



Transportation Penny Advisory Committee
May 21, 2018 – 5:30 PM
4th Floor Conference Room
2020 Hampton Street, Columbia 29204

COMMITTEE MEMBERS PRESENT: Frank Anderson, Malcolm Gordge, Karim Johnson, Richard Brown, Phillip Simoneaux, Larry Funderburk, John Epting, and Cyril Busbee, Jr.

OTHERS PRESENT: Michelle Onley, Tony Edwards, John Thompson, Nathaniel Miller and Bryant Davis

COUNCIL MEMBERS: Paul Livingston, Dalhi Myers and Yvonne McBride

CALL TO ORDER – Mr. Phillip Simoneaux called the meeting to order at 5:30 PM

INTRODUCTION OF NEW MEMBERS:

- ◇ Cyril Busbee, Jr.
- ◇ John P. Epting, P. E.
- ◇ Larry Funderburk

The new committee members introduced themselves.

Mr. Simoneaux stated he would like to do some kind of orientation for new members in the future.

APPROVAL OF MINUTES: April 23, 2018 [No Quorum]

PUBLIC COMMENT – No one signed up to speak.

OFFICE OF SMALL BUSINESS OPPORTUNITIES UPDATE

- ◇ **Executive Summary:** This report is submitted pursuant to Ordinance(s) 049-13HR and 058-16HR to ensure that the OSBO team provides support to the County to ensure that the SLBE has equal opportunity to participate in County contracts for all six (6) Industry Categories: Construction Services, Professional Services, Non-Professional Services, Engineering Services, Architectural Services, and Wholesale Operations.
- ◇ **Purpose:** The purpose of this report is managing the ongoing requirements of the Ordinance(s), improving and creating new Standard Operating Procedures (SOPs), and ensuring payments to contracted SLBEs.

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◇ **Manager's Assessment resulted in the following Action:**

- **Managerial Focus:**
 - i. *Implementing Business Development Academy*
 - ii. *Facilitating OSBO Office Standard Operating Procedures*
 - iii. *Managing reconciled undocumented payments for all certified SLBEs*
 - iv. *Facilitating increase in County wide SLBE utilization in County wide contracts*
 - ❖ *OSBO staff is collaborating with RC Directors to identify current vendors to become certified SLBEs*
 - v. *Outlined PDT SLBE Contractual Compliance*
 - ❖ *PDT SLBE Participation Update and Payment Invoices*
 - vi. *OSBO Support Richland County Renaissance Start Center*
- **Business Development**
 - i. *OSBO Website Highlights*
 - ii. *Highlighted Articles*
 - ❖ *Richland Community Participates in Small Business Week*
 - ❖ *Featured Businesses: RB Todd Consulting Engineers, LLC – District 1; Flock and Rally, LLC – District 5*
 - iii. *Participated in 2018 Salute to Small Business Event – May 2, 2018*
 - iv. *Participated in 2018 City of Columbia's 6th Annual Small Business Week "Leading the Change" event – May 3, 2018*
 - v. *Participated in B2GNow Training with the Richland County Public Library staff – April 30, 2018*
 - vi. *Partnership established with South Carolina Business One Stop (SCBOS)*
 - ❖ *SCBOS created a partner website page for Richland County Government OSBO*
- **RC Government Office of Small Business Opportunity Academy Workshop, website, Workshop & Events**
- **Financial Resources Coordinator:**

(Projects Completed)

- i. *Participated in the City of Columbia Small Business Week (May 1-3)*
- ii. *Developed SLBE utilization goal for upcoming Resurfacing Project Package P*
- iii. *Attended pre-bid meeting for Dirt Road Package G and H*
- iv. *Attended pre-construction meeting for Sidewalk Package S-7*
- v. *Assisted with real-time SLBE directory construct and roll-out*
- vi. *Reconciled multiple undocumented payments (time and month information is pulled)*
 - ❖ *Number of payments due to prime – 16*
 - ❖ *Number of payments not reported by prime to SLBE – 3*
 - ❖ *Number of payments not confirmed by subcontractors – 11*

(Projects Ongoing)

- i. *Established drill down NAICS codes for each certified business to ensure goal setting accuracy*
- ii. *Develop an annual goal for county wide and Penny Tax specific contracts*
- iii. *OSBO Lead in planning and implementing the Small Business Symposium for October 2018*

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- iv. *Supporting role of collaborating with IT, Certification and Compliance Specialist and Business Development Coordinator to implement Webinar, and OnBase Storage*
- **Certification & Compliance:**
 - i. *Completed two (2) new certifications and two (2) re-certifications with three (3) pending*
 - ii. *Provided training to six (6) Richland Library Staff members on how to review documents for certifying SLBE's through the B2G online application process at the library*
 - iii. *Collaborated with IT to streamline the SLBE Directory*
- **Incentives for Certification**
 - i. *Use Renaissance project as main strategy to increase SLBE County Certification*
 - ❖ *Participated in the City of Columbia's 4th Annual Conference Trade Show – May 3rd*
 - ❖ *Participated in the Small Business Administration and the South Carolina Chamber of Commerce Procurement Opportunity Match Maker Conference – May 2nd*
 - ❖ *Implementing a Small Business Expo for Fall 2018*

TRANSPORTATION PROGRAM UPDATE

◇ Council Approvals:

- *The Transportation Ad Hoc Committee met May 10th and voted to move to full Council the following items:*
 - i. *Recommendation to begin design on all remaining Greenway projects*
 - ii. *Recommendation to begin design on Shop Road Extension Phase 2*
 - iii. *Recommendation to begin design on all remaining Widenings (Blythewood 2, Spears Creek Church, Polo, Lower Richland)*
 - iv. *Recommendation to partner with City regarding Hampton and Calhoun Road Diets*
 - v. *Recommendation to indefinitely defer Bluff Road Phase 2 and Pineview Widenings*
 - vi. *Recommendation to release the \$250 Million Bond Proceeds from Escrow*

◇ Preconstruction Update:

- *Clemson Road – Plans are 100% Complete, Right-of-Way Certificate is complete, Utility Agreement complete to include City of Columbia waterline. Tentative advertisement scheduled for July 2018*
- *Atlas Road – Addressing comments from 95% Complete Plan review. Right-of-Way acquisition nearly complete. Anticipate advertising for construction in Q3 2018, dependent upon railroad permits and City of Columbia utility designs*
- *Southeast Richland Neighborhood – 100% Complete plans have been reviewed by SCDOT. Responses are underway. Right-of-Way acquisition complete. Anticipate advertising for construction in Q3 2018. Still need CLOMR from FEMA.*
- *Greene Street Phase 2 – Design is approximately 99% complete. Right-of-Way acquisition continues, which is anticipated to be complete late Q2 2018. Anticipate advertising for construction in Q3/Q4 2018.*

- 3 Major Intersections – 70% Plans submitted to SCDOT for review for Garner Ferry/Harmon, North Springs/Harrington, and Screaming Eagle/Percival. Right-of-Way acquisition has begun for Screaming Eagle/Percival. Other 2 should begin in May/June
- Broad River Neighborhood Project – Plans 100% complete, Right-of-Way Certificate complete, and bid document being reviewed by SCDOT. Anticipate advertising for construction Q3 2018
- Magnolia/Schoolhouse sidewalks, Pedestrian Intersections – Bids due May 30th
- Dirt Road Package G and H – Bids due June 6th
- Resurfacing Package O – Bids due June 27th
- Pelham/Tryon sidewalks – Bids due June 27th
- Clemson/Sparkleberry Intersection, Shop Road Widening – Public meetings were held April 30th at Spring Valley High School and May 17th at Olympia Learning Center, respectively.

◇ Construction Update

- Candlewood Neighborhood Improvement Project Phase 2 and Sidewalk Package S7 (Marion Street, Bratton Street, and Grand Street) – Contracts approved and Pre-construction conferences were held April 25th. Work expected to begin in June 2018.
- Farrow/Pisgah Intersections – Construction continues on this last of 6 Design-Build projects.
- Shop Road Extension Phase 1 – Work on the floorless culvert is complete. The contractor has begun paving operations for the first 1,000 feet beginning at Pineview.
- North Main Street Widening – SCE&G's duct bank is 80% complete. The Joint Use Duct Bank is 50% complete. Sewer rehabilitation is 75% complete. Water relocation is 50% complete. Drainage installation continues near the R/R trestle and is heading south. Utility poles scheduled to be removed from Anthony to Sunset mid to late May 2018.
- 3 Rivers Greenway – Construction is underway. 13,900' out of a total of 15,000' of concrete pathway has been constructed. Work has begun on the parking lot and bathrooms.
- Transportation Improvement Contract 1 – Resurfacing is expected to resume with warmer weather. 4 of the 19 dirt roads have been removed from this current contract. 14 of the remaining 15 have been paved.

◇ Miscellaneous

- None.

THE COMET PROGRAM UPDATE

- ◇ Service Changes – In order to get our service within the board-adopted 187,650 hours, the COMET initiated several service changes on May 7th including:
 - Overall lowering the number of hours by 2% and increasing efficiency on night service;
 - Adding earlier trips to get passengers to work;
 - Adding 2 express routes (for a total of 3) and adding the Blythewood Industrial Park to our existing Express Route 82;
 - Adding service to the northeast, including on Clemson, Hardscrabble, and Killian Roads and on Summit Parkway;
 - Adding additional service in the northwest part of the service area including Harbison and Parkridge

- ◇ Vehicles – The board of directors approved an “art bus” created by artist Laurie McIntosh through the City of Columbia’s One Columbia art program. Once the artist completes full size renderings our bus wrap vendor will wrap one vehicle with this unique design as a roving art piece in the Midlands.
- ◇ Shelters – Since the last meeting the COMET added shelters at the connection protection zones at Crowson Road (a 30’) and Forest Drive Walmart (a 16’ and a 30’). We also added shelters on Bush River near Ashland, Forest Drive at the Kroger, and Taylor Street at Oak Street, all 16’.

Mr. N. Jackson stated prior to the Penny Tax Program the COMET had 3 employees, and now there is 13. He expressed concern about the increase in the number of employees. It is his understanding, there are duplicate services being performed.

Mr. Andoh stated he is assessing the structure of the organization and looking at the consultant contracts. He also stated that ridership is up, which is wonderful since many others are experiencing a decrease in ridership. The COMET is going to be partnering with Richland School District II in the new school year.

Mr. Edwards stated the PDT and the COMET have been conducting bi-monthly meetings to coordinate on the status of their respective programs.

Mr. Johnson inquired if they were looking at installing a device to capture the carts at the Harbison and Forest Drive Walmart bus stops.

OTHER BUSINESS

- Next Scheduled Meeting: June 25, 2018 – 2020 Hampton Street

ADJOURN – The meeting adjourned at approximately 6:38 PM