

Real Property Committee
9:00 a.m., Wednesday, September 18, 2019
Council Chambers
1207 Palm Boulevard, Isle of Palms, South Carolina

AGENDA

1. **Call to Order** and Acknowledgement that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Approval of Previous Month's Minutes**
Regular meeting of July 3, 2019
3. **Citizens' Comments**
4. **Comments from Marina Tenants**
5. **Old Business**
 - A. Status of marina docks rehabilitation project and permitting process
 - B. Status of the Tidal Wave Watersports dock permitting process
 - C. Status of Public Safety Building rehabilitation project
 - D. Update on marina restaurant RFP process from Jon Chalfie of Lee and Associates
 - E. Status of Request for Information for municipal parking lot alternate uses
6. **New Business**
 - A. Discussion of proposed development at 1100 Palm Boulevard
 - B. Consideration of Ordinance 2019-17 – An ordinance to provide clarity to the rules of procedure during public meetings
 - C. Discussion of potential projects for Charleston County Greenbelt Program funding
 - D. Consideration of proposal from S&ME, Inc. in the amount of \$32,925 for the geotechnical investigation for the Isle of Palms Marina dock replacement project [FY20 Budget: Marina Fund - \$147,000]
7. **Miscellaneous Business**

Next Meeting Date: 9:00 a.m., Wednesday, October 2, 2019 in the Conference Room
8. **Executive Session – If needed**

Upon returning to open session, the Committee may take action on matters discussed in Executive Session
9. **Adjournment**

REAL PROPERTY COMMITTEE

9:00 a.m., Wednesday, July 3, 2019

The regular meeting of the Real Property Committee was called to order at 9:00 a.m., Wednesday, July 3, 2019 in the City Hall Conference Room, 1207 Palm Boulevard. Attending the meeting were Councilmembers Ferencz and Ward, Chair Bell, Administrator Fragoso, Attorney Copeland and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Bell called the meeting to order and acknowledged that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.

2. Approval of Previous Meeting's Minutes

MOTION: Councilmember Ferencz moved to approve the minutes of the regular meeting of June 5, 2019 as submitted; Councilmember Bell seconded and the motion **PASSED UNANIMOUSLY**.

3. **Citizens' Comments** – none

4. Comments from Marina Tenants

Jay Clarke of Morgan Creek Grill asked that the docks on the Intracoastal Waterway and leased to the restaurant until June 1, 2019 be re-assigned to it until the end of their lease, October 31, 2020.

MOTION: Councilmember Ward moved to suspend the rules of order and to take up Item C under New Business at this time; Councilmember Ferencz seconded.

Chair Bell said that he had purposely put that item at the end of the Agenda.

Councilmember Ward stated that the decision could potentially cost a tenant a significant amount of money.

VOTE: The motion **PASSED** on a vote of 2 to 1 with Chair Bell dissenting.

6. New Business

C. Consideration of unassigned docks located on the Intracoastal Waterway

Administrator Fragoso stated that these docks have not been under a lease since May 31, and the City now has two (2) requests for the use of the docks. At the Council meeting, Tidalwave Watersports asked to lease one (1) of the docks for its jet dock, and the restaurant has asked that they be leased back to Morgan Creek Grill until the end of its lease in October 2020.

MOTION: Chair Bell moved to go into Executive Session at 9:06 a.m. in accordance with SC Code Section 30-4-70(a)(2) to receive legal advice related to a marina tenant lease; Councilmember Ward seconded and the motion **PASSED UNANIMOUSLY**.

The Committee returned to open session at 9:18 a.m., and Chair Bell stated that the Committee did not take action or a vote while in Executive Session.

The Administrator asked that Michael Fiem of Tidalwave come forward to explain how he would use the dock if given purview over one (1).

Earlier in the summer, the Army Corps of Engineers advised the City that the jet dock was encroaching into the one hundred twenty-five foot (125 ft.) setback on the Intracoastal Waterway and that it must be removed. The jet boat Tidalwave owns must be lifted out of the water at night to be flushed correctly; they have recently been given permission to leave the jet boat at Goat Island at night. If allowed, Tidalwave would use the dock for the jet boat.

The Chair asked Mr. Clark if he would work with Mr. Fiem at Tidalwave and would enter into an arrangement with Tidalwave to use one (1) dock; Mr. Clarke said that he would abide by the wishes of the Committee.

Chair Bell stated that the boat was outside the length defined in the lease between Tidalwave and the City.

Mr. Clarke told the Committee that he has continued to carry insurance on the docks.

MOTION: Chair Bell moved to lease the docks to Morgan Creek Grill with the stipulation that they work with Tidalwave Watersports to allow them the use of one (1) dock.

The motion DIED for lack of a second.

MOTION: Councilmember Ward moved to assign 3 docks to Morgan Creek Grill and 1 dock to Tidalwave Watersports; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

Attorney Copeland said that she could draw up addenda to the leases for Tidalwave and Morgan Creek Grill assigning one (1) dock to the watersports company and three (3) to the restaurant.

The City has made it a practice to approve leases and lease addenda through the ordinance process; therefore, Attorney Copeland will draft two (2) ordinances for first reading at a Special Meeting with a date and time to be announced.

The Chair commented that the Committee has decided how to use the Intracoastal docks, but July 4th is on Thursday, and no decision has been made about their immediate use. Although the Mayor stated at the Council meeting he would make this happen as soon as possible, the City has processes that must be followed; the document cannot be drafted and approved on Friday.

Staff was charged by the Committee to create the documents and to gain approval as quickly as possible.

5. Old Business

A. Status of marina docks rehabilitation project and permitting process

Kirby Marshall of ATM reported that they were ready to submit the final documents in the permitting process for the marina docks to DHEC/OCRM and the Corps of Engineers including the updated maintenance and operations manual for the marina; these documents were submitted to the Administrator yesterday for her final review and she has approved them. Once her signature is affixed, the application and supporting documentation will be submitted. Mr. Marshall said that ATM has begun to solicit quotes for geotechnical investigations to facilitate style and design for the pilings.

The Administrator told the Committee that the Dewees dock rehabilitation project was twenty-two (22) months in getting its permits.

B. Status of Tidalwave Watersports dock permitting process

Mr. Marshall reminded the Committee that the City received a letter from the Army Corps of Engineers that the floating dock on the outside of the Tidalwave dock encroached slightly into their construction offset in the Intracoastal Waterway. Working with ATM, the Administrator and Attorney Copeland, the City sent a letter to the Corps requesting a variance for the minor encroachment of the floating dock. Mr. Marshall reported receiving verbal comment from the Corps that they were not inclined to grant the variance due to the uncertain timing for the overall dock rehabilitation to occur. When the rehabilitation work gets to the Tidalwave dock, the City plans to pull the dock back toward the marina so that it no longer encroaches. He stated that when talking with the Army Corps of Engineers, he asked that the City be given until October to submit amendments to the permit to them; the Corps is currently considering that request, and he is expecting to get their feedback in a few weeks. He has also asked if the City would need a permit to move the floating Tidalwave dock back to be in compliance; they responded that the City should submit an amendment to the 1986 permit to bring the dock into compliance. Mr. Marshall told the Corps that the 1986 permit contains other things that are not similar to what is at the marina now; he was then told to issue a modification request to pull back the dock and to permit what else is at the marina currently. He told the Corps that, ultimately, the City would like to add an ADA gangway to access that dock and asked if it would need a separate permit; the Corps' response was to add the ADA gangway to the modification permit. Based on ATM's authorization for work, they plan to present the Corps of Engineers a permit modification request to the 1986 permit that would pull the existing timber, floating dock out of the centerline, authorize the configuration of the T-head, the roof and others and incorporate the ADA gangway for the Tidal Wave dock as approved by City Council. His wish is that the modification request can be approved administratively meaning no requirement for public comment period.

Councilmember Ferencz asked if ATM has considered just cutting off the two feet (2 ft.) that is encroaching; she added that the pilings are back enough to do it.

Mr. Marshall responded that the pilings are located in such a manner that he does not think pulling the dock back would require the extraction of the pilings but would need the reframing of the pile guides to push the dock back. The portion of the floating dock that is immediately in front of the fixed pier head would need to be shortened by a few feet; work that could be done by a good carpenter.

In talking about the ADA gangway, he told the Committee that it would begin at the mid-point of the fixed pier. He stated that permitting the gangway now does not mean that the City must construct it now.

On the matter of a lease for that dock, Administrator Fragoso was aware that citizens were interested in knowing, if and when, the City would open negotiations with Tidalwave or look for a new tenant. In the best interests of the City, her advice was to wait to take any action until the City got the responses from the Army Corps of Engineers and DHEC/OCRM about what would be permitted for that dock to insure that any lease the City might enter into would be consistent with the permit.

Councilmember Bell added that the results of the RFP for the marina restaurant would also be a factor in deciding the use of City-controlled property at the marina; he would be opposed to “giving away space without knowing what space will be required” for the tenant of the restaurant.

According to Mr. Marshall, at times permits indicate how the dock can be used or what operation would be allowed.

Councilmember Ferencz asked if the City’s lease with Tidalwave was illegal because it allows uses outside the permit.

The Administrator noted that this was a discussion she had with the City’s legal counsel. She commented that the City bought the marina after the permit was issued; she stated that OCRM would evaluate the dock-able space, the number of vessels, the impact to the neighborhood, the safety and the navigation of the channel before they would make a determination.

Councilmember Bell stated that a legal answer could not be provided at this time and that the City sent a request to OCRM to evaluate all of the non-compliant items and to come back to the City. He estimated that the request was sent in late May, and the waiting period for a response was typically one hundred twenty (120) days; therefore, the City will be looking for their response maybe in September or October.

MOTION: Chair Bell moved to suspend the rules of order and to move Item A under New Business for discussion at this time; Councilmember Ward seconded and the motion PASSED UNANIMOUSLY.

6. NEW BUSINESS

A. Presentation and discussion of proposed development of 1100 Palm Boulevard

Jeremy Graves was invited to come forward with his presentation; he distributed three (3) sets of documents he said were representative of this project, a boutique hotel.

Chair Bell stated that Mr. Graves has worked with Director Kerr and Administrator Fragoso on a redevelopment proposal for 1100 Palm Boulevard. He said that he plans a twenty-five (25) room beach and club style hotel. The first floor would have a club-like space that would consist of shared workspace, a space to congregate during the day and meeting; the hotel would have a large family pool and a smaller adults-only pool. The hotel will have weekly events year-round drawing from the two (2) island communities, for instance, a chef coming in to demonstrate how to make a low-country boil; he expressed the desire to create a community-based, club-like atmosphere. He indicated that he would consider this concept a winner if he could get community participation. The second, third and fourth floors would be rooms. He also had conceptual drawings of the exterior of the hotel. Mr. Graves stated that a major challenge was getting the necessary parking for the number of rooms planned; because no reference was made to a hotel

in the zoning ordinance, they have no guidelines to follow. He said that they went back into old records to develop a parking plan that would meet and exceed the needs of the project. He also distributed some preliminary revenue calculations that the City would receive from the project.

Councilmember Bell commented that he had thought about available parking that would not take anything away from existing public parking. How many spaces would be taken from the municipal lots to accommodate this project? Could the empty lot next to City Hall be used for this purpose? Could the land owned by the City next to the post office be made available for hotel parking?

Councilmember Ward asked if the treed area of the lot contained several historic live oak trees.

Rhett Reidenbach with the Revere Group, a civil engineering firm, agreed with the Councilmember adding that they must be mitigated. He reiterated that what was being presented was a concept at this point, and they were seeking no approvals.

Administrator Fragoso explained that the purpose for this item being on the Agenda was to present the idea and vision for the lots. If this concept agrees with Council's overall vision for the City, issues the City would address were zoning, parking and the limitations of the lots. She noted two (2) positives for the City as an opportunity for economic development and an additional revenue contributor to the City.

Councilmember Bell described the concept as a high-end gateway to the beach; he quoted Mr. Graves that he "wants to make Sullivan's Island jealous."

When asked about parking at the site, Mr. Graves replied that they have designed for sixty-four (64) spaces including the lot adjacent to the Public Works site; additional parking could be found in the right-of-way on Pavilion Drive, the City-owned property next to the post office, and possibly spaces in the vacant lot next door.

Mr. Reidenbach corrected an earlier statement saying that a permit has been acquired to remove trees necessary to develop the site, but at this point, they have not done a tree survey in the right-of-way on Pavilion Drive, owned by the City, to see what trees they might have to be worked around.

Councilmember Ward stated that he was "interested and intrigued" by the concept, but he knew it would be a "hot topic" with residents.

Councilmember Ferencz asked if this project would extend the commercial district down Palm Boulevard.

Mr. Graves stated that the land was currently zoned GC-1, general commercial; he said that the ordinance would have to be tweaked to allow this use in the zoning district.

Councilmember Bell indicated that he has discussed the proposal with Administrator Fragoso, particularly about the ordinance changes, and he understood the reluctance around ordinance changes was overdevelopment. In his opinion, development was naturally limited by the amount of parking available. He stated that Council should consider how any type of development of that property will look fully understanding the shortage of parking on the island; he asked the City to work with these guys to develop a reasonable parking plan.

Councilmember Ferencz stated that, for years, Council has struggled with finding enough beach parking, and she questioned that now the City has sixty-four (64) parking spaces for this project.

Councilmember Bell explained that he introduced the idea of using the lot next door since it was not used for beach parking or paid parking or Public Works parking. He noted that many young people use UBER to get to the beach; he stated that the City has ordinances that conform to the way everybody has done things and not how things are done today.

He asked how to take the properties that are now not in use to generate additional revenue.

The Administrator reported that this was the first time this concept has been presented to anyone.

Mr. Graves quoted some statistics that identify hotels as being the least intense density for parking.

Councilmember Ferencz wanted to be updated on the prior discussions and to learn how the property went from one (1) house to now a small hotel with workspaces and a restaurant; she said that she would need all of that information before she would be comfortable making any kind of decision related to this project. She noted that it was not what she thought that mattered but what the residents thought since they would be impacted by the project.

The Administrator wanted Mr. Graves to make his presentation to City Council at their meeting on July 23rd.

Chair Bell stated that their estimate of revenue to the City was approximately two hundred seven thousand dollars (\$207,000) annually.

5. Old Business

C. Status of Public Safety Building rehabilitation project

The Administrator reported that staff, Trident and legal counsel were working on the contract documents for the second phase of work; the costs will be paid from the five million two hundred thousand dollars (\$5,200,000) budgeted for the project as directly related to the repairs and replacements recommended by the contractor. She stated that she expects the contract to go before Council at the end of the month. Items not included in the five point two million dollars (\$5,200,000) are the contingency funds and costs associated with the relocation of personnel. Staff was getting additional quotes for what staff is calling an owner's representative; this person would work for the City to insure that the City's interests are protected, perform special inspections and reviews throughout the design and construction processes. Trident estimates six (6) months to complete the design process and to begin construction in mid-February.

Since all of the personnel housed in the Public Safety Building (PSB) must be relocated, staff is working on a logistics plan. The City has asked to maintain access to the IT room and the evidence room; personnel will be moved to trailers in the small municipal lot for the ten to twelve (10 – 12) months of construction.

D. Status of marina restaurant RFP process from Jon Chalfie of Lee and Associates

According to the Administrator, the Call for Offers was made public on June 12th and the offers are due by the end of the workday on August 31, 2019. She has been told that the restaurant has generated a lot of interest; Lee and Associates are conducting tours of the building for interested parties and handling questions.

When Councilmember Ferencz asked if Council would get a report on the proposals at the September meeting, the Administrator said that Mr. Chalfie expected the evaluation process to take two to three (2 – 3) weeks.

E. Discussion of rent abatement for Marina tenants

Administrator Fragoso stated that she has received documentation from Morgan Creek Grill, and City staff is working with them to insure that they can present documentation that correlates the loss of sales attributable to the underground storage tank installation.

The Administrator explained that the thirteen thousand five hundred dollars (\$13,500) included in the FY20 budget will be used for the marina's loss of revenue from the dock collapse.

In discussing fuel sales, Mr. Berrigan reported that the above ground tanks serviced only the docks, not cars, and he added that the store was without diesel fuel much longer than anticipated resulting in a lot of diesel sales lost.

Councilmember Ferencz asked that staff look at other tenants at the marina to determine if they suffered similar losses of business due to the inordinate amount of time the contractor needed to complete the installation of the underground storage tanks.

MOTION: Chair Bell moved to suspend the rules of order to move up Item B under New Business for discussion at this time; Councilmember Ferencz seconded and the motion PASSED on a vote of 2 to 1 with Councilmember Ward casting the dissenting vote.

6. New business

B. Review of insurance policies in place for City property and the applicability at the IOP Marina

Administrator Fragoso distributed a schedule of the various insurance coverages the City has that includes the type of insurance, the premium, the deductible amount, the value of the property insured and the company that issued the policy.

Councilmember Ferencz was interested in knowing if the City's insurance covered any damages to the docks and loss of revenue to the City from the Morgan Creek Grill or Marina Joint Ventures. She also asked if the City had liability insurance if someone was injured from falling off the City's docks.

The Administrator said that she needed to review the policies to know if the City had coverage for loss of revenue; she commented that the City does have protection for damages sustained from flood, earthquake, a named windstorm, wave action with the windstorm, etc. She recalled that, in 2018, one of the docks collapsed and a claim was sent to the insurance company; the claim was denied because the failure was attributed to high tide wake, which is not covered by

insurance. In the most recent event, when the Osprey hit and damaged the dock, the City is pursuing reimbursement for repairs from the Osprey and its insurance company.

Since no one was certain that wake did or did not cause the dock to collapse, Councilmember Bell proposed installing a camera at the end of the dock. Mr. Berrigan agreed that a camera was needed and indicated that he has spoken with Mr. Marshall about it; as ATM gets into the design phase of the dock rehabilitation project the marina manager wanted ATM to know that other cameras at the marina are hard-wired.

The Administrator told Committee members that the Treasurer, Mr. Berrigan and she would evaluate the amount of coverage and deductibles once the new docks were in place.

5. Old Business

F. Discussion of next steps related to findings by McKay Kiddy on Agreed Upon Procedures report

- 8. MOTION: Chair Bell moved to go into Executive Session at 10:36 a.m. in accordance with SC Code, Section 3-4-70(a)(2) to receive legal advice related to the McKay Kiddy report.**

Councilmember Ward suggested that issues to be discussed in Executive Session should be stated more concisely on the Agenda.

Chair Bell responded that he was instructed by City staff to word the item as it was.

Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

The Committee returned to open session at 11:27 a.m., and the Chair announced that the Committee did not take an action or a vote while in Executive Session.

7. Miscellaneous Business

Next Meeting Date: 9:00 a.m., Wednesday, September 4, 2019 in the Conference Room

9. Adjournment

MOTION: Chair Bell moved to adjourn the meeting at 11:28 a.m.; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie B. Copeland
City Clerk

ORDINANCE 2019-17

AN ORDINANCE AMENDING TITLE 1, GOVERNMENT AND ADMINISTRATION, CHAPTER 3, PROCEDURES, COMMITTEES, ORDINANCES AND USE OF CODE, ARTICLE A. - RULES OF ORDER AND PROCEDURE.

WHEREAS, the Isle of Palms Council is empowered with the authority to make amendments to the Isle of Palms Code, including amending Chapters, and now wishes to do so;

WHEREAS, The Isle of Palms Council believes it necessary to make amendments to ensure orderly meetings for the Council and the citizens of the City of Isle of Palms;

WHEREAS, the Isle of Palms Council now desires to amend Chapter 3, Article A, to provide clarity on the rules of procedure during public meetings.

BE IT ORDAINED AND ENACTED BY THE MAYOR AND COUNCIL MEMBERS OF THE CITY OF ISLE OF PALMS, SOUTH CAROLINA, IN CITY COUNCIL ASSEMBLED THAT TITLE 1, GOVERNMENT AND ADMINISTRATION, CHAPTER 3, PROCEDURES, COMMITTEES, ORDINANCES AND USE OF CODE, ARTICLE A. - RULES OF ORDER AND PROCEDURE SHALL BE AMENDED TO READ AS FOLLOWS

Sec. 1-3-10. - Order of business.

(A) *Regular meetings.*

- (1) The order of proceedings of the City Council shall be as follows:
 - (a) The minutes of the previous Council meeting shall be presented by the City Clerk.
 - (b) Citizen comments.
 - (c) Reports from standing committees.
 - (d) Reports from city officers, boards and commissions.
 - (e) Reports from special or joint committees.
 - (f) Petitions received, referred or disposed of.
 - (g) Introduction of new bills or resolutions.
 - (h) Miscellaneous business.
- (2) The order of proceeding in subsection (A)(1) of this section shall be governed as follows:
 - (a) *Reading of the minutes of the past council meeting by the City Clerk.* Unless a motion to approve the minutes as published is passed by a majority of those members present, the minutes of all meetings which have not been approved shall

be read in their entirety, excluding appendices, corrected, if necessary, and approved by a majority vote.

- (b) *Citizen comments.* Members of the public who want to address the City Council at a City Council meeting shall sign up before the start of the meeting identifying themselves by providing name and address. Persons wishing to speak before City Council shall so notify the City Clerk at least thirty (30) minutes prior to the start of the meeting and shall be allowed the floor in the order of requests received. The individual requesting to speak should furnish the City Clerk with a written copy of the comments to be made to Council. Speakers shall limit their remarks to no more than three (3) minutes. Public participation during Citizen Comments shall be limited to no more than ~~The~~ thirty (30) minutes in total unless extended for a time certain by the Mayor or by a majority vote of the City Council. If there are more speakers signed up to address the City Council than time will allow, citizens may provide a written copy of the comments to be included in the public record. Public participation during Citizen Comments shall be conducted in accordance with Sec. 1.3.13. allowed shall be divided equally among those wishing to speak.
 - (c) *Reports from standing committees.* This should include only the standing committees of Council in the order listed in section 1-3-31. All reports from standing committees shall be submitted, in writing, to the City Clerk prior to the start of the meeting.
 - (d) *Reports from City officers, boards and commissions.* All reports should be submitted, in writing, to the City Clerk prior to the start of the meeting.
 - (e) *Reports from special or joint committees.* This shall include only those special or joint committees appointed by the Mayor and Council. All reports should be submitted in writing prior to the start of the meeting.
 - (f) *Petitions received, etc.* Petitions received, referred, or disposed of, this is to include all petitions, letters of request, etc., which have been proposed to Council. If a petition previously received by Council has been referred, the report on that petition shall be made here. When action has been taken on a petition, the disposition shall be reported here. All petitions and requests shall be submitted, in writing, one (1) week prior to the date of the Council meeting at which time the proposed action is requested. All reports on petitions and requests shall be submitted, in writing, prior to the start of the meeting.
 - (g) *Introduction of new bills or resolutions.* All new bills and resolutions shall be in a form approved by the Council and read.
 - (h) *Miscellaneous business.* Miscellaneous business shall include any matter that is not included in any of the other orders. All subjects/matters to be included here must be submitted to the City Clerk for inclusion on the agenda.
- (B) *Special meetings.* The order of proceeding for a special meeting shall be that order as published on the agenda for that special meeting. No items may be added.

(Code 1994, § 1-3-10; Ord. No. 1994-4, § 4, 4-26-1994)

Sec. 1-3-11. - Duty to attend meetings.

It shall be the duty of the Mayor and Councilmembers to attend all regular meetings of the City Council and, when notified, to attend all special meetings of the City Council called pursuant to this chapter. The Mayor and Councilmembers shall notify the City Clerk of a reason for the absence, at least twenty-four (24) hours in advance of the excused absence, so that Council can act upon same at the scheduled meeting. Consideration will be made for unexpected emergency.

(Code 1994, § 1-3-11; Ord. No. 1981-9, 11-11-1981)

Sec. 1-3-12. - Addressing the Council.

No member of Council or member of the public shall speak at a Council meeting until recognized by the Mayor or presiding member. Remarks shall be limited to the question or subject under consideration. Disrespectful or personal remarks shall not be permitted and the chair may order that the person making such remarks be removed from the Council chambers.

Sec. 1.3.13. Public Participation

(a) Speakers shall limit their remarks to no more than three (3) minutes unless additional time is granted by the Mayor or by a majority vote of the City Council.

(b) A timer shall be used to notify speakers when the allotted time has expired. Speakers will be informed when their allotted time has expired. Upon the expiration of the allotted time, speakers shall stop speaking and leave the podium unless additional time is granted.

(c) Public participation during Public Comments shall be limited to no more than thirty (30) minutes in total unless extended for a time certain by the Mayor or by a majority vote of the City Council. If there are more speakers signed up to address the City Council than time will allow, citizens may provide a written copy of the comments to be included in the public record.

(d) Groups of speakers should, whenever possible, consolidate their comments and avoid repetition through the use of representative speakers.

(e) Speakers shall focus and limit their remarks directly to the matter then under discussion.

(f) Speakers shall address their remarks to the City Council as a whole and not to any individual Council members.

(g) Speakers shall not ask questions of individual Council members or a member of the City staff without first obtaining permission from the Mayor.

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(h) Speakers shall refrain from harassing or directing threats or personal attacks at Council members, staff, other speakers or members of the audience.

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(i) Council members may, but need not, ask questions of speakers at the conclusion of their comments.

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(j) Members of the audience shall maintain decorum and refrain from noisy outbursts or other distracting actions such as applauding, cheering, or booing during or at the conclusion of any remarks made by any speaker, staff member or Council members.

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(Code 1994, § 1-3-12; Ord. No. 1981-9, 11-11-1981; Ord. No. 1994-4, § 5, 4-26-1994)

SECTION 2. Should any part of this Ordinance be held invalid by a Court of competent jurisdiction, the remaining parts shall be severable therefrom and shall continue to be in full force and effect.

SECTION 3. That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as the same affect this Ordinance.

SECTION 4. That this Ordinance take effect immediately upon approval by Council.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF PALMS, ON THE _____ DAY OF _____, 2019.

Jimmy Carroll, Mayor

(Seal)

Attest:

, City Clerk

First Reading: _____

Public Hearing: _____

Second Reading: _____

Ratification: _____



Charleston County Greenbelt Program Rural and Urban Grants Programs

Application Instructions

Charleston County's Comprehensive Greenbelt Plan provides guidance for spending the greenbelt portion of the Transportation Sales Tax. The purpose of Urban and Rural Grants Programs is to distribute the greenbelt portion of the Transportation Sales Tax proceeds in an equitable manner for the conservation of greenspace throughout Charleston County. The plan assigns the Greenbelt Advisory Board (GAB) with the responsibility of administering both the Urban and Rural Grants Programs.

The instructions below should be adhered to in the completion of an application. Questions regarding the application process should be directed to Cathy L. Ruff, Greenbelt Programs Director at 843-202-7204 or cruff@charlestoncounty.org.

I. Application Period

Applications for both the Rural and Urban Grants Programs may be submitted beginning Wednesday, November 7, 2018 and must be received by end of business on Thursday, February 2019. Applications will not be accepted after the deadline.

II. On-Line Application Submission

Applications ***must*** be submitted on-line. In order to access the on-line application, applicants must complete the Notice of Intent Form found on the Greenbelt website greenbelt.charlestoncounty.org. The completed, signed form must be submitted via email to cruff@charlestoncounty.org. Once your Notice of Intent Form is received, you will be emailed access to the on-line application form.

In addition to the on-line application, applicants must submit two paper copies of the full application packet via mail or in person to the following address:

Charleston County Greenbelt Programs
Attn: Cathy L. Ruff
4045 Bridge View Drive, Suite B238
North Charleston, SC 29405

Applications missing information or any of the required attachments may be deemed incomplete and deferred until the next funding cycle.

III. Pre-Application Meetings

Pre-application meetings are ***not*** mandatory for the application process. However, if you should desire to meet regarding your project, or if you need technical assistance, please contact Cathy L. Ruff at 843-202-7204 or cruff@charlestoncounty.org.

IV. Funds Available

Currently, \$12 million is available for rural projects. A total of \$8 million is available for urban projects.

V. Rural/Urban Area Definition

Projects funded with Rural Program monies must occur in the Rural Area of Charleston County defined by the County's Comprehensive Plan as the municipalities and unincorporated areas that are located outside the Charleston County Urban Suburban Growth Boundary. These areas include the West St. Andrews area in West Ashley, Wadmalaw Island, Edisto Island, the St. Pauls area, Hollywood, Meggett, Ravenel, Rockville, Awendaw, McClellanville and portions of Johns Island, West Ashley and East Cooper.

Urban areas of Charleston County are defined by the Comprehensive Greenbelt Plan as the municipalities and unincorporated areas that are located within the Charleston County Urban Suburban Growth boundary, as defined within the Charleston County Comprehensive Plan.

The municipalities and unincorporated lands within this boundary include:

City of Charleston	Town of Mount Pleasant
City of Folly Beach	City of North Charleston
City of Isle of Palms	Town of Seabrook Island
Town of James Island	Town of Sullivan's Island
Town of Kiawah Island	Town of Summerville
Town of Lincolnville	Unincorporated

VI. Urban Allocation of Funds

The urban allocation will be divided among the municipalities and unincorporated areas defined below, according to the population of each (per the 2010 U.S. Census*). Unincorporated areas that are located within the Urban Area will apply for grant funding through the Urban Grants Program. All unincorporated areas will be considered as a single land area and their total population used to determine the amount of their allocation.

Below is a table of the allocation of urban funds:

2018 Funds on Hand Urban Allocation			
Municipality	Population (U.S. Census 2010)	Percent of Population	Urban Allocation
Charleston	120,083	37.63%	\$ 3,010,457
Folly Beach	2,617	0.82%	\$ 65,608
Isle of Palms	4,133	1.30%	\$ 103,613
James Island*	11,034	3.46%	\$ 276,620
Kiawah Island	1,626	0.51%	\$ 40,764
Lincolnville	1,139	0.36%	\$ 28,555
Mt. Pleasant	67,843	21.26%	\$ 1,700,811
N. Charleston	78,201	24.51%	\$ 1,960,484
Seabrook Island	1,714	0.54%	\$ 42,970
Sullivan's Island	1,791	0.56%	\$ 44,900
Summerville	998	0.31%	\$ 25,020
Unincorporated	27,930	8.75%	\$ 700,200
Total	319,109	100%	\$ 8,000,000

*The Town of James Island was not incorporated in 2010. 2013 population data from the Berkeley Charleston Dorchester Council of Governments is used to determine the town's allocation.

VII. Eligible Greenbelt Fund Recipients

Eligible Greenbelt Fund Recipient definition: Charleston County or a municipality in Charleston County; any agency, commission, or instrumentality of the County or municipality within Charleston

County; a not-for-profit charitable corporation or trust authorized to do business in this State and organized and operated for natural resource conservation, land conservation, or historic preservation purposes, and having tax-exempt status as a public charity under the Internal Revenue Code of 1986, and having the power to acquire, hold, and maintain interests in land for these purposes; an agency or instrumentality of the United States Government; and any other entities as may be approved at the discretion of County Council on a case-by-case basis.

VIII. Allowable Costs

In accordance with the Charleston County Comprehensive Greenbelt Plan, Charleston County will operate a rural grants program to promote rural land conservation, wetlands protection, historic and cultural preservation, parkland acquisition, greenway and trail acquisition, and waterway access acquisition. Except for the minor improvements stated below, rural funds can be used for the acquisition of land and/or purchase of development rights on property within the rural area.

Urban grants are to be used primarily for land conservation through acquisition or purchase of development rights on property within the urban area. However, some grant funds can be used to support the development of related minor improvements that in essence provide for public access and use of conservation lands.

Minor improvements that may be funded with Greenbelt funds will be limited to: boardwalks, foot bridges, unpaved trails, unpaved roadways, and unpaved small parking areas. The cost of these improvements must be included in the budget portion of the application form.

Beach municipalities (Folly Beach, Isle of Palms, Kiawah Island, Seabrook Island and Sullivan's Island) may submit applications to use their urban allocations to place allowable minor improvements on land they currently own. The municipality would have to agree to place the land under the same covenants and restrictions as all other lands protected with greenbelt funds. **The applications for minor improvements are limited to the beach communities listed above.**

In addition to the allowable minor improvements, funds from the Greenbelt Program may be used for administrative costs and expenses that are customary and reasonable to the acquisition of property.

IX. Disallowable Costs

Items that will **NOT** be funded with Greenbelt monies include, but are not limited to design fees, projects with **NO** endorsement from the appropriate municipality, and any other improvements outside the allowable minor improvements listed above. These other improvements may be included in a particular project but cannot be funded with Greenbelt proceeds.

X. Applicant and Landowner Disclosures

The application requests information from both the applicant and landowner. The applicant and landowner shall complete all information on the appropriate form. The landowner must sign the landowner disclosure form.

XI. Program Requirements

Rural Greenbelt Lands include "Resource Management Areas" that generally encompass undeveloped lands used for timber production, wildlife habitat, recreational and commercial fishing, and limited agriculture. According to the Charleston County Comprehensive Plan, rural areas also encompass significant acreage of fresh, brackish, and saltwater tidal marshes, as well as important habitat for non-game and endangered species. Typical uses for Rural Greenbelt Lands include rural parks, cultural/historic sites, productive lands, and water access.

Urban Greenbelt Lands contain the greatest population density and intensity of development, as well as the greatest concentration of jobs and economic activity. Conservation of greenspace for various uses will be crucial in offsetting the negative impacts of increased density. Typical uses for urban greenbelt lands include urban parks, cultural/historic sites, reclaimed greenspace, greenway corridors and water access.

- A. An Eligible Greenbelt Fund Recipient independently or in conjunction with the landowner may apply for a grant from the Greenbelt Fund to acquire an interest in land identified in its application. Within five business days of the applicant's submittal to the Greenbelt Bank, the **applicant** must notify in writing any adjacent landowners and other property owners within 300 feet of the proposed parcel of the applicant's submittal to participate in the Greenbelt program. Contiguous landowners and other interested parties may submit in writing to the board their views in support of or in opposition to the application. Based on a review of these submissions, or in any instance where the board determines the public interest so requires, it may hold a public hearing on the application at which the Eligible Greenbelt Fund Recipient, contiguous landowners, and other interested parties may be heard.
- B. Before an award to disburse greenbelt funds for the purchase of any interest in land, the Eligible Greenbelt Fund Recipient receiving the funds must notify the owner of the land, that is the subject of the Greenbelt Fund grant, of the following in writing:
 - 1. that interests in land purchased with greenbelt funds result in a permanent conveyance of such interests in land from the landowner to the Eligible Greenbelt Fund Recipient or its assigns; and
 - 2. that it may be in the landowner's interest to retain independent legal counsel, perform appraisals, create surveys, and seek other professional advice; and
 - 3. the application must contain an affirmation that the notice requirement of this subsection has been met.
- C. Urban municipalities may submit applications for projects within their jurisdiction. The projects will be funded in accordance with the municipality's allocation based on population (see above). Conservation organizations and other entities meeting the definition of an Eligible Greenbelt Fund Recipient may apply for funding within an urban municipality ONLY if the project is endorsed by the appropriate municipality. A resolution from the municipality endorsing the project and authorizing the application to the Urban Program must be attached to the completed application form. The resolution must explain the municipality's rationale for endorsing the specific project.
- D. All interests in lands acquired with Greenbelt Funds must be held by the Eligible Greenbelt Fund Recipient approved by the board to acquire the interest in land; except that an interest in land obtained with Greenbelt funds may be assigned from one Eligible Greenbelt Fund Recipient to another upon approval of all members of the Greenbelt Advisory Board by majority vote.
- E. Except as provided above, no interest in land acquired by an Eligible Greenbelt Fund Recipient with Greenbelt funds may be extinguished, sold, transferred, assigned, alienated, or converted to a purpose or use other than that set forth in the grant award, without securing a:
 - 1. majority vote of all members of the Greenbelt Advisory Board, following a finding of fact that the land no longer exhibits the characteristic that qualified it for acquisition with funds from the Greenbelt fund; and
 - 2. majority vote of all members of Charleston County Council.

- F. If any interests in lands, that have been acquired by an Eligible Greenbelt Fund Recipient with Greenbelt funds, are extinguished, sold, transferred, assigned, alienated, or converted pursuant to the above stipulations, the Eligible Greenbelt Fund Recipient extinguishing, selling, transferring, assigning, alienating, or converting the interests in land shall replace them with interests in land of substantially equal current fair market value, with any deficit being made up by contribution (cash or in-kind at the discretion of the board) to the Greenbelt fund. The replacement land must also exhibit characteristics that meet the criteria of this ordinance. The Greenbelt Advisory Board must verify that suitable replacement interests in lands have been identified and will be obtained before authorizing that any interest in land purchased with monies from the Greenbelt fund be extinguished, sold, transferred, assigned, alienated, or converted.
- G. Interests in land acquired with Greenbelt Funds must be managed and maintained in order to perpetuate the conservation, natural, historical, cultural, open space, and recreational uses or values for which they were originally acquired. Uses which are adverse to the original purposes for which the interests in land were acquired with Greenbelt funds are not permitted without securing a:
 - 1. majority vote of all members of the Greenbelt Advisory Board, following a finding of fact that the use is one that furthers the original purpose of the Greenbelt Plan; and
 - 2. majority vote of all the members of the Charleston County Council.
- H. Funds from the Greenbelt Program may not be used to acquire interests in lands or other interests in real property through the exercise of any power of eminent domain or condemnation proceeding that is contrary to the wishes of the landowner.

XII. Evaluating Applications

The Greenbelt Advisory Board (GAB) has assembled a subcommittee to evaluate applications for both the Rural and Urban Programs. The subcommittee will review the applications using the program criteria and present findings to the full Greenbelt Advisory Board. In addition, each application will be reviewed for completeness and to ensure all required attachments are included. **Applications missing information or any of the required attachments may be deemed incomplete and deferred until the next funding cycle.** Based on the availability of funding and application scores, projects will be recommended to Charleston County Council for funding. Any application with a score under 50 may be deferred.

XIII. Award of Urban Grants

Once applications are approved, grant agreements that outline the terms and conditions will be developed between the County and appropriate parties.

XIV. Distribution of Funds to Grant Recipients

Upon completion of a project that has met all of the funding requirements, reimbursement in the specified grant amount will be provided to the applicant at the time of closing, when the property is acquired and the deed is recorded.

XV. Evaluation of Awarded Grants

At least annually, County Greenbelt staff will conduct monitoring visits of Greenbelt properties to ensure compliance with all Greenbelt deed restrictions and program requirements.

NOTE: Charleston County and the Greenbelt Advisory Board(GAB) reserve the right to request additional information not included in the application or instructions. Additional appraisals, surveys, environmental assessments, etc. may be requested by Charleston County and/or the GAB. These Application Instructions may be revised or updated to correct errors, for clarification, and to reflect the GAB's and Charleston County's policies, conditions or requirements for Greenbelt Grants, or for other reasons that the GAB and Charleston County believes will best accomplish the mission of the Comprehensive Greenbelt Plan.



August 30, 2019

City of Isle of Palms
Post Office Box 508
Isle of Palms, South Carolina 29451

Attention: Ms. Desiree Fragoso, City Administrator

Reference: **Proposal for Geotechnical Investigation
Isle of Palms Marina Replacement**
Isle of Palms, South Carolina
S&ME Proposal No. 14-1900469R

Dear Ms. Fragoso:

We appreciate the opportunity to perform the geotechnical investigation for the Isle of Palms Marina Replacement project. The purpose of our geotechnical services will be to explore the subsurface conditions at the site, evaluate those conditions, and provide recommendations for pile foundation support for the new docks and platforms. This proposal presents our understanding of the project, our work and safety program, our intended scope of services, and the fee for our services. This proposal is in response to the City of Isle of Palms Request for Proposal (RFP) 2019-04.

◆ Project Information

We understand the Isle of Palms Marina will be refurbished. The work will include removal and replacement of most of the floating docks, marina piling, and pile-supported access platforms within the main basin of the marina. Applied Technology & Management (ATM) is designing the project and requires information and geotechnical analyses of the local subsurface conditions.

The marina is located along the Atlantic Intercoastal Water and Morgan Creek, both waterways are active, and the marina is in operation. The mean tide range is approximately +5.1 ft, and mud line elevations vary from approximately 10 to 15 ft at mean low water (MLW). The proposed boring locations must be accessed by an over-water, floating platform.

This project information and request for proposal were provided in RFP 2019-04.

The project information and assumptions presented above should be reviewed and confirmed by the appropriate team members. Modifications to our scope and fee may be required if the actual conditions vary substantially from the project information and assumptions stated herein.

◆ Scope of Service

The scope of services has been prepared to meet the requirements of RFP 2019-04. In preparation of this proposal, we have reviewed soil test boring and cone penetration test (CPT) sounding data from the existing



restaurant site and cell tower and a proposed dry stock facility that was never constructed. Review of this information indicates subsurface conditions in the area generally consist of interbedded layers of loose to medium dense sands and soft to firm clays overlying the Cooper Marl. Marl was encountered at a depth of approximately 55 ft below the ground surface, which would be roughly elevation -50 ft MLW. We would expect to encounter similar conditions within the proposed borings in the marina.

Assumptions

The following assumptions have been used in preparation of our scope of services and fee.

1. The Marina will provide dock space to moor our barge and work boat at night. This is a requirement.
2. Only one mobilization is required for the base, five-boring scope and the provisional borings scope.
3. Borings will be advanced to 50 ft below the mud line. A geotechnical professional will observe the borings.
4. A site bench mark will be provided, or a temporary bench mark will be assumed to determine boring elevation information relative to MLW.
5. S&ME will obtain necessary permits and approval to perform the field work.
6. No soil sampling or analytical testing is required to address "chemical compatibility of soil and pile."
7. There are no environmental conditions, subsurface structures, or other man-made impediments to advancing the borings using conventional mud-rotary techniques at the proposed locations.
8. Coast Guard permit is not required.

Method Statement, Work Program, and Safety Plan

S&ME will perform the borings using our "small" barge platform. The equipment will be transported to the site via over-the-road truck, lifted off the truck and launched into the water using a crane, and then moved in the water by a purpose-build work boat designed for use with the barge. The process will be reversed to recover the barge. These activities will be performed in accordance with our *Health & Safety Protocol Manual (HSPM 19) – Working in, on, or Around Water*. A copy of this document is attached.

Prior to mobilizing to the site, we will contact South Carolina 811 (SC811) to locate underground utilities. Any private utilities will need to be located by the owner. We cannot be responsible for damage to unmarked private utilities. We will obtain an OCRM permit to perform the borings. None of the borings are located within navigational channels; therefore, no Coast Guard permits will be required. We will coordinate our field work with marina personnel to reduce disruption to marina operations as much as practicable.

Field Exploration – Base Scope

We will perform the five soil test borings designated as A through E on the attached "Proposed Location for Geotechnical Investigation" figure. The borings will be performed as close to the indicated locations as site constraints allow, and the location will be recorded with hand-held, sub-meter GPS equipment. Water depths will be recorded, and boring logs will show approximately elevations relative to MLW.

The borings will be advanced using mud-rotary drilling techniques and split-spoon sampling and Standard Penetration Testing (N values) will be performed at 2½-ft intervals in the top 15 ft and 5-ft intervals thereafter.



Borings will be advanced to 50 ft below the mud line. All borings will be observed by a geotechnical professional who will visually log the soils encountered in the field using the Unified Soil Classification System (ASTM D2487).

Laboratory Testing

Select split-spoon samples will be subjected to laboratory natural moisture content, grain size distribution, and Atterberg limits testing. Laboratory testing will be performed using applicable ASTM standards.

Engineering Report

After completion of the field exploration and laboratory testing, we will prepare a formal engineering report. The report will present our findings, conclusions, and recommendations and will include:

1. Site description;
2. Field testing procedures;
3. Test location plan;
4. Boring logs which describe site soils and illustrate stratification changes, field data, and water levels;
5. Laboratory testing results;
6. Soil parameters correlated from N values (e.g., unit weight, friction angle, undrained shear strength, relative density);
7. Lateral pile analyses parameters (e.g., k, e_{50} , relative density of the soils);
8. Site seismic considerations in accordance with the current International Building Code, including a site classification and site liquefaction analysis; and
9. Recommendations for pile foundations for two piles types and single-pile lateral analyses.

Field Exploration - Provisional Borings

The two provisional borings designated as F and G on the “Proposed Location for Geotechnical Investigation” figure can be performed following completion of the five base scope borings as described above. If the provisional borings are authorized after the equipment has been demobilized from the site, additional remobilization fees will apply.

◆ Excluded Services and Limitations

Without attempting to provide a complete list of all or potential services performed by S&ME that will be excluded from this proposal and not performed by S&ME, the following services are specifically excluded. These services can be performed by S&ME if desired; however, a separate proposal would be required.

- Seismic site-specific response analysis
- Group pile analyses
- Environmental assessment services
- Natural and cultural resources services
- Industrial hygiene services
- Construction-materials testing services
- Special Inspections services



- Preparation or review of plans, specifications, submittals, or other construction documents
- Estimates of quantities
- Project meetings

This proposal is solely intended for the Scope of Services as described above. The Scope of Services may not be modified or amended unless the changes are first agreed to in writing by the Client and S&ME. Use of this proposal and corresponding final report is limited to the above-referenced project and client. No other use is authorized by S&ME, Inc.

◆ Fee and Schedule

We will perform the basic scope of services described above for the fees presented in Table 1. A breakdown of our rates are shown in the attached Cost Outline.

Budget Item	Fee
Five Boring Base Scope	\$32,925.00
Two Boring Provisional Scope	\$4,930.00
Additional drilling footage performed in the same 8-hr work day as Base and/or Provisional Scope	\$0.00
Additional drilling days for work performed outside of the Base or Provisional Scopes	\$4,930.00

We will not perform any additional work or exceed this fee without your prior authorization.

Several weeks lead time is generally necessary for barge mobilization. We anticipate the field work for the five-boring base scope will require three days to complete, weather and access permitting. The provisional borings would require one additional day. Laboratory testing will require one week to complete following the field work. We will endeavor to submit our geotechnical report within two weeks of completion of the lab testing. Verbal updates and preliminary recommendations can be provided throughout our work, as necessary.

◆ Authorization

We understand the Agreement for Marine Geotechnical Services (Agreement) provided in RFP 2019-04 will be used to authorize S&ME's services. S&ME reserves the right to request negotiated, mutually agreeable revisions to the Agreement prior to authorization.



◆ **Closure**

We appreciate the opportunity to submit this proposal and provide you with our professional services. Should you have any questions, please call our office.

Sincerely,

S&ME, Inc.

A blue ink signature of Michael S. Ulmer, written in a cursive style.

Michael S. Ulmer, PE
Principal Engineer/VP

Kyle L. Murrell, PE
Senior Engineer

MSU/KLM/mwl

Attachments – *Health & Safety Protocol Manual (HSPM 19) – Working in, on, or Around Water*
Proposed Location for Geotechnical Investigation figure
Cost Outline
Copy of S&ME's Isle of Palms Business License

Attachments



HSPM 19 – WORKING IN, ON OR AROUND WATER

Revision Date: 6/5/2018

1.0 GENERAL

- 1.1 Due to the inherent dangers when working in, on or around water, S&ME has established a protocol that is to be followed by its employees. Anytime work is performed that requires the use of this protocol workers shall not work alone. If Coast Guard, Federal or State rules or regulations are more stringent than this protocol then such rules and regulations shall apply and supersede this protocol. Prior to working in conditions described in Sections 4.1 of this document, employees shall read this document and be given an opportunity to ask questions.

2.0 DEFINITIONS

- 2.1 *Barge* – An unpowered, flat bottom shallow draft vessel.
- 2.2 *Boat* – A layman's name for a vessel. A vessel is more of an all-inclusive term.
- 2.3 *Bulkhead / seawall* – A retaining wall along a waterfront.
- 2.4 *Employee* – An employee or temporary who is directed in work activities by S&ME, Inc.
- 2.5 *Floating Platform* – Includes the barge or amphibious carrier when in a floating or soft saturated ground condition unable to support personnel or equipment
- 2.6 *In, on or around water* – The circumstances described in 4.3.1.1 through 4.3.1.7.
- 2.7 *Mouth of inlet* – An area denoted by an imaginary line connecting both sides of the inlet on the ocean side of land to an imaginary parallel line one-half mile inland.
- 2.8 *Pier* – A structure built out into the water for use as a landing place, a promenade, or to protect or form a harbor.
- 2.9 *Skiff* – A small open boat.
- 2.10 *Stream* – A flowing body of water.
- 2.11 *Tidal waters* – Waters that are subject to the ebb and flow of the tide.
- 2.12 *Unguarded bridge* – A bridge whose edges are not protected by a guardrail 42" high ($\pm 3"$), with a midrail at 21". The guardrail has to be strong enough to withstand a force of 200 pounds at its highest point.
- 2.13 *Vessel* – Every watercraft or structure, other than a seaplane, used or capable of being used as a means of transportation or habitation on water.
- 2.14 *Watercraft* – Anything used or capable of being used as a means of transportation on water, other than a seaplane.

3.0 NON-S&ME PERSONNEL

- 3.1 Only job-related non-S&ME personnel shall be allowed on S&ME vessels, and only if they are wearing a USCG approved Protective Flotation Device as described in Section 4. Family members and non-job-related personnel are not allowed on S&ME vessels.

4.0 PERSONAL PROTECTIVE AND LIFE SAVING EQUIPMENT

- 4.1 Employees working over or near water, where the danger of drowning exists, shall wear a U.S. Coast Guard approved life jacket or buoyant work vest known as a Protective Flotation Device (PFD). PFDs must be U.S. Coast Guard approved, (Type I, II or III), in good serviceable condition, and of appropriate size for the intended wearer. Anytime S&ME vessels operate in the ocean or in the mouth of an inlet each employee shall wear a PFD light on their PFD and their PFD must have at least 31 square inches of reflective tape on the front and back.
- 4.2 Prior to and after each use, the PFDs shall be inspected for defects, which would alter their strength or buoyancy. Defective units shall not be used.
- 4.3 Minimum Required PFD Usage:

- 4.3.1 The wearing of PFDs is addressed in S&ME's Safety Handbook under the heading Critical Safety Rule Policy. A Critical Safety Rule Policy is one which first time violation of the policy or procedures will result in disciplinary action up to and including termination. Failure to wear a PFD in the following circumstances will be considered a violation of S&ME's Critical Safety Rule Policy anytime an:
 - 4.3.1.1 Employee is in a vessel, regardless of water depth.
 - 4.3.1.1.1 The only exception to this is when the employee is a passenger on a vessel that is for hire for purposes other than work (e.g., charter fishing boat) or used for public transportation (e.g., a ferry).
 - 4.3.1.2 Employee's work causes him/her to be within 10 feet of the edge of a pier.
 - 4.3.1.3 Employee's work causes him/her to be within 10 feet of the edge of a bulkhead.
 - 4.3.1.4 Employee's work causes him/her to be within 10 feet of an embankment that slopes toward the water (water meeting the definition of 4.1 e and f), at more than a 2:1 slope.
 - 4.3.1.5 Employee's work causes him/her to be within six feet of the edge of an unguarded bridge.
 - 4.3.1.6 Employee is working (standing) in water with a depth that could exceed two feet.
 - 4.3.1.7 Employee is working in a stream that has sufficient volume and current to wash the person downstream if knocked unconscious.
- 4.3.2 Requests for variances to the above rules must be addressed in writing to S&ME's Corporate Safety Director.
- 4.4 Throwable Devices
 - 4.4.1 Any boat 16 feet and longer must carry one Type IV (throwable cushion) PFD in addition to those being worn by the boat's occupants.
- 4.5 Life Rings
 - 4.5.1 A U.S. Coast Guard approved 30-inch life ring with at least 90 feet of line attached shall be located in an accessible and immediately available area on every floating platform and when work covered by this protocol is being performed on a pier, bulkhead, embankment or bridge. Ring buoys are to be spaced no further than 200 feet apart.
- 4.6 Lifesaving Skiffs
 - 4.6.1 A lifesaving skiff must be "immediately available" when employees are working over or adjacent to water as defined in 4.3.1.1 through 4.3.1.5. "Immediately available" is defined as:
 - 4.6.1.1 The skiff must be able to retrieve an employee from the water no more than 3 to 4 minutes after he or she entered the water.
 - 4.6.1.2 The skiff must be in the water or capable of being launched by one person.
 - 4.6.1.3 There must be at least one person present and specifically designated to respond to water emergencies and operate the skiff at all times when there are employees above the water.
 - 4.6.1.4 The designated operator must either man the skiff at all times or remain in the immediate area so that the operator can quickly reach the skiff and get underway.

- 4.6.1.5 The skiff operator may be assigned other tasks provided the other tasks do not interfere with the operator's ability to quickly reach the skiff and get underway.
- 4.6.1.6 The skiff must be equipped with both a motor and oars.
- 4.6.1.7 The skiff's operator must be trained in CPR and first aid.

5.0 GENERAL SAFETY

5.1 Floating platforms

- 5.1.1 Keep walking surface of floating platform clear of slip and trip hazards
- 5.1.2 Stand clear of cables as spuds are being pulled/lowered
- 5.1.3 Use sun screen to prevent sunburn
- 5.1.4 Drink plenty of fluids while working on floating platform
- 5.1.5 During hot weather, monitor yourself for heat stress
- 5.1.6 Make sure boat is secured to barge before stepping from boat to barge

5.2 Boats

- 5.2.1 Remain seated when boat is underway
- 5.2.2 Do not sit on seat backs
- 5.2.3 Fill portable tanks off of boat
- 5.2.4 Never start engine if you can smell fuel vapors
- 5.2.5 No smoking is permitted on any vessel that is transporting fuel.
- 5.2.6 Follow aids to navigation
- 5.2.7 Keep loads low
- 5.2.8 Alcoholic beverages, opened or unopened, are not permitted on any S&ME vessel
- 5.2.9 Never exceed the Capacity Plates for load and horsepower. If there is no "U.S. Coast Guard Maximum Capacities" label in the boat, the following formula can be used to determine the maximum number of persons you can carry in calm weather:
 - 5.2.9.1 $\text{People} = (\text{length of boat} \times \text{width}) / 15$
 - 5.2.9.1.1 The length and widths are in feet.
 - 5.2.9.1.2 This formula is applicable only to mono-hull boats less than 20 feet in length

6.0 SAFETY MEETINGS

- 6.1 Prior to the start of all water-related projects a safety meeting shall be held. This meeting is to include all employees on the job and any third party people who may be working with us. This meeting is to cover the general scope of work, required personal protective equipment (PPE) and an explanation of the anticipated hazards that may occur and what steps will be taken to deal with these hazards. See **Appendix B and C** for examples.
- 6.2 A safety meeting shall be held every day prior to beginning work. This meeting will review the day's work plan and associated hazards. Third parties will be included in this meeting.
- 6.3 All parties attending safety meetings shall sign a sign in sheet signifying that they attended the safety meeting. The sign in sheet shall include the date of the meeting, topic of the meeting, the instructors name and signature and the duration of the meeting.

7.0 PILOT AND CREW TRAINING REQUIREMENTS

- 7.1 All employee motorized vessel crew members shall complete a boating safety class approved by S&ME, prior to riding on a company vessel.
- 7.2 Only trained, qualified and designated (by corporate safety) employees will be allowed to drive (pilot) a motorized company vessel.

8.0 FLOAT PLAN

- 8.1 Each day before a vessel is used, a float plan (**Appendix D**) must be filed by the pilot with the department manager or other designated person. This rule applies to any vessel, motorized or non-motorized, that during the course of the day will be out of direct line of site of the boat landing.

9.0 REQUIRED EQUIPMENT FOR VESSELS

- 9.1 Fire Extinguishers
- 9.1.1 All boats less than 26 feet in length that have flammable liquids on board are required to have at least one U.S. Coast Guard approved B-1 fire extinguisher.
 - 9.1.2 Barges less than 40 feet in length are required to have at least one U.S. Coast Guard approved fire extinguisher mounted at both ends of the barge.
 - 9.1.3 "Coast Guard approved extinguishers are identified by the following marking on the label: Marine Type USCG Approved, Size... Type..., 162.028/.../", etc.
 - 9.1.4 In order to meet USCG requirements, fire extinguishers must be firmly mounted and readily accessible.
- 9.2 Lights
- 9.2.1 Navigation Lights
 - 9.2.1.1 Navigation lights are to be displayed between sunset and sunrise and other periods of reduced visibility.
 - 9.2.1.2 Power driven vessels less than 39.4 feet in length must display a green light on the starboard (right) side of the bow and a red light on the port (left) side of the bow. These lights may be combined as a single red and green light on the bow (front). A 360° white light is to be located at the highest part of the vessel and must be at least three feet higher than the red and green lights.
 - 9.2.2 Anchor Lights
 - 9.2.2.1 Anchor lights are required between sunset and sunrise for all vessels unless anchored in a designated anchorage area.
 - 9.2.2.2 Anchor lights are to be all-around white, and be visible for two miles.
 - 9.2.2.3 On S&ME's barges, one anchor light will suffice if it can be seen from all directions. If this is not possible, then two or more lights will be required so as to be visible from all directions.
 - 9.2.2.4 Sound Producing Devices
 - 9.2.2.5 Any powered vessel less than 39.4 feet must carry an effective sound-producing device. This device can be a whistle, horn or bell. To be effective, the device must be capable of producing a 4-second blast that is audible for a least one-half mile.
- 9.3 Visual Distress Signals
- 9.3.1 When operating on tidal waters, boats greater than 16 feet in length must have on board USCG approved visual distress signals for day and night use. This could include three specifically for day use and three specifically for night use or three that are a combination day/night use.
- 9.4 Radio/ Telephone
- 9.4.1 Radio

	9.4.1.1	When operating on tidal waters, vessels shall be equipped with a properly functioning VHF-FM transceiver (radio).
	9.4.1.2	Three VHF marine radio channels are recognized worldwide for safety purposes:
	9.4.1.3	Channel 16 – Distress, safety and calling (Coast Guard monitored)
	9.4.1.4	Channel 13 – Inter-ship navigation (bridge to bridge)
	9.4.1.5	Channel 22 – Communication between Coast Guard and maritime public
	9.4.1.6	If there is an imminent life-threatening emergency on board any vessel, contact the Coast Guard by transmitting the following message on Channel 16: <ol style="list-style-type: none"> 1) MAYDAY, MAYDAY, MAYDAY! 2) This is (name of vessel three times) 3) Repeat once more, MAYDAY 4) Report position 5) Report nature of emergency 6) Report kind of assistance needed 7) Report number of people on-board and condition of any injured 8) Description of vessel and seaworthiness 9) Wait for response. If there is none, repeat message
	9.4.2	Telephone
	9.4.2.1	When operating on non-tidal waters each vessel shall carry a cellular phone. In case of emergencies, 911 shall be used to summon help.
9.5	Anchors	
	9.5.1	All boats must be equipped with an adequate anchor and anchor line of suitable size and length for the boat and locality in which the boat is being used. A general rule of thumb is that the anchor line should be five to seven times the depth of the water.

10.0 REGISTRATION

- 10.1 All vessels equipped with propulsion machinery must be registered in the state of principal use. Each state has its own size limits and registration criteria; thus it is the Group Leader's responsibility to ensure their vessels are properly registered.

11.0 DISCHARGE/SPILL PREVENTION AND REPORTING

- 11.1 Discharge/Spill Prevention
- 11.1.1 Steps shall be taken to prevent hydraulic oil, motor oil, gasoline, etc. from leaving S&ME vessels or equipment and entering the water. Some steps include:
 - 11.1.2 Inspection of equipment and repair of leaks prior to launching the vessel
 - 11.1.3 Daily inspection of equipment for oil leaks or weak hoses, repair as found
 - 11.1.4 Using a pump or funnel when transferring fuel from cans to equipment
 - 11.1.5 Storing fuel cans and oils in areas where they cannot be knocked overboard
 - 11.1.6 Keeping a "spill kit" (absorbent towels and booms) on floating platforms for oil leaks or hose ruptures
 - 11.1.7 Motorized vessels shall not be left in the water unattended unless they are equipped with a functioning automatic bilge pump

11.2 Discharge/Spill Reporting

11.2.1 The Federal Water Pollution Control Act prohibits the discharge of oil or oily waste upon or into any navigable waters of the U.S. This prohibition includes any discharge, which causes a film or discoloration of the surface waters. Discharges/spills are to be reported immediately.

11.2.2 If a discharge/spill occurs follow the procedures in **Appendix A**

12.0 REPORTING BOATING ACCIDENTS

12.1 All boating accidents, which meet the criteria below, must be reported to S&ME's Corporate Safety Director so they can be reported to the proper marine law enforcement authority for the state in which the accident occurred.

12.1.1 When to Report

12.1.1.1 There is damage by or to the vessel that exceeds \$500

12.1.1.2 There is injury or loss of life

12.1.1.3 There is disappearance of any person on board a vessel (under circumstances indicating death or injury)

12.1.2 What to Report

12.1.2.1 Capsizing

12.1.2.2 Falls Overboard

12.1.2.3 Collision

12.1.2.4 Sinking

12.1.2.5 Struck by boat/prop

12.1.2.6 Swamping

12.1.2.7 Flooding

12.1.2.8 Fire

12.1.2.9 Explosion

12.1.2.10 Disappearance (other than theft)

12.1.3 Time Limits for Reporting

12.1.3.1 Immediately to S&ME's Corporate Safety Director (CSD) if there is a loss of life, 48 hours to state agency.

12.1.3.2 Immediately to CSD if there is injury requiring medical treatment beyond first aid, 48 hours to state agency.

12.1.3.3 Immediately to CSD the disappearance of a person from a vessel, 48 hours to state agency.

12.1.3.4 48 hours to CSD if there is damage to vessel or property with no injuries, 10 days to state agency

APPENDIX A

1.0 PURPOSE

- 1.1 This procedure describes the actions to be taken to respond to potential leaks or spills originating from S&ME, Inc. equipment. The types of fluids covered by this plan are diesel fuel, gasoline, motor oil, hydraulic fluid and other petroleum products.

2.0 RESPONSIBILITY

- 2.1 S&ME will immediately act to contain and/or clean up a spill of petroleum or specifically identified material that could impact the environment.

3.0 PREPAREDNESS

- 3.1 All employees who work on the floating platform shall be trained in these procedures and the proper use of oil absorbing material.
- 3.2 Each floating platform is to be equipped with a spill response kit which will consist of at a minimum:
 - 3.2.1 Approximately 140 feet of 3" oil absorbent booms
 - 3.2.2 Sump skimmer pillows
 - 3.2.3 Approximately 60 mat pads
 - 3.2.4 Disposal bags and ties
 - 3.2.5 Labels
 - 3.2.6 Elbow length petroleum resistant gloves
 - 3.2.7 100 feet – polypropylene rope

4.0 PROCEDURE

- 4.1 The Spill Reporting and Response procedures which follow are divided into three classifications:
 - 4.1.1 Small Spills – 1 gallons or less.
 - 4.1.2 Medium Spills - >1 gallon and < 5 gallons
 - 4.1.3 Large Spills - 5 gallons or more.
- 4.2 Small Spill Clean-Up Procedure for spills contained on deck of floating platform
 - 4.2.1 Shut off engine or power source.
 - 4.2.2 Remove potential sources of ignition from the area.
 - 4.2.3 Shut off or close down the source of spill or release.
 - 4.2.4 Direct all bystanders to an upwind position (if possible) as to avoid inhalation of the product's vapors.
 - 4.2.5 Access spill kit
 - 4.2.6 Don proper PPE to minimize exposure and absorption into the skin.
 - 4.2.7 Stop the spill's progression and contain its spreading by using absorbent material from the spill response kit.
 - 4.2.8 If possible, stand upwind and work from this position.
 - 4.2.9 Absorb the product in the entire area by using the absorbent material.
 - 4.2.10 Place all clean-up materials into plastic bags and seal properly. Mark the bags: "Hazardous Materials", and place in a secure, well-ventilated area until it can be disposed.
 - 4.2.11 Do not continue work until clean-up is complete.
 - 4.2.12 If at any time the above procedures cannot be effectively executed, notify the following as soon as possible:

- 4.2.12.1 Project/Site Manager
 - 4.2.12.2 Your Supervisor
 - 4.2.12.3 Emergency Response Personnel (if needed)
 - 4.2.12.4 S&ME's Corporate Director of Safety and the applicable Corporate Safety Professional. (See below for contact numbers)
- 4.3 Medium Spill Clean-Up Procedures for spills contained on deck of floating platform
 - 4.3.1 Shut off engine or power source.
 - 4.3.2 Remove potential sources of ignition from the area.
 - 4.3.3 Shut off or close down the source of spill or release.
 - 4.3.4 Direct all bystanders to an upwind position (if possible) as to avoid inhalation of the product's vapors.
 - 4.3.5 Access spill kit.
 - 4.3.6 Don proper PPE to minimize exposure and absorption into the skin.
 - 4.3.7 Deploy booms around the perimeter of the floating platform deck.
 - 4.3.8 If possible, stand upwind and work from this position.
 - 4.3.9 Absorb the product in the entire area by using the absorbent material in the spill response kit.
 - 4.3.10 Place all clean-up materials into plastic bags and seal properly. Mark the bags: "Hazardous Materials", and place in a secure, well-ventilated area until it can be disposed
 - 4.3.11 Do not continue work until clean-up is complete.
 - 4.3.12 If at any time the above procedures cannot be effectively executed, notify the following as soon as possible:
 - 4.3.12.1 Project/Site Manager
 - 4.3.12.2 Your Supervisor
 - 4.3.12.3 Emergency Response Personnel (if needed)
 - 4.3.12.4 S&ME's Corporate Director of Safety and the applicable Regional Safety Coordinator. (See below for contact numbers)
- 4.4 Large Spill Clean-Up Procedures for spills contained on deck of floating platform or those which have entered the water.
 - 4.4.1 Shut off engine or power source.
 - 4.4.2 Remove potential source of ignition from the area.
 - 4.4.3 Shut off or close down the source of spill or release.
 - 4.4.4 Direct all bystanders to an upwind position (if possible) as to avoid inhalation of the product's vapors.
 - 4.4.5 Access spill kit.
 - 4.4.6 Don proper PPE to minimize exposure and absorption into the skin.
 - 4.4.7 Deploy absorbent booms in the water around the floating platform.
 - 4.4.7.1 In a body of water that has natural current, deploy the booms downstream of the floating platform in a U pattern with the open end of the U being closest to the floating platform.
 - 4.4.7.2 In a body of water that has no natural current, completely surround the floating platform with booms.
 - 4.4.8 Notify the local Emergency Response Personnel (911) and the Site Safety Officer (SSO) and communicate the source of the spill or release, approximate number of gallons involved, injuries, if any, and the current status. Contact Corporate Safety.
 - 4.4.9 Once Emergency Response Personnel have arrived on the scene, follow their directives.

Name	Phone	Office	Coverage Area
Dave Duke	919-353-0012	Raleigh	Director of Safety-All

The above number can be called 24 hours/day, 7days/week

Emergency Contacts

Agency	Phone
Medical / Ambulatory Services	911
Fire Department	911
NCDENR Emergency Response	800-858-0368
National Response Center (Coast Guard)	800-424-8802
US EPA Region IV	404-347-4062



Working In, On or Around Water

Project Name:	Project No.:
Briefing Leader:	Date:

Scope of work : _____

Anticipated Hazards : _____

Weather : _____

Working In, On or Around Water Safety Checklist:

- | | | |
|--|---|---|
| <input type="checkbox"/> Task assignments discussed and understood | <input type="checkbox"/> Vehicle/equipment inspections | <input type="checkbox"/> PFDs available for all personnel |
| <input type="checkbox"/> PPE available and in good working condition | <input type="checkbox"/> Current CPR/First Aid training | <input type="checkbox"/> Sun Screen |

Floating Platform Work Requirements:

- Site reconnaissance of first boring is required before moving the floating platform from the dock or shore. Each additional boring should also be scouted prior to moving the floating platform.
- A minimum of 3 persons are required to move the barge (spud operator, boat captain, and a lookout).
- The amphibious carrier may be moved with 2 persons (operator and lookout).

Tidal Water:

- Discuss tide charts/patterns
- Life-threatening emergencies (Channel 16—U.S. Coast Guard)
 1. **MAYDAY, MAYDAY, MAYDAY**
 2. This is (name of vessel three times)
 3. **MAYDAY**
 4. Report position
 5. Report nature of emergency
 6. Report kind of assistance needed
 7. Report number of people on board and condition of any injured
 8. Description of vessel and seaworthiness
 9. Wait for response. If there is none, repeat message.

Employee Acknowledgement

Printed Name	Signature

APPENDIX C

WORKING AROUND/OVER WATER SAFETY CHECKLIST

1.0 WORKING AROUND/OVER WATER

The following list is of area's that are considered working around water:

An employee's work causes him/her to be within **10 feet** of the edge of an:

- Unprotected pier (no fall protection/handrails),
- Unprotected bulkhead (no fall protection/handrails),
- Embankment that slopes toward the water at more than a 2:1 slope, or
- An employee's work causes him/her to be within **six feet** of the edge of an unprotected bridge (no fall protection/handrails).

Safety Checklist:

- ☐ Life jacket (PFD)
- ☐ Lifesaving skiff (in water)
- ☐ Sun screen
- ☐ Current first aid & CPR training
- ☐ Safety meeting
- ☐ Any additional PPE as required by the job

2.0 WORKING IN WATER

The following list is of area's that are considered working in water:

Employee is working (standing) in:

- Water with a depth that could exceed two feet,
- In a stream that has sufficient volume and current to wash the person downstream if knocked unconscious.

Safety Checklist:

- ☐ Life jacket (PFD)
- ☐ Sun screen
- ☐ Current first aid & CPR training
- ☐ Safety meeting
- ☐ Any additional PPE as required by the job

3.0 WORKING ON WATER

This section is split up between Floating Platforms, Non-motored boats/skiffs, and Motored Vessels.

A. Motorized Vessels

Safety Checklist:

- ☐ Bilge pump or bailer
- ☐ Chart or topography map
- ☐ Cell phone/VHF radio
- ☐ Sound signaling device
- ☐ First aid kit
- ☐ Paddle/oar
- ☐ USCG approved fire extinguisher
- ☐ Life jackets (PFDs)
- ☐ Anchor
- ☐ Water/Ice chest
- ☐ Operational vessel lights (navigational and anchor)
- ☐ Registration
- ☐ Type IV PFD (throwable cushion)
- ☐ Sun screen
- ☐ Current first aid & CPR training
- ☐ Safety meeting
- ☐ Float plan
- ☐ Compass—required if width of bay, sound, or river is greater than 1 mile.

Tidal Water Requirements:

- ☐ VHF radio
- ☐ Visual distress signal (if the vessel is over 16 feet in length)

B. Floating Platform

Safety Checklist:

- ☐ Cell phone/VHF radio
- ☐ First aid kit
- ☐ Two USCG approved fire extinguishers (mounted at each end)
- ☐ 30" Life-ring with 90+ feet of line attached
- ☐ Operational anchor light(s)
- ☐ Water/Ice chest
- ☐ Spill kit
- ☐ Spoils Drum(s)
- ☐ Life jackets (PFDs)
- ☐ Sun screen
- ☐ Lifesaving skiff
- ☐ Current first aid & CPR training
- ☐ Safety meeting
- ☐ Float plan

Tidal Water Requirements:

- ☐ VHF radio

C. Non-motorized Vessels

Safety Checklist:

- ☐ Life jacket (PFD)
- ☐ Cell phone
- ☐ Sunscreen
- ☐ Type IV PFD (throwable cushion)
- ☐ Paddle(s)
- ☐ Current first aid & CPR training
- ☐ Safety meeting
- ☐ Float plan (if applicable)

APPENDIX D

S&ME FLOAT PLAN

IMPORTANT: DON'T FORGET TO CANCEL FLOAT PLAN WHEN YOU RETURN

Boat Captain _____
Name Cell Phone Number

Crew Members _____
Name Cell Phone Number

Name Cell Phone Number

Name Cell Phone Number

Vessel _____
Name Registration Number Length

Power, Inboard - Outboard Hull Color Radio Frequency Monitored

Type/Style Range Maximum Speed

Departure From _____
Place Date/Time Depart

Truck License # Trailer License # Where parked

Destination _____
Place Stops en route Date/Time Return

If overdue, contact _____
Name and phone number or rescue agency near point of departure

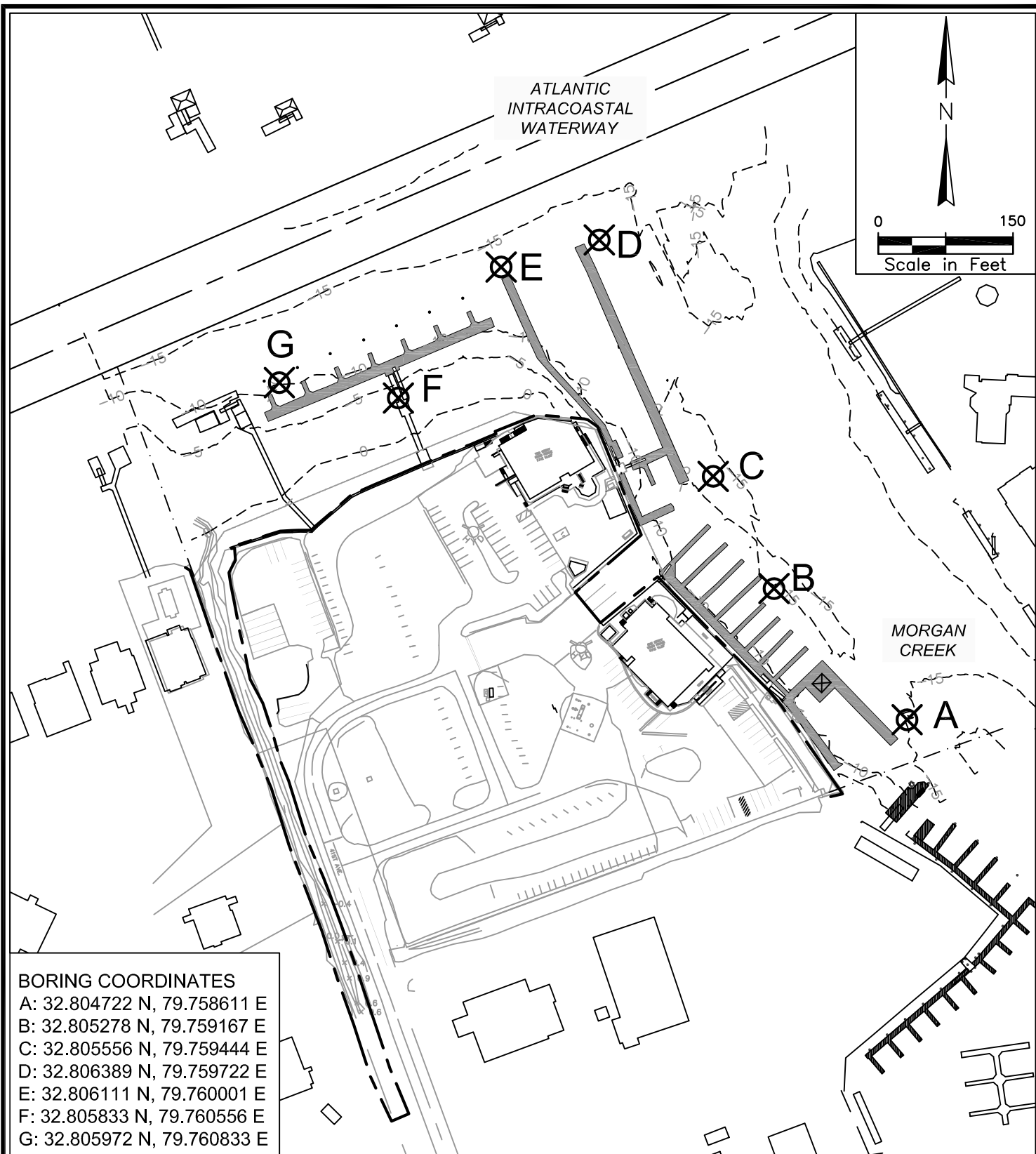
Float Plan Filed With _____
Name Phone Number

If Float Plan has not been cancelled by _____ the person who the
Date and Time
Float Plan was filed with is to call the overdue contact

IMPORTANT: DON'T FORGET TO CANCEL FLOAT PLAN WHEN YOU RETURN

REVISION RECORD

Revision/Review	Date	Remarks	Approval
1.00	2/6/2018	Rebranding release.	DRD
1.01	5/21/2018	Updated format of Appendix B & C.	WEM
1.02	6/5/2018	Added definition for floating platform. Changed “barge” to floating platform throughout program, where applicable, to include the use of the amphibious carrier.	WEM



Notes:

- 1) Borings F and G are Provisional Only
- 2) Final locations and numbers of boreholes may be subject to change

**PROPOSED LOCATIONS FOR
GEOTECHNICAL INVESTIGATION**

Isle of Palms Marina, Isle of Palms, SC
50 41st Avenue, Isle of Palms



June 25, 2019

Cost Outline
IOP Marina Replacement
Isle of Palms, South Carolina
S&ME Proposal No. 14-1900469R

General Information and Assumptions

- Two borings per day
- Base budget for five borings

1 Field Drilling and Testing	Qty	UOM	Rate	Cost
A Small Barge Mobilization (includes crane for barge launch and retrieval)	1	each	\$12,000.00	\$12,000.00
B Small Barge Drilling	3	days	\$4,250.00	\$12,750.00
G Project Professional, E.I.T. (utilities, layout, coordination, boring observation)	40	hours	\$110.00	\$4,400.00
Subtotal:				\$29,150.00

2 Laboratory Testing	Qty	UOM	Rate	Cost
A Moisture Content	4	each	\$15.00	\$60.00
B Grain Size	4	each	\$75.00	\$300.00
C Atterberg Limits	4	each	\$75.00	\$300.00
Subtotal:				\$660.00

3 Engineering Consulting and Reporting	Qty	UOM	Rate	Cost
A Project Professional	20	hours	\$110.00	\$2,200.00
B Project Manager/Senior Engineer	4	hours	\$175.00	\$700.00
C Secretarial Time	2	hours	\$65.00	\$130.00
D CADD Operator	1	hours	\$85.00	\$85.00
Subtotal:				\$3,115.00

Total Opinion of Probable Cost: \$32,925.00

4 Provisional Borings	Qty	UOM	Rate	Cost
B Small Barge Drilling	1	days	\$4,010.00	\$4,010.00
D Support Boat	0	days	\$350.00	\$0.00
E Crew Per Diem, per man	0	days	\$170.00	\$0.00
G Project Professional, E.I.T. (utilities, layout, coordination, hand augers)	8	hours	\$115.00	\$920.00
Total Provisional Budget:				\$4,930.00



BUSINESS AND PROFESSIONAL LICENSE
CITY OF ISLE OF PALMS
P. O. DRAWER 508
ISLE OF PALMS, SC 29451
www.iop.net

No. CU19-00580

FOR

S&ME, INC.

Authorized Signature

TYPE OF BUSINESS

8711B

THIS LICENSE EXPIRES

12/31/2019

NOTIFY THE BUSINESS LICENSE INSPECTOR'S OFFICE ON ANY CHANGES IN LOCATION OR OWNERSHIP.

THE ABOVE NAMED CONCERN HAS BEEN LICENSED TO DO BUSINESS IN THE CITY OF ISLE OF PALMS, S.C., SUBJECT TO PROVISIONS

THIS MAY BE DETACHED BUT SHOULD BE RETAINED BY LICENSE

No. CU19-00580

\$ 14,461.25
GROSS REPORTED

LICENSE FEE INFO FOR

\$ 269.80
LICENSEE FEE

S&ME, INC.

03/05/2019

DATE PAID

See Reverse Side For Easy Opening Instructions



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