

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-2180
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BRYAN J. HILL
DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

AGENDA GOVERNMENTAL COMMITTEE (Includes Public Safety Division) Wednesday, August 21, 2013 2:00 p.m. Executive Conference Room Administration Building

Governmental Committee Members:

Jerry Stewart, Chairman
Laura Von Harten, Vice Chairman
Cynthia Bensch
Rick Caporale
Gerald Dawson
Brian Flewelling
Tabor Vaux

Staff Support:

Phil Foot, Division Director

1. CALL TO ORDER – 2:00 P.M.
2. UPDATE / MCNAIR LAW FIRM LAST YEAR'S LOBBYING EFFORTS REGARDING EDUCATION FUNDING FORMULA
3. CONSIDERATION OF CONTRACT AWARDS
 - A. VMware Equipment for Register of Deeds Department ([backup](#))
 - B. Public Health Insecticides for Mosquito Control Department ([backup](#))
4. ADJOURNMENT

Open Retreat Items

Dock Usage
2014 Bond Referendum Issues
Fire District Common Reserve
Dispatch Center Update
Facilities' Security



COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT

102 Industrial Village Road, Bldg 3 Post Office Drawer 1228
Beaufort, South Carolina 29901-1228



David L. Thomas, Purchasing Director
dthomas@bcgov.net 843.255.2353
Richard Dimont, Contract Specialist
rdimont@bcgov.net 843.255.2352 FAX: 843.255.9437

TO: Councilman Gerald W. Stewart, Chairman, Governmental Committee

FROM: Dave Thomas, CPPO, Purchasing Director *DT*

SUBJ: **Request to Purchase VMware Equipment from Non-Competitive Contract for items over \$25,000 for Beaufort County's Register of Deeds Department**

DATE: August 16, 2013

BACKGROUND: The Purchasing Department received a requisition for over \$25,000 from the Register of Deeds Department requesting to renew an annual maintenance contract for Official Records Software from New Vision Systems Corporation. This service contract term will cover July 1, 2013 through June 30, 2014 and will support the software that is currently installed. This software is used to digitally record, scan, index and display the real estate records for public use, as well as provide the data necessary for the Assessor's Office to establish the County's tax base. Subject to County Council's approval, this contract extends the agreement to 2020, locks in the price, and provides a much needed upgrade at no cost.

<u>NON-COMPETITIVE/SOLE SOURCE VENDOR:</u>	<u>COST</u>
New Vision Systems Corporation	\$51,028

FUNDING: Account 10001122-51110 Maintenance Contracts. Funding, or revenue, as a result of this software totaled \$3,008,000 in FY13.

PRIOR YEAR COST: \$51,964

FOR ACTION: Governmental Committee August 21, 2013.

RECOMMENDATION: The Purchasing Department recommends that the Governmental Committee approve, and recommend to County Council, approval of the purchase from the aforementioned vendor for a total amount of \$51,028.

CC: Gary Kubic, County Administrator
Bryan Hill, Deputy Administrator *JB*
Alicia Holland, Interim Chief Financial Officer *AH*
Dan Morgan, MIS Director *DM*
Dale Butts, Register of Deeds *DB*
Richard Dimont, Contract Specialist *RD*

Att: Contract Pricing Information, Non-Competitive Form



Non-Competitive Purchases Form



This form shall be completed for any non-competitive purchase over \$2,500 that is not exempt.

(a) A County contract may be awarded without competition when the Purchasing Director determines in writing, after conducting a good faith review of available sources, that there is only one source for the required supply, service, or construction item. The Purchasing Director shall conduct negotiations, as appropriate, as to price, delivery, and terms. A record of sole source procurements shall be maintained as public record and shall list each contractor's name, the amount and type of each contract, a listing of the items procured under each contract, and the identification of each contract file.

(b) Sole source procurement of a used item from the open market may only be considered, provided that:

(1) The using agency recommends purchase; (2) condition of the item is verified by appropriate County official; and (3) price analysis justifies purchase when the following factors are considered: (a) new acquisition price; (b) current book value; and (c) maintenance costs.

Code 1982 SS 12-19 Sec. 2-518 Sole source procurement

The County Council may by resolution, exempt specific supplies or services from the purchasing procedures required in the Code. The following supplies and services shall be exempt from the purchasing procedures required in this division; however, the Purchasing Director for just cause may limit or withdraw any exemption provided for in this section. (1) Works of art for museum and public display (2) Published books, library books, maps, periodicals, technical pamphlets (3) Copyrighted educational films, filmstrips, slides and transparencies (4) Postage stamps and postal fees (5) Professional dues, membership fees and seminar registration fees (6) Medicine and drugs (7) Utilities including gas, electric, water and sewer (8) Advertisements in professional publications or newspapers (9) Fresh fruit, vegetables, meats, fish, milk, bread and eggs (10) Oil company credit cards (11) Articles for commercial sale by all governmental bodies

Code 1982 SS 12-14 Ord. No. 2000-1 S 1, 1-1-O-2000 Sec. 2-514 Exemption from procedures

Notwithstanding any other section of this division, the Purchasing Director may make or authorize others to make emergency procurements of supplies, services, or construction items when there exists a threat to the functioning of county government; for the preservation or protection of property; or for the health, welfare or safety of any person, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, a listing of the items procured under the contract, and the identification number of the contract file.

Code 1982 SS 12-20 Sec. 2-519 Emergency procurements

Requesting Department: REGISTER OF DEEDS Requested Account Code: 1122-51110

Description of Requested Services
Annual Maint. on Official Records System, including Extension
of our current Agreement through June 30, 2020.

Please provide a listing of the items purchased, if additional pages are necessary please attach to this form:

SEE ATTACHED

Cost of Requested Services: 51,028

Requested Vendor Name: NEW Vision Systems Corp.

Requested Vendor Address: 50 LOCUST AVE. NEW CANAAN, CT 06840

Requested Vendor Phone Number: (203) 323-4623 Requested Vendor Email Address: _____

Type of Service Requested (Please check one) Construction ☐ Services ☒ Supply/Good ☐

Please attach any documentation provided by the vendor that provides back up for the claims in this document.

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2013-08-17 10:22:07

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Non-Competitive Purchases Form



Please select a reason below as to why this is a non-competitive purchase and provide a brief explanation.

- ☐ It is not possible to obtain competition. There is only one source available for the supply, service, or construction item.
- ☐ The procurement is for a used item from the open market. The item may only be considered if, (1) the using agency recommends purchase, (2) condition of the item is verified by appropriate County official, (3) Price analysis justifies purchase when the following factors are considered: (a) new acquisition price; (b) current book value; and (c) maintenance costs.
- ☒ The item is a single source purchase. Other sources may be available but purchases are directed to one source because of factors unique to Beaufort County. Please select an option below:
- ☒ Standardization
- ☐ Warranty
- ☐ Other, if selected please specify below.
- ☐ An emergency exists that threatens the functioning of County government.
- ☐ An emergency exists that threatens the preservation or protection of County property.
- ☐ An emergency exists that threatens the health, welfare or safety of any person within the County.
- What steps have been taken to verify that these features are not available elsewhere?**
- ☐ Other brands/manufacturers were examined (please list names and contact information, and explain why they are not suitable for use by the County-attach additional pages as necessary):
- ☐ Other vendors were contracted (please list names and contact information and explain why those contacted did not meet the needs of the County-attach additional pages as necessary):

Requester Name: DALE BUTTS Requester Signature: Dale Butts Date: 8/1/13

Department Head Name: _____ Department Head Signature: Dale Butts Date: 8/1/13

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Non-Competitive Purchases Form

For Purchasing Completion only:

Date Received in Purchasing Department: 8/1/13

☒ Reviewed by Purchasing Department for completeness

Date: 8/1/13

Reviewed by: [Signature]

Verified that this is the only source: Yes ☒ No ☐

Comments: _____

Purchasing Director or His Designee Approval Signature: [Signature]

Associated Purchase Orders Number: _____

Associated Contract Number: _____

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NewVision Systems Corporation

50 Locust Avenue
New Canaan, CT 06840
(203) 323-4623

****Invoice****

Invoice 3673 Revised

July 23, 2013

Mr. Dale Butts
Register of Mesne Conveyances
County Council of Beaufort County
100 Ribaut Road,
Post Office Drawer 1197
Beaufort, SC 29902-1197

Re: Maintenance for Official Records System

This invoice is for maintenance of the Official Records Software, based on an extended maintenance agreement (commencement date 7/1/2013) between NewVision Systems and Beaufort County. This maintenance invoice is for the period 7/01/13 through 6/30/14 and covers currently installed software. Maintenance pricing is based on 8 hours on-line service daily except scheduled holidays, with four hours response time.

Qty	Description	Annual Maint. Each	Total Annual Maint
	OFFICIAL RECORDS SYSTEM SOFTWARE (RECORDSNG)		
1	NEWVISION RECORDSNG SYSTEM FOR PROCESSING UP TO 100,000 OFFICIAL RECORDS PER YEAR INSTALLED AS PART OF AN EXTENDED MAINTENANCE AGREEMENT. RECORDSNG MAINTENANCE PRICE INCLUDES UNLIMITED NUMBER OF WORKSTATIONS AND USERS WITHIN THE ROD OFFICE.	\$30,167	\$30,167
	MAINTENANCE FOR SOFTWARE SUPPLIED TO BEAUFORT COUNTY NOT INCLUDED WITH RECORDSNG		
3	NEWVISION INDEX/VERIFY SOFTWARE - AUDITOR AND ASSESSOR WORKSTATIONS WORKSTATIONS	767	2,301
1	TAX ASSESSOR MODULE (OCCASIONAL USE) PO 20110277	184	184
1	NEWVISION IMAGE WRITER RUNTIME SOFTWARE	986	986
17	ORACLE RDBMS FURNISHED BY COUNTY - NEWVISION MAINTENANCE	365	6,205
1	NEWVISION PRINT QUEUE MGT SOFTWARE	820	820
1	PROBLEM DETERMINATION ASSISTANCE - HW & SW	4,863	4,863
1	BACKFILE DATA ENTRY PROGRAM	3,096	3,096
1	ELECTRONIC RECORDING MODULE - GO LIVE 5/1/2012	2,406	2,406
1	NEWVISION IMAGE LOAD MODULE (REMOVE FROM MAINTENANCE)		
1	IMAGE QUALITY CONTROL SOFTWARE (REMOVE FROM MAINTENANCE)		
	TOTAL INVOICE FOR ANNUAL MAINTENANCE - 7/01/13 THROUGH 6/30/14		\$51,028

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**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

Building 2, 102 Industrial Village Road
Post Office Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Gerald W. Stewart, Chairman, Governmental Committee

FROM: Dave Thomas, Purchasing Director *DT*

SUBJ: **Request to Purchase Public Health Insecticides from State Contract for Beaufort County's Mosquito Control Department**

DATE: August 16, 2013

BACKGROUND: Beaufort County Mosquito Control requests to purchase up to five (5) 275-gallon containers of a public health insecticide (Anvil 10+10 ULV or 10% Sumithrin) from Clarke Mosquito Control Products, a South Carolina State contract vendor.

This request is to receive permission for multiple purchases of a public health insecticide used during aerial spray missions. The purchase cost is \$55,428 (including tax) per container for the OV-10 Bronco. The intent is to receive products using a blanket purchase order to control adult mosquitoes throughout the two mosquito seasons during FY14.

<u>CONTRACTOR:</u>	<u>Cost</u>	<u>Product</u>
1. Clarke Mosquito Control Products, Roselle, IL	\$277,138	Anvil 10+10 ULV

FUNDING:

1. Account #10001400-52320, Public Health Products (Current Balance: \$438,613).

PRIOR YEAR COST: \$279,752

FOR ACTION: Governmental Committee meeting occurring on August 21, 2013.

RECOMMENDATION: The Governmental Committee approves the contract award of \$277,138 to provide public health insecticides and recommends the contract approval to the aforementioned vendor to County Council in support of the Mosquito Control aerial spray program.

cc: Bryan Hill, Deputy County Administrator *SA*
Alicia Holland, Interim Chief Financial Officer *AA*
Philip Foot, Public Safety Director *For PF OUT*
Gregg Hunt, Mosquito Control Director *GH*
Richard Dimont, Contract Specialist *RD*

Att: State Contract Pricing Information

Detail

00059 8.62% METHOPRENE	Unit Price: \$412.00	Total Price: \$412.00
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00084 4% Permethrin + 12 % Chlorpyrifos	Unit Price: \$1,568.45	Total Price: \$1,568.45
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00085 4% Permethrin + 12 % Chlorpyrifos	Unit Price: \$2,792.70	Total Price: \$2,792.70
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00086 4% Permethrin + 12 % Chlorpyrifos	Unit Price: \$14,741.80	Total Price: \$14,741.80
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00143 2% Sumethrin	Unit Price: \$241.64	Total Price: \$241.64
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00144 2% Sumethrin	Unit Price: \$1,449.86	Total Price: \$1,449.86
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00145 2% Sumethrin	Unit Price: \$2,658.06	Total Price: \$2,658.06
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00146 2% Sumethrin	Unit Price: \$13,290.29	Total Price: \$13,290.29
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00147 10% Sumethrin	Unit Price: \$1,012.86	Total Price: \$1,012.86
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00148 10% Sumethrin	Unit Price: \$6,029.09	Total Price: \$6,029.09
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00149 10% Sumethrin	Unit Price: \$10,975.54	Total Price: \$10,975.54
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00150 10% Sumethrin	Unit Price: \$52,290.19	Total Price: \$52,290.19
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00151 5% Sumethrin + 1% Pralethrin	Unit Price: \$920.54	Total Price: \$920.54
Material Group: 67554 - pesticides		
Agency: STATEWIDE TERM CONTRACT		
00152 5% Sumethrin + 1% Pralethrin	Unit Price: \$5,311.83	Total Price: \$5,311.83

Chris Manos, Procurement Manager
E-Mail: cmayos@mmo.sc.gov
Telephone: (803) 737-4917
Uploaded to Internet: 08/10/2011

Materials Management Office
1201 Main Street, Suite 600
Columbia, South Carolina 29201

Section: P
Page: 50
Date: 8/01/06

CONTRACT FOR READY TO USE MOSQUITO CONTROL PESTICIDES

CONTRACT PERIOD: Initial Terms: August 2, 2011 through August 1, 2012
Maximum Terms: August 2, 2006 through August 1, 2016

Shipping Terms: All items shall be FOB destination

24 HOUR EMERGENCY NUMBERS ARE ALSO LISTED WITH CONTACT INFORMATION

[Click Here for Pricing](#)

Link to Solicitation documents:

<http://webprod.cio.sc.gov/SCSolicitationWeb/contractSearch.do?solicitationnumber=5400003168>

All items shall be FOB destination

All items shall be delivered no later than fifteen days after contractor's receipt of the purchase order. If the using governmental unit requests delivery sooner than the time specified, contractor may invoice the ordering entity any additional shipping charges approved by the ordering entity on the purchase order.

All items must be new.

The contractor must comply with current EPA and Federal Insecticide Fungicide Rodenticide Act requirements and specifications.

All pesticides offered for sale in the State of South Carolina must comply with the S. C. Pesticide Control Act, Title 46, Section 46-13-10 of the South Carolina Code of Laws (1976). Registration shall be in accordance with Title 46, Section 46-13-30 and any subsequent regulations, which may be applicable.

Containers: The containers may be returnable, reusable, recyclable or of materials that can be properly disposed of according to South Carolina Laws as agreed upon annually. The contractor shall be responsible for the funding development and implementation of a system to provide for the return of empty returnable, refillable polyethylene containers to the product manufacturer from the individual purchasers. All drums and pails must be appropriately labeled to indicate both active and inert ingredients contained in each drum or

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