

RICHLAND COUNTY

ADMINISTRATION & FINANCE

COMMITTEE AGENDA



Tuesday, JUNE 26, 2018

6:00 PM

The Honorable Paul Livingston, Chair

County Council District 4

The Honorable Bill Malinowski

County Council District 1

The Honorable Yvonne McBride

County Council District 3

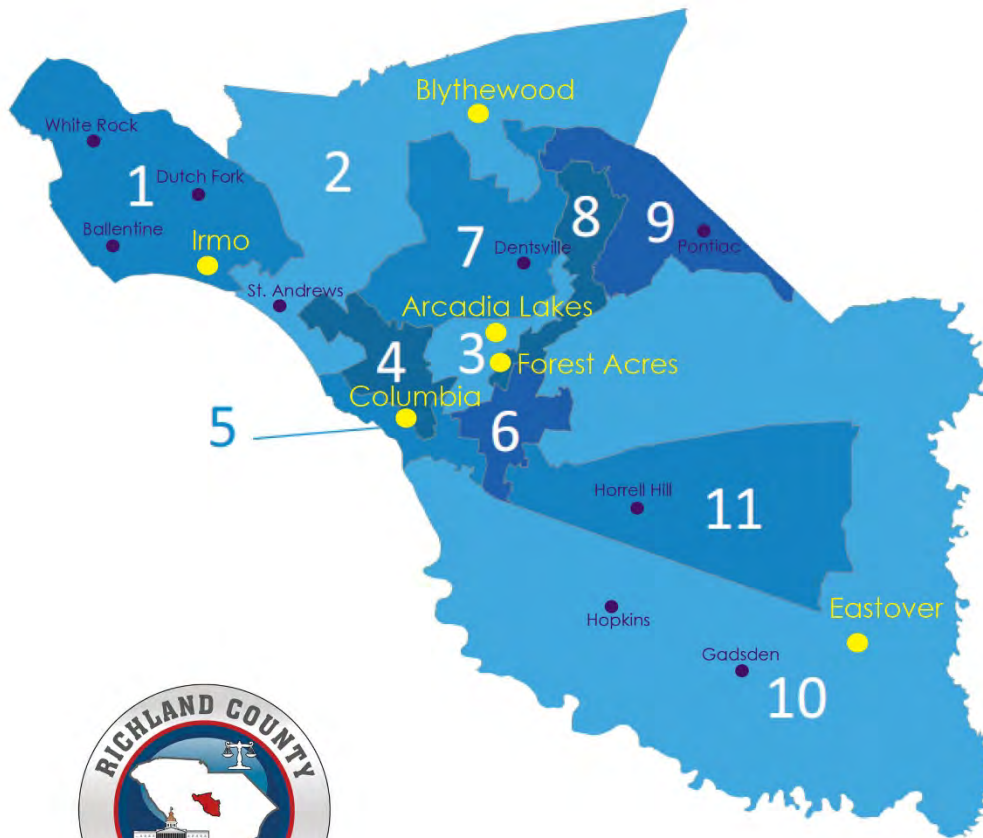
The Honorable Dalhi Myers

County Council District 10

The Honorable Norman Jackson

County Council District 11

RICHLAND COUNTY COUNCIL 2017-2018



VICE CHAIR
Bill Malinowski
District 1



CHAIR
Joyce Dickerson
District 2



Yvonne McBride
District 3



Paul Livingston
District 4



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District 5



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District 7



Jim Manning
District 8



Calvin "Chip" Jackson
District 9



Dalhi Myers
District 10



Norman Jackson
District 11



Richland County Administration & Finance Committee

June 26, 2018 - 6:00 PM

2020 Hampton Street, Columbia, SC 29201

1. **CALL TO ORDER** The Honorable Paul Livingston

2. **APPROVAL OF MINUTES** The Honorable Paul Livingston
 - a. May 22, 2018 [PAGES 7-12]

3. **APPROVAL OF AGENDA** The Honorable Paul Livingston

4. **ITEMS FOR ACTION**
 - a. Council Motion: In 2007, Richland County Council approved Ordinance # 029-07HR, filed with the Clerk of Court on April 12, 2007, Book 010, Page 386. This motion is to direct the Finance Department to provide an accounting for these funds since July 1, 2007 as described so users know how the system currently stands financially [PAGES 13-14] The Honorable Bill Malinowski

 - b. Council Motion: Funding the Senior programs should be distributed equally and fairly. It is not right for one organization to be receiving hundreds of thousands of dollars annually while other areas receive none. All areas pay taxes and all seniors should get the same and equal opportunity in receiving funding. I move that funding for seniors (Senior Activities) be distributed equally in all eleven districts. [PAGE 15] The Honorable Norman Jackson

 - c. Council Motion: Guidelines for dedications at the Decker Center [PAGES 16-17] The Honorable Joyce Dickerson

 - d. Approve the purchase of EMS equipment with funding coming from bond proceeds set aside for EMS equipment [PAGES 18-21]

- e. Melody Garden Stream/Ditch Stabilization Design Professional Services Contract [PAGES 22-25]
- f. An Intergovernmental Agreement (IGA) between Richland County (the County) Government Office of Small Business Opportunity (OSBO) and the United States Small Business Administration (SBA) [PAGES 26-34]
- g. This is a request for Council to award a contract for the construction of a landfill gas control system to include perimeter and in-waste active landfill gas extraction wells connected by piping to a vacuum blower system, along with ancillary systems [PAGES 35-63]
- h. Approval to negotiate and enter into a contract for the modernization of the six (6) Judicial Center elevators located at 1701 Main St. [PAGES 64-67]
- i. FY 18-19 Annual Action Plan budgets for the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) federal funds [PAGES 68-69]

5. ADJOURN



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



Richland County Council

ADMINISTRATION AND FINANCE COMMITTEE

May 22, 2018 – 6:00 PM

Council Chambers

2020 Hampton Street, Columbia, SC 29204

COMMITTEE MEMBERS PRESENT: Paul Livingston, Chair; Bill Malinowski, Dalhi Myers, Yvonne McBride, and Norman Jackson

OTHERS PRESENT: Brandon Madden, Michelle Onley, Ismail Ozbek, Jennifer Wladischkin, Trenia Bowers, Tim Nielsen, Sandra Yudice, Kimberly Williams-Roberts, Chris Eversmann, Art Braswell, Allison Steele, Larry Smith, and Shahid Khan

1. **CALL TO ORDER** – Mr. Livingston called the meeting to order at approximately 6:00 PM.
2. **APPROVAL OF MINUTES**
 - a. April 24, 2018 – Mr. McBride moved, seconded by Ms. Myers, to approve the minutes as distributed.

In Favor: Malinowski, Myers, N. Jackson, Livingston, and McBride

The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Mr. Malinowski moved, seconded by Ms. Myers, to adopt the agenda as published.

In Favor: Malinowski, Myers, N. Jackson, Livingston and McBride

The vote in favor was unanimous.
4. **ITEMS FOR ACTION**
 - a. Council Motion: In 2007, Richland County Council approved Ordinance # 029-07HR, filed with the Clerk of Court on April 12, 2007, Book 010, Page 386. This motion is to direct the Finance Department to provide an accounting for these funds since July 1, 2007 as described so user know how the system currently stands financially [MALINOWSKI] – Mr. Malinowski stated he needed to do a little more analysis on the figures provided to him on p. 18; therefore, he would like to defer this item until the meeting in June.

Mr. Malinowski moved, seconded by Ms. Myers, to defer this to the June committee meeting.

In Favor: Malinowski, Myers, N. Jackson, Livingston and McBride

The vote in favor was unanimous.

- b. Council Motion: The Administrator and staff must follow HR policy in nondiscriminatory practices with employees, customers, contractors, businesses and citizens. NOTE: Firing an employee because they do not fit is unacceptable. Employees must be allowed an opportunity to improve or correct themselves through warning, reprimand, necessary training and other means, not to be fired or forced to resign. Contracts shall have similar languages in order not to show preference or discrimination. Administration and senior staff knowingly allow these practices should be dealt with according to HR policies without exception. Richland County practices a nondiscriminatory policy [N. JACKSON] – Mr. N. Jackson stated he brought this motion about because of several complaints of employees who were fired on the spot, and they were complaining they did not have an opportunity. Council was not aware of any grievance procedure. He stated he had people calling him crying that he did not know because of the way they were treated. He wanted to bring this forward so Council could look into it and ensure we have a set of policies, and the policies are followed. If 71 people were fired, and we did not have one grievance case, he has concerns. He stated he checked with HR and they have him the numbers. For a number that high he has to address it.

Ms. Myers stated she thinks she made a suggestion when this first came up that Council be included in this, and not just Administration.

Mr. Livingston stated what is before us is for information, unless someone has a motion.

Mr. Malinowski moved, seconded by Mr. N. Jackson, to accept as information.

In Favor: Malinowski, N. Jackson, Livingston and McBride

The vote in favor was unanimous.

- c. Council Motion: Move to explore options with a Richland County landlord ordinance to assist with issues between communities and landlords [ROSE and MYERS] – Ms. Myers stated this was a motion to be harmonious with the Code Rewrite. With all of the issues that have been coming forward with delinquent landlords, who are not maintaining their property, as well as, landlords who have tenants who are disruptive to the surrounding communities. Essentially, we were trying to be in harmony with what other communities had done to get rid of deadbeat landlords, and to make it easier for the County to provide a form of a citation that would allow us to disallow the landlord from renting the property to tenants and creating a nuisance property. This may be, at this point, just for information as we work on the Code Rewrite. Ordinarily, it would be included in the analysis that comes up later with the Code Rewrite.

Ms. Hegler stated they have instructed the consultants to look into this language, and specifically directed them toward the City of Columbia's, which was adopted in 2016. It may also alter our building codes, and other chapters, but we can bring that forward when we have the final language. The good news is the City has been using theirs for about 2 years, and we are getting some good feedback on the pros and cons.

This item was received as information.

- d. Solid Waste Curbside Collection Services Contract Extension, Service Area 2 – Mr. Braswell stated this is a request to amend the existing contract for Area 2 Waste Industries currently has. Waste Industries has done a commendable job in the area over the last 5 years. The idea was to continue to use them. This past year, Council approved putting in the route management system for all of our haulers, and we have installed the software and equipment in the Waste Industries' trucks. We would like to continue to use them through 2022 to manage our waste in Area 2. The contract, itself, will actually save money, based on previous contracts. We are changing the CPI increase each year. It

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used to be an automatic 3.5%. Now it will be actual CPI, which should save the County a good bit of money over 5 year period. We also have penalties in there to address missed pickups. We are addressing the fuel surcharge, so it will not increase when it gets to a certain amount.

Ms. Myers moved, seconded by Ms. McBride, to forward to Council with a recommendation to approve the proposed contract amendment.

Mr. Malinowski stated Mr. Braswell indicated in his briefing document the contract expired March 31, 2018.

Mr. Braswell stated that is correct.

Mr. Malinowski inquired if there was a reason why we are just acting on it now, if the contract expired in March.

Mr. Braswell stated they have been negotiating with Waste Industries over the route management system. We have had some conference calls with Fleet Mind, our route management system company, trying to address some issues Waste Industries brought up. We have resolved all those now, and are ready to move forward.

Mr. Malinowski stated Mr. Braswell also indicated the CPI adjustment changes from 3.5% to the actual CPI. He would like to see some examples of what that will be using the current CPI versus what it was at 3.5%. Also, Mr. Braswell indicates our alternatives are to approve the contract amendment or do not approve the proposed contract amendment. He does not see any actual contract amendment in front of us. He would like to see that also before it gets to Council.

In Favor: Myers, N. Jackson, Livingston, and McBride

Opposed: Malinowski

The vote was in favor.

- e. Airport Planning and Engineering Consultant Selection – Mr. Eversmann stated the airport employs a consulting firm to performing planning and engineering, primarily for the Airport Improvement Program, which are our annual FAA grants for design, planning, and construction. We have just gone through the competitive procurement process, and had a good response with 7 firms showing interest. We conducted oral interviews for the top 3 that were rated, and present those top 3 recommendations to you. We recommend we award a contract to the top rated firm.

Mr. Malinowski moved, seconded by Ms. Myers, to forward to Council with a recommendation to approve the top-rated firm of WK Dickson for a three-to-five year master agreement for airport planning and engineering services.

Ms. Myers inquired if this followed our standard procurement process.

Ms. Wladischkin responded in the affirmative.

Ms. Myers requested Ms. Wladischkin to briefly describe what that included.

Ms. Wladischkin stated they issued a RFQ for the Airport Planning and Engineering Consultant. It was open for a minimum of 30 days. We received 7 responses. An independent evaluation team, comprised of 4 people. The team evaluated all 7 responses.

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Ms. Myers requested the composition of the team.

Ms. Wladischkin stated Mr. Eversmann, Patrick Bresnahan, Synithia Williams, and Joel McCreary.

Ms. Myers inquired if it was a blind evaluation, as is standard, or not.

Ms. Wladischkin stated it was not.

Ms. Myers inquired as to why not.

Ms. Wladischkin stated we have not done blind evaluations in the past.

Ms. Myers stated so when you did the evaluation and came up with the rankings. After you came up with the rankings, you made your recommendation, as you normally do.

Ms. Wladischkin stated, after we initially did the rankings, we asked for oral presentations from the top 3.

Ms. Myers stated the top 3 made the presentations, and then you selected the top vote getter, essentially, using their oral presentation and their votes from the evaluation, which is sort of standard for all of our RFQs and RFPs.

Ms. Wladischkin responded in the affirmative.

Ms. Myers inquired during this period, how long was the "blackout" period, where you should not be communicating with bidders, and they should not be communicating with you.

Ms. Wladischkin stated approximately 45 days, which started from the date of the issuance of the solicitation and ends at award.

Ms. Myers inquired during the "blackout" period who has conversations with the bidders.

Ms. Wladischkin stated the Procurement Office would be the only people that should be having correspondence with the bidders.

Ms. Myers inquired, and bidders that have correspondence with people outside of the Procurement Department, what is the rule regarding that.

Ms. Wladischkin stated they can be deemed non-responsive.

Mr. Eversmann stated, as a point of clarification, one of the respondents is currently our consultant. Currently under contract and doing work for us.

Ms. Myers stated she just wanted the policy put on the record, for the purpose of making it clear to everybody who is here, what the procurement process is. Who should be involved in it. When the "blackout" period begins. And, obviously, who is not involved in it. And, how contracts get awarded in Richland County.

In Favor: Malinowski, Myers, N. Jackson, Livingston and McBride

The vote in favor was unanimous.

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- f. Recommended award of electronic waste (e-waste) recycling contract – Mr. Braswell stated this is a request to approve a contract for our e-waste management. The last few years we have not had a contract because of some turmoil in the industry. He has been resolved and settled. Last year, we went out to bid out the contract. The company, Powerhouse, came in 2nd overall, but their transportation costs were significantly lower than what the leading company was. The proposed transportation costs would save the County \$50,000 a year. Therefore, we recommended going with Powerhouse.

Ms. Myers moved, seconded by Mr. Malinowski, to forward to Council with a recommendation to award the Electronic Waste and Transportation and Recycling Services to Powerhouse Recycling, Inc.

Mr. Malinowski inquired as to when the current contract expires.

Mr. Braswell stated there was not a current contract. This one will go into effect whenever Council approves it. The contract will be good for 4 years, with rollover each year. We are currently operating under an agreement.

Mr. Malinowski stated on p. 47 of the agenda, there is a letter dated November 1, 2017, with figures. Are those figures still good?

Mr. Braswell stated they are correct.

Ms. McBride inquired if the transportation costs are the going rate.

Mr. Braswell stated the company we chose, by far, has the lowest transportation costs. The company we had been using in the past was about \$350 a haul. The current company we have is \$250 a haul. The ones we were negotiating with that came in first were \$1,800 a haul. We are saving a significant amount of money by going with Powerhouse.

Ms. Myers inquired if this procurement process follows the normal, standard process of putting out a bid, selecting a team, going through the process, and then presenting to us a suggested winning bidder.

Ms. Wladischkin responded in the affirmative.

Ms. Myers inquired if there were any irregularities in the process.

Ms. Wladischkin stated the only irregularity is the fact that we are recommending the 2nd ranked offer.

Ms. Myers inquired as to why.

Ms. Wladischkin stated it is due to the hauling fees.

Ms. Myers inquired about the communications with bidders, potential bidders, etc. during the bid process, or “blackout” period. Where do questions get directed?

Ms. Wladischkin stated questions are directed to the Procurement Office.

In Favor: Malinowski, Myers, N. Jackson, Livingston and McBride

The vote in favor was unanimous.

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- g. Meridian Dr/Miramar Dr Sidewalk – Ms. Wladischkin stated this is a project for Meridian/Miramar Drive Sidewalk Project. This was a bid. We issued the bid, and had 2 responses. Both companies are qualified, responsive and responsible. We are recommending award to the low bidder, AOS Specialty Contractors with a bid amount of \$228,040, and would like to include a 15% contingency.

Ms. McBride moved, seconded by Mr. N. Jackson, to forward to Council with a recommendation to award the contract for the Meridian Dr./Miramar Dr. Sidewalk Project to AOS Specialty Contractors, Inc. in the amount of \$262,246.00.

Mr. Malinowski inquired if there is still some type of negotiation possible once they are awarded this contract. As he looked at the itemized portion provided, there seems to be a huge difference in the traffic control amount between the 2 responses.

Ms. Wladischkin stated we should not negotiate, but she can ask for clarification on their price.

Ms. Myers stated, with regard to process and procurement again, following on from what Mr. Malinowski suggested, if there were to be negotiations, with regard to any modifications of this contract, who would be in charge of them.

Ms. Wladischkin stated the Procurement Department.

Ms. Myers inquired as to who would make the decision as to when such, or if such, a negotiation was necessary.

Ms. Wladischkin stated the Procurement Department.

In Favor: Malinowski, Myers, N. Jackson, Livingston, and McBride

The vote in favor was unanimous.

- h. Homes of Hope Affordable Housing Development – Mr. Malinowski moved, seconded by Ms. Myers, to forward to Council with a recommendation to approve the request for this joint venture with the City of Columbia and approve CDBG and/or HOME funding in the amount not to exceed \$350,000 to Homes of Hope.

In Favor: Malinowski, Myers, N. Jackson, Livingston and McBride

The vote in favor was unanimous.

ITEMS PENDING ANALYSIS: NO ACTION REQUIRED

- a. Council Motion: Funding the Senior programs should be distributed equally and fairly. It is not right for one organization to be receiving hundreds of thousands of dollars annually while other areas receive none. All areas pay taxes and all seniors should get the same and equal opportunity in receiving funding. I move that funding for seniors (Senior Activities) be distributed equally in all eleven districts [N. JACKSON] – No action was taken.
- b. Richland County Utility Systems – Sewer Rates [FOR INFORMATION] – No action was taken.

5. **ADJOURNMENT** – The meeting adjourned at approximately 6:28 PM.

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RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

Companion Document

During its April 24, 2018 meeting, the A&F Committee considered Vice-Chairman Malinowski's motion attendant to County Ordinance 029-07HR. During the Committee meeting deliberations, Mr. Malinowski requested staff to provide an accounting for the funds approved in Ordinance # 029-07HR, which relates to the Broad River Sewer System fees. In fiscal year 2007, the user fee rate for each customer of the System was increased to \$42.02 a month and the tap fee increased from \$2,200 to \$4,000. In fiscal year 2010, the user fee increased to \$46.54 a month and the tap fee was reduced to \$3,000. In fiscal year 2013, the user fee decreased to \$44.54 a month and the tap fee was increased to \$4,000. The ordinance states \$10.54 of the increased in monthly user fee was used for debit payments and 25% of the tap increase should be used for rate stabilization, operations and maintenance, debt service and capital expenditures. The attached spreadsheet illustrates the \$422,875 collected for the 25% increase since 2007 and the increase rate has collected \$12,363,167.04 since 2007. The debt payments have been \$25,658,793.08 over the same period. Review of the data reveals that the increase has been applied to the debt payments. Subsequently, no surplus funds are available.

**Broad River Sewer Taps
FY08 to FY18 (through 3/31/2018)**

Number of new Taps	CONNECTION											Total
	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	
Sewer Taps Connected @ 800	-	-	-	-	2	-	-	-	-	-	-	2
Sewer Taps Connected @ 878	-	-	-	-	-	-	-	-	1	-	-	1
Sewer Taps Connected @ 1,322	4	-	1	1	7	-	-	13	13	8	1	48
Sewer Taps Connected @ 1,800	-	2	-	-	-	-	-	-	-	-	-	2
Sewer Taps Connected @ 2,200	151	50	3	3	48	22	21	11	4	3	2	318
Sewer Taps Connected @ 3,000	-	55	-	55	64	206	-	-	-	-	1	381
Sewer Taps Connected @ 3,500	-	-	-	-	15	185	153	2	-	-	-	355
Sewer Taps Connected @ 4,000	15	-	31	-	-	-	37	46	83	173	129	514
Total Sewer Taps Connected	170	107	35	59	136	413	211	72	101	184	133	1,621
	21,501.60	13,533.36	4,426.80	7,462.32	17,201.28	52,236.24	26,687.28	9,106.56	12,774.48	23,272.32	16,821.84	205,024.08
25% Increase over \$2,200												
Sewer Taps Connected Rev @ 800 - \$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Taps Connected Rev @ 878 - \$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Taps Connected Rev @ 1,322 - \$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Taps Connected Rev @ 1,800 - \$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Taps Connected Rev @ 2,200 - \$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Taps Connected Rev @ 3,000 - \$200	\$ -	\$ 11,000.00	\$ -	\$ 11,000.00	\$ 12,800.00	\$ 41,200.00	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 76,200.00
Sewer Taps Connected Rev @ 3,500 - \$325	\$ -	\$ -	\$ -	\$ -	\$ 4,875.00	\$ 60,125.00	\$ 49,725.00	\$ 650.00	\$ -	\$ -	\$ -	\$ 115,375.00
Sewer Taps Connected Rev @ 4,000 - \$450	\$ 6,750.00	\$ -	\$ 13,950.00	\$ -	\$ -	\$ -	\$ 16,650.00	\$ 20,700.00	\$ 37,350.00	\$ 77,850.00	\$ 58,050.00	\$ 231,300.00
TOTAL SEWER TAPS 25% INCREASE REVENUE	\$ 6,750.00	\$ 11,000.00	\$ 13,950.00	\$ 11,000.00	\$ 17,675.00	\$ 101,325.00	\$ 66,375.00	\$ 21,350.00	\$ 37,350.00	\$ 77,850.00	\$ 58,250.00	\$ 422,875.00
TOTAL SEWER ACCOUNTS BILLED	7,648	7,997	8,150	8,444	8,601	8,805	9,078	9,333	9,695	9,978	10,019	97,748
\$10.54 PER MONTH FOR DEBT AND CAPITAL	\$ 967,319.04	\$ 1,011,460.56	\$ 1,030,812.00	\$ 1,067,997.12	\$ 1,087,854.48	\$ 1,113,656.40	\$ 1,148,185.44	\$ 1,180,437.84	\$ 1,226,223.60	\$ 1,262,017.44	\$ 1,267,203.12	\$ 12,363,167.04
DEBT PAYMENTS PER YEAR	\$ 1,962,977.73	\$ 2,369,451.25	\$ 2,370,901.25	\$ 2,370,063.75	\$ 3,373,988.09	\$ 2,233,600.39	\$ 2,234,175.00	\$ 2,236,075.00	\$ 2,232,275.00	\$ 2,136,873.10	\$ 2,138,412.52	\$ 25,658,793.08
SHORTFALL TO COVER DEBT PAYMENT	\$ (988,908.69)	\$ (1,346,990.69)	\$ (1,326,139.25)	\$ (1,291,066.63)	\$ (2,268,458.61)	\$ (1,018,618.99)	\$ (1,019,614.56)	\$ (1,034,287.16)	\$ (968,701.40)	\$ (797,005.66)	\$ (812,959.40)	\$ (12,872,751.04)



**Administration and Finance Committee Meeting
Briefing Document**

Agenda Item

Funding the Senior Programs

Background

During the June 5, 2018 Council meeting, Councilman N. Jackson brought forth the following motion:

“Funding the Senior programs should be distributed equally and fairly. It is not right for one organization to be receiving hundreds of thousands of dollars annually while other areas receive none. All areas pay taxes and all seniors should get the same and equal opportunity in receiving funding. I move that funding for seniors (Senior Activities) be distributed equally in all eleven districts”

Subsequently, this motion was forwarded to the Administration and Finance Committee for its consideration.

The County provides funding the following organizations for senior citizen related programming:

Organization	Fiscal Year			
	2016	2017	2018	2019
Senior Resources	302,406	302,406	484,806	548,046*
Antioch Senior Center	25,000	25,000	25,000	30,000
Lourie Senior Center	159,600	159,600	159,600	159,600
Total	487,006	487,006	669,406	737,646

*Senior Resources for FY19 was approved for FY18’s amount of \$484,806 in addition to Council’s motion for Senior Resources Meals on Wheels in the amount of \$63,240, totaling \$548,046.

Issue(s)

This issue is related to the manner in which senior programs are funded by the County.

Fiscal Impact

The fiscal impact will be determined by any policy funding decisions resulting from this motion.

Past Legislative Actions

Motion brought forth by Councilman Jackson during the June 5, 2019 Council meeting.

Alternatives

1. Consider the motion and proceed accordingly.
2. Consider the motion and do not proceed accordingly.

Staff Recommendation

Staff does not have a recommendation with regards to this matter.



**Administration and Finance Committee Meeting
Briefing Document**

Agenda Item

Guidelines for dedications at the Decker Center

Background

During the June 5, 2018 Council meeting, Chairwoman Dickerson brought forth the following motion:

“Move to establish guidelines for dedications at the Decker Center, to include how they will be funded”

Subsequently, this motion was forwarded to the Administration and Finance Committee for its consideration.

The Decker Center has two former Magistrate Judges dedications:

- Former Chief Magistrate Judge Walter Jones
- Former Magistrate Judge Harriett Sims

Both dedications were coordinated by the County PIO in conjunction with the Magistrate Offices, with the Clerk to Council Office finalizing the details for the Sims’ event. The funding for the dedications came primarily from the Administration Office, with the Clerk to Council Office purchasing food for the receptions. The portrait of Judge Jones cost \$729. The portrait of Judge Sims cost \$783, to include a fee for retouching as requested by the family. The dedications included speakers and an unveiling of a portrait.

There are no Council approved guidelines for the Decker Center dedications.

Issue(s)

Pursuant to the motion, the issue is the lack of guidelines and a dedicated funding source for the Decker Center dedications. Guidelines must be considered relative to criteria used to select magistrates to honor, the artist(s) commissioned to complete the portraits, frequency of dedications and whether the policy will be solely for recognizing magistrates or expanded to honor other local judge posts.

Fiscal Impact

The fiscal impact will be determined by any policy funding decisions resulting from this motion.

Past Legislative Actions

Motion brought forth by Chairwoman Dickerson during the June 5, 2018 Council meeting.

Alternatives

1. Consider the motion and proceed accordingly.
2. Consider the motion and do not proceed accordingly.

Staff Recommendation

Staff does not have a recommendation with regards to this matter. However, Council may consider forming a small committee with representation from Council, the Magistrate and the community to recommend, at the least, criteria for selecting honorees and the maximum number of dedications to be held in a calendar year.



**Administration & Finance Committee Meeting
Briefing Document**

Agenda Item

Approve the purchase of EMS equipment with funding coming from bond proceeds set aside for EMS equipment.

Background

In previous "Status of EMS" updates presented to Council, equipment purchases were identified as components of the Administrator's Strategic Initiative. The equipment replacement process has been on-going. The following equipment purchases exceed \$100,000 and Council's approval is required:

- A. 50 Stryker Stretchers and 10 Stair Chairs** – This equipment is used to move patients in the stabilization process and during transportation to the hospital. This finishes the three year "phase-in" of replacement immobilization equipment that can no longer be maintained. Since we started updating equipment three years ago, and by continuing to use the same brand, this insures continuity and allows us to use the support hardware and systems we currently have in place. This is a sole source procurement. Stryker - \$929,904.19

- B. 80 King Vision Airway Kits** – This equipment is used to establish emergency airways in unconscious patients. The equipment was bid out with the following vendors submitting bids:

Boundtree Medical	Henry Schein
\$185,239.20	272,162.00

The lowest, responsible and responsive bid was submitted by Boundtree Medical for \$185,239.20 Master Medical submitted a bid, but it was deemed non-responsive.

- C. 144 Wireless Routers for EKG transmissions, Automatic Vehicle Location (AVL) tracking, document uploads/downloads and back up communications.** This equipment replaces EKG transmission equipment, out of service Automatic Vehicle Location transmitter devices and document transmission systems. The department currently uses Verizon wireless services from the State Contract. Verizon requires SimpleCom equipment for this project. - SimpleCom \$270,178.18

Issues

There are no other issues.

Fiscal Impact

The equipment will be purchased from bond proceeds set aside for EMS equipment. The purchases outlined in this report total \$1,385,321.57. Funds are available in the Bond proceeds of the Strategic Initiative set aside for EMS.

Past Legislative Actions

- October 24, 2018 – D&S Meeting outlining EMS status and need for equipment and personnel
- November 7, 2017 – Council passes “Reassignment of Projects for Outstanding Bonds” – (\$2.5 million for EMS).
- January 3, 2018 - Status of EMS updated for Council
- April 2, 2018 – Status of EMS updated for Council

Alternatives

1. Approve the purchases of equipment.
2. Do not approve the purchases.
3. Delay the purchases and seek out other options.

Staff Recommendation

It is recommended that Council approve the purchases outlined in this report with funds coming from the re-designated bond fund as follows:

Stryker	\$929,904.19
Boundtree Medical	\$185,239.20
Verizon / SimpleCom	\$270,178.18

Submitted by: Michael A. Byrd, Department of Emergency Services

Date: June 6, 2018



RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

Memorandum

To: County Administrator's Office
From: Emergency Services Department Director Michael Byrd
Date: April 2, 2018
Subject: Status of EMS

As a follow-up to its November 16, 2017, D&S meeting, Council requested quarterly updates on the status of EMS.

EMS continues to implement a Strategic Initiative to address the personnel and operational needs of EMS via Biennium Budget I. Here is an update:

- \$2,500,000 in funding to address capital needs. Equipment is being procured.
- Supplies and services currently needed have been identified and will be funded by the Strategic Initiative.
- Four of the eight new positions have been filled with EMT's. EMS remains short of Paramedics.
- Eight EMS employees completed the Paramedic program in December and successfully completed the National Registry Certification exam. Two of the Paramedic students are working on completion of the program requirements and will then be eligible to take the National Registry test.
- 15 employees are currently enrolled in Paramedic class.
- Awaiting the countywide Comp and Class study results to potentially adjust the EMS salaries (completion expected May 2018).
- Increase in starting pay for EMT's and Paramedics and a five (5%) increase for existing EMT's and Paramedics began in December.

ESD is working with the County's HR Department and the Comp and Class vendor to explore the following items:

- Night Shift Differential pay
- Salary Gap Pay
- Holiday Pay (EMS must pay employees holiday pay and it is not funded)
- A "Career Ladder" program

Personnel

As a part of the Strategic Initiative, the personnel increase goal for EMS is 24-48 positions over the next two years. ESD is working with the County Administrator's Office and the ECT to obtain this goal starting with eight new positions and an increase in positions for the second year of the Biennium Budget.

Operational Needs

A plan to address a shortage in operational funds is included in the current budget through the Strategic Initiative. ESD is working with Administration and the ECT to address the additional funding needs for the second year of Biennium Budget.

Facility Needs

The new EOC, EMS building and 911 facility are part of the Richland Renaissance project. Space studies have been completed and planning continues.



**Administration and Finance Committee Meeting
Briefing Document - Melody Garden Stream/Ditch Stabilization Design Professional Services
Contract**

Agenda Item

Melody Garden Stream/Ditch Stabilization Design Professional Services Contract

Background

The Melody Gardens project was added to the Stormwater Capital Projects List and was ranked against other Capital Projects using the Project Matrix developed as part of the *Richland County Stormwater 25 Year Strategic Plan*. The project area extends from upstream of the Interstate 20 bridge crossing near Parklane Road and continue through the backside of Melody Gardens Subdivision to the bridge crossing at O'Neil Court (Council District 3). An exhibit showing the project limits is attached.

Proposals were received from seven engineering firms.

The Procurement division issued Request for Proposal RC-073-P-2018 for the study, design options, plan preparation, bidding, contract administration, and inspection for the planning, design, and construction of stabilization measures along both sides of approximately 1,700' of stream in that has experienced a significant amount of erosion and sedimentation. Seven submittals were received. An independent evaluation panel of County staff members reviewed submittals and rated these proposals. This panel consisted of:

Synithia Williams	Stormwater General Manager
Carlton Hayden	Roads & Drainage General Manager
Allison Steele	Assistant County Engineer
Cynthia Kestner	Stormwater Capital Projects Manager

Based on the review and consideration of the review panel, KCI Technologies, Inc. was the highest ranked offeror. Under the guidance and supervision of Procurement Department staff, Richland County procedures for the procurement of professional services were followed throughout this process.

Issues

A significant length of ditch/stream in the Melody Gardens subdivision has experienced erosion, sedimentation, and flooding. The Department of Public Works staff has responded to complaints of localized flooding, beaver dams, and erosion of banks. There is also an exposed sewer line that is being undermined by the high velocity flows coming through the stream. The County currently has maintenance easements along the entire length of the ditch. In order to address the erosion and sedimentation issues, multiple challenges will have to be addressed including the exposed sewer line, stabilizing the banks enough to handle the high velocity of water channeling through the area, and addressing US Army Corps of Engineering and floodplain requirements.

Fiscal Impact

The cost estimate to complete the design, permitting, and construction management of the project is \$165,847. This project was budgeted in the Stormwater Management Division's Capital Projects account for in the Fiscal Year 2018 (FY-18) budget year.

Past Legislative Actions

None.

Alternatives

1. Approve awarding to KCI Technologies, Inc. the contract to design, permit and complete construction management for the Melody Gardens Stabilization project.

Or,

2. Do not approve awarding to KCI Technologies, Inc. the contract to design, permit and complete construction management for the Melody Gardens Stabilization project.

Staff Recommendation

Staff recommends awarding the project to KCI Technologies, Inc.

Submitted by: Procurement Department

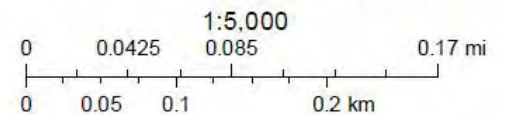
Date: June 8, 2018

Viewer Map



February 13, 2018

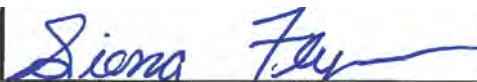
- | | | |
|-------------|---------|----------------------|
| Parcels | Streams | NWI Inventory |
| Interstates | Lakes | FORESTED WETLAND |
| Highways | | NON-FORESTED WETLAND |



Richland County
Richland County & Woolpert



RICHLAND COUNTY GOVERNMENT CERTIFIED PROPOSAL TABULATION

SOLICITATION# RC-073-P-2018		PROJECT NAME Melody Gardens Stream/Ditch Stabilization		DATE ISSUED 3/9/2018	DATE CLOSED 4/20/2018 @2:00 PM	PAGE OF 1..
DEPARTMENT Public Works					AMENDMENTS 1	
#	COMPANY	ENVELOPE/ CONTAINER	ELECTRONIC COPY YES/NO	AMENDMENTS	COST SUBMITTAL YES/NO	
1	Weston + Sampson	\	'			
2	Amec Foster Wheeler	\			/o	
3	McCormick Taylor		Yes	,;Z;		
4	KCI Technologies, Inc.		Yes			
5	4D Engineering	\	Yes		Yes	
6	Syn Terra Corp.	Yes	Yes	Yes	Yes	
7	t---"t	Yes	Yes		Veh	
8	-----		-----	1R-JY-1	11 @ -TH1 Dept	
9					'18APR20PM2:00	
10						
POINT OF CONTACT Sierra Flynn		TEL: (803) 576-2132	SIGNATURE 		EMAIL: flynn.sierra@richlandcountysc.gov	
		FAX: (803) 576-2135				

RCPD TABULATION FORM-2016



**Administration and Finance Committee Meeting
Briefing Document**

Agenda Item

An Intergovernmental Agreement (IGA) between Richland County (the County) Government Office of Small Business Opportunity (OSBO) and the United States Small Business Administration (SBA)

Background

The SBA and Richland County OSBO are joined by a common mission; helping start, maintain, and expand small businesses. The Parties will work together in the spirit of cooperation and open communications, consistent with law, with the primary goal of meeting the needs of the small business community.

The Richland County Government-Office of Small Business Opportunity is a division of the County's Community and Government Services Department. The Office of Small Business Opportunity uses several economic development tools to provide creative business opportunities to address many of the obstacles that face small businesses.

The mission of the SBA is to aid, counsel, assist and protect the interests of small business by providing financial, contractual and business development assistance and advocating on their behalf within the government. SBA district offices deliver SBA programs and services to the public. Each Party has separate services and resources which, when delivered in coordination with each other, will provide maximum benefits to the small business communities served.

The purpose of the IGA (referred to as "Strategic Alliance Memorandum (SAM)" by the SBA) is to develop and foster mutual understanding and a working relationship between the SBA and Richland County Government-Office of Small Business Opportunity in order to strengthen and expand small business development in the local area. The Parties acknowledge that specific joint training and outreach activities contemplated under this SAM require further negotiations and a separate signed agreement developed pursuant to SBA's co-sponsorship authority.

Issues

The SBA South Carolina District Office will collaborate with Richland County OSBO to provide current information on SBA programs, services, and printed materials. The SBA will provide speakers to participate in OSBO workshops, conferences, seminars, and other activities to discuss relevant topics including financing and government contracting. The SBA will advise OSBO on local events that may impact Richland County's mission directly, and they will provide a hyperlink on the SBA's website to the Richland County OSBO website. The SBA will assign a local point of contact to serve as a liaison between SBA and the OSBO. They will also invite Richland County certified small businesses to attend local SBA-sponsored events and SBA-sponsored training at the OSBO location, when appropriate.

Richland County OSBO will cooperate with SBA's Resource Partners to provide information to its clients/members about business development services, remain current and disseminate information provided by the SBA, make SBA printed materials available to Richland County certified small businesses, provide speakers for the SBA (when appropriate), provide a hyperlink from the OSBO website to the SBA website, and assign a local point of contact to serve as a liaison between Richland County Government OSBO and the SBA.

All materials bearing the Richland County Government official seal must be approved in advance by the Richland County Community and Government Services and Public Information Office Directors. Reference to Richland County or Richland County OSBO is not an endorsement of the views, opinions, products or services of any person or entity employed by Richland County Government.

The Richland County Government official seal may only be used, within the context of the proposed IGA, to promote collaborative efforts between Richland County OSBO and SBA programs, activities, and services designed to grow and advance small local businesses throughout Richland County. The Richland County Government official seal cannot be used in a way that suggests the County is endorsing any individual, organization, product, or service or in a way which implies that an improper relationship exists between the County and an outside party. The Richland County Government seal must not be used in any manner that is liable to bring the Agency into a negative light, such as in connection with any products or services related to alcohol, gambling or adult entertainment industries, any lobbying efforts, or any political activities.

All materials bearing the SBA name or logo must be approved in advance by SBA's Responsible Program Official. Use of SBA's logo must be accompanied by the following statement: "Use of the SBA logo is authorized by a Strategic Alliance Memorandum. Reference to SBA is not an endorsement of the views, opinions, products or services of any person or entity." The SBA logo may only be used to promote SBA and/or its programs, activities, and services. SBA's logo cannot be used in a way that suggests the Agency is endorsing any individual, organization, product, or service or in a way which implies that an improper relationship exists between SBA and an outside party. SBA's logo also must not be used in any manner that is liable to bring the Agency into a negative light, such as in connection with any products or services related to alcohol, gambling or adult entertainment industries, any lobbying efforts, or any political activities.

Both parties organization names shall be used only in a factual manner, consistent with applicable law, and shall not promote or endorse any products or services of any entity including those provided by respective organizations. Nothing in the proposed IGA permits either party to use the seal/logo of the other party. Links provided on websites or printed materials will be through text hyperlinks only.

Cooperation under this SAM will commence upon signing by both Parties and will continue for a period of two years from date of signature unless otherwise terminated by one or both Parties.

Fiscal Impact

The proposed IGA does not require or authorize the expenditure of any funds. The IGA shall not be interpreted as creating any binding legal obligations between the Parties nor shall it limit either Party from participating in similar activities or arrangements with other entities. Nothing contained herein shall be construed to create any association, partnership, joint venture or relation of principal or agent or employer and employee with respect to Richland County Government OSBO and SBA.

Past Legislative Actions

There are no known past legislative actions associated with the proposed IGA.

Alternatives/Solutions

1. Enter into an IGA with the SBA South Carolina District Office (Columbia) to collaborate on increasing business develop, outreach opportunities, and exposure for Richland County certified small businesses and small business candidates for certification with the OSBO Small Local Business Enterprise program.
2. Do not enter into an IGA with the SBA South Carolina District Office (Columbia) to collaborate on increasing business develop, outreach opportunities, and exposure for Richland County certified small businesses and small business candidates for certification with the OSBO Small Local Business Enterprise program. If this alternative is chosen, the SLBE office will continue to contact individual agencies for speakers and printed materials on selected topics outside of the established network of agencies and organizations that support small business development in the Midlands region.

Staff Recommendation

It is recommended that Council approve alternative number one. Richland County OSBO would become more engaged and play a more active role in the ongoing efforts of agencies and organizations that develop small businesses throughout Richland County and the Midlands region.

Submitted By: OSBO via the Department of Community and Government Services **Date:** June 15, 2018



Strategic Alliance Memorandum

with the

United States Small Business Administration

and the

Richland County Government, South Carolina, Office of Small Business Opportunity

I. PURPOSE

The United States Small Business Administration (SBA) and the Richland County Government-Office of Small Business Opportunity (each a “Party” or, collectively the “Parties”) are joined by a common mission; **helping start, maintain, and expand small businesses**. The Parties will work together in the spirit of cooperation and open communications, consistent with law, with the primary goal of meeting the needs of the small business community.

The Richland County Government-Office of Small Business Opportunity is a municipal department of the County. The Office of Small Business Opportunity uses several economic development tools to provide creative business opportunities to address many of the obstacles that face small businesses.

The mission of the SBA is to aid, counsel, assist and protect the interests of small business by providing financial, contractual and business development assistance and advocating on their behalf within the government. SBA district offices deliver SBA programs and services to the public. Each Party has separate services and resources which, when delivered in coordination with each other, will provide maximum benefits to the small business communities served.

The purpose of this Strategic Alliance Memorandum (SAM) is to develop and foster mutual understanding and a working relationship between the SBA and Richland County Government-Office of Small Business Opportunity in order to strengthen and expand small business development in the local area. The Parties acknowledge that specific joint training and outreach activities contemplated under this SAM require further negotiations and a separate signed agreement developed pursuant to SBA’s cosponsorship authority.

In order to further their common goals, the Parties agree to the following:

II. SCOPE AND RESPONSIBILITIES

SBA Undertakings:

Within the limits of its available and/or appropriated resources, the SBA through its South Carolina District Office will:

- Provide Richland County Government-Office of Small Business Opportunity with up-to-date information about SBA’s programs and services.
- Make available, upon request, information regarding SBA’s resource partners, including but not limited to, the Small Business Development Centers (SBDCs), SCORE, and the Women’s Business Centers (WBCs) (collectively, “SBA’s Resource Partners”).
- Make available, upon request and subject to their availability, SBA pamphlets, brochures, and other publications.
- Advise Richland County Government-Office of Small Business Opportunity of events that may impact its mission.
- Provide speakers, consistent with SBA rules and policy, to participate in Richland County Government-Office of Small Business Opportunity workshops, conferences, seminars and other activities to discuss SBA financing, government contracting and other business topics.
- Invite Richland County Government-Office of Small Business Opportunity clients/members to attend local SBA-sponsored events and offer SBA-sponsored training at Richland County Government-Office of Small Business Opportunity location when appropriate.
- Provide a text-only hyperlink from SBA’s website to Richland County Government-Office of Small Business Opportunity website pursuant to SBA’s linking policies.
- Provide information to Richland County Government-Office of Small Business Opportunity staff on SBA programs and services available to local small businesses.
- Assign a local point of contact to serve as liaison between SBA and Richland County Government-Office of Small Business Opportunity

Richland County Government-Office of Small Business Opportunity Undertakings:

Within the limits of its available resources, the Richland County Government-Office of Small Business Opportunity will:

- Cooperate with SBA’s Resource Partners to provide information to its clients/members about business development services to small businesses when appropriate.
- Keep abreast of and disseminate up-to-date information provided by SBA when appropriate.
- Make available to its clients/members SBA pamphlets, brochures, and other publications.
- Inform Richland County Government-Office of Small Business Opportunity small business clients/members of SBA’s programs and services including referrals to SBA’s Resource Partners when appropriate.
- Upon request, provide speakers for SBA-sponsored events when appropriate.
- Provide a text-only hyperlink from Richland County Government-Office of Small Business Opportunity website to SBA’s website.
- Assign a local point of contact to serve as liaison between Richland County Government-Office of Small Business Opportunity and SBA.

III. USE OF SBA NAME AND LOGO

All materials bearing the SBA name or logo must be approved in advance by SBA’s Responsible Program Official. Use of SBA’s logo must be accompanied by the following statement: “Use of the SBA logo is authorized by a Strategic Alliance

Memorandum. Reference to SBA is not an endorsement of the views, opinions, products or services of any person or entity.” The SBA logo may only be used to promote SBA and/or its programs, activities, and services. SBA’s logo cannot be used in a way that suggests the Agency is endorsing any individual, organization, product, or service or in a way which implies that an improper relationship exists between SBA and an outside party. SBA’s logo also must not be used in any manner that is liable to bring the Agency into a negative light, such as in connection with any products or services related to alcohol, gambling or adult entertainment industries, any lobbying efforts, or any political activities.

The “U.S. Small Business Administration” name shall be used only in a factual manner, consistent with applicable law, and shall not promote or endorse any products or services of any entity including but not limited to Richland County Government-Office of Small Business Opportunity . Nothing in this SAM permits Richland County Government-Office of Small Business Opportunity to use the SBA official seal.

IV. TERM

Cooperation under this SAM will commence upon signing by both Parties and will continue for a period of two years from date of signature unless otherwise terminated by one or both Parties as per paragraph V below.

V. AMENDMENT

The Parties agree to consult each other on any amendment, modification or clarification to the provisions of this SAM. This SAM may only be amended or modified in writing and shall be consistent with applicable laws, regulations and SBA policy.

VI. TERMINATION

Either Party may discontinue its participation under this SAM at any time, with or without cause, upon thirty (30) days written notice to the other Party.

VII. RELATIONSHIP

This SAM does not authorize the expenditure of any funds. Accordingly, this SAM shall not be interpreted as creating any binding legal obligations between the Parties nor shall it limit either Party from participating in similar activities or arrangements with other entities. Nothing contained herein shall be construed to create any association, partnership, joint venture or relation of principal or agent or employer and employee with respect to Richland County Government-Office of Small Business Opportunity and SBA.

VIII. RESPONSIBLE OFFICIALS

The responsible officials and points of contact for administrative matters pertaining to this SAM are:

Richland County Government

Name: Michelle Rosenthal
Title: Business Development Coordinator
Address: 2000 Hampton Street
1425
Columbia, SC 29201

U.S. Small Business Administration:

Name: Martin Short
Title: Economic Development Specialist
Address: 1835 Assembly St., Suite
3014
Columbia, SC 29204

Tel: 803-576-1540
e-mail: rosenthalm@rcgov.us

Tel: 803-253-3753
e-mail: martin.short@sba.gov

IX. SIGNATURES

This SAM may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement. The signatories below represent that they have the authority to make such commitments on behalf of their respective organization.

U.S. Small Business Administration:

Stephen Morris, Director of Strategic Alliances

Date

Note: District Directors may also co-sign.

R. Gregg White, District Director
South Carolina District Office

Date

Richland County Government-Office of Small Business Opportunity:

Gerald Seals, County Administrator
Richland County Government

Date



Strategic Alliance Memorandum

SAM Guidelines

- No SAMs with Resource Partners. SBA has existing cooperative agreements in place with Resource Partners.
- No SAMs with for-profit entities. SBA may only do SAMs with non-profits.
- SAMs are not cosponsorships, but are designed to formalize normal outreach activity, such as periodic visits and sharing of resources and information. SAMs are not used for specific events.
- If it makes sense and Parties agree, one SAM can be signed with multiple non-profit Parties. SAMs may have a term for up to 2 years.
- “SBA” logo use. All materials bearing the SBA name or logo must be approved in advance by SBA’s Responsible Program Official. RPO must ensure that proper disclaimer must accompany any logo use.

SAM Procedure

- Fill out the SAM Template and forward to OSA (monica.harris@sba.gov). Although there are several pre-approved terms listed in section II, it is not necessary to incorporate all of the terms in each SAM. However, please highlight any additional terms to the SAM to expedite the approval process. The SAM will be quickly reviewed and questions returned to the District Office if necessary.
- Please note that all SAMs, including SAMs with former BIC partners, will utilize the current template. **The Office of General Counsel has cleared the template. If no changes are made to the template (“terms” may be deleted without triggering a change to the template) further OGC clearance need not be obtained. If changes are made to the template, OSA will forward the SAM to OGC for clearance.**
- OSA will forward the SAM to the Office of General Counsel (OGC) for clearance.
- Once cleared, the SAM will be returned to the District Director/designee to gather the signatures from the other SAM parties. Have all parties sign the same number of originals as there are signatures.
- Return the signed originals to OSA for final signature by an authorized SBA official. Your original will be returned promptly.



**Administration and Finance Committee Meeting
Briefing Document – Contract Award for the Construction of a Landfill Gas Control System**

Agenda Item

This is a request for Council to award a contract for the construction of a landfill gas control system to include perimeter and in-waste active landfill gas extraction wells connected by piping to a vacuum blower system, along with ancillary systems.

Background

Richland County owns and operates a solid waste management facility located at 1070 Coughman Road North in Columbia. The facility consists of a closed Construction and Demolition Debris Landfill (Phase 1 and 1A); two closed unlined municipal solid waste landfills (Phase 2 and 3); and an active Class 2 Landfill (Phase 4). The site also contains a recycling center that accepts recyclable materials and waste from the public.

Because the closed municipal solid waste landfills were unlined, the groundwater beneath the landfill has been impacted over the years by chemicals leaching from the waste. The County has tried several measures to address the groundwater issues, including gas venting (2006), capping (2007), chemical injection (2007), pump and treat (2009), and natural attenuation. Though there has been some improvement in the groundwater and concentrations of VOCs have decreased, monitoring wells are still showing levels above regulatory limits.

From May to September of 2016, CEC (Civil & Environmental Consultants, Inc.) performed a landfill gas evaluation at the landfill and data suggested that landfill gas may be a significant source of the groundwater impacts at the landfill. On September 6, 2016, Richland County's engineering consultant submitted the Landfill Gas Evaluation Report for the Richland County Landfill to SCDHEC with a recommendation to remediate the cause of the groundwater impacts by controlling and removing landfill gas from targeted landfill areas. In a November 14, 2016 letter, SCDHEC acknowledged their review of the report and concurred with the recommendation that the landfill facility should design a landfill gas system to help reduce groundwater impacts.

During 2017, CEC conducted an assessment of corrective measures to address the groundwater contamination at the landfill. Given the potential efficiency of addressing landfill gas control and groundwater impacts with a single, cost-effective technology, CEC proposed to remediate the cause of the groundwater contamination impacts by controlling and removing the landfill gas from targeted landfill areas. On September 29, 2017, SCDHEC notified the Division that the proposed addition of a landfill gas extraction system to the ongoing corrective action measures could not be approved until the proposed remedy was presented to interested and affected parties in a public meeting. On December 7, 2017, the Solid Waste & Recycling Division, along with CEC, conducted a public meeting at the Upper Richland County Community Center to discuss removal of landfill gas as a possible corrective measures to address the groundwater impacts at the Richland County Landfill.

On March 8, 2018, Richland County Procurement issued Solicitation #RC-066-B-2018 to hire a vendor to construct the landfill gas system. Bids from four vendors were received for the project on May 11, 2018 and reviewed by the County's consulting engineer, CEC, the Solid Waste Division and Procurement. Following the review, CEC recommended that the County proceed with the award of a contract to Tri Con Works, LLC. The County concurs that Tri Con Works is the lowest, responsive, responsible bidder.

Issues

Migrating landfill gas was identified during routine quarterly perimeter methane monitoring readings, from methane measurements conducted in existing passive gas vents, and during a recent landfill gas assessment conducted within several in-waste areas across the site. Landfill gas control is needed to prevent the off-site migration of landfill gas and to address partitioning of volatile organic compounds (VOCs) from the landfill gas into the site groundwater.

Fiscal Impact

The project will be funded through the Solid Waste Enterprise Fund. Funding for constructing the project was included in the Fiscal Year 2018 (FY-18) budget. The bid was in the amount of: \$714,074.34, plus a 5% contingency equals a total of \$749,778.06 for the project.

Past Legislative Actions

None

Alternatives

1. Award the contract to Tri Con Works, LLC.

Or,

2. Disapprove the award of the contract to Tri Con Works, LLC.

Staff Recommendation

Staff recommends the award of the contract for construction of the landfill gas system to Tri Con Works, LLC.

Submitted by: Procurement Department **Date:** June 13, 2018



RICHLAND COUNTY GOVERNMENT CERTIFIED BID TABULATION

SOLICITATION NUMBER : RC-066-B-2018		PROJECT NAME: Landfill Gas Expansion Project		DATE ISSUED: 3/8/18	RECEIPT DATE: 5/9/18	TIME OPEN: 2:00PM		
DEPARTMENT: Solid Waste		REQUISITION #: R1801946		CONTRACT#:		PURCHASE ORDER #:		
POINT OF CONTACT: Jennifer Wladischkin		T: 803-576-2130 F: 803-576-2135 EMAIL: wladi@rcgov.us		NUMBER OF ADDENDUM ISSUED: 3		APPARENT LOW BIDDER		
ITEM	MINIMUM DESCRIPTION	UI	QTY		COMPANY: AEG	COMPANY: Advance One	COMPANY: Tri con Works	COMPANY: SCS Field Svcs
1	LGE Project	LS	1	(\$)	No Bid	732,926.25	714,074.34	809,751.75
2				(\$)				
3				(\$)				
4				(\$)				
5				(\$)				
6				(\$)				
7				(\$)				
8				(\$)				
SHIPPING								
TAX								
GRAND TOTAL								
DELIVERY CALENDAR DAYS								
WARRANTY								
GUARANTEE								
NAME AND TITLE OF CERTIFYING OFFICIAL Jennifer Wladischkin, Procurement Manager					NAME AND TITLE OF ASSISTANT Nathan Bivens			
SIGNATURE <i>Jennifer Wladischkin</i>					SIGNATURE <i>Nathan Bivens</i>			
DATE: 5/9/18					DATE: 5-9-18			

RCPD TABULATION FORM-2011 (RAC)

Richland County Procurement Dept

'18 MAY 9 PM 2:00



RICHLAND COUNTY GOVERNMENT CERTIFIED BID TABULATION

SOLICITATION NUMBER : RC-066-B-2018		PROJECT NAME: Landfill Gas Expansion Project		DATE ISSUED: 3/8/18	RECEIPT DATE: 5/9/18	TIME OPEN: 2:00PM	
DEPARTMENT: Solid Waste		REQUISITION #: R1801946		CONTRACT#:		PURCHASE ORDER #:	
POINT OF CONTACT: Jennifer Wladischkin		T: 803-576-2130 F: 803-576-2135 EMAIL: wladi@rcgov.us		NUMBER OF ADDENDUM ISSUED: 3		APPARENT LOW BIDDER	
ITEM	MINIMUM DESCRIPTION	UI	QTY	COMPANY:	COMPANY:	COMPANY:	COMPANY:
1	LGE Project	LS	1	APTIM 782,857.00			
2				(\$)			
3				(\$)			
4				(\$)			
5				(\$)			
6				(\$)			
7				(\$)			
8				(\$)			
SHIPPING							
TAX							
GRAND TOTAL							
DELIVERY CALENDAR DAYS							
WARRANTY							
GUARANTEE							
NAME AND TITLE OF CERTIFYING OFFICIAL Jennifer Wladischkin, Procurement Manager				NAME AND TITLE OF ASSISTANT Nathan Bivens			
SIGNATURE <i>Jennifer Wladischkin</i>				SIGNATURE <i>Nathan Bivens</i>			
DATE: 5/9/18				DATE: 5-9-18			

RCPD TABULATION FORM-2011_(RAC)

Richland County Procurement Dept
'18 MAY 9 PM 2:00

May 18, 2018

Mr. Arthur Braswell
Solid Waste and Recycling Division
Richland County
400 Powell Road
Columbia, South Carolina 29203

Dear Mr. Braswell:

Subject: Bid Evaluation –
Richland County Landfill
2018 Landfill Gas Expansion System Project
Project Bid No. RC-066-B-2018
Richland County, South Carolina
CEC Project 152-843

Dear Mr. Braswell:

Bids were received for the above referenced project on May 11, 2018 at 2:00 PM at the Richland County Procurement Office. The Bids were publicly opened, and the Total Base Bid price read aloud at the date, time, and place specified.

Bids for the project were received from:

- Tri Con Works LLC;
- SCS Field Services;
- Advance One Development, LLC; and
- Aptim Environmental & Infrastructure, Inc.

A “no-bid” response was received from American Environmental Group, Ltd.

The Bids were examined for discrepancies in extended unit price totals and total base bid. The following discrepancy was noted:

Tri Con Works, LLC, quoted a unit cost of \$27.55 for Bid Item 10 “10-IN HDPE Plastic Butterfly Valves” however, the total cost for ten valves was listed as \$27,550.00.

The Selection of the apparent low bidder is not affected by this discrepancy. Tri Con Works, LLC, is the apparent low bidder for the Base Bid.

Mr. Arthur Braswell – Solid Waste and Recycling Division
CEC Project 152-843
Page 2
May 18, 2018

The apparent low bid submitted by Tri Con Works, LLC, has been reviewed for compliance with bidding requirements included in the Bid Documents (2018 Richland County Landfill Gas Expansion Project, dated December 2018). Based upon our review of Tri Con Works, LLC's qualifications, and other documentation submitted as part of the bid evaluation process, their Bid is considered to be complete and responsive with respect to the bidding requirements for this project.

As such, it is Civil & Environmental Consultants recommendation that the County proceed with the award of a contract to Tri Con Works, LLC.

Please let us know if you need any additional information in support of this review.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.



Nathan Bivins, P.E.
Project Manager



Scott L. Brown, P.E.
Vice President

**Bid Form - Richland County Solid Waste & Recycling
Landfill Gas System Expansion
1070 Caughman Road North, Columbia, SC**

Construction				Advance One Development, LLC		Tri Con Works LLC		SCS Engineers		Aptim Environmental & Infrastructure, Inc.	
Bid Item	Area of Work	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)	Unit Cost (\$)	Total Cost (\$)	Unit Cost (\$)	Total Cost (\$)	Unit Cost (\$)	Total Cost (\$)
GENERAL											
1	Mobilization and Demobilization	LS	1	\$25,000.00	\$25,000.00	\$22,600.00	\$22,600.00	\$38,560.00	\$38,560.00	\$32,000.00	\$32,000.00
2	Driller's Mobilization	LS	1	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$8,100.00	\$8,100.00	\$17,450.00	\$17,450.00
3	Site Survey and Control	LS	1	\$20,000.00	\$20,000.00	\$7,500.00	\$7,500.00	\$15,750.00	\$15,750.00	\$25,530.00	\$25,530.00
GAS WELL											
3	Vertical LFG Wells	EA	1,725	\$85.00	\$146,625.00	\$69.00	\$119,025.00	\$71.00	\$122,475.00	\$75.00	\$129,375.00
5	Bentonite/Foam Plug	LF	100	\$150.00	\$15,000.00	\$130.00	\$13,000.00	\$65.00	\$6,500.00	\$75.00	\$7,500.00
6	Borehole Abandonmen	LF	150	\$32.00	\$4,800.00	\$24.00	\$3,600.00	\$45.00	\$6,750.00	\$30.00	\$4,500.00
7	Well Head Assemblies	EA	25	\$750.00	\$18,750.00	\$550.00	\$13,750.00	\$525.00	\$13,125.00	\$575.00	\$14,375.00
GAS COLLECTION SYSTEM PIPING											
8	4-IN HDPE Piping	LF	1,651	\$24.00	\$39,624.00	\$13.50	\$22,288.50	\$22.50	\$37,147.50	\$26.00	\$42,926.00
9	10-IN HDPE Piping	LF	6,341	\$36.00	\$228,276.00	\$35.30	\$223,837.30	\$39.25	\$248,884.25	\$37.00	\$234,617.00
10	10-IN HDPE Plastic Butterfly Valve	LF	10	\$2,750.00	\$27,500.00	\$27.55	\$27,550.00	\$3,880.00	\$38,800.00	\$2,700.00	\$27,000.00
11	Landfill Gas Header Riser	EA	3	\$1,250.00	\$3,750.00	\$1,290.00	\$3,870.00	\$1,700.00	\$5,100.00	\$750.00	\$2,250.00
12	Condensate Traps	EA	4	\$5,800.00	\$23,200.00	\$14,900.00	\$59,600.00	\$12,500.00	\$50,000.00	\$8,000.00	\$32,000.00
13	Blower Skid	EA	1	\$125,000.00	\$125,000.00	\$143,050.00	\$143,050.00	\$150,000.00	\$150,000.00	\$154,978.00	\$154,978.00
14	Road Crossing CMP	LS	2	\$1,500.00	\$3,000.00	\$2,200.00	\$4,400.00	\$5,500.00	\$11,000.00	\$2,850.00	\$5,700.00
15	Stabilization - Seeding, Revegetation	LS	1	\$12,500.00	\$12,500.00	\$12,000.00	\$12,000.00	\$19,000.00	\$19,000.00	\$15,377.00	\$15,377.00
16	Contingency (5% of items above)	LS	1	\$34,901.25	\$34,901.25	\$34,003.54	\$34,003.54	\$38,560.00	\$38,560.00	\$37,278.90	\$37,278.90
TOTAL					\$732,926.25		\$714,074.34		\$809,751.75		\$782,856.90



November 14, 2016

Mr. Rudy Curtis
Richland County Public Works
Solid Waste Director
1070 Caughman Rd North
Columbia, SC 29203

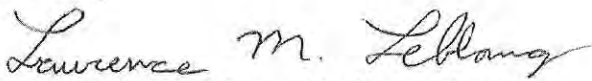
Re: Richland County Class 3 Landfill
Landfill Gas Evaluation Report
Stephens to Leblang, dated September 6, 2016
Solid Waste Permit Number: 401001-1101
Richland County

Dear Mr. Curtis:

The above referenced document has been reviewed with regard to the requirements of R.61-107.19 Parts IV and V Subpart E of the South Carolina Solid Waste Management Regulations and the Facility's solid waste permits. Based on this review, the Department concurs with the recommendation that the Facility should design a landfill gas control system which may help reduce groundwater impacts. The proposed design should be submitted to the Department on or before **March 1, 2017**.

If you have any questions, please feel free to call me at (803) 898-1308 or e-mail me at leblanlm@dhec.sc.gov.

Sincerely,


Laurence M. Leblang, Hydrogeologist
Solid Waste Permitting and Monitoring Section
Division of Mining and Solid Waste Management
Bureau of Land and Waste Management

Cc: John Ansell, Midlands Region EQC
Ed Stephens, C&EC Inc., estephens@cecinc.com
Alan Huffstetler, Landfill Manager, huffstetlera@rcgov.us
File # 20455

LANDFILL GAS EVALUATION REPORT

**RICHLAND COUNTY LANDFILL
FACILITY PERMIT NOs. 401001-1101, -1201, and -1202
1070 CAUGHMAN ROAD NORTH
COLUMBIA, SC 29203**

Prepared For:

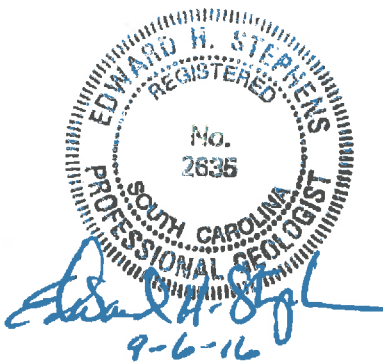
**RICHLAND COUNTY
SOLID WASTE & RECYCLING DEPARTMENT
1070 CAUGHMAN ROAD NORTH
COLUMBIA, SC 29203**

Prepared By:

**CIVIL & ENVIRONMENTAL CONSULTANTS, INC.
1900 CENTER PARK DRIVE, SUITE A
CHARLOTTE NORTH CAROLINA 28217**

CEC PROJECT NO. 152-843.0006

SEPTEMBER 6, 2016



**Edward H. Stephens, P.G.
Project Manager**



**Scott L. Brown, P.E.
Vice President**



Civil & Environmental Consultants, Inc.

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- Table 1-1 – Quarterly Methane Monitoring Data - September 2014 to June 2016
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- Attached
- Table A Landfill Gas and Groundwater Monitoring Well Headspace Vapor Data
- Table B Equilibrium Groundwater Concentrations

APPENDICES

- Appendix A Field Data Sheets
- Appendix B Laboratory Analytical Data Reports

1.0 INTRODUCTION

1.1 PROJECT INFORMATION

Report Title:	Landfill Gas Evaluation Report
Project Site:	Richland County SC Landfill 1070 Caughman Road North Columbia, SC 29203 Facility Permit Nos. 401001-1101, -1201, and -1202
Facility Owner/Operator:	Richland County/Richland County Solid Waste & Recycling Department 1070 Caughman Road North Columbia, SC 29203
County Representatives:	Rudy Curtis, Interim Director, Solid Waste & Recycling Department Alan Huffstetler, Manager of Disposal Division
Consultant:	Civil & Environmental Consultants, Inc. 1900 Center Park Drive, Suite A Charlotte, NC 28217
Consultant Contact:	Edward H. Stephens, P.G. #2635

1.2 SITE DESCRIPTION

The Richland County Landfill is located on Caughman Road North approximately one mile southwest of SC Highway 215. The facility is situated approximately five miles north of Columbia, South Carolina. A Site Location Map is presented as Figure 1. The County actively operates a Class Two Landfill in the northeast portion of the facility as Phase 4, and maintains a closed C&D landfill (Phase 1 and 1A) and two closed municipal solid waste (MSW) landfills (Phase 2 and 3).

As shown on the local USGS topographic quadrangle map presented in Figure 2, the land surface across the eastern portion of the facility slopes predominantly to the east and southeast toward

Nipper Creek. In the western half of the facility, the land surface slopes to the southwest and west toward Nipper Creek and the Broad River, respectively. A prominent topographic high occurs in the north-central portion of the landfill area. From the northern half of this knoll, the land surface slopes in a northerly direction toward topographic swales that trend down both to the east and west to intermittent streams draining to Nipper Creek to the east and to the Broad River to the west.

1.3 FACILITY METHANE MONITORING PROGRAM

R.61-107.19 regulations require that the landfill facility conduct methane monitoring on a quarterly basis in accordance with the facility's approved Revised Methane Monitoring Plan (February 2013). The methane monitoring system for the landfill facility currently consists of 15 methane monitors that are shown at their approximate locations in Figure 3. Landfill methane monitoring data are routinely reported in the spring and winter semi-annual groundwater monitoring reports that are submitted to SCDHEC in July and January. The most recent June 2016 Annual Groundwater Monitoring Report was submitted to SCDHEC in July 2016. This report presents: 1) a summary of the quarterly and semi-annual landfill monitoring data acquired for the 2015-2016 reporting period; 2) an updated evaluation of water quality trends; 3) a determination of groundwater flow rates and patterns; 4) a summary of the last four quarterly methane monitor readings; and 5) conclusions and recommendations.

Methane measurements were recently obtained from the methane monitoring wells on a quarterly schedule in September 2015, December 2015, March 2016, and June 2016. Field data sheets recording methane readings are included in Appendix A. These recent methane readings are summarized in Table 1-1 below. Elevated methane readings have been recently exhibited in methane monitors MM-13 and MM-15. These methane monitors are located within the volatile organic compound (VOC) groundwater plume at the southern margin of the landfill facility, which is described in Section 5.2.4 of the June 2016 Annual Groundwater Monitoring Report. The detection of migrating landfill gas in MM-13 and MM-15 and its correlation with the VOC groundwater plume suggest that landfill gas may be the source of the groundwater impacts.

**Table 1-1 – Quarterly Methane Monitoring Data
September 2014 to June 2016**

MM ID	9/25/14	12/16/14	2/10/15	5/13/15	9/28/15	12/16/15	3/10/16	6/20/16
MM-1	0	0	0	0	0	0	0	0
MM-2A	0	0	0	0	0	0	0	0
MM-3A	0	0	0	0	0	0	0	0
MM-4A	0	0	0	0	0	0	0	0
MM-8A	0	0	0	0	0	0	0	0
MM-9A	0	0	0	0	Well Abandoned			
MM-13	2	1	1	0	57.8	48.8	56.7	50.6
MM-14A	0	0	0	0	0	0	0	0
MM-14B	0	0	0	0	0	0	1	0
MM-15	0	0	0	0	34.7	0	0	0.4
MM-16	0	0	0	0	0	0	0	0
MM-16A	0	0	0	0	Well Abandoned			
MM-17	0	0	0	0	0	0	0	0
MM-18	0	0	0	0	0	0	0	0
MM-18A	0	0	0	0	Well Abandoned			
MM-19	0	0	0	0	0	0	0	0
MM-20	0	0	0	0	0	0	0	0
MM-21	0	0	0	0	0	0	0	0

Table Notes:
Values are percent methane.

1.4 APPROVED PLAN FOR LANDFILL GAS EVALUATION

In a letter dated December 11, 2015, the SCDHEC provided comments on the 2015 Annual Groundwater Monitoring Report and the 2015 Corrective Action Effectiveness Report for the landfill facility. SCDHEC requested that the landfill facility determine the effectiveness of the groundwater recovery system in intercepting the entire southern VOC plume. Per subsequent conversations with agency staff, SCDHEC agreed to postpone the requested recovery well effectiveness so that additional water level data may be obtained over time to assess any change in groundwater flow patterns since dewatering was ceased in the off-site Vulcan quarry pit. In

the interim, it was mutually agreed that Richland County should investigate for the presence of landfill gas and its potential to impact site groundwater. SCDHEC requested that CEC provide a written assessment plan to respond to SCDHEC's comments. On behalf of Richland County, CEC submitted a letter response dated March 1, 2016 that outlined a proposed alternate plan to evaluate remediation effectiveness.

The mechanisms causing the groundwater impacts at the site were not clearly understood. To propose an appropriate groundwater remedy, CEC deemed it important to ascertain whether the impacts are caused by landfill leachate or landfill gas because the remedial approaches to address these sources are significantly different. Whereas evidence for landfill gas has been observed within the waste boundary of the closed MSW landfill cells and within groundwater monitoring wells located beyond the landfill perimeter, it was suspected that landfill gas may be impacting site groundwater. The facility maintains numerous passive gas vents within the waste disposal areas of the closed Phase 1, Phase 2 and Phase 3 Landfills, and a gas collection trench at the northern perimeter of the Phase 3 Landfill. Recently, the closed Phase 3 Landfill was capped with fill materials obtained from the neighboring Vulcan quarry that may impede the vertical movement of landfill gas.

Based on the preliminary indications, CEC suspects that landfill gas may be a significant source for the identified site groundwater impacts. Consequently, an assessment was implemented to evaluate landfill gas and remediation effectiveness at the landfill facility.

2.0 LANDFILL GAS INVESTIGATION

2.1 PHASE I – METHANE MEASUREMENTS IN PASSIVE GAS VENTS AND THE LFG INTERCEPTOR TRENCH

The Richland County Landfill has installed a network of passive landfill gas vents in the waste disposal areas of three closed landfills in an effort to mitigate the potential for lateral landfill gas migration. In addition, the facility installed a passive gas interceptor trench along the northern perimeter of the closed Phase 3 MSW Landfill. The approximate locations of passive gas vents and the gas interceptor trench are depicted on Figure 4. The landfill facility maintains eight passive gas vents (GV-1 through GV-8) in a linear array at the southern margin of the closed Phase 2 MSW Landfill. In addition, the facility maintains 41 passive gas vents (GV-9 through GV-47, GV-75, and GV-76) within the waste disposal area of the Phase 3 MSW Landfill. Within the waste disposal area of the closed Phase 1 C&D Landfill, the facility maintains 26 passive gas vents (GV-48 through GV-74).

On May 18-19, 2016, CEC field personnel performed and recorded methane measurements from passive gas vents in three closed landfills and from methane monitors previously installed within the gas interceptor trench. Percent methane was measured from each vent/monitor using a CES Landtec GEM 2000 Landfill Gas Monitor. The GEM 2000 samples and analyzes methane, carbon dioxide, and oxygen content as a percentage of landfill gas. A tabulated summary of the landfill gas measurements is presented in the attached Table A. The approximate locations of passive gas vents and the monitors within the gas interceptor trench are depicted on Figure 4.

2.2 PHASE I – EVALUATION OF METHANE DATA

CEC generated isoconcentration maps based on percent methane content in the landfill gas samples measured in the various passive gas vents/trench monitors for the closed Phase 1 C&D Landfill and the closed Phase 3 MSW Landfill. The percent methane isoconcentration maps are presented in Figure 4. The mapped methane data indicated significant methane generation within the closed Phase 1 C&D Landfill in which gas content exceeded 20% methane over 75%

of the waste disposal area. Gas content exceeding 60% methane is shown for approximately 25% of the waste disposal area.

For the closed Phase 2 MSW Landfill, the array of gas vents at the southern margin of the waste disposal area exhibited methane content of the measured landfill gas samples from 4.3% to 45.3%, with an average of 30% methane.

For the closed Phase 3 MSW Landfill, the methane measurements taken from the network of passive gas vents were considerably lower than for the closed Phase 1 C&D Landfill. Facility personnel indicated that the base of each gas vent in the Phase 3 waste disposal area is at the surface of the “old cap”, which has since been elevated by at least ten feet of additional fill material. This typical vent construction was field-verified by CEC field personnel. The lower methane content readings for the Phase 3 Landfill suggest that the gas vents did not penetrate the waste mass. The data show that approximately 30% of the waste disposal area has a gas content of greater than 10% methane. The isoconcentration map shows several “hotspots” within the waste disposal area including the south-central area, and southern, northern, and northwestern perimeters.

Three accessible PVC methane monitors appear to penetrate the gas interceptor trench installed along the northern perimeter of the closed Phase 3 Landfill. Measurements of landfill gas samples from three monitors (Trench-1 through Trench-3) detected methane contents of 0.1%, 18.7%, and 40.6%. These data indicate significant lateral gas migration to the north of the closed Phase 3 Landfill.

2.3 PHASE II – INSTALLATION OF ADDITIONAL METHANE MONITORING WELLS

Following the assessment of landfill gas data collected during the Phase I study, CEC deemed that several data gaps needed further evaluation. CEC engaged an SC-registered well contractor, Elite Techniques, Inc., to install nine methane monitoring wells at the facility. Unlike the existing methane monitoring wells that are placed outside the waste boundaries, the new wells are screened within the waste mass. Approximate locations of the recently install methane

monitoring wells are depicted on Figure 4. As the well boreholes were advanced using a Geoprobe® 7822DT direct push rig, a CEC geologist visually inspected the Macro-Core® samples for buried waste so that the entire waste interval was penetrated by the boring. A 2-inch PVC well was installed in each borehole in which the well screen was placed to span the entire waste interval that was encountered. Methane well construction records and well logs are included in Appendix A.

Employing a CES Landtec GEM 2000 Landfill Gas Monitor, methane measurements were taken in the new methane monitoring wells on June 27, 2016. These data are summarized in Table 2-1 below.

**Table 2-1 –LFG Data from New Methane Monitoring Wells
June 2016**

Sampling Point	% CH4	% LEL	% CO2	% O2	Bar. Pres.	Lat.	Lon.	Comments
MM-22	58.9	1178	34.8	1.5	29.82	34.129791	81.189403	Strong odor & pressure
MM-23	0.0	0	4.7	16.7	29.82	34.129412	81.128311	
MM-24	0.0	0	0.0	20.2	29.81	34.132229	81.125131	
MM-25	56.9	1138	43.3	0.8	29.9	34.10735	81.151357	Strong odor & pressure
MM-26	63.6	1272	35.8	0.6	29.85	34.129905	81.118315	Strong odor & pressure
MM-27	67.9	1358	31.4	0.6	29.85	34.129453	81.119162	Strong odor & pressure
MM-28	16.0	320	8.1	16.3	29.87	34.129195	81.119933	Mild odor
MM-29	52.9	1058	37.0	3.0	29.81	34.131673	81.117341	Strong odor & pressure
MM-30	69.5	1390	27.8	1.1	29.81	34.127678	81.129886	Strong odor & pressure

The data obtained from the new methane monitoring wells, along with previous recent monitoring data, indicate the potential for LFG migration in several site areas. Elevated methane

concentrations and pressures observed in MM-22, GV-10, GV-47, Trench-2, and Trench-3 wells along the northern perimeter of the closed Phase 2 and 3 Landfills indicate the potential for LFG migration to the north of these landfill waste boundaries. This potential area of LFG migration coincides with the area of VOC-impacted groundwater of the northern VOC plume. Should low-level VOCs be present in the LFG, vapor-phase transport with subsequent dissolution in groundwater is a possible mechanism for area groundwater impacts.

MM-25 was installed on the western edge of the closed Phase 1A Landfill and was sited hydraulically upgradient of groundwater monitoring well MW-39 in which VOCs have been previously detected. Elevated methane concentration and pressure observed in MM-25 suggest the potential for LFG migration to the west of the closed Phase 1A Landfill. This potential area of LFG migration coincides with the area of VOC-impacted groundwater in the vicinity of MW-39. Should low-level VOCs be present in the LFG, vapor-phase transport with subsequent dissolution in groundwater is a possible mechanism for area groundwater impacts.

Elevated methane concentrations and pressures observed in new wells MM-26, MM-27, and MM-28 at the southern edge of the closed Phase 3 Landfill, along with similar observed conditions in the arrayed gas vents (GV-1 through GV-8) along the southern perimeter of the closed Phase 2 Landfill indicate the potential for LFG migration to the south of these landfill waste boundaries. LFG migration is confirmed by the observation of elevated methane concentrations in existing methane monitoring wells MM-13 and MM-15 located beyond the landfill waste boundaries to the south. Further, methane was observed in the well headspace in groundwater monitoring well MW-18B. This area of LFG migration coincides with the area of VOC-impacted groundwater of the northern VOC plume. Should low-level VOCs be present in the LFG, vapor-phase transport with subsequent dissolution in groundwater is a possible mechanism for area groundwater impacts.

Elevated methane concentrations and pressures in new wells MM-29 and MM-30 at the eastern edge of the closed Phase 3 Landfill, along with similar data from GV-32, GV-34, GV-44, and GV-76 suggest the potential for LFG migration to the east of the closed Phase 3 Landfill.

2.4 PHASE III – WELL HEADSPACE GAS SAMPLING AND ANALYSIS

Given the potential for and/or confirmation of LFG migration in several site areas, CEC collected soil gas samples from new methane wells MM-22, MM-25, and MM-27 and well headspace samples from groundwater monitoring wells MW-18B, MW-39, and MW-41 to evaluate whether LFG is impacting site groundwater quality. These samples were collected in 1.4 L Summa canisters using an approximate 140 cc/min sample flow controller. The gas samples were submitted with a chain-of-custody record to Enthalpy Analytical, Inc. for analyses of hydrogen, oxygen, nitrogen, carbon monoxide, methane, and carbon dioxide using ASTM D1946-90 (Reapproved 2000), Standard Practice for Analysis of Reformed Gas by Gas Chromatography and for the TO-15 Target Compound List using EPA Method TO-15, Determination of Volatile Organic Compounds (VOCs) in Air Collected in Specially Prepared Canisters and Analyzed by Gas Chromatography/Mass Spectrometry (GC/MS). The laboratory analytical data report is included in Appendix B. These LFG sample data are summarized in the attached Table A.

Methane content (47.2% to 66.7%) was elevated in both methane and groundwater well headspace samples, with the exception of sample MM-39 which has a methane content of 1.21%. Carbon dioxide content (33.7% to 40.2%) was similarly elevated in both methane and groundwater well headspace samples, with the exception of sample MM-39 which has an estimated carbon dioxide content of 1.07%. The presence of elevated methane and carbon dioxide in the groundwater well headspace samples in MW-18A (southern VOC plume) and MW-41 (northern VOC plume) indicates that LFG migration is occurring beyond the southern and northern perimeters of the closed Phase 2 and 3 Landfills.

Similar VOCs were detected in the methane well and groundwater well headspace samples. The detected VOCs with typically the most elevated concentrations were 1) petroleum hydrocarbons including benzene, ethylbenzene, toluene, xylenes, heptane, hexane, cyclohexane, n-octane, propylene, and 2,2,4-trimethylpentane; 2) Freon[®] gases including dichlorodifluoromethane (Freon[®] 12) and 1,2-dichlorotetrafluoroethane (Freon[®] 114); and 3)

chlorinated aliphatics including 1,1-dichloroethane, cis-1,2-dichloroethene, tetrachloroethene, trichloroethene, and vinyl chloride.

Numerous gas-phase VOCs were detected in the methane monitoring well samples that are the same as those detected in aqueous-phase groundwater samples. Specifically comparing the VOCs detected in the gas phase from methane well MM-27 to those detected in groundwater from MW-18B, similar VOCs include chlorobenzene, 1,4-dichlorobenzene, cis-1,2-dichloroethene, trichloroethene, and vinyl chloride. A comparison of gas data from methane well MM-22 with groundwater data from MW-41 indicates similar VOCs including benzene, 1,4-dichlorobenzene, 1,1-dichloroethane, cis-1,2-dichloroethene, 1,2-dichloropropane, methylene chloride, tetrachloroethene, trichloroethene, vinyl chloride, and xylenes.

In the attached Table B, the air-water partition coefficients, also known as Henry's Law constants for the selected VOCs were used to calculate the equilibrium groundwater concentration (EGWC) of the compound as a result of interaction with the observed soil gas concentration (OGC) either in the groundwater well headspace or the nearest upgradient methane monitoring well. The EGWC was compared with the respective observed groundwater concentration (OGWC) detected during the December 2015 and June 2016 monitoring events. For the datasets, observed groundwater data from MW-18B was compared with MW-18B gas data and upgradient MM-27 gas data. Observed groundwater data from MW-41 data was compared with MW-41 gas data and upgradient MM-22 gas data. It should be noted that soil gas sampling was not conducted within isolated intervals in near contact with the targeted groundwater location; thus, the gas concentrations being compared may be diluted.

EGWCs calculated for the selected compounds detected in upgradient gas well MM-27 and groundwater well MW-18B indicate a similar fingerprint that suggests that groundwater quality in MW-18B in the southern VOC plume is being impacted by VOCs migrating in landfill gas. The significant correlation between EGWCs and OGWCs for MW-41 suggests that groundwater quality in MW-41 in the northern VOC plume is also being impacted by VOCs migrating in landfill gas.

If we assume that the system is at disequilibrium but tends toward equilibrium, then comparing the observed and the equilibrium concentrations of the same media can provide an indication of the direction of partitioning (Morris, H.H., The Potential for Landfill Gas to Impact Ground Water Quality). For MW-41, the calculated equilibrium gas concentrations (i.e. $OGWC \times H$) for the majority of the detected VOCs detected in groundwater are less than the observed gas concentrations (OGCs) indicating that VOCs are partitioning from the gas phase to the aqueous phase. This is further supporting evidence that landfill gas is impacting groundwater quality in the northern portion of the landfill site. Although anticipated, a similar correlation was not observed for the MW-18B data.

3.0 FINDINGS

The following findings are drawn from our evaluation of the landfill gas and groundwater quality data:

- Methane measurement data indicated significant methane generation within the closed Phase 1 and 1A C&D Landfill in which gas content exceeded 20% methane over 75% of the waste disposal area. Gas content exceeding 60% methane was indicated for approximately 25% of the waste disposal area.
- For the closed Phase 2 MSW Landfill, the linear array of gas vents at the southern margin of the waste disposal area exhibited methane content of the measured landfill gas samples from 4.3% to 45.3%, with an average of 30% methane.
- Lower methane readings in the Phase 3 Landfill gas vents are likely because the vents did not penetrate the waste mass. The methane data show that approximately 30% of the waste disposal area has a gas content of greater than 10% methane. The generated methane isoconcentration map shows several “hotspots” within the waste disposal area including the south-central area, and southern, northern, and northwestern perimeters.
- Three accessible PVC methane monitors appear to penetrate the gas interceptor trench installed along the northern perimeter of the closed Phase 3 Landfill. Measurements of landfill gas samples from three monitors (Trench-1 through Trench-3) detected methane contents of 0.1%, 18.7%, and 40.6%. These data indicate significant lateral gas migration to the north of the closed Phase 3 Landfill.
- The landfill facility has built up the landfill cap on the closed Phase 2 and 3 Landfills, which has resulting in lateral LFG movement as demonstrated by elevated methane measurements in perimeter methane monitoring wells
- Elevated methane readings have been recently exhibited in methane monitors MM-13 and MM-15 located within the southern VOC plume. The detection of migrating landfill gas in MM-13 and MM-15 and its correlation with the southern VOC groundwater plume suggest that landfill gas may be a source of the groundwater impacts.
- The measured presence of elevated methane in the well headspace of groundwater monitoring well MW-18B in the southern VOC plume and MW-41 in the northern VOC plume indicates the potential for LFG impacts to groundwater in these VOC plume areas.

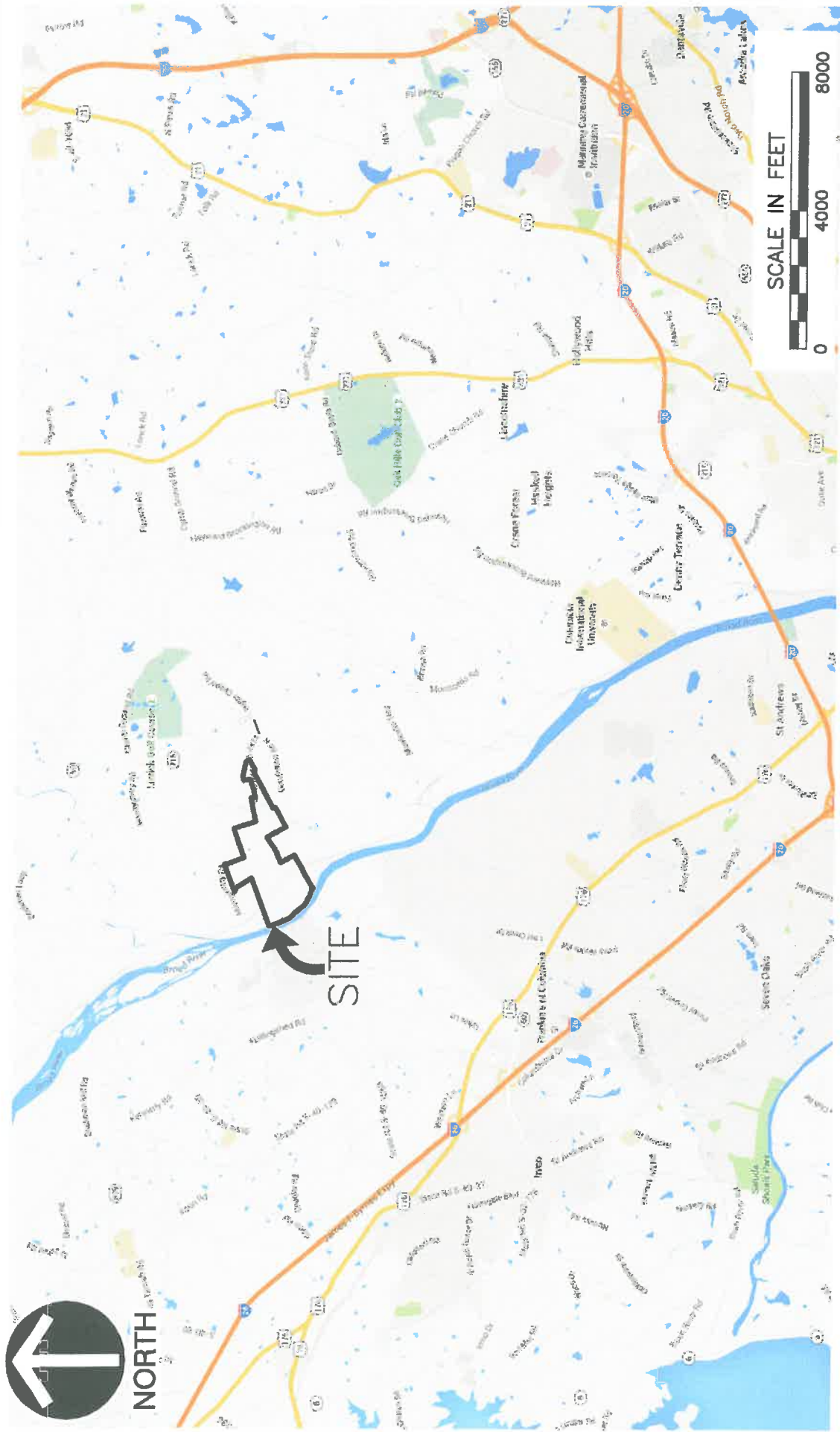
- Similar gas phase VOCs were detected in the methane well and groundwater well headspace samples. The detected VOCs with typically the most elevated concentrations were 1) petroleum hydrocarbons including benzene, ethylbenzene, toluene, xylenes, heptane, hexane, cyclohexane, n-octane, propylene, and 2,2,4-trimethylpentane; 2) Freon[®] gases including dichlorodifluoromethane (Freon[®] 12) and 1,2-dichlorotetrafluoroethane (Freon[®] 114); and 3) chlorinated aliphatics including 1,1-dichloroethane, cis-1,2-dichloroethene, tetrachloroethene, trichloroethene, and vinyl chloride.
- Numerous gas-phase VOCs were detected in the methane monitoring well samples that are the same as those detected in aqueous-phase groundwater samples. Specifically comparing the VOCs detected in the gas phase from methane well MM-27 to those detected in groundwater from MW-18B, similar VOCs include chlorobenzene, 1,4-dichlorobenzene, cis-1,2-dichloroethene, trichloroethene, and vinyl chloride. A comparison of gas data from methane well MM-22 with groundwater data from MW-41 indicates similar VOCs including benzene, 1,4-dichlorobenzene, 1,1-dichloroethane, cis-1,2-dichloroethene, 1,2-dichloropropane, methylene chloride, tetrachloroethene, trichloroethene, vinyl chloride, and xylenes.
- Equilibrium groundwater concentrations (EGWCs) calculated using Henry's Law constants for selected VOCs detected in upgradient gas well MM-27 and groundwater well MW-18B indicate a similar fingerprint that suggests that groundwater quality in MW-18B in the southern VOC plume is being impacted by VOCs migrating in landfill gas. The significant correlation between EGWCs and observed groundwater concentrations (OGWCs) for MW-41 suggests that groundwater quality in MW-41 in the northern VOC plume is also being impacted by VOCs migrating in landfill gas.
- For MW-41, the calculated EGWCs for the majority of the VOCs detected in groundwater are less than the OGCs indicating that VOCs are partitioning from the gas phase to the aqueous phase. This is further supporting evidence that landfill gas is impacting groundwater quality in the northern portion of the landfill site. Although anticipated, a similar correlation was not observed for the MW-18B data.

4.0 RECOMMENDATIONS

The data collected and evaluated during this landfill gas study indicate that significant landfill gas concentrations and pressures exist within the closed Phase 2 and 3 Landfills. These data also confirm that landfill gas is migrating beyond the waste boundaries, and that non-methane VOCs contained with the landfill gas are likely impacting site groundwater quality resulting in groundwater VOC plumes emanating to the south and north of the aforementioned landfills.

A landfill gas control system will mitigate the migration of methane and non-methane VOCs; thus, removing the primary source of groundwater contamination at the landfill. Should you concur with our conclusions and recommendations, CEC will initiate the design of a LFG control system and bid specifications within 90 days of your approval.

FIGURES



REFERENCE
 IMAGERY TAKEN FROM GOOGLE
 MAPS JANUARY 7, 2016.



Civil & Environmental Consultants, Inc.

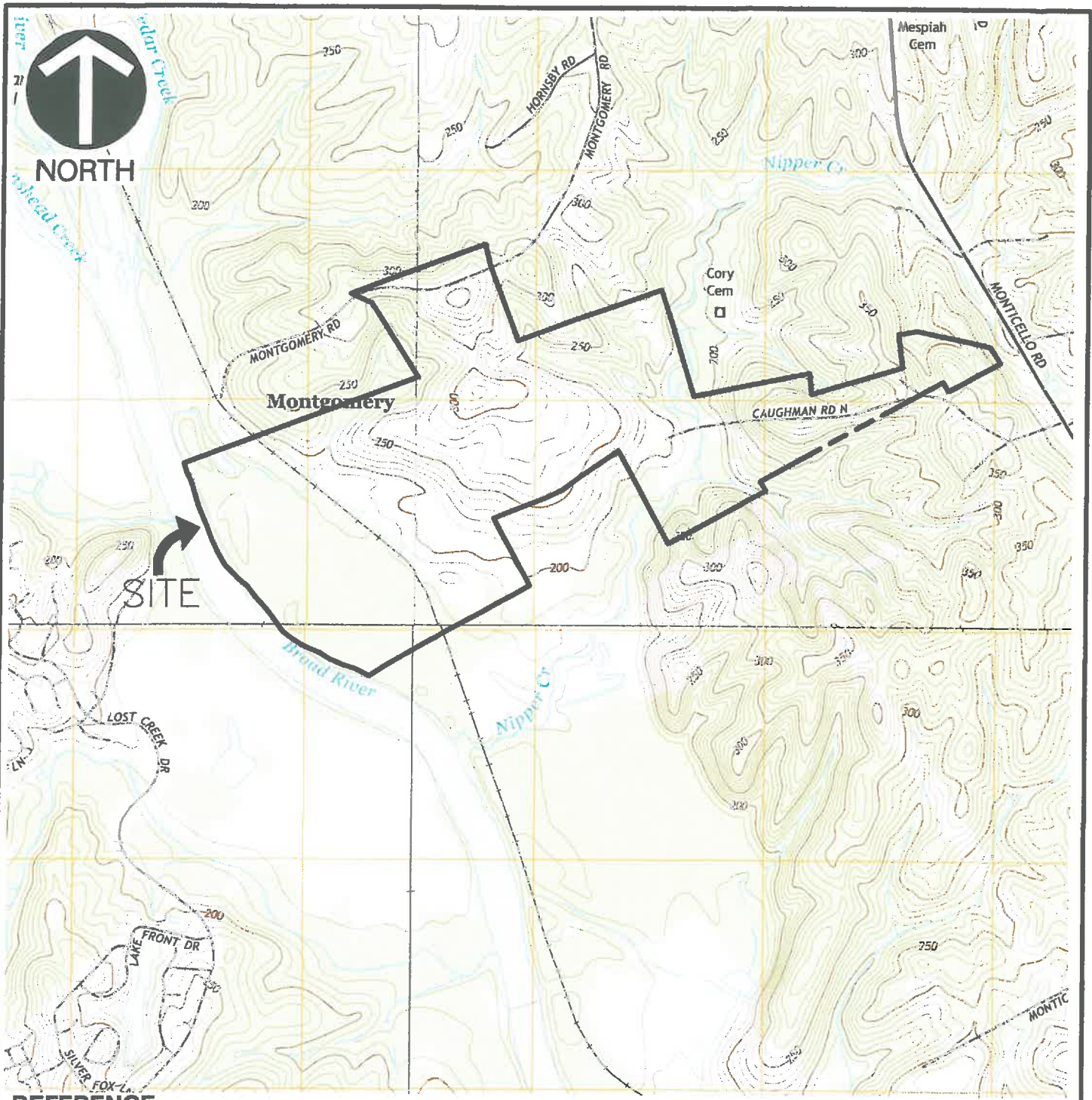
1900 Center Park Drive - Suite A - Charlotte, NC 28217
 Ph: 980.237.0373 • Fax: 980.237.0372
 www.cecinc.com

**RICHLAND COUNTY LANDFILL
 1070 CAUGHMAN ROAD NORTH
 COLUMBIA, SOUTH CAROLINA**

SITE LOCATION MAP

DRAWN BY:	PNP	CHECKED BY:	EHS	APPROVED BY:	EHS	FIGURE NO.:
DATE:	JANUARY 2016	DWG SCALE:	1" = 4000'	PROJECT NO.:	152-843.0003	1

P:\2015\152-843\152-843-CADD\DWG\December 2015 GW\152843-Site Vicinity Map.dwg[LAYOUT]f LS:(2/2/2016 - ppressley) - LP: 2/2/2016 2:39 PM



REFERENCE

1. U.S.G.S. 7.5' TOPOGRAPHIC MAP, COLUMBIA NORTH QUADRANGLE, SC DATED: 2014.
2. U.S.G.S. 7.5' TOPOGRAPHIC MAP, IRMO QUADRANGLE, SC DATED: 2014.
3. U.S.G.S. 7.5' TOPOGRAPHIC MAP, IRMO NE QUADRANGLE, SC DATED: 2014.
4. U.S.G.S. 7.5' TOPOGRAPHIC MAP, RICHTEX QUADRANGLE, SC DATED: 2014.



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RICHLAND COUNTY LANDFILL
 1070 CAUGHMAN ROAD NORTH
 COLUMBIA, SOUTH CAROLINA

SITE VICINITY MAP

DRAWN BY:	PNP	CHECKED BY:	EHS	APPROVED BY:	EHS	FIGURE NO.:
DATE:	JANUARY 2016	DWG SCALE:	1"=2000'	PROJECT NO.:	152-843.003	2



SCALE IN FEET
0 750 1500

Richland County Landfill
1070 CAUGHMAN ROAD NORTH
COLUMBIA, SOUTH CAROLINA

METHANE MONITORING WELL LOCATION MAP

Civil & Environmental Consultants, Inc.
1900 Center Park Drive - Suite A - Charlotte, NC 28217
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www.cecinc.com

DRAWN BY: PNP | **CHECKED BY:** EHS | **APPROVED BY:** EHS | **FIGURE NO.:** 3

DATE: JANUARY 2016 | **DWG SCALE:** 1" = 750' | **PROJECT NO.:** 152-843.0003

REFERENCE

1. AERIAL IMAGERY PROVIDED BY RICHLAND COUNTY DATED JANUARY 1, 2015.



**Administration and Finance Committee Meeting
Briefing Document**

Agenda Item

Approval to negotiate and enter into a contract for the modernization of the six (6) Judicial Center elevators located at 1701 Main St.

Background

The Richland County Judicial center, located at 1701 Main Street, was constructed in the late 1970's. The building design incorporated six elevators: three banked passenger elevators that are located in the main lobby and service all floors (G3-L4), a secure freight elevator that services five floors (G1-L4), a secure judges elevator that services four floors (G1-L3), and a secure prisoner's elevator that services 3 floors (G1, 2,3). The three passenger elevators were modernized with new controllers in the mid 1990's; however the mechanical equipment (gears & motors) were not replaced. Therefore, most of the elevator equipment in the building is original to the facility, which has far exceeded its expected lifespan of 25 years.

Due to high annual service cost, high repair cost and due to difficult to obtain replacement parts, it was determined that the elevators needed to be reviewed and determine the best course of action to improve the reliability and reduce the monthly down time. Over the past year, a total of 177 service calls have been performed (almost once a day) to keep the elevators operational. Even one unit was down for 11 weeks due to replacement part unavailability, which adversely effected the vertical movement throughout the facility by staff.

An outside elevator consultant was engaged through a solicitation (RC-043-P-2017) to help evaluate the elevators and to recommend a solution to address the issues listed above. After fully evaluating the site, it was determined that a complete modernization of the elevators would be required. The consultant was then contracted to provide a complete scope of work and bid documents.

The modernization, which includes but is not limited to the following items:

- Replacement of the control systems for each elevator (the computer that operates the elevator)
- Replacement of the motor and machines (the motor & gears that physically move the elevator)
- Replace the cab interiors & lights (up-fit the inside of the elevator cabs with new materials)
- New call buttons at the hall stations & cab (new buttons inside and outside the elevator)
- New elevator door panels (the door panels inside the elevator cab)
- New door operators (the equipment that opens and closes the elevator doors)
- Tie all required elevator equipment into required building systems (tie elevators to the fire, security access, & HVAC systems as required by code)

Due to construction constraints or still in operational condition, the following items will not be replaced:

- Elevator hall door frame (is within the concrete/block walls- but are in good condition)
- Elevator door panels hall side (is tied into the door frame- are in good condition)
- Elevator rails (the beams that the elevator rides on- are in the elevator shaft and too large to install- and are in good condition)
- Elevator cab frame (The structural box of the elevator cab-this item is in good condition and does not need to be replaced)

Once the modernizations are completed, the elevators will comply with the current safety codes.

When the consulting engineer completed the required bid documents and scope of work, the project was put out for a bid solicitation. A mandatory pre-bid meeting was held to ensure the potential contractors had a full understanding of the project constraints and required scope of work. Three different contractors attended the meeting. All three of the contractors submitted bids. After reviewing the submissions, the consulting engineer made the recommendation that Carolina Elevator Services Inc. has the lowest, most responsive, responsible bid, with the other two contractors having bids that were \$216,549.21 and \$382,130.21 more expensive respectfully.

The work on the elevator will be coordinated with the court system to help minimize the impact on the facility. The contractor will ensure that no more than two elevators will be scheduled to be out of service at a time. Due to the complexity and long delivery time (each elevator is manufactured specifically for each elevator shaft); it is anticipated that the project will take about ten (10) months to complete once a contract is executed (five months to manufacture and five months to install).

Once the modernizations are completed, the elevators will comply with the current safety codes. Furthermore, it is expected that the down-time of each elevator will greatly reduce and that the maintenance cost will also reduce.

Issues

Due to the age of the elevator equipment, a large number of the required repair parts are rare, thus extremely expensive, leading to high repair costs and high annual maintenance costs. Additionally, if the modernization does not take place, the down-time and reliability for the elevators will only increase, which is already significant, due to the shortage of repair parts. This increased down time will continue to adversely affect the daily operations of the facility, and also could result in impacting life safety issues, such as limiting quick access for EMS personnel with a stretcher.

With the development of a new Judicial Center several years away, this modernization has become even more critical.

Fiscal Impact

If approved, Richland County will enter into a contract with the recommended contractor, Carolina Elevator Service, Inc., in the amount of \$922,050.79 with an additional \$138,300.00 in contingency (15%), bringing the total project cost to \$1,060,350.79. The contingency is requested to address any unforeseen conditions due to the complexity of modernizing equipment in an existing facility and due to the number of systems that the elevator systems tie into, such as the fire alarm and security access systems. Contingency use must be requested in writing by the contractor, evaluated by the Richland County Department of Operational Services as a change order, and no contingency use will be approved by Richland County staff without strict examination of all the facts and possible options by the project management team.

Funds for this project have been identified in in the existing Operational Services Capital Project budget noted below:

- GL-1339995000.530300/JL-13395417.530300 (Building Improvements)

Past Legislative Actions

None

Alternatives/Solutions

1. Authorize the Procurement Department Manager and staff to move forward with entering into a contact with Carolina Elevator Service, Inc., the recommended contractor from solicitation RC-074-B-2018, to

supply and install all required equipment, material, and labor to modernize six (6) elevators at the Judicial Center located at 1701 Main Street. The total project cost requested for approval is in the amount of \$1,060,350.79, with a contract amount of \$922,050.79 and a reserved contingency amount of \$138,300.00.

-Or-

2. Do not approve the expenditure of the funds and leave the existing elevators in their current state. This decision could have impact on the daily operations of the Judicial Center and put the County at risk of liability.

-Or-

3. Continue working with the recommended contractor to develop options to encompass direction given by Council regarding the cost and operations of the elevators and how they would like to proceed with the facility.

Staff Recommendation

The recommendation is Option #1 (authorize the expenditure of funds). Richland County would enter into a contract in the amount of \$922,050.79, with an additional \$138,300.00 in contingency, with Carolina Elevator Service, Inc. to modernize six (6) elevators at the Judicial Center located at 1701 Main. St.

Procurement Spread Sheet BID TAB Calculations for RC-074-B-2018 Judicial Center Elevator Modernization

ITEMS SERVICE	BIDDER Carolina Elevator	Delaware Elevator	Oracle Elevator
1 Mobilization, license fees	2760.00	\$22,069.00	\$12,000.00
2 Parronqor Elevator #1,2&3	\$463,904.98	\$611,222.00	\$546,100.00
5 Judge Elevator	\$127,953.88	\$194,317.00	\$182,100.00
6 Freight Elevator	\$158,223.28	\$219,936.00	\$182,100.00
7 Prisoner Elevator	\$125,017.65	\$190,517.00	\$182,100.00
* Fire Alarm Tbbair Cart Quoted as \$23,690.00)	\$44,191.00	\$41,563.00	\$43,700.00
9 Labor/Security	\$0.00	\$3,524.00	\$0.00
10 Project Cleanup	\$0.00	\$21,033.00	\$2,500.00
TOTAL	\$919,298.74	\$1,384,151.00	\$1,150,600.00

Consultants Review and Ratings:

1 Addendum 1- Acknowledged	X	X	X
2 Addendum 2- Acknowledged	X	X	X
3 Addendum 3- Acknowledged	X	X	X
4 Statement of Assurance, comp	X	X	X
5 Drug Free Workplace	X	X	X
6 Solicitation, Offer & Award	X	X	X
7 Appendix A	X	X	X
- Regular Hourz - Mechanic	\$220.00	\$225.00	\$199.00
- Regular Hourz - Helper	\$190.00	\$135.00	\$175.00
- Regular Hourz - Team	\$395.00	\$360.00	\$270.00
- Overtime Hr (1.5/1.7)-Mechanic	\$330.00	\$338.00	\$298.00
- Overtime Hr (1.5/1.7)-Helper	\$285.00	\$202.00	\$263.00
- Overtime Hr (1.5/1.7)-Team	\$593.00	\$540.00	\$561.00
- Overtime (2x) - Mechanic	\$330.00	\$450.00	\$298.00
- Overtime (2x) - Helper	\$285.00	\$270.00	\$263.00
- Overtime (2x) - Team	\$593.00	\$720.00	\$298.00
8 Appendix B	X	X	X
9 Appendix C	X	X	X
10 Appendix D	X	X	X
11 Appendix E	X	X	X
12 Appendix F - Maint. Central Praq	X	X	X
13 Appendix G	X	X	X
- Contractors Chosen Suppliers	X	X	X
Machinery	Halliter-Whitney Geared OH Machine	Halliter-Whitney Geared OH Machine	Halliter-Whitney Geared OH Machine
Controllezz	Motion Central Engineering MCE 4000	Motion Central Engineering MCE 4000	GAL Galaxy
Door Equipment	GAL MOVFR II Heavy Duty Clared Loop	GAL MOVFR II Heavy Duty Clared Loop	GAL MOVFR II Heavy Duty Clared Loop
Signal Fixtures	PTL Manufacturing	Innovation Interiors	GAL
Cab Refinsh	Bell Elevator Interiors	Bell Elevator Interiors	Wright Elevator Interiors
-Location of Full Service Office	X	X	X
	777 Old Clemran Road Columbia, SC 29229 803-665-1400	2024-A Independence Commerce Drive Mathour, NC 28105 704-628-5189	519 Enterprise Drive Charlotte, NC 28206 800-526-6115
11 Interim Service Included in Bid	YES	YES	YES
12 Warranty Service Included in Bid	YES	YES	YES
13 Continuing Service Price per Unit per Month	\$225.00 per unit	\$375.00 per unit	\$250.00 per unit

Consultant Review and Evaluation:

All bidders appear to have complied with the Bid Documents and Specifications. All Products prepared are acceptable and equal.

Carolina Elevator Service, Inc. has a distinctly better price and service location.

I recommend proceeding with the recommendation of award to Carolina Elevator Service, Inc. and request their schedule and lead time for Submittal, Approval, Final Drawing and Release of Orders, Delivery of Material, and Installation Schedule.

Full Submittal of Products offered are to be submitted for Approval along with Schedule. Cab Interior Design will be presented and coordinated with Hayden Davis.

Please advise of any questions or further requests for clarification.



**Administration & Finance Committee Meeting
Briefing Document**

Agenda Item

FY 18-19 Annual Action Plan budgets for the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) federal funds

Background

This request is to approve the FY 18-19 Annual Action Plan budgets for the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) federal funds

Richland County became a federal entitlement program grantee in 2002. As an entitlement grantee, Richland County receives an annual share of federal Community Development Block Grant (CDBG) and HOME Investment Partnership Programs (HOME) funds authorized under Title I of the Housing and Community Development Act of 1974, as amended. The Richland County Office of Community Development (RCCD) is responsible for administering CDBG and HOME grants for unincorporated areas of Richland County.

RCCD seeks to “transform lives in partnership with the Richland County community through housing, education and revitalization to make a different one household at a time.”

The purpose of the Annual Action Plan is to identify housing and community development needs and to develop CDBG and HOME budgeting for the next annual period. This Action Plan for Richland County covers the fiscal period of October 1, 2018 to September 30, 2019. Additionally, the Annual Action Plan implements the County’s 5 Year Consolidated Plan, approved in July 2017, which enables the County to continue to receive federal housing and community development funds and must be submitted to the US Department of HUD by August 15, 2018.

A public meeting will be advertised and held on July 30, 2018. Please note this public meeting is not required to be a part of a Council meeting, but is still open to Council and the public to attend.

Please see below FY 18-19 Proposed Budgets for CDBG and HOME:

FY 18-19 CDBG BUDGET				\$1,495,368			
District 10 Park (Design/Soft Costs)			\$50,000.00				
GillsCreek - Water Quality Improvement Prgt			\$ 100,000.00				
Unsafe Housing Removal			\$ 271,990.00				
Richland County Rolls (Paint Brush Pgm)			\$80,000.00				
Operation One Touch (Minor Rehab Pgm)			\$ 220,000.00				
HOME Project Delivery Costs			\$ 100,000.00				
Public Service Projects			\$ 224,305.00			*Cannot exceed 15%	
Richland Business 101			\$150,000.00				
Admin			\$ 299,073.00			*Cannot exceed 20%	
FY 18-19 HOME BUDGET				\$722,033.00			
RCHAP			\$250,000.00				
CHDO			\$149,830.00				
RICHLAND REBUILDS			\$250,000.00				
ADMIN			\$72,203.00			*Cannot exceed 10%	

HOME Grant funds require a local match. Total HOME funds are divided as follows:

HOME Grant Funds	\$ 722,033.00
HOME Program Income	\$ 20,000.00
HOME Local Match Required from the County (25%)	\$ 162,458.00
	\$ 904,491.00

Issues

If not approved, the estimated FY 18-19 budgets for CDBG and HOME and the funds will not be set up. Subsequently, the funds could be rescinded or not spent in a timely manner, thereby creating additional areas of concern for the County and affecting future year awards from HUD.

Fiscal Impact

The only financial impact to the County is the HOME match requirement.

For FY 18-19, the amount of HOME Match is \$162,458 and has been approved by County Council in Biennium Budget I in the General Fund. The County has provided the required match amount since the HOME program began in 2002.

Past Legislative Actions

County Council approved the Community Development's FY 17-18 HUD Consolidated Action Plan in July 2017.

HUD approved the County's FY18-19 allocation on May 1, 2018.

Last year's CDBG and HOME budgets are listed below:

- FY 2017 CDBG \$1,330,596 HOME \$514,484

Alternatives

1. Approve the Annual Action Plan Budgets (FY 18-19) for CDBG and HOME due to HUD by August 15, 2018.
2. Do not approve the Annual Action Plan Budgets (FY 18-19) for CDBG and HOME due to HUD by August 15, 2018.

Staff Recommendation

Staff recommends Council approve the Annual Action Plan (FY 18-19) and the estimated budgets for CDBG and HOME.

Submitted by: Tracy Hegler, Community Planning & Development

Date: June 18, 2018