



AGENDA
CITY OF HARTSVILLE, SOUTH CAROLINA
SPECIAL MEETING
TUESDAY, JULY 23, 2024 - 10:00 AM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

PURSUANT TO SOUTH CAROLINA FREEDOM OF INFORMATION ACT CODE SECTION 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON TUESDAY, JULY 16, 2024 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

COUNCIL MEETINGS ARE AVAILABLE BY VISITING:

<https://www.youtube.com/channel/UCyZJVNHT8NtgJrqplYpde4w> *PLEASE ALLOW 3-5 BUSINESS DAYS FOR POSTING.

1. CALL TO ORDER - MAYOR
2. INVOCATION, PLEDGE AND CIVILITY PLEDGE

NEW BUSINESS

3. RESOLUTION 07-24-06: APPROVAL OF BID AWARD FOR IMPROVEMENTS TO THE HISTORIC MARION AVENUE CEMETERY.
4. RESOLUTION 07-24-07: APPROVAL OF BID AWARD FOR IMPROVEMENTS TO GREENLAWN CEMETERY.
5. RESOLUTION 07-24-08: APPROVAL FOR COLLABORATIVE AGREEMENT BETWEEN THE CITY OF HARTSVILLE AND THE DARLINGTON COUNTY HUMANE SOCIETY FOR ANIMAL SHELTER SERVICES.

ADJOURNMENT



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
7/23/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 07-24-06 - SPECIAL MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of bid award for improvements to the historic Marion Avenue Cemetery.

BACKGROUND SUMMARY:

The City advertised and received sealed bids for construction work to restore and preserve the historic Marion Avenue Cemetery. The City received two bids, it is recommended Southern Vistas, Inc. to be awarded the bid.

FINANCIAL IMPACT:

The recommended bidder, the lowest responsive bidder, submitted a proposal for \$357,233.

ATTACHMENTS:

Description

- ▣ RES072406
- ▣ Recommendation & Bid Tabulation

RESOLUTION 07-24-06

APPROVAL OF BID AWARD FOR IMPROVEMENTS TO THE HISTORIC MARION AVENUE CEMETERY.

WHEREAS, the City advertised and received sealed bids for construction work to restore and preserve the historic Marion Avenue Cemetery; and

WHEREAS, sealed bids were opened and read aloud on June 6, 2024 and the recommended successful bidder is Southern Vistas, Inc; and

WHEREAS, Southern Vistas, Inc. has bid in the amount of up to Three hundred Fifty-Seven Thousand Two Hundred Thirty-Three Dollars (\$357,233.00) for concrete sidewalks, ornamental fencing, masonry columns, landscaping and irrigation; and

WHEREAS, Southern Vistas, Inc. is considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and worker’s compensation insurance coverage, and suitable financial resources to perform the work properly and expeditiously.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that Southern Vistas, Inc. is hereby awarded the bid in the amount of up to Three Hundred Fifty-Seven Thousand Two Hundred Thirty-Three Dollars (\$357,233.00) for construction work to restore and preserve the historic Marion Avenue Cemetery.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Hartsville that the City Manager is authorized to execute all necessary documents.

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled the _____ day of _____ 2024.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



MEMO

To: Sherron Skipper

07.15.2024

Re: Recommendation of Award
Marion Avenue Cemetery Improvements
Hartsville, SC

From: Rick McMackin, RLA, ASLA

On Thursday, June 6, 2024, two bids were received for the above-referenced project. A tabulation of this bid is attached for your information and review. We have contacted LLR, and the BBB and have reviewed the bidder's references.

The apparent low-bidder, WM Dicks Contractors, had several irregularities in their bid. Two bid items, were left blank, several math errors, and an additional bid item was handwritten into the bid form. WM Dicks bid submittal included a letter of bonding ability, but not the required bid bond. On June 10th, WM Dicks was notified of the irregularities and was given an opportunity to clarify their bid and submit a bid bond. We received no response. We followed up again on June 26th. Bidder stated he was out of town and would provide the necessary clarifications and bond. We again requested clarification on July 1st with a twenty-four-hour deadline. The deadline passed with no response. We reached out again on July 2nd twice. On July 3rd, after the deadline had passed, WM Dicks Contractors provided his clarifications and his bid bond. The clarification still contains math irregularities and a change to his initial unit price. Further, after reviewing two item prices listed by WM Dicks under Ornamental Fencing and Pedestrian Gate, we have concerns that the pricing is not accurate for the material specified. These unit prices were originally left blank by the bidder.

The second place bidder, Southern Vistas, was notified of the low bidder's irregularities and offered to adjust his bid based on him being the low bidder for the Greenlawn Cemetery Improvements Project and the economy of scale for both projects. South Vistas reduced their bid by \$26,213.00, to result in a total Base Bid of \$479,518.00.

For budget reasons, the Owner is declining Base Bid Items #3- Asphalt Base & Surfacing (\$31,995.00), #4- Asphalt Surfacing (\$72,600.00) and #6- Pavement Markings (\$3550.00). Bid item #5- Concrete Sidewalk will have a reduced quantity (50% of \$28,280 to \$14,140).



With these Amendments along with the unresponsive Bid from WM Dicks Contactors, The LandPlan Group South recommends award to Southern Vistas Inc., in the revised Base Bid amount of **\$357,233.00.**

Please contact me if you have questions or if you need additional information.



I, Rick McMackin, CERTIFY THAT THIS
IS A TRUE AND CORRECT TABULATION OF BIDS

				Bidder #1		Bidder #2	
SC Landscape Architect #630				Southern Vistas Inc.		W. M. Dicks Contractors	
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Mobilization	1	LS	\$41,757.00	\$41,757.00	\$6,585.32	\$6,585.32
2	Site Preparation/Demolition	1	LS	\$24,300.00	\$24,300.00	\$41,158.88	\$41,158.88
	a. Tree Removal	2	EA	\$3,200.00	\$6,400.00	\$1,800.00	\$3,600.00
3	Asphalt Base & Surfacing	405	SY	\$85.00	\$34,425.00	\$48.8414	\$19,780.80
4	Asphalt Surfacing	1210	SY	\$64.00	\$77,440.00	\$21.0429	\$25,462.00
5	Concrete Sidewalk	140	SY	\$225.00	\$31,500.00	\$84.4285	\$12,240.00
6	Pavement markings	1	LS	\$3,550.00	\$3,550.00	\$1,330.00	\$1,330.00
7	Ornamental Fencing	1198	LF	\$144.00	\$172,512.00	\$49.8167	\$59,680.51
8	Pedestrian Gate (5')	1	EA	\$2,735.00	\$2,735.00		
9	Drive Gates (12')	1	EA	\$6,604.00	\$6,604.00		
10	Masonry Columns	23	EA	\$2,248.00	\$51,704.00	\$2,930.52	\$67,402.00
11	Ped. Gate Columns	2	EA	\$2,390.00	\$4,780.00	\$2,854.50	\$5,709.00
12	Landscaping						
	a. Willow Oaks	3	EA	\$1,171.00	\$3,513.00	\$660.00	\$1,980.00
	b. Autumn Chiffon Azalea	304	EA	\$59.00	\$17,936.00	\$34.20	\$10,396.80
	c. Ev. Giant Liriope	225	LS	\$15.00	\$3,375.00	\$7.4986	\$1,687.20
13	Irrigation	1	LS	\$13,200.00	\$13,200.00	\$17,788.00	\$17,788.00
14	Honorary Signage Allowance	1	LS	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
					\$505,731.00		\$299,040.54

Note: Bidder No. 2 added a
handwritten bid item "Bid
Bond" of \$14,390.02

\$ 284,380.22

I, Rick McMackin, CERTIFY THAT THIS IS A TRUE AND CORRECT TABULATION OF BIDS



				Bidder #1		Bidder #2	
SC Landscape Architect #630				Southern Vistas Inc.		W. M. Dicks Contractors	
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE

SC Landscape Architect #630				Bidder #1		Bidder #2	
				Southern Vistas Inc.		W. M. Dicks Contractors	
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Mobilization	1	LS	\$ 34,000.00	\$ 34,000.00	\$ 20,804.33	\$ 20,804.33
2	Site Preparation/Demolition	1	LS	\$22,000.00	\$22,000.00	\$41,158.88	\$41,158.88
	a. Tree Removal	2	EA	\$3,200.00	\$6,400.00	\$1,800.00	\$3,600.00
3	Asphalt Base & Surfacing	405	SY	\$79.00	\$31,995.00	\$48.8414	\$19,780.77
4	Asphalt Surfacing	1210	SY	\$60.00	\$72,600.00	\$21.0429	\$25,461.91
5	Concrete Sidewalk	140	SY	\$202.00	\$28,280.00	\$84.4285	\$11,819.99
6	Pavement markings	1	LS	\$3,550.00	\$3,550.00	\$1,330.00	\$1,330.00
7	Ornamental Fencing	1198	LF	\$140.00	\$167,720.00	\$48.5646	\$58,180.39
8	Pedestrian Gate (5')	1	EA	\$2,735.00	\$2,735.00	\$650.00	\$650.00
9	Drive Gates (12')	1	EA	\$6,604.00	\$6,604.00	\$850.00	\$850.00
10	Masonry Columns	23	EA	\$2,210.00	\$50,830.00	\$2,930.52	\$67,401.96
11	Ped. Gate Columns	2	EA	\$2,390.00	\$4,780.00	\$2,854.50	\$5,709.00
12	Landscaping						
	a. Willow Oaks	3	EA	\$1,171.00	\$3,513.00	\$660.00	\$1,980.00
	b. Autumn Chiffon Azalea	304	EA	\$59.00	\$17,936.00	\$34.20	\$10,396.80
	c. Ev. Giant Liriope	225	LS	\$15.00	\$3,375.00	\$7.4986	\$1,687.19
13	Irrigation	1	LS	\$13,200.00	\$13,200.00	\$17,788.00	\$17,788.00
14	Honorary Signage Allowance	1	LS	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
					\$445,518.00		\$298,599.21

Correct Total: \$300,099.33

	Highlighted areas contain math errors.
	Highlighted areas contain bid change.
	Highlighted areas contain bid correction.



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
7/23/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 07-24-07 - SPECIAL MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of bid award for improvements to the Greenlawn Cemetery.

BACKGROUND SUMMARY:

The City advertised and received one sealed bid for construction work at Greenlawn Cemetery. It is recommended Southern Vistas, Inc. to be awarded the bid.

FINANCIAL IMPACT:

The recommended bidder submitted a proposal for \$184,839.

ATTACHMENTS:

Description

- ▣ RES072407
- ▣ Recommendation & Bid Tabulation

RESOLUTION 07-24-07

APPROVAL OF BID AWARD FOR IMPROVEMENTS TO GREENLAWN CEMETERY.

WHEREAS, the City advertised and received sealed bids for construction work at Greenlawn Cemetery; and

WHEREAS, one sealed bid was received, opened and read aloud on June 6, 2024 and the recommended successful bidder is Southern Vistas, Inc; and

WHEREAS, Southern Vistas, Inc. has bid in the amount of up to One Hundred Eighty-Four Thousand Eight Hundred Thirty-Nine Dollars (\$184,839.00) for masonry signage, landscaping and irrigation; and

WHEREAS, Southern Vistas, Inc. is considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and worker’s compensation insurance coverage, and suitable financial resources to perform the work properly and expeditiously.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that Southern Vistas, Inc. is hereby awarded the bid in the amount of up to One Hundred Eighty-Four Thousand Eight Hundred Thirty-Nine Dollars (\$184,839) for construction work at Greenlawn Cemetery.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Hartsville that the City Manager is authorized to execute all necessary documents.

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled the _____ day of _____ 2024.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



MEMO

To: Sherron Skipper

Date: 07.15.2024

Re: Recommendation of Award
Greenlawn Cemetery Improvements

Hartsville, SC

From: Rick McMackin, RLA, ASLA

On Thursday, June 6, 2024, one bid was received for the above referenced project. A tabulation of this bid is attached for your information and review. We have contacted LLR, and the BBB and we have reviewed the bidder's references.

The lowest, qualified bidder, Southern Vistas Inc., submitted a Total Base Bid of \$294,563.00, Bid Alternate #1 (114,048.00) and Bid Alternate #2 (400,320.00). Both Alternates are to be declined by the Owner. Base Bid items #4- Ornamental Fencing (\$93,888.00) and #5- Drive Gate (\$15,836.00) are also to be declined by the Owner.

With these Amendments, The LandPlan Group South recommends award to Southern Vistas Inc., in the revised Base Amount of **\$184,839.00**.

Please contact me if you have questions or if you need additional information.



I, Rick McMackin, CERTIFY THAT THIS IS A TRUE AND CORRECT TABULATION OF BIDS RECEIVED ON June 6, 2024

See Memo

				Bidder #1	
SC Landscape Architect #630				Southern Vistas Inc.	
ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Mobilization	1	LS	\$24,321.00	\$24,321.00
2	Site Preparation/Demolition	1	LS	\$63,000.00	\$63,000.00
3	Brick Entrance Signage	1	LS	\$32,325.00	\$32,325.00
4	Ornamental Fencing	576	LF	\$163.00	\$93,888.00
5	Drive Gate (12')	2	EA	\$7,918.00	\$15,836.00
17	Planting				
	a) Tuscarora Crape Myrtle	8	EA	\$675.00	\$5,400.00
	b) Rushmore Arborvitae	3	EA	\$320.00	\$960.00
	c) Nellie Stevens Holly	32	EA	\$275.00	\$8,800.00
	d) Fragrant Tea Olive	42	EA	\$275.00	\$11,550.00
	e) Taylor Juniper	28	EA	\$260.00	\$7,280.00
	f) Raspberry Perfection Abelia	52	EA	\$50.00	\$2,600.00
	g) Blue Cascade Evergreen Distylium	14	EA	\$52.00	\$728.00
	h) Amber Rose Flower Carpet	10	EA	\$60.00	\$600.00
	i) Teddy Bear Southern Magnolia	27	EA	\$300.00	\$8,100.00
	j) Annuals	65	EA	\$9.00	\$585.00
	k) Autumn Rocket Camellia	14	EA	\$85.00	\$1,190.00
18	Irrigation	1	LS	\$17,400.00	\$17,400.00
TOTAL, BASE BID					\$294,563.00

SCHEDULE OF PRICES - BID ALTERNATE 1- Greenlawn Cemetery Improvements

Item	Description	Qty	Unit	Unit Price	Price
8	12" Knee Wall & Fencing	576	LF	\$198.00	\$114,048.00
TOTAL, BASE BID					\$114,048.00

SCHEDULE OF PRICES - BID ALTERNATE 2- Greenlawn Cemetery Improvements

Item	Description	Qty	Unit	Unit Price	Price
9	6' Brick Wall	576	LF	\$695.00	\$400,320.00
TOTAL, BASE BID					\$400,320.00



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
7/23/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 07-24-08 - SPECIAL MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval for the City to enter into a collaborative agreement with the Darlington County Humane Society for animal shelter services in Hartsville.

BACKGROUND SUMMARY:

City Council previously allocated and authorized expenditure of American Rescue Plan Act (ARPA) funds to the Darlington County Humane Society (DCHS) in support of the new animal shelter located in Hartsville and its mission to promote the humane care of dogs and cats. An agreement with DCHS is required in order to proceed with reimbursement of costs to DCHS.

ATTACHMENTS:

Description

- ▣ RES072408
- ▣ DCHS Agreement

RESOLUTION 07-24-08

APPROVAL FOR COLLABORATIVE AGREEMENT BETWEEN THE CITY OF HARTSVILLE AND THE DARLINGTON COUNTY HUMANE SOCIETY FOR ANIMAL SHELTER SERVICES.

WHEREAS, this Collaborative Agreement between the Darlington County Humane Society and the City of Hartsville will provide for animal shelter services in the City of Hartsville; and

WHEREAS, the Darlington County Humane Society will provide animal shelter services in the City of Hartsville; and,

WHEREAS, the City will provide financial assistance by reimbursing up to Sixty Thousand Dollars (\$60,000) for the purchase and installation of a portion of the total cost for animal shelter kennels to be utilized as an animal shelter and to provide for the humane care of dogs and cats.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the Collaborative Agreement with the Darlington County Humane Society for animal shelter services for up to Sixty Thousand Dollars (\$60,000) is hereby approved.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Hartsville that the City Manager is hereby authorized to execute all required documents.

NOW, THEREFORE BE IT FINALLY RESOLVED, in meeting duly advertised and assembled the _____ day of _____ 2024.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk

COLLABORATIVE AGREEMENT
Effective July 1, 2024 through June 30, 2025

The entities listed below agree to the following collaboration. The provisions listed below will include, but not be limited to, those stated.

Partner: **Darlington County Humane Society** with business address at 1705 Adoption Way, Darlington, SC, **dba DCHS**

Collaborative Partner Agency: **City of Hartsville SC** with business address at 100 E. Carolina Avenue, Hartsville, SC, **dba City of Hartsville**

Partner: **DCHS will provide:**

- o Promote the humane care of dogs and cats in the City of Hartsville.
- o Provide humane and compassionate care and housing for the abandoned and neglected dogs and cats at the Darlington County Animal Shelter.
- o Place shelter pets in safe homes with responsible owners through reclaim, adoption and rescue services.
- o Screening of potential adopters with the adoption application process or placement of animals with reputable rescue organizations by networking, coordination of placement and providing transportation.
- o Assist when able with emergency animal shelter situations that occur within the City of Hartsville.

Collaborative Partner Agency: **City of Hartsville will provide:**

A reimbursement of \$60,000 to the Darlington County Humane Society for the purchase and installation of a portion of the total cost for animal shelter kennels.

By signing below, the partners agree to the above stated terms.

Daniel P. Moore, City Manager
City of Hartsville
Date: _____

Ann Stoeckmann, President
Darlington County Humane Society
Date: _____