

TOWN OF SULLIVAN'S ISLAND, SOUTH CAROLINA
PUBLIC SAFETY COMMITTEE OF COUNCIL
MEETING MINUTES

Tuesday, March 18, 2014

A meeting of the Public Safety Committee of Council was held at 5:15 p.m., Tuesday, March 18, 2014 at the Training Room, 2nd Floor, Fire Station, 2050 Middle Street all requirements of the Freedom of Information Act having been satisfied. Present were Committee members, Chauncey Clark, Chair, Council members Pat O'Neil and Mary Jane Watson (by phone). Staff included Administrator Benke, Fire Chief Stith and fire personnel (on shift) Amanda Hawver, Stephen Poole and Eric Stinnett (Police Chief Howard excused).

I. Call to Order. Chair Clark called the meeting to order, stated the press and public were duly notified pursuant to state law and noted all members were present.

II. General Discussion of Ladder Truck Purchase and Request for Proposal Specifications

General discussion regarding RFP for ladder truck purchase covering the following points:

- RFP and Town requirements for truck;
- RFP and legal considerations;
- RFP and bid process;
- Anticipated response to RFP

Chair Clark commented on current draft RFP and desire to ensure Town has maximum latitude to accept/reject bids for this Town truck. It was noted the fire engine would be fabricated by-hand, customized to the Town's specifications and all qualified bidders will be able to provide for RFP requirements.

Chief Stith noted the Town has worked on the draft RFP specifications for four months assistance from a volunteer with national expertise creating fire engine specifications. Committee discussed desire to add flexibility to include new technology that might be available during the process of retaining and building the engine.

Council member O'Neil asked about considerations to include emerging technology unforeseen in the horizon (GIS, etc.). He expressed concern to avoid designing vehicle with integrated computer systems that cannot be upgraded in the future. Chief Stith indicated the engine would plug-in computer modules that should allow for upgraded technology.

Chair Clark noted the need to provide for components that could be replaced during the life of the truck was discussed. To the extent possible all components provided should be replaceable to avoid the problem we had with the pump of the current truck.

Committee inquired about a non-customized truck. Chief Stith noted that the Town could purchase a demonstrator engine that would likely not meet the Town's specifications; however, new engines are all customized.

Proposed bid timeline:

- Town final preparation/bid release (1 week)
- Recruitment/advertisement for bid responses (3 weeks)
 - Include an opportunity for questions/answers and potential addendum one week prior to bid closure
- Bid opening– acknowledge receipt, refer to Town for review;
- Review – Staff and Public Safety Committee (1-4 weeks approximately)

Committee will recommend to Council to allow Staff to proceed with finalizing and publishing the RFP for a 95 ft. platform ladder truck for the fire department.

MOTION: Councilman O’Neil made a motion to recommend that Council allow Staff to proceed with finalizing and publishing the RFP for a 95 ft. platform ladder truck for the fire department; seconded by Chair Clark. MOTION UNANIMOUSLY PASSED.

IV. Adjourn

There being no further business, the meeting was adjourned at approximately 6:15p.m. (Councilman O’Neil motioned; Chair Clark seconded; unanimously passed).

Respectfully submitted,
Chauncey Clark, Chair
Public Safety Committee

Approved at the April 17, 2014 Public Safety Committee