



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina

**American Council of Engineering
Companies of South Carolina
Board of Director's Meeting
September 3, 2020
[Virtual meeting on Webex](#)
Meeting #: 132 831 7867
Password: ACECSCBoD**

Board of Directors

- ☐ Jason Eppley, PE, *Chair*
- ☐ Matt Gehman, *Vice Chair*
- ☐ Jeff Mulliken, PhD, PE, *Sec./Treasurer*
- ☐ Keith Overstreet, PE, *Past Chair*
- ☐ Chuck Black, PE, *Director*
- ☐ Petrina Butler PE, *Director*
- ☐ Theresa McClure, *Director*
- ☐ Bryan Shiver, PE, *Director*
- ☐ Ben Temple, PE *Director*
- ☐ Ricky Ward, PE, *Director*
- ☐ Kylie Page, PE, *National Director **
- ☐ Melvin Williams, *Affiliate National Director **
- ☐ Tom Jordan, PE, *Environmental Committee Chair**
- ☐ David Taylor, PE *Transportation Committee Chair**
- ☐ Adam B. Jones, *Executive Director**
- ☐ Allison J. King, *ACEC-SC Staff**
- ☐ Matteah Taylor, *Account Executive**
- ☐ Other*

* denotes non-voting

WebEx Meeting number: 132 831 7867

Password: ACECSCBoD (22327226 from phones and video systems)

[https://adam-450.my.webex.com/adam-](https://adam-450.my.webex.com/adam-450.my/j.php?MTID=ma0bcbf39b3a3f38123a360f9999fd088)

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Access code: 132 831 7867

Agenda

1. Call to Order – Jason Eppley, PE
2. Approve Consent Agenda
 - Meeting Minutes August 6, 2020
 - Membership Report
3. Financial Report – Jeff Mulliken, PE, PhD
 - Financial Report
4. Chair's Report: - Jason Eppley, PE
 - Strategic Plan
 - Input from Board Members on who is responsible
5. Executive Director's Report – Adam B. Jones
 - Legislative Report
 1. September Session
 2. Safe Harbor Legislation
 3. Infrastructure – Congressional
 - New SCDOT Commissioners
 - Engineering Excellence Awards
 - SC Engineering Conference
 - Golf Tournament / Bowling Tournament / Oyster Roast
 - Board of Directors Guidance Document
 - ACEC-SC Marketing Piece
 1. Testimonials /Mug shots
 - Virtual Round Tables & Virtual Webinars
 - ADS Pipe (Plastic Pipe Spec in SCDOT Upcoming Projects)
6. ACEC National Directors Report – Kylie Page, PE
 - ACEC PAC 2020 Goal
 - ✓ World's Largest Golf Tournament / Walk for Infrastructure
7. Committee Reports:
 - Transportation Committee
 - ✓ ACEC-SC/SCDOT Annual Meeting Planning
 - SCDOT Participation
 - Virtual Conference
 - Space/Needs
 - ✓ Partnering Committee Meeting
 - ✓ ACEC Transportation Committee (Overhead & FAR)
 - BRE Committee
 - Communications Committee
 - Membership Committee
 - ✓ Meeting 8/31/2020
 - ✓ Results by 11/2020
 - Advocacy PAC
8. Other Business
9. Next Meeting: 10/1/2020 (Virtual)
10. Adjourn
11. PAC Committee Convened
 - Roger Nutt For House / Glenn Reese for Senate

**ACEC-SC Board of Directors Meeting
Board Meeting
Thursday August 6, 2020
WebEx**

Call to Order: ACEC-SC Chair, Jason Eppley called the board meeting to order at 10:01 AM. The following were in attendance: Jason Eppley, PE, Chuck Black, PE, Theresa McClure, and Ben Temple, PE Keith Overstreet, PE, Matt Gehman, Petrina Butler, PE, Jeff Mulliken, PhD, PE, Bryan Shiver, PE, Melvin Williams, Adam Jones, and Allison King,

Agenda Approval: A motion was made by Butler, seconded by Black and passed unanimously to accept the consent agenda.

Membership Report: Executive Director, Adam Jones

- Dues went out beginning of July and are coming in steadily
- Second notices will go out next week

Financial Report: Secretary/Treasurer, Jeff Muliken, PE, PhD reported:

- Year end financials look good.
 - Total Income \$546,511.57
 - Total expenses \$447,545.38
 - Net Income for year: \$99,946.19
 - Best year to date
- Financial report:
 - Total income \$105,862
 - Total expenses \$30,622.891
 - Total net income of \$75,240.05

Chairman Eppley activated the Budget Committee. The Committee will consist of Jeff Muliken, PE, PhD, Matt Gehman, and Adam B. Jones

A motion was made to approve the financial report by Butler with a second by Black. Motion was passed unanimously.

Chair's Report: Chairman Eppley thanked everyone for participating in the planning retreat in March and the second planning session in July.

- Eppley asked the Board to review the Strategic Plan and Operational Plan
 - He asked board members to help list the measures of success.
 - Operational Plan needs volunteers who are responsible.
 - The Board must continue to ask themselves, "Are we who we think we are"?
 - The only way to become who we think they are is to move the strategic plan forward.
 - The Strategic Plan will dictate the Board meetings moving forward.
 - As items are completed, we will add new objectives.

In discussion about moving ACEC-SC forward, Melvin Williams asked about how members can bring items to the Board of Directors. There was brief discussion.

- Jones said he would publish Board Meeting dates to membership and ask for input from membership.

Eppley, closed saying he will need Board members' help to move the strategic plan forward.

Executive Director's Report: Executive Director Jones gave the following report:

Legislative Report:

- Little movement since last meeting
- SC Senate & House Business Liability Subcommittees met
 - Discussed Safe Harbor Legislation

- Bill was not introduced.
- Hopeful it will be introduced in September.
- ACEC-SC supports this
 - Calls to action to come.
 - Explainer video.
- ACEC and ACEC-SC continued to lobby Congress for infrastructure funding.
- Both as a part of the CARES act and to pass the FAST Act.
 - SCDOT in favor of FAST Act, but thinks a one time hand out in CARES Act would be a band aid.
 - They have told Delegation as such.
 - Answer Call to Action if you have not already.

Future Leaders:

- Still plan to recognize graduates.
- Membership meeting in fall.
- Engineering Excellence Awards if not able to host before.

Engineering Excellence Awards:

- Call for entries goes out in August.
- Recommend we follow normal timeline.
 - Can postpone Gala if needed, but Firms can submit same as other years.
 - Gives National Finalist time to submit to national.

ACEC-SC PAC

- Send money to approved legislators for this period

<ul style="list-style-type: none"> ○ Senator Alexander ○ Senator Cash ○ Senator Leatherman ○ Senator Grooms ○ Senator Massey ○ Senator Bennett ○ Senator Talley ○ Senator Gambrell ○ Senator Turner 	<ul style="list-style-type: none"> ○ Senator Williams ○ Representative Sandier ○ Representative Ott ○ Representative Thayer ○ Representative Gagnon ○ Representative Anderson ○ Representative M. Smith ○ Representative Caskey ○ Representative Allison ○ Representative Hiott
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- Possibly host virtual meetings before sending checks.
- PAC Trustee Meeting next Month.

SC Engineering Conference:

- 202 attendees registered.
- Higher than we budget for.
- Thanks to all who have sponsored, registered, or are speaking.

Golf Tournament

- Better turnout than we anticipated.
- May have to cut it off to ensure players have their own carts.
- 74 Golfers now.

ACEC PAC

- ACEC-SC is far from PAC Goal.
- Request Board Members make their contributions.
- ACEC World's Largest Golf Tournament & Infrastructure Walk good ways to contribute.

National Director's Report: Affiliate_National Director Melvin Williams reported ACEC National has a lot going on.

- Williams said ACEC is supporting the “Hero’s and the Hills Act”.
- ACEC is pushing on an Infrastructure package.
- ACEC Planning Cabinet is very active.
 - Implementing the five-year strategic plan.
 - Working on diversifying the group. (looking at this from the top down)
 - Risk Management Committee is doing a study on best practices of Design Build Committee.
 - The ACEC Research institute has commissioned a study on QBS is being conducted.

Committee Reports:

- *Transportation Committee:* Transportation Committee Chair David Taylor reported:

- ACEC-SC sent a letter of concern to the SCDOT in June.
- SCDOT sent a letter back last week.
- The letter is agreeing to disagree.
- Taylor reported SCDOT published the numbers for the firms of their ranking.

McClure asked if we would do anything going forward. Overstreet said he would not recommend doing anything.

After discussion, The Board decided the ACEC-SC Board will continue to monitor the Two-Tier selection process, but it will be held on a committee level moving forward.

- Taylor went over the planning of the ACEC-SC/SCDOT Annual Meeting.
 - He reported currently SCDOT said they would not participate this year.
 - Jones asked the Board if they would support a highly discounted rate for SCDOT to attend.
 - Jones also spoke to the contractual obligations ACEC-SC is currently under for the meeting to be held in person.

It was decided that a decision will be made after the Partnering Committee has met to see what if any SCDOT involvement will take place.

- *BRE Committee:* Committee Chair Chuck Black reported the scholarship applications had been sent in. He suggests we award the scholarships to the two applicants. The Board supported the two recipients. Discussion ensued on how well the scholarship program works.
- *Communications Committee:* Theresa McClure reported the committee is working on a Communications plan to help move the strategic plan forward.
- *Membership Committee:* Theresa McClure reported she had gotten an adjusted quote for a survey. She moved that ACEC-SC accept it. Discussion ensued. The Board voted to move forward with the survey and seconded by Shiver.

Other Business: There was no other business.

Respectfully Submitted,

Adam B. Jones
Executive Director
ACEC-SC

Company Name	Date Received Payment	Employee Count	4010 ACEC SC Dues	4020 ACEC PAC	4030 ACEC National Dues	4040 Minute Man	4045 Education Fund	TOTAL DUES	payment differ	ACEC-SC Paid Dues
A Morton Thomas and Associates, Inc. (AMT)		4								
AECOM		212								
Alfred Benesch & Company	7/21/20	15	\$1,712.88	\$214.11		\$17.00	\$0.00	\$1,943.99		\$1,712.88
Alliance Consulting Engineers, Inc.	7/27/20	70	\$2,997.54	\$481.75	\$4,454.00	\$38.00	\$0.00	\$7,971.29		\$3,853.98
American Engineering Consultants, Inc.	8/3/20	22	\$2,141.10	\$267.64	\$2,299.00	\$21.00	\$0.00	\$4,728.74		\$2,141.10
Applied Building Science (ABS)	7/27/20	23	\$2,141.10	\$267.64	\$2,692.00	\$21.00	\$0.00	\$5,121.74		\$2,141.10
Applied Control Technologies	7/27/20	8	\$1,199.35	\$160.58	\$1,289.00	\$8.00	\$0.00	\$2,656.93		\$1,284.66
Buford Goff & Associates	7/27/20	19	\$2,141.10	\$267.64	\$2,114.00	\$14.00	\$0.00	\$4,536.74		\$2,141.10
Bunnell-Lammons Engineering Inc.	7/27/20	105	\$4,710.42	\$588.80		\$47.00	\$0.00	\$5,346.22		\$4,710.42
Calyx Engineers & Consultants		2								
Cardno		9								
Carlisle Associates, Inc.		13								
Carolina TEA	7/20/20	3	\$573.81	\$71.73	\$490.00	\$13.00	\$0.00	\$1,148.54		\$573.81
Carper Civil Consulting, LLC		1								
CDM Smith		86								
Century Southern, Inc.	8/10/20	1	\$428.22	\$53.53	\$507.00	\$4.00	\$0.00	\$992.75		\$428.22
CH Engineering, PLLC	7/27/20	5	\$1,284.66	\$160.58		\$12.00	\$0.00	\$1,457.24		\$1,284.66
Civil Engineering Consulting Service, Inc.	7/20/20	35	\$2,385.67	\$321.17	\$2,999.00	\$25.00	\$0.00	\$5,914.49		\$2,569.32
Clark Patterson Lee	8/10/20	9	\$1,284.66	\$160.58		\$17.00	\$0.00	\$1,462.24		\$1,284.66
Collins Engineers, Inc.	7/27/20	10	\$1,712.88	\$214.11		\$17.00	\$0.00	\$1,943.99		\$1,712.88
CONSOR		15								
Construction Science and Engineering, Inc.		8	\$1,284.66	\$160.58	\$1,379.00	\$13.00				\$2,837.24
Cox and Dinkins, Inc.	8/10/20	38	\$2,008.36	\$251.04	\$2,094.00	\$20.00	\$0.00	\$4,373.40		\$2,008.35
Davis & Floyd, Inc.		127								
DDC Engineers, Inc.	7/20/20	34	\$2,569.32	\$321.17	\$2,948.00	\$25.00	\$0.00	\$5,863.49		\$2,569.32
Design South Professionals, Inc.	8/10/20	17	\$2,141.10	\$267.64		\$25.00	\$0.00	\$2,433.74		\$2,141.10
Development Resource Group	7/27/20	12	\$1,147.63	\$143.45	\$1,627.00	\$11.00	\$0.00	\$2,929.08		\$1,147.63
ECS Southeast, LLP	8/10/20	81	\$3,425.76	\$428.22		\$34.00	\$0.00	\$3,887.98		\$3,425.76
ESP Associates, PA	8/3/20	190	\$5,995.08				\$0.00	\$5,995.08		\$5,995.08
F&ME Consultants	8/10/20	70	\$3,854.00	\$482.00	\$4,454.00	\$38.00	\$0.00	\$8,828.00		\$3,854.00
Forsberg Engineering & Surveying, Inc.		21								
Foth Infrastructure & Environment, LLC	7/28/20	5	\$1,239.56	\$160.58		\$13.00	\$0.00	\$1,413.14	\$1,445.24	\$1,284.66
Froehling & Robertson, Inc.		18								
Gaines Engineering & Design, LLC		2								
Gannett Fleming, Inc.	7/27/20	2	\$856.44	\$107.06		\$7.00	\$0.00	\$970.50		\$856.44
GEL Solutions (requested to pay quarterly)	8/3/20	10	\$428.22	\$53.53	\$785.25			\$5,086.99		\$428.22
GHD										
GPI Geospatial	7/27/20	8	\$1,284.66	\$160.58		\$13.00	\$0.00	\$1,458.24		\$1,284.66
GWA, Inc.	8/10/20	9	\$1,284.66		\$1,379.00	\$13.00	\$160.58	\$2,837.24		\$1,284.66
HDR		135								
HNTB	8/18/20	36	\$2,569.32	\$321.17		\$21.00		\$2,911.49		\$2,569.32
Holt Consulting Company, LLC	7/27/20	19	\$2,141.10	\$267.64		\$17.00	\$0.00	\$2,425.74		\$2,141.10
Hussey Gay Bell	8/3/20	33	\$2,569.32	\$321.17		\$30.00	\$0.00	\$2,920.49		\$2,569.32
Infrastructure Consulting & Engineering		139								
Insight Group, A Christopher Company		13								
IPW Construction Group	8/18/20	5	\$1,284.66	\$160.58	\$986.00	\$13.00	\$0.00	\$2,444.24		\$1,284.66
Johnson, Mirmiran & Thompson		18								
KCI Technologies, Inc.	7/27/20	35	\$2,569.32	\$321.17		\$43.00	\$0.00	\$2,933.49		\$2,569.32
Keck & Wood, Inc.		10								
Kimley-Horn and Associates, Inc.	8/3/20	32	\$2,468.15				\$321.17	\$2,789.32		\$2,569.32
Kleinfelder		25								
Life Cycle Engineering, Inc.	8/24/20	130	\$5,138.64	\$642.33	\$15,709.00	\$51.00	\$0.00	\$21,540.97		\$5,138.64
MA Engineering Consultants										
Mattern & Craig	8/10/20	2	\$856.44	\$107.06		\$8.00		\$971.50		\$856.44
MC Squared		63								
McCormick Taylor		6								
Mead & Hunt, Inc.	7/27/20	40	\$2,569.32	\$321.17		\$43.00	\$0.00	\$2,933.49		\$2,569.32
Michael Baker International	8/10/20	90	\$4,282.20	\$535.28		\$43.00	\$0.00	\$4,860.48		\$4,282.20
MLB Engineering, LLC	7/20/20	1	\$428.22	\$53.53	\$507.00	\$4.00	\$0.00	\$992.75		\$428.22
Neel-Schaffer, Inc.		9					\$0.00			
NOVA Engineering	8/3/20	4	\$856.44	\$107.06		\$13.00	\$0.00	\$976.50		\$856.44
NVS CALYX		2								
OLH, Inc.	7/27/20	20	\$2,141.10	\$267.64	\$2,177.00	\$21.00	\$0.00	\$4,606.74		\$2,141.10
Parrish and Partners, LLC	8/18/20	36	\$2,569.32	\$321.17		\$30.00	\$0.00	\$2,920.49		\$2,569.32
Pond		15								
Professional Engineering Associates, Inc.	7/20/20	15	\$1,712.88	\$214.11	\$1,847.00	\$17.00	\$0.00	\$3,790.99		\$1,712.88
Ramey Kemp & Associates Inc		6								

RK&K-Rummel, Klepper & Kahl, LLP	8/10/20	14	\$1,712.88	\$214.11		\$19.00	\$0.00	\$1,945.99		\$1,712.88
Rowe Professional Services Company	7/27/20	3	\$856.44	\$107.06		\$8.00	\$0.00	\$971.50		\$856.44
RS&H		6								
S&ME, Inc.	8/18/20	231	\$6,851.52	\$856.44		\$68.00	\$0.00	\$7,775.96		\$6,851.52
SAM, LLC	8/10/20	5	\$1,284.66	\$160.58	\$0.00	\$13.00	\$0.00	\$1,458.24		\$1,284.66
SEPI	7/27/20	3	\$856.44	\$107.06		\$8.00		\$971.50		\$856.44
Sims Group Engineers, Inc	7/27/20	6	\$1,284.66	\$160.58	\$1,092.00	\$13.00	\$0.00	\$2,550.24		\$1,284.66
Stantec Consulting	8/10/20	56	\$3,425.76			\$34.00	\$428.22	\$3,887.98		\$3,425.76
Stevens & Wilkinson SC, Inc.	7/27/20	32	\$2,569.32	\$321.17		\$26.00	\$0.00	\$2,916.49		\$2,569.32
Stewart Engineering		4								
STV Incorporated		22								
SynTerra	8/10/20	16	\$1,712.88	\$214.11		\$17.00	\$0.00	\$1,943.99		\$1,712.88
T2 Utility Engineers	8/24/20	1	\$428.22	\$53.53		\$4.00		\$485.75		\$428.22
Terracon Consultants, Inc.	8/24/20	124	\$5,138.64	\$642.33		\$51.00	\$0.00	\$5,831.97		\$5,138.64
The Sheridan Corporation										
Thomas & Hutton Engineering Co.		58								
Three Oaks Engineering	8/3/20	4	\$856.44	\$107.06		\$13.00	\$0.00	\$976.50		\$856.44
Tidemark Land Services, Inc.	7/20/20	15	\$1,712.88	\$214.11	\$1,847.00	\$11.00	\$0.00	\$3,784.99		\$1,712.88
TranSystems Corporation	7/27/20	20	\$2,141.10	\$267.64		\$30.00	\$0.00	\$2,438.74		\$2,141.10
TRC Environmental Corporation		67								
Vaughn & Melton Consulting Engineers	8/24/20	11	\$1,712.88	\$214.11		\$17.00	\$0.00	\$1,943.99		\$1,712.88
W. R. Riggs And Associates, Inc.	8/10/20	4	\$856.44	\$107.06	\$986.00	\$11.00	\$0.00	\$1,960.50		\$856.44
Weston & Sampson	8/10/20	16	\$1,712.88	\$214.11		\$26.00		\$1,952.99		\$1,712.88
Wilson Ferguson		13								
WSP Parsons Brinkerhoff (formerly PB Americas)		28								
TOTAL			\$121,503.31	\$13,687.85	\$56,661.25	\$1,189.00	\$909.97	\$195,117.78		\$124,327.55
AFFILIATE MEMBERS			4050 ACEC SC Dues	4020 ACEC PAC	4030 ACEC National Dues	4040 Minute Man	4045 Education Fund			
ACEC Business Insurance Trust		0		\$81.25		\$6.50	\$0.00	\$87.75		
Advance Drainage Systems, Inc.				\$81.25		\$6.50		\$87.75		
Burkett Burkett & Burkett Certified Public Accountants, PA				\$81.25		\$6.50		\$87.75		
Edwards-Pitman Environmental, Inc.		0		\$81.25		\$6.50	\$0.00	\$87.75		
Enterprise Fleet Management				\$81.25		\$6.50		\$87.75		
George Consulting, Ltd.	7/20/20	55	\$650.00	\$81.25		\$6.50		\$737.75		\$650
Gibbes Burton, LLC		0		\$81.25		\$6.50	\$0.00	\$87.75		
Insurance Management Consultants, Inc.				\$81.25		\$6.50	\$0.00	\$87.75		
Mar Mac Construction Products Co.				\$81.25		\$6.50		\$87.75		
O R Colan Associates, LLC	7/27/20		\$650.00	\$81.25		\$6.50	\$0.00	\$737.75		\$650.00
Oldcastle-Adams Products				\$81.25		\$6.50	\$0.00	\$87.75		
Primacq Group, Inc.	7/27/20		\$650.00	\$81.25		\$6.50	\$0.00	\$737.75		\$650.00
SC Asphalt Pavement Association		0		\$81.25		\$6.50		\$87.75		
T. Wayne Owens & Associates, PC	7/27/20		\$650.00	\$81.25		\$6.50	\$0.00	\$737.75		\$650.00
THC, Inc.	8/24/20	0	\$650.00	\$81.25		\$6.50	\$0.00	\$737.75		\$631.99
Tindall Corporation				\$81.25		\$6.50	\$0.00	\$87.75		
TJS Deemer Dana LLP				\$81.25		\$6.50		\$87.75		
Utility Coordination Consultants, LLC	7/27/20		\$650.00	\$81.25		\$6.50	\$0.00	\$737.75		\$650.00
TOTAL			\$3,900.00	\$0.00		\$117.00	\$0.00	\$5,479.50		
				\$1,462.50						
GRAND TOTALS:			\$125,403.31	\$15,150.35	\$56,661.25	\$1,306.00	\$909.97	\$200,597.28		

						Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget	Jul '20 - Jun 21	Delta	Notes
					Income							
					4010 · ACEC-SC DUES	123,350.89	175,000.00	-51,649.11	70.49%	60,766.85	62,584.04	sc dues
					4020 · ACEC-SC PAC	14,772.18	21,875.00	-7,102.82	67.53%	7,320.46	7,451.72	pac
					4030 · ACEC DUES	54,063.25	70,000.00	-15,936.75	77.23%	26,659.25	27,404.00	dues
					4040 · ACEC MINUTE MAN FUND (TORT)	1,156.00	1,750.00	-594.00	66.06%	547.50	608.50	minute man
					4045 · EDUCATION FUND	481.75	2,000.00	-1,518.25	24.09%	0.00	481.75	ed fund
					4050 · AFFILIATE DUES	3,881.99	8,000.00	-4,118.01	48.53%	3,250.00	631.99	affil dues
					4070 · ACEC ROYALTIES	0.00	0.00	0.00	0.0%	0.00	0.00	
					4075 · REIMBURSEMENTS						0.00	
					4075.1 · MEMBERSHIP GOALS	0.00	0.00	0.00	0.0%	0.00	0.00	
					Total 4075 · REIMBURSEMENTS	0.00	0.00	0.00	0.0%	0.00	0.00	
					4130 · MEMBER EVENTS						0.00	
					4130.10 · ENGINEER EXCELLENCE AWARDS						0.00	
					4130.11 · ENTRY FEES	0.00	6,000.00	-6,000.00	0.0%	0.00	0.00	
					4130.12 · PLAQUES	75.00	1,500.00	-1,425.00	5.0%	0.00	75.00	plaques (MBI outstanind invoice from 2020)
					4130.13 · EE BANQUET	300.00	7,500.00	-7,200.00	4.0%	0.00	300.00	eea banq (MBI outstanind invoice from 2020)
					4130.10 · ENGINEER EXCELLENCE AWARDS - Other	0.00	0.00	0.00	0.0%	0.00	0.00	
					Total 4130.10 · ENGINEER EXCELLENCE AWARDS	375.00	15,000.00	-14,625.00	2.5%	0.00	375.00	total
					4130.2 · WINTER MEETING	170.00	19,000.00	-18,830.00	0.9%	0.00	170.00	winter mtg
					4130.3 · SCDOT MEETING						0.00	
					4130.31 · SCDOT MEETING EXHIBITORS	0.00	9,000.00	-9,000.00	0.0%	0.00	0.00	
					4130.32 · SCDOT MEETING SPONSORS	0.00	69,000.00	-69,000.00	0.0%	0.00	0.00	
					4130.33 · SCDOT MEETING REGISTRANTS	0.00	57,000.00	-57,000.00	0.0%	0.00	0.00	
					4130.3 · SCDOT MEETING - Other	0.00	0.00	0.00	0.0%	0.00	0.00	
					Total 4130.3 · SCDOT MEETING	0.00	135,000.00	-135,000.00	0.0%	0.00	0.00	
					4130.4 · BOARD RETREAT	0.00	9,000.00	-9,000.00	0.0%	0.00	0.00	
					4130.5 · SUMMER ENGINEER'S CONFERENCE	0.00	10,000.00	-10,000.00	0.0%	0.00	0.00	
					4130.6 · MEMBER EVENTS						0.00	
					4130.61 · FALL PAC GOLF TOURNAMENT	0.00	9,000.00	-9,000.00	0.0%	0.00	0.00	
					4130.62 · SPRING SCHOLARSHIP TOURNAMENT	13,903.35	14,000.00	-96.65	99.31%	4,818.80	9,084.55	golf
					4130.6 · MEMBER EVENTS - Other	2,500.00	0.00	2,500.00	100.0%	2,500.00	0.00	
					Total 4130.6 · MEMBER EVENTS	16,403.35	23,000.00	-6,596.65	71.32%	7,318.80	9,084.55	total
					Total 4130 · MEMBER EVENTS	16,948.35	211,000.00	-194,051.65	8.03%	7,318.80	9,629.55	total
					4140 · FUTURE LEADERS PROGRAM	0.00	0.00	0.00	0.0%	0.00	0.00	
					4220 · TRAVEL REIMBURSEMENTS	0.00	0.00	0.00	0.0%	0.00	0.00	
					Total Income	214,654.41	489,625.00	-274,970.59	43.84%	105,862.86	108,791.55	
					Gross Profit	214,654.41	489,625.00	-274,970.59	43.84%	105,862.86	108,791.55	total
					Expense						0.00	
					6010 · ACEC NATIONAL DUES						0.00	
					6010.1 · MINUTE MAN CONTRIBUTIONS	0.00	1,750.00	-1,750.00	0.0%	0.00	0.00	
					6010.2 · NATIONAL DUES	0.00	70,000.00	-70,000.00	0.0%	0.00	0.00	
					6010.3 · EXECUTIVE DIRECTOR/NAECE DUES	200.00	200.00	0.00	100.0%	0.00	200.00	NAECE
					Total 6010 · ACEC NATIONAL DUES	200.00	71,950.00	-71,750.00	0.28%	0.00	200.00	total
					6015 · ACEC-SC PAC Transfer	0.00	21,875.00	-21,875.00	0.0%	0.00	0.00	
					6020.7 · ACEC TRAVEL staff train in DC						0.00	
					6020.2 · EXECUTIVE DIRECTOR	0.00	9,000.00	-9,000.00	0.0%	0.00	0.00	
					6020.3 · NATIONAL DIRECTOR	0.00	5,250.00	-5,250.00	0.0%	0.00	0.00	
					6020.4 · PRESIDENT	0.00	5,250.00	-5,250.00	0.0%	0.00	0.00	
					6020.5 · PRESIDENT ELECT	0.00	4,250.00	-4,250.00	0.0%	0.00	0.00	
					6020.6 · AFFILIATE NATIONAL DIRECTOR	0.00	4,250.00	-4,250.00	0.0%	0.00	0.00	
					6020.7 · ACEC TRAVEL staff train in DC - Other	0.00	1,800.00	-1,800.00	0.0%	0.00	0.00	
					Total 6020.7 · ACEC TRAVEL staff train in DC	0.00	29,800.00	-29,800.00	0.0%	0.00	0.00	
					6030 · BOARD EXPENSE	0.00	1,750.00	-1,750.00	0.0%	0.00	0.00	
					6045 · EDUCATION FUND EXP	0.00	2,000.00	-2,000.00	0.0%	0.00	0.00	
					6050 · COMMITTEE ACTIVITY						0.00	
					6050.1 · MEMBERSHIP	0.00	17,000.00	-17,000.00	0.0%	0.00	0.00	
					6050.2 · TRANSPORTATION	0.00	2,000.00	-2,000.00	0.0%	0.00	0.00	
					6050.3 · ENVIRONMENTAL	0.00	500.00	-500.00	0.0%	0.00	0.00	
					6050.4 · COMMUNICATIONS	0.00	200.00	-200.00	0.0%	0.00	0.00	
					6050.5 · BRE	0.00	200.00	-200.00	0.0%	0.00	0.00	
					6050.6 · ADVOCACY/PAC	0.00	1,500.00	-1,500.00	0.0%	0.00	0.00	
					6050.7 · ADHOC/BYLAWS & INVESTMENTS	0.00	250.00	-250.00	0.0%	0.00	0.00	
					Total 6050 · COMMITTEE ACTIVITY	0.00	21,650.00	-21,650.00	0.0%	0.00	0.00	
					6120 · LEGISLATIVE ACTIVITY						0.00	
					6120.2 · LOBBY FEES	0.00	416.00	-416.00	0.0%	0.00	0.00	
					6120.3 · ACTIVITIES EXPENSE	0.00	250.00	-250.00	0.0%	0.00	0.00	
					6120.4 · SC PAC CONTRIBUTIONS	20,000.00	0.00	20,000.00	100.0%	0.00	20,000.00	pac
					Total 6120 · LEGISLATIVE ACTIVITY	20,000.00	666.00	19,334.00	3,003.0%	0.00	20,000.00	total
					6130 · MEMBER MEETING EXPENSES						0.00	
					6130.1 · ENG. EXCELLENCE AWARDS	0.00	10,500.00	-10,500.00	0.0%	0.00	0.00	
					6130.13 · EEA PLAQUES	0.00	1,500.00	-1,500.00	0.0%	0.00	0.00	
					6130.15 · EAA PRINTING	0.00	2,500.00	-2,500.00	0.0%	0.00	0.00	
					6130.2 · WINTER MEETING EXPENSE	0.00	10,000.00	-10,000.00	0.0%	0.00	0.00	
					6130.3 · SCDOT MEETING EXPENSE	0.00	70,000.00	-70,000.00	0.0%	0.00	0.00	
					6130.4 · BOARD RETREAT EXPENSE	0.00	12,000.00	-12,000.00	0.0%	0.00	0.00	
					6130.6 · MEMBER EVENT EXPENSES						0.00	

				6130.61 · PAC EVENT EXPENSE	0.00	9,000.00	-9,000.00	0.0%	0.00	0.00	
				6130.62 · SPRING GOLF TOURNAMENT EXPENSE	11,949.34	13,000.00	-1,050.66	91.92%	0.00	11,949.34	golf tournament and \$7,000 in scholarships)
				6130.6 · MEMBER EVENT EXPENSES - Other	0.00	0.00	0.00	0.0%	0.00	0.00	
				Total 6130.6 · MEMBER EVENT EXPENSES	11,949.34	22,000.00	-10,050.66	54.32%	0.00	11,949.34	total
				6130.70 · LEGISLATIVE RECEPTION	0.00	3,000.00	-3,000.00	0.0%	0.00	0.00	
				6130.80 · REGIONAL MEETINGS	0.00	4,000.00	-4,000.00	0.0%	0.00	0.00	
				6130 · MEMBER MEETING EXPENSES - Other	0.00	0.00	0.00	0.0%	0.00	0.00	
				Total 6130 · MEMBER MEETING EXPENSES	11,949.34	135,500.00	-123,550.66	8.82%	0.00	11,949.34	total
				6130.8 · FAR PROGRAM EXP	0.00	0.00	0.00	0.0%	0.00	0.00	
				6140 · FUTURE LEADERS PROGRAM EXPENSE	672.98	0.00	672.98	100.0%	672.98	0.00	
				6160 · DUES AND SUBSCRIPTIONS						0.00	
				6160.1 · SCCFLR DUES	0.00	2,500.00	-2,500.00	0.0%	0.00	0.00	
				6160.2 · SCFOR DUES	0.00	750.00	-750.00	0.0%	0.00	0.00	
				6160.3 · SCESS DUES	0.00	200.00	-200.00	0.0%	0.00	0.00	
				6160 · DUES AND SUBSCRIPTIONS - Other	0.00	0.00	0.00	0.0%	0.00	0.00	
				Total 6160 · DUES AND SUBSCRIPTIONS	0.00	3,450.00	-3,450.00	0.0%	0.00	0.00	
				6170 · SCCJC DUES	0.00	0.00	0.00	0.0%	0.00	0.00	
				6200 · MANAGEMENT FEES	29,197.84	175,187.00	-145,989.16	16.67%	29,197.84	0.00	
				6210 · MISCELLANEOUS OPERATIONS						0.00	
				6210.1 · PHOTOCOPIES	120.96	0.00	120.96	100.0%	120.96	0.00	
				6210.2 · POSTAGE	91.79	0.00	91.79	100.0%	91.79	0.00	
				6210.4 · LONG DISTANCE	0.00	0.00	0.00	0.0%	0.00	0.00	
				6210.5 · 501 APP	100.00				100.00	0.00	
				6210.6 · OFFICE SUPPLIES	0.00	0.00	0.00	0.0%	0.00	0.00	
				6210.8 · WEBSITE ELECTRONIC MARKETING	150.00	1,000.00	-850.00	15.0%	150.00	0.00	
				6210 · MISCELLANEOUS OPERATIONS - Other	0.00	5,000.00	-5,000.00	0.0%	0.00	0.00	
				Total 6210 · MISCELLANEOUS OPERATIONS	462.75	6,000.00	-5,537.25	7.71%	462.75	0.00	
				6215.1 · Intern	0.00	7,800.00	-7,800.00	0.0%	0.00	0.00	
				6410 · BANK CHARGES / CREDIT CARD FEES						0.00	
				6410.1 · CAROLINA FIRST SERVICE FEE	3.00	50.00	-47.00	6.0%	0.00	3.00	bank fee
				6410.2 · PAYPAL EXPENSE	56.32	400.00	-343.68	14.08%	26.32	30.00	paypal fee
				6410.3 · REGONLINE EXPENSE	0.00	1,500.00	-1,500.00	0.0%	0.00	0.00	
				6410.4 · RETURN CHECK FEE	0.00	0.00	0.00	0.0%	0.00	0.00	
				Total 6410 · BANK CHARGES / CREDIT CARD FEES	59.32	1,950.00	-1,890.68	3.04%	26.32	33.00	total
				6510 · LEGAL AND PROFESSIONAL SERVICES						0.00	
				6510.1 · ACCOUNTING & PROFESSIONAL SVCS	0.00	3,500.00	-3,500.00	0.0%	0.00	0.00	
				6510.2 · LEGAL & PROFESSIONAL SCVS FOR I	0.00	1,000.00	-1,000.00	0.0%	0.00	0.00	
				6510.5 · LIABILITY INSURANCE	0.00	350.00	-350.00	0.0%	0.00	0.00	
				Total 6510 · LEGAL AND PROFESSIONAL SERVICES	0.00	4,850.00	-4,850.00	0.0%	0.00	0.00	
				6610 · PUBLIC RELATIONS						0.00	
				6610.1 · PUBLIC RELATIONS & MARKETING						0.00	
				6610.6 · MAILCHIMP	70.17	650.00	-579.83	10.8%	70.17	0.00	
				6610.1 · PUBLIC RELATIONS & MARKETING - Other	0.00	2,500.00	-2,500.00	0.0%	0.00	0.00	
				Total 6610.1 · PUBLIC RELATIONS & MARKETING	70.17	3,150.00	-3,079.83	2.23%	70.17	0.00	
				6610.4 · AWARDS	192.75	200.00	-7.25	96.38%	192.75	0.00	
				6610.5 · ADVERTISING ON FACEBOOK	0.00	147.00	-147.00	0.0%	0.00	0.00	
				6610 · PUBLIC RELATIONS - Other	0.00	0.00	0.00	0.0%	0.00	0.00	
				Total 6610 · PUBLIC RELATIONS	262.92	3,497.00	-3,234.08	7.52%	262.92	0.00	
				6999 · UNCATEGORIZED EXPENSES	0.00	0.00	0.00	0.0%	0.00	0.00	
				7000 · MINUTE MAN MATCH	0.00	1,700.00	-1,700.00	0.0%	0.00	0.00	
				Total Expense	62,805.15	489,625.00	-426,819.85	12.83%	30,622.81	32,182.34	total
Net Income					151,849.26	0.00	151,849.26	100.0%	75,240.05	76,609.21	net

ACEC-SC
Balance Sheet
As of August 25, 2020

				Aug 25, 20
ASSETS				
	Current Assets			
		Checking/Savings		
		1001 · ACEC-SC		291,441.54
		1010 · PAC		25,365.95
		1015 · ACEC-SC Education Foundation		8,442.54
		1120 · SCHO CD - CAROLINA FIRST		13,294.03
		Total Checking/Savings		338,544.06
		Total Current Assets		338,544.06
	Fixed Assets			
		TD Bank CD 4157		100,000.00
		TD Bank CD 4181		100,000.00
		TD BANK CD 4256		100,000.00
		Total Fixed Assets		300,000.00
		TOTAL ASSETS		638,544.06
LIABILITIES & EQUITY				
	Equity			
		3000 · OPENING BAL EQUITY		27,737.68
		3900 · RETAINED EARNINGS		458,957.12
		Net Income		151,849.26
		Total Equity		638,544.06
		TOTAL LIABILITIES & EQUITY		638,544.06

CD length	Intrest YTD
6 month	\$ 526.99
9 Month	881.14
12 Month	943.25
Total Intrest:	\$ 2,351.38



ACEC

AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina

2020-2021

Strategic Plan
(Year three of Plan)



Strategic Goal One

ACEC-SC will grow and diversify its membership and support growth in the engineering industry.

Action Items

1. Develop a Survey to all engineering firms in SC to identify industry issues, what organizations they are members of, and establish what they feel their needs are.
2. Update demographics data for SC firms
3. Establish member profiles to target
4. Develop Membership Drive Program
5. Have 100 member firms by 2023

Strategic Goal Two

ACEC-SC will grow its brand to include transparency and effective communication

Action Items

1. Develop a ACEC-SC Value Proposition.
2. Participate in Trade Shows of other Conferences where potential members go.
3. Add value you to current membership
4. Create a Communication Plan and Strategy to increase exposure

Strategic Goal Three

ACEC-SC will increase its legislative influence through PAC growth and membership engagement.

Action Items

1. Educate our members through messaging that will include short videos and other tactics.
2. Review successful messaging initiatives from other advocacy organizations to establish best practices.
3. Review our dues structure to determine if we could ask for a higher percentage as PAC donation.
4. Plan two, member engagement PAC events for Autumn 2019 and January 2020 at locations to be determined in the state.
5. Advocacy Committee to set up monthly call in meeting to discuss initiatives and progress.

Strategic Goal Four

ACEC-SC will Increase its Legislative Influence

Action Items

1. Grow ACEC-SC and industry image to promote influence
2. Reinstate and energize the advocacy/PAC Committee
3. Make calculated PAC Contributions
4. Increase ACEC-SC interaction with Legislators

Strategic Goal Five
ACEC-SC will energize and engage its membership .
Action Items

1. Increase Communication with Member Firms.
2. Establish best practices in the engineering community
3. Host roundtables to engage membership
4. Establish membership meetings to be held across the State
5. Create value proposition of how consulting engineers continue to do business in an age of uncertainty





Clarks Strategic Consulting

ACEC-SC Plan at end of Retreat 8/6/2020

As of: 08.6.2020

Tactical Implementation							
Strategy	Objective	Tactics (How)	Measure of Success	Who's Accountable	Resources (Who/What)	Timeframe	Progress Update
Grow and Diversify Membership	Grow Membership to Non Majority Firms	Develop a Survey to All Engineering Firms in SC to identify industry issues, what organizations are you member	Hire a market research firm to develop methodology	McClure, Gehman, Jones	Marketing Research Firm	June Engineering Conference/Annual Meeting	Q1: Q2: Q3: Q4:
Grow and Diversify Membership	Grow Membership to Non Majority Firms	Develop Membership Drive Program	100 Firms by 2023	Current Vice Chair		End of September	Q1: Q2: Q3: Q4:
Grow and Diversify Membership	Grow Membership to Non Majority Firms	Participate in Conferences	4 Annually	Jones		06.30.2021	Q1: Q2: Q3: Q4:
Grow and Diversify Membership	Grow Membership to Non Majority Firms	Develop a Value Prop	Development	Market Research Data with McClure, Gehman, Ward, Williams		End of September	Q1: Q2: Q3: Q4:
Grow the Brand	Effective Communication						Q1: Q2: Q3: Q4:
Grow the Brand	Providing Value to Membership	Webinar, Annual Report, This Week's success at ACEC		ACEC-SC Staff (Jones) / outside graphic artist or marketing consultant	National/NAECE		Q1: Q2: Q3: Q4:
Grow the Brand		Communications committee to create a communications plan/strategy		Communications Committee (Ward/ACEC-SC Staff)	Communications Committee	Fall 2020	Q1: Q2: Q3: Q4:
Legislative Influence	Sponsoring Legislative Receptions/Legislator fundraisers	Look in to receptions and fundraisers ACEC-SC should be at and support			Look for these fund raising		Q1: Q2: Q3: Q4:
Legislative Influence	Effective Fundraisers		50%	Adam Jones	Populate Committee to look at other ways to raise money.		Q1: Q2: Q3: Q4:

Tactical Implementation							
Strategy	Objective	Tactics (How)	Measure of Success	Who's Accountable	Resources (Who/What)	Timeframe	Progress Update
Legislative Influence	Connect Legislators to the work of our firm the engineers trusted role.	1. More briefs to educate staff about engineering. 2.EEA Roadshow to connect projects firms and Mos. 3. Train firms how to engage with state legislators		Adam Jones	Safe Harbor 30 second Video. Social Media Push . By September		Q1: Q2: Q3: Q4:
Legislative Influence	Strengthen PAC Strategy and Collection	1. Grassroots 2. super PAC 3. strengthen dialogue on PAC strategy 4. ;Letters to engage members to donate		Adam Jones	Research for SUPER PAC		Q1: Q2: Q3: Q4:
Legislative Influence	Grow Image of ACEC and Industry to Promote Influence	1. Digital communications 2. Increase visibility through technology		Adam Jones	Videos on Safe Harbor, Indemnity		Q1: Q2: Q3: Q4:
Legislative Influence	Reinstate Committee	Increase ACEC-SC interaction with Legislators on social media and other communications.	# of legislators following you on Social Media	Adam B. Jones (lead the communication)Board develop something new and different.	Aristotle (Look in to for ACEC)		Q1: Q2: Q3: Q4:
Energize & Engage Membership	increase communication with Member Firms	Face to Face meeting with every member firm	100% member firms renew	Engage people in your own firm to answer calls to action and participate in advocacy issues.			Q1: Q2: Q3: Q4:
Energize & Engage Membership	increase communication with Member Firms	1. Establish Best Practices 2. Have webinars dealing with Best Practices			ACEC National		Q1: Q2: Q3: Q4:
Energize & Engage Membership	increase communication with Member Firms	1 . Engage membership to find best practices					Q1: Q2: Q3: Q4:
Energize & Engage Membership	increase communication with Member Firms	1.Virtual Round Tables 2.Social Virtual Events 3. Virtual Round Tables with National	1. Topic List 2. Who Comes 3. Member/Non Member Price Come free for one.	Board Members hosting			Q1: Q2: Q3: Q4:
Energize & Engage Membership	Create a Value a proposition of how Consulting Engineers continue to do business in an age of uncertainty.	1. survey to see what topics would help their business during the age of survey. 2. a webinar series that would engage the membership					Q1: Q2: Q3: Q4:

Legislative Report:

- The SC Legislature returns in mid-September.
 - Unclear if the lobby will be open to the public
 - Legislators have not been taking face to face meetings
 - Will monitor session remotely but will go to Statehouse if needed
- ACEC-SC is pursuing Safe Harbor legislation to protect our firms against COVID-19 liabilities during session.
 - Work alongside the business community to pass this legislation.
 - ACEC-SC will send letter of support before they return.
 - If a bill is introduced, will then launch call to action.
- Committees have been meeting in preparation.
 - Senate Finance Committee met Tuesday
 - Heard from Department heads
 - Secretary Hall testified on how SCDOT has been impacted
 - Senator Leatherman said they need to plan for the worse and hope for the best
- Comptroller General Richard Exstrom closed the books on FY19-20 on Thursday August 27, 2020.
 - State closed with a \$775 Million surplus.
 - This includes the \$462 million in revenue collected above projections that legislators used last year to right the budget as well as unspent reserves from the last two years.
- ACEC is still pushing for an infrastructure package to be included in the next round of COVID relief, we are pursuing:
 - **\$37 billion in federal-aid highway funding for State DOTs** to backstop projected revenue losses over the next 5 years;
 - **\$32 billion in assistance to transit agencies**, to address serious revenue shortfalls resulting from the pandemic;
 - **Assistance to drinking water and wastewater systems**, as utilities are anticipating an estimated \$30 billion shortfall in revenues due to COVID-19;

- **\$10 billion for the Airport Improvement Program (AIP)** to assist the nation's airports;
- **A correction of IRS guidance to clarify that expenses covered by PPP loan forgiveness are also tax deductible**, which will provide needed tax relief for small and mid-sized engineering firms across the country;
- **Liability safe harbor for employers** that take reasonable efforts to comply with mandatory coronavirus standards and regulations. (ACEC is pursuing a Congressional Safe Harbor Bill)
- Please [answere the call to action](#)

SCDOT Commission:

- Governor McMaster did nominate two people to fill the two seats on the SCDOT Commission vacated by Ben Davis (3rd Congressional District) and Kristen Blanchard (At Large). McMaster Nominated:
 - Pamela Christopher of Anderson to serve as the 3rd Congressional District Commissioner. Christopher is the CEO of the Anderson Chamber. The legislative delegation from the 3rd district must confirm her.
 - Nancy Whitworth has been nominated for the at large appointee. Whitworth retired from the City of Greenville and is now a consultant for the Spartanburg Chamber. She will have be confirmed by the SC House & Senate

Engineering Excellence Awards:

- The Engineering Excellence Awards Call for Entries went out this week
 - Please look for projects to submit.

South Carolina Engineering Conference:

- Conference went well.
- ACEC-SC sent the most folks to the conference, so thanks to all of you who participated and the folks at your firms.
- Meeting to see how the money will be split this month.

Golf Tournament/Bowling Tournament/Oyster Roast:

- The ACEC-SC Scholarship Golf Tournament was a success.
 - 92 golfers
- Rain forced some to not finish

- Money will be reflected on this year's budget but we technically last year's tournament
- 27th Annual will be in the spring of 2021
- Fall PAC Fundraiser
 - Opted for Bowling Tournament last year over Golf
 - Hesitant to host a bowling tournament this year as it would be hard to socially distance during game play
- Oyster Roast
 - Oyster season began 9/1/2020
 - Charleston Golf Tournament with it ending with the Oyster Roast/Silent Auction?
 - Oyster Roast and Golf are outdoors so lends itself to current situation

Board of Directors Guidance Document:

- ACEC's General Counsel Charles Kim created document for State MOs
 - Board Members need to review document
 - Outlines the roles and responsibilities of the Board.

ACEC-SC Marketing Piece:

- ACEC/ACEC-SC marketing piece draft in packet
- ACEC created this so all MOs have something uniform.
 - Need volunteers to send mugshot and testimonial
 - Would like to have a testimonial for each type of firm

Virtual Round Tables & Virtual Webinars:

- Spoke about adding virtual content at the planning session in late July
- Start with Firm Size Roundtables
 - Need volunteers to chair them.
 - Have one a week to start (hosted quarterly)
 - Small Firm Round Table
 - Medium Firm Round Table
 - Large Firm Round Tables
- If well received have discipline related roundtables the next month (hosted quarterly)
 - Subcommittee chairs to host these for transportation related disciplines
 - Environmental RoundTable for our water and waste water folks.

- Other disciplines (Private Sector, Vertical, Etc)
- To extend these to the entire firm consider hosting department roundtables
 - Communications
 - Finance
 - Surveying
 - Other departments housed inside firms that would benefit firm employees
- Will need volunteer to chair roundtable
 - We would schedule but need a member to lead the discussions
- Webinars
 - Offer webinars starting in October
 - Should we host in conjunction with the other groups or host on our own and charge member/non-member rate.
- Ben Fanning topics:
 - 7 Ways to Push Your Employees Without Going Too Far
 - Where Most Virtual Meetings Go Wrong...and What to Do About It
 - 5 Surprising Lockdown Behaviors to Bring Back to the Office
 - What to Do When You're Afraid to Leave but Hate to Stay
 - How to Accelerate Your Growth and Prepare for the "New Normal"
 - The 7 Signals of Highly Burnout Out Leaders
- Project Management with Howard Birnberg
 - Would have to charge as he is expensive
 - Spoken to ACEC National and other MOs
 - SCSPE has used him many times in the past.

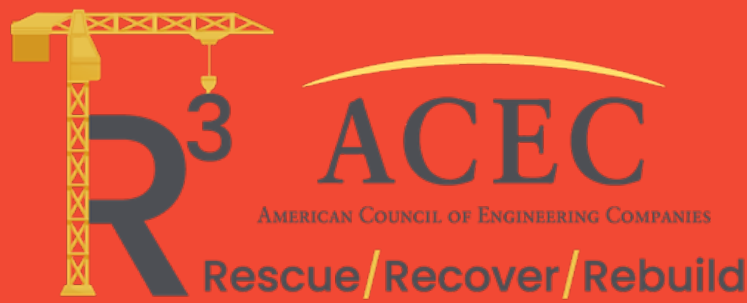
ADS Pipe:

- ADS Pipe, a affiliate member
 - Looking for support on an issue they're having with SCDOT pulling plastic pipe out of new specs.
 - Told them we stand by the engineers decision, but ACEC-SC not trying to pick more fights with SCDOT

[View this email in your browser](#)



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina



ACTION ALERT

Engineering Industry Priorities for Economic Relief Package

ACEC member action is requested to highlight urgent industry priorities in legislation to support the nation's economic recovery.

[Click Here to Contact Your Representative and Senators](#)

ACEC is seeking fiscal relief for state and local governments hard hit by pandemic response actions. This includes immediate funding to state departments of transportation, transit agencies, airports, and water utilities whose revenues have declined precipitously. This funding backstop will preserve critical services and keep projects from being canceled or delayed in 2021.

Other priorities include clarifying the tax treatment of PPP loan proceeds and liability protections for employers that take reasonable efforts to comply with coronavirus standards and regulations.

Congressional leaders are in negotiations with the White House over the next economic relief package, so time is of the essence to make sure these priorities are included.

[Click Here to Contact Your Representative and Senators](#)

ACEC's R3 Agenda – Rescue, Recover & Rebuild

Contact your Congressman



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Welcome to the ACEC Action Alert Center

Take Action and Write to Your Member of Congress Today

Login

Email

Zip (5-digit)

Login

Register

← More Action Alerts



COVID Economic Relief Package - Fall 2020

Support State and Local Aid and Other Key Provisions to Promote Sustained Economic Recovery

ACEC member action is requested to urge the House and Senate to include engineering industry priorities in the next round of COVID-19 relief.

ACEC strongly supports addressing documented needs from major client organizations. Some of these items have been included to some extent in the House-passed HEROES Act and the recently released HEALS Act in the Senate.

As congressional leaders work with the Administration to develop a final bipartisan package, ACEC is seeking:

- **\$37 billion in federal-aid highway funding for State DOTs** to backstop projected revenue losses over the next 5 years;
- **\$32 billion in assistance to transit agencies**, to address serious revenue shortfalls resulting from the pandemic;
- **Assistance to drinking water and wastewater systems**, as utilities are anticipating an estimated \$30 billion shortfall in revenues due to COVID-19;
- **\$10 billion for the Airport Improvement Program (AIP)** to assist the nation’s airports;
- **A correction of IRS guidance to clarify that expenses covered by PPP loan forgiveness are also tax deductible**, which will provide needed tax relief for small and mid-sized engineering firms across the country;
- **Liability safe harbor for employers** that take reasonable efforts to comply with mandatory coronavirus standards and regulations.

Log in above to open a sample email. Click on the lawmaker’s name to edit the message.

You are encouraged to personalize the email with firm-specific information and details about program cuts in your state. You can also send the sample letter without changes.

ACEC’s R3 Agenda – Rescue, Recover, Rebuild

Take Action

Please login to Take Action

2021 Call For Entries

ENGINEERING EXCELLENCE AWARDS



ACEC

AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina

2021 Engineering
Excellence Award

PALMETTO AWARD

Rewarding Excellence in Engineering

ACES-SC
Engineering Excellence
Awards Gala
February 10, 2021

Eligibility & General Criteria

Eligibility

Any engineering or surveying firm is eligible to enter the 2021 ACEC-SC Engineering Excellence Awards competition, regardless of whether the firm is an ACEC-SC member. Any firm may submit multiple entries.

General Criteria

Projects entered in the competition must have been prepared in South Carolina. Local, regional, national and international firms are encouraged to enter projects, executed anywhere in the world, from designs prepared locally.

Research, Studies and Consulting Engineering Services (Category A) or Surveying and Mapping Technology Projects (Category D) must have been publicly disclosed by the client between Nov. 1, 2018 and Oct. 31, 2020. Construction of projects (Categories B through L, with the exception of D) must have been substantially completed and ready for use between Nov. 1, 2018 and Oct. 31, 2020. See “award categories” section for full listing of all eligible categories.

Entries may be placed in any one of twelve categories listed on page 3. The entering firm must select the one category that is most appropriate. A project may be entered only once in any category. However, after a project entered in Category A has been constructed, it may be entered in a different category, B through L, in the year when eligible.

An entry fee of \$450 for ACEC-SC members and \$900 for non ACEC-SC members must accompany the Notice of Intent to be submitted by Friday, October 2, 2020. **The entry fee is nonrefundable and required for each project submitted.**

Each entry must consist of two components: (Non-compliance with the rules may disqualify an entry. Please read the requirements thoroughly).

I. USB flash drive containing submission materials

II. Photographic display panel

****NOTE: No QR Codes or embedded links are permitted in any portion of an award submission****

ACEC-SC will not be responsible for any damages to or loss of an entrant's official materials.

The ACEC-SC Engineering Excellence Awards Committee reserves the right to determine eligibility and category classification of any entry.

Judging

Entries will be judged on the basis of overall engineering excellence in each of the 12 categories; the work performed by the entering firm only and the rating guidelines listed. Winners will be notified shortly after judging is completed. Judging will take place in December.

Rating Guidelines for Judging

Each entry will be evaluated based on the following five categories, which are key elements of the project description text required in the electronic submittal described in this brochure.

1. Uniqueness and/or innovative application of new or existing techniques	20%
2. Future value to the engineering profession and perception by the public	20%
3. Social, economic and sustainable development considerations	20%
4. Complexity	20%
5. Successful fulfillment of client/owner needs	20%
Total	100%

Rating Guidelines Definitions

1. Uniqueness and/or Innovative Applications of New or Existing Techniques:

- Does the entry demonstrate the use of a new science or a breakthrough in the general knowledge of engineering?
- Does the entry represent a unique application of new or existing technology, techniques, materials or equipment?

2. Future Value to the Engineering Profession and Perception by the Public:

- Will the entry redefine current engineering thinking?
- Does the entry advance a positive public image of engineering excellence?

3. Social, Economic and Sustainable Development Considerations:

- Do the solutions identified produce secondary benefits of value to the community environment?
- Does the entrant's approach provide society with social, economic, or sustainable development benefits?
- Does the entrant's contribution to the project improve the health, safety or welfare of the public or affected environment?

4. Complexity:

- Did the entry successfully address highly complex criteria or unique problems?
- Were extraordinary problems of site, location, hazardous conditions, project requirements, or similar elements present?
- Did the entry require the use of out-of-the-ordinary technology or ingenuity for achievement of the project's goals?

5. Successful fulfillment of Client/Owner Needs:

- Did the engineer or entrant successfully engage the client/owner in the overall project development process?
- Was it an economical and cost-effective solution?
- How did the final cost relate to the original budget estimate?
- How closely does the entrant's solution meet the total goals of the client/owner?
- Did the entrant meet the client's time schedule?

Awards

The Palmetto Award, recognizing the overall highest rated project, may come from any of the categories. An additional award will be presented for the highest rated project submitted by a small firm, defined as less than 30 South Carolina employees. The highest rated projects will qualify for national competition through ACEC. The ACEC-SC Engineering Excellence Awards Gala will be held February 10, 2021 in Columbia, SC.

Publicity

Participating firms must wait until after the Engineering Excellence Gala on February 10, 2021 to publicize winning project(s). ACEC-SC will publish a press release covering all winning projects to local and state media. It is up to individual entrants to publicize its project(s).

2021 ENGINEERING EXCELLENCE AWARDS

Awards Categories

CATEGORY A

Studies, Research and Consulting Engineering Services

Non-design services, projects not involving the preparation of construction documents consisting of but not limited to the following types of projects:

- New products, materials and technologies
- Expert testimony
- Basic research and studies
- Computer/software technology
- Technical papers
- Public outreach/involvement
- Water conservation
- Security plans
- Project feasibility studies/economic/risk
- Value engineering

CATEGORY B

Building/Technology Systems

- Mechanical/electrical/plumbing
- Computer/technology
- Communications
- Acoustics
- Software systems
- Sustainability or carbon neutrality
- Efficiency certification standards, e.g. LEED®
- Energy efficiency - new and retrofit
- Secure facilities (military/research/correctional)

CATEGORY C

Structural Systems

- Foundations
- Tunnels
- Buildings
- Seismic design
- Towers
- Bridges
- Stadiums

CATEGORY D

Surveying and Mapping Technology

- Geometrics, ALTA, land title and rights surveys
- Control, GPS, monitoring or construction surveying
- Survey mapping, GIS/LIS, photogrammetry

CATEGORY E

Environmental

- Hazardous waste
- Solid waste
- Restoration/reclamation/remediation
- Air quality
- Noise
- Recycling
- Waste pond management
- Carbon sequestration and trading
- Mitigation

CATEGORY F

Water and Storm Water

- Wastewater collection/treatment and disposal
- Residuals management and reuse
- Graywater systems
- CSO's
- Mine tailings
- Agricultural
- Storm water management
- Erosion control

CATEGORY G

Water Resources

- Hydraulics, hydrology
- Surface and groundwater supply development
- Treatment
- Transmission, distribution & storage
- Watershed management
- Water use reduction
- Flood risk management
- Climate adaptation
- Coastal and eco-system restoration
- Locks/dams/water control structures
- Irrigation

CATEGORY H

Transportation

- Highways
- Rail
- Airports
- Marine/ports
- Public transit
- Intermodal facilities

CATEGORY I

Special Projects

- Safety and security
- Corrosion protection/cathodic protection
- Program and construction management
- Land development
- Trenchless technologies/directional boring
- Recreational facilities
- Subsurface engineering

CATEGORY J

Small Projects

- Total project construction budget does not exceed \$2.5 million.
At the entrant's discretion, except for entries in Category A, projects under \$2.5 million are not limited to this category.

CATEGORY K

Energy

- Transmission and distribution
- Power generation
- Renewable energy
- Cogeneration
- Energy storage technologies
- Energy usage reduction programs
- Demand side management

CATEGORY L

Industrial and Manufacturing Processes and Facilities

- Petrochemical
- Biotech
- Manufacturing
- Heavy industry
- Industrial waste
- Materials handling
- Mining, metallurgy, mineralogy

Entry Requirements

This section describes all required submission materials for entering the 2021 ACEC-SC EEA competition. All materials must be submitted exactly as designated below. Digital files must be PC compatible and appropriate to the information being submitted (i.e. Microsoft Word for text, high resolution JPEGs, photos or other images, Adobe PDFs, etc.).

If the submission does not meet the requirements listed, it may be disqualified. If any part of an entry does not meet requirements listed, that portion of the entry may not be presented for judging. Please follow the guidelines.

No reference to other awards is permitted in your submitted materials.

Dates To Remember

October 2, 2020	Notice of Intent Due to ACEC-SC Headquarters – Payment must accompany entry.
November 13, 2020	Submitted materials MUST BE RECEIVED at ACEC-SC. Materials received after that date will NOT be accepted. All materials submitted for judging in the competition become the property of ACEC-SC and may be used in ACEC-SC publications. Panels may be used for displays or other promotional or educational purposes.
December 2020	Judging takes place at ACEC-SC headquarters.
January 8, 2021	National projects due to ACEC.
February 10, 2021	Engineering Excellence Awards Gala in Columbia, SC.
April 27, 2021	National EEA Dinner and Gala Awards Program in Washington, D.C.

Submission Requirements

The following two components must be submitted with the EEA competition entry:

- I. USB flash drive containing submission materials.
- II. Photographic display panel.

I. USB Flash Drive

USB Contents & Specifications: One USB flash drive (to be sent to ACEC-SC with Photographic Display Panel). Include labels on USB and Photographic Display Panel with firm name, project name and category. Test the USB flash drive on different computers to ensure that it is not machine-dependent.

Include each of the following items in the file type indicated, in the order given, and with the titles shown:

1. OFFICIAL ENTRY FORM
2. SIGNED CLIENT/OWNER LETTER
3. EXECUTIVE SUMMARY
4. PROJECT DESCRIPTION
5. KEY PARTICIPANTS
6. PHOTOS OR GRAPHICS
7. PHOTOGRAPHIC DISPLAY PANEL
8. ASSEMBLED PDF FOR JUDGES
9. SUPPLEMENTAL REPORT - NOTE: This report is only required for Category A submittals.
10. A 100-150 word summary of entry for the ACEC SC EEA Program (Word document) (See 4d)

1 OFFICIAL ENTRY FORM

Original completed entry form must be signed by the entrant and the client/owner (senior executives/officials), stating that the submitted project was substantially completed and ready for use between Nov. 1, 2018 and Oct. 31, 2020.

2 CLIENT/OWNER LETTER (one page max)

Letter addressed to ACEC describing the relationship of the client/owner and entrant in the development of the project and how it exceeded the client/owner's needs. If you are a subcontractor, the ultimate owner must approve the entry form.

3 EXECUTIVE SUMMARY (one page max)

Overview of project. Describe the problem and solution; project title and entry category must appear at the top of the page. Specifications: 8.5" x 11"; 1" side margins; single spaced text; 12 pt. minimum size font. **File must be formatted as a Word document, no PDFs please.**

4 PROJECT DESCRIPTION (five pages max)

Tell the story of the project. Address items a, b, c, and d as listed below; project title, entry category, and page number must appear at the top of each page. Specifications: 8.5" x 11"; 1" side margins; single-spaced text; 12 pt. minimum size font. Entrants may use text, photos, graphics, or charts as needed. **File must be formatted as a Word document, no PDFs please.** Text must include the following:

- a. **ROLE OF ENTRANT'S FIRM** in the project.
- b. **ROLE OF OTHER CONSULTANTS** participating in the project.
- c. **ENTRANT'S CONTRIBUTION TO THE PROJECT:** A brief description of the entrant's contribution addressing each of the following Rating Guidelines (refer to "Rating Guideline Definitions" on page 2 for detailed rating, judging, and weighting information):
 - Uniqueness and/or innovative application of new or existing techniques.
 - Future value to the engineering profession and enhanced public awareness/enthusiasm of the role of engineering.
 - Social, economic, and sustainable development considerations.
 - Complexity.
 - Successful fulfillment of client/owner needs.

Include total project budgeted cost, total project actual cost, entrant's portion of the budgeted cost, entrant's portion of the actual cost, scheduled and actual date of completion (as indicated on the **Official Entry Form**).

Entry Requirements

d. **SUMMARY:** Describe the project in layman's terms (word count between 100 - 150 words). Explain all factors that compose the project's uniqueness and complexity, such as innovative engineering, challenges faced and overall social impact. **NOTE:** This summary will be used in the ACEC-SC Engineering Excellence program that will be provided at the EEA Gala (submit as a Word document).

5 KEY PARTICIPANTS

List the key participants on the project including firm name, address, phone number, website, and e-mail address of each participant. Include contractors, subcontractors, other engineers, architects and designers involved in the project.
Specifications: 8.5"x 11"; 1" side margins

6 PHOTOS OR GRAPHICS

Six different photos or graphics (one per page) with captions describing the subject matter (refer to "*Photograph Guidelines*" below). Captions shall begin with: Photo 1, Photo 2, etc. High resolution JPEG files; 300dpi.

Photograph Guidelines:

Because the photographs will be projected on a large screen during the EEA Gala, it is very important to submit sharp, high-quality, high-resolution images.

Three of the photographs should show the completed project and provide the highest level of visual impact for publicity. Three of the photographs should display the planning, startup, and/or construction phases of the project.

7 PHOTOGRAPHIC DISPLAY PANEL

Small-size prints of the photographic display panel.
Specifications: JPEG, 300 dpi

8 ASSEMBLED PDF FOR JUDGES

Electronic Submittal: The judges will use the PDF files for their initial review of the entries. To facilitate this electronic review, please assemble the entry as a single PDF including the items listed below in the order given. Consider a single column format as it will be easier for the judges to read electronically. The initial view of the PDF should be set to display the bookmarks upon opening. A supplemental report, if provided, can be in a separate PDF. Additionally, the source files need to be provided for ACEC-SC use (e.g., Word files, JPEGs, a high-resolution PDF of the display panel).

1. OFFICIAL ENTRY FORM

2. SIGNED CLIENT/OWNER LETTER

3. EXECUTIVE SUMMARY

4. PROJECT DESCRIPTION

5. KEY PARTICIPANTS

6. PHOTOS OR GRAPHICS: High resolution JPEG files; RGB; 300dpi; 8.5" x 11"

7. PHOTOGRAPHIC DISPLAY PANEL: Adobe PDF file or JPEG; 600dpi; 8.5" x 11".

9. SUPPLEMENTAL REPORT - NOTE: This report is only required for Category A submittals

9 SUPPLEMENTARY REPORT

Include a supplementary report containing the findings portrayed with text, graphs, or photos, as needed. **NOTE:** This report is **ONLY** required for Category A submittals.

II. Photographic Display Panel

Panel text and photos should demonstrate the challenges, solutions, innovation and unique aspects of key project elements. The panel should be prepared with high-quality photos and graphics with minimal text.

1. SOUTH CAROLINA REQUIREMENTS:

One photographic panel, 30"x 30" square display material with 5 mil matte laminate over the front and mounted on 3/16 Gator Board. ****NOTE: Panel requirements differ from national due to the panels being displayed at various ACEC-SC events throughout the year.**

NOTE: If production/printing services for your photographic display panel are not available in your community, contact Adam Jones at ACEC-SC for sources.

2. PHOTOS/GRAPHICS: Maximum of 6 photos and/ or graphics shall be used on the panel. Each image shall be a minimum of 7" x 5" or 35 square inches in area. A background photo is not considered a photograph.

3. TEXT/FONTS: Panel text may not exceed 250 words total, not including captions. Font sizes: 32 pt. minimum font for text or descriptions; 28 pt. minimum font for captions and graphics.

4. REQUIRED ELEMENTS: The front on the panel shall also include the ACEC logo (download from ACEC website), title and location of the project or study, client/owner's name and location, and entering firm's name and location (minimum 32 pt. font size).

5. CORNER SPACE: Leave a 2" x 2" space in the upper right-hand corner of the panel that is free of text or images. Do not leave the "blank" space as a white square; the background scheme should continue, but will be partially covered by the review committee's coding label.

6. BACK OF PANEL LABEL: Add a label to the back of the panel with the name of the entrant's firm, the firm address, the project name, and the entry category. **NOTE:** If production/printing services for your photographic display panel are not available in your community, contact Adam Jones at ACEC-SC for sources.



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina

Notice of Intent

DEADLINE: October 2, 2020

To submit an entry for the ACEC-SC 2021 Engineering Excellence Awards competition, please complete this form and return it to the ACEC-SC headquarters with your entry fee* no later than Friday, October 2, 2020. Project entries will be due at ACEC-SC headquarters by 5 p.m. Friday, November 13, 2020.

Form available at acecsc.org

Firm _____

Contact Person _____

Address _____

Phone _____ FAX _____

E-mail address _____

Project title (limited to 40 characters) _____

Project client/ owner _____

Project location _____

Brief Description (include services involved) _____



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina

Send to:
ACEC-SC
P.O. Box 11937
Columbia, SC 29211
(803) 771-4271 FAX (803) 771-4272

**Entry fees are \$450 for ACEC-SC members and \$900 for non-ACEC-SC member firms and are nonrefundable. Please make checks payable to ACEC-SC. Entry fees are required for each project submitted. To submit more than one entry, please make copies of the Notice of Intent and Official Registration forms and use separate forms for each project.*

2021 ENGINEERING EXCELLENCE AWARDS



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina

Official Entry Form

DEADLINE: November 13, 2020

Please furnish all information requested below for each entry. Firm, project and owner's name should be typed or printed as they are to appear on the award. Project name is limited to 40 characters. Entries are due by 5 p.m. Nov. 13, 2020 at ACEC-SC Headquarters, 826 Assembly St., Columbia, SC 29201. The phone number is (803) 771-4271. Form available at acecsc.org

About the project

Project Name _____

Judge this entry in the following category: (Check one)

- | | |
|---|---|
| <input type="checkbox"/> A. Studies, Research, and Consulting | <input type="checkbox"/> F. Water and Storm Water |
| <input type="checkbox"/> B. Building/Technology Systems | <input type="checkbox"/> G. Water Resources |
| <input type="checkbox"/> C. Structural Systems | <input type="checkbox"/> H. Transportation |
| <input type="checkbox"/> D. Surveying/Mapping Technology | <input type="checkbox"/> I. Special Projects |
| <input type="checkbox"/> E. Environmental | <input type="checkbox"/> J. Small Projects |
| | <input type="checkbox"/> K. Energy |
| | <input type="checkbox"/> L. Industrial & Manufacturing Processes and Facilities |

Project Location: City _____ State _____

Complete relative to entrant's portion of the project:

(Budgeted and/or actual costs may not apply to some studies in Category A)

Completion/Use dates: Scheduled _____ Actual _____

Category A Costs: Budgeted \$ _____ Actual \$ _____

Construction Costs: Budgeted \$ _____ Actual \$ _____

If your firm was responsible for the entire project, then the Entrant's portion of the Total Project Construction Budget should equal the Total Project Construction Budget. If your firm was not responsible for the entire project, then the Entrant's Portion of the Total Project Construction Budget should be the amount of the project construction budget for which your firm was responsible. This information is about project costs, not firm fees.

About firm(s) submitting project

Entering Firm(s) _____

Firm Representative _____

Title _____

Signature _____

Address (no P.O. Box) _____

City _____ State _____ Zip _____

Phone () _____ FAX () _____

E-mail _____

Marketing Director's Name _____

Phone () _____ FAX () _____

E-mail address _____

Names and locations of construction contractors

Names, locations of other consultants, architects, etc.

Senior Executive Principal _____

Title _____

I hereby authorize submission of this project in the American Council of Engineering Companies of South Carolina's 2021 Engineering Excellence Awards competition.

Signature _____ Date _____

Address (no P.O. Box) _____

City _____ State _____ Zip _____

Phone () _____ FAX () _____

E-mail _____

About the client/owner(s) of project

Client/ Owner(s) _____

Contact _____

Title _____

I currently believe the work of the engineers meet the intended uses and expectations for the project, and hereby grant permission to enter this project in the ACEC-SC Engineering Excellence Awards competition and authorize publications of its outstanding features, unique aspects or innovations. I agree that the project was substantially completed and ready for use between November 1, 2018 and October 31, 2020.

Signature _____ Date _____

Address (no P.O. Box) _____

City _____ State _____ Zip _____

Phone () _____ FAX () _____

E-mail _____

If the project is a joint venture between two or more engineering firms, please list them all for award and recognition purposes. Give complete address information in project notebook.

Send this form along with all materials to:

ACEC-SC ♦ 826 Assembly St. ♦ Columbia, SC 29201

Form available at acecsc.org

2021 ENGINEERING EXCELLENCE AWARDS

ACEC

AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina

P.O. Box 11937
Columbia, SC 29211
www.acecsc.org

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PERMIT NO. 313

Important information inside on:

ENGINEERING EXCELLENCE AWARDS

- ♦ Schedule and deadlines
- ♦ Requirements
- ♦ Entry Forms

ENGINEERING EXCELLENCE AWARDS

Invites

For

Call



2021

THE ACEC GUIDE TO MEMBER ORGANIZATION BOARD GOVERNANCE

ACEC is a federation of 52 independent state and regional Member Organizations (M.O.s). As incorporated nonprofit trade associations, the M.O.s are separate entities; however, they are still subject to common principles of nonprofit governance established under federal and state laws. This guide is a compilation of recommended principles for M.O. governance as exercised through an M.O.'s Board of Directors, its Executive Committee, and individual Board members. Note: The following principles are not intended to constitute legal advice. Readers should consult with their M.O.'s legal counsel as appropriate to obtain advice on any particular legal matter.

Roles and Responsibilities of the M.O. Board of Directors

The Board of Directors is the highest governing body of the Member Organization, with the ultimate responsibility for the administration of the M.O. The members of the Board of Directors owe three generally recognized **fiduciary duties to the M.O.**:

1. The **Duty of Care** requires directors and officers to use ordinary and reasonable care in the performance of their duties in a manner demonstrating honesty and good faith. A Board member must act as a good steward for the organization, and take appropriate care to ensure that well-considered decisions are made on behalf of the M.O.
2. The **Duty of Loyalty** is an obligation to be faithful to the M.O. This duty requires, for example, that officers and directors take great care to disclose even potential conflicts of interest and to recuse themselves from discussions and voting on matters that touch on their personal interests. Board members cannot compete with the M.O. for business opportunities or use their M.O. positions for personal gain. Protecting the confidentiality of Board discussions and non-public information entrusted to or obtained by reason of their M.O. positions is also part of the duty of loyalty.
3. The **Duty of Obedience** requires that officers and directors comply with the M.O.'s articles of incorporation, its bylaws and other governing documents; the governing documents of ACEC as they apply to M.O.s; and all applicable laws and regulations.

Each Board member should be mindful of his or her fiduciary duties in every aspect of the governance of the M.O. These governance functions include the following:

1. Establishing and articulating the vision of the M.O. (The national ACEC Strategic Plan is a significant resource for this purpose, and can be accessed [here](#).) The vision is a statement of what the M.O. ultimately wants to achieve. It should reflect the Board members' values and aspirations for the organization.
2. Developing and implementing the M.O. **Strategic Plan**. Once again, the national Strategic Plan can help to guide this process. It is recommended that all M.O. stakeholder groups have input into the Strategic Plan development process.

THE ACEC GUIDE TO MEMBER ORGANIZATION BOARD GOVERNANCE

3. Selecting, and providing oversight for, the **Executive Director** or volunteer who will be responsible for the day-to-day management of the M.O. A key element of the success of an M.O. Board is the selection of a paid staff leader or volunteer who will work closely with the M.O. leadership in pursuit of the organization's success. The Board, or a designated Board committee, is also tasked with reviewing the performance of the Executive Director or volunteer on an annual basis.
4. Providing oversight for compliance with all M.O. **legal and ethical requirements**. M.O.s are encouraged to provide appropriate **indemnification** for Board officers and directors in the exercise of their governance responsibilities. In addition, **Directors and Officers liability insurance and cybersecurity insurance coverage**, if not already in place, should be procured as soon as possible with the assistance of a qualified insurance broker.
5. Providing **financial oversight** over M.O. budgeting, reporting, and financial controls, including securing an independent audit on an annual basis. Board members should review the financial reports of the M.O., ask questions as appropriate, and work with the professional staff as necessary to ensure that the M.O.'s financial administration follows best practices and maintains a high degree of transparency.
6. Enhancing the **brand and image of the M.O.** Board members should be mindful that they are ambassadors for the M.O. and for ACEC, and should therefore govern with the constant objective of enhancing the prestige and stature of the M.O. and the national Council.
7. Establishing **strong communication channels** with the Member Firms and the general public. The Board should support and encourage M.O. efforts to strengthen its information-sharing efforts in an ever more complex and competitive media landscape.
8. Establish strong M.O. policies on avoiding **conflicts of interest** and complying with the **antitrust laws**. These policies should be circulated at meetings of the Board, Executive Committee, and M.O. committees. The Federal Trade Commission publishes a guide to the federal antitrust laws that is a good resource on this topic. The guide can be accessed [here](#). It is also recommended that the members of the Board annually sign a statement agreeing to comply with the Conflict of Interest and Antitrust Compliance Policies of the M.O. and ACEC. The ACEC policies can be found [here](#). In addition, the American Society of Association Executives (ASAE) provides a number of sample conflict of interest statements for signing, as well as examples of antitrust compliance policies. These can be accessed on ASAE's Sample Policies page [here](#).

Role and Responsibilities of the M.O. Executive Committee

The role of an Executive Committee is to function as the Board's principal means of accomplishing its objectives. As such, the Executive Committee typically has special responsibilities and authority above all other committees.

The Executive Committee generally consists of the Officers of the Board, with the Executive Director serving as a non-voting ex officio member. It should be noted that, in keeping with the Board of Directors, the Executive Committee members are bound to the same three fiduciary duties noted above.

In between meetings of the Board of Directors, the Executive Committee provides oversight and governance for the M.O. on behalf of the Board and within the Board's authority. However, the Executive Committee does not typically have the power to amend the M.O.'s bylaws, elect or remove Board members, create or appoint permanent committees, hire or fire the Executive Director, approve or amend the overall budget, or make major structural decisions regarding the organization such as mergers, dissolution, or transferring substantial assets. Such functions are within the purview of the Board of Directors.

The responsibilities of the M.O. Executive Committee generally include the following:

1. Overseeing the implementation of M.O. **policies and directives**. The Executive Committee typically works in close cooperation with the Executive Director and staff on M.O. objectives.
2. Communicating the **strategic direction** of the M.O. to the full Board. A key aspect of the Executive Committee's role is to act as a major communications conduit to the Board of Directors on M.O. operations, success in achieving goals, and areas where additional attention is required.
3. Providing guidance on **high-level organizational issues**. Oversight of major financial matters below the budget-approval level; authorization of M.O. structural and programmatic reforms in consultation with the Executive Director and staff; and the creation, sunseting, and oversight of non-permanent committees are some of the functions commonly performed by the Executive Committee.
4. Providing oversight for the M.O.'s **programs, products, and services** to ensure their effectiveness. The Executive Committee should be regularly briefed by the professional staff on the aforementioned programs, products, and services, and provide ongoing guidance and recommendations.

Role and Responsibilities of the Individual M.O. Board Member

The individual volunteer member of the M.O. Board of Directors serves a critical role in ensuring the good governance of the organization. As noted above, each member of the Board is an ambassador for both the M.O. and for ACEC, with a personal responsibility for enhancing the M.O. and ACEC brands. In legal terms, each member is a fiduciary of the M.O. and owes the duties of care, loyalty, and obedience. Board members must act collectively with the other Board members. In similar fashion, Board members who are officers only have the management authority specifically delegated in the Bylaws or by the Board. With all this in mind, the following represents a general list of responsibilities for M.O. Board members:

1. Make every effort to attend M.O. **leadership orientations** to help prepare for assuming Board responsibilities.
2. Read and become familiar with the M.O.'s monthly **financial statements** and ask questions as necessary to ensure proper financial oversight for the M.O.
3. Learn about the **M.O. PAC, ACEC/PAC, and M.O. program initiatives**.
4. Work to advance the M.O. and national **Strategic Plans**.
5. Actively participate in initiatives to increase M.O. **non-dues revenue**.
6. Actively participate in the recruitment of potential **new ACEC member firms**.
7. Actively participate in at least one M.O. **committee, coalition, or forum** as either a member or a Board liaison.
8. As an ambassador for the M.O. and ACEC, visibly and vocally **support the M.O.** and the national Council.
9. Actively **cultivate and recruit exceptional candidates** for consideration as M.O. Board members.
10. Consider **national service** on ACEC Committees, the ACEC Board, and the ACEC Executive Committee.
11. Be **present** in person and spirit at M.O. meetings, events, and activities and encourage others to do so.

Principles for Reducing M.O. Board Member Personal Liability Risk

As fiduciaries of the M.O., Board members potentially have personal legal exposure if their actions or the actions of the Board as a whole cause harm to the organization. To avoid this, the following principles of risk reduction for Board members are offered:

1. Be thoroughly **prepared** for all Board meetings.
2. Be an **active participant** in Board meetings, commenting and asking questions as circumstances dictate.
3. Read the **minutes** of Board meetings carefully and check them for accuracy.
4. Help to ensure that **legal counsel** and other appropriate advisors are consulted on any matters with uncertain ramifications.
5. Help to ensure that the M.O.s **finances are periodically audited**, and review the M.O.'s financial reports.
6. Attend **all meetings of the Board** and read the M.O.'s publications carefully to keep fully informed of the organization's policies and activities.
7. Review and help to ensure compliance with the M.O.'s **articles of incorporation, bylaws, and other governing documents; the governing documents of ACEC as they apply to M.O.s; and all applicable laws and regulations.**
8. Minimize any **conflicts of interest** in dealing with the M.O. by fully disclosing any potential conflicts annually and as they arise.
9. Be familiar with the general principles of the **antitrust laws** and assist the Board where necessary in ensuring full compliance.
10. Avoid creating the appearance that any public statements are made on behalf of the M.O. in any official capacity or represent the views or positions of the M.O., unless specifically authorized to do so by the bylaws or the Board.

Acknowledgments and Links

Our thanks to ACEC Vice Chair Michael Cooper for his encouragement and contributions to this paper, and to Andrew L. Steinberg of Venable LLP for his review of the document. We also wish to acknowledge the following resources and authors:

ACEC: [Governance Documents Including Conflict of Interest Policy and Antitrust Compliance Policy](#)

ACEC: [Strategic Plan](#)

ASAE: [Legal Duties of Association Board Members](#) – Jeffrey Tenenbaum Esq., Tenenbaum Law Group

ASAE: [Sample Policies](#)

BoardEffect: [What are a Board Member's Responsibilities?](#) – Jeremy Barlow

BoardSource: [Executive Committee](#)

Federal Trade Commission: [Guide to Antitrust Laws](#)

National Council of Nonprofits: [Board Roles and Responsibilities](#)

ACEC

ADVANCING THE BUSINESS OF ENGINEERING IN SOUTH CAROLINA



ACEC KEEPS WATCH ON THE ENGINEERING INDUSTRY SO YOU CAN KEEP WATCH ON YOUR ENGINEERING BUSINESS

Leading OUR industry through booms and busts, innovation and disruption to amplify YOUR business success.

ACEC is a “Force Multiplier” amplifying 52 state and regional voices through “big picture” advocacy, business opportunities, leadership development and education, and more. Because we work together, together we deliver access to the talent, expertise and resources your firm needs to thrive in a challenging and competitive marketplace.



POLITICAL ADVOCACY— AMPLIFIED

ACEC’s advocacy voice is an “early warning system” for A/E firms who depend on our unified lobbying efforts at the federal and state levels to advance and secure policies in the public and private sectors that benefit our industry, including these wins and ongoing efforts:

- Federal legislation that broadens application of QBS on state and local projects.
- Laws that prevent arbitrary caps on firm overhead rates and ensure that State DOTs follow federal procurement rules on federally funded projects.
- Working directly with states to defeat professional services taxes, plastic pipe mandates and so-called “transparency” software requirements. (To learn more, visit <https://news.bloomberglaw.com/daily-labor-report/states-wanted-to-snoop-on-contractors-but-plans-are-stalling>.)

THE FORCE OF FEDERATION

ACEC National Helps MOs Repel State Sales Tax Initiatives

Every year, many state governments consider taxing professional services such as engineering in order to boost revenues. ACEC National stands ready to support our state MOs in their efforts to push back. We provide policy arguments, materials, and data that MOs can use to advocate for our industry with their state legislators. In 2018-2019, this collaboration resulted in successful outcomes for engineering firms in California, Ohio, and Nebraska.



FRESH OPPORTUNITIES— AMPLIFIED

ACEC state and national programs promote the cross-pollination of ideas and processes – leveling the playing field between large and small firms to improve cost efficiencies and support greater business collaboration.

- ACEC Coalitions, Communities, and Forums offer networking and teaming opportunities where members can build peer relationships and share knowledge about their unique business challenges within their specific disciplines, firm size, and by job role.
- Members grow their operational expertise with ACEC business management tools and education – best practices, trends, technologies, business insurance – and matchless leadership development.



"Through ACEC, our firm has focused on building trust with other leaders. This has resulted in strategic teaming relationships with peer firms to pursue and deliver larger and more complex professional assignments, which benefits our firm and theirs."

– Alan Pramuk, CEO, Gresham Smith



GREATER VISIBILITY— AMPLIFIED

ACEC is the industry's most recognizable business brand and credential – ACEC membership can help open doors, clear access to government and industry influencers and heavy hitters and boost your own firm's visibility and name recognition.



"We're proud when we win an ACEC Engineering Excellence Award. It helps with recruitment, retention, and morale."

– Craig Finley, Founder and Managing Principal, FINLEY Engineering Group



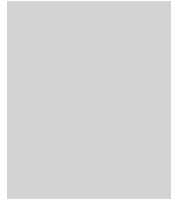
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ACEC membership is more than just industry affiliation. It's about the dollars and cents driving your business, the economy, and our industry.

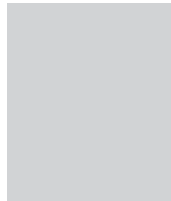
- List 2-3 accomplishments specific to your MO. Placeholder copy: ut ad eos sa sitatempore verrum naturibusda et lia dolo dolore.
- List 2-3 accomplishments specific to your MO. Placeholder copy: ut ad eos sa sitatempore verrum naturibusda et lia dolo dolore.
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IN THEIR OWN WORDS



"Sample testimonial: I joined ACEC/MO because and it helped my firm (me, staff) do/make/save/by ... The result was One thing I liked was their ... I found the experience I would recommend ACEC/MO membership to firms who need/are looking for"

– Joe Black, Title, Company,
ACEC/MO member since 20xx



"Sample testimonial: I joined ACEC/MO because and it helped my firm (me, staff) do/make/save/by ... The result was One thing I liked was their ... I found the experience I would recommend ACEC/MO membership to firms who need/are looking for"

– Jane Dow, Title, Company,
ACEC/MO member since 20xx

Find out more!

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AMERICAN COUNCIL OF ENGINEERING COMPANIES

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No purchase necessary to enter or win. To enter with a purchase, please complete this form and return to PAC@acec.org. To enter without a purchase, send an email to jpugh@acec.org titled "Free entry to Sweepstakes" with your first and last name, complete address, daytime phone number, date of birth, and email address. Term: Promotion is open 5/19/20 until 7:30 AM PT on 10/30/20. Partnership and sole proprietorship checks are permitted; however, federal law prohibits corporate checks and corporate credit cards. Contributions or gifts to ACEC/PAC are not deductible as charitable contributions for federal income tax purposes. Contributions will be screened and those from outside the restricted class (non-members) and those from individuals who have not given prior approval may be returned. An individual is free to contribute more or less than the guidelines suggest, but may not contribute more than \$5,000 per calendar year. Cash contributions limited to aggregate total of \$100 per person per calendar year (Jan. 1 - Dec. 31). Federal law requires that our committee report the full name, address, occupation and company name of each individual whose contributions aggregate in excess of \$200 in a calendar year. Entry into this sweepstakes constitutes acceptance of sweepstakes rules, which are attached to this Entry Form. Odds of winning depend on number of entries distributed. No purchase necessary to enter or win. Void where prohibited. Open to ACEC employees who are US citizens or legal permanent residents and are at or above the age of majority in their state of residence. Sponsor: The American Council of Engineering Companies, located at 1015 15th St. NW, 8th Floor, Washington, D.C. 20005-2605.

OFFICIAL RULES FOR THE ACEC/PAC FALL SWEEPSTAKES

NO PURCHASE NECESSARY TO ENTER OR WIN. VOID WHERE PROHIBITED. OPEN ONLY TO U.S. RESIDENTS. ENTRY INTO THIS SWEEPSTAKES CONSTITUTES YOUR ACCEPTANCE OF THESE SWEEPSTAKES RULES.

ELIGIBILITY: To be eligible to enter the ACEC/PAC Sweepstakes ("Sweepstakes"), you must be a legal resident of the United States, including the District of Columbia, who is a member of The American Council of Engineering Companies and at or above the age of majority in the state in which you reside.

SPONSOR: The American Council of Engineering Companies, located at 1015 15th Street, N.W., 8th Floor, Washington, D.C. 20005-2605, is the sponsor of the Sweepstakes ("Sponsor").

TERM: The Sweepstakes begins at midnight Eastern Daylight Time (EDT) on May 19, 2020 and ends at 7:30 AM Pacific Daylight Time on October 30, 2020.

HOW TO ENTER: No purchase necessary to win. Void where prohibited. Entrants may enter in several ways:

(A) You may enter the Sweepstakes during the Term directly from Sponsor in one of the following ways (1) send this form via email to pac@acec.org; (2) call ACEC/PAC at 202-347-7474; or (3) send this form via mail to ACEC/PAC at 1015 15th Street, NW, 8th Fl., Washington, D.C. 20005-2605 (NOTE: Mail-in entries must be received by 10/22/20 to be considered for the drawing). Each entrant will be required to provide his/her name, home address, phone number, and e-mail address or entrant must provide Sponsor with a completed Entry Form. Upon receipt of your entry, ACEC will enter your name in the Sweepstakes. To confirm entry, ACEC will send you an email or notify you in person, if applicable. Contributions are not tax-deductible. FEC regulations prohibit corporate checks or credit cards.

(B) You may enter without purchase during the Term by sending Sponsor an email titled "FREE ENTRY TO SWEEPSTAKES" at pac@acec.org with your first and last name, complete address, daytime phone number, date of birth and e-mail address. Upon receipt of your email, Sponsor will enter your name in the Sweepstakes. As proof of entry, ACEC will send you an email confirming your entry.

LIMIT: YOU MAY ONLY ENTER ONCE PER DAY, REGARDLESS OF THE METHOD OF ENTRY. Subsequent entries will be disqualified. All entries become the property of Sponsor and will not be returned or acknowledged. Sponsor is not responsible for any non-intentional, incorrect or inaccurate information associated with the Sweepstakes or for any technical or human error that may occur in the administration of the Sweepstakes. Sponsor assumes no responsibility for, and hereby disclaims any liability resulting from, any error, omission, interruption, deletion, defect or delay in the operation or transmission of any entry, or the destruction, unauthorized access to, or alteration of, entries. Sponsor is not responsible for any problems or technical malfunction of any telephone network or lines, computer networks, servers or computer network providers, computer equipment, software, hardware, e-mail or any combination thereof, including injury or damage to entrants or to any other person's computer related to or resulting from participating in this Sweepstakes. If, for any reason, the administration, security, fairness, integrity or proper conduct of this Sweepstakes is corrupted, Sponsor reserves the right at its sole and exclusive discretion to cancel, terminate, modify or suspend the Sweepstakes. Sponsor is not responsible and disclaims all liability for any injury to person or property in relation to this Sweepstakes. ANY ATTEMPT BY AN ENTRANT OR ANY OTHER INDIVIDUAL TO DELIBERATELY DAMAGE OR UNDERMINE THE LEGITIMATE OPERATION OF THIS SWEEPSTAKES IS A VIOLATION OF CRIMINAL AND CIVIL LAWS. SPONSOR MAY SEEK DAMAGES FROM ANY ENTRANT OR OTHER PERSON ENGAGING IN SUCH A VIOLATION TO THE FULLEST EXTENT PERMITTED BY LAW (INCLUDING ATTORNEYS FEES, COURT COSTS AND EXPENSES).

PRIZE DRAWING: The potential winner will be selected via drawing on October 30, 2020 and notified within five (5) business days of the drawing by mail, phone, or email. If prize or prize notification is returned as undeliverable, the prize is forfeited and Sponsor may select an alternate potential winner from all remaining eligible entries.

PRIZE & ODDS OF WINNING: Grand prize winner will receive \$10,000 in cash via check, two (2) first prize winners will receive \$5,000 in cash via check, two (2) second prize winners will receive \$2,500 in cash via check, and ten (10) third prize winners will receive \$1,000 in cash via check.

Approximate retail value of \$35,000. Pictures shown in any promotional materials are for illustration purposes only. All other details of the Prizes not stated herein are at the sole discretion of Sponsor. Prizes are not transferable or substitutable, except by Sponsor, who in its sole discretion may substitute a prize with one of equal value. Odds of winning depend on the total number of entries received.

LIMIT ONE PRIZE PER FAMILY PER HOUSEHOLD.

WINNER NOTIFICATION: Potential winner will be notified via registered mail or phone within five (5) business days of the grand prize drawing. All taxes, costs and fees associated with prize or prize delivery or acceptance not specified are the sole responsibility of the winners. If the prize is not claimed within thirty (30) days of notification by Sponsor, an alternate potential winner will be selected by a new drawing from all remaining eligible entries. Where permitted by applicable law, the winners may be required to sign a Declaration of Eligibility, Release of Liability and/or a Publicity Release. Failure to return the required documents within the time period specified may result in forfeiture of prize and random selection of alternate potential winner from remaining eligible entries. Prizes will be awarded via check within approximately twelve (12) weeks of receipt by Sponsor of all prize acceptance documents.

GENERAL: By entering this Sweepstakes, entrants agree to abide by these Official Rules. All U.S. federal, state, municipal, and local laws and regulations apply. All entries will be deemed made by the authorized account holder of the e-mail address submitted at the time of entry, and any potential winner may be required to show proof of being the authorized account holder for that e-mail address. The "authorized account holder" is the natural person assigned to an e-mail address by an Internet service provider, online service provider, or other organization responsible for assigning e-mail address for the domain. Winners agree that their name, photograph, videotape, likeness or statement may be used for advertising and publicity purposes in any media as Sponsor and its agents so determine without any further compensation or consideration, except where prohibited by law. Any entry blanks or other materials that are incomplete, illegible, altered, counterfeited or tampered with or obtained other than through legitimate and authorized sources are void and Sponsor shall not be responsible for illegible, damaged, lost, forged, late, stolen, postage due, incomplete, undelivered/undeliverable or misdirected mail/entries. By entering the Sweepstakes and/or accepting a prize, each entrant releases Sponsor and each of its affiliates and their employees and representatives from any and all liability, whether directly or indirectly, for all injuries, LOSSES or damages of any kind (including death) arising out of, or in connection with the possession, acceptance, enjoyment, use/misuse of prize or arising out of participation in this Sweepstakes; and entrant waives all rights to claim punitive, incidental and consequential damages, attorneys' fees or any damages other than actual out-of-pocket costs incurred to enter. Should there be a conflict between the laws of the District of Columbia and any other laws, the conflict will be resolved in favor of the laws of the District of Columbia, without regard to its conflict of law provisions.

WINNERS LIST: To obtain the names of the winners, send your request along with a self-addressed, stamped envelope, to American Council of Engineering Companies at 1015 15th Street, 8th Floor, N.W., Washington, D.C. 20005, Attn: ACEC/PAC Sweepstakes (Residents of Vermont need not supply postage).



World's Largest Golf Tournament

HOST INFORMATION – CONTESTS AND RULES

Thank you for hosting a foursome in the ACEC/PAC “World’s Largest Golf Tournament” to be held between June 15th and Labor Day, September 7th, 2020! Several Member Organizations host their own annual ACEC/Golf Outing but with the COVID-19 outbreak and social distancing rules, ACEC/PAC, with assistance from ACEC New York, developed an idea that will allow ACEC members to play golf, have fun, network with colleagues and compete for prizes!

As a host of a foursome, you will be receiving an ACEC Outing Bag which will contain: 1 dozen ACEC/PAC golf balls, 4 hats, reporting score and contest results instructions. Also, as a host, please accept the ACEC/PAC Cable Cord Case included in the outing bag. We have included a score sheet for you to fill and return to Forest Putnam, ACEC’s Advocacy Manager. We will be hosting a live Zoom Reception and Awards Banquet in September to celebrate the event.

Signing up your team:

- You’ll receive a link for other players to make a payment to play in your foursome. If you do not receive a link, please email Forest Putnam at fputnam@acec.org. Any donation to the PAC must be from an eligible donor (must be employed by an ACEC member firm, have or be willing to sign a prior approval form). One individual may pay for another golfer, but only the donor will be credited with PAC membership benefits.
- Your own contribution (greens fees, etc.) will be considered an in-kind contribution to the PAC. Please send an email with the amount spent to pac@acec.org. You will receive credit towards major donor status, but this amount is NOT credited towards state goals. Please report your in-kind contributions right away!

Format: Best Ball (not a scramble)

- Best Ball – each player plays their own ball the entire hole.
- Record the lowest score on each hole as your team score.
- We will have a “**Low Net**” Team Score and a “**Low Gross**” Team Score. To be eligible for Low Gross – each player must have an established and verifiable golf index/handicap. If no handicap can be established and verified, your team is only eligible for the Low Gross contest. *Please record each player’s handicap on score card.*
- Tees: Women players play from the women tees, senior men (age 65+) play from the sr. tees and men play from the second most difficult tees (typically blue tees)

Skill Games Contests

- **Longest Putt Made** – must bring along a tape measure to record your longest putt that is made on Hole #18 only and reported back in feet & inches. (example: 16' 7") **This contest can only be played on Hole #18 only!**
- **Closest to the Pin** – Since all teams will be playing on different courses - this contest will be **played on the first par 3 hole played during your round and can only be from a distance between 120 yards to 165 yards**. Please measure your closest to the pin in feet & inches.
- **Lowest Team Total** (relative to par) (net and gross) – Some courses are Par 71 others are Par 72. To make the tournament fair to all, the winning team in both Low Gross and Low Net will be relation to par. (example: Team A has a score of 65 on a par 71 course – their tournament score will be -6 [6 under par]. Team B has a score of 65 on a par 72 course – their tournament score will be -7 [7 under par]. The -7 team wins.)
- **Best Dressed Team** – Take a photo of your Foursome, send it in and we will judge your style! Likewise, we reserve the right to also judge and award the team for the “*Worst Dressed Team*” as well!

For any golf questions – contact Dave Bender – dbender@acec.org or 217-871-2525 cell

Thanks for playing and supporting ACEC/PAC!

Event Description ACEC/SCDOT 23rd Annual Meeting - December 8, 2020

EVENT COORDINATOR INFORMATION			
COORDINATOR NAME	Emily Swearingen		
COORDINATOR ORG	AECOM		
TELEPHONE	803-331-9717	MAILING ADDRESS	P.O. Box 11937
"DAY OF" PHONE	803-331-9717		Columbia, SC 29211
EMAIL	emily.swearingen@aecom.com	WEBSITE	www.acecsc.org
ADD'L CONTACT NAME	Adam Jones	ADD'L CONTACT EMAIL	Alex Bennet (SCDOT), Roy Tolson, Jeff Mulliken, Theresa McClure, Melvin Williams, David Taylor, Daniel Sabia, Petrina Butler
CONTACT PHONE 1	803-422-0762	CONTACT PHONE 2	Alex Bennet (803-737-3231)

EVENT SCOPE	
TARGET AUDIENCE	This event typically draws over 500 in attendance, with more than 100 attending from SCDOT and the remaining being made up of Consultants, and other Municipalities. Based on the Proposed Plan, the Conference Center could hold up to 750.
MESSAGING	Due to COVID19 we are working to plan a safe event for all. It is proposed this event include in-person and virtual sessions. Based on the limitations set forth by the Columbia Conference Center we can have up to 250 people in each room, and currently they are planning to divide the upstairs space into three separate rooms. Due to COVID we propose to separate the program into three different tracks, where attendees will be assigned a seat that they will use for the duration of the day. This means you cannot switch between tracts. Keynote Sessions will be simulcast into all three meeting rooms, with the actual presentation taking place in the central room. Sessions will be made available virtually as well, allowing attendees to view them from an app, desktop or other mobile device, either live/real-time or for 72 hours following the event. This is presented with the understanding that anytime prior to the event this could be converted to a virtually only event.
OBJECTIVES	This is an annual event where the benefit is networking with other consultants and SCDOT, since networking has been limited since March 2020 when COVID 19 entered our lives, we would like to try and make this the first event where our industry comes back together. Providing flexible options for safety, while including in-person options for networking.
ADDITIONAL ITEMS	Sponsorship Program Outline is attached. It is the intent that we offer all Public Sector Employees Free Attendance.
RISK MANAGEMENT	
IDENTIFIED RISKS	RISK MITIGATION
COVID 19	Detailed Health and Safety Plan will be prepared, all attendees will be asked to where masks in common areas or where social distancing cannot be met. Temperatures will be checked before entrance will be granted. CDC Guidelines will be followed.
COVID 19	The Planning Team proposes 3 separate tracks for the event, Environmental, Design and Management/Leadership. You will stay in your track and assigned seat for the entire day, and other sessions will be made available virtually. General session's will be simulcasted on TV's from the main room to each of the two additional rooms.
Attendance will be low, upfront costs will be high	To go virtual for the entire event will require additional upfront costs.
Sponsorship	Sponsoring a Live Virtual Event is different than a live in-person event, understanding the sponsorship levels and benefits will be key to making them value added for all.
MILESTONES, BENCHMARKS, AND MEASURES OF SUCCESS	<div> August 20, 2020 - Discuss Plan with SCDOT 2020 - Present Plan to ACEC Board of Directors Sponsorship Up Convention Center </div> <div> September 3, September 4, 2020 - Open September 8, 2020 - Confirm with September 15, 2020 - Last Day for Call for Papers September 15, 2020 - Virtual Save the Date November 1, 2020 - Confirm Technical Program and post on website </div>
Key Budget Items for Approval	Keynote Speaker - \$10,000 App/Virtual Program - \$10,000 Conference


The 2020 ACEC-SC/SCDOT Annual Meeting & Trade Show is offering sponsorships and a variety of exhibitor options. Below is a description of the sponsorships and exhibit options for either an In-Person/Virtual Program or a 100% Virtual Program. We ask you select a level and pay the Sponsorship fee for the In-Person/Virtual Event and if due to unforeseen circumstances the meeting goes all virtual a refund will be made for the difference. A final decision will be made at a later time on the program format.

Our attendees are SCDOT engineers and consulting engineers that work with and for the SCDOT. If you have products and services you want the DOT and the consultants to use, or if you have software that would serve either the consultant or the transportation department well, you want to be at this annual meeting and trade show.

In keeping with our custom, ACEC-SC Member Firms and Affiliate Members are discounted \$200 on sponsor or exhibitor fees. If you wish to join ACEC-SC or have any questions, please contact Adam Jones for membership information at (803) 771-4271 or adam@acecsc.org.

Platinum	
In-Person and Virtual (\$5,000)	Virtual Only (\$3,500)
<ul style="list-style-type: none"> • Four (4) Annual Meeting Registrations • Two Booths (2) in the Trade Show Area (First Choice) • Lunch Recognition (3-4 Minutes about your company) • After Conference Reception Sponsor • Signage During Event • Full Page Ad • Recognition on ACEC Website & Newsletter with Link 	<ul style="list-style-type: none"> • Six (6) Annual Meeting Registrations • Recognition During All Virtual Events • Recognition on ACEC Website & Newsletter with Link • Two (2) minute Company Intro before Keynote
Gold	
In-Person and Virtual (\$3,500)	Virtual Only (\$2,500)
<ul style="list-style-type: none"> • Three (3) Annual Meeting Registrations • One Booth (1) in the Trade Show Area (First Choice) • Name Badge Sponsor • Signage During Event • ½ Page Ad • Recognition on ACEC Website & Newsletter with Link 	<ul style="list-style-type: none"> • Four (4) Annual Meeting Registrations • Recognition During the Morning Sessions • Recognition on ACEC Website & Newsletter with Link
Silver	
In-Person and Virtual (\$2,500)	Virtual Only (\$1,500)
<ul style="list-style-type: none"> • Three (3) Annual Meeting Registrations • One Booth (1) in the Trade Show Area (First Choice) • Break Sponsor • Signage During Event • Recognition on ACEC Website & Newsletter with Link 	<ul style="list-style-type: none"> • Three (3) Annual Meeting Registrations • Recognition During Two Sessions • Recognition on ACEC Website & Newsletter with Link
Bronze	
In-Person and Virtual (\$1,500)	Virtual Only (\$750)
<ul style="list-style-type: none"> • Two (2) Annual Meeting Registrations • One Booth (1) in the Trade Show Area (First Choice) • Signage During Event 	<ul style="list-style-type: none"> • Two (2) Annual Meeting Registrations • Recognition During One Session
Trade Show Exhibitor Only (\$700)	
<ul style="list-style-type: none"> • Includes 6 ft. table – (First Come First Served after Sponsor Requests are honored) • Booth may be manned by two company representatives. • One (1) exhibitor may participate fully in the program. 	

Platinum, Gold, Silver or Bronze Level sponsors AND Trade Show Booths may purchase additional annual meeting registrations for \$150 each which includes meals, breaks, sessions and PDH's.

From: Matt Reiffer mreiffer@acec.org 
Subject: Recap of AASHTO Audit Committee meeting and discussions on firm overhead, PPP loan forgiveness
Date: August 31, 2020 at 2:20 PM
To: 2019-2021 ACEC ExCOM Combined 2019-2021ACECEXCOMCombined@acec.org, MO Executive Directors
ACEC_Executive_Directors@acec.org
Cc: Linda Darr ldarr@acec.org, Steve Hall SHall@acec.org

MR

All –

Last week Friday, August 28, Matt Reiffer and our FAR consultant Dan Purvine led a meeting between ACEC member firm representatives, CPA firms, and State DOT auditors at the virtual AASHTO Audit Committee conference. There were approximately 170 participants in the liaison meeting, the vast majority of whom were DOT representatives.

Matt and Dan reviewed the questions and concerns they are hearing from ACEC member firms about the impact of the pandemic and resulting changes in business practices on their overhead rates. While the specific circumstances vary for each firm, in general, many firms anticipate a lower overhead rate for 2020 because of decreased indirect costs (less travel, conferences, marketing activities, etc.) and increased direct costs from higher-than-expected staff utilization. Some firm indirect cost rates will go up because of work stoppages and a significant amount of unproductive labor, and/or because of increased IT equipment purchases to accommodate remote work.

Matt and Dan also noted the uncertainty about the FAR treatment and potential of a credit to indirect costs from forgiven PPP loans. They summarized the current federal guidance and ACEC engagement seeking correction and clarification on this issue, including the impact on firms performing primarily state and local agency work, not direct federal contracting.

One State DOT representative said that there have been some basic conversations among the state DOT auditors about the impact of the pandemic on firm rates. There seems to be an understanding among the DOTs that 2020 is an anomalous year and rates will fluctuate much more widely than under normal circumstances. They are also aware of the PPP questions and concerns. The topics will be on the agenda for an October meeting of the DOT auditors. None of the states have developed any specific guidance or response yet, as the year is not over and the specific impacts are not completely known. They also noted that they'd rely on FHWA guidance, especially on the FAR treatment of forgiven PPP loans.

ACEC and AASHTO representatives agreed to establish a small working group of members to continue talking through these issues and try to identify some consistent and reasonable options for accommodating industry concerns. No timeline was set, but there is an awareness of the urgency to provide as much certainty to firms as possible. FHWA officials will be included in those discussions.

We'll continue to keep you updated on this and other developments.

Matt Reiffer
Vice President, Infrastructure Programs
American Council of Engineering Companies (ACEC)

Suggested Candidates to Support in General Election Cycle



Senator Glenn Reese (D) Spartanburg District 11:

- Businessman and Owner of Krispy Kreme Doughnut Company of Spartanburg and Anderson

Committee Assignments:

- Banking & Insurance
- Ethics
- **Finance**
- Fish, Game, & Forestry
- Interstate Cooperation
- **Labor Commerce & Industry**
- Rules

Voting Record:

- Voted for Engineers & Surveyors Practice Act
- Voted for Roads Bill
- Stood with us on Plastic Pipe Preference Legislation

Other things to note:

- He has been an ACEC-SC supporter
- We have a member with his ear
- He reached out to us

Suggested Amount:

- \$1,000 in General Cycle



Roger Nutt, PE for Statehouse District 34

- Professional Engineer
- Owner TNC Engineering, LLC
 - Sanitary Sewer Design
 - Water System Design
 - Stormwater Run-off Design and Solutions
 - Erosion Control Maintenance and Device Design
 - Lot and Road Layout Design
 - SWPPP Erosion Inspections
 - Fully Integrated Commercial Site Design
 - Industrial Site Design
 - Residential Subdivision Design
 - Full Project Management
- County Councilman

Issues:

- Economic Development
- Infrastructure
- Education
- Tax Reform
- 2nd Amendment Rights

Suggested Amount

- \$1,000 in General Election Cycle



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of South Carolina
ACEC-SC Legislative Issues

The American Council of Engineering Companies of South Carolina (ACEC-SC) has many issues it follows at the South Carolina Statehouse. The following issues are what we will be focusing on this fall and next session as well as other issues that may present themselves.

Safe Harbor Legislation

ACEC-SC supports the introduction and passage of safe harbor legislation when the SC Legislature returns in September.

- Engineering firms are struggling due to the COVID-19 pandemic.
- ACEC-SC requests the SC Legislature act quickly to give businesses protection from potential liability lawsuits stemming from employees contracting COVID-19 in the workplace and by customers and clients on company premises.
- We are not asking for blanket protection or permanent coverage.
- We understand the protection should have parameters for businesses to follow.
- The stress of lost revenue coupled with the fear of liability for a company's workforce and customers is significant, and weighs heavily on owners. Passing legislation during this session

Tort Reform (H.3758)

- ACEC-SC sees the need for reform of South Carolina's current joint and several liability laws. ACEC-SC works along side with the South Carolina Coalition for Law Suit Reform to insure that SC citizens only pay their fair share when involved in an accident.

Designer Fair Contracting Act

ACEC-SC worked with Senator Alexander and legislative services to introduce the Designer Fair Contracting Act last year. We were able to draft a bill, but due to the legislature shutting down for COVID-19 it was not introduced. We plan to work with Senator Alexander this fall to prefile this legislation.

The Problem

- Often engineers, architects, and other design professionals are asked to sign contracts that require them to indemnify, hold harmless and defend an owner and unrelated third parties against claims for damages that are outside the scope of the engineer/architect's work and control.
 - Design firms have no problem indemnifying an owner for their own negligence and mistakes – this bill does not change that .
- Situations that are of concern are those unrelated to their work on a project – yet they are being asked to pay for and resolve these claims.
- This demand/contractual obligation is uninsurable under their professional negligence policies – so it comes right off the bottom line.
- Even more egregious, a "duty to defend" clause would trigger from the outset and could require the design firm to expend hundreds of thousands of dollars defending a third party – even when the design firm had no role and contributed in no way to the claim.
- These third party indemnity/duty to defend clauses in design contracts create liability without requiring proof of fault .

Legislation Solves the Problem

- Changes to the law will protect design firms from this unfair, uninsurable liability.
- Similar statutes have passed in North Carolina, Georgia, Florida, and Arizona

Designers Still Responsible for Their Own Negligence

- Design firm will still be responsible for and can indemnify for its own negligence and liability, and for that of those they supervises, controls, has hired, etc.
- Where an owner claims an issues or claim is a design issue, the design firm will be involved from the beginning with any other party alleged to be at fault, to work through it, pay money to resolve, etc. – this bill does not change this process

Contractors Already Protected and Not Affected by this Change

- Contractors are already protected

Supporters

- American Council of Engineering Companies of South Carolina
- South Carolina Society of Professional Engineers.
- South Carolina Society of Professional Surveyors
- American Institute of Architects of South Carolina

Procurement of Public Work Through Direct Negotiations

Qualifications Based Selection (QBS) is a competitive procurement approach for selecting and retaining design professionals that emphasizes qualification to achieve final project performance and ownership cost objectives, which is for public good and is legally required to be used by government agencies by the Federal “Brooks” law.. ACEC-SC believes the best way to select engineering services is by QBS. Currently, QBS is required on federal and state projects, but we would like to see the use of QBS pushed down to political subdivisions.

ACEC-SC plans to introduce this process as part of the Engineers and Surveyors Practice Act. ACEC-SC would like the following to be added in Section 5, Chapter 22, Title 40:

- “A registered engineer or surveyor may not enter into a contract for professional services on public work on any basis other than direct negotiation thereby precluding participation in any system requiring a comparison of compensation. However, a registered engineer or surveyor may state compensation to a prospective client as part of direct negotiation after their selection as the most qualified provider and where engineering and surveyor services necessary to protect the public, health, safety and welfare have been defined.”

SC Frivolous Civil Proceedings Sanctions Act

Issue: In 2005 South Carolina passed a Tort Bill. The bill adopted a gatekeeping statue which allows a plaintiff to bring a professional negligence suit against a licensed professional if a plaintiff files a complaint with expert witness saying a professional was negligent.

- “In action for damages alleging professional negligence against a professional licensed by or registered with the state of South Carolina and listed in subsection (G)... the plaintiff must file as part of the complaint an affidavit of an expert witness which must specify at least one negligent act or omission claimed to exist and the factual basis for each claim based on the available evidence at the time of filling of the affidavit.”
- Parties listed in sub section (G): Architects, Attorneys at law, CPAs, Chiropractors, Dentists, Land Surveyors, Medical Doctors, Marriage & Family Therapists, Nurses, Occupational Therapists, Optometrists, Osteopathic Physicians, Pharmacists, Physical Therapists, Physicians’ Assistants, Professional Counselors, Professional Engineers, Podiatrists, Psychologists, Radiological Technicians, Respiratory Therapists, & Veterinarians.

ACEC-SC’s Concern: A federal district judge ruled this law does not apply if the defendant is a company, so plaintiff’s attorneys are now skirting the law by going after design firms.