	11,49
660.133	Repairs & Maint. Services	165,000.00	(58,437.00)	106,563.00	9,496.07	5,678.20	88,279.53	12,605.27	88	71,66
660.139	Fleet Services-RTA Mtce Allocation	4,000.00	.00	4,000.00	72.36	.00	1,711.93	2,288.07	43	2,04
660.145	Gasoline & Oil	2,500.00	.00	2,500.00	405.35	.00	3,603.46	(1,103.46)	144	2,47
660.1391	Fleet Services -Departmental Expense Allocation	3,000.00	.00	3,000.00	189.07	.00	1,829.83	1,170.17	61	1,95
670.156	Equipment Rental/Lease	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	96
685.180	Membership Dues and Fees	425.00	.00	425.00	.00	.00	275.00	150.00	65	19
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	.00	.00	388.56	611.44	39	16
685.183	Depreciation	2,800.00	.00	2,800.00	646.15	.00	4,085.22	(1,285.22)	146	2,35
685.186	Training	1,710.00	.00	1,710.00	.00	.00	1,335.75	374.25	78	36
685.190	Landfill Fees	75,000.00	(10,200.00)	64,800.00	8,211.90	.00	55,333.15	9,466.85	85	39,65
686.187	Professional Services	59,775.00	11,250.00	71,025.00	4,294.14	4,305.15	49,280.18	17,439.67	75	13,08
686.189	Employee Medical	1,010.00	.00	1,010.00	60.00	.00	445.00	565.00	44	27
686.195	Repair/Maint Svc Contract	2,220.00	.00	2,220.00	.00	.00	1,856.00	364.00	84	1,74
686.199	Internal Engineering	.00	.00	.00	.00	.00	31,917.98	(31,917.98)	+++	18,18
686.1895	Employee wellness services	3,240.00	.00	3,240.00	.00	.00	2,486.31	753.69	77	2,24
702.106	Interest- Bonds	166,000.00	.00	166,000.00	.00	.00	.00	166,000.00	0	88,78
702.110	Bond Principal	582,000.00	.00	582,000.00	.00	.00	.00	582,000.00	0	
703.109	Agents Fee	5,800.00	.00	5,800.00	.00	.00	2,862.50	2,937.50	49	2,86
750.124	Transfers to General Fund	127,634.00	.00	127,634.00	10,636.17	.00	116,997.87	10,636.13	92	115,73
795.995	GF Cost Distribution	61,583.00	.00	61,583.00	5,131.92	.00	56,451.12	5,131.88	92	50,20
795.999	Allocation G&A Services	.00	.00	.00	.00	.00	82,736.90	(82,736.90)	+++	71,98
900.3900	Wastewater Treatment Plnt	250,000.00	57,187.00	307,187.00	.00	180,953.00	57,187.00	69,047.00	78	
900.4100	Vehicles	40,000.00	.00	40,000.00	.00	.00	31,088.00	8,912.00	78	
900.4300	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	14,37

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0032 - Wastewater Fund										
EXPENSE										
Department 34 - Regional Wastewater Plant										
900.7000	Regional Wstewtr Treatmnt	.00	.00	.00	.00	.00	.00	.00	+++	56,47
7999.9999	Principal Reclassified	(582,000.00)	.00	(582,000.00)	.00	.00	.00	(582,000.00)	0	
9999.9999	Assets Reclassified	(290,000.00)	(57,187.00)	(347,187.00)	.00	.00	(31,088.00)	(316,099.00)	9	(70,851
Sub Department 17 - Wastewater Treatment										
685.183	Depreciation	650,000.00	.00	650,000.00	53,338.35	.00	589,506.71	60,493.29	91	585,13
Sub Department 17 - Wastewater Treatment Totals		\$650,000.00	\$0.00	\$650,000.00	\$53,338.35	\$0.00	\$589,506.71	\$60,493.29	91%	\$585,13
Department 34 - Regional Wastewater Plant Totals		\$2,554,204.00	(\$57,187.00)	\$2,497,017.00	\$175,857.17	\$220,336.83	\$2,168,948.11	\$107,732.06	96%	\$2,084,17
EXPENSE TOTALS		\$4,179,459.00	(\$57,187.00)	\$4,122,272.00	\$743,701.42	(\$216,650.66)	\$4,246,327.28	\$92,595.38	98%	\$3,515,32
Fund 0032 - Wastewater Fund Totals										
REVENUE TOTALS		4,179,459.00	(57,187.00)	4,122,272.00	432,937.25	.00	3,719,723.44	402,548.56	90%	4,623,01
EXPENSE TOTALS		4,179,459.00	(57,187.00)	4,122,272.00	743,701.42	(216,650.66)	4,246,327.28	92,595.38	98%	3,515,32
Fund 0032 - Wastewater Fund Totals		\$0.00	\$0.00	\$0.00	(\$310,764.17)	\$216,650.66	(\$526,603.84)	\$309,953.18		\$1,107,68
Fund 0033 - Stormwater Utility Fund										
REVENUE										
Department 00 - Revenue										
301.000	Sale Of Utilities	1,177,600.00	.00	1,177,600.00	90,254.98	.00	1,046,870.37	130,729.63	89	887,50
302.001	Penalties	8,500.00	.00	8,500.00	1,083.23	.00	11,370.30	(2,870.30)	134	9,20
332.000	State Grants	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	.00	.00	+++	1,73
369.002	Miscellaneous Revenue	.00	.00	.00	790.21	.00	40,204.31	(40,204.31)	+++	82
392.017	Transfers from ARPA Funds	.00	.00	.00	.00	.00	.00	.00	+++	14,41
395.001	Transfer from General Fund	37,487.00	.00	37,487.00	.00	.00	.00	37,487.00	0	318,15
Department 00 - Revenue Totals		\$1,523,587.00	\$0.00	\$1,523,587.00	\$92,128.42	\$0.00	\$1,098,444.98	\$425,142.02	72%	\$1,231,84
REVENUE TOTALS		\$1,523,587.00	\$0.00	\$1,523,587.00	\$92,128.42	\$0.00	\$1,098,444.98	\$425,142.02	72%	\$1,231,84
EXPENSE										
Department 40 - Storm Water Utility Exp.										
400.101	Regular Pay	212,958.00	.00	212,958.00	17,817.90	.00	196,897.81	16,060.19	92	178,84
401.103	Overtime	3,500.00	.00	3,500.00	(23.83)	.00	836.05	2,663.95	24	1,50
401.105	On-call pay	3,000.00	.00	3,000.00	400.00	.00	3,600.00	(600.00)	120	2,80
405.114	FICA	16,789.00	.00	16,789.00	1,297.69	.00	14,271.89	2,517.11	85	12,77
406.116	Retirement	38,536.00	.00	38,536.00	3,177.65	.00	34,797.10	3,738.90	90	26,61
408.125	SCMIT Worker's Comp Ins.	10,717.00	.00	10,717.00	.00	.00	16,916.41	(6,199.41)	158	16,57
410.001	Health Claims Cost	45,500.00	.00	45,500.00	3,330.38	.00	36,634.18	8,865.82	81	42,42
500.101	Supplies and Materials	2,100.00	.00	2,100.00	.00	.00	2,168.41	(68.41)	103	1,39
500.102	Equipment	5,000.00	.00	5,000.00	.00	.00	1,098.46	3,901.54	22	23,93
501.101	Uniforms and Clothing	5,000.00	.00	5,000.00	328.94	.00	3,404.92	1,595.08	68	2,04
513.112	Asphalt/Concrete/Gravel	6,250.00	.00	6,250.00	286.31	576.90	2,724.66	2,948.44	53	3,08

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/22

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
514.112	SW Collection Syst Supply	10,000.00	.00	10,000.00	.00	.00	3,445.95	6,554.05	34	3,450
515.121	Safety Supplies	1,200.00	.00	1,200.00	34.10	.00	634.10	565.90	53	590
532.148	Small Hand Tools	300.00	.00	300.00	.00	.00	.00	300.00	0	
600.110	SCMIRF Property/Liab Ins	62,500.00	.00	62,500.00	.00	.00	55,133.44	7,366.56	88	51,410
610.111	Communications- Landline	1,500.00	.00	1,500.00	166.35	.00	1,731.47	(231.47)	115	1,420
610.112	Postage	300.00	.00	300.00	29.50	.00	297.96	2.04	99	240
610.1110	Communications- Wireless	1,260.00	.00	1,260.00	79.19	.00	792.64	467.36	63	1,270
620.114	Advertising	200.00	.00	200.00	84.00	.00	84.00	116.00	42	
640.124	Travel Expense	100.00	.00	100.00	.00	.00	.00	100.00	0	
650.127	Electricity	5,500.00	.00	5,500.00	26.80	.00	296.60	5,203.40	5	4,430
650.128	Water	350.00	.00	350.00	33.45	.00	367.95	(17.95)	105	270
650.133	Stormwater	17,000.00	.00	17,000.00	.00	.00	18,434.09	(1,434.09)	108	15,100
650.134	Security Lights	1,000.00	.00	1,000.00	80.00	.00	880.00	120.00	88	880
650.1271	Electricity- Sales Tax	125.00	.00	125.00	.03	.00	.48	124.52	0	10
660.105	COVID-19 Pandemic Expense	.00	.00	.00	.00	.00	.00	.00	+++	100
660.133	Repairs & Maint. Services	350,000.00	.00	350,000.00	.00	250,000.00	31,948.74	68,051.26	81	46,210
660.139	Fleet Services-RTA Mtce Allocation	10,250.00	.00	10,250.00	2,952.28	.00	26,494.99	(16,244.99)	258	8,540
660.145	Gasoline & Oil	28,000.00	.00	28,000.00	2,419.43	.00	21,885.99	6,114.01	78	21,000
660.1391	Fleet Services -Departmental Expense Allocation	15,500.00	.00	15,500.00	2,273.28	.00	25,355.29	(9,855.29)	164	21,520
660.1392	Fleet Svcs- Outside Vends	4,500.00	.00	4,500.00	.00	.00	5,444.57	(944.57)	121	1,450
670.156	Equipment Rental/Lease	200.00	.00	200.00	.00	.00	.00	200.00	0	
681.100	Capital Lease Principal	47,000.00	.00	47,000.00	.00	.00	46,975.50	24.50	100	44,870
681.120	Capital Lease Interest	5,250.00	.00	5,250.00	.00	.00	3,331.18	1,918.82	63	5,420
685.180	Membership Dues and Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	30
685.182	Other Operating Expenses	1,000.00	.00	1,000.00	.00	.00	503.80	496.20	50	600
685.183	Depreciation	525,000.00	.00	525,000.00	43,012.29	.00	475,088.54	49,911.46	90	479,540
685.186	Training	250.00	.00	250.00	.00	.00	.00	250.00	0	130
686.187	Professional Services	6,040.00	.00	6,040.00	524.39	919.91	1,857.59	3,262.50	46	2,060
686.189	Employee Medical	1,000.00	.00	1,000.00	.00	.00	124.00	876.00	12	300
686.195	Repair/Maint Svc Contract	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	
686.196	Bank Charges/Fees	.00	.00	.00	255.48	.00	2,489.03	(2,489.03)	+++	1,490
686.199	Internal Engineering	25,000.00	.00	25,000.00	.00	.00	31,917.98	(6,917.98)	128	18,180
686.1895	Employee wellness services	3,300.00	.00	3,300.00	.00	.00	2,486.31	813.69	75	2,240
687.202	Utility Billing Services	3,000.00	.00	3,000.00	134.60	.00	1,954.39	1,045.61	65	1,780
687.204	Janitorial Services	850.00	.00	850.00	.00	.00	686.40	163.60	81	750
690.002	Settlement Costs	.00	.00	.00	.00	.00	.00	.00	+++	80,000
720.001	Provision for Bad Debts	2,000.00	.00	2,000.00	129.17	.00	1,420.87	579.13	71	1,420
750.124	Transfers to General Fund	.00	.00	.00	.00	.00	.00	.00	+++	156,380

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0033 - Stormwater Utility Fund										
EXPENSE										
Department 40 - Storm Water Utility Exp.										
795.995	GF Cost Distribution	55,562.00	.00	55,562.00	4,630.17	.00	50,931.87	4,630.13	92	45,299.00
795.999	Allocation G&A Services	31,500.00	.00	31,500.00	.00	.00	33,094.73	(1,594.73)	105	28,799.00
900.956	Stormwater System Improvements EDA #04-79-07494	2,166,000.00	.00	2,166,000.00	2,901.85	(134,865.12)	195,858.12	2,105,007.00	3	53,839.00
9999.9999	Principal Reclassified	(47,000.00)	.00	(47,000.00)	.00	.00	.00	(47,000.00)	0	0.00
9999.9999	Assets Reclassified	(2,166,000.00)	.00	(2,166,000.00)	.00	.00	(176,366.95)	(1,989,633.05)	8	(53,839.00)
Department 40 - Storm Water Utility Exp. Totals		\$1,523,587.00	\$0.00	\$1,523,587.00	\$86,381.40	\$116,631.69	\$1,178,931.51	\$228,023.80	85%	\$1,358,779.00
EXPENSE TOTALS		\$1,523,587.00	\$0.00	\$1,523,587.00	\$86,381.40	\$116,631.69	\$1,178,931.51	\$228,023.80	85%	\$1,358,779.00
Fund 0033 - Stormwater Utility Fund Totals										
REVENUE TOTALS		1,523,587.00	.00	1,523,587.00	92,128.42	.00	1,098,444.98	425,142.02	72%	1,231,844.00
EXPENSE TOTALS		1,523,587.00	.00	1,523,587.00	86,381.40	116,631.69	1,178,931.51	228,023.80	85%	1,358,779.00
Fund 0033 - Stormwater Utility Fund Totals		\$0.00	\$0.00	\$0.00	\$5,747.02	(\$116,631.69)	(\$80,486.53)	\$197,118.22		(\$126,938.00)
Fund 0035 - Waste Management Fund										
REVENUE										
Department 00 - Revenue										
344.001	Refuse Col Chge-Resident	867,661.00	.00	867,661.00	71,014.79	.00	780,801.08	86,859.92	90	709,561.00
344.002	Refuse Col Chge-Comm	155,000.00	.00	155,000.00	12,644.97	.00	139,651.67	15,348.33	90	137,851.00
344.003	Sanitation Fee Penalties	15,000.00	.00	15,000.00	1,487.15	.00	15,019.22	(19.22)	100	13,671.00
361.001	Investment Earnings	.00	.00	.00	.00	.00	.00	.00	+++	0.00
368.100	Retirement System Reimbursement Credit	.00	.00	.00	.00	.00	.00	.00	+++	2,531.00
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	1,032.00	(1,032.00)	+++	49.00
392.004	From General Fund	5,635.00	.00	5,635.00	.00	.00	.00	5,635.00	0	36,309.00
392.017	Transfers from ARPA Funds	.00	.00	.00	.00	.00	.00	.00	+++	30,419.00
Department 00 - Revenue Totals		\$1,043,296.00	\$0.00	\$1,043,296.00	\$85,146.91	\$0.00	\$936,503.97	\$106,792.03	90%	\$930,841.00
REVENUE TOTALS		\$1,043,296.00	\$0.00	\$1,043,296.00	\$85,146.91	\$0.00	\$936,503.97	\$106,792.03	90%	\$930,841.00
EXPENSE										
Department 31 - Residential Sanitation										
400.101	Regular Pay	253,696.00	.00	253,696.00	28,648.03	.00	251,757.63	1,938.37	99	252,271.00
401.103	Overtime	12,000.00	.00	12,000.00	113.83	.00	11,149.54	850.46	93	22,071.00
405.114	FICA	20,327.00	.00	20,327.00	2,086.62	.00	19,373.63	953.37	95	20,061.00
406.116	Retirement	46,656.00	.00	46,656.00	4,696.58	.00	42,321.15	4,334.85	91	38,211.00
408.125	SCMIT Worker's Comp Ins.	14,537.00	.00	14,537.00	.00	.00	42,625.77	(28,088.77)	293	43,141.00
410.001	Health Claims Cost	65,520.00	.00	65,520.00	2,856.64	.00	29,351.74	36,168.26	45	38,961.00
410.002	Health Claim Costs-Retire	10,535.00	.00	10,535.00	(232.24)	.00	5,024.96	5,510.04	48	3,351.00
500.101	Supplies and Materials	3,500.00	.00	3,500.00	131.59	.00	2,484.91	1,015.09	71	3,031.00
501.101	Uniforms and Clothing	14,100.00	(3,500.00)	10,600.00	446.76	.00	8,248.82	2,351.18	78	10,821.00
515.121	Safety Supplies	10,500.00	(3,500.00)	7,000.00	1,298.11	.00	4,832.49	2,167.51	69	1,031.00
600.110	SCMIRF Property/Liab Ins	5,000.00	.00	5,000.00	.00	.00	4,493.64	506.36	90	4,191.00

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 31 - Residential Sanitation										
610.111	Communications- Landline	200.00	.00	200.00	5.45	.00	118.15	81.85	59	127
610.112	Postage	800.00	(100.00)	700.00	59.72	.00	603.13	96.87	86	82
620.114	Advertising	1,500.00	.00	1,500.00	.00	.00	84.00	1,416.00	6	79
640.124	Travel Expense	150.00	(150.00)	.00	.00	.00	.00	.00	+++	
650.127	Electricity	1,200.00	.00	1,200.00	94.78	.00	1,364.25	(164.25)	114	1,160
650.128	Water	.00	.00	.00	60.90	.00	685.18	(685.18)	+++	63
650.129	Wastewater	800.00	.00	800.00	74.04	.00	831.82	(31.82)	104	89
650.130	Sanitation	450.00	.00	450.00	36.92	.00	406.11	43.89	90	40
650.133	Stormwater	55.00	.00	55.00	.00	.00	54.63	.37	99	4
650.134	Security Lights	550.00	.00	550.00	43.89	.00	482.79	67.21	88	48
650.1271	Electricity- Sales Tax	50.00	.00	50.00	.20	.00	7.15	42.85	14	
660.105	COVID-19 Pandemic Expense	500.00	(500.00)	.00	.00	.00	.00	.00	+++	81
660.136	Container Repairs	3,000.00	(3,000.00)	.00	.00	.00	.00	.00	+++	3,43
660.139	Fleet Services-RTA Mtce Allocation	35,000.00	.00	35,000.00	3,329.76	.00	39,465.95	(4,465.95)	113	38,81
660.145	Gasoline & Oil	55,000.00	.00	55,000.00	5,807.41	.00	66,424.86	(11,424.86)	121	44,33
660.1362	Roll-Out Purchases	40,000.00	11,100.00	51,100.00	.00	22,725.00	38,013.46	(9,638.46)	119	29,34
660.1391	Fleet Services -Departmental Expense Allocation	45,000.00	.00	45,000.00	5,678.51	.00	68,359.95	(23,359.95)	152	61,54
660.1392	Fleet Svcs- Outside Vends	8,000.00	.00	8,000.00	576.25	.00	21,995.82	(13,995.82)	275	10,30
681.100	Capital Lease Principal	112,000.00	.00	112,000.00	.00	.00	21,998.62	90,001.38	20	71,37
681.120	Capital Lease Interest	8,250.00	.00	8,250.00	.00	.00	508.16	7,741.84	6	5,17
685.180	Membership Dues and Fees	300.00	.00	300.00	.00	.00	245.00	55.00	82	44
685.182	Other Operating Expenses	80,235.00	(14,150.00)	66,085.00	.00	18,862.30	47,180.70	42.00	100	46
685.183	Depreciation	55,000.00	.00	55,000.00	4,224.11	.00	50,167.58	4,832.42	91	50,99
685.186	Training	.00	.00	.00	.00	.00	.00	.00	+++	13
685.190	Landfill Fees	1,000.00	(200.00)	800.00	.00	.00	380.20	419.80	48	25
686.189	Employee Medical	800.00	.00	800.00	100.00	.00	610.00	190.00	76	92
686.196	Bank Charges/Fees	.00	.00	.00	306.58	.00	2,986.84	(2,986.84)	+++	1,78
686.1895	Employee wellness services	3,000.00	.00	3,000.00	.00	.00	3,978.19	(978.19)	133	3,58
687.202	Utility Billing Services	5,000.00	.00	5,000.00	272.46	.00	3,956.23	1,043.77	79	3,60
687.203	Contract Services	74,000.00	16,200.00	90,200.00	5,918.72	7,406.40	65,026.16	17,767.44	80	67,59
687.204	Janitorial Services	3,500.00	.00	3,500.00	.00	.00	2,048.00	1,452.00	59	3,17
720.001	Provision for Bad Debts	1,500.00	.00	1,500.00	125.00	.00	1,375.00	125.00	92	1,37
730.120	Recycling Labor	50,000.00	(800.00)	49,200.00	2,924.21	8,875.21	31,247.69	9,077.10	82	28,87
730.122	Recycling Operating	7,200.00	.00	7,200.00	838.72	.00	6,658.14	541.86	92	7,10
795.001	IT Internal Allocations	6,000.00	.00	6,000.00	694.04	.00	8,991.61	(2,991.61)	150	7,17
795.002	IT Billable Services	750.00	.00	750.00	.00	.00	.00	750.00	0	41
795.995	GF Cost Distribution	98,135.00	.00	98,135.00	8,177.92	.00	89,957.12	8,177.88	92	80,00
900.3000	Buildings & Improvements	.00	.00	.00	.00	.00	29,545.45	(29,545.45)	+++	

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0035 - Waste Management Fund										
EXPENSE										
Department 31 - Residential Sanitation										
900.4200	Heavy Equipment	350,000.00	150,000.00	500,000.00	.00	411,093.14	.00	88,906.86	82	
900.4300	Other Equipment	150,000.00	(150,000.00)	.00	.00	.00	.00	.00	+++	
7999.9999	Principal Reclassified	(112,000.00)	.00	(112,000.00)	.00	.00	.00	(112,000.00)	0	
9999.9999	Assets Reclassified	(500,000.00)	.00	(500,000.00)	.00	.00	.00	(500,000.00)	0	
Department 31 - Residential Sanitation Totals		\$1,043,296.00	\$1,400.00	\$1,044,696.00	\$79,395.51	\$468,962.05	\$1,027,422.22	(\$451,688.27)	143%	\$965,652
Department 32 - Commercial Sanitation										
410.001	Health Claims Cost	.00	.00	.00	.00	.00	.00	.00	+++	(133)
Department 32 - Commercial Sanitation Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$133)
EXPENSE TOTALS		\$1,043,296.00	\$1,400.00	\$1,044,696.00	\$79,395.51	\$468,962.05	\$1,027,422.22	(\$451,688.27)	143%	\$965,522
Fund 0035 - Waste Management Fund Totals										
REVENUE TOTALS		1,043,296.00	.00	1,043,296.00	85,146.91	.00	936,503.97	106,792.03	90%	930,842
EXPENSE TOTALS		1,043,296.00	1,400.00	1,044,696.00	79,395.51	468,962.05	1,027,422.22	(451,688.27)	143%	965,522
Fund 0035 - Waste Management Fund Totals		\$0.00	(\$1,400.00)	(\$1,400.00)	\$5,751.40	(\$468,962.05)	(\$90,918.25)	\$558,480.30		(\$34,682)
Fund 0081 - Governmental Cap Assets										
EXPENSE										
Department 01 - Administration										
685.183	Depreciation	.00	.00	.00	49,301.38	.00	535,589.70	(535,589.70)	+++	550,382
900.0000	Capital Outlay Eliminatio	.00	.00	.00	.00	.00	(82,217.57)	82,217.57	+++	(100,758)
Department 01 - Administration Totals		\$0.00	\$0.00	\$0.00	\$49,301.38	\$0.00	\$453,372.13	(\$453,372.13)	+++	\$449,622
Department 05 - Police										
685.183	Depreciation	.00	.00	.00	38,108.91	.00	369,958.34	(369,958.34)	+++	415,352
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	.00	.00	+++	(8,720)
900.0000	Capital Outlay Eliminatio	.00	.00	.00	.00	.00	(35,366.00)	35,366.00	+++	(100,953)
Department 05 - Police Totals		\$0.00	\$0.00	\$0.00	\$38,108.91	\$0.00	\$334,592.34	(\$334,592.34)	+++	\$305,671
Department 12 - Public Works										
685.183	Depreciation	.00	.00	.00	13,046.15	.00	111,504.60	(111,504.60)	+++	89,512
720.005	Loss on Asset Disposal	.00	.00	.00	.00	.00	.00	.00	+++	8,720
900.0000	Capital Outlay Eliminatio	.00	.00	.00	.00	.00	(564,813.36)	564,813.36	+++	(24,383)
Department 12 - Public Works Totals		\$0.00	\$0.00	\$0.00	\$13,046.15	\$0.00	(\$453,308.76)	\$453,308.76	+++	\$73,852
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$100,456.44	\$0.00	\$334,655.71	(\$334,655.71)	+++	\$829,152
Fund 0081 - Governmental Cap Assets Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	
EXPENSE TOTALS		.00	.00	.00	100,456.44	.00	334,655.71	(334,655.71)	+++	829,152
Fund 0081 - Governmental Cap Assets Totals		\$0.00	\$0.00	\$0.00	(\$100,456.44)	\$0.00	(\$334,655.71)	\$334,655.71		(\$829,152)

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)



Budget Performance Report

19.K.5

Fiscal Year to Date 05/31/23

Exclude Rollup Accounts

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year
Fund 0086 - Seized and Forfeited										
REVENUE										
Department 00 - Revenue										
391.001	Sale of Assets	.00	.00	.00	.00	.00	.00	.00	+++	2,100
394.002	Transfer from fund balance	25,450.00	.00	25,450.00	.00	.00	.00	25,450.00	0	
Department 00 - Revenue Totals		\$25,450.00	\$0.00	\$25,450.00	\$0.00	\$0.00	\$0.00	\$25,450.00	0%	\$2,100
REVENUE TOTALS		\$25,450.00	\$0.00	\$25,450.00	\$0.00	\$0.00	\$0.00	\$25,450.00	0%	\$2,100
EXPENSE										
Department 05 - Police										
500.101	Supplies and Materials	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	750
500.102	Equipment	5,700.00	.00	5,700.00	.00	.00	.00	5,700.00	0	1,180
501.101	Uniforms and Clothing	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	1,270
610.1110	Communications- Wireless	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	440
660.134	Radio Repairs	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
660.145	Gasoline & Oil	.00	.00	.00	(4,005.81)	.00	.00	.00	+++	4,520
685.180	Membership Dues and Fees	1,250.00	.00	1,250.00	.00	.00	800.00	450.00	64	920
685.182	Other Operating Expenses	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
685.186	Training	500.00	.00	500.00	.00	.00	.00	500.00	0	
685.191	Canine Unit Operations	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,850
686.194	Other Prof/Tech Services	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
Department 05 - Police Totals		\$25,450.00	\$0.00	\$25,450.00	(\$4,005.81)	\$0.00	\$800.00	\$24,650.00	3%	\$10,970
EXPENSE TOTALS		\$25,450.00	\$0.00	\$25,450.00	(\$4,005.81)	\$0.00	\$800.00	\$24,650.00	3%	\$10,970
Fund 0086 - Seized and Forfeited Totals										
REVENUE TOTALS		25,450.00	.00	25,450.00	.00	.00	.00	25,450.00	0%	2,100
EXPENSE TOTALS		25,450.00	.00	25,450.00	(4,005.81)	.00	800.00	24,650.00	3%	10,970
Fund 0086 - Seized and Forfeited Totals		\$0.00	\$0.00	\$0.00	\$4,005.81	\$0.00	(\$800.00)	\$800.00		(\$8,874)
Grand Totals										
REVENUE TOTALS		41,997,359.00	(56,505.00)	41,940,854.00	2,924,046.18	.00	32,947,224.47	8,993,629.53	79%	35,448,880
EXPENSE TOTALS		41,997,359.00	(55,105.00)	41,942,254.00	3,778,536.23	2,800,825.32	32,782,141.12	6,359,287.56	85%	35,680,900
Grand Totals		\$0.00	(\$1,400.00)	(\$1,400.00)	(\$854,490.05)	(\$2,800,825.32)	\$165,083.35	\$2,634,341.97		(\$232,020)

Attachment: Budget Performance Report May 2023 (3863 : Finance and IT Monthly Report)

Active Businesses				
Business	Type of Business	Source	Status	Last Worked
3Chords Inc	Staffing agency for school districts, clinicians, and educators	Business Requested	PAID-INITIAL	5/26/2023
3M Company	Lease Equipment	Georgetown County Business Personal Property Tax	CALCULATION SENT	6/30/2023
A American Custom Garage Door & Service	Garage door installation, repair, and service	City Vendor List	AVENUE EXHAUSTED	6/19/2024
A&A Seamless Gutters	Gutter installation and cleaning	City Vendor List	AVENUE EXHAUSTED	10/13/2027
ABM Industries dba ABM Electrical Power Services LLC	Facility Management and Cleaning	Common Business	PAID-INITIAL	2/8/2023
Active Glass and Mirror (AG&M)	Commercial and residential glass services	City Vendor List	AVENUE EXHAUSTED	8/13/2023
ADP, Inc.	Payroll Processing	City Vendor List	PAID-INITIAL	12/29/2022
Advanced Imaging Systems (AIS)	Document management services	City Vendor List	APPLICATION-2ND FOLLOW UP	7/6/2023
All Source Enterprises, LLC (DBA Safe Industries)	Fire protection	Common Business	PAID-INITIAL	12/29/2022
American Builders & Contractors Supply dba ABC Supply Co	Distributor of roofing, siding, windows, gutters and more	City Vendor List	PAID-INITIAL	11/30/2022
American Greeting Corp	Greeting cards-Marketing services	Common Business	PAID-INITIAL	11/30/2022
Another Printer Inc	Printing and binding	City Vendor List	AVENUE EXHAUSTED	10/16/2023
Arc3 Gases South	Welding Products and Gases, rentals and repairs	Common Business	PAID-INITIAL	10/31/2022
Ascentium Capital LLC	Finance new and used equipment	Common Business	PAID-INITIAL	4/24/2023
ATCO International	Distributor of maintenance products	City Vendor List	PAID-INITIAL	2/8/2023
At-Net Services Inc	on-site and remote managed IT services, Security system installation, structured cable installation, and cyber security	City Vendor List	AVENUE EXHAUSTED	9/25/2023
Augusta Fiberglass Coatings Inc	Engineering & Field service, repair, and maintenance	City Vendor List	AVENUE EXHAUSTED	6/28/2023
B&M Well Drilling	Well drilling services	City Vendor List	AVENUE EXHAUSTED	5/23/2025
Beckman Coulter Inc	Lease medical equipment	Common Business	PAID-INITIAL	11/30/2022

Attachment: Active Businesses June 2023 (3863 : Finance and IT Monthly Report)

Benton Roofing Inc	Roof installation, replacement, maintenance, and repair	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023
Binswanger Enterprises, LLC	Glass & Repair	Common Business	PAID-INITIAL	11/30/2022
Blossman Gas and Appliance	Propane gas, appliance and service	Common Business	PENDING MUNICIPALITY	7/5/2023
Boston Scientific Corp	Surgical Supplies	Common Business	CALCULATION SENT	7/6/2023
Brink's Incorporated	Armored truck services	Common Business	PAID-INITIAL	5/8/2023
C&S Solutions Inc	Locating, Inspecting, & Fault Finding Utilities Equipment, on-site training and demonstration	City Vendor List	APPLICATION-1ST FOLLOW UP	6/28/2023
Camden Fire Extinguishers Services	Fire Extinguishers Installation, Test, Repair, Services, and Inspections	Common Business	PAID-INITIAL	4/4/2023
Canon Financial Services Inc	Lease office equipment	Common Business	PAID-INITIAL	12/29/2022
Cardinal Health 414 LLC	Distributes Radio-Pharmaceuticals	Common Business	APPLICATION-INITIAL	7/7/2023
Carolina Dive and Salvage LLC	Diving contractor	City Vendor List	APPLICATION-2ND FOLLOW UP	6/26/2023
Carolina FireMasters Inc	Fire apparatus manufacturing, on-site mobile pump testing and service	City Vendor List	AVENUE EXHAUSTED	10/17/2023
Carolina Office Systems Inc	Computer and office machine repair	Common Business	PAID-INITIAL	4/24/2023
Carolina Shine LLC	Cleaning supplies distributor, deliver via own company trucks, travelling sales reps	City Vendor List	CALCULATION SENT	6/27/2023
Carolina Turf Farms	Turf supplier, delivery via company owned fleet	City Vendor List	AVENUE EXHAUSTED	10/12/2023
Coast 2 Coast Lawns LLC	Land maintenance and lawn care	Georgetown County School Transparency List	APPLICATION-1ST FOLLOW UP	6/27/2023
Coastal Staffing Services LLC	Staffin	City Vendor List	CALCULATION SENT	6/22/2023
Coastal Transfer and Storage	Moving/relocation services, self storage facilities	City Vendor List	APPLICATION-2ND FOLLOW UP	6/28/2023
Coastal Waterworks Plumbing	Residential and commercial plumbing services	City Vendor List	APPLICATION-2ND FOLLOW UP	7/6/2023
CoastCom Inc	Equipment and service provider for wireless communications, paging, two-way radio, and telemetry service	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023

Attachment: Active Businesses June 2023 (3863 : Finance and IT Monthly Report)

CoinCloud (Cash Cloud, Inc)	Bitcoin atm rental	Common Business	PAID-INITIAL	2/8/2023
Core & Main LP	Maintenance & repairs	Common Business	PAID-INITIAL	4/24/2023
CR JACKSON	Asphalt repaving	City Vendor List	PENDING APPLICATIONS	6/28/2023
CSC Leasing Company	Equipment leasing and financing	Georgetown County Business Personal Property Tax	APPLICATION-2ND FOLLOW UP	6/30/2023
CSC Serviceworks Inc	Lease Equipment	Common Business	PAID-INITIAL	4/24/2023
CSI Leasing	Lease Equipment	Common Business	PAID-INITIAL	10/31/2022
Daikin Applied Americas Inc.	Commercial HVAC systems for heating, ventilation and air conditioning	Common Business	PAID-INITIAL	6/27/2023
Digitalmint Bitcoin ATM	Bitcoin ATM	Common Business	APPLICATION-INITIAL	6/14/2023
East Coast Metal Distributors	HVAC product suppliers. Deliver via own truck	Common Business	PAID-INITIAL	2/8/2023
Eastland Pest Control	Pest control service	Georgetown County School Transparency List	APPLICATION-2ND FOLLOW UP	6/26/2023
Event Works Rentals (Peach Tree Tents and Events LLC)	Event Rentals, Tent Set Up, Consultation and Delivery	Georgetown County School Transparency List	CALCULATION SENT	6/21/2023
Eye Shadow Photography	Wedding and event photographer	Georgetown County School Transparency List	APPLICATION-2ND FOLLOW UP	6/27/2023
Ferrellgas LP (dba Blue Rhino)	Propane supplier	Common Business	PAID-INITIAL	11/30/2022
FujiFilm North America Corporation	Medical imaging Equipment	Common Business	CALCULATION SENT	7/5/2023
Georgetown Executive Center	Virtual office and temporary office leasing	Discovery	AVENUE EXHAUSTED	6/12/2024
GSI-Generator Services Inc	Sales, service and repair	Common Business	PAID-INITIAL	3/1/2023
GXC Inc	Armed and unarmed security personnel, metal detectors, rental services with on site setup	Georgetown County School Transparency List	WAITING ON PROOF RESPONSE-(discovery)	7/5/2023
H&E Equipment Services	Earthmoving, construction, industrial, material handling, and heavy equipment rental	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023
Hallmark Marketing Company LLC	Greeting cards, gift wrap, ornaments & gifts	Common Business	PAID-INITIAL	10/31/2022

Attachment: Active Businesses June 2023 (3863 : Finance and IT Monthly Report)

Hardwick's Landscaping LLC	Excavating and landscaping services	Georgetown County School Transparency List	APPLICATION-INITIAL	7/5/2023
Herff Jones LLC	Sells educational recognition, achievement and motivational products/materials	Common Business	CALCULATION SENT	7/5/2023
Hershey Creamery Company	Ice Cream	Common Business	PAID-INITIAL	10/31/2022
Home Field Advantage	Sports turf, turfgrass management, sod, lawn maintenance	Georgetown County School Transparency List	APPLICATION-2ND FOLLOW UP	6/27/2023
I-Leadr Inc	School development training services	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023
Imperial Dade & Paper Co LLC	Supplies-Maintenance	Common Business	PAID-INITIAL	10/31/2022
Interface Security Systems LLC	Lease Equipment	Common Business	Addr Complete/Pending apps	6/27/2023
Johnson-Lambe Company	sports equipment jersey designs, trophies and awards, Sales reps in SC	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023
KCI USA, Inc. dba 3M Medical Solutions	Sell and rent medical equipment	Common Business	PENDING APPLICATIONS	6/30/2023
Kelly Services Global LLC	Employment Agency	Georgetown County School Transparency List	PAID-INITIAL	10/31/2022
Kelly Services Inc	Employment Agency	Georgetown County School Transparency List	PAID-INITIAL	10/31/2022
Kelly Services USA LLC	Employment Agency	Georgetown County School Transparency List	PAID-INITIAL	10/31/2022
L&W Supply Corporation dba Acoustical & Drywall Supply (ABC Supply)	Products Supply/Delivery	Common Business	PAID-INITIAL	6/20/2023
Lake City Electric Motor Repair	Electric motor repair services. Have own company fleet of vehicles	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023
Leading Up LLC	On-site professional and personal development	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023
LiftOne, LLC	Lease Equipment	Common Business	PAID-INITIAL	10/31/2022
Loomis Armored US LLC	Armored truck services	Common Business	PAID-INITIAL	4/24/2023
Lux Vending dba Bitcoin Depot	Bitcoin atm rentals	Common Business	PAID-INITIAL	11/30/2022
Meco Inc of Florence	Petroleum refueling, technicians come on site for maintenance/repairs, have own company fleet of vehicles	City Vendor List	PAID-INITIAL	11/30/2022

Attachment: Active Businesses June 2023 (3863 : Finance and IT Monthly Report)

Modern Turf, Inc	Sport field landscaping	Georgetown County School Transparency List	AVENUE EXHAUSTED	7/5/2026
Nalco Company LLC	Water treatment	Georgetown County Business Personal Property Tax	PENDING APPLICATIONS	7/5/2023
NetSource ET, LLC	Educational Technology	Georgetown County School Transparency List	APPLICATION-INITIAL	6/30/2023
Nu-Idea School Supply Co.	Furniture supplier	Georgetown County School Transparency List	PAID-INITIAL	6/26/2023
Olympus America Inc	Equipment rental	Common Business	PAID-INITIAL	4/4/2023
Pawleys Island Locksmith	Locksmith services	City Vendor List	CALCULATION SENT	7/10/2023
Pitney Bowes Global Financial Services	Lease postage equipment	Georgetown County Business Personal Property Tax	CALCULATION SENT	7/6/2023
Pugh Lubricants, LLC dba Apollo Oil, LLC	Distributor of automotive-fleet oils and greases, oil and fuel absorbents, and car oil,fuel, air filters	Common Business	PAID-INITIAL	10/31/2022
Quest Resource Management Group	Recycling & Disposal Services and equipment rentals	Common Business	PAID-INITIAL	6/14/2023
Rentokil North America Inc dba J C Ehrlich Co, Inc	Pest control & consulting	Common Business	PAID-INITIAL	12/29/2022
Roto Rooter Plumbing and Drain Service of Myrtle Beach SC	Plumbing services	Georgetown County School Transparency List	APPLICATION-2ND FOLLOW UP	6/27/2023
Royal Cup Inc	sale of coffee and tea	Common Business	PAID-INITIAL	4/24/2023
Rug Doctor LLC	Rental cleaning supplies	Common Business	PAID-INITIAL	12/29/2022
SPATCO Energy Solutions	Equipment installation & repairs	Common Business	PAID-INITIAL	11/30/2022
The Hertz Corporation	Passenger Rental Cars	Georgetown County Business Personal Property Tax	APPLICATION-INITIAL	6/30/2023
Therapy Travelers LLC	Staffing agency for school districts, clinicians, and educators	Business request	PAID-INITIAL	5/26/2023
TIAA Commercial Finance, Inc	Commercial equipment leasing	Common Business	PAID-INITIAL	11/30/2022
TIAA FSB	Commercial Equipment Leasing (Separate Entity from TIAA Commercial Finance)	discovery	PAID-INITIAL	11/30/2022
Trane US Inc	Maintenance Repairs	Georgetown County School Transparency List	PAID-INITIAL	11/30/2022

US Foods, Inc.	Food supplier (retail)	Georgetown County School Transparency List & City Vendor List	PAID-INITIAL	11/30/2022
ViaSat, Inc.	Lease and install internet equipment	Common Business	PENDING APPLICATIONS	7/6/2023
W.W. Grainger, Inc	Cleaning and Sanitation	Common Business	PAID-INITIAL	12/30/2022
W.W. Williams Company, LLC	Vehicle Parts/Service/Repair	Common Business	PAID-INITIAL	11/30/2022
Williams Scotsman, Inc. (dba WillScot dba Mobile Mini)	Builds/leases modular buildings, portable classrooms, and mobile office space	Common Business	PAID-INITIAL	2/8/2023
WM Building Envelope Consultants LLC	Exterior Walls, Roofing and Waterproofing consulting services	Georgetown County School Transparency List	Verifying Liability	6/26/2023
Wyeth Holdings, LLC (Pfizer Inc)	Medical Equipment sales and rental	Common Business	PAID-INITIAL	2/8/2023
Xerox Corporation	Lease Equipment		PENDING APPLICATIONS	7/5/2023
Zimmer US, Inc.	Lease Equipment	Common Business	CALCULATION SENT	7/5/2023

Statistics:**New Business Licenses Issued:****License Activity Report**

Activity Date Range 06/01/23 - 06/30/23

Detail Listing

License For	Activity Date
Taylor Properties-Robert Taylor	06/08/2023
ses 1	
Nobu Beauty and Body Luxe, LLC-Whitley Snipes	06/01/2023
Windows and Doors of the Carolina's Inc.	06/27/2023
ses 2	
Kneece Law, LLC-Margaret Ann Kneece	06/02/2023
win RSM Cleaning and Janitorial Services	06/09/2023
Quest Resource Management Group, LLC	06/14/2023
Clark's Termite & Pest Control-Paul Bergmann	06/15/2023
LaRocco Home Services LLC	06/15/2023
Moore Athletic's LLC-Aaron Moore	06/16/2023
Community Presence LLC-Jarad Cook	06/21/2023
Duke's Root Control Inc.	06/27/2023
Shy's Cleaning Co.-Shynetta Bromell	06/27/2023
g, Summit Engineering, Laboratory & Testing, Inc.	06/27/2023
Brewer Company Inc.-Ralph Brewer	06/27/2023
Steel-A-Train Wreck	06/28/2023
ier Palmetto Surface Cleaning LLC-Derrill Dozier	06/28/2023
B's Fried Crabs-Bianca Ford	06/28/2023
ses 14	
al 17	

Projects Progress:

Grants: Please see the attached schedule for the detail on each grant award.

American Rescue Plan Act – Proposed budget plan was presented to Council passing 2nd reading in January 2022. City staff has initiated the process of seeking bids for projects. **The City has received the 2nd and Final Payment for APRA proceeds.**

Our ARPA funds will be subject to Single Audit reporting back to the federal government.

Greene Finney and Finance Staff have completed the FY22 Audit. Greene Finney presented the FY22 Financials to Council at the January 2023 meeting.

FY23, 24, and 25 Financial Statement Audit RFP. As required, procurement initiated a request for proposal for financial statement audit services for FY23, 24, and 25. Based on the information provided, Finance recommended that we go forward with Mauldin & Jenkins (<https://www.micpa.com>). Council approved on May 19, 2022.

Finance and City Administrator met with Mauldin & Jenkins for an introductory Audit Meeting on April 25, 2023 to discuss the FY23 audit requirements.

FY24 Budget Development: The FY23-24 Budget Calendar was approved by Council at the December 15th Council meeting. Finance initialized the FY24 Budget on January 18, 2023.

Budget review meetings with Department Heads and the City Administrator began on February 13, 2023. City Council Annual Retreat was held on March 23rd and Finance and City Administrator met Council members individually to discuss the FY24 budget.

1st Reading of the FY24 proposed budget passed on May 18, 2023 at the regular Council Meeting.

2nd Reading of the FY24 proposed budget will be on June 15, 2023 at the regular Council Meeting.

2nd Reading of the FY24 proposed budget passed on June 15, 2023 and the FY24 budget was adopted.

South Carolina Business License Tax Standardization Act 176: Our first season of issuing business licenses under the new State guidance is underway. During 2021, the City of Georgetown revised the Business License Ordinance to begin taking the necessary steps for standardization to be effective on January 1, 2022. This process includes the following:

- Accepting and using standard business license applications
- Calculating tax-based gross income for the calendar year, or business fiscal year
- Implementing April 30 as the new standard due date, with May 1 being the start of the license year.
- Using a newly available online business license renewal payment portal
- Updating our usage of the North American Industry Classification System (NAICS) to code type of business for billing purposes.

Staff attended training in August 2022 to gain a better working knowledge of Standardization procedures and Business License requirements.

Council approved the Business License Ordinance to include the new Standardization procedures and requirements on **September 15, 2022.**

Chapter 1, Article II, “Business Licenses” of the Code of Ordinances for the City of Georgetown by replacing Article II in its entirety.

Annual Business License Renewals were sent out on January 31, 2023. Businesses are accessing to the online portal.

DataMax/HDL Companies: DataMax has been acquired by HDL Companies. Day to Day business will continue as normal and our contacts will remain the same. HDL Companies can provide more diverse service offerings and additional resources for local governments.

The City received and approved the listing of potential businesses operating within the City without a business license for June 2023. (See Active Businesses Report)

The City received approved payments from four companies totaling \$24,134.38 before reimbursement to HDL Companies, per contract.

19.K.7

Lease Purchase Resolution: Council approved a Resolution on September 22, 2022 in the amount of \$600,000 to lease purchase four vehicles budgeted for FY23 to include: Ford F-250, Electric Line Truck, Garbage Truck, and a Chevy Tahoe. The City closed on October 4, 2022, and will move forward to procure these vehicles.

All vehicles except the Garbage Truck (estimated delivery is Fall 2023) have been purchased and delivered.

Santee Cooper Legal Settlement: All active utility accounts have received their credit. We are continuing to work through the remaining inactive utility accounts. A Santee Cooper Credit Voicemail line has been set up (843) 545-4050 for customers to call and leave a message concerning their credit or provide us with information needed on where to send their check if they are no longer a customer with the City of Georgetown.

The process of distributing approximately 11,000 checks for all amounts due no matter how small has required a high administrative burden on the Finance Department staff. Many checks will go uncashed due to mail problems, bad addresses, or small amounts the recipient fails to cash. An additional settlement distribution is expected in the coming months. Uncashed checks must be reconciled on monthly bank reconciliations and eventually reported to the SC State Treasurer as uncashed checks. We have to send out one follow-up letter for each uncashed check regardless of amount, and we have to submit funds related to all uncashed checks \$50 and above to the State Treasurer. In some instances, we have been asked to reissue checks that have been uncashed for 90 days. We are approaching the end of the project. The refunds are in the amount of \$3.00 or less at this current point. We are about to wrap up the first round of issued refunds. There will be additional work required related to bank reconciliation and uncashed checks reporting to the State Treasurer. An additional 2nd settlement check is expected from Santee Cooper in the coming months.

The City received the 2nd settlement check from Santee Cooper on March 6th in the amount of \$519,385.81. Dr. Yudice has informed Council that the City will seek an outside 3rd party to handle these reimbursements.

IT

The City is replacing approximately 115 phones throughout the City. HTC began the installation on May 31, 2023, the installation was completed by June 6, 2023.

HTC completed the work on the Office 365 management portal for the City on June 30, 2023, and the roll out will be completed over the next few weeks.

Attached are the Budget Performance Reports for May 2023. With the earlier Council Meeting Agenda deadline, monthly financial information will be for the previous month.

Attachment: Finance and IT Department June 2023 Report (3863 : Finance and IT Monthly Report)