

**HAMPTON COUNTY COUNCIL'S SPECIAL MEETING MINUTES**

**MONDAY; OCTOBER 21, 2013; 4:30 P. M.**

**COUNCIL CHAMBERS, HAMPTON COUNTY ADMINISTRATIVE CENTER**

**200 JACKSON AVENUE, EAST, HAMPTON, SC**

Hampton County Council held a special meeting on Monday, October 21, 2013, 4:30 p. m., Council Chambers, Hampton County Administrative Center, Hampton, South Carolina. Council Member(s) present: Hugh B. Gray, Chairman; Roy Hollingsworth, Charles H. "Buddy" Phillips, Vice Chairman and Shedron Williams. Council Member absent: Christopher B. Haulsee Staff present: Sabrena P. Graham, Administrator; Aline Newton, Clerk to Council and A. G. Solomons, Jr., County Attorney. Media present: Michael DeWitt, The Hampton County Guardian. The meeting was advertised as prescribed by law.

**CALL MEETING TO ORDER**

**CALL TO ORDER:**

Chairman Gray called the meeting to order.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

**INVOCATION:**

Chairman Gray gave the invocation.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Chairman Gray.

**COUNCIL'S BRIEFING**

**DISCUSSION AND REVIEW OF CPST PROJECTS, PROCESS AND RFP'S:**

Council Member Williams explained that he had concerns and some questions as well the Architectural and Engineering Design and Construction Management regarding the Capital Projects Sales Tax Projects, its process and request for proposals. Mr. Williams stated that as a single member of council, he asked for a copy of the proposal and did not receive them. He informed council that know that they were on the website. He has since pulled a copy from the website. He stated that as a council member, he should have been updated regarding the proposals, etc. He stated that his research revealed that choosing the Architectural and Engineering firm prior to hiring a Construction Management Firm is not conducive. He stated that he is questioning the mechanism of the process. He asked why the selection of the Architectural Engineer first and why did not get the proposals for the Construction Management Firm. He asked that council get the information and not request the changing of the procurement policy. Administrator Graham explained that the Architectural and Engineering proposals were sent out one day prior to the Construction Management, because they were a bit more detailed as proposed. She reported that one was put out for bid on August 12<sup>th</sup> and the other on the 13<sup>th</sup>. The Architectural Engineering was to be returned on September 12, 2013 and the Construction Management on September 24, 2013. She reported that this would give the Architectural Engineer their amount of time and the Construction Management Firms. Council Member Williams wanted to know why not select the Construction Management first, the group that has to guarantee the work of the Architectural Engineers. Administrator Graham stated that the Construction Management does not guarantee the Architect's work. Council Member Williams wanted to know who the review team was? Administrator Graham reported that the Review Team consisted of Randy Crews and

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herself, Sabrena Graham. Council Member Williams reminded the Administrator that she had told council that she and the Building Inspector, Randy Crews, did not have the time for the CPST Projects. Administrator Graham stated that she and Mr. Crews did not have the time to do all those meetings, to go to meetings for follow up and manage all the projects and do the day to day. Council Member Hollingsworth stated that he saw the projects all set up. He stated that he did not know that they existed until he saw them on the website. Administrator Graham stated that they had to put a cost and Glick Baymont Associates based on the information received from CPST Commission. Council Member Williams wanted to know when the engineering firms come back, will they get information and citizen input as well regarding the projects before they are final. Administrator Graham stated that she did not think it was final. Administrator Graham reported that the county has paid off the \$900,000 (Nine hundred thousand dollars) debt for the E-911 Communications Equipment from the Capital Projects Sales Tax funds. Council Member Phillips stated that when he worked in the school system, they always hired the Architects and Engineers first. Council Member Hollingsworth wanted to know with the last penny sales tax if the county had any issues. Administrator Graham reported that they did not have any Construction Managers at that time. Administrator Graham stated that they have received fifteen (15) responses from Architectural/Engineers and nine (9) from the Construction Management./Managers. Council Member Phillips stated that they have a pretty rigid structure. Council Member Williams asked Administrator Graham and council if they would mind selecting the Architectural/Engineer and the Construction Management Firm/Manager at the same time. Council had no objection. Administrator Graham stated that the numbers for the Architectural/Engineering will be based on the percentage of construction. She stated that the law requires that they select based on negotiations. Council Member Hollingsworth wanted to clarify that the projects presented are not final that they are just proposed, and council can have input as well as citizens and council has to approve the final designs before you move on any project. Administrator Graham stated that this was correct.

**ADJOURNMENT**

**Moved** by Council Member Phillips, seconded by Council Member Hollingsworth, to adjourn. Chairman Gray adjourned the meeting.