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ADMINISTRATION BUILDING
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BEAUFORT, SOUTH CAROLINA 29901-1228

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AGENDA
FINANCE COMMITTEE
Monday, May 18, 2015
2:00 p.m.
Conference Room, Building 3
Beaufort Industrial Village
104 Industrial Village Road, Beaufort

Committee Members:

Jerry Stewart, Chairman
Steve Fobes, Vice Chairman
Cynthia Bensch
Rick Caporale
Brian Flewelling
William McBride
Stu Rodman

Staff Support:

Suzanne Gregory, Employee Services Director
Alicia Holland, Assistant County Administrator, Finance
Chanel Lewis, Controller

1. CALL TO ORDER – 2:00 P.M.
2. CONSIDERATION OF CONTRACT AWARD
 - A. Bluffton Township Fire District Maintenance Facility Construction ([backup](#))
3. DISCUSSION / FUTURE USES OF 2% HOSPITALITY, 3% LOCAL ACCOMMODATIONS, AND 2.5% ADMISSIONS YEAR-END FUND BALANCES
4. DISCUSSION / COUNTY DEPARTMENT EXPENDITURES
5. CONSIDERATION OF REAPPOINTMENTS AND APPOINTMENTS
 - A. Airport Board
 - B. Tax Equalization Board
6. ADJOURNMENT





COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT
106 Industrial Village Road, Building 2
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

TO: Councilman Jerry W. Stewart, Chairman, Finance Committee

FROM: Dave Thomas, CPPO, Purchasing Director

SUBJ: **RFQ #05052014 Bluffton Township Fire District Maintenance Facility Construction**

DATE: May 11, 2015

BACKGROUND: The Bluffton Township Fire District is a full service fire department providing service to all areas of Southern Beaufort County with the exception of Hilton Head Island and Daufuskie Island. The District covers a geographical area of approximately 250 square miles with eight (8) strategically located fire stations. The District is a career fire department with 130 full-time personnel. The District responded to 5,188 emergency incidents in 2013. The District currently operates eight (8) engine companies, one (1) truck company, and one (1) service/support unit. Three (3) of the engine companies are staffed as Advanced Life Support (ALS) engines. Emergency medical services are currently provided by Beaufort County's Emergency Medical Services (EMS) division which is not affiliated with the District. EMS crews do, however, share space in three (3) of the District's fire stations and will not share space in the Maintenance Facility.

SCOPE OF WORK: Although the economy has slowed, the Town of Bluffton still has the potential to expand. Prior to the economic slowdown, Bluffton had an annual growth rate of approximately 20%. At that time, the Bluffton Township Fire District realized its emergency services need to expand with the growth. For this reason, the five-year plan for the District indicated at least five (5) additional fire stations and a maintenance facility would be required to adequately provide service to our citizens. As the slowdown occurred, all projects were placed on hold, not due to a lack of revenue for the design and construction of the projects, but due to a lack of revenue required for staffing the stations.

Therefore, the District re-evaluated its plan and decided to concentrate on strengthening and updating its current facilities. At this time, the District has rebuilt one of its oldest stations and remodeled another to the sum of \$2,950,000 dollars for both projects.

The District has a fleet of vehicles that are imperative to its daily operation of emergency responses. The District also realizes that maintaining these vehicles is just as important as having them. Therefore, the District is ready to update its maintenance facility to maintain these vehicles now and for years to come. The current facility is a rental property that consists of two bays. The bays are not of adequate size nor do they offer a drive-through feature. The equipment to service our fleet also takes up much of the shops' floor space. In addition to maintaining the District's fleet, the Maintenance Division also maintains The Town of Bluffton's fleet of police cars and other town vehicles. The fire district will be reaching out to other agencies in the near future to also provide maintenance for their fleet of vehicles. The approximate square footage would be 10,000 SF to 12,000 SF.

The new facility will be located approximately one mile from its current location of #1204 Fording Island Road to #199 Burnt Church Road. This location is a 9.2 acre tract of land that the District owns. This parcel of land is wooded except for approximately 3 acres where Bluffton Fire Station #30 is located. The District published an RFQ for Design Build Services from qualified firms. As a result the following firms submitted qualifications and were evaluated.

VENDOR NAME AND FINAL RANKING:

1. Fraser Construction (Bluffton SC)	Score 264 out of possible 300 points
2. Mitchell Brothers Construction (Beaufort SC)	Score 257 out of possible 300 points
3. Hogan/Pond Construction (Charleston SC)	Score 249 out of possible 300 points
4. Brunson Construction (Hampton SC)	Score 237 out of possible 300 points
5. Architecture Plus (Charleston SC)	D/Q (incomplete RFQ submittal)

FUNDING: This project is one of three capital improvement projects that County Council approved. Ordinance 2015/3 was approved by County Council on January 26, 2015. This ordinance provided for Bluffton Township Fire District to issue \$8.5 million of limited general obligation bonds to fund three capital improvement projects. The bond proceeds will be held with the County in an agency fund. The Fire District will make warrant requests from the agency fund for vendor payments.

PROPOSED COST: \$2,749,296 This price was negotiated with the contractor to meet the operational needs of the district along with the budget created for this project.

FOR ACTION: Finance Committee Meeting on May 18, 2015.

RECOMMENDATION: The Purchasing Department recommends that the Finance Committee approve and recommend to County Council to proceed with the contract with Fraser Construction to build a maintenance facility for the Bluffton Township Fire District on 9.2 acres of land that the district owns at #199 Burnt Church Road.

CC: Gary Kubic, County Administrator
Josh Gruber, Deputy County Administrator/Special Counsel
Alicia Holland, Asst. Co. Administrator, Finance
John Thompson, Fire Chief, Bluffton Township Fire District

Att: RFQ Scoring Summary Sheet



Bluffton Township Fire District
Maintenance RFQ #05052014

EVALUATION CRITERIA FOR SELECTION	
"Fraser Const."	Combined Total Score of (3) Evaluators
1. Nature and quality of previously completed work as a design-build team. (20 points)	60
2. Understanding of the project requirements and approach to meeting the proposed schedule as described in Section 2 Scope of Work and Section 3 Process Parameter. (20 points)	60
3. Ability to customize the design to the needs of the Bluffton Township Fire District. (10 points)	30
4. Qualifications of personnel assigned to the project. (15 points)	45
5. Availability to deliver the services required with flexibility in scheduling. (10 points)	24
6. History of previous design-build projects final cost compared to original budget. (15 points)	15
7. Unique approaches and intangible factors demonstrated by the Offeror. (10 points)	30
8. Total Score of Possible 300 "combined 3 evaluators score"	264



Bluffton Township Fire District
Maintenance RFQ #05052014

EVALUATION CRITERIA FOR SELECTION	
"Mitchell Brothers"	Combined Total Score of (3) Evaluators
1. Nature and quality of previously completed work as a design-build team. (20 points)	60
2. Understanding of the project requirements and approach to meeting the proposed schedule as described in Section 2 Scope of Work and Section 3 Process Parameter. (20 points)	50
3. Ability to customize the design to the needs of the Bluffton Township Fire District. (10 points)	30
4. Qualifications of personnel assigned to the project. (15 points)	45
5. Availability to deliver the services required with flexibility in scheduling. (10 points)	27
6. History of previous design-build projects final cost compared to original budget. (15 points)	15
7. Unique approaches and intangible factors demonstrated by the Offeror. (10 points)	30
8. Total Score of Possible 300 "combined 3 evaluators score"	257



Bluffton Township Fire District
Maintenance RFQ #05052014

EVALUATION CRITERIA FOR SELECTION	
"Hogan / Pond"	Combined Total Score of (3) Evaluators
1. Nature and quality of previously completed work as a design-build team. (20 points)	60
2. Understanding of the project requirements and approach to meeting the proposed schedule as described in Section 2 Scope of Work and Section 3 Process Parameter. (20 points)	45
3. Ability to customize the design to the needs of the Bluffton Township Fire District. (10 points)	30
4. Qualifications of personnel assigned to the project. (15 points)	45
5. Availability to deliver the services required with flexibility in scheduling. (10 points)	24
6. History of previous design-build projects final cost compared to original budget. (15 points)	15
7. Unique approaches and intangible factors demonstrated by the Offeror. (10 points)	30
8. Total Score of Possible 300	249
"combined 3 evaluators score"	



Bluffton Township Fire District
Maintenance RFQ #05052014

EVALUATION CRITERIA FOR SELECTION	Combined Total Score of (3) Evaluators
"Brunson Const."	
1. Nature and quality of previously completed work as a design-build team. (20 points)	45
2. Understanding of the project requirements and approach to meeting the proposed schedule as described in Section 2 Scope of Work and Section 3 Process Parameter. (20 points)	45
3. Ability to customize the design to the needs of the Bluffton Township Fire District. (10 points)	30
4. Qualifications of personnel assigned to the project. (15 points)	45
5. Availability to deliver the services required with flexibility in scheduling. (10 points)	27
6. History of previous design-build projects final cost compared to original budget. (15 points)	15
7. Unique approaches and intangible factors demonstrated by the Offeror. (10 points)	30
8. Total Score of Possible 300	237
"combined 3 evaluators score"	



Bluffton Township Fire District
Maintenance RFQ #05052014

EVALUATION CRITERIA FOR SELECTION	
"Architecture +"	Combined Total Score of (3) Evaluators
1. Nature and quality of previously completed work as a design-build team. (20 points)	DQ
2. Understanding of the project requirements and approach to meeting the proposed schedule as described in Section 2 Scope of Work and Section 3 Process Parameter. (20 points)	DQ
3. Ability to customize the design to the needs of the Bluffton Township Fire District. (10 points)	DQ
4. Qualifications of personnel assigned to the project. (15 points)	DQ
5. Availability to deliver the services required with flexibility in scheduling. (10 points)	DQ
6. History of previous design-build projects final cost compared to original budget. (15 points)	DQ
7. Unique approaches and intangible factors demonstrated by the Offeror. (10 points)	DQ
8. Total Score of Possible 300 "combined 3 evaluators score"	DQ