

SOUTH CAROLINA COMMISSION ON DISABILITIES AND SPECIAL NEEDS

MINUTES

July 9, 2020

The South Carolina Commission on Disabilities and Special Needs met on Thursday, July 9, 2020, at 2:00 p.m. at the Department of Disabilities and Special Needs Central Office, 3440 Harden Street Extension, Columbia, South Carolina.

The following were in attendance:

COMMISSION

Present via Skype:

Gary Lemel – Chairman

Barry Malphrus

Stephanie Rawlinson

David Thomas

Present In-Person

Eddie Miller

DDSN Administrative Staff

Deputy Director; Pat Maley; Chris Clark, CFO; Rufus Britt, Associate State Director, Operations; Andrew Tharin, Director of Engineering and Planning;

Notice of Meeting Statement

Chairman Lemel called the meeting to order and read a statement of announcement about the meeting that was distributed to the appropriate media, interested persons, and posted at the Central Office and on the website in accordance with the Freedom of Information Act.

Adoption of the Agenda

On motion of Commissioner Malphrus, seconded by Commissioner Rawlinson, the Commission unanimously adopted the July 9, 2020 Meeting Agenda. (Attachment A)

Introductions

Mr. Brad Jasinski and Mr. Bill Livingston, Consulting Engineers with Swygert and Associates were introduced.

General HVAC Design Principles

Mr. Jasinski and Mr. Livingston spoke of general HVAC design concepts and the things they have to think about when they design systems with ventilation being number one especially in a facility that is occupied by residents. They also spoke of the importance of having enough maintenance or qualified technicians that are familiar with the system and designing the best system to meet a budget. Mr. Tharin explained in detail the condition of the current HVAC system at Coastal Center and the reason it was identified some time ago to be replaced. Mr. Tharin also spoke of the Capital Permanent Improvement Project process and how projects are identified to be replaced.

Review of Bid Process for State Project J16-9920

Mr. Tharin gave a review of the bid process and provided some background of the process for all state capital improvement projects. He also explained how the Capital Budget Office of the Department of Administration is involved. Discussion followed.

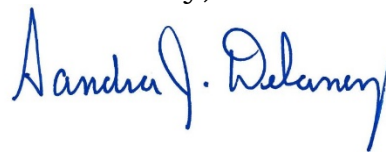
State Project #J16-9920: 320 and 420 HVAC Replacement

The HVAC replacement State Project was discussed that was presented at the June 18, 2020 Commission Meeting for consideration of approval, however, action was deferred until the July 16, 2020 Commission Meeting.

Adjournment

On motion of Commissioner Malphrus seconded by Commissioner Miller and passed, the meeting was adjourned at 3:05 p.m.

Submitted by,



Sandra J. Delaney

Approved:



Robin Blackwood
Secretary

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A G E N D A

**South Carolina Department of Disabilities and Special Needs
3440 Harden Street Extension
Conference Room 251
Columbia, South Carolina**

July 9, 2020

2:00 P.M.

1. Call to Order *Chairman Gary Lemel*
2. Notice of Meeting Statement *Commissioner Robin Blackwood*
3. Adoption of Agenda
4. Introductions
5. General HVAC Design Principles *Mr. Brad Jasinski
Mr. Bill Livingston
Swygert & Associates*
6. Review of Bid Process for State Project J16-9920 *Mr. Andrew Tharin*
7. State Project # J16-9920: 320 & 420 HVAC Replacement *Mr. Brad Jasinski
Mr. Bill Livingston
Swygert & Associates*
8. Roundtable Discussion
9. Adjournment