



Transportation Penny Advisory Committee Meeting

Monday, September 26, 2016 at 5:30 PM
4th Floor Conference Room
2020 Hampton Street, Columbia SC 29202

Agenda

1. **Call to Order:** Hayes Mizell, Chairman
2. **Citizen's Input**

Information Items

3. **Update on Council Actions** [Page 2]
4. **Audit Updates** [Page 3]
5. **Small Local Business Enterprise Program:** Program update [Pages 4-6]
6. **The Comet:** Program update [Page 7]
7. **PDT:** Program update [Pages 8-9]
8. **Transportation Department:** Program update [Page 10]

Action Items

9. **Approval of Minutes:** August 22, 2016 [Pages 11-15]
10. **TPAC Position recommendation:** Status [Pages 16-17]
11. **TPAC SLBE reporting request:** Status [Page 18]
12. **Other Business**
13. **Adjourn**
14. **Next Scheduled Meeting:** October 24, 2016 – 2020 Hampton Street



3. Update on Council Actions

Discussion Point:

The following items Council took action on during the September 20th Council session:

- a) Supplemental Intergovernmental Agreement: Farrow Road and Pisgah Church Road Intersection Improvement

Status: The agreement allows SCDOT to take the place as condemnor for one tract on the project, and Council approved this agreement.

- b) Right of way acquisition: Clemson Road and North Springs Intersection Improvement

Status: Council approved staff to acquire right of way necessary to construct the Clemson Road and North Springs Road Intersection Improvement Project.

- c) Utility undergrounding estimate: Atlas Road Widening

Status: Council was provided utility undergrounding estimates for the Atlas Road Widening Project which equated to an \$8.0 million cost for the County. Council took action not to underground utilities on the Atlas Road Widening Project with transportation funding.

- d) Utility undergrounding estimate: Clemson Road Widening

Status: Council was provided utility undergrounding estimates for the Clemson Road Widening Project which equated to a \$5.6 million cost for the County. Council took action not to underground utilities on the Clemson Road Widening Project with transportation funding.

- e) Construction contract award: Sidewalk package S-5, Senate Street

Status: Council approved award for construction of the Senate Street sidewalk project to Armstrong Contractors for \$128,344.70 which includes a 10% contingency. This project was advertised as a sheltered market contract exclusive to SLBE's, and Armstrong Contractors is a certified SLBE with the County.

- f) Mitigation Bank Credit Sales

Status: Council's agenda included approval of excess mitigation credits for three projects. Staff requested, and Council approved deferral for additional staff review.



4. Audit Updates

Discussion Point:

The Elliott Davis audit of the Transportation Program is ongoing.



5. Small Local Business Enterprise Program: Program Update

Discussion Point:

Included in your agenda you will find a report from the Office of Small Business Opportunity (OSBO).



OFFICE OF SMALL BUSINESS

August 22 – September 26, 2016

1. Office Overview

- “RC Procurement Procedures” training course was on September 8th two registered for the class, no one showed up
- Attended training class for Fundamentals of Leadership and Management in Public Procurement on August 25, 26, 2016
- Attended training class for Legal Aspects of Public Procurement on August 30 –September 2, 2016
- Attended training at the State Fiscal Accountability Authority on September 15th, completed certification
- The recertification and expansion components of the B2GNow Certification module have been fully activated, we are actively working with the configuration team to improve the process
- SLBE Compliance Responsibilities Form has been revised and uploaded in B2GNow system
- The two-year renewal process has begun for twenty-one of the eighty-seven SLBE firms currently certified; we are currently awaiting the approval of the size standard revisions to move forward with processing
- Weekly conference call with B2GNow representatives regarding reconfiguration updates on various modules, training, and evaluation of best practices in uses of the system. Conference calls are schedule to start back in October
- Reviewing process to add certified payroll to B2GNow
- Selected and began the implementation process for the “Utilization Plan” module in B2GNow; this will allow the lowest responsive and responsible bidder to input their SLBE/DBE utilization plans prior to award for our office’s evaluation and approval
- The Procurement Vendor Registration form is awaiting final approval from the Procurement staff for the input into B2GNow for vendors to use
- Attended two Bid Opening both with SLBE goals on the projects, one project is a sheltered market

2. SLBE Certification Program Overview

A) SLBE Firms by Industry Category

Primary Industry Category	Total Firms	Percentage
Construction Services	42	48.28%
Professional Services	26	29.89%
Non-Professional Services	3	3.45%
Engineering Services	10	11.49%
Architectural Services	5	5.75%
Wholesale Operations	1	1.15%
Total	87	

B) Gender & Ethnicity of SLBE Firms

Ethnicity	SLBE Firms
African American	56 (64.37%)
Asian	2 (2.30%)
Caucasian	28 (32.18%)
Hispanic	1 (1.15%)

Gender	SLBE Firms
Male	59 (67.82%)
Female	28 (32.18%)

3. SLBE Contract Participation

- Of the \$46,570,073.89 payments made on Penny Tax funded projects, \$13,750,795.35 has been paid to firms that are solely SLBE certified; \$1,858,179.49 has been paid to firms that are solely DBE certified; additionally, \$1,492,558.39 was paid to firms that are both SLBE and DBE certified. The chart below shows the total SLBE and DBE payments when the aforementioned amount is added to each of the individual SLBE and DBE paid to date amounts

	Including Payments to Firms both SLBE & DBE Certified	Percentage of Total
Payments to SLBE Certified Contractors	\$15,243,353.74	33.45%
Payments to DBE Certified Contractors	\$3,350,737.89	7.35%

- \$80,205,635.98 in Penny Tax Funds over thirty (30) contracts/service orders are currently being tracked by the OSBO in the B2GNow Compliance Management System. Twenty-two (22) of the contracts are currently open and are actively monitored for payment and utilization compliance
- Of the five On-Call Engineering Team (OET) contracts, four are currently projected to meet their overall SLBE goal with existing issued task orders



6. The Comet: Program Update

Discussion Point:

Representatives from the Comet are in attendance to provide a program update.



7. PDT: Program Update

Discussion Point:

Representatives from the PDT are in attendance to provide a program update.

Design

- Atlas Road Widening – R/W Authorization from the SCDOT has been received and acquisition services have begun.
- Clemson Road Widening – R/W activities and final design are underway.
- Bluff Road Widening Phase 2 – In an effort to minimize drainage impacts, 65% plans are being modified and the public meeting has been rescheduled for November 3, 2016.
- Pineview Road Widening – 65% Complete Plans scheduled to be delivered for PDT review late September.
- Greene Street Phase 2 – 70% Complete Plans have been submitted to the SCDOT for final review and R/W Authorization.

Procurement

- Hardscrabble Road Widening – SCDOT has awarded to Palmetto Corporation in the amount of \$56.4 million. Due to utility coordination, construction activities are expected to begin in December 2016/January 2017.
- Resurfacing Package H – Approximately 20 miles consisting of 115 roads will be resurfaced beginning in November and extending through 2017.
- North Main Street – Due to an incomplete bid document by the apparent low bidder and the next bidder exceeding the Engineer's Estimate, the project is being readvertised on September 26, 2016.
- Sidewalks – The Senate Street contract was approved by Council on September 20, 2016 and bids were received for Jefferson Street & Franklin Street on September 21, 2016.
- Bluff Road Widening Phase 1 – Bids were received on September 7, 2016 with a recommendation to award made to SCDOT/FHWA.
- Shop Road Ext. Phase 1 – Bids were received on September 14, 2016. Review of bid documents is underway.
- 3 Rivers Greenway – Plan to advertise in September/October.
- Resurfacing Packages I, J, K, L – Plan to advertise in September/October.



Construction

- Greene Street Phase 1 - Roadway improvements significantly complete and open to traffic. Final completion of all work items not expected until December.
- Riverbanks Zoo Pedestrian Bridge - Ribbon cutting held on September 7, 2016 and project complete.
- N. Springs/Risdon Intersection - Project scheduled for completion in late October.
- Farrow/Pisgah Intersection - Project scheduled to begin in October/November.
- Kennerly/Coogler Intersection - Groundbreaking held September 15, 2016. Final completion scheduled for Spring 2017.



8. Transportation Department: Program Update

Discussion Point:

TPAC was emailed the July Progress Report. In addition, here are a few highlights:

Completed Projects in last 30 days

- Riverbanks Pedestrian Bridge was opened September 7th

Partnering Opportunities

- Percival Road Sidewalk Project: This project was presented to the County Transportation Committee (CTC) August 30th in the hopes the CTC would provide matching funds for this project. The Richland Penny Program includes \$700,000 towards this project with limits from Forest Drive to Decker Boulevard. The CTC provided preliminary approval to allocate \$2.5 million towards the project to fully fund it under the condition updated project cost estimates are presented during their meeting in October.
- North Main Street Widening Project: The program includes \$30 million to widen North Main Street between Anthony Avenue and Fuller Avenue. It also includes an intersection improvement of North Main Street and Monticello Road at \$5.4 million. In addition, the project has additional funding in the form of \$10 million in federal TIGER grant funding, \$1.2 million in federal earmark funding, and approximately \$5 million in City water and sewer funding. It was bid for construction last August, and all bids were above the engineer's estimate. The Federal Highways Administration notified the County the project will receive an additional \$6.6 million in federal TIGER grant funding. This additional funding is the result of reallocation from another TIGER grant funded project that failed to meet prescribed deadlines for funding obligation. The project is programmed for re-advertisement, and if bids are favorable will be presented to Council for award in November.



9. Approval of Minutes: August 22, 2016

Discussion Point:

Meeting minutes from the last TPAC meeting are included in this agenda.

**TRANSPORTATION PENNY ADVISORY COMMITTEE MEETING
MONDAY, AUGUST 22, 2016
RICHLAND PENNY PROGRAM DEVELOPMENT TEAM OFFICE
4TH FLOOR CONFERENCE ROOM**



In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building.

MEMBERS PRESENT: Hayes Mizell, Carol Kososki, Murray Coleman, Trevor Bowers, J. T. McLawhorn, Virginia Sanders, Philip Simoneaux, Derrick Huggins, Natalie Britt, Frank Anderson, Councilman Paul Livingston and Councilman Norman Jackson

OTHERS PRESENT: Rob Perry, Tony Edwards, Shawn Salley, Michelle Onley, Brenda Parnell, and Daniel Driggers

CALL TO ORDER

The meeting was called to order at approximately 5:30 p.m.

CITIZEN'S INPUT

No one signed up to speak.

UPDATE ON COUNCIL ACTIONS

Mr. Mizell stated there has not been a Council meeting since the last TPAC meeting; therefore, there are no actions to report.

AUDIT UPDATE

Mr. Driggers stated there was no additional information to be provided, but the audit is on track for September.

SMALL LOCAL BUSINESS ENTERPRISE PROGRAM

Ms. Parnell stated there was no additional information to be provided.

Mr. Mizell inquired about the training sessions being cancelled.

Ms. Parnell stated the sessions were cancelled due to low registration. She believes the timing of the class may have contributed to the low registration.

Ms. Kososki pointed out the “Exhibit A – Contractor Payment Summary”, “Exhibit B – Contract List of Primes and Subs” and “Exhibit C – Active Contract Task Order Summary” were not included in the agenda packet.

Mr. Perry stated Interim Administrator Seals does not require all of the data that was provided to Council in the past, but instead has condensed it down to a 3-4 page report. Therefore, the report is no longer being generated by the OSBO Office.

Ms. Kososki moved, seconded by Ms. Sanders, to continue providing Exhibits A, B, and C to the TPAC Committee. The vote in favor was unanimous.

THE COMET

Dr. Schneider gave a brief overview of the COMET’s audit history and financial information.

- Independent field audit was conducted; findings will be provided in the future
- Capital acquisition: ordered 23 large buses and 8 small buses; replaced DART fleet
- The new buses are more energy efficient, as well as, has cleaner emissions
- Vehicle Celebration will be held in when the vehicles arrive in April
- Increase services to Lexington County to strengthen relationship with Midlands Technical College and University of South Carolina

Ms. Sanders inquired about how much Lexington County will be contributing for the additional service.

Dr. Schneider stated the Board has approved the increase in service, but the contract has not been finalized with the University of South Carolina.

Lexington County is not contributing. Funding for the expansion is coming directly from the University.

PDT UPDATE

Mr. Beatty stated there a few items to note in the bi-weekly report:

- Clemson Road – finalized 70% of plans; acquiring right-of-way
- Atlas Road – right-of-way acquisition should begin in next few weeks
- Bluff Road Widening Phase II – 65% complete; public meeting to be held for September 8th at 5:00 p.m. at Olympia Learning Center.

Transportation Penny Advisory Committee

August 22, 2016

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- Greene Street Phase II – 65% complete
- SCDOT awarded Hardscrabble Road Widening to Palmetto Corporation and should start work within 60 days
- Resurfacing Package H – contract has been signed to repave approximately 20 miles of roads
- North Main Street Widening – received bids and currently evaluating the bids with SCDOT and Federal Highways
- Sidewalk Projects – open bids on Wednesday, August 24th
- Bluff Road Widening Phase I – open bids on September 7th
- Shop Road Extension – open bids on September 14th
- Three Rivers Greenway will be advertised in 2-3 months
- Opened Lincoln and Greene Street
- Riverbanks Zoo Ribbon Cutting will be held on September 7th
- North Springs Road and Risdon Way – under construction
- Farrow Road and Pisgah Church Road – finalizing right-of-way issues
- Kennerly Road and Coogler Road – Groundbreaking will be in the near future

Ms. Kosoki inquired about the Three Rivers Greenway, as well as, Gills Creek A, maintenance agreement with the City of Columbia.

Mr. Perry stated in discusses with the City of Columbia they indicated they will take maintenance of the Three Rivers Greenway and Gills Creek A.

TRANSPORTATION DEPARTMENT UPDATE

- Three sidewalks have been completed (Maple Street, Mildred Street, and Wiley Street)
- Broad River Road and Rushmore Road Intersection was completed
- Percival Road Sidewalk Project – being presented to the County Transportation Committee (CTC) on August 30th with the hopes they will provide matching funds.

- Received right-of-way authorization for Clemson Road

APPROVAL OF MINUTES

The minutes were approved unanimously.

TPAC STAFF POSITION

Mr. Mizell stated the sub-committee drafted a memo for review. If the memo is approved Mr. Perry will present the recommendation to the Transportation Ad Hoc Committee.

Ms. Kososki moved, seconded by Ms. Sanders to approve the sub-committee's recommendation. The vote in favor was unanimous.

NEXT MEETING: MONDAY, SEPTEMBER 26, 2016 AT 5:30 PM

ADJOURN

The meeting adjourned at approximately 6:03 p.m.



10.TPAC Position recommendation: Status

Discussion Point:

Included in this agenda is a memorandum from the Interim County Administrator to Council designating Assistant County Administrator Warren Harley as administrative support to TPAC.



RICHLAND COUNTY
GOVERNMENT
Office of the County Administrator

MEMORANDUM

To: County Council
From: Gerald Seals, Interim County Administrator
Date: August 31, 2016
Subject: Administrative support for the Transportation Penny Advisory Committee

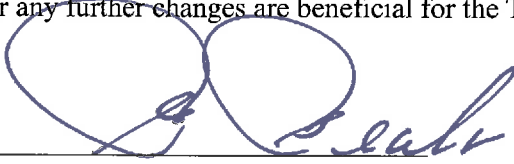
Purpose:

This memorandum serves as notification of Assistant County Administrator Harley's recent assignment to support the Transportation Penny Advisory Committee (TPAC) on behalf of the Administrator's Office.

Background:

Council and its Transportation Ad Hoc Committee has intermittently considered revising TPAC's role and how best to support the committee since January 12, 2016. Additionally TPAC has recently requested a contract employee to report directly to it on a part-time basis. This assignment is intended to bolster administrative support in this matter by assigning Mr. Harley the role of liaison while Council considers whether any further changes are beneficial for the Transportation Program.

Approved by: _____


Interim County Administrator

Effective Date: _____

8/30/16



11. TPAC SLBE reporting request: Status

Discussion Point:

TPAC requested for the County to continue to provide SLBE contract level reporting during the August 22, 2016 meeting. This recommendation was an agenda item on the September 13, 2016 Transportation Ad Hoc Committee, and remains in Committee.