



**Public Services & Facilities Committee Meeting
1:00pm, Thursday, September 21, 2023
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Miars, Streetman, and Popson (via phone)

Staff Present: Administrator Fragoso, Director Kerr

2. Approval of Previous Meeting's Minutes – August 8, 2023

Council Member Popson made a motion to approve the minutes of the August 8, 2023 meeting. Council Member Miars seconded the motion. The motion passed unanimously.

3. Citizen's Comments -- none

4. Old Business

5. New Business

A. Presentations of respondents to Request for Qualifications RFQ 2023-01 Design-Builder for the modification and repairs of City Hall

Representatives from Trident Construction, McMillan Pazan Smith, & Seamon Whiteside, and Hill Construction & Coast Architects presented their qualifications for the design build team for City Hall modifications and repairs. Both teams shared prior projects and professional expertise. Each team gave estimates for the length of the due diligence period as well as the design process. Representatives from each team said those periods would depend on their assessment of the building and the extent of the repairs and modifications needed.

Committee members will assess each team with evaluation criteria provided to them and will give that to staff. Staff will compile the results and bring them before the City Council at the October workshop.

Council Member Miars expressed concern that what needs to be done to City Hall may be more extensive than what is currently being considered. Administrator Fragoso and Director Kerr agreed that the assessment will be key in determining if the building needs more than modifications and repairs. Administrator Fragoso said the process they intend to pursue with City Hall is the same one they followed with the rehabilitation of the Public Safety Building.

These presentations will be posted on the City's website with the agenda for this meeting, and will be discussed with the full Council before any decisions are made.

B. Consideration of change order proposal from Thomas & Hutton in the amount of \$42,000 for construction phase services for the 30th Avenue and Forest Trail Outfall projects

Director Kerr referenced a letter from Thomas & Hutton detailing the reasons the change order and extension of services are needed for this project, including:

- Delay due to material supply chain issues,
- Delay for Dominion temporary pole and overhead line relocation at 30th Avenue
- Delay resulting from post-bidding field changes to utility relocation design and addition of pre- and post-construction sewer video at the request of IOPWSC,
- Review and coordination of material substitution (check valves),
- Numerous meetings with Contractor's supplier (CP&P) to discuss design and manufacturing of precast structure resulting in delay of production and delivery,
- Delay of construction through peak summer season with intent to restart construction following the Labor Day Holiday.

MOTION: Council Member Streetman made a motion to recommend to City Council the approval of a change order in the amount of \$42,000 for construction phase services for the 30th Avenue and Forest Trail Outfall projects. Council Member Miars seconded the motion. The motion passed unanimously.

6. Miscellaneous Business

The next meeting of the Public Services & Facilities Committee will be Tuesday, October 10, 2023 at 1:00pm.

7. Adjournment

Council Member Miars made a motion to adjourn and Council Member Streetman seconded the motion. The meeting was adjourned at 2:21pm.

Respectfully submitted,
Nicole DeNeane
City Clerk