

**SPECIAL MEETING/WORKSHOP OF CITY COUNCIL
MARCH 27, 2014 – 4:00 PM
COUNCIL CHAMBERS
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. **PRESENTATION - Compressed natural gas an alternative fuel for City vehicles - Jonathan Heald and Norm Scott**
4. **DISCUSSION - East Bay Park, Morgan Park, Etc - Chris Carter, Beth Goodale, David Gantt**
5. **DISCUSSION - Design-Bid vs. Design-Build approaches to project development - Chris Carter and Kyle Prufer**
6. **DISCUSSION - Take-Home Car Policy - Chief Paul Gardner**
7. **DISCUSSION - Proposed amendments to Chapter 20, Article IX, Sec 20-131(8) and Sec 20-133(9)**
8. **ORDINANCE**
 - A. **Motion to approve first reading of an ordinance to amend the current ground lease agreement between the City of Georgetown and SCANA Communications Inc. dated March 20, 1998 for property at 120 North Congdon St.**

Attachments:
1 SCANA (PDF)
9. **PURCHASE ORDER**
 - A. **Motion to approve Purchase Order No. 2014-00000278 in favor of Kyzer-Timmerman Structural Engineers LLC for a two part study of City Hall and Fire Station #1 as set forth in the Kyzer-Timmerman proposal dated March 19th proposal in the amount of \$27,750.00.**

Attachments:
1 Kyzer and Timmerman Purchase Order 2014-00000278 Geo Tech Svcs 0314 (PDF)
10. **ADJOURNMENT**
 - A. **Motion to adjourn Special Meeting/Workshop of City Council.**



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

ORDINANCE

DOC ID: 1587

Council Meeting Date:	27 March 2014
Department:	Administration
Issue Under Consideration:	Motion to approve an amendment to the current ground lease agreement between the City of Georgetown and SCANA Communications Inc. dated March 20, 1998 for property at 120 North Congdon St.
Amount Requested:	
Is Item in Current Budget?	
If no, please explain:	
Financial Impact:	
Points to Consider:	
Options:	
Staff Recommendations:	

Reviews:

Chris Carter Skipped 03/11/2014 3:55 PM
 Chris Carter Completed 03/11/2014 3:57 PM
 Ann U. Mercer Completed 03/24/2014 9:25 AM
 Georgetown City Council Pending

Attachments:

1. SCANA (PDF)

**MOTION TO APPROVE AN AMENDMENT TO THE CURRENT GROUND LEASE
AGREEMENT BETWEEN THE CITY OF GEORGETOWN AND SCANA COMMUNICATIONS
INC. DATED MARCH 20, 1998 FOR PROPERTY AT 120 NORTH CONGDON ST.**

ORDINANCE _____

**AN ORDINANCE TO AMEND THE GROUND LEASE AGREEMENT BETWEEN
THE CITY OF GEORGETOWN, SOUTH CAROLINA AND SCANA COMMUNICATIONS, INC.**

- WHEREAS,** the municipal council of the City of Georgetown, South Carolina is authorized by S. C. Code Ann. Section 5-7-260 to adopt ordinances relating to the lease of any lands of the municipality; and
- WHEREAS,** the City of Georgetown, South Carolina must immediately relocate two (2) antennas used by the City of Georgetown, South Carolina's Fire Department and Public Services (the "Antennas"), so as not to disrupt service to the Antennas as a result of the mandated deconstruction of a water tank upon which the Antennas are currently (or were formerly) located; and
- WHEREAS,** the City of Georgetown, South Carolina and SCANA Communications, Inc. entered into a Ground Lease Agreement dated March 20, 1998 with an effective date of February 1, 1998, (the "Agreement") whereby SCANA Communications, Inc. leases from the City of Georgetown certain real property located at 120 North Congdon Street, Georgetown, South Carolina, with Tax Map No.'s 5-23-58, 59, 60, 61, 62, and 63 (the "Leased Property"); and
- WHEREAS,** the parties desire to amend the Agreement in order to document the City of Georgetown, South Carolina's collocation upon SCANA Communications, Inc.'s communications facility ("Communications Facility") located on the Leased Property, as well as the City of Georgetown South Carolina's right to install, maintain and operate the Antennas, other radio communications equipment, and appurtenances at the Leased Property; and
- WHEREAS,** the parties desire to further amend the Agreement in order to extend the term of the Agreement.

NOW, THEREFORE BE IT ORDAINED by the City Council of Georgetown, South Carolina, in Council duly assembled, the following provisions:

1. The City of Georgetown, South Carolina is hereby authorized to enter into that certain First Amendment to Ground Lease Agreement between SCANA Communications, Inc. and the City of Georgetown, South Carolina, whereby:
 - a. The City of Georgetown, South Carolina shall have the right to use SCANA Communications, Inc.'s Communications Facility for the purpose of installing, maintaining and operating the Antennas, other radio communications equipment, and appurtenances upon the Leased Property; and
 - b. The Agreement shall automatically be extended for three (3) additional five (5) year periods; and
 - c. SCANA Communications, Inc. shall pay Rent for the Extension Terms as follows:
 - i. For the fifth (5th) five year Extension Term the annual rent shall be Twelve Thousand Five Hundred Ninety Three Dollars (\$12,593.00); and
 - ii. For the sixth (6th) five year Extension Term the annual rent shall be Twelve Thousand Five Hundred Ninety Three Dollars (\$12,593.00); and

ORDINANCE _____

- iii. For the seventh (7th) five year Extension Term the annual rent shall be Twelve Thousand Five Hundred Ninety Three Dollars (\$12,593.00).
- 2. This Ordinance shall become effective as provided by Code of Ordinances, City of Georgetown, South Carolina § 2-48, as it may be amended from time to time, upon the following:
 - a. After two (2) readings on two (2) separate days with at least six (6) days between each reading; and
 - b. After a favorable vote of the City Council for final adoption; and
 - c. Upon the date the final adoption of the ordinance is signed by either the Mayor of the City of Georgetown, South Carolina or a presiding member of the City Council of Georgetown, South Carolina and attested by the City Clerk for the City of Georgetown, South Carolina.

ATTEST:

Ann U. Mercer, City Clerk

Jack M. Scoville, Jr., Mayor

First Reading: _____

Approved as to Form:

Public Hearing: _____

Second Reading: _____

Elise F. Crosby, City Attorney



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

ACTION ITEM

DOC ID: 1592

Council Meeting Date:	27 March 2014
Department:	Administration
Issue Under Consideration:	Motion to Approve Purchase Order No. 2014-00000278 in favor of Kyzer-Timmerman Structural Engineers LLC for a two part study of City Hall and Fire Station #1 as set forth in the Kyzer-Timmerman proposal dated March 19th proposal.
Amount Requested:	\$27,500
Is Item in Current Budget?	no
If no, please explain:	Unforeseen expenditure
Financial Impact:	
Points to Consider:	Evaluation/Alternatives needed for repair of City Hall foundation and Fire Station #1 foundation. Determine if underground voids threaten integrity of the buildings and to establish definitely if the de-watering event in October 2011 was the cause.
Options:	Complete no further evaluation
Staff Recommendation:	Approve

Reviews:

Chris Carter Completed 03/24/2014 5:08 PM
 Chris Carter Skipped 03/24/2014 5:07 PM
 Debra Bivens Completed 03/25/2014 9:45 AM
 Ann U. Mercer Completed 03/25/2014 10:04 AM
 Georgetown City Council Pending

Attachments:

1. Kyzer and Timmerman Purchase Order 2014-00000278 Geo Tech Svcs 0314 (PDF)

Ship To

120 N FRASER ST
GEORGETOWN, SC 29440

Bill To

9.A.1

Purchase Order
No. 2014-00000278

DATE 03/24/2014

VENDOR NO. 16261

PURCHASE ORDER NUMBER MUST APPEAR ON
ALL INVOICES, SHIPPERS, BILL OF LADING AND
CORRESPONDENCE

Vendor

KYZER & TIMMERMAN LLC
STRUCTURAL ENGINEERS
580 CHRIS DRIVE
WEST COLUMBIA, SC 29169

DELIVER BY 04/30/2014

SHIP VIA

FREIGHT TERMS

PAGE 1 of 1

ORIGINATOR: Bonnie Infinger

REFERENCE # Council Approval March 27, 2014

QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	Scope #1 Services as Outlined Proposal Page 3	16,250.0000	\$16,250.00
		0010.20.686.194 - Other Prof/Tech Services 16,250.00		
1.0000	Each	Scope#2 as Outlined Proposal Page 3	11,500.0000	\$11,500.00
		0010.20.686.194 - Other Prof/Tech Services 11,500.00		
			SUBTOTAL	\$27,750.00
			SALES TAX	\$0.00
			TOTAL DUE	\$27,750.00

Special Instructions

Geotechnical Svcs, Engineering and Reporting as outlined in Scopes of Work 1 and 2 per attached documentation dated 3/19/14 from Kyzer and Timmerman and GS2 dated 2/9/14. General Date set for completion is May 12, 2014 based on NTP to be dated March 28, 2014. BL and Ins to be current and on file before work begins on City Properties. Quote documentation on file from former related contract work.



**KYZER &
TIMMERMAN**
STRUCTURAL ENGINEERS, LLC

March 19, 2014

20-03-14A09:51 RCVD

Bi from ZM

Rick Martin
City of Georgetown
120 N. Frazier Street
Georgetown, SC 29440

Re: Georgetown City Hall & Firestation #1, Georgetown, SC

This letter is in response to your January 24, 2014 letter.

Kyzer & Timmerman is prepared to perform the services outlined in your letter dated January 24, 2014. Kyzer & Timmerman has teamed with GS2 Engineering for the geotechnical portion of the services. Attached is an outline of the services they will provide and is part of scope of work one.

Scope of Work One: Geotechnical findings and determination of subsurface voids

1. Define the extent of underground voids on the properties by performing necessary soil borings. We will be using the existing geotechnical surveys as well as performing additional soil borings at the City Hall Building and Fire Station.

(Scope of See Proposal for Geotechnical Exploration and Design Services)

2. Document the presence of sinkholes in the US 17 corridor between Front and Church Streets in the past five years.

(See Proposal for Geotechnical Exploration and Design and Design Services)

3. Identify the likely causes of current voids and past sinkholes.

Our opinion is that the cause of the current voids and past sink holes is the dewatering that took place during the storm water project that was completed in 2013. The case for our opinion will be documented with the information available from our involvement with this issue on both county owned and city owned buildings.

(See Proposal for Geotechnical Exploration and Design and Design Services)



4. Collect any recent surveys related to the voids and sinkholes including:
 - a. TerraCom Geotechnical Survey for City Hall Water Tank
 - b. SC DNR Geotechnical Survey (on or 11/15/2011)
 - c. F&ME Report dated December 12, 2012 on the cause of sinkholes formed in the area in 2011
 - d. Previous reports by GS2

We have these documents and can include them in a compiled report listed in item 5 below.

5. Compile report
We will compile a report that will document the proposed path forward based on our findings.
The findings from scope of work one will provide direction for the scope of work two.

Scope of Work Two: Repair Option for City Hall and Fire Station #1

1. Define the options available including:
 - a. Abandoning both structures and rebuilding on a new site owned by the City
 - What is entailed with implementation
 - Pros and Cons
 - Cost to develop plans and specifications for each option
 - Cost to construct including any temporary re-location costs
 - Construction schedule
 - b. Grouting the sub-surface voids.
 - What is entailed with implementation
 - Pros and Cons
 - Cost to develop plans and specifications for each option
 - Cost to construct including any temporary re-location costs
 - Construction schedule
 - c. Installing micro-piles under both structures and adding a structural slab to the Fire Station.
 - What is entailed with implementation
 - Pros and Cons
 - Cost to develop plans and specifications for each option
 - Cost to construct including any temporary re-location costs
 - Construction schedule



**KYZER &
TIMMERMAN**
STRUCTURAL ENGINEERS, LLC

d. Do Nothing option

- What is entailed with implementation
- Pros and Cons
- Cost to develop plans and specifications for each option
- Cost to construct including any temporary re-location costs
- Construction schedule

e. Other Issues

- What is entailed with implementation
- Pros and Cons
- Cost to develop plans and specifications for each option
- Cost to construct including any temporary re-location costs
- Construction schedule

2. Based on the discussion of the options determined we will provide recommendation based on a cost benefit analysis.

Our fee for the scope of work outlined above is as follows:

Scope of work One:	Proposed fee of \$16,250.00
Scope of work Two:	Proposed fee of \$11,500.00

If I can be of any further assistance, please don't hesitate to contact me.

Sincerely,

Ashleigh Weatherly, P.E.

February 9, 2014

Kyzer & Timmerman Structural Engineers
514 Alder Street, Box B
Myrtle Beach, South Carolina 29577

Attention: Mr. Ashleigh B. Weatherly, PE

Via Email: ktmyrtlebeach@kyzer-timmerman.com

**Reference: Proposal for Geotechnical Exploration and Design Services
Existing Georgetown City Hall and Fire Station #1
Georgetown, South Carolina
GS2 Proposal No.: P8705-14**



Corporate - Columbia Branch Office
241 Business Park Boulevard
Columbia, South Carolina 29203

Charleston Branch Office
4301 Dorchester Road, Suite 12A
North Charleston, South Carolina 29405

Florence Field Testing Office
2426 Third Loop Road, Suite A
Florence, South Carolina 29501

Myrtle Beach Field Testing Office
1514 U.S. Highway 501 Gumm Plaza
Myrtle Beach, South Carolina 29577

www.gs2engineering.com

Dear Mr. Weatherly:

We appreciate the opportunity to provide you with a proposal to perform Geotechnical Exploration services for the above referenced site.

PROJECT INFORMATION: Our understanding of the project is based on information contained in an email received in our offices, on January 31, 2014. From this email, its attachments, our conversations with you, and our experience on-site and in the nearby area, we understand that the project is to include the investigation of the presence of the voids directly beneath the existing Georgetown City Hall and Fire Station #1 structures. Our investigation is required to also include the assessment of sinkhole propagation along the US 17 corridor between Front and Church Streets in the past five years, to collect and conduct a review of historical geotechnical documents in the area, and to identify the likely causes of current voids and past sinkholes.

We further understand from the attachments included with the email that this request is being made with regards to the City's insurance claim for damages that occurred to the subject structures from the recent sinkholes that developed in the last five years in downtown Georgetown between Front and Church Streets from the drawdown of the water table associated with a public utility project.

Additionally we understand that the City would like recommendations on whether the subsurface conditions beneath and directly adjacent to the subject structures are repairable and if so provide remedial recommendations for the subsurface repair for each aforementioned structure.

Finally we understand that the site is cleared, and therefore, accessible by our two-wheel drive truck-mounted drill rig.

SCOPE OF SERVICES: We propose to perform the following geotechnical exploration services according to our understanding of the project, and the information provided:

Corporate - Columbia
(803) 699-7900

Charleston
(843) 225-3031
(844) 699-7911

Bluffton
(843) 297-2035
(844) 699-7911

Greenville
(803)-699-7900
(844) 699-7911

Florence
(843) 407-6755
(844) 699-7911

Myrtle Beach
(843) 444-2766
(844) 699-7911

1. Our personnel propose to contact the local utility locator service in order to obtain locations of utilities within the proposed drilling areas. By SC law we are required to wait 3 business days, after contacting the utility locators, before drilling may commence at the site. GS2 and its personnel are not responsible for any unmarked utilities that may be damaged during drilling activities, after the 3 business day notification period has elapsed,
2. Our personnel will perform a total of 10 soil borings (a total of 600 linear feet is planned) within the area adjacent to the existing structures, to the following depths, as described below:
 - Existing City Hall Facility
 - 6 mud rotary drilled soil borings with Standard Penetration Testing (SPT) to a depth of 60 feet, or **refusal**, adjacent to the exiting city hall facility,
 - Existing Fire Station #1
 - 4 mud rotary drilled soil borings with Standard Penetration Testing (SPT) to a depth of 60 feet, or **refusal**, adjacent to the exiting city hall facility,
3. Obtain samples of the on-site soils for laboratory testing for simple classification (Atterburg Limits or grain size analysis), if necessary,
4. Obtain 24-hour groundwater measurements at boring locations (if possible),
5. Grout the boreholes after drilling,
6. We propose to submit 1 electronic copy of a brief written report for the site including:
 - A. Drawings indicating the site vicinity and boring locations,
 - B. Site description including existing site conditions,
 - C. A brief description of site and local geology,
 - D. Boring logs detailing soil types and SPT test values (our geotechnical staff will visually classify the recovered soil samples),
 - E. A summary of laboratory testing results, if necessary,
 - F. A summary of identified surface material (topsoil) and conditions (voids), subsurface rock and/or buried debris, and groundwater depths,
 - G. A summary of historical sinkholes identified along the US 17 corridor cited, and a brief summary of the subsurface surveys collected during our investigation,
 - H. A summary of the potential, and most likely cause, of the conditions observed at the sites, and,
 - I. Recommended ground modification and/or foundation repairs and design parameters to include consideration of grouting, underpinning, deep foundations, ect. and soil modification, as required by the existing building and subsurface conditions.

Note 1: Standard Penetration Test soil sampling will be performed in general accordance with ASTM D 1586 in each test boring. Soil samples will be collected at 2-1/2 foot intervals within the upper ten feet and at five-foot intervals thereafter.

Note 2: Our exploration does not include any environmental sampling and laboratory assessment of: soils, surface water or groundwater, any lead based paint containing materials, radon and any asbestos containing materials. In addition our assessment does not include the determination of the presence of: wetlands, adverse noise impact, poor air quality, cultural resources, asbestos containing materials, or lead based paint. These services are beyond the scope of a Geotechnical Exploration.

SCHEDULE OF SERVICES: We can begin the above-described **Geotechnical Exploration** scope of services 3 to 4 business days after the receipt of written authorization to allow for utility



Existing Georgetown City Hall and Fire Station #1
GS2 Proposal Number P8705-14

February 9, 2014
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demarcation. Field operations will take approximately 5 business days, and the report can be issued within 10 business days after completion of the fieldwork.

CLOSING: Please contact us if there are any changes to the required scope of services for our proposal.

Sincerely,

GS2 ENGINEERING, INC.



Shawn J. Etier, E.I.T.

Senior Geotechnical Consultant, VP

Attachment: Agreement For Services



George A. Sembos, P.E.
Senior Engineer, President

