



Ways and Means Committee

6:00 p.m., Tuesday, January 18, 2022

City Hall Council Chambers

1207 Palm Boulevard, Isle of Palms, South Carolina

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address and topic to City Clerk, Nicole DeNeane at nicoled@iop.net no later than **3:00 p.m. on the business day before** the meeting. Citizens may also provide public comment here:

<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** and acknowledgment that the press and the public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Election of Chair and Vice Chair**
3. **Approval of previous meeting's minutes**- November 17, 2021
4. **Citizens' Comments** – All comments will have a time limit of three (3) minutes.
5. **Financial Statements** – Treasurer Debbie Suggs
Financial Reports, Project Worksheets & Financial Legal Analysis
6. **Capital Projects Reports**
 - a. Marina Restaurant Renovation
 - b. Marina Docks Rehabilitation
 - c. Phase III Drainage
 - d. Drainage Masterplan
 - e. Overhead to Underground Conversion
7. **Old Business** - None
8. **New Business**
 - a. Discussion of FY23 Budget preparation process
 - b. Report of emergency purchase of replacement of John Deer tractor for the Recreation Department in the amount of \$24,545 [FY22 Budget items deferred to FY23 to cover this expense: \$20,000 Generator set up; \$4,545.78 Treadmill replacement]
 - c. Report of extension of Builder's Risk through end of March 2022 for Marina dock project in the amount of \$19,793 [FY22 Budget, Debt proceeds for marina dock rehab project, \$4,300,000]
 - d. Report of purchase of 18 sets of anti-exposure suits for water rescues for Fire Department in the amount of \$24,929.24 [FY22 Budget, Muni ATAX, Fire Department, Non-Capital Tools and Equipment, \$26,000, pg. 24, ln. 43] [Procurement Code, Chapter 10, Section 1-10-3 (c)]
 - e. Discussion and consideration of proposal from ATM for the design and engineering of permitted improvements, including ADA gangway, of new public dock and "T" dock along the Intracoastal Waterway [FY22 Budget, Marina Fund, \$150,000 to covert public dock and greenspace]
 - f. Discussion and consideration of purchasing additional protective clothing for firefighters to be offset, in part, by sale of surplus property
 - g. Discussion and consideration of AV improvements for Council Chambers [FY22 Budget, Capital Projects Fund, General Government, \$65,000]
9. **Miscellaneous Business** - Next meeting: 6:00 p.m., Tuesday, February 15, 2022
10. **Executive Session** – If needed.
11. **Adjournment**



**Ways & Means Committee Meeting
5:00pm, Wednesday, November 17, 2021
1207 Palm Boulevard, Isle of Palms, SC 29451
and broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Pounds, Streetman, Popson, Bell, Moye, Smith, Buckhannon, Ward, and Mayor Carroll

Staff Present: Administrator Fragoso, Treasurer Suggs, various City Department heads

2. Approval of previous meeting's minutes

Mayor Carroll made a motion to approve the minutes of the October 19, 2021 meeting, and Council Member Bell seconded the motion. The motion passed unanimously.

3. Citizen's Comments -- none

4. Financial Statements – Treasurer Suggs

Treasurer Suggs stated the year-to-date revenues are \$6M and year-to-date expenses are \$4.5M. The General Fund is slightly below what it was last year at this same time which is mainly due to the change in rental license renewals and late payments from the State. Expenses are running 5% ahead of FY21, but they are within budget. Cash deposits total \$28.8M, \$14M of which are restricted or bond proceeds.

Municipal ATAX was over \$124,000 for October, which is 50% ahead of FY21 and above the previous two years. The City received \$300,000 from Charleston County this month, representing 20% of ATAX collected for FY22. Hospitality taxes are also indicating strong economic activity, being 117% ahead of FY21 and 30% ahead of FY19 and FY20. No LOST payment has been received as of yet.

Payouts were made to Gulfstream and Thomas & Hutton from the drainage account.

Administrator Fragoso said, "For the small projects, the budget included \$500,000. You all recall that the contract for that work was around \$621,000, and the decision at the time was made that we were going to take the overage from our NPDES fund. A couple years ago, Council increased it from 48 to 72 to have more money in that fund balance for drainage projects. So we will be making the accounting and requesting that of the County so we can make ourselves whole, if you will, on that project."

No payments were made from the Marina Dock Rehabilitation account. She noted that legal expenses for the City are significantly less now than they were last year.

5. Capital Projects Report

A. Marina Restaurant Renovation

Administrator Fragoso gave an overview of the work that has been completed at the Marina restaurant. A slide detailing all of the work done there can be seen in the YouTube recording of this meeting linked on the City's website. The siding on the building has been completed. Roof and AC installation was to begin this week. Sprinkler and HVAC duct work was to be completed this week, and the spray foam is about 70% complete. The kitchen wall covering installation is in process. Discussions continue between the City, Marina Manager and the restaurant tenants regarding the location of a consolidated enclosed dumpster area. The dock improvements in that area are complete.

B. Marina Docks Rehabilitation

Administrator Fragoso gave an overview of the work being done on the Marina Docks Rehabilitation Project. A slide detailing all of the work done there can be seen in the YouTube recording of this meeting linked on the City's website. There have been no changes to the work schedule since last month. Supplemental floats to fix the freeboard issue on the restaurant dock are expected to arrive in the next few weeks. The City is evaluating the timing of the potable water hookup for the charter docks. She said, "The original contract we had had the utility portion for the charter docks and fuel dock to happen at the same time. So we can do that and have the potable water hookup for the charter docks to happen when the fuel docks are install in January. If we want to go ahead and start that process for the charter docks, it would be approximately \$10,000. We are hoping that the potable water, we get the permit from DHEC on the restaurant on the face dock, we are hoping to get that this week, and that will allow maybe the vessels that require water, that operate on the charter docks, to have access to potable water on that other side and we don't have to go into the expense of having the utility folks come in at two different times."

Salmon's is waiting on two additional loads from Structure Marine which includes the remaining parts of the fuel docks and the angel bracket for the corner of the charter dock down by the boat ramp. Those are enroute to the City via truck. The second load includes the fuel dock platform and will be shipped next week.

C. Phase III Drainage

Administrator Fragoso gave an overview of the work being done on the Phase III Drainage Project. A slide detailing all of the work done on this project can be seen in the YouTube recording of this meeting linked on the City's website. Administrator Fragoso reported that the low bid for the 30th and 36th avenues outfalls project was received from Quality Enterprises for \$2.27M. This is the same group that recently completed the water main project between Sullivan's Island and Mt. Pleasant. She intends to issue a notice to proceed on December 1 but does not expect any onsite work to begin until after the holidays.

Administrator Fragoso reported that the City has submitted three grant applications for the work at 41st Avenue and Waterway Boulevard.

D. Phase III Drainage Small Internal Projects

Administrator Fragoso gave an overview of the work being done on the Phase III Drainage Small Internal Projects. A slide detailing all of the work done on this project can be seen in the YouTube recording of this meeting linked on the City's website. All portions of this project are complete and a final walk through is being scheduled. Mayor Carroll said he has received numerous positive comments about the effectiveness of the small internal projects.

E. Overhead to Underground Conversion

There was no update on this project.

6. Old Business

A. Consideration and approval of wage and compensation adjustments effective 1/1/2022

Council Member Pounds reviewed City Council's decisions regarding the implementation of the Wage & Compensation analysis. Starting salaries for Public Safety will be the highest in the Lowcountry with exception of fire salaries on Hilton Head Island. 98% of employees will receive a 5%+ pay increase upon implementation. He reviewed the funding options for these increases for FY23 and beyond. He said the final piece of adjusting the leave policy will be dealt with next year.

Council Member Smith said she was happy to see the increase in pay for Public Safety and would like to see the City stay competitive when it comes to salaries.

MOTION: Council Member Bell made a motion to approve the implementation of the Wage & Compensation analysis as presented effective 1/1/2022. Council Member Moye seconded the motion. The motion passed unanimously.

Administrator Fragoso said, "I just want to say thank you on behalf of the staff. We really appreciate you all embracing this process and hopefully setting up a comprehensive philosophy moving forward that will take the guessing away, and I think it really reflects how much you all admire and how much you expect of the City staff. So just thank you."

7. New Business -- none

A. Consideration of purchase of (1) Ford F-150 Police Responder in an amount not to exceed \$44,000 [FY22 Budget, Capital Projects Fund, Police Department - \$41,000]

MOTION: Council Member Streetman made a motion to approve, and Council Member Bell seconded the motion.

Administrator Fragoso said this cost of this vehicle is higher than anticipated but the additional \$3,000 buffer should cover the final cost.

VOTE: The motion passed unanimously.

B. Consideration of purchase of Polaris GEM Low Speed Vehicle (LSV) in an amount not to exceed \$19,000 [FY22 Budget, State ATAX Fund, Police Department - \$17,000]

MOTION: Council Member Bell made a motion to approve, and Council Member Streetman seconded the motion.

Administrator Fragoso said that this budgeted expense also came in higher than expected. The expense was recommended by the Public Safety Committee.

VOTE: The motion passed unanimously.

C. Consideration of replacement of 2010 Ford F-150 and 2008 Ford F-250 in an amount not to exceed \$44,000 per vehicle [FY22 Budget, Muni ATAX Fund, Fire Department - \$42,000 and State ATAX, Fire Department, \$42,000]

MOTION: Council Member Bell made a motion to approve, and Council Member Streetman seconded the motion.

Administrator Fragoso said these trucks replace Chief Graham's truck and the Deputy Fire Chief's truck. The expense was recommended by the Public Safety Committee.

VOTE: The motion passed unanimously.

D. Consideration of approval of a contract to Quality Enterprises in the amount of \$2.27 million for the construction of Phase 3 Outfalls at 30th and 36th avenues [FY22 budget, Capital Projects Bond Proceeds, Public Works - \$2,462,000]

MOTION: Council Member Smith made a motion to approve, and Council Member Streetman seconded the motion.

Council Member Moyer asked if the project on Sullivan's Island recently completed by Quality Enterprises was within budget and if there were change orders. Administrator Fragoso said she could have that information prior to executing the contract. Director Kerr and Thomas & Hutton reviewed both bids and indicated no areas of concern over the differences in pricing.

Administrator Fragoso said this bid does not include the 20% contingency that will be managed by the City. Even with the 20% contingency, the final amount will be below the Gulf Stream bid.

Administrator Fragoso said, "The low bid for Quality Enterprises is right on point with the revised budget that we got from Thomas & Hutton earlier this year. So that was another gauge we used to measure how reasonable this one would be."

VOTE: The motion passed unanimously.

E. Discussion and consideration of providing City cellphones to all council members

MOTION: Council Member Bell made a motion to approve, and Council Member Moye seconded the motion.

Council Member Pounds said that Council members having separate phones for City business will help with processing any future FOIA requests. The cost is \$350/month of ten lines. He would like to implement the program for a year and reevaluate.

VOTE: The motion passed unanimously.

8. Miscellaneous Business

The next meeting of the Ways & Means Committee will be Tuesday, January 18, 2022 at 6pm.

9. Adjournment

Council Member Streetman made a motion to adjourn and Council Member Moye seconded the motion. The meeting was adjourned at 5:43pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

City of Isle of Palms
Financial Statement Summary as of December 31, 2021
(Dollars in Thousands)

	REVENUES						TRANSFERS IN / (OUT)						EXPENDITURES						YTD Actual Net Rev & Exp
	YTD Actual	Annual Budget	Remaining to Collect	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	YTD Actual	Annual Budget	Remaining to Transfer	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	YTD Actual	Annual Budget	Remaining to Spend	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	
General	\$ 4,053	\$ 11,799	\$ 7,746	34%	\$ 11,799	\$ -	\$ 10	\$ 667	\$ (657)	1%	\$ 667	\$ -	\$ 5,227	\$ 12,466	\$ 7,239	42%	\$ 12,466	\$ -	(1,164)
Capital Projects	1,965	1,291	(674)	152%	1,291	-	-	394	(394)	0%	394	-	787	4,456	3,669	18%	4,456	-	1,178
Muni Accom Tax	1,155	1,526	371	76%	1,526	-	-	(433)	433	0%	(433)	-	508	1,265	757	40%	1,265	-	647
Hospitality Tax	469	836	367	56%	836	-	-	(244)	244	0%	(244)	-	270	562	292	48%	562	-	199
State Accom Tax	1,260	2,146	886	59%	2,146	-	(10)	(834)	824	1%	(834)	-	592	1,506	914	39%	1,506	-	658
Beach Prserv Fee	855	1,275	420	67%	1,275	-	-	-	-	-	-	-	32	385	353	8%	385	-	823
Marina	178	360	182	49%	360	-	-	450	(450)	0%	450	-	349	689	340	51%	689	-	(171)
Disaster Recovery	41	10	(31)	410%	10	-	-	-	-	-	-	-	-	10	10	0%	10	-	41
All Other	185	171	(14)	108%	171	-	-	-	-	-	-	-	162	167	5	97%	167	-	23
Total All Funds	\$ 10,161	\$ 19,414	\$ 9,253	52%	\$ 19,414	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 7,927	\$ 21,506	\$ 13,579	37%	\$ 21,506	\$ -	\$ 2,234

General Fund YTD Revenues							
	FY22 YTD Actual	FY22 Budget	% of FY22 Budget	FY21 YTD Actual	% of Prior YTD	Current Annual Forecast	Forecast Above/ (Below) Budget
Prop Tax	\$ 1,115	\$ 4,806	23%	\$ 994	112%	\$ 4,806	\$ -
LO Sales Tax	399	895	45%	311	128%	895	-
Business Lic	348	1,421	24%	271	128%	1,421	-
Rental Lic	531	940	56%	873	61%	940	-
Other Lic (Insurnce/Utilities)	61	1,496	4%	60	102%	1,496	-
Build Pmts	451	450	100%	296	152%	450	-
From State	105	253	42%	92	114%	253	-
Parking	698	1,019	68%	568	123%	1,019	-
All Other	345	519	66%	318	108%	519	-
Total	\$ 4,053	\$ 11,799	34%	\$ 3,783	107%	\$ 11,799	\$ -

General Fund YTD Expenditures (YTD target = 50%)							
	FY22 YTD Actual	FY22 Budget	% of FY22 Budget	FY21 YTD Actual	% of Prior YTD	Current Annual Forecast	Forecast (Above)/ Below Budget
Mayor/Council	\$ 81	\$ 134	60%	\$ 75	108%	\$ 134	\$ -
General Govt	520	2,145	24%	486	107%	2,145	-
Police	1,301	3,022	43%	1,288	101%	3,022	-
Fire	1,773	3,745	47%	1,727	103%	3,745	-
Public Works	715	1,502	48%	678	105%	1,502	-
Build & Lic	194	456	43%	210	92%	456	-
Recreation	484	1,090	44%	455	106%	1,090	-
Judicial	138	270	51%	117	118%	270	-
BSOs	21	102	21%	42	50%	102	-
Total	\$ 5,227	\$ 12,466	42%	\$ 5,078	103%	\$ 12,466	\$ -

City of Isle of Palms Supplemental Financial Information as of December 31, 2021 *(Dollars in Thousands)*

Cash Balances		
	12/31/2021	12/31/2020
General Fund	5,046	3,493
As a % of GF Exp (target is > 30%)	40%	31%
Capital Projects	7,864	2,939
Disaster Recovery	2,868	2,734
Marina	1,371	4,619
Tourism Funds	6,230	4,331
Beach Preservation	5,579	4,005
Other Restricted	180	162
Total All Cash	29,138	22,283
Deposits at LGIP (.1411%)	28,024	96%
Deposits at TRUIST	1,114	4%
RESTRICTED CASH	11,989	41%

Fund Balances					
Fund	6/30/2021 Audited Fund Balance (Note 1)	FY22 YTD Actual Net Revenues & Transfers Less Expenses	Current Fund Balance	6/30/22 Budgeted Fund Balance	6/30/22 Forecast Fund Balance
General Fund	\$ 3,892	\$ (1,164)	2,728	\$ 3,892	\$ 3,892
Capital Projects	8,933	1,178	10,111	6,162	6,162
Muni Accom Tax	1,595	647	2,242	1,423	1,423
Hospitality Tax	875	199	1,074	905	905
State Accom Tax	1,798	658	2,456	1,604	1,604
Beach Funds	4,756	823	5,579	5,646	5,646
Marina (See Note 1)	2,369	(1,011)	1,358	2,490	2,490
Disaster Recovery	2,827	41	2,868	2,827	2,827
All Other	155	23	178	159	159
Total All Funds	\$ 27,200	\$ 1,394	\$ 28,594	\$ 25,108	\$ 25,108

Note 1: The comparable amount for the Marina Enterprise Fund is not Fund Balance, but Net Position. To be consistent with the presentation of the other funds, the amount included here for the Marina is the Unrestricted Net Position, which does not include net fixed assets. Unrestricted net position is approx equal to net current assets for the Marina.

December 2021 Notes:

- All categories of YTD General Fund Revenues are higher than prior YTD levels with the exception of Rental License Revenues, which continue to reflect a 1-time shortened reporting period for 2021 rental license renewals. This will catch up later this fiscal year when rental licenses are renewed for a full 12 months at the same time as regular business licenses (early calendar year 2022).
- YTD local option sales tax, business license and building permit revenues are 28%, 28% and 52% above December 2020, respectively, highlighting robust economic and building activity on the island.
- YTD General Fund operating expenses are running 3% ahead of the prior year but well within budget targets.
- The City has \$29 million in cash deposits. Approximately \$4.4 million of this total represents unspent bond proceeds, \$1 million is unspent federal ARP funding and \$12 million is restricted for tourism related expenditures or beach preservation.

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

Municipal Accommodations Fee (1% of Accommodation Sales)							
	FY16	FY17	FY18	FY19	FY20	FY21	FY22
JUL	162,862	161,068	139,501	199,724	195,287	172,336	256,308
AUG	191,759	218,620	235,007	209,600	213,067	169,596	378,001
SEPT	150,212	136,141	157,274	152,535	152,561	186,938	248,118
OCT	90,691	77,500	75,353	79,534	75,506	129,033	124,372
NOV	61,918	57,777	64,256	63,444	65,882	66,090	102,229
DEC	33,233	36,937	32,877	40,182	34,301	71,683	
JAN	25,309	28,217	28,859	25,836	32,335	34,025	
FEB	20,313	15,332	18,317	13,666	18,596	26,709	
MAR	16,918	20,485	21,562	19,983	9,690	31,080	
APR	51,082	51,166	53,213	53,685	26,422	68,055	
MAY	70,954	92,529	88,875	90,800	7,181	125,288	
JUNE	94,270	95,768	94,112	97,999	55,311	153,337	
Deduct last July	(162,862)	(161,068)	(139,501)	(199,724)	(195,287)	(172,336)	(256,308)
Add next July	161,068	139,501	199,724	195,287	172,336	256,308	
Total Fiscal Year	967,728	969,974	1,069,429	1,042,551	863,187	1,318,141	852,720
Incr from FY15		Incr from FY16	Incr from FY17	Incr from FY18	Incr from FY19	Incr from FY20	Incr from FY21
-4%		0%	10%	-3%	-17%	53%	53%

% Change fr FY20 58%
% Change fr FY19 57%

Heads in
Beds in

JUN
JUL
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY

JUN

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

State Accommodations Tax (Tourism-Related Only)				(Approx 2% of Accommodation Sales)			
	FY16	FY17	FY18	FY19	FY20	FY21	FY22
Sept Qtr	518,796	520,784	518,028	546,269	580,306	553,971	861,205
Dec Qtr	179,446	178,830	202,803	203,067	181,550	252,012	
Mar Qtr	66,294	61,586	71,773	103,097	88,638	132,256	
June Qtr	364,938	407,460	413,234	445,779	242,893	650,839	
Total Fiscal Yr	1,129,474	1,168,660	1,205,838	1,298,212	1,093,387	1,589,078	861,205
	1.7%	3.5%	3.2%	7.7%	-15.8%	45.3%	55.5%
	Incr from FY15	Incr from FY16	Incr from FY17	Incr from FY18	Incr from FY19	Incr from FY20	Incr from FY21
					% Change fr FY20	45%	48%
					% Change fr FY19	22%	58%

Heads in
Beds in

Jun-Aug
Sept-Nov
Dec-Feb
Mar-May

Chas County ATax Pass-Through				(20% of County's 2% on IOP Accommodation Sales)			
	FY16	FY17**	FY18	FY19	FY20	FY21	FY22
1st Payment	276,704	520,000	327,750	381,000	370,500	-	301,714
2nd Payment	208,390	-	109,250	127,000	-	508,000	-
Total Fiscal Yr	485,093	520,000	437,000	508,000	370,500	508,000	301,714
	1%	7%	-16%	16%	-27%	37%	-41%
	Incr from FY15	Incr from FY16	Incr from FY17	Incr from FY18	Incr from FY19	Incr from FY20	Incr from FY21

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

Hospitality Tax								Food/Bev Sold in	
(2% of Prepared Food & Beverage Sales)									
	FY16	FY17	FY18	FY19	FY20	FY21	FY22		
JUL	83,038	85,051	89,309	104,681	88,238	66,947	137,933	JUN	
AUG	87,110	93,123	98,883	101,031	106,673	59,353	134,710	JUL	
SEPT	70,725	77,619	81,373	78,014	78,129	49,484	104,997	AUG	
OCT	66,113	68,348	56,439	69,394	76,033	37,348	84,355	SEPT	
NOV	40,576	46,488	70,905	65,210	66,929	27,609	88,604	OCT	
DEC	61,052	40,557	41,260	38,440	56,591	46,700	59,826	NOV	
JAN	24,864	27,883	19,085	31,905	28,058	57,988		DEC	
FEB	29,443	27,947	28,826	27,373	27,574	24,135		JAN	
MAR	27,586	39,785	49,744	40,741	21,853	39,019		FEB	
APR	50,531	57,961	66,633	66,425	12,956	50,777		MAR	
MAY	71,297	85,246	79,870	85,134	15,429	85,357		APR	
JUNE	79,858	92,137	87,753	100,621	46,102	114,802		MAY	
Deduct last July	(83,038)	(85,051)	(89,309)	(104,681)	(88,238)	(66,947)	(137,933)		
Add next July	85,051	89,309	104,681	88,238	66,947	137,933		JUN	
Total Fiscal Year	694,206	746,402	785,452	792,527	603,275	730,503	472,492		
	Incr fr FY15 1%	Incr fr FY16 8%	Incr fr FY17 5%	Incr fr FY18 1%	Incr fr FY19 -24%	Incr fr FY20 21%	Incr fr FY21 112%		
						% Change fr FY20	29%		
						% Change fr FY19	34%		

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

Beach Preservation Fee (1% of Accommodation Sales)								Heads in Beds in
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	
JUL	162,228	161,068	192,666	199,724	195,287	172,336	256,308	JUN
AUG	191,610	218,620	181,842	209,600	213,067	169,596	378,001	JUL
SEPT	149,350	136,141	157,274	152,535	152,561	186,938	248,118	AUG
OCT	90,398	77,500	75,353	79,534	75,506	129,033	124,372	SEPT
NOV	61,647	57,777	64,256	63,444	65,882	66,090	102,229	OCT
DEC	33,233	36,937	32,877	40,182	34,301	71,683		NOV
JAN	25,309	28,217	28,859	25,836	32,335	34,025		DEC
FEB	20,313	15,332	18,317	13,666	18,596	26,709		JAN
MAR	16,918	20,485	21,562	19,983	9,690	31,080		FEB
APR	51,082	51,166	53,213	53,685	26,422	68,055		MAR
MAY	70,954	92,529	88,875	90,800	7,181	125,288		APR
JUNE	94,270	95,768	94,112	97,999	55,311	153,337		MAY
Deduct last July	(162,228)	(161,068)	(139,501)	(199,724)	(195,287)	(172,336)	(256,308)	
Add next July	161,068	139,501	199,724	195,287	172,336	256,308		JUN
Total Fiscal Year	966,152	969,974	1,069,429	1,042,551	863,187	1,318,141	852,720	
	Incr from FY16 0%	Incr from FY17 10%	Incr from FY18 -3%	Incr from FY19 -17%	Incr from FY20 53%	Incr from FY21 53%		
					% Change fr FY20	58%		
					% Change fr FY19	57%		

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

Local Option Sales Tax						When Sales Occurred
(a portion of the 1% Charleston County local option sales tax)						
	FY18	FY19	FY20	FY21	FY22	
AUG	83,614	88,713	93,221	87,833	130,373	JUL
SEPT	73,671	72,557	83,456	83,149	99,719	AUG
OCT	61,352	63,829	62,752	71,963	83,230	SEPT
NOV	61,040	61,435	65,514	68,054	85,199	OCT
DEC	49,732	54,748	59,951	67,342		NOV
JAN	55,282	57,483	64,996	69,592		DEC
FEB	43,314	48,026	53,263	58,840		JAN
MAR	47,589	49,240	50,882	60,533		FEB
APR	60,349	65,794	43,070	83,678		MAR
MAY	77,153	85,394	56,012	100,082		APR
JUNE	70,879	78,238	74,078	102,313		MAY
JULY	88,382	92,504	92,789	117,380		JUN
Total Fiscal Year	772,357	817,962	799,984	970,759	398,521	
	Incr from FY17	Incr from FY18	Incr from FY19	Incr from FY20	Incr from FY21	
		6%	-2%	13%	28%	
				% Change fr FY20	31%	
				% Change fr FY19	39%	

City of Isle of Palms

Marina Dock Replacement & Bulkhead Recoating

Funded with Accommodations Taxes, Marina Revenues and a \$4.3M GO Bond

Contracts and Change Orders Received:

9/10/2018	
3/25/2019	ATM Bulkhead recoating - develop maint protocol, bidding and construction svcs
8/5/2019	ATM Chg Order #2 -modification to facilitate add'l marina design and bidding services including coastal conditions assessment, dock areas B&C design development, bidding documents, technical specs, bid pkg development & bidding services. (Tasks 6*-9)
7/28/2020	ATM Chg Order #4* DHEC water/wastewater permits, Clean Vessel Act grant app, dock constr admin
5/21/2021	ATM Change Order #6 - electric transformer relocation, watersports dock relocation
7/27/2021	ATM Change Order #7 - additional construction mgt services
9/22/2020	Salmons Dredging Contract (includes \$86k IPE decking and \$804k bulkhead recoating)
10/27/2020	Salmons Change Order #1 - Builders Risk Insurance
11/13/2020	Salmons Change Order #2 - move watersports dock for regulatory compliance
12/11/2020	Salmons Change Order #3 - remove pony float
12/18/2020	Salmons Change Order #4 - eliminate joint sealant requirement
1/7/2121	Salmons Change Order #5 - relocate and install CT cabinet and meter
1/25/2021	Salmons Change Order #6 - relocate transformer
3/2/2021	Salmons Change Order #7 - fuel hut
6/22/2021	Salmons Change Order #8 - disposal of broken pile
6/22/2021	Salmons Change Order #9 - Builders Risk Insurance extension
9/23/2021	Salmons Change Order #10 - repairs to AIWW docks behind restaurant
9/23/2021	Salmons Change Order #11 - modifications to potable water service

Project Expenditures:

Invoice Date	Payee	Description of Work
2/1/2019	ATM	Design, engineering & permitting
5/29/2019	ATM	Consulting on bulkhead recoating
7/10/2019	SC DHEC - OCRM	marina dock permit application fee
8/1/2019	ATM	Design, engineering & permitting
9/25/2019	ATM	Design, engineering & permitting
12/1/2019	ATM	Design, engineering & permitting
1/1/2020	ATM	Design, engineering & permitting
3/31/2020	ATM	plans, specs & bid documents, Dock B&C design, bid pkg

FY19 Spending on docks (Total FY19 Budget = \$600k)	24,600
FY20 Spending on docks (Total FY20 Budget = \$147k)	107,257
FY21 Spending on docks/recoat (Total FY21 Budget = \$3.2M)	2,413,562
FY22 Forecast for completion of docks/recoat	1,980,000
Contracts issued + City's contingency	(4,521,508)
Budget Funds Remaining	3,911

Plan, Design, Permitting & Bidding	Bulkhead Recoating	Dock Construction incl Fuel Hut	Contingency (incl provision for Builders Risk Insurance)	Total
62,000				62,000
	21,000			21,000
68,000				68,000
66,500				66,500
3,615			(3,615)	-
40,000			(40,000)	-
	804,400	2,832,216	667,392	4,304,008
		50,215	(50,215)	-
		23,634	(23,634)	-
		3,195	(3,195)	-
	(37,000)	-	37,000	-
		3,020	(3,020)	-
		12,288	(12,288)	-
		224,404	(224,404)	-
		17,230	(17,230)	-
		27,000	(27,000)	-
		18,853	(18,853)	-
		4,973	(4,973)	-
240,115	788,400	3,217,029	275,964	4,521,508

Project Expenditures, continued:

Invoice Date	Payee	Description of Work
4/24/2020	Army Corp of Engineers	permit fee
5/6/2020	ATM	plans, specs & bid documents, Dock B&C design
6/30/2020	ATM	plans, specs & bid documents, Dock B&C design, bid pkg
8/7/2020	ATM	bidding services & CVAP grant application
9/11/2020	ATM	bidding, permitting and CVAP grant application
10/14/2020	Salmons Dredging	Pay App #1 - marine structure, performance bond
11/6/2020	ATM	permitting, grant application, construction admin
11/17/2020	ATM	Consulting on bulkhead recoating
11/24/2020	First Tryon	Financial Advisor for bond issue
11/24/2020	Pope Flynn/Womble	Bond Attorneys
12/14/2020	ATM	CVAP grant application and construction admin
12/15/2020	ATM	Consulting on bulkhead recoating
12/30/2020	Salmons Dredging	Pay App #2
1/20/2021	ATM	Consulting on bulkhead recoating
1/25/2021	ATM	Design, engineering & permitting
1/29/2021	Salmons Dredging	Pay App #3
2/18/2021	ATM	Consulting on bulkhead recoating
2/26/2021	ATM	Design, engineering & permitting
2/28/2021	Salmons Dredging	Pay App #4
3/24/2021	ATM	Consulting on bulkhead recoating
3/31/2021	Salmons Dredging	Pay App #5
4/30/2021	Salmons Dredging	Pay App #6
5/21/2021	ATM	Construction Admin
5/31/2021	Salmons Dredging	Pay App #7
6/22/2021	ATM	Construction Admin
6/30/2021	Salmons Dredging	Pay App #8
7/30/2021	Salmons Dredging	Pay App #9
8/20/2021	ATM	Construction Admin
9/24/2021	ATM	Construction Admin
9/24/2021	ATM	Construction Admin
9/30/2021	Salmons Dredging	Pay App #10
10/19/2021	ATM	Construction Admin
11/30/2021	Salmons Dredging	Pay App #11
		Total paid
		Remaining on contracts

Plan, Design, Permitting & Bidding	Bulkhead Recoating	Dock Construction incl Fuel Hut	Contingency (incls provision for Builders Risk Insurance)	Total
100				100
4,295				4,295
10,247				10,247
4,722				4,722
6,421				6,421
		250,200		250,200
14,151				14,151
	945			945
			7,500	7,500
			7,500	7,500
13,524				13,524
	1,649			1,649
	187,920	69,340		257,260
	1,879			1,879
20,294				20,294
	140,522	153,216		293,738
	477			477
10,416				10,416
	121,720	220,924		342,643
	808			808
	197,060	326,655		523,715
		151,200		151,200
4,115				4,115
	36,198	364,056		400,254
3,467				3,467
	7,240	88,111		95,350
		256,519		256,519
4,898				4,898
7,547				7,547
	743			743
	80,440	249,116		329,556
6,704				6,704
		303,234		303,234
213,614	792,101	2,432,570	15,000	3,453,285
26,501	(3,701)	784,459	260,964	1,068,223

* Change Order #3 and Tasks 5 and 5a are skipped because they related to the watersports dock, not the dock replacement project

City of Isle of Palms

Drainage Phase 3

Funded with Capital Projects & Muni Atax Funds, a \$3.5M GO Bond and \$112,532 from NPDES Funds

Contracts and Change Orders Approved :

Thomas & Hutton	11/27/2018	Proj .0000 - Outfall Study - surveying, needs assessment & conceptual design
Thomas & Hutton	correction	Proj .0000 - Change Order #1 for Project Admin & Meetings
Thomas & Hutton		Proj .0002 - preliminary assessment of small but high impact projects in basin
Thomas & Hutton		Proj .0003 - design, eng & permitting for small but high impact projects in basin
Thomas & Hutton		Proj .0004 - design, eng & permitting for outfalls @ 30th Ave & Forest Trail + 41st Ave improves
Thomas & Hutton	6/23/2020	Proj .0005 - conceptual assessment of Waterway Blvd elevation study
Thomas & Hutton	7/28/2020	Proj .0003 CO - bidding & construction admin services for internal drainage projects
Thomas & Hutton		Proj .0004 CO - additional permitting efforts for outfalls
Thomas & Hutton		Proj .0006 - bidding & construction admin for 30th & 36th Ave outfalls
Gulf Stream Construction		Construction Contract, internal drainage projects
Quality Enterprises		Construction Contract, Forest Trail & 30th Avenue outfalls

Project Expenditures:

Invoice Date	Invoice #	Payee	Description of Work
FY 2019		Thomas & Hutton Engineering	Engineering & Design Fees, Projects .00 and .02
FY 2020		Thomas & Hutton Engineering	Engineering & Design Fees, .00, .02, .03 & .04
FY 2021		Thomas & Hutton Engineering	Engineering & Design Fees, .03, .04 & .05
FY 2022		Thomas & Hutton Engineering	Engineering & Design Fees, .03, .04 & .06
1/1/21		SCDHEC/OCRM	permit
4/1/21		Gulf Stream Construction	Pay App #1
4/22/21		Gulf Stream Construction	Pay App #2
6/1/21		Gulf Stream Construction	Pay App #3
8/23/21		Gulf Stream Construction	Pay App #4
9/1/21		Gulf Stream Construction	Pay App #5
9/24/21		Gulf Stream Construction	Pay App #6
10/31/21		Gulf Stream Construction	Pay App #7
11/30/21		Gulf Stream Construction	Pay App #8
			Total paid
			Remaining on contracts

FY19 Project Spending	95,132
FY20 Project Spending	161,473
FY21 Spending for Small Project Contruction	452,803
FY21 Spending for Outfall Construction	182,855
FY22 Budget for Outfall Construction	2,462,000
FY23 Forecast for Outfall Construction	913,000
Contracts/Change Orders	(3,734,036)
Budget Funds Remaining	533,226

Engineering & Design	Project Admin	Construction	Contingency	Total
100,800				100,800
-	13,000		-	13,000
23,300			-	23,300
62,600				62,600
229,500				229,500
18,900				18,900
30,000				30,000
43,300				43,300
102,200				102,200
		612,532		612,532
		2,270,823	227,082	2,497,905
610,600	13,000	2,883,354	227,082	3,734,036

87,437	5,615	-	-	93,052
154,087	7,386	-	-	161,473
212,479	-	-	-	212,479
67,840	-	-	-	67,840
250				250
		239,853		239,853
		93,969		93,969
		89,107		89,107
		24,216		24,216
		19,158		19,158
		8,550		8,550
		63,352		63,352
		9,562		9,562
522,093	13,000	547,767	-	1,082,860
88,507	-	2,335,587	227,082	2,651,176

CITY OF ISLE OF PALMS
LEGAL EXPENSES - FY21 and YTD FY22

Sorted by Total Spent

Legal Issue	FY21 Expense	FY22 YTD Expense	Total
TWWS, incl eviction and fraud cases	77,515	55,933	133,448
City Prosecutor	58,363	33,145	91,508
General	21,463	21,795	43,257
GO Bonds	40,300		40,300
Illegal Tree Removal	12,235	12,725	24,960
Parking	22,658		22,658
Marker116 Lease	20,040	1,232	21,272
Marina	8,216	5,265	13,481
Employment Matters	4,604	6,368	10,972
Indigent Attorney	4,000		4,000
Morgan Creek Grill	3,450		3,450
Covid	2,489		2,489
Total	\$ 275,331	\$ 136,463	\$ 411,794

City of Isle of Palms, SC
FY23 Budget Calendar

January 2022

- Staff reviews 10-year Capital Plans
- FY23 Budget directional conversation and assumption with Council during Ways and Means

February 2022

- Internal planning tools are refined (5-year projection of revenue and expenditure trends and analyze how they impact fund balance)
- Standing Committees review departmental 10-year capital plans
- City Council identifies budget priorities

March 2022

- Standing Committees review departmental operational budget
- Budget Workshop
- Public notice published in Post & Courier

April 2022

- Ways and Means Committee reviews and approves final draft of budget
- First Reading Budget Ordinance

May 2022

- Public Hearing of Budget Ordinance
- Second Reading of Budget Ordinance

July 1, 2022 – FY22 begins

From: [Norma Jean Page](#)
To: [Desiree Fragoso](#)
Cc: [Karrie Ferrell](#)
Subject: Memo regarding Tractor Replacement
Date: Friday, December 10, 2021 9:55:24 AM

Friday, December 10, 2021

To: Desirée Fragoso, City Administrator
From: Norma Jean Page, Recreation Director
Re: Expenditure not budgeted in 2022

Wednesday, November 17 I became aware that the John Deere Tractor was inoperable. Donnie Pitts, Public Works Director was called for assistance and the possibility of minor repairs in order to continue grounds operations. Donnie advised the tractor was beyond repair and needs to be replaced.

Donnie Pitts and Cody Buckhannon, Parks & Ground Maintenance Supervisor reached out to Sparrow and Kennedy to see what options were available and secure State Contract Prices on a new piece of equipment.

A replacement tractor was not included in the budget this year and unfortunately staff believed the tractor would make it until the next budget year. The purchase has been deferred in previous budget processes. This piece of equipment is necessary to properly maintain the recreation fields and grounds and is considered an emergency purchase.


Sparrow and Kennedy have located a tractor and put it on hold due to the difficulty of supply and demand and finding equipment when needed.

A PO has been submitted in BS&A taking the funds from the Capital Projects account in hopes the expenditures that were to be purchased or replaced due to failure will survive this budget year.



204840.5025 \$ 4,545.78 (replacement of treadmill) Will defer to next year

204840.5085 \$20,000 (HVAC and generator set up)

City of Isle of Palms
FY22 Budget Request Form

Department:		FIRE	Date Submitted:	<u>01/21/21</u>
Project Name:	<u>Anti-Exposure Work Suits and Jackets for Water Rescue</u>		Fund:	<u>3545205025</u>
Estimated Start Date:	<u>06/01/21</u>		Estimated Completion Date:	<u>06/30/21</u>

Project Description/Justification: *Provide a detailed description of the project/expenditure. Attach backup documentation as necessary.*

<p>Mustang Survival Water Rescue Dry Suit Green/Black:</p> <p>3 - 2 XL</p> <p>5- XL</p> <p>5 - L</p> <p>5 - M</p>	
<p>(Quantities represent outfitting 3 individuals at Fire Station No. 2 for boat / jetski operations and 2 individuals at Fire Station No.1 for jetski operations.)</p>	
<p>Mustang Survival "Classic Bomber" Flotation Jackets Orange/Black:</p> <p>3 - 2XL</p> <p>5 - XL</p> <p>5 - L</p> <p>5 - M</p>	
<p>(Quantities represent outfitting 3 individuals at Fire Station No. 2 for boat / jetski operations and 2 individuals at Fire Station No.1 for jetski operations.)</p>	

Project Cost Estimate: *Attach detailed breakdown of cost & written quote or vendor cost estimate .*

<p>\$25,000.00 - Requested amount to cover cost of equipment</p> <p>* \$28,016.55 - Go2Marine Quote (QT1866), 851 Coho Way, Bellingham, WA 98225; (800) 998-9508</p> <p>* \$24,389.82 - Landfall Navigation Quote (557098A), 151 Harvard Avenue, Stamford, CT 06902; (800) 941-2219</p> <p>* \$25,750.00 - Rescue South Quote (2126), 865 Beaverdam Road, Canton, NC 28716; (828) 333-9913</p>



151 Harvard Ave. Stamford, CT 06902

Toll Free: 800-941-2219 • P: 203-487-0775 • F: 203-487-0776

info@landfallnavigation.com • www.landfallnav.com

Page	Date	Invoice No.
1	01/13/22	557098A

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City Of Isle Of Palms F.D.
30 J.C. Long Blvd
Box 508
Isle Of Palms, SC 29451

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Customer No.	Sales I.D.	Reference #	Media Code	Terms			
433749	MWB/MWB		/COMM	QUOTATION, EXP 05/31/22			
Ordered By		Warehouse	Phone Number	Total Wt.	Zone	# Packages	Ship Via
			(843) 256-5602	0.0 Lbs		0	FEG

Message:

POC: Sean Fleischman x.11

Qty.	B/O	Shipped	Item #	Description	Unit Price	Disc	Extension
3			SMJ6214T1 ORGB-XXL	Mustang Classic Bomber Jacket - T1 Orange-Black / XXL	259.99	--	779.97
5			SMJ6214T1 ORGB-XL	Mustang Classic Bomber Jacket - T1 Orange-Black / XL	259.99	--	1299.95
5			SMJ6214T1 ORGB-L	Mustang Classic Bomber Jacket - T1 Orange-Black / L	259.99	--	1299.95
5			SMJ6214T1 ORGB-M	Mustang Classic Bomber Jacket - T1 Orange-Black / M	259.99	--	1299.95
5			SMSD576 ANSB-L	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / L	1125.00	--	5625.00
5			SMSD576 ANSB-M	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / M	1125.00	--	5625.00
5			SMSD576 ANSB-XL	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / XL	1125.00	--	5625.00
3			SMSD576 ANSB-XXL	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / XXL	1125.00	--	3375.00
MERCHANDISE					QUOTATION TOTAL \$		24929.82
					QUOTATION TOTAL \$		24929.82

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PLEASE CHECK YOUR ORDER IMMEDIATELY! NOTIFY US WITHIN 10 WORKING DAYS WITH ANY PROBLEMS

FREE shipping with any purchase over \$50

×



Immersion & Dry Suits / **Water Rescue Dry Suit**

Model: MSD576 SKU: 062533562806

WATER RESCUE DRY SUIT

☆☆☆☆☆ [Write a review](#)



Call us



Model: MSD576 SKU: 062533562806

WATER RESCUE DRY SUIT

☆☆☆☆☆ [Write a review](#)

Color

Fluorescent Yellow Green-Black

Size

M

FIND A DEALER

Description

The MSD576 is the next evolution of Mustang Survival's constant wear dry suit. It is based on the functionality of our legendary Swift Water Rescue Dry Suit and is available in sizes M-XXL. We have updated the design and added several new features, including our Rapid Repair Technology, to improve the mobility and function specific to water rescue professionals.

Proposition 65 WARNING for California residents: [click here](#)

(For volume pricing and or agency tax-exempt purchases, please contact Customer Service at 800-526-0532)

Features

- Rapid Repair Technology™ enables users to replace neck and wrist seals and repair small leaks in an hour or less
- YKK metal entry zipper
- TIZIP® zipper relief opening
- Closed comfort system adjustable neck seal
- Trim-to-fit neoprene wrist seal
- CORDURA® wrist and ankle overcuffs with Velcro® closures for adjustability
- Ballistic nylon reinforced elbows, knees and seat
- Two-point attachment removable suspender system for an improved fit, mobility and comfort
- GORE-TEX® waterproof & breathable dry suit fabric
- Integrated GORE-TEX dry socks
- Pull adjust waist band
- SOLAS retro-reflective tape on the arms for increased visibility
- Neoprene knee pads and elbow pads help prevent injury
- Nylon reinforced seat
- Compatible with MA7105 Carrying bag
- Custom Order Features: Agency markings and other colors available by special order
- Latex or neoprene neck seal
- Latex wrist seals

Size Chart

SIZE	CHEST (IN)	CHEST (CM)	WAIST (IN)	WAIST (CM)	HEIGHT (IN)	HEIGHT (CM)
M	39" - 42"	99cm - 107cm	34" - 37"	86cm - 94cm	68" - 71"	173cm - 180cm
L	43" - 46"	109cm - 117cm	37" - 40"	94cm - 102cm	71" - 74"	180cm - 188cm
XL	45" - 48"	114cm - 122cm	41" - 44"	104cm - 112cm	73" - 76"	185cm - 193cm
XXL	49" - 52"	125cm - 132cm	46" - 49"	117cm - 125cm	75" - 78"	191cm - 198cm

Resources

- [Datasheet](#)

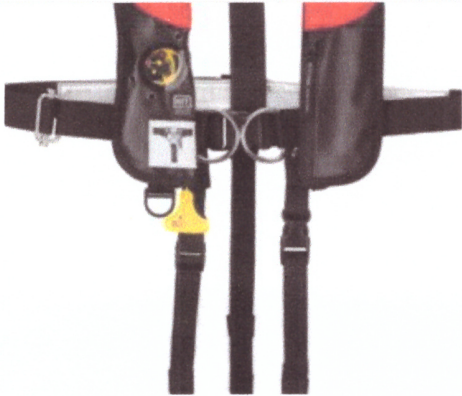
RELATED PRODUCTS



Hudson™ Dry Suit

MSD200

\$1,099.99



Leg Strap Accessory



Quotation

#QT1872

2/8/2021

of

Bill To

Richard Hathaway
City of Isle of Palms Fire Department
30 J.C. Long Boulevard
Isle of Palms SC 29451
United States

TOTAL

\$28,016.55

Expires: 3/10/2021

Expires	Exp. Close	Sales Rep	Partner	Shipping Method
3/10/2021	2/8/2021	MICHAELSON, ROB		Oversized/LTL

Quantity	Item	Options	Tax	Rate	Amount
3	562815-2XL MSD576-251-2X Mustang Survival's MSD576 Water Rescue Dry Suit Yellow/Black	Size: 2XL	Yes	\$1,234.63	\$3,703.89
5	562815-XL MSD576-251-XL Mustang Survival's MSD576 Water Rescue Dry Suit Yellow/Black	Size: XL	Yes	\$1,234.63	\$6,173.15
5	562815-Large MSD576-251-L Mustang Survival's MSD576 Water Rescue Dry Suit Yellow/Black	Size: Large	Yes	\$1,234.63	\$6,173.15
5	562815-Medium MSD576-251-M Mustang Survival's MSD576 Water Rescue Dry Suit Yellow/Black	Size: Medium	Yes	\$1,234.63	\$6,173.15
3	532059-2XL MJ6214T32X ANSI High Visibility Floatation Jacket, ANSI Tape, Type III PFD, XX Large	Size: 2XL	Yes	\$302.35	\$907.05
5	532059-XL MJ6214T3XL ANSI High Visibility Floatation Jacket, Type III PFD, Extra Large	Size: XL	Yes	\$302.35	\$1,511.75
5	532059-Large MJ6214T3L ANSI High Visibility Floatation Jacket, Type III PFD, Large	Size: Large	Yes	\$302.35	\$1,511.75
5	532059-Medium MJ6214T3M ANSI High Visibility Floatation Jacket, Type III PFD, Medium	Size: Medium	Yes	\$302.35	\$1,511.75

Subtotal \$27,665.64

Shipping \$350.91

Tax (0%) \$0.00

Total \$28,016.55

Page	Date	Invoice No.
1	02/05/21	557098A

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City Of Isle Of Palms F.D.
 30 J.C. Long Blvd
 Box 508
 Isle Of Palms, SC 29451

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Customer No.	Sales I.D.	Reference #	Media Code	Terms			
433749	MWB/MWB		/COMM	QUOTATION, EXP 03/31/21			
Ordered By		Warehouse	Phone Number	Total Wt.	Zone	Package	Ship Via
			(843) 256-5602	0.0 Lbs		0	FEG

Message:

POC: Sean Fleischman x.11

Qty.	B/O	Shipped	Item #	Description	Unit Price	Disc	Extension
3			SMJ6214T1 ORGB-XXL	Mustang Classic Bomber Jacket - T1 Orange-Black / XXL	259.99	--	779.97
5			SMJ6214T1 ORGB-XL	Mustang Classic Bomber Jacket - T1 Orange-Black / XL	259.99	--	1299.95
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5			SMJ6214T1 ORGB-M	Mustang Classic Bomber Jacket - T1 Orange-Black / M	259.99	--	1299.95
5			SMSD576 ANSB-L	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / L	1095.00	--	5475.00
5			SMSD576 ANSB-M	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / M	1095.00	--	5475.00
5			SMSD576 ANSB-XL	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / XL	1095.00	--	5475.00
3			SMSD576 ANSB-XXL	Mustang Water Rescue Dry Suit (Cache Protocol) ANSI - Flor Yell Grn-Black / XXL	1095.00	--	3285.00
MERCHANDISE QUOTATION TOTAL \$							24389.82
QUOTATION TOTAL \$							24389.82

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 PLEASE CHECK YOUR ORDER IMMEDIATELY! NOTIFY US WITHIN 10 WORKING DAYS WITH ANY PROBLEMS

Rescue South

865 Beaverdam Road
Canton, NC 28716 US
(828) 333-9913
accounting@rescuesouth.com



Quote

ADDRESS

Battalion Chief Richard
Hathaway
Isle of Palms Fire Department
30 JC Long Boulevard
Isle of Palms, SC 29451 USA

SHIP TO

Battalion Chief Richard
Hathaway
Isle of Palms Fire Department
30 JC Long Boulevard
Isle of Palms, SC 29451
USA

QUOTE # 2126**DATE** 02/08/2021**EXPIRATION DATE** 02/08/2021

QTY	PRODUCT	DESCRIPTION	RATE	AMOUNT
1	Budgetary	***This quote reflects list pricing for many items and is for budgetary/planning purposes only. It should not be considered a response to a RFQ or bid.***	0.00	0.00
1	South Carolina	South Carolina Vendor 7000261017 - Rescue South	0.00	0.00
1	South Carolina Sales Tax	South Carolina Sales Tax - 9%	0.00	0.00
Rescue South is not required to, and does not, collect South Carolina sales or use tax. It is the responsibility of South Carolina purchasers to review untaxed purchases and, if any tax is owed, file the appropriate sales or use tax return and pay any tax due.				
1	MSR	Mustang Survival	0.00	0.00
5	MSD576-M	Water Rescue Dry Suit for Cache Protocol w/ Adjustable Neck Seal-Medium	1,020.00	5,100.00
5	MSD576-L	Water Rescue Dry Suit for Cache Protocol w/ Adjustable Neck Seal-Large	1,020.00	5,100.00
5	MSD576-XL	Water Rescue Dry Suit for Cache Protocol w/ Adjustable Neck Seal-Extra Large	1,020.00	5,100.00
3	MSD576-XXL	Water Rescue Dry Suit for Cache Protocol w/ Adjustable Neck Seal - XX Large	1,020.00	3,060.00
5	MJ6214-G3	High Visibility Flotation Bomber Jacket (ANSI 107-2004 Class 2 Compliant), Medium	405.00	2,025.00
5	MJ6214-G3	High Visibility Flotation Bomber Jacket (ANSI 107-2004 Class 2 Compliant), Large	405.00	2,025.00
5	MJ6214-G3	High Visibility Flotation Bomber Jacket (ANSI 107-2004 Class 2 Compliant), Extra Large	405.00	2,025.00
3	MJ6214-G3	High Visibility Flotation Bomber Jacket (ANSI 107-2004 Class 2 Compliant), Extra-Extra Large	405.00	1,215.00

Old North State Logistics, LLC DBA Rescue South
EIN 46-3510762 - DUNS 07-928-2311 - CAGE 7MA33
Past due accounts are subject to 1.5% monthly interest.

QTY	PRODUCT	DESCRIPTION	RATE	AMOUNT
1	Freight Charges	Freight Charges	100.00	100.00
1	Jeremy Edmonds	For more information or questions, please contact: Jeremy Edmonds Rescue South Office: (828) 333-9913 Ext. 701 Cell: (828) 768-1435 Jeremy.Edmonds@rescuesouth.com	0.00	0.00

Have questions about this quote or need additional information?
Contact information for the Rescue South team member is added as a
line item above. If not, call us at (828) 333-9913 or send us an email at
sales@rescuesouth.com.

TOTAL **\$25,750.00**

We are honored that you considered Rescue South to support your
mission!

Accepted By Accepted Date

PROPOSAL FOR CONSULTING SERVICES

ISLE OF PALMS MARINA – WATERSPORTS DOCK &
INTRACOASTAL WATERWAY DOCK IMPROVEMENTS

ISLE OF PALMS, SOUTH CAROLINA

Prepared For:

City of Isle of Palms

Ms. Desiree Fragoso

November 19, 2021

Important Notice: *The information contained in this proposal is confidential and proprietary to Applied Technology & Management. It is intended solely for the lawful use of the persons/parties named above and must not be used for any purpose other than its evaluation and must not be divulged to any other third party, in whole or in part, without the prior written permission of ATM.*

INTRODUCTION

Applied Technology & Management (ATM) is pleased to present this proposal to assist the City of Isle of Palms with the conversion of the Watersports Dock at the Isle of Palms Marina to a public dock that provides paddle sports access/launching opportunities and the execution of the currently permitted improvements to the Intracoastal Dock.

Previously, ATM permitted improvements to the Watersports Dock to facilitate pedestrian access, relocate the dock out of the required AIWW construction offset, and to enable operation of the watersports rental business on the dock. The proposed conversion of dock to public access will require a change of use modification of the permit and, potentially, a new/revised Operations and Maintenance Manual. The work will also require engineering design and specification for new dock elements including floating dock, ADA gangway, kayak launch, anchorage, utilities, fixed dock modifications to accept the gangway, etc.

Also, ATM previously permitted modifications to the Intracoastal Dock that included removal of the partial-length finger piers and a shift of this dock waterward to create a large side-tie use dock situated in deeper water.

This proposal is intended to provide the City clarity on the current condition of each dock, feasibility of re-use of existing infrastructure in the proposed dock modification plans, and an updated estimate of construction cost for work on each dock. Additionally, this proposal provides an ala carte menu for the City to select permitting, engineering, bidding, and construction phase services for work on one or both docks.

ATM's specific proposed scope of services related to these efforts are summarized herein.

PROPOSED SCOPE OF WORK

Task 1 – Planning & Alternatives Analysis

In an effort to clearly define the proposed scope of work for each dock (Watersports Dock and Intracoastal Dock), ATM will conduct a rudimentary planning and alternatives analysis for each dock. This analysis will include:

- A basic, visual condition assessment of each dock, including piling, fixed and floating docks, gangways, utilities, etc.
- Based on the above, an estimate of remaining useful life on each dock and major dock element
- Conceptual alternative plans for the modification of each dock. Alternatives for each dock shall include an option that maximizes re-use of existing, viable infrastructure and an option that focuses more on the long-term sustainability of the proposed improvements (new infrastructure).
- Review available survey, geotechnical, design, and as-built data for each dock area.
- Conceptual construction cost estimates for each alternative to the City
- Review of the alternatives and costs with the City via personal meeting or video conference
- Review of City budgets and goals for each dock project
- Consideration of potential regulatory impacts, including preliminary discussions with OCRM and USACE
- Coordination with the local fire marshal regarding fire protection requirements for each dock

- Development of a consensus plan for each dock project
- Identification of any additional information needs (geotechnical data, survey data, etc.). *Note: No such studies are included herein.*

At the conclusion of this analysis, ATM will present the City with a summary memorandum report of our findings and recommended path forward.

Task 2 – Watersports Dock Improvements

Previously, ATM permitted several improvements to the Watersports Dock, including inclusion of 11-jet ski jet docks, the addition of a new ADA gangway, and related infrastructure improvements. We understand that the City would like to explore the addition of a floating ADA kayak launch in lieu of the jet ski jet docks and a conversion of the dock from commercial use to public use. With this in mind, ATM proposes the following tasks related to the Watersports Dock improvement project:

- Task 2.1 - Regulatory Permitting
 - ATM will prepare and submit a letter request to the USACE and OCRM to facilitate the proposed changes in use and configuration. Pending the results of Task 1, we may also request permission to replace some or all of the existing floating docks in this area of the marina in their currently permitted footprint.
 - For purposes of this proposal, we have assumed that these changes can be handled by the agencies via letter modification request supported by appropriate drawing figures. *Note: Should an alternate permitting process be required after agency engagement in Task 1, ATM will revisit this task scope collaborate with the City on an appropriate, mutually agreeable path forward/contract modification*
- Task 2.2 – Design and Specification
 - Under this task ATM will prepare bid-level plans and specifications for the proposed improvements. For purposes of this proposal, we have assumed that these plans will include:
 - Engineering design of fixed pier modifications to accept new ADA gangway
 - Schematic Plan and Specification of new ADA gangway
 - Schematic Plan and Specification of new floating docks and anchor pilings
 - Schematic Plan and Specification of new ADA kayak launch

Note: No utilities or improvements to the existing fixed pier/pier head are included (other than the modifications required to accept the new ADA gangway)

 - *Should the local fire marshal require new fire suppression on this dock per Task 1, ATM will provide an additional scope/fee to accommodate this work.*
 - *No new survey or geotechnical investigations are included herein. Any such needs are expected to be defined during Task 1 efforts.*

Task 3 – Intracoastal Dock Improvements

- At this time, no material changes to the use or configuration of the Intracoastal Dock are known that may affect the current permit that authorizes improvements/changes to this dock. Therefore, no regulatory work associated with this dock is included in this proposal.
- Task 3.1 – Design and Specification
 - Under this task ATM will prepare bid-level plans and specifications for the proposed improvements. For purposes of this proposal, we have assumed that these plans will include:
 - Engineering design of fixed pier modifications to accept new ADA gangway

- Schematic Plan and Specification of new ADA gangway
- Schematic Plan and Specification of new OR modified floating docks and anchor pilings, including demolition plan
- Engineering design of new potable water service (consider two dock tenants/metering include application for DHEC potable water system construction permit on the City's behalf.
- Engineering design of new electrical service (consider two dock tenants/metering)
- Engineering design of new fire suppression service, including dry standpipe system

Note: No new survey or geotechnical investigations are included herein. Any such needs are expected to be defined during Task 1 efforts.

Task 4 – Limited Bidding Support Services (per occurrence)

Under this task, ATM will provide limited bidding support services to facilitate the City's procurement process. For purposes of this proposal, we have priced this work on a per occurrence basis. As such, the scope of work below may apply to either bidding of a single dock improvement project, or both dock improvement projects under a single bidding effort. Should the two dock improvement projects be bid separately, the scope of work and fees indicated herein shall apply to each individual project.

This work will include:

- Compilation of a bid package for the proposed improvements to include:
 - Front end documents
 - Project Narrative/Invitation to Bid
 - Instructions to Bidders
 - Bid Form/Schedule of Values
 - Form of Contract
 - Insurance/Bonding Requirements
 - Bid Drawings
 - Technical Specifications
 - Technical Appendices
- Coordination with the City to advertise/distribute bid packages
- Coordination and leading a pre-bid meeting with the City and prospective bidders; *It is assumed that this meeting will be held onsite and will be one hour in duration.*
- Review and response to technical queries (RFIs) during the bidding process; Formal addenda will be developed and issued to bidders as needed. *Limited to 8 hours of ATM professional time for proposal purposes.*
- Technical review of received bids
 - Tabulate bids in MS Excel™ software for ease of comparison
 - Review bids to ensure thoroughness and adherence to bid requirements
- Formal recommendation for award to the City with regard to contractor selection
- Technical support to the City during negotiations with the selected contractor(s); *Limited to 2 hours of ATM professional time for proposal purposes.*

Task 5 – Limited Construction Phase Services

Upon contractor selection and execution of the construction contract, the ATM team will provide construction-phase services to ensure that the works are being delivered in compliance with contract documents and to aid the City with the administration of the contract.

For purposes of this proposal, we are providing pricing for this task based on the following:

Task 5A – Assume Watersports Dock is the only portion of the project constructed

Task 5B – Assume Intracoastal Dock is the only portion of the project constructed

Task 5C – Assume both docks are constructed under a single construction contract

Task 5A – Watersports Dock Only

We have assumed a six-month construction duration for purposes of this proposal, inclusive of shop drawing preparation, review, fabrication, shipping, and installation.

Our proposed construction phase services include:

- Coordination and participation in an onsite pre-construction meeting with the City, contractor, sub-contractors, suppliers, etc.; *It is assumed the meeting will be held onsite and will last one hour.*
- Regulatory commencement notification
- Establishment of project documentation protocols
- Review of miscellaneous contractor submittals (schedule, work plan, safety plan, hurricane preparedness plan, etc.)
- Review of contractor materials submittals and product certifications
- Review of gangway and floating dock design submittals (including new floating dock, anchor piling and kayak launch dock); *Assume two reviews only (initial and final) for proposal purposes.*
- Limited observation of ongoing construction works; *Assume four site observations for proposal purposes.*
- Coordination with selected contractor, City, and marina tenants, as required; *Limited to 4 hours of ATM professional time for proposal purposes.*
- Review and certification of contractor's Applications for Payment; ATM will ensure that the pay application properly reflects the work completed, accounts for procured materials stored onsite or elsewhere, and is produced in accordance with the contract requirements. *Assume up to five payment applications (total) for proposal purposes.*
- Project close-out
 - Conduct punch list inspection of all project components
 - Conduct audit of project documentation and close-out of open items
 - Establish and execute Certificate of Substantial completion and release of retainage/final payment
 - Facilitate regulatory closeout
 - Review and compilation of as-built documents for the City/Project Record; *It is assumed that the as-built drawings will be produced by the installing Contractor.*

Task 5B –Intracoastal Dock Only

We have assumed a similar scope of services for this task to that described in 5A above, including the same the same construction duration. In addition to the scope items indicated in Task 5A, we have also provided for the following in this task:

- Review of the contractor's floating dock submittals which may include either a new floating dock or modifications to the existing dock in the event that our findings in Task 1 indicate that it should be re-purposed
- Review of utilities submittals (which is not included in Task 5A)
- Review of the utilities installation during construction

All other task efforts shall be as delineated in Task 5A.

Task 5C – Both Docks

Substantial efficiencies will be gained in terms of the costs of construction phase services if both projects are constructed during a single contract event (one contractor, both docks, concurrent project). Should the improvements to each dock occur under a single construction contract, ATM's scope of services shall be as described in both Tasks 5A and 5B with the exception that construction duration is anticipated to be one month longer (i.e. – seven-month construction duration). As such, one additional site visit and one additional payment application are contemplated in our proposed scope/fee under this task.

PROFESSIONAL FEES

The total fees for the project are summarized below:

<i>FEE SUMMARY</i>	
Task 1 – Planning and Alternatives Analysis	\$6,500
Task 2.1 – Watersports Dock - Regulatory Permitting Services (allowance)	\$3,000
Task 2.2 – Watersports Dock – Design and Specification	\$13,000
Task 3.1 – Intracoastal Dock – Design and Specification	\$35,000
Task 4 – Limited Bidding Support (per occurrence)	\$7,500
Task 5A – Limited Construction Phase Services – Watersports Dock Only	\$23,000
Task 5B – Limited Construction Phase Services – Intracoastal Dock Only	\$28,000
Task 5C – Limited Construction Phase Services – Both Docks Constructed Under Single Construction Contract	\$30,000

Notes:

1. The fees shown for the above tasks, save for Task 2.1, represent lump sum fees for the scope of services as described herein, including professional labor and anticipated expenses. Task 2.1 shall be a not to exceed allowance that will be billed against on a time and materials basis.
2. For the purposes of this proposal, it is assumed that analysis of lateral loading on gangway access platforms is not required due to the limited size of the structures and increased lateral capacity which will be provided by the adjacent existing pier(s). It is further assumed that adequate information will be available to develop reasonable design assumptions with regard to required pile sizes and embedment depths. Detailed pile design analysis using engineering software or modelling programs is not included herein. Upon review of available information (Task 1), should additional information and/or analysis be required, ATM will provide additional scope/fee for such at that time.
3. ATM services may be initiated immediately upon the acceptance of this proposal and execution of an appropriate professional services agreement/contract amendment.
4. Should the selected contractor's proposed schedule vary from the project durations mentioned above, ATM reserves the right to revisit and appropriately adjust our scope and fee for this task effort. Additional monthly construction phase service fees, if required, are anticipated to be on the order of \$3,000/month.