

**REGULAR MEETING OF CITY COUNCIL
MAY 18, 2017 – 5:30 PM
MUNICIPAL COURTROOM
GEORGETOWN, SC**



Notice of this meeting has been made in accordance with the 1976 Code of Laws of South
Carolina Freedom of Information Act.

1. **CALL TO ORDER**
2. **ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**
3. **INVOCATION & PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENTS**
5. **EMPLOYEE RECOGNITION**
6. **MARTY TENNANT - AZAR OPINION COUNCIL'S WAIVE OF PRIVILEGE**
7. **RESOLUTION**
 - A. **Motion to Approve 2017 National Safety Month Resolution**

Attachments:

1	2017 Safety Resolution	(PDF)
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8. **HOUSING AND COMMUNITY DEVELOPMENT**
 - A. **Motion to approve first reading of an ordinance to correct a Scrivener's Error in the Short-Term Vacation Rental ordinance.**

Attachments:

1	Short Term Vac Rentals Ord Error	(PDF)
2	SHORT TERM VACA RENTALS ORD signed	(PDF)
3	Marked Up Version	(PDF)
9. **FINANCE**
 - A. **Motion to approve first reading of an Ordinance to Amend the Water Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina effective July 1, 2017.**

Attachments:

1	Water Rate Ordinance	(PDF)
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 - B. **Motion to approve first reading of an Ordinance to Amend the Wastewater Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina effective July 1, 2017.**

Attachments:

- 1 Wastewater Rate Ordinance (PDF)
- C. **Motion to approve first reading of an Ordinance to Amend the Stormwater Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina effective July 1, 2017.**
- Attachments:
- 1 Stormwater Rate Ordinance (PDF)
- D. **Motion to approve first reading of an Ordinance to Amend the Miscellaneous Utility Fees and Charges Contained in the City Clerk's Official Record to Change Wastehauler Fees to \$30/500gals.**
- Attachments:
- 1 Wastehauler Rate Ordinance (PDF)
- E. **Motion to approve first reading of an ordinance to Establish an Application Fee for the Rehabilitation Property Tax Assessment for historic and low and moderate income rental properties in the amount of \$150 for Residential and \$300 for Commercial Property Owners.**
- Attachments:
- 1 ORDINANCE BAILEY BILL FEES II (PDF)
- F. **Motion to approve first reading of an Ordinance to Adopt a Budget and Raise Revenue for The City of Georgetown, South Carolina for Fiscal Year Ending June 30, 2018.**
- Attachments:
- 1 Budget Ordinance 17-18-First Reading (PDF)
- 2 BudgetByOrganization05092017 (PDF)

10. PUBLIC WORKS

- A. **Motion to approve Proclamation proclaiming May 21-27, 2017 as National Public Works Week.**
- Attachments:
- 1 PROCLAMATION.NATL PW WEEK (PDF)
- B. **Motion to approve the installation of commercial grade ornamental aluminum fencing at the 700 Block of Front Street and payment to Goode Fence in the amount of \$8,907.91.**
- Attachments:
- 1 Ornamental Fence.photo (PDF)
- 2 goodefence (PDF)
- 3 millers iron (PDF)
- 4 east coast fence (PDF)

11. ELECTRIC UTILITIES

- A. **Motion to approve contract and payment in the Amount of \$46,455.00 to High Voltage Specialists, Inc. of Augusta, GA for substation construction of peak shaving project.**

Attachments:

- | | | |
|---|--|-------|
| 1 | Georgetown Sub Construction Spec - Conformed | (PDF) |
| 2 | utecsubeval | (PDF) |
| 3 | utecsubrecmemo | (PDF) |

12. ENGINEERING

- A. Motion to approve payment of a not to exceed amount of \$33,797 to King Construction Services, Inc. to provide site grading and soil filling services at designated field areas at East Bay Park.**

Attachments:

- | | | |
|---|---------------------|-------|
| 1 | EBP Grading Quotes | (PDF) |
| 2 | EBP Grading Bid Tab | (PDF) |
| 3 | EBP grading RFQ | (PDF) |

- B. Motion to approve additional payments to Green Wave Contracting, Inc. under the Phase I and Phase II Storm Drainage projects for a not to exceed amount of \$109,129.06 due to a 5% material price increase.**

Attachments:

- | | | |
|---|-------------------------------|-------|
| 1 | Letter from Green Wave 5-8-17 | (PDF) |
|---|-------------------------------|-------|

13. CITY ADMINISTRATOR REPORT

14. MINUTES

- A. Motion to approve minutes of Special Meetings dated March 23, 2017 and April 6, 2017.**

15. OLD BUSINESS

16. NEW BUSINESS

17. DEPARTMENT MONTHLY REPORTS

- A. May 2017 GPD Report**

Attachments:

- | | | |
|---|-----------------------------|-------|
| 1 | GPD MAY 2017 MONTHLY REPORT | (PDF) |
|---|-----------------------------|-------|

- B. April 2017 Municipal Court Report**

Attachments:

- | | | |
|---|-------------------------------|-------|
| 1 | Municipal court report | (PDF) |
| 2 | April Customer Service Survey | (PDF) |

- C. April 2017 Fire Report**

Attachments:

- | | | |
|---|------------------------|-------|
| 1 | April 2017 Fire Report | (PDF) |
|---|------------------------|-------|

- D. April 2017 Public Works Department Report**

Attachments:

- | | | |
|---|----------|-------|
| 1 | APR.2017 | (PDF) |
|---|----------|-------|

E. April 2017 Fleet Services Report

Attachments:

1 Monthly Report (PDF)

F. April 2017 Electric Utility Department Report

Attachments:

1 april17report (PDF)

G. April 2017 Water Utilities Report

Attachments:

1 April 2017 Water Utilities Report (PDF)

H. April 2017 Engineering Report

Attachments:

1 Engineering Monthly Report_April 2017 (PDF)

I. April 2017 Housing & Community Development Report

Attachments:

1 April 2017 Report (PDF)

J. April 2017 Finance and IT Departments Report

Attachments:

1 April 2017 Finance & IT Report (PDF)

2 Grants-Monthly Rpts FY 16.17 (PDF)

3 GovDeals-Monthly Rpts FY 16.17 (PDF)

4 BudgetPerformanceReport-April 2017 (PDF)

18. EXECUTIVE SESSION

A. Motion to enter Executive Session pursuant to Section 30-4-70(a)(1) to discuss appointments to the West End Redevelopment Committee.

B. Motion to adjourn Executive Session and reconvene the Regular Meeting.

C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION

19. COUNCIL MAY TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

20. APPOINTMENTS

A. Motion to appoint members to West End Redevelopment Committee.

21. ADJOURNMENT

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



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

ACTION ITEM

DOC ID: 2307

Council Meeting Date:	18 May 2017
Department:	Administration
Issue Under Consideration:	Motion to Approve 2017 National Safety Month Resolution
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	NA
Financial Impact:	NA
Points to Consider:	June is National Safety Month adopted by the National Safety Council. It is continually in the best interest of the City to strive to provide the safest work environment possible for all of its employees by continuing to implement a successful safety program through the establishment and implementation of loss control policies and procedures. Adopting June as the City's Safety Month will support and promote a cohesive safety environment throughout the City.
Options:	1. Approve Resolution 2. Do Not Approve Resolution
Staff Recommendation:	Approve Resolution

Reviews:

Paul Gardner Completed 05/10/2017 5:14 PM

Ann U. Mercer Completed 05/11/2017 9:42 AM

Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 2017 Safety Resolution (PDF)

RESOLUTION

WHEREAS, the success of the City of Georgetown depends upon our efficient use of resources to produce a high quality product for the citizens of our community. Our most important resource is our employees. To protect this resource, we are committed to providing a safe and healthful work place for all employees by establishing and maintaining an effective safety and health program. We consider safety and health to be a fundamental part of our organization's operations; and

WHEREAS, the Mayor and City Council recognize that the prevention of accidental losses affecting employees, property and the public will enhance the operating efficiency of City government; and

WHEREAS, the City of Georgetown is committed to doing all in its power to make its safety and loss control program a success and expects all employees to assist in this effort by contributing expertise and by following all established rules and procedures; and

WHEREAS, a proactive loss control posture requires that sound loss prevention measures are of primary consideration and take precedence over expediency in all operations.

NOW, THEREFORE, BE IT RESOLVED that the City of Georgetown recognizes June 2017 as National Safety Month and will endeavor to provide a work environment free of recognized hazards through the establishment and implementation of loss control policies and procedures, and their subsequent amendments and additions, designed to provide protections to City employees, public and private property, and members of the public.

BE IT FURTHER RESOLVED that the City will support compliance with all Federal and State safety regulations; provide and require the use of personal protective equipment by all employees; and insure that all employees are advised of and understand their loss control responsibilities in the performance of their work.

ADOPTED by the City of Georgetown City Council in meeting duly assembled on May 18, 2017.

ATTEST:

CITY OF GEORGETOWN,
A Municipal Corporation

Ann U. Mercer
City Clerk

Jack M. Scoville, Jr.
Mayor



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

ORDINANCE

DOC ID: 2295

Council Meeting Date:	18 May 2017
Department:	Housing and Community Development
Issue Under Consideration:	Motion to approve an ordinance to correct a Scrivener's Error in the Short-Term Vacation Rental ordinance.
Amount Requested:	N/A
Is Item in Current Budget?	N/A
If no, please explain:	N/A
Financial Impact:	N/A
Points to Consider:	• The Short-Term Vacation Rental ordinance received second reading and approval by council on April 20, 2017. • I (Matthew Millwood) made a numerical error on the section numbers for this ordinance. • Section 439 (439.1-439.8) already exists for Campgrounds, and Section 440 (440.1-440.8) already exists for Excavation for Development. • So we are asking to amend the Short-Term Vacation Rental ordinance to read Sections 441, instead of 439.
Options:	Approve or deny the ordinance to correct a staff error.
Staff Recommendations:	Staff recommends approving this scrivener's error.

Reviews:

Rick Martin Completed 05/09/2017 2:26 PM
 City Attorney Completed 05/10/2017 12:16 PM
 Paul Gardner Completed 05/10/2017 5:12 PM
 Ann U. Mercer Completed 05/11/2017 8:55 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Short Term Vac Rentals Ord Error (PDF)
2. 2 SHORT TERM VACA RENTALS ORD signed (PDF)
3. 3 Marked Up Version (PDF)

**MOTION TO APPROVE AN ORDINANCE TO CORRECT A SCRIVENER'S ERROR IN THE
SHORT-TERM VACATION RENTAL ORDINANCE.**

**AN ORDINANCE TO CORRECT A SCRIVENER'S ERROR IN ORDINANCE TITLED
ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE ARTICLE IV,
SECTION 439 SHORT-TERM VACATION RENTALS**

WHEREAS, this ordinance seeks to correct a scrivener's error within the text of an ordinance titled ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE ARTICLE IV, SECTION 439 SHORT-TERM VACATION RENTALS, which received second reading approval on April 20, 2017; and

WHEREAS, the aforementioned ordinance amended the City of Georgetown Zoning Ordinance, Article IV, Section 439, but incorrectly identified the correct Section numbers; and

WHEREAS, the current Section 439, Campgrounds, of the City of Georgetown Zoning Ordinance was not intended to be repealed or amended; and

WHEREAS, the correct Section numbers are 441 through 441.9

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina that the ordinance titled ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE ARTICLE IV, SECTION 439 SHORT-TERM VACATION RENTALS be amended as follows:

Change all Section numbers and citations throughout the aforementioned ordinance from Section 439 to Section 441.

ATTEST:

Ann U. Mercer, City Clerk

Jack M. Scoville, Jr., Mayor

First Reading: _____

Approved as to Form:

Second Reading: _____

Elise F. Crosby, City Attorney

**AN ORDINANCE AMENDING THE CITY OF GEORGETOWN ZONING ORDINANCE
ARTICLE IV, SECTION 439 SHORT-TERM VACATION RENTALS**

WHEREAS, pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina, the City of Georgetown enacted the Zoning Ordinance of the City of Georgetown, South Carolina; and

WHEREAS, Article XVIII, Section 1800 of the Zoning Ordinance of the City of Georgetown provides that the Zoning Ordinance may be amended from time to time by the Mayor and City Council; and

WHEREAS, the Planning Commission of the City of Georgetown, South Carolina held a public hearing regarding the proposed amendment to Article IV, Section 439 Short-Term Vacation Rentals; and

WHEREAS, following the public hearing on February 28, 2017 and the unanimous 6-0 vote by Planning Commission in favor of amending the Zoning Ordinance to change the text for Section 439, Short-Term Vacation Rentals, the Mayor and City Council of the City of Georgetown feel it is in the best interest of the City of Georgetown to amend the Zoning Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Georgetown, South Carolina that Article IV, Section 439 of the City of Georgetown Zoning Ordinance be amended as follows:

439 Short-Term Vacation Rentals

Short-term vacation rentals are subject to the following requirements:

439.1 Intent; purpose.

It is the purpose of this section to protect the public health, safety and general welfare of individuals and the community at large; to monitor and provide reasonable means for citizens to mitigate impacts created by occupancy of short-term vacation units; and to implement rationally based, reasonably tailored regulations to protect the integrity of the city's neighborhoods.

439.2 Definitions; general provisions.

Business license - is a document executed by a short-term vacation owner certifying that the short-term vacation unit complies with applicable zoning, building, health and safety code provisions. No person shall allow occupancy or possession of any short-term vacation rental unit if the premises is in violation of any applicable zoning, building, health and safety code provisions.

Short-term vacation rental - means an accommodation for transient guests where, in exchange for compensation, a residential dwelling unit is provided for lodging for a period of time not to exceed thirty (30) consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living, hotel/motel, or other lodging uses.

Short-term vacation rental agent - means a natural person designated by the owner of a short-term vacation rental on the short-term vacation rental business license application. Such person shall be available for and responsive to contact at all times and someone who is customarily present at a location within the city for purposes of transacting business.

Short-term vacation rental occupants - means guests, tourists, lessees, vacationers or any other person who, in exchange for compensation, occupy a dwelling unit for lodging for a period of time not to exceed thirty (30) consecutive days.

439.3 Short-term vacation rental business license.

No person shall rent, lease or otherwise exchange for compensation all or any portion of a dwelling unit as short-term vacation rental, as defined in Section 439.2, without first obtaining a business license from the Revenues Manager and complying with the regulations contained in this section. No business license issued under this section may be transferred or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.

439.4 Application for short-term vacation rental business license.

(a) Applicants for a short-term vacation rental business license shall submit, on an annual basis, an application for a short-term vacation rental business license to the Revenues Manager of the City of Georgetown. The business license application shall be furnished by the Revenues Manager or Zoning Administrator and accompanied by a non-refundable application fee as set forth in the City's business license fee ordinance. Such application should include:

1. The name, address, telephone number and/or email address of the owner(s) of record of the dwelling unit for which a license is sought. If such owner is not a natural person, the application shall identify all partners, officers and/or directors of any such entity, including personal contacts information;
2. The address of the unit to be used as a short-term vacation rental;
3. The name, address, telephone number and/or email address of the short-term vacation rental agent, which shall constitute his or her 24-hour contact information;
4. The owner's signature of sworn acknowledgement that he or she has received a copy of this section, has reviewed it and understands its requirements;
5. The owner's agreement to use his or her best efforts to assure that use of the premises by short-term vacation rental occupants will not disrupt the neighborhood, and will not interfere with the rights of neighboring property owners to the quiet enjoyment of their properties; and
6. Any other information that this chapter requires the owner to provide to the city as part of an application for a short-term vacation rental business license. The Zoning Administrator or his or her designee shall have the authority to obtain additional information from the applicant as necessary to achieve the objectives of this chapter.

(b) Attached to and concurrent with submission of the business license application described in this section, the owner shall provide:

1. A written exemplar agreement, which shall consist of the form of document to be executed between the owner and occupant(s) and which shall contain the following provisions:
 - a. The occupant(s)' agreement, to abide by all of the requirements of this section, any other City of Georgetown ordinances, state and federal law and acknowledgement that his or her rights under the agreement may not be transferred or assigned to anyone else;
 - b. The occupant(s)' acknowledgement that it shall be unlawful to allow or make any noise or sound that exceeds the limits set forth in Georgetown County's Noise Ordinance (Section 13.8-2);
 - c. The occupant(s)' acknowledgement and agreement that they shall conform to the regulations stated in the City of Georgetown Zoning Ordinance, Article XI: Off-Street Parking.
 - d. The occupant(s)' acknowledgement and agreement that they shall conform to the regulations stated in the 2015 International Property Maintenance Code on Overcrowding and Bedroom requirements (IPMC 404.4 & 404.5); and
 - e. The occupant(s)' acknowledgement and agreement that violation of the agreement or this section may result in immediate termination of the agreement and eviction from the short-term vacation rental unit by the owner or agent, as well as the potential liability for payments of fines levied by the city.
2. Proof of the owner's current ownership of the short-term vacation rental unit;
3. Proof of property and liability insurance; and

4. A written certification from the short-term vacation rental agent that he or she agrees to perform the duties specified in Section 439.5(b).

439.5 Short-term vacation rental agent.

(a) The owner of a short-term vacation rental shall designate a short-term vacation rental agent on its application for a short-term vacation rental license. A property owner may serve as the short-term vacation rental agent. Alternatively, the owner may designate a natural person as his or her agent who is over age eighteen (18).

(b) The duties of the short-term vacation rental agent are to:

1. Be reasonably available to handle any problems arising from use of the short-term vacation rental unit;
2. Appear on the premises of any short-term vacation rental unit within one (1) hour following notification from the city of issues related to the use or occupancy of the premises. This includes, but is not limited to, notification that occupants of the short-term vacation rental unit have created unreasonable noise or disturbances, engaged in disorderly conduct or committed violations of the City of Georgetown Code of Ordinances and/or Zoning Ordinance or other applicable law pertaining to noise, disorderly conduct, overcrowding, consumption of alcohol or use of illegal drugs. Failure of the agent to timely appear to two or more complaints regarding violations may be grounds for penalties as set forth in the section. This is not intended to impose a duty to act as a peace officer or otherwise require the agent to place himself or herself in a perilous situation;
3. Receive and accept service of any notice of violation related to the use or occupancy of the premises; and
4. Monitor the short-term vacation rental unit for compliance with this section.

(c) An owner may change his or her designation of a short-term vacation rental agent temporarily or permanently; however there shall only be one such agent for a property at any given time. To change the designated agent, the owner shall notify the Zoning Administrator in writing of the new agent's identity, together with all information regarding such person as required by the applicable provisions of this section (539).

439.6 Grant or denial of application.

Review of an application shall be conducted in accordance with due process principles and shall be granted unless the applicant fails to meet the conditions and requirements of this section, or otherwise fails to demonstrate the ability to comply with local, state or federal law. Any false statements or information provided in the application are grounds for revocation, suspension and/or imposition of penalties, including denial of future applications.

439.7 Short-term vacation rental units.

(a) A copy of the short-term vacation rental business license shall be posted within the unit and include all of the following information:

1. The name and address of the short-term vacation rental owner and/or agent;
2. The business license number;
3. The maximum number of occupants allowed in the rental unit;
4. License effective and expiration date; and

(b) Short-term vacation rental units shall be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and safety code provisions.

439.8 Short-term vacation regulation procedure.

(a) To ensure the continued application of the intent and purpose of this section, the Zoning Administrator of the city shall notify the owner of a short-term vacation rental unit of all instances in which nuisance behavior of the rental guest or the conduct of his or her short-term vacation rental unit occupant results in a citation for a code violation or other legal infraction.

(b) The Zoning Administrator shall maintain in each short-term vacation rental location file a record of all code violation charges, founded accusations and convictions occurring at or

relating to a short-term vacation rental unit. When a property owner has accumulated three (3) code violations for a particular property within a period of twelve (12) consecutive months, any pending certificates or applications shall be rejected or suspended for a period of twelve (12) consecutive months.

(c) If a short-term vacation rental unit owner has been cited and found to be in violation of any zoning, building, health or life safety code provision, the owner must demonstrate compliance with the applicable code prior to being eligible to receive a short-term vacation rental certificate.

(d) Citations for code violations and any other violation of the city code may be heard by the Zoning Administrator or Code Enforcer of the City of Georgetown.

(e) Violations of this section are subject to fines that can be found in the official records on file with the City Clerk, which shall not be waived or reduced and which may be combined with any other legal remedy available to the City.

(f) A person aggrieved by the city's decision to revoke, suspend or deny a short-term vacation rental certificate may appeal the decision to the Board of Zoning Appeals (BZA). The appeal must be filed with the Zoning Administrator in writing, within thirty (30) calendar days after the adverse action and it shall contain a concise statement of the reasons for the appeal. Timely filing of an appeal shall state the revocation, suspension or denial pending a decision by the BZA.

(g) The Board of Zoning Appeals shall consider the appeal within thirty (30) days after receipt by the zoning administrator of a request unless otherwise agreed in writing by the city and aggrieved party. All interested parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The BZA shall render a determination, which will constitute a final ruling on the application.

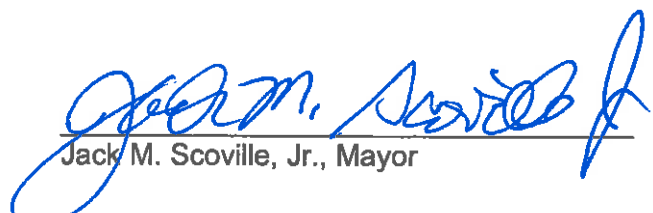
(h) Nothing in this section shall limit the city from enforcement of its code, state or federal law by any other legal remedy available to the city. Nothing in this section shall be construed to limit or supplant the power of any city inspector, deputy marshal or other duly empowered code official under the city's ordinances, rules and regulations and the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from property which constitutes a public nuisance or to abate a nuisance by any other lawful means of proceedings.

439.9 Taxes.

Short-term vacation rental unit owners are subject to state sales tax, city hospitality and accommodation taxes, business license fees and are liable for payment thereof as established by state law and the city code. The city may seek to enforce payment of all applicable taxes to the extent provided by law, including injunctive relief.

ATTEST:


Ann U. Mercer, City Clerk


Jack M. Scoville, Jr., Mayor

First Reading: 03/16/17

Second Reading: 04/20/17

Approved as to Form:


Elise F. Crosby, City Attorney

441 Short-Term Vacation Rentals

Short-term vacation rentals are subject to the following requirements:

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Business license - is a document executed by a short-term vacation owner certifying that the short-term vacation unit complies with applicable zoning, building, health and safety code provisions. No person shall allow occupancy or possession of any short-term vacation rental unit if the premises is in violation of any applicable zoning, building, health and safety code provisions.

Short-term vacation rental - means an accommodation for transient guests where, in exchange for compensation, a residential dwelling unit is provided for lodging for a period of time not to exceed thirty (30) consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living, hotel/motel, or other lodging uses.

Short-term vacation rental agent - means a natural person designated by the owner of a short-term vacation rental on the short-term vacation rental business license application. Such person shall be available for and responsive to contact at all times and someone who is customarily present at a location within the city for purposes of transacting business.

Short-term vacation rental occupants - means guests, tourists, lessees, vacationers or any other person who, in exchange for compensation, occupy a dwelling unit for lodging for a period of time not to exceed thirty (30) consecutive days.

441.3 Short-term vacation rental business license.

No person shall rent, lease or otherwise exchange for compensation all or any portion of a dwelling unit as short-term vacation rental, as defined in Section 441.2, without first obtaining a business license from the Revenues Manager and complying with the regulations contained in this section. No business license issued under this section may be transferred or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.

441.4 Application for short-term vacation rental business license.

(a) Applicants for a short-term vacation rental business license shall submit, on an annual basis, an application for a short-term vacation rental business license to the Revenues Manager of the City of Georgetown. The business license application shall be furnished by the Revenues Manager or Zoning Administrator and accompanied by a non-refundable application fee as set forth in the City's business license fee ordinance. Such application should include:

1. The name, address, telephone number and/or email address of the owner(s) of record of the dwelling unit for which a license is sought. If such owner is not a natural person, the application shall identify all partners, officers and/or directors of any such entity, including personal contacts information;
2. The address of the unit to be used as a short-term vacation rental;
3. The name, address, telephone number and/or email address of the short-term vacation rental agent, which shall constitute his or her 24-hour contact information;
4. The owner's signature of sworn acknowledgement that he or she has received a copy of this section, has reviewed it and understands its requirements;
5. The owner's agreement to use his or her best efforts to assure that use of the premises by short-term vacation rental occupants will not disrupt the neighborhood, and will not

interfere with the rights of neighboring property owners to the quiet enjoyment of their properties; and

6. Any other information that this chapter requires the owner to provide to the city as part of an application for a short-term vacation rental business license. The Zoning Administrator or his or her designee shall have the authority to obtain additional information from the applicant as necessary to achieve the objectives of this chapter.

(b) Attached to and concurrent with submission of the business license application described in this section, the owner shall provide:

1. A written exemplar agreement, which shall consist of the form of document to be executed between the owner and occupant(s) and which shall contain the following provisions:
 - a. The occupant(s)' agreement, to abide by all of the requirements of this section, any other City of Georgetown ordinances, state and federal law and acknowledgement that his or her rights under the agreement may not be transferred or assigned to anyone else;
 - b. The occupant(s)' acknowledgement that it shall be unlawful to allow or make any noise or sound that exceeds the limits set forth in Georgetown County's Noise Ordinance (Section 13.8-2);
 - c. The occupant(s)' acknowledgement and agreement that they shall conform to the regulations stated in the City of Georgetown Zoning Ordinance, Article XI: Off-Street Parking.
 - d. The occupant(s)' acknowledgement and agreement that they shall conform to the regulations stated in the 2015 International Property Maintenance Code on Overcrowding and Bedroom requirements (IPMC 404.4 & 404.5); and
 - e. The occupant(s)' acknowledgement and agreement that violation of the agreement or this section may result in immediate termination of the agreement and eviction from the short-term vacation rental unit by the owner or agent, as well as the potential liability for payments of fines levied by the city.
2. Proof of the owner's current ownership of the short-term vacation rental unit;
3. Proof of property and liability insurance; and
4. A written certification from the short-term vacation rental agent that he or she agrees to perform the duties specified in Section 441.5(b).

441.5 Short-term vacation rental agent.

(a) The owner of a short-term vacation rental shall designate a short-term vacation rental agent on its application for a short-term vacation rental license. A property owner may serve as the short-term vacation rental agent. Alternatively, the owner may designate a natural person as his or her agent who is over age eighteen (18).

(b) The duties of the short-term vacation rental agent are to:

1. Be reasonably available to handle any problems arising from use of the short-term vacation rental unit;
2. Appear on the premises of any short-term vacation rental unit within one (1) hour following notification from the city of issues related to the use or occupancy of the premises. This includes, but is not limited to, notification that occupants of the short-term vacation rental unit have created unreasonable noise or disturbances, engaged in disorderly conduct or committed violations of the City of Georgetown Code of Ordinances and/or Zoning Ordinance or other applicable law pertaining to noise, disorderly conduct, overcrowding, consumption of alcohol or use of illegal drugs. Failure of the agent to timely appear to two or more complaints regarding violations may be grounds for penalties as set forth in the section. This is not intended to impose a duty to act as a peace officer or otherwise require the agent to place himself or herself in a perilous situation;
3. Receive and accept service of any notice of violation related to the use or occupancy of the premises; and

4. Monitor the short-term vacation rental unit for compliance with this section.
 (c) An owner may change his or her designation of a short-term vacation rental agent temporarily or permanently; however there shall only be one such agent for a property at any given time. To change the designated agent, the owner shall notify the Zoning Administrator in writing of the new agent's identity, together with all information regarding such person as required by the applicable provisions of this section (441).

441.6 Grant or denial of application.

Review of an application shall be conducted in accordance with due process principles and shall be granted unless the applicant fails to meet the conditions and requirements of this section, or otherwise fails to demonstrate the ability to comply with local, state or federal law. Any false statements or information provided in the application are grounds for revocation, suspension and/or imposition of penalties, including denial of future applications.

441.7 Short-term vacation rental units.

(a) A copy of the short-term vacation rental business license shall be posted within the unit and include all of the following information:

1. The name and address of the short-term vacation rental owner and/or agent;
2. The business license number;
3. The maximum number of occupants allowed in the rental unit;
4. License effective and expiration date; and

(b) Short-term vacation rental units shall be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and safety code provisions.

441.8 Short-term vacation regulation procedure.

(a) To ensure the continued application of the intent and purpose of this section, the Zoning Administrator of the city shall notify the owner of a short-term vacation rental unit of all instances in which nuisance behavior of the rental guest or the conduct of his or her short-term vacation rental unit occupant results in a citation for a code violation or other legal infraction.

(b) The Zoning Administrator shall maintain in each short-term vacation rental location file a record of all code violation charges, founded accusations and convictions occurring at or relating to a short-term vacation rental unit. When a property owner has accumulated three (3) code violations for a particular property within a period of twelve (12) consecutive months, any pending certificates or applications shall be rejected or suspended for a period of twelve (12) consecutive months.

(c) If a short-term vacation rental unit owner has been cited and found to be in violation of any zoning, building, health or life safety code provision, the owner must demonstrate compliance with the applicable code prior to being eligible to receive a short-term vacation rental certificate.

(d) Citations for code violations and any other violation of the city code may be heard by the Zoning Administrator or Code Enforcer of the City of Georgetown.

(e) Violations of this section are subject to fines that can be found in the official records on file with the City Clerk, which shall not be waived or reduced and which may be combined with any other legal remedy available to the City.

(f) A person aggrieved by the city's decision to revoke, suspend or deny a short-term vacation rental certificate may appeal the decision to the Board of Zoning Appeals (BZA). The appeal must be filed with the Zoning Administrator in writing, within thirty (30) calendar days after the adverse action and it shall contain a concise statement of the reasons for the appeal. Timely filing of an appeal shall state the revocation, suspension or denial pending a decision by the BZA.

(g) The Board of Zoning Appeals shall consider the appeal within thirty (30) days after receipt by the zoning administrator of a request unless otherwise agreed in writing by the city and aggrieved party. All interested parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The BZA shall render a

determination, which will constitute a final ruling on the application.

(h) Nothing in this section shall limit the city from enforcement of its code, state or federal law by any other legal remedy available to the city. Nothing in this section shall be construed to limit or supplant the power of any city inspector, deputy marshal or other duly empowered code official under the city's ordinances, rules and regulations and the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from property which constitutes a public nuisance or to abate a nuisance by any other lawful means of proceedings.

441.9 Taxes.

Short-term vacation rental unit owners are subject to state sales tax, city hospitality and accommodation taxes, business license fees and are liable for payment thereof as established by state law and the city code. The city may seek to enforce payment of all applicable taxes to the extent provided by law, including injunctive relief.



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ORDINANCE

DOC ID: 2291

Council Meeting Date:	18 May 2017
Department:	Finance
Issue Under Consideration:	Motion to Approve an Ordinance to Amend the Water Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina - Effective July 1, 2017.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	Increase in revenue in the Water Fund to offset increased expenditures and infrastructure improvements.
Points to Consider:	Last water rate adjustment was in FY2014/2015.
Options:	Approve, Amend or Deny Rate Adjustment.
Staff Recommendations:	Approve Rate Adjustment.

Reviews:

Debra Bivens Completed 05/09/2017 11:43 AM
 Paul Gardner Completed 05/09/2017 2:41 PM
 Ann U. Mercer Completed 05/11/2017 8:46 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Water Rate Ordinance (PDF)

**MOTION TO APPROVE AN ORDINANCE TO AMEND THE WATER UTILITY RATES
CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY RATES, DEPOSITS,
AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF GEORGETOWN, SOUTH
CAROLINA - EFFECTIVE JULY 1, 2017.**

**AN ORDINANCE TO AMEND THE WATER UTILITY RATES CONTAINED IN THE CITY CLERK'S
OFFICIAL RECORD OF UTILITY RATES, DEPOSITS, AND MISCELLANEOUS FEES AND CHARGES
FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA**

WHEREAS, it is prudent and fiscally responsible for the City of Georgetown to periodically review established utility policies, and

WHEREAS, the provisions referred to above are contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges.

NOW, THEREFORE, BE IT ORDAINED by City Council of The City of Georgetown, South Carolina, that the water utility rates contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges be revised as follows:

Water Utility Rates

In-City Rates

In-City rates apply to all water service located within the City limits of the City of Georgetown.

<u>Meter Size</u>	<u>Customer Charge</u>	<u>Usage Charge (Per Thousand Gallons)</u>
0.75"	\$ 11.50	2.63
1.00"	\$ 19.16	2.63
1.50"	\$ 38.21	2.63
2.00"	\$ 61.15	2.63
3.00"	\$ 114.71	2.63
4.00"	\$ 191.25	2.63
6.00"	\$ 382.36	2.63
8.00"	\$ 688.32	2.63

Out-of-City Rates

Out-of-City rates apply to all water service located outside the City limits of the City of Georgetown.

<u>Meter Size</u>	<u>Customer Charge</u>	<u>Usage Charge (Per Thousand Gallons)</u>
0.75"	\$ 23.00	5.26
1.00"	\$ 38.33	5.26
1.50"	\$ 76.42	5.26
2.00"	\$ 122.30	5.26
3.00"	\$ 229.43	5.26
4.00"	\$ 382.49	5.26
6.00"	\$ 764.72	5.26
8.00"	\$ 1,376.63	5.26

The above customer charges, based upon nominal meter size, shall be the minimum charge each month. No allowance for usage is included in the customer charge.

PASSED

ATTEST:

Ann U Mercer, City Clerk

Jack M Scoville, Mayor

First Reading: 18 May 2017
Second Reading: 15 June 2017

Approved as to Form:

Elise F Crosby, City Attorney



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ORDINANCE

DOC ID: 2292

Council Meeting Date:	18 May 2017
Department:	Finance
Issue Under Consideration:	Motion to Approve an Ordinance to Amend the Wastewater Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina - Effective July 1, 2017
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	Increase in revenue in the Wastewater Fund to offset increased expenditures and infrastructure improvements.
Points to Consider:	Last wastewater rate adjustment was in FY2014/2015.
Options:	Approve, Amend or Deny Rate Adjustment.
Staff Recommendations:	Approve Rate Adjustment.

Reviews:

Debra Bivens Completed 05/09/2017 11:52 AM
 Paul Gardner Completed 05/09/2017 2:42 PM
 Ann U. Mercer Completed 05/11/2017 8:48 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Wastewater Rate Ordinance (PDF)

**MOTION TO APPROVE AN ORDINANCE TO AMEND THE WASTEWATER UTILITY RATES
CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY RATES, DEPOSITS,
AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF GEORGETOWN, SOUTH
CAROLINA - EFFECTIVE JULY 1, 2017**

AN ORDINANCE TO AMEND THE WASTEWATER UTILITY RATES CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY RATES, DEPOSITS, AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA

WHEREAS, it is prudent and fiscally responsible for the City of Georgetown to periodically review established utility policies, and

WHEREAS, the provisions referred to above are contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges.

NOW, THEREFORE, BE IT ORDAINED by City Council of The City of Georgetown, South Carolina, that the wastewater utility rates contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges be revised as follows:

Wastewater Utility Rates

In-City Rates

In-City rates apply to all wastewater service located within the City limits of the City of Georgetown.

<u>Meter Size</u>	<u>Customer Charge</u>	<u>Usage Charge (Per Thousand Gallons)</u>
0.75"	\$ 17.00	3.40
1.00"	\$ 26.94	3.40
1.50"	\$ 53.89	3.40
2.00"	\$ 85.32	3.40
3.00"	\$ 160.17	3.40
4.00"	\$ 266.44	3.40
6.00"	\$ 531.37	3.40
8.00"	\$ 954.99	3.40

Out-of-City Rates

Out-of-City rates apply to all wastewater service located outside the City limits of the City of Georgetown.

<u>Meter Size</u>	<u>Customer Charge</u>	<u>Usage Charge (Per Thousand Gallons)</u>
0.75"	\$ 34.00	6.80
1.00"	\$ 53.88	6.80
1.50"	\$ 107.78	6.80
2.00"	\$ 170.64	6.80
3.00"	\$ 320.34	6.80
4.00"	\$ 532.88	6.80
6.00"	\$ 1,062.74	6.80
8.00"	\$ 1,909.98	6.80

The above customer charges, based upon nominal meter size, shall be the minimum charge each month. No allowance for usage is included in the customer charge.

PASSED

ATTEST:

Ann U Mercer, City Clerk

Jack M Scoville, Mayor

First Reading: 18 May 2017
Second Reading: 15 June 2017

Approved as to Form:

Elise F Crosby, City Attorney



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ORDINANCE

DOC ID: 2293

Council Meeting Date:	18 May 2017
Department:	Finance
Issue Under Consideration:	Motion to Approve an Ordinance to Amend the Stormwater Utility Rates Contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges for the City of Georgetown, South Carolina - Effective July 1, 2017
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	Increase in revenue in the Stormwater Fund to offset increased expenditures and infrastructure improvements.
Points to Consider:	Last stormwater rate adjustment was in FY2006/2007. The City intend to develop a Stormwater Plan to address infrastructure improvements.
Options:	Approve, Amend or Deny Rate Adjustment.
Staff Recommendations:	Approve Rate Adjustment.

Reviews:

Debra Bivens Completed 05/09/2017 1:29 PM
 Paul Gardner Completed 05/09/2017 2:39 PM
 Ann U. Mercer Completed 05/11/2017 8:50 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Stormwater Rate Ordinance (PDF)

**MOTION TO APPROVE AN ORDINANCE TO AMEND THE STORMWATER UTILITY RATES
CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY RATES, DEPOSITS,
AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF GEORGETOWN, SOUTH
CAROLINA - EFFECTIVE JULY 1, 2017**

AN ORDINANCE TO AMEND THE STORMWATER UTILITY RATES CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY RATES, DEPOSITS, AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA

WHEREAS, it is prudent and fiscally responsible for the City of Georgetown to periodically review established utility policies, and

WHEREAS, the provisions referred to above are contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges.

NOW, THEREFORE, BE IT ORDAINED by City Council of The City of Georgetown, South Carolina, that the Stormwater utility rates contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges be revised as follows:

Stormwater Utility Rates

Residential Rates

Residential rates shall apply to a private residence or an individual family apartment. Residential rates are not applicable for structures designed for short-term occupancy such as bed and breakfast establishments and overnight boarding houses. Such structures shall be subject to commercial rates. Fees billed each month for residential lots with more than a single-family use shall be based on a residential equivalency unit (REU) equal to the number of electric or water meters, whichever is greater.

Monthly fee for residential shall be equal to: \$6.00 per REU

Commercial Rates

Commercial rates shall apply to commercial and all other users not qualifying for residential rates. One acre of commercial, industrial, nonprofit, public, or semipublic property shall be equal to 6.3 REU's or Residential Equivalency Units. Accordingly, fees will be assessed at a standard rate per REU, as determined by City Council. Any commercial property less than one acre shall be considered one acre when computing the fee.

Monthly fee for commercial shall be equal to: \$6.00 per REU

PASSED this 15th day of June, 2017

ATTEST:

Ann U Mercer, City Clerk

Jack M Scoville, Mayor

First Reading: 18 May 2017
Second Reading: 15 June 2017

Approved as to Form:

Elise F Crosby, City Attorney



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ORDINANCE

DOC ID: 2296

Council Meeting Date:	18 May 2017
Department:	Finance
Issue Under Consideration:	Motion to Approve First Reading of An Ordinance to Amend the Miscellaneous Utility Fees and Charges Contained in the City Clerk's Official Record to Change Wastehauler Fees to \$30/500gals.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	Increase Revenue in the Wastewater Fund to offset existing expenditures. The adjustment to this rate class was to take place over a two year period (FY2016/17 and FY2017/18).
Points to Consider:	Treatment of this waste is higher concentrated than normal wastewater that we collect in our system.
Options:	Approve, Amend or Deny Rate Adjustment.
Staff Recommendations:	Approve Rate Adjustment.

Reviews:

Debra Bivens Completed 05/09/2017 3:06 PM
 Paul Gardner Completed 05/09/2017 3:09 PM
 Ann U. Mercer Completed 05/11/2017 8:58 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Wastehauler Rate Ordinance (PDF)

**MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO AMEND THE
MISCELLANEOUS UTILITY FEES AND CHARGES CONTAINED IN THE CITY CLERK'S
OFFICIAL RECORD TO CHANGE WASTEHAULER FEES TO \$30/500GALS.**

AN ORDINANCE TO AMEND MISCELLANEOUS UTILITY FEES AND CHARGES CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF UTILITY RATES, DEPOSITS, AND MISCELLANEOUS FEES AND CHARGES FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA

WHEREAS, it is prudent and fiscally responsible for the City of Georgetown to periodically review established fees and charges; and

WHEREAS, City Council has previously adopted certain provisions addressing applicability of miscellaneous fees and charges to City utility customers; and

WHEREAS, the provisions referred to above are contained in the City Clerk's Official Record of Utility Rates, Deposits, and Miscellaneous Fees and Charges.

NOW, THEREFORE, BE IT ORDAINED by 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 Fees and Charges be revised as follows:

Amendments:

Waste Haulers Fees

\$30.00 per 500 gallons

The effective date of this amendment: July 1, 2017.

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

ATTEST:

Ann U Mercer
City Clerk

Jack M Scoville, Jr
Mayor

APPROVED AS TO FORM:

First Reading: May 18, 2017
Second Reading: June 15, 2017

Elise F Crosby
City Attorney



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ORDINANCE

DOC ID: 2298

Council Meeting Date:	18 May 2017
Department:	Finance
Issue Under Consideration:	Motion to approve first reading of an ordinance to Establish an Application Fee for the Rehabilitation Property Tax Assessment for historic and low and moderate income rental properties in the amount of \$150 for Residential and \$300 for Commercial Property Owners.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	NA
Points to Consider:	This fee will be charged for each application for inspection of rehabilitation work before final certification is granted.
Options:	Approve, Disapprove or Amend.
Staff Recommendations:	Approve.

Reviews:

Debra Bivens Completed 05/09/2017 3:35 PM
 Paul Gardner Completed 05/10/2017 5:09 PM
 Ann U. Mercer Completed 05/11/2017 8:59 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 ORDINANCE BAILEY BILL FEES II (PDF)

MOTION TO APPROVE FIRST READING OF AN ORDINANCE TO ESTABLISH AN APPLICATION FEE FOR THE REHABILITATION PROPERTY TAX ASSESSMENT FOR HISTORIC AND LOW AND MODERATE INCOME RENTAL PROPERTIES IN THE AMOUNT OF \$150 FOR RESIDENTIAL AND \$300 FOR COMMERCIAL PROPERTY OWNERS.

**AN ORDINANCE TO ESTABLISH AN APPLICATION FEE
FOR THE REHABILITATION PROPERTY TAX ASSESSMENT
TO BE CONTAINED IN THE CITY CLERK'S OFFICIAL RECORD OF
UTILITY RATES, DEPOSITS AND MISCELLANEOUS FEES AND CHARGES**

WHEREAS, Georgetown City Council has adopted a Rehabilitation Property Tax Assessment to encourage the rehabilitation and restoration of historic and low and moderate income rental properties; promote community development and redevelopment; encourage sound community planning; and promote the general health, safety, and welfare of the community; and

WHEREAS, it is prudent and fiscally responsible for the City of Georgetown to periodically establish rates, deposits, fees and charges; and

WHEREAS, the City desires to establish a fair and equitable Fee to accompany each application for the Rehabilitation Property Tax Assessment to recover costs associated with the preliminary certification, final certification, and inspection of rehabilitation work.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Georgetown, South Carolina that the following fees be established:

\$150.00 Application Fee for Residential Property Owners
\$300.00 Application Fee for Commercial Property Owners

PASSED by City Council duly assembled this 15th day of June, 2017.

ATTEST:

Ann U. Mercer, City Clerk

Jack M. Scoville, Jr., Mayor

First Reading: May 18, 2017
Second Reading: June 15, 2017

Approved as to Form:

Elise F. Crosby, City Attorney



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ORDINANCE

DOC ID: 2299

Council Meeting Date:	18 May 2017
Department:	Finance
Issue Under Consideration:	Motion to Approve an Ordinance to Adopt a Budget and Raise Revenue for The City of Georgetown, South Carolina for Fiscal Year Ending June 30, 2018.
Amount Requested:	NA
Is Item in Current Budget?	NA
If no, please explain:	
Financial Impact:	NA
Points to Consider:	NA
Options:	
Staff Recommendations:	

Reviews:

Debra Bivens Completed 05/10/2017 3:41 PM
 Paul Gardner Completed 05/10/2017 5:08 PM
 Ann U. Mercer Completed 05/11/2017 9:34 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Budget Ordinance 17-18-First Reading (PDF)
2. 2 BudgetByOrganization05092017 (PDF)

**MOTION TO APPROVE AN ORDINANCE TO ADOPT A BUDGET AND RAISE REVENUE
FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA FOR FISCAL YEAR ENDING JUNE
30, 2018.**

**AN ORDINANCE TO ADOPT A BUDGET AND RAISE REVENUE
FOR THE CITY OF GEORGETOWN, SOUTH CAROLINA
FOR THE FISCAL YEAR ENDING JUNE 30, 2018**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GEORGETOWN, SOUTH CAROLINA:

SECTION 1. That this Ordinance was adopted by the Georgetown City Council by a positive majority vote.

SECTION 2. That this Ordinance is enacted in order to comply with Section 6-1-320 of the South Carolina Code, 1976 (as amended), following public notice of a public hearing and meeting held on June 15, 2017, at 5:30 pm in the City Municipal Court Courtroom with public input duly noted.

SECTION 3. That the proposed budget with proposed estimated revenue for payment thereof, as prepared and as contained in and shown by an archived copy on file in the office of the Municipal Clerk, and available for public inspection, which copy is incorporated herein by reference, is hereby adopted and made a part hereof. The budget as shown therein is balanced as to receipts and disbursements in the total sum of \$35,022,339.

SECTION 4. That for the fiscal year 2017/2018, a tax of 95.0 mills upon every dollar of the value of all taxable property, real and personal, within the corporate limits of the City of Georgetown be and the same is hereby imposed and levied for the purposes of: (1) defraying the ordinary current expenses of the government of the City of Georgetown for the year 2017/2018; (2) paying the floating indebtedness of said City, if any, during the year 2017/2018; (3) paying interest on the indebtedness of the City of Georgetown, past due or that may become due during the year 2017/2018; provided, however, that pursuant to the provisions of S.C. Code of 1976, Section 12-37-2640, the millage applied by the County Auditor in calculating taxes on motor vehicles licensed during 2017/2018 shall be the millage applicable to other taxable property within the City (i.e., .950 mills). In addition, a debt millage of 4 mills will be assessed for Fire Department Equipment Purchase.

SECTION 5. That to facilitate operations, there shall be established and maintained a General Fund, Enterprise Funds, and other appropriate funds, in such amounts as are provided for in the budget aforesaid, as hereby adopted or as hereafter modified pursuant to law.

SECTION 6. That the City Administrator is hereby authorized to administer the budget and to transfer appropriations within and between departments of each fund if necessary to achieve the goals of the budget. However, no such transfer shall (a) be made from one fund to another fund established pursuant to Section (2) above, or (b) conflict with any previously adopted policy of the City Council. Any change in the budget which would increase or decrease the total of all authorized expenditures must be approved by City Council.

SECTION 7. That if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by valid judgment or decree of any Court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, which remaining parts shall be considered as severable and shall continue in full force and

effect.

SECTION 8. That this ordinance shall take effect, following its first and second reading and adoption, in the manner required by law, effective as of and from July 1, 2017, and shall continue in effect during the next twelve (12) months of the fiscal year 2017/2018.

SECTION 9. In the event that unforeseen expenditures become necessary during the budget year, and such expenditures would cause appropriations of a fund to be exceeded in total, an ordinance amending the original budget will be necessary to appropriate additional funds.

SECTION 10. In accordance with the provisions of Governmental Accounting Standards Board Statement No. 54, "Fund Balance Reporting and Governmental Fund Balance Definitions", the City hereby commits \$1,500,000 ("Committed Fund Balance") from the General Fund for Disaster Recovery. Spending for disaster recovery expenditures may occur as approved by City Council.

SECTION 11. Respecting the City's Combined Public Utility System (the "System"), the City maintains its Water Fund, Wastewater Fund and Electric Fund for the collection of revenues derived from each component piece of the System (collectively, the "Funds"). For purposes of the City's outstanding combined public utility system revenue bonds (the "Bonds"), the revenues of the System and amounts on deposit in the Funds are all pledged as security for the Bonds. In keeping with the City's Master Bond Ordinance dated July 28, 2011, as amended on August 20, 2015 and for purposes of the City's Fiscal Year 2018 Budget, the City Council hereby finds and determines, as a fact and after appropriate investigation, as follows:

- The Fiscal Year 2018 Budget appropriates sufficient revenues within the Funds to pay the principal of and interest on all Bonds secured by revenues of the System as and when they become due and payable in one or more bond and interest redemption funds (a.k.a "debt service funds").
- The Fiscal Year 2018 Budget appropriates sufficient revenues within the Funds to provide for the payment of all expenses of administration and operation of the System, as well as such expenses for maintenance as may be necessary to preserve the System in good repair and working order. These appropriations are made to the Funds into multiple accounts, organized by department and line items that collectively serve as the "operation and maintenance fund."
- The City maintains within its Funds an account described generally as the "depreciation expense". Within the Funds there exists:
 - "Depreciation Accounts" that are restricted for purposes of funding depreciation of the respective portions of the System. The amount recorded to the collective Depreciation Expense Accounts is in excess of \$2 million. The Fiscal Year 2018 Budget appropriates an additional \$660,300 to the Water Depreciation Account, \$863,570 to the Wastewater Depreciation Account and \$453,770 to the Electric Depreciation Account. In addition, the Fiscal Year 2018 Budget appropriates through multiple line items in excess of \$10.2 million to fund capital improvements for depreciating infrastructure. Upon advice of the City Administrator, and as supported by capital improvement plans prepared by the City's engineers, the Council hereby finds and declares that such appropriations are sufficient

(together with the existing balance in the Depreciation Accounts) to build up a reserve for depreciation of the System.

Based on the current levels of funding in the Depreciation Accounts and various capital funding appropriations in the Fiscal Year 2018 Budget, the Council believes that the City's depreciation and contingency fund is adequately and appropriately funded.

- After giving effect to the funding described above, the budgeted revenues for the System exceed the budgeted expenses for the System by an amount of not less than \$1,400,000. Accordingly, the Council hereby determines and finds, as a fact and based on the information described above, that the amount of \$1,400,000 shall be considered surplus revenues of the System and are hereby budgeted for discretionary transfer to the General Fund.

PASSED by City Council duly assembled this 15th day of June, 2017.

ATTEST:

Ann U Mercer, City Clerk

Jack M Scoville, Jr, Mayor

First Reading: 18 May 2017
Second Reading: 15 June 2017

Approved as to Form:

Elise F Crosby, City Attorney

Preliminary FY 2017/18 Annual Budget by Organization Report

Summary								
	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	2017 Estimated Amount	2018 Department Requested	2018 City Administrator (1)	2018 City Administrator (2)	2018 Council Approval
Fund: 0010 General Fund								
Revenue								
0010.00 - General Fund,Revenue	\$8,651,088.08	\$8,804,312.40	\$8,451,078.00	\$8,950,569.00	\$8,496,403.00	\$10,792,812.00	\$10,777,409.00	\$10,777,409.00
Revenue Totals	\$8,651,088.08	\$8,804,312.40	\$8,451,078.00	\$8,950,569.00	\$8,496,403.00	\$10,792,812.00	\$10,777,409.00	\$10,777,409.00
Expenditures								
0010.01 - General Fund,Administration	\$296,634.94	\$285,119.34	\$294,841.00	\$324,824.00	\$345,825.00	\$312,825.00	\$336,203.00	\$336,203.00
0010.01.02 - General Fund,Administration,Mayor and Council	\$232,411.32	\$205,601.06	\$212,402.00	\$227,072.00	\$232,370.00	\$247,370.00	\$247,990.00	\$247,990.00
0010.04 - General Fund,Finance	\$315,547.86	\$282,635.64	\$295,077.00	\$268,114.00	\$265,390.00	\$268,390.00	\$271,782.00	\$271,782.00
0010.05.05 - General Fund,Police,Police Staff Services	\$3,213,572.89	\$2,906,447.09	\$2,964,181.00	\$3,141,667.00	\$3,320,345.00	\$3,223,345.00	\$3,218,205.00	\$3,218,205.00
0010.05.07 - General Fund,Police,Victim's Advocate	\$54,458.71	\$51,419.53	\$56,448.00	\$56,720.00	\$57,489.00	\$57,489.00	\$57,614.00	\$57,614.00
0010.05.26 - General Fund,Police,Grants	\$17,283.33	\$25,518.26	\$19,600.00	\$19,600.00	\$20,700.00	\$20,700.00	\$20,700.00	\$20,700.00
0010.05.28 - General Fund,Police,Safe Streets	\$4,185.51	\$3,446.34	\$6,625.00	\$6,625.00	\$0.00	\$0.00	\$0.00	\$0.00
0010.09 - General Fund,Housing and Community Dev.	\$377,626.25	\$442,178.94	\$466,672.00	\$476,217.00	\$482,021.00	\$482,021.00	\$483,442.00	\$483,442.00
0010.10 - General Fund,Municipal Court	\$183,119.98	\$179,964.94	\$186,757.00	\$179,869.00	\$188,757.00	\$188,757.00	\$189,525.00	\$189,525.00
0010.10.06 - General Fund,Municipal Court,Victim's Advocate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0010.11 - General Fund,Fire	\$2,371,092.38	\$2,381,664.96	\$2,411,421.00	\$2,510,247.00	\$2,543,385.00	\$4,334,773.00	\$4,310,080.00	\$4,310,080.00
0010.12 - General Fund,Public Works	\$1,241,966.42	\$1,104,225.22	\$1,033,137.00	\$1,056,508.00	\$1,064,025.00	\$1,036,025.00	\$1,030,200.00	\$1,030,200.00
0010.13 - General Fund,Information Technology	\$14,036.36	\$30,968.46	\$400.00	\$0.00	\$0.00	\$0.00	\$429.00	\$429.00
0010.14 - General Fund,Fleet Services	\$25,704.35	(\$38,624.53)	\$670.00	\$0.00	\$0.00	\$0.00	\$922.00	\$922.00
0010.20 - General Fund,General Government	\$537,750.50	\$545,952.62	\$472,377.00	\$624,377.00	\$560,177.00	\$560,177.00	\$549,377.00	\$549,377.00
0010.21 - General Fund,Debt Service	\$0.00	\$0.00	\$30,470.00	\$0.00	\$60,940.00	\$60,940.00	\$60,940.00	\$60,940.00
Revenue Totals:	\$8,651,088.08	\$8,804,312.40	\$8,451,078.00	\$8,950,569.00	\$8,496,403.00	\$10,792,812.00	\$10,777,409.00	\$10,777,409.00
Expenditure Totals	\$8,885,390.80	\$8,406,517.87	\$8,451,078.00	\$8,891,840.00	\$9,141,424.00	\$10,792,812.00	\$10,777,409.00	\$10,777,409.00
Fund Total: General Fund	(\$234,302.72)	\$397,794.53	\$0.00	\$58,729.00	(\$645,021.00)	\$0.00	\$0.00	\$0.00
Fund: 0011 Debt Service								
Revenue								
0011.00 - Debt Service,Revenue	\$1,503.77	\$19.02	\$128,778.00	\$128,778.00	\$0.00	\$128,000.00	\$128,000.00	\$128,000.00
Revenue Totals	\$1,503.77	\$19.02	\$128,778.00	\$128,778.00	\$0.00	\$128,000.00	\$128,000.00	\$128,000.00
Expenditures								
0011.21 - Debt Service,Debt Service	\$0.00	\$0.00	\$128,778.00	\$128,778.00	\$0.00	\$128,000.00	\$128,000.00	\$128,000.00
Revenue Totals:	\$1,503.77	\$19.02	\$128,778.00	\$128,778.00	\$0.00	\$128,000.00	\$128,000.00	\$128,000.00
Expenditure Totals	\$0.00	\$0.00	\$128,778.00	\$128,778.00	\$0.00	\$128,000.00	\$128,000.00	\$128,000.00
Fund Total: Debt Service	\$1,503.77	\$19.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund: 0012 Capital Projects Reserve Fund								
Revenue								
0012.00 - Capital Projects Reserve Fund,Revenue	\$0.00	\$0.00	\$733,535.00	\$784,000.00	\$0.00	\$342,808.00	\$1,142,808.00	\$1,142,808.00
Revenue Totals	\$0.00	\$0.00	\$733,535.00	\$784,000.00	\$0.00	\$342,808.00	\$1,142,808.00	\$1,142,808.00

Attachment: BudgetByOrganization05092017 (2299 : Motion to Approve first Reading of an Ordinance to

Preliminary FY 2017/18 Annual Budget by Organization Report

Summary								
	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	2017 Estimated Amount	2018 Department Requested	2018 City Administrator (1)	2018 City Administrator (2)	2018 Council Approval
Expenditures								
0012.00 - Capital Projects Reserve Fund,Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0012.26 - Capital Projects Reserve Fund,Special Projects	\$0.00	\$482,849.71	\$733,535.00	\$784,228.00	\$284,808.00	\$342,808.00	\$1,142,808.00	\$1,142,808.00
Revenue Totals:	\$0.00	\$0.00	\$733,535.00	\$784,000.00	\$0.00	\$342,808.00	\$1,142,808.00	\$1,142,808.00
Expenditure Totals	\$0.00	\$482,849.71	\$733,535.00	\$784,228.00	\$284,808.00	\$342,808.00	\$1,142,808.00	\$1,142,808.00
Fund Total: Capital Projects Reserve Fund	\$0.00	(\$482,849.71)	\$0.00	(\$228.00)	(\$284,808.00)	\$0.00	\$0.00	\$0.00
Fund: 0018 State and Local Grants								
Revenue								
0018.00 - State and Local Grants,Revenue	\$3,994.60	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
Revenue Totals	\$3,994.60	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
Expenditures								
0018.70 - State and Local Grants,State and Local Grants	\$3,994.60	\$4,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
Revenue Totals:	\$3,994.60	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
Expenditure Totals	\$3,994.60	\$4,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
Fund Total: State and Local Grants	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund: 0020 State Accommodations Tax								
Revenue								
0020.00 - State Accommodations Tax,Revenue	\$121,334.89	\$122,879.13	\$105,175.00	\$105,500.00	\$110,500.00	\$110,500.00	\$110,500.00	\$110,500.00
Revenue Totals	\$121,334.89	\$122,879.13	\$105,175.00	\$105,500.00	\$110,500.00	\$110,500.00	\$110,500.00	\$110,500.00
Expenditures								
0020.33 - State Accommodations Tax,State Accommodations Tax	\$92,466.66	\$121,548.34	\$105,175.00	\$106,000.00	\$0.00	\$110,500.00	\$110,500.00	\$110,500.00
Revenue Totals:	\$121,334.89	\$122,879.13	\$105,175.00	\$105,500.00	\$110,500.00	\$110,500.00	\$110,500.00	\$110,500.00
Expenditure Totals	\$92,466.66	\$121,548.34	\$105,175.00	\$106,000.00	\$0.00	\$110,500.00	\$110,500.00	\$110,500.00
Fund Total: State Accommodations Tax	\$28,868.23	\$1,330.79	\$0.00	(\$500.00)	\$110,500.00	\$0.00	\$0.00	\$0.00
Fund: 0022 Local Hospitality/ATax								
Revenue								
0022.00 - Local Hospitality/ATax,Revenue	\$864,783.27	\$919,670.13	\$1,172,944.00	\$910,000.00	\$875,000.00	\$1,608,712.00	\$1,894,130.00	\$1,894,130.00
Revenue Totals	\$864,783.27	\$919,670.13	\$1,172,944.00	\$910,000.00	\$875,000.00	\$1,608,712.00	\$1,894,130.00	\$1,894,130.00
Expenditures								
0022.08 - Local Hospitality/ATax,Winyah Auditorium	\$6,812.30	\$40,907.87	\$4,910.00	\$8,398.00	\$7,368.00	\$7,368.00	\$7,368.00	\$7,368.00
0022.23 - Local Hospitality/ATax,Old Hospitality Fees	\$260,379.40	\$112,448.02	\$508,000.00	\$210,500.00	\$758,000.00	\$760,500.00	\$1,010,500.00	\$1,010,500.00
0022.24 - Local Hospitality/ATax,New Hospitality Fees	\$117,969.52	\$334,658.54	\$422,482.00	\$443,482.00	\$436,500.00	\$635,082.00	\$670,500.00	\$670,500.00
0022.29 - Local Hospitality/ATax,Kaminski House	\$194,671.16	\$205,561.17	\$237,552.00	\$205,124.00	\$15,762.00	\$205,762.00	\$205,762.00	\$205,762.00
Revenue Totals:	\$864,783.27	\$919,670.13	\$1,172,944.00	\$910,000.00	\$875,000.00	\$1,608,712.00	\$1,894,130.00	\$1,894,130.00
Expenditure Totals	\$579,832.38	\$693,575.60	\$1,172,944.00	\$867,504.00	\$1,217,630.00	\$1,608,712.00	\$1,894,130.00	\$1,894,130.00
Fund Total: Local Hospitality/ATax	\$284,950.89	\$226,094.53	\$0.00	\$42,496.00	(\$342,630.00)	\$0.00	\$0.00	\$0.00
Fund: 0030 Electric Utility Fund								

Preliminary FY 2017/18 Annual Budget by Organization Report

Summary								
	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	2017 Estimated Amount	2018 Department Requested	2018 City Administrator (1)	2018 City Administrator (2)	2018 Council Approval
Revenue								
0030.00 - Electric Utility Fund,Revenue	\$13,385,129.92	\$11,928,302.02	\$12,735,255.00	\$11,801,230.00	\$12,754,500.00	\$12,983,841.00	\$12,992,193.00	\$12,992,193.00
Revenue Totals	\$13,385,129.92	\$11,928,302.02	\$12,735,255.00	\$11,801,230.00	\$12,754,500.00	\$12,983,841.00	\$12,992,193.00	\$12,992,193.00
Expenditures								
0030.19 - Electric Utility Fund,Electric	\$12,655,413.79	\$11,963,033.47	\$12,734,034.00	\$12,149,462.00	\$12,884,961.00	\$12,982,620.00	\$12,990,972.00	\$12,990,972.00
0030.36 - Electric Utility Fund,Fiber Optics	\$1,220.52	\$1,220.51	\$1,221.00	\$1,221.00	\$1,221.00	\$1,221.00	\$1,221.00	\$1,221.00
Revenue Totals:	\$13,385,129.92	\$11,928,302.02	\$12,735,255.00	\$11,801,230.00	\$12,754,500.00	\$12,983,841.00	\$12,992,193.00	\$12,992,193.00
Expenditure Totals	\$12,656,634.31	\$11,964,253.98	\$12,735,255.00	\$12,150,683.00	\$12,886,182.00	\$12,983,841.00	\$12,992,193.00	\$12,992,193.00
Fund Total: Electric Utility Fund	\$728,495.61	(\$35,951.96)	\$0.00	(\$349,453.00)	(\$131,682.00)	\$0.00	\$0.00	\$0.00
Fund: 0031 Water Utility Fund								
Revenue								
0031.00 - Water Utility Fund,Revenue	\$2,458,679.66	\$1,896,105.37	\$2,509,440.00	\$1,980,500.00	\$1,972,000.00	\$2,511,060.00	\$2,515,861.00	\$2,515,861.00
Revenue Totals	\$2,458,679.66	\$1,896,105.37	\$2,509,440.00	\$1,980,500.00	\$1,972,000.00	\$2,511,060.00	\$2,515,861.00	\$2,515,861.00
Expenditures								
0031.15 - Water Utility Fund,Water Distribution	(\$633,740.93)	\$888,015.81	\$1,076,855.00	\$1,060,927.00	\$1,109,722.00	\$1,156,382.00	\$1,156,265.00	\$1,156,265.00
0031.16 - Water Utility Fund,Filtration	\$2,653,266.41	\$1,344,436.91	\$1,301,825.00	\$1,200,003.00	\$1,362,058.00	\$1,354,678.00	\$1,354,093.00	\$1,354,093.00
0031.41 - Water Utility Fund,General & Administrative	\$6,689.03	\$5,561.68	\$0.00	(\$4,125.00)	\$5,128.00	\$0.00	\$5,303.00	\$5,303.00
0031.42 - Water Utility Fund,Engineering Services	\$0.00	\$0.00	\$185,760.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
Revenue Totals:	\$2,458,679.66	\$1,896,105.37	\$2,509,440.00	\$1,980,500.00	\$1,972,000.00	\$2,511,060.00	\$2,515,861.00	\$2,515,861.00
Expenditure Totals	\$2,026,214.51	\$2,238,014.40	\$2,564,440.00	\$2,256,805.00	\$2,476,908.00	\$2,511,060.00	\$2,515,861.00	\$2,515,861.00
Fund Total: Water Utility Fund	\$432,465.15	(\$341,909.03)	(\$55,000.00)	(\$276,305.00)	(\$504,908.00)	\$0.00	\$0.00	\$0.00
Fund: 0032 Wastewater Fund								
Revenue								
0032.00 - Wastewater Fund,Revenue	\$3,939,247.62	\$3,116,248.21	\$3,113,904.00	\$3,254,000.00	\$3,301,600.00	\$3,370,403.00	\$3,440,279.00	\$3,440,279.00
Revenue Totals	\$3,939,247.62	\$3,116,248.21	\$3,113,904.00	\$3,254,000.00	\$3,301,600.00	\$3,370,403.00	\$3,440,279.00	\$3,440,279.00
Expenditures								
0032.18 - Wastewater Fund,Wastewater Collections	\$1,198,194.65	\$1,168,951.04	\$1,165,309.00	\$1,111,107.00	\$1,282,114.00	\$1,282,114.00	\$1,286,784.00	\$1,286,784.00
0032.34 - Wastewater Fund,Regional Wastewater Plant	\$1,440,499.06	\$1,226,891.85	\$1,528,380.00	\$1,480,912.00	\$1,540,207.00	\$1,543,707.00	\$1,608,913.00	\$1,608,913.00
0032.34.17 - Wastewater Fund,Regional Wastewater Plant,Wastewater Treatment	\$541,089.27	\$538,667.61	\$545,215.00	\$542,282.00	\$544,582.00	\$544,582.00	\$544,582.00	\$544,582.00
Revenue Totals:	\$3,939,247.62	\$3,116,248.21	\$3,113,904.00	\$3,254,000.00	\$3,301,600.00	\$3,370,403.00	\$3,440,279.00	\$3,440,279.00
Expenditure Totals	\$3,179,782.98	\$2,934,510.50	\$3,238,904.00	\$3,134,301.00	\$3,366,903.00	\$3,370,403.00	\$3,440,279.00	\$3,440,279.00
Fund Total: Wastewater Fund	\$759,464.64	\$181,737.71	(\$125,000.00)	\$119,699.00	(\$65,303.00)	\$0.00	\$0.00	\$0.00
Fund: 0033 Stormwater Utility Fund								
Revenue								
0033.00 - Stormwater Utility Fund,Revenue	\$503,679.68	\$526,154.20	\$911,811.00	\$518,000.00	\$505,000.00	\$989,978.00	\$992,698.00	\$992,698.00
Revenue Totals	\$503,679.68	\$526,154.20	\$911,811.00	\$518,000.00	\$505,000.00	\$989,978.00	\$992,698.00	\$992,698.00
Expenditures								
0033.40 - Stormwater Utility Fund,Storm Water Utility Exp.	\$882,206.46	\$888,677.21	\$911,811.00	\$979,999.00	\$1,179,978.00	\$989,978.00	\$992,698.00	\$992,698.00

Attachment: BudgetByOrganization05092017 (2299 : Motion to Approve first Reading of an Ordinance to

Preliminary FY 2017/18 Annual Budget by Organization Report

Summary								
	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	2017 Estimated Amount	2018 Department Requested	2018 City Administrator (1)	2018 City Administrator (2)	2018 Council Approval
Revenue Totals:	\$503,679.68	\$526,154.20	\$911,811.00	\$518,000.00	\$505,000.00	\$989,978.00	\$992,698.00	\$992,698.00
Expenditure Totals	\$882,206.46	\$888,677.21	\$911,811.00	\$979,999.00	\$1,179,978.00	\$989,978.00	\$992,698.00	\$992,698.00
Fund Total: Stormwater Utility Fund	(\$378,526.78)	(\$362,523.01)	\$0.00	(\$461,999.00)	(\$674,978.00)	\$0.00	\$0.00	\$0.00
Fund: 0035 Waste Management Fund								
Revenue								
0035.00 - Waste Management Fund,Revenue	\$913,785.18	\$903,688.09	\$872,909.00	\$984,100.00	\$918,100.00	\$953,340.00	\$954,981.00	\$954,981.00
Revenue Totals	\$913,785.18	\$903,688.09	\$872,909.00	\$984,100.00	\$918,100.00	\$953,340.00	\$954,981.00	\$954,981.00
Expenditures								
0035.31 - Waste Management Fund,Residential Sanitation	\$929,575.66	\$838,813.21	\$872,909.00	\$963,156.00	\$953,340.00	\$953,340.00	\$954,981.00	\$954,981.00
Revenue Totals:	\$913,785.18	\$903,688.09	\$872,909.00	\$984,100.00	\$918,100.00	\$953,340.00	\$954,981.00	\$954,981.00
Expenditure Totals	\$929,575.66	\$838,813.21	\$872,909.00	\$963,156.00	\$953,340.00	\$953,340.00	\$954,981.00	\$954,981.00
Fund Total: Waste Management Fund	(\$15,790.48)	\$64,874.88	\$0.00	\$20,944.00	(\$35,240.00)	\$0.00	\$0.00	\$0.00
Fund: 0086 Seized and Forfeited								
Revenue								
0086.00 - Seized and Forfeited,Revenue	\$13,516.19	\$35,241.11	\$33,000.00	\$31,000.00	\$2,000.00	\$67,480.00	\$67,480.00	\$67,480.00
Revenue Totals	\$13,516.19	\$35,241.11	\$33,000.00	\$31,000.00	\$2,000.00	\$67,480.00	\$67,480.00	\$67,480.00
Expenditures								
0086.05 - Seized and Forfeited,Police	\$10,380.69	\$14,894.34	\$33,000.00	\$33,250.00	\$67,280.00	\$67,480.00	\$67,480.00	\$67,480.00
Revenue Totals:	\$13,516.19	\$35,241.11	\$33,000.00	\$31,000.00	\$2,000.00	\$67,480.00	\$67,480.00	\$67,480.00
Expenditure Totals	\$10,380.69	\$14,894.34	\$33,000.00	\$33,250.00	\$67,280.00	\$67,480.00	\$67,480.00	\$67,480.00
Fund Total: Seized and Forfeited	\$3,135.50	\$20,346.77	\$0.00	(\$2,250.00)	(\$65,280.00)	\$0.00	\$0.00	\$0.00
Revenue Grand Totals:	\$30,856,742.86	\$28,258,619.68	\$30,773,829.00	\$29,447,677.00	\$28,935,103.00	\$33,864,934.00	\$35,022,339.00	\$35,022,339.00
Expenditure Grand Totals:	\$29,246,479.05	\$28,587,655.16	\$30,953,829.00	\$30,296,544.00	\$31,574,453.00	\$33,864,934.00	\$35,022,339.00	\$35,022,339.00
Net Grand Totals:	\$1,610,263.81	(\$329,035.48)	(\$180,000.00)	(\$848,867.00)	(\$2,639,350.00)	\$0.00	\$0.00	\$0.00



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

PROCLAMATION

DOC ID: 2286

Council Meeting Date:	18 May 2017
Department:	Public Works
Issue Under Consideration:	Motion to approve Proclamation proclaiming May 21-27, 2017 as National Public Works Week.

Reviews:

Tim Chatman Completed 05/08/2017 8:25 AM
 City Attorney Skipped 05/05/2017 10:07 AM
 not needed.
 Paul Gardner Completed 05/08/2017 10:48 AM
 Ann U. Mercer Completed 05/08/2017 11:30 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 PROCLAMATION.NATL PW WEEK (PDF)

**MOTION TO APPROVE PROCLAMATION PROCLAIMING MAY 21-27, 2017 AS NATIONAL
PUBLIC WORKS WEEK.**

CITY OF GEORGETOWN, SOUTH CAROLINA PROCLAMATION

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works services such as streets, grounds maintenance and solid waste collections; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of Georgetown, South Carolina, and on behalf of our City Council, I hereby proclaim May 21 -27, 2017 as

NATIONAL PUBLIC WORKS WEEK

In The City of Georgetown and call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

SIGNED, SEALED AND DATED this 18th day of May 2017.

ATTEST:

Jack M. Scoville
Mayor

Ann U. Mercer
City Clerk

Attachment: PROCLAMATION.NATL PW WEEK (2286 : Public Works Dept. - National Public Works Week)



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

ACTION ITEM

DOC ID: 2300

Council Meeting Date:	18 May 2017
Department:	Public Works
Issue Under Consideration:	Motion to approve the installation of commercial grade ornamental aluminum fencing at the 700 Block of Front Street and payment to Goode Fence in the amount of \$8,907.91.
Amount Requested:	\$8,907.91
Is Item in Current Budget?	NO
If no, please explain:	Fence damaged beyond repair by weather and use.
Financial Impact:	\$8,907.91
Points to Consider:	Beautification of 700 Block of Front Street.
Options:	1- Approve 2- Disapprove
Staff Recommendation:	Staff recommendations approval.

Reviews:

Tim Chatman Completed 05/10/2017 8:22 AM

Paul Gardner Completed 05/10/2017 5:07 PM

Ann U. Mercer Completed 05/11/2017 9:36 AM

Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Ornamental Fence.photo (PDF)
2. 2 goodefence (PDF)
3. 3 millers iron (PDF)
4. 4 east coast fence (PDF)



Attachment: Ornamental Fence-photo (2300 : Public Works - 700 Block of Front Street Fence)



Estimate

ESTIMATE # 6482

DATE May 9, 2017

TOTAL **\$8,907.91**

BILLING ADDRESS

City of Georgetown Public Services Dept.
125 North Kaminski Street, PO Drawer 939
Georgetown, SC 29440
(843) 325-9720

SERVICE ADDRESS

717 Front Street
Georgetown, SC 29440

MAKE PAYMENT TO

Goode Fence
346 Robert M Grissom Parkway
Myrtle Beach, SC 29577
(843) 626-2070

wefenceitall.com
info@wefenceitall.com

SERVICES	qty	unit price	subtotal
UPDATED TO REFLECT ONE 16" Wide double drive gate and two 12' wide gates. SUPPLY AND INSTALL 198 LINEAR FEET OF COMMERCIAL GRADE ORNAMENTAL ALUMINUM FENCE. INCLUDE TWO PERMANENTLY PLACED 12' DOUBLE DRIVE GATES AND ONE FULLY REMOVABLE 16' WIDE DD GATE FLANKED BY TWO FULLY REMOVABLE 6'WIDE PANELS TO CREATE 28' OPENING WHEN NEEDED.	1.0	\$11,874.21	\$11,874.21

ALL POSTS BE SET IN CONCRETE FOOTINGS. SIDEWALK TO BE CORE DRILLED FOR POSTS.

See layout and specifications attached.

Three Rail Premium Commercial Grade Aluminum Fence in powder coat finish. Includes fence, posts, concrete, post caps, sales tax, and installation. Manufactured by Ideal Aluminum Products in the USA.

Rails: 1-1/16" x 1-1/2" x .072 Wall

Pickets: 3/4" square x .060 Wall

Airspace between pickets: ~3-3/4"

Standard Post Centers: 72-7/8"

Posts: 2-1/2" x 2-1/2" x .075

Gate Posts: 2-1/2" x .125 wall

Onclude stainless steel commercial hinges

Footing: ~28" deep x 6" diameter, back-fill with concrete mix to 2" below grade, mix in hole per manufacturers directions

Manufacturer's Warranty: Limited Lifetime

Installed price for the product material, style and height listed. Price includes standard installation

Attachment: goodefence (2300 : Public Works - 700 Block of Front Street Fence)

on a clean site, sales tax and final wipe down of fence and removal of debris and trash associated with this work. Price also includes repairing sprinkler lines that we may damage during installation, but EXCLUDES relocation of irrigation lines.

What you should know about... - Business Licenses - South Carolina

Goode Fence secures and maintains business licenses where required in the areas where we work. Not all communities and counties require business licenses. Specific license information is available from your salesperson or by e-mailing: Frank@Wefenceitall.com

We will obtain a city of Georgetown permit if required.

1.0

\$1.00

\$1.00

What you should know about... - Insurance

When we say we are insured, WE ARE INSURED. Goode Fence maintains commercial liability, commercial auto and workers compensation policies insurance to \$1MM each. Additionally, we carry a commercial umbrella policy to \$1MM.

Certificates of Insurance are available upon request by e-mailing; Frank@Wefenceitall.com

What you should know about... - Private Utility Locating

Private utilities are additional water, gas or electric lines beyond those servicing your site from the right-of-way. Often this might be a small gas line leading from a buried tank in your yard, or an electric line you may have installed to an out building. Unless you, the property owner or lessee, clearly mark these lines, Goode Fence can accept NO responsibility for damage or repair to these lines. You are responsible for repair or damage to these lines if they have not been properly and completely located directly with our work crew prior to our work. If you can not be present when we start then you must flag locations of these lines.

What you should know about... - Property Lines and Property Pins

Goode Fence is not a surveyor. If your property lines are not clearly marked or recognized - or corner pins are not easily located - we suggest you have a survey performed to identify property corners. You may chose to direct our installation technicians as to where you believe the property lines and/or corners are, but you then assume all responsibility for later re-work that may be required if the fence is encroaching on your neighbor's property. If you ask us to go beyond your property lines with the fence, you, the customer, assume all responsibility for future action required to correct the situation.

What you should know about... - Public Utility Locating

1.0

\$1.00

\$1.00

In South Carolina it is required that a public utility locate be done prior to any excavation occurring on your project. Goode Fence will schedule this locate. PLEASE NOTE: Palmetto Utility Locating Service requires three business day lead time to perform a utility location.

A public utility locate is performed by a third party who will trace and mark electric, water, gas and communication lines crossing your site from the public right of way. This can happen within just a few days of your signing a contract with Goode Fence or as late as the day before installation. The marks are typically paint, sometimes accompanied by flags and will be in various colors to identify the type of line present. State law requires we stay a minimum of 24" away from these marks with

any post hole we may dig. Following are the color definitions:

WHITE: Proposed Excavation (our marks)

PINK: Temporary Survey Markings

RED: Electric Power Lines, Cables, Conduit and Lighting Cables

YELLOW: Gas, Oil, Petroleum or Gaseous Materials

ORANGE: Communication, Alarm or Signal Lines, Cables or Conduit

BLUE: Potable Water

PURPLE: Reclaimed Water, Irrigation and Surrey Lines (Public Irrigation Only - Not Backyard Systems)

GREEN: Sewer and Drain Lines

What you should know about... - Sales Tax

Sales tax is included in our price for this project.

What you should know about... - Training and Safety

Goode Fence starts every week with 30 minutes of vehicle housekeeping followed by a minimum of 30 minutes safety training, quality reviews, schedule reviews and "pats on the back." Not just for our field crews, but for our entire team.

And, to show we are serious - you are invited. We have an "open door" policy with regards to our start-up meetings and any customer, vendor, or other interested party may drop in. It's always in the back and typically outside - so dress appropriately.

What you should know about... - Scheduling

When you are as good as Goode Fence, you stay busy. We typically have a 2 to 4 week backlog of work - sometimes less in the winter, sometimes longer in the spring and summer.

If you decide to accept our proposal, we will schedule your work for a date in the future based on our current production backlog at the time of your acceptance. PLEASE NOTE, the date scheduled will likely change.

A number of factors impact schedule including; weather, material availability, crew availability, permits and HOA approvals. We will keep you updated through e-mail as to schedule changes when they happen. As we get closer to the install date, the schedule will become more firm, however, weather can always upset the best laid plans.

What you should know about... - Weather

When your work is primarily outside, weather can be a problem. Weather may delay a project before yours thus requiring a change in your scheduled installation date or time. Weather may also impact your job while we are working there. So here are some general rules we live by regarding weather:

1. Cold does not bother us, but ice stops everything here.
2. Heat does not bother us, but it does slow us down sometimes. We train our folks to stay hydrated and take frequent breaks during hot and humid work days.
3. Rain can be a problem. Some of our techs will work through light rain showers, but heavy and

long standing rains will stop your project due to footing safety, material handling safety and potential damage to your site.

4. Lightning and thunder ARE a problem. Our folks are trained to immediately get to shelter if lightning or thunder is present and close. They all have weather radar available to them on their tablets and we leave it to their discretion whether they will wait out a storm or pull off the site for the day.

5. Mud can be a mess. On residential jobs, your fence is almost always in the "ditch". If conditions are too wet or muddy, we will stop work until the site dries. This is for our customer, as working is especially soft or wet ground will make a mess that will be unacceptable.

6. Even wind can be a problem. If wind speeds are projected to be sustained at, or above, 15 miles per hour, we will not install solid privacy fence. It becomes impossible to keep your fence line straight and true. If wind speeds are projected to be sustained above 35 miles per hour, we typically we stop all work if potential tree hazards exist.

What you should know about... - Your TWO YEAR Workmanship Warranty

1.0

\$1.00

\$1.00

In addition to manufacturer's product warranties, Goode Fence offers a hassle-free two year workmanship warranty (one year for commercial, hospitality and HOA applications). This warranty covers virtually any failure of workmanship or components - excluding wind, weather and other damage due to misuse or damage by others. Complete warranty details are available on request. Upon final payment, a copy of the warranty will be sent to you.

Terms - Changes

Changes requested by customer after final acceptance of our proposal and approval of scope of work and fence plan may result in a change of contract value. We will provide this actual change cost or credit and you will have an opportunity to accept or decline prior to the extra work being performed. No additional work will be performed without an accepted change order.

Terms - Balance due on Completion

The balance of the final contract is due upon our completion of the project. If there are items you are concerned about upon final completion, you may withhold 10% of the final contract value as retainage until those items are addressed by Goode Fence. The retainage is then due upon completion of your punch list.

NOTE: Less expensive residential grade options exist, but commercial grade is our minimum recommendation due to location and usage.

NOTE: Demo of existing fence excluded. (assume city will do)

Subtotal	\$11,877.21
Our contribution to the City of Georgetown's Rebirth	(\$2,969.30)
TOTAL	\$8,907.91

Be a good neighbor, buy a Goode fence!

New Job Quote

5/8/2017

Millers Iron LLC

3670 Kent Rd

Andrews, SC 2951

Phone: 843-264-318

Cell: 843-240-230

Email: millersiron@gmail.com

Customer Name: Tim Chatman
 Job Name: City of Georgetown
 Contact Info: tchatman@cogsc. Com
 Location: 700 Block ~ Front Street

Product Description

Commercial 72" tall UAS-100 Spear top fence x 72" long panels, painted black

160' fence @ \$32 per ft. w/ 2" sq. post	\$5,120
1 – 16' wide drive gates	\$1,200
4 – 3" Posts	\$ 500
2 – 12' wide gate	\$2,000
2- 3"posts	\$ 250

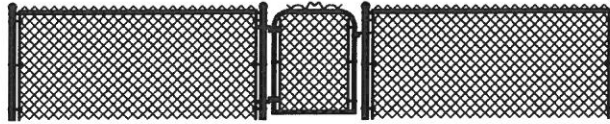
All posts core drilled and cemented in, except for the left post on middle gate and fence post to the left of it these posts will have a base plates for easy removal for special occasions, this will allow almost a 28' opening.

Price includes all material and installation.

<i>Total Price:</i>	<i>\$9,070</i>
<i>1/2 Down Payment</i>	<i>\$4,535</i>
<i>Total Owed:</i>	<i>\$4,535</i>

Attachment: millers iron (2300 : Public Works - 700 Block of Front Street Fence)

Thank You



EAST COAST FENCING, INC.
GEORGETOWN, SC 29442
www.eastcoastfencinginc.com

P.O. BOX 1626 - 553 GARRISON ROAD
843-546-4441
jeff@eastcoastfencinginc.com

PROPOSAL/CONTRACT

Page 1 of 1
04/20/2017

Customer Information:

CITY OF GEORGETOWN
P.O. BOX 939
GEORGETOWN, SC 29440
tchatman@cogsc.com

Job Information:

6' COMMERCIAL ALUMINUM FENCE
FRONT STREET

Notes:

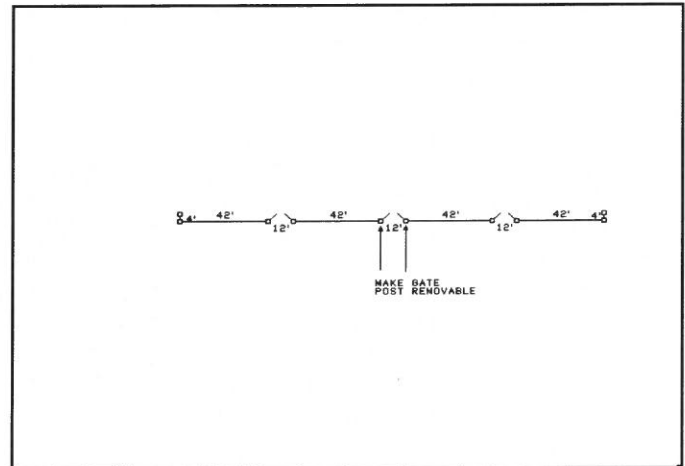
INSTALL 6' ALUMINUM FENCE PANELS ALONG
SIDEWALK ON FRONT STREET.

ALL HOLES TO BE CORE DRILLED. POST TO BE
GROUTED IN PLACE.

FABRICATE SPECIAL POST MOUNTS FOR 1 SET OF
GATES TO ALLOW FOR REMOVAL OF GATE POST.
SEE ATTACHED DRAWING FOR MOUNTS

1 SET OF GATES AND 2 ADJACENT PANELS TO BE
REMOVABLE.

TIM CHATMAN
Phone # 843-545-4702



EAST COAST FENCING, INC. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer. EAST COAST FENCING, INC. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does EAST COAST FENCING, INC. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

EAST COAST FENCING, INC. will assume the responsibility for having underground public utilities located and marked. However, EAST COAST FENCING, INC. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing EAST COAST FENCING, INC. to dig in the immediate vicinity of known utilities.

The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly intervals. Adjustments for material used on this

job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of EAST COAST FENCING, INC. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

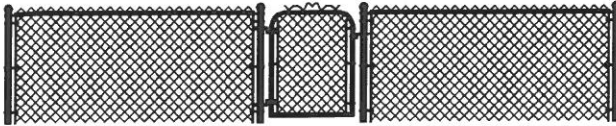
Contract Amount: \$ 14687.26
Down Payment: \$ 8000.00
Balance Due: \$ 6687.26

Approved & Accepted for Customer:

Customer Date

Accepted for EAST COAST FENCING, INC.:

Salesperson Date



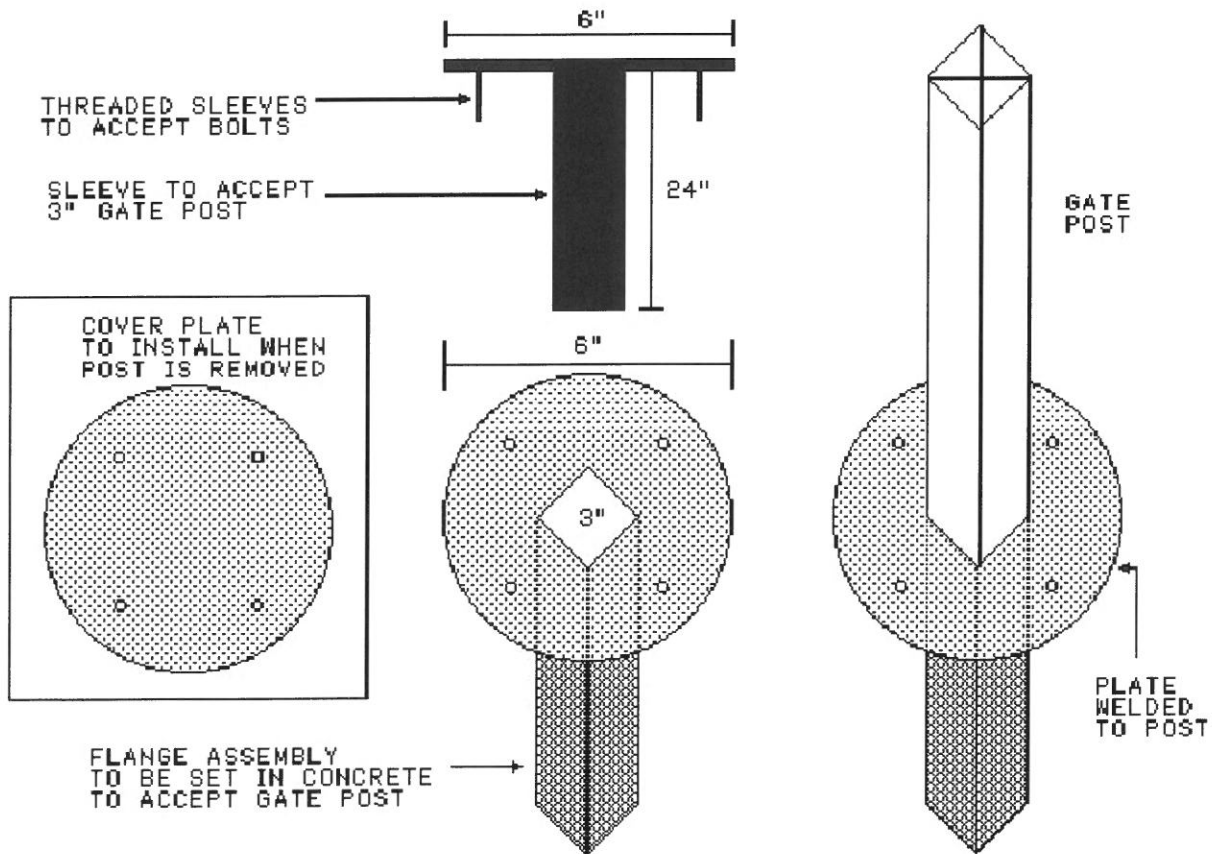
EAST COAST FENCING, INC.
 P.O. BOX 1626 - 553 GARRISON ROAD
 GEORGETOWN, SC 29442
 843-546-4441
www.eastcoastfencinginc.com
jeff@eastcoastfencinginc.com

JOB SKETCH

CITY OF GEORGETOWN

GEORGETOWN, SC 29440

212' 6'H X 6'W STD SPACING 4 RAIL PRESSED POINT COMMERCIAL FENCE PANELS



Attachment: east coast fence (2300 : Public Works - 700 Block of Front Street Fence)

04/20/2017



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

ACTION ITEM

DOC ID: 2294 A

Council Meeting Date:	18 May 2017
Department:	Electric
Issue Under Consideration:	Motion to Approve Contract and Payment in the Amount of \$46,455.00 to High Voltage Specialists, Inc. of Augusta, GA for substation construction of peak shaving project.
Amount Requested:	\$46,455.00
Is Item in Current Budget?	Yes, the peak shaving project is funded
If no, please explain:	
Financial Impact:	
Points to Consider:	This represents a construction contract to build a substation for the peak shaving project with equipment that is under a separate previously approved purchase order. This work will have to be coordinated with the general construction contract for the project. This project was advertised and six proposals were received. This contract represents the low bid. This bid was evaluated for conformance with the specifications and references were checked.
Options:	Approve/disapprove
Staff Recommendation:	Staff recommends approval

Reviews:

Alan Loveless Completed 05/10/2017 8:43 AM
 Finance Completed 05/10/2017 12:54 PM
 City Attorney Completed 05/10/2017 3:49 PM
 Paul Gardner Completed 05/10/2017 5:13 PM
 Ann U. Mercer Completed 05/11/2017 8:51 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 Georgetown Sub Construction Spec - Conformed (PDF)
2. 2 utecsubeval (PDF)
3. 3 utecsubrecmemo (PDF)



CONFORMED REQUEST FOR PROPOSAL

REQUESTOR: City of Georgetown
1134 North Fraser Street
Georgetown, SC 29440
Contact: Daniella Howard, Purchasing Agent
Email: dhoward@cogsc.com
Phone: 843.545.4043

PROJECT: City of Georgetown
Peak Shaving Project #1902
Substation Construction
Bid #2017-007-30



PREPARED BY: UTILITY TECHNOLOGY
ENGINEERS - CONSULTANTS
775 SPARTAN BLVD, STE 207
SPARTANBURG, SC 29301

DATE OF ISSUE: Wednesday, March 15, 2017
DUE: No later than 2.00 pm, Wednesday, April 5, 2017

Return to physical or mailing address:

Physical Address:
City of Georgetown
Attn: Purchasing – Bid Proposal
Peak Shaving Project #1902
1134 N Fraser Street
Georgetown, SC 29440

Mailing Address:
City of Georgetown
Attn: Purchasing – Bid Proposal
Peak Shaving Project #1902
PO Drawer 939
Georgetown, SC 29442

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Appendix A - Testing Tables

1. INSTRUCTIONS TO BIDDERS

1.1 Purpose

The City of Georgetown is accepting proposals for construction of a generator step up substation at their Waste Water Treatment Plant.

1.2 Project Description

The project is located in Georgetown, South Carolina, and includes a new generator step-up substation for the Georgetown Peak Shaving Generation Plant. The Peak Shaving Plant Substation will be located on Ridge Street near Gate Street next to the new generation building. The project includes the above-grade construction of one 12.5 – 4.16 kV step-up substation with two 5/6.25 MVA power transformers (one spare), two 12.5 kV outdoor circuit breakers, and a padmount station service transformer.

1.3 Background

The City of Georgetown is located on the coast of South Carolina between Myrtle Beach and Charleston and has a population of approximately 10,000. Georgetown operates under the Mayor-Council form of government as set forth in the State of South Carolina Code Section 2-1. Additional information is available on the website at www.cogsc.com.

1.4 Project Schedule of Events

The following is the schedule of events listed in the order of occurrence, showing the major milestones from issuance of the Request for Proposal (RFP) to the contract award:

MILESTONE EVENT	DATE
1. BID ADVERTISEMENT	WEDNESDAY, MARCH 15, 2017
2. DEADLINE FOR QUESTIONS	4.00 PM, FRIDAY, MARCH 24, 2017
3. DEADLINE FOR ADDENDA(S) TO BE POSTED TO CITY'S WEBSITE WWW.COGSC.COM UNDER "BIDS".	WEDNESDAY, MARCH 29, 2017
4. BID DUE DATE	2.00 PM, WEDNESDAY, APRIL 5 ¹⁹ , 2017
5. APPROVAL OF CONTRACT BY CITY COUNCIL (TENTATIVE)	THURSDAY, APRIL 20 ^{MAY 18} , 2017

The City of Georgetown reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City of Georgetown will notify known participants. The City of Georgetown reserves the right to issue addenda to the RFP up to three (3) days before the RFP due date as needed to clarify the City of Georgetown's desires, or to make corrections or changes to the RFP document or submittal process.

The City also reserves the right to cancel or reissue the RFP and/or revise the project schedule at any time.

The bidder will acknowledge receipt of all issued addenda in their submittals, if applicable. The City reserves the right to reject any or all bids as deemed to be 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 www.cogsc.com under "Bids." It is the bidder's responsibility to obtain the information directly from the City's website regarding this project.

1.5 Scope of Services

The successful candidate shall provide all labor, supervision, administration, and management; and supply all construction equipment, materials and services necessary to complete construction of the Owner's new generator step up substation as described in this specification and drawings.

1.6 Submittal Instructions

The bidder shall follow the general conditions and format as indicated below:

- To be considered, interested parties must submit one (1) original, two (2) copies, and one (1) electronic copy of their proposal by the deadline no later than 2:00 pm, Wednesday, April 5¹⁹, 2017 (local time) to:

Physical Address:

City of Georgetown
Attn: Purchasing – Bid Proposal
Peak Shaving Project #1902
1134 N Fraser Street
Georgetown, SC 29440

Mailing Address:

City of Georgetown
Attn: Purchasing – Bid Proposal
Peak Shaving Project #1902
PO Drawer 939
Georgetown, SC 29442

- Sealed proposals must be received by the City's Purchasing Department at City Hall, 1134 North Fraser Street, Georgetown, SC 29440, no later than 2:00 pm, Wednesday, April 5¹⁹, 2017, and at said office will be publicly opened and read aloud at that time. No bid proposal will be accepted after the due date and time specified above. Faxed or emailed bid proposals will not be accepted for any reason. The electronic copy of the proposal shall be submitted on a flash drive or CD along with the sealed originals. 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 judgement to be in its best interest. The City also reserves the right to terminate the selection process without notice, to waive an irregularities in any submittal, and to request additional information from any of the firms submitting a bid proposal.
- All bid proposals should be clearly marked on the outside, "Peak Shaving Project #1902".

- It is the sole responsibility of the bidder to have their proposals delivered to the City of Georgetown before the closing hour and dated. The City assumes no responsibility for delivery of proposals that are mailed. Late, faxed, or emailed proposals will not be accepted nor considered for any reason and will remain unopened. The official clock shall be that of the City's Purchasing Agent, or designee. The City reserves the right to reject any or all bids and to waive any informalities and technicalities in the bid process.
- All proposals must be valid for a period of sixty (60) days following the bid opening date.
- Proposals must be submitted as specified herein and shall address all RFP requirements. Each bidder shall list in the space provided on the proposal form ALL EXCEPTIONS or conflicts between his proposal and this specification. If no exceptions are noted, it will be assumed the bidder is complying with all requirements. If more space is required for this listing, additional pages may be added. Proposals which do not comply with this requirement will be considered irregular and may be rejected at the discretion of the Owner.

A) All exceptions shall be specific in nature and referenced to the applicable article of these specifications. Conflict notations which make reference to the bidder's descriptive information as a whole will not be acceptable.

- The bidder shall not alter any part of these specifications in any way, except by stating his exceptions in the space provided on the proposal form. Partial or incomplete bids may be rejected.
- The bidder shall submit their proposal and proposal data on our forms included under Section 2 Proposal and Section 3 Proposal Data, of this bid document. All costs incurred in preparing the proposal, or costs incurred in any other manner by the bidder in responding to this RFP, will be wholly the responsibility of the bidder. All materials and documents submitted by the respondent in response to this RFP become the property of the City of Georgetown and will not be returned.
- 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 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 fifteen (15) day deadline to produce the material. 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."

- Bid 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.
- Letter of Interest – Must be no more than two (2) pages (one page is one side of an 8.5" x 11" paper) in length and include contact information and signature.

- Summary of Qualifications, Experience, and Availability – Must be no more than five (5) pages. It should summarize qualifications, relevant experience, and availability to participate in the RFP process to provide requested services to the City. Key staff members participating should be identified.
- Proposed Process Approach – Must be no more than three (3) pages summarizing the method and approach to providing services to the City.
- List of Professional References – Must be no more than one (1) page listing most recent professional references for similar projects and their contact information.
- Disqualification and Rejection of Proposal – The City of Georgetown reserves the right to reject any proposal of a bidder 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 of a bidder who is not in a position to perform such a contract satisfactorily. The City expressly reserves the right to award the contract to the bidder that best meets the requirements as set forth herein.
- Assignment of Contract – Assignment by the selected bidder of any contract to be entered into in accordance with this RFP will not be recognized by the City of Georgetown unless such assignment has prior written approval of the City.
- Insurance Provisions – The selected bidder 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 point of contract negotiation by the City's Risk Manager as follows:
 - Comprehensive General Liability (per occurrence);
 - Professional Liability
 - Comprehensive Auto Liability (per occurrence); and
 - Workers' Compensation Liability

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 bidder to advise the City's Risk Management Department at Fax No. 843.527.6173; email, lbell@cogsc.com, PO Box 939, Georgetown, SC 29442, within two (2) days of the cancellation herein, and failure to do so shall be construed to be a breach of the agreement.

- Indemnification - The selected bidder agrees to indemnify, defend and hold harmless the City of Georgetown 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.
- Compliance With Law – The selected bidder 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.
- Business License and Permits - The selected bidder shall be required to obtain all applicable City of Georgetown permits and business licenses. Contact Jestin Gilliard, Revenues Manager, 843.545.4041. These expenses shall be included in the total bid unit price.

- Bid and Performance Bonds – Bid and Performance Bonds or other securities may be requested for supply contracts and service contracts as the Risk Manager, Purchasing Agent, and/or Department Head deems advisable to protect the City's interest.
- Proposal Attachments - The bidder shall staple or otherwise bind, with each bound copy of these specifications and documents submitted, a signed copy of each addendum issued for these specifications during the bidding period. The bidder shall assemble all drawings, catalog data, and other supplementary information necessary to thoroughly describe materials and equipment covered by the proposal, and shall attach such supplemental information to the bound copy of these specifications submitted with the proposal.

1.7 Local Vendor Preference Option

Approved by council 1.19.2017

AN ORDINANCE TO AMEND CHAPTER 2 ADMINISTRATION – ARTICLE IV PROCUREMENT

SECTION 2-185 COMPETITIVE SEALED PROPOSALS LOCAL VENDOR PREFERENCE

WHEREAS, Council has determined that the existing Purchasing Regulations of the City of Georgetown should be revised and updated; and

WHEREAS, Council desires to further its support of local businesses when awarding contracts for the provision of supplies and construction services to the City through established procurement procedures.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Georgetown, South Carolina that the existing Chapter 2, Article IV, of the City Code of Ordinances.

ARTICLE IV. PROCUREMENT DIVISION 2. ETHICS IN CITY CONTRACTING

Section 2-185 Competitive Sealed Proposals (Bidding)

Local Vendor Preference Option

1. A vendor shall be deemed a Local Georgetown City/County vendor for the purposes of this Section if such vendor is an individual, partnership, association or corporation that is authorized to transact business within the State, maintains an office in Georgetown County, and maintains a representative inventory or commodities within the City/County on which the bid is submitted, and has paid all taxes and business license fees duly assessed.
2. This option allows the lowest local bidder whose bid is within five-percent (5%) of the lowest non-local Bidder to match the bid submitted by the non-local Bidder and thereby be awarded the contract. This preference shall apply only when (a) the total dollar purchase is \$10,000 or more; (b) the vendor has a physical business address located and operating within the limits of Georgetown County and has been doing business in the City/County for a period of twelve (12) months or more; and (c) the vendor provides proof of payment of all applicable Georgetown City/County taxes, business license and fees if so requested.
3. Should the lowest responsible and responsive Georgetown City/County bidder not exercise its right to match the bid as granted herein, the next lowest qualified Georgetown City/County bidder shall have that right and so on. The right to match the non-Georgetown City/County bidder's bid shall be exercised within 24 hours of notification.

4. In order to qualify for the local preference authorized by this Section, the vendor seeking same shall be required to submit with its bid a statement containing relevant information which demonstrates compliance with the provisions of this Section. This statement shall be on the "MANDATORY VENDOR SUBMITTAL" form included in this bid document. Failure to provide such affidavit at the time the bidder submits its bid shall constitute a waiver of any claim for preference.
5. For all contracts for architecture, professional engineering, or other professional services governed by Section 2-187, Professional and Construction Services, the City shall include the local business status of a firm among the factors considered when selecting which firms are "most highly qualified." In determining which firm is the "most qualified" for purposes of negotiating a satisfactory contract, preference shall be given to a local business where all other relevant factors are equal.
6. Local preference shall not apply to the following categories of contracts:
- (a) Goods or services provided under a cooperative purchasing agreement or similar "piggyback" contract;
 - (b) Contracts for professional services except as provided for in Section 2-187 above;
 - (c) Purchases or contracts which are funded, in whole or in part, by a governmental or other funding entity, where the terms and conditions of receipt of the funds prohibit the preference;
 - (d) Purchases or contracts made pursuant to a noncompetitive award process, unless otherwise provided by this section; or
 - (e) Any bid announcement which specifically provides that the general local preference policies set forth in this section are suspended due to the unique nature of the goods or services sought, the existence of an emergency as found by either City Council or City Administrator, or where such suspension is, in the opinion of the City Attorney, required by law.



MANDATORY VENDOR SUBMITTAL FORM

AN ORDINANCE TO AMEND
CHAPTER 2 ADMINISTRATION - ARTICLE IV
PROCUREMENT – JANUARY 19, 2017

SECTION 2-185 COMPETITIVE SEALED PROPOSALS LOCAL VENDOR PREFERENCE

ARTICLE IV.
PROCUREMENT
DIVISION 2. ETHICS IN CITY CONTRACTING

☐ 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] _____ High Voltage Specialists, 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 _____ Augusta, Georgia _____ [City and State].

(X) Debra Knox _____
Signature of Company Officer

1.8 Submittal Evaluation

Submittals will be evaluated based on the following criteria:

- Contractor qualifications
- Past work quality of Contractor
- Price
- Schedule
- Proposal completion

1.9 General Contractual Requirements

- Force Majeure - The bidder 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 bidder. 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 bidder.
- 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.
- Bidder Qualifications - Bidder 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 of Georgetown reserves the right to make the final determination as to the bidder's ability to provide the services herein.
- Bidder Responsibility – Each bidder 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 bidder 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.
- Affirmative Action - The bidder 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.

- WMBE Statement - It is the policy of the City of Georgetown 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 further the policy of the City of Georgetown 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 of Georgetown to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.
- 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 bidder:
 - 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.
 - 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.
 - Cause - Termination by the City for the cause, default or negligence on part of the bidder, 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.
 - Default – In case of default by the bidder, the City reserves the right to purchase any and all items/services in default in open market, charging bidder with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT PROPOSALS OF THE DEFAULTING BIDDER WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.
- Prime Bidder Responsibilities - The bidder will be required to assume sole responsibility for the complete effort as required by this RFP. The City will consider the bidder to be the sole point of contact with regard to all contractual matters.
- Subcontracting - If any part of the work covered by this RFP is to be subcontracted, the bidder 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 bidder will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the bidder.
- Ownership of Material – All materials and documents submitted by the bidder in response to this specification become the property of the City of Georgetown and will not be returned to the bidder.
- Compliance with State and Federal Requirements – State and Federal requirements that are more restrictive than these set forth herein shall be followed by the bidder.
- Contract Amendments - Amendments to any agreement between the City and the bidder must be reviewed and approved in writing by the City of Georgetown City Administrator or his designee.
- Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City of Georgetown Finance Department.

- Records Retention and Right to Audit – The City shall have the right to audit the books and records of the bidder 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.
- The City may conduct performance audits of the bidder, as determined necessary by the City. Pertaining to all audits, the bidder 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 bidder shall be made available for auditing purposes at no cost to the City.
- 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 performance of its obligations of an agreement.
- Representations of Bidder - Bidder represents, warrants, and covenants that:
 - In providing the services bidder shall utilize the care and skill used by members of bidder's profession practicing under similar circumstances at the same time and in the same locality.
 - All employees provided by the bidder (employees) 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 removal of any employee for good cause.
 - Bidder is a business, validly existing and in good standing under the Laws of the State of South Carolina.
- Indemnity Provisions - Bidder 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 bidder's performance thereunder.
- Insurance - The selected bidder will be required to provide and maintain proof of insurance throughout the project term in the amount of \$1,000,000.00, and as required at point of contract negotiation by the City's Risk Manager as follows:
 - Comprehensive General Liability (per occurrence)
 - Professional Liability
 - Comprehensive Auto Liability (per occurrence)
 - Workers' Compensation Liability (as required by State of South Carolina statutes)

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 an Agreement. Further, it shall be an affirmative obligation upon the bidder to advise the City's Risk Management Office at Fax No. 843.527.6173; email lbell@cogsc.com; PO Box 939; Georgetown, SC 29442, within two (2)

days of the cancellation herein, and failure to do so shall be construed to be a breach of an agreement.

- City Business License - The selected bidder shall be required to obtain all applicable City of Georgetown permits and business licenses. Contact Jestin Gilliard, Revenues Manager, 843.545.4041. The building and planning department may be reached at 843.545.4017. These expenses shall be included in the total proposal cost.
- Bid and Performance Bonds – Bid and performance bonds or other securities may be requested for supply contracts and service contracts as the Risk Manager, Purchasing Agent, and/or Department Head deems advisable to protect the City's interest. Any such bonding requirement shall be set forth in the solicitation.

Bid Security: In an amount equal to or at least five percent (5%) of the amount of the bid shall be required for all competitive bidding for construction contracts exceeding one hundred thousand dollars (\$100,000). Bid security shall be a legitimate bid bond provided by a surety company authorized to do business in South Carolina, or the equivalent in cash, certified check, cashiers' check, or money order. The City, at its option, may require bid bonds on construction contracts under one hundred thousand dollars (\$100,000) when the circumstances warrant. Noncompliance with this provision mandates that the City reject the bid. Bid security will be returned to the unsuccessful bidders upon contract award by the Purchasing Agent. When a construction contract is awarded in excess of one hundred thousand dollars (\$100,000) the following bonds or security shall be delivered by the successful bidder to the City and shall become binding on the parties upon execution of the contract. Bid or performance bonds shall not be used in substitution for determination of bidder's responsibility.

- A performance bond shall be in an amount equal to one hundred and ten percent (110%) of the contract amount; and
- A payment bond for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work shall be in an amount equal to one hundred percent (100%) of the contract amount.

The Purchasing Agent shall make the award of bid after obtaining the recommendation from City Council. The award letter shall be issued by the Purchasing Agent or designee to the lowest responsible and responsive bidder meeting the requirements set forth in the Invitation for Bids.

- The division/department head is responsible for obtaining the required insurance certificates and Business License verification for submittal to the Purchasing Agent and Risk Manager for approval.

A bid may be canceled and/or all bids rejected upon written recommendation of the division/department manager, and approval of the Purchasing Agent.

2. PROPOSAL

City of GEORGETOWN
Georgetown, South Carolina

PEAK SHAVING PROJECT #1902
SUBSTATION CONSTRUCTION

Gentlemen:

The undersigned, as bidder, hereby declares that the only person or persons interested in this Proposal as Principals is or are named herein and that no other person than herein mentioned has any interest in this Proposal or in the Contract to be entered into; that this Proposal is made without connection with any other person, company or parties making a bid or Proposal; and that it is in all respected fair and good faith without collusion or fraud.

The bidder further declares that he has examined the Specifications and Contract Documents relative thereto and has read all special provisions furnished prior to the opening of bids; that he has satisfied himself relative to the work performed.

The undersigned hereby declares that the following list states any and all variations from and exceptions to the requirements of the Specifications and Contract Documents and that, otherwise, it is the intent of this Bid Proposal that the above designated services will be furnished in strict accordance with these documents.

None

[illegible]

Substation Construction
Bid #2017-007-30
5/9/2017

Page 2-1
Conformed

Lump Sum Price – Base Bid Proposal

The undersigned bidder hereby proposes to erect all substation equipment, including provisions of a Performance Bond, with services complete in accordance with UTEC Specification and drawings for the Waste Water Treatment Plant Peak Shaving Plant Substation, Georgetown, SC, for the firm lump sum price of:

\$ Forty Six Thousand Four Hundred Fifty Five Dollars (Price in Words)

(\$ 46,455.00)

The base quotation does not include commissioning services listed in Section 7.2. Commissioning services can be purchased for the firm lump sum price of

\$ Nine Thousand Five Hundred Dollars (Price in Words)

(\$ 9,500.00)

Construction Schedule

The bidder hereby proposes to complete the specified erection work on or before the date shown below.

the _____ day of _____, 2017 or 6 weeks ARO. (Depends on delivery of materials furnished by Owner)

The bidder hereby proposes to perform the work during the period:

the _____ day of _____, 2017 to the _____ day of _____, 2017. (Depends on delivery of materials furnished by Owner)

Bidder Information

The undersigned bidder hereby certifies (a) that all conflicts and exceptions have been noted or listed as directed in the Contractor's Bid Proposal; (b) that this bid proposal is genuine and is not made in the interest of or on the behalf of, any undisclosed person, firm or corporation, and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; (c) that he has not directly or indirectly induced or solicited any other bidder to put in a false or sham proposal; (d) that he has not solicited or induced any person, firm, or corporation to refrain from bidding; and (e) that he has not sought by collusion to obtain for himself any advantage over any other bidder or over the Owner.

Dated at Augusta, GA this 18 day of April, 2017.

Bidder	<u>High Voltage Specialists</u>
By	<u>Debra Knox</u>
Title	<u>Vice President</u>

Business Address of Bidder

1886 Gordon HighwayAugusta, GA 30904

Phone

706-854-8660

State of Incorporation

Georgia

Address of Principal Office

1886 Gordon HighwayAugusta, GA 30904

3. BID PROPOSAL DATA

Each bidder shall submit complete and definitive information on his offering in sufficient detail to permit a complete analysis of the bid. The requirements stated in the Instructions to Bidders relative to information submittal shall be followed.

The requirements for information contained in this section are basic requirements. Additional information shall be provided as requested by the Owner.

The blank data sheets included in this section shall be completely filled in where required. The data listed therein shall not relieve the Contractor of his responsibility of his for meeting requirements of the detailed specifications.

High Voltage Specialists, Inc

Bidder's Name

Unit Adjusting Prices

The following unit prices may be used to adjust the lump sum price (additions or deletions) in accordance with the General Requirements to compensate for modifications to the work. Each unit adjustment price is the total cost of the specific unit of work to be billed to the Owner for additions, or to be deducted from the contract amount for deletions. Each unit price is a firm price and includes all overhead and profit markup. Unless stated otherwise, each price is for installing the unit complete as specified. The unit adjustment prices can be a major consideration in the bid evaluations.

One 15 kV breaker, place, connect with substation, and performance test:	<u>\$1,500.00</u>	Each
One 15 kV disconnect switch, place, connect with substation, and performance test:	<u>\$200.00</u>	Each
7.65 kV riser pole class surge arrester:	<u>\$70.00</u>	Each
Station post insulator, 15 kV, TR 205:	<u>\$30.00</u>	Each
Rigid bus and fittings		
2" Schedule 40 tubular aluminum bus:	<u>\$20.00</u>	Foot
350 kcmil copper:	<u>\$2.50</u>	Foot
4/0 AWG copper:	<u>\$1.50</u>	Foot
Tubular aluminum bus connection, swage:	<u>\$30.00</u>	Each
Copper cable connection, bolted:	<u>\$30.00</u>	Each
Bus support, aluminum:	<u>\$30.00</u>	Each

Subcontractors

The following list identifies all subcontracting organizations to be used for any part of the work.

<u>Subcontractor</u>	<u>Work to be Performed</u>
No Subs	

4. PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS that we, the undersigned _____

of _____, hereinafter referred to as "Contractor," and _____

a corporation organized under the laws of the state of _____ and authorized to transact business in the state of _____, as "Surety," are held and firmly bound unto ECU, hereinafter referred to as "Owner," in the penal sum of

DOLLARS (\$ _____), lawful money of the United States of America, for the payment of which sum, well and truly to be made to the Owner, we bind ourselves and our heirs, executors, administrators, successors, and assigns, jointly and severally, by these presents:

WHEREAS, on the ____ day of _____, 2017, the Contractor entered into a written contract with the Owner for furnishing materials, supplies, and equipment not furnished by the Owner, construction tools, equipment, and plant, and the performance of all necessary labor, for and in connection with the construction of certain improvements designated, defined, and described in the said contract and the conditions thereof, and in accordance with the contract documents therefor; a copy of the said contract being attached hereto and made a part hereof; and

WHEREAS, it was a condition of the contract award by the Owner that these presents be executed by the Contractor and Surety;

NOW THEREFORE, if the said Contractor shall, in all particulars, well, duly, and faithfully observe, perform, and abide by each and every covenant, condition, and part of the said contract, and the conditions, specifications, guarantees (including those of equipment performance), drawings, and other contract documents thereto attached or, by reference, made a part thereof, according to the true intent and meaning in each case, then this obligation shall be null and void; otherwise it shall remain in full force and effect, and

PROVIDED, that in the event the Contractor shall be in default under the contract or the contract shall be terminated by the Owner under the provisions of the contract, the Surety shall promptly remedy the default or shall promptly (1) complete the contract in accordance with its terms and conditions, or (2) arrange for a contract between the Owner and a mutually acceptable contractor to complete the original contract in accordance with its terms and conditions; and in the event the Surety does not commence performance within thirty (30) days after notice of default or termination, the Owner may take over and prosecute the work to completion by contract or otherwise and the Surety shall pay to the Owner the cost of completion less the unpaid balance of the contract price. (The "unpaid balance of the contract price" shall mean the total contract price less the amount paid to the Contractor under the terms of the contract).

PROVIDED FURTHER, that if the Contractor shall fail to pay all just claims and demands by, or in behalf of, any employee or other person, or any firm, association, or corporation, for labor performed or materials, supplies or equipment furnished, used or consumed by the Contractor or his, their or its subcontractor or subcontractors in the performance of the work, then the Surety will pay the full value of all such claims or demands in any total amount not exceeding the amount of this obligation, together with interest as provided by law.

THE UNDERSIGNED SURETY, for value received, hereby agrees that no extension of time, change in, addition to, or other modification of the terms of the contract or work to be performed there under, or of the

specifications or other contract document, shall in any way affect its obligation on this bond, and the Surety does hereby waive notice of any such extension of time, change, addition, or modification.

IN TESTIMONY WHEREOF, the Contractor has hereunto set his hand and the Surety has caused these presents to be executed in its name and its corporate seal to be affixed by its attorney-in-fact at

_____ on this the ____ day of _____, 20__

(CONTRACTOR) (SEAL)

By _____

(SURETY COMPANY)

By _____ (SEAL)
(Attorney-in-fact)

By _____
(State Representative)

(Accompany this bond with attorney-in-fact's authority from the Surety Company certified to include the date of the bond.)

5. GENERAL CONDITIONS

5.1 Contract Documents

It is understood and agreed that the Instructions to Bidders, Proposal, Proposal Data, General Conditions, Special Conditions, Specifications, Drawings, Addenda, and Change orders issued by the Owner or the Engineer, and specifications and engineering data furnished by the Contractor and accepted by the Owner, are each included in this Contract and the work shall be done in accordance therewith.

5.2 Definitions

Words, phrases, or other expressions used in these contract documents shall have meanings as follows.

1. "Contract" or "contract documents" shall include the items enumerated above under CONTRACT DOCUMENTS.
2. "Owner" or "City" shall mean the City of Georgetown, Georgetown, South Carolina. All notices, letters, and other communication directed to the Owner shall be addressed and delivered to

City of Georgetown
Peak Shaving Project #1902
PO Drawer 939
Georgetown, SC 29442
Alan Loveless
aloveless@cogsc.com

3. "Contractor" shall mean the corporation, company, partnership, firm, or individual who has entered into this Contract for the performance of the work covered thereby, and its, his, or their duly authorized representatives.
4. "Subcontractor" shall mean and refer only to a corporation, partnership, or individual having a direct contract with the Contractor for performing work covered by these contract documents.
5. "Engineer" shall mean the engineer or engineers designated, appointed or otherwise employed or delegated by the Owner or their duly authorized agents, such agents acting within the scope of the particular duties entrusted to them in each case. All notices, letters, and other communication directed to the Engineer shall be addressed and delivered to

Utility Technology
147-B Dublin Square Road
Post Office Box 2629
Asheboro, North Carolina 27204

Attention: Mr. Charles Ferree

6. "Date of contract," or equivalent words, shall mean the date written in the Contract Agreement.

7. "Day" or "days," unless herein otherwise expressly defined, shall mean a calendar day or days of 24 hours each.
8. "The work" shall mean the equipment, supplies, materials, labor, and services to be furnished under the contract and the carrying out of all obligations imposed by the contract documents.
9. "Drawings" or "plans" shall mean all (a) drawings furnished by the Owner as a basis for proposals, (b) supplementary drawings furnished by the Owner to clarify and to define in greater detail the intent of the contract drawings and specifications, (c) drawings submitted by the successful bidder with his proposal, provided such drawings are acceptable to the Owner, (d) drawings furnished by the Owner to the Contractor during the progress of the work, and (e) engineering data and drawings submitted by the Contractor during the progress of the work, provided such drawings are acceptable to the Engineer.
10. Whenever in these contract documents the words "as ordered," "as directed," "as required," "as permitted," "as allowed," or words or phrases of like import are used, it shall be understood that the order, direction, requirement, permission, or allowance of the Owner or Engineer is intended only to the extent of judging compliance with the terms of the contract; none of these terms shall imply the Owner or the Engineer has any authority or responsibility for supervision of the Contractor's forces or construction operations, such supervision and the sole responsibility therefor being strictly reserved for the Contractor.
11. Similarly the words "approved," "reasonable," "suitable," "acceptable," "proper," "satisfactory," or words of like effect and import, unless otherwise particularly specified herein, shall mean approved, reasonable, suitable, acceptable, proper, or satisfactory in the judgment of the Owner or Engineer, to the extent provided in "10" above.
12. Whenever in these contract documents the expression "it is understood and agreed" or an expression of like import is used, such expression means the mutual understanding and agreement of the parties executing the Contract Agreement.
13. "Official acceptance" shall mean the Owner's written acceptance of all work performed under this Contract, based on the Engineer's final inspection and issuance of a final payment certificate.

5.3 Legal Addresses

The business address of the Contractor listed in the Proposal is hereby designated as the place to which all notices, letters, and other communication to the Contractor will be mailed or delivered. The address of the Owner appearing in Section 5.2 is the place to which all notices, letters, and other communication to the Owner shall be mailed or delivered. Either party may change his address at any time by an instrument in writing delivered to the Engineer and to the other party.

5.4 Scope and Intent of Contract Documents

The various parts of the contract documents are intended to supplement but not necessarily duplicate each other. Any work exhibited in one part and not in another shall be executed as if it had been set forth in all parts, so that the work will be performed according to the complete design as determined by the Engineer.

Should anything necessary for a clear understanding of the work be omitted from the contract documents, or should the requirements appear to be in conflict, the Contractor shall secure instructions from the Engineer before proceeding with the work affected thereby. It is understood and agreed that the work shall be performed according to the true intent of the contract documents.

5.5 Oral Statements

It is understood and agreed that the written terms and provisions of this agreement shall supersede all oral statements of representatives of the Owner, and oral statements shall not be effective or be construed as being a part of this Contract.

5.6 Referenced Standards

Reference to the standards of any technical society, organization, or association, or to codes of local or state authorities, shall mean the latest standard, code, specification, or tentative standard adopted and published at the date of taking bids, unless specifically stated otherwise.

5.7 Contractor to Check Drawings and Lists

The Contractor shall check all dimensions, elevations, and quantities indicated on the drawings and lists furnished to him by the Engineer. The Contractor shall notify the Engineer of any discrepancy between the drawings and the conditions at the site, or any error or omission in the drawings, or in the layout as given by stakes, points, or instructions, which he may discover in the course of the work. The Contractor will not be allowed to take advantage of any error or omission in the drawings or other contract documents. Full instructions will be furnished by the Engineer should such error or omission be discovered, and the Contractor shall carry out such instructions as if originally specified.

5.8 Figured Dimensions to Govern

Dimensions and elevations indicated on the drawings shall be accurately followed even though different from scaled measurements. No work indicated on the drawings, the dimensions of which are not indicated, shall be executed until necessary dimensions have been obtained from the Engineer.

5.9 No Waiver of Rights

Neither the inspection by the Owner or Engineer or any of their officials, employees or agents nor any order by the Owner or Engineer for payment of money, or any payment for, or acceptance of, the whole or any part of the work by the Owner or Engineer, nor any extension-of time, nor any possession taken by the Owner or its employees, shall operate as a waiver of any provision of this Contract, or of any power herein reserved to the Owner, or any right to damages herein provided, nor shall any waiver of any breach in this Contract be held to be a waiver of any other or subsequent breach.

5.10 Authority of the Engineer

To prevent delays and disputes, and to discourage litigation, it is agreed by the parties to this Contract that the Engineer shall determine all technical questions in relation to the work.

If in the opinion of the Contractor or the Owner a decision made by the Engineer is not in accordance with the meaning and intent of the contract, either party may file with the Engineer and the other party to the contract, within 30 days after receipt of the decision, a written objection to the decision. Failure to file an objection within the allotted time will be considered acceptance of the Engineer's decision and the decision shall become final and conclusive.

The Engineer's decision and the filing of the written objection thereto shall be a condition precedent to the right to request arbitration or to start action in court.

It is the intent of this agreement that there shall be no delay in the execution of the work and the decision of the Engineer as rendered shall be promptly observed.

5.11 Engineering Inspection

The Owner may appoint (either directly or through the Engineer) such inspectors as the Owner deems proper to inspect the work for compliance with the contract documents. The Contractor shall furnish all reasonable assistance required by the Engineer or inspectors for the proper inspection of the work. Should the Contractor object to any interpretation of the contract by an inspector, the Contractor may make written appeal to the Engineer for a decision.

Inspectors shall have the authority to reject work, which is unsatisfactory, faulty, or defective or does not conform to the requirements of the contract documents. Inspection shall not relieve the Contractor from any obligation to construct the work strictly in accordance with the contract documents.

5.12 Beginning, Progress, and Completion of the Work

The time of completion is a basic consideration of this contract. Unless otherwise specified in these contract documents or advised by written order of the Owner, the Contractor shall begin work within 10 days after the date of contract. The work shall be prosecuted to completion in accordance with the specified schedule, subject to adjustment as provided in these contract documents.

A detailed construction schedule shall be prepared by the Contractor and submitted to the Owner for review. The schedule shall contain the various activities required to perform the work and the dates the activities will be started and completed in order to complete the work in accordance with the specified schedule requirements. The Contractor is responsible for determining the sequence and time estimates of the detailed construction activities. However, the Owner reserves the right to require the Contractor to modify any portion of the schedule the Owner determines to be impracticable or unreasonable; as required to coordinate the Contractor's activities with those of other contractors, if any, engaged in work for the Owner on the site; to avoid undue interference with the Owner's operations; and to assure completion of the work by the date or dates stipulated. Upon acceptance by the Owner of the Contractor's detailed construction schedule, the Contractor will be responsible for maintaining such schedule.

If at any time the Contractor's work is behind schedule, he shall immediately put into effect definite procedures for getting the work back on schedule. The procedures shall be subject to review and modification by the Owner.

5.13 Hindrances and Delays

The Contractor expressly agrees that in undertaking to complete the work within the time specified, he has made allowances for all hindrances and delays, which might usually be expected to occur in performing the work. No claims shall be made by the Contractor for such hindrances and delays.

If the Contractor experiences hindrances and delays which, in his opinion, are not usually to be expected in the performance of the work and which affect the performance of the work, he may request a change in the contract. Such hindrances and delays may include, but not be limited to, acts or failure to act by the Owner or other contractors employed by the Owner, fires, floods, labor disputes, epidemics, abnormal weather conditions, or acts of God. Claims by the Contractor for any change in the contract due to such hindrances and delays shall be made in accordance with the requirements of Section 5.16, Changes to the Contract. The Contractor shall use all reasonable means to minimize the extent of the delay.

5.14 Suspension of Work

The Owner reserves the right to suspend and reinstate execution of the whole or any part of the work without invalidating the provisions of the contract.

Suspension or reinstatement of the work will be by written notice to the Contractor from the Owner.

Suspension of work shall not automatically entitle the Contractor to additional compensation or a change in the contract time; however, the Contractor will be reimbursed for real and unavoidable direct costs incurred by him as a result of such suspension and/or the contract will be extended as required to compensate for any delay due to such suspension. Claims by the Contractor for change of contract time or an adjustment of the contract price, due to work suspensions ordered by the Owner, shall be made in accordance with the requirements of Section 5.16, Changes to the Contract. The Contractor shall use all reasonable means to minimize the consequences of such suspension. The Contractor shall make no further claims for compensation until the work is either canceled or reinstated.

5.15 Modifications

The Contractor shall modify the work whenever so ordered by the Owner and such modifications shall not affect the validity of the contract. Modifications may involve changes in the amount of the work to be performed or changes in the contract time for which appropriate changes to the contract will be made.

Contract changes due to modifications shall be made in accordance with the requirements of Section 5.16, Changes to the Contract.

The contract may be changed only by duly executed change orders issued by the Owner.

5.16 Changes to the Contract

If, in the opinion of the Owner or the Contractor, any event or action by the other party justifies a change in the contract, either party shall initiate with the other party, within 5 days after such event or action, a request for a change to the contract. All documentation required to substantiate the proposed change shall be submitted within a minimum reasonable time after initiating the request for change. Upon the parties reaching agreement regarding the proposed change, the Owner will issue a written change order therefor.

Notwithstanding the foregoing provisions requiring duly authorized change orders, in the event agreement has been reached between authorized representatives of the parties regarding the change in the contract pending processing of such change order, the Contractor shall proceed with the work on the basis of written interim authorization from the Owner.

If the Contractor claims that any instruction, request, drawing, specifications or other directive or action of the Owner or the Engineer constitutes a change in the contract, but has not been authorized as such by a change order in writing by the Owner, the Contractor shall immediately request a written interim authorization and proceed without delay to perform the work in accordance with such authorization. The Contractor shall provide written notice of the claim or dispute to the Engineer and the Owner within 5 days of the request for interim authorization. The Contractor's failure to give said written notice within the 5 day period shall constitute a waiver and relinquishment of any such claim or dispute. The Owner's written interim authorization shall not constitute approval of the claim for increased or decreased work, but shall be a condition precedent to the Contractor's right to receive payment for such work and to the Contractor's right to prosecute or maintain any proceeding to recover for such work.

5.16.1 Contract Price Changes

The contract price may be changed due to modifications, which involve extra work or decreased work; or due to work suspensions, hindrances, and delays over which the Contractor has no control. Claims for changes in the contract price shall conform to the requirements specified herein.

5.16.2 Increased Price

If a change in the contract is required due to work suspensions or hindrances and delays, the contract price will be increased according to agreed lump sums, agreed acceleration costs, or other demonstrable costs submitted by the Contractor and substantiated to the satisfaction of the Owner.

If a change in the contract price is required due to a modification which increases the amount of the work, and the added work or any part thereof is of a type and character which can properly and fairly be classified under one or more unit price items of the contract, then the contract price will be increased according to the amount actually done and at the applicable unit price. Otherwise, such work shall be paid for as hereinafter provided.

Contract price changes for modifications involving extra work will be based on agreed lump sums or on agreed unit prices whenever the Owner and the Contractor agree upon such prices before the extra work is started; otherwise, payments for extra work will be based on actual direct cost plus a percentage allowance. The percentage allowance shall include the Contractor's extra profit and extra overhead, and unless otherwise agreed by the Contractor and the Owner the percentage allowance shall be 15 percent of the total direct cost.

For the purpose of determining whether proposed extra work will be authorized, or for determining the payment method for extra work, the Contractor shall submit to the Engineer a detailed cost estimate for proposed extra work. The estimate shall indicate itemized quantities and charges for all elements of direct cost and a percentage allowance to cover extra profit and extra overhead. Unless otherwise agreed upon by the Contractor and the Owner the percentage allowance shall be 15 percent of the total direct cost.

5.16.3 Decreased Price

If a change in the contract price is required due to a modification, which decreases the amount of work, such decrease shall not constitute the basis for a claim for damages or anticipated profits on work affected by such decrease. Where the value of omitted work is not covered by applicable unit prices, the Engineer shall determine on an equitable basis the amount of (a) credit due the Owner for contract work deleted as a result of an authorized change, (b) allowance to the Contractor for any actual loss incurred in connection with the purchase, delivery, and subsequent disposal of materials or equipment required for use on the work as planned and which could not be used in any part of the work as actually built, and (c) any other adjustment of the contract amount where the method to be used in making such adjustment is not clearly defined in the contract documents.

5.16.4 Contract Time Changes

The contract time may be changed due to work modifications, hindrances and delays, and work suspensions over which the Contractor has no control.

Contract time will not be changed for delays caused by Contractor's failure to place timely orders for equipment and materials or for other causes within the control of the Contractor.

5.17 Arbitration

Before bringing any action in court pertaining to a decision of the Engineer, or claim, dispute, or other matter in question between the Owner and Contractor arising out of, or relating to the contract documents or the breach thereof, the objector (hereinafter referred to as Party A) shall first offer to arbitrate the question with the other party to the contract (hereinafter referred to as Party B) by notifying him in writing and setting forth in such notice the question to be arbitrated.

Party B can elect to arbitrate or not. If Party B agrees to arbitrate, he shall so advise Party A in writing within 10 days after receipt of Party A's notice. Notice by Party B that he does not wish to arbitrate, or failure of Party B to notify Party A within the 10 day period, will give Party A the right to start action in court.

If Party B agrees to arbitrate, the arbitration proceeding shall be governed by the Construction Industry Arbitration Rules or Commercial Arbitration Rules of the American Arbitration Association as appropriate for the matter to be arbitrated. The award rendered by the arbitrators shall be final, and judgment may be entered upon it in any court having jurisdiction.

The Contractor shall not cause a delay of the work during any arbitration proceedings, except by agreement with the Owner. It is understood and agreed by the parties to the contract that no requirement or statement herein shall be interpreted as curtailing the power of the Engineer to determine the amount, quality, and acceptability of work.

5.18 Laws and Regulations

The Contractor shall give all notices and comply with all laws and regulations applicable to furnishing and performance of the work. Except where otherwise expressly required by applicable laws and regulations, neither the Owner nor the Engineer shall be responsible for monitoring the Contractor's compliance with any laws and regulations.

If the Contractor observes that the Specifications or Drawings are at variance with any laws and regulations, the Contractor shall give the Engineer prompt written notice thereof, and any necessary changes will be authorized by one of the methods indicated in Section 5.16. If the Contractor performs any work knowing or having reason to know that it is contrary to such laws or regulation, and without such notice to the Engineer, the Contractor shall bear all costs arising therefrom. However, it shall not be the Contractor's primary responsibility to make certain that the Specifications and Drawings are in accordance with such laws and regulations.

5.19 Taxes, Permits, and Licenses

Unless otherwise specified in these contract documents, the Contractor shall obtain and pay for all required licenses, permits, and inspections. The Contractor shall pay all taxes that are lawfully assessed against the City or Contractor in connection with the work included in this Specification.

The Contractor will be compensated for any increase in licenses or permits imposed after the date of the Proposal; provided however that this provision shall be limited to licenses and permits required specifically for the proposed work.

5.20 Patents

Royalties and fees for patents covering materials, articles, apparatus, devices, equipment, or processes used in the work shall be included in the contract amount. The Contractor shall satisfy all demands that may be made at any time for such royalties or fees and he shall be liable for any damages or claims for patent infringements. The Contractor shall, at his own cost and expense, defend all suits or proceedings that may be instituted against the Owner for alleged infringement of any patents involved in the work and, in case of an award of damages, the Contractor shall pay such award. Final payment to the Contractor by the Owner will not be made while any such suit or claim remains unsettled.

5.21 Materials and Equipment

Unless specifically provided otherwise in each case, all materials and equipment furnished for permanent installation in the work shall conform to applicable standard specifications and shall be new, unused, and undamaged when installed or otherwise incorporated in the work. No such material or equipment shall be used by the Contractor for any purpose other than that intended or specified, unless such use is specifically authorized by the Owner in each case.

5.22 Guarantee

The Contractor guarantees that the work herein contracted will be as specified and will be free from defects in design, workmanship, and materials. If within the guarantee period the work fails to meet the provisions of this guarantee, the Contractor shall promptly correct any defects, including nonconformance with the contract documents by adjustment, repair, or replacement of all defective parts or materials.

The guarantee period shall begin on the date of official acceptance and shall end 12 months later.

If manufacturer's field representatives are included in the contract, such services shall be furnished by the Contractor without cost for the correction of any defects.

This guarantee shall be extended to cover all repairs and replacements furnished under the guarantee and the period of the guarantee for each such repair or replacement shall be no less than 1 year after installation or completion.

The Contractor will be given an opportunity to confirm the existence of the defect but he shall not delay the correction while making such determination.

If within 10 days after the Owner has notified the Contractor of a defect, failure, or abnormality in the work, the Contractor has not started to make the necessary repairs or adjustments, the Owner is hereby authorized to make the repairs or adjustments or to order the work to be done by a third party, the cost of the work to be paid by the Contractor.

In the event of an emergency where, in the judgment of the Owner, delay would cause serious loss or damage, repairs or adjustments may be made by the Owner or a third party chosen by the Owner without advance notice to the Contractor and the cost of the work shall be paid by the Contractor or by the surety.

5.23 Insurance

Except as otherwise specified in this Contract, the Contractor and his subcontractors of any tier will be required, at their own expense, to maintain in effect at all times during the performance of the work insurance coverages with limits not less than those set forth below with insurers and under forms of policies satisfactory to the Owner. It shall be the responsibility of the Contractor to maintain adequate insurance coverage and to assure that subcontractors are adequately insured at all times. Failure of the Contractor to maintain adequate coverage shall not relieve him of any contractual responsibility or obligation.

The requirements specified herein as to types, limits, and Owner's approval of insurance coverage to be maintained by the Contractor and his subcontractors are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Contractor and his subcontractors under this Contract.

Any insurance carried by the Owner or the Engineer, which may be applicable, shall be deemed to be excess insurance and the Contractor's insurance primary for all purposes despite any conflicting provision in the Contractor's policies to the contrary.

If the Contractor does not furnish onsite field services, the workmen's compensation and employer's liability, comprehensive automobile liability, comprehensive general liability, and umbrella liability insurance specified herein may be omitted.

For insurance purposes, the title of ownership of equipment and materials furnished under this Contract shall remain with the Contractor until the Owner receives such equipment and materials at the jobsite.

5.23.1 Certificates of Insurance

The Contractor and his subcontractors shall furnish the Owner and the Engineer with certificates of insurance as evidence that policies providing the required coverages and limits of insurance are in full force and effect. The certificates shall provide that any company issuing an insurance policy for the work under this Contract shall provide not less than 15 days advance notice in writing to the Owner and the Engineer prior to cancellation, termination, or material change of any policy of insurance. In addition, the Contractor shall immediately provide written notice to the Owner and Engineer upon receipt of notice of cancellation of an insurance policy or a decision to terminate or

alter an insurance policy. All certificates of insurance shall clearly state that all applicable requirements have been satisfied, including certification that the policies are of the "occurrence" type. Certificates of insurance for Contractor- and subcontractor-furnished insurance and notices of any cancellations, terminations, or alterations of such policies shall be mailed to the Owner and the Engineer.

Each certificate shall quote the insuring agreement and all exclusions and additions as they appear in the policy; or in lieu of certificates, copies of the complete policy may be submitted.

Certificates of insurance covering physical loss or damage to equipment and materials shall be submitted at least 30 days before the first shipment of the equipment and materials. A certificate for each of the other insurance policies shall be submitted at least 30 days prior to the expected arrival of the Contractor's personnel at the site of installation.

5.23.2 Additional Insureds

All insurance coverages furnished under this Contracts shall include the Owner, the Engineer, and their officials, directors, partners, consultants, agents, and employees as additional insureds with respect to the activities of the Contractor and his subcontractors.

These policies shall contain a "cross liability" or "severability of interest" clause or endorsement. Notwithstanding any other provision of these policies, the insurance afforded shall apply separately to each insured, named insured, or additional insured with respect to any claim, suit, or judgment made or brought by or for any other insured, named insured, or additional insured as though a separate policy had been issued to each, except the insurer's liability shall not be increased beyond the amount or amounts for which the insurer would have been liable had only one insured been named.

The Owner or the Engineer shall not by reason of their inclusion under these policies incur liability to the insurance carrier for payment of premium for these policies.

5.23.3 Waiver of Subrogation

The Contractor and his subcontractors shall require their insurance carriers, with respect to all insurance policies, to waive all rights or to waive all rights of subrogation against the Owner and the Engineer, their officials, directors, partners, consultants, agents, and employees and against other contractors and subcontractors.

5.23.4 Workmen's Compensation and Employer's Liability

This insurance shall protect the Contractor and the additional insureds against all claims under applicable state workmen's compensation laws. The insureds shall also be protected against claims for injury, disease, or death of employees, which, for any reason, may not fall within the provisions of a workmen's compensation law. This policy shall include an "all states" endorsement. The liability limits shall not be less than:

Workmen's compensation	Statutory
Employer's liability	\$100,000 each occurrence

5.23.5 Comprehensive Automobile Liability

This insurance shall be written in comprehensive form and shall protect the Contractor and the additional insureds against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on or off the site of all motor vehicles licensed for highway use, whether they are owned, nonowned, or hired.

The liability limits shall not be less than:

Bodily injury and property damage	\$500,000 combined single limit each occurrence
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5.23.6 Comprehensive General Liability

This insurance shall be written in comprehensive form and shall protect the Contractor and the additional insureds against all claims arising from bodily injury, sickness, disease, or death of any person other than the Contractor's employees or damage to property of the Owner or others arising out of any act or omission of the Contractor or his agents, employees, or subcontractors. This policy shall also include protection against claims insured by usual personal injury liability coverage, a "protective liability" endorsement to insure the contractual liability assumed by the Contractor under Article 5.24, Indemnification, and "Completed Operations and Products Liability" coverage (to remain in force for 2 years after final payment).

If the Contractor's work, or work under his direction, requires blasting, explosive conditions, or underground operations, the comprehensive general liability coverage shall contain no exclusion relative to blasting, explosion, collapse of structures, or damage to underground property.

The liability limits shall not be less than:

Personal injury and property damage	\$500,000 combined single limit each occurrence and \$500,000 aggregate
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5.23.7 Umbrella Liability Policy

This insurance shall protect the Contractor and the additional-insureds against all claims in excess of the limits provided under the employer's liability, comprehensive automobile liability, and comprehensive general liability policies. The liability limits of the umbrella liability policy shall not be less than \$5,000,000. The policy shall be an "occurrence" type policy.

5.23.8 Installation Floater/Builder's Risk

This insurance shall protect the Contractor and the additional insurers from all insurable risks of physical loss or damage to buildings and structures and to materials and equipment while at the site or in transit to the site, while in warehouses or storage areas, during installation, during testing, and after the work is completed. This insurance shall include coverages for flood and earthquake.

The amount of the installation floater/builder's risk insurance shall be not less than the insurable value of the work at completion and shall include the aggregate value of Owner-furnished equipment and materials to be erected or installed under this Contract. The aggregate value of Owner-furnished equipment and materials, if applicable, is stated in Section 7.3.

Installation floater/builder's risk insurance shall provide for losses to be payable to the Contractor and the additional insureds as their interests may appear.

If the work does not include the construction of building structures, builder's risk insurance may be omitted providing the installation floater insurance fully covers all work.

5.24 Indemnification

To the fullest extent permitted by laws and regulations, the Contractor shall indemnify and hold harmless the Owner and Engineer and their consultants, agents and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals and court and arbitration costs) arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (a) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom and (b) is caused in whole or in part by any negligent act or omission of the Contractor, any subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder or arises by or is imposed by law and regulations regardless of the negligence of any such party.

In any and all claims against the Owner, the Engineer, or any of their consultants, agents, or employees by any employee of the Contractor, any subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any such subcontractor or other person or organization under workers, or workmen's compensation acts, disability benefit acts, or other employee benefit acts.

The obligations of the Contractor under this article shall not extend to the liability of the Engineer, the Engineer's consultants, agents or employees arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs or specifications.

5.25 Claims for Labor and Materials

The Contractor shall indemnify and save harmless the Owner from all claims for labor and materials furnished under this Contract. When requested by the Owner, the Contractor shall submit satisfactory evidence that all persons, firms, or corporations who have done work or furnished materials under this Contract, for which the Owner may become legally liable, have been fully paid or satisfactorily secured. In case such evidence is not furnished or is not satisfactory, an amount will be retained from money due the Contractor which in addition to any other sums that may be retained will be sufficient, in the opinion of the Owner, to liquidate all such claims. Such sum will be retained until the claims as aforesaid are fully settled or satisfactorily secured.

5.26 Final Inspection

When the work has been substantially completed and at a time mutually agreeable to the Owner, Engineer, and Contractor, the Engineer will make a final inspection of the work and report to the Owner his findings as to the acceptability and completeness of the work.

5.27 Payments

Payment will be based on the Engineer's payment certificate, which the Engineer will prepare and submit to the Owner. The Engineer's payment certificate shall not constitute approval or acceptance of any part of the work, except as a basis for the Owner's official acceptance and shall not relieve the Contractor from any responsibility or liability essential to or related to the fulfillment of this Contract.

5.27.1 Initial Payment

The Contractor shall submit the following documentation concurrently for review or before the date specified in the Construction Schedule, Section 8. The acceptance of this documentation shall be a condition precedent to the submittal of any request for payment.

5.27.1.1 Cost Breakdown. The Contractor shall furnish the Engineer a cost breakdown of the contract price by retirement units.

The sum of the items listed in the Contractor's price breakdown shall equal the contract lump sum price. Overhead and profit shall not be listed as separate items.

Acceptance by the Engineer shall only indicate consent to the breakdown estimate as a basis for preparation of partial payment estimates and shall not constitute an agreement as to the value of each indicated item.

5.27.1.2 Construction Schedule. The Contractor's construction schedule shall be submitted in accordance with the requirements of Section 8.

5.27.2 Estimates and Payments

Each month the Engineer will make an estimate of the value of the work completed and of unused materials stored on the site. The estimated cost of repairing, replacing, or rebuilding any part of the work or replacing materials which do not conform to the contract documents will be deducted from the estimated value.

The Contractor shall furnish to the Engineer such detailed information as he may request to aid in the preparation of monthly estimates. After each estimate has been found acceptable by the Owner, the Owner will pay to the Contractor by the 10th day of the month 90 percent of the estimated value less any previous payments.

Payments for materials stored on the site shall be based only upon the actual cost of such materials to the Contractor and shall not include any overhead or profit to the Contractor.

After official acceptance of the work by the Owner, the Engineer will be authorized to prepare a final estimate of the work done under this Contract. Preparation of the final estimate will not be authorized until the affidavit and statement required in Section 5.25, Claims for Labor and Materials, have been received. The final estimate will be submitted within 10 days after its preparation has been authorized. The Owner will, within 30 days thereafter, pay the entire balance due after deducting all amounts to be retained under any provision of this Contract.

5.27.3 Waiver of Claims

The making and acceptance of final payment will constitute:

1. A waiver of all claims by the Owner against the Contractor, except claims arising from unsettled liens, from defective work appearing after final inspection pursuant to Section 5.26 or from failure to comply with the contract documents or the terms of any special guarantees specified therein. However, it will not constitute a waiver the Owner of any rights in respect of the Contractor's continuing obligations under the contract documents, and
2. A waiver of all claims by the Contractor against the Owner other than those previously made in writing and still unsettled.

6. SPECIAL CONDITIONS

6.1 General

These Special Conditions are non-technical in nature and shall supplement the General Conditions in the administration and regulation of field construction work performed under these specifications.

6.2 Engineer's Drawings and Specifications

The Contractor will be furnished electronic copies of all drawings including revisions thereto and the specifications without charge. Any print sets of drawings and revisions thereto and the specifications may be obtained by payment of printing, handling, and mailing costs. All drawings and specifications shall be returned to the Engineer upon completion of the work.

6.3 Project Management

The coordination of all field construction will be under the direction of the Owner, who will be responsible for coordinating work between various contractors and for resolving any conflicts between contractors regarding scheduling or coordination.

The time of completion is a basic consideration of this Contract and the Contractor shall be responsible for performing his work in accordance with the specified construction schedule. If at any time the Contractor's work is behind schedule, the Contractor shall increase his forces, work overtime, or otherwise accelerate his operations to comply with the schedule, and shall put into effect definite procedures for getting the work back on schedule. The proposed procedures shall be subject to the Engineer's acceptance or modification. The procedures adopted shall be put into effect immediately.

6.4 Field Records

The Contractor shall maintain an orderly and adequate file of up-to-date copies of all Engineer's drawings and specifications, manufacturer's prints and specifications, and other contract documents and supplementary data.

In addition, the Contractor shall maintain a continuous record of all field changes by means of a set of drawings marked to indicate current "as-built" conditions. This "as-built" set of drawings shall be available for check by the Engineer in order for him to ascertain that it is being kept current. At the conclusion of work, the "as-built" drawings and other engineering data, accurately and neatly marked with field changes, shall be submitted to the Engineer in the required number of copies. The "as-built" drawings and data shall include all revisions to the work made under this Contract, including those made by subcontractors.

6.5 Contractor's Supervision at the Site

The Contractor shall furnish adequate management, supervisory, and technical personnel on the site to ensure expeditious and competent handling of the work.

A superintendent experienced in construction of the type specified, and who is a permanent member of the Contractor's organization, shall be a resident at the project throughout the construction. The

superintendent shall be fully authorized to act for the Contractor and to receive whatever orders or notices may be given for the proper prosecution of the work.

The Contractor shall be responsible for complete supervision and control of his subcontractors as though they were his own forces. Notice to the Contractor shall be considered notice to any affected subcontractor.

6.6 Subcontracts

It is the intent of these specifications that the Contractor shall perform the majority of the work with his own forces and under the management of his own organization. Specific portions of the work may be subcontracted only by subcontractors who have been listed in the Proposal and who are accepted by the Owner as provided in the General Conditions. All subcontractors shall be directly responsible to the Contractor and shall be under his general supervision. All work performed under subcontracts shall be subject to the same contract provisions as the work performed by the Contractor's own forces.

6.7 Relations with Other Contractors

The Contractor shall cooperate with all other contractors who may be performing work on behalf of the Owner, and with workmen who may be employed by the Owner in the vicinity of the work under this Contract, and he shall conduct his operations to minimize interference with the work of such contractors or workmen. The Contractor shall promptly make good, at his own expense, any injury or damage that may be sustained by other contractors or employees of the Owner due to activities associated with this Contract. Any difference or conflict which may arise between the Contractor and other contractors, or between the Contractor and workmen of the Owner, in regards to their work shall be resolved as determined by the Owner.

6.8 Acceptance of Work by Others

If any part of the Contractor's work is dependent upon the quality and completeness of work performed under another contract, the Contractor shall inspect the other contractor's work and promptly report defects therein which render such work unsuitable for the proper execution of the work under this Contract. Failure to report such defects to the Engineer shall constitute the Contractor's acceptance of such work as suitable to receive the Contractor's work; provided, however, that the Contractor shall not be responsible for defects which develop after his inspection and which could not have been reasonably detected or foreseen.

6.9 Methods of Field Operation

The Contractor shall inform the Engineer in advance concerning his plans for carrying out each part of the fieldwork. Review by the Engineer or Owner of any plan or method of work proposed by the Contractor shall not relieve the Contractor of any responsibility therefor, and such review shall not be considered as an assumption of any risk or liability by the Engineer or Owner or any officer, agent, or employee thereof. The Contractor shall have no claim because of the failure or inefficiency of any plan or method so reviewed.

Any method of work suggested by the Engineer or Owner, but not specified, shall be used at the risk and responsibility of the Contractor, and the Engineer or Owner will assume no responsibility therefor. The

Contractor alone shall be responsible for the safety, adequacy, and efficiency of his construction equipment and methods.

The Contractor shall be solely and completely responsible for conditions of the jobsite, including safety of all persons and property during performance of the work. This requirement will apply continuously and not be limited to normal working hours. Neither the Engineer's nor the Owner's construction review of the Contractor's performance is intended to include review of the adequacy of the Contractor's safety measures in, on, or near the construction site.

6.10 Lines and Grades

All work shall be done to the lines, grades, and elevations dictated on the drawings. The Contractor shall provide suitable equipment and competent workmen who shall locate and lay out the work.

Basic horizontal and vertical control points will be established or designated by the Owner or Engineer. These points shall be used as datum for work under this Contract.

6.11 Preservation of Monuments and Stakes

The Contractor shall carefully preserve all monuments, benchmarks, reference points, and stakes. The Contractor will be charged with the expense of replacement of any such items destroyed and shall be responsible for any mistake or loss of time that may be caused. Permanent monuments or benchmarks, which must be removed or disturbed, shall be protected until they can be properly referenced for relocation. The Contractor shall furnish materials and assistance for the proper replacement of such monuments or benchmarks.

6.12 Protection of Property and Public Liability

The Contractor shall be accountable for any damages resulting from his operations. He shall be fully responsible for the protection of all persons including members of the public, employees of the Owner, employees of the Engineer, and employees of other contractors or subcontractors, and all public and private property including structures and utilities, above and below ground. The Contractor shall be responsible for locating all underground utilities before proceeding with excavation in any area.

The Contractor shall furnish and maintain all necessary safety equipment, such as barriers, signs, warning lights, and guards, to provide adequate protection of persons and property.

The Contractor shall give reasonable notice to the owners of public or private property and utilities when such property and utilities are liable to injury or damage through the performance of the work and shall make all necessary arrangements with such owners relative to the removal and replacement or protection of such property or utilities.

6.13 Emergency Protection

Whenever, in the opinion of the Owner, the Contractor has not taken sufficient precaution for the safety of the public or the protection of the work to be constructed under this Contract or of adjacent structures or property, and whenever, in the opinion of the Owner, an emergency has arisen and immediate action is considered necessary, then the Owner, with or without notice to the Contractor, may provide suitable

protection by causing work to be done and material to be furnished and placed. The cost of such work and material shall be borne by the Contractor, and if the same is not paid on presentation of the bills therefor, such costs may be deducted from any amounts due or to become due the Contractor. The performance of such emergency work shall not relieve the Contractor of responsibility for any damage, which may occur.

6.14 Losses from Natural Causes

All loss or damage arising out of the nature of the work, or from the action of the elements, or from floods or overflows, or from ground water, or from any unusual obstruction or difficulty, or any other natural or existing circumstance either known or unforeseen which may be encountered in the prosecution of the work, shall be sustained and borne by the Contractor at his own cost and expense.

6.15 Qualifications of Workmen

The Contractor shall employ only workmen who are competent to perform the work assigned to them and, in the case of skilled labor, who are adequately trained and experienced in their respective trades and who do satisfactory work.

6.16 Sunday, Holiday, and Night Work

No work shall be done between 6:00 p.m. and 7:00 a.m. or on Sundays or legal holidays without the written consent of the Owner. However, emergency work may be done without prior consent.

6.17 Unfavorable Construction Conditions

During periods of unfavorable weather, wet grounds, or other unsuitable construction conditions, the Contractor shall confine his operations to work, which will not be adversely affected thereby. No portion of the work shall be constructed under conditions, which would adversely affect the quality or efficiency thereof, unless special means or precautions are taken by the Contractor to perform the work in a proper and satisfactory manner.

6.18 Rejected Work and Materials

The Contractor, upon written notice from the Engineer shall remove from the premises all work and materials rejected as defective, unsound, improper, or in any way failing to conform to the requirements of the contract documents. The Contractor shall at his sole expense make good all work damaged by such removal and shall promptly replace materials damaged or improperly worked by him and re-execute his own work in accordance with the contract. This includes re-executing or replacing the work of any other contractor that is in any way affected by the removal of the defective work. The obligations of the Contractor under this article shall not extend to defective materials or equipment supplied by the Owner, if any.

If the Contractor does not remove his rejected work and materials within 10 days after written notice, the Owner may remove and replace such work and materials at the expense of the Contractor.

6.19 Placing Work in Service

If desired by the Owner, portions of the work may be placed in service when completed and the Contractor shall provide proper access for this purpose. Such use and operation shall not constitute an acceptance of the work, and the Contractor shall be liable for defects due to faulty construction throughout the duration of this Contract and thereafter as provided under the "Guarantee" provisions of the General Conditions.

6.20 Cleanliness

The Contractor shall give special attention to keeping the work site clean and free from trash and debris.

Trash, debris, and waste materials shall not be allowed to accumulate, but shall be removed from the site and disposed of by and at the Contractor's expense.

Promptly upon completion of the construction work, all Contractor-owned facilities, materials, and construction plant shall be removed from the site. All surfaces damaged by deposits of foreign materials such as oil, grease, weld spatter, and paint shall be restored to their original conditions.

6.21 Purchase Orders

The Contractor shall submit to the Engineer two copies of each purchase order for all materials and equipment furnished under these specifications for incorporation in the permanent construction. Each purchase order shall indicate the vendor's name, manufacturer's name, materials, type, model number, size, quantity, accessory list, and requested delivery date of the material and equipment ordered. The purchase order copies shall be submitted to the Engineer before or at the time when they are issued to the vendor.

6.22 Fire Protection

Only work procedures, which minimize fire hazards to the extent practicable, shall be used. Combustible debris and waste materials shall be collected and removed from the site each day, as provided under Section 6.20, Cleanliness. Fuels, solvents, and other volatile or flammable materials shall be stored away from the construction and storage areas in well-marked, safe containers. Good housekeeping is essential to fire prevention and shall be practiced by the Contractor throughout the construction period. The Contractor shall follow the recommendations of the AGC "Manual of Accident Prevention in Construction" regarding fire hazards and prevention.

The Contractor alone shall be responsible for providing adequate fire protection. Failure of the Contractor to comply with, or the Engineer to enforce, the above requirements shall not relieve the Contractor from any responsibility or obligation under this Contract.

6.23 Security

The Contractor shall be responsible for all materials and equipment in his custody or placed in construction by him. Security methods shall be employed as required to ensure the protection of all materials, equipment, and construction work from theft, vandalism, fire, and all other damage and loss.

The Contractor shall cooperate with the Engineer regarding all security measures instituted at the jobsite.

6.24 Protection of Work

The Contractor shall be solely responsible for the protection of his work until its final acceptance by the Owner.

The Contractor shall have no claim against the Owner or the Engineer because of any damage or loss to the Contractor's work and shall be responsible for the complete restoration of damaged work to its original condition complying with the contract documents.

In the event the Contractor's work is damaged by another party not under his supervision or control, the Contractor shall make his claim directly with the party involved. If a conflict or disagreement develops between the Contractor and one of the other contractors concerning the responsibility for damage or loss to the Contractor's work, the conflict shall be resolved as provided under Section 6.7, Relations with Other Contractors. Such conflict shall not be cause for delay in the restoration of the damaged work. The Contractor shall restore the work immediately and the cost thereof will be assigned pending the resolution of the conflict.

6.25 Protection of Concrete Surfaces

Concrete slabs and other concrete surfaces shall be protected from chipping, gouging, scratching, staining, and other damage. Damaged sections shall be repaired or removed and replaced subject to the Engineer's discretion and acceptance.

Heavy planks and mats shall be placed under equipment and materials being stored, moved, assembled, or installed on or above concrete slab surfaces. Nonflammable, oil-resistant coverings shall be used to protect concrete surfaces from staining.

6.26 Protection of Electrical Raceway, Cable, and Lighting Fixtures

The Contractor shall protect electrical raceway, cable, lighting fixtures, and associated support systems against damage from movement of equipment and materials, welding, flame cutting, and other construction damage. Raceway and supporting structures for raceway and lighting fixtures shall not be used as access scaffolding at any time. Whenever welding or flame cutting operations occur above or near raceways, cables, or lighting fixtures not shielded from such operations by concrete slab or other protective covers, the Contractor shall protect the raceways, cables, and lighting fixtures from damage by means of fire-resistant boards or blankets. Damaged materials shall be repaired or replaced subject to the Engineer's discretion and acceptance.

6.27 Repair of Damages

The Contractor shall immediately repair any damage, which results from this construction or abnormal use. All such repair work shall be acceptable to the Engineer.

6.28 Cooperation with Owner

The performance of construction work, which affects the operation of the Owner's system facilities, shall be scheduled to be performed only at times acceptable to the Owner.

In the event that it is necessary to interrupt the Owner's operations or the power supply or to impose abnormal operating conditions on the Owner's utility system, such procedure must be acceptable to the Owner and a complete understanding and agreement must be reached by all parties concerned well in advance of the time scheduled for such operation, and such understanding shall be definite as to date, time of day, and length of time required. All work shall be scheduled to suit the Owner's convenience, taking into consideration the facilities and requirements at all times during construction.

The Owner will pay all premium time labor costs arising from the necessity to perform work, which affects the Owner's system facilities at times other than regular working hours. The straight time portion of overtime labor costs shall be to the Contractor's account.

6.29 Minor Defects

The Contractor shall readjust, straighten, and repair minor defects and fabrication errors, which are normally encountered in the Owner-furnished equipment and materials. No claims for extra compensation in connection with such work will be considered unless the claim is made in accordance with the applicable provisions in the General Conditions.

When field labor is needed to correct significant errors in Owner furnished equipment and materials, the Contractor shall furnish such labor when so requested by the manufacturer or by the Owner with the consent of the manufacturer. Such labor shall not be included in this Contract, and the Contractor shall obtain payment for the labor from the manufacturer.

6.30 Checkout and Initial Operation

The Contractor shall render all services and do all work required to place each item of equipment installed by him, including all auxiliaries, piping, and wiring, in operating condition to the satisfaction of the Engineer. Individual systems and items of equipment shall be completed in a sequence that will permit systematic checkout and trial operation of each such component before it is incorporated in the initial operation.

The Owner will furnish operating personnel during checkout and initial operation. The Contractor shall provide all other personnel required to make adjustments and correct deficiencies during the initial equipment checking.

All regular and overtime payrolls and all other contingencies in connection with the checkout and initial operation of equipment shall be included as a part of the lump sum contract price.

The Contractor shall provide all temporary instrumentation and other devices required during checkout and operation of equipment and systems, which he has installed.

The Contractor shall furnish and apply, all oils, grease, and other lubricants required to place equipment in condition ready for operation.

6.31 Construction Plant and Temporary Facilities

Unless otherwise specified, the Contractor shall furnish all construction plant, utilities, and temporary facilities and all materials, equipment, and supplies which are required for prosecution of the work but which will not be incorporated in the completed work.

Detailed information covering construction services to be provided by the Contractor and/or the Owner is included in Section 9 of these specifications.

6.32 Receiving, Handling, and Storage

The Contractor shall receive from carriers at the designated site, check, unload, handle, and store all materials and equipment, which are to be incorporated in the construction under these specifications.

The Contractor shall be responsible for the prompt unloading of materials and equipment and shall pay any demurrage.

The Contractor shall provide all storage facilities. Storage areas on the site shall be limited to those areas so designated by the Owner.

6.33 Equivalent Materials and Equipment

Whenever a material or article is specified or described by using the name of a proprietary product or the name of a particular manufacturer or vendor, the specific item mentioned shall be understood as establishing the type, function, and quality desired. Other manufacturers, products will be accepted provided sufficient information is submitted to allow the Engineer to determine that the products proposed are equivalent to those named.

Requests for review of equivalency will not be accepted from anyone except the Contractor and such requests will not be considered until after the contract has been awarded.

6.34 Protection of Public and Private Property

The Contractor shall protect, shore, brace, support, and maintain all underground pipes, conduits, drains, and other underground construction uncovered or otherwise affected by the construction work performed by him. All pavement, surfacing, driveways, curbs, walks, buildings, utility poles, guy wires, fences, and other surface structures affected by construction operations, together with all sod and shrubs in yards and parkings, shall be restored to their original condition, whether within or outside the easement. All replacements shall be made with new materials.

No trees shall be removed outside of the permanent easement, except where authorized by the Owner.

The Contractor shall be responsible for all damage to streets, roads, highways, shoulders, ditches, embankments, culverts, bridges, and other public or private property, regardless of location or character, which may be caused by transporting equipment, materials, or personnel to or from the work or any part or site thereof, whether by him or his subcontractors. The Contractor shall make satisfactory and acceptable arrangements with the Owner of, or the agency or authority having jurisdiction over, the damaged property concerning its repair or replacements, or payment of costs incurred in connection with the damage.

6.35 Maintenance of Traffic

The Contractor shall conduct his work so as to interfere as little as possible with public travel, whether vehicular or pedestrian. Whenever it is necessary to cross, obstruct, or close roads, driveways, and walks, whether public or private, the Contractor shall, at his own expense, provide and maintain suitable

and safe bridges, detours, or other temporary expedients for the accommodation of public and private travel, and shall give reasonable notice to owners of private drives before interfering with them. Such maintenance of traffic will not be required when the Contractor has obtained permission from the owner and tenant of private property, or from the authority having jurisdiction over public property involved, to obstruct traffic at the designated point.

6.36 Barricades and Lights

All streets, roads, highways, and other public thoroughfares, which are closed to traffic, shall be protected by effective barricades on which shall be placed acceptable warning signs. Barricades shall be located at the nearest intersecting public highway or street on each side of the blocked section.

All open trenches and other excavations shall be provided with suitable barriers, signs, and lights to the extent that adequate protection is provided to the public. Obstructions, such as material piles and equipment, shall be provided with similar warning signs and lights.

All barricades and obstructions shall be illuminated by means of warning lights from sunset to sunrise. Materials stored upon or alongside public streets and highways shall be so placed, and the work at all times shall be so conducted, as to cause the minimum obstruction and inconvenience to the traveling public.

All barricades, signs, lights, and other protective devices shall be installed and maintained in conformity with applicable statutory requirements and, where within railroad and highway rights-of-way, as required by the authority having jurisdiction thereover.

6.37 Land for Construction Purposes

The Contractor will be permitted to use available land belonging to the Owner, on or near the site of the work, for the storage of materials and equipment. The location and extent of the areas so used shall be as designated by the Owner.

The Contractor shall be solely responsible for obtaining and shall pay all costs in connection with any additional work area, storage sites, and access to the site, or temporary right-of-way, which may be required for proper completion of the work.

It shall be understood that the responsibility for protection and safe-keeping of equipment and materials on or near the site will be entirely that of the Contractor and that no claim shall be made against the Owner by reason of any act of an employee or trespasser. It shall be further understood that should any occasion arise necessitating access to the sites occupied by these stored materials and equipment, the Contractor shall immediately move it. No materials or equipment may be placed upon the property of the Owner until the Owner has agreed to the location contemplated by the Contractor to be used for storage.

6.38 Final Cleanup and Grading

It is the intent of these specifications that, if at the end of construction work, all holes, ruts, settlements, and depressions resulting from the work be filled and graded to match elevations of adjacent surfaces, and all areas disturbed by construction shall be restored to their original condition to the maximum extent practicable and as acceptable to the Owner.

6.39 Energized Facilities

Existing transmission lines, distribution lines, utility lines, telephone lines, and other power and signal service lines will be encountered on the site of the work. These service systems will remain energized and functional during construction.

The Contractor shall be completely responsible for the safety and protection of his personnel and the public on the site of the work and shall employ all methods necessary to achieve such safety and also assure continuity of all service systems encountered. These methods shall include, but not be limited to, providing barriers, guard structures, insulating guards and sleeves, warnings signs, and prevention of unauthorized access to substations.

6.40 Artifacts

In the event that any relics or items with archeological or historical value are discovered by the Contractor or any of his subcontractors or any of their representative or employees, the Contractor shall immediately notify the Engineer and await the Engineer's decision before proceeding with any work. Neither the Contractor nor any of his subcontractors, nor any of their representative or employees shall have any property rights in such relics or items.

7. GENERAL DESCRIPTION AND SCOPE OF THE WORK

7.1 General

This section covers the general description, scope of the work, and supplementary requirements for the construction work included under these specifications.

The project is located in Georgetown, South Carolina, and includes a new generator step-up substation for the Georgetown Peak Shaving Generation Plant. The Peak Shaving Plant Substation will be located on Ridge Street near Gate Street next to the new generation building. The project includes the above-grade construction of one 12.5 – 4.16 kV step-up substation with two 5/6.25 MVA power transformers (one spare), two 12.5 kV outdoor circuit breakers, and a padmount station service transformer.

7.2 Work Included under these Specifications

The work under these specifications shall include providing all labor, supervision, administration, and management; and supplying all construction equipment, materials, and services necessary to perform the construction complete in accordance with the specifications, drawings, and other contract documents, except as specifically excluded under Section 7.4, Work By Others.

Major components of the work under these specifications for the Peak Shaving Plant Substation are as follows:

- Receive, store, and install the Owner furnished material as listed in Section 7.3.
- Make high side and ground connections to Owner furnished Power Transformers.
- Connect incoming overhead lines to the substation bus and surge arresters.
- Assist the General Construction Contractor in commissioning the substation. In particular, perform any switching and operation of 12.5 kV equipment required (optional adder).

The above explanations and listings are intended to give a general definition of the scope of the work under these specifications, and shall not be construed to be an itemized listing of each element of work required. The Substation Contractor shall be responsible for construction of complete facilities, conforming in all respects to the details and requirements of the specifications, drawings, and other contract documents.

7.3 Owner-Furnished Equipment and Materials

The Owner will furnish the following equipment and materials, which shall be installed under this contract.

Drawing E-003 includes a detailed listing of the equipment and materials.

<u>No.</u>	<u>Description</u>	<u>Supplier</u>	<u>Estimated Delivery Date</u>
2.	(2) Three-phase, 15 kV, 600 A, Outdoor Circuit Breakers	-	On or before August 10, 2017

<u>No.</u>	<u>Description</u>	<u>Supplier</u>	<u>Estimated Delivery Date</u>
3.	Steel structures, tubular aluminum bus, insulators, bus connectors, and surge arresters	-	On or before July 20, 2017
4.	Switches and fuses	-	On or before July 20, 2017
5.	Voltage transformers	-	On or before July 20, 2017

Owner-furnished equipment and materials will be delivered to the site or the Owner's warehouse, where the Substation Contractor shall receive them into his custody until final acceptance of the work. The aggregate value of Owner-furnished equipment and materials to be covered under the Substation Contractor's insurance is \$80,000.

7.4 Work By Others

Work to be performed by Owner includes:

- Furnish and install incoming overhead and underground lines.
- Furnish and install underground cable and station service transformer.

Work to be performed by General Construction Contractor includes:

- Civil work involving grading, surfacing, drainage, and oil containment.
- Furnish and install below grade grounding system, miscellaneous metals, raceway, control and low voltage power conductors, fiber optic cable, lighting, and fencing.
- Receive, unload, and set the power transformers.
- All work involving the generator building and fuel tank.

Work to be performed by Others includes:

- Virginia Transformer Corp. will inspect, erect, and test the power transformers.
- The engine generator representative will receive, offload, and set the engine generator and install equipment removed for transport.
- The switchgear representative will receive, offload, set, and install the generator switchgear.

Part of the work listed above will be in progress concurrently with the work under this Contract. The Substation Contractor shall coordinate his actions and cooperate with Virginia Transformer representatives, the engine generator representative, the generator switchgear representative, and the Owner, in the best interest of the project.

7.5 Submittal of Engineering Data

Drawings and other engineering data for the equipment and materials furnished under this Contract are essential to the construction of the entire project.

The Substation Contractor will be required to submit drawings and engineering data in accordance with the schedule and requirements specified herein to assure compliance with the overall construction and operating schedule.

The Substation Contractor shall allow a reasonable amount of time for mailing, processing, and Engineer's review of drawings and data.

7.6 Pre-Construction Meeting

Representatives of the Substation Contractor shall attend a pre-construction meeting at a time and place prescribed by the Engineer to discuss matters relative to the execution of this Contract. The Substation Contractor's representatives shall attend additional meetings as required by the Engineer or Owner thereafter to expedite the work.

7.7 Schedule

The time of completion of the work is of the essence of the contract. This shall include the completion of various activities in addition to the timely completion of construction in accordance with the milestone time periods and dates specified in Section 8.2.1.

8. CONSTRUCTION SCHEDULE

8.1 General

This section covers the schedule and scheduling requirements for performance and completion of the work included under this Contract.

8.2 Construction Schedule

The time of completion is of the essence of the contract. The Substation Contractor shall start the work within 10 days after the date of contract unless otherwise specified herein or advised by the Owner and shall comply with the dates established in the detailed construction schedule agreed to by the Owner and the Substation Contractor.

The construction schedules included herein are intended to show the major items of work applicable to this Contract. The completion dates shown are essential to the completion of the work included in this Contract and to the coordination and continuity of all work at the project site. The schedules shall not be construed to be a complete or a detailed listing of each element of construction work required for completion of the work included in this Contract.

It is understood and agreed that the dates shown herein are the latest feasible completion dates and that earlier dates may be attained as agreed to by the Owner and the Substation Contractor.

8.2.1 Milestone Dates

Milestone	Date
Award of Contract	July 3, 2017
Contractor to begin work at Substation	July 17, 2017
Contractor to place Substation in-service	December 8, 2017
Contractor to complete all work	December 15, 2017

8.3 Substation Contractor's Detailed Schedule

Within 7 days after award of contract, the Substation Contractor shall submit a detailed construction schedule. The detailed schedule shall be based upon the dates specified in the construction schedule included herein.

The Substation Contractor is responsible for determining the sequence and time estimates of the detailed daily construction activities; however, the Owner reserves the right to require the Substation Contractor to modify any portion of the schedule the Owner determines to be impractical, infeasible, or unreasonable, and as required to coordinate the Substation Contractor's activities with those of other contractors, and to assure the completion of the work by the stipulated date.

The Substation Contractor shall include in his schedule the dates when existing plant or equipment outages are required to perform necessary interface work. Interface work shall be scheduled to minimize outages.

Schedules returned to the Substation Contractor for revision or correction shall be resubmitted for review within 15 calendar days. Upon acceptance by the Owner of the detailed schedule of activities, the Substation Contractor will be responsible for maintaining such schedule.

Each month the Substation Contractor shall submit a complete list of all deviations from the detailed construction schedule to reflect the actual progress of the work, together with his proposed actions to alleviate any delays caused by the deviations.

8.4 Coordination

The Substation Contractor shall coordinate his work with that of other contractors and shall cooperate fully with the Engineer in maintaining orderly progress towards completion of the work as scheduled. The Engineer's decision regarding priority between the Substation Contractor's work and the work of other contractors at the project site shall be final and shall not be cause for extra compensation or extension of time, except where extension of time is granted because of actual and unavoidable delay.

Failure of Owner-furnished equipment and materials to arrive as scheduled, or failure of other onsite contractors to meet their schedule, shall not be justification for an extension of time, except where such failure causes, in the opinion of the Owner, an unreasonable delay in the Substation Contractor's work.

The Substation Contractor shall keep himself, and his subcontractors, advised at all times during the course of construction as to the delivery status of Owner-furnished equipment and materials and of the progress of construction work being performed under separate contracts.

The Owner will, upon written request by the Substation Contractor, furnish information, which may be available to the Owner regarding the status of the Owner-furnished equipment and materials or construction and erection work being performed under separate contracts.

9. CONSTRUCTION SERVICES

9.1 General

This section covers the requirements for construction services to be provided by the Substation Contractor in the prosecution of the work.

All construction plant and temporary facilities provided by the Owner for the Substation Contractor's use shall remain the property of the Owner and shall be returned to the Owner in satisfactory condition when the work is completed. The Substation Contractor shall be responsible for the repair of damage to Owner-furnished construction plant and temporary facilities when such damage has resulted from the construction activities under this Contract.

9.2 Construction Plant and Temporary Facilities

The Substation Contractor shall furnish all construction plant, utilities, temporary facilities, equipment, materials, and supplies required for prosecution of the work but which will not be incorporated in the completed work, unless otherwise specified herein.

All temporary structures and facilities furnished by the Substation Contractor shall remain the property of the Substation Contractor and shall be maintained throughout the work. Any materials, equipment, or temporary structures installed or erected on the project site or within permanent buildings by the Substation Contractor shall be removed by him when so directed by the Engineer to permit the execution of other work in connection with the project or shall be removed at the completion of the Substation Contractor's work.

All Substation Contractor-furnished construction plant and facilities shall be in first-class condition and shall be of the proper type and size to perform the work. The plant and facilities shall be regularly and systematically maintained throughout the work to ensure proper, efficient operation. Plant and facilities, which are inadequate or improperly maintained, shall be promptly modified, repaired, or removed from the project site and replaced as directed by the Engineer and at the Substation Contractor's expense.

When the work is completed, all Substation Contractor-furnished temporary structures and facilities shall be removed from the project site and the area shall be restored to its original condition to the maximum extent practicable.

Suitable construction trailers for offices, change houses, warehouses, and other uses for the Substation Contractor or his subcontractors shall be provided by the Substation Contractor. Such trailers shall be placed only in the locations assigned by the Owner.

9.3 Construction Utilities

Construction utilities required for the prosecution of the work shall be provided by the Substation Contractor as herein specified.

9.3.1 Telephones and Other Site Communication Requirements

The Substation Contractor shall provide his own telephone and other site communications to meet his needs and shall pay all costs associated with such services.

9.3.2 Compressed Air

The Substation Contractor shall provide all air compressors, fuels, lubricants, hoses, piping, and other apparatus required for supplying compressed air required for prosecution of his work.

9.3.3 Construction Power

The Substation Contractor shall provide all construction electric power required for the execution of his work.

The Substation Contractor shall provide all disconnect switches, breakers, transformers, wiring, and other devices required to distribute power for his use and for the use of his subcontractors.

Temporary power facilities shall conform with applicable safety and code requirements, shall be constructed to provide proper clearances and minimum interference with construction, and shall be acceptable to the Engineer.

All temporary wiring shall conform with Article 305 - TEMPORARY WIRING of the National Electrical Code.

9.3.4 Temporary Lighting

All temporary lights required by law or ordinance or necessary for the proper protection of the public and workmen or for the proper execution and inspection of the Substation Contractor's work shall be furnished, placed, and maintained by the Substation Contractor at his expense.

Conductors shall be not less than 12 AWG copper and insulated for 600 volts. A fuse shall be provided for the protection of each circuit.

9.3.5 Water

The Substation Contractor shall furnish water for construction use and drinking. The Substation Contractor shall provide piping, hoses, and valves as required to distribute water for his and his subcontractors' use.

The Substation Contractor shall provide sanitary drinking water facilities for his employees including coolers, ice, disposable cups, and a trash barrel at each water cooler. Each dispenser shall be emptied, cleaned, and refilled at the start of each day, and personnel shall be assigned to assure maintenance of the water supply.

9.3.6 Security

The Substation Contractor shall be responsible for all security affecting the prosecution of his own work.

9.3.7 First Aid

The Substation Contractor shall provide for his own first aid requirements.

9.3.8 Trash Disposal

The Substation Contractor shall be responsible for policing his own work areas and removing his own trash, rubbish, and construction debris from the site at not more than weekly intervals.

9.3.9 Scaffolding

The Substation Contractor shall furnish all scaffolding, staging, ladders, flooring, runways, and any other temporary construction required for the execution of his work.

All scaffolding, runways, and other temporary construction shall be self-supporting throughout and shall be rigidly built so as to support safely the weight of all materials, apparatus, equipment, and construction personnel to be placed thereon as required by federal, state, and local laws.

9.3.10 Fire Protection

The Substation Contractor shall provide and maintain adequate fire protection equipment in each area for which he is responsible including each temporary office, tool room, storage area, and warehouse he uses. Fire protection equipment size and quantity shall satisfy insurance requirements and shall be satisfactory to the Engineer.

10. RECEIVING, HANDLING, & STORAGE

10.1 General

This section covers the requirements for receiving, handling, and storage of all Substation Contractor-furnished and Owner-furnished materials and equipment.

The Owner will allocate storage areas on the site for the Substation Contractor's use. Equipment and materials shall be stored in assigned laydown areas.

The Substation Contractor shall provide all required storage facilities.

10.2 Receiving and Handling

The Substation Contractor shall be responsible for the prompt unloading of all equipment or material to be unloaded under this Contract and shall pay all demurrage incurred.

The Substation Contractor shall handle all equipment and materials carefully to prevent damage or loss, shall store them in an orderly manner, shall keep adequate and convenient records of their location, and shall keep a continuously accurate inventory.

The use of bare wire rope slings for unloading and handling materials and equipment is prohibited except with the specific permission of the Engineer.

10.2.1 Owner-Furnished Equipment and Materials

The Substation Contractor shall examine all shipments of Owner-furnished equipment and material to be received into the Substation Contractor's custody, except maintenance tools, and shall notify the Engineer immediately of any shortages, discrepancies, or damage.

When Owner-furnished materials or equipment are received from carriers or from the Owner's storage, the Substation Contractor shall furnish to the Engineer receiving sheets as required, listing the material or equipment received and acknowledging receipt of same from the Owner. After the Substation Contractor receives such equipment and materials in good condition, he shall thereafter be solely responsible for any damage or shortage and for the proper accounting for their use until final acceptance of the Substation Contractor's work. Shortages or damage not immediately reported at the time shipments are received on the project site shall be supplied and made good at the Substation Contractor's expense.

If any Owner-furnished materials and equipment arrive at the project site after working hours, the Substation Contractor shall assign personnel to receive and inspect all such shipments, and shall pay all base time and overtime costs for such work. The Substation Contractor shall pay all demurrage and any other costs incurred due to the failure of the Substation Contractor to promptly unload all materials and equipment.

The Substation Contractor shall handle and reload, if required, all Owner-furnished materials and equipment, which have been rejected.

The Substation Contractor shall handle and load all returnable packing boxes, special handling devices, and cable reels for Owner-furnished materials and equipment. All such materials shall be returned as promptly as possible.

The Substation Contractor shall replace all Owner-furnished materials and equipment, which have become lost or damaged from any cause during the time period these materials or equipment are in the custody of the Substation Contractor. Replaced materials or equipment shall be of a type and quality equal to the original materials and equipment and shall be acceptable to the Engineer.

10.3 Storage

Stored equipment and materials shall be adequately supported and protected to prevent damage.

Stored materials and equipment shall not be allowed to contact the ground. In warehouses that do not have dry concrete or suspended floors, materials and equipment shall be stored on platforms or shoring.

Strip heaters and similar heating devices furnished with electrical equipment shall be electrically connected to provide protection during storage. Heaters shall be energized immediately upon placement of the equipment in storage and shall be maintained in an energized condition until they can be energized from a permanent electrical connection.

Mechanical dehydrators provided in control panels shall be maintained in operation from the date of receipt of equipment until directed by the Engineer.

All openings in equipment and piping not stored under weatherproof covers shall be closed to prevent entrance of dirt or moisture during storage.

All platforms, enclosures, shoring, and weatherproof coverings for storage use shall remain the property of the Substation Contractor and shall be removed upon completion of the work.

10.3.1 Indoor Storage Facilities

Indoor storage furnished by the Substation Contractor shall consist of buildings of fireproof construction and shall be weathertight, well ventilated, and secure against theft and vandalism. The buildings or enclosures shall be situated and constructed so that they will not be subject to flooding. Drainage shall be provided to intercept storm or surface water and divert it from the building. Equipment and materials shall be placed on pallets or shoring to permit air circulation under the stored item. Access doors shall be adequate to accommodate the movement and handling of materials and equipment to be stored and shall be equipped with secure locks.

Indoor storage facilities shall be acceptable to the Engineer.

Construction trailers or portable enclosures acceptable to the Engineer may be used in lieu of the indoor storage facilities described above.

10.3.2 Open Platforms

Open platforms shall be constructed from sound lumber not less than 2 inches nominal thickness and shall be adequately constructed to support the loads imposed by the stored materials and

equipment. Platforms shall be level, shall be supported on concrete block piers, and shall be not less than 18 inches above grade.

Shoring for storage of materials and equipment shall utilize sound timbers not less than 6 inches by 8 inches nominal size. Shoring shall be arranged to provide 8 inches of clearance above grade.

10.3.3 Coverings

Weatherproof coverings for outdoor storage shall utilize a waterproof flame resistant type sheeting. Sheeting widths shall be the maximum practicable and, if necessary, widths may be built up by using waterproof taped splices. The sheeting shall be carefully placed and tied down to prevent moisture from entering the laps and to prevent wind damage to the coverings.

10.3.4 Storage Methods

Except as otherwise specified hereinafter, the storage method to be used for various materials and equipment shall be determined as follows.

- Equipment and materials which incorporate electrical equipment or which have finish painted surfaces, and other items which would be damaged by outdoor exposure, shall be stored indoors. When such storage would present an unreasonable building space or volume requirement, the equipment or materials may, when acceptable to the Engineer, be stored under weatherproof coverings on shoring or platforms with at least 8 inches clearance above grade. The coverings shall cover the top and sides of the equipment, shall be lapped to shed water, and shall be fastened securely around the base of the equipment.
- All small loose items, which could be easily lost, stolen, broken, or misused shall be stored indoors.
- All other equipment and materials not subject to weather deterioration shall be stored on open platforms or shoring with at least 8 inches clearance above grade.

All storage methods shall be acceptable to the Engineer.

11. CONSTRUCTION

11.1 Owner-Furnished Equipment and Materials

11.1.1 General

The electrical equipment and materials described in this section will be furnished by the Owner under separate specifications for installation by the Substation Contractor.

Except as indicated otherwise herein, all work, materials, and additional equipment required for complete erection of the equipment, including receiving from carriers, unloading, and storage prior to erection, shall be provided by the Substation Contractor.

Information describing equipment included in this section will give only an approximate scope of the erection work and is not intended to be a detailed itemization of all work to be done as a part of these specifications. To obtain complete information, the manufacturers' drawings and other information may be examined at the offices of the Engineer. The weights and dimensions given are approximate.

All spare parts and maintenance tools provided with equipment shall be delivered to the Owner as directed.

11.1.2 Overhead Structures and Equipment – Bid #2017-003-30

11.1.2.1 General. The substation structures and equipment described in this article will be furnished under the referenced contract by Tatman Associates, Inc.

11.1.2.2 Description

Overhead structures and equipment include:

- One (1) 12.5 kV box structure
- Tubular aluminum bus conductor and accessories
- Jumper cables and accessories
- Bus support insulators and accessories
- Junction box
- Voltage transformers and accessories
- 12.5 fused disconnects and hook-stick switches.
- Above grade grounding conductor and connectors.

The total weight of steel is approximately 9,900 lbs. The weight of the largest piece for handling during erection is approximately 900 lbs.

The following drawings delineate structures and equipment furnished under the referenced specification.

Drawing Number	Title
E4	Peak Shaving Plant Substation Plan and Sections
E5	Peak Shaving Plant Substation Bill of Materials

11.1.2.3 Receipt. The Substation Contractor shall receive, unload, and store the overhead structures and equipment at the job site. Substation Contractor will make provisions for storing overhead structures and equipment such that structures and equipment will not be damaged during storage and miscellaneous bolts, nuts, washers, and other materials can be easily identified and retrieved.

11.1.2.4 Installation. The Substation Contractor shall install the substation structures and equipment complete as indicated on the drawings and as specified in Section 11.8. The Substation Contractor shall connect General Construction Contractor furnished ground stingers to the steel structures as shown on the drawings. Substation structure foundations will be furnished by the General Construction Contractor.

11.1.3 15 kV Three-Phase Outdoor Circuit Breakers – Bid #30-2016-005

11.1.3.1 General. The 15 kV three-phase outdoor circuit breakers described in this article will be furnished under the referenced contract by Siemens Industry, Inc.

11.1.3.2 Description. Two 15 kV three-phase outdoor circuit breakers and miscellaneous equipment. The weight of each circuit breaker is approximately 2,520 lbs.

11.1.3.3 Receipt. The Substation Contractor shall receive, unload, and store the 15 kV circuit breakers and miscellaneous equipment at the job site. The Substation Contractor shall make provisions for storing circuit breakers and equipment such that equipment will not be damaged during storage and miscellaneous bolts, nuts, washers, and other materials can be easily identified and retrieved.

11.1.3.4 Installation. The General Construction Contractor will provide the foundations and anchor bolts for the breakers. The Substation Contractor shall install the breakers and connect the breakers with other substation equipment. The Substation Contractor will connect General Construction Contractor furnished ground stingers to the circuit breakers. The General Construction Contractor will make power supply, control, and relay wiring connections. The Substation Contractor shall function test the circuit breakers and controls.

11.1.4 5/6.25 MVA Power Transformers – Bid #30-2016-004

11.1.4.1 General. The three-phase power transformer described in this article will be furnished under the referenced contract by Virginia Transformer.

11.1.4.2 Description. Two 5/6.25 MVA, 12.5 – 4.16 kV, wye-delta, three-phase power transformer and controls. The transformer includes 3-MV surge arresters mounted on the

transformer tank, cooling fans, a sudden pressure relay, and a neutral bushing current transformers. The weight of each transformer is approximately 30,000 lbs.

11.1.4.3 Receipt. The General Construction Contractor will receive and unload the power transformers at the job site on the General Construction Contractor furnished transformer foundations.

11.1.4.4 Installation. Virginia Transformer will perform any required assembly and field test the transformer to certify ready for service. The Substation Contractor shall connect the high voltage side of the transformer with the substation and connect the ground stingers on both transformer tanks as shown on the drawings. The General Construction Contractor will connect the low voltage side of the transformer and make power supply, control, relay wiring connections, and function test the cooling fans.

11.1.5 Station Service Power Transformer

11.1.5.1 General. One padmount, 12.5 kV-208/120 V, 3-ph, 75 kVA distribution transformer will be provided by COG for station service power at the substation.

11.1.5.2 Receipt. The General Construction Contractor will receive the padmount distribution transformer from the COG warehouse and set on the foundation.

11.1.5.3 Installation. The General Construction Contractor will connect the low voltage side of the transformer. The Substation Contractor shall install Owner furnished above grade RGS conduit. The City's Distribution Contractor will furnish the cable and connectors, connect the high side of the station service transformer, and terminate the other end of the cable to the fused disconnects on the substation steel.

11.2 Substation Outdoor Lighting

11.2.1 General

This section covers the furnishing and installation of lighting materials and equipment complete as indicated on the drawings and specified herein. Tatman Associates will provide LED area lights and mounting brackets. The General Construction Contractor will furnish all other equipment required to install the substation lighting.

11.2.2 Description

Substation lights will be as described in Table 11-1, Switchyard Lighting. Substation lights to be located as shown on E4 Substation Plan and Sections.

Table 11-1, Switchyard Lighting

Quantity	Part Number	Description	Lamp	Mount Height/Style	Location
2	Philips-Hadco RX16413NA5RNSN	Roadway LED Type III Distribution, 530 mA, 4000K Color Temp, 8950 Lumens, twist lock photo control receptacle	LED	21 ft Wall mount cantilever style bracket 2" pipe 30" overall Utility Metals E200S026F	Substation Steel

Area lights will be photocell and switch controlled. Photo control luminaires will be Acuity "Dark to Light" DLL-127-F-1.5.J50. Each area light will be mounted to the substation steel. The General Construction Contractor will provide a junction box with light switch and duplex receptacle at each location.

11.2.3 Installation

The Substation Contractor shall mount the brackets to the substation steel and attached LED area lights to the mounting brackets. The Substation Contractor shall clean the lighting fixtures prior to installation. The General Construction Contractor will install all other lighting materials and equipment according to the drawings and accepted industry practice.

11.3 Raceway

All underground substation raceway shall be furnished and installed by the General Construction Contractor, including stub ups into equipment (power transformer, breakers, VT junction box), and the PVC stub up in the foundation for the station service transformer conduit. Above ground substation raceway for the VT junction box will be furnished and installed by the General Construction Contractor. The station service transformer above grade conduit shall be furnished by the Overhead Structures & Equipment Contract and installed by the Substation Contractor.

11.4 Fencing

The substation will be enclosed by a chain link fence along the perimeter of the structures as shown on drawing C1, Site Plan. Two sixteen-foot wide double gate will be installed, one in the northeast corner and one in the southeast corner. The General Construction Contractor will furnish and install all fencing and fence grounding materials.

11.5 Grounding

11.5.1 General

This section covers the furnishing and installation of grounding materials complete as indicated on the drawings and specified herein. Above grade grounding conductors and connectors will be furnished by Tatman Associates. The General Construction Contractor will furnish all below grade grounding material, stingers to equipment, stingers to structure column bases, and all fence grounding material.

11.5.2 Installation

Grounding system materials shall be installed according to the drawings and the requirements which follow.

11.5.2.1 Below Grade Ground Grid. All below grade ground grid will be installed by the General Construction Contractor. The General Construction Contractor will provide stingers for all substation equipment and structure columns. The Substation Contractor will connect substation stingers to the power transformers, outdoor circuit breakers, and structure columns.

11.5.2.2 Conductors. Exposed conductors shall be installed inconspicuously in vertical or horizontal positions on supporting structures. When located on irregular supporting surfaces or equipment, the conductors shall run parallel to or normal to dominant surfaces.

Conductors routed over concrete, steel, or equipment surfaces shall be kept in close contact with those surfaces by using fasteners located at intervals not to exceed 4 feet.

Damaged ground system conductors shall be repaired or replaced by the Substation Contractor as directed by the Engineer.

11.5.2.3 Connections. Above grade connections shall be made with Owner-furnished bolted connectors.

11.5.2.4 Conduit Grounding. All grounding bushings within all enclosures, including equipment enclosures, shall be wired together and connected internally to the enclosure grounding lug or grounding bus with a bare copper conductor.

Grounding bushings shall be grounded with conductors in accordance with the drawings.

11.5.2.5 Equipment Grounding. All electrical equipment shall be connected to the ground grid with copper grounding conductor. The term "electrical equipment," as used in this article, shall include all enclosures containing electrical connections or bare conductors. Most equipment will be furnished with grounding pads and/or grounding lugs which the Substation Contractor shall connect to the ground grid. All ground connection surfaces shall be cleaned immediately prior to connection. The Substation Contractor shall furnish all grounding material required but not furnished with the equipment or specified in the Bill of Materials Drawing E5 as furnished by others.

Where ground grid extension stingers are indicated on the drawings to be provided for connection to electrical equipment, the Substation Contractor shall connect the bare grounding conductor to the equipment ground bus, pad, or lug.

Suitable grounding facilities, acceptable to the Engineer, shall be furnished on electrical equipment not so equipped. The grounding facilities shall consist of compression type terminal connectors bolted to the equipment frame or enclosure and providing a minimum of joint resistance.

The conduit system is not considered to be a grounding conductor except for it and for lighting fixtures. No grounding conductor shall be smaller in size than 12 AWG unless it is a part of an acceptable cable assembly.

11.6 Earthwork

All earthwork to be completed by the General Construction Contractor.

11.7 Miscellaneous Metals

11.7.1 General

This section covers the materials, fabrication, and erection requirements for miscellaneous metals.

Except as otherwise specifically noted on the drawings, or specified herein, all materials furnished and work performed in connection with miscellaneous metals work shall be in conformity with the AISC "Manual of Steel Construction, Eighth Edition."

11.7.2 Drawings

Detailed fabrication and erection drawings for the materials supplied under the Overhead Structures and Equipment Contract will be supplied to the Contractor for use during construction.

11.7.3 Materials

Materials shall be new and undamaged and shall conform to pertinent AISC and ASTM standard specifications.

11.7.4 Touchup Galvanizing

Galvanized surfaces scratched or otherwise damaged during delivery, unloading, or erection shall be thoroughly cleaned. Galvanizing touchup shall be gray in color. Cleaned areas shall be painted with galvanizing repair paint.

11.8 Electrical Equipment Erection

11.8.1 General

This section covers erection work for all electrical equipment, whether or not furnished by the Substation Contractor, to be installed under these specifications.

Erection work shall include receiving, unloading, storage, removal from storage, hauling, cleaning, erection on foundations, and other work necessary to place all equipment into successful operation.

In addition, erection work shall include complete assembly of equipment shipped unassembled; dismantling and reassembly of equipment to make adjustments; and provision of personnel, equipment, and assistance to the Owner and the Engineer in testing and placing the equipment into operation.

Erection procedures not specified herein shall be in accordance with the recommendations and drawings of the equipment manufacturer.

11.8.2 Miscellaneous Material

All miscellaneous materials except those specified to be furnished by the Owner or other contractors shall be furnished as required for the complete erection of the equipment. These materials shall include, but shall not be limited to, shims, wedges, dowels, anchors, supports, bolting, gaskets, and packing.

11.8.3 Equipment Protection

All equipment shall be protected from damage of any kind from the time it is unloaded until it is ready for initial operation.

During the erection period, all equipment having drive motors or rotating parts shall be protected with a weatherproof flame resistant sheeting which completely covers the exposed parts of the equipment. Sheeting shall be PYRO-KURE 613 as manufactured by the Sisalkraft Waterproof Papers, Laminated and Coated Products Division, St. Regis Paper Co., Attleboro, Massachusetts, or acceptable equal.

Equipment shall be suitably protected from weld spatter during construction.

Equipment housed or covered with glass or equipped with easily broken components shall be protected as required to prevent damage throughout the construction period.

Machine finished surfaces, polished surfaces, or other bare metal surfaces which are not to be painted, such as machinery shafts and couplings, shall be provided temporary protection during storage and construction periods by a coating of No-Ox-Id 558 as manufactured by Sanchem Inc., Chicago, Illinois or acceptable equal rust preventive compound.

11.8.4 Cleaning

The exterior and interior surfaces of each equipment item shall be cleaned of sand, dirt, and other foreign materials after its removal from storage and immediately before its movement to its final location.

Before initial operation of individual items of equipment, the Contractor shall remove all dirt, mortar, and other material, which has been spilled, misplaced, or otherwise has been allowed to mar the finish surfaces. The interior of all electrical equipment, including relays and electrical contacts, shall be thoroughly wiped and vacuumed clean before the equipment is energized. All debris shall be removed from the site and disposed of as directed by the Engineer.

11.8.5 Maintenance Tools

The Substation Contractor shall use special tools furnished with equipment only when authorized by the Engineer. All special tools furnished with equipment for maintenance shall be stored as directed by the Engineer.

11.8.6 Location Tolerances

Equipment shall be located within 1/8 inch of the dimensional location indicated on the Contractor's drawings unless otherwise permitted by the Engineer.

11.8.7 Alignment

Rigid components such as bus, bus duct, throat connections, and enclosures shall be aligned and connected with special care to prevent excessive stress in joints, supports, and connections.

Equipment with moving parts such as switches, circuit switchers, and switch operating mechanisms shall be carefully aligned to assure free mechanical operation.

11.8.8 Bolted Electrical Connections

Stainless steel and silicon bronze bolts, flat washers, belleville washers and nuts will be supplied by Others and shall be installed in all electrical connections not furnished with bolting hardware. Where bolted connections are made to aluminum, the aluminum surface shall be thoroughly cleaned with a wire brush, then coated with joint compound and thoroughly brushed again through the compound. Additional compound shall then be added and the joint bolted together. Joint compound shall be Alcoa No. 2.

Where bolted connections are made between copper or brass surfaces, the metal surfaces shall be thoroughly cleaned and coated with Penetrox A as manufactured by Burndy Corp., Norwalk, Connecticut or No-Ox-Id A compound as manufactured by Sanchem Inc., Chicago, Illinois.

The tightness of each bolt in each factory made bolted electrical connection shall be checked during erection and connection of the equipment.

It shall be the Substation Contractor's responsibility to certify that the tightness of each bolt in all bolted electrical connections, factory or field, is in accordance with the manufacturer's recommendations.

Bolted electrical connections, not made with belleville washers, shall be tightened with manual torque wrenches. Torque wrenches shall be so constructed that they will visually or audibly indicate when the proper torque is reached.

Bolted electrical connections made with belleville washers shall be made by tightening the connection until the belleville washer is completely flat and then backing off the bolt 1/4 turn.

11.8.8.1 Torque Values. If the equipment manufacturer's erection instructions do not include recommended torque values for bolt tightening or specify an alternate method for tightening bolted electrical connections, torque values shall be in accordance with those listed in Testing Table 7, Testing Table 8, Testing Table 9, Testing Table 7 or Testing Table 10 found in Appendix A.

11.8.8.2 Connection Bolt Tightness Check. The tightened bolts in electrical connections shall be checked at random as selected by and in the presence of the Engineer. The Substation Contractor shall provide calibrated hand torque wrenches and the necessary platforms, equipment, and personnel for the random check.

The number of bolts checked shall be acceptable to the Engineer, based upon his observance of the quality and completeness of the tightening operations.

The Substation Contractor shall be responsible for coordinating the checking of bolt tightness so that minimum interference with equipment erection and connection will be experienced. Removal of covers and similar dismantling of equipment to permit the Engineer to witness the testing of bolt tightness of enclosed connections shall be part of the work included under these specifications.

Checking of tightness of electrical connections in the presence of the Engineer is intended to assist the Substation Contractor in avoiding the expense of repairing costly connection failures. This check shall not relieve the Substation Contractor of complete responsibility for the integrity of the electrical connections.

11.8.9 Lubrication

The Substation Contractor shall furnish all oils, greases, and other lubricants required to place equipment in operation. The Substation Contractor shall apply lubricants in accordance with the manufacturer's recommendations. The lubricants used shall be acceptable to the Owner.

11.8.10 Equipment Finish

Surfaces of most electrical equipment, such as panels, switchgear, transformers, and circuit switchers, are finished at the factory. Great care shall be exercised to prevent damage to this original finish during installation of the equipment and during construction work.

If the factory finish is damaged during the course of construction, the entire surface of the damaged component shall be refinished by and at the expense of the Substation Contractor.

The refinished surface shall be equivalent in every respect to the original surface, including color, texture, and smoothness. Refinishing paint, if furnished with the equipment, may be used; otherwise, the paint shall be obtained from the equipment manufacturer.

11.8.11 Galvanized Surface Coatings

All galvanized surfaces on which the galvanizing is removed by cutting, drilling, or by any other operation shall be regalvanized with "Galvanizing Powder M-321" as manufactured by the American Solder and Flux Company of Philadelphia, Pennsylvania; with "Zincilate 81011" as manufactured by Industrial Metal Protectives, Inc., of Dayton, Ohio; with "Zinc Rich" coating as manufactured by ZRC Chemical Products Company, Quincy, Massachusetts; or acceptable equal. The Contractor shall furnish this protective material and shall apply it in the field to any surface where the galvanized coating is broken or removed either intentionally or unintentionally.

11.8.12 Erection Of Substation Structures

Substation structures shall be erected in accordance with AISC standards, the Engineer's drawings, the erection drawings, and these specifications.

Except as specifically indicated otherwise on the drawings, or specified herein, all work performed in connection with substation structures under these specifications shall be in accordance with the AISC "Manual of Steel Construction", Eighth Edition.

11.8.12.1 Tolerances. All structures, including each vertical component thereof, shall be erected plumb within a tolerance of 1:1000. Horizontal components shall be level.

The limit of tolerance in vertical component plumbness shall be based on the height from the baseplate to the point being plumbed and shall be measured from the true centerline of the vertical component.

11.8.12.2 Assembly. Components for steel structures shall be assembled accurately as indicated on the drawings and match marks shall be followed carefully. Light drifting will be permitted to draw the parts together, but drifting to match unfair holes will not be permitted. Slight enlargement of holes necessary to make connections shall be done by reaming with twist drills; enlarging of holes by burning is prohibited. Connections requiring extensive enlargements or enlargements which would adversely affect the strength of the member or connection shall be brought immediately to the Engineer's attention and the necessary adjustments shall be made in accordance with the Engineer's instructions.

Before making permanent field connections, all joints shall be assembled and drawn up snugly and the structure shall be checked for alignment, plumb, and level in accordance with the specified tolerances. During the assembly, fit-up, and adjustment, the structure shall be braced, guyed, and otherwise secured as required to prevent collapse or damage resulting from wind, construction operations, or other stresses.

Materials, which become bent, warped, or otherwise damaged so that they are unsuitable for installation, in the opinion of the Engineer, shall be replaced with suitable materials without expense to the Owner.

Where the galvanized coating of any structure component has been damaged and parent metal is exposed as a result of shipping, handling, drilling, reaming, welding, or any other cause, the damaged or exposed area shall be cleaned to white metal and repaired with a zinc rich coating, depositing not less than 2 ounces of zinc per square foot. The zinc rich coating shall be as specified in Section 11.8.11, Galvanized Surface Coatings.

11.8.12.3 Bolting. Connection bolts for structures will be galvanized ASTM A394 or A325 with washers and locking devices. All bolts will be furnished by the Owner, except as otherwise indicated on the drawings.

All connections shall be bearing type connections with threads excluded from the shear planes of the connected materials. Bolt length shall be selected in accordance with the Research Council specification and commentary specified hereinafter. Bolt length shall provide for washers, nuts, and locking devices. Where clearance permits, nuts shall be placed so they will be on the least visible side of each connection.

High strength bolts and their installation and bolting tools and equipment shall conform to all requirements for A325 bolts of the "Specifications for Structural Joints Using ASTM A325 or A490 Bolts" including the commentary given therewith, as approved by the Research Council on Riveted and Bolted Structural Joints of the Engineering Foundation and endorsed by AISC, except as otherwise modified or supplemented herein. The Research Council specification is dated August 14, 1980. All methods, tools, and equipment shall be subject to the acceptance of the Engineer. The work shall be done by competent and experienced bolting crews.

Tightening of all high strength bolts shall be done by the "turn-of-nut" method only. A washer shall be used under the element turned in tightening. Smooth beveled washers shall be used when the bearing faces of the bolted parts have a slope of 1:20 or greater with respect to a plane normal to the bolt axis.

Bolted connections shall be drifted to proper position and the holes inspected to ensure that bolt threads will not be damaged by forcing the bolts in place. Connections shall be tightly drawn together using two bolts or 25 per cent of the total number of bolts in the completed joint, whichever is greater. Bolts for initial tightening shall be distributed uniformly about the joint. Either fitting-up bolts or high strength bolts may be used for this purpose.

The Contractor shall make a thorough inspection to ensure that all bolts are tightened and that a locknut has been installed and tightened on each bolt.

Any ASTM A394, A325, or B211 bolt which has been tightened more than one-half turn beyond "snugtight" shall not be loosened and retightened. All such bolts shall be discarded and new bolts shall be used in their place.

The tightened bolts shall be checked at random as directed by and in the presence of the Engineer. Calibrated hand torque wrenches and the necessary platforms, equipment, and personnel shall be provided for the random check.

The torque wrench shall be constructed so that it will visually or audibly indicate when the proper torque is reached. The wrench shall be calibrated to indicate a torque equivalent to bolt tension of 28,000 pounds for 3/4-inch bolts. The number of bolts checked shall be acceptable to the Engineer based upon his observance of the quality and completeness of the tightening operations. A minimum of 10 per cent of the bolts in each connection, but not less than two bolts in each connection, shall be checked.

11.8.12.4 Substation Structure Grouting. All structures that are to be grouted shall be grouted in accordance with Section 11.10, Grouting, after the entire structure has been aligned, plumbed, and leveled and the field connections have been completed and tightened.

Leveling nuts and bolts, which would be exposed when construction has been completed, shall be removed from baseplates after they have been grouted. Baseplates for bus support columns, switch stands and potential transformer stands shall be leveled and aligned plumb by use of stainless steel shims. Shims shall cover a large area to assure that the structures will stay in alignment.

11.8.13 Substation Bus

The Substation Contractor shall unpack, clean, and check all bus immediately upon receipt from the carrier. He shall remove all materials, which might damage the bus finish and shall store the bus in such a manner that the finish will be protected.

Bus delivered by the carrier with unsatisfactory finish shall be rejected. The Substation Contractor shall be responsible for maintaining the finish on bus accepted from the carrier. Defective bus finish discovered after initial unpacking and inspection shall be the responsibility of the Substation Contractor. Any stored or erected bus found to have unsatisfactory finish shall be refinished or replaced by the Substation Contractor at the option of the Owner. All expense for such refinishing or replacement shall be borne by the Substation Contractor.

All bus shall be carefully handled and erected to provide a complete bus system without dents, abrasions, discolorations, or other structural or surface damage. Any bus so damaged shall be replaced by the Substation Contractor at his expense.

Prior to the installation of fittings for the bus, copper conductor for vibration dampening, as required by the drawings, shall be installed within all horizontal tubular bus spans exceeding 10 feet for the full length of each bus.

11.8.13.1 Field Bends. All field bends of bus shall be made with a hydraulic type bender which is acceptable to the Engineer. Each bend shall be smooth and uniform and shall retain the original inside bus diameter.

Each bend in 2 inch or smaller bus shall have a center line radius of at least 9-1/2 inches. Each bend in bus larger than 2 inches shall have an inside radius of at least five times the inside diameter of the bus.

11.8.13.2 Bolted Fittings. All current carrying bolted fittings shall be installed in accordance with Article 11.8.8, Bolted Electrical Connections, and in accordance with the manufacturer's recommendations. Connections shall be positioned and located to prevent the retention of water or drainage from copper or copper alloys to aluminum surfaces. Drain holes shall be provided as required. The location and size of drain holes shall be acceptable to the Engineer.

11.8.13.3 Bus Compression Fittings. Bus fittings will be compression type manufactured by DMC Power and provided by others.

Installation tools and training of Substation Contractor's personnel for application of the DMC compression connectors will be provided by the Substation Contractor.

11.9 Raceway

11.9.1 General

This section covers furnishing and field installation of a complete raceway system in accordance with these specifications.

General Construction Contractor shall provide all raceway, except as indicated on Drawing E4, Substation Plan and Sections. The Substation Contractor will install above grade conduit for the station service transformer that is provided by the Overhead Structures & Equipment Contract.

11.9.2 Codes and Standards

Raceway system components shall be installed in accordance with applicable requirements of the NEC. In case of conflict between the requirements of any of the above referenced codes and standards and the requirements of these specifications, the requirements of these specifications shall govern. All materials and devices shall be in accordance with the applicable requirements of the Federal "Occupational Safety and Health Standards."

11.9.3 Electrical Conduit System

An electrical conduit system shall be furnished and installed in accordance with the drawings and the following specifications. Conduit shall include all fittings and supports and all flexible conduit and fittings.

Conduit installation shall be as indicated on the drawings and as described in these specifications.

Cutting and Threading. The plane of all conduit ends shall be square with the centerline. Where threads are required, they shall be cut and cleaned prior to conduit reaming. The ends of all conduits shall be reamed to remove all rough edges and burrs.

Cutting oil shall be used in threading operations. The dies shall be kept sharp and provisions shall be made for chip clearance.

All steel conduit, after threading, shall be regalvanized with "Galvanizing Powder M-321" as manufactured by the American Solder and Flux Company of Philadelphia, Pennsylvania; with "Zincilate 810" as manufactured by Industrial Metal Protectives, Inc., of Dayton, Ohio; with "Zinc Rich" coating as manufactured by ZRC Chemical Products Company, Quincy, Massachusetts; or acceptable equal. The Contractor shall supply this protective material and shall apply it in the field.

Cleaning. Precautions shall be taken to prevent the accumulation of water, dirt, or concrete in the conduit. Conduit in which water or other foreign materials have been permitted to accumulate shall be thoroughly cleaned or, where such accumulation cannot be removed by methods acceptable to the Engineer, the conduit shall be replaced.

11.10 Grouting

11.10.1 General

This section covers materials and procedures for grouting equipment and structural baseplates.

All grouting shall be done with nonshrinking grout.

11.10.2 Materials

Materials shall be in accordance with these requirements.

Water	Clean and free from mud, oil, organic matter, and other deleterious substances
Nonshrinking grout	Minimum 5,000 psi, 28 day compressive strength; Master Builders "Masterflow 713 Grout," Sauereisen Cements "F-100 Level Fill Grout," U.S. Grout "Five Star Grout," Gifford Hill "Supreme Grout," USM "Upcon Hiflow," L&M "Crystex," or acceptable equal

11.10.3 Grouting Of Bases For Equipment And Structures

All equipment and structural baseplates shall be firmly and solidly grouted in place, using nonshrinking grout, by methods that will ensure complete, uniform, and permanent filling of all space beneath the base without disturbing or displacing the alignment or level of the base in its correct position. Should the installation of any equipment be done under the supervision and direction of a manufacturer's erection superintendent, or other accredited supervisor provided by the manufacturer of the equipment, then the grouting procedure shall follow his direction. Otherwise, these specifications shall govern.

11.10.3.1 Surface Preparation. The surfaces of hardened concrete upon which grout will be placed shall be chipped to remove laitance and surface mortar and to expose the aggregate. The surface of the hardened concrete shall be cleaned of all loose materials and shall be saturated with water for not less than 24 hours immediately before the grout is placed. All excess water shall be removed.

11.10.3.2 Alignment And Leveling. Each base shall be set in place over its anchor bolts and shall be carefully aligned in proper position and then brought to accurate level.

Small structural bases may be leveled by means of an extra nut below the base on each anchor bolt.

11.10.3.3 Mixing. Nonshrinking grout shall be furnished factory premixed so only water is added at the jobsite. Grout shall be mixed in a mechanical mixer for a minimum of 3 minutes. No more water shall be used than is recommended by the manufacturer.

11.10.3.4 Placement. Nonshrinking grout shall be placed immediately after mixing and before stiffening sets in. Grout shall be placed in strict accordance with the directions of the manufacturer so that all grout space is completely filled without voids.

Nonshrinking grout shall be finished smooth in all locations where the grout will be exposed to view after it has reached its initial set.

11.10.3.5 Finishing Of Edges. When the placing of the grout has been completed, it shall be allowed to stand undisturbed until set stiff. Then immediately the form or dam, if any, shall be taken off, and the portions of the grout which extend beyond the edges of the base shall be cut off flush and removed, except where a sloping surface is indicated on the drawings. Sloping surfaces shall be finished to a one-to-one slope.

All grouting shall be completed in a proper and workmanlike manner with the exposed edges of the foundation and the surfaces adjacent thereto left clean and free from cement and grout.

11.10.4 Curing

All grout shall be protected against rapid loss of water by covering with wet rags and polyethylene sheets. After edge finishing is completed, the grout shall be wet cured for at least 7 days. When air temperatures of 90° F or above may be expected during curing, special procedures shall be adopted by the Contractor to keep the grout as cool as possible.

When air temperatures of 45° F or below may be expected during curing, special procedures shall be adopted by the Contractor for maintaining the grout at temperatures of not less than 50° F for 5 days or 70° F for 3 days after the grout is placed. Grout and adjacent form surfaces shall be kept moist at all times. Sudden cooling of grout shall not be permitted.

11.11 Concrete Foundation

All concrete foundations will be installed by the General Construction Contractor.

12. TESTING

12.1 General

The Contractor shall be responsible for all field testing and startup functions associated with the Owner-furnished and Contractor-furnished equipment installed by him. All tests shall be performed to the satisfaction of the Owner. Testing shall be performed in the presence of the Engineer. The Contractor shall notify the Contracting Officer 5 days prior to conducting tests.

The following is a general description of the testing work required but shall not be considered as all-inclusive. It shall be the Contractor's responsibility to provide all testing and startup functions to provide a correctly operating system.

- Perform equipment tests on all Owner-furnished and Contractor-furnished substation equipment (functional tests, etc.). The General Construction Contractor will function test outdoor circuit breaker relays. The transformer manufacturer will provide all testing of the power transformers.
- All other tests as required to place miscellaneous equipment and systems into service.
- Perform ratio tests on circuit breaker current transformers.

The Contractor shall furnish all materials, labor, and equipment necessary to conduct field tests. The Contractor shall perform all tests and inspections recommended by the manufacturer in addition to tests and inspections listed in Section 12.5 unless specifically waived by the Engineer. The Contractor shall maintain a written record of all tests, which includes date, test performed, personnel involved, devices tested, serial number and name of test equipment, and test results. All field test reports will be signed and dated by the Contractor.

12.2 Qualifications of Testing Organization and Personnel¹

12.2.1 Testing Organization

1. The testing organization shall be regularly engaged in the testing of electrical equipment devices, installations, and systems.
2. The testing organization shall use technicians who are regularly employed for testing services.
3. An organization having a designation of *NETA Accredited Company* issued by the InterNational Electrical Testing Association meets the above criteria, but is not required.
4. The testing organization shall submit appropriate documentation to demonstrate that it satisfactorily complies with these requirements.

12.2.2 Testing Personnel

1. Technicians performing these electrical tests and inspections shall be trained and experienced concerning the apparatus and systems being evaluated. These individuals

¹ ANSI/NETA Acceptance Testing Specifications, Section 3

shall be capable of conducting the tests in a safe manner and with complete knowledge of the hazards involved. They must evaluate the test data and make a judgment on the serviceability of the specific equipment.

12.3 Division of Responsibility²

12.3.1 The Owner's Representative

The Owner's representative shall provide the testing organization with the following:

1. A short-circuit analysis, a coordination study, and a protective device setting sheet.
2. A complete set of electrical plans and specifications, including all change orders.
3. Drawings and instruction manuals applicable to the scope of work.
4. An itemized description of equipment to be inspected and tested.
5. A determination of who shall provide a suitable and stable source of electrical power to each test site.
6. A determination of who shall perform certain preliminary low-voltage insulation-resistance, continuity, and low-voltage motor rotation tests prior to and in addition to tests specified herein.
7. Notification of when equipment becomes available for acceptance tests. Work shall be coordinated to expedite project scheduling.
8. Site-specific hazard notification and safety training.

12.3.2 The Testing Organization

The testing organization shall provide the following:

1. All field technical services, tooling, equipment, instrumentation, and technical supervision to perform such tests and inspections.
2. Specific power requirements for test equipment.
3. Notification to the owner's representative prior to commencement of any testing.
4. A timely notification of any system, material, or workmanship that is found deficient based on the results of the acceptance tests.
5. A written record of all tests and a final report.

² ANSI/NETA Acceptance Testing Specifications, Section 4.

12.4 General Acceptance Testing Information³

12.4.1 Safety and Precautions

All parties involved must be cognizant of industry-standard safety procedures. This document does not contain any procedures including specific safety procedures. It is recognized that an overwhelming majority of the tests and inspections recommended in these specifications are potentially hazardous. Individuals performing these tests shall be qualified and capable of conducting the tests in a safe manner and with complete knowledge of the hazards involved.

1. Safety practices shall include, but are not limited to, the following requirements:
 - a. All applicable provisions of the Occupational Safety and Health Act, particularly OSHA 29 CFR Part 1910 and 29 CFR Part 1926.
 - b. ANSI/NFPA 70E, *Standard for Electrical Safety in the Workplace*.
 - c. Applicable state and local safety operating procedures.
 - d. Owner's safety practices.
2. The testing organization shall have a designated safety lead person on site to supervise operations with respect to safety.
3. A job hazard analysis and a safety briefing shall be conducted prior to the commencement of work.
4. All tests shall be performed with the apparatus de-energized and grounded except where otherwise specifically required to be ungrounded or energized for certain tests.
5. The testing organization shall have a designated safety representative on the project to supervise operations with respect to safety. This individual may be the same person described in 12.4.1.2.

12.4.2 Suitability of Test Equipment

1. All test equipment shall meet the requirements in Section 12.4.3 and be in good mechanical and electrical condition.
2. Field test metering used to check power system meter calibration must be more accurate than the instrument being tested.
3. Accuracy of metering in test equipment shall be appropriate for the test being performed.
4. Waveshape and frequency of test equipment output waveforms shall be appropriate for the test to be performed and the equipment to be tested.

12.4.3 Test Instrument Calibration

1. The testing organization shall have a calibration program which assures that all applicable test instruments are maintained within rated accuracy for each test instrument calibrated.
2. The firm providing calibration service shall maintain up-to-date instrument calibration instructions and procedures for each test instrument calibrated.

³ ANSI/NETA Acceptance Testing Specifications, Section 5.

3. The accuracy shall be directly traceable to the National Institute of Standards and Technology (NIST).
4. Instruments shall be calibrated in accordance with the following frequency schedule:
 - a. Field instruments: Analog and Digital, 12 months maximum.
 - b. Laboratory instruments: 12 months maximum.
 - c. Leased specialty equipment: 12 months maximum.
5. Dated calibration labels shall be visible on all test equipment.
6. Records which show date and results of instruments calibrated or tested must be kept up to date.
7. Calibrating standard shall be of better accuracy than that of the instrument tested.

12.4.4 Test Report

1. The test report shall include the following:
 - a. Summary of project.
 - b. Description of equipment tested.
 - c. Description of tests.
 - d. Test data.
 - e. Analysis and recommendations.
2. Test data records shall include the following minimum requirements:
 - a. Identification of the testing organization.
 - b. Equipment identification.
 - c. Humidity, temperature, and other conditions that may affect the results of the tests and/or calibrations.
 - d. Date of inspections, tests, maintenance, and/or calibrations.
 - e. Identification of the testing technician.
 - f. Indication of inspections, tests, maintenance, and/or calibrations to be performed and recorded.
 - g. Indication of expected results when calibrations are to be performed.
 - h. Indication of as-found and as-left results, as applicable.
 - i. Identification of all test results outside of specified tolerances.
 - j. Sufficient spaces to allow all results and comments to be indicated.
3. The testing organization shall furnish a copy or copies of the complete report as specified in the acceptance testing contract.

12.4.5 Test Decal

1. The testing organization shall affix a test decal on the exterior of equipment or equipment enclosure of protective devices after performing electrical tests.

2. The test decal shall be color-coded to communicate the condition of maintenance for the protective device. Color scheme for condition of maintenance of overcurrent protective device shall be:
 - a. White: electrically and mechanically acceptable.
 - b. Yellow: minor deficiency not affecting fault detection and operation, but minor electrical or mechanical condition exists.
 - c. Red: deficiency exists affecting performance, not suitable for service.
3. The decal shall include:
 - a. Testing organization
 - b. Project number
 - c. Test date
 - d. Technician name

12.5 Inspection and Test Procedures⁴

12.5.1 Switches, Air, Medium- and High-Voltage, Open

12.5.1.1 Visual and Mechanical Inspection

1. Compare equipment nameplate data with drawings and specifications.
2. Inspect physical and mechanical condition.
3. Inspect anchorage, alignment, grounding, and required clearances.
4. Verify the unit is clean.
5. Perform mechanical operator tests in accordance with manufacturer's published data, if applicable.
6. Verify correct operation and adjustment of motor operator limit switches and mechanical interlocks, if applicable.
7. Verify correct blade alignment, blade penetration, travel stops, arc interrupter operation, and mechanical operation.
8. Verify operation and sequencing of interlocking systems.
9. Verify that each fuse has adequate mechanical support and contact integrity, if applicable.
10. Verify that fuse sizes and types are in accordance with drawings, short-circuit study, and coordination study.
11. Verify correct operation of all indicating and control devices, if applicable.
12. Verify appropriate lubrication on moving current-carrying parts and on moving and sliding surfaces.
13. Record as-found and as-left operation counter readings. Operation counter should advance one digit per close-open cycle.

⁴ ANSI/NETA Acceptance Testing Specifications, Section 7

12.5.1.2 Electrical Tests

1. Perform contact-resistance test across each switchblade and fuseholder. Microhm or dc millivolt drop values shall not exceed the high levels of the normal range as indicated in the manufacturer's published data. In the absence of manufacturer's published data, investigate values that deviate from adjacent poles or similar switches by more than 50 percent of the lowest value.
2. Perform insulation-resistance tests for one minute on each pole, phase-to-phase and phase-to-ground with switch closed, and across each open pole. Apply voltage in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Testing Table 1. Values of insulation resistance less than this table or manufacturer's recommendations should be investigated. Dielectric withstand voltage tests should not proceed until insulation-resistance levels are raised above minimum values.
3. Measure fuse resistance. Investigate fuse resistance values that deviate from each other by more than 15 percent.

12.5.2 Instrument Transformers

12.5.2.1 Visual and Mechanical Inspection

1. Compare equipment nameplate data with drawings and specifications.
2. Inspect physical and mechanical condition.
3. Verify correct connection of transformers with system requirements.
4. Verify that adequate clearances exist between primary and secondary circuit wiring.
5. Verify the unit is clean.
6. Verify that all required grounding and shorting connections provide contact.
7. Verify correct operation of transformer withdrawal mechanism and grounding operation.
8. Verify correct primary and secondary fuse sizes for voltage transformers.
9. Verify appropriate lubrication on moving current-carrying parts and on moving and sliding surfaces.

12.5.2.2 Electrical Tests - Current Transformers

1. Perform insulation-resistance test of each current transformer and its secondary wiring with respect to ground at 1000 volts dc for one minute. For units with solid-state components that cannot tolerate the applied voltage, follow manufacturer's recommendations. Insulation-resistance values of instrument transformers shall not be less than values shown in Testing Table 6.
2. Perform a polarity test of each current transformer in accordance with ANSI/IEEE C57.13.1. Polarity results shall agree with transformer markings.
3. Perform a ratio-verification test using the voltage or current method in accordance with ANSI/IEEE C57.13.1. Ratio errors shall be in accordance with C57.13.

4. Perform an excitation test on transformers used for relaying applications in accordance with ANSI/IEEE C57.13.1. Excitation results shall match the curve supplied by the manufacturer or be in accordance with ANSI C57.13.1.
5. Verify that current transformer secondary circuits are grounded and have only one grounding point in accordance with ANSI/IEEE C57.13.3. That grounding point should be located as specified by the engineer in the project drawings. Test results shall indicate that the circuits have only one grounding point.

12.5.2.3 Electrical Tests - Voltage Transformers

1. Perform insulation-resistance tests winding-to-winding and each winding-to-ground. Test voltages shall be applied for one minute in accordance with Testing Table 6. For units with solid-state components that cannot tolerate the applied voltage, follow manufacturer's recommendations. Insulation-resistance values of instrument transformers shall be in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Testing Table 6.
2. Perform a polarity test on each transformer to verify the polarity marks or H₁-X₁ relationship as applicable. Polarity results shall agree with transformer markings.
3. Perform a turns-ratio test on all tap positions. Ratio errors shall be in accordance with C57.13.
4. Verify that voltage transformer secondary circuits are grounded and have only one grounding point in accordance with ANSI/IEEE C57.13.3. The grounding point should be located as specified by the engineer in the project drawings. Test results shall indicate that the circuits are grounded at only one point.

12.5.3 Surge Arresters, Medium-Voltage

12.5.3.1 Visual and Mechanical Inspection

1. Compare equipment nameplate data with drawings and specifications.
2. Inspect physical and mechanical condition.
3. Inspect anchorage, alignment, grounding, and clearances.
4. Verify the arresters are clean.
5. Verify that the ground lead on each device is individually attached to a ground bus or ground electrode.
6. Verify that the stroke counter is correctly mounted and electrically connected, if present.
7. Record the stroke counter reading.

12.5.3.2 Electrical Tests

1. Perform an insulation-resistance test on each arrester, phase terminal-to-ground. Apply voltage in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Testing Table 1. Insulation-resistance values shall be in accordance with manufacturer's published data. In the absence of manufacturer's

published data, use Testing Table 1. Values of insulation resistance less than this table or manufacturer's recommendations should be investigated.

2. Test grounding connection in accordance with Section **Error! Reference source not found.** Resistance between the arrester ground terminal and the ground system shall be less than 0.5 ohm and in accordance with Section **Error! Reference source not found.**

12.5.4 Outdoor Bus Structures

12.5.4.1 Visual and Mechanical Inspection

1. Compare bus arrangement with drawings and specifications.
2. Inspect physical and mechanical condition.
3. Inspect anchorage, alignment, and grounding.
4. Verify the support insulators are clean.

12.5.4.2 Electrical Tests

1. Measure insulation resistance of each bus, phase-to-ground with other phases grounded. Apply voltage in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Testing Table 1. Insulation-resistance values shall be in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Testing Table 1.

12.5.5 Circuit Breakers, Vacuum, Medium-Voltage

12.5.5.1 Visual and Mechanical Inspection

1. Compare equipment nameplate data with drawings and specifications.
2. Inspect physical and mechanical condition.
3. Inspect anchorage, alignment, and grounding.
4. Verify that all maintenance devices such as special tools and gauges specified by the manufacturer are available for servicing and operating the breaker.
5. Verify the unit is clean.

12.5.5.2 Electrical Tests

1. Perform insulation-resistance tests for one minute on each pole, phase-to-phase and phase-to-ground with the circuit breaker closed, and across each open pole. Test voltage shall be in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Testing Table 1. Insulation-resistance values shall be in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Testing Table 1. Values of insulation resistance less than this table or manufacturer's recommendations should be investigated.
2. Verify operation of heaters.

12.6 Post Energization

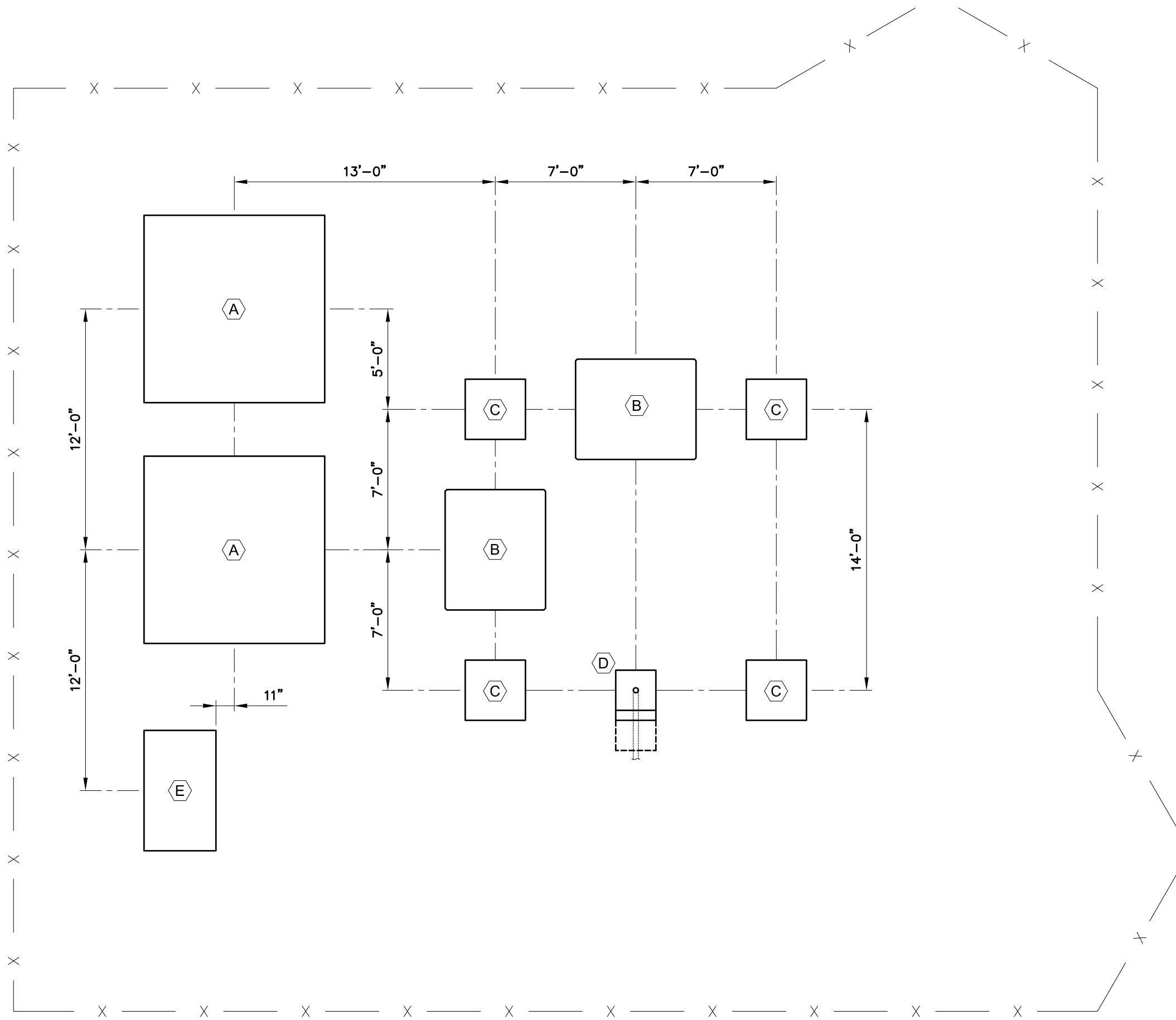
The Owner will perform a thermographic survey on energized substation equipment. Any problems found by the thermographic survey will be corrected at the Contractor's expense.

13. DRAWINGS

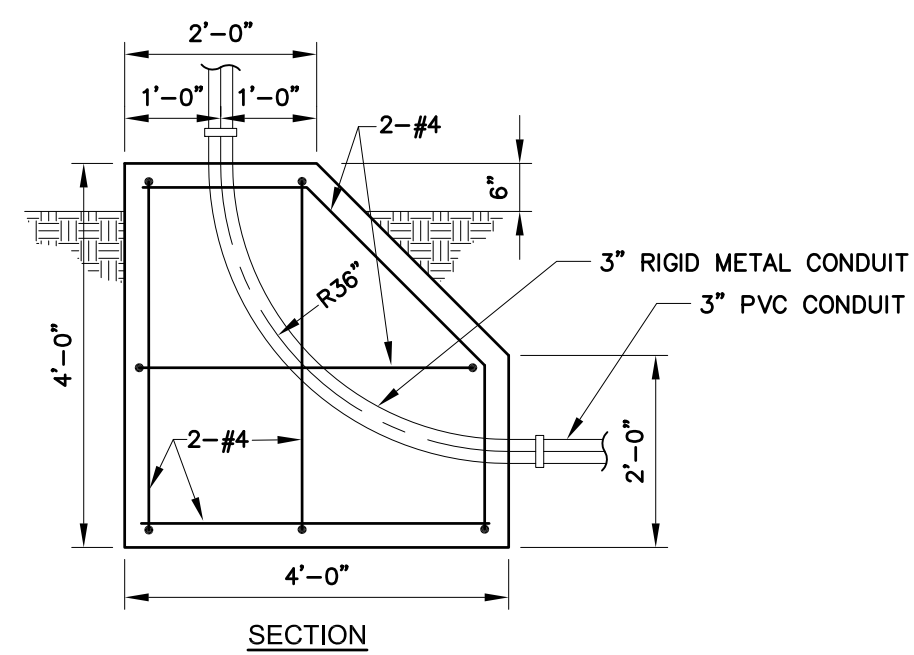
The following drawings are included as part of this Specification:

Dwg. No.	Title	Revision
C1	Peak Shaving Generation Plant Site Plan	0
E1	Peak Shaving Generation Plant One-Line Diagram	0
E2	Peak Shaving Generation Plant Relaying One-Line Diagram	0
E3	Peak Shaving Generation Plant Substation Three Line Diagram	0
E4	Peak Shaving Generation Plant Substation Plan and Sections	1
E5	Peak Shaving Generation Plant Substation Bill of Materials	1 <u>2</u>
E6	Peak Shaving Generation Plant Transformer Oil Containment	0
E13	Peak Shaving Generation Plant Grounding Plan	0
S5	Peak Shaving Generation Plant Substation Foundation Plan & Details	0

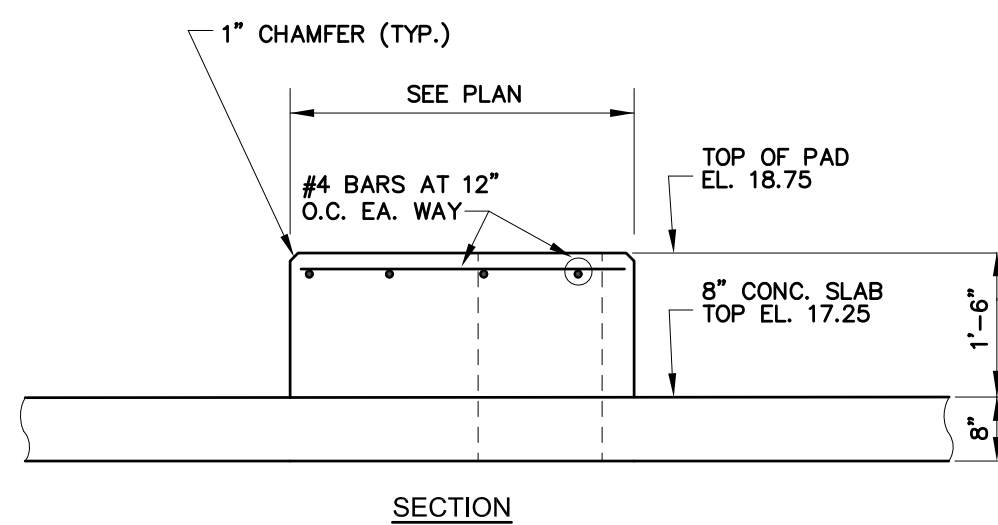
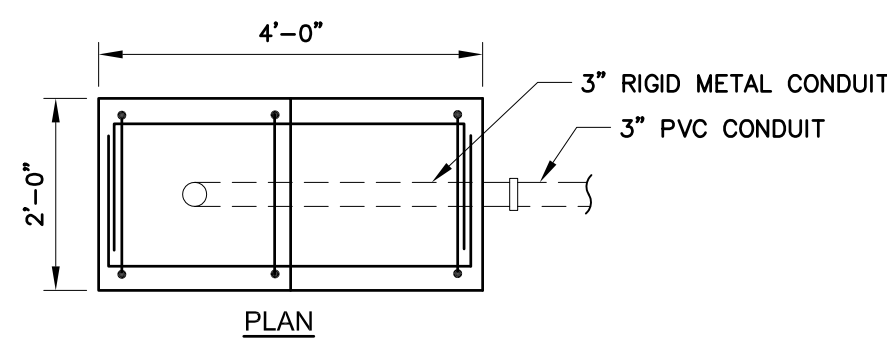
\\192.168.1.3\Company\Directory\CAD-Data\Georgetown\Generation Plant\S5 Substation Foundation Plan & Details.dwg Layout: S5 Feb 22, 2017 - 1:50pm



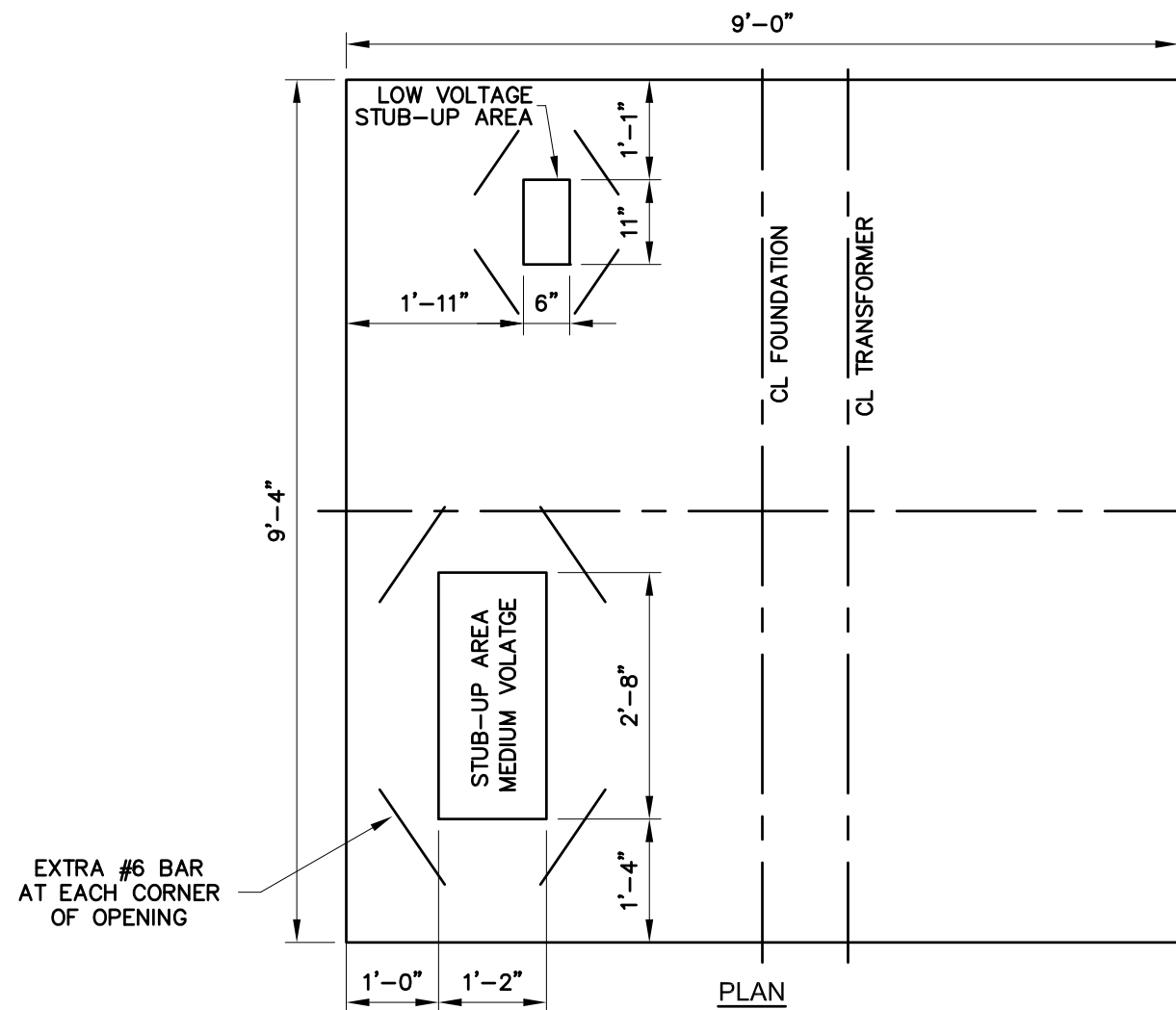
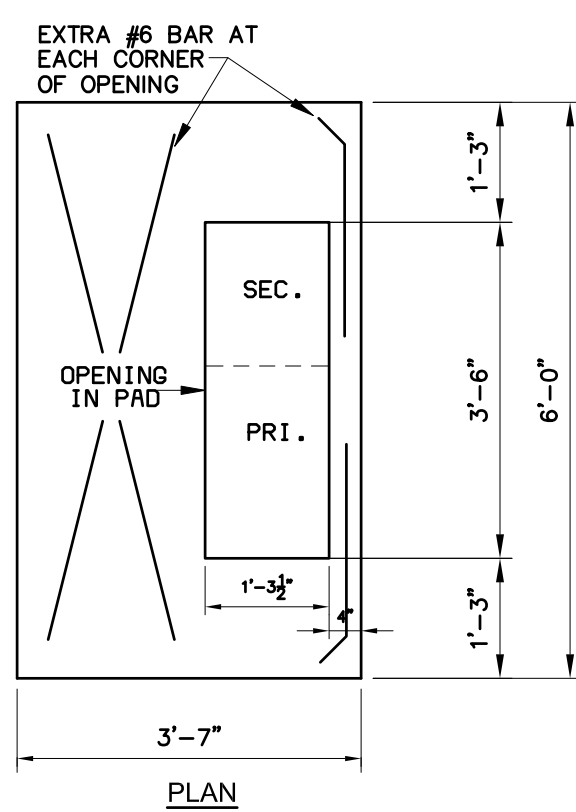
PLAN VIEW
3/16" = 1'-0"



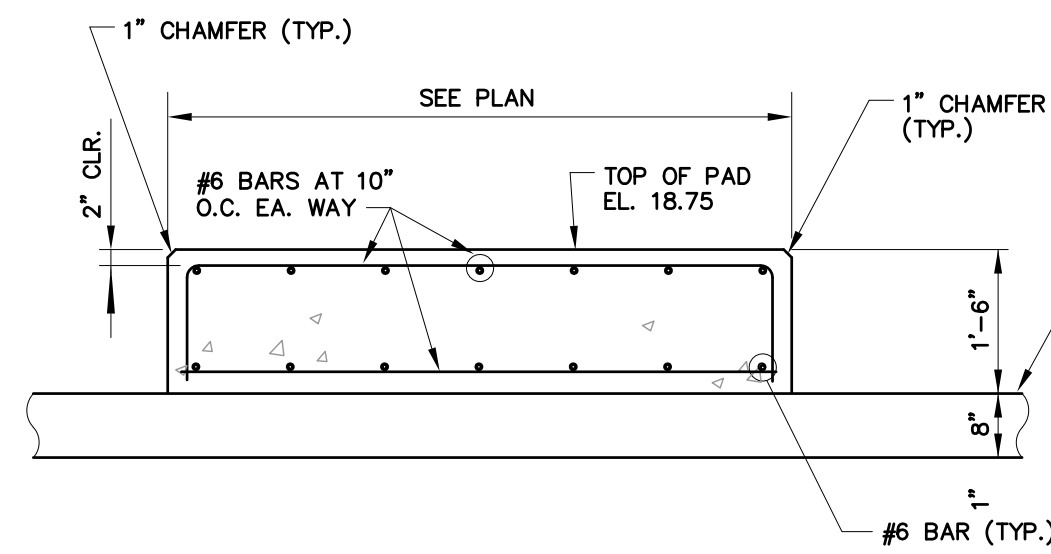
D CONDUIT SUPPORT
SCALE: 1/2"=1'-0"



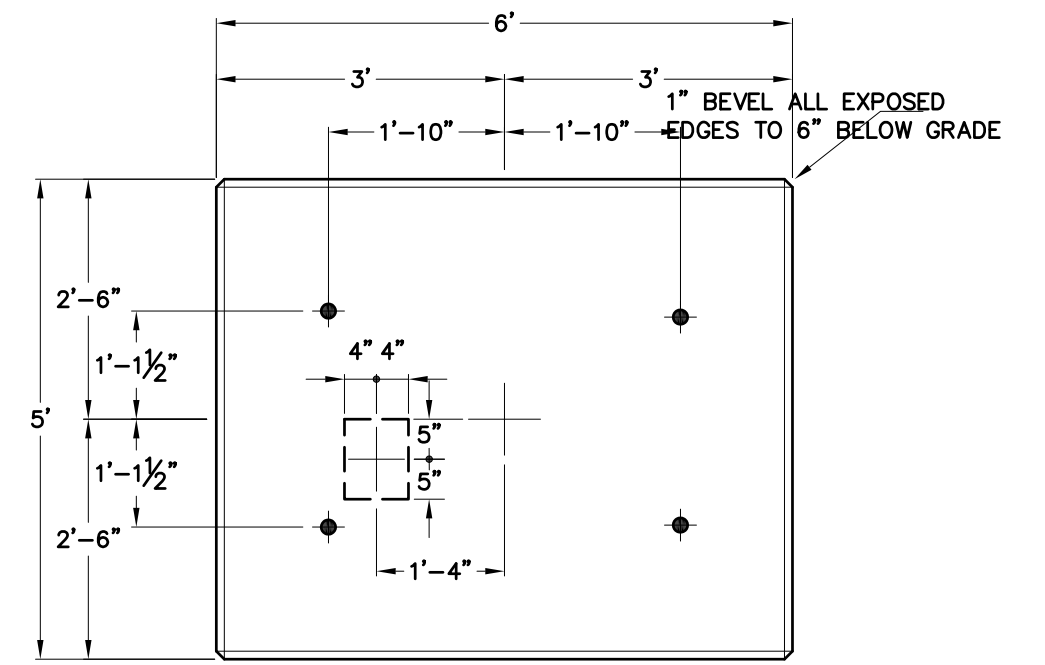
E STATION SERVICE TRANSFORMER PAD
SCALE: 1/2"=1'-0"



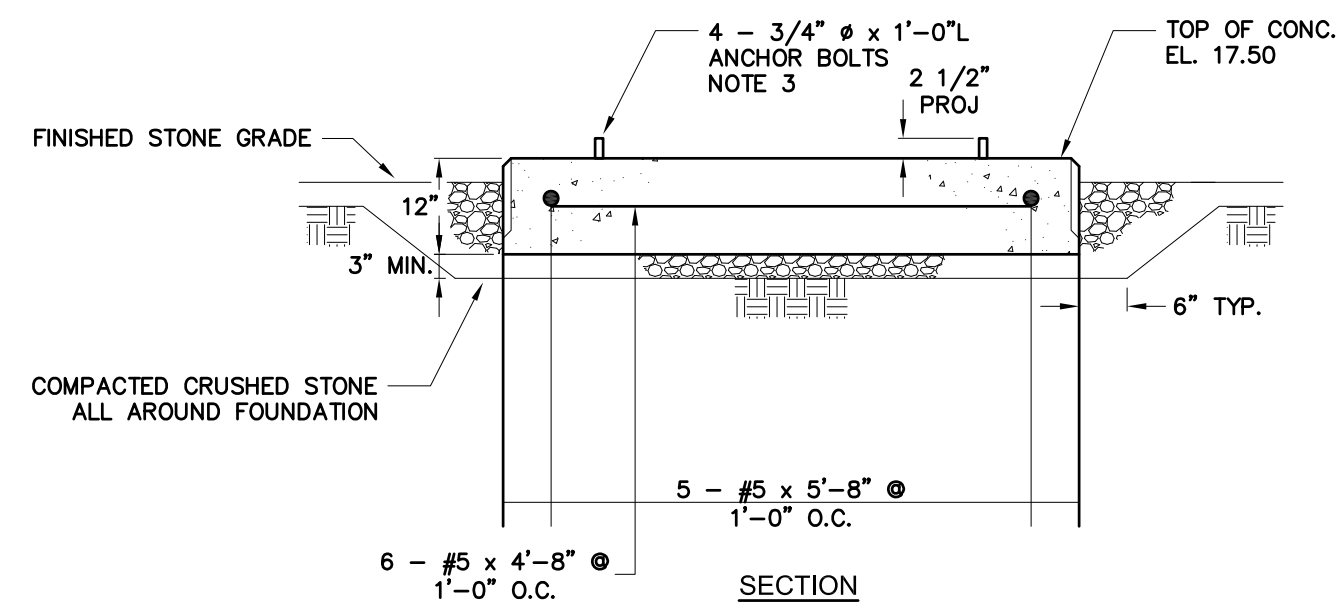
A POWER GSU TRANSFORMER PAD PLAN & SECTION
SCALE: 1/2"=1'-0"



SECTION

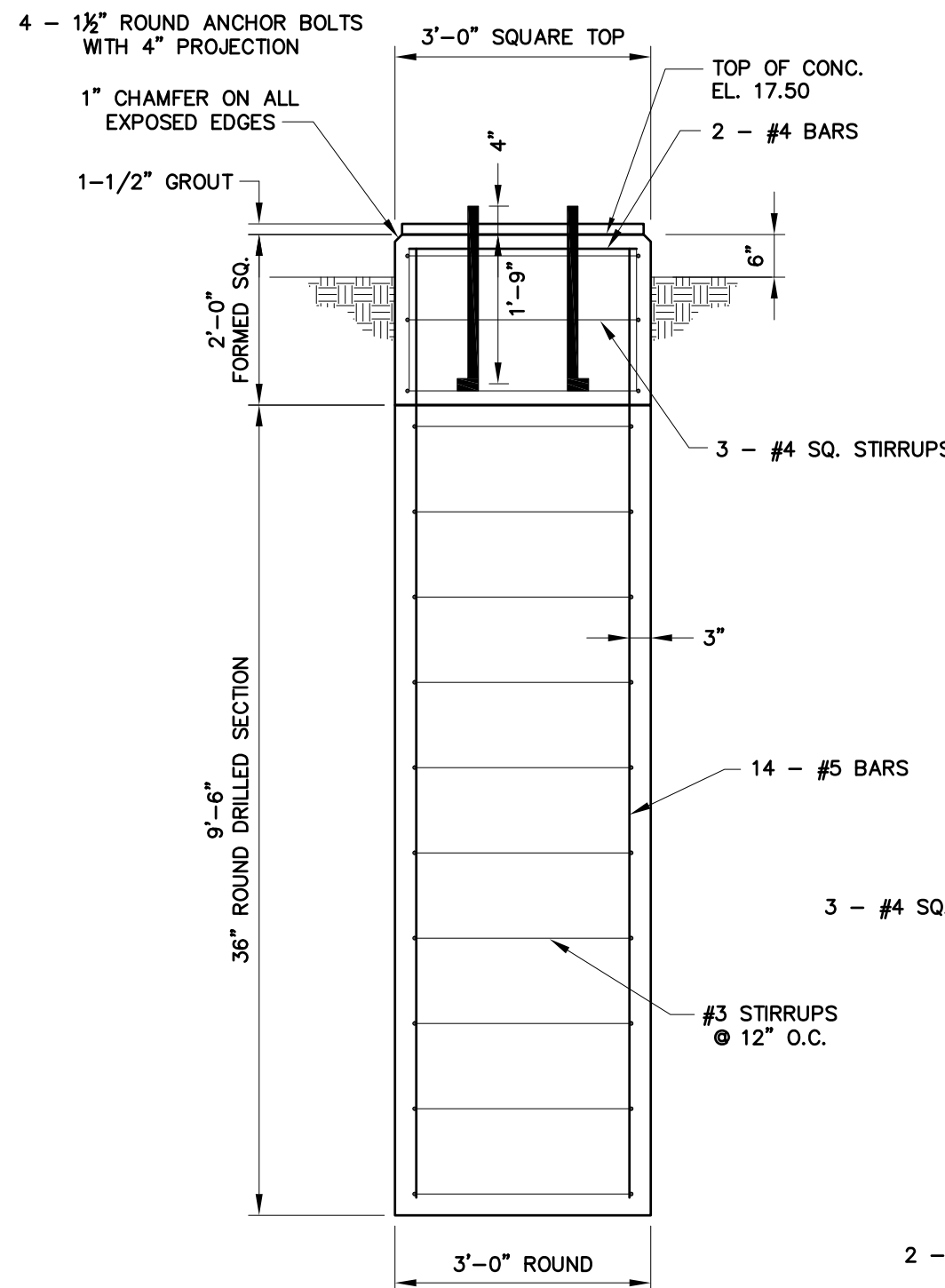


PLAN
DETAIL - 1 REQ'D

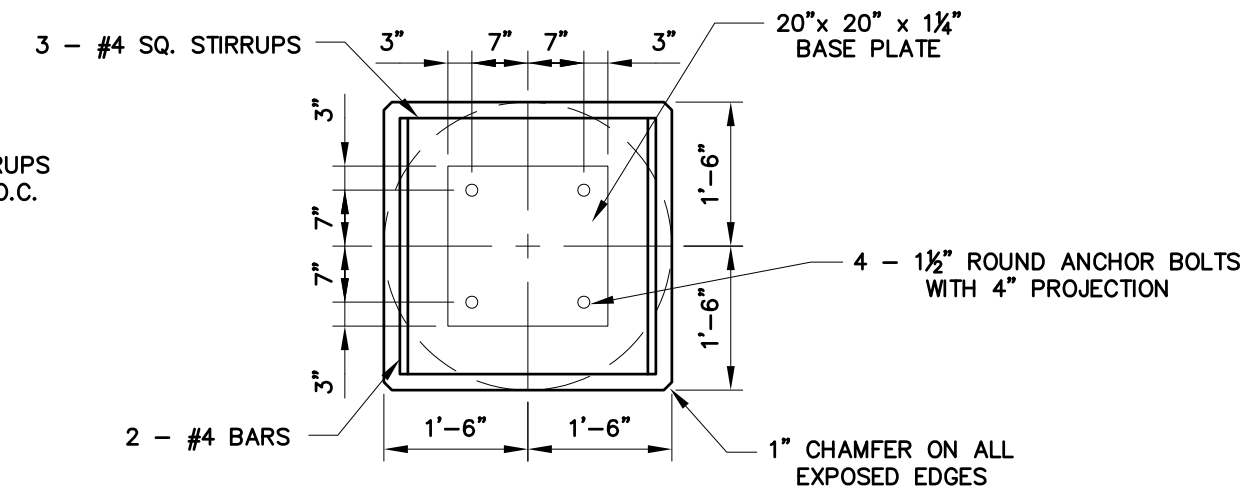


SECTION

B CIRCUIT BREAKER FOOTING PLAN & SECTION
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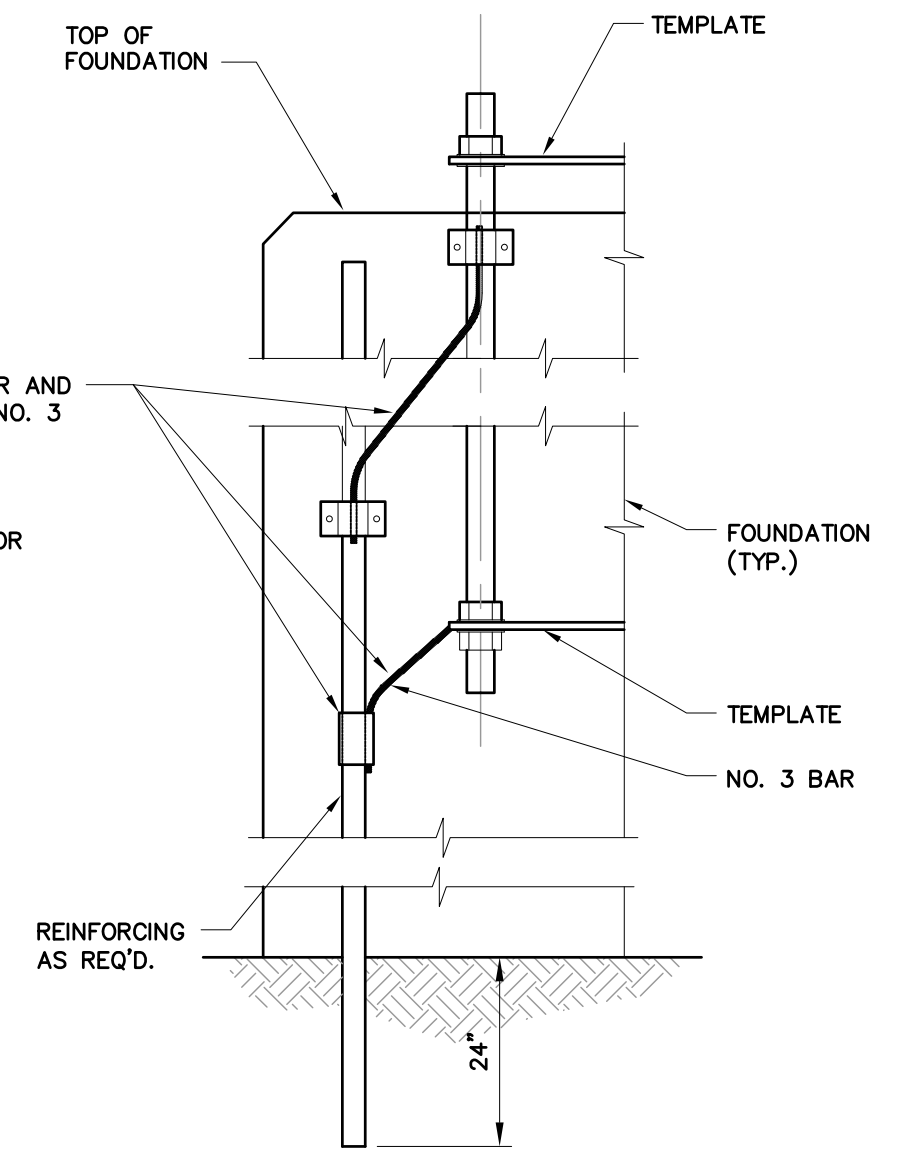
C SUBSTATION STRUCTURE FOOTING PLAN & SECTION
SCALE: 1/2"=1'-0"



PLAN

BOND ANCHOR BOLTS TO REBAR WITH 1/0 JUMPER AND TWO MECHANICAL CONNECTORS OR BY BENDING NO. 3 BAR ON BOTTOM TEMPLATE AS SHOWN AND WIRE TIGHTLY WITH 10 TURNS OF NO. 10 WIRE OR 1 MECHANICAL CONNECTOR.

MECHANICAL CONNECTORS SHALL BE UL LISTED FOR CONCRETE ENCASEMENT.



TYPICAL FOUNDATION GROUNDING DETAIL
NO SCALE

FOUNDATION LEGEND		
MARK	DESCRIPTION	QUANTITY
A	POWER TRANSFORMER	2
B	CIRCUIT BREAKER	2
C	FEEDER BAY COLUMN	4
D	CONDUIT SUPPORT	1
E	STATION SERVICE TRANSFORMER	1

Summey Engineering Associates, PLLC
Engineering - Land Planning - Consulting
P.O. Box 968
Asheboro, NC 27204
Phone: 336-328-0902 Fax: 336-328-0922
Email: mack@asheboro.com

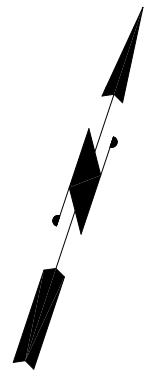
0	BID ISSUE	2-22-17
NO.	REVISIONS	DATE

PRELIMINARY	
NOT TO BE USED FOR CONSTRUCTION	
REVISION	02/22/17

CITY OF GEORGETOWN	
SOUTH CAROLINA	
PEAK SHAVING GENERATION PLANT	
SUBSTATION FOUNDATION	
PLAN & DETAILS	
UTILITY TECHNOLOGY ENGINEERS - CONSULTANTS	
P.O. Box 2629 • Asheboro, North Carolina • 27204	
DWN. HMS	DATE: 02/22/17
SCALE: NOTED	JOB NO.
DWG. NO.	S5
SHEET NO.	4 OF 4

ACAD FILE: S5 SUBSTATION FOUNDATION PLAN & DETAILS.DWG

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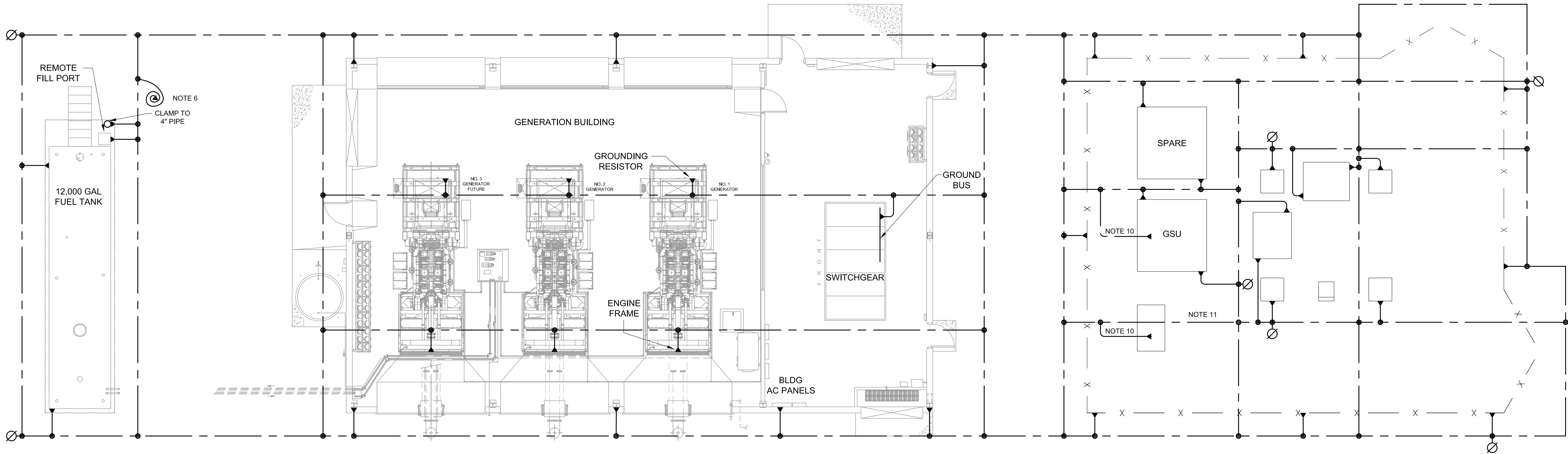


NOTES:

1. ABOVE GRADE SUBSTATION GROUNDING MATERIALS SHALL BE SUPPLIED BY OVERHEAD STRUCTURES AND EQUIPMENT CONTRACTOR AND INSTALLED BY THE SUBSTATION CONSTRUCTION CONTRACTOR. THE GENERAL CONSTRUCTION CONTRACTOR SHALL FURNISH AND INSTALL ALL OTHER GROUNDING MATERIALS, INCLUDING GROUND RODS; BELOW GRADE CONDUCTOR AND CONNECTIONS; EQUIPMENT STINGERS; AND CONNECTIONS TO FENCE, FUEL TANK, AND BUILDING. GENERAL CONSTRUCTION CONTRACTOR TO COIL 5' OF 4/0 CU AT EACH STEEL COLUMN, POWER TRANSFORMER, AND CIRCUIT BREAKERS AT LOCATIONS SHOWN BY STINGERS.
2. LOOP GROUND CONDUCTOR UP COLUMN, ACROSS BEAM, CONNECTING TO SURGE ARRESTERS AND VTS, AND DOWN OPPOSITE COLUMN.
3. OUTSIDE BELOW GRADE GROUND CONDUCTOR TO BE LOCATED 3' INSIDE AND OUTSIDE FENCE LINE, AND 3' OUTSIDE BUILDING FOUNDATION.
4. ALL GROUND GRID CONDUCTORS SHALL BE 18" MIN. BELOW GRADE, NOT INCLUDING CRUSHED ROCK.
5. FENCE GROUND CONNECTIONS SHOULD BE AT APPROXIMATELY 40' INTERVALS.
6. COIL 30' OF NO. 4 AWG SUPER-FLEX ARC WELD CABLE WITH NEOPRENE JACKET. TERMINATE WITH TRUCK GROUNDING CLAMP BURNDY TYPE GIE-G OR ACCEPTABLE EQUAL. PROVIDE A STANCHION WITH PEG TO HANG COILED CABLE WHEN NOT IN USE.
7. ALL STINGERS ARE TO HAVE 5'-0" LENGTH OF CONDUCTOR ABOVE FINAL GRADE COILED UP AND LAID ON FOUNDATION. STINGERS FOR FUTURE EQUIPMENT SHALL BE COVERED WITH WARNING CONES PAINTED SAFETY ORANGE OR YELLOW.
8. STINGERS THROUGH CONCRETE FLOOR TO RUN THROUGH 6" LONG PVC "KICK-SLEEVE" CAST IN FLOOR SURFACE. COORDINATE INSTALLATION WITH FOUNDATION EXCAVATION AND FORMING.
9. EQUIPMENT GROUNDING CONNECTIONS SHOWN ARE APPROXIMATE. CONTRACTOR SHALL VERIFY ALL EQUIPMENT GROUNDING LOCATIONS.
10. EXTEND STINGER THROUGH PAD STUB-UP AREA. CONNECT CABLE SHIELD TO GROUND GRID.
11. INSTALL GROUND GRID UNDER OIL CONTAINMENT AREA BEFORE INSTALLING TRANSFORMER PADS AND OIL CONTAINMENT.

LEGEND:

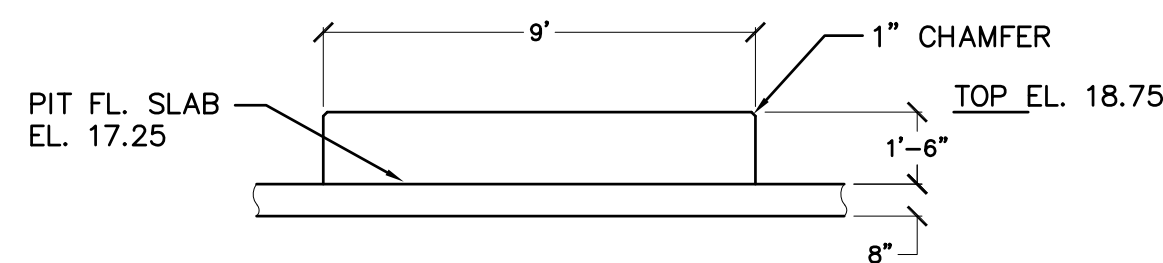
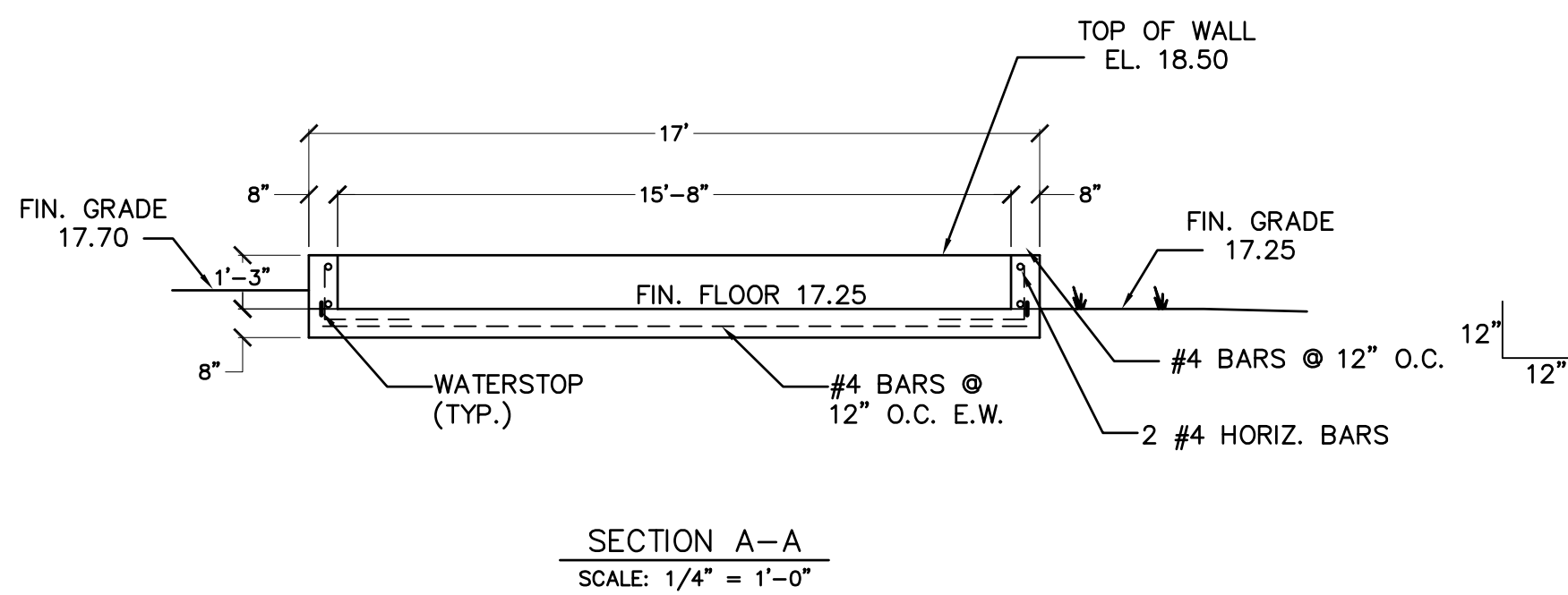
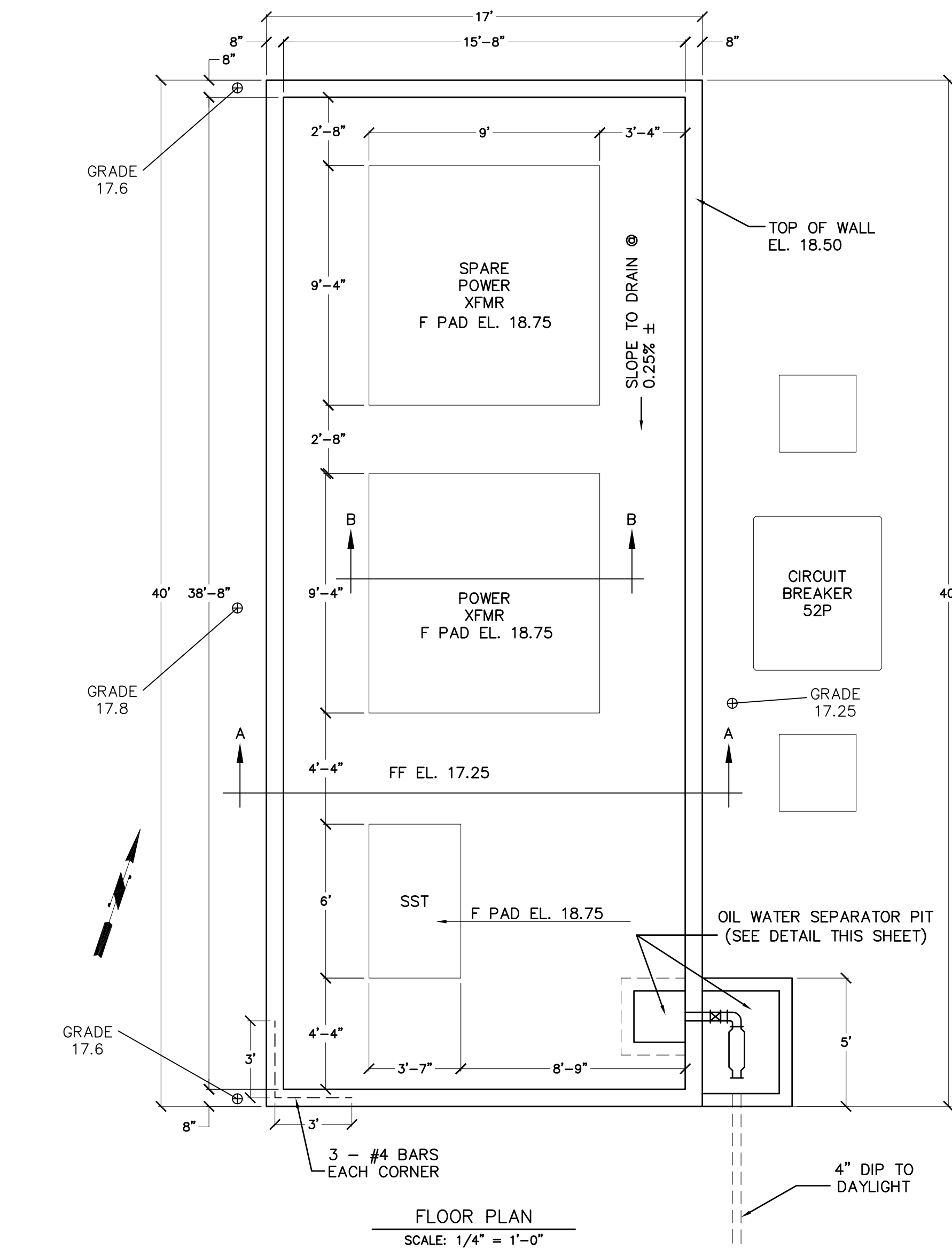
- Ø 3/4" x 10' GROUND ROD
- EXOTHERMIC WELD
- NO. 4/0 AWG BARE STRANDED S.D. COPPER
- ◄ NO. 4/0 AWG CU STINGER TO BE BOLTED TO STEEL, EQUIPMENT OR GROUNDING PLATFORM
- x - FENCE
- FOUNDATIONS



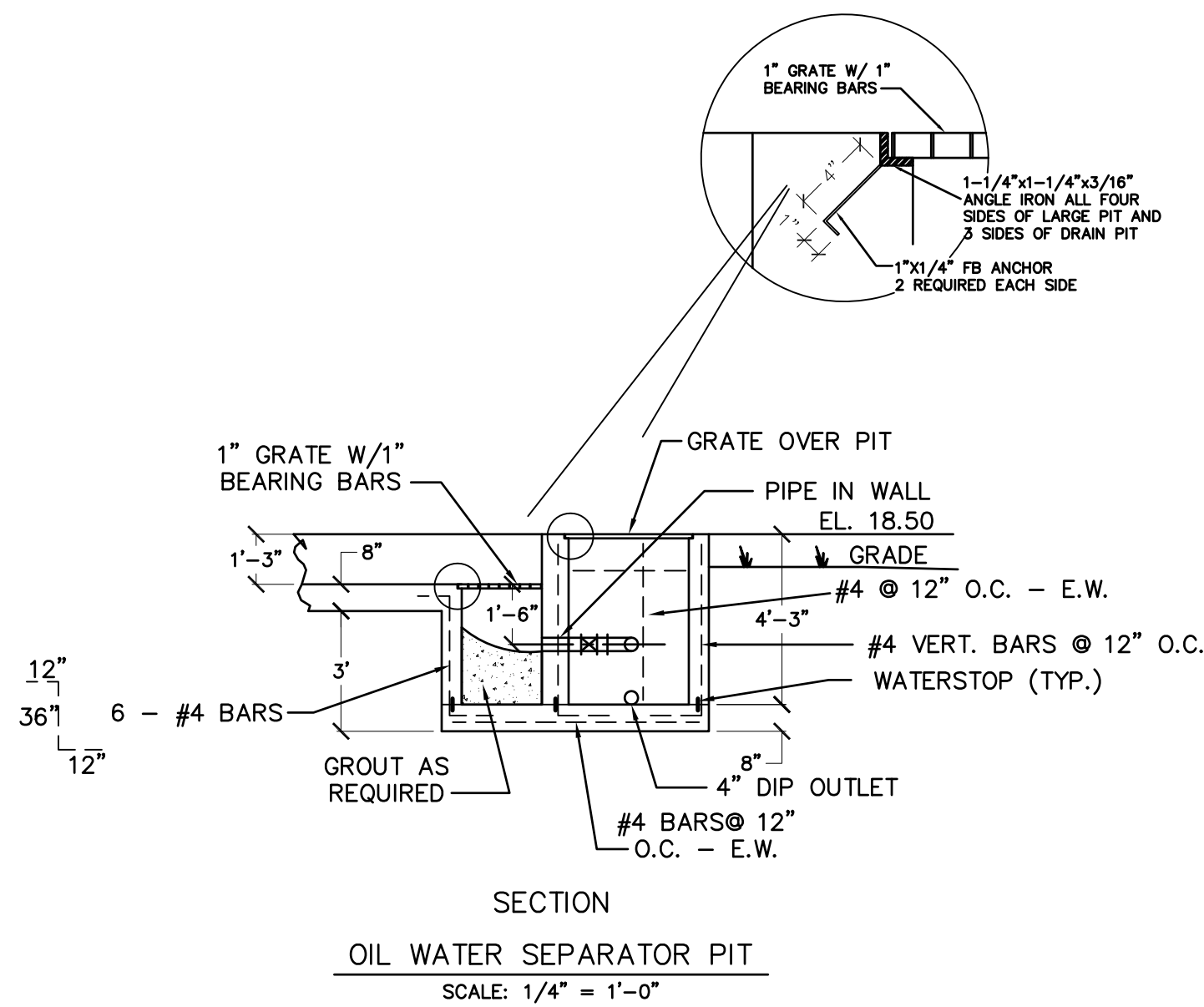
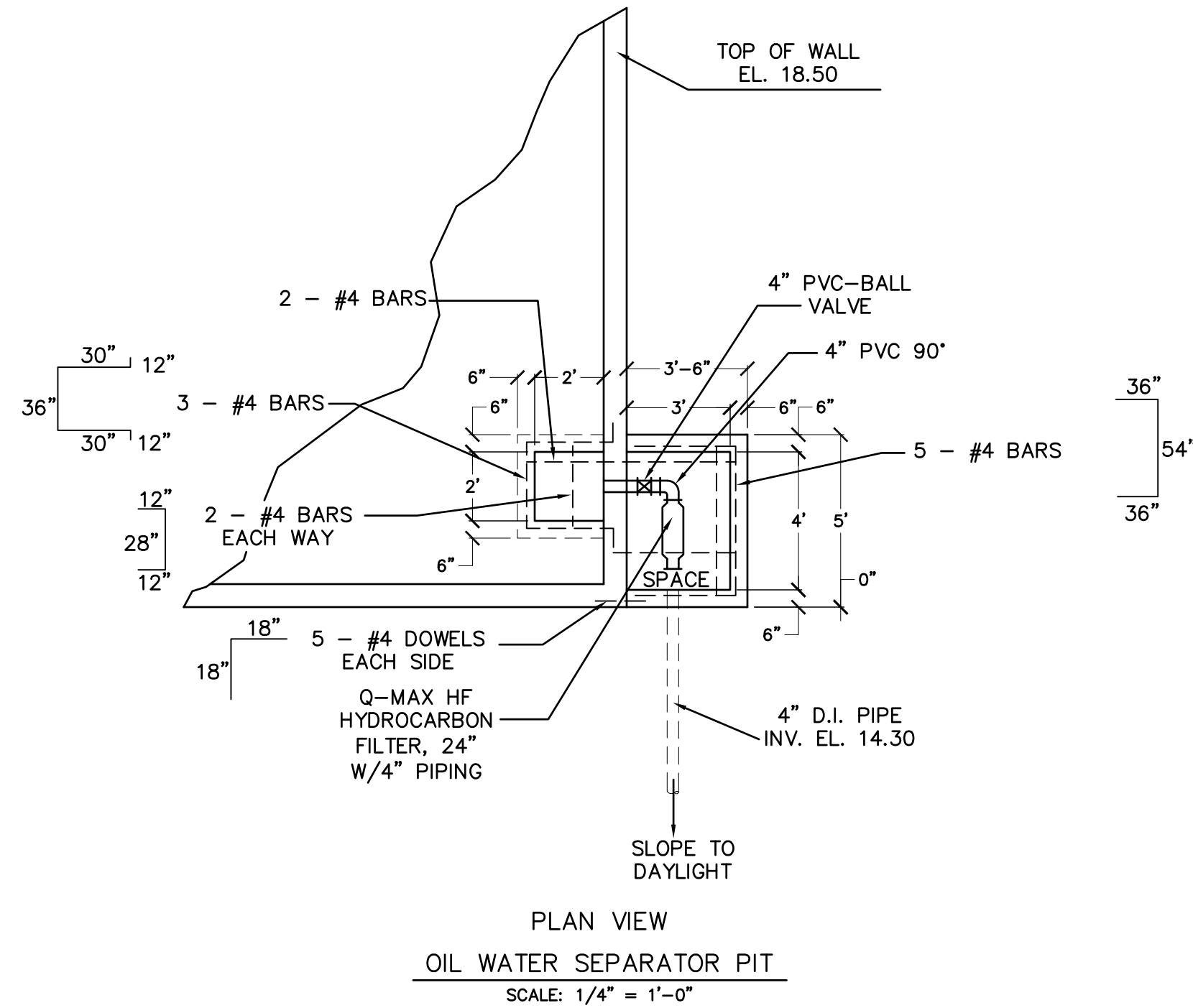
GROUND PLAN
SCALE: 1/8"=1'-0"

PRELIMINARY NOT TO BE USED FOR CONSTRUCTION REVISION 2/22/17			CITY OF GEORGETOWN SOUTH CAROLINA PEAK SHAVING GENERATION PLANT GROUNDING PLAN	
UTEC UTILITY TECHNOLOGY ENGINEERS - CONSULTANTS P.O. Box 2629 • Asheboro, North Carolina • 27204			DWN: S.FLEMING SCALE: NOTED DATE: 2/22/17 JOB NO: 131101 SHEET NO: 4 OF 4	
0	BID ISSUE	2/22/17	E13	
NO.	REVISIONS	DATE		

ACAD FILE: E13 GENERATION GROUNDING PLAN.DWG



NOTE:
WATERSTOP TO BE INSTALLED AT ALL
CONSTRUCTION JOINTS.



Summey Engineering Associates, PLLC
Engineering - Land Planning - Consulting
P.O. Box 968
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0	BID ISSUE	2-22-17
NO.	REVISIONS	DATE

PRELIMINARY
NOT TO BE USED
FOR CONSTRUCTION
REVISION 02/22/17

CITY OF GEORGETOWN Georgetown, South Carolina	
PEAK SHAVING GENERATION PLANT TRANSFORMER OIL CONTAINMENT	
UTILITY TECHNOLOGY ENGINEERS - CONSULTANTS P.O. Box 2629 • Asheboro, North Carolina • 27204	
DWN. HMS	DATE: 02/22/17
SCALE: 1/4" = 1'-0"	JOB NO. 131101
NO.	REVISIONS

May 20, 2017 12:28pm T:\Georgetown\Georgetown Power\EE Substation Bill of Materials Rev. 2.dwg User: ES

Attachment: Georgetown Sub Construction Spec - Conformed (2294 : Approval of Contract for Peak Shaving Substation Construction)

MATERIAL LIST					
All items supplied under Overhead Structures & Equipment Contract unless otherwise noted.					
Item No.	Description	Manufacturer (or equal)	Type/Catalog No. (or equal)	Spares	Base Quantity
001	Power Transformer, 5 MVA ONAN, future 6.25 MVA ONAF, 3-phase, 12.5/7.2 - 4.16 kV, terminals with 4-hole NEMA pads, supplied by Power Transformer Contract 30-2016-004				2
002	Circuit Breaker, 3-phase, 12.5 kV, 600 A, 110 kV BIL, terminals with 4-hole NEMA pads, supplied by Circuit Breaker Contract 30-2016-005				2
003	Voltage transformer, 15 kV outdoor type, 60:1 ratio, 110 kV BIL, accuracy 0.3 @ W, X, M, Y burdens, thermal rating 1000 VA	RITZ	122030010 60320		5
004	Arrester, surge, heavy duty distribution riser pole class, 7.65 kV MCOV	Hubbell Power Systems	002216087314		3
051	Power fuse, vertical station style, 14.4 kV, 110 kV BIL, 200 E max, 14 kA sym interrupting, with grey NEMA TR 205 insulators, Bronze Bolted Connectors	S&C Electric	SMD-20 192222R2-K		8
052	Fuse unit, 14.4 kV, 5 E	S&C Electric	SMU-20 612005	1	8
053	Switch, hookstick disconnect, 15 kV, 110 kV BIL, 600 amp, with grey NEMA TR 205 insulators	Cleaveland-Price	LCO-C C102A230G04		9
054	Switch, hookstick disconnect, underhung mounting, 15 kV, 110 kV BIL, 600 amp, with grey NEMA TR 205 insulators	Cleaveland-Price	LCO-C C102A230G04 Underhung		3
101	Tubing, 2" aluminum, IPS schedule 40, 6063-T6, 40' lengths			30 LF	170 LF
102	Cable, No. 4/0 AWG copper, 19 str., bare, SD			20 LF	140 LF
103	Cable, No. 2 AWG copper, 7 str., bare, SD			10 LF	65 LF
104	Cable, 350 kcmil copper, 19 str., bare, SD			30 LF	100 LF
105	Cable, 336.4 kcmil ACSR, 18/1 str., bare, Supplied by Owners			20 LF	130 LF
106	Cable, Underground, #2 AL, 15kV, EPR, Supplied by Owners				
201	Station post insulator, 15 kV, TR 205, 3" bolt circle, color gray, 110 kV BIL, Standard, non-stacking	Newell	231002	1	15
202	Bus support, slip/rigid, aluminum, horizontal, 2" tube, 5" bolt circle, includes: nuts, bolts, and lockwashers	DMC Power	PLK2230D32E1	1	15
203	Overhead line termination and strain insulators, Supplied by Owners				6
250	1-bay Structure, 12.5 kV		-		1
301	Split tee, aluminum, compression, center formed, 2" aluminum tube main and flat	DMC Power	PLK5500D3232E1	1	12
302	Terminal, aluminum, compression, center formed, 2" aluminum tube to flat, 2-hole NEMA, with stainless steel bolts, flat washers, Belleville washers, and nuts	DMC Power	PLK1855D32	1	12
303	Terminal, aluminum, compression, 90°, 2" aluminum tube to flat, 2-hole NEMA, with stainless steel bolts, flat washers, Belleville washers, and nuts	DMC Power	PLK1875D32		3
310	Overhead Line Tap, HYCRIMP, 336.4 kcmil ACSR run to #2 AWG CU tap	Burndy	YHN-500		7
311	Terminal, aluminum, compression, center formed, 336.4 kcmil ACSR to flat, 2-hole NEMA, with stainless steel bolts, flat washers, Belleville washers, and nuts	DMC Power	CPLK9200D03500		6
312	Terminal, bronze, straight bolted, 350 kcmil CU to flat, 2-hole NEMA, with stainless steel bolts, flat washers, Belleville washers, and nuts	Hubbell Power Systems	SWL050B2	1	15
313	Terminal, bronze, straight bolted, 350 kcmil CU to flat, 4-hole NEMA, with stainless steel bolts, flat washers, Belleville washers, and nuts	Hubbell Power Systems	SWL050C	1	18
314	Tee, bronze bolted, 350 kcmil CU to 350 kcmil CU, with stainless steel bolts, flat washers, Belleville washers, and nuts	Hubbell Power Systems	TCC8050050		3
315	Terminal, bronze, straight bolted, #2 AWG CU to flat, 2-hole NEMA, with stainless steel bolts, flat washers, Belleville washers, and nuts	Hubbell Power Systems	SWL050B2		16
320	Bus end cap, aluminum, 2" IPS Schedule 40	DMC Power	PLK1350D32		6
321	Ground clamp, bronze, 4/0 AWG copper cable to flat	Hubbell Power Systems	GC-141A-02	3	20
322	Ground clamp, bronze, 2-4/0 AWG copper cable to flat	Hubbell Power Systems	GC-143A-02	2	13
401	VT junction box, NEMA 3R outdoor enclosure, with one 3-pole, one 2-pole, and two 1-pole, 30 ampere, 250 VAC, phenolic fuse blocks, and eight 6-ampere fuses				1
410	Hot Line Stud	Hubbell Power Systems	OS-B		0
411	Hot line tap clamp	Hubbell Power Systems	BH4		3
412	U-bolt, Galvanized or Stainless Steel, for 3" Rigid Galvanized Steel				1
413	3" Rigid Galvanized Steel, supplied by General Construction Contract				
414	3" Rigid Galvanized Steel, (RGS)				10 LF
415	3" Rigid Galvanized Steel Coupling				1
416	3" Rigid Galvanized Steel Insulating Bushing				1
417	Conduit Riser Support Grips, 2.00 - 2.49 inch grip diameter range				3
418	1" RGS, Supplied by General Construction Contractor.				40 LF
420	Bi-metallic transition plate, 4-hole NEMA	Hubbell Power Systems	TPC	3	9
430	Roadway LED Type III Distribution, 530 mA, 4000k Color Temp, 8950 Lumens, twist lock photo control receptacle	Philips Hadco	RX16413NA5RNSN		2
431	Wall mount cantilever style bracket, 2" pipe, 30" overall	Utility Metals	E200S026F		2
432	Photocell	Acuity	Dark to Light DLL-127-F-1.5.J50		2

2	ADD QUANTITY	03/20/17			
1	OH STR CONFORMED	03/06/17			
0	BID ISSUE	02/10/17			
NO.	REVISIONS	DATE			

PRELIMINARY

NOT TO BE USED FOR CONSTRUCTION

REVISION 03/29/17

CITY OF GEORGETOWN

Georgetown, South Carolina

PEAK SHAVING GENERATION PLANT

SUBSTATION BILL OF MATERIALS

UTEC

UTILITY TECHNOLOGY

ENGINEERS - CONSULTANTS

P.O. Box 2629 • Asheboro, North Carolina • 27204

DWN. HMS

DATE: 01/16/17

DWG. NO.

E5

SCALE: NONE

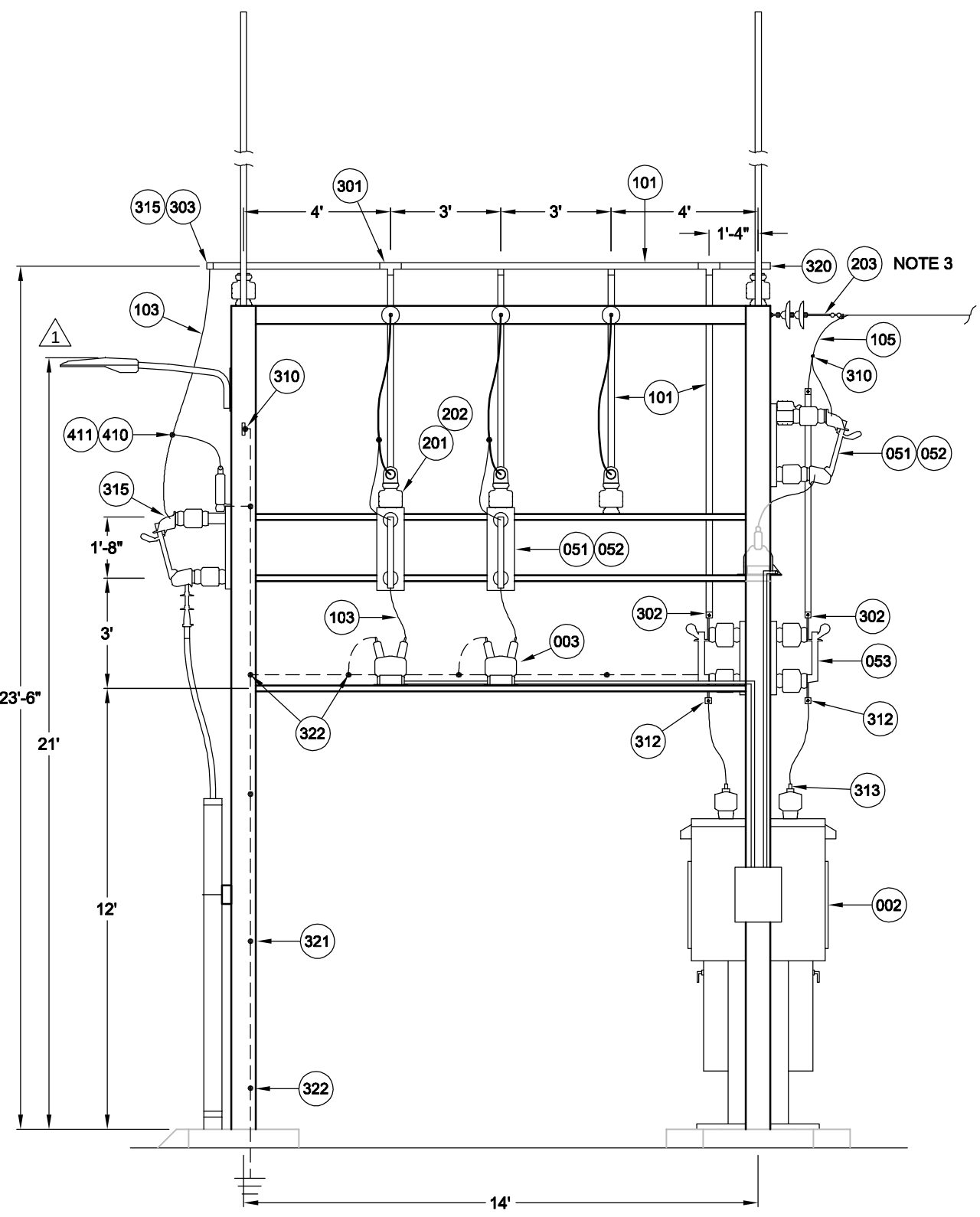
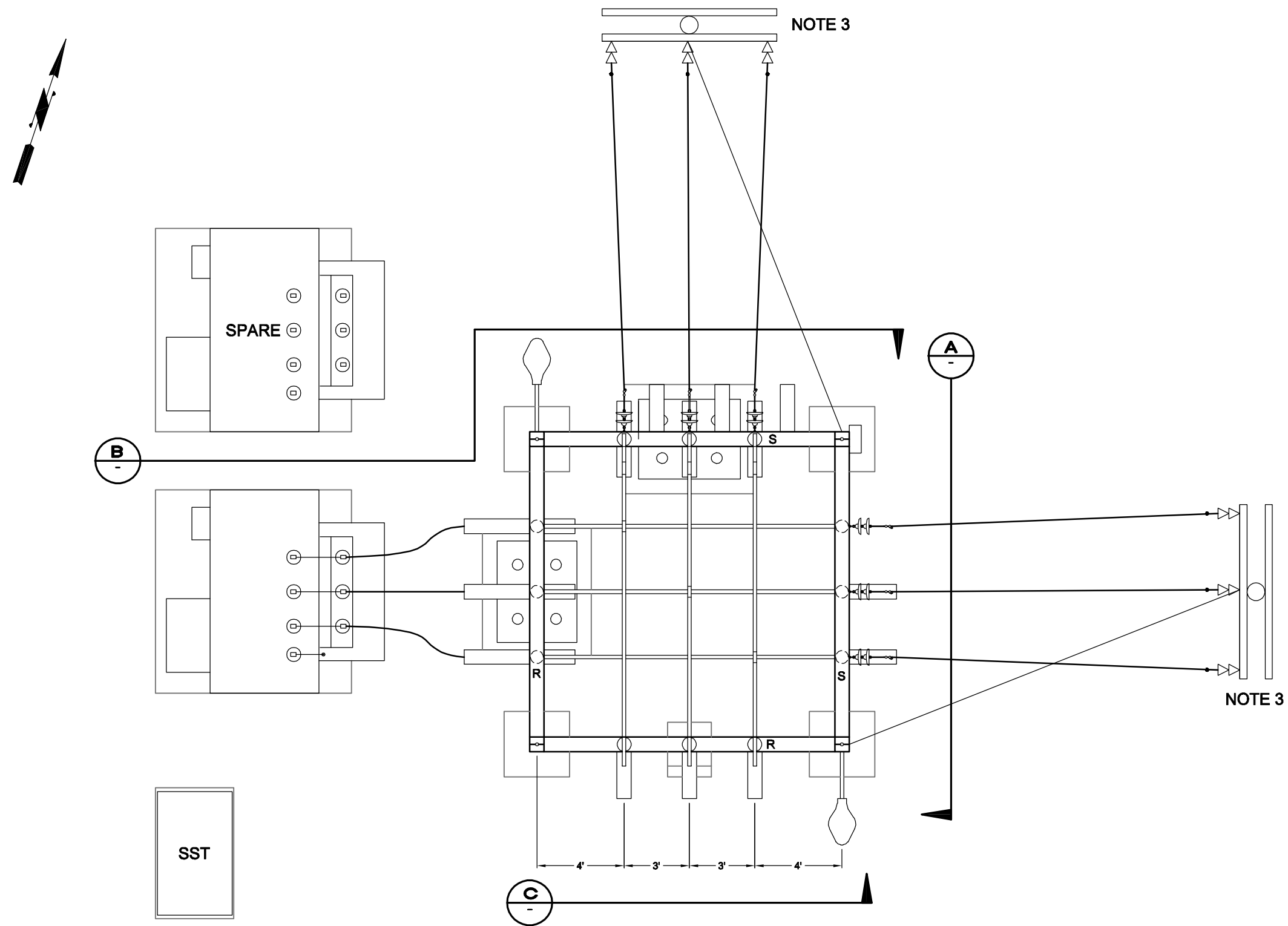
JOB NO. 131101

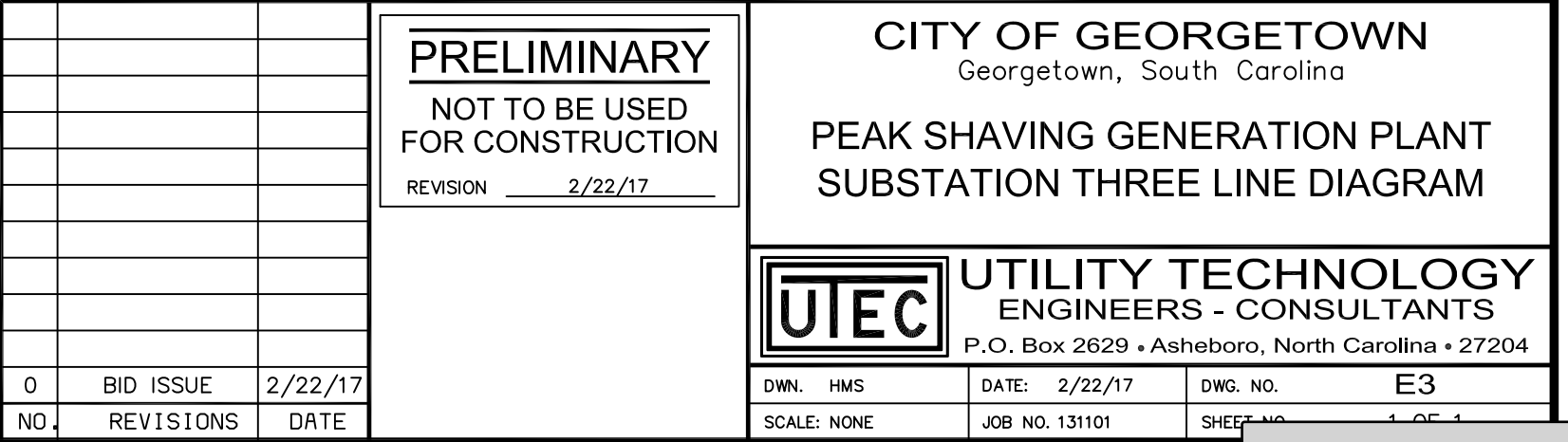
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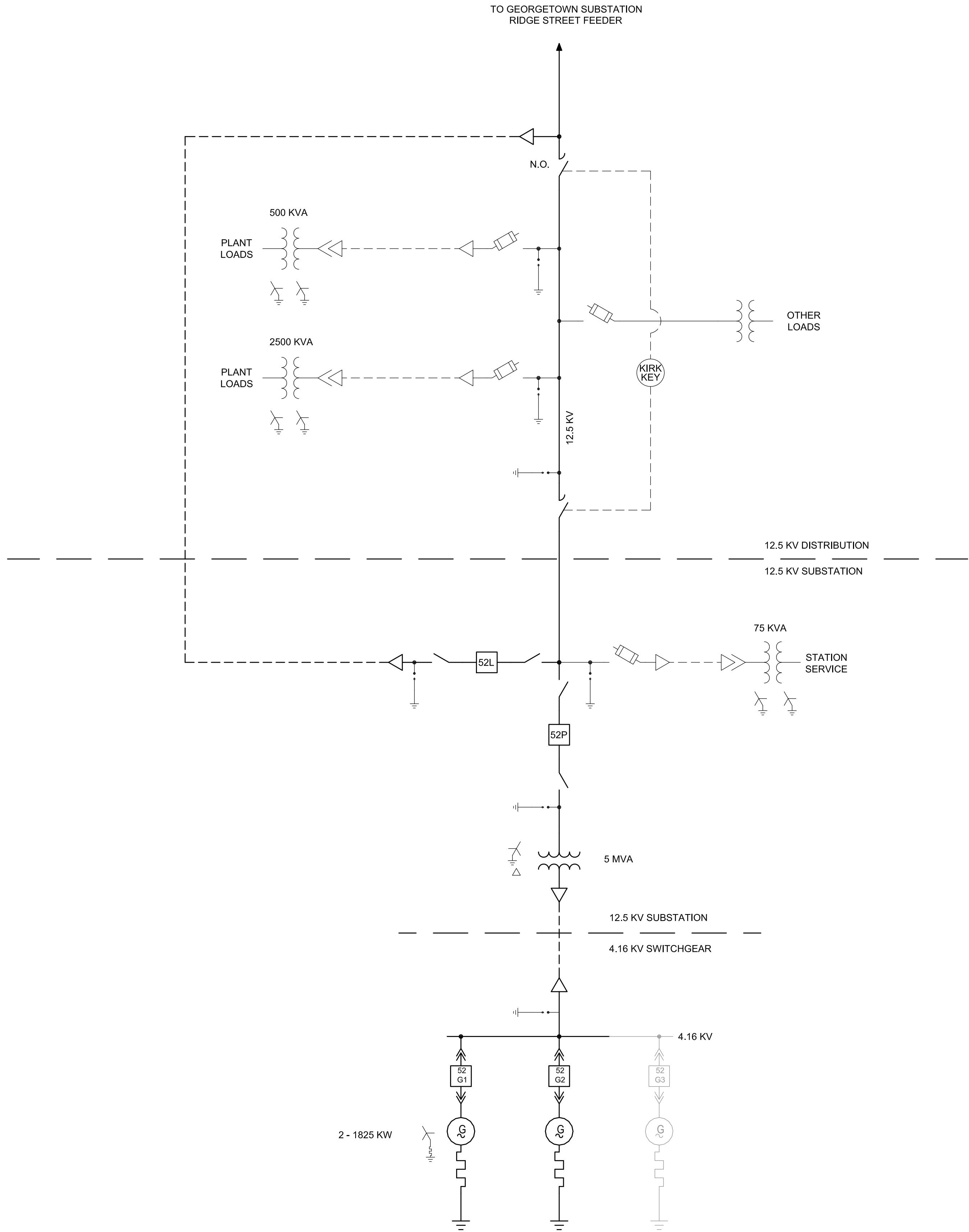
1 OF 1

NOTES:

1. UNLESS OTHERWISE NOTED, ALL EQUIPMENT AND MATERIALS (SEE SUBSTATION BOM - DWG E5) SUPPLIED BY OVERHEAD STRUCTURES AND EQUIPMENT CONTRACT AND INSTALLED BY THE SUBSTATION CONSTRUCTION CONTRACTOR.
2. BELOW GRADE CONDUIT SUPPLIED AND INSTALLED BY GENERAL CONSTRUCTION CONTRACTOR, STATION SERVICE TRANSFORMER ABOVE GRADE CONDUIT INSTALLED BY SUBSTATION CONSTRUCTION CONTRACTOR, AND UNDERGROUND POWER CABLE AND TERMINATIONS SUPPLIED AND INSTALLED BY THE CITY'S DISTRIBUTION CONTRACTOR. GENERAL CONSTRUCTION CONTRACTOR TO CAP RGS.
3. INCOMING LINE CONDUCTOR, WOOD POLE STRUCTURES, INSULATORS, AND CONNECTORS SUPPLIED BY THE CITY'S DISTRIBUTION CONTRACTOR.
4. GENERAL CONSTRUCTION CONTRACTOR TO OFF LOAD AND SET POWER TRANSFORMER. SUBSTATION CONSTRUCTION CONTRACTOR TO SUPPLY AND MAKE 12.5 KV CONNECTIONS. GENERAL CONSTRUCTION CONTRACTOR TO SUPPLY AND MAKE 4.16 KV CONNECTIONS.
5. RGS FROM VT JUNCTION BOX TO VTS SUPPLIED AND INSTALLED BY THE GENERAL CONSTRUCTION CONTRACTOR.







PRELIMINARY NOT TO BE USED FOR CONSTRUCTION REVISION 2/22/17			CITY OF GEORGETOWN GEORGETOWN, SOUTH CAROLINA PEAK SHAVING GENERATION PLANT OVERALL ONE-LINE DIAGRAM		
UTEC UTILITY TECHNOLOGY ENGINEERS - CONSULTANTS P.O. Box 2629 • Asheboro, North Carolina • 27204			UTEC UTILITY TECHNOLOGY ENGINEERS - CONSULTANTS P.O. Box 2629 • Asheboro, North Carolina • 27204		
DWN. JTG	DATE: 2/22/17	DWG. NO. E1			
SCALE: NONE	JOB NO. 131101.000	SHEET NO. 1 OF 1			

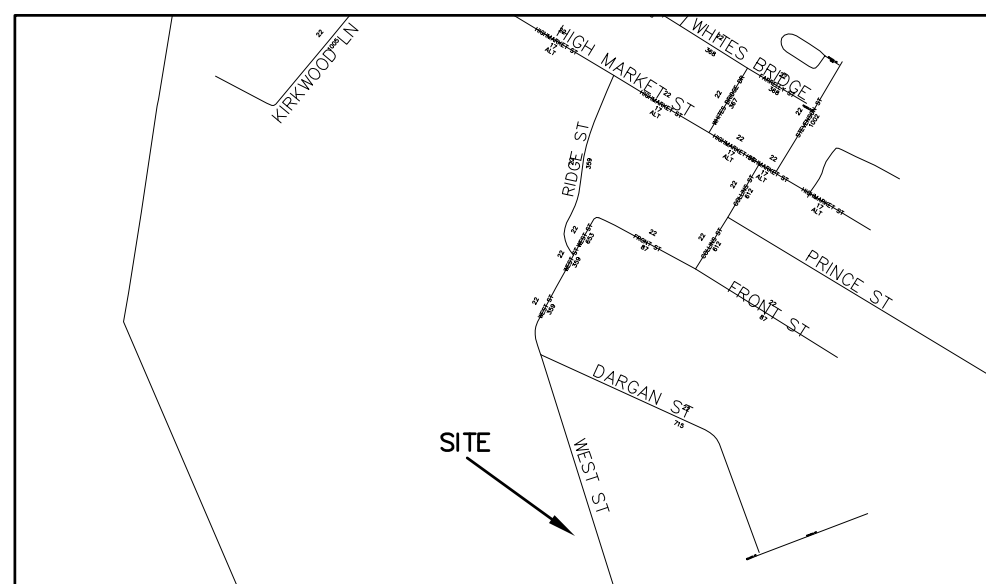
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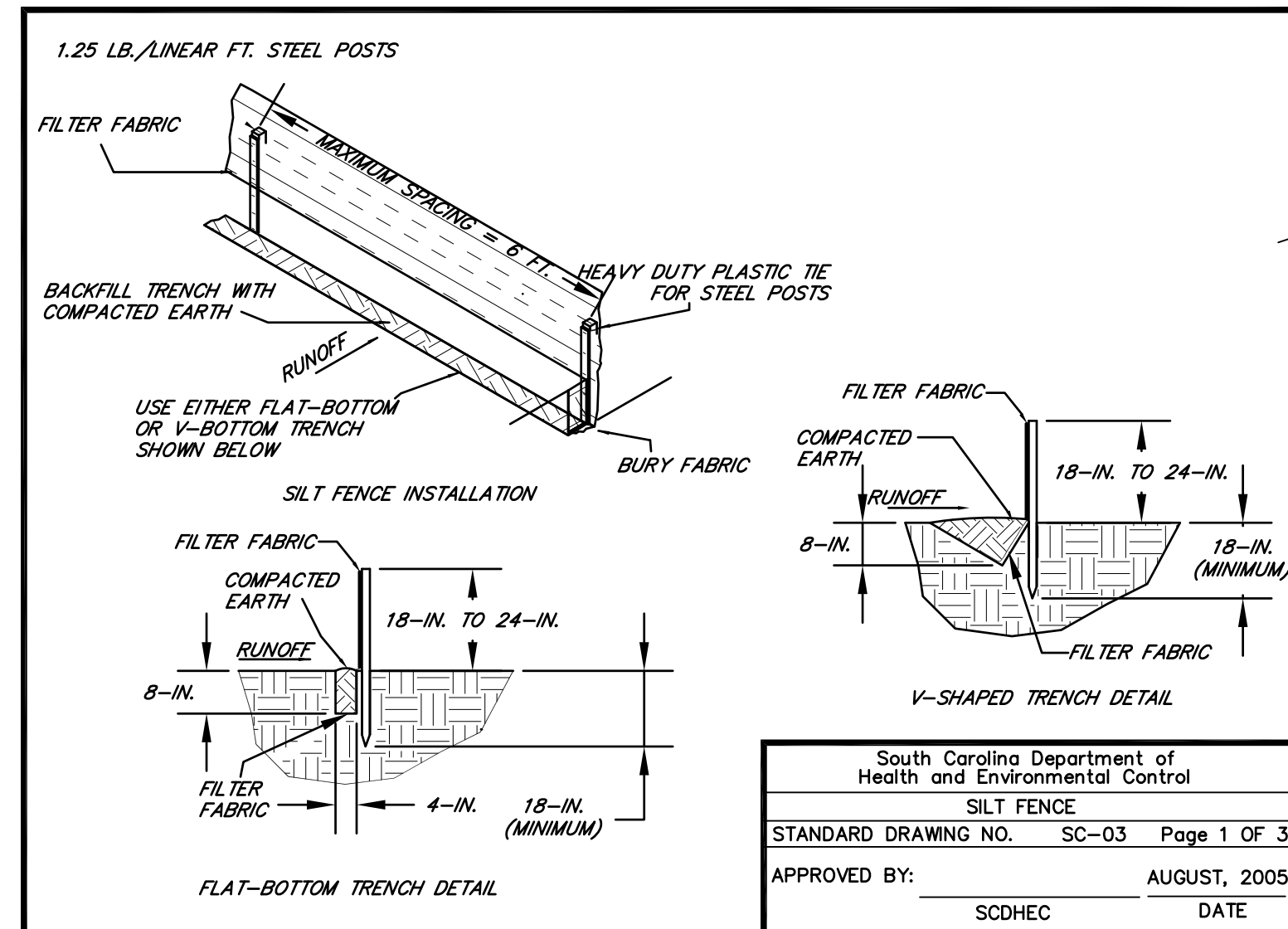
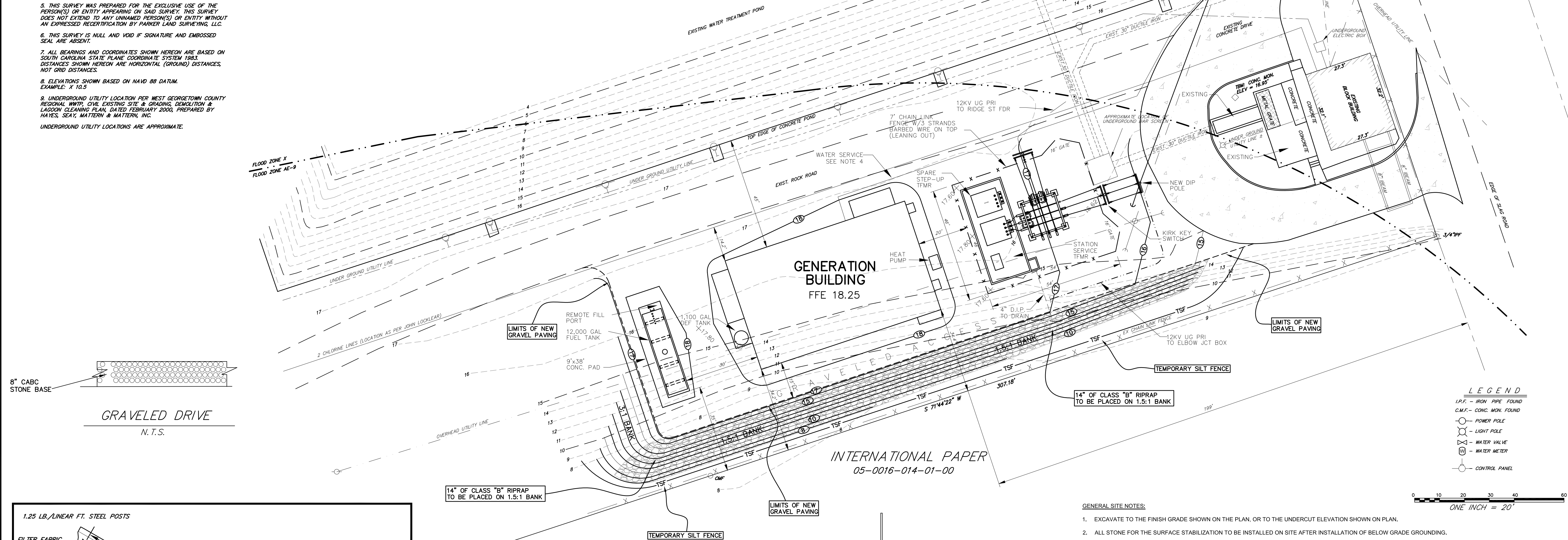
1. MAP OF MYRTLE GROVE PLANTATION, DATED DECEMBER 29, 2006, PREPARED BY LEGARE HAMILTON, C.E., L.S., RECORDED IN PLAT BOOK 5, PAGE 78.
2. PLAT OF MYRTLE GROVE, DATED APRIL 8, 1970, PREPARED BY LEGARE HAMILTON, C.E., L.S.
3. PLAT OF 1.8 ACRES OF LAND, SURVEYED FOR ST. FRANCIS HUMANE SOCIETY, DATED OCTOBER 16, 2006, PREPARED BY J. LUCKEY SANDERS, R.L.S.
4. DEED RECORDED IN DEED BOOK 78, PAGE 373.
5. GEORGETOWN COUNTY TAX MAP 05-0010-001-00-00

NOTES:

1. FLOOD ZONES SHOWN SCALED FROM F.I.R.M. COMMUNITY PANEL 450087 0001 D, REVISED 3/16/1989.
 2. OWNER OF RECORD: CITY OF GEORGETOWN
PO BOX 939
GEORGETOWN, SC 29442
 3. ZONED: HI
BUILDING SETBACKS: FRONT = 40'
SIDE = 20'
REAR = 20'
 - * SETBACKS TO BE VERIFIED BY THE CITY OF GEORGETOWN (AND IF APPLICABLE, VERIFIED BY APPROPRIATE HOA OR ARB).
 4. THIS PROPERTY IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD. NO TITLE SEARCH PERFORMED BY THIS OFFICE.
 5. THIS SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON(S) OR ENTITY APPEARING ON SAID SURVEY. THIS SURVEY DOES NOT EXTEND TO ANY UNNAMED PERSON(S) OR ENTITY WITHOUT AN EXPRESSED RECERTIFICATION BY PARKER LAND SURVEYING, LLC.
 6. THIS SURVEY IS NULL AND VOID IF SIGNATURE AND EMBOSSED SEAL ARE ABSENT.
 7. ALL BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON SOUTH CAROLINA STATE PLANE COORDINATE SYSTEM 1983. DISTANCES SHOWN HEREON ARE HORIZONTAL (GROUND) DISTANCES, NOT GRID DISTANCES.
 8. ELEVATIONS SHOWN BASED ON NAVD 88 DATUM.
EXAMPLE: X 10.5
 9. UNDERGROUND UTILITY LOCATION PER WEST GEORGETOWN COUNTY REGIONAL WWTP: CIVIL EXISTING SITE & GRADING, DEMOLITION & LAGOON CLEANING PLAN, DATED FEBRUARY 2000, PREPARED BY HAYES, SEAL, MATTERN & MATTERN, INC.
- UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE.



SURVEY PREPARED BY
PARKER LAND SURVEYING, LLC
400 CHURCH ST.
GEORGETOWN, SC 29440



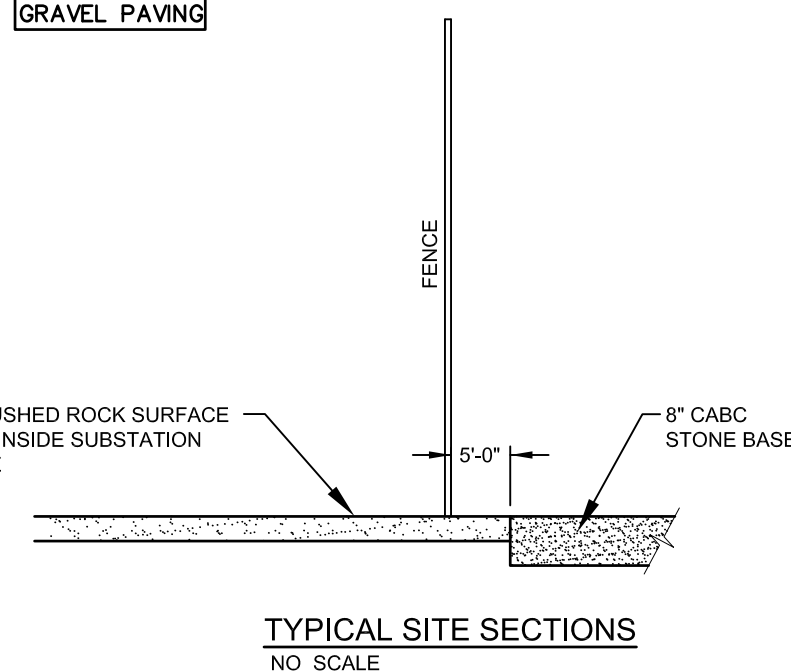
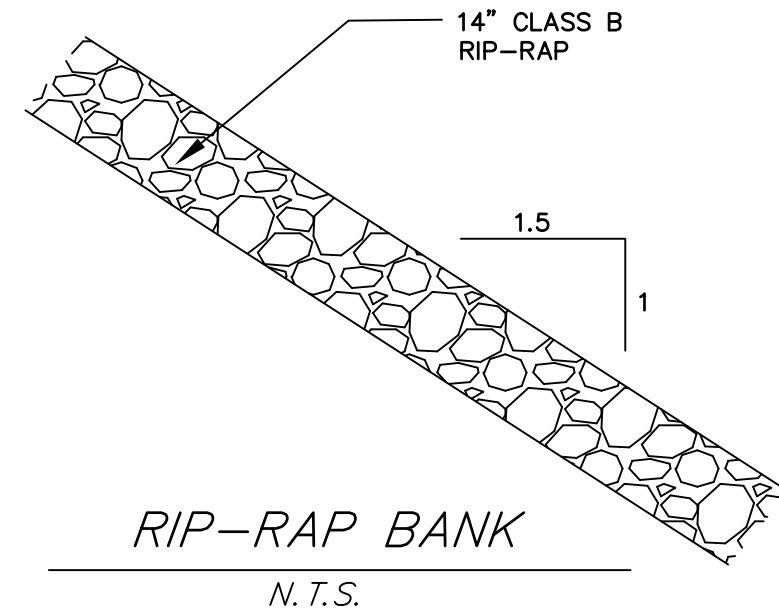
South Carolina Department of
Health and Environmental Control

SILT FENCE

STANDARD DRAWING NO. SC-03 Page 1 OF 3

APPROVED BY: _____ DATE: _____

SCDHEC



GENERAL SITE NOTES:

1. EXCAVATE TO THE FINISH GRADE SHOWN ON THE PLAN, OR TO THE UNDERCUT ELEVATION SHOWN ON PLAN.
2. ALL STONE FOR THE SURFACE STABILIZATION TO BE INSTALLED ON SITE AFTER INSTALLATION OF BELOW GRADE GROUNDING.
3. 4" CRUSHED ROCK SURFACING MATERIAL FOR INSIDE OF SUBSTATION SHALL BE CRUSHED LIMESTONE WHICH SHALL BE 100% PASSING A 1" SIEVE, 85% TO 95% PASSING A 3/4" SIEVE, 15% TO 25% PASSING A 1/2" SIEVE, 5% TO 10% PASSING A 3/8" SIEVE, AND 0% TO 2% PASSING A NO. 4 SIEVE. AREA UNDER CRUSHED SURFACING SHALL BE TREATED WITH AN ENVIRONMENTALLY SAFE WEED ERADICATOR AND SOIL FUMIGANT.
4. CONTRACTOR TO INSTALL 3/4" SCHEDULE 40, BLACK POLYETHYLENE UNDERGROUND WATER PIPE FROM BUILDING TO EXISTING WATER SERVICE LINE. INSTALL PARALLEL TO ROCK ROAD WITH 3'-0" MINIMUM COVER. SEE SHEET M-1 FOR DETAILS OF WATER SERVICE AT BUILDING.

GENERAL EROSION CONTROL NOTES:

1. THE CONTRACTOR SHALL TAKE ALL REASONABLE PRECAUTIONS TO AVOID THE SILTING OF STREAMS, LAKES OR THEIR WATER COURSES DUE TO THE CONSTRUCTION OF THIS PROJECT.
2. EFFECTIVE EROSION CONTROL MEASURES SHALL BE INITIATED PRIOR TO THE COMMENCEMENT OF CLEARING, GRADING, EXCAVATION, OR THEIR OPERATIONS THAT WILL DISTURB THE NATURAL PROTECTION. THE EROSION CONTROL DETAILS SHOWN HEREIN ARE FOR THE CONTRACTOR'S REFERENCE. THE DETERMINATION OF WHICH DETAIL IS APPLICABLE AS THE WORK PROGRESSES SHALL BE AS SHOWN ON THE PLANS OR MADE BY THE ENGINEER.
3. ALL DITCHES SHALL BE STABILIZED AS SOON AS IS PRACTICABLE TO MINIMIZE EROSION.
4. THE CONTRACTOR SHALL MAINTAIN ALL EROSION CONTROL DEVICES IN A GOOD, WORKING STATE OF REPAIR UNTIL THEIR USE IS NO LONGER WARRANTED. AT THAT TIME, THE EROSION CONTROL DEVICES SHALL BE REMOVED AND DISPOSED OF SO AS TO CAUSE NO STREAM SILTATION.

PRELIMINARY
NOT TO BE USED
FOR CONSTRUCTION
REVISION 2/22/17

CITY OF GEORGETOWN
SOUTH CAROLINA
PEAK SHAVING GENERATION PLANT
SITE PLAN

UTEC **UTILITY TECHNOLOGY**
ENGINEERS - CONSULTANTS
P.O. Box 2629 • Asheboro, North Carolina • 27204

DWN. DATE: 2/22/17 DWG. NO. C1
SCALE: 1" = 20' JOB NO. SHEET NO. 1 OF 1

Summey Engineering Associates, PLLC
Engineering - Land Planning - Consulting

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Asheboro, NC 27204
Phone: 336-328-0902 Fax: 336-328-0922
E-mail: mack@asheboro.com

ACAD FILE: C1 SITE PLAN.DWG

APPENDIX A - TESTING TABLES

Testing Table 1 - Insulation Resistance Test Values, Electrical Apparatus and Systems

Nominal Rating of Equipment in Volts	Minimum Test Voltage, DC	Recommended Minimum Insulation Resistance in Megaohms
250	500	25
600	1,000	100
1,000	1,000	100
2,500	1,000	500
5,000	2,500	1,500
8,000	2,500	2,500
15,000	2,500	5,000
25,000	5,000	10,000
34,500	5,000	100,000
46,000 and above	5,000	100,000

In the absence of consensus standards dealing with insulation-resistance tests, the Standards Review Council suggests the above representative values.

See Testing Table 11 and Testing Table 12 for temperature correction factors.

Test results are dependent on the temperature of the insulating material and the humidity of the surrounding environment at the time of the test.

Insulation-resistance test data may be used to establish a trending pattern. Deviations from the baseline information permit evaluation of the insulation.

Testing Table 2 - Recommended Dissipation Factor/Power Factor at 20 °C, Liquid-Filled Transformers, Regulators, and Reactors, Acceptance Test Values

Oil, Silicone, and Less-Flammable Hydrocarbon Maximum Value (Percent)	
New Power Transformers and Reactors	0.5%
New Distribution Transformers and Regulators	1.0%
Remanufactured Power Transformers and Reactors	1.0%
Remanufactured Distribution Transformers and Regulators	1.5%

In the absence of consensus standards dealing with transformer dissipation-factor or power-factor values, the NETA Standards Review Council suggests the above representative values.

*Testing Table 3 - Insulating Fluid Limits,
Test Limits for New Insulating Oil Received in New Equipment*

Test	ASTM Method	Mineral Oil			
		≤ 69 kV and Below	> 69 kV - < 230 kV	≥ 230 kV - < 345 kV	≥ 345 kV and Above
Dielectric breakdown, kV minimum	D877	30	30	30	
Dielectric breakdown, kV minimum @ 1mm (0.04") gap	D1816	25	30	32	35
Dielectric breakdown, kV minimum @ 2mm (0.08") gap	D1816	45	52	55	60
Interfacial tension, mN/m minimum	D971 or D2285	38	38	38	38
Neutralization number, mg KOH/g maximum	D974	0.015	0.015	0.015	0.015
Water content, ppm maximum	D1533	20	10	10	10
Power factor at 25°C, %	D924	0.05	0.05	0.05	0.05
Power factor at 100°C, %	D924	0.40	0.40	0.30	0.30
Color	D1500	1.0	1.0	1.0	0.5
Visual condition	D1524	Bright and clear	Bright and clear	Bright and clear	Bright and clear

ANSI/IEEE C57.106-2002, Guide for Acceptance and Maintenance of Insulating Oil in Equipment, Tables 1, 2, and 3.

*Testing Table 4 - Insulating Fluid Limits,
Test Limits for Silicone Insulating Liquid in New Transformers*

Test	ASTM Method	Acceptable Values
Dielectric breakdown, kV minimum	D877	30
Visual	D2129	Clear, free of particles
Water content, ppm maximum	D1533	50
Dissipation/power factor, 60 hertz, % max. @ 25°C	D924	0.1
Viscosity, cSt @ 25°C	D445	47.5 - 52.5
Fire point, °C, minimum	D92	340
Neutralization number, mg KOH/g max.	D974	0.01

ANSI/IEEE C57.111-1989 (R1995), Guide for Acceptance of Silicone Insulating Fluid and Its Maintenance in Transformers, Table 2.

Testing Table 5 - Insulating Fluid Limits, Typical Values for Less-Flammable Hydrocarbon Insulating Liquid Received in New Equipment

ASTM Method	Test	Results Minimum	Results Maximum
D1816	Dielectric breakdown voltage for 0.08 in gap, kV	40 - 34.5 kV class and below 50 - Above 34.5 kV class 60 - Desirable	----
D1816	Dielectric breakdown voltage for 0.04 in gap, kV	20 - 34.5 kV class and below 25 - Above 34.5 kV class 30 - Desirable	----
D974	Neutralization number, mg KOH/g	----	0.03
D877	Dielectric breakdown voltage, kV	30	----
	AC loss characteristic (dissipation factor), %		
D924	25°C	----	0.1
	100°C	----	1
D1533B	Water content, ppm	----	25
D1524	Condition-visual	Clear	
D92	Flash point (°C)	275	----
D92	Fire point (°C)	300 ^a	----
D971	Interfacial tension, mN/m, 25°C	38	----
D445	Kinematic viscosity, mm ² /s, (cSt), 40°C	1.0 x 10 ² (100)	1.3 x 10 ² (130)
D1500	Color	----	L2.5

ANSI/IEEE C57.121-1998, *IEEE Guide for Acceptance and Maintenance of Less Flammable Hydrocarbon Fluid in Transformers*, Table 3.

The test limits shown in this table apply to less-flammable hydrocarbon fluids as a class. Specific typical values for each brand of fluid should be obtained from each fluid manufacturer.

- a. If the purpose of the HMWH installation is to comply with the NFPA 70 *National Electrical Code*, this value is the minimum for compliance with NEW Article 450.23.

Testing Table 6 - Transformer Insulation Resistance, Acceptance Testing

Transformer Coil Rating Type in Volts	Minimum DC Test Voltage	Recommended Minimum Insulation Resistance in Megaohms	
		Liquid Filled	Dry
0 - 600	1000	100	500
601 - 5000	2500	1000	5000
Greater than 5000	5000	5000	25000

In the absence of consensus standards, the NETA Standards Review Council suggests the above representative values.

See Testing Table 11 and Testing Table 12 for temperature correction factors.

NOTE: Since insulation resistance depends on insulation rating (kV) and winding (kVA), values obtained should be compared to manufacturer's published data.

*Testing Table 7 - Bolt-Torque Values for Electrical Connections, US Standard Fasteners^a,
Heat-Treated Steel - Cadmium or Zinc Plated^b*

Grade	SAE 1&2	SAE 5	SAE 7	SAE 8
Head Marking				
Minimum Tensile Strength (lb/in ²)	64K	105K	133K	150K
Bolt Diameter (Inches)	Torque (Pound-Feet)			
1/4	4	6	8	8
5/16	7	11	15	18
3/8	12	20	27	30
7/16	19	32	44	48
1/2	30	48	68	74
9/16	42	70	96	105
5/8	59	96	135	145
3/4	96	160	225	235
7/8	150	240	350	380
1.0	225	370	530	570

- a. Consult manufacturer for equipment supplied with metric fasteners.
b. Table is based on national coarse thread pitch.

Testing Table 8 - US Standard Fasteners^a, Silicon Bronze Fasteners^{b c}, Torque (Pound-Feet)

Bolt Diameter (Inches)	Nonlubricated	Lubricated
5/16	15	10
3/8	20	15
1/2	40	25
5/8	55	40
3/4	70	60

- a. Consult manufacturer for equipment supplied with metric fasteners.
- b. Table is based on national coarse thread pitch.
- c. This table is based on bronze alloy bolts having a minimum tensile strength of 70,000 pounds per square inch.

Testing Table 9 - US Standard Fasteners^a, Aluminum Alloy Fasteners^{b c}, Torque (Pound-Feet)

Bolt Diameter (Inches)	Lubricated
5/16	10
3/8	14
1/2	25
5/8	40
3/4	60

- a. Consult manufacturer for equipment supplied with metric fasteners.
- b. Table is based on national coarse thread pitch.
- c. This table is based on aluminum alloy bolts having a minimum tensile strength of 55,000 pounds per square inch.

*Testing Table 10 - US Standard Fasteners^a, Stainless Steel Fasteners^{b c},
Torque (Pound-Feet)*

Bolt Diameter (Inches)	Uncoated
5/16	15
3/8	20
1/2	40
5/8	55
3/4	70

- a. Consult manufacturer for equipment supplied with metric fasteners.
- b. Table is based on national coarse thread pitch.
- c. This table is to be used for the following hardware types: Bolts, cap screws, nuts, flat washers, locknuts (18-8 alloy), Belleville washers (302 alloy).

Testing Table 11 - Insulation Resistance Conversion Factors (20°C)

Temperature		Multiplier	
°C	°F	Apparatus Containing Immersed Oil Insulation	Apparatus Containing Solid Insulation Other Than Rotating Machinery
-10	14	0.125	0.25
-5	23	0.180	0.32
0	32	0.25	0.40
5	41	0.36	0.50
10	50	0.50	0.63
15	59	0.75	0.81
20	68	1.00	1.00
25	77	1.40	1.25
30	86	1.98	1.58
35	95	2.80	2.00
40	104	3.95	2.50
45	113	5.60	3.15
50	122	7.85	3.98
55	131	11.20	5.00
60	140	15.85	6.30
65	149	22.40	7.90
70	158	31.75	10.00
75	167	44.70	12.60
80	176	63.50	15.80
85	185	89.789	20.00
90	194	127.00	25.20
95	203	180.00	31.60
100	212	254.00	40.00
105	221	359.15	50.40
110	230	509.00	63.20

Derived from *Stitch in Time...The Complete Guide to Electrical Insulation Testing*, Megger.

Formula: $R_c = R_a \times K$
 Where: R_c is resistance corrected to 20°C
 R_a is measured resistance at test temperature
 K is applicable multiplier

Testing Table 12 - Insulation Resistance Conversion Factors (40°C)

Temperature		Multiplier	
°C	°F	Apparatus Containing Immersed Oil Insulation	Apparatus Containing Solid Insulation Other Than Rotating Machinery
-10	14	0.03	0.10
-5	23	0.04	0.13
0	32	0.06	0.16
5	41	0.09	0.20
10	50	0.13	0.25
15	59	0.18	0.31
20	68	0.25	0.40
25	77	0.35	0.50
30	86	0.50	0.63
35	95	0.71	0.79
40	104	1.00	1.00
45	113	1.41	1.26
50	122	2.00	1.59
55	131	2.83	2.00
60	140	4.00	2.52
65	149	5.66	3.17
70	158	8.00	4.00
75	167	11.31	5.04
80	176	16.00	6.35
85	185	22.63	8.00
90	194	32.00	10.08
95	203	45.25	12.70
100	212	64.00	16.00
105	221	90.51	20.16
110	230	128.00	25.40

Derived from Megger's *Stitch in Time...The Complete Guide to Electrical Insulation Testing* and ANSI/IEEE 43-2000, *IEEE Recommended Practice for Testing Insulation Resistance of Rotating Machinery*.

Notes: The insulation resistance coefficient is based on halving of the insulation resistance to the change in the temperature. Apparatus Containing Immersed Oil Insulation Table uses 10°C

change with temperature halving. Apparatus Containing Solid Insulation Table uses 15°C change with temperature halving.

Formula: $R_c = R_a \times K$
Where: R_c is resistance corrected to 40°C
 R_a is measured resistance at test temperature
 K is applicable multiplier

Testing Table 13 - Dielectric Withstand Test Voltages, Electrical Apparatus Other than Inductive Equipment

Nominal System (Line) Voltage ^a (kV)	Insulation Class	AC Factory Test (kV)	Maximum Field Applied AC Test (kV)	Maximum Field Applied DC Test (kV)
1.2	1.2	10	6.0	8.5
2.4	2.5	15	9.0	12.7
4.8	5.0	19	11.4	16.1
8.3	8.7	26	15.6	22.1
14.4	15.0	34	20.4	28.8
18.0	18.0	40	24.0	33.9
25.0	25.0	50	30.0	42.4
34.5	35.0	70	42.0	59.4
46.0	46.0	95	57.0	80.6
69.0	69.0	140	84.0	118.8

In the absence of consensus standards, the NETA Standards Review Council suggests the above representative values.

- a. Intermediate voltage ratings are placed in the next higher insulation class.

Testing Table 14 - Rated Control Voltages and Their Ranges for Circuit Breakers

(11) Rated Control Voltage	Direct Current Voltage Ranges (1)(2)(3)(5) Volts, DC (8)(9)			Rated Control Voltage (60 Hz)	Alternating Current Voltage Ranges (1)(2)(3)(4)(8) Closing, Tripping, and Auxiliary Functions
	Closing and Auxiliary Functions		Opening Functions All Types		
	Indoor Circuit Breakers	Outdoor Circuit Breakers		Single Phase	Single Phase
24 (6)	---	---	14-28	120	104-127 (7)
48 (6)	38-56	36-56	28-56	240	208-254 (7)
125	100-140	90-140	70-140		
250	200-280	180-280	140-280	Polyphase	Polyphase
---	---	---	---	208Y/120	180Y/104- 220Y/127
---	---	---	---	240	208-254

Operating mechanisms are designed for rated control voltages listed with operational capability throughout the indicated voltage ranges to accommodate variations in source regulation, coupled with low charge levels, as well as high charge levels maintained with floating charges. The maximum voltage is measured at the point of user connection to the circuit breaker [see notes (12) and (13)] with no operating current flowing, and the minimum voltage is measured with maximum operating current flowing.

Derived from Table 8, ANSI C37.06-2000, AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis - Preferred Ratings and Related Required Capabilities.

Notes:

- (1) Electrically operated motors, contactors, solenoids, valves, and the like, need not carry a nameplate voltage rating that corresponds to the control voltage rating shown in the table as long as these components perform the intended duty cycle (usually intermittent) in the voltage range specified.
- (2) Relays, motors, or other auxiliary equipment that function as part of the control for a device shall be subject to the voltage limits imposed by this standard, whether mounted at the device or at a remote location.
- (3) Circuit breaker devices, in some applications, may be exposed to control voltages exceeding those specified here due to abnormal conditions such as abrupt changes in line loading. Such applications require specific study, and the manufacturer should be consulted. Also, application of switchgear devices containing solid-state control, exposed continuously to control voltages approaching the upper limits of ranges specified herein, require specific attention and the manufacturer should be consulted before application is made.
- (4) Includes supply for pump or compressor motors. Note that rated voltages for motors and their operating ranges are covered by ANSI/NEMA MG-1-1978.

- (5) It is recommended that the coils of closing, auxiliary, and tripping devices that are connected continually to one dc potential should be connected to the negative control bus so as to minimize electrolytic deterioration.
- (6) 24-volt or 48- volt tripping, closing, and auxiliary functions are recommended only when the device is located near the battery or where special effort is made to ensure the adequacy of conductors between battery and control terminals.
- (7) Includes heater circuits.
- (8) Voltage ranges apply to all closing and auxiliary devices when cold. Breakers utilizing standard auxiliary relays for control functions may not comply at lower extremes of voltage ranges when relay coils are hot, as after repeated for continuous operation.
- (9) Direct current control voltage sources, such as those derived from rectified alternating current, may contain sufficient inherent ripple to modify the operation of control devices to the extent that they may not function over the entire specified voltage ranges.
- (10) This table also applies for circuit breakers in gas insulated substation installations.
- (11) In cases where other operational ratings are a function of the specific control voltage applied, tests in C37.09 may refer to the "Rated Control Voltage." In these cases, tests shall be performed at the levels in this column.
- (12) For an outdoor circuit breaker, the point of user connection to the circuit breaker is the secondary terminal block point at which the wires from the circuit breaker operating mechanism components are connected to the user's control wiring.
- (13) For an indoor circuit breaker, the point of user connection to the circuit breaker is either the secondary disconnecting contact (where the control power is connected from the stationary housing to the removable circuit breaker) or the terminal block point in the housing nearest to the secondary disconnecting contact.

	A	B	C	D	E	F	G	H
1	Bid Opening Date	4/19/17 2:00 PM						
2	Manufacturer	Specified	Aubrey Silvey Enterprises, Inc	JL Malone & Associates, LLC	High Voltage Specialists, Inc	L&L Contractors, Inc	Power Secure, Inc	Sumter Utilities
3	Name of Bidder		T Vann Pelt, Executive Vice President	James K Griffin, Vice President	Debra Knox - Vice President	Ervin W Lambert, Jr - President	Kay Baker - Director of Substation	Derek O'Bradovich - President
4	Lump Sum Price - Base Bid Proposal		\$125,000.00	\$69,044.86	\$46,455.00	\$99,900.00	\$214,893.41	\$486,800.00
5	Lump Sum Price - Commissioning Services		\$30,000.00	\$35,000.00	\$9,500.00	\$3,500.00		\$12,000.00
6	Complete specified erection work by:		12/8/2017	8/18/2017 or 5 weeks ARO	6 weeks ARO	8/17/2017 or 12 weeks ARO	12/1/2017 or 10 weeks ARO	12/15/2017
7	Start work by:		7/17/2017	7/17/2017	After delivery of owner furnished materials	7/17/2017	7/18/2017	7/17/2017
8	Subcontractors:		None	Electrical Testing, Inc	None	None	Power Consulting Services - NETA Testing	None
9	Local Vendor:		Non-Resident	Non-Resident	Non-Resident	Resident - Andrews, SC	Non-Resident	N/A
10	One 15 kV breaker, place, connect with substation, and performance test:	Each		\$6,237.50	\$1,500.00	\$2,500.00	\$3,481.00	\$6,000.00
11	One 15 kV disconnect switch, place, connect with substation, and performance test:	Each		\$1,912.00	\$200.00	\$250.00	\$7,940.00	\$1,500.00
12	7.65 kV riser pole class surge arrester:	Each		\$52.00	\$70.00	\$50.00	\$598.00	\$1,500.00
13	Station post insulator, 15 kV, TR 205:	Each		\$47.00	\$30.00	\$20.00	\$180.00	\$500.00
14	Rigid bus and fittings							
15	2" Schedule 40 tubular aluminum bus:	Foot		\$4.18	\$20.00	\$15.00	\$8.00	\$10.00
16	350 kcmil copper:	Foot		\$10.03	\$2.50	\$8.00	\$12.00	\$10.00
17	4/0 AWG copper:	Foot		\$8.20	\$1.50	\$8.00	\$0.42	\$10.00
18	Tubular aluminum bus connection, swage:	Each		\$51.53	\$30.00	\$100.00	\$114.32	\$25.00
19	Copper cable connection, bolted:	Each		\$50.00	\$30.00	\$25.00	\$78.54	\$10.00
20	Bus support, aluminum:	Each		\$48.00	\$30.00	\$20.00	\$90.05	\$20.00
21	Stated Exceptions to Specification		Clarification: All material is furnished by the owner. Our price only includes labor and necessary equipment.	Page1-4: We take exception to this paragraph as written. We cannot and will not indemnify the City of Georgetown from any and all claims arising from their own acts, errors or omissions. Page 1-11: We will only indemnify the City from claims associated with negligence of the bidder. Page 5-6: We take exception to a % allowance of 15% of the total direct cost. A higher % will have to be agreed on based on the nature of the change and handles on a case by case basis. Page 7-1: We will receive, store, & install owner furnished material if it arrives on site during the time frame shown in our proposal. Whereas we prepare to perform the work during. Our proposal is based on the fact that all below grade construction shall be complete and in place prior to July 17, 2017. Page 3-1: Unit adjusting prices are for installation only and does not include any material costs. Page 2-2: Anticipate work to take about 5 weeks to complete construction. Commissioning price includes have a superintendent assisting at a later date for 2 weeks.	None	None	Testing of 5 MVA Transformer by other. Relay testing by others. Below grade grounding and conduit by others. Foundations by others. Materials by others.	This bid is expressly conditioned upon the negotiation of mutually acceptable terms and conditions, such as those indicated by the enclosed proposed "redlined" copy of the contract.
22	Comments		Missing Page 3-1 with unit adjusting prices					
23	Base Price		\$125,000.00	\$69,044.86	\$46,455.00	\$99,900.00	\$214,893.41	\$486,800.00
24	Price above low bid		\$78,545.00	\$22,589.86	\$0.00	\$53,445.00	\$168,438.41	\$440,345.00
25	Percent above low bid		169.1%	48.6%	0.0%	115.0%	362.6%	947.9%
26	Base Price + Commissioning Services		\$155,000.00	\$104,044.86	\$55,955.00	\$103,400.00	\$214,893.41	\$498,800.00
27	Price above low bid		\$99,045.00	\$48,089.86	\$0.00	\$47,445.00	\$158,938.41	\$442,845.00
28	Percent above low bid		177.0%	85.9%	0.0%	84.8%	284.0%	791.4%
29								
30	Evaluation Factors (\$/W)	amount	cell name					
31	Minimum Price	\$46,455.00	minprice					
32	Minimum Price	\$55,955.00	minprice2					

MEMORANDUM**UTEC**

Georgetown, SC. Substation Construction Bid Evaluation and Recommendation, Bid
#2017-007-30

Project No.131101.003

File:40.0000

May 1, 2017

To: Alan Loveless
Director of Electric Utility
City of Georgetown, SC

From: Heather Sudduth

Bid proposals for Substation Construction were received from six contractors:

1. Aubrey Silvey Enterprises, Inc.
2. High Voltage Specialists, Inc.
3. JL Malone & Associates, LLC
4. L&L Contractors, Inc.
5. Power Secure, Inc.
6. Sumter Utilities

Each bid proposal was evaluated and the results tabulated in the attached spreadsheet.

The lowest base bid was \$46,455 from High Voltage Specialists (HVS). Additional costs were requested for commissioning services.

All unit adjusting prices and subcontractors are documented in the bid evaluation spreadsheet.

UTEC recommends that the City of Georgetown enter into a contract to purchase Substation Construction from High Voltage Specialists for \$46,455. Assistance during final general construction commissioning can be purchased from HVS for an additional \$9,500. Georgetown crews could assist during final general construction commissioning in lieu of HVS to save the \$9,500.

UTEC has conformed the substation construction technical specifications to match the HVS offer and has included these documents with this transmittal to be used as part of the City's purchase contract. UTEC called several of HVS references to discuss their substation construction experience. Summaries of these calls are attached.



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

ACTION ITEM

DOC ID: 2289

Council Meeting Date:	18 May 2017
Department:	Engineering
Issue Under Consideration:	Motion to approve payment of a not to exceed amount of \$33,797 to King Construction Services, Inc. to provide site grading and soil filling services at designated field areas at East Bay Park.
Amount Requested:	\$33,797.00
Is Item in Current Budget?	Yes
If no, please explain:	
Financial Impact:	None
Points to Consider:	As part of the demolition activities of East Bay Park, County Parks and Rec removed clay material from the infield areas from the old baseball fields. The City wants to fill the low and depressed areas by restoring the original grade and natural ground cover with minimal impact to the adjacent areas. City Council has previously agreed to convert the old baseball field areas into an open green space.
Options:	Four quotes were obtained. King Construction Services, Inc. provided the best price for this type of work.
Staff Recommendation:	Staff recommends King Construction to perform this work.

Reviews:

Orlando Arteaga Completed 05/08/2017 12:51 PM
 Debra Bivens Completed 05/09/2017 11:44 AM
 Paul Gardner Completed 05/10/2017 4:25 PM
 Ann U. Mercer Completed 05/11/2017 8:43 AM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

1. 1 EBP Grading Quotes (PDF)
2. 2 EBP Grading Bid Tab (PDF)
3. 3 EBP grading RFQ (PDF)

5/3/2017 2:44:11PM

Proposal

King Construction Services, Inc.

111 White Oak Forest Place
Conway, SC 29527

ENGINEERING

MAY 03 2017

RECEIVED

Contact: Wren McMeekin
Phone: 843-397-8000

Quote To: City of Georgetown
P.O. Box 939
Georgetown, S.C. 29442
Phone: 943-545-4501
Fax: 843-520-2779

Job Name: East Bay Park Grading
Date of Plans: N/A
Revision Date:

Thank you for letting us provide you with
a price for this project

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10	Grading and Filling (88,592 SF)	1.00	LS	17,500.00	17,500.00
20	Fill Material (1500 CY) Cost of Fill & Haul	1.00	LS	9,210.00	9,210.00
30	Hydroseeding	1.00	LS	7,087.00	7,087.00
GRAND TOTAL					\$33,797.00

NOTES:

This price only includes the detailed items listed above

This price is only good for 30 days from receipt of the proposal

This price only includes (1) Mobilization. Any additional Mobilizations will be charged at an additional cost the owner/contractor

This proposal does not include the cost of a payment or performance bond

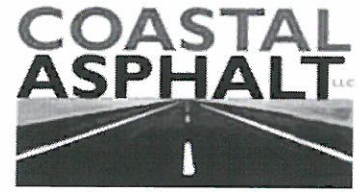
Testing by Others

As-Builts by Others



Wren McMeekin
King Construction Services, Inc

Attachment: EBP Grading Quotes (2289 : Grading and filling of designated areas at East Bay Park.)



ENGINEERING

MAY 03 2017

RECEIVED

Coastal Asphalt LLC.
 2142 Winburn St. Conway, SC 29527
 843-397-7325
 843-397-1888
 jon@coastalasphalt.com

Quote due Date: Wednesday, May 3rd, 2017 by no later than 2:00 pm

Re: Regrading the low areas at the old baseball fields.

Location: East Bay Park (341 East Bay Street, Georgetown, SC)

Scope of Work:

The City of Georgetown is soliciting quotes from experienced civil contractors to provide site grading services at the former baseball fields at East Bay Park.

The City intends to regrade and fill the low areas (between 4 to 6 inches in depth) which are particularly prevalent within the infield sections where the clay material has been removed. The intent is to convert the existing grounds back to natural grass. Total area is 88,592 square feet approximately. See attached map.

The selected contractor will be required to provide proof of insurance with a minimum amount of \$1,000,000 as follows:

- Comprehensive General Liability, Auto Liability and Aircraft Liability (per occurrence)
- Worker's Compensation Insurance
- Umbrella or Excess Liability Insurance at a minimum of \$1,000,000

The City of Georgetown needs to be named as additionally insured. A Certificate of Insurance must be submitted to the City prior to commencement of any site activities.

The selected contractor shall be required to retain a business license in the City of Georgetown.

Quotes can be emailed to oarteaga@cogsc.com or faxed to: 843-520-2779.

Quote format

Submit a quote including but not limited to costs of labor, material, equipment, insurance, licensing and other overhead expenses.

1. Grading and filling (88,592 sf): \$ **7,500.00** Lump sum
2. Fill material (1,500 CY's) : \$ **22,875.00** Lump sum
3. Hydroseeding: \$ **6,325.00** Lump sum
4. Total: \$ **36,700.00**

Jon Allen
 Coastal Asphalt, LLC
 5/3/2017

Attachment: EBP Grading Quotes (2289 : Grading and filling of designated areas at East Bay Park.)

Green Wave Contracting, Inc.

5888 Highmarket St.
Georgetown, SC 29440

ENGINEERING

MAY 01 2017

RECEIVED

Mendal Nettles (843) 625-9315
Blake Harwell (843) 240-9738

Proposal

Deliver To:			
City of Georgetown			
Attn: Orlando Arteaga			
Re: East Bay Park Regrading			
Date of Proposal: 05-01-17			
Proposal Number: East Bay 170501			
Terms: Net 10			
<u>Quantity</u>	<u>Description of Services</u>	<u>Unit Price</u>	<u>Total Price</u>
88,592 SF	Grading and Filling	\$ 0.20	\$ 17,718.40
1,500 SY	Loose Fill Material	\$ 16.00	\$ 24,000.00
1 LS	Hydroseeding	\$ 7,000.00	\$ 7,000.00
			
Total:			\$ 48,718.40

*** Thank You ! ***

Attachment: EBP Grading Quotes (2289 : Grading and filling of designated areas at East Bay Park.)



PO Box 15590
 Wilmington, NC 28408
 910-793-3662 Fax 910-338-3154
www.4seasonssiteanddemo.com

May 1, 2017

The City of Georgetown
 RFQ: East Bay Park (341 East Bay Street)
 Chuck4earthworks@gmail.com
Val4earthworks@gmail.com

ENGINEERING

MAY 01 2017

RECEIVED

Proposal

1. Grading and filling (88,592 sf)	\$15,000.00
2. Fill Material (1,500 cy's)	\$28,500.00
3. Hydro-seeding	\$7,500.00
4. Total	\$51,000.00

Total Job Cost:

Proposal Authorized By: Chuck Ohnmacht

Proposal Accepted By: _____

Attachment: EBP Grading Quotes (2289 : Grading and filling of designated areas at East Bay Park.)

Bid Tabulation Sheet
Grading and filling at East Bay Park ball fields 5/3/2017

Activity	Quantity	Unit	King Construction	Coastal Asphalt	Greenwave	4Seasons
Grading and Fill	88,592	SF	\$17,500	\$7,500	\$17,718	\$15,000
Fill Material	1,500	CY	\$9,210	\$22,875	\$24,000	\$28,500
Hydroseeding	88,592	SF	\$7,087	\$6,325	\$7,000	\$7,500
Total			\$33,797	\$36,700	\$48,718	\$51,000

Attachment: EBP Grading Bid Tab (2289 : Grading and filling of designated areas at East Bay Park.)



**CITY OF GEORGETOWN
GEORGETOWN, SC
REQUEST FOR QUOTE**

Quote due Date: Wednesday, May 3rd, 2017 by no later than 2:00 pm

Re: Regrading the low areas at the old baseball fields.

Location: East Bay Park (341 East Bay Street, Georgetown, SC)

Scope of Work:

The City of Georgetown is soliciting quotes from experienced civil contractors to provide site grading services at the former baseball fields at East Bay Park.

The City intends to regrade and fill the low areas (between 4 to 6 inches in depth) which are particularly prevalent within the infield sections where the clay material has been removed. The intent is to convert the existing grounds back to natural grass. Total area is 88,592 square feet approximately. See attached map.

The selected contractor will be required to provide proof of insurance with a minimum amount of \$1,000,000 as follows:

- Comprehensive General Liability, Auto Liability and Aircraft Liability (per occurrence)
- Worker's Compensation Insurance
- Umbrella or Excess Liability Insurance at a minimum of \$1,000,000

The City of Georgetown needs to be named as additionally insured. A Certificate of Insurance must be submitted to the City prior to commencement of any site activities.

The selected contractor shall be required to retain a business license in the City of Georgetown.

Quotes can be emailed to oarteaga@cogsc.com or faxed to: 843-520-2779.

Quote format

Submit a quote including but not limited to costs of labor, material, equipment, insurance, licensing and other overhead expenses.

1. Grading and filling (88,592 sf): \$ _____ Lump sum
2. Fill material (1,500 CY's) : \$ _____ Lump sum
3. Hydroseeding: \$ _____ Lump sum
4. Total:\$ _____

East Bay Park

Regrading and fill areas

12.A.3
Legend

341 E Bay St

Area 3=12,367 sf

Area 4=11,900 sf

Area 2=17,050 sf

Area 5=22,172 sf

Area 1=25,103 sf

Total=88,592 sf

Google Earth

© 2016 Google

Packet Pg. 179

Attachment: EBP grading RFQ (2289 : Grading and filling of designated areas at East Bay Park.)



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

ACTION ITEM

DOC ID: 2303 C

Council Meeting Date:	18 May 2017
Department:	Engineering
Issue Under Consideration:	Motion to approve additional payments to Green Wave Contracting, Inc. under the Phase I and Phase II Storm Drainage projects for a not to exceed amount of \$109,129.06 due to a 5% material price increase.
Amount Requested:	\$109,129.06 for both Phase I and Phase II projects
Is Item in Current Budget?	No
If no, please explain:	The projects are being rescheduled in next year's budget.
Financial Impact:	
Points to Consider:	Inflationary labor and material costs in the construction industry are expected over a period of time. The original bid date was December 8, 2016 but the project has not started due to the lack of approval of CSX Railroad permit. The bid had an automatic 90-day extension which expired on 3/8/2017. The contractor had agreed to hold the bid price firm until 5/8/2017. At this point in time, the contractor is requesting a 5% increase. Phase I amount awarded is \$1,874,257.60. A 5% increase would make it \$1,967,970.48. A difference of \$93,712.88. Phase II amount awarded is \$308,323.50. A 5% increase would make it \$323,739.68. A difference of \$15,416.18. Total increase for both projects is \$109,129.06. After consulting with the two grant agencies (CDBG and RIA), they are willing to allow the price adjustment to the Contractor provided that the City absorbs these additional costs.
Options:	Re-advertise and Re-bid Phase I and Phase II projects.
Staff Recommendation:	Approve the 5% price increase. Rebidding the project would not guarantee better prices not knowing how many contractors will be providing bids. It will also delay the project even more.

Reviews:

Orlando Arteaga Completed 05/10/2017 11:18 AM
 Debra Bivens Completed 05/10/2017 12:55 PM
 Paul Gardner Completed 05/10/2017 5:00 PM
 Ann U. Mercer Completed 05/11/2017 1:26 PM
 Georgetown City Council Pending 05/18/2017 5:30 PM

Attachments:

Updated: 5/11/2017 11:51 AM by Ann U. Mercer C (Page 1)

1. 1 Letter from Green Wave 5-8-17 (PDF)



(843) 240-9738 (843) 625-9315

May 8th, 2017

City of Georgetown
PO Box 939
Georgetown, SC 29442

Attn: Orlando Arteaga

RE: Phase I & II City Drainage Funded by CDBG Grant # 4-CI-15-012 and RIA Grant

Mr. Arteaga,

Since the bid date of December 8, 2016, our material suppliers have announced price increases that have amounted to approximately 8-10%. While we had agreed to extend our prices for a few months previously, it has become difficult to continue to honor those prices. For us to consider another extension, we request that our bid prices for Phase I and Phase II be increased by 5% to cover a portion of the increased costs. If this is acceptable to the City, you may consider this letter as confirmation to extend the bid prices for an additional 30 days with the 5% increase.

Green Wave Contracting, Inc. is available to answer your questions.

Thank you for your continued support. We look forward to providing you with the service you expect and deserve.

Sincerely,

Blake A. Harwell

Blake A. Harwell

President

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2301)**

Meeting: 05/18/17 05:30 PM
Department: Police Department
Category: Report
Prepared By: Johnnie Deas
Initiator: Kelvin Waites
Sponsors:
DOC ID: 2301

May 2017 GPD Report

MAYOR
JACK, M. SCOVILLE, Jr.

POLICE CHIEF
KELVIN WAITES



City of Georgetown

POLICE DEPARTMENT
OFFICE 843-545-4300
FAX 843-520-5848

May 9 2017

Honorable Mayor Jack M. Scoville, Jr.
And the Members of City Council
City of Georgetown, South Carolina

Dear Mayor Scoville and Council Members:

The Following is a list of activities that the police were involved in during the month of April 2017:

During the month of April the Georgetown Police department sent 24 survey letters to the citizens who had some type of contact with an employee from the department. Out of 24 letters the department received 5 positive feedbacks: 3 by mail, 2 in person and 1 undeliverable survey letter.

On April 3th SSG Church represented the Georgetown Police Department at a luncheon sponsored by the Chaplains from the Andrews Police Department. The Chaplains had this luncheon at Antonio's Restaurant in Andrews to let all local law enforcement know that they are appreciated.

On April 4th Chief Waites and Cpl. Tim Burroughs appeared live on the WPDE Morning News Show to discuss a new initiative that the police department was starting. The initiative is called "Tie a Tie Tuesdays." During the month of April on every Tuesday from 4 pm – 5 pm the staff at the Georgetown Police Department invited the community in to teach them how to tie a neck tie or a bow tie. The event was well attended and successful and we will do it again in April of 2018.

On April 4th officer from the Georgetown Police Department took part in the Georgetown Fire Department's Autism open house.

On April 5th Chief Waites met with the Executive Director of the Humane Society regarding their funding request from the city for FY2018.

Honorable Mayor and City Council Members
May 9, 2017
Page Two

On April 7th Chief Waites attended a meeting at the Bunnelle Foundation in Pawley's Island to discuss a drug rehabilitation program that the local Salvation Army will be bringing to Georgetown to assist drug addicts with getting help.

On April 13th Chief Waites attended Municipal Association report card training held at the Georgetown Police Department.

On April 14th the Georgetown Police Department held an Easter Egg Hunt for the children of the community. We had over 200 people attend this event and it was a great time. We had a great fellowship with the community that was filled with hotdogs, snow cones, popcorn and games.

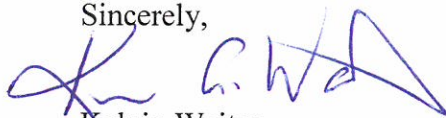
On April 20th Chief Waites attended the monthly Solicitor's Drug Enforcement Meeting in Conway. The focus of the meeting was the law enforcement agencies located on the Grand Strand needing assistance with their upcoming bike weeks. There was also talk about the Solicitor's Drug Enforcement Unit being understaffed in Horry County.

On April 22nd the Georgetown Police Department worked the Fast & the Furious 5k run at East Bay Park. No problems were reported.

The Georgetown Police Department also worked the Shag Festival on April 22nd and staff did not report any issue.

On April 24th Chief Waites along with his staff met to discuss the Courtney Baynes Dorsey Scholarship. Courtney was the young man who lost his life last summer in Pawley's Island trying to save his brother. Our goal is to raise at least \$500 in the name of Courtney and present it to a deserving Georgetown High Student who is graduating and going to college.

Sincerely,



Kelvin Waites
Chief of Police
KW: pc

Attachments

Attachment: GPD MAY 2017 MONTHLY REPORT (2301 : GPD - May 2017 Monthly Letter)

GEORGETOWN POLICE DEPARTMENT 2017 YEAR-TO-DATE ACTIVITY REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ARRESTS	126	94	90	85								
TOTAL ARRESTS	395											

CRIMINAL INCIDENTS	164	171	139	113								
DOMESTIC INCIDENTS	13	5	6	4								
TOTALS	177	176	145	117	0	0	0	0	0	0	0	0
TOTAL INCIDENTS	615											

GEORGETOWN POLICE DEPARTMENT **2017 YEAR-TO-DATE ACTIVITY REPORT**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
SPEEDING CITATIONS	47	67	74	71								
OTHER TRAFFIC CITATIONS	107	128	111	93								
WARNING - SPEEDING	102	86	121	110								
WARNING - OTHER	195	150	134	82								
PARKING CITATIONS	19	17	14	13								
TOTALS	470	448	454	369	0	0	0	0	0	0	0	0

TOTAL CITATIONS

1,741

STATE ACCIDENTS	44	38	51	55								
PARKING LOT ACCIDENTS	13	8	11	4								
TOTALS	57	46	62	59	0	0	0	0	0	0	0	0

TOTAL ACCIDENTS

224

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2285)**

Meeting: 05/18/17 05:30 PM

Department: Municipal Court

Category: Report

Prepared By: Cindy Owens

Initiator: Cindy Owens

Sponsors:

DOC ID: 2285

April 2017 Municipal Court Report

Municipal Court Report April 2017

17.B.1

Cases Disposed

Disposition	# of Cases Disposed	Fine Amounts
Paid	111	\$ 15,605.15
Served Time	10	\$ 11,705.00
Scheduled Time Payment	33	\$ 15,279.56
NRVC	21	\$ 2,935.00
Bench Warrant	29	\$ 21,966.25
Parking Tickets Paid	10	\$ 205.00
Nolle Prosequi/Dismissed/ Not Guilty	82	\$ -
Transferred to General Sessions Court	34	\$ -
Voided	3	\$ -
Fine Suspended	1	
Total	334	\$ 67,695.96

Actual fine revenue collected \$30,999.56

Bond hearings held	25
Warrants Prepared	54
Bench Warrants Issued	39
Payments posted	181
Tickets entered	230
Expungements processed	32
Cases Filed & scheduled for court	288
Tickets transmitted to DMV	288
Juror notices prepared	175

Attachment: Municipal court report (2285 : April 2017 Municipal Court Report)

Municipal Court Report April 2017

17.B.1

Throughout the month of April, 60 defendants were seen in bond court with a total of 106 charges.

Twelve customer service surveys were mailed in March. We received one reply in April.

Johnnie Pinckney attended the SC Municipal Court Administration Association Spring Meeting in Columbia on April 7. Topics for discussion and training included Diversion Programs, Domestic Violence, Department of Motor Vehicles issues and updates, and Legislative Updates.

Cindy Owens attended the Salvation Army's New Life Program in Pawleys Island on April 7. This is a rehabilitation program that is operated by the Salvation Army free of charge to individuals dependant upon drugs and/or alcohol. Defendants that have cases in municipal court can be referred to this program.

One hundred seventy-five juror summonses were issued for the term of jury trials during the week of May 8 - 12.

Attachment: Municipal court report (2285 : April 2017 Municipal Court Report)



Georgetown Municipal Court

2222 Highmarket Street

Georgetown, SC 29440

843-545-4020

Customer Service Survey

The goal of Georgetown Municipal Court is to provide each customer with exceptional service. Your opinion of our service is very important. Please take a moment to complete this survey and let us know of your experience at municipal court. Please indicate your level of satisfaction by answering the following questions. When you have completed the survey, please: a) mail back to municipal court in the envelope provided, b) hand deliver to 2222 Highmarket Street, Georgetown, or c) email to cowens@cogsc.com. Thank you for your assistance.

1. What type of contact did you have with the Municipal Court?

- ☒ a. In Person
- ☐ b. By Phone
- ☐ c. By Mail
- ☐ d. Making payment on sc.gov

2. Staff was helpful, knowledgeable and professional.

- ☒ a. Strongly Agree
- ☐ b. Agree
- ☐ c. Disagree
- ☐ d. Strongly Disagree

3. Staff responded to your issue in a timely manner.

- ☒ a. Strongly Agree
- ☐ b. Agree
- ☐ c. Disagree
- ☐ d. Strongly Disagree

4. Staff provided clear and concise information.

- ☒ a. Strongly Agree
- b. Agree
- c. Disagree
- d. Strongly Disagree

5. Staff was courteous.

- ☒ a. Strongly Agree
- b. Agree
- c. Disagree
- d. Strongly Disagree

6. Was your business with Municipal Court as a:

- a. Attorney
- b. Defendant
- c. Victim
- d. Witness
- e. Juror

other (Bondsman)

7. Overall how would you rate the level of assistance you received from the Municipal Court staff?

- ☒ a. Excellent
- b. Good
- c. Fair
- d. Poor

8. If you know the name of the staff who provided you with especially outstanding service, please let us know his/her name.

Name: *one of the staff*

9. Suggestions or comments to improve our service to you:

Thank you for taking the time to provide us with your input.

[Signature]

4-24-17

Signature

Date

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2281)**

Meeting: 05/18/17 05:30 PM

Department: Fire Department

Category: Report

Prepared By: Amy Skidmore

Initiator: Charles W. Cribb

Sponsors:

DOC ID: 2281

April 2017 Fire Report

The FIRE Report

A monthly report of Fire Department activities to City Council

MAY
2017



Fire Prevention Bureau

2017

APRIL

Inspections	65
Violations Found	30
Buildings without Violations	39
Buildings Cleared of Violations	8
Violations Corrected	18
Violations Not Corrected	14
3rd Party Inspection Review	0
Assemblies Inspected:	10
Business Inspected:	35
Educational Buildings Inspected:	0
Hazardous Buildings Inspected:	0
Factories Inspected:	0
Institutional Inspected:	0
Mercantile Inspected:	15
Residential Inspected:	0
Storage Buildings Inspected:	3
Construction Meetings:	0
Plans Review:	2
Test Conducted:	0
Compliance Issues:	1
Complaints Reviewed:	1
Business License:	3
Citation Issued:	0

Public Education

Programs	3
Participants	242

Suppression Division

A Brief Look at Emergency Responses

APRIL 2017

1. One Medical Call; One Public Service Calls
2. Two Medical Calls; One Alarm Activation; One Smoke Scare; Two Public Service Calls
3. Seven Medical Calls; One MVA One Smoke Scare; Two Public Service Calls
4. Nine Medical Calls; Two MVA's; Two Public Service Calls
5. Three Medical Calls; Two Alarm Activations; One MVA; Three Public Service Calls
6. Six Medical Calls; Four Public Service Calls
7. Seven Medical Calls; One MVA; Four Public Service Calls
8. Eight Medical Calls; One MVA; One Dumpster Fire
9. Six Medical Calls; One Alarm Activation
10. Eight Medical Calls; Two MVA's; Three Public Service Calls
11. Two Medical Calls; One False Alarm; One Alarm Activation; Four Public Service Calls
12. Eleven Medical Calls; One Powerline down; Five Medical Calls
13. Eight medical Calls; Two MVA's; One Assist Other Agency; Six Public Service Calls
14. Nine Medical Calls; Two Smoke Scares; One Public Service Call
15. Three Medical Calls; One MVA; One Smoke Scare; Two Public Service Calls
16. Six Medical Calls; Two Public Service Calls
17. Six Medical Calls; One Smoke Scare, One False Alarm
18. Two Medical Calls; One MVA
19. Ten Medical Calls; Two MVA's; One Public Service Calls
20. Three Medical Calls; One Alarm Activation; One Public Service Call
21. Ten Medical Calls; Two MVA's; One Public Service Call
22. Four Medical Calls; Two Public Service Calls
23. Four Medical Calls
24. Eight Medical Calls; One Electrical Short; One Alarm Activation; Two Public Service Calls
25. Eight Medical Calls; One Alarm Activation; Three Public Service Calls
26. Five Medical Calls; One Structure Fire; One MVA; Three Public Service Calls
27. Six Medical Calls; Three Public Service Calls
28. Eleven Medical Calls; Two Public Service Calls
29. Two Medical Calls; One False Alarm; One Smoke Scare
30. Four Medical Calls; One MVA; One False Call; One Woods Fire

Attachment: April 2017 Fire Report (2281 : April 2017 Fire Report)



Total Call Volume	APRIL		Year to Date	
	2017	2016	2017	2016
As defined by the National Fire Incident Report System				
Fires	4	2	16	11
Rescue Calls/EMS	198	174	741	573
Hazardous Conditions	31	40	164	156
Service Calls	31	37	146	116
Good Intent Calls	13	9	33	28
False Alarms	12	11	54	46
Weather/Flood	0	0	0	1
Special Incident Type	6	5	31	31
Total Calls	295	278	1185	962

Save/Loss Analysis

	Losses	Property Values
APRIL 2017	\$ 1,500	\$ 45,000
APRIL 2016	\$ 110,006	\$ 2,316,300
Year to Date	\$ 289,501	\$ 7,912,100

Property values are estimates based on the Georgetown County Assessor's Office 2006 Market Values.

Mutual Aid Calls

	APRIL	YTD
To Georgetown County Fire	0	2
To Midway Fire	0	2
To other Departments	0	3
From Georgetown County Fire	0	2
From Midway	0	3
From other Departments	0	0

	MARCH	YTD
Staff Training Hours	1185.87	4164.00

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2284)**

Meeting: 05/18/17 05:30 PM

Department: Public Works

Category: Report

Prepared By: Natrona Simmons

Initiator: Tim Chatman

Sponsors:

DOC ID: 2284

April 2017 Public Works Department Report



**APRIL, 2017
PUBLIC WORKS DEPT.
CITY COUNCIL MONTHLY REPORT**

RESIDENTIAL SANITATION

1. Crews completed work orders requests for roll-out carts repairs, new roll out cart deliveries and/or replacements; recycle bins; and collected yard waste, brown and white goods.
2. Crews collected yard waste, brown and white goods, dead animals along city right of ways.
3. Delivered roll out carts, barricades and tents for special events and emergency assistance.

STREETS and GROUND MAINTENANCE

1. Grounds Maintenance Crews supported residential sanitation crews with garbage collections.
2. Crews completed work orders for sidewalk, curbside collections and street maintenance.
3. Grounds Maintenance completed maintenance of City Parks, Welcome Sign areas and right of ways.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2287)**

Meeting: 05/18/17 05:30 PM

Department: Fleet Services

Category: Report

Prepared By: Glenn Dixon

Initiator: Glenn Dixon

Sponsors:

DOC ID: 2287

April 2017 Fleet Services Report



FLEET SERVICES DEPARTMENT

APRIL 2017 MONTHLY REPORT

• Repairs	76
• PM Services	17
• Tires repaired or replaced	16
• Services past due	22

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2297)**

Meeting: 05/18/17 05:30 PM

Department: Electric

Category: Report

Prepared By: Alan Loveless

Initiator: Alan Loveless

Sponsors:

DOC ID: 2297

April 2017 Electric Utility Department Report

JACK M. SCOVILLE, JR.
Mayor

PAUL GARDNER
City Administrator



ALAN J. LOVELESS, P.E.
Director of Electric Utility

ELECTRIC UTILITY DEPARTMENT
OFFICE: (843) 545-4600
FAX: (843) 527-7591

May 9, 2017

Following is a brief summary of major activities in the Electric Utility Department for April 2017:

Peak shaving operation was successful this month and we had both units running in April when Santee Cooper hit their system peak for the month. Substation equipment bids have been received and a recommendation was approved by Council in March. The general contract for the construction of the facility was advertised, but unfortunately only one bid was received. This bid was substantially higher than our engineering consultant estimated. We are discussing this with the bidder and with City Administration to see what our options are. If the bidder cannot lower his price, our options are to re-advertise or change the plant configuration to accommodate containerized gensets as opposed to the equipment being housed in a building. The bidder has lowered their price to some degree, but it is still higher than our engineering consultant expected. We are nearing a decision on our next step.

The Electric Department's FEMA submittal for Hurricane Matthew was completed during February. My understanding is that our submittals for tree work and use of temporary generation have been approved. Our submittal for the utilities category (repairs to the distribution system) is still under review.

Budget deadlines were met during February along with our FEMA deadlines. CIP and operating budgets were submitted. Budget issues were discussed at the retreat in late February. Council's attention and receptiveness to discuss these issues is greatly appreciated. The budget process continues with upcoming meetings with Administration and additional Council discussions.

The contractor crew has made good progress on a rebuild of a pole line on Prince Street between Washington Street and Merriman Road. This pole line is in poor condition and carries three distribution feeders for a block and then two feeders for the second block. This will improve reliability for a large number of customers served by these three feeders. Work on this project is nearing completion....demolition of the old pole line is underway.

Three calls have been received in that past month concerning customer-side solar generation. It appears this is gaining customer interest and therefore we have started the process of discussing our philosophy concerning rates and connection issues. A meeting was held with Santee Cooper staff to obtain their input and information on their rates and connection protocol. This could be a time-consuming process over the next few months. Rate issues are important so that we prevent all customers from subsidizing solar installations for a few customers.

Discussions are underway with Santee Cooper regarding the replacement of a lightning arrester in the Georgetown Substation that failed in August. Though the arrester needs to be replaced, there is still lightning protection at the nearby transformer in the same substation, so the risk to us has been minimal. Santee Cooper will work with us to replace all three arresters at this location. It will require an outage for the entire Georgetown Substation (all customers north of the bridge) for approximately 2 hours. This will be coordinated for a late night this spring when temperatures are mild and customer inconvenience will be as low as possible. This work has been scheduled for Sunday morning, June 4th at 2:00 am. We will discuss ways to publicize this event over the next few weeks.

We are currently advertising three vacant positions in the Electric Department: Line Crew Supervisor, Electric Engineering Technician, and a Line Technician. We are currently in the process of evaluating these applications.

Cooper continues to provide us with replacement water nodes as warranty replacements to allow us to do a better job of staying ahead of failed nodes prior to billing reads.

Meetings continue with representatives of Tideland Health concerning electric service to the new surgical wing being constructed at the hospital. The hospital's contractor has placed conduit for our feed to the new transformer for this addition. The target date for energizing this service is early June. A transformer has been ordered for this service.

Work has been completed on the Broad Street revitalization project. All decorative poles and LED lights included in the project plan have been installed. We are in the process of having the project planner re-survey the residents of Broad St. between Highmarket and Front to see if they are more receptive to the decorative poles/lights than they were during the initial planning process. Fourteen responses have been received, with 11 in favor and 3 opposed.

SCDOT has started their construction on the 17-521 resurfacing project. Our involvement will be minimal until the DOT portion of the project is complete. At that time, we will begin the conversion of our overhead facilities to underground.

There has been no additional information received about the development of commercial property across from Wal Mart adjacent to the new credit union.

Light fixtures have been received for replacement of parking lot lights at the Police Department and for new lights to be placed in conjunction with the Ben Cooper Park improvements. We will start the replacement at PD as soon as scheduling allows. Work at Ben Cooper Park will be coordinated toward the end of the upgrade project.

Bids were advertised and received for our annual CIP transformer purchase. Recommendations for this purchase were approved at the April Council meeting and the purchase order has been released.

Information has been requested from manufacturers for new LED streetlight fixtures to begin our CIP project of replacing all streetlights in the City. We will probably narrow down to a couple of choices and obtain some sample fixtures for evaluation. We are requesting a color temperature rating of 3000K to avoid complaints about the whiteness of the light and to be in line with recent AMA recommendations regarding blue light in LED fixtures. I visited the Cree Lighting facility in Durham NC during April to discuss their lighting offerings and to see installations at night.

The April safety meeting was held on the 20th and covered the topic of ergonomics in line work.

Another round of customer satisfaction surveys was mailed out and received over the past couple of months and I neglected to include these in the appropriate monthly report. Sixteen surveys were mailed and nine were returned. Responses were mostly 'better than expected' to 'very satisfied'. The only negative response was due to the fact that we could not do what one customer had requested because of safety code concerns. One customer stated that he had received service at the same address since 1952 and had never had an issue with poor service.

Other statistics of interest for January:

• Cut-on – regular	168
• Cut-off – regular	59
• Cut-off – non-pay	213
• Non-pay restores	199
• Re-read orders	116
• CNP finals	27
• Accidents – lost time	0
• Accidents – first aid/property damage	0
• PUPS locates	123
• Total orders worked	799

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2302)**

Meeting: 05/18/17 05:30 PM

Department: Water Utilities

Category: Report

Prepared By: Will Cook

Initiator: Will Cook

Sponsors:

DOC ID: 2302

April 2017 Water Utilities Report

APRIL 2017 WATER UTILITIES REPORT

Water Treatment Plant

• WTP Filtered Water Total	26.550 MG
• Average Daily Flow Finished Water	0.885 MGD
• King Well	7.444 MG
• Maryville Well	6.723 MG

Wastewater Treatment Plant

• Influent Flow Total	115.854 MG
• Average Daily Influent Flow	3.862 MGD
• Effluent Flow Total	67.977 MG
• Average Daily Effluent Flow	2.266 MGD
• Rainfall Total	3.60 inches
• Diverted flow for approximately eight days from plant to rear holding pond for contractor to repair Acid Feed area.	

Water Distribution

- Completed 67 work orders
- Repaired 44 water leaks
- Replaced 12 water meters
- Completed 126 locates

Wastewater Collection

- Completed 41 work orders
- Responded to 34 backups
- Routine line cleaning
- Completed 126 locates

Maintenance

- Completed 14 work orders
- Completed 11 work orders on pump stations throughout City
- Completed 3 work orders for the WWTP
- Completed 0 work orders for the WTP

Stormwater

- Completed 8 work orders
- Completed 126 locates
- Routine line and ditch cleaning

Customer Surveys

- We received a score of 4.98 out of 5 this month.

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2288)**

Meeting: 05/18/17 05:30 PM

Department: Engineering

Category: Report

Prepared By: Orlando Arteaga

Initiator: Orlando Arteaga

Sponsors:

DOC ID: 2288

April 2017 Engineering Report



**City of Georgetown
Engineering Monthly Report
April 2017**

Engineering - Orlando Arteaga, PE

Date: May 8, 2017

CAPITAL IMPROVEMENT PROJECTS

1. Ben Cooper Park- Landscaping and Bathhouse (Phase 3)

- Contractor: CP&G
- Bid Amount: \$231,671
- Bid date: 2/28/2017
- Construction Start: 4/12/2017
- Construction Finish: 6/12/2017 (Planned)
- Scope: New landscaping, sod, irrigation, perimeter fence, light posts, sidewalks, and bathhouse.
- Status: Project is currently under construction. All water, sewer, and electrical underground conduits installed this month. Started construction of bathhouse building foundation. Security camera relocated by Police Department vendor and all existing utility poles (except for one) have been removed by the City's Electrical Department.

2. Cherry Street Water

- Contractor: Hollbrook Construction Inc.
- Bid Amount: \$186,760
- Bid date: 11/2/2016
- Construction Start: 12/15/2016
- Construction Finish: 4/13/2017
- Scope of Work: New 1,725 lineal feet of 6-in. PVC water main on Cherry Street and Wilkinson Street.
- Status: Construction is 100% complete. Paving of private driveways and street intersections is concluded.



**City of Georgetown
Engineering Monthly Report
April 2017**

Engineering - Orlando Arteaga, PE

Date: May 8, 2017

**3. Drainage Improvements Project for Congdon, Highmarket, Lynch/Duke Streets
Phase I and Phase II**

- Engineer: AECOM
- Design Start: 4/12/2016
- Design Completion: 12/6/2016
- Re-bid date: 12/8/16
- Contractor: Green Wave Contracting, Inc.
- Phase I Bid Amount: \$1,874,257,60
- Phase II Bid Amount: \$308,323.50
- Scope of Work: New 60", 48", 42", 36", 24", 18" storm drain pipe, catch basins, manholes, yard inlets, headwalls, junction chambers, ditch excavation, sidewalk, curb/gutter and street restoration.
- Status: Contract was approved by Council on 12/15/2016. Contract is pending approval by the two grant agencies SC Department of Commerce (CDBG) and Rural Infrastructure Authority (RIA). CDBG and RIA will not approve contract until all construction permits are in place. **Contractor's bid is valid for 90 days but has agreed to extend it for another 60 days until 5/8/2017. SCDOT and CSX permits still pending. However, CSX needed a variance to their design guidelines which require a 100-year storm event design vs. the drainage pipe design of a 25-year storm event. AECOM has addressed all technical issues. STV Inc., consultant for CSX, reviewed permit drawings and recommended approval by CSX. At the time of this writing, an agreement has been signed by both CSX and City of Georgetown.**

Attachment: Engineering Monthly Report_April 2017 (2288 : April 2017 Engineering Report)



**City of Georgetown
Engineering Monthly Report
April 2017**

Engineering - Orlando Arteaga, PE

Date: May 8, 2017

4. East Bay Park-Demolition

- Contractor: 4Seasons Site and Demo, Inc.
- Bid Amount: \$17,000
- Bid Date: 3/31/2017
- Award Date: 4/6/2017
- Scope: Remove existing concessions building and ballfield electrical utility poles and overhead lines. Remove all concrete pads on south side of park.
- Status: DHEC and local demolition permit secured. Waiting for contractor to mobilize. Asbestos inspection performed at the Bobby Alford Building.

5. East Bay Park - Bathrooms

- Architect: Tych & Walker
- Design Fee: \$10,000
- Design Start: 2/2/2017
- Design Finish: 5/15/2017- (Planned)
- Scope: New 700 S.F. bathroom facilities at East Bay Park
- Design is 60% complete
- Status: Architect developed drawings for the new bathroom facility; drawings are 60% complete. A meeting with Architect and the City was held to review design this month.

6. East Bay Park - Boat Trailer Parking

- Engineer: Mead & Hunt, Inc.
- Design Fee: \$69,515 (Revised)
- Design Start: 7/5/2016
- Design Finish: 3/31/2017
- Scope of Work: New trailer boat parking (35 spaces including 2 handicap parking space) and some drainage improvements.
- Status: Design is 100% complete. Design drawings are under DHEC review since 3/29/2017. Awaiting for SCDOT and SCDHEC permit approvals.

Attachment: Engineering Monthly Report_April 2017 (2288 : April 2017 Engineering Report)



**City of Georgetown
Engineering Monthly Report
April 2017**

Engineering - Orlando Arteaga, PE

Date: May 8, 2017

7. East Bay Park – Recreational Walking Trail

- Engineer: Cagle Consulting Engineers, LLC
- Design Fee: \$9,750
- Design Start: 2/8/2017
- Design Finish: 5/30/2017 (Planned)
- Design is 90% complete
- Scope of Work: Six-foot wide, one-mile long walking trail around East Bay Park.
- Status: Engineer complete 90% design status and will submit to DHEC for approval. City reviewed design drawings with SCPRT and obtained feedback.

8. Georgetown Fire Station #2

- Design-Builder: Coastal Structures Corporation
- Architect: Tych & Walker Architects, LLP
- Design Start: 5/24/2016
- Design Finish: Sitework design complete as of 1/20/2017. Architectural design finish date revised due to value engineering of project. Date TBD.
- Sitework Construction Start: 4/11/2017
- Sitework Construction Finish: 6/11/2017 (Planned)
- Building Construction Start: TBD
- Building Construction Finish: TBD
- Scope of work: New 8,000 SF Fire Station Building
- Status: DHEC site permit approved on 4/11/2017. Excavation of pond and grading are completed. Contractor installed 12-in storm drains and catch basins. Building pad is completed and compacted. Contractor indicated that they will submit geotechnical testing reports. Contractor has indicated that they continue negotiating with their subcontractors and have not finalized the schedule of values. Architect still needs to submit to City the final building design plans and specifications.



**City of Georgetown
Engineering Monthly Report
April 2017**

Engineering - Orlando Arteaga, PE

Date: May 8, 2017

9. North Side Water Storage Tank

- Engineer: WK Dickson
- Design Fee: \$74,710
- Design Start: 11/17/2016
- Design Finish: 7/5/2017 (Planned)
- Design status: 80% complete
- Scope: New elevated water storage tank with a capacity of 250,000 gallons located behind Middle School. Project includes open cut, HDD and Jack & Bore trenching for a 12-in. water main. Agencies involved: DHEC and SCDOT.
- Status: All topographic and utility surveys completed. Amendment no. 1 for \$20,200 has been approved. Site geotechnical testing performed on April 28, 2017. Consultant continues working on the design of tank with an anticipated 90% submittal on 5/19/2017.

PRIVATE DEVELOPMENT PROJECTS

None reviewed this month

SCDOT ENCROACHMENT PERMITS

Three (3) permits filed.

Attachment: Engineering Monthly Report_April 2017 (2288 : April 2017 Engineering Report)

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2282)**

Meeting: 05/18/17 05:30 PM

Department: Housing and Community Development

Category: Report

Prepared By: Rick Martin

Initiator: Rick Martin

Sponsors:

DOC ID: 2282

April 2017 Housing & Community Development Report

**Housing & Community Development
Monthly Report
April 2017**

17.I.1

Building Official

Inspections and Permits

Checked areas for non-permitted as well as permitted work, site conditions, and responded to calls.

Monthly Report:

Business License	4
Stop Work	1
Re-Inspection	0
Footings	2
Rough Inspections	20
Electrical	11
Mobile Home	0
On-site	26
CO	7
CC	0
TRC	1
Plan Review & Sign	2
City Alarm System	0
Total	74

Review Meetings/On-site visits

Safety inspections

Other Meeting

Weekly Staff Meeting

Monthly Safety Meeting

Monthly Council Meeting

Council Workshops

Monthly Updates on Projects for March

Honorable Mayor & Council:

- Construction continues at the Georgetown Hospital, the new Surgical Wing, and the new medical temporary office
- Renovations continue at the new dialysis center at 1120 N. Fraser Street
- Renovations continue at the new Moe's Restaurant
- Construction continues for the new Dollar General on Church St.
- Construction is ongoing for the S. Island Assisted Living, Roses Express Store, the Maritime Museum, the rear deck at Buzz's Roost, and the Maryville Fire Station.
- Rice Birds 2 and Eve's Soul Food Restaurant have received a final inspection and is planning their grand opening.
- We are working on the plans for the Peak Shaving Plant and updating the Historic District Guidelines
- Janet is extremely busy with overgrown lots, helping with signage and ARB.
- Cindy is busy with Keep Georgetown Beautiful and working on our parks and entrances and areas around City Hall as well as Morgan Park. She is doing site visits on the main corridors and Front Street each Monday and Friday.
- Matt is working with all departments as well as Planning and Zoning as well as beginning to work with the Planning Commission on the Land Use Element primarily with the Hi District, as well the COG
- Debra is doing an excellent job as our office manager issuing permits, scheduling and recording meetings as the Board Secretary, scheduling inspections and meetings for the

- Debra, Janet, Cindy, and Matt have worked extremely hard to make sure that all request were handled efficiently and that our citizen's needs were met in a timely manner. We would like to thank you for your support.

Thanks Again,
Rick Martin

Code Enforcement

Overgrown Lots/Trash Violations/Business Licenses/Streets & Sanitation

Total Letters Issued for Overgrown Lots	118
Total Letters Issued for Neglect of Structures	1
Total letters issued for Yard Debris/Solid Waste/Construction Debris/Inoperable Vehicles/Electronic Devices	1
Total Letter Issued for Vision Clearance	0
Total Work Orders Sent to Streets and Sanitation	0
Total Letters Sent for Dilapidated Structures	5
Total Letters sent for Sign Violations	0
Total Referrals for Water and Sewer	0
Total Citations Issued for Overgrown Lots	0
Total Citations Issued for Trash Violations	0
Total Citations Issued for Business Licenses	1
Total Citations Issued for Dilapidated Structures	0
Total Citations Issued for Hospitality Taxes	0
Total Violations Issued for Signage	0

Total Demolitions

Total Dilapidated Structures Removed 4	Habitat for Humanity; 413 Palm Street Theresa Smalls; 412 A. Washington Street Betty Lou Wineglass; 2309 "H" Street Ruth Reid; 415 S. Alex Alford Dr.
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Permits

Total Letters Issued for Encroachments	0
Total Citations Issued for Encroachments	0

Complaints

Total Complaints	5
Total referrals to Electric-Tree Crew	0

Administrative Assistant II

Board & Commissions:

ARB:

- Alterations requested at 824 Prince Street.

ARB (On-Site):

None

BZA:

None

Planning Commission:

1. Text amendment to the City of Georgetown Zoning Ordinance to add the proposed zoning district, Article XXI, Redevelopment District (REDD), and supplemental amendments to Article V Section 514, Article XIII Section 1301, and Article XV Section 1504.
2. Rezone the following twenty (20) parcels, east of S. Fraser Street, to Base Redevelopment District (REDD-B), and amend Official Zoning Map

CAB (Community Appearance Board):

None

CBA (Construction Board of Appeals):

None

TRC:

None

FOIA:

None

Permit Valuation Report:

Commercial Addition	1
Commercial Alteration	0
Commercial Electric	1
Commercial Gas	2
Commercial Mechanical	0
Commercial New Build	0
Commercial Plumbing	0
Commercial Roofing	0
Demolition	1
Mobile Home	1
Residential Addition	0
Residential Alteration	8
Residential Electrical	4
Residential Gas	1
Residential Mechanical	3
Residential New Build	1
Residential Plumbing	1
Residential Roofing	4

Administrative Assistant's Daily Duties:

- Daily operation of the front desk
- Transcribing minutes for the Board(s) meetings
- Daily scheduling of inspections
- Preparing timesheets
- Put the packets together for Board meetings
- Attended 2017 Historic Preservation Conference for required credit hours
- Attended the telephone conference for ARB

Community Planner/GIS Technician

- Sign Permits: T&N Auto Sales, Allstate on Highmarket, Allstate on N. Fraser, Whimmsy Roost, & World Finance
- Temporary Sign Permits: YMCA Day of Giving, GBA Concert Series, Moore Dentry, & Exxon Gas Station, & First Baptist Church x 3
- Planned and organized the monthly Planning Commission meeting for the recommendation of the steel mill rezoning to the Redevelopment District (REDD). Sent out packets to PC members, letters to surrounding parcel owners, and posted 21 signs on the 20 parcels proposed for rezoning. The venue was changed to the Georgetown High School auditorium so large crowds could attend and speak at the Public Hearing. PC voted 4-3 against the rezoning recommendation.
- Filled in the goals chart for Gloria with the West End Redevelopment update. Rick and I made and presented a for the April WERC meeting at the Mitney building. This meeting focused on the objects and goals of the WERP in the Zoning and Housing sections, and what we have already accomplished over the years.
- Put up a couple event board signs.
- Finished up the Program for Public Information (PPI) document for the CRS and FEMA, now we need to get it adopted by Council.
- Wrote a couple zoning letters for issues. One on Old Charleston Rd and one on Highmarket Street.
- Worked with Walter Gibson on his new auto sales and goods business on Highmarket Street. Made him add landscaping and clean up the lot since it is in the Overlay District.
- Retrieved information on houses, permits, and property values for the Building Codes Effectiveness Grading Schedule (BCEGS).
- Printed out all information including Planning Commission agendas, minutes, and other documents from April -August 2016 for Paul on the Singleton issues.
- Meeting with guy on a vendor permit for a hot dog stand on corner of Front and Screven Streets. He will set up shop in late May.

Keep Georgetown Beautiful

April 2017 Monthly Report

- Updated all Kiosk directories and sent to printer for production.
- Ordered Wayfinding signs and they were delivered and erected at East Bay Boat Landing and East Bay Kayak Launch. Letters were affixed to the Ben Cooper Splash Park Sign identifying as such. Directional Wayfinding sign was repaired and reinstalled on S. Fraser at Fire Department. Event Boards were worked on and new installation for event signs were done.
- Worked with Graphic Artist to design new Yard of Excellence sign.
- Presented the Yard of Excellence to Claude "Mac" Daniels at 928 Palmetto Street.
- Assisted with fence quotes for Front Street. Will be doing presentation to ARB.
- Coordinated upcoming LowCountry Region Litter Association Meeting which Keep Georgetown Beautiful is assisting in hosting to be held in May.
- Attended Maritime Museum New construction project ceremony for H&CD as well as the Garden Terrace Dedication at the Kaminski House.
- Attended and assisted with Speaker sign in and set up at Planning Commission Meeting.
- Attended the West End Redevelopment Committee meeting.
- Attended Main Street Design Committee Meeting.
- Sent Code Enforcement Letters, made visits and calls.
- Conducted the yearly Citywide Litter Index.
- Various other duties and tasks as related to Keep Georgetown Beautiful and Housing & Community Development.

FRIENDS OF THE KAMINSKI HOUSE REPORT – April 2017

April has been a busy month at the Kaminski House Museum. Visitors to the Kaminski House were up 74% over last April and year-to-date our visitors for house tours were up 14%. Visitors came from 31 different states and four foreign country in April.



All the second graders from Maryville Elementary School and Lowcountry Preparatory School visited the museum in April. Taking part in a two hour, hands-on program, the students became history detectives while they learned about how things change over time (part of the second grade state curriculum).



Thanks to some wonderful gardening volunteers, the museum was able to clean up some flower beds and make the Kaminski House Lawn look beautiful for the spring season of programming.



Sunday, April 30th the museum kicked off the 2017 season for the *Made in the Shade Concert Series*. Sponsored by Anderson Brothers Bank, the Long Bay Youth Symphony gave a fabulous performance with approximately 265 people in attendance.

The next concert in the series will be on July 4th at 7 PM and will feature the Indigo Choral Society.

Volunteers continue to play a vital role in the daily operation of the Kaminski House Museum. In March, our volunteers worked a total of 136 hours (the equivalent of 3.89 full-time employees).

Robin Gabriel, Executive Director

**Georgetown City Council**

120 North Fraser Street
Georgetown, SC 29442

SCHEDULED**MONTHLY REPORT (ID # 2305)**

Meeting: 05/18/17 05:30 PM

Department: Finance

Category: Report

Prepared By: Debra Bivens

Initiator: Debra Bivens

Sponsors:

DOC ID: 2305

April 2017 Finance and IT Departments Report

April 2017 Finance and IT Departments Report

Statistics:

New Business Licenses Issued: AECOM Technical Services Inc, AMIGOS Lawn Maintenance, Auto Sales (216 Enterprises LLC), Carolina Cool, CSC Leasing, Eve's Caribbean Soul Food, FYNE WYNE Beauty, New & Used Shop, Pure Upscale Salon, T & N Auto Sales.

Projects Progress:

Grants: Please see the attached schedule for the detail on each grant award.

FY2017/18 Budget: The first budget workshop was held on April 27, 2017 and we are ready for first reading and continued budget discussions. As always, we look forward to the challenge of helping to prepare and execute another budget for The City of Georgetown.

Business License Renewal: This is Business License Renewal season. Renewal fees are due by May 15th. Business License revenues continue to be the second largest revenue source in the General Fund.

HTAX/ATAX: The next Hospitality and Accommodation Tax Committee meeting is scheduled for June 20, 2017 at the Police Department Training Room at 4:00. The City has approximately \$90,000 available for distribution. Funding recommendations will be presented to Council at the July meeting.

Upcoming Procurement Projects:

- Fire Station II
- Drainage Project (Phase I & Phase II)
- East Bay Park Improvements
- Ben Cooper Park Improvements
- Peak Shaving Project
- Historic Guidelines Project
- WWTP Modifications

Attached are the Budget Performance Reports for April 2017.

Ref	Grantor	Program	Award Amount	Match Amount	Expenditures	Balance	Award #	Status
<u>FEDERAL GRANTS</u>								
1	US Department of Agriculture	Rural Business Enterprise Grant	44,000.00	-	44,819.94	-	00-01	
2	Bureau of Justice Assistance	Bullet Proof Vest Grant 2015 Regular Solicitation	1,896.68	-	1,896.68	-	-	Closed
3	SC Department of Commerce	Highmarket & Duke Drainage Improvements (CDBG)	1,000,000.00	1,045,258.00	83,527.50	1,961,730.50	CDBG #4-CI-15-012	
4	SC Department of Archives & History	FY 2015 Federal Historic Preservation Grant: NAPC Scholarship	2,000.00	-	340.00	-	-	Closed
5	SC Department of Archives & History	FY 2016 Federal Historic Preservation Grant: COG Design Guidelines	24,225.00	24,225.00	19,065.26	29,384.74	-	
6	Federal Highway Administration	East Bay Park Recreational Trail (SCPRT)	77,758.60	19,439.65	5,050.00	92,148.25	P28051500715	
7	SC Department of Commerce	Ladder Fire Truck	500,000.00	340,000.00	-	840,000.00	CDBG #4-CE-16-003	
<u>STATE GRANTS</u>								
8	SC Rural Infrastructure Authority	N. Congdon St & CSX Drainage Ditch Improvement Project	159,365.00	133,720.00	30,310.00	262,775.00	#R-16-1094	
9	SC Parks, Recreation, & Tourism	Ben Cooper Park Improvements - Phase I (SCPARD)	51,418.17	12,854.54	-	64,272.71	2017050	
10	SC Parks, Recreation, & Tourism	Ben Cooper Park Improvements - Phase II (SCPARD)	8,371.53	2,092.88	-	10,464.41	2017051	
11	SC Department of Public Safety	Body Warn Cameras	20,090.00	-	20,090.00	-	-	Closed
12	SC Muni Insurance Trust	2017 Public Works Equipment	2,000.00	2,000.00	2,114.95	1,885.05	-	
<u>OTHER GRANTS</u>								
13	International Paper Company	Outdoor Classroom at Morgan Park	15,000.00	-	15,000.00	-	-	Closed
14	Palmetto Pride	Keep South Carolina Beautiful 2016	8,000.00	-	8,000.00	-	-	Closed
15	Palmetto Pride	Keep South Carolina Beautiful 2017	8,000.00	-	3,274.66	4,725.34	-	
TOTAL			1,922,124.98	1,579,590.07	233,488.99	3,267,386.00		

CITY OF GEORGETOWN
SALE OF ASSETS - FY 2016/2017
Account #0010-00-391-001

G/L Date	Gov Deal #	Asset #	Dept.	Description	Amount	Sales Tax	Total Proceeds	GovDeals Fee	Notations		
-		-		No Activity	-	-	-	-			
				Total July	-	-	-	-			
-				No Activity	-	-	-	-			
				Total August	-	-	-	-			
09/21/16	489	10068	Public Works	2000 Ford F150	521.00	36.47	557.47	39.07	Billy Barbare; Rec# 2017-12754		
09/12/16	491	12163	Public Works	2009 John Deere Mower	1,151.99	80.64	1,232.63	86.40	Wes Redick; Rec# 2017-00294		
09/14/16	492	10709	Waste Management	2008 Ford F750	1,675.00	117.25	1,792.25	125.62	Sonny Nguyen; Rec# 2017-11669		
09/23/16	493	12126	Waste Management	2008 Crain Carrier	2,642.00	184.94	2,826.94	198.15	Auto Wholesalers; Rec# 2017-00327		
09/23/16	494	12179	Waste Management	2009 Crain Carrier	2,802.77	196.19	2,998.96	210.21	Auto Wholesalers; Rec# 2017-00327		
09/14/16	495	10173	H & C Dev.	2002 Ford Explorer	975.00	68.25	1,043.25	73.12	Strand Classic Cars; Rec# 2017-11677		
				Total September	9,767.76	683.74	10,451.50	732.57			
-		-		No Activity							
				Total October	-	-	-	-			
		-		No Activity							
				Total November	-	-	-	-			
12/30/16	484	10172	Police	2001 Ford Crown Victoria veh. # 626	500.00	\$ 35.00	535.00	37.50	Isaac Williams; Rec#2017-28174	Customer paid	GovDeal Fee
12/14/16	485	10162	Police	2002 Dodge Durango veh. #616	1,450.00	\$ 101.50	1,551.50	108.75	Kendrick Geddis; Rec# 2017-25712	Sale of Asset	Tax
12/15/16	486	10175	Police	2002 Ford Crown Victoria veh. #629	226.00	\$ 15.82	241.82	16.95	Strand Classic Cars; Rec# 2017-25922	537.50	35.00
12/14/16	487	10169	Police	1998 Ford Crown Victoria veh. #623	481.00	exempt	481.00	36.07	East Coast Sport & Import; Rec# 2017-25801	1,558.75	101.50
12/14/16	488	10178	Police	2003 Dodge Durango veh. #632	2,252.50	157.68	2,410.18	168.94	Kendrick Geddis; Rec# 2017-25712	242.95	15.82
12/16/16	490	10648	Public Works	1997 Ford Ranger veh. #1212	301.00	21.07	322.07	22.57	Delton Grissett; Rec#2017-26151	517.07	-
12/14/16	497	10171	Police Dept.	2001 Ford Crown Victoria veh. #625	1,601.00	112.07	1,713.07	120.07	Kendrick Geddis; Rec# 2017-25712	2,421.44	157.68
				Total December	6,811.50	443.14	7,254.64	510.85		323.57	21.07
-	496	10822	Water Department	Alamo Buck Hog	-	-	-	-	no bids	1,721.07	112.07
-	499	10717	Waste Management	2005 Sideload (Body only)	-	-	-	-	sold for scrap	\$ 7,322.35	\$ 443.14
				Total January	-	-	-	-		Customer paid	GovDeal Fee
02/13/17	498	11013	Wastewater Dept.	1997 Ford LNT 8000	7,025.00	491.75	7,516.75	526.87	CC&D Trucking Inc; Rec#2017-00733	Sale of Asset	Tax
02/13/17	500	10643	Electric	2000 Chevrolet CS1065	1,200.00	84.00	1,284.00	90.00	Gregory Colvin; Rec#2017-35013	7,551.87	491.75
02/13/17	500	10643	Electric	2000 Chevrolet CS1065	(1,200.00)	(84.00)	(1,284.00)	(90.00)	Gregory Colvin; Rec#2017-35013; Refund	1,290.00	84.00
				Total February	7,025.00	491.75	7,516.75	526.87		(1,290.00)	(84.00)
-		-		No Activity						7,551.87	491.75
				Total March	-	-	-	-		Customer paid	GovDeal Fee
04/21/17	501	-	Water Department	Lot of cylinders, circuit boards, photo cell &	1,000.00	-	1,000.00	75.00	Robert Brown; Rec#2017-46126	Sale of Asset	Tax
	502	-	Wastewater Dept.	Electric brush aerator	-	-	-	-	no bids	1,075.00	-
04/19/17	503	-	Water Department	HP 3745 deskjet printer	15.00	1.05	16.05	2.50	Herman Vanderhorst; Rec#2017-45703	-	-
	504	-	Water Department	Incubator 120V	-	-	-	-	no bids	17.50	1.05
	505	-	Water Department	Tekmar Dohrmann analyzer	1,000.00	70.00	1,070.00	75.00	Steven Kim; Rec#2017-46441	-	-
				Total April	2,015.00	71.05	2,086.05	152.50		1,075.00	70.00
										2,167.50	71.05
				Total May	-	-	-	-			
				Total June	-	-	-	-			
				TOTAL PER G/L	25,619.26	1,689.68	27,308.94	1,922.79			

*As of Dec. 2016 the GovDeal Fee is included in the customers total. Therefore, the customer is responsible for the fee (Administrative Fee).

*On GovDeal # 500, customer was given a refund back on the same day he paid, due to some unknown issues on the vehicle

Attachment: GovDeals-Monthly Rpts FY 16.17 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
Fund 0010 - General Fund								
REVENUE								
Department 00 - Revenue								
Property Taxes								
311.001	Property Taxes - Real	2,975,000.00	91,181.57	.00	3,017,717.85	(42,717.85)	101	3,011,900.07
311.003	Property Taxes - Vehicles	260,000.00	27,150.94	.00	221,342.65	38,657.35	85	285,882.62
311.005	Prop Tax-Penalties & Cost	31,000.00	.00	.00	.00	31,000.00	0	39,263.69
Property Taxes Totals		\$3,266,000.00	\$118,332.51	\$0.00	\$3,239,060.50	\$26,939.50	99%	\$3,337,046.38
Licenses and Permits								
321.001	Business Licenses	2,509,000.00	229,214.60	.00	434,307.83	2,074,692.17	17	2,656,965.32
321.002	Business Lic - Penalties	13,000.00	.00	.00	5,673.46	7,326.54	44	13,102.00
322.001	Cable TV Franchise	52,000.00	4,969.05	.00	78,975.86	(26,975.86)	152	80,929.13
322.002	S.C. Electric & Gas Co.	42,000.00	.00	.00	.00	42,000.00	0	44,094.25
323.001	Electrical Permits	3,500.00	226.00	.00	5,416.00	(1,916.00)	155	3,763.00
323.002	Plumbing Permits	500.00	142.00	.00	5,843.00	(5,343.00)	1169	665.00
323.003	Gas Permits	600.00	219.00	.00	823.00	(223.00)	137	642.00
323.004	Building Permits	67,000.00	9,266.00	.00	142,217.55	(75,217.55)	212	63,297.00
323.005	Yard Sale Permits	100.00	3.00	.00	54.00	46.00	54	75.00
323.006	Mobile Home Permits	100.00	.00	.00	300.00	(200.00)	300	225.00
323.007	Demolition & Clearance	1,500.00	450.00	.00	36,484.00	(34,984.00)	2432	1,675.00
323.008	Mechanical Permits	6,000.00	314.00	.00	5,667.00	333.00	94	7,318.00
323.010	Bus Lic Inspection Fee	1,000.00	175.00	.00	1,025.00	(25.00)	102	1,250.00
323.014	Construct Parking Permit	50.00	.00	.00	.00	50.00	0	50.00
323.015	Reinspection Fee	500.00	.00	.00	.00	500.00	0	300.00
323.019	Stop Work Order Fee	300.00	.00	.00	120.00	180.00	40	504.00
323.020	Board of Appeals Fee	500.00	.00	.00	450.00	50.00	90	600.00
323.021	Zoning Fees	1,000.00	.00	.00	600.00	400.00	60	1,100.00
323.022	Plan Review Fee	13,000.00	3,993.50	.00	59,758.00	(46,758.00)	460	11,302.50
323.023	Sign Permit Fee	4,500.00	741.00	.00	4,085.00	415.00	91	5,839.00
323.024	Planning Commission Fees	200.00	150.00	.00	150.00	50.00	75	150.00
323.025	ARB Fees	900.00	180.00	.00	795.00	105.00	88	1,050.00



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
323.026	Plat Approval Fees	300.00	80.00	.00	420.00	(120.00)	140	240.00
323.027	Special Events Permit	500.00	125.00	.00	375.00	125.00	75	511.00
323.028	Miscellaneous permits	500.00	195.91	.00	495.91	4.09	99	525.00
364.000	Housing Authority FILOT	36,000.00	.00	.00	.00	36,000.00	0	38,336.50
	Licenses and Permits Totals	\$2,754,550.00	\$250,444.06	\$0.00	\$784,035.61	\$1,970,514.39	28%	\$2,934,508.70
	Impact Fees							
324.008	Fire Impact Fee	50,000.00	5,169.53	.00	203,054.37	(153,054.37)	406	44,761.06
	Impact Fees Totals	\$50,000.00	\$5,169.53	\$0.00	\$203,054.37	(\$153,054.37)	406%	\$44,761.06
	Fines and Forfeitures							
351.001	Police Fines	170,000.00	30,663.86	.00	148,807.85	21,192.15	88	148,245.42
351.003	Parking Fines	4,000.00	205.00	.00	1,040.00	2,960.00	26	2,985.00
351.005	Safe Street Fees	150.00	.00	.00	.00	150.00	0	.00
351.008	Victim's Asst. Fees-(%)	15,000.00	1,492.62	.00	15,725.43	(725.43)	105	17,623.88
351.009	Victim's Asst. Flat Fees	7,000.00	655.15	.00	7,310.15	(310.15)	104	6,772.52
351.012	Traffic Education Program Fees	1,100.00	140.00	.00	840.00	260.00	76	1,260.00
	Fines and Forfeitures Totals	\$197,250.00	\$33,156.63	\$0.00	\$173,723.43	\$23,526.57	88%	\$176,886.82
	Charges for Services							
344.005	SRO Reimbursement	65,000.00	.00	.00	.00	65,000.00	0	69,419.00
351.010	Misc Police Revenue	1,500.00	275.25	.00	3,217.25	(1,717.25)	214	2,382.50
363.001	Fees for GIS/B&P Documents	.00	.00	.00	22.50	(22.50)	+++	10.00
363.005	FOIA Fees	750.00	16.25	.00	77.75	672.25	10	476.00
	Charges for Services Totals	\$67,250.00	\$291.50	\$0.00	\$3,317.50	\$63,932.50	5%	\$72,287.50
	State Shared							
311.004	Inventory Tax	132,978.00	131,476.18	.00	197,965.24	(64,987.24)	149	132,978.12
311.006	Homestead Exemption Tax	125,000.00	.00	.00	.00	125,000.00	0	125,610.84
311.007	Manufacturer's Tax Reduce	14,500.00	30,684.98	.00	30,684.98	(16,184.98)	212	26,931.87
311.008	Motor Carrier Lieu of Tax	6,000.00	1,624.38	.00	10,620.90	(4,620.90)	177	9,156.56
335.001	Local Government Fund	185,000.00	.00	.00	108,688.17	76,311.83	59	200,572.44
351.007	Sunday Liquor Sales	15,000.00	.00	.00	3,030.00	11,970.00	20	17,350.00
	State Shared Totals	\$478,478.00	\$163,785.54	\$0.00	\$350,989.29	\$127,488.71	73%	\$512,599.83
	Local Grants							



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
332.008	Other Local Grants	7,000.00	.00	.00	11,866.52	(4,866.52)	170	9,614.33
	Local Grants Totals	\$7,000.00	\$0.00	\$0.00	\$11,866.52	(\$4,866.52)	170%	\$9,614.33
	Federal Grants							
335.004	Fema Recovery	.00	.00	.00	23,880.94	(23,880.94)	+++	103,405.75
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$23,880.94	(\$23,880.94)	+++	\$103,405.75
	Investment Earnings							
361.001	Investment Earnings	16,000.00	6,068.89	.00	26,356.92	(10,356.92)	165	14,952.17
361.002	Invest Earnings-Restrict	.00	.00	.00	.00	.00	+++	(50,000.00)
	Investment Earnings Totals	\$16,000.00	\$6,068.89	\$0.00	\$26,356.92	(\$10,356.92)	165%	(\$35,047.83)
	Miscellaneous							
362.000	Rents and Royalties	26,000.00	1,521.00	.00	29,496.30	(3,496.30)	113	26,083.15
364.001	Steel Mill FILOT	.00	.00	.00	22,155.07	(22,155.07)	+++	26,754.33
368.000	Work Comp Reimbursement	2,000.00	.00	.00	1,372.30	627.70	69	1,964.76
369.000	Cash Over & Short	50.00	(116.42)	.00	(311.18)	361.18	-622	18.95
369.002	Miscellaneous Revenue	3,000.00	5,705.60	.00	12,891.48	(9,891.48)	430	2,881.65
369.003	Insurance Proceeds	35,000.00	3,700.07	.00	15,761.61	19,238.39	45	45,031.12
369.005	Set-off Debt Collection Fees	1,500.00	(75.00)	.00	800.00	700.00	53	2,632.17
369.013	Returned Check Fees	5,000.00	210.00	.00	3,480.00	1,520.00	70	4,200.00
370.000	Overpayments	.00	.00	.00	15,558.00	(15,558.00)	+++	.00
	Miscellaneous Totals	\$72,550.00	\$10,945.25	\$0.00	\$101,203.58	(\$28,653.58)	139%	\$109,566.13
	Operating Transfers In							
392.001	From Electric Fund	1,400,000.00	116,666.63	.00	1,166,666.30	233,333.70	83	1,399,999.56
392.003	From Accom Tax Fund	29,000.00	.00	.00	26,902.33	2,097.67	93	29,874.56
392.009	From Hospitality Fund	108,000.00	9,000.00	.00	90,000.00	18,000.00	83	108,000.00
	Operating Transfers In Totals	\$1,537,000.00	\$125,666.63	\$0.00	\$1,283,568.63	\$253,431.37	84%	\$1,537,874.12
	Sale of Assets							
391.001	Sale of Assets	5,000.00	152.50	.00	9,413.40	(4,413.40)	188	809.61
	Sale of Assets Totals	\$5,000.00	\$152.50	\$0.00	\$9,413.40	(\$4,413.40)	188%	\$809.61
	Department 00 - Revenue Totals	\$8,451,078.00	\$714,013.04	\$0.00	\$6,210,470.69	\$2,240,607.31	73%	\$8,804,312.40
	REVENUE TOTALS	\$8,451,078.00	\$714,013.04	\$0.00	\$6,210,470.69	\$2,240,607.31	73%	\$8,804,312.40
	EXPENSE							



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Department 01 - Administration							
	Personal Services							
400.101	Regular Pay	327,493.00	24,328.67	.00	292,870.09	34,622.91	89	325,080.93
401.103	Overtime	6,000.00	.00	.00	1,812.69	4,187.31	30	6,107.32
405.114	FICA	24,333.00	1,813.22	.00	21,914.85	2,418.15	90	24,181.31
406.116	Retirement	37,189.00	2,784.72	.00	32,026.83	5,162.17	86	35,953.59
408.125	SCMIT Worker's Comp Ins.	3,000.00	349.96	.00	5,236.85	(2,236.85)	175	2,426.44
410.001	Health Claims Cost	36,228.00	1,534.72	.00	18,022.52	18,205.48	50	32,375.36
410.002	Health Claim Costs-Retire	230.00	.00	.00	.00	230.00	0	.00
	Personal Services Totals	\$434,473.00	\$30,811.29	\$0.00	\$371,883.83	\$62,589.17	86%	\$426,124.95
	Supplies							
500.101	Supplies and Materials	4,500.00	586.60	.00	5,166.74	(666.74)	115	5,105.79
500.102	Equipment	2,000.00	.00	.00	1,375.59	624.41	69	237.56
500.103	Furniture	8,500.00	.00	.00	.00	8,500.00	0	1,119.76
500.105	Printing and Binding	.00	.00	.00	84.53	(84.53)	+++	.00
	Supplies Totals	\$15,000.00	\$586.60	\$0.00	\$6,626.86	\$8,373.14	44%	\$6,463.11
	Other Services & Charges							
610.111	Communications- Landline	5,000.00	417.50	.00	4,552.84	447.16	91	5,114.84
610.112	Postage	500.00	42.34	.00	572.48	(72.48)	114	624.42
610.1110	Communications- Wireless	3,800.00	205.69	.00	2,115.98	1,684.02	56	2,853.22
620.114	Advertising	300.00	26.00	.00	52.00	248.00	17	399.75
640.124	Travel Expense	5,750.00	462.92	.00	1,657.64	4,092.36	29	4,541.77
650.127	Electricity	6,184.00	488.76	.00	5,093.32	1,090.68	82	6,524.28
650.128	Water	1,125.00	43.40	.00	482.25	642.75	43	1,095.09
650.129	Wastewater	1,480.00	58.97	.00	648.06	831.94	44	1,443.53
650.130	Sanitation	562.00	78.59	.00	652.90	(90.90)	116	623.88
650.133	Stormwater	373.00	43.31	.00	397.82	(24.82)	107	413.88
650.134	Security Lights	1,703.00	157.50	.00	1,575.00	128.00	92	1,890.00
650.1271	Electricity- Sales Tax	291.00	19.55	.00	236.56	54.44	81	298.82
660.139	Fleet Services Materials	800.00	.00	.00	1,034.91	(234.91)	129	737.38
660.145	Gasoline & Oil	1,300.00	121.87	.00	1,151.33	148.67	89	796.06



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
660.1391	Fleet Services Labor	300.00	.00	.00	495.00	(195.00)	165	206.25
670.156	Equipment Rental/Lease	7,000.00	280.91	.00	5,040.50	1,959.50	72	6,623.63
685.180	Membership Dues and Fees	2,500.00	.00	.00	2,410.00	90.00	96	1,510.00
685.182	Other Operating Expenses	1,800.00	.00	.00	7,270.46	(5,470.46)	404	1,679.88
685.186	Training	1,750.00	.00	.00	346.02	1,403.98	20	1,011.17
685.1801	Subscriptions	300.00	.00	.00	25.55	274.45	9	39.00
686.187	Professional Services	100.00	103.28	.00	103.28	(3.28)	103	46.57
686.189	Employee Medical	200.00	.00	.00	.00	200.00	0	125.00
686.195	Repair/Maint Svc Contract	1,000.00	.00	.00	42.00	958.00	4	651.38
686.1895	Employee wellness services	1,250.00	116.62	.00	1,275.76	(25.76)	102	1,462.20
	Other Services & Charges Totals	\$45,368.00	\$2,667.21	\$0.00	\$37,231.66	\$8,136.34	82%	\$40,712.00
	Other Objects							
795.001	IT Internal Allocations	15,000.00	3,558.36	.00	15,240.36	(240.36)	102	26,819.32
795.995	GF Cost Distribution	(215,000.00)	(17,916.67)	.00	(179,166.70)	(35,833.30)	83	(215,000.04)
	Other Objects Totals	(\$200,000.00)	(\$14,358.31)	\$0.00	(\$163,926.34)	(\$36,073.66)	82%	(\$188,180.72)
	Sub Department 02 - Mayor and Council							
	Personal Services							
400.101	Regular Pay	100,000.00	8,329.18	.00	92,527.29	7,472.71	93	112,879.53
405.114	FICA	7,299.00	542.42	.00	6,060.42	1,238.58	83	7,286.06
406.116	Retirement	10,688.00	828.40	.00	9,002.50	1,685.50	84	10,309.50
410.001	Health Claims Cost	41,965.00	3,405.92	.00	37,842.12	4,122.88	90	39,931.31
	Personal Services Totals	\$159,952.00	\$13,105.92	\$0.00	\$145,432.33	\$14,519.67	91%	\$170,406.40
	Supplies							
500.101	Supplies and Materials	1,000.00	.00	.00	1,070.98	(70.98)	107	1,388.75
500.102	Equipment	6,500.00	.00	.00	.00	6,500.00	0	.00
500.105	Printing and Binding	500.00	.00	.00	.00	500.00	0	.00
	Supplies Totals	\$8,000.00	\$0.00	\$0.00	\$1,070.98	\$6,929.02	13%	\$1,388.75
	Other Services & Charges							
610.111	Communications- Landline	800.00	46.77	.00	477.06	322.94	60	783.07
610.112	Postage	100.00	11.96	.00	118.93	(18.93)	119	24.68
610.1110	Communications- Wireless	3,500.00	322.56	.00	5,291.68	(1,791.68)	151	4,199.27



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
620.114	Advertising	500.00	325.00	.00	555.75	(55.75)	111	484.25
640.124	Travel Expense	14,500.00	.00	.00	6,400.13	8,099.87	44	4,179.99
670.156	Equipment Rental/Lease	11,000.00	810.00	1,620.00	8,100.00	1,280.00	88	9,720.00
685.180	Membership Dues and Fees	1,200.00	.00	.00	.00	1,200.00	0	.00
685.182	Other Operating Expenses	1,400.00	.00	.00	1,649.85	(249.85)	118	1,776.39
685.186	Training	3,100.00	.00	.00	575.00	2,525.00	19	585.82
685.1801	Subscriptions	1,500.00	.00	.00	1,360.20	139.80	91	1,347.20
686.187	Professional Services	150.00	309.84	.00	309.84	(159.84)	207	1,336.74
686.1895	Employee wellness services	2,700.00	272.12	.00	736.42	1,963.58	27	46.87
	Other Services & Charges Totals	\$40,450.00	\$2,098.25	\$1,620.00	\$25,574.86	\$13,255.14	67%	\$24,484.28
	Other Objects							
795.001	IT Internal Allocations	4,000.00	227.67	.00	2,564.05	1,435.95	64	9,321.63
	Other Objects Totals	\$4,000.00	\$227.67	\$0.00	\$2,564.05	\$1,435.95	64%	\$9,321.63
	Sub Department 02 - Mayor and Council Totals	\$212,402.00	\$15,431.84	\$1,620.00	\$174,642.22	\$36,139.78	83%	\$205,601.06
	Department 01 - Administration Totals	\$507,243.00	\$35,138.63	\$1,620.00	\$426,458.23	\$79,164.77	84%	\$490,720.40
	Department 04 - Finance							
	Personal Services							
400.101	Regular Pay	447,748.00	34,596.11	.00	364,934.36	82,813.64	82	440,657.44
401.103	Overtime	3,000.00	252.83	.00	1,376.42	1,623.58	46	2,585.73
401.106	Contract Labor	.00	.00	.00	.00	.00	+++	4,455.00
405.114	FICA	32,516.00	2,508.00	.00	26,474.94	6,041.06	81	32,182.17
406.116	Retirement	50,954.00	4,009.57	.00	42,119.71	8,834.29	83	48,134.50
408.125	SCMIT Worker's Comp Ins.	2,000.00	191.85	.00	2,870.94	(870.94)	144	1,330.23
410.001	Health Claims Cost	52,395.00	4,721.52	.00	46,052.42	6,342.58	88	46,857.00
410.002	Health Claim Costs-Retire	5,000.00	.00	.00	.00	5,000.00	0	982.28
	Personal Services Totals	\$593,613.00	\$46,279.88	\$0.00	\$483,828.79	\$109,784.21	82%	\$577,184.35
	Supplies							
500.101	Supplies and Materials	8,000.00	862.30	.00	5,075.44	2,924.56	63	8,250.77
500.102	Equipment	1,500.00	.00	.00	160.50	1,339.50	11	.00
500.103	Furniture	100.00	.00	.00	.00	100.00	0	524.84
500.105	Printing and Binding	250.00	.00	.00	.00	250.00	0	.00



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Supplies Totals	\$9,850.00	\$862.30	\$0.00	\$5,235.94	\$4,614.06	53%	\$8,775.61
	Other Services & Charges							
610.111	Communications- Landline	3,500.00	244.52	.00	2,567.81	932.19	73	2,938.65
610.112	Postage	4,300.00	316.53	.00	3,931.48	368.52	91	4,287.96
610.1110	Communications- Wireless	2,500.00	149.91	.00	1,337.86	1,162.14	54	1,897.91
620.114	Advertising	500.00	.00	.00	.00	500.00	0	801.60
640.124	Travel Expense	2,500.00	133.38	.00	1,441.05	1,058.95	58	2,215.98
650.127	Electricity	5,301.00	418.94	.00	4,365.71	935.29	82	5,592.22
650.128	Water	964.00	37.20	.00	413.37	550.63	43	938.64
650.129	Wastewater	1,268.00	50.54	.00	555.49	712.51	44	1,237.30
650.130	Sanitation	482.00	67.36	.00	559.60	(77.60)	116	534.72
650.133	Stormwater	320.00	37.13	.00	341.06	(21.06)	107	354.84
650.134	Security Lights	1,460.00	135.00	.00	1,350.00	110.00	92	1,620.00
650.1271	Electricity- Sales Tax	249.00	16.76	.00	202.76	46.24	81	256.10
670.156	Equipment Rental/Lease	7,000.00	565.94	.00	5,881.23	1,118.77	84	7,612.75
685.180	Membership Dues and Fees	1,000.00	.00	.00	1,135.00	(135.00)	114	789.00
685.182	Other Operating Expenses	41,500.00	310.92	.00	26,049.40	15,450.60	63	39,735.07
685.184	Continuing Education	2,000.00	.00	.00	844.00	1,156.00	42	1,451.40
685.186	Training	1,500.00	224.00	.00	1,081.00	419.00	72	617.79
685.1801	Subscriptions	500.00	.00	.00	406.80	93.20	81	318.00
686.187	Professional Services	600.00	51.64	.00	51.64	548.36	9	23.28
686.189	Employee Medical	200.00	.00	.00	45.00	155.00	22	.00
686.195	Repair/Maint Svc Contract	3,000.00	.00	.00	954.02	2,045.98	32	4,004.25
686.1895	Employee wellness services	2,500.00	310.99	.00	1,390.27	1,109.73	56	923.65
	Other Services & Charges Totals	\$83,144.00	\$3,070.76	\$0.00	\$54,904.55	\$28,239.45	66%	\$78,151.11
	Other Objects							
795.001	IT Internal Allocations	21,000.00	1,366.03	.00	15,384.43	5,615.57	73	31,054.33
795.995	GF Cost Distribution	(412,530.00)	(34,654.63)	.00	(346,546.30)	(65,983.70)	84	(412,529.76)
	Other Objects Totals	(\$391,530.00)	(\$33,288.60)	\$0.00	(\$331,161.87)	(\$60,368.13)	85%	(\$381,475.43)
	Department 04 - Finance Totals	\$295,077.00	\$16,924.34	\$0.00	\$212,807.41	\$82,269.59	72%	\$282,635.64
	Department 05 - Police							



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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
660.139	Fleet Services Materials	33,000.00	2,687.49	.00	18,992.42	14,007.58	58	28,231.77
660.145	Gasoline & Oil	50,000.00	5,084.09	.00	45,943.82	4,056.18	92	54,061.60
660.1391	Fleet Services Labor	39,000.00	2,459.95	.00	31,365.14	7,634.86	80	43,108.47
670.156	Equipment Rental/Lease	7,200.00	397.27	.00	4,654.83	2,545.17	65	4,541.81
682.1721	Prisoner Housing	183,000.00	9,337.50	9,800.00	118,633.83	54,566.17	70	172,593.10
685.180	Membership Dues and Fees	1,225.00	.00	.00	1,510.00	(285.00)	123	835.00
685.182	Other Operating Expenses	13,450.00	173.48	.00	12,309.36	1,140.64	92	14,816.81
685.184	Continuing Education	.00	.00	.00	.00	.00	+++	4,836.71
685.186	Training	11,000.00	866.00	.00	5,297.00	5,703.00	48	12,831.99
685.187	Special Projects	4,000.00	.00	.00	2,200.00	1,800.00	55	241.77
685.189	Reserve Program	3,500.00	.00	.00	.00	3,500.00	0	1,134.43
685.1801	Subscriptions	6,675.00	287.21	.00	4,208.61	2,466.39	63	4,747.20
685.1861	Law Enforce Accreditation	600.00	.00	.00	.00	600.00	0	.00
686.186	Legal Services	.00	.00	.00	.00	.00	+++	198.80
686.187	Professional Services	.00	103.28	.00	103.28	(103.28)	+++	46.57
686.189	Employee Medical	13,400.00	.00	9,124.00	2,634.66	1,641.34	88	11,017.00
686.194	Other Prof/Tech Services	53,000.00	.00	26,500.00	39,750.00	(13,250.00)	125	53,000.00
686.195	Repair/Maint Svc Contract	31,500.00	8,372.78	.00	23,581.77	7,918.23	75	24,687.12
686.1895	Employee wellness services	15,000.00	1,477.21	.00	13,605.71	1,394.29	91	18,406.07
687.203	Contract Services	45,000.00	2,550.00	.00	6,050.00	38,950.00	13	54,200.00
	Other Services & Charges Totals	\$644,630.00	\$41,789.34	\$52,035.20	\$429,706.29	\$162,888.51	75%	\$625,069.80
	Other Objects							
795.001	IT Internal Allocations	32,000.00	2,276.71	.00	25,640.71	6,359.29	80	55,903.12
795.010	911 Expense Billing	(1,700.00)	(157.30)	.00	(2,548.50)	848.50	150	(2,078.10)
	Other Objects Totals	\$30,300.00	\$2,119.41	\$0.00	\$23,092.21	\$7,207.79	76%	\$53,825.02
	Capital Outlay							
900.4300	Other Equipment	.00	.00	.00	.00	.00	+++	35,939.74
	Capital Outlay Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$35,939.74
	Sub Department 05 - Police Staff Services Totals	\$2,964,181.00	\$224,829.06	\$60,787.80	\$2,545,215.53	\$358,177.67	88%	\$2,906,447.09
	Sub Department 07 - Victim's Advocate							
	Personal Services							



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
400.101	Regular Pay	32,136.00	2,489.30	.00	27,122.17	5,013.83	84	31,903.30
401.103	Overtime	507.00	.00	.00	1,470.24	(963.24)	290	421.46
405.114	FICA	2,255.00	167.97	.00	1,965.59	289.41	87	2,239.15
406.116	Retirement	3,667.00	282.08	.00	3,248.74	418.26	89	3,479.67
408.125	SCMIT Worker's Comp Ins.	400.00	42.63	.00	637.98	(237.98)	159	295.62
410.001	Health Claims Cost	5,678.00	574.36	.00	3,416.62	2,261.38	60	4,055.85
	Personal Services Totals	\$44,643.00	\$3,556.34	\$0.00	\$37,861.34	\$6,781.66	85%	\$42,395.05
	Supplies							
500.101	Supplies and Materials	975.00	.00	.00	387.77	587.23	40	762.96
501.101	Uniforms and Clothing	400.00	.00	.00	.00	400.00	0	182.97
	Supplies Totals	\$1,375.00	\$0.00	\$0.00	\$387.77	\$987.23	28%	\$945.93
	Other Services & Charges							
610.111	Communications- Landline	180.00	11.69	.00	119.28	60.72	66	140.45
610.112	Postage	500.00	.00	.00	.00	500.00	0	300.00
610.1110	Communications- Wireless	900.00	65.20	125.41	647.92	126.67	86	841.16
640.124	Travel Expense	1,275.00	.00	.00	509.59	765.41	40	537.24
660.133	Repairs & Maint. Services	250.00	.00	.00	.00	250.00	0	.00
660.139	Fleet Services Materials	100.00	.00	.00	.00	100.00	0	.00
660.145	Gasoline & Oil	450.00	.00	.00	.00	450.00	0	415.05
660.1391	Fleet Services Labor	100.00	.00	.00	.00	100.00	0	.00
670.156	Equipment Rental/Lease	450.00	.00	.00	253.08	196.92	56	459.00
685.180	Membership Dues and Fees	50.00	.00	.00	50.00	.00	100	25.00
685.182	Other Operating Expenses	500.00	.00	.00	.00	500.00	0	130.00
685.186	Training	1,150.00	.00	.00	500.00	650.00	43	475.00
685.187	Special Projects	600.00	.00	.00	.00	600.00	0	392.33
686.189	Employee Medical	425.00	.00	.00	.00	425.00	0	.00
686.195	Repair/Maint Svc Contract	500.00	.00	.00	375.00	125.00	75	375.00
686.1895	Employee wellness services	.00	38.87	.00	155.19	(155.19)	+++	.00
	Other Services & Charges Totals	\$7,430.00	\$115.76	\$125.41	\$2,610.06	\$4,694.53	37%	\$4,090.23
	Other Objects							
795.001	IT Internal Allocations	3,000.00	227.67	.00	2,564.05	435.95	85	3,988.32



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Other Objects Totals	\$3,000.00	\$227.67	\$0.00	\$2,564.05	\$435.95	85%	\$3,988.32
	Sub Department 07 - Victim's Advocate Totals	\$56,448.00	\$3,899.77	\$125.41	\$43,423.22	\$12,899.37	77%	\$51,419.53
	Sub Department 26 - Grants							
	Supplies							
500.101	Supplies and Materials	4,200.00	.00	.00	332.73	3,867.27	8	512.16
500.102	Equipment	500.00	.00	.00	.00	500.00	0	18,302.35
501.101	Uniforms and Clothing	800.00	.00	.00	178.97	621.03	22	.00
	Supplies Totals	\$5,500.00	\$0.00	\$0.00	\$511.70	\$4,988.30	9%	\$18,814.51
	Other Services & Charges							
610.1110	Communications- Wireless	2,000.00	206.68	250.82	1,495.87	253.31	87	1,665.73
640.124	Travel Expense	1,200.00	.00	.00	418.47	781.53	35	374.80
660.133	Repairs & Maint. Services	1,000.00	.00	.00	.00	1,000.00	0	.00
660.139	Fleet Services Materials	1,200.00	.00	.00	1,005.44	194.56	84	763.95
660.145	Gasoline & Oil	2,000.00	.00	.00	.00	2,000.00	0	1,635.11
660.1391	Fleet Services Labor	1,000.00	30.65	.00	656.61	343.39	66	820.62
685.182	Other Operating Expenses	2,500.00	.00	.00	282.31	2,217.69	11	1,406.30
685.186	Training	1,200.00	.00	.00	.00	1,200.00	0	60.00
685.187	Special Projects	2,000.00	.00	.00	.00	2,000.00	0	(22.76)
	Other Services & Charges Totals	\$14,100.00	\$237.33	\$250.82	\$3,858.70	\$9,990.48	29%	\$6,703.75
	Sub Department 26 - Grants Totals	\$19,600.00	\$237.33	\$250.82	\$4,370.40	\$14,978.78	24%	\$25,518.26
	Sub Department 28 - Safe Streets							
	Supplies							
500.101	Supplies and Materials	2,000.00	.00	.00	232.70	1,767.30	12	650.84
	Supplies Totals	\$2,000.00	\$0.00	\$0.00	\$232.70	\$1,767.30	12%	\$650.84
	Other Services & Charges							
685.182	Other Operating Expenses	2,225.00	.00	.00	356.98	1,868.02	16	1,859.74
685.187	Special Projects	2,400.00	.00	.00	.00	2,400.00	0	935.76
	Other Services & Charges Totals	\$4,625.00	\$0.00	\$0.00	\$356.98	\$4,268.02	8%	\$2,795.50
	Sub Department 28 - Safe Streets Totals	\$6,625.00	\$0.00	\$0.00	\$589.68	\$6,035.32	9%	\$3,446.34
	Department 05 - Police Totals	\$3,046,854.00	\$228,966.16	\$61,164.03	\$2,593,598.83	\$392,091.14	87%	\$2,986,831.22
	Department 09 - Housing and Community Dev.							



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account		Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
Personal Services								
400.101	Regular Pay	217,260.00	17,058.12	.00	185,448.44	31,811.56	85	214,030.01
401.103	Overtime	3,000.00	(46.37)	.00	2,809.70	190.30	94	3,691.10
405.114	FICA	15,550.00	1,219.30	.00	13,355.39	2,194.61	86	15,369.14
406.116	Retirement	24,600.00	1,951.51	.00	21,387.75	3,212.25	87	23,229.16
408.125	SCMIT Worker's Comp Ins.	1,500.00	168.76	.00	2,525.37	(1,025.37)	168	1,170.11
410.001	Health Claims Cost	44,364.00	3,331.60	.00	36,344.64	8,019.36	82	40,510.68
Personal Services Totals		\$306,274.00	\$23,682.92	\$0.00	\$261,871.29	\$44,402.71	86%	\$298,000.20
Supplies								
500.101	Supplies and Materials	3,000.00	1,041.03	.00	3,421.70	(421.70)	114	4,300.42
500.102	Equipment	3,827.00	59.99	.00	3,605.04	221.96	94	344.27
500.103	Furniture	200.00	.00	.00	90.00	110.00	45	665.19
500.105	Printing and Binding	2,030.00	.00	.00	808.48	1,221.52	40	1,424.79
Supplies Totals		\$9,057.00	\$1,101.02	\$0.00	\$7,925.22	\$1,131.78	88%	\$6,734.67
Other Services & Charges								
610.111	Communications- Landline	1,500.00	127.80	.00	1,376.97	123.03	92	1,535.94
610.112	Postage	1,500.00	169.18	.00	649.86	850.14	43	1,546.65
610.1110	Communications- Wireless	1,500.00	161.85	.00	1,216.72	283.28	81	1,423.47
620.114	Advertising	2,041.00	234.00	.00	1,500.73	540.27	74	2,036.56
640.124	Travel Expense	574.00	56.01	.00	182.20	391.80	32	562.25
650.127	Electricity	3,534.00	279.29	.00	2,910.46	623.54	82	3,728.17
650.128	Water	643.00	24.80	.00	275.60	367.40	43	625.80
650.129	Wastewater	846.00	33.70	.00	370.31	475.69	44	824.90
650.130	Sanitation	321.00	44.91	.00	373.10	(52.10)	116	356.52
650.133	Stormwater	213.00	24.75	.00	227.34	(14.34)	107	236.52
650.134	Security Lights	973.00	90.00	.00	900.00	73.00	92	1,080.00
650.1271	Electricity- Sales Tax	166.00	11.17	.00	135.16	30.84	81	170.75
660.139	Fleet Services Materials	500.00	198.44	.00	324.86	175.14	65	307.85
660.145	Gasoline & Oil	1,800.00	198.66	.00	1,200.67	599.33	67	1,555.14
660.1391	Fleet Services Labor	600.00	159.66	.00	2,266.63	(1,666.63)	378	629.59
670.156	Equipment Rental/Lease	7,500.00	1,092.41	.00	8,127.19	(627.19)	108	7,309.87



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
685.180	Membership Dues and Fees	860.00	.00	.00	1,227.93	(367.93)	143	982.50
685.182	Other Operating Expenses	1,500.00	37.97	.00	1,221.54	278.46	81	2,037.83
685.184	Continuing Education	840.00	.00	.00	50.00	790.00	6	1,730.46
685.186	Training	3,580.00	421.15	.00	1,116.13	2,463.87	31	1,634.84
685.192	KGB Operations	7,000.00	602.71	.00	4,566.53	2,433.47	65	5,381.33
685.1801	Subscriptions	50.00	.00	.00	39.00	11.00	78	39.00
685.1921	KGB grant expenses	7,000.00	275.00	.00	7,141.18	(141.18)	102	9,614.33
686.187	Professional Services	100.00	103.28	.00	103.28	(3.28)	103	46.57
686.191	Contract Services/Studies	92,000.00	11,744.00	(1,807.63)	48,982.89	44,824.74	51	69,967.03
686.195	Repair/Maint Svc Contract	1,200.00	77.25	.00	119.25	1,080.75	10	1,301.13
686.1895	Employee wellness services	1,000.00	194.37	.00	1,066.78	(66.78)	107	827.47
	Other Services & Charges Totals	\$139,341.00	\$16,362.36	(\$1,807.63)	\$87,672.31	\$53,476.32	62%	\$117,492.47
	Other Objects							
795.001	IT Internal Allocations	12,000.00	1,138.36	.00	12,820.36	(820.36)	107	19,951.60
	Other Objects Totals	\$12,000.00	\$1,138.36	\$0.00	\$12,820.36	(\$820.36)	107%	\$19,951.60
	Department 09 - Housing and Community Dev. Totals	\$466,672.00	\$42,284.66	(\$1,807.63)	\$370,289.18	\$98,190.45	79%	\$442,178.94
	Department 10 - Municipal Court							
	Personal Services							
400.101	Regular Pay	98,960.00	7,901.35	.00	83,564.41	15,395.59	84	96,155.14
401.103	Overtime	4,700.00	491.47	.00	4,334.34	365.66	92	4,425.37
401.105	On-call pay	.00	400.00	.00	4,100.00	(4,100.00)	+++	.00
405.114	FICA	7,436.00	638.32	.00	6,728.37	707.63	90	7,271.34
406.116	Retirement	11,516.00	946.69	.00	10,206.15	1,309.85	89	10,665.45
408.125	SCMIT Worker's Comp Ins.	1,000.00	104.81	.00	1,568.40	(568.40)	157	726.72
410.001	Health Claims Cost	20,100.00	1,334.84	.00	14,302.40	5,797.60	71	17,570.67
	Personal Services Totals	\$143,712.00	\$11,817.48	\$0.00	\$124,804.07	\$18,907.93	87%	\$136,814.69
	Supplies							
500.101	Supplies and Materials	3,000.00	834.23	.00	2,993.53	6.47	100	2,162.30
500.102	Equipment	2,000.00	.00	.00	1,478.14	521.86	74	1,679.15
500.103	Furniture	.00	.00	.00	1,591.00	(1,591.00)	+++	.00
	Supplies Totals	\$5,000.00	\$834.23	\$0.00	\$6,062.67	(\$1,062.67)	121%	\$3,841.45



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Other Services & Charges							
610.111	Communications- Landline	550.00	35.08	.00	357.81	192.19	65	421.39
610.112	Postage	2,500.00	306.78	.00	1,885.62	614.38	75	2,445.51
610.1110	Communications- Wireless	350.00	33.94	.00	301.73	48.27	86	432.73
640.124	Travel Expense	2,000.00	.00	.00	232.95	1,767.05	12	728.21
650.127	Electricity	4,119.00	330.63	.00	4,300.14	(181.14)	104	4,523.93
650.128	Water	466.00	29.44	.00	418.09	47.91	90	551.39
650.129	Wastewater	277.00	28.75	.00	295.68	(18.68)	107	293.19
650.130	Sanitation	105.00	9.67	.00	96.70	8.30	92	116.04
650.133	Stormwater	188.00	17.39	.00	173.90	14.10	92	208.68
650.134	Security Lights	412.00	38.11	.00	381.10	30.90	92	457.32
650.1271	Electricity- Sales Tax	193.00	13.91	.00	187.01	5.99	97	195.17
660.133	Repairs & Maint. Services	1,500.00	.00	.00	617.77	882.23	41	368.05
660.139	Fleet Services Materials	100.00	.00	.00	226.65	(126.65)	227	.00
660.145	Gasoline & Oil	500.00	77.18	.00	398.04	101.96	80	445.26
660.1391	Fleet Services Labor	100.00	.00	.00	233.75	(133.75)	234	567.02
670.156	Equipment Rental/Lease	3,000.00	143.01	.00	1,599.24	1,400.76	53	1,318.96
685.180	Membership Dues and Fees	75.00	.00	.00	88.91	(13.91)	119	75.00
685.182	Other Operating Expenses	3,000.00	44.43	.00	2,844.43	155.57	95	2,608.40
685.184	Continuing Education	1,800.00	.00	.00	.00	1,800.00	0	.00
685.186	Training	160.00	.00	.00	75.00	85.00	47	160.00
686.187	Professional Services	50.00	51.64	.00	51.64	(1.64)	103	23.28
686.195	Repair/Maint Svc Contract	1,000.00	.00	.00	232.50	767.50	23	1,145.00
686.1895	Employee wellness services	600.00	116.62	.00	628.66	(28.66)	105	491.58
	Other Services & Charges Totals	\$23,045.00	\$1,276.58	\$0.00	\$15,627.32	\$7,417.68	68%	\$17,576.11
	Other Objects							
795.001	IT Internal Allocations	15,000.00	1,138.36	.00	12,820.36	2,179.64	85	21,732.69
	Other Objects Totals	\$15,000.00	\$1,138.36	\$0.00	\$12,820.36	\$2,179.64	85%	\$21,732.69
	Department 10 - Municipal Court Totals	\$186,757.00	\$15,066.65	\$0.00	\$159,314.42	\$27,442.58	85%	\$179,964.94
	Department 11 - Fire							
	Personal Services							

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
650.133	Stormwater	711.00	65.70	.00	657.00	54.00	92	788.40
650.134	Security Lights	1,633.00	151.00	.00	1,510.00	123.00	92	1,812.00
650.1271	Electricity- Sales Tax	2,652.00	73.73	.00	831.38	1,820.62	31	3,374.49
660.103	Emergency Preparedness	5,000.00	.00	.00	.00	5,000.00	0	3,316.03
660.133	Repairs & Maint. Services	40,000.00	2,890.55	3,327.95	24,409.92	12,262.13	69	36,692.24
660.139	Fleet Services Materials	30,000.00	1,622.72	.00	22,273.28	7,726.72	74	34,026.22
660.145	Gasoline & Oil	20,000.00	1,803.42	.00	14,178.02	5,821.98	71	18,669.61
660.1391	Fleet Services Labor	15,000.00	537.80	.00	12,550.98	2,449.02	84	15,939.54
660.1392	Fleet Svcs- Outside Vends	20,000.00	.00	.00	11,181.56	8,818.44	56	16,265.15
670.156	Equipment Rental/Lease	9,000.00	1,361.89	.00	7,583.71	1,416.29	84	8,405.94
682.169	Laundry & Linen	2,500.00	260.28	.00	977.00	1,523.00	39	910.49
685.180	Membership Dues and Fees	1,355.00	.00	.00	729.00	626.00	54	563.00
685.182	Other Operating Expenses	5,000.00	257.95	.00	14,892.07	(9,892.07)	298	4,368.78
685.184	Continuing Education	.00	.00	.00	.00	.00	+++	75.00
685.186	Training	18,290.00	5,897.10	.00	15,365.58	2,924.42	84	14,446.83
685.1801	Subscriptions	12,720.00	6,535.50	.00	10,606.30	2,113.70	83	12,756.77
686.187	Professional Services	.00	154.92	.00	154.92	(154.92)	+++	46.57
686.189	Employee Medical	15,000.00	279.33	.00	15,668.45	(668.45)	104	11,335.00
686.195	Repair/Maint Svc Contract	70,994.00	5,196.32	5,485.92	40,429.75	25,078.33	65	70,331.92
686.1895	Employee wellness services	8,000.00	1,127.34	.00	7,263.99	736.01	91	8,928.79
	Other Services & Charges Totals	\$352,225.00	\$33,503.83	\$8,813.87	\$265,724.32	\$77,686.81	78%	\$336,305.23
	Other Objects							
795.001	IT Internal Allocations	16,000.00	1,366.03	.00	15,384.43	615.57	96	31,054.33
	Other Objects Totals	\$16,000.00	\$1,366.03	\$0.00	\$15,384.43	\$615.57	96%	\$31,054.33
	Capital Outlay							
900.3000	Buildings & Improvements	.00	.00	(59,752.68)	59,752.68	.00	+++	9,950.00
	Capital Outlay Totals	\$0.00	\$0.00	(\$59,752.68)	\$59,752.68	\$0.00	+++	\$9,950.00
	Department 11 - Fire Totals	\$2,411,421.00	\$199,766.32	(\$38,789.89)	\$2,016,349.84	\$433,861.05	82%	\$2,381,664.96
	Department 12 - Public Works							
	Personal Services							
400.101	Regular Pay	517,400.00	30,131.18	.00	368,179.54	149,220.46	71	505,479.38

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Supplies							
500.101	Supplies and Materials	5,000.00	.00	.00	1,149.91	3,850.09	23	2,893.02
500.102	Equipment	12,000.00	.00	.00	2,537.00	9,463.00	21	16,971.88
500.107	Technology Supplies	500.00	.00	.00	.00	500.00	0	.00
	Supplies Totals	\$17,500.00	\$0.00	\$0.00	\$3,686.91	\$13,813.09	21%	\$19,864.90
	Other Services & Charges							
610.111	Communications- Landline	700.00	35.08	.00	357.81	342.19	51	421.39
610.112	Postage	50.00	.00	.00	.00	50.00	0	.00
610.1110	Communications- Wireless	1,000.00	63.95	.00	572.93	427.07	57	1,165.74
620.114	Advertising	5.00	.00	.00	.00	5.00	0	.00
640.124	Travel Expense	1,000.00	.00	.00	501.77	498.23	50	474.30
650.127	Electricity	1,767.00	139.66	.00	1,455.24	311.76	82	1,864.02
650.128	Water	321.00	12.39	.00	137.80	183.20	43	312.90
650.129	Wastewater	423.00	16.85	.00	185.17	237.83	44	412.44
650.130	Sanitation	161.00	22.44	.00	186.45	(25.45)	116	178.20
650.133	Stormwater	107.00	12.37	.00	113.62	(6.62)	106	118.20
650.134	Security Lights	487.00	45.00	.00	450.00	37.00	92	540.00
650.1271	Electricity- Sales Tax	83.00	5.59	.00	67.58	15.42	81	85.38
685.180	Membership Dues and Fees	100.00	.00	.00	35.00	65.00	35	35.00
685.182	Other Operating Expenses	500.00	.00	.00	156.76	343.24	31	239.80
685.186	Training	500.00	.00	.00	.00	500.00	0	180.00
685.1801	Subscriptions	50.00	.00	.00	.00	50.00	0	.00
686.184	Technology Services	184,800.00	15,324.40	31,433.21	153,838.63	(471.84)	100	185,163.23
686.194	Other Prof/Tech Services	10,000.00	.00	.00	4,582.88	5,417.12	46	5,662.70
686.195	Repair/Maint Svc Contract	13,000.00	.00	.00	5,664.29	7,335.71	44	11,278.35
686.1895	Employee wellness services	245.00	38.87	.00	221.28	23.72	90	189.65
	Other Services & Charges Totals	\$215,299.00	\$15,716.60	\$31,433.21	\$168,527.21	\$15,338.58	93%	\$208,321.30
	Other Objects							
795.001	IT Internal Allocations	(333,548.00)	(21,856.46)	.00	(246,150.82)	(87,397.18)	74	(294,312.90)
	Other Objects Totals	(\$333,548.00)	(\$21,856.46)	\$0.00	(\$246,150.82)	(\$87,397.18)	74%	(\$294,312.90)
	Capital Outlay							



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
900.3950	Computer Software	7,000.00	.00	.00	9,618.48	(2,618.48)	137	9,725.43
900.4300	Other Equipment	5,000.00	.00	.00	.00	5,000.00	0	.00
	Capital Outlay Totals	\$12,000.00	\$0.00	\$0.00	\$9,618.48	\$2,381.52	80%	\$9,725.43
	Department 13 - Information Technology Totals	\$400.00	\$910.68	\$31,433.21	\$12,471.20	(\$43,504.41)	10976%	\$30,968.46
	Department 14 - Fleet Services							
	Personal Services							
400.101	Regular Pay	131,550.00	9,459.65	.00	102,190.57	29,359.43	78	129,328.40
401.103	Overtime	2,748.00	(121.39)	.00	2,652.30	95.70	97	2,065.18
405.114	FICA	9,364.00	662.60	.00	7,352.23	2,011.77	79	9,217.26
406.116	Retirement	15,095.00	1,071.81	.00	11,905.76	3,189.24	79	14,145.52
408.125	SCMIT Worker's Comp Ins.	3,500.00	298.44	.00	9,324.56	(5,824.56)	266	2,210.62
410.001	Health Claims Cost	28,329.00	1,690.84	.00	18,938.04	9,390.96	67	25,059.37
	Personal Services Totals	\$190,586.00	\$13,061.95	\$0.00	\$152,363.46	\$38,222.54	80%	\$182,026.35
	Supplies							
500.101	Supplies and Materials	9,000.00	138.90	.00	6,400.74	2,599.26	71	9,058.67
500.102	Equipment	1,500.00	460.48	.00	1,477.56	22.44	99	1,810.44
500.105	Printing and Binding	400.00	.00	.00	.00	400.00	0	49.73
501.101	Uniforms and Clothing	5,300.00	803.08	.00	4,674.52	625.48	88	4,010.22
515.121	Safety Supplies	750.00	.00	.00	392.88	357.12	52	667.78
	Supplies Totals	\$16,950.00	\$1,402.46	\$0.00	\$12,945.70	\$4,004.30	76%	\$15,596.84
	Other Services & Charges							
610.111	Communications- Landline	1,500.00	73.77	.00	1,355.65	144.35	90	1,616.94
610.112	Postage	200.00	.00	.00	.00	200.00	0	25.36
610.1110	Communications- Wireless	800.00	53.95	.00	481.18	318.82	60	691.68
640.124	Travel Expense	500.00	.00	.00	.00	500.00	0	.00
650.127	Electricity	7,878.00	514.33	.00	8,596.05	(718.05)	109	9,103.80
650.128	Water	364.00	33.19	.00	332.74	31.26	91	401.64
650.129	Wastewater	480.00	43.81	.00	439.14	40.86	91	529.80
650.130	Sanitation	400.00	36.90	.00	369.00	31.00	92	442.80
650.133	Stormwater	117.00	10.84	.00	108.40	8.60	93	130.08
650.134	Security Lights	460.00	42.57	.00	425.70	34.30	93	510.84



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
650.1271	Electricity- Sales Tax	471.00	28.17	.00	419.57	51.43	89	487.90
660.139	Fleet Services Materials	1,500.00	335.96	.00	608.38	891.62	41	737.03
660.145	Gasoline & Oil	1,700.00	192.35	.00	1,034.89	665.11	61	1,353.33
660.1391	Fleet Services Labor	1,000.00	206.25	.00	508.75	491.25	51	398.75
662.140	Building Repairs	4,000.00	.00	.00	.00	4,000.00	0	7,220.51
685.182	Other Operating Expenses	200.00	.00	.00	3,475.99	(3,275.99)	1738	184.44
685.186	Training	250.00	.00	.00	.00	250.00	0	51.00
685.1801	Subscriptions	50.00	.00	.00	.00	50.00	0	.00
686.189	Employee Medical	200.00	.00	.00	147.55	52.45	74	165.00
686.195	Repair/Maint Svc Contract	5,700.00	62.50	.00	3,591.94	2,108.06	63	2,406.60
686.1895	Employee wellness services	1,000.00	116.62	.00	934.71	65.29	93	1,223.98
	Other Services & Charges Totals	\$28,770.00	\$1,751.21	\$0.00	\$22,829.64	\$5,940.36	79%	\$27,681.48
	Other Objects							
735.122	Services Billed	(235,636.00)	(16,215.62)	.00	(207,602.38)	(28,033.62)	88	(265,710.29)
795.001	IT Internal Allocations	.00	.00	.00	.00	.00	+++	1,781.09
	Other Objects Totals	(\$235,636.00)	(\$16,215.62)	\$0.00	(\$207,602.38)	(\$28,033.62)	88%	(\$263,929.20)
	Department 14 - Fleet Services Totals	\$670.00	\$0.00	\$0.00	(\$19,463.58)	\$20,133.58	-2905%	(\$38,624.53)
	Department 20 - General Government							
	Personal Services							
410.001	Health Claims Cost	1,000.00	.00	.00	.00	1,000.00	0	333.36
410.002	Health Claim Costs-Retire	35,000.00	(2,096.10)	.00	28,253.26	6,746.74	81	130,651.60
	Personal Services Totals	\$36,000.00	(\$2,096.10)	\$0.00	\$28,253.26	\$7,746.74	78%	\$130,984.96
	Supplies							
500.103	Furniture	1,000.00	.00	.00	.00	1,000.00	0	.00
510.106	Cleaning & Sanitation Sup	2,200.00	345.50	.00	1,759.13	440.87	80	2,972.68
	Supplies Totals	\$3,200.00	\$345.50	\$0.00	\$1,759.13	\$1,440.87	55%	\$2,972.68
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	250,000.00	3,839.09	.00	242,198.00	7,802.00	97	266,692.79
600.112	Survivors Health Ins	500.00	.00	.00	154.24	345.76	31	230.24
600.1051	Employee Wellness & Safety	23,300.00	2,748.05	.00	9,742.93	13,557.07	42	16,304.23
600.1052	Unemployment Insurance	7,000.00	.00	.00	.00	7,000.00	0	626.07



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
		Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
Account	Account Description							
620.114	Advertising	200.00	.00	.00	.00	200.00	0	280.00
640.124	Travel Expense	.00	.00	.00	.00	.00	+++	151.78
650.133	Stormwater	715.00	65.71	.00	657.10	57.90	92	788.52
660.133	Repairs & Maint. Services	85,000.00	.00	.00	58,953.35	26,046.65	69	10,270.38
662.140	Building Repairs	2,000.00	.00	.00	.00	2,000.00	0	.00
685.180	Membership Dues and Fees	3,500.00	.00	.00	3,606.41	(106.41)	103	3,931.85
685.182	Other Operating Expenses	15,000.00	8,190.20	.00	104,571.38	(89,571.38)	697	12,695.54
685.187	Special Projects	5,000.00	.00	.00	2,552.97	2,447.03	51	(14,100.00)
686.186	Legal Services	50,000.00	21,279.70	2,452.08	100,118.72	(52,570.80)	205	93,700.83
686.187	Professional Services	1,000.00	.00	.00	950.00	50.00	95	1,274.00
686.189	Employee Medical	250.00	.00	.00	.00	250.00	0	.00
686.190	Consulting Services	1,000.00	.00	.00	.00	1,000.00	0	.00
686.192	Elections	6,500.00	.00	.00	.00	6,500.00	0	7,340.94
686.194	Other Prof/Tech Services	5,000.00	.00	.00	.00	5,000.00	0	4,650.00
686.195	Repair/Maint Svc Contract	19,000.00	914.53	.00	11,206.82	7,793.18	59	20,566.11
686.199	Internal Engineering	.00	2,644.47	.00	25,496.94	(25,496.94)	+++	14,102.62
686.1871	Audit Services	40,000.00	5,900.00	5,500.00	34,500.00	.00	100	36,100.00
686.1895	Employee wellness services	4,000.00	.00	.00	1,861.62	2,138.38	47	2,318.60
687.203	Contract Services	18,000.00	.00	.00	15,007.29	2,992.71	83	.00
Other Services & Charges Totals		\$536,965.00	\$45,581.75	\$7,952.08	\$611,577.77	(\$82,564.85)	115%	\$477,924.50
Other Objects								
700.105	Matched Expenses	.00	.00	.00	.00	.00	+++	46,858.48
795.995	GF Cost Distribution	(112,788.00)	(9,399.00)	.00	(93,990.00)	(18,798.00)	83	(112,788.00)
Other Objects Totals		(\$112,788.00)	(\$9,399.00)	\$0.00	(\$93,990.00)	(\$18,798.00)	83%	(\$65,929.52)
Capital Outlay								
900.3000	Buildings & Improvements	5,000.00	.00	.00	.00	5,000.00	0	.00
Capital Outlay Totals		\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%	\$0.00
Department 20 - General Government Totals		\$468,377.00	\$34,432.15	\$7,952.08	\$547,600.16	(\$87,175.24)	119%	\$545,952.62
EXPENSE TOTALS		\$8,416,608.00	\$647,179.53	\$61,571.80	\$7,157,312.17	\$1,197,724.03	86%	\$8,406,517.87
Fund 0010 - General Fund Totals								



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
REVENUE TOTALS		8,451,078.00	714,013.04	.00	6,210,470.69	2,240,607.31	73%	8,804,312.40
EXPENSE TOTALS		8,416,608.00	647,179.53	61,571.80	7,157,312.17	1,197,724.03	86%	8,406,517.87
Fund 0010 - General Fund Totals		\$34,470.00	\$66,833.51	(\$61,571.80)	(\$946,841.48)	\$1,042,883.28		\$397,794.53
Fund 0011 - Debt Service								
REVENUE								
Department 00 - Revenue								
Property Taxes								
311.002	Property Taxes -Debt Mill	128,778.00	4,980.91	.00	128,703.46	74.54	100	19.02
Property Taxes Totals		\$128,778.00	\$4,980.91	\$0.00	\$128,703.46	\$74.54	100%	\$19.02
Department 00 - Revenue Totals		\$128,778.00	\$4,980.91	\$0.00	\$128,703.46	\$74.54	100%	\$19.02
REVENUE TOTALS		\$128,778.00	\$4,980.91	\$0.00	\$128,703.46	\$74.54	100%	\$19.02
EXPENSE								
Department 21 - Debt Service								
Other Services & Charges								
681.130	GO Bond Principal	119,246.00	.00	.00	.00	119,246.00	0	.00
681.140	GO Bond Interest	9,532.00	.00	.00	.00	9,532.00	0	.00
Other Services & Charges Totals		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$0.00
Department 21 - Debt Service Totals		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$0.00
EXPENSE TOTALS		\$128,778.00	\$0.00	\$0.00	\$0.00	\$128,778.00	0%	\$0.00
Fund 0011 - Debt Service Totals								
REVENUE TOTALS		128,778.00	4,980.91	.00	128,703.46	74.54	100%	19.02
EXPENSE TOTALS		128,778.00	.00	.00	.00	128,778.00	0%	.00
Fund 0011 - Debt Service Totals		\$0.00	\$4,980.91	\$0.00	\$128,703.46	(\$128,703.46)		\$19.02
Fund 0012 - Capital Projects Reserve Fund								
EXPENSE								
Department 26 - Special Projects								
Capital Outlay								
900.903	Sidewalk Program	75,000.00	71,950.00	.00	71,950.00	3,050.00	96	68,652.07
900.904	Street Re-Surfacing Program	50,000.00	.00	.00	43,266.05	6,733.95	87	44,720.77
900.918	Ladder One	200,000.00	.00	.00	.00	200,000.00	0	.00



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
900.3000	Buildings & Improvements	31,500.00	.00	.00	14,200.00	17,300.00	45	.00
900.4100	Vehicles	115,518.00	.00	.00	116,211.00	(693.00)	101	130,629.00
900.4200	Heavy Equipment	48,000.00	.00	25,527.19	.00	22,472.81	53	.00
900.4300	Other Equipment	191,817.00	38,014.64	35,000.00	120,376.27	36,440.73	81	238,847.87
900.6000	Other Improvements	21,700.00	6,468.00	.00	6,468.00	15,232.00	30	.00
900.9002	Harborwalk Fire Protection	.00	53,982.77	.00	302,509.00	(302,509.00)	+++	.00
	Capital Outlay Totals	\$733,535.00	\$170,415.41	\$60,527.19	\$674,980.32	(\$1,972.51)	100%	\$482,849.71
	Department 26 - Special Projects Totals	\$733,535.00	\$170,415.41	\$60,527.19	\$674,980.32	(\$1,972.51)	100%	\$482,849.71
	EXPENSE TOTALS	\$733,535.00	\$170,415.41	\$60,527.19	\$674,980.32	(\$1,972.51)	100%	\$482,849.71
	Fund 0012 - Capital Projects Reserve Fund Totals							
	REVENUE TOTALS	.00	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	733,535.00	170,415.41	60,527.19	674,980.32	(1,972.51)	100%	482,849.71
	Fund 0012 - Capital Projects Reserve Fund Totals	(\$733,535.00)	(\$170,415.41)	(\$60,527.19)	(\$674,980.32)	\$1,972.51		(\$482,849.71)
	Fund 0017 - Federal Grants							
	REVENUE							
	Department 00 - Revenue							
	Federal Grants							
331.000	Federal Grants	.00	.00	.00	340.00	(340.00)	+++	.00
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$340.00	(\$340.00)	+++	\$0.00
	City Funding							
331.069	Match Revenue	.00	.00	.00	.00	.00	+++	46,858.48
	City Funding Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$46,858.48
	Department 00 - Revenue Totals	\$0.00	\$0.00	\$0.00	\$340.00	(\$340.00)	+++	\$46,858.48
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$340.00	(\$340.00)	+++	\$46,858.48
	EXPENSE							
	Department 69 - Federal Grants							
	Supplies							
500.101	Supplies and Materials	.00	.00	.00	650.36	(650.36)	+++	.00
	Supplies Totals	\$0.00	\$0.00	\$0.00	\$650.36	(\$650.36)	+++	\$0.00
	Other Services & Charges							



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
685.186	Training	.00	.00	.00	50.00	(50.00)	+++	.00
686.191	Contract Services/Studies	.00	4,402.50	14,692.37	9,532.63	(24,225.00)	+++	.00
	Other Services & Charges Totals	\$0.00	\$4,402.50	\$14,692.37	\$9,582.63	(\$24,275.00)	+++	\$0.00
	Department 69 - Federal Grants Totals	\$0.00	\$4,402.50	\$14,692.37	\$10,232.99	(\$24,925.36)	+++	\$0.00
	EXPENSE TOTALS	\$0.00	\$4,402.50	\$14,692.37	\$10,232.99	(\$24,925.36)	+++	\$0.00
	Fund 0017 - Federal Grants Totals							
	REVENUE TOTALS	.00	.00	.00	340.00	(340.00)	+++	46,858.48
	EXPENSE TOTALS	.00	4,402.50	14,692.37	10,232.99	(24,925.36)	+++	.00
	Fund 0017 - Federal Grants Totals	\$0.00	(\$4,402.50)	(\$14,692.37)	(\$9,892.99)	\$24,585.36		\$46,858.48
	Fund 0020 - State Accommodations Tax							
	REVENUE							
	Department 00 - Revenue							
	State Shared							
318.001	Accommodations Tax	105,000.00	.00	.00	63,046.68	41,953.32	60	122,491.13
	State Shared Totals	\$105,000.00	\$0.00	\$0.00	\$63,046.68	\$41,953.32	60%	\$122,491.13
	Investment Earnings							
361.001	Investment Earnings	175.00	.00	.00	567.75	(392.75)	324	388.00
	Investment Earnings Totals	\$175.00	\$0.00	\$0.00	\$567.75	(\$392.75)	324%	\$388.00
	Department 00 - Revenue Totals	\$105,175.00	\$0.00	\$0.00	\$63,614.43	\$41,560.57	60%	\$122,879.13
	REVENUE TOTALS	\$105,175.00	\$0.00	\$0.00	\$63,614.43	\$41,560.57	60%	\$122,879.13
	EXPENSE							
	Department 33 - State Accommodations Tax							
	Other Services & Charges							
620.114	Advertising	1,175.00	.00	.00	.00	1,175.00	0	156.00
683.173	Tourism Related	51,000.00	11,540.00	.00	28,305.21	22,694.79	56	62,270.44
683.174	Tourism Advertise/Promote	24,000.00	.00	.00	11,414.01	12,585.99	48	29,247.34
	Other Services & Charges Totals	\$76,175.00	\$11,540.00	\$0.00	\$39,719.22	\$36,455.78	52%	\$91,673.78
	Other Objects							
750.124	Transfers to General Fund	29,000.00	.00	.00	26,902.33	2,097.67	93	29,874.56
	Other Objects Totals	\$29,000.00	\$0.00	\$0.00	\$26,902.33	\$2,097.67	93%	\$29,874.56



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Department 33 - State Accommodations Tax Totals	\$105,175.00	\$11,540.00	\$0.00	\$66,621.55	\$38,553.45	63%	\$121,548.34
	EXPENSE TOTALS	\$105,175.00	\$11,540.00	\$0.00	\$66,621.55	\$38,553.45	63%	\$121,548.34
	Fund 0020 - State Accommodations Tax Totals							
	REVENUE TOTALS	105,175.00	.00	.00	63,614.43	41,560.57	60%	122,879.13
	EXPENSE TOTALS	105,175.00	11,540.00	.00	66,621.55	38,553.45	63%	121,548.34
	Fund 0020 - State Accommodations Tax Totals	\$0.00	(\$11,540.00)	\$0.00	(\$3,007.12)	\$3,007.12		\$1,330.79
	Fund 0022 - Local Hospitality/ATax							
	REVENUE							
	Department 00 - Revenue							
	Fees							
324.001	Hospitality Fee	650,000.00	71,462.25	.00	591,799.13	58,200.87	91	680,550.93
324.002	Accommodation Fees	190,000.00	14,491.82	.00	152,820.50	37,179.50	80	202,021.25
	Fees Totals	\$840,000.00	\$85,954.07	\$0.00	\$744,619.63	\$95,380.37	89%	\$882,572.18
	State Grants							
332.015	DBA State Grant	.00	.00	.00	30,000.00	(30,000.00)	+++	.00
	State Grants Totals	\$0.00	\$0.00	\$0.00	\$30,000.00	(\$30,000.00)	+++	\$0.00
	Federal Grants							
331.000	Federal Grants	.00	.00	.00	12,600.00	(12,600.00)	+++	16,200.00
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$12,600.00	(\$12,600.00)	+++	\$16,200.00
	Investment Earnings							
361.001	Investment Earnings	4,000.00	.00	.00	13,437.67	(9,437.67)	336	10,198.83
	Investment Earnings Totals	\$4,000.00	\$0.00	\$0.00	\$13,437.67	(\$9,437.67)	336%	\$10,198.83
	Miscellaneous							
367.001	Operating Contributions	.00	.00	.00	35,000.00	(35,000.00)	+++	(35,000.00)
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	+++	61,899.12
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	\$35,000.00	(\$35,000.00)	+++	\$26,899.12
	Operating Transfers In							
394.002	Transfer from fund balance	328,944.00	.00	.00	.00	328,944.00	0	.00
	Operating Transfers In Totals	\$328,944.00	\$0.00	\$0.00	\$0.00	\$328,944.00	0%	\$0.00
	Department 00 - Revenue Totals	\$1,172,944.00	\$85,954.07	\$0.00	\$835,657.30	\$337,286.70	71%	\$935,870.13



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	REVENUE TOTALS	\$1,172,944.00	\$85,954.07	\$0.00	\$835,657.30	\$337,286.70	71%	\$935,870.13
	EXPENSE							
	Department 08 - Winyah Auditorium							
	Other Services & Charges							
650.127	Electricity	4,910.00	237.46	.00	6,430.68	(1,520.68)	131	5,907.87
	Other Services & Charges Totals	\$4,910.00	\$237.46	\$0.00	\$6,430.68	(\$1,520.68)	131%	\$5,907.87
	Other Objects							
750.133	Trsf to Winyah Aud Fund	.00	.00	.00	.00	.00	+++	35,000.00
	Other Objects Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$35,000.00
	Department 08 - Winyah Auditorium Totals	\$4,910.00	\$237.46	\$0.00	\$6,430.68	(\$1,520.68)	131%	\$40,907.87
	Department 23 - Old Hospitality Fees							
	Other Services & Charges							
620.1141	Advertising- Other	.00	136.50	.00	136.50	(136.50)	+++	.00
685.182	Other Operating Expenses	.00	.00	.00	1,341.64	(1,341.64)	+++	3,920.12
685.1871	Way-finding project	.00	.00	.00	.00	.00	+++	527.90
	Other Services & Charges Totals	\$0.00	\$136.50	\$0.00	\$1,478.14	(\$1,478.14)	+++	\$4,448.02
	Other Objects							
750.124	Transfers to General Fund	108,000.00	9,000.00	.00	90,000.00	18,000.00	83	108,000.00
	Other Objects Totals	\$108,000.00	\$9,000.00	\$0.00	\$90,000.00	\$18,000.00	83%	\$108,000.00
	Capital Outlay							
900.905	Park Improvements	400,000.00	.00	60,475.00	52,132.00	287,393.00	28	.00
	Capital Outlay Totals	\$400,000.00	\$0.00	\$60,475.00	\$52,132.00	\$287,393.00	28%	\$0.00
	Department 23 - Old Hospitality Fees Totals	\$508,000.00	\$9,136.50	\$60,475.00	\$143,610.14	\$303,914.86	40%	\$112,448.02
	Department 24 - New Hospitality Fees							
	Other Services & Charges							
683.174	Tourism Advertise/Promote	59,582.00	.00	.00	29,864.89	29,717.11	50	13,365.34
685.180	Membership Dues and Fees	7,500.00	.00	.00	7,500.00	.00	100	17,500.00
685.182	Other Operating Expenses	.00	3,447.45	1,755.51	20,883.36	(22,638.87)	+++	35,856.40
685.187	Special Projects	32,000.00	.00	1,851.06	18,812.97	11,335.97	65	22,125.90
685.1871	Way-finding project	8,500.00	3,768.06	.00	3,768.06	4,731.94	44	.00
686.195	Repair/Maint Svc Contract	12,000.00	1,674.00	.00	15,366.00	(3,366.00)	128	29,404.13



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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
302.002	Pole Rental	200,000.00	.00	.00	186,230.00	13,770.00	93	199,787.37
302.003	Fiber Rental	32,000.00	2,000.00	.00	23,000.00	9,000.00	72	41,584.00
	Operating Revenues Totals	\$13,246,000.00	\$766,186.88	\$0.00	\$9,653,236.98	\$3,592,763.02	73%	\$11,830,153.76
	Federal Grants							
335.004	Fema Recovery	.00	.00	.00	.00	.00	+++	23,431.57
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$23,431.57
	Investment Earnings							
306.001	Investment Earnings	16,000.00	4,222.29	.00	39,589.29	(23,589.29)	247	26,593.02
361.003	Fv Chg In Investments	.00	.00	.00	.00	.00	+++	(9.31)
	Investment Earnings Totals	\$16,000.00	\$4,222.29	\$0.00	\$39,589.29	(\$23,589.29)	247%	\$26,583.71
	Miscellaneous							
301.001	Revenue from Energu Efficiency Program	45,000.00	5,700.86	.00	42,177.85	2,822.15	94	44,892.12
307.002	Sale Of Scrap	700.00	.00	.00	.00	700.00	0	337.10
369.002	Miscellaneous Revenue	3,000.00	774.11	.00	2,962.69	37.31	99	2,903.76
	Miscellaneous Totals	\$48,700.00	\$6,474.97	\$0.00	\$45,140.54	\$3,559.46	93%	\$48,132.98
	Operating Transfers In							
394.002	Transfer from fund balance	(575,445.00)	.00	.00	.00	(575,445.00)	0	.00
	Operating Transfers In Totals	(\$575,445.00)	\$0.00	\$0.00	\$0.00	(\$575,445.00)	0%	\$0.00
	Department 00 - Revenue Totals	\$12,735,255.00	\$776,884.14	\$0.00	\$9,737,966.81	\$2,997,288.19	76%	\$11,928,302.02
	REVENUE TOTALS	\$12,735,255.00	\$776,884.14	\$0.00	\$9,737,966.81	\$2,997,288.19	76%	\$11,928,302.02
	EXPENSE							
	Department 19 - Electric							
	Personal Services							
400.101	Regular Pay	662,120.00	44,095.43	.00	513,204.56	148,915.44	78	564,202.27
401.103	Overtime	25,000.00	13.20	.00	29,277.79	(4,277.79)	117	23,044.49
401.105	On-call pay	.00	800.00	.00	8,400.00	(8,400.00)	+++	.00
401.106	Contract Labor	60,000.00	.00	.00	.00	60,000.00	0	139,200.00
401.107	Labor Billed	.00	.00	.00	.00	.00	+++	(1,792.83)
405.114	FICA	42,296.00	3,189.64	.00	39,556.29	2,739.71	94	41,986.34
406.116	Retirement	67,077.00	5,086.96	.00	62,740.12	4,336.88	94	63,082.63
408.125	SCMIT Worker's Comp Ins.	29,000.00	2,968.36	.00	44,420.03	(15,420.03)	153	23,275.06

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
650.127	Electricity	18,203.00	1,900.15	.00	18,855.92	(652.92)	104	21,034.33
650.128	Water	1,007.00	119.74	.00	1,134.02	(127.02)	113	1,191.54
650.129	Wastewater	1,406.00	164.98	.00	1,563.22	(157.22)	111	1,655.88
650.130	Sanitation	1,824.00	168.66	.00	1,686.60	137.40	92	2,023.92
650.133	Stormwater	469.00	43.38	.00	433.80	35.20	92	520.56
650.134	Security Lights	9,182.00	849.00	.00	8,490.00	692.00	92	10,188.00
650.1271	Electricity- Sales Tax	3,046.00	387.16	.00	3,352.28	(306.28)	110	3,010.83
660.133	Repairs & Maint. Services	25,000.00	.00	.00	1,392.51	23,607.49	6	3,636.07
660.139	Fleet Services Materials	16,000.00	1,236.68	.00	11,463.34	4,536.66	72	17,636.23
660.140	Hydraulic Repair	12,000.00	.00	2,517.52	1,157.21	8,325.27	31	3,270.62
660.145	Gasoline & Oil	17,000.00	1,339.18	.00	13,931.35	3,068.65	82	16,445.31
660.1391	Fleet Services Labor	20,000.00	1,365.31	.00	17,136.37	2,863.63	86	22,624.75
662.140	Building Repairs	2,000.00	.00	.00	.00	2,000.00	0	.00
663.145	Sub-Station Maintenance	3,000.00	.00	1,921.00	1,794.11	(715.11)	124	.00
663.146	Transformers Repairs	6,000.00	.00	.00	3,654.20	2,345.80	61	3,491.05
664.101	Community Education	1,500.00	.00	.00	.00	1,500.00	0	.00
670.156	Equipment Rental/Lease	3,800.00	232.93	.00	2,070.26	1,729.74	54	3,162.23
670.157	Equipment Lease	260,810.00	26,080.34	52,160.68	234,723.06	(26,073.74)	110	313,050.39
682.170	Infrared Test	800.00	.00	.00	565.00	235.00	71	565.00
682.171	Safety Testing/Compliance	3,500.00	121.34	.00	615.67	2,884.33	18	1,595.69
682.172	Ground Maint. Expenses	1,000.00	.00	.00	9.63	990.37	1	.00
682.173	Tree Crew Maintenance	14,000.00	2,451.50	.00	7,607.87	6,392.13	54	13,507.00
685.180	Membership Dues and Fees	16,915.00	.00	.00	15,492.80	1,422.20	92	16,042.99
685.182	Other Operating Expenses	22,000.00	1,956.00	.00	174,569.80	(152,569.80)	793	23,559.59
685.183	Depreciation	385,880.00	33,045.07	.00	326,497.48	59,382.52	85	357,261.33
685.186	Training	8,350.00	.00	.00	1,256.00	7,094.00	15	204.23
685.187	Special Projects	2,500.00	.00	.00	49.06	2,450.94	2	4,832.99
685.190	Landfill Fees	1,500.00	164.85	.00	498.40	1,001.60	33	963.55
685.1801	Subscriptions	40.00	.00	.00	.00	40.00	0	.00
686.186	Legal Services	10,000.00	.00	.00	.00	10,000.00	0	.00
686.187	Professional Services	11,700.00	1,684.27	.00	9,746.98	1,953.02	83	23,728.72



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
686.188	Architect/Engineer Servcs	35,000.00	3,538.09	.00	18,277.88	16,722.12	52	7,596.83
686.189	Employee Medical	700.00	.00	.00	312.55	387.45	45	515.00
686.190	Consulting Services	20,000.00	.00	.00	.00	20,000.00	0	.00
686.191	Contract Services/Studies	3,000.00	89.19	.00	2,179.27	820.73	73	1,869.27
686.195	Repair/Maint Svc Contract	30,000.00	2,483.78	.00	23,931.28	6,068.72	80	30,849.12
686.199	Internal Engineering	.00	1,322.24	.00	12,748.49	(12,748.49)	+++	7,051.31
686.1895	Employee wellness services	9,000.00	155.50	.00	6,005.01	2,994.99	67	10,932.22
687.202	Utility Billing Services	36,000.00	1,157.39	.00	37,424.23	(1,424.23)	104	39,395.12
689.800	Equipment Charges	.00	.00	.00	.00	.00	+++	(2,373.54)
	Other Services & Charges Totals	\$1,341,032.00	\$89,712.53	\$56,599.20	\$1,287,383.77	(\$2,950.97)	100%	\$1,278,878.05
	Other Objects							
720.001	Provision for Bad Debts	40,000.00	3,333.33	.00	33,333.30	6,666.70	83	26,868.79
720.006	Public Assistance Program	10,000.00	.00	.00	10,000.00	.00	100	.00
750.124	Transfers to General Fund	1,400,000.00	116,666.63	.00	1,166,666.30	233,333.70	83	1,399,999.56
795.001	IT Internal Allocations	85,000.00	5,691.79	.00	64,101.81	20,898.19	75	82,006.85
795.995	GF Cost Distribution	365,350.00	30,445.81	.00	304,458.10	60,891.90	83	365,350.44
	Other Objects Totals	\$1,900,350.00	\$156,137.56	\$0.00	\$1,578,559.51	\$321,790.49	83%	\$1,874,225.64
	Capital Outlay							
900.906	SCDOT US 17/521 Improvements	450,000.00	.00	15,787.58	.00	434,212.42	4	454,432.00
900.915	CIP Projects - Current Year	60,000.00	.00	.00	.00	60,000.00	0	.00
900.952	Peak Shaving Generation	3,935,000.00	128,904.90	2,116,141.60	558,322.33	1,260,536.07	68	93,078.92
900.3000	Buildings & Improvements	50,000.00	.00	.00	.00	50,000.00	0	35,733.00
900.3100	Electric Distribution	830,000.00	39,543.50	142,519.75	112,018.64	575,461.61	31	266,475.43
900.4100	Vehicles	.00	.00	.00	.00	.00	+++	24,608.00
900.4300	Other Equipment	575,000.00	.00	.00	24,956.26	550,043.74	4	40,054.97
9999.9999	Assets Reclassified	(5,900,000.00)	(39,543.50)	.00	(136,974.90)	(5,763,025.10)	2	(914,382.32)
	Capital Outlay Totals	\$0.00	\$128,904.90	\$2,274,448.93	\$558,322.33	(\$2,832,771.26)	+++	\$0.00
	Department 19 - Electric Totals	\$12,734,034.00	\$987,923.27	\$2,356,182.36	\$10,559,628.77	(\$181,777.13)	101%	\$11,963,033.47
	Department 36 - Fiber Optics							
	Other Services & Charges							
685.183	Depreciation	1,221.00	101.71	.00	1,017.10	203.90	83	1,220.51



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Other Services & Charges Totals	\$1,221.00	\$101.71	\$0.00	\$1,017.10	\$203.90	83%	\$1,220.51
	Department 36 - Fiber Optics Totals	\$1,221.00	\$101.71	\$0.00	\$1,017.10	\$203.90	83%	\$1,220.51
	EXPENSE TOTALS	\$12,735,255.00	\$988,024.98	\$2,356,182.36	\$10,560,645.87	(\$181,573.23)	101%	\$11,964,253.98
	Fund 0030 - Electric Utility Fund Totals							
	REVENUE TOTALS	12,735,255.00	776,884.14	.00	9,737,966.81	2,997,288.19	76%	11,928,302.02
	EXPENSE TOTALS	12,735,255.00	988,024.98	2,356,182.36	10,560,645.87	(181,573.23)	101%	11,964,253.98
	Fund 0030 - Electric Utility Fund Totals	\$0.00	(\$211,140.84)	(\$2,356,182.36)	(\$822,679.06)	\$3,178,861.42		(\$35,951.96)
	Fund 0031 - Water Utility Fund							
	REVENUE							
	Department 00 - Revenue							
	Operating Revenues							
301.000	Sale Of Utilities	1,825,000.00	151,249.46	.00	1,659,395.73	165,604.27	91	1,804,095.22
301.002	New Turn Ons	3,000.00	325.00	.00	3,060.00	(60.00)	102	3,355.00
301.006	Sale Of Raw Water	.00	.00	.00	.00	.00	+++	5,651.83
301.009	New Service Taps	11,000.00	4,100.00	.00	19,488.84	(8,488.84)	177	10,038.01
301.013	Meter Installation	1,500.00	600.00	.00	1,650.00	(150.00)	110	1,350.00
302.001	Penalties	28,000.00	7,675.86	.00	40,319.08	(12,319.08)	144	28,340.84
	Operating Revenues Totals	\$1,868,500.00	\$163,950.32	\$0.00	\$1,723,913.65	\$144,586.35	92%	\$1,852,830.90
	Impact Fees							
324.020	Water Impact Fee	8,000.00	1,650.00	.00	29,700.00	(21,700.00)	371	6,050.00
	Impact Fees Totals	\$8,000.00	\$1,650.00	\$0.00	\$29,700.00	(\$21,700.00)	371%	\$6,050.00
	Charges for Services							
324.007	Fees- Services	3,000.00	.00	.00	.00	3,000.00	0	2,617.10
	Charges for Services Totals	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%	\$2,617.10
	Federal Grants							
335.004	Fema Recovery	.00	.00	.00	5,521.49	(5,521.49)	+++	147.03
	Federal Grants Totals	\$0.00	\$0.00	\$0.00	\$5,521.49	(\$5,521.49)	+++	\$147.03
	Investment Earnings							
306.001	Investment Earnings	15,000.00	2,030.20	.00	17,686.43	(2,686.43)	118	25,945.88
	Investment Earnings Totals	\$15,000.00	\$2,030.20	\$0.00	\$17,686.43	(\$2,686.43)	118%	\$25,945.88



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Miscellaneous							
369.002	Miscellaneous Revenue	12,000.00	675.00	.00	3,300.52	8,699.48	28	8,458.21
	Miscellaneous Totals	\$12,000.00	\$675.00	\$0.00	\$3,300.52	\$8,699.48	28%	\$8,458.21
	Operating Transfers In							
394.002	Transfer from fund balance	602,440.00	.00	.00	.00	602,440.00	0	.00
	Operating Transfers In Totals	\$602,440.00	\$0.00	\$0.00	\$0.00	\$602,440.00	0%	\$0.00
	Sale of Assets							
391.001	Sale of Assets	500.00	2,015.00	.00	2,015.00	(1,515.00)	403	56.25
	Sale of Assets Totals	\$500.00	\$2,015.00	\$0.00	\$2,015.00	(\$1,515.00)	403%	\$56.25
	Department 00 - Revenue Totals	\$2,509,440.00	\$170,320.52	\$0.00	\$1,782,137.09	\$727,302.91	71%	\$1,896,105.37
	REVENUE TOTALS	\$2,509,440.00	\$170,320.52	\$0.00	\$1,782,137.09	\$727,302.91	71%	\$1,896,105.37
	EXPENSE							
	Department 15 - Water Distribution							
	Personal Services							
400.101	Regular Pay	138,900.00	9,192.35	.00	124,191.67	14,708.33	89	132,389.06
401.103	Overtime	14,000.00	1,100.08	.00	12,491.78	1,508.22	89	17,936.10
401.105	On-call pay	.00	400.00	.00	4,200.00	(4,200.00)	+++	.00
405.114	FICA	11,506.00	779.48	.00	10,297.25	1,208.75	89	10,878.47
406.116	Retirement	17,908.00	1,221.37	.00	16,104.22	1,803.78	90	16,192.99
408.125	SCMIT Worker's Comp Ins.	6,000.00	589.76	.00	8,825.52	(2,825.52)	147	4,089.25
410.001	Health Claims Cost	19,447.00	1,013.82	.00	14,636.60	4,810.40	75	16,374.76
410.002	Health Claim Costs-Retire	13,350.00	.00	.00	9,919.72	3,430.28	74	8,060.88
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	3,104.35
	Personal Services Totals	\$225,111.00	\$14,296.86	\$0.00	\$200,666.76	\$24,444.24	89%	\$209,025.86
	Supplies							
500.101	Supplies and Materials	5,260.00	164.58	.00	1,902.10	3,357.90	36	4,501.86
500.102	Equipment	3,950.00	.00	.00	1,286.01	2,663.99	33	5,237.49
501.101	Uniforms and Clothing	3,800.00	99.12	.00	2,744.00	1,056.00	72	3,338.79
513.112	Asphalt/Concrete/Gravel	27,650.00	.00	15,419.88	12,453.37	(223.25)	101	27,007.70
514.110	Water Dist System Supply	32,750.00	.00	.00	23,671.97	9,078.03	72	45,618.05
515.121	Safety Supplies	300.00	.00	.00	.00	300.00	0	.00



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
523.136	Hydrant Replacement	8,000.00	.00	.00	1,865.37	6,134.63	23	7,340.20
532.148	Small Hand Tools	865.00	.00	.00	607.05	257.95	70	358.10
	Supplies Totals	\$82,575.00	\$263.70	\$15,419.88	\$44,529.87	\$22,625.25	73%	\$93,402.19
	Other Services & Charges							
515.129	Permit Fees Due To Others	870.00	100.00	.00	599.08	270.92	69	593.79
600.110	SCMIRF Property/Liab Ins	20,000.00	.00	.00	17,645.72	2,354.28	88	16,581.22
610.112	Postage	300.00	71.62	.00	654.31	(354.31)	218	61.72
610.1110	Communications- Wireless	720.00	53.95	.00	474.00	246.00	66	609.64
620.114	Advertising	500.00	.00	.00	156.00	344.00	31	125.24
640.124	Travel Expense	1,230.00	.00	.00	384.82	845.18	31	1,886.64
650.127	Electricity	6,778.00	372.11	.00	5,355.16	1,422.84	79	6,750.38
650.128	Water	17,789.00	1,370.10	.00	14,637.50	3,151.50	82	22,191.26
650.129	Wastewater	15,378.00	572.18	.00	12,051.05	3,326.95	78	17,312.88
650.130	Sanitation	605.00	55.96	.00	559.60	45.40	92	671.52
650.133	Stormwater	2,659.00	245.83	.00	2,458.30	200.70	92	2,949.96
650.1271	Electricity- Sales Tax	315.00	19.77	.00	246.85	68.15	78	307.89
660.133	Repairs & Maint. Services	20,000.00	1,439.07	7,205.53	10,611.19	2,183.28	89	21,524.20
660.139	Fleet Services Materials	10,000.00	1,407.15	.00	6,780.82	3,219.18	68	9,558.12
660.145	Gasoline & Oil	9,500.00	477.08	.00	5,019.42	4,480.58	53	7,988.37
660.1391	Fleet Services Labor	9,000.00	615.34	.00	6,800.03	2,199.97	76	7,972.90
670.156	Equipment Rental/Lease	560.00	.00	.00	.00	560.00	0	87.75
685.180	Membership Dues and Fees	360.00	.00	.00	.00	360.00	0	60.00
685.182	Other Operating Expenses	9,140.00	761.50	.00	7,543.18	1,596.82	83	8,610.61
685.183	Depreciation	275,175.00	26,072.95	.00	250,131.86	25,043.14	91	273,212.60
685.186	Training	2,580.00	.00	.00	1,924.00	656.00	75	482.10
685.187	Special Projects	60,000.00	.00	.00	.00	60,000.00	0	1,483.20
686.187	Professional Services	3,860.00	.00	.00	559.69	3,300.31	14	3,555.86
686.189	Employee Medical	360.00	.00	.00	60.00	300.00	17	275.00
686.191	Contract Services/Studies	2,040.00	89.19	.00	1,764.14	275.86	86	1,869.28
686.195	Repair/Maint Svc Contract	2,520.00	204.19	.00	1,837.65	682.35	73	2,665.83
686.199	Internal Engineering	.00	1,322.24	.00	12,748.49	(12,748.49)	+++	7,051.31



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
686.1895	Employee wellness services	1,920.00	116.62	.00	1,542.24	377.76	80	2,143.54
687.202	Utility Billing Services	7,000.00	175.07	.00	5,660.79	1,339.21	81	5,958.92
	Other Services & Charges Totals	\$481,159.00	\$35,541.92	\$7,205.53	\$368,205.89	\$105,747.58	78%	\$424,541.73
	Other Objects							
702.106	Interest- Bonds	120,095.00	10,015.02	.00	100,451.81	19,643.19	84	15,571.32
702.110	Bond Principal	297,920.00	44,366.78	.00	248,172.86	49,747.14	83	290,379.64
703.109	Agents Fee	3,000.00	.00	.00	2,862.50	137.50	95	1,343.75
720.001	Provision for Bad Debts	8,000.00	666.67	.00	6,666.70	1,333.30	83	7,029.42
795.995	GF Cost Distribution	75,415.00	6,284.58	.00	62,845.80	12,569.20	83	75,412.56
7999.9999	Principal Reclassified	(297,920.00)	(39,038.67)	.00	(195,193.35)	(102,726.65)	66	(290,379.64)
	Other Objects Totals	\$206,510.00	\$22,294.38	\$0.00	\$225,806.32	(\$19,296.32)	109%	\$99,357.05
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	86,000.00	4,101.37	.00	49,290.26	36,709.74	57	61,688.98
	Inter-Dept. Allocations Totals	\$86,000.00	\$4,101.37	\$0.00	\$49,290.26	\$36,709.74	57%	\$61,688.98
	Capital Outlay							
900.906	SCDOT US 17/521 Improvements	.00	.00	(8,066.23)	.00	8,066.23	+++	601,758.01
900.907	High Service Pumps & Drives	.00	.00	(166,777.20)	135,641.20	31,136.00	+++	33,222.80
900.908	Maryville Water Line Improvements	.00	.00	.00	.00	.00	+++	.00
900.915	CIP Projects - Current Year	.00	.00	.00	.00	.00	+++	.00
900.3500	Water Distribution	326,500.00	16,083.23	100,804.85	214,883.03	10,812.12	97	5,118.61
900.4300	Other Equipment	22,000.00	.00	22,728.52	.00	(728.52)	103	.00
9999.9999	Assets Reclassified	(353,000.00)	.00	.00	66,445.60	(419,445.60)	-19	(640,099.42)
	Capital Outlay Totals	(\$4,500.00)	\$16,083.23	(\$51,310.06)	\$416,969.83	(\$370,159.77)	-8126%	\$0.00
	Department 15 - Water Distribution Totals	\$1,076,855.00	\$92,581.46	(\$28,684.65)	\$1,305,468.93	(\$199,929.28)	119%	\$888,015.81
	Department 16 - Filtration							
	Personal Services							
400.101	Regular Pay	201,840.00	12,669.28	.00	135,463.50	66,376.50	67	189,770.86
401.103	Overtime	6,000.00	448.11	.00	8,471.71	(2,471.71)	141	5,522.59
401.105	On-call pay	.00	533.36	.00	5,600.28	(5,600.28)	+++	.00
405.114	FICA	14,077.00	980.39	.00	10,762.44	3,314.56	76	14,037.29
406.116	Retirement	21,810.00	1,469.76	.00	16,565.19	5,244.81	76	20,919.35

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
660.145	Gasoline & Oil	1,400.00	70.60	.00	697.18	702.82	50	1,116.02
660.1391	Fleet Services Labor	2,500.00	319.52	.00	2,072.97	427.03	83	2,482.30
664.101	Community Education	500.00	.00	.00	.00	500.00	0	.00
670.156	Equipment Rental/Lease	1,000.00	.00	.00	495.12	504.88	50	838.20
685.180	Membership Dues and Fees	320.00	50.00	.00	220.00	100.00	69	395.00
685.182	Other Operating Expenses	500.00	48.00	.00	1,641.76	(1,141.76)	328	.00
685.183	Depreciation	326,260.00	26,375.91	.00	265,095.20	61,164.80	81	321,254.78
685.186	Training	2,950.00	.00	.00	666.00	2,284.00	23	731.00
686.187	Professional Services	34,500.00	720.00	12,000.00	2,040.48	20,459.52	41	14,897.60
686.189	Employee Medical	220.00	165.00	.00	165.00	55.00	75	105.00
686.195	Repair/Maint Svc Contract	9,060.00	204.21	.00	2,808.04	6,251.96	31	3,634.39
686.199	Internal Engineering	.00	1,322.24	.00	12,748.49	(12,748.49)	+++	7,051.31
686.1895	Employee wellness services	1,680.00	194.37	.00	1,556.30	123.70	93	2,050.11
	Other Services & Charges Totals	\$541,564.00	\$35,845.57	\$15,960.09	\$416,393.66	\$109,210.25	80%	\$529,953.91
	Other Objects							
795.995	GF Cost Distribution	67,179.00	5,598.25	.00	55,982.50	11,196.50	83	65,210.04
	Other Objects Totals	\$67,179.00	\$5,598.25	\$0.00	\$55,982.50	\$11,196.50	83%	\$65,210.04
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	85,000.00	4,101.37	.00	49,290.26	35,709.74	58	61,688.98
	Inter-Dept. Allocations Totals	\$85,000.00	\$4,101.37	\$0.00	\$49,290.26	\$35,709.74	58%	\$61,688.98
	Capital Outlay							
900.915	CIP Projects - Current Year	.00	.00	.00	.00	.00	+++	.00
900.3300	Water Filtration Plant	.00	.00	.00	.00	.00	+++	24,734.00
900.4300	Other Equipment	70,000.00	.00	4,098.10	25,795.33	40,106.57	43	.00
9999.9999	Assets Reclassified	(70,000.00)	.00	.00	(25,795.33)	(44,204.67)	37	(24,734.00)
	Capital Outlay Totals	\$0.00	\$0.00	\$4,098.10	\$0.00	(\$4,098.10)	+++	\$0.00
	Department 16 - Filtration Totals	\$1,301,825.00	\$81,611.06	\$96,900.29	\$949,878.74	\$255,045.97	80%	\$1,344,436.91
	Department 41 - General & Administrative							
	Personal Services							
400.101	Regular Pay	103,290.00	8,034.59	.00	87,319.89	15,970.11	85	100,218.34
401.103	Overtime	1,700.00	.00	.00	(9.50)	1,709.50	-1	1,773.38

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
670.156	Equipment Rental/Lease	3,020.00	747.85	.00	2,524.09	495.91	84	2,642.54
685.180	Membership Dues and Fees	1,350.00	60.00	.00	1,170.00	180.00	87	1,004.00
685.182	Other Operating Expenses	1,000.00	.00	.00	155.64	844.36	16	1,024.94
685.183	Depreciation	200.00	15.81	.00	158.20	41.80	79	189.84
685.186	Training	1,060.00	.00	.00	588.00	472.00	55	506.00
685.1801	Subscriptions	100.00	.00	.00	.00	100.00	0	.00
686.187	Professional Services	25.00	51.67	.00	51.67	(26.67)	207	23.28
686.189	Employee Medical	60.00	.00	.00	45.00	15.00	75	45.00
686.195	Repair/Maint Svc Contract	6,520.00	426.21	.00	2,854.97	3,665.03	44	6,013.67
686.1895	Employee wellness services	480.00	272.12	.00	1,087.36	(607.36)	227	635.07
	Other Services & Charges Totals	\$69,216.00	\$2,686.60	\$0.00	\$53,759.50	\$15,456.50	78%	\$70,609.50
	Other Objects							
795.001	IT Internal Allocations	80,000.00	6,602.47	.00	74,358.07	5,641.93	93	101,532.26
	Other Objects Totals	\$80,000.00	\$6,602.47	\$0.00	\$74,358.07	\$5,641.93	93%	\$101,532.26
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	(298,311.00)	(20,506.83)	.00	(246,451.24)	(51,859.76)	83	(308,444.88)
	Inter-Dept. Allocations Totals	(\$298,311.00)	(\$20,506.83)	\$0.00	(\$246,451.24)	(\$51,859.76)	83%	(\$308,444.88)
	Department 41 - General & Administrative Totals	\$0.00	\$15.81	\$0.00	\$4,801.86	(\$4,801.86)	+++	\$5,561.68
	Department 42 - Engineering Services							
	Personal Services							
400.101	Regular Pay	127,000.00	9,608.19	.00	92,226.74	34,773.26	73	46,880.07
405.114	FICA	9,150.00	680.32	.00	6,470.78	2,679.22	71	3,333.59
406.116	Retirement	14,300.00	1,091.94	.00	10,526.69	3,773.31	74	5,062.12
408.125	SCMIT Worker's Comp Ins.	500.00	.00	.00	.00	500.00	0	.00
410.001	Health Claims Cost	15,000.00	1,297.68	.00	11,393.16	3,606.84	76	5,451.24
	Personal Services Totals	\$165,950.00	\$12,678.13	\$0.00	\$120,617.37	\$45,332.63	73%	\$60,727.02
	Supplies							
500.101	Supplies and Materials	325.00	.00	.00	249.75	75.25	77	460.88
500.102	Equipment	2,000.00	.00	.00	1,087.02	912.98	54	239.67
500.103	Furniture	900.00	.00	.00	.00	900.00	0	.00
500.105	Printing and Binding	500.00	.00	.00	619.32	(119.32)	124	392.69



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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
301.002	New Turn Ons	3,500.00	305.00	.00	2,895.00	605.00	83	3,155.00
301.009	New Service Taps	10,000.00	.00	.00	100.00	9,900.00	1	14,042.16
301.014	Fixed Charges - Andrews	120,000.00	10,119.80	.00	101,198.00	18,802.00	84	121,437.60
301.015	Fixed Charges - GCWSD	225,000.00	19,241.87	.00	192,418.70	32,581.30	86	230,902.44
301.016	Fixed Charges - COG	300,000.00	27,651.27	.00	276,512.70	23,487.30	92	331,815.24
301.017	Volume Charges - Andrews	280,000.00	12,279.93	.00	184,978.41	95,021.59	66	250,545.17
301.018	Volume Charges - GCWSD	350,000.00	36,199.73	.00	217,007.34	132,992.66	62	357,834.62
301.019	Volume Charges - COG	1,025,000.00	60,629.54	.00	799,479.51	225,520.49	78	1,269,021.54
301.026	Fixed- Elim Georgetown	(300,000.00)	(27,651.27)	.00	(276,512.70)	(23,487.30)	92	(331,815.24)
301.029	Volume-Elim-Georgetown	(1,025,000.00)	(60,629.54)	.00	(799,479.51)	(225,520.49)	78	(1,269,021.54)
302.001	Penalties	35,000.00	9,915.00	.00	50,968.85	(15,968.85)	146	34,038.49
303.006	Septic Tank Dumping	60,000.00	1,060.00	.00	10,505.00	49,495.00	18	14,350.00
	Operating Revenues Totals	\$3,283,500.00	\$268,602.89	\$0.00	\$2,687,942.82	\$595,557.18	82%	\$3,086,375.48
	Impact Fees							
324.017	Wastewater Impact Fee	19,000.00	400.00	.00	6,050.00	12,950.00	32	18,600.00
	Impact Fees Totals	\$19,000.00	\$400.00	\$0.00	\$6,050.00	\$12,950.00	32%	\$18,600.00
	Investment Earnings							
306.001	Investment Earnings	3,000.00	.00	.00	5,581.71	(2,581.71)	186	4,686.37
	Investment Earnings Totals	\$3,000.00	\$0.00	\$0.00	\$5,581.71	(\$2,581.71)	186%	\$4,686.37
	Miscellaneous							
369.002	Miscellaneous Revenue	3,000.00	.00	.00	2,288.00	712.00	76	6,586.36
	Miscellaneous Totals	\$3,000.00	\$0.00	\$0.00	\$2,288.00	\$712.00	76%	\$6,586.36
	Operating Transfers In							
394.002	Transfer from fund balance	(194,596.00)	.00	.00	.00	(194,596.00)	0	.00
	Operating Transfers In Totals	(\$194,596.00)	\$0.00	\$0.00	\$0.00	(\$194,596.00)	0%	\$0.00
	Sale of Assets							
391.001	Sale of Assets	.00	.00	.00	7,025.00	(7,025.00)	+++	.00
	Sale of Assets Totals	\$0.00	\$0.00	\$0.00	\$7,025.00	(\$7,025.00)	+++	\$0.00
	Department 00 - Revenue Totals	\$3,113,904.00	\$269,002.89	\$0.00	\$2,708,887.53	\$405,016.47	87%	\$3,116,248.21
	REVENUE TOTALS	\$3,113,904.00	\$269,002.89	\$0.00	\$2,708,887.53	\$405,016.47	87%	\$3,116,248.21
	EXPENSE							



											Amended	Current Month	YTD	YTD	Budget - YTD	% Used/		
Account			Account Description								Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total	
		Department 18 - Wastewater Collections																
		Personal Services																
400.101			Regular Pay								253,350.00	13,988.38	.00	161,205.80	92,144.20	64	239,630.14	
401.103			Overtime								12,000.00	377.13	.00	10,907.37	1,092.63	91	19,115.63	
401.105			On-call pay								.00	233.32	.00	3,799.86	(3,799.86)	+++	.00	
405.114			FICA								19,100.00	982.32	.00	12,090.63	7,009.37	63	17,808.64	
406.116			Retirement								29,300.00	1,328.95	.00	19,300.38	9,999.62	66	27,306.01	
408.125			SCMIT Worker's Comp Ins.								6,500.00	745.85	.00	17,790.98	(11,290.98)	274	5,087.57	
410.001			Health Claims Cost								70,600.00	4,166.43	.00	48,904.52	21,695.48	69	62,858.77	
410.002			Health Claim Costs-Retire								90.00	.00	.00	.00	90.00	0	56.60	
410.003			OPEB cost								3,000.00	.00	.00	.00	3,000.00	0	3,104.35	
		Personal Services Totals									\$393,940.00	\$21,822.38	\$0.00	\$273,999.54	\$119,940.46	70%	\$374,967.71	
		Supplies																
500.101			Supplies and Materials								8,200.00	208.64	.00	5,105.41	3,094.59	62	6,886.92	
500.102			Equipment								11,650.00	90.93	4,908.00	3,903.33	2,838.67	76	9,450.52	
501.101			Uniforms and Clothing								8,900.00	391.09	.00	4,256.35	4,643.65	48	6,908.62	
512.108			Chemicals								4,700.00	.00	.00	.00	4,700.00	0	5,038.73	
513.112			Asphalt/Concrete/Gravel								20,600.00	.00	12,766.82	26,565.33	(18,732.15)	191	28,159.07	
514.111			WW Collection Syst Supply								6,400.00	491.70	.00	4,472.99	1,927.01	70	7,458.16	
515.121			Safety Supplies								900.00	.00	.00	.00	900.00	0	744.28	
532.148			Small Hand Tools								510.00	.00	.00	592.09	(82.09)	116	29.91	
532.1481			Small Hand Tools - Maintenance								850.00	325.28	.00	543.61	306.39	64	1,128.71	
		Supplies Totals									\$62,710.00	\$1,507.64	\$17,674.82	\$45,439.11	(\$403.93)	101%	\$65,804.92	
		Other Services & Charges																
600.110			SCMIRF Property/Liab Ins								36,000.00	.00	.00	30,216.09	5,783.91	84	30,313.54	
610.112			Postage								500.00	64.84	.00	592.40	(92.40)	118	133.98	
610.1110			Communications- Wireless								2,160.00	178.69	.00	1,372.64	787.36	64	2,188.09	
620.114			Advertising								500.00	.00	.00	.00	500.00	0	124.46	
640.124			Travel Expense								750.00	.00	.00	42.68	707.32	6	4,490.82	
650.127			Electricity								66,445.00	4,955.85	.00	57,077.18	9,367.82	86	69,499.42	
650.133			Stormwater								628.00	58.05	.00	580.50	47.50	92	696.60	



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
650.134	Security Lights	1,309.00	121.00	.00	1,210.00	99.00	92	1,452.00
650.1271	Electricity- Sales Tax	2,871.00	215.88	.00	2,228.86	642.14	78	2,865.52
660.133	Repairs & Maint. Services	60,000.00	1,213.09	1,959.25	34,944.66	23,096.09	62	110,770.02
660.139	Fleet Services Materials	16,000.00	2,617.75	.00	27,233.33	(11,233.33)	170	14,651.92
660.145	Gasoline & Oil	20,000.00	1,358.97	.00	12,698.75	7,301.25	63	17,538.08
660.1391	Fleet Services Labor	24,000.00	1,374.83	.00	20,648.36	3,351.64	86	22,815.45
670.156	Equipment Rental/Lease	6,000.00	.00	.00	.00	6,000.00	0	9,822.77
685.180	Membership Dues and Fees	525.00	75.00	.00	145.00	380.00	28	225.00
685.182	Other Operating Expenses	7,700.00	634.58	.00	8,462.13	(762.13)	110	6,866.82
685.183	Depreciation	283,990.00	22,302.44	.00	219,018.69	64,971.31	77	254,632.20
685.186	Training	1,400.00	.00	.00	640.50	759.50	46	161.79
685.187	Special Projects	.00	.00	.00	(817.90)	817.90	+++	15,311.61
686.187	Professional Services	5,500.00	.00	1,985.15	443.76	3,071.09	44	.00
686.189	Employee Medical	480.00	.00	.00	372.55	107.45	78	275.00
686.191	Contract Services/Studies	2,040.00	89.21	.00	1,764.66	275.34	87	1,869.82
686.195	Repair/Maint Svc Contract	6,300.00	204.21	.00	1,837.81	4,462.19	29	2,666.07
686.199	Internal Engineering	.00	1,322.24	.00	12,748.49	(12,748.49)	+++	7,051.31
686.1895	Employee wellness services	2,700.00	77.75	.00	2,071.23	628.77	77	3,763.58
687.202	Utility Billing Services	6,000.00	158.52	.00	5,125.28	874.72	85	5,395.20
	Other Services & Charges Totals	\$553,798.00	\$37,022.90	\$3,944.40	\$440,657.65	\$109,195.95	80%	\$585,581.07
	Other Objects							
702.106	Interest- Bonds	7,361.00	604.65	.00	6,158.90	1,202.10	84	7,716.95
702.110	Bond Principal	18,978.00	1,590.27	.00	15,790.30	3,187.70	83	18,622.09
720.001	Provision for Bad Debts	7,500.00	625.00	.00	6,250.00	1,250.00	83	9,335.02
795.995	GF Cost Distribution	70,000.00	5,833.33	.00	58,333.30	11,666.70	83	69,414.96
7999.9999	Principal Reclassified	(18,978.00)	.00	.00	.00	(18,978.00)	0	(18,622.09)
	Other Objects Totals	\$84,861.00	\$8,653.25	\$0.00	\$86,532.50	(\$1,671.50)	102%	\$86,466.93
	Inter-Dept. Allocations							
795.999	Allocation G&A Services	70,000.00	5,126.71	.00	61,612.83	8,387.17	88	77,111.22
	Inter-Dept. Allocations Totals	\$70,000.00	\$5,126.71	\$0.00	\$61,612.83	\$8,387.17	88%	\$77,111.22
	Capital Outlay							



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
900.906	SCDOT US 17/521 Improvements	.00	.00	(8,390.10)	.00	8,390.10	+++	727,048.86
900.911	Sewer Improvement Projects	170,000.00	1,298.92	(16,351.13)	27,530.60	158,820.53	7	184,693.22
900.915	CIP Projects - Current Year	.00	.00	.00	.00	.00	+++	.00
900.3700	Wastewater Collection Sys	.00	.00	(7,311.69)	1,316.53	5,995.16	+++	134,672.33
900.4200	Heavy Equipment	100,000.00	.00	103,472.00	.00	(3,472.00)	103	.00
900.4300	Other Equipment	35,000.00	245.97	5,645.32	10,566.28	18,788.40	46	.00
9999.9999	Assets Reclassified	(305,000.00)	.00	.00	(16,187.66)	(288,812.34)	5	(1,052,083.61)
	Capital Outlay Totals	\$0.00	\$1,544.89	\$77,064.40	\$23,225.75	(\$100,290.15)	+++	(\$5,669.20)
	Department 18 - Wastewater Collections Totals	\$1,165,309.00	\$75,677.77	\$98,683.62	\$931,467.38	\$135,158.00	88%	\$1,184,262.65
	Department 34 - Regional Wastewater Plant							
	Personal Services							
400.101	Regular Pay	222,900.00	21,076.44	.00	230,448.76	(7,548.76)	103	237,930.09
401.103	Overtime	10,000.00	821.17	.00	12,039.94	(2,039.94)	120	9,195.09
401.105	On-call pay	.00	533.32	.00	5,599.86	(5,599.86)	+++	.00
405.114	FICA	16,200.00	1,553.61	.00	17,363.83	(1,163.83)	107	17,266.46
406.116	Retirement	24,900.00	2,445.94	.00	27,812.81	(2,912.81)	112	26,460.44
408.125	SCMIT Worker's Comp Ins.	2,000.00	213.17	.00	3,189.96	(1,189.96)	159	1,478.03
410.001	Health Claims Cost	50,400.00	4,626.78	.00	50,218.27	181.73	100	48,509.33
	Personal Services Totals	\$326,400.00	\$31,270.43	\$0.00	\$346,673.43	(\$20,273.43)	106%	\$340,839.44
	Supplies							
500.101	Supplies and Materials	5,500.00	710.19	.00	5,777.89	(277.89)	105	7,979.33
500.102	Equipment	6,550.00	.00	.00	5,349.24	1,200.76	82	4,643.79
501.101	Uniforms and Clothing	4,250.00	224.96	.00	2,827.17	1,422.83	67	3,661.18
512.108	Chemicals	88,400.00	4,368.35	53,258.80	43,997.19	(8,855.99)	110	102,699.10
512.109	Laboratory Supplies	18,000.00	1,439.34	937.84	14,414.71	2,647.45	85	19,059.05
515.121	Safety Supplies	1,200.00	.00	.00	600.00	600.00	50	1,001.16
532.148	Small Hand Tools	510.00	.00	.00	53.31	456.69	10	832.78
	Supplies Totals	\$124,410.00	\$6,742.84	\$54,196.64	\$73,019.51	(\$2,806.15)	102%	\$139,876.39
	Other Services & Charges							
515.129	Permit Fees Due To Others	8,100.00	.00	.00	7,527.37	572.63	93	8,077.37
600.110	SCMIRF Property/Liab Ins	15,000.00	.00	.00	12,688.40	2,311.60	85	11,922.96



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
610.111	Communications- Landline	2,520.00	182.81	.00	2,129.72	390.28	85	2,200.81
610.112	Postage	500.00	.00	.00	42.92	457.08	9	102.82
610.1110	Communications- Wireless	900.00	35.20	.00	317.62	582.38	35	887.82
620.114	Advertising	500.00	.00	.00	.00	500.00	0	156.00
640.124	Travel Expense	1,950.00	118.33	.00	118.33	1,831.67	6	221.43
650.127	Electricity	291,970.00	30,255.96	.00	273,212.30	18,757.70	94	315,706.80
650.128	Water	1,432.00	81.67	.00	749.20	682.80	52	1,305.04
650.130	Sanitation	2,835.00	262.13	.00	2,621.30	213.70	92	3,145.56
650.133	Stormwater	824.00	76.21	.00	762.10	61.90	92	914.52
650.134	Security Lights	3,753.00	347.00	.00	3,470.00	283.00	92	4,164.00
650.1271	Electricity- Sales Tax	13,731.00	1,194.30	.00	12,342.37	1,388.63	90	14,187.35
660.133	Repairs & Maint. Services	211,000.00	13,574.55	5,190.57	176,133.00	29,676.43	86	118,054.75
660.139	Fleet Services Materials	5,000.00	1,305.01	.00	3,576.07	1,423.93	72	4,181.32
660.145	Gasoline & Oil	4,600.00	251.26	.00	1,153.72	3,446.28	25	3,408.53
660.1391	Fleet Services Labor	3,200.00	560.15	.00	1,861.39	1,338.61	58	2,455.70
670.156	Equipment Rental/Lease	3,820.00	352.10	.00	2,445.43	1,374.57	64	3,062.69
685.180	Membership Dues and Fees	385.00	50.00	.00	190.00	195.00	49	320.00
685.182	Other Operating Expenses	2,000.00	.00	.00	17,138.79	(15,138.79)	857	1,548.00
685.186	Training	1,830.00	225.00	.00	480.00	1,350.00	26	1,724.88
685.190	Landfill Fees	42,120.00	3,240.27	.00	10,053.70	32,066.30	24	27,986.11
686.186	Legal Services	1,000.00	.00	.00	.00	1,000.00	0	.00
686.187	Professional Services	62,810.00	5,820.00	.00	57,834.09	4,975.91	92	61,515.88
686.189	Employee Medical	400.00	.00	.00	92.00	308.00	23	170.00
686.195	Repair/Maint Svc Contract	4,740.00	204.09	.00	3,515.32	1,224.68	74	4,107.51
686.199	Internal Engineering	.00	2,644.47	.00	25,496.94	(25,496.94)	+++	14,102.62
686.1895	Employee wellness services	820.00	349.87	.00	1,617.73	(797.73)	197	985.30
	Other Services & Charges Totals	\$687,740.00	\$61,130.38	\$5,190.57	\$617,569.81	\$64,979.62	91%	\$606,615.77
	Other Objects							
702.106	Interest- Bonds	231,240.00	18,719.68	.00	187,196.78	44,043.22	81	4,542.64
702.110	Bond Principal	544,746.00	87,628.00	.00	438,140.00	106,606.00	80	513,311.88
703.109	Agents Fee	4,500.00	.00	.00	2,862.50	1,637.50	64	5,843.75

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
301.000	Sale Of Utilities	500,000.00	40,830.54	.00	408,071.01	91,928.99	82	491,262.64
302.001	Penalties	6,000.00	467.19	.00	5,192.89	807.11	87	6,613.56
	Operating Revenues Totals	\$506,000.00	\$41,297.73	\$0.00	\$413,263.90	\$92,736.10	82%	\$497,876.20
	Investment Earnings							
361.001	Investment Earnings	3,500.00	.00	.00	8,482.58	(4,982.58)	242	8,477.93
	Investment Earnings Totals	\$3,500.00	\$0.00	\$0.00	\$8,482.58	(\$4,982.58)	242%	\$8,477.93
	Miscellaneous							
369.002	Miscellaneous Revenue	.00	.00	.00	.00	.00	+++	.07
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.07
	Capital Contributions							
371.002	Capital Contrib-Grants	.00	.00	.00	13,000.00	(13,000.00)	+++	19,800.00
	Capital Contributions Totals	\$0.00	\$0.00	\$0.00	\$13,000.00	(\$13,000.00)	+++	\$19,800.00
	Operating Transfers In							
394.002	Transfer from fund balance	402,311.00	.00	.00	.00	402,311.00	0	.00
	Operating Transfers In Totals	\$402,311.00	\$0.00	\$0.00	\$0.00	\$402,311.00	0%	\$0.00
	Department 00 - Revenue Totals	\$911,811.00	\$41,297.73	\$0.00	\$434,746.48	\$477,064.52	48%	\$526,154.20
	REVENUE TOTALS	\$911,811.00	\$41,297.73	\$0.00	\$434,746.48	\$477,064.52	48%	\$526,154.20
	EXPENSE							
	Department 40 - Storm Water Utility Exp.							
	Personal Services							
400.101	Regular Pay	197,400.00	12,190.11	.00	170,410.15	26,989.85	86	187,633.65
401.103	Overtime	6,000.00	582.15	.00	7,057.80	(1,057.80)	118	12,802.92
401.105	On-call pay	.00	300.00	.00	1,800.00	(1,800.00)	+++	.00
405.114	FICA	14,600.00	864.38	.00	12,421.22	2,178.78	85	13,751.57
406.116	Retirement	22,500.00	1,437.69	.00	20,272.18	2,227.82	90	21,278.76
408.125	SCMIT Worker's Comp Ins.	7,000.00	1,029.31	.00	10,430.97	(3,430.97)	149	5,011.73
410.001	Health Claims Cost	50,000.00	3,706.92	.00	43,974.80	6,025.20	88	46,650.19
410.002	Health Claim Costs-Retire	13,250.00	(352.84)	.00	14,340.24	(1,090.24)	108	10,456.46
410.003	OPEB cost	4,000.00	.00	.00	.00	4,000.00	0	4,346.09
	Personal Services Totals	\$314,750.00	\$19,757.72	\$0.00	\$280,707.36	\$34,042.64	89%	\$301,931.37
	Supplies							

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)

Attachment: BudgetPerformanceReport-April 2017 (2305 : April 2017 Finance and IT Departments Report)



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
REVENUE								
	Department 00 - Revenue							
	Charges for Services							
344.001	Refuse Col Chge-Resident	780,000.00	65,157.63	.00	648,533.63	131,466.37	83	759,010.63
344.002	Refuse Col Chge-Comm	125,000.00	11,064.83	.00	109,678.88	15,321.12	88	128,590.53
344.003	Sanitation Fee Penalties	15,000.00	1,290.25	.00	13,683.35	1,316.65	91	15,897.93
	Charges for Services Totals	\$920,000.00	\$77,512.71	\$0.00	\$771,895.86	\$148,104.14	84%	\$903,499.09
	Miscellaneous							
369.002	Miscellaneous Revenue	200.00	36.00	.00	664.20	(464.20)	332	189.00
	Miscellaneous Totals	\$200.00	\$36.00	\$0.00	\$664.20	(\$464.20)	332%	\$189.00
	Operating Transfers In							
394.002	Transfer from fund balance	(47,291.00)	.00	.00	.00	(47,291.00)	0	.00
	Operating Transfers In Totals	(\$47,291.00)	\$0.00	\$0.00	\$0.00	(\$47,291.00)	0%	\$0.00
	Sale of Assets							
391.001	Sale of Assets	.00	.00	.00	6,585.79	(6,585.79)	+++	.00
	Sale of Assets Totals	\$0.00	\$0.00	\$0.00	\$6,585.79	(\$6,585.79)	+++	\$0.00
	Department 00 - Revenue Totals	\$872,909.00	\$77,548.71	\$0.00	\$779,145.85	\$93,763.15	89%	\$903,688.09
	REVENUE TOTALS	\$872,909.00	\$77,548.71	\$0.00	\$779,145.85	\$93,763.15	89%	\$903,688.09
EXPENSE								
	Department 31 - Residential Sanitation							
	Personal Services							
400.101	Regular Pay	202,000.00	18,358.77	.00	185,115.06	16,884.94	92	200,757.63
401.103	Overtime	20,460.00	771.62	.00	18,364.59	2,095.41	90	18,860.63
401.109	Seasonal City employee labor	58,000.00	.00	.00	.00	58,000.00	0	.00
405.114	FICA	15,560.00	1,336.25	.00	14,268.52	1,291.48	92	15,299.74
406.116	Retirement	23,760.00	2,173.04	.00	23,012.12	747.88	97	23,401.03
408.125	SCMIT Worker's Comp Ins.	15,000.00	1,696.46	.00	29,308.65	(14,308.65)	195	17,878.08
410.001	Health Claims Cost	46,200.00	3,786.16	.00	42,249.12	3,950.88	91	43,847.10
410.002	Health Claim Costs-Retire	14,300.00	.00	.00	10,584.32	3,715.68	74	8,238.48
410.003	OPEB cost	5,000.00	.00	.00	.00	5,000.00	0	5,587.83
	Personal Services Totals	\$400,280.00	\$28,122.30	\$0.00	\$322,902.38	\$77,377.62	81%	\$333,870.52



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	Supplies							
500.101	Supplies and Materials	1,500.00	414.64	.00	4,843.27	(3,343.27)	323	3,823.18
500.102	Equipment	.00	.00	.00	(224.70)	224.70	+++	.00
501.101	Uniforms and Clothing	19,000.00	3,560.04	.00	19,369.42	(369.42)	102	26,924.95
515.121	Safety Supplies	2,000.00	.00	.00	784.77	1,215.23	39	1,601.85
	Supplies Totals	\$22,500.00	\$3,974.68	\$0.00	\$24,772.76	(\$2,272.76)	110%	\$32,349.98
	Other Services & Charges							
600.110	SCMIRF Property/Liab Ins	26,000.00	.00	.00	23,606.32	2,393.68	91	22,182.24
610.111	Communications- Landline	300.00	11.60	.00	118.30	181.70	39	140.05
610.112	Postage	150.00	45.26	.00	413.52	(263.52)	276	39.01
610.1110	Communications- Wireless	500.00	.00	.00	.00	500.00	0	.00
620.114	Advertising	2,100.00	651.25	.00	1,028.25	1,071.75	49	1,362.09
650.127	Electricity	881.00	60.31	.00	938.20	(57.20)	106	1,026.28
650.128	Water	364.00	33.22	.00	333.03	30.97	91	401.96
650.129	Wastewater	563.00	51.40	.00	515.18	47.82	92	621.60
650.130	Sanitation	399.00	36.92	.00	369.20	29.80	93	443.04
650.133	Stormwater	326.00	30.15	.00	301.50	24.50	92	361.80
650.134	Security Lights	475.00	43.89	.00	438.90	36.10	92	526.68
650.1271	Electricity- Sales Tax	3.00	.32	.00	3.11	(.11)	104	4.21
660.133	Repairs & Maint. Services	4,000.00	.00	.00	.00	4,000.00	0	2,246.67
660.136	Container Repairs	5,000.00	1,664.05	.00	3,896.36	1,103.64	78	5,202.65
660.139	Fleet Services Materials	50,000.00	2,177.39	.00	30,592.95	19,407.05	61	66,644.96
660.145	Gasoline & Oil	32,000.00	3,061.89	.00	24,752.56	7,247.44	77	34,733.25
660.1362	Roll-Out Purchases	20,000.00	4,037.99	.00	21,064.55	(1,064.55)	105	29,328.93
660.1391	Fleet Services Labor	64,500.00	3,374.05	.00	51,588.71	12,911.29	80	75,766.75
660.1392	Fleet Svcs- Outside Vends	2,000.00	165.00	.00	1,457.50	542.50	73	2,158.75
685.182	Other Operating Expenses	2,500.00	253.83	.00	2,592.88	(92.88)	104	3,044.39
685.183	Depreciation	69,020.00	(39,261.46)	.00	118,427.69	(49,407.69)	172	56,275.31
685.190	Landfill Fees	26,000.00	.00	.00	1,363.57	24,636.43	5	22,775.80
686.189	Employee Medical	1,800.00	.00	.00	45.00	1,755.00	2	480.00
686.195	Repair/Maint Svc Contract	2,800.00	192.50	.00	1,732.50	1,067.50	62	4,035.00



		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
686.1895	Employee wellness services	3,000.00	77.76	.00	2,969.16	30.84	99	5,924.35
687.202	Utility Billing Services	4,000.00	110.65	.00	3,577.56	422.44	89	3,765.83
687.203	Contract Services	5,000.00	5,137.81	9,819.62	51,363.39	(56,183.01)	1224	1,512.00
Other Services & Charges Totals		\$323,681.00	(\$18,044.22)	\$9,819.62	\$343,489.89	(\$29,628.51)	109%	\$341,003.60
Other Objects								
720.001	Provision for Bad Debts	1,500.00	125.00	.00	1,250.00	250.00	83	5,396.55
730.120	Recycling Labor	37,000.00	2,940.58	7,272.22	23,716.29	6,011.49	84	33,760.52
730.122	Recycling Operating	12,000.00	274.30	.00	5,313.86	6,686.14	44	9,050.56
795.001	IT Internal Allocations	7,000.00	455.34	.00	5,128.14	1,871.86	73	6,205.52
795.995	GF Cost Distribution	77,200.00	6,433.33	.00	64,333.30	12,866.70	83	77,175.96
7999.9999	Principal Reclassified	(48,252.00)	.00	.00	.00	(48,252.00)	0	.00
Other Objects Totals		\$86,448.00	\$10,228.55	\$7,272.22	\$99,741.59	(\$20,565.81)	124%	\$131,589.11
Capital Outlay								
900.4100	Vehicles	40,000.00	.00	.00	29,602.00	10,398.00	74	.00
900.4200	Heavy Equipment	140,000.00	.00	.00	140,756.00	(756.00)	101	321,077.00
900.4300	Other Equipment	38,500.00	.00	.00	17,971.60	20,528.40	47	.00
9999.9999	Assets Reclassified	(178,500.00)	55,000.00	.00	(133,329.60)	(45,170.40)	75	(321,077.00)
Capital Outlay Totals		\$40,000.00	\$55,000.00	\$0.00	\$55,000.00	(\$15,000.00)	138%	\$0.00
Department 31 - Residential Sanitation Totals		\$872,909.00	\$79,281.31	\$17,091.84	\$845,906.62	\$9,910.54	99%	\$838,813.21
EXPENSE TOTALS		\$872,909.00	\$79,281.31	\$17,091.84	\$845,906.62	\$9,910.54	99%	\$838,813.21
Fund 0035 - Waste Management Fund Totals								
REVENUE TOTALS		872,909.00	77,548.71	.00	779,145.85	93,763.15	89%	903,688.09
EXPENSE TOTALS		872,909.00	79,281.31	17,091.84	845,906.62	9,910.54	99%	838,813.21
Fund 0035 - Waste Management Fund Totals		\$0.00	(\$1,732.60)	(\$17,091.84)	(\$66,760.77)	\$83,852.61		\$64,874.88
Fund 0086 - Seized and Forfeited								
REVENUE								
Department 00 - Revenue								
Fines and Forfeitures								
367.000	Drug Enforcement Revenue	2,000.00	.00	.00	.00	2,000.00	0	35,241.11
Fines and Forfeitures Totals		\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$35,241.11



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		Amended	Current Month	YTD	YTD	Budget - YTD	% Used/	
Account	Account Description	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
	EXPENSE TOTALS	33,000.00	.00	9,220.00	6,174.17	17,605.83	47%	14,894.34
	Fund 0086 - Seized and Forfeited Totals	\$0.00	\$0.00	(\$9,220.00)	(\$6,174.17)	\$15,394.17		\$20,346.77
	Grand Totals							
	REVENUE TOTALS	30,034,294.00	2,140,002.01	.00	22,681,669.64	7,352,624.36	76%	28,315,678.16
	EXPENSE TOTALS	30,913,359.00	2,644,946.01	1,653,034.03	29,016,577.61	243,747.36	99%	28,598,966.77
	Grand Totals	(\$879,065.00)	(\$504,944.00)	(\$1,653,034.03)	(\$6,334,907.97)	\$7,108,877.00		(\$283,288.61)